September 24, 2026 Board Meeting
09/24/2026 - 06:30 PM
District Admin Office Conference Room
Printed: 09/28/2026 12:02 PM

MEETING MINUTES

Kingsway Regional School District
Regular Meeting of the Board of Education

Attendance

Voting Members
Jennifer Cavallaro-Fromm, President
Lauren Boerlin, Vice President
Dr. Michele Blair, Board Member
Kelly Bonapfel, Board Member
Christie Comerford, Board Member
Jaclyn Dopke, Board Member - via Zoom
Marilyn O'Rourke-Young, Board Member
Apryl Palazzo, Board Member
Nicholas Rosato, Board Member

A. Open Meeting

1. Call to Order

Meeting called to order at 6:35pm.

2. Sunshine Notice

Pursuant to the Open Public Meetings Act, Chapter 231, Public Laws of 1975, this meeting has been duly advertised in the South Jersey Times, issue of January 14, 2026, and the district website. All municipal clerks of the townships and boroughs within the regional school district have been duly notified and the requirements of posting of notices have been met.

3. Pledge of Allegiance

4. Administration of Oath of Office

Pursuant to A-3392/S-3392, the Board Secretary will administer the Oath for Student Members duly elected to the Kingsway Regional Schoo District Board of Education.

Student Representation to the Board of Education	Term Expires
Ojasvi Gaekwad, Student Council Member	2026
Nadia Esan, Student Council Member	2026

5. Roll Call

B. Staff Recognition

1. New Staff Recognition

Name	Position	Location
Keenan Cannady	Paraprofessional	High School
Alyssa Ritchie	Science Teacher	High School

Tori Lugiano	Science Teacher	High School
Eric Fizur	Special Education Teacher	High School
Michael Schneider	Health & PE Teacher	High School
John Traini	Paraprofessional	High School
Nicole Still	Secretary	High School
David Michalski	English Teacher	High School
Kimberly Blair	Special Education Teacher	Middle School
Sara Ladik	Math Teacher	Middle School
Rikki Lynn	Science Teacher	Middle School
Arabella Stefanowicz	Math Teacher	Middle School
Christina Murphy	Financial Specialist	District
Jenny O'Malley	Accounts Payable Specialist	District

C. Student Representative Report

1. Monthly Student Representative Report

D. Recess

1. Recess

Recess at 7:19pm for approximately 15 minutes.

Motion made by: Nicholas Rosato
Motion seconded by: Marilyn O'Rourke-Young

> ***Voting results:*** Unanimously approved
> Yes: Jennifer Cavallaro-Fromm, Lauren Boerlin, Dr. Michele Blair, Kelly Bonapfel, Christie Comerford, Jaclyn Dopke, Marilyn O'Rourke-Young, Apryl Palazzo, Nicholas Rosato

Resume meeting at 7:36pm.

Motion made by: Kelly Bonapfel
Motion seconded by: Dr. Michele Blair

> ***Voting results:*** Unanimously approved
> Yes: Jennifer Cavallaro-Fromm, Lauren Boerlin, Dr. Michele Blair, Kelly Bonapfel, Christie Comerford, Jaclyn Dopke, Marilyn O'Rourke-Young, Apryl Palazzo, Nicholas Rosato

E. Presentations

1. Dynamic Learning Map (DLM) Assessment

Board of Education Presentation:

- Dynamic Learning Map (DLM) Assessment - Spring 2026

DLM 2026

F. Public Participation

1. Public Comment

A parent and a student attending an out-of-district school addressed the Board and requested that the Board consider allowing Logan Township students who attend schools outside the District to participate in Kingsway athletic programs.

G. Superintendent Discussion Items

1. Discussion Items

- Board Goals 2026-2027
- Woolwich PD Locker
- School Opening
- Back to School Nights
- Welcome New Staff
- Welcome Student Board Representatives
- Land Update

Kingsway Proposed BOE Goals 26-27

H. Executive Session

1. Executive Session In

BE IT RESOLVED that the Kingsway Regional School District Board of Education desires to hold a closed Executive Conference Session at 8:06p.m. prevailing time, for approximately 40 minutes as follows:
Item Discussion Item(s)* (Agenda to extent known)
1 Negotiations
2 Personnel
3 Legal
4 Individual Privacy
5 Security
6 Investment/Property Acquisition
7 Contract Litigation or Negotiations
defined as excluded from the requirements of Open Public Meetings Act of 1975, further it is anticipated that such discussions may be disclosed upon resolution.
*Pursuant to the list of exceptions set forth in the Open Public Meetings Act 10:4-12

Motion made by: Nicholas Rosato
Motion seconded by: Dr. Michele Blair

> ***Voting results:*** Unanimously approved
>
> Yes: Jennifer Cavallaro-Fromm, Lauren Boerlin, Dr. Michele Blair, Kelly Bonapfel, Christie Comerford, Jaclyn Dopke, Marilyn O'Rourke-Young, Apryl Palazzo, Nicholas Rosato

2. Executive Session Out

BE IT RESOLVED, that the Kingsway Regional School District Board of Education adjourn executive session and reconvene the public meeting at 9:15p.m.

Motion made by: Nicholas Rosato
Motion seconded by: Dr. Michele Blair

> ***Voting results:*** Unanimously approved
>
> Yes: Jennifer Cavallaro-Fromm, Lauren Boerlin, Dr. Michele Blair, Kelly Bonapfel, Christie Comerford, Jaclyn Dopke, Marilyn O'Rourke-Young, Apryl Palazzo, Nicholas Rosato

I. Approval of Action Items

1. Approval of Action Items

BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the following consent agenda item(s): J 1-5, K1, L1-16, M1-3, N1-11.

Motion made by: Lauren Boerlin
Motion seconded by: Apryl Palazzo

> ***Voting results:*** Unanimously approved
>
> Yes: Jennifer Cavallaro-Fromm, Lauren Boerlin, Dr. Michele Blair, Kelly Bonapfel, Christie Comerford, Jaclyn Dopke, Marilyn O'Rourke-Young, Apryl Palazzo, Nicholas Rosato

J. Personnel

1. Resignations, Retirements and Terminations

BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the resignation, retirements, and terminations, as recommended by the Superintendent of Schools:

Name	Position	Location	Reason	Years of Service	Effective Date
Theresa DeRose	Intramural Coach - Basketball 2	Middle School	Resignation	N/A	09/17/2026
Karen Porreca	Substitute General Cafeteria Worker	District	Resignation	2 years	09/18/2026
Kristina Bullock	Teacher of Mathematics	Middle School	Resignation	12 years	11/18/2026

2. Appointments and Reappointments

BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the appointment(s) of the following staff member(s), as recommended by the Superintendent of Schools, contingent upon criminal history review clearance and issuance of appropriate certification(s) where applicable:
All certificated and non-certificated personnel are approved for hourly Schedule B assignments on an as-needed basis.

Name	Position	Location	Reason	Compensation	Effective Date
Morgan Rambler	Paraprofessional	High School	Appointment	Step 1; $27,089 Prorated	10/05/2026-06/30/2027
Zachary Staulters	LTS - Teacher of Special Education	Middle School	Appointment	$217/diem	09/25/2026-10/30/2026

3. Employment - Schedule "B", Staff Workers, Unpaid Volunteers

BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the Schedule "B" appointments, event staff workers, and unpaid volunteers, as recommended by the Superintendent of Schools:

Name	Position	Location	Reason	Compensation	Effective Date(s)
Christian Forman	Intramural Coach - Flag Football	Middle School	Appointment	$704	09/03/2026-06/30/2027 (Ratify & Affirm)
Rikki Lynn	Teacher of Science	Middle School	Detention Monitor	$33.47/hour	09/03/2026-06/30/2027 (Ratify & Affirm)
Cheryl Adels	Teacher of Special Education	Middle School	Detention Monitor	$33.47/hour	09/03/2026-06/30/2027 (Ratify & Affirm)
Colleen Parcells	Secretary	Middle School	Transition Days	$204.61/diem (not to exceed 3 days)	09/21/2026-09/25/2026
Jason Behringer	Department Chair - Social Studies	High School	Appointment	$2,112	09/10/2026-06/30/2027 (Ratify & Affirm)
Lauren Warner	Teacher of English	Middle School	MTSS Team Teacher	$44.23/hour (up to 20 hours) (Funded via Title I)	09/16/2026-06/30/2027 (Ratify & Affirm)
Stephanie Atene	School Counselor	High School	MTSS Team Counselor	$44.23/hour (up to 20 hours) (Funded via Title I)	09/01/2026-06/30/2027 (Ratify & Affirm)
Heidi Schuster	Volunteer - NJROTC	High School	Appointment	N/A	09/25/2026-06/30/2027
Krista Diodati	Teacher of Mathematics	High School	Gifted & Talented Test Proctor	$44.23/hour (up to 6 hours)	10/07/2026-10/30/2026
Victoria Miller	School Counselor	High School	Gifted & Talented Test Proctor	$44.23/hour (up to 6 hours)	10/07/2026-10/30/2026
Connie Erikson	Teacher of Mathematics	High School	Gifted & Talented Test Proctor	$44.23/hour (up to 6 hours)	10/07/2026-10/30/2026
Michelle Behringer	Teacher of English	High School	Gifted & Talented Test Proctor (Alternate)	$44.23/hour (up to 6 hours)	10/07/2026-10/30/2026
Takiyah Randolph	Teacher of English	Middle School	Gifted & Talented Test Proctor	$44.23/hour (up to 6 hours)	10/07/2026-10/30/2026
Ajani Wijerathne	Teacher of Science	Middle School	Gifted & Talented Test Proctor	$44.23/hour (up to 6 hours)	10/07/2026-10/30/2026
Kerian Vannieuwenhove	Teacher of World Language	High School	Gifted & Talented Test Proctor	$44.23/hour (up to 6 hours)	10/07/2026-10/30/2026
Jasmine Page	Paraprofessional	High School	Gifted & Talented Testing Hall Monitor	$33.47/hour (up to 4 hours)	10/07/2026-10/30/2026

Marrtin Quick	Building Based Permanent Substitute Teacher	High School	Gifted & Talented Testing Hall Monitor	$33.47/hour (up to 4 hours)	10/07/2026-10/30/2026
Mark Anderson	Teacher of Mathematics	High School	National Honor Society Faculty Council	$44.23/hour (up to 5 hours)	09/25/2026-06/30/2027
Ashley Carola	Teacher of Art	High School	National Honor Society Faculty Council	$44.23/hour (up to 5 hours)	09/25/2026-06/30/2027
Kevin Rival	Teacher of Science	High School	National Honor Society Faculty Council	$44.23/hour (up to 5 hours)	09/25/2026-06/30/2027
Denise Desiderio	Teacher of Art	High School	National Honor Society Faculty Council	$44.23/hour (up to 5 hours)	09/25/2026-06/30/2027
Jennifer Stark	Teacher of Science	High School	National Honor Society Faculty Council	$44.23/hour (up to 5 hours)	09/25/2026-06/30/2027
Kerimcan Baba	Teacher of Computer Science	High School	PLTW Training	$44.23/hour (up to 160 hours)	09/14/2026-06/30/2027 (Ratify & Affirm)
Meghan Mattson	Assistant Advisor - HOSA	High School	Appointment	$1,730	09/22/2026-06/30/2027 (Ratify & Affirm)

4. Leaves of Absence

BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the leaves of absence(s), as recommended by the Superintendent of Schools:

Name	Position	Location	Reason	Effective Date(s)
Cristiana Barrett	Teacher of English	Middle School	Maternity	Leave with pay 11/09/2026-12/23/2026; Leave without pay 1/404/2027-06/30/2027
Jason Behringer	Teacher of Social Studies	High School	Intermittent Family	Intermittent leave with pay 09/01/2026-06/30/2027
Michelle Behringer	Teacher of English	High School	Intermittent Family	Intermittent leave with pay 09/01/2026-06/30/2027
Gary Clark	Mechanic	District	Intermittent Family	Intermittent leave with pay 07/27/2026-11/27/2026 (Ratify & Affirm)
Alexa Croce	Teacher of Mathematics	High School	Intermittent Medical	Intermittent leave with pay 09/01/2026-06/30/2027 (Ratify & Affirm)
Evette Fearon	Paraprofessional	High School	Intermittent Family	Intermittent leave with pay 09/01/2026-06/30/2027 (Ratify & Affirm)
Heather Haines	Teacher of Special Education	High School	Intermittent Medical	Intermittent leave with pay 09/17/2026-4/30/2027 (Ratify & Affirm)
Susan Romano	Teacher of Science	High School	Intermittent Family	Intermittent leave with pay 09/01/2026-12/31/2026 (Ratify & Affirm)
Jayne Tomforde	Teacher of Mathematics	High School	Intermittent Family	Intermittent leave with pay 09/14/2026-06/30/2027 (Ratify & Affirm)
Matthew Healy	**Teacher of Health & P.E.**	**Middle School**	**Intermittent Paternity**	**Intermittent leave without pay 01/25/2027-05/28/2027**

5. Change of Status(Name change, rescind position, corrections, transfers, guide movement)

BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the changes in status, as recommended by the Superintendent of Schools:

Name	Position	Location	Reason	Compensation	Effective Date(s)
Cheryl Adels	Teacher of Special Education	Middle School	Step/Level Change	BA+15/Step 11; $73,627	09/01/2026-06/30/2027
Kevin Rival	Teacher of Science	High School	Step/Level Change	BA+30/Step 8; $67,067	09/01/2026-06/30/2027
James Barnshaw	Teacher of Team Scholastics	High School	Change in Resignation Effective Date	N/A	08/28/2026
Charlize Bjanes	LTS - Teacher of Art	High School	Change in per diem rate and effective dates	$290/diem	09/01/2026-10/27/2026
Kristina Bullock	Advisor - Dragon Spark	Middle School	Rescind Appointment	$1,160	09/02/2026
Fernando Garcia Irizarry	Custodian	High School	Change in Location from High School to Middle School	Step 5; $36,645	08/31/2026-06/30/2027
Sara Huff	Custodian	High School	Change in Location from High School to Middle School	Step 9; $41,915	08/31/2026-06/30/2027
Jonathan Rivera	Custodian	Middle School	Change in Location from Middle School to High School	Step 4; $36,145	08/31/2026-06/30/2027
Jessica Heritage	Teacher of Art	High School	Change in Effective dates	BA; Step7; $64,264 Prorated	10/28/2026-6/30/2027
Kristina Bullock	MTSS Team Teacher	Middle School	Rescind Appointment	$44.23/hour	09/16/2026
Sarah Schugar	MTSS Team Interventionist	High School	Correction of Funding Source	$44.23/hour (up to 20 hours) (Funded via Title I)	07/01/2026-06/30/2027
Kimberly Rotter	MTSS Team Teacher	High School	Correction of Funding Source	$44.23/hour (up to 20 hours) (Funded via Title I)	07/01/2026-06/30/2027
Kevin Rival	MTSS Team Teacher	High School	Correction of Funding Source	$44.23/hour (up to 20 hours) (Funded via Title I)	07/01/2026-06/30/2027
Alexa Croce	MTSS Team Interventionist	High School	Correction of Funding Source	$44.23/hour (up to 20 hours) (Funded via Title I)	07/01/2026-06/30/2027
Krista Diodati	MTSS Team Teacher	High School	Correction of Funding Source	$44.23/hour (up to 20 hours) (Funded via Title I)	07/01/2026-06/30/2027
Jessica Heady	MTSS Team Teacher	High School	Correction of Funding Source	$44.23/hour (up to 20 hours) (Funded via Title I)	07/01/2026-06/30/2027
Theresa Kupsey	MTSS Team Counselor	Middle School	Correction of Funding Source	$44.23/hour (up to 20 hours) (Funded via Title I)	07/01/2026-06/30/2027
Kimberly Hargraves	MTSS Team Interventionist	Middle School	Correction of Funding Source	$44.23/hour (up to 20 hours) (Funded via Title I)	07/01/2026-06/30/2027
Rebekah Allen	MTSS Team Teacher	Middle School	Correction of Funding Source	$44.23/hour (up to 20 hours) (Funded via Title I)	07/01/2026-06/30/2027
Antoinette Hentry	MTSS Team Counselor	Middle School	Correction of Funding Source	$44.23/hour (up to 20 hours) (Funded via Title I)	07/01/2026-06/30/2027
Mary Beth Koniecki	MTSS Team Interventionist	Middle School	Correction of Funding Source	$44.23/hour (up to 20 hours) (Funded via Title I)	07/01/2026-06/30/2027

Lauren Mecholsky	MTSS Team Teacher	Middle School	Correction of Funding Source	$44.23/hour (up to 20 hours) (Funded via Title I)	07/01/2026-06/30/2027
Julianna Chellew	MTSS Team Teacher	Middle School	Correction of Funding Source	$44.23/hour (up to 20 hours) (Funded via Title I)	07/01/2026-06/30/2027
Meghan Mattson	Advisor - Athletic Training Club	High School	Rescind Appointment	$1,160	09/22/2026
Diana Kell	**Bus Driver**	**District**	**Change in Effective Date**	**$34/hour**	**10/01/2026-06/30/2027**

K. Approval of Minutes

1. Minutes

BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the minutes of the following meeting(s):

August 27, 2026 Regular Meeting
August 27, 2026 Executive Session Minutes

August 27, 2026 Board Meeting - 08_27_2026 - Meeting Minutes

August 27 2026 Exec Minutes

L. Finance

1. Budget Line Item Transfers

BE IT RESOLVED, that the Kingsway Regional School District Board of Education ratify the line item transfers attached for the 2026-2027 fiscal year as recommended by the Superintendent of Schools:

Monthly Transfers Aug 2026

2. Payment of Claims

BE IT RESOLVED, that the Kingsway Regional School District Board of Education certify the list of claims as set forth on the Athletic Refunds 2026-27 September for goods received and services rendered be approved for payment in the amount of $1,300.00.

BE IT RESOLVED, that the Kingsway Regional School District Board of Education certify the list of claims as set forth on the Clothing Refunds 2026-27 September for goods received and services rendered be approved for payment in the amount of $841.69.

BE IT RESOLVED, that the Kingsway Regional School District Board of Education certify the list of claims as set forth on the bill list dated 9/24/2026 for goods received and services rendered be approved for payment in the amount of $2,405,232.84.

Check Register FS Reimbursements

Athletic Refunds September 2026

Bills and Claims 9-24-26

3. Board Secretary's Certification

Pursuant to N.J.A.C. 6:23-22.12(c)3, the Board Secretary hereby certifies that, as of August 31, 2026, the total of encumbrances and expenditures for each line item account do not exceed the line item appropriation established by the Board of Education.

4. Payroll Certification

The School Business Administrator/Board Secretary reports, in compliance with N.J.S.A. 18A:19-1b, has certified the August 2026 payroll in the amount of $837,386.03, which includes $16,497.62 representing the employer's share of TPAF Social Security.

5. Receipt and Acceptance of the Monthly Board Secretary and Cash Reports

BE IT RESOLVED, that the Kingsway Regional School District Board of Education a ccept as filed the Business Administrator/Board Secretary's financial report and the Cash Report as of July 31, 2026, and;

Be it further resolved that, pursuant to N.J.A.C. 6A:23A-16.10(c)4, as of July 31, 2026, after review of the Board Secretary's monthly financial reports and upon consultation with the appropriate district officials, to the best of our knowledge, no major account or fund has been overexpended in violation of N.J.A.C. 6A:23A-16.10(a)1, and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

July 2026 - Cash Report

Board Secretary Report - July 2026

6. Receipt and Acceptance of Student Activity and Athletic Account Monthly Financial Reports

BE IT RESOLVED, that the Kingsway Regional School District Board of Education accept as filed the Kingsway Regional Middle School and High School Student Activities and Athletic Accounts financial report for the period ending August 31, 2026.

2026-2027 Student Activity Summary Report - Aug 2026

7. Depositories and Signatories

BE IT RESOLVED that the following Banking Institutions and signatories be approved as official depositories and signors of the Kingsway Regional School District Board of Education in accordance with the Governmental Unit Deposit Protection Act ("GUDPA")

Account	Financial Institution	Signatory	Individual
General Checking	Fulton Bank	Board President Business Administrator	Jennifer Cavallaro-Fromm Sharon Ormsbee
General Money Market	Fulton Bank	Board President Business Administrator	Jennifer Cavallaro-Fromm Sharon Ormsbee
Payroll	Fulton Bank	Board President Business Administrator	Jennifer Cavallaro-Fromm Sharon Ormsbee
Payroll Agency	Fulton Bank	Board President Business Administrator	Jennifer Cavallaro-Fromm Sharon Ormsbee
Unemployment Escrow	Fulton Bank	Board President Business Administrator	Jennifer Cavallaro-Fromm Sharon Ormsbee
Cafeteria	Fulton Bank	Board President Business Administrator	Jennifer Cavallaro-Fromm Sharon Ormsbee
Athletics	Fulton Bank	Board President Business Administrator	June Cioffi Sharon Ormsbee
Superintendent/SBA Petty Cash	Fulton Bank	Superintendent Business Administrator	James Lavender Sharon Ormsbee
Middle School Student Activity Checking	Fulton Bank	Principal Business Administrator	Brian Tonelli Sharon Ormsbee
Middle School Student Activity Money Market	Fulton Bank	Principal Business Administrator	Brian Tonelli Sharon Ormsbee
High School Student Activity Checking	Fulton Bank	Principal Business Administrator	Stefanie Fox-Manno Sharon Ormsbee
High School Student Activity Money Market	Fulton Bank	Principal Business Administrator	Stefanie Fox-Manno Sharon Ormsbee
Wayne Winter Memorial	Fulton Bank	Board President Business Administrator	Jennifer Cavallaro-Fromm Sharon Ormsbee
Joseph Bona Memorial	Fulton Bank	Board President Business Administrator	Jennifer Cavallaro-Fromm Sharon Ormsbee
John Capozzi Memorial	Fulton Bank	Board President Business Administrator	Jennifer Cavallaro-Fromm Sharon Ormsbee
Maureen Lavin Memorial	Fulton Bank	Board President Business Administrator	Jennifer Cavallaro-Fromm Sharon Ormsbee

Lucinda Molitor Memorial	Truist	Business Administrator	Sharon Ormsbee
NOW Checking	Truist	Business Administrator	Sharon Ormsbee
MMDA	Truist	Business Administrator	Sharon Ormsbee

8. 2026-2027 Kingsway Regional School District Purchasing Manual

BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the Revised 2026-2027 Purchasing Manual, as recommended by the Superintendent of Schools.

Purchasing Manual - 2026.27

9. Sale or Disposal of Assets

WHEREAS, the Kingsway Regional School District Board of Education deems the property listed below to be surplus property which is no longer useful for school purposes; and

WHEREAS, the value of said property is estimated to be as enumerated below; and

THEREFORE BE IT RESOLVED, that the Kingsway Regional School District Board of Education authorize the Business Administrator to offer the property for sale to other public entities without advertisement for bids in accordance with 18A:18A-45c-f.

Location	Description	Serial/Model#	QTY	Est. Value	Operable
Building and Grounds	Ingersoll-Rand Refrigerated Compressed Air Dryer	HTD25 115V 1 PH	1	$800.00	Y
Building and Grounds	Ingersoll-Rand Air Compressor	2340L5 60Gal 460V 3 Phase	1	$900.00	N
Building and Grounds	30 Skateboards, 6 Long Boards and 5 Skateboard Racks		1	$300.00	Y

10. Special Olympics Grant Award Acceptance

BE IT RESOLVED, that the Kingsway Regional School District Board of Education authorize the acceptance of a grant award from the Specia Olympics of up to $4,000 for the period July 1, 2026 through June 30, 2027.

11. Consortium Title III

BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve a Memorandum of Agreement for the Gloucester County Title III Consortium for the 2026-2027 school year.

2026-27 Title III MOA

12. Acceptance of School Lead Filters Program Grant

BE IT RESOLVED, that the Kingsway Regional School District Board of Education accept a grant in the amount of $4,292.30 from the New Jersey Department of Education to be used for point-of-use water fixtures.

13. Pet Therapy Services

BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve an agreement with FURever As Friends Inc. for pet therapy services for the 2026-2027 School Year at the High School and Middle School locations.

Furever Friends MS 26-27

Furever Friends HS 26-27

14. Appointment of Psychiatrists

BE IT RESOLVED, that the Kingsway Regional School District Board of Education, upon the recommendation of the Superintendent of Schools, hereb appoints the below as District Psychiatrists, effective September 24, 2026, to provide psychiatric evaluations, consultations, fitness-for-duty examinations, and other professional psychiatric services as may be requested by the District, at the rates set forth in their approved fee schedule.

- **Kevin P. Caputo, M.D.**
- **Pooja Shah, M.D.**

15. Use of Facility Waiver

BE IT RESOLVED, that the Kingsway Regional School District Board of Education waive the facility use fees from Borough of Swedesboro for all activities held on Kingsway School District property for Swedesboro/Woolwich Day on September 26, 2026.

Letter dated August 18 2026

16. 2026-2027 Transportation Jointures

BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the Transportation Jointure Contract for the 2026-2027 School Year as follow:

School District	Cost
South Harrison Township School District	$20,400.00

South Harrison Township 2026-2027 Jointure

M. Curriculum & Instruction

1. Professional Development - Staff Attendance at Trainings, Seminars, Conventions, and Conferences

Resolved that the Kingsway Regional School District Board of Education approve the staff attendance at trainings, seminars, conventions, and conferences be approved, as recommended by the Superintendent of Schools:

Title of Program	Location	Date(s)	Attendees	Educational Purpose	Cost to District
Cybersecurity - PLTW Training	Virtual	9/14/2026 - 11/23/2026	Kerimcan Baba	To participate in PLTW Cybersecurity Core Training to advance PDP Goal 1, enhancing Tier 1 instruction and real-world problem-solving strategies in the classroom	$0.00
ASAP - NJ Southern Region Meetings	Sicklerville, NJ	9/21/2026 11/20/2026 1/25/2027	Fallon Corcoran	To collaborate with regional professionals at ASAP-NJ Southern Region meetings, increasing access to community resources and comprehensive mental health supports for students and families.	$0.00
NJSPA Fall Conference	Atlantic City, NJ	10/15/2026 - 10/16/2026	Charae Whetstone	To support administrative leadership and strengthen special education programming through participation in professional learning and networking at the NJSPA Fall Conference.	$539.47
NJSPA Fall Conference	Atlantic City, NJ	10/15/2026 - 10/16/2026	Nicole Verasco	To support administrative leadership and strengthen special education programming through participation in professional learning and networking at the NJSPA Fall Conference.	$641.48
Autism New Jersey Annual Conference	Atlantic City, NJ	10/23/2026	Alexis Gavura	To support district program alignment, expand cross-disciplinary strategies, and strengthen autism instruction through collaborative workshops and professional development at the Autism NJ Annual Conference in Atlantic City	$377.34
HESAA School Counselor Workshop	Blackwood, NJ	10/28/2026	John Cappolina	To support postsecondary planning and strengthen financial aid advisement through participation in professional learning at the HESAA School Counselor Workshop	$15.04
BrainStorm	Pocono Summit, PA	11/15/2026 - 11/27/2026	Robert Iocona	To present best practices and engage with the broader K–12 technology community at the BrainStorm K20 Conference, supporting district technology growth through collaborative professional learning	$600.10
New Jersey Leage of Municipalities	Atlantic City, NJ	11/17/2026 - 11/19/2026	Christina Murphy	To maintain professional licensing by earning required QPA and CPA credits while gaining updated industry knowledge at the New Jersey League of Municipalities Conference.	$287.00
Computer Essentials	Virtual	2/2/2027 - 4/6/2027	Kerimcan Baba	To support instructional alignment and complete required core training for the PLTW Computer Science Essentials curriculum over a 20-week professional learning series.	$0.00

2. 2026-2027 Textbook Adoption & Re-adoption

BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the Kingsway Textbook List for the 2026-2027 school year.

3. 2026-2027 Curriculum Adoption & Re-adoption

BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the adoption and re-adoption of the Kingsway Regional School District curricula for grades 7-12 for the 2026-2027 school year.

Middle School Curriculum
High School Curriculum

N. General Administration

1. Enrollment

BE IT RESOLVED, that the Kingsway Regional School District Board of Education accepts the enrollment report as of September 3, 2026 as follows:

	Beginning Enrollment September 3, 2026		June 2026 Totals	
Grade Level	General	Out-of-District	General	Out-of-District
7	465	5	451	1
8	458	0	456	2
Middle School	**923**	**5**	**907**	**3**
9	487	3	509	7
10	510	7	474	5
11	474	6	449	9
12	450	35	519	26
High School	**1921**	**51**	**1951**	**47**
District Enrollment	**2,900**		**2,908**	

2. Emergency Drills

BE IT RESOLVED, that the Kingsway Regional School District Board of Education accept the emergency drills report as follows:

School	Date	Start Time	End Time	Drill
MS	08/15/2026	2:00 PM	3:00 PM	Lockdown Drill
MS	08/20/2026	1:36 PM	1:54 PM	Fire Drill
HS	08/24/2026	9:54 AM		Fire Alarm Drill
MS/HS	08/27/2026	9:00 AM	10:30 AM	Annual MOA Meeting

3. Fundraiser(s)

BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the fundraiser(s), as recommended by the Superintendent of Schools:

School	Program/Group	Purpose	Product/Service	Start Date	End Date
HS	DECA	To raise funds for DECA Regionals, Conference and Registrations	Online Clothing Store with BLA Apparel	10/19/2026	10/30/2026
HS	DECA	To raise funds for charitable donation via NJ DECA	Spikeball tournament tickets and concessions	11/9/2026	11/20/2026
HS	National Honor Society (NHS)	To donate non-perishable food to St. Peter's Food Pantry	Trunk-or-Tree Event for community	12/11/2026 rain date 12/12/2026	12/11/2026 rain date 12/12/2026
MS	7th Grade Student Council	To donate sandwiches to the Cathedral Kitchen	Making P&B Sandwiches to donate	1/19/2027	1/19/2027
MS	7th Grade Student Council	To donate non-perishable food to St. Peter's Food Pantry	Collection of Cans and Non-Perishable Food Items	2/22/2027	3/5/2027

4. Field Trips

BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the fundraiser(s), as recommended by the Superintendent of Schools:

September 2026 Field Trips, Class Trips, Social Events & Athletic Competitions

School	Type of Trip	Group/Class/Activity/Team	Event/Destination	Date(s)	# of Students	# of Chaperones	Cost Per Student	Budgetary Costs	Student Activity Account - Fundraising - and/or Booster Cost
HS	Social Event	NJROTC Color Guard	Swedesboro Dragon Run; Swedesboro, NJ	9/26/2026	5	1	$0.00	$0.00	$0.00
HS	Field Trip	STEP Program	Workplace Skills; Classy Cow Food Joint, Logan Twp, NJ	Wednesdays 9/30/26 - 6/2/2026	4	2	$0.00	$183.30 Bus Cost Per Trip	$0.00
HS	Class Trip	NJROTC Orienteering Team	Orienteering Competition; Tyler State Park, PA	10/4/2026	23	1	$0.00	$345.00 Registration Fee $895.00 Bus Cost	$0.00
HS	Field Trip	NJROTC (Naval Science 1)	Learning Experience; USS New Jersey, Camden, NJ	10/5/2026 10/9/26 (Backup Date)	20	1	$0.00	$300.00 Admission $438.10 Bus Cost	$0.00
HS	Field Trip	Student Council Executive Board	NJASC Fall Conference; The College of New Jersey, Ewing, NJ	10/6/2026	30	2	$0.00	$900.00 Registration Fee $817.80 Bus Cost	$0.00
HS	Field Trip	STEP Program	Workplace Skills; Fort Nassau Graphics, West Deptford, NJ	Tuesdays & Thursdays 10/6/2026 - 6/2/2026	4	2	$0.00	$222.30 Bus Cost Per Trip	$0.00
HS	Field Trip	BLA - Grade 9	BLA Learning Experience; Total Turf, Sewell, NJ	10/7/2026	48	3	Lunch	$360.10 Bus Cost	$0.00
HS	Field Trip	Team Scholastics - Grade 12	College Visit; West Chester University, West Chester, PA	10/8/2026	22	2	$0.00	$504.10 Bus Cost	$0.00
HS	Field Trip	STEP Program	Community Based Instruction; Ella Harris Park & ShopRite of Mullica Hill	10/8/2026	28	8±	$0.00	$300.00 Allowance $373.10 Bus Cost	$0.00
MS	Field Trip	STEP Program	Community Based Instruction; Scotland Run Park & ShopRite of Centerton Square Plaza	10/8/2026	13	6±	$0.00	$461.50 Bus Cost	$0.00
HS	Field Trip	BLA - Grade 10	College Visit; St. Joseph's University, Philadelphia, PA	10/9/2026	47	4	Lunch	$530.90 Bus Cost	$0.00
HS	Field Trip	Team Scholastics - Grade 11	College Visit; Rowan University, Glassboro, NJ	10/13/2026	27	2	$0.00	$373.10 Bus Cost	$0.00
HS	Field Trip	NJROTC (Naval Science 2)	Learning Experience; Gettysburg, PA	10/14/2026 10/15/2026 (Back up Date)	13	1	$0.00	$490.00 Admission $1,400.70 Bus Cost	$0.00
HS	Class Trip	Dragon Singers, Freshman Chorus, Kingsway Chorale	Tenor Bass Festival; Rowan University, Glassboro, NJ	10/14/2026	20	1	$0.00	$360.00 Admission $421.20 Bus Cost	$0.00

HS	Social Event	NJROTC	Park Clean up; Locke Avenue Park, Swedesboro, NJ	10/17/2026	40	1	$0.00	$0.00	$0.00
HS	Field Trip	NJROTC	Learning Experience; USCG Training Center, Cape May, NJ	10/19/2026 10/22/2026 (Back up Date)	24	1	$0.00	$892.30	$0.00
HS	Field Trip	STEM Academy - Grade 9	College Visit; Temple University School of Engineering; Philadelphia, PA	10/20/2026	48	4	$0.00	$522.45 Bus Cost	$0.00
HS	Field Trip	BLA - Grade 12	College Visit; Swarthmore College, Swarthmore, PA	10/21/2026	43	4	$13.50 Lunch	$454.45 Bus Cost	$0.00
HS	Field Trip	Team Scholastics - Grade 12	College Visit; Thomas Jefferson University; Philadelphia, PA	10/22/2026	22	2	$0.00	$543.90 Bus Cost	$0.00
HS	Class Trip	NJROTC Orienteering Team	Orienteering Competition; Warinanco Park, Roselle, NJ	10/24/2026	25	1	$0.00	$345.00 Admission $1,199.85 Bus Cost	$0.00
HS	Field Trip	DECA	Learning Experience; Kean University; Union, NJ	10/26/2026	9	1	$0.00	$360.00 Admission $1,028.25 Bus Cost	$0.00
HS	Field Trip	Team Scholastics - Grade 10	College Visit; Widener University; Chester, PA	10/27/2026	36	2	$0.00	$399.60 Bus Cost	$0.00
HS	Field Trip	Team Scholastics - Grade 9	College Visit; Stockton University; Galloway, NJ	10/28/2026	26	4	$0.00	$715.10 Bus Cost	$0.00
MS	Field Trip	STEP Program	Community Based Instruction; Dollar Store & Chick-Fil-A; Sewell, NJ	11/12/2026	13	6	$0.00	$195.00 Meals $272.03 Bus Cost	$0.00
HS	**Field Trip**	**STEM Academy - Grade 11**	**College Visit; Thomas Jefferson University, Philadelphia, PA**	**11/16/2026**	**48**	**3**	**$0.00**	**$564.70 Bus Cost**	**$0.00**
HS	Field Trip	BLA - Grade 11	College Visit; Jefferson University; Philadelphia, PA	11/17/2026	46	4	Lunch	$547.15 Bus Cost	$0.00
MS	Field Trip	STEP Program	Community Based Instruction; Five Below & Friendly's, Glassboro, NJ	12/10/2026	13	6	$0.00	$195.00 Meals $318.50 Bus Cost	$0.00
HS	Field Trip	Student Council Executive Board	NJASC Winter Conference; The College of New Jersey, Ewing, NJ	1/12/2027	30	2	$0.00	$1,200.00 Admission $817.80 Bus Cost	$0.00
HS	Field Trip	Student Council Executive Board	NJASC Spring Awards; Six Flags, Jackson, NJ	6/2/2027	30	2	$0.00	$1,700.00 Admission $705.00 Bus Cost	$0.00

MS	Class Trip	8th Grade Class	End of Year Celebration; Dorney Park/Wildwater Kingdom, Allentown, PA	6/7/2027	~400	~25	$37.00 Admission $21.00 Meals $22.00 Bus Cost Per Student	$0.00	$0.00

5. HIB - Completed Investigation Reports

Resolved that Kingsway Regional School District Board of Education accept the Harassment, Intimidation & Bullying report as submitted by the Superintendent of Schools:

Case Number	Date of Initial Report	Date of Report to Superintendent	Result of Investigation
HS-19	6/16/2026	9/16/2026	Does Not Meet Definition

6. Student Discipline

BE IT RESOLVED that the Kingsway Regional School District Board of Education approves the agreement between the Board and student 30332, as discussed in executive session.

7. Policy Adoption 1st Reading

WHEREAS, the Kingsway Regional School District Board of Education is committed to maintaining up-to-date policies that reflect curren legal requirements, best practices, and district needs; and

WHEREAS, in accordance with Board bylaws and standard procedure, a first reading of the proposed policy is required prior to fina adoption;

NOW, THEREFORE, BE IT RESOLVED, that the Kingsway Regional School District Board of Education hereby approves the first reading the following policies:

Policy and/or Regulation Number	Policy and/or Regulation Name
P4216	Dress and Grooming
P5337.1	Therapy Dog
P8660	Transportation by private vehicle to and from school-related activities
P8662	Transportation by private or district-owned vehicles to and from school

P5337.1 Therapy Dog

P8662 Transportation by Private or District-Owned Vehicles - To and From School - NEW

P8660 - Transportation by Private Vehicle-revised

P4216 Dress and Grooming SS

8. Policy Adoption 2nd Reading

WHEREAS, the Kingsway Regional School District Board of Education is committed to maintaining up-to-date policies that reflect curren legal requirements, best practices, and district needs; and

WHEREAS, in accordance with Board bylaws and standard procedure, a second reading of the proposed policy is required prior to fina adoption;

NOW, THEREFORE, BE IT RESOLVED, that the Kingsway Regional School District Board of Education hereby approves the second readir of the following policies:

Policy and/or Regulation Number	Policy and/or Regulation Name
P0162	Notice of Board Meetings
P0162.01	Legal Notices
P1230	Superintendent's Duties
P1643	Family Leave
P2200	Curriculum
P2260	Equity in School and Classroom Practices

P2363	Pupil Use of Privately-Owned Technology - Abolish
P2411	Career Education and Academic Counseling
P3216	Dress and Grooming
P3420	Benefits
P4420	Benefits
P5460	High School Graduation Requirements
P5461	High School Diplomas
P&R5516	Student Use of Internet-Enabled Devices
P5561	Use of Physical Restraint and Seclusion
P6112	Reimbursement of Federal and Other Grant Expenditures
P6115.02	Federal Awards/Funds Internal Controls-Mandatory Disclosures
P6311	Contracts for Goods or Services Funded by Federal Grants
P8561	Procurement Procedures for School Nutrition Programs
R2200	Curriculum Content - Abolish
R2411	Guidance and Counseling - Abolish
R2460	Additional Compensatory Special Education and Related Services
R6115.01	Federal Awards Funds Internal Controls - Allowability of Costs

- P0162 Notice of Board Meetings
- P0162.01 Legal Notices - NEW
- P1230 - SUPERINTENDENT_S DUTIES - with changes
- P1643 - Family Leave
- P2200 - CURRICULUM CONTENT (M) - with changes
- P2260 - Equity in School and Classroom Practices (1)
- P2363 - Pupil Use of Privately Owned Technology - Abolish
- P2411 CAREER EDUCATION AND ACADEMIC GUIDANCE COUNSELING with changes
- P3216 Dress Policy_Teachers_DRAFT updated 9-23-26
- P3420 Benefits
- P4420 Benefits
- P5460 HIGH SCHOOL GRADUATION REQUIREMENTS
- P5461 - HIGH SCHOOL DIPLOMAS
- P5516 -Use of Electronic Communications and Recording Devices
- R5516 - Use of Electronic Communication Devices-KRSD REV 8.13
- P5561 - Use of Physical Restraint....
- P6112 - Reimb of Federal and Other Grant Exp
- P6115.02 Fed Awards Funds Internal Controls
- P6311 - Contracts for Goods or Services Funded by Federal Grants
- P8561 - Procurement Procedures for School Nutrition Programs
- R2200 - Curriculum Content-Abolish

R2411 GUIDANCE AND COUNSELING - Abolish

R2460 - Abolish

R6115.01 Federal Awards Funds Internal Controls

9. Out of District Tuition Contract

BE IT RESOLVED, that the Kingsway Regional School District Board of Education hereby approves the attached listing of tuit contracts for students attending educational institutions out of district for the period July 1, 2026 through June 30, 2027:

A. other LEAs - 10-month contract, 2026-2027 School Year

Student #	School	Cost	Dates
#25648	Glassboro School District	$28,668.00	September - June

B. Private Out-of-District – 10-month contract, 2026-2027 School Year

Student #	School	Cost	Dates
#29783	Y.A.L.E. School Southeast, Inc 1:1 Aide	$86,508.00 $56,700.00	September/June

C. Private Out of District — Extended School Year 2026

Student #	School	Cost	Dates
#29783	Y.A.L.E. School Southeast, Inc 1:1 Aide	$14,418.00 $9,450.00	July/August

10. Research Project

BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the following Research Projects, as recommended by the Superintendent of Schools:

Dates	Name of Project	Class/Club/Team	Facilitator	Title/Work/Location
October 2026 - December 2026	Addressing Chronic Absenteeism Through Motivating and Mentoring	Mentoring Program	Lauren Warner	Structured after-school mentoring program for middle school students, featuring high school mentors who complete required training prior to program launch.

11. SSDS Reporting

BE IT RESOLVED, that the Kingsway Regional School District Board of Education accepts the Student Safety Data System (SSDS) Report, as presented, in accordance with New Jersey Department of Education reporting requirements.

O. Old Business

P. New Business

1. Walk On Resolution #1

EXAMINATION FOR CAUSE — EMPLOYEE ID NO. 5686

BE IT RESOLVED, upon the recommendation of the Superintendent of Schools and after consideration of the information presented to the Board, that the Kingsway Regional School District Board of Education hereby requires Employee ID No. 5686 to undergo a psychiatric Examination for Cause pursuant to Board Policy 4161 – Examination for Cause, for the purpose of determining the employee's present fitness to perform the essential functions of the employee's position, with or without reasonable accommodation consistent with N.J.S.A. 18A:16-2; and

BE IT FURTHER RESOLVED, that the employee shall be provided with a written Statement of Reasons for the required examination and notice of the employee's right to request a hearing before the Board in accordance with Board Policy 4161; and

BE IT FURTHER RESOLVED, that if the employee does not timely request a hearing, or if following a requested hearing the Board determines that the Examination for Cause remains warranted, the examination shall proceed in accordance with Board Policy 4161, including the applicable provisions concerning designation of the examining physician or institution and payment for the examination.

Motion made by: Dr. Michele Blair
Motion seconded by: Marilyn O'Rourke-Young

> ***Voting results:*** Unanimously approved
>
> Yes: Jennifer Cavallaro-Fromm, Lauren Boerlin, Dr. Michele Blair, Kelly Bonapfel, Christie Comerford, Jaclyn Dopke, Marilyn O'Rourke-Young, Apryl Palazzo, Nicholas Rosato

2. Walk On Resolution #2

BE IT RESOLVED , that the Kingsway Regional School District Board of Education approves and adopts the Board of Education Goals for the 2026-2027 school year, as presented and reviewed.

Motion made by: Nicholas Rosato
Motion seconded by: Dr. Michele Blair

> ***Voting results:*** Unanimously approved
>
> Yes: Jennifer Cavallaro-Fromm, Lauren Boerlin, Dr. Michele Blair, Kelly Bonapfel, Christie Comerford, Jaclyn Dopke, Marilyn O'Rourke-Young, Apryl Palazzo, Nicholas Rosato

Q. Adjournment

1. Motion to Adjourn

Resolved that the Kingsway Regional School District Board of Education adjourn the meeting at 9:27pm.

Motion made by: Kelly Bonapfel
Motion seconded by: Lauren Boerlin

> ***Voting results:*** Unanimously approved
>
> Yes: Jennifer Cavallaro-Fromm, Lauren Boerlin, Dr. Michele Blair, Kelly Bonapfel, Christie Comerford, Jaclyn Dopke, Marilyn O'Rourke-Young, Apryl Palazzo, Nicholas Rosato

Sharon Ormsbee

Business Administrator/Board Secretary

Supporting Documents

The following PDFs were attached to the minutes:

E. 1. Dynamic Learning Map (DLM) Assessment

DLM 2026

G. 1. Discussion Items

Kingsway Proposed BOE Goals 26-27

K. 1. Minutes

August 27, 2026 Board Meeting - 08_27_2026 - Meeting Minutes

K-1a August 27 2026 Exec Minutes

L. 1. Budget Line Item Transfers

Monthly Transfers Aug 2026

L. 2. Payment of Claims

Check Register FS Reimbursements

L-2a Athletic Refunds September 2026

L-2b Bills and Claims 9-24-26

L. 5. Receipt and Acceptance of the Monthly Board Secretary and Cash Reports

July 2026 - Cash Report

L-5a Board Secretary Report - July 2026

L. 6. Receipt and Acceptance of Student Activity and Athletic Account Monthly Financial Reports

2026-2027 Student Activity Summary Report - Aug 2026

L. 8. 2026-2027 Kingsway Regional School District Purchasing Manual

Purchasing Manual - 2026.27

L. 11. Consortium Title III

2026-27 Title III MOA

L. 13. Pet Therapy Services

Furever Friends MS 26-27

L-13a Furever Friends HS 26-27

L. 15. Use of Facility Waiver

Letter dated August 18 2026

L. 16. 2026-2027 Transportation Jointures

South Harrison Township 2026-2027 Jointure

N. 7. Policy Adoption 1st Reading

P5337.1 Therapy Dog

N-7a P8662 Transportation by Private or District-Owned Vehicles - To and From School - NEW

N-7b P8660 - Transportation by Private Vehicle-revised

N-7c P4216 Dress and Grooming SS

N. 8. Policy Adoption 2nd Reading

P0162 Notice of Board Meetings

P0162.01 Legal Notices - NEW

P1230 - SUPERINTENDENT_S DUTIES - with changes

P1643 - Family Leave

P2200 - CURRICULUM CONTENT (M) - with changes

P2260 - Equity in School and Classroom Practices (1)

P2363 - Pupil Use of Privately Owned Technology - Abolish

P2411 CAREER EDUCATION AND ACADEMIC GUIDANCE COUNSELING with changes

P3216 Dress Policy_Teachers_DRAFT updated 9-23-26

P3420 Benefits

P4420 Benefits

P5460 HIGH SCHOOL GRADUATION REQUIREMENTS

- P5461 - HIGH SCHOOL DIPLOMAS
- P5516 -Use of Electronic Communications and Recording Devices
- R5516 - Use of Electronic Communication Devices-KRSD REV 8.13
- P5561 - Use of Physical Restraint....
- P6112 - Reimb of Federal and Other Grant Exp
- P6115.02 Fed Awards Funds Internal Controls
- P6311 - Contracts for Goods or Services Funded by Federal Grants
- P8561 - Procurement Procedures for School Nutrition Programs
- R2200 - Curriculum Content-Abolish
- R2411 GUIDANCE AND COUNSELING - Abolish
- R2460 - Abolish
- R6115.01 Federal Awards Funds Internal Controls

Dynamic Learning Map (DLM) Assessment

Spring 2026

Board of Education Presentation
September 2026

DYNAMIC® LEARNING MAPS

Overview

- DLM is New Jersey's alternate statewide assessment for students with the most significant intellectual disabilities for whom the general statewide assessment is not appropriate, even with accommodations.
- It is aligned to New Jersey's academic standards. DLM is designed to allow students to demonstrate knowledge and skills connected to grade-level content through appropriately accessible assessment materials.
- Students are assessed in three content areas:
  - English Language Arts
  - Mathematics
  - Science
- Students in grades 7, 8, & 11 are assessed in English & Math, students in grades 8 & 11 are assessed in Science.
- DLM supports high expectations for students with significant intellectual disabilities.
- Assessment is connected to instruction, rather than being viewed solely as an accountability measure.

DLM - Descriptors

DYNAMIC® LEARNING MAPS

Performance Level Descriptors			
Emerging	**Approaching Target**	**At Target**	**Advanced**
The student demonstrates an emerging understanding of and ability to apply content knowledge and skills represented by the Essential Elements.	The student's understanding of and ability to apply targeted content knowledge and skills represented by the Essential Elements is approaching the target.	The student's understanding of and ability to apply content knowledge and skills represented by the Essential Elements is at target.	The student demonstrates advanced understanding of and ability to apply targeted content knowledge and skills represented by the Essential Elements.

Kingsway Regional High School
Spring 2026 Data

Subject	Students	Emerging	Approaching Target	At Target	Advanced	At Target or Advanced
ELA	7	2	2	3	0	43%
Math	7	2	1	4	0	57%
Science	8	4	2	1	1	25%

*Includes students attending out-of-district placements.
** While reports are required to disaggregate subgroup data, the n-size for reporting of all subgroups is less than 10. Therefore, suppression rules apply to protect student confidentiality. This relates to White, African American/Black, Asian, Pacific Islander, Hispanic, American Indian, Other as well as Economically Disadvantaged, Students with Disabilities, and Students with 504s.

Kingsway Regional Middle School
Spring 2026 Data

Subject	Students	Emerging	Approaching Target	At Target	Advanced	At Target or Advanced
ELA	11	2	5	3	1	36%
Math	11	6	2	1	2	27%
Science	3	2	1	0	0	0%

*Includes students attending out-of-district placements.
** While reports are required to disaggregate subgroup data, the n-size for reporting of all subgroups is less than 10. Therefore, suppression rules apply to protect student confidentiality. This relates to White, African American/Black, Asian, Pacific Islander, Hispanic, American Indian, Other as well as Economically Disadvantaged, Students with Disabilities, and Students with 504s.

Kingsway Regional School District
Combined Data Report for Spring 2026

Subject	Students	Emerging	Approaching Target	At Target	Advanced	At Target or Advanced
ELA	18	4	7	6	1	39%
Math	18	8	3	5	2	39%
Science	11	6	3	1	1	18%

*Includes students attending out-of-district placements.
** While reports are required to disaggregate subgroup data, the n-size for reporting of all subgroups is less than 10. Therefore, suppression rules apply to protect student confidentiality. This relates to White, African American/Black, Asian, Pacific Islander, Hispanic, American Indian, Other as well as Economically Disadvantaged, Students with Disabilities, and Students with 504s.

Kingsway Regional High School
DLM Comparison Data

Spring 2025

Subject	Students	Emerging	Approaching Target	At Target	Advanced	At Target or Advanced
ELA	13	3	4	6	0	46%
Math	13	3	9	1	0	7%
Science	6	2	0	4	0	66%

Spring 2026

Subject	Students	Emerging	Approaching Target	At Target	Advanced	At Target or Advanced
ELA	18	4	7	6	1	39%
Math	18	8	3	5	2	39%
Science	11	6	3	1	1	18%

*Includes students attending out-of-district placements.
** While reports are required to disaggregate subgroup data, the n-size for reporting of all subgroups is less than 10. Therefore, suppression rules apply to protect student confidentiality. This relates to White, African American/Black, Asian, Pacific Islander, Hispanic, American Indian, Other as well as Economically Disadvantaged, Students with Disabilities, and Students with 504s.

DYNAMIC® LEARNING MAPS

Summary of Findings

- **Student Population Expansion**: Total tested student numbers expanded significantly year-over-year—ELA and Math cohorts grew by 38.5% (from 13 to 18 students), while the Science cohort nearly doubled from 6 to 11 students.

With this increase in numbers the following trends are noted:

- **Significant Growth in Math**: The percentage of students scoring "At Target or Advanced" in Math surged from 7% (1 student) in 2025 to 39% (7 students) in 2026, a 32-percentage-point increase, driven by gains in both the At Target (from 1 to 5) and Advanced (from 0 to 2) performance levels.
- **Slight Dip in ELA Proficiency**: ELA proficiency ("At Target or Advanced") decreased slightly from 46% (6 students) in 2025 to 39% (7 students) in 2026, though 2026 saw the addition of 1 student reaching the Advanced level.
- **Decline in Science Proficiency**: Science proficiency dropped sharply from 66% (4 students) in 2025 down to 18% (2 students) in 2026, alongside a notable increase in students categorized as Emerging (from 2 to 6).

STEP Program Supports & Considerations

- The STEP program is in the third year of utilizing the TeachTown curriculum, for all core STEP courses 7-12 to promote equitable and inclusive access to the general education curriculum and the individualized interventions to support student success.
- Continued focus on improving cohesive Community-Based Instruction (CBI trips) to promote functional skills in natural, non-school environments.
- Building teacher capacity via training to better utilize DLM assessment data to drive instruction.
    - The middle school wrote Science Curriculum in the spring aligned to the DLM standards in collaboration with our special education consultant, Dr. Blankman.
- Professional development continues for teachers that focuses on continued understanding and implementation of Specially Designed Instruction (SDI).


Questions?
KINGSWAY REGIONAL SCHOOL DISTRICT
1963

KINGSWAY REGIONAL SCHOOL DISTRICT

Proposed 2026-2027 Board of Education Goals

These Board goals are intended to complement the District Strategic Plan and annual District/Superintendent goals. The Strategic Plan establishes the District's long-range direction; District and Superintendent goals identify administrative priorities and outcomes; and Board goals focus on the Board's governance responsibilities - planning, oversight, accountability, resource alignment, and effective Board operations.

1. Long-Range Financial & Facilities Planning

Goal: Utilize the newly established Negotiations, Budget, Long-Range Facilities & Capital Projects Committee to strengthen long-term financial planning, facilities oversight, and capital planning in support of the District's strategic priorities.

Measure of Success: Establish a multi-year planning framework for budget priorities, negotiations, facility needs, and capital projects, with regular updates and recommendations to the full Board.

2. Oversight, Monitoring & Accountability

Goal: Strengthen the Board's process for monitoring progress toward the Strategic Plan, annual District goals, and Superintendent goals.

Measure of Success: Establish scheduled progress reviews throughout the school year and use those updates to inform Board decision-making, policy, and resource allocation.

3. Board Governance & Professional Growth

Goal: Strengthen Board effectiveness through consistent attendance, communication, preparation, completion of required NJSBA training, and continued learning about effective governance.

Measure of Success: Develop Board operating protocols for meeting and committee attendance, timely notice of absences, and meeting preparation; track completion of required NJSBA training; encourage participation in governance-focused professional learning; and assess Board effectiveness through the annual self-evaluation.

NJSBA online training opportunities: https://www.njsba.org/training/

Alignment

Together, these goals are designed to strengthen how the Board plans for the future, monitors District progress, and operates as an effective governance team while supporting implementation of the District's Strategic Plan.

MEETING MINUTES

Kingsway Regional School District
Regular Meeting of the Board of Education

Attendance

Voting Members
Jennifer Cavallaro-Fromm, President
Lauren Boerlin, Vice President
Kelly Bonapfel, Board Member
Christie Comerford, Board Member
Jaclyn Dopke, Board Member
Kristen Lombardo, Board Member - arrived at 6:45p.m.
Marilyn O'Rourke-Young, Board Member
Apryl Palazzo, Board Member

A. Open Meeting

1. Call to Order
Meeting called to order at 6:32 PM

2. Sunshine Notice

3. Pledge of Allegiance

4. Roll Call

B. Correspondence

Thank you note from Jason Bonapfel

Thank you note-Bonapfel

C. Public Participation

1. Public Comment
This is the time when anyone from the public who wishes to speak to the Board may do so. Please state your name, address, and phone number for the record. The Board may or may not take action this evening. You will be notified either at this meeting, by letter, or by telephone of any action that the Board does take.

D. Superintendent Discussion Items

1. Discussion Items

- Land Donation
- Personnel
- Summer Activities
- Turf Field Update
- Status of Buildings
- Woolwich PD Locker
- Simbli notification for changes

E. Executive Session

1. Executive Session In

BE IT RESOLVED that the Kingsway Regional School District Board of Education desires to hold a closed Executive Conference Session at 6:33 p.m. prevailing time, for approximately 45 minutes as follows:
Item Discussion Item(s)* (Agenda to extent known)
1 Negotiations
2 Personnel
3 Legal
4 Individual Privacy
5 Security
6 Investment/Property Acquisition
7 Contract Litigation or Negotiations
defined as excluded from the requirements of Open Public Meetings Act of 1975, further it is anticipated that such discussions may be disclosed upon resolution.
*Pursuant to the list of exceptions set forth in the Open Public Meetings Act 10:4-12

Motion made by: Christie Comerford
Motion seconded by: Kelly Bonapfel

> ***Voting results:***
>
> Yes: Jennifer Cavallaro-Fromm, Lauren Boerlin, Kelly Bonapfel, Christie Comerford, Jaclyn Dopke, Marilyn O'Rourke-Young, Apryl Palazzo
>
> Not Present: Kristen Lombardo

Mrs. Lombardo left the Executive Session at 7:05p.m. due to a conflict regarding the Logan Township contract addendum.

Mrs. Lombardo returned at 7:25p.m.

2. Executive Session Out

BE IT RESOLVED, that the Kingsway Regional School District Board of Education adjourn executive session and reconvene the public meeting at 7:27p.m.

Motion made by: Marilyn O'Rourke-Young
Motion seconded by: Christie Comerford

> ***Voting results:*** Unanimously approved
>
> Yes: Jennifer Cavallaro-Fromm, Lauren Boerlin, Kelly Bonapfel, Christie Comerford, Jaclyn Dopke, Kristen Lombardo, Marilyn O'Rourke-Young, Apryl Palazzo

Resolution for Increment Withholding
Motion by Jaclyn Dopke second by Christie Comerford
WHEREAS, it has been determined that employee #4530 has engaged in unbecoming conduct;

WHEREAS, it has been determined that employee #4530's unbecoming conduct provides a sufficient basis to withhold the employee's employment and adjustment increment pursuant to N.J.S.A. 18A:29-14;

IT IS HEREBY RESOLVED, that upon the recommendation of the Superintendent, that employee #4530's employment and adjustment increment for both the 2026-2027 school year and 2027-2028 school year shall be withheld; and

IT IS HEREBY RESOLVED, that upon the recommendation of the Superintendent, that employee #4530 shall be ineligible for appointment to any Schedule B position as defined by the Employee's employment contract and the Collective Negotiation Agreement including coaching, extracurricular, or other stipend positions during the 2026-2027, 2027-2028 and 2028-2029 school years; and

IT IS FURTHER RESOLVED, that the Superintendent will provide employee #4530 with written notice of this action within ten (10) days pursuant to N.J.S.A. 18A:29-14.

Final Resolution: Motion Carries
Yes: Jennifer Cavallaro-Fromm, Lauren Boerlin, Kelly Bonapfel, Christie Comerford, Jaclyn Dopke, Kristen Lombardo, Marilyn O'Rourke-Young, Apryl Palazzo

Land Donation
Motion by Lauren Boerlin second by Jaclyn Dopke

WHEREAS, the Township of Woolwich has offered to donate to the Kingsway Regional School District certain real property located within the Township of Woolwich and identified on the official tax map as Block 18.01, Lot 1 (the "Property"); and

WHEREAS, the Kingsway Regional Board of Education has determined that the acceptance of the Property is in the best interests of the District and its students and will further the educational and operational purposes of the District; and

WHEREAS, the Board's acceptance of the Property shall be contingent upon the satisfactory completion of all necessary and appropriate due diligence, including, but not limited to, title review, environmental review, and legal review by the Board Attorney, and compliance with all applicable federal, State, and local laws, regulations, requirements, and approvals;

NOW, THEREFORE, BE IT RESOLVED, that the Kingsway Regional Board of Education hereby approves the acceptance of the donation of the real property identified as Block 18.01, Lot 1, from the Township of Woolwich, subject to the satisfactory completion of all required due diligence and reviews as set forth herein; and

BE IT FURTHER RESOLVED, that the Board President and the Business Administrator/Board Secretary are hereby authorized and directed to execute, on behalf of the Kingsway Regional Board of Education, any and all documents necessary or appropriate to effectuate the transfer and acceptance of the Property, subject to the review and approval of the Board Attorney; and

BE IT FURTHER RESOLVED, that the Board Attorney and appropriate District officials are authorized to take such additional actions as may be necessary to complete the transfer and acceptance of the Property in accordance with applicable law.

Final Resolution: Motion Carries
Yes: Jennifer Cavallaro-Fromm, Lauren Boerlin, Christie Comerford, Jaclyn Dopke, Marilyn O'Rourke-Young, Apryl Palazzo
No: Kelly Bonapfel, Kristen Lombardo

F. Approval of Action Items

1. Approval of Action Items

BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the following consent agenda item(s): G1-6, H1, I1-12, J1-5, K1-9.

Motion made by: Lauren Boerlin
Motion seconded by: Jaclyn Dopke

> ***Voting results:*** Unanimously approved
>
> Yes: Jennifer Cavallaro-Fromm, Lauren Boerlin, Kelly Bonapfel, Christie Comerford, Jaclyn Dopke, Kristen Lombardo, Marilyn O'Rourke-Young, Apryl Palazzo

Jennifer Cavallaro-Fromm, Christie Comerford and Kristen Lombardo abstain on H1.

G. Personnel

1. Resignations, Retirements and Terminations

BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the resignation, retirements, and terminations, as recommended by the Superintendent of Schools:

Name	Position	Location	Reason	Years of Service	Effective Date
Regan Healey	Paraprofessional	High School	Resignation	2 years	07/29/2026
Laurie Clarke Knipp	Paraprofessional	High School	Resignation	3 years	08/01/2026
James Barnshaw	Teacher of Team Scholastic	High School	Resignation	3 years	10/03/2026

2. Appointments and Reappointments

BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the appointment(s) of the following staff member(s), as recommended by the Superintendent of Schools, contingent upon criminal history review clearance and issuance of appropriate certification(s) where applicable:
All certificated and non-certificated personnel are approved for hourly Schedule B assignments on an as-needed basis.

Name	Position	Location	Reason	Compensation	Effective Date
Andrew Ammazzaorsi	Bus Driver	District	Appointment	$34.00/hour	09/03/2026-06/30/2027
Kerimcan Baba	Teacher of Computer Science	High School	Appointment	BA/Step 1; $60,264	09/01/2026-06/30/2027
Charlize Bjanes	LTS - Teacher of Art	High School	Appointment	$217/diem	09/01/2026-10/23/2026
Justin Brown	Building Permanent Substitute	High School	Appointment	$170/diem	09/01/2026-06/30/2027
Lori Brown	Teacher of Special Education	Middle School	Appointment	MA+15/Step 11; $75,706	09/01/2026-06/30/2027
Jessica Heritage	Teacher of Art	High School	Appointment	BA/Step 7; $64,264 Prorated	10/26/2026-06/30/2027
Jenny O'Malley	Accounts Payable Specialist	District	Appointment	$60,000 Prorated	09/01/2026-06/30/2027
Michael Primavera	Custodian	High School	Appointment	Step 6; $37,395 Prorated	08/28/2026-06/30/2027
Rebecca Roman	General Cafeteria Worker	High School	Appointment	Step 3; $17.70/hour	09/01/2026-06/30/2027
Nicole Still	Secretary	High School	Appointment	Step 11; $53,199 Prorated	08/31/2026-06/30/2027
John Traini	Paraprofessional	High School	Appointment	Step 6; $29,839	09/01/2026-06/30/2027
Courtney Slusarski	Substitute Secretary	District	Appointment	$17.50/hour	09/01/2026-06/30/2027
Jada Whitt	Paraprofessional	High School	Appointment	Step 3; $29,089	09/01/2026-06/30/2027
Donna Carpenter	LTS - Teacher of English	High School	Appointment	$290/diem	10/22/2026-02/12/2027
Colleen Parcells	Secretary	Middle School	Appointment	Step 11; $53,199 Prorated	09/28/2026-06/30/2027
David Michalski	Teacher of English	High School	Appointment	MA/Step 10; $72,930	09/01/2026-06/30/2027

3. Practicum, Student Teachers, Visitation and Internships

BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the Practicum, Student Teachers, Visitation and Internships, as recommended by the Superintendent of Schools:

Student Name	Institution	Placement Type	School/Grade	Cooperating Mentor	Dates of Placement
Melissa Lack	Wilmington University	60 hour Practicum	KRHS	Megan Balinge	9/2/26 - 12/21/26

Makeya Petrini	Wilmington University	60 hour Practicum	KRMS	Lori Genndaszek	9/2/26 - 12/21/26

4. Employment - Schedule "B", Staff Workers, Unpaid Volunteers

BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the Schedule "B" appointments, event staff workers, and unpaid volunteers, as recommended by the Superintendent of Schools:

Name	Position	Location	Reason	Compensation	Effective Date(s)
Claire Alpaugh	Assistant Coach - Girls Basketball	Middle School	Appointment	$2,035	09/01/2026-06/30/2027
Sarah Elliott	Volunteer - Girls Volleyball	High School	Appointment	N/A	08/28/2026-06/30/2027
Dominic Pinto	Volunteer - Football	High School	Appointment	N/A	08/28/2026-06/30/2027
Ismael Mercado	Translator	High School	Appointment	$1,160	09/01/2026-06/30/2027
Providencia Rodriguez	Translator	District	Appointment	$1,160	09/01/2026-06/30/2027
Danielle Kaiser	Advisor - Unified Sports	High School	Appointment	$2,112	09/01/2026-06/30/2027
Erin Bernat	Advisor - Unified Sports	High School	Appointment	$1,056	12/01/2026-02/26/2027
Amanda Silvesti	Advisor - Unified Sports	High School	Appointment	$1,056	03/08/2027-06/01/2027
Lauren Charlton	Advisor - Unified Clubs	High School	Appointment	$2,112	09/01/2026-06/30/2027
Tiffany Zacharko	Advisor - Unified Clubs	High School	Appointment	$2,112	09/01/2026-06/30/2027
Kimberly Rotter	Advisor - Lifestyle Medicine Club	High School	Appointment	$1,160	09/01/2026-06/30/2027
Shanna Hoffman	School Store Coordinator	High School	Appointment	$3,419	09/01/2026-06/30/2027
Cameryn Martin	Advisor - Prism	High School	Appointment	$1,160	09/01/2026-06/30/2027
Andrew Lydon	Head Coach - Boys Basketball	Middle School	Appointment	$3,128	09/01/2026-06/30/2027
Brittney Wagner	Head Coach - Field Hockey	Middle School	Appointment	$3,128	09/01/2026-06/30/2027
Amanda Silvesti	Head Coach - Girls Soccer	Middle School	Appointment	$3,128	09/01/2026-06/30/2027
Jakob Mostoller	Assistant Coach - Boys Soccer	Middle School	Appointment	$2,035	09/01/2026-06/30/2027
Brendan Daly	Assistant Coach - Girls Volleyball	High School	Appointment	$4,660	08/28/2026-06/30/2027
Ajani Wijeranthe	Teacher of Science	Middle School	STEM Elective Planning	$44.23/hour (up to 2 hours)	08/05/2026-08/31/2026 (Ratify & Affirm)

Name	Position	Location	Reason	Compensation	Effective Date(s)
Stefanie Miles	Teacher of Science	Middle School	STEM Elective Planning	$44.23/hour (up to 2 hours)	08/05/2026-08/31/2026 (Ratify & Affirm)
Brittany Stone	Teacher of Science	Middle School	STEM Elective Planning	$44.23/hour (up to 2 hours)	08/05/2026-08/31/2026 (Ratify & Affirm)
Rikki Lynn	Teacher of Science	Middle School	STEM Elective Planning	$44.23/hour (up to 2 hours)	08/05/2026-08/31/2026 (Ratify & Affirm)
Danielle Altersitz	Teacher of Science	Middle School	STEM Elective Planning	$44.23/hour (up to 2 hours)	08/05/2026-08/31/2026 (Ratify & Affirm)
Christine Gismondi	Teacher of Science	Middle School	STEM Elective Planning	$44.23/hour (up to 2 hours)	08/05/2026-08/31/2026 (Ratify & Affirm)
Lori Gendaszek	Teacher of Science	Middle School	STEM Elective Planning	$44.23/hour (up to 2 hours)	08/05/2026-08/31/2026 (Ratify & Affirm)
Kaitlin Kurtz	Teacher of Science	Middle School	STEM Elective Planning	$44.23/hour (up to 2 hours)	08/05/2026-08/31/2026 (Ratify & Affirm)
Stephanie Atene	School Counselor	High School	Summer Office Hours	$44.23/hour (up to 55 hours)	08/01/2026-08/31/2026 (Ratify & Affirm)
Kyle Nordone	Volunteer - Football	High School	Appointment	N/A	08/28/2026-06/30/2027
Benjamin Maiers	Volunteer - Football	High School	Appointment	N/A	08/28/2026-06/30/2027
Olivia Martz	Volunteer - Cheerleading	High School	Appointment	N/A	08/28/2026-06/30/2027
Dylan McCarthy	Volunteer - Cheerleading	High School	Appointment	N/A	08/28/2026-06/30/2027
Mathias Alexander	Volunteer - Cheerleading	High School	Appointment	N/A	08/28/2026-06/30/2027
Luca Scott	Volunteer - Marching Band	High School	Appointment	N/A	08/28/2026-06/30/2027
Nicole Still	Secretary	High School	Transition Days	$204.61/diem (not to exceed 3 days)	08/01/2026-08/30/2026 (Ratify & Affirm)
Jenny O'Malley	Accounts Payable Specialist	District	Transition Days	$230.77/diem (not to exceed 3 days)	08/17/2026-08/31/2026
Meghan Mattson	Teacher of Health Professions	High School	Certificate in Simulation Training	$44.23/hour (up to 38 hours; funded via Title IV)	08/17/2026-08/20/2026 (Ratify & Affirm)
Nicole Still	Athletic Event Worker	High School	Appointment	$17.93/hour	09/01/2026-06/30/2027
Brittney Wagner	Athletic Event Worker	High School	Appointment	$17.93/hour	09/01/2026-06/30/2027
Michael Schneider	Athletic Event Worker	High School	Appointment	$17.93/hour	09/01/2026-06/30/2027

Name	Position	Location	Reason	Compensation	Effective Date(s)
Connor Brown	Volunteer - Boys Soccer	High School	Appointment	N/A	08/28/2026-06/30/2027
Kimberly Blair	Assistant Coach - Girls Soccer	Middle School	Appointment	$2,035	09/01/2026-06/30/2027
David Schuster	Teacher of JROTC	High School	NJROTC Summer Hours	$44.23/hour (up to 110 hours)	07/01/2026-08/31/2026 (Ratify & Affirm)
Rebekah Allen	Department Chair - Special Education	Middle School	Appointment	$2,112	08/27/2026-06/30/2027
Rebekah Allen	Department Chair Summer Hours	Middle School	Appointment	$44.23/hour (up to 3 hours)	08/27/2026-08/31/2026
Jordyn Wigglesworth	Assistant Coach - Field Hockey	High School	Appointment	$4,660	09/01/2026-06/30/2027

5. Leaves of Absence

BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the leaves of absence(s), as recommended by the Superintendent of Schools:

Name	Position	Location	Reason	Effective Date(s)
Stephanie Atene	School Counselor	High School	Intermittent Family	Intermittent leave with pay 09/01/2026-06/30/2027
Sean Bell	Teacher of English	High School	Paternity	Leave without pay 10/26/2026-2/12/2027
Patricia DiBartolo	Secretary	High School	Medical	Leave with pay 6/18/2026-7/03/2026 (Ratify & Affirm)
Lana Lowry	Teacher of Health & P.E.	High School	Intermittent Family	Intermittent leave with pay 09/01/2026-06/30/2027
Brittany Stone	Teacher of Science	Middle School	Maternity	Leave without pay 11/30/2026-02/26/2027
Nichole Tolley	Teacher of Special Education	Middle School	Intermittent Medical	Intermittent leave with pay 09/01/2026-06/30/2027
Alexis McCann	Teacher of Special Education	Middle School	Intermittent Family	Intermittent leave with pay 09/01/2026-6/30/2027
Wendi-Anne O'Connor	Paraprofessional	High School	Medical	Leave with pay 9/01/2026-11/20/2026

6. Change of Status(Name change, rescind position, corrections, transfers, guide movement)

BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the changes in status, as recommended by the Superintendent of Schools:

Name	Position	Location	Reason	Compensation	Effective Date(s)
Jaime Lloyd	Teacher of English	Middle School	Step/Level Change	MA/Step 10; $72,930	09/01/2026-06/30/2027
James Barnshaw	Head Coach - Boys/Girls Swimming	High School	Rescind Appointment	N/A	08/06/2026
Christian Forman	Paraprofessional	Middle School	Step/Level Change	Step 2; $27,589	09/01/2026-06/30/2027

Name	Position	Location	Reason	Compensation	Effective Date(s)
Jaime Lloyd	Team Leader - Level 2 - 7th Grade	Middle School	Change in Level	$2,534	09/01/2026-06/30/2027
Stefanie Miles	Team Leader - Level 2 - 7th Grade	Middle School	Change in Level	$2,534	09/01/2026-06/30/2027
Lauren Warner	Team Leader - Level 2 - 7th Grade	Middle School	Change in Level	$2,534	09/01/2026-06/30/2027
Ryan Selfridge	Team Leader - Level 2 - 7th Grade	Middle School	Change in Level	$2,534	09/01/2026-06/30/2027
Shanyn Enzman	Team Leader - Level 2 - Dragon	Middle School	Change in Level	$2,534	09/01/2026-06/30/2027
Joseph Bittmann	Team Leader - Level 2 - 8th Grade	Middle School	Change in Level	$2,534	09/01/2026-06/30/2027
Lauren Mecholsky	Team Leader - Level 2 - 8th Grade	Middle School	Change in Level	$2,534	09/01/2026-06/30/2027
Amanda Ottinger	Team Leader - Level 2 - 8th Grade	Middle School	Change in Level	$2,534	09/01/2026-06/30/2027
Kaitlin Kurtz	Team Leader - Level 2 - 8th Grade	Middle School	Change in Level	$2,534	09/01/2026-06/30/2027
Ethan Zheng	Volunteer - Marching Band	High School	Rescind Appointment	N/A	08/11/2026
Meredith Wuzzardo	Paraprofessional	High School	Change in Location from MS to HS	Step 6; $29,839	09/01/2026-06/30/2027
Elisia Lancaster	After School Detention Monitor	High School	Rescind Appointment	$33.47 per hour	09/01/2026-06/30/2027

H. Approval of Minutes

1. Minutes

BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the minutes of the following meeting(s):

July 23, 2026 Regular Meeting

July 23 2026 Minutes w-attachments

I. Finance

1. Budget Line Item Transfers

BE IT RESOLVED, that the Kingsway Regional School District Board of Education ratify the line item transfers attached for the 2026-2027 fiscal year as recommended by the Superintendent of Schools:

July 2026 Transfers

2. Payment of Claims

BE IT RESOLVED, that the Kingsway Regional School District Board of Education certify the list of claims as set forth on the bill list dated 7/22/2026 for goods received and services rendered be approved for payment in the amount of $4,315.00.

BE IT RESOLVED, that the Kingsway Regional School District Board of Education certify the list of claims as set forth on the bill list dated 6/4/2026 for goods received and services rendered be approved for payment in the amount of $6,452.27.

BE IT RESOLVED, that the Kingsway Regional School District Board of Education certify the list of claims as set forth on the bill list dated 7/27/2026 for goods received and services rendered be approved for payment in the amount of $73,421.09.

BE IT RESOLVED, that the Kingsway Regional School District Board of Education certify the list of claims as set forth on the bill list dated 7/30/2026 for goods received and services rendered be approved for payment in the amount of $356,305.93.

BE IT RESOLVED, that the Kingsway Regional School District Board of Education certify the list of claims as set forth on the bill list dated 7/30/2026 for goods received and services rendered be approved for payment in the amount of $631.37.

BE IT RESOLVED, that the Kingsway Regional School District Board of Education certify the list of claims as set forth on the bill list dated 8/12/2026 for goods received and services rendered be approved for payment in the amount of $4900.00.

BE IT RESOLVED, that the Kingsway Regional School District Board of Education certify the list of claims as set forth on the bill list dated 8/19/2026 for goods received and services rendered be approved for payment in the amount of $24,205.71.

BE IT RESOLVED, that the Kingsway Regional School District Board of Education certify the list of claims as set forth on the bill list dated 8/20/2026 for goods received and services rendered be approved for payment in the amount of $26,152.39.

BE IT RESOLVED, that the Kingsway Regional School District Board of Education certify the list of claims as set forth on the bill list dated 8/24/2026 for goods received and services rendered be approved for payment in the amount of $1,223,417.64.

- 7-22-26 Bills
- 6-4-26 Bills
- 7-27-26 Bills
- 7-30-26 Bills
- 7-30-26 Bills(2)
- 8-12-26 Bills
- 8-19-26 Bills
- 8-20-26 Bills
- 8-24-26 Bills

3. Board Secretary's Certification

Pursuant to N.J.A.C. 6:23-22.12(c)3, the Board Secretary hereby certifies that, as of July 31, 2026, the total of encumbrances and expenditures for each line item account do not exceed the line item appropriation established by the Board of Education.

4. Payroll Certification

The School Business Administrator/Board Secretary reports, in compliance with N.J.S.A. 18A:19-1b, has certified the July 2026 payroll in the amount of $1,006,861.16, which includes $16,497.62 representing the employer's share of TPAF Social Security.

5. Receipt and Acceptance of the Monthly Board Secretary and Cash Reports

BE IT RESOLVED, that the Kingsway Regional School District Board of Education accept as filed the Business Administrator/Board Secretary's financial report and the Cash Report as of June 30, 2026, and;

Be it further resolved that, pursuant to N.J.A.C. 6A:23A-16.10(c)4, as of June 30, 2026, after review of the Board Secretary's monthly financial reports and upon consultation with the appropriate district officials, to the best of our knowledge, no major account or fund has been overexpended in violation of N.J.A.C. 6A:23A-16.10(a)1, and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

- Board Secretary Report June 2026

Cash Report June 2026

6. Receipt and Acceptance of Student Activity and Athletic Account Monthly Financial Reports

BE IT RESOLVED, that the Kingsway Regional School District Board of Education accept as filed the Kingsway Regional Middle School and High School Student Activities and Athletic Accounts financial report for the period ending July 31, 2026.

Student Activity Summary Report July 2026

7. Class of 2026 Donation

WHEREAS, the Kingsway Regional School District Board of Education has been notified of a donation from the Class of 2026; and

WHEREAS, the Class of 2026 wishes to donate the remaining funds, $17,050, in their class account to the district; and

WHEREAS, these funds will be used by the district to purchase new, high-quality wall decor/wraps for the 400 wing of the high school and podiums for use during assemblies, graduations and award ceremonies;

NOW, THEREFORE, BE IT RESOLVED, that the Kingsway Regional School District Board of Education acknowledges and accepts with gratitude the donation from the Class of 2026 to the district for the purchase of new, high-quality wall decor/wraps for the 400 wing of the high school and podiums for use during assemblies, graduations and award ceremonies.

Class of 2026 donation

8. Donation

BE IT RESOLVED, that the Kingsway Regional School District Board of Education accept the donation of a set of JayPro Goal cages from Kingsway Youth Field Hockey Program.

Field Hockey Donation

9. Sale or Disposal of Assets

WHEREAS, the Kingsway Regional School District Board of Education deems the property listed below to be surplus property which is no longer useful for school purposes; and

WHEREAS, the value of said property is estimated to be as enumerated below; and

THEREFORE BE IT RESOLVED, that the Kingsway Regional School District Board of Education authorize the Business Administrator to offer the property for sale to other public entities without advertisement for bids in accordance with 18A:18A-45c-f.

Location	Description	Serial/Model#	QTY	Est. Value	Operable
Food Service Dept.	Used Servolift Eastern Cashier Table	n/a	1	$500.00	Y
Food Service Dept.	Used Duke Refrigerator Units	TCM46SS7 12053352	1	$1,500.00	Y
Food Service Dept.	Used Duke Refrigerator Units	TCM46SS7 12053353	1	$1,500.00	Y

10. Non Public Nursing Agreement

BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the agreement with the Gloucester County Special Services School District to supply Chapter 226 Non Public Nursing Services for the 2026-2027 School Year.

Kingsway Reg. NPN Contract 26-27.cleaned

11. To/From Transportation Bid Award

BE IT RESOLVED, that the Kingsway Regional School District Board of Education award a contract for bids 27-001 and 27-002 for to/from school transportation services for the 2026-2027 school year as follows:

Route	Contractor	Route Cost	Aide Cost	Total Cost		Increase/Decrease Adjustment Cost
KOOD.129	Holy Trinity Transportation	$414.00	$69.00	$483.00		$2.90
KRSD.055	B.R. Williams, Inc	$247.38	n/a	$247.38	With Bulk Bid discount	$1.50
GCH6	B.R. Williams, Inc	$247.38	n/a	$247.38	With Bulk Bid discount	$1.50
KSW18	B.R. Williams, Inc	$247.38	n/a	$247.38	With Bulk Bid discount	$1.50

12. Proposal of Substitute Athletic Training Services

BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the proposal of Athletic Training Services with Capstone Medical Services, LLC for substitute services for the 2026-2027 school year at the attached costs.

Athletic Trainer Sub Services

J. Curriculum & Instruction

1. Professional Development - Staff Attendance at Trainings, Seminars, Conventions, and Conferences

Resolved that the Kingsway Regional School District Board of Education approve the staff attendance at trainings seminars, conventions, and conferences be approved, as recommended by the Superintendent of Schools:

Title of Program	Location	Date(s)	Attendees	Educational Purpose	Cost to District
NJAJE State Jazz Educator's Conference	Newark, NJ	11/13/2026	Joe Henderson	To support program alignment and strengthen jazz instruction through collaboration with area directors and participation in professional learning at the NJAJE State Jazz Educators Conference.	$0.00

2. Evaluation Frameworks for the 2026–2027 School Year

BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the Marzano Causal Teacher Evaluation Framework and the New Jersey Principal Evaluation for Professional Learning (NJPEPL) Framework for the 2026–2027 School Year.

3. District and School PDP Plans

BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the District Professional Development Plan and School Professional Development Plans for the 2026-2027 School Year, as recommended by the Superintendent of Schools.

Kingsway Regional Middle School PD Plan 25-26

Kingsway Regional High School PD Plan 25-26

KRSD PD Plan 25-26

4. Teacher Mentor Program for the 2026–2027 School Year

BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the Teacher Mentor Program as recommended by the Superintendent of Schools for the 2026-2027 School Year.

New Teacher Mentor Program

5. ACCESS Score Report 2026

BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the Fall 2026 New Jersey ACCESS testing results.

Spring 2026(SY25-26)ML ACCESS Data Slides

K. General Administration

1. Emergency Drills

BE IT RESOLVED, that the Kingsway Regional School District Board of Education accept the emergency drills report as follows:

School	Date	Start Time	End Time	Drill
MS/HS	7/15/2026	1:41 p.m.		Fire Alarm System Test
HS	7/23/2026	9:42 a.m.	9:57 a.m.	Fire Drill
MS/HS	7/30/2026	8:43 a.m.	10:00 a.m.	Table Top Discussion

2. Fundraiser(s)

BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the fundraiser(s), as recommended by the Superintendent of Schools:

School	Program/Group	Purpose	Product/Service	Start Date	End Date
HS	Girls Volleyball	To provide food at games	Concession Sales	8/17/2026	11/6/2026
HS	Class of 2027	To raise funds for Prom Venue costs	Sale of Homecoming Class T-Shirts	9/7/2026	9/18/2026
HS	Field Hockey	To raise funds for the Dream Crazy Foundation	Collection of donations and Dream Crazy Online Merch Store	9/16/2026	9/30/2026
MS	8th Grade Student Council	To raise funds for the Julie Riggi Scholarship	Annual Julie Riggi Walk-a-thon	10/6/2026	10/14/2026
HS	Girls Volleyball	To raise funds for the Susan G. Komen Breast Cancer Foundation	Sale of Breast Cancer Nametags	10/13/2026	10/13/2026
HS	Middle School Administration	To raise funds for Gift Cards (tournament winners), Snack Coupons (Student growth on math testing) and Food/Paper Products (Staff Appreciation Luncheon)	Sale of Tickets to March Madness 3 on 3 Basketball Tournament	2/25/2027	3/11/2027

3. Field Trips

BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the fundraiser(s), as

recommended by the Superintendent of Schools:

School	Type of Trip	Group/Class/ Activity/Team	Event/ Destination	Date(s)	# of Students	# of Chaperones	Cost Per Student	Budgetary Costs	Student Activity Account - Fundraising - and/or Booster Cost
HS	Class Trip	Marching Band	Away Football Game; Rowan University, Glassboro, NJ	8/27/2026	50	5	$0.00	$829.40 Bus Cost	$0.00
HS	Class Trip	Marching Band	Away Football Game; Winslow High School, Atco, NJ	9/4/2026	50	5	$0.00	$1,264.60 Bus Cost	$0.00
HS	Class Trip	NJROTC Color Guard	Community 911 Ceremony; Woolwich Twp, NJ	9/11/2026	5	1	$0.00	$266.50 Bus Cost	$0.00
HS	Class Trip	NJROTC Color Guard	Community 911 Ceremony; Swedesboro, NJ	9/11/2026	5	1	$0.00	$157.30 Bus Cost	$0.00
HS	Class Trip	Marching Band	USBands Competition; Hempfield High School, Landisville, PA	9/12/2026	86	8	$0.00	$6,676.50 Bus Cost	$0.00
HS	Class Trip	Marching Band	USBands Competition; Lenape High School, Medford, NJ	9/19/2026	86	8	$0.00	$3,383.00 Bus Cost	$0.00
HS	Field Trip	HOSA	HOSA Leadership Conference; Washington, DC	9/19/2026 - 9/22/2026	1	1	$0.00	$1,800.00 Registration & Travel Fees	$0.00
HS	Social Event	Renaissance Program	Launch; Deptford, NJ	9/25/2026	~145	4+	$0.00	$3,800.00 Admission $1,237.60 Bus Cost	$0.00
HS	Class Trip	Marching Band	Dragon Run; Swedesboro, NJ	9/26/2026	115	8	$0.00	$1,580.80 Bus Cost	$0.00
HS	Clasws	Marching Band	Away Football Game; Williamstown High School, Williamstown, NJ	10/2/2026	50	5	$0.00	$1,172.60 Bus Cost	$0.00
HS	Class Trip	Teen Summit	Teen Summit; Rowan College of South Jersey, Glassboro, NJ	10/2/2026	3	1	$0.00	$344.50 Bus Cost	$0.00

School	Type of Trip	Group/Class/ Activity/Team	Event/ Destination	Date(s)	# of Students	# of Chaperones	Cost Per Student	Budgetary Costs	Student Activity Account - Fundraising - and/or Booster Cost
HS	Class Trip	Marching Band	USBands Competition; East Rutherford, NJ	10/3/2026	86	8	$0.00	$6,914.50 Bus Cost	$0.00
HS	Class Trip	Marching Band	Away Football Game; Camden High School, Camden, NJ	10/9/2026	50	5	$0.00	$1,068.60 Bus Cost	$0.00
HS	Class Trip	Marching Band	USBands Competition; MetLife Stadium, Lansdale, PA	10/10/2026	86	8	$0.00	$5,523.50 Bus Cost	$0.00
HS	Class Trip	Marching Band	Away Football Game; Atlantic City High School, Atlantic City, NJ	10/23/2026	50	5	$0.00	$1,763.80 Bus Cost	$0.00
HS	Field Trip	HOSA	Fall Leadership Conference; Kean University, Union, NJ	10/28/2026	22	2	$0.00	$960.00 Registration Fee $1,074.80 Bus Cost	$0.00
HS	Class Trip	Marching Band	USBands Competition; South Brunswick High School, Monmouth Junction, NJ	10/31/2026	86	8	$0.00	$5,008.00 Bus Cost	$0.00
HS	Class Trip	Marching Band	US Bands Championships Competition; MetLife Stadium; East Rutherford, NJ	11/7/2026	86	8	$0.00	$6,914.50 Bus Cost	$0.00
HS	Class Trip	Teen Summit	Teen Summit; Rowan College of South Jersey, Glassboro, NJ	11/13/2026	3	1	$0.00	$344.50 Bus Cost	$0.00
HS	Class Trip	Marching Band	Promo for Thanksgiving Day Parade; 6ABC Studios; Philadelphia, PA	11/20/2026	50	5	$0.00	$2,401.80 Bus Cost	$0.00
HS	Class Trip	Marching Band / NJRTOC	6ABC/Dunkin' Thanksgiving Day Parade; Philadelphia, P	11/25/2026 - 11/26/2026	100	9	$0.00	$4,205.60 Bus Cost	$0.00

School	Type of Trip	Group/Class/ Activity/Team	Event/ Destination	Date(s)	# of Students	# of Chaperones	Cost Per Student	Budgetary Costs	Student Activity Account - Fundraising - and/or Booster Cost
HS	Class Trip	Marching Band	Swedesboro Christmas Parade; Swedesboro, NJ	11/28/2026	115	8	$0.00	$738.40 Bus Cost	$0.00
HS	Class Trip	Teen Summit	Teen Summit; Rowan College of South Jersey, Glassboro, NJ	12/4/2026	3	1	$0.00	$344.50 Bus Cost	$0.00
HS	Class Trip	Marching Band	Logan Twp Christmas Parade; Logan Township, NJ	12/6/2026	115	8	$0.00	$1,105.00 Bus Cost	$0.00
HS	Class Trip	NJ Model Congress / Debate Club	NJ Model Congress - Party Day; State House Annex, Trenton, NJ	12/11/2026	~30	3	$0.00	$755.00 Bus Cost	$0.00
HS	Class Trip	Teen Summit	Teen Summit; Rowan College of South Jersey, Glassboro, NJ	1/8/2027	3	1	$0.00	$344.50 Bus Cost	$0.00
HS	Class Trip	Teen Summit	Teen Summit; Rowan College of South Jersey, Glassboro, NJ	2/5/2027	3	1	$0.00	$344.50 Bus Cost	$0.00
HS	Field Trip	Select Jazz Ensemble	Festival & Clinics; Rowan University, Wilson Hall, Glassboro, NJ	2/12/2027	25	1	$15.00 Lunch	$250.00 Registration Fee $421.20 Bus Cost	$0.00
HS	Class Trip	NJ Model Congress / Debate Club	NJ Model Congress - Leadership Day; Rider University, Lawrenceville, NJ	2/26/2027	~30	3	$20.00 Lunch	$755.00 Bus Cos	$0.00
HS	Class Trip	Teen Summit	Teen Summit; Rowan College of South Jersey, Glassboro, NJ	2/26/2027	3	1	$0.00	$344.50 Bus Cost	$0.00
HS	Field Trip	Symphonic Band & Percussion Ensemble	Festival & Clinics; Rowan University, Wilson Hall, Glassboro, NJ	3/17/2027	65	2	$15.00 Lunch	$200.00 Registration Fee $842.40 Bus Cos	$0.00

School	Type of Trip	Group/Class/ Activity/Team	Event/ Destination	Date(s)	# of Students	# of Chaperones	Cost Per Student	Budgetary Costs	Student Activity Account - Fundraising - and/or Booster Cost
HS	Class Trip	NJ Model Congress / Debate Club	NJ Model Congress Convenes; Rider University, Lawrenceville, NJ	3/18/2027-3/19/2027	~30	3	$250.00 Admission	$1,200.00 Bus Cost	$0.00
HS	Class Trip	Teen Summit	Teen Summit; Rowan College of South Jersey, Glassboro, NJ	4/16/2027	3	1	$0.00	$464.75 Bus Cost	$0.00
MS	Class Trip	7th Grade Students	7th Grade Class Trip; Tall Pines Day Camp, Williamstown, NJ	6/10/2027	~40	~25	$42.00 Admission/pp $5,498.35 Bus Cost	$0.00	$0.00

4. Handbooks

BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the Revised 2026-2027 KRHS Student Handbook, as recommended by the Superintendent of Schools; and

BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the Revised 2026-2027 KRMS Student Handbook, as recommended by the Superintendent of Schools; and

BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the 2026-2027 Middle School Activity Advisor's Handbook; and

BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the 2026-2027 High School Activity Advisor's Handbook.

KRHS Student Handbook 26-27

26-27 Summary of HS Handbook Changes_August Updates

KRMS Student Handbook 26-27

26-27 Summary of MS Handbook Changes

KRMS Activity Advisors' Handbook 26-27

KRHS Activity Advisors Handbook 26-27

5. Exchange Student

BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve Victoria Machado Felipe, a Grade 11 foreign exchange student from Spain, for enrollment as a J-1 Visa foreign exchange student, tuition-free, for the 2026-2027 academic year, contingent upon the successful issuance of her J-1 Visa.

6. Policy Adoption 1st Reading

WHEREAS, the Kingsway Regional School District Board of Education is committed to maintaining up-to-date policies that reflect current legal requirements, best practices, and district needs; and

WHEREAS, in accordance with Board bylaws and standard procedure, a first reading of the proposed policy is required prior to final adoption;

NOW, THEREFORE, BE IT RESOLVED, that the Kingsway Regional School District Board of Education hereby approves the first reading of the following policies:

Policy and/or Regulation Number	Policy and/or Regulation Name
P0162	Notice of Board Meetings
P0162.01	Legal Notices
P1230	Superintendent's Duties
P1643	Family Leave
P2200	Curriculum
P2260	Equity in School and Classroom Practices
P2363	Pupil Use of Privately-Owned Technology - Abolish
P2411	Career Education and Academic Counseling
P3216	Dress and Grooming
P3420	Benefits
P4420	Benefits
P5460	High School Graduation Requirements
P5461	High School Diplomas
P&R5516	Student Use of Internet-Enabled Devices
P5561	Use of Physical restraint and Seclusion
P6112	Reimbursement of Federal and Other Grant Expenditures
P6115.02	Federal Awards/Funds Internal Controls-Mandatory Disclosures
P6311	Contracts for Goods or Services Funded by Federal Grants
P8561	Procurement Procedures for School Nutrition Programs
R2200	Curriculum Content - Abolish
R2411	Guidance and Counseling - Abolish
R2460	Additional Compensatory Special Education and Related Services
R6115.01	Federal Awards Funds Internal Controls - Allowability of Costs

- P0162 Notice of Board Meetings
- P0162.01 Legal Notices - NEW
- P1230 - SUPERINTENDENT_S DUTIES - with changes
- P1643 - Family Leave
- P2200 - CURRICULUM CONTENT (M) - with changes
- P2260 - Equity in School and Classroom Practices (1)
- P2363 - Pupil Use of Privately Owned Technology - Abolish
- P2411 CAREER EDUCATION AND ACADEMIC GUIDANCE COUNSELING with changes

P3216 Dress Policy_Teachers_DRAFT

P3420 Benefits

P4420 Benefits

P5460 HIGH SCHOOL GRADUATION REQUIREMENTS

P5461 - HIGH SCHOOL DIPLOMAS

P5516 -Use of Electronic Communications and Recording Devices

R5516 - Use of Electronic Communication Devices-KRSD REV 8.13

P5561 - Use of Physical Restraint....

P6112 - Reimb of Federal and Other Grant Exp

P6115.02 Fed Awards Funds Internal Controls

P6311 - Contracts for Goods or Services Funded by Federal Grants

P8561 - Procurement Procedures for School Nutrition Programs

R2200 - Curriculum Content-Abolish

R2411 GUIDANCE AND COUNSELING - Abolish

R2460 - Abolish

R6115.01 Federal Awards Funds Internal Controls

7. Policy Adoption 2nd Reading

WHEREAS, the Kingsway Regional School District Board of Education is committed to maintaining up-to-date polic that reflect current legal requirements, best practices, and district needs; and

WHEREAS, in accordance with Board bylaws and standard procedure, a second reading of the proposed policy required prior to final adoption;

NOW, THEREFORE,BE IT RESOLVED, that the Kingsway Regional School District Board of Education her approves the second reading of the following policies:

Policy and/or Regulation Number	Policy and/or Regulation Named
P6620	Petty Cash

Policy 6620

8. Out of District Tuition Contract

BE IT RESOLVED, that the Kingsway Regional School District Board of Education hereby approves the attached list of tuition contracts for students attending educational institutions out of district for the period July 1, 2026 through Ju 30, 2027:

A. Other LEAs - 10-month contract, 2026-2027 School Year

Student#	School	Cost	Dates
#30563	Salem County Special Services - Cumberland	$58,864.00	September-June

B. Private Out-of-District – 10-month contract, 2026-2027 School Year

Student#	School	Cost	Dates
#27521	Legacy/Mary Dobbins School	$75,621.60	September-June

9. Scholarships & Awards

BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the Scholarships and Awards as recommended by the Superintendent of Schools:

- Thomas Fromm Municipal Government Scholarship

Thomas Fromm Municipal Government Scholarship

L. Old Business

M. New Business

N. Adjournment

1. Motion to Adjourn

Resolved that the Kingsway Regional School District Board of Education adjourn the meeting at 8:37pm.

Motion made by: Kristen Lombardo
Motion seconded by: Jaclyn Dopke

> ***Voting results:*** Unanimously approved
>
> Yes: Jennifer Cavallaro-Fromm, Lauren Boerlin, Kelly Bonapfel, Christie Comerford, Jaclyn Dopke, Kristen Lombardo, Marilyn O'Rourke-Young, Apryl Palazzo

Sharon Ormsbee

Business Administrator/Board Secretary

Supporting Documents

The following PDFs were attached to the minutes:

B. Correspondence

- Thank you note-Bonapfel

H. 1. Minutes

- July 23 2026 Minutes w-attachments

I. 1. Budget Line Item Transfers

- July 2026 Transfers

I. 2. Payment of Claims

- 7-22-26 Bills
- 6-4-26 Bills
- 7-27-26 Bills
- 7-30-26 Bills
- 7-30-26 Bills(2)
- 8-12-26 Bills
- 8-19-26 Bills
- 8-20-26 Bills
- 8-24-26 Bills

I. 5. Receipt and Acceptance of the Monthly Board Secretary and Cash Reports

- Board Secretary Report June 2026
- Cash Report June 2026

I. 6. Receipt and Acceptance of Student Activity and Athletic Account Monthly Financial Reports

- Student Activity Summary Report July 2026

I. 7. Class of 2026 Donation

- Class of 2026 donation

I. 8. Donation

Field Hockey Donation

I. 10. Non Public Nursing Agreement

Kingsway Reg. NPN Contract 26-27.cleaned

I. 12. Proposal of Substitute Athletic Training Services

Athletic Trainer Sub Services

J. 3. District and School PDP Plans

Kingsway Regional Middle School PD Plan 25-26

Kingsway Regional High School PD Plan 25-26

KRSD PD Plan 25-26

J. 4. Teacher Mentor Program for the 2026–2027 School Year

New Teacher Mentor Program

J. 5. ACCESS Score Report 2026

Spring 2026(SY25-26)ML ACCESS Data Slides

K. 4. Handbooks

KRHS Student Handbook 26-27

26-27 Summary of HS Handbook Changes_August Updates

KRMS Student Handbook 26-27

26-27 Summary of MS Handbook Changes

KRMS Activity Advisors' Handbook 26-27

KRHS Activity Advisors Handbook 26-27

K. 6. Policy Adoption 1st Reading

P0162 Notice of Board Meetings

P0162.01 Legal Notices - NEW

P1230 - SUPERINTENDENT_S DUTIES - with changes

- P1643 - Family Leave
- P2200 - CURRICULUM CONTENT (M) - with changes
- P2260 - Equity in School and Classroom Practices (1)
- P2363 - Pupil Use of Privately Owned Technology - Abolish
- P2411 CAREER EDUCATION AND ACADEMIC GUIDANCE COUNSELING with changes
- P3216 Dress Policy_Teachers_DRAFT
- P3420 Benefits
- P4420 Benefits
- P5460 HIGH SCHOOL GRADUATION REQUIREMENTS
- P5461 - HIGH SCHOOL DIPLOMAS
- P5516 -Use of Electronic Communications and Recording Devices
- R5516 - Use of Electronic Communication Devices-KRSD REV 8.13
- P5561 - Use of Physical Restraint....
- P6112 - Reimb of Federal and Other Grant Exp
- P6115.02 Fed Awards Funds Internal Controls
- P6311 - Contracts for Goods or Services Funded by Federal Grants
- P8561 - Procurement Procedures for School Nutrition Programs
- R2200 - Curriculum Content-Abolish
- R2411 GUIDANCE AND COUNSELING - Abolish
- R2460 - Abolish
- R6115.01 Federal Awards Funds Internal Controls

K. 7. Policy Adoption 2nd Reading

- Policy 6620

K. 9. Scholarships & Awards

Thomas Fromm Municipal Government Scholarship

B



Dear Kingsway Scholarship Committee,

Thank you for awarding me with the Forrest Eichmann and Shane P. Schweibenz memorial scholarships. I am very honored to recieve such meaningful awards. The money will definently help with my college tuition.

- Jason Bonapfel

MEETING MINUTES

Kingsway Regional School District
Regular Meeting of the Board of Education

Attendance

Voting Members
Lauren Boerlin, Vice President
Dr. Michele Blair, Board Member
Kelly Bonapfel, Board Member via Zoom
Jaclyn Dopke, Board Member
Marilyn O'Rourke-Young, Board Member
Apryl Palazzo, Board Member
Nicholas Rosato, Board Member via Zoom

A. Open Meeting

1. Call to Order
Meeting called to order at 6:34p.m.

2. Sunshine Notice

3. Pledge of Allegiance

4. Roll Call

B. Public Participation

1. Public Comment

C. Superintendent Discussion Items

1. Discussion Items

- **Senior Trip**

D. Approval of Action Items

1. Approval of Action Items
BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the following consent agenda item(s): E 1-6, F1, G1-13, H1-10.

Motion made by: Jaclyn Dopke
Motion seconded by: Apryl Palazzo

> ***Voting results:*** Unanimously approved
> Yes: Lauren Boerlin, Dr. Michele Blair, Kelly Bonapfel, Jaclyn Dopke, Marilyn O'Rourke-Young, Apryl Palazzo, Nicholas Rosato

E. Personnel

1. Resignations, Retirements and Terminations

BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the resignation, retirements, and terminations, as recommended by the Superintendent of Schools:

Name	Position	Location	Reason	Years of Service	Effective Date
Matthew Kudless	Paraprofessional	High School	Resignation	1 year	07/01/2026
Shushana Rucker	Teacher of Art	High School	Resignation	5 years 3 months	07/14/2026
Camille Maimone	Teacher of Special Education	High School	Resignation	1 year	08/08/2026
Dina Fanelle	Secretary	Middle School	Retirement	15 year	10/01/2026

2. Appointments and Reappointments

BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the appointment(s) of the following staff member(s), as recommended by the Superintendent of Schools, contingent upon criminal history review clearance and issuance of appropriate certification(s) where applicable:
All certificated and non-certificated personnel are approved for hourly Schedule B assignments on an as-needed basis.

Name	Position	Location	Reason	Compensation	Effective Date
Patrick Donnelly	LTS - Teacher of Business	High School	Appointment	$290/Diem	09/01/2026-12/23/2026
Julie Hart	General Cafeteria Worker	High School	Appointment	Step 5; $20.90/hour	09/01/2026-06/30/2027
Jasmine Page	Paraprofessional	Middle School	Appointment	Step 6; $29,839	09/01/2026-06/30/2027
Julie Ramos	General Cafeteria Worker	High School	Appointment	Step 4; $19.40/hour	09/01/2026-06/30/2027
Kimberly Blair	Teacher of Special Education	Middle School	Appointment	BA+15/Step 8; $66,416	09/01/2026-06/30/2027
Christian Forman	Paraprofessional	Middle School	Appointment	Step 1; $27,089	09/01/2026-06/30/2027
Stephanie Atene	School Counselor	High School	Appointment	MA+30/Step 13; $82,732	09/01/2026-06/30/2027
Michael Schneider	Teacher of Health & P.E.	High School	Appointment	BA/Step 4; $61,764	09/01/2026-06/30/2027

3. Employment - Schedule "B", Staff Workers, Unpaid Volunteers

BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the Schedule "B" appointments, event staff workers, and unpaid volunteers, as recommended by the Superintendent of Schools:

Name	Position	Location	Reason	Compensation	Effective Date(s)
Liam Casey	Marching Band Front Ensemble Caption	High School	Appointment	$2,438	07/24/2026-06/30/2027
Tiago Forin	Marching Band Drill Designer	High School	Appointment	$2,535	07/24/2026-06/30/2027
Sara Brennan	Marching Band Volunteer	High School	Appointment	N/A	08/01/2026-06/30/2027
Timothy Fitzpatrick	Marching Band Volunteer	High School	Appointment	N/A	08/01/2026-06/30/2027
Megan Gorman	Marching Band Volunteer	High School	Appointment	N/A	08/01/2026-06/30/2027
Jack Kelly	Marching Band Volunteer	High School	Appointment	N/A	08/01/2026-06/30/2027
Garrett Lippie	Marching Band Volunteer	High School	Appointment	N/A	08/01/2026-06/30/2027
Jackson Taylor Lee	Marching Band Volunteer	High School	Appointment	N/A	08/01/2026-06/30/2027
Charlotte McConney	Marching Band Volunteer	High School	Appointment	N/A	08/01/2026-06/30/2027
Gabriella Starinieri	Marching Band Volunteer	High School	Appointment	N/A	08/01/2026-06/30/2027
Emily Valentino	Marching Band Volunteer	High School	Appointment	N/A	08/01/2026-06/30/2027

Ethan Zheng	Marching Band Volunteer	High School	Appointment	N/A	08/01/2026-06/30/2027
Jonathan Rivera	Custodian	Middle School	Boiler License Stipend	$50	05/18/2026-06/30/2026 (Ratify & Affirm)
Michelle Orr	Team Leader - Electives	Middle School	Appointment	$2,534	07/01/2026-06/30/2027 (Ratify & Affirm)
Victoria Miller	School Counselor	High School	Freshman Transition Camp	$44.23/hour (up to 11 hours)	07/01/2026-08/12/2026 (Ratify & Affirm)
Fallon Corcoran	School Counselor	High School	Freshman Transition Camp	$44.23/hour (up to 11 hours)	07/01/2026-08/12/2026 (Ratify & Affirm)
Meghan Mattson	Teacher of Health Professions	High School	Freshman Transition Camp	$44.23/hour (up to 11 hours)	07/01/2026-08/12/2026 (Ratify & Affirm)
Jason Bruner	Director - Indoor Percussion	High School	Appointment	$4,502	08/01/2026-06/30/2027
Daniel Piro	Assistant Director - Indoor Percussion	High School	Appointment	$2,814	08/01/2026-06/30/2027
Cameryn Martin	Volunteer - Football	High School	Appointment	N/A	07/24/2026-06/30/2027
Nancy Delano	Volunteer - Cheerleading	High School	Appointment	N/A	07/24/2026-06/30/2027
Gregory Sawicki	Volunteer - Boys Soccer	High School	Appointment	N/A	07/24/2026-06/30/2027
Fallon Corcoran	Advisor - #1DragonFamily	High School	Appointment	$1,160	09/01/2026-06/30/2027
Kevin Rival	Advisory - Environmental Club	High School	Appointment	$1,160	09/01/2026-06/30/2027
Victoria Miller	Advisor - 9th Grade Class	High School	Appointment	$2,197	09/01/2026-06/30/2027
Meghan Mattson	Advisor - 9th Grade Class	High School	Appointment	$2,197	09/01/2026-06/30/2027
Alexandra Taylor-Ritter	Advisor - 10th Grade Class	High School	Appointment	$2,582	09/01/2026-06/30/2027
Andrew Lydon	Advisor - 10th Grade Class	High School	Appointment	$2,582	09/01/2026-06/30/2027
Katy Kelly	Advisor - 11th Grade Class	High School	Appointment	$3,021	09/01/2026-06/30/2027
Holly Fisher	Advisor - 11th Grade Class	High School	Appointment	$3,021	09/01/2026-06/30/2027
Nicholas Fiocco	Advisor - 12th Grade Class	High School	Appointment	$3,462	09/01/2026-06/30/2027
Marc Schaffer	Advisor - 12th Grade Class	High School	Appointment	$3,462	09/01/2026-06/30/2027
Evette Fearon	Advisor - Habitat For Humanity	High School	Appointment	$1,160	09/01/2026-06/30/2027
Elisia Lancaster	Co-Advisor - Shades	High School	Appointment	$696	09/01/2026-06/30/2027
Tori Lugiano	Advisor - Math Club	High School	Appointment	$1,160	09/01/2026-06/30/2027
Tori Lugiano	Assistant Director - Musical	High School	Appointment	$5,522	09/01/2026-06/30/2027
Kevin Miller	After School Hall Monitor - Winter	High School	Appointment	$4,102	09/01/2026-06/30/2027
John Simmermon	Advisor - Science Olympiad	High School	Appointment	$2,112	09/01/2026-06/30/2027
Terri McIntyre	Assistant Director - Play	High School	Appointment	$5,522	09/01/2026-06/30/2027
Michael Schneider	Assistant Coach - Girls Volleyball	High School	Appointment	$4,660	08/17/2026-06/30/2027
Brendan Daly	Volunteer - Girls Volleyball	High School	Appointment	N/A	08/17/2026-06/30/2027

4. Leaves of Absence

BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the leaves of absence(s), as recommended by the Superintendent of Schools:

Name	Position	Location	Reason	Effective Date(s)
Kimberly Aureli	Secretary	High School	Medical	Leave with pay 06/25/2026-07/10/2026 (Ratify & Affirm)
Patricia DiBartolo	Secretary	High School	Intermittent Medical	Intermittent leave with pay 07/01/2026-06/30/2027 (Ratify & Affirm)
Susan Woodburn	Administrative Assistant to HR	District	Family Medical	Leave with pay 06/22/2026-6/24/2026; Leave without pay 6/25/2026-6/26/2026 (Ratify & Affirm)
Susan Woodburn	Administrative Assistant to HR	District	Intermittent Family	Intermittent leave with pay 07/01/2026-09/22/2026 (Ratify & Affirm)
Kimberly Aureli	Secretary	High School	Intermittent Medical	Intermittent leave with pay 07/10/2026-09/10/2026 (Ratify & Affirm)
April Burger	Registrar	District	Intermittent Medical	Intermittent leave with pay 07/01/2026-06/30/2027 (Ratify & Affirm)
Nicole DiBonaventura	Teacher of Mathematics	Middle School	Intermittent Medical	Intermittent leave with pay 09/08/2026-06/17/2027

5. Change of Status(Name change, rescind position, corrections, transfers, guide movement)

BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the changes in status, as recommended by the Superintendent of Schools:

Name	Position	Location	Reason	Compensation	Effective Date(s)
Danielle Baney	Team Leader - Special Education	Middle School	Rescind Appointment	N/A	07/01/2026
Shanyn Enzman	Head Coach - Girls Soccer	Middle School	Rescind Appointment	N/A	07/01/2026
Michael Maguire	Assistant Coach - Girls Soccer	Middle School	Rescind Appointment	N/A	07/01/2026
Austin Flaville	Assistant Coach - Girls Volleyball	High School	Rescind Appointment	N/A	07/01/2026
Alexis Badurina	Assistant Coach - Girls Basketball	Middle School	Rescind Appointment	N/A	07/01/2026
Lauren Charlton	ESY Teacher	High School	Correction to Hours	$44.23/hour (up to 100 hours)	07/06/2026-08/06/2026
Danielle Kaiser	ESY Teacher	Middle School	Correction to Hours	$44.23/hour (up to 100 hours)	07/06/2026-08/06/2026
Camille Maimone	ESY Teacher	High School	Correction to Hours	$44.23/hour (up to 100 hours)	07/06/2026-08/06/2026
Ronald Myers	ESY Teacher	High School	Correction to Hours	$44.23/hour (up to 100 hours)	07/06/2026-08/06/2026
Jennifer Ochipinti	ESY Teacher	Middle School	Correction to Hours	$44.23/hour (up to 100 hours)	07/06/2026-08/06/2026
Karin Sewell	ESY Teacher	High School	Correction to Hours	$44.23/hour (up to 100 hours)	07/06/2026-08/06/2026
Danielle Abrantes	ESY Paraprofessional	District	Correction to Hours	$33.47/hour (up to 82 hours)	07/06/2026-08/06/2026
Maysoun Barouki	ESY Paraprofessional	District	Correction to Hours	$33.47/hour (up to 82 hours)	07/06/2026-08/06/2026
Holly Bornstein	ESY Paraprofessional	District	Correction to Hours	$33.47/hour (up to 82 hours)	07/06/2026-08/06/2026

Laurie Burkett	ESY Paraprofessional	District	Correction to Hours	$33.47/hour (up to 82 hours)	07/06/2026-08/06/2026
Christine Jurgens-Dittert	ESY Paraprofessional	District	Correction to Hours	$33.47/hour (up to 82 hours)	07/06/2026-08/06/2026
Evette Fearon	ESY Paraprofessional	District	Correction to Hours	$33.47/hour (up to 82 hours)	07/06/2026-08/06/2026
Rebecca Hughes	ESY Paraprofessional	District	Correction to Hours	$33.47/hour (up to 82 hours)	07/06/2026-08/06/2026
Jeanette Kelly	ESY Paraprofessional	District	Correction to Hours	$33.47/hour (up to 82 hours)	07/06/2026-08/06/2026
Cameryn Martin	ESY Paraprofessional	District	Correction to Hours	$33.47/hour (up to 82 hours)	07/06/2026-08/06/2026
Rachael Moore	ESY Paraprofessional	District	Correction to Hours	$33.47/hour (up to 82 hours)	07/06/2026-08/06/2026
Wendi O'Connor	ESY Paraprofessional	District	Correction to Hours	$33.47/hour (up to 82 hours)	07/06/2026-08/06/2026
Nicholas Piccone	ESY Paraprofessional	District	Correction to Hours	$33.47/hour (up to 82 hours)	07/06/2026-08/06/2026
Charlene Powell	ESY Paraprofessional	District	Correction to Hours	$33.47/hour (up to 82 hours)	07/06/2026-08/06/2026
Jessica Rice	ESY Paraprofessional	District	Correction to Hours	$33.47/hour (up to 82 hours)	07/06/2026-08/06/2026
Rosanna Trainor	ESY Paraprofessional	District	Correction to Hours	$33.47/hour (up to 82 hours)	07/06/2026-08/06/2026
Brooke Helmandollar	Teacher of Social Studies	Middle School	Step/Level Move	BA+30/Step 9; $69,128	09/01/2026-06/30/2027
Danielle Kaiser	Teacher of Special Education	Middle School	Change in location from MS to HS	BA/Step 6; $63,264	09/01/2026-06/30/2027

6. Employment - Job Description(s) - Approval/Revisions

Resolved that the Kingsway Regional School District Board of Education approve the Job Description(s) as recommended by the Superintendent of Schools.

- District Translator

District Translater Job Description

F. Approval of Minutes

1. Minutes

BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the minutes of the following meeting(s):

June 25, 2026 Executive Session
June 25, 2026 Regular Meeting

June 25 2026 Minutes

Exec Session Minutes June 25 2026

G. Finance

1. Budget Line Item Transfers

BE IT RESOLVED, that the Kingsway Regional School District Board of Education ratify the line item transfers attached for the 2025-2026 fiscal year as recommended by the Superintendent of Schools:

June Transfers

2. Payment of Claims

BE IT RESOLVED, that the Kingsway Regional School District Board of Education certify the list of claims as set forth on the bill list dated 4/30/2026 for goods received and services rendered be approved for payment in the amount of $868,070.33.

BE IT RESOLVED, that the Kingsway Regional School District Board of Education certify the list of claims as set forth on the bill list dated 6/29/2026 for goods received and services rendered be approved for payment in the amount of $50,030.85.

BE IT RESOLVED, that the Kingsway Regional School District Board of Education certify the list of claims as set forth on the bill list dated 6/30/2026 for goods received and services rendered be approved for payment in the amount of $1,613,922.36.

BE IT RESOLVED, that the Kingsway Regional School District Board of Education certify the list of claims as set forth on the bill list dated 6/30/2026 for goods received and services rendered be approved for payment in the amount of $224,100.66.

BE IT RESOLVED, that the Kingsway Regional School District Board of Education certify the list of claims as set forth on the bill list dated 7/16/2026 for goods received and services rendered be approved for payment in the amount of $2,349.00.

BE IT RESOLVED, that the Kingsway Regional School District Board of Education certify the list of claims as set forth on the bill list dated 7/16/2026 for goods received and services rendered be approved for payment in the amount of $645.75.

BE IT RESOLVED, that the Kingsway Regional School District Board of Education certify the list of claims as set forth on the bill list dated 7/20/2026 for goods received and services rendered be approved for payment in the amount of $2,958,093.85.

Bills 6-30-26

Bills 7-16-26

Bills 6-29-26

Bills 6-30-26a

Bills 7-16-26a

Bills 4-30-26

Bills 7-20-26

3. Board Secretary's Certification

Pursuant to N.J.A.C. 6:23-22.12(c)3, the Board Secretary hereby certifies that, as of June 30, 2026, the total of encumbrances and expenditures for each line item account do not exceed the line item appropriation established by the Board of Education.

4. Payroll Certification

The School Business Administrator/Board Secretary reports, in compliance with N.J.S.A. 18A:19-1b, has certified the June 2026 payroll in the amount of $3,599,305.15, which includes $143,169.61 representing the employer's share of TPAF Social Security.

5. Receipt and Acceptance of Board Secretary's Monthly Report

BE IT RESOLVED, that the Kingsway Regional School District Board of Education a ccept as filed the Business Administrator/Board Secretary's financial report as of May 31, 2026, and;

Be it further resolved that, pursuant to N.J.A.C. 6A:23-2.11(c)4, no major account or fund has been over expended as of May 31, 2026, based upon the Board Secretary's certification and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

Board Secretary Report 5-30-26

6. Receipt and Acceptance of Student Activity and Athletic Account Monthly Financial Reports

BE IT RESOLVED, that the Kingsway Regional School District Board of Education accept as filed the Kingsway Regional Middle School Student Activities financial report for the period ending June 30, 2026.

BE IT RESOLVED, that the Kingsway Regional School District Board of Education accept as filed the Kingsway Regional High School Student Activities financial report for the period ending June 30, 2026.

BE IT RESOLVED, that the Kingsway Regional School District Board of Education accept as filed the Kingsway Regional School District Athletic Account financial report for the period ending June 30, 2026.

HS Activities

Athletics

MS Activities

7. Property and Casualty Insurance Premiums

BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the following property and casualty insurance premiums through Utica National for the period July 1, 2026 through June 30, 2027:

Budget Account	Type of Coverage	2025-2026 Premium	2026-2027 Premium	Dollar Increase/ (Decrease)	Percent Increase/ (Decrease)
11-000-230-590-30-047	Pollution Liability	$15,670.00	$15,670.00	$0	.0%

8. Food Service Prices

Food Service Prices

	Breakfast		Lunch		A la Carte	
School/Item	2025-2026	2026-2027	2025-2026	2026-2027	2025-2026	2026-2027
High School	$3.00	$3.00	$4.00	$4.00		
Middle School	$3.00	$3.00	$4.00	$4.00		
Faculty Lunch	$4.00	$4.00	$5.00	$5.00		
Chips					$1.00	$1.25
Ice Cream					$1.00	$2.00
Cookies					$.25	$.35
Fruit Cup					$2.50	$2.50
Smoothie-MS					$2.50	$2.50
Smoothie-HS					$3.00	$3.00
Pretzel					$1.00	$1.50
Small Water					$.85	$1.00
Large Water					$1.00	$1.50
Small Drink					$1.50	$2.00
Large Drink					$2.00	$2.25
Soup					$2.50	$2.75
Hot Side					$3.00	$3.00
Coffee					$2.00	$2.00

9. Use of Facility Waiver

BE IT RESOLVED, that the Kingsway Regional School District Board of Education waive the insurance requirement and facility use fees from the Kingsway Education Foundation for all activities held on Kingsway School District property for the 2026-2027 school year.

BE IT RESOLVED, that the Kingsway Regional School District Board of Education waive the facility use fees and insurance requirement for the Dragon Run Committee activities for race bag stuffing and race packet pickup on September 23, 25, and 26, 2026.

10. Use of Buses

BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the use of a Kingsway school buses and drivers for the Annual Swedesboro Day Event on September 26, 2026.

11. Tri County Expansion

BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the Tri County Conference 2026-2027 expansion as follows:

Salem County Vocational Technical School has requested to join the Tri County Conference.

Tri County Request

12. 2026-2027 Transportation Jointures

BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the Transportation Jointure Contracts for the 2026-2027 School Year as follows:

School District	Cost
East Greenwich Township School District	$969,408.00
Swedesboro-Woolwich School District	$1,180,215.23
Logan Township School District	$88,457.10

Swedesboro-Woolwich School District ESY	$17,399.76

Swedesboro-Woolwich ESY Joint Transportation

Logan Joint Transportation

Swedesboro-Woolwich Joint Transportation

East Greenwich Joint Transportation

13. ESEA and IDEA Consolidated Federal Grant Award Acceptance and Authorization to Submit Applications

BE IT RESOLVED, that the Kingsway Regional School District Board of Education authorize the submission of applications for and acceptance of federal funds for the period July 1, 2026 through June 30, 2027 as follows:

IDEA Basic	$561,168
ESEA Title I	$86,626
ESEA Title IIA	$31,832
ESEA Title III	$5,519

H. General Administration

1. Enrollment Report

BE IT RESOLVED, that the Kingsway Regional School District Board of Education accept the enrollment report as of June 17, 2026 as follows:

Grade Level	Ending Enrollment June 17, 2026		June 2025 Totals	
	General	Out-of-District	General	Out-of-District
7	451	1	447	4
8	456	2	486	6
Middle School	**907**	**3**	**933**	**10**
9	509	7	472	4
10	474	5	457	8
11	449	9	513	6
12	519	26	508	32
High School	**1951**	**47**	**1950**	**50**
District Enrollment	**2,908**		**2,943**	

2. Emergency Drills

BE IT RESOLVED, that the Kingsway Regional School District Board of Education accept the emergency drills report as follows:

School	Date	Start Time	End Time	Drill
MS	06/09/2026	11:59 AM	12:06 PM	Hold
MS	06/19/2026	7:40 AM	7:44 AM	Fire Drill
HS	06/10/2026	9:29 AM	9:37 AM	Fire Drill
HS	06/26/2026	1:00 PM		Security Drill/Tested Lockdown Buttons
HS	06/29/2026	7:39 AM		Drill/Incident: Accidental Lockdown Activation

3. Student Discipline, Violence/Vandalism, HIB

BE IT RESOLVED, that the Kingsway Regional School District Board of Education accept the Harassment, Intimidation and Bullying report for the month ending June 17, 2026, as submitted by the Superintendent of Schools.

Infraction/Referrals/Reports	No. of Incidents June 2026		2025-2026 Total To-Date		2024-2025 Totals June 2025	
	(HS)	(MS)	(HS)	(MS)	(HS)	(MS)
Detentions-Lunch	29	6	447	208	2184	88

Detentions-Before/After School	16	21	128	387	166	312
Detentions-Extended Day	1	4	15	53	43	68
In School Suspension (ISS)	4	2	36	17	-	-
Out of School Suspension (OSS)	4	8	200	72	148	61
Violence, Vandalism, Substance Abuse	0	1	83	22	71	19
Confirmed Harassment, Intimidation, or Bullying	2	0	9	7	19	3
Dating Violence	0	0	0	0	1	0

4. Fundraiser(s)

BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the fundraiser(s), as recommended by the Superintendent of Schools:

School	Program/Group	Purpose	Product/Service	Start Date	End Date
HS	Field Hockey	To raise funds for team banquet and senior gifts	Sale of Players Choice Popcorn	8/28/2026	9/10/2026
HS	Cheerleading	To raise funds for team banquet, senior/parent flowers, homecoming team dinner	Sale of Pink Breast Cancer Awareness T-Shirts	9/14/2026	9/21/2026

5. Handbooks

BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the 2026-2027 KRHS Athletic Coaches Handbook, as recommended by the Superintendent of Schools; and

BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the 2026-2027 KRHS Athletic Athlete & Parent Handbook, as recommended by the Superintendent of Schools.

26-27 Summary of Athletic Handbooks Changes 7-23-26

2026-2027 Athletic Coaches Handbook

2026-2027 Athlete Parent Handbook

6. Programs

BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the District Emergency Virtual/Remote Learning Plan, as recommended by the Superintendent of Schools.

BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the Fall Athletic Schedule, as recommended by the Superintendent of Schools.

BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the 2026-2027 Bilingual ESL Waiver.

KRSD Emergency Virtual or Remote Instruction Program

7. NJSIAA Membership

Kingsway Regional School District in Woolwich Township, New Jersey hereby enrolls as a member of the New Jersey State Interscholastic Athletic Association (NJSIAA), a non-profit association of the public and non-public schools in the State of New Jersey, and is authorized to participate in the approved athletic activities sponsored by the NJSIAA.

The Board of Education hereby adopts as its own policy and agrees to be governed by the Constitution, Bylaws, Rules and Regulations of the NJSIAA.

Administrative Responsibility — NJSIAA must rely upon the voluntary compliance by its member schools in enforcing the eligibility standards set forth in NJSIAA Bylaws, Article V. Toward that end, the Principal of each member school has the affirmative obligation to report to the NJSIAA any violations of these standards. The fact that a school has disclosed that there has been an eligibility violation will not relieve the affected school of sanctions that may be imposed against it, pursuant to Article X of the NJSIAA Bylaws, including the forfeiture of games or events. However, the failure to disclose an eligibility violation may be grounds for imposing additional sanctions upon the offending school.

The above-referenced member school voluntarily agrees to join the New Jersey State Interscholastic Athletic Association (NJSIAA) which is a non-profit association of public and non-public high schools in the State of New Jersey and is authorized to participate in the approved athletic activities sponsored by the NJSIAA. The Board of Education (of a public school) or Chief School Administrator (of a non-public school) hereby adopts as its own policy and agrees to be governed by the Constitution, Bylaws, Rules and Regulations of the NJSIAA.

NJSIAA Membership

8. Policy Adoption 1st Reading

WHEREAS, the Kingsway Regional School District Board of Education is committed to maintaining up-to-date policies that reflect current legal requirements, best practices, and district needs; and

WHEREAS, in accordance with Board bylaws and standard procedure, a first reading of the proposed policy is required prior to final adoption;

NOW, THEREFORE, BE IT RESOLVED, that the Kingsway Regional School District Board of Education hereby approves the first reading of the following policies:

Policy and/or Regulation Number	Policy and/or Regulation Name
P6620	Petty Cash

Policy 6620 - Petty Cash - Revised 7-23-26

9. Policy Adoption 2nd Reading

WHEREAS, the Kingsway Regional School District Board of Education is committed to maintaining up-to-date policies that reflect curr legal requirements, best practices, and district needs; and

WHEREAS, in accordance with Board bylaws and standard procedure, a second reading of the proposed policy is required prior to fi adoption;

NOW, THEREFORE,BE IT RESOLVED, that the Kingsway Regional School District Board of Education hereby approves the sec reading of the following policies:

Policy and/or Regulation Number	Policy and/or Regulation Named
P5200 & R5200	Attendance

R 5200

P 5200

10. Out of District Tuition Contract

BE IT RESOLVED, that the Kingsway Regional School District Board of Education hereby approves the attached listing of tuition contra for students attending educational institutions out of district for the period July 1, 2026 through June 30, 2027:

A. Gloucester County Special Service School District — Extended School Year 2026

Student ID#	School	Cost	Dates
#29193	Bankbridge Regional — South High(Homebound)	$5,014	July/August
#26829	Bankbridge Career Center — GCIT	$4,870	July/August
#26174	Bankbridge Career Center — Steve Sweeney	$4,870	July/August
#25641	Bankbridge Career Center — Steve Sweeney 1:1 Aide	$4,870 $3,980	July/August
#25360	Bankbridge Career Center — Steve Sweeney	$4,870	July/August
#26394	Bankbridge Career Center — Steve Sweeney	$4,870	July/August
#30486	Bankbridge Regional — South High 1:1 Aide	$4,870 $3,980	July/August
#23510	Bankbridge Career Center — Steve Sweeney	$4,870	July/August
#26336	Bankbridge Career Center — Steve Sweeney	$4,870	July/August
#25864	Bankbridge Career Center — Steve Sweeney 1:1 Aide	$4,870 $3,980	July/August

B. Other LEAs — Extended School Year 2026

Student ID#	School	Cost	Dates
#30563	Salem County Special Services - Cumberland 1:1 Aide	$7,101 $5,829	July/August

C. Private Out of District — Extended School Year 2026

Student ID#	School	Cost	Dates
#29605	HollyDELL	$17,493.44	July/August
#28184	Hampton Academy	$2,200	July/August
#32313	Hampton Academy 1:1 Aide	$2,200 $1,100	July/August
#29624	Strang School — Ranch Hope	$15,572.40	July/August

#24642	Durand School 1:1 Aide Bus Aide	$15,647.45 $8,505 $6,440	July/August
#24602	Kingsway Learning Center 1:1 Aide	$11,714.10 $5,700	July/August
#29248	Bancroft 1:1 Aide	$15,234.60 $8,850	July/August
#32401	HollyDELL	$17,493.44	July/August
#24447	Kingsway Learning Center	$11,714.10	July/August
#27312	Bancroft 1:1 Aide	$15,234.60 $8,850	July/August
#23510	Kingsway Learning Center 1:1 Aide	$11,714.10 $5,700	July/August
#27161	Bonnie Brae	$13,050	July/August
#32483	Larc Norcross School 1:1 Aide	$10,359.90 $7,500	July/August
#26197	Archbishop Damiano School	$9,730.50	July/August
#27347	Brookfield Academy	$3,000	July/August

D. Private Out-of-District – 10-month contract, 2026-2027 School Year

Student #	School	Cost	Dates
#29605	HollyDELL	$98,400.60	September - June
#28773	Pinelands Learning Center	$63,360	September - June
#28184	Hampton Academy	$71,915.40	September - June
#32313	Hampton Academy 1:1 Aide	$71,915.40 $47,700	September - June
#29624	Strang School — Ranch Hope	$93,434.40	September - June
#28756	Lamberts Mill Academy	$71,075	September - June
#24642	Durand School 1:1 Aide Bus Aide	$80,472.60 $43,740 $33,120	September - June
#24602	Kingsway Learning Center 1:1 Aide	$70,284.60 $34,200	September - June
#29248	Bancroft School 1:1 Aide	$91,407.60 $53,100	September - June
#32401	HollyDELL	$98,400.60	September - June
#27490	Brookfield Schools	$77,290.20	September - June
#28603	First Children's Services	$43,440	September - June
#24447	Kingsway Learning Center	$70,284.60	September - June
#27312	Bancroft School 1:1 Aide	$91,407.60 $53,100	September - June
#23510	Kingsway Learning Center 1:1 Aide	$70,284.60 $34,200	September - June
#26763	Project Search	$36,940	September - June
#27161	Bonnie Brae	$78,300	September - June
#32483	Larc Norcross School 1:1 Aide	$62,159.40 $45,000	September - June
#26197	Archbishop Damiano School	$58,383	September - June
#24539	Project Research	$36,940	September - June
#27347	Brookfield School	$77,290.20	September - June

G. Commission for the Blind — 2026-2027

Student #	Level	Cost	Dates
#29605	1	$2,668	September - June
#29245	1	$2,668	September - June
#31102	1	$2,668	September - June

H. Teacher of the Deaf Services 2026-2027

Student#	Cost	Dates
#28676	$2,541	September - June
#28695	$2,541	September - June
#28624	$2,541	September - June

I. Salem County Vocational Technical School 2026-2027

Student#	Program	Cost	Dates
#28173	Shared Time	$2,715	September - June
#28178	Shared Time	$2,715	September - June

#29188	Shared Time	$2,715	September - June
#29190	Shared Time	$2,715	September - June
#29205	Shared Time	$2,715	September - June
#28535	Shared Time	$2,715	September - June
#29219	Shared Time	$2,715	September - June
#29473	Shared Time	$2,715	September - June
#28481	Shared Time	$2,715	September - June
#29694*	Shared Time	$2,715	September - June
#28261	Shared Time	$2,715	September - June
#29274	Shared Time	$2,715	September - June
#28126	Shared Time	$2,715	September - June
#27265	Shared Time	$2,715	September - June
#27469	Shared Time	$2,715	September - June
#29308	Shared Time	$2,715	September - June
#29636	Shared Time	$2,715	September - June
#27295	Shared Time	$2,715	September - June
#28760	Shared Time	$2,715	September - June
#29729*	Shared Time	$2,715	September - June
#28139	Shared Time	$2,715	September - June
#28453	Shared Time	$2,715	September - June
#27355	Shared Time	$2,715	September - June

**Financial Responsibility of Logan Twp*

I. Old Business

J. New Business

K. Adjournment

1. **Motion to Adjourn**

   Resolved that the Kingsway Regional School District Board of Education adjourn the meeting at 7:17 pm.

   Motion made by: Jaclyn Dopke
   Motion seconded by: Dr. Michele Blair

   > ***Voting results:*** Unanimously approved
   > Yes: Lauren Boerlin, Dr. Michele Blair, Kelly Bonapfel, Jaclyn Dopke, Marilyn O'Rourke-Young, Apryl Palazzo, Nicholas Rosato

Sharon Ormsbee

Business Administrator/Board Secretary

Supporting Documents

The following PDFs were attached to the minutes:

E. 6. Employment - Job Description(s) - Approval/Revisions

District Translater Job Description

F. 1. Minutes

June 25 2026 Minutes

Exec Session Minutes June 25 2026

G. 1. Budget Line Item Transfers

June Transfers

G. 2. Payment of Claims

Bills 6-30-26

Bills 7-16-26

Bills 6-29-26

Bills 6-30-26a

Bills 7-16-26a

Bills 4-30-26

Bills 7-20-26

G. 5. Receipt and Acceptance of Board Secretary's Monthly Report

Board Secretary Report 5-30-26

G. 6. Receipt and Acceptance of Student Activity and Athletic Account Monthly Financial Reports

HS Activities

Athletics

MS Activities

G. 11. Tri County Expansion

Tri County Request

G. 12. 2026-2027 Transportation Jointures

- Swedesboro-Woolwich ESY Joint Transportation
- Logan Joint Transportation
- Swedesboro-Woolwich Joint Transportation
- East Greenwich Joint Transportation

H. 5. Handbooks

- 26-27 Summary of Athletic Handbooks Changes 7-23-26
- 2026-2027 Athletic Coaches Handbook
- 2026-2027 Athlete Parent Handbook

H. 6. Programs

- KRSD Emergency Virtual or Remote Instruction Program

H. 7. NJSIAA Membership

- NJSIAA Membership

H. 8. Policy Adoption 1st Reading

- Policy 6620 - Petty Cash - Revised 7-23-26

H. 9. Policy Adoption 2nd Reading

- R 5200
- P 5200

KINGSWAY REGIONAL SCHOOL DISTRICT
JOB DESCRIPTION

District Translator

(Adopted 7/16; Revised 7/26))

Qualifications:

1. Demonstrates fluency in spoken and written English and at least one additional language identified as a district need.
2. Demonstrates the ability to communicate clearly and accurately in both English and the identified language.
3. Demonstrates strong interpersonal, organizational, and communication skills
4. Demonstrates the ability to maintain confidentiality and professionalism when working with students, families, and staff.
5. A current employee of the Kingsway Regional School District in good standing.

Reports To: Principal and/or designee

Job Goal: To support effective communication between the school district and multilingual students and families by providing translation and interpretation services that promote equitable access to district programs, services, and communications

Performance Responsibilities:

1. Review and verify district-approved AI-generated translations for accuracy, clarity, and appropriateness prior to distribution.
2. Provide oral interpretation services for parent conferences, registration appointments, Individualized Education Program (IEP) meetings, Section 504 meetings, disciplinary conferences, school events, and other district meetings as assigned.
3. Assist administrators and staff in communicating effectively with students and families whose primary language is not English.
4. Maintain a log of all translation and interpretation services provided, including the date, time, duration, language, type of service, requesting employee, school or department served, and a brief description of the services provided.
5. Submit documentation of services provided in accordance with district procedures.
6. Perform translation and interpretation services outside of the employee's regular contractual responsibilities, except when approved by the employee's supervisor in accordance with district procedures.
7. Maintain confidentiality of all student, personnel, and district information.
8. Notify the Principal or designee when a request exceeds the scope of the assignment or requires outside translation or interpretation services.
9. Maintain professional, respectful, and culturally responsive interactions with students, families, and staff while serving as a representative of the district
10. Assist schools in responding to time-sensitive communications, including emergency notifications, crisis communications, and other urgent district needs requiring translation or interpretation.
11. Maintain impartiality during interpretation services and accurately convey information without adding, omitting, or altering the intended meaning.
12. Review translated documents for cultural relevance, educational terminology, readability, and context to ensure communications are understandable and appropriate for the intended audience.

13. The role is limited to accurately communicating information between parties. The District Translator shall not provide legal advice, educational recommendations, or personal opinions while serving as an interpreter or translator.
14. Perform all other responsibilities and duties assigned by the Superintendent of Schools or his/her designee.

Employment conditions:

Contract year:	September 1 to June 30
Job Family	Administrative Activity
Pay Grade/Compensation Structure:	Class D
Evaluation	In accordance with Board Policy

F1

KINGSWAY REGIONAL SCHOOL DISTRICT

Regular Meeting of the Board of Education

Date: June 25, 2026
Time: 6:30 p.m.
Location: High School East Cafeteria
201 Kings Highway
Woolwich Township, NJ 08085

A. Open Meeting

Roll Call
Jennifer Cavallaro-Fromm, Lauren Boerlin, Kelly Bonapfel, Jaclyn Dopke, Marilyn O'Rourke-Young (via Zoom), Apryl Palazzo, Kristen Lombardo, Nicholas Rosato

Meeting called to order at 6:30 PM

Sunshine Notice

Pledge of Allegiance

B. Presentations

C. Public Participation
Procedural: 1. Public Comment

D. Correspondence
Information: 1. Thank You Card
Correspondence from Haley Blair

E. Superintendent Discussion Items
Discussion: 1. Discussion Items
- Domestic Partner Health Benefit Resolution
- Student Hearings

F. Executive Session
Action: 1. Executive Session In
Motion by Jaclyn Dopke, second by Nicholas Rosato

BE IT RESOLVED that the Kingsway Regional School District Board of Education desires to hold a closed Executive Conference Session at 6:34p.m. prevailing time, for approximately 30 minutes as follows:
Item Discussion Item(s)*
Personnel-Superintendent Evaluation
Individual Privacy-Student Matter
defined as excluded from requirements of Open Public Meetings Act of 1975, further it is anticipated that such discussions may be disclosed upon resolution.
*Pursuant to the list of exceptions set forth in the Open Public Meetings Act 10:4-12

Final Resolution: Motion Carries
Yes: Jennifer Cavallaro-Fromm, Lauren Boerlin, Kelly Bonapfel, Jaclyn Dopke, Marilyn O'Rourke-Young, Apryl Palazzo, Kristen Lombardo, Nicholas Rosato

Action: 2. Executive Session Out
Motion by Lauren Boerlin, second by Kelly Bonapfel.

BE IT RESOLVED, that the Kingsway Regional School District Board of Education adjourn executive session and reconvene the public meeting at 7:04p.m.

Final Resolution: Motion Carries
Yes: Jennifer Cavallaro-Fromm, Lauren Boerlin, Kelly Bonapfel, Jaclyn Dopke, Marilyn O'Rourke-Young, Apryl Palazzo, Kristen Lombardo, Nicholas Rosato

Long-Term Suspension of Student
Motion by Jacklyn Dopke, second by April Palazzo.
Student ID #28743

BE IT RESOLVED, that the Kingsway Regional Board of Education hereby affirms the long-term suspension and ancillary disciplinary consequences for Student #28743, as recommended by the Superintendent, following consideration of the testimony, evidence presented, and the facts and severity of the offense.

Final Resolution: Motion Carries
Yes: Jennifer Cavallaro-Fromm, Lauren Boerlin, Kelly Bonapfel, Jaclyn Dopke, Marilyn O'Rourke-Young, Apryl Palazzo, Kristen Lombardo, Nicholas Rosato

G. Approval of Action Items
Action (Consent): 1. Approval of Action Items
Motion by Nicholas Rosato, second by Jaclyn Dopke.
BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the following consent agenda item(s): H1-11, I1, J1-29, K1, L1-11.

H. Personnel

Action (Consent): 1. Resignations, Retirements and Terminations

BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the resignation, retirements, and terminations, as recommended by the Superintendent of Schools:

Name	Position	Location	Reason	Years of Service	Effective Date
Nicole Rival	Teacher of Science	High School	Resignation	2 years	07/01/2026
Mary Ann Allen	Paraprofessional	Middle School	Resignation	3 years 8 months	07/01/2026
Tammy Furber	Paraprofessional	Middle School	Resignation	6 years 3 months	07/01/2026
Joan Carr	General Cafeteria Worker	High School	Resignation	2 years	06/12/2026
Raymond Philipp	Wellness Counselor	District	Resignation	5 years	07/01/2026
Stephanie Tartaglione	Secretary	High School	Resignation	2 years 10 months	07/01/2026
Ashley Mastrangelo	General Cafeteria Worker	High School	Resignation	2 months	06/11/2026
Robert Barbieri	Teacher of Health & Physical Education	High School	Resignation	4 years	07/01/2026
Jennifer Fisicaro	Teacher of Special Education	Middle School	Resignation	9 years	07/01/2026
Amanda Hannigan	Teacher of Special Education	Middle School	Resignation	13 years	07/01/2026

Action (Consent): 2. Appointments and Reappointments

BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the appointment(s) of the following staff member(s), as recommended by the Superintendent of Schools, contingent upon criminal history review clearance and issuance of appropriate certification(s) where applicable:
All certificated and non-certificated personnel are approved for hourly Schedule B assignments on an as-needed basis.

Name	Position	Location	Reason	Compensation	Effective Date
Keenan Cannady	Paraprofessional	High School	Appointment	Step 6; $29,839	09/01/2026-06/30/2027
Mary Iovacchini	Teacher of Special Education	Middle School	Appointment	MA+15/Step 15; $92,756	09/01/2026-06/30/2027
Vilbert Jolibois	Custodian	High School	Reappointment	Step 11; $48,290	07/01/2026-06/30/2027
Diana Kell	Bus Driver	District	Appointment	$34.00/hour	09/01/2026-06/30/2027
Tori Lugiano	Teacher of Science	High School	Appointment	MA+45/Step 3; $65,822	09/01/2026-06/30/2027
Cameryn Martin	Paraprofessional	High School	Appointment	Step 6; $29,839	09/01/2026-06/30/2027

Name	Position	Location	Reason	Compensation	Effective Date
Mark Montague	Paraprofessional	Middle School	Appointment	Step 3; $28,089	09/01/2026-06/30/2027
Christina Murphy	Finance Specialist	District	Appointment	$75,000	07/01/2026-06/30/2027
Alyssa Ritchie	Teacher of Science	High School	Appointment	BA/Step 1; $60,264	09/01/2026-06/30/2027
Ryan Erikson	Student Technology Summer Worker	District	Appointment	$15.92/hour	07/01/2026-09/02/2026
Rhys Smith	Student Technology Summer Worker	District	Appointment	$15.92/hour	07/01/2026-09/02/2026
Palina Zavuholnik	Student Technology Summer Worker	District	Appointment	$15.92/hour	07/01/2026-09/02/2026
Renee Jastrzembski	Substitute General Cafeteria Worker	District	Reappointment	$15.92/hr.	09/01/2026-06/30/2027
Karen Porreca	Substitute General Cafeteria Worker	District	Reappointment	$15.92/hr.	09/01/2026-06/30/2027
Linda Wallace	Substitute General Cafeteria Worker	District	Reappointment	$15.92/hr.	09/01/2026-06/30/2027
Stefano Bosco	Substitute Custodian	District	Reappointment	$16.50/hr.	07/01/2026-06/30/2027
Patricia DiBartolo	Substitute Custodian	District	Reappointment	$16.50/hr.	07/01/2026-06/30/2027
Debra Di Ianni	Substitute Custodian	District	Reappointment	$16.50/hr.	07/01/2026-06/30/2027
Damon Dukes	Substitute Custodian	District	Reappointment	$16.50/hr.	07/01/2026-06/30/2027
John Lutner	Substitute Custodian	District	Reappointment	$16.50/hr.	07/01/2026-06/30/2027
Tina Garrett	Substitute Custodian	District	Reappointment	$16.50/hr.	07/01/2026-06/30/2027
Beverly Brown	Substitute Custodian	District	Reappointment	$16.50/hr.	07/01/2026-06/30/2027
Suzanne Clarke	Substitute Custodian	District	Reappointment	$16.50/hr.	07/01/2026-06/30/2027
Cynthia Gardner	Substitute Custodian	District	Reappointment	$16.50/hr.	07/01/2026-06/30/2027
Nancy Bartling	Substitute Secretary	District	Reappointment	$17.50/hr.	07/01/2026-06/30/2027
Patricia Knott	Substitute Secretary	Middle School	Reappointment	$17.50/hr.	07/01/2026-06/30/2027
Christy Mertz	Substitute Secretary	District	Reappointment	$17.50/hr.	07/01/2026-06/30/2027

Name	Position	Location	Reason	Compensation	Effective Date
Mikaela Fox	Substitute Nurse	District	Reappointment	$217/diem	09/01/2026-06/30/2027
Kathleen Mercado	Substitute Nurse	District	Reappointment	$217/diem	09/01/2026-06/30/2027
Lindsay Reed	Substitute Nurse	District	Reappointment	$217/diem	09/01/2026-06/30/2027
Agnieszka Wiernasz	Substitute Nurse	District	Reappointment	$217/diem	09/01/2026-06/30/2027
Catherine Burns	Substitute Nurse	District	Reappointment	$217/diem	09/01/2026-06/30/2027
Jamie Clement	Substitute Nurse	District	Reappointment	$217/diem	09/01/2026-06/30/2027
Michael Marquis	LTS - Teacher of Science	High School	Appointment	$290/diem	09/01/2026-06/30/2027
Lisa Steele	LTS - Teacher of Business	High School	Appointment	$290/diem	09/01/2026-12/23/2026
Eric Fizur	Teacher of Special Education	High School	Appointment	MA+45/Step 10; $74,883	09/01/2026-06/30/2027

Action (Consent): 3. Employment - Schedule "B", Staff Workers, Unpaid Volunteers
BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the Schedule "B" appointments, event staff workers, and unpaid volunteers, as recommended by the Superintendent of Schools:

Name	Position	Location	Reason	Compensation	Effective Date(s)
Jena Kaul	Head Coach - Girls Volleyball	High School	Appointment	$7,194	09/01/2026-06/30/2027
Zachary Staulters	CER Teacher	District	Appointment	$30/hour	07/01/2026-08/14/2026
Charlene Powell	ESY Paraprofessional	Middle School	Appointment	$33.47/hour (up to 80 hours)	07/06/2026-08/06/2026
Lauren Charlton	ESY Teacher	High School	Appointment	$44.23/hour (up to 96 hours)	07/06/2026-08/06/2026
Maysoun Barouki	ESY Paraprofessional	Middle School	Appointment	$33.47/hour (up to 80 hours)	07/06/2026-08/06/2026
Cameryn Martin	ESY Paraprofessional	Middle School	Appointment	$33.47/hour (up to 80 hours)	07/06/2026-08/06/2026
Lolita Arias	Bus Driver/Aide	District	ESY & Field Trips/Sports	Driver - $34.00/hour Aide - $25.50/hour	07/01/2026-08/31/2026
Charles Armstrong	Bus Driver/Aide	District	ESY & Field Trips/Sports	Driver - $34.00/hour Aide - $25.50/hour	07/01/2026-08/31/2026

Name	Position	Location	Reason	Compensation	Effective Date(s)
Christina Armstrong	Bus Driver/Aide	District	ESY & Field Trips/Sports	Driver - $34.00/hour Aide - $25.50/hour	07/01/2026-08/31/2026
Suzanne Clark	Bus Driver/Aide	District	ESY & Field Trips/Sports	Driver - $36.62/hour Aide - $27.47/hour	07/01/2026-08/31/2026
Ronald Finley	Bus Driver/Aide	District	ESY & Field Trips/Sports	Driver - $34.00/hour Aide - $25.50/hour	07/01/2026-08/31/2026
Kim Fulton	Bus Driver/Aide	District	ESY & Field Trips/Sports	Driver - $34.00/hour Aide - $25.50/hour	07/01/2026-08/31/2026
Cynthia Gardner	Bus Driver/Aide	District	ESY & Field Trips/Sports	Driver - $34.00/hour Aide - $25.50/hour	07/01/2026-08/31/2026
Crystal Green	Bus Aide	District	ESY & Field Trips/Sports	$22.94/hour	07/01/2026-08/31/2026
Nancy Moore-Gregal	Secretary/Bus Aide	District	Summer Work - Office Hours & Bus Aide	$27.93/hour	07/01/2026-08/31/2026
Alexis Mosley	Bus Driver/Aide	District	ESY & Field Trips/Sports	Driver - $34.00/hour Aide - $25.50/hour	07/01/2026-08/31/2026
Henry Olinsky	Bus Driver/Aide	District	ESY & Field Trips/Sports	Driver - $34.00/hour Aide - $25.50/hour	07/01/2026-08/31/2026
Tina Patterson	Bus Driver/Aide	District	ESY & Field Trips/Sports	Driver - $34.00/hour Aide - $25.50/hour	07/01/2026-08/31/2026
Rose Rainas	Bus Aide	District	ESY & Field Trips/Sports	$22.94/hour	07/01/2026-08/31/2026
Michele Snyder	Bus Driver/Aide	District	ESY & Field Trips/Sports	Driver - $34.00/hour Aide - $25.50/hour	07/01/2026-08/31/2026
William Stutzenburg	Custodian	High School	Boiler License Stipend	$175	03/19/2026-06/30/2026
Veronica Keefer	Co-Advisor - Science Olympiad	High School	Appointment	$1,230.60	09/01/2025-06/30/2026 (Ratify & Affirm)
Laura Campbell	LDTC	Middle School	CST Summer Hours	*$42.94/hour (up to 110 hours)	06/22/2026-08/31/2026 (Ratify & Affirm)
Danielle Baney	School Psychologist	Middle School	CST Summer Hours	*$42.94/hour (up to 110 hours)	06/22/2026-08/31/2026 (Ratify & Affirm)
Morgan Moore	Speech & Language Pathologist	Middle School	CST Summer Hours	*$42.94/hour (up to 110 hours)	06/22/2026-08/31/2026

Name	Position	Location	Reason	Compensation	Effective Date(s)
					(Ratify & Affirm)
Leslie Miles	School Psychologist	High School	CST Summer Hours	*$42.94/hour (up to 110 hours)	06/22/2026-08/31/2026 (Ratify & Affirm)
Jamie Pallies	School Social Worker	High School	CST Summer Hours	*$42.94/hour (up to 110 hours)	06/22/2026-08/31/2026 (Ratify & Affirm)
Melissa Lachall	School Psychologist	High School	CST Summer Hours	*$42.94/hour (up to 110 hours)	06/22/2026-08/31/2026 (Ratify & Affirm)
Jackie Reilly	LDTC	High School	CST Summer Hours	*$42.94/hour (up to 110 hours)	06/22/2026-08/31/2026 (Ratify & Affirm)
Elisia Lancaster	School Social Worker	High School	CST Summer Hours	*$42.94/hour (up to 110 hours)	06/22/2026-08/31/2026 (Ratify & Affirm)
Alexis Badurina	Teacher of Special Education	Middle School	Extended Day Field Trip Supervision	$32.49/hr.	06/08/2026 (Ratify & Affirm)
Amanda Barbagallo	Teacher of Special Education	Middle School	Extended Day Field Trip Supervision	$32.49/hr.	06/08/2026 (Ratify & Affirm)
Lindsay Contarino	Teacher of English	Middle School	Extended Day Field Trip Supervision	$32.49/hr.	06/08/2026 (Ratify & Affirm)
Sarah Seeman	Teacher of Special Education	Middle School	Extended Day Field Trip Supervision	$32.49/hr.	06/08/2026 (Ratify & Affirm)
Takiyah Dumas	Teacher of English	Middle School	Extended Day Field Trip Supervision	$32.49/hr.	06/08/2026 (Ratify & Affirm)
Brooke Helmandollar	Teacher of Social Studies	Middle School	Extended Day Field Trip Supervision	$32.49/hr.	06/08/2026 (Ratify & Affirm)

Name	Position	Location	Reason	Compensation	Effective Date(s)
Thomas Yourison	Teacher of Social Studies	Middle School	Extended Day Field Trip Supervision	$32.49/hr.	06/08/2026 (Ratify & Affirm)
Shanyn Enzman	Teacher of Mathematics	Middle School	Extended Day Field Trip Supervision	$32.49/hr.	06/08/2026 (Ratify & Affirm)
Timothy Serabian	Teacher of Science	Middle School	Extended Day Field Trip Supervision	$32.49/hr.	06/08/2026 (Ratify & Affirm)
Benjamin Hedenberg	Teacher of Social Studies	Middle School	Extended Day Field Trip Supervision	$32.49/hr.	06/08/2026 (Ratify & Affirm)
Madalyn Marlin	Teacher of English	Middle School	Extended Day Field Trip Supervision	$32.49/hr.	06/08/2026 (Ratify & Affirm)
Lori Gendaszek	Teacher of Science	Middle School	Extended Day Field Trip Supervision	$32.49/hr.	06/08/2026 (Ratify & Affirm)
Mary Beth Koniecki	Teacher of Mathematics	Middle School	Extended Day Field Trip Supervision	$32.49/hr.	06/08/2026 (Ratify & Affirm)
Stacey Oehler	Teacher of English	Middle School	Extended Day Field Trip Supervision	$32.49/hr.	06/08/2026 (Ratify & Affirm)
Michael Maguire	Teacher of Special Education	Middle School	Extended Day Field Trip Supervision	$32.49/hr.	06/08/2026 (Ratify & Affirm)
Rebecca Singer	Teacher of Special Education	Middle School	Extended Day Field Trip Supervision	$32.49/hr.	06/08/2026 (Ratify & Affirm)
Julie Esposito	Teacher of Success 101	Middle School	Extended Day Field Trip Supervision	$32.49/hr.	06/08/2026 (Ratify & Affirm)
Lynn Thompson	Teacher of Social Studies	Middle School	Extended Day Field Trip Supervision	$32.49/hr.	06/08/2026 (Ratify & Affirm)
Kristina Bullock	Teacher of Mathematics	Middle School	Extended Day Field Trip Supervision	$32.49/hr.	06/08/2026 (Ratify & Affirm)
Meredtih Wuzzardo	Paraprofessional	Middle School	Extended Day Field Trip Supervision	$32.49/hr.	06/08/2026 (Ratify & Affirm)

Name	Position	Location	Reason	Compensation	Effective Date(s)
Heather McGarry	Paraprofessional	Middle School	Extended Day Field Trip Supervision	$32.49/hr.	06/08/2026 (Ratify & Affirm)
David Stanton	Supervisor of Athletics	District	Summer Employment	$473.53/diem (Not to exceed 15 days)	07/06/2026-07/10/2026; 08/17/2026-08/31/2026
David Stanton	Supervisor of Athletics	District	Curriculum Writing	$59.19/hr. (up to 60 hours)	07/01/2026-08/31/2026
James Redrow	Custodian	Middle School	Boiler License Stipend	$600	07/01/2025-06/30/2026
Ashley Townsend	Teacher of English	High School	AP Training	$42.94/hour* (up to 30 hours)	06/29/2026-07/02/2026
Christina Murphy	Finance Specialist	District	Transition Days	$288.46 per diem (not to exceed 3 days)	06/15/2026-06/30/2026
Arthur Smith	Assistant Coach - Girls Basketball	High School	Appointment	$5,693	09/01/2026-06/30/2027
Austin Flaville	Assistant Coach - Girls Volleyball	High School	Appointment	$4,660	09/01/2026-06/30/2027

*Hourly rate will increase effective 7/01/2026 to $44.23/hour per the CBA

Middle School Athletics:

Name	Position	Location	Compensation	Effective Dates
Sara DiBenedetto	Head Coach – Girls Basketball	Middle School	$3,128	07/01/2026-06/30/2027
Alexis Badurina	Assistant Coach – Girls Basketball	Middle School	$2,035	07/01/2026-06/30/2027
Takiyah Dumas	Head Coach – Boys Cross Country	Middle School	$3,128	07/01/2026-06/30/2027
Michelle Gray	Head Coach – Girls Cross Country	Middle School	$3,128	07/01/2026-06/30/2027
Stacey Oehler	Assistant – Boys & Girls Cross Country	Middle School	$2,035	07/01/2026-06/30/2027
Diane Nelson	Assistant – Girls Field Hockey	Middle School	$2,035	07/01/2026-06/30/2027
Sara DiBenedetto	Head Coach – Boys Soccer	Middle School	$3,128	07/01/2026-06/30/2027
Shanyn Enzman	Head Coach – Girls Soccer	Middle School	$3,128	07/01/2026-06/30/2027

Michael Maguire	Assistant – Girls Soccer	Middle School	$2,035	07/01/2026-06/30/2027
Takiyah Dumas	Head Coach – Boys Track	Middle School	$3,128	07/01/2026-06/30/2027
Elisia Lancaster	Assistant – Boys Track	Middle School	$2,035	07/01/2026-06/30/2027
Ryan Selfridge	Head Coach – Girls Track	Middle School	$3,128	07/01/2026-06/30/2027
Stacey Oehler	Assistant – Girls Track	Middle School	$2,035	07/01/2026-06/30/2027
Claire Alpaugh	Head Coach – Girls Volleyball	Middle School	$3,128	07/01/2026-06/30/2027
Aaron Crispin	Assistant Coach – Girls Volleyball	Middle School	$2,035	07/01/2026-06/30/2027

Middle School Activities:

Name	Position	Location	Compensation	Effective Dates
Kimberly Hargraves	After School Hall Monitor - Fall	Middle School	$3,419	07/01/2026-06/30/2027
Michael Maguire	After School Hall Monitor – Winter	Middle School	$4,102	07/01/2026-06/30/2027
Michelle Gray	After School Hall Monitor – Spring	Middle School	$3,419	07/01/2026-06/30/2027
Jennifer Ochipinti	Advisor - Art Club	Middle School	$1,160	07/01/2026-06/30/2027
Jaime Lloyd	Advisor - Book & Movie Club	Middle School	$1,160	07/01/2026-06/30/2027
Shanyn Enzman	Advisor - Circle of Friends	Middle School	$1,160	07/01/2026-06/30/2027
Jean Lacovara	Advisor - Community Service Club	Middle School	$1,160	07/01/2026-06/30/2027
Erin Cunningham	Advisor - Cultures Club	Middle School	$1,160	07/01/2026-06/30/2027
Maya Holmes	Advisor – Dance/Step Club	Middle School	$1,160	07/01/2026-06/30/2027
John Worthington	Advisor - Debate Club	Middle School	$1,160	07/01/2026-06/30/2027
Kristina Bullock	Advisor - Dragon Spark	Middle School	$1,160	07/01/2026-06/30/2027
Lauren Warner	Advisor – Fashion Club	Middle School	$1,160	07/01/2026-06/30/2027
Kaitlin Kurtz	Advisor – Future Teachers of America	Middle School	$1,160	07/01/2026-06/30/2027

Name	Position	Location	Compensation	Effective Dates
Takiyah Dumas	Advisor - Game Club	Middle School	$1,160	07/01/2026-06/30/2027
Michael Massaro	Advisor – Jazz Band	Middle School	$1,160	07/01/2026-06/30/2027
Lauren Mecholsky	Advisor - KMS News 1	Middle School	$1,222	07/01/2026-06/30/2027
Lauren Mecholsky	Advisor - KMS News 2	Middle School	$1,222	07/01/2026-06/30/2027
Ryan Stickel	Advisor – Mathcounts	Middle School	$1,160	07/01/2026-06/30/2027
Michael Massaro	Advisor - Pep Band/Squad	Middle School	$1,160	07/01/2026-06/30/2027
Stephanie Owens	Advisor - Renaissance (1)	Middle School	$2,112	07/01/2026-06/30/2027
Andrew Owens	Advisor - Renaissance (2)	Middle School	$2,112	07/01/2026-06/30/2027
Ajani Wijerathne	Advisor - STEM Club	Middle School	$1,160	07/01/2026-06/30/2027
Stefanie Miles	Advisor - Student Council (1)	Middle School	$1,289	07/01/2026-06/30/2027
Lori Gendaszek	Advisor - Student Council (2)	Middle School	$1,289	07/01/2026-06/30/2027
Julie Esposito	Advisor - Student Council (3)	Middle School	$1,289	07/01/2026-06/30/2027
Susan Dillard	Advisor - Talent Show (1)	Middle School	$1,160	07/01/2026-06/30/2027
Takiyah Dumas	Advisor - Talent Show (2)	Middle School	$1,160	07/01/2026-06/30/2027
John Worthington	Advisor - Video Production club 1	Middle School	$1,160	07/01/2026-06/30/2027
Brooke Helmandollar	Advisor - Yearbook (1)	Middle School	$2,112	07/01/2026-06/30/2027
Amanda Ottinger	Advisor - Yearbook (2)	Middle School	$2,112	07/01/2026-06/30/2027
Julie Esposito	Intramural Coach – Badminton/Pickle ball	Middle School	$704	07/01/2026-06/30/2027
Takiyah Dumas	Intramural Coach – Basketball 1	Middle School	$704	07/01/2026-06/30/2027
Theresa DeRose	Intramural Coach – Basketball 2	Middle School	$704	07/01/2026-06/30/2027
Ryan Selfridge	Intramural Coach – Chess Club	Middle School	$704	07/01/2026-06/30/2027

Name	Position	Location	Compensation	Effective Dates
Erica Sechrist	Intramural Coach – Lacrosse	Middle School	$704	07/01/2026-06/30/2027
Sara DiBenedetto	Intramural Coach – Volleyball	Middle School	$704	07/01/2026-06/30/2027
Tom Yourison	Intramural Coach - Wiffleball	Middle School	$704	07/01/2026-06/30/2027
Rebekah Allen	Director – Musical	Middle School	$3,034	07/01/2026-06/30/2027
Timothy Serabian	Assistant Director - Musical	Middle School	$1,973	07/01/2026-06/30/2027
Rebekah Allen	Director – Play	Middle School	$3,034	07/01/2026-06/30/2027
Timothy Serabian	Assistant Director - Play	Middle School	$1,973	07/01/2026-06/30/2027

High School Athletics:

Name	Position	Location	Compensation	Effective Dates
Mark Hendricks	Monitor - Weight Room - Summer	High School	$3,049	07/01/2026-06/30/2027
Frederick Reynolds	Monitor - Weight Room – Fall	High School	$4,066	07/01/2026-06/30/2027
Evette Fearon	After School Traffic Aide – Fall	High School	$3,440	07/01/2026-06/30/2027
Michael Carey	After School Traffic Aide – Fall	High School	$3,440	07/01/2026-06/30/2027
Lindsay Contarino	Head Coach - Cheerleading - Fall	High School	$7,194	07/01/2026-06/30/2027
Andrea Witte	Assistant - Cheerleading - Fall	High School	$4,660	07/01/2026-06/30/2027
Sandy Grasso	Assistant - Cheerleading - Fall	High School	$4,660	07/01/2026-06/30/2027
Nicholas Rothwein	Head Coach - Cross Country - Boys	High School	$7,194	07/01/2026-06/30/2027
Melvin Carter	Assistant - Cross Country - Boys	High School	$4,660	07/01/2026-06/30/2027
Justin Brown	Head Coach - Cross Country - Girls	High School	$7,194	07/01/2026-06/30/2027
David Nicastro	Assistant - Cross Country - Girls	High School	$4,660	07/01/2026-06/30/2027

Name	Position	Location	Compensation	Effective Dates
Danielle Kaiser	Head Coach - Dance- Fall	High School	$2,439	07/01/2026-06/30/2027
Jennifer McCabe	Assistant - Dance- Fall	High School	$1,950	07/01/2026-06/30/2027
Erin Bernat	Head Coach -Field Hockey	High School	$7,194	07/01/2026-06/30/2027
Meredith Wuzzardo	Assistant - Field Hockey	High School	$4,660	07/01/2026-06/30/2027
Lana Lowry	Assistant - Field Hockey	High School	$4,660	07/01/2026-06/30/2027
Mark Hendricks	Head Coach - Football	High School	$10,635	07/01/2026-06/30/2027
Marco Lentini	Assistant - Football	High School	$6,912	07/01/2026-06/30/2027
Robert Kelly	Assistant - Football	High School	$6,912	07/01/2026-06/30/2027
David White	Assistant - Football	High School	$6,912	07/01/2026-06/30/2027
Josh Mason	Assistant - Football	High School	$6,912	07/01/2026-06/30/2027
Matthew Mignano	Assistant - Football	High School	$6,912	07/01/2026-06/30/2027
Nickolas Cappolina	Assistant - Football	High School	$6,912	07/01/2026-06/30/2027
Kevin Miller	Assistant - Football	High School	$6,912	07/01/2026-06/30/2027
Ian Bucs	Video Taper – Football	High School	$3.003	07/01/2026-06/30/2027
Derrick Brewer	Head Coach - Soccer - Boys	High School	$7,194	07/01/2026-06/30/2027
Brent Dodulik	Assistant - Soccer - Boys	High School	$4,660	07/01/2026-06/30/2027
John Green	Assistant - Soccer - Boys	High School	$4,660	07/01/2026-06/30/2027
Michael Rucker	Assistant - Soccer - Boys	High School	$4,660	07/01/2026-06/30/2027
Jason Finlaw	Head Coach - Soccer - Girls	High School	$7,194	07/01/2026-06/30/2027
Tracy Fagan	Assistant - Soccer - Girls	High School	$4,660	07/01/2026-06/30/2027
Iain Gunner	Assistant - Soccer - Girls	High School	$4,660	07/01/2026-06/30/2027

Name	Position	Location	Compensation	Effective Dates
Gianna Bucs	Assistant - Soccer - Girls	High School	$4,660	07/01/2026-06/30/2027
David Laverty	Head Coach - Tennis - Girls	High School	$7,194	07/01/2026-06/30/2027
Nicholas Fiocco	Assistant - Tennis - Girls	High School	$4,660	07/01/2026-06/30/2027
Lana Lowry	After School Traffic Aide - Winter	High School	$4,129	07/01/2026-06/30/2027
Brian Kuzmick	Head Coach - Basketball - Boys	High School	$8,758	07/01/2026-06/30/2027
Michael Orth	Assistant - Basketball - Boys	High School	$5,693	07/01/2026-06/30/2027
Joseph Philiposian	Assistant - Basketball - Boys	High School	$5,693	07/01/2026-06/30/2027
Jeanine Delaney	Head Coach - Basketball - Girls	High School	$8,758	07/01/2026-06/30/2027
Keenan Cannady	Assistant - Basketball - Girls	High School	$5,693	07/01/2026-06/30/2027
Tracy Fagan	Assistant - Basketball - Girls	High School	$5,693	07/01/2026-06/30/2027
Michael Mulligan	Head Coach - Bowling	High School	$7,194	07/01/2026-06/30/2027
Michael Carey	Assistant - Bowling	High School	$4,660	07/01/2026-06/30/2027
Lindsay Contarino	Head Coach - Cheerleading - Winter	High School	$7,194	07/01/2026-06/30/2027
Andrea Witte	Assistant Coach – Cheerleading – Winter	High School	$4,660	07/01/2026-06/30/2027
Danielle Kaiser	Head Coach - Dance- Winter	High School	$2,439	07/01/2026-06/30/2027
Jennifer McCabe	Assistant - Dance - Winter	High School	$1,950	07/01/2026-06/30/2027
Robert Tender	Head Coach - Diving	High School	$7,194	07/01/2026-06/30/2027
Justin Brown	Head Coach - Indoor (Winter) Track - Boys/Girls	High School	$7,194	07/01/2026-06/30/2027
Melvin Carter	Assistant - Indoor (Winter) Track - Boys/Girls	High School	$4,660	07/01/2026-06/30/2027
Anthony Pezzimenti	Assistant - Indoor (Winter) Track - Boys/Girls	High School	$4,660	07/01/2026-06/30/2027
David Nicastro	Assistant - Indoor (Winter) Track - Boys/Girls	High School	$4,660	07/01/2026-06/30/2027

Name	Position	Location	Compensation	Effective Dates
James Barnshaw	Head Coach – Swimming – Boys/Girls	High School	$7,194	07/01/2026-06/30/2027
Megan Murie	Assistant – Swimming – Boys/Girls	High School	$4,660	07/01/2026-06/30/2027
Nichole Tolley	Assistant – Swimming – Boys/Girls	High School	$4,660	07/01/2026-06/30/2027
Mark Hendricks	Monitor - Weight Room - Winter	High School	$4,066	07/01/2026-06/30/2027
Michael Barikian	Head Coach - Wrestling - Boys	High School	$8,758	07/01/2026-06/30/2027
Greg Croce	Assistant - Wrestling - Boys	High School	$5,693	07/01/2026-06/30/2027
Iain Gunner	Assistant - Wrestling - Boys	High School	$5,693	07/01/2026-06/30/2027
Mark McGaurn	Assistant - Wrestling - Boys	High School	$5,693	07/01/2026-06/30/2027
Frederick Reynolds	Head Coach - Wrestling - Girls	High School	$8,758	07/01/2026-06/30/2027
Brent Dodulik	Assistant - Wrestling - Girls	High School	$5,693	07/01/2026-06/30/2027
Derrick Brewer	After School Traffic Aide – Spring	High School	$3,440	07/01/2026-06/30/2027
William Alvaro	Head Coach - Baseball	High School	$7,882	07/01/2026-06/30/2027
Dennis Burlingame	Assistant - Baseball	High School	$5,124	07/01/2026-06/30/2027
Nicholas DiGirolamo	Assistant - Baseball	High School	$5,124	07/01/2026-06/30/2027
John Green	Assistant - Baseball	High School	$5,124	07/01/2026-06/30/2027
Susan Massara	Head Coach - Flag Football	High School	$7,194	07/01/2026-06/30/2027
Ronald Myers	Assistant – Flag Football	High School	$4,660	07/01/2026-06/30/2027
Michael Coller	Head Coach - Golf - Boys	High School	$7,194	07/01/2026-06/30/2027
Jason Finlaw	Head Coach - Golf - Girls	High School	$7,194	07/01/2026-06/30/2027
Michael Carey	Assistant - Golf - Boys/Girls	High School	$4,660	07/01/2026-06/30/2027
Kevin Miller	Head Coach - Lacrosse - Boys	High School	$7,194	07/01/2026-06/30/2027

Name	Position	Location	Compensation	Effective Dates
Iain Gunner	Assistant - Lacrosse - Boys	High School	$4,660	07/01/2026-06/30/2027
Marc Schaffer	Assistant - Lacrosse - Boys	High School	$4,660	07/01/2026-06/30/2027
Carly Shaup	Head Coach - Lacrosse - Girls	High School	$7,194	07/01/2026-06/30/2027
Lana Lowry	Assistant - Lacrosse - Girls	High School	$4,660	07/01/2026-06/30/2027
Diane Nelson	Head Coach - Softball	High School	$7,882	07/01/2026-06/30/2027
Erin Bernat	Assistant - Softball	High School	$5,124	07/01/2026-06/30/2027
Annamaria Agriesti	Assistant - Softball	High School	$5,124	07/01/2026-06/30/2027
Tracy Fagan	Assistant - Softball	High School	$5,124	07/01/2026-06/30/2027
David Laverty	Head Coach - Tennis - Boys	High School	$7,194	07/01/2026-06/30/2027
Jakob Mostoller	Assistant - Tennis - Boys	High School	$4,660	07/01/2026-06/30/2027
Melvin Carter	Head Coach - Track - Boys	High School	$7,882	07/01/2026-06/30/2027
Cameryn Martin	Assistant - Track - Boys	High School	$5,124	07/01/2026-06/30/2027
Anthony Pezzimenti	Assistant - Track - Boys	High School	$5,124	07/01/2026-06/30/2027
Nicholas Rothwein	Assistant - Track - Boys	High School	$5,124	07/01/2026-06/30/2027
Justin Brown	Head Coach - Track – Girls	High School	$7,882	07/01/2026-06/30/2027
Jason Hagerman	Assistant - Track - Girls	High School	$5,124	07/01/2026-06/30/2027
Michael DiFrancesco	Assistant - Track - Girls	High School	$5,124	07/01/2026-06/30/2027
David Nicastro	Assistant - Track - Girls	High School	$5,124	07/01/2026-06/30/2027
Brent Dodulik	Head Coach - Volleyball - Boys	High School	$7,194	07/01/2026-06/30/2027
Joseph Gillespie	Assistant - Volleyball - Boys	High School	$4,660	07/01/2026-06/30/2027
Mark Hendricks	Monitor - Weight Room - Spring	High School	$4,066	07/01/2026-06/30/2027

High School Activities:

Name	Position	Location	Compensation	Effective Dates
Michael Massaro	Co-Director - Marching Band	High School	$6,189	07/01/2026-06/30/2027
Alexander Keating	Co-Director - Marching Band	High School	$6,189	07/01/2026-06/30/2027
Tyler O'Shaughnessy	Assistant Director - Marching Band	High School	$6,704	07/01/2026-06/30/2027
Elizabeth DeLoach	Assistant Color Guard Caption - Marching Band	High School	$1,828	07/01/2026-06/30/2027
Daniel Piro	Battery Percussion Caption - Marching Band	High School	$2,438	07/01/2026-06/30/2027
Brigette Laramee	Color Guard Caption - Marching Band	High School	$3,048	07/01/2026-06/30/2027
Nathan Blum	Drill Design Choreographer	High School	$2,461	07/01/2026-06/30/2027
Andrew Young	Director - Play	High School	$6,978	07/01/2026-06/30/2027
Nicholas Fiocco	Advisor – Art Club	High School	$1,160	07/01/2026-06/30/2027
Harleen Badechha	Advisor – Asian Culture Club	High School	$1,160	07/01/2026-06/30/2027
Meghan Mattson	Advisor - Athletic Training Club	High School	$1,160	07/01/2026-06/30/2027
Reena Ninan	Advisor - Bio-Olympiad	High School	$2,112	07/01/2026-06/30/2027
Felicitas Ross	Advisor – Biology Club	High School	$1,160	07/01/2026-06/30/2027
Patrick Carpenter	Director - Choral	High School	$2,789	07/01/2026-06/30/2027
John Simmermon	Advisor - Computer Science & Robotics Club	High School	$1,160	07/01/2026-06/30/2027
Andrew Young	Advisor – Drama Club	High School	$1,160	07/01/2026-06/30/2027
Evette Fearon	Co-Advisor – Fellowship of Christian Athletes	High School	$696	07/01/2026-06/30/2027
Susan Vance	Co-Advisor – Fellowship of Christian Athletes	High School	$696	07/01/2026-06/30/2027
Caylee Stead	Advisor – Future Educators of America	High School	$1,160	07/01/2026-06/30/2027
Nancy Delano	Advisor – Gaming Club	High School	$1,160	07/01/2026-06/30/2027

Name	Position	Location	Compensation	Effective Dates
Alexander Keating	Director - Indoor Color Guard	High School	$3,939	07/01/2026-06/30/2027
Brigette Laramee	Assistant Director - Indoor Color Guard	High School	$2,814	07/01/2026-06/30/2027
David Schuster	Director - JROTC Drill Team - Fall	High School	$3,939	07/01/2026-06/30/2027
David Schuster	Director - JROTC Drill Team - Spring	High School	$3,939	07/01/2026-06/30/2027
David Schuster	Advisor - JROTC Orienteering - Fall	High School	$2,439	07/01/2026-06/30/2027
David Schuster	Advisor - JROTC Orienteering - Spring	High School	$2,439	07/01/2026-06/30/2027
Stanley Ritter	Advisor - KDTV	High School	$3,419	07/01/2026-06/30/2027
Vivian Cassidy	Advisor - Key Club	High School	$1,160	07/01/2026-06/30/2027
Edward Moody	Advisor - Mock Trial	High School	$2,658	07/01/2026-06/30/2027
Meghan Mattson	Advisor – Morgan's Message	High School	$1,160	07/01/2026-06/30/2027
Lauren Barr	Director - Musical	High School	$6,978	07/01/2026-06/30/2027
Patrick Carpenter	Music Director Coordinator	High School	$2,092	07/01/2026-06/30/2027
Harleen Badechha	Advisor – National Honor Society	High School	$2,472	07/01/2026-06/30/2027
Christina Smith	Advisor – National Honor Society	High School	$2,472	07/01/2026-06/30/2027
Ashley Carola	Advisor – National Honor Society - Art	High School	$2,472	07/01/2026-06/30/2027
Nancy Kocis	Advisor - National Honor Society - World Language	High School	$2,472	07/01/2026-06/30/2027
Joseph Henderson	Advisor - National Tri M Honor Society	High School	$2,472	07/01/2026-06/30/2027
Brandyn Miller-McGrail	Advisor – Newspaper	High School	$2,701	07/01/2026-06/30/2027
Andrew Young	Advisor – NJ Model Congress & Debate	High School	$1,160	07/01/2026-06/30/2027
Nicholas Fiocco	Advisor - Photography Club	High School	$1,160	07/01/2026-06/30/2027
Andrew Lydon	Advisor – Physics Club	High School	$1,160	07/01/2026-06/30/2027

Name	Position	Location	Compensation	Effective Dates
Fallon Corcoran	Advisor - SADD	High School	$1,160	07/01/2026-06/30/2027
Joseph Henderson	Advisor - Select Jazz Ensemble	High School	$2,550	07/01/2026-06/30/2027
Evette Fearon	Co-Advisor - Shades	High School	$696	07/01/2026-06/30/2027
Nicholas Fiocco	Director - Stage Crew	High School	$2,092	07/01/2026-06/30/2027
Andrew Young	Advisor - Student Speaker Coordinator	High School	$2,112	07/01/2026-06/30/2027
Fallon Corcoran	Advisor – Student Council	High School	$3,296	07/01/2026-06/30/2027
Victoria Miller	Advisor – Student Council	High School	$3,296	07/01/2026-06/30/2027
Krista Diodati	Advisor – Students in Action	High School	$1,160	07/01/2026-06/30/2027
Jessica Cheng	Advisor – World Cultures Club	High School	$2,472	07/01/2026-06/30/2027
Patricia Villarreal	Advisor – World Cultures Club	High School	$2,472	07/01/2026-06/30/2027
Reena Ninan	Advisor - World Wildlife Fund Club	High School	$1,160	07/01/2026-06/30/2027
Connie Erikson	Advisor – Writers' Bloc Club	High School	$1,160	07/01/2026-06/30/2027
Heather Connor	Advisor – Yearbook	High School	$7,323	07/01/2026-06/30/2027
Colleen Fitzpatrick	Assistant – Yearbook	High School	$4,760	07/01/2026-06/30/2027
Jeanine Delaney	Advisor - Young Investors	High School	$1,160	07/01/2026-06/30/2027

Administrative:

Name	Position	Location	Compensation	Effective Dates
Kevin Rival	Academy Co-Advisor – STEM/BLA	High School	$2,051.40	07/01/2026-06/30/2027
Jeanine Delaney	Academy Co-Advisor – BLA/STEM	High School	$2,051.40	07/01/2026-06/30/2027
Alexandra Taylor-Ritter	Advanced Placement Advisor	High School	$3,419	07/01/2026-06/30/2027

Name	Position	Location	Compensation	Effective Dates
Michael DiFrancesco	Advisor – DECA	High School	$3,419	07/01/2026-06/30/2027
Michelle Orr	Advisor - DECA	High School	$3,419	07/01/2026-06/30/2027
Karen Vargas	Advisor – HOSA	High School	$3,419	07/01/2026-06/30/2027
Megan Potter	Advisor – Gifted and Talented	High School	$3,419	07/01/2026-06/30/2027
Meghan Mattson	Advisor – School of Health Professions	High School	$3,419	07/01/2026-06/30/2027
Bobbi Havers	Advisor - Team Scholastics	High School	$3,419	07/01/2026-06/30/2027
Jeanine Delaney	Department Chair – Business	District	$2,534	07/01/2026-06/30/2027
Megan Balinge	Department Chair – English/Literature	High School	$2,534	07/01/2026-06/30/2027
Christina Smith	Department Chair – Mathematics	High School	$2,534	07/01/2026-06/30/2027
Brent Dodulik	Department Chair – Health & P.E.	High School	$2,112	07/01/2026-06/30/2027
Reena Ninan	Department Chair – Science	High School	$2,534	07/01/2026-06/30/2027
Kristian Ward	Department Chair – Social Studies	High School	$2,112	07/01/2026-06/30/2027
Tiffany Zacharko	Department Chair – Special Education	High School	$2,534	07/01/2026-06/30/2027
Mairin Schramm	Department Chair – School Counseling	District	$2,534	07/01/2026-06/30/2027
Jamie Pallies	Department Chair – Child Study Team	District	$2,534	07/01/2026-06/30/2027
Kristin Pepe	Department Chair – Visual & Performing Arts	District	$2,534	07/01/2026-06/30/2027
Nancy Kocis	Department Chair – World Language	District	$2,534	07/01/2026-06/30/2027
Kim Hargraves	Department Chair – English/Literature	Middle School	$2,534	07/01/2026-06/30/2027
Julianna Chellew	Department Chair – Mathematics	Middle School	$2,112	07/01/2026-06/30/2027
Sara DiBenedetto	Department Chair – Health & P.E.	Middle School	$2,112	07/01/2026-06/30/2027
Lori Gendaszek	Department Chair – Science	Middle School	$2,112	07/01/2026-06/30/2027

Name	Position	Location	Compensation	Effective Dates
Brooke Helmandollar	Department Chair – Social Studies	Middle School	$2,112	07/01/2026-06/30/2027
Amanda Hannigan	Department Chair – Special Education	Middle School	$2,534	07/01/2026-06/30/2027
Christine Bjanes	Graphic Designer	High School	$2,534	07/01/2026-06/30/2027
Lauren Warner	Mentor Program Coordinator	Middle School	$2,112	07/01/2026-06/30/2027
Colleen Fitzpatrick	S.M.A.R.T Activity/Enrichment Coordinator	High School	$2,534	07/01/2026-06/30/2027
Kaitlin Kurtz	Team Leader – 8th Grade	Middle School	$2,112	07/01/2026-06/30/2027
Amanda Ottinger	Team Leader – 8th Grade	Middle School	$2,112	07/01/2026-06/30/2027
Joseph Bittmann	Team Leader – 8th Grade	Middle School	$2,112	07/01/2026-06/30/2027
Lauren Mecholsky	Team Leader – 8th Grade	Middle School	$2,112	07/01/2026-06/30/2027
Lauren Warner	Team Leader – 7th Grade	Middle School	$2,112	07/01/2026-06/30/2027
Ryan Selfridge	Team Leader – 7th Grade	Middle School	$2,112	07/01/2026-06/30/2027
Stefanie Miles	Team Leader – 7th Grade	Middle School	$2,112	07/01/2026-06/30/2027
Jaime Lloyd	Team Leader – 7th Grade	Middle School	$2,112	07/01/2026-06/30/2027
Shanyn Enzman	Team Leader – Dragon	Middle School	$2,534	07/01/2026-06/30/2027
Danielle Baney	Team Leader - Special Education	Middle School	$2,534	07/01/2026-06/30/2027
Evelyn Torres	Translator	High School	$1,160	07/01/2026-06/30/2027

Hourly Positions:

Name	Position	Location	Compensation	Effective Date
Heather Connor	After School Homework Proctor	High School	$44.23/hr.	07/01/2026-06/30/2027
Colleen Fitzpatrick	After School Homework Proctor	High School	$44.23/hr.	07/01/2026-06/30/2027

Name	Position	Location	Compensation	Effective Date
Krista Diodati	After School Homework Proctor	High School	$44.23/hr.	07/01/2026-06/30/2027
Alexa Croce	After School Homework Proctor	High School	$44.23/hr.	07/01/2026-06/30/2027
Alexa Croce	After-School Detention	High School	$33.47/hr.	09/01/2026-06/30/2027
Evette Fearon	After-School Detention	High School	$33.47/hr.	09/01/2026-06/30/2027
Elisia Lancaster	After-School Detention	High School	$33.47/hr.	09/01/2026-06/30/2027
Ismael Mercado	After-School Detention	High School	$33.47/hr.	09/01/2026-06/30/2027
Wanda Sirko	After-School Detention	High School	$33.47/hr.	09/01/2026-06/30/2027
Marrtin Quick	After-School Detention	High School	$33.47/hr.	09/01/2026-06/30/2027
Susan Massara	Athletic Ticket Event Coordinator	High School	$25.10/hr.	07/01/2026-06/30/2027
Erin Bernat	Athletic Ticket Event Coordinator	High School	$25.10/hr.	07/01/2026-06/30/2027
Meghan Mattson	Athletic Trainer Substitute	High School	$44.23/hr. (up to 800 hrs.)	07/01/2026-06/30/2027
Nicholas Fiocco	CER Camp Planning	Middle School	$33.47/hr. (up to 120 hours)	07/01/2026-06/30/2027
Tracy Fagan	CER Camp Planning	Middle School	$33.47/hr. (up to 120 hours)	07/01/2026-06/30/2027
Lana Lowry	CPR Instructor	District	$44.23/hr. (up to 25 hrs.)	07/01/2026-06/30/2027
Susan Massara	CPR Instructor	District	$44.23/hr. (up to 25 hrs.)	07/01/2026-06/30/2027
Alexa Croce	Credit Recovery	High School	$33.47/hr.	09/01/2026-06/30/2027
Evette Fearon	Credit Recovery	High School	$33.47/hr.	09/01/2026-06/30/2027
Ismael Mercado	Credit Recovery	High School	$33.47/hr.	09/01/2026-06/30/2027
Wanda Sirko	Credit Recovery	High School	$33.47/hr.	09/01/2026-06/30/2027
Evelyn Torres	Credit Recovery	High School	$33.47/hr.	09/01/2026-06/30/2027
Marrtin Quick	Credit Recovery	High School	$33.47/hr.	09/01/2026-06/30/2027

Name	Position	Location	Compensation	Effective Date
Brent Dodulik	Event Worker	High School	$17.93/hr.	07/01/2026-06/30/2027
Marc Schaffer	Event Worker	High School	$17.93/hr.	07/01/2026-06/30/2027
Frederick Reynolds	Event Worker	High School	$17.93/hr.	07/01/2026-06/30/2027
Evette Fearon	Event Worker	High School	$17.93/hr.	07/01/2026-06/30/2027
Matthew Healy	Event Worker	High School	$17.93/hr.	07/01/2026-06/30/2027
Michael Mulligan	Event Worker	High School	$17.93/hr.	07/01/2026-06/30/2027
Erin Bernat	Event Worker	High School	$17.93/hr.	07/01/2026-06/30/2027
Amanda Silvesti	Event Worker	High School	$17.93/hr.	07/01/2026-06/30/2027
Meredith Wuzzardo	Event Worker	High School	$17.93/hr.	07/01/2026-06/30/2027
Trevor Sharkey	Event Worker	High School	$17.93/hr.	07/01/2026-06/30/2027
William Alvaro	Event Worker	High School	$17.93/hr.	07/01/2026-06/30/2027
Ismael Mercado	Event Worker	High School	$17.93/hr.	07/01/2026-06/30/2027
Takiyah Dumas	Event Worker	High School	$17.93/hr.	07/01/2026-06/30/2027
Kevin Miller	Event Worker	High School	$17.93/hr.	07/01/2026-06/30/2027
Mark Hendricks	Event Worker	High School	$17.93/hr.	07/01/2026-06/30/2027
Debra Dilanni	Event Worker	High School	$17.93/hr.	07/01/2026-06/30/2027
Cameryn Martin	Event Worker	High School	$17.93/hr.	07/01/2026-06/30/2027
Brian Blaszczyk	Event Worker	High School	$17.93/hr.	07/01/2026-06/30/2027
Patricia DiBartolo	Event Worker	High School	$17.93/hr.	07/01/2026-06/30/2027
Michael DiFrancesco	Event Worker	High School	$17.93/hr.	07/01/2026-06/30/2027
Zachary Bates	Event Worker	High School	$17.93/hr.	07/01/2026-06/30/2027

Name	Position	Location	Compensation	Effective Date
Michelle Gray	Event Worker	High School	$17.93/hr.	07/01/2026-06/30/2027
Wanda Sirko	Event Worker	High School	$17.93/hr.	07/01/2026-06/30/2027
Susan Massara	Event Worker	High School	$17.93/hr.	07/01/2026-06/30/2027
Diane Nelson	Event Worker	High School	$17.93/hr.	07/01/2026-06/30/2027
Stephanie Tartaglione	Event Worker	High School	$17.93/hr.	07/01/2026-06/30/2027
Derrick Brewer	Event Worker	High School	$17.93/hr.	07/01/2026-06/30/2027
Gary McGaurn	Event Worker	High School	$17.93/hr.	07/01/2026-06/30/2027
Lana Lowry	Event Worker	High School	$17.93/hr.	07/01/2026-06/30/2027
Iain Gunner	Event Worker	High School	$17.93/hr.	07/01/2026-06/30/2027
Kevin Rival	Event Worker	High School	$17.93/hr.	07/01/2026-06/30/2027
Kimberly Aureli	Event Worker	High School	$17.93/hr.	07/01/2026-06/30/2027
Jessica Heady	Event Worker	High School	$17.93/hr.	07/01/2026-06/30/2027
April Burger	Event Worker	High School	$17.93/hr.	07/01/2026-06/30/2027
Damon Dukes	Event Worker	High School	$17.93/hr.	07/01/2026-06/30/2027
Alexa Croce	Extended School Day	High School	$33.47/hr.	09/01/2026-06/30/2027
Evette Fearon	Extended School Day	High School	$33.47/hr.	09/01/2026-06/30/2027
Ismael Mercado	Extended School Day	High School	$33.47/hr.	09/01/2026-06/30/2027
Wanda Sirko	Extended School Day	High School	$33.47/hr.	09/01/2026-06/30/2027
Marrtin Quick	Extended School Day	High School	$33.47/hr.	09/01/2026-06/30/2027
Sarah Schugar	MTSS Team Interventionist	High School	$44.23/hr. (up to 20 hrs.)	07/01/2026-06/30/2027
Kimberly Rotter	MTSS Team Teacher	High School	$44.23/hr. (up to 20 hrs.)	07/01/2026-06/30/2027

Name	Position	Location	Compensation	Effective Date
Kevin Rival	MTSS Team Teacher	High School	$44.23/hr. (up to 20 hrs.)	07/01/2026-06/30/2027
Alexa Croce	MTSS Team Interventionist	High School	$44.23/hr. (up to 20 hrs.)	07/01/2026-06/30/2027
Krista Diodati	MTSS Team Teacher	High School	$44.23/hr. (up to 20 hrs.)	07/01/2026-06/30/2027
Jessica Heady	MTSS Team Teacher	High School	$44.23/hr. (up to 20 hrs.)	07/01/2026-06/30/2027
Theresa Kupsey	MTSS Team Counselor	Middle School	$44.23/hr. (up to 20 hrs.)	07/01/2026-06/30/2027
Kimberly Hargraves	MTSS Team Interventionist	Middle School	$44.23/hr. (up to 20 hrs.)	07/01/2026-06/30/2027
Rebekah Allen	MTSS Team Teacher	Middle School	$44.23/hr. (up to 20 hrs.)	07/01/2026-06/30/2027
Kristina Bullock	MTSS Team Teacher	Middle School	$44.23/hr. (up to 20 hrs.)	07/01/2026-06/30/2027
Antoinette Henry	MTSS Team Counselor	Middle School	$44.23/hr. (up to 20 hrs.)	07/01/2026-06/30/2027
Mary Beth Koniecki	MTSS Team Interventionist	Middle School	$44.23/hr. (up to 20 hrs.)	07/01/2026-06/30/2027
Lauren Mecholsky	MTSS Team Teacher	Middle School	$44.23/hr. (up to 20 hrs.)	07/01/2026-06/30/2027
Julianna Chellew	MTSS Team Teacher	Middle School	$44.23/hr. (up to 20 hrs.)	07/01/2026-06/30/2027
Jeanine Delaney	Department Chair Summer Hours	High School	$44.23/hr. (up to 3 hours)	07/01/2026-08/31/2026
Jamie Pallies	Department Chair Summer Hours	District	$44.23/hr. (up to 3 hours)	07/01/2026-08/31/2026
Megan Balinge	Department Chair Summer Hours	High School	$44.23/hr. (up to 3 hours)	07/01/2026-08/31/2026
Kristian Ward	Department Chair Summer Hours	High School	$44.23/hr. (up to 3 hours)	07/01/2026-08/31/2026
Christina Smith	Department Chair Summer Hours	High School	$44.23/hr. (up to 3 hours)	07/01/2026-08/31/2026
Brent Dodulik	Department Chair Summer Hours	High School	$44.23/hr. (up to 3 hours)	07/01/2026-08/31/2026
Mairin Schramm	Department Chair Summer Hours	District	$44.23/hr. (up to 3 hours)	07/01/2026-08/31/2026
Reena Ninan	Department Chair Summer Hours	High School	$44.23/hr. (up to 3 hours)	07/01/2026-08/31/2026
Tiffany Zacharko	Department Chair Summer Hours	High School	$44.23/hr. (up to 3 hours)	07/01/2026-08/31/2026

Name	Position	Location	Compensation	Effective Date
Nancy Kocis	Department Chair Summer Hours	District	$44.23/hr. (up to 3 hours)	07/01/2026-08/31/2026
Kristin Pepe	Department Chair Summer Hours	District	$44.23/hr. (up to 3 hours)	07/01/2026-08/31/2026
Kimberly Hargraves	Department Chair Summer Hours	Middle School	$44.23/hr. (up to 3 hours)	07/01/2026-08/31/2026
Julianna Chellew	Department Chair Summer Hours	Middle School	$44.23/hr. (up to 3 hours)	07/01/2026-08/31/2026
Sara DiBenedetto	Department Chair Summer Hours	Middle School	$44.23/hr. (up to 3 hours)	07/01/2026-08/31/2026
Lori Gendaszek	Department Chair Summer Hours	Middle School	$44.23/hr. (up to 3 hours)	07/01/2026-08/31/2026
Brooke Helmandollar	Department Chair Summer Hours	Middle School	$44.23/hr. (up to 3 hours)	07/01/2026-08/31/2026
Amanda Hannigan	Department Chair Summer Hours	Middle School	$44.23/hr. (up to 3 hours)	07/01/2026-08/31/2026
Colleen Fitzpatrick	Summer Hours – Library Media Specialist	High School	$44.23/hr. (up to 5 hours)	07/01/2026-08/31/2026
Heather Connor	Summer Hours – Library Media Specialist	High School	$44.23/hr. (up to 5 hours)	07/01/2026-08/31/2026
Jean Lacovara	Summer Hours – Library Media Specialist	Middle School	$44.23/hr. (up to 10 hours)	07/01/2026-08/31/2026
Kate Richards	Summer Hours - Nurse	High School	$44.23/hr. (up to 80 hours)	07/01/2026-06/30/2027
Barbara Neal	Summer Hours - Nurse	High School	$44.23/hr. (up to 80 hours)	07/01/2026-06/30/2027
Megan Anastasia	Summer Hours – Nurse	Middle School	$44.23/hr. (up to 80 hours)	07/01/2026-06/30/2027
Christine Gismondi	Detention Monitor	Middle School	$33.47/hr.	09/01/2026-06/30/2027
Thomas Yourison	Detention Monitor	Middle School	$33.47/hr.	09/01/2026-06/30/2027
Stefanie Miles	Summer Team Leader Meeting	Middle School	$44.23/hr. (up to 4 hours)	07/01/2026-08/31/2026
Amanda Ottinger	Summer Team Leader Meeting	Middle School	$44.23/hr. (up to 4 hours)	07/01/2026-08/31/2026
Shanyn Enzman	Summer Team Leader Meeting	Middle School	$44.23/hr. (up to 4 hours)	07/01/2026-08/31/2026
Joseph Bittmann	Summer Team Leader Meeting	Middle School	$44.23/hr. (up to 4 hours)	07/01/2026-08/31/2026
Jaime Lloyd	Summer Team Leader Meeting	Middle School	$44.23/hr. (up to 4 hours)	07/01/2026-08/31/2026

Name	Position	Location	Compensation	Effective Date
Lauren Warner	Summer Team Leader Meeting	Middle School	$44.23/hr. (up to 4 hours)	07/01/2026-08/31/2026
Michelle Orr	Summer Team Leader Meeting	Middle School	$44.23/hr. (up to 4 hours)	07/01/2026-08/31/2026
Lauren Mecholsky	Summer Team Leader Meeting	Middle School	$44.23/hr. (up to 4 hours)	07/01/2026-08/31/2026
Ryan Selfridge	Summer Team Leader Meeting	Middle School	$44.23/hr. (up to 4 hours)	07/01/2026-08/31/2026
Sara DiBenedetto	Summer PE Uniform Sales	Middle School	$44.23/hr. (up to 2 hour)	07/01/2026-08/31/2026
Kristina Bullock	Dragon Development Days Prep	Middle School	$44.23/hr. (up to 10 hours)	07/01/2026-08/31/2026
Shanyn Enzman	Dragon Development Days Prep	Middle School	$44.23/hr. (up to 10 hours)	07/01/2026-08/31/2026
Lori Gendaszek	Summer Student Council Planning	Middle School	$44.23/hr. (up to 3 hours)	07/01/2026-08/31/2026
Stefanie Miles	Summer Student Council Planning	Middle School	$44.23/hr. (up to 3 hours)	07/01/2026-08/31/2026
Julie Esposito	Summer Student Council Planning	Middle School	$44.23/hr. (up to 3 hours)	07/01/2026-08/31/2026
Shanyn Enzman	School Safety Team	Middle School	$44.23/hr. (up to 16 hours)	07/01/2026-08/31/2026
Dawn Marchetti	Curriculum Committee	High School	$44.23/hr. (up to 4 hours)	07/01/2026-06/30/2027
Kristin Pepe	Curriculum Committee	High School	$44.23/hr. (up to 4 hours)	07/01/2026-06/30/2027
Gina Caruso	Curriculum Committee	High School	$44.23/hr. (up to 4 hours)	07/01/2026-06/30/2027
Krista Diodati	Curriculum Committee	High School	$44.23/hr. (up to 4 hours)	07/01/2026-06/30/2027
Megan Balinge	Curriculum Committee	High School	$44.23/hr. (up to 4 hours)	07/01/2026-06/30/2027
Lana Lowry	Curriculum Writing	High School	$44.23/hr. (up to 60 hours)	07/01/2026-06/30/2027
Brent Dodulik	Curriculum Writing	High School	$44.23/hr. (up to 20 hours)	07/01/2026-06/30/2027
Michael DiFrancesco	Curriculum Writing	High School	$44.23/hr. (up to 25 hours)	07/01/2026-06/30/2027
Mark Hendricks	Curriculum Writing	High School	$44.23/hr. (up to 15 hours)	07/01/2026-06/30/2027
Dana Ott	Curriculum Writing	High School	$44.23/hr. (up to 19 hours)	07/01/2026-06/30/2027

Name	Position	Location	Compensation	Effective Date
Marc Schaffer	Curriculum Writing	High School	$44.23/hr. (up to 5 hours)	07/01/2026-06/30/2027
Jeanine Delaney	Curriculum Writing	High School	$44.23/hr. (up to 46 hours)	07/01/2026-06/30/2027
Robert Sittineri	Curriculum Writing	High School	$44.23/hr. (up to 10 hours)	07/01/2026-06/30/2027
Annamaria Agriesti	Curriculum Writing	High School	$44.23/hr. (up to 10 hours)	07/01/2026-06/30/2027
Bobbi Havers	Curriculum Writing	High School	$44.23/hr. (up to 10 hours)	07/01/2026-06/30/2027
James Barnshaw	Curriculum Writing	High School	$44.23/hr. (up to 60 hours)	07/01/2026-06/30/2027
David Schuster	Curriculum Writing	High School	$44.23/hr. (up to 10 hours)	07/01/2026-06/30/2027
Caylee Stead	Curriculum Writing	High School	$44.23/hr. (up to 25 hours)	07/01/2026-06/30/2027
Christina Smith	Curriculum Writing	High School	$44.23/hr. (up to 10 hours)	07/01/2026-06/30/2027
Megan Balinge	Curriculum Writing	High School	$44.23/hr. (up to 10 hours)	07/01/2026-06/30/2027
Lynne Sanders-Horne	Curriculum Writing	High School	$44.23/hr. (up to 20 hours)	07/01/2026-06/30/2027
Michelle Yourison	Curriculum Committee	Middle School	$44.23/hr. (up to 4 hours)	07/01/2026-06/30/2027
Brooke Helmandollar	Curriculum Committee	Middle School	$44.23/hr. (up to 4 hours)	07/01/2026-06/30/2027
Lori Gendaszek	Curriculum Committee	Middle School	$44.23/hr. (up to 4 hours)	07/01/2026-06/30/2027
Sara DiBenedetto	Curriculum Writing	Middle School	$44.23/hr. (up to 40 hours)	07/01/2026-06/30/2027
Michele Orr	Curriculum Writing	Middle School	$44.23/hr. (up to 20 hours)	07/01/2026-06/30/2027
Julie Esposito	Curriculum Writing	Middle School	$44.23/hr. (up to 10 hours)	07/01/2026-06/30/2027
Michelle Mower	Curriculum Writing	Middle School	$44.23/hr. (up to 5 hours)	07/01/2026-06/30/2027
Madelyn Marlin	Curriculum Writing	Middle School	$44.23/hr. (up to 5 hours)	07/01/2026-06/30/2027
Jeanine Delaney	Summer Hours: AP Business Summer Institute	High School	$44.23/hr. (up to 32 hours)	08/03/2026-08/06/2026
James Barnshaw	Summer Hours: AVID Ignite Training	High School	$44.23/hr. (up to 14 hours)	07/27/2026-07/28/2026

Name	Position	Location	Compensation	Effective Date
Bobbi Havers	Summer Hours: AVID Ignite Training	High School	$44.23/hr. (up to 14 hours)	07/14/2026-07/15/2026
Trevor Sharkey	Summer Hours: AVID Ignite Training	High School	$44.23/hr. (up to 14 hours)	08/05/2026-08/06/2026
Michael DiFrancesco	Summer Hours: DECA Workshop	High School	$44.23/hr. (up to 16 hours)	07/28/2026-07/29/2026
Michele Orr	Summer Hours: DECA Workshop	High School	$44.23/hr. (up to 16 hours)	07/28/2026-07/29/2026
Fallon Corcoran	School Safety/Climate Team	High School	$44.23/hr. (up to 8 hours)	09/01/2026-06/30/2027
Evette Fearon	School Safety/Climate Team	High School	$44.23/hr. (up to 8 hours)	09/01/2026-06/30/2027
Shanna Hoffman	School Safety/Climate Team	High School	$44.23/hr. (up to 8 hours)	09/01/2026-06/30/2027
Melissa Lachall	School Safety/Climate Team	High School	$44.23/hr. (up to 8 hours)	09/01/2026-06/30/2027
Victoria Miller	School Safety/Climate Team	High School	$44.23/hr. (up to 8 hours)	09/01/2026-06/30/2027
Kevin Rival	School Safety/Climate Team	High School	$44.23/hr. (up to 8 hours)	09/01/2026-06/30/2027
Kimberly Rotter	School Safety/Climate Team	High School	$44.23/hr. (up to 8 hours)	09/01/2026-06/30/2027
Alexandra Taylor-Ritter	School Safety/Climate Team	High School	$44.23/hr. (up to 8 hours)	09/01/2026-06/30/2027
Tiffany Zacharko	School Safety/Climate Team	High School	$44.23/hr. (up to 8 hours)	09/01/2026-06/30/2027
Krista Diodati	ScIP Team	High School	$44.23/hr. (up to 5 hours)	07/01/2026-06/30/2027
Jennifer Stark	ScIP Team	High School	$44.23/hr. (up to 5 hours)	07/01/2026-06/30/2027
Tiffany Zacharko	ScIP Team	High School	$44.23/hr. (up to 5 hours)	07/01/2026-06/30/2027
Alexandra Taylor-Ritter	ScIP Team	High School	$44.23/hr. (up to 5 hours)	07/01/2026-06/30/2027
Kimberly Rotter	ScIP Team	High School	$44.23/hr. (up to 5 hours)	07/01/2026-06/30/2027
Susan Dillard	ScIP Team	Middle School	$44.23/hr.	07/01/2026-06/30/2027
Christine Gismondi	ScIP Team	Middle School	$44.23/hr.	07/01/2026-06/30/2027
Amanda Ottinger	ScIP Team	Middle School	$44.23/hr.	07/01/2026-06/30/2027

Name	Position	Location	Compensation	Effective Date
Lauren Mecholsky	ScIP Team	Middle School	$44.23/hr.	07/01/2026-06/30/2027
Kristina Bullock	ScIP Team	Middle School	$44.23/hr.	07/01/2026-06/30/2027
Madelyn Marlin	ScIP Team	Middle School	$44.23/hr.	07/01/2026-06/30/2027
Kathryn Garrity	Summer Hours – Attendance Officer	High School	$245.67/diem (minimum of 3 days; not to exceed 8 days)	07/01/2026-08/31/2026

Action (Consent): 4. 2025-2026 Additional Duty Stipends

BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the following certificated staff for additional duty stipends as per the Collective Bargaining Agreement between the Kingsway Regional School District and the Kingsway Education Association:

Employee	School	Duty	Amount
Sara DiBenedetto	MS	DC and Teaching 6	$550
William Alvaro	HS	SMART Enrichment	$550
Mark Anderson	HS	SMART Enrichment	$550
Harleen Badechha	HS	SMART Enrichment	$550
Lauren Barr	HS	SMART Enrichment	$550
Michelle Behringer	HS	SMART Enrichment	$550
Sean Bell	HS	SMART Enrichment	$550
Samantha Betley	HS	SMART Enrichment	$550
Ashley Carola	HS	SMART Enrichment	$238.33
Melissa Ceccini	HS	SMART Enrichment	$467.50
Lauren Charlton	HS	SMART Enrichment	$550
Michael Coller	HS	SMART Enrichment	$550
Desurae Councill	HS	SMART Enrichment	$550
Aaron Crispin	HS	SMART Enrichment	$550
Alexa Croce	HS	SMART Enrichment	$550
Anthony Curcio	HS	SMART Enrichment	$550
Denise Desiderio	HS	SMART Enrichment	$550
Denise Dickson	HS	SMART Enrichment	$550
Krista Diodati	HS	SMART Enrichment	$550
David Duffin	HS	SMART Enrichment	$550
Jason Finlaw	HS	SMART Enrichment	$550
Nicholas Fiocco	HS	SMART Enrichment	$550
Heather Haines	HS	SMART Enrichment	$550
Laura Halter	HS	SMART Enrichment	$550
Jessica Heady	HS	SMART Enrichment	$550

Employee	School	Duty	Amount
Gabrielle Helm	HS	SMART Enrichment	$550
Christina Holland	HS	SMART Enrichment	$424.72
Cameron Kalfas	HS	SMART Enrichment	$550
David Laverty	HS	SMART Enrichment	$550
Thomas Leslie	HS	SMART Enrichment	$550
Camille Maimone	HS	SMART Enrichment	$550
Nicholas Martino	HS	SMART Enrichment	$550
Brandyn Miller-McGrail	HS	SMART Enrichment	$550
Anthony Pezzimenti	HS	SMART Enrichment	$550
Elizabeth Porcellini	HS	SMART Enrichment	$550
Stall Raab	HS	SMART Enrichment	$550
Andrew Raker	HS	SMART Enrichment	$386
Frederick Reynolds	HS	SMART Enrichment	$550
Kevin Rival	HS	SMART Enrichment	$550
Nicole Rival	HS	SMART Enrichment	$550
Tabitha Rivas	HS	SMART Enrichment	$550
Nicholas Rothwein	HS	SMART Enrichment	$550
MIchael Ruckert	HS	SMART Enrichment	$550
Shushana Rucker	HS	SMART Enrichment	$550
Christine Schafer	HS	SMART Enrichment	$550
Kimberly Schmidt	HS	SMART Enrichment	$550
Emily Setaro	HS	SMART Enrichment	$550
Gregory Smith	HS	SMART Enrichment	$550
Julianne Spitalieri	HS	SMART Enrichment	$550
Katharine Turpin	HS	SMART Enrichment	$550
Karen Vargas	HS	SMART Enrichment	$550

Action (Consent): 5. Practicum, Student Teachers, Visitation, and Internships
BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the Practicum, Student Teachers, Visitation and Internships, as recommended by the Superintendent of Schools:

Student Name	Institution	Placement Type	School/Grade	Cooperating Mentor	Dates of Placement
Rebecca Driscoll	Rutgers University	School Nurse Internship	KRMS 7-8	Megan Anastasia	9/1/2026 - 12/10/2026
Jamie Clement	Rowan University	School Nurse Practicum (50 hours)	KRHS 9-10	Kate Richards	9/1/2026 - 12/10/2026
Mikaela Fox	Rowan University	School Nurse Practicum (50 hours)	KRMS 7-8	Megan Anastasia	9/1/2026 - 12/10/2026
Israel Ajayi	Kingsway Regional	Student Technology Intern	District	Robert Iocona	07/01/2026-09/02/2026

Action (Consent): 6. Leaves of Absence

BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the leaves of absence(s), as recommended by the Superintendent of Schools:

Name	Position	Location	Reason	Effective Date(s)
Ryann Braverman	Teacher of Special Education	Middle School	Paternity	Leave without pay 09/01/2026-11/03/2026
Denise Dickson	Teacher of Mathematics	High School	Family Medical	Leave with pay 06/08/2026-06/30/2026 (Ratify & Affirm)
William Ewe	Teacher of Health & P.E.	Middle School	Intermittent Family	Intermittent leave with pay 09/01/2026-06/30/2027
David Laverty	Teacher of Social Studies	High School	Paternity	Leave without pay 11/30/2026-03/05/2027
Susan Romano	Teacher of Science	High School	Intermittent Family	Intermittent leave with pay 06/01/2026-06/19/2026(Ratify & Affirm)
Patricia Villarreal	Teacher of World Language	High School	Family Medical	Leave with pay 06/02/2026-06/30/2026 (Ratify & Affirm)
Susan Woodburn	Administrative Assistant to HR	District	Intermittent Medical	Intermittent leave with pay 07/01/2026-06/30/2027

Action (Consent): 7. Change of Status (Name change, rescind position, corrections, transfers, guide movement)

BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the changes in status, as recommended by the Superintendent of Schools:

Name	Position	Location	Reason	Compensation	Effective Date(s)
Amanda Barbagallo	Teacher of Special Education	Middle School	Change in Step/Level	MA/Step 8; $70,430	09/01/2026-06/30/2027
Krista Diodati	Teacher of Mathematics	High School	Change in Step/Level	BA+15/Step 6; $63,916	09/01/2026-06/30/2027
John Simmermon	Co-Advisor - Science Olympiad	High School	Change in Title and Stipend	$1,230.60	09/01/2025-06/30/2026
Grace Speer	LTS - Teacher of Mathematics	High School	Change in per diem rate	$280/diem	06/02/2026-06/30/2026
Kristen Bradson	CER Camp Counselor	District	Rescind Appointment	$15.92/hour	06/10/2026-08/14/2026
Jessica Held	CER Camp Counselor	District	Rescind Appointment	$15.92/hour	06/10/2026-08/14/2026
Elizabeth Mathis	CER Camp Counselor	District	Rescind Appointment	$15.92/hour	06/10/2026-08/14/2026

Action (Consent): 8. SBA Contract 2026-2027
BE IT RESOLVED that the Employment Contract between Sharon Ormsbee, School Business Administrator/Board Secretary, and the Kingsway Regional Board of Education, having been reviewed and approved by the Interim Executive County Superintendent in accordance with N.J.A.C. 6A:23A-3-1(a), be approved, for the period of July 1, 2026, through June 30, 2027, as recommended by the Superintendent of Schools, and that the Board President and Superintendent be authorized to execute a copy of the Agreement, and that a copy of such Agreement is part of the minutes on file in the Board Secretary's Office.

Action (Consent): 9. Assistant Superintendent Contract 2026-2027
BE IT RESOLVED that the Employment Contract Patricia Calandro, Assistant Superintendent, and the Kingsway Regional Board of Education, having been reviewed and approved by the Interim Executive County Superintendent in accordance with N.J.A.C. 6A:23A-3-1(a), be approved for the period of July 1, 2026 through June 30, 2027, as recommended by the Superintendent of Schools, and that the Board President and Superintendent be authorized to execute a copy of the Agreement, and that a copy of such Agreement be part of the minutes on file in the Board Secretary's Office.

Action (Consent): 10. Resolution to Add Domestic Partners to Health Benefits Eligibility
WHEREAS, Kingsway Regional School District is committed to providing equitable and inclusive benefits to all employees;

WHEREAS, the current health benefits policy extends coverage to employees and their legal spouses and dependents, but does not include domestic partners;

WHEREAS, expanding eligibility to domestic partners aligns with Kingsway Regional School District's values of diversity, equity, and inclusion, and supports the wellbeing of our workforce;

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Eligibility Expansion: Effective July 1, 2026, domestic partners of eligible employees shall be included as eligible dependents under the district's benefits plans, subject to plan provisions and applicable law.
2. Definition of Domestic Partner: For the purposes of this policy, the Kingsway Regional School District will follow the State of NJ requirements for Domestic Partnerships and Civil Unions. https://www.nj.gov/health/vital/registration-vital/domestic-partnerships/
3. Domestic Partnership Documentation Eligibility Requirements: The Domestic Partnership requires a copy of the Certified Domestic Partnership Certificate from the Local Registrar or Vital Statistics and Registry.
4. Implementation: The Human Resources department is authorized and directed to take all necessary actions to implement this resolution, including amending plan documents, communicating changes to employees, and coordinating with insurance carriers.
5.

Compliance: All changes shall be made in accordance with applicable federal, state, and local laws and regulations.

Action (Consent): 11. Superintendent Annual Performance Evaluation
BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the annual performance evaluation of Superintendent, Dr. James J. Lavender, for the 2025-26 school year.

I. Approval of Minutes

Action (Consent): 1. Minutes

BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the minutes of the following meeting(s):
May 14, 2026 Work Meeting
May 14, 2026 Executive Session
May 21, 2026 Regular Meeting
May 21, 2026 Executive Session

J. Finance

Action (Consent): 1. Budget Line Item Transfers

BE IT RESOLVED, that the Kingsway Regional School District Board of Education ratify the line item transfers attached for the 2025-2026 fiscal year as recommended by the Superintendent of Schools:

Action (Consent): 2. Payment of Claims

BE IT RESOLVED, that the Kingsway Regional School District Board of Education certify the list of claims as set forth on the bill list dated 4/30/2026 for goods received and services rendered be approved for payment in the amount of $72,338.00.

BE IT RESOLVED, that the Kingsway Regional School District Board of Education certify the list of claims as set forth on the bill list dated 5/30/2026 for goods received and services rendered be approved for payment in the amount of $16,593.00.

BE IT RESOLVED, that the Kingsway Regional School District Board of Education certify the list of claims as set forth on the bill list dated 5/30/2026 for goods received and services rendered be approved for payment in the amount of $88,884.00.

BE IT RESOLVED, that the Kingsway Regional School District Board of Education certify the list of claims as set forth on the bill list dated 6/16/2026 for goods received and services rendered be approved for payment in the amount of $268.25.

BE IT RESOLVED, that the Kingsway Regional School District Board of Education certify the list of claims as set forth on the bill list dated 6/16/2026 for goods received and services rendered be approved for payment in the amount of $42,665.40.

BE IT RESOLVED, that the Kingsway Regional School District Board of Education certify the list of claims as set forth on the bill list dated 6/17/2026 for goods received and services rendered be approved for payment in the amount of $226.91.

BE IT RESOLVED, that the Kingsway Regional School District Board of Education certify the list of claims as set forth on the bill list dated 6/17/2026 for goods received and services rendered be approved for payment in the amount of $2,354,436.84.

BE IT RESOLVED, that the Kingsway Regional School District Board of Education certify the list of claims as set forth on the bill list dated 6/17/2026 for goods received and services rendered be approved for payment in the amount of $434.27.

BE IT RESOLVED, that the Kingsway Regional School District Board of Education certify the list of claims as set forth on the bill list dated 6/24/2026 for goods received and services rendered be approved for payment in the amount of $6,939.21.

BE IT RESOLVED, that the Kingsway Regional School District Board of Education certify the list of claims as set forth on the bill list dated 6/24/2026 for goods received and services rendered be approved for payment in the amount of $500 (Athletic Refunds).

Action (Consent): 3. Board Secretary's Certification
Pursuant to N.J.A.C. 6:23-22.12(c)3, the Board Secretary hereby certifies that, as of May 31, 2026, the total of encumbrances and expenditures for each line item account do not exceed the line item appropriation established by the Board of Education.

Action (Consent): 4. Payroll Certification
The School Business Administrator/Board Secretary reports, in compliance with N.J.S.A. 18A:19-1b, has certified the May 2026 payroll in the amount of $2,690,847.17, which includes $143,168.24 representing the employer's share of TPAF Social Security.

Action (Consent): 5. Receipt and Acceptance of Board Secretary's Monthly Report
BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve as filed the Business Administrator/Board Secretary's financial report as of April 30, 2026, and;

Be it further resolved that, pursuant to N.J.A.C. 6A:23-2.11(c)4, no major account or fund has been over expended as of April 30, 2026 based upon the Board Secretary's certification and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

Action (Consent): 6. Receipt and Acceptance of Student Activity and Athletic Account Financial Reports
BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve, as filed, the Kingsway Regional Middle School Student Activities financial report for the period ending May 31, 2026.

BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve, as filed, the Kingsway Regional High School Student Activities financial report for the period ending May 31, 2026.

BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve, as filed, the Kingsway Regional School District Athletic Account financial report for the period ending May 31, 2026.

Action (Consent): 7. Creation of a Maintenance Reserve Account
WHEREAS, pursuant to N.J.A.C. 6A:23A-14.2, a district board of education may establish, by resolution, a maintenance reserve account to be used to implement required maintenance of the school district's facilities; and

WHEREAS, funds in the maintenance reserve account may be used only for required maintenance activities and may not be used for routine or capital maintenance; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Education hereby establishes a Maintenance Reserve Account in accordance with N.J.A.C. 6A:23A-14.2.

Action (Consent): 8. Property and Casualty Insurance Premiums
BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the following property and casualty insurance premiums through Utica National for the period July 1, 2026 through June 30, 2027:

Budget Account	Type of Coverage	2025-2026 Premium	2026-2027 Premium	Dollar Increase/ (Decrease)	Percent Increase/ (Decrease)
11-000-270-593-80-056	Auto Policy	$42,258.00	$42,294.00	$36.00	.001%
11-000-230-590-30-047	Cyber	$22,400.00	$22,400.00	0	0%
11-000-262-520-90-050	Commercial Package Policy	$222,357.00	$221,423.00	($934)	(.004)%
11-000-230-590-30-047	Umbrella	$39,634.00	$39,678.00	$44.00	.001%

Action (Consent): 9. Lead Testing Statement Of Assurance
BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the submission of the Lead Testing Statement of Assurance for the 2025-2026 school year.

Action (Consent): 10. Wellness Grant Submission
BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the submission of the Schools Health Insurance Fund Wellness Grant.

Action (Consent): 11. Award HVAC Bid 26-005
BE IT RESOLVED, that the Kingsway Regional School District Board of Education award Bid 26-005 for HVAC Monitoring, Inspecting and Maintenance to Multitemp Mechanical, Inc. for the 2026-2027 School Year.

	Multitemp Mechanical	Northeast Mechanical Services	Falasca Mechanical, LLC
Journeyman	$107.00	$128.00	$140.00
Apprentice	$49.00	$104.00	$100.00
Foreman	$107.00	$128.00	$140.00
Parts Mark-up	10%	15%	20%

Action (Consent): 12. Award Plumbing Quote 26-005
BE IT RESOVED, that the Kingsway Regional School District award Quote 26-005 to JJM Plumbing Company for Plumbing Repairs and Supplies for the 2026-2027 school year.

	G.E. Mechanical LLC	JJM Plumbing Company	Northeast Mechanical Services	Falasca Mechanical, LLC
Journeyman	$185.90	$132.00	$132.00	$168.00
Apprentice	$126.01	$65.00	$105.00	$100.00
Foreman	$204.49	$136.00	$138.00	$168.00
Overtime	$278.85	$200.00	$207.00	$252.00
Emergency	$371.80	$200.00	$207.00	$330.00
Parts Mark-up	25.00%	9.99%	15%	20%

Action (Consent): 13. Award ABA Behavioral Consultant Services RFP 27-1004
WHEREAS, the Kingsway Regional School District ("District") has determined there is a need for specialized behavioral consultant services to support students in accordance with Individualized Education Programs (IEPs), educational best practices, and district programmatic needs; and

WHEREAS, in accordance with the provisions of the Public School Contracts Law, N.J.S.A. 18A:18A-1 et seq., the District issued a Request for Proposals (RFP) for Behavioral Consultant Services; and

WHEREAS, the RFP was duly advertised and proposals were received and opened on June 18, 2026; and

WHEREAS, the proposals received were evaluated based on criteria set forth in the RFP, including technical merit, management experience, and cost considerations; and

WHEREAS, based on the evaluation of all proposals, Jump Ahead Pediatrics, LLC, of 971 US Highway 202N #8203, Branchburg, New Jersey, was determined to have submitted the most advantageous proposal, price and other factors considered; and

WHEREAS, the School Business Administrator/Board Secretary has certified that sufficient funds are available for this contract in the appropriate budget accounts;

NOW, THEREFORE, BE IT RESOLVED that the Kingsway Regional School District Board of Education hereby awards a contract for Behavioral Consultant Services to Jump Ahead Pediatrics, LLC, effective July 1, 2026 through June 30, 2027, at the following hourly rates:

- $89.50 per hour for services provided by Board Certified Behavior Analysts (BCBAs)
- $50.50 per hour for services provided by Registered Behavior Technicians (RBTs)

in accordance with the terms and conditions of the RFP and the firm's submitted proposal.

BE IT FURTHER RESOLVED that the Board President and Board Secretary are hereby authorized to execute the contract and any other necessary documents to implement this award.

Action (Consent): 14. Award Substitute Services Award RFP 27-1001
BE IT RESOLVED, that the Kingsway Regional School District Board of Education award RFP 27-1001 for Substitute Services to ESS Northeast, LLC (Fee schedules on file in the office of the Business Administrator).

Action (Consent): 15. Transportation Bid Award 26-006
BE IT RESOLVED, that the Kingsway Regional School District Board of Education award a contract for bid 26-006 for to/from school transportation services for the 2026-2027 school year as follows:

Route	Contractor	Route Cost	Aide Cost	Total Cost	Increase/Decrease Adjustment Cost
KOOD.127	BR Williams	$266.00	$49.00	$315.00	$1.50
KOOD.128	HolcombTransportation, LLC	$164.00	$37.00	$201.00	$1.00

Action (Consent): 16. Clearview Interlocal Agreement for Borrowing of Buses
BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve an interlocal agreement with Clearview Regional School District Board of Education for 2026-2027 School Year for Borrowing of Buses and Sharing of Drivers.
Action (Consent): 17. Shared Service Agreements for the Provision of Aid in Lieu of Transportation Services
BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve shared services contracts with the Swedesboro-Woolwich, East Greenwich, and South Harrison Township School Districts in order to provide aid in lieu of transportation services for the period July 1, 2026 through June 30, 2027.

Action (Consent): 18. Woolwich IT Shared Services Agreement Revision
BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve a revised agreement with Woolwich Township for Information Technology Shared Services beginning July 1, 2026.

Action (Consent): 19. Remedial Services for Nonpublic IDEA Students Agreement
BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve an agreement with Gloucester County Special Services School District to provide Remedial Services for Nonpublic IDEA Students for the 2026-2027 School Year.

Action (Consent): 20. Professional Appointments
BE IT RESOLVED, that the Kingsway Regional School District Board of Education appoint the following professionals for the period July 1, 2026 through June 30, 2027 (Fee schedules on file in the office of the Business Administrator) pursuant to NJSA 18A:18A-5(1):
Bryson & Yates Consulting Engineers, LLC

Action (Consent): 21. Penns Grove-Carney's Point Joint Purchasing Consortium
BE IT RESOLVED, that the Kingsway Regional School District Board of Education award contracts for the Joint Purchasing Consortium for Baked Goods, Ice Cream Products, and Milk, Juice, & Dairy Products for the 2026-27 school year. The Penns Grove-Carneys Point Regional School District is the lead agency of the consortium which represents 17 local school districts. The contracts are to be awarded to the lowest qualified bidder as follows:

Contract	Vendor	Amount
Furnish and Deliver Baked Goods	Deluxe Italian Bakery	$422,234.30

Contract	Vendor	Amount
Furnish and Deliver Ice Cream Products	Georgeo's Water Ice	$244,632.00
Furnish and Deliver Milk, Juice, & Dairy Products	Hy-Point Dairy	$351,829.55

Action (Consent): 22. Approve NJ State Funded Programs for Nonpublic School-Affirmation of Consultation

WHEREAS, the Kingsway Regional School District Board of Education is committed to fulfilling its obligation to provide equitable services to eligible nonpublic school students, teachers, and other educational personnel within its district, in accordance with New Jersey state law and regulations; and

WHEREAS, the New Jersey Department of Education (NJDOE) requires annual, timely, and meaningful consultation between public school districts and their nonpublic schools regarding the provision of State-funded programs and services; and

WHEREAS, the primary purpose of this consultation is to discuss the needs of the nonpublic schools and ensure they are met, as well as to review the effectiveness of services provided in the prior year; and

WHEREAS, timely consultation commenced in the spring of 2024 and has continued as needed to maintain open communication and information sharing; and

WHEREAS, the Kingsway Regional School District has engaged in thorough and meaningful consultation with officials from eligible nonpublic schools located within its district, utilizing the NJDOE's "Nonpublic School Affirmation of Consultation - Revised February 2024" form to document discussions; and

WHEREAS, said consultation included, but was not limited to, discussions regarding:

- The identification of needs for eligible nonpublic school students, teachers, and other educational personnel.
- The specific State-funded programs and services to be offered for the 2026-2027 school year.
- The methods, locations, and personnel for providing these services.
- Procedures for assessing services and utilizing results for program improvement.
- The scope of equitable services and estimated allocation of funds for each program.
- The process and timeline for decision-making regarding service delivery, including consideration of third-party providers.
- The school district's purchasing policies and procedures as they relate to nonpublic school programs, including timelines and requisition processes.

NOW, THEREFORE, BE IT RESOLVED, that the Kingsway Regional School District Board of Education hereby affirms that timely and meaningful consultation, as outlined by the New Jersey Department of Education, has occurred with the following nonpublic school for the 2026-2027 school year regarding New Jersey State Funded Programs:

- Guardian Angel Regional

BE IT FURTHER RESOLVED, that the Board of Education approves the provision of New Jersey State Funded Programs, including, but not limited to, Auxiliary and Remedial Services (Chapters 192 and 193),

Nonpublic School Health Services, Nonpublic School Security Program, Nonpublic School Technology Initiative Program, Nonpublic School Textbook Program, and Teach STEM Classes in Nonpublic Schools Grant Program, as determined through the consultation process, to eligible students, teachers, and other educational personnel in the aforementioned nonpublic school(s), within the limits of allocated state funds and in compliance with all applicable state and federal guidelines.

BE IT FURTHER RESOLVED, that the Kingsway Regional School District will continue to notify nonpublic schools of fund allocations promptly upon receipt from the NJDOE and will provide notification no later than February 28th of the remaining funds as of January 31st.

Action (Consent): 23. 2025-2026 ESEA Final Report
BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the submission of the Kingsway Regional School District's Elementary and Secondary Education Act (ESEA) 2025-2026 Grant Final Expenditure Report and further approve the submission of an amendment to the Kingsway Regional School District's Elementary and Secondary Education Act (ESEA) 2026-2027 grant to apply carry-over funds in accordance with the New Jersey Department of Education deadline

Action (Consent): 24. 2025-2026 IDEA Grant Final Report
BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the submission of the Kingsway Regional School District's IDEA 2025-2026 Grant Final Expenditure Report and further approve the submission of an amendment to the Kingsway Regional School District's IDEA 2026-2027 Grant to apply carry-over funds in accordance with the New Jersey Department of Education deadlines.

Action (Consent): 25. DSI Medical Services Renewal
BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the renewal of an agreement with DSI Medical Services for Employees with CDL Drug Testing through Gloucester County Consortium for the 2026-2027 School Year.

Action (Consent): 26. Donation of Pollinator Garden
BE IT RESOLVED, that the Kingsway Regional School District Board of Education accept a donation from Grasso Pollinator Alliance, Inc. for a native pollinator habitat as per attached.

Action (Consent): 27. Transfer of Current Year Surplus to Capital Reserve Account
WHEREAS, N.J.A.C. 6A:23A-14.3 and 6A:23A-14.4 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer unanticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Kingsway Regional School District Board of Education wishes to transfer unanticipated excess current year revenue or unexpended appropriations from the general fund into a Capital Reserve account at year end, and

WHEREAS, the Kingsway Regional School District Board of Education has determined that an amount not to exceed $1,500,000 is available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED by the Kingsway Regional School District Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

Action (Consent): 28. Transfer of Current Year Surplus to Maintenance Reserve Account
WHEREAS, N.J.A.C. 6A:23A-14.3 and 6A:23A-14.4 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer unanticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Kingsway Regional School District Board of Education wishes to transfer unanticipated excess current year revenue or unexpended appropriations from the general fund into a Maintenance Reserve account at year end, and
WHEREAS, the Kingsway Regional School District Board of Education has determined that an amount not to exceed $500,000 is available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED by the Kingsway Regional School District Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

Action (Consent): 29. 2026-2027 Learnwell Agreement
BE IT RESOLVED, that the Kingsway Regional School District approve the agreement with LearnWell for Virtual Teaching Services for the 2026-2027 School Year.

K. Curriculum & Instruction
Action (Consent): 1. Professional Development - Staff Attendance at Trainings, Seminars, Conventions, and Conferences
BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the staff attendance at trainings, seminars, conventions, and conferences be approved, as recommended by the Superintendent of Schools:

Title of Program	Location	Date(s)	Attendees	Educational Purpose	Cost to District
Better Thinking Classrooms (BTC) Committee Meeting	Franklinville, NJ	6/4/2026 (RATIFY & AFFIRM)	Shanyn Enzman	To improve instructional practices in mathematics	$0
AVID Virtual Live--Avid Elective 1: Implementing Fundamentals of Instruction	Virtual	7/14/2026 & 7/15/2026	Bobbi Havers	To create supportive, engaging classrooms that foster college and career readiness	$850.88

Title of Program	Location	Date(s)	Attendees	Educational Purpose	Cost to District
AP Business with Personal Finance Summer Institute (Project-Based Learning Focus)	Virtual	8/3/2026, 8/4/2026, 8/5/2026, & 8/6/2026	Jeanine Delaney	To implement a project-based learning approach in an AP classroom	$799
AVID Virtual Live--Community of Practice: Math	Virtual	8/5/2026 & 8/6/2026	Trevor Sharkey	To ensure students reach proficiency in targeted math skills	$850
AVID Path the Schoolwide: AVID Elective Level 3	North Brunswick, NJ	7/27/2026 & 7/28/2026	James Barnshaw	To implement structured reflection and progress-tracking systems aligned with the AVID curriculum	$836.06
Certificate in Simulation	Virtual	8/17/2026, 8/18/2026, 8/19/2026, & 8/20/2026	Meghan Mattson	To design & implement simulation scenarios in the School of Health Professions	$2,349.00

L. General Administration

Action (Consent): 1. Enrollment Report

BE IT RESOLVED, that the Kingsway Regional School District Board of Education accept the enrollment report as of May 29, 2026 as follows:

Grade Level	Ending Enrollment May 31, 2026		June 2025 Totals	
	General	Out-of-District	General	Out-of-District
7	451	1	447	4
8	456	2	486	6
Middle School	907	3	933	10
9	509	7	472	4
10	474	5	457	8
11	450	9	513	6
12	519	26	508	32
High School	1952	47	1950	50
District Enrollment	2,909		2,943	

Action (Consent): 2. Emergency Drills
BE IT RESOLVED, that the Kingsway Regional School District Board of Education accept the emergency drills report as follows:

School	Date	Start Time	End Time	Drill
MS	05/26/2026	9:45 AM	9:52 AM	Fire Drill
MS	05/29/2026	2:05 PM	2:08 PM	Hold
HS	05/19/2026	11:14 AM	11:15 AM	Hold
HS	05/20/2026	11:39 AM	12:01 PM	Hold
HS	05/29/2026	11:55 AM	12:01 PM	Fire Drill

Action (Consent): 3. Student Discipline, Violence/Vandalism, HIB
BE IT RESOLVED, that the Kingsway Regional School District Board of Education accept the Harassment, Intimidation and Bullying report for the month ending May 31, 2026, as submitted by the Superintendent of Schools.

Infraction/Referrals/Reports	No. of Incidents May 2026		2025-2026 Total To-Date		2024-2025 Totals June 2025	
	(HS)	(MS)	(HS)	(MS)	(HS)	(MS)
Detentions-Lunch	63	48	418	202	2184	88
Detentions-Before/After School	13	113	112	366	166	312
Detentions-Extended Day	2	10	14	49	43	68
In School Suspension (ISS)	12	3	32	15	-	-
Out of School Suspension (OSS)	29	8	196	64	148	61
Violence, Vandalism, Substance Abuse	10	1	83	21	71	19
Confirmed Harassment, Intimidation, or Bullying	0	2	7	7	19	3
Dating Violence	0	0	0	0	1	0

Action (Consent): 4. HIB - Completed Investigation Reports
BE IT RESOLVED, that Kingsway Regional School District Board of Education accept the Harassment, Intimidation and Bullying report(s) as submitted by the Superintendent of Schools:

Case Number	Date of Initial Report	Date of Report to Superintendent	Result of Investigation
HS-18	5/6/2026	5/26/2026	Does Not Meet Definition
HS-19	5/13/2026	TBD	Remaining Open until September 2026, when investigations can resume
HS-20	5/15/2026	6/1/2026	Violation of Policy
HS-21	6/1/2026	6/17/2026	Violation of Policy
HS-22	6/9/2026	6/17/2026	Does Not Meet Definition
HS-23	6/8/2026	6/24/2026	Does Not Meet Definition
HS-24	6/15/2026	6/17/2026	Does Not Meet Definition

Action (Consent): 5. Student Discipline
BE IT RESOLVED that the Kingsway Regional School District Board of Education approves the agreement between the Board and student 28501, as discussed in executive session.

Action (Consent): 6. Education Field Trips and Assemblies
BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the educational field trips and assemblies, as recommended by the Superintendent of Schools:

School	Type of Trip	Group/ Class/ Activity/ Team	Event/ Destination	Date(s)	# of Students	# of Chaperones	Cost to Student	Budgetary Costs	Student Activity Account – Fund-raising - and/or Booster Cost
HS	Athletic Competition	HOSA	HOSA International Leadership Conference; Indianapolis, IN	6/16/2026 - 6/21/2026 (Ratify & Affirm)	1	1	$0.00	$165.00 Registration $2,459.00 Transpor-tation	$0.00
HS	Class Trip	NJROTC Color Guard	4th of July Celebration Parade; East Greenwich, NJ	7/2/2026	13	1	$0.00	$0.00	$0.00
HS	Class Trip	Marching Band	250th Independence Day Parade; Philadelphia, PA	7/3/2026	90	7	$0.00	$3,060.00 Bus Cost	$0.00
HS	Class Trip	NJROTC Drill and Color Guard Team	250th 4th of July Celebration Parade; Philadelphia, PA (Bus Sharing with Marching Band)	7/3/2026	15	1	$0.00	$0.00	$0.00
HS	Field Trip	Extended School Year (ESY)	Community-Based Instruction; East Greenwich Post Office & Classy Cow, Mickleton, NJ	7/14/2026	35	15	$0.00	$525.00 Meals $522.60 Bus Cost	$0.00
MS	Field Trip	Extended School Year (ESY)	Community-Based Instruction; East Greenwich	7/15/2026	19	9	$0.00	$285.00 Meals $522.60 Bus Cost	$0.00

School	Type of Trip	Group/ Class/ Activity/ Team	Event/ Destination	Date(s)	# of Students	# of Chaperones	Cost to Student	Budgetary Costs	Student Activity Account – Fund-raising - and/or Booster Cost
			Post Office & Classy Cow, Mickleton, NJ						
HS	Field Trip	Extended School Year (ESY)	Community-Based Instruction; Home Depot, Mantua, NJ	7/21/2026	35	15	$0.00	$410.80 Bus Cost $350.00 Admission	$0.00
MS	Field Trip	Extended School Year (ESY)	Community-Based Instruction; Home Depot, Mantua, NJ	7/22/2026	19	9	$0.00	$410.80 Bus Cost $190.00 Admission	$0.00
MS	Field Trip	Extended School Year (ESY)	Community-Based Instruction; ShopRite, Woolwich Twp, NJ	7/29/2026	19	9	$0.00	$326.30 Bus Cost	$0.00
HS	Field Trip	Extended School Year (ESY)	Community-Based Instruction; ShopRite, Woolwich Twp, NJ	7/29/2026	35	15	$0.00	$326.30 Bus Cost	$0.00
MS/HS	Field Trip	Extended School Year (ESY)	Community-Based Instruction; Fasola Park, Deptford, NJ	8/4/2026	54	24	$0.00	$495.30 Bus Cost ~$200.00 Meals	$0.00
HS	Field Trip	Cheerleading	Cheer Camp; Beach Lake, PA	8/18/2026 - 8/21/2026	~50	3	$360.00 Registration $100.00 Bus Cost	$0.00	$0.00

Action (Consent): 7. Fundraiser(s)

BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the fundraiser(s), as recommended by the Superintendent of Schools:

School	Program/Group	Purpose	Product/Service	Start Date	End Date
HS	Musical	To raise funds for musical programs and expenses	KRHS Cabaret	10/10/2026	10/24/2026

Action (Consent): 8. Handbooks
BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the 2026-2027 KRHS Student Handbook, as recommended by the Superintendent of Schools; and

BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the 2026-2027 KRMS Student Handbook, as recommended by the Superintendent of Schools.

Action (Consent): 9. Policy Adoption 1st Reading
WHEREAS, the Kingsway Regional School District Board of Education is committed to maintaining up-to-date policies that reflect current legal requirements, best practices, and district needs; and

WHEREAS, in accordance with Board bylaws and standard procedure, a first reading of the proposed policy is required prior to final adoption;

NOW, THEREFORE, BE IT RESOLVED, that the Kingsway Regional School District Board of Education hereby approves the first reading of the following policies:

Policy and/or Regulation Number	Policy and/or Regulation Named
P5200 & R5200	Attendance

Action (Consent): 10. Policy Adoption 2nd Reading
WHEREAS, the Kingsway Regional School District Board of Education is committed to maintaining up-to-date policies that reflect current legal requirements, best practices, and district needs; and

WHEREAS, in accordance with Board bylaws and standard procedure, a second reading of the proposed policy is required prior to final adoption;

NOW, THEREFORE, BE IT RESOLVED, that the Kingsway Regional School District Board of Education hereby approves the second reading of the following policies:

Policy and/or Regulation Number	Policy and/or Regulation Named
P7510 & R7510	Use of Facility

Action (Consent): 11. KRSD Attendance Corrective Action Plan
BE IT RESOLVED, that the Kingsway Regional School District Board of Education adopt a corrective action plan in relation to Kingsway Regional High School's chronic absenteeism in the 2025-2026 school year.

Final Resolution: Motion Carries
Yes: Jennifer Cavallaro-Fromm, Lauren Boerlin, Kelly Bonapfel, Jaclyn Dopke, Marilyn O'Rourke-Young, Apryl Palazzo, Kristen Lombardo, Nicholas Rosato

M. Old Business

N. New Business

O. Adjournment

Action: 1. Motion to Adjourn
Motion by Kelly Bonapfel, second by Kristen Lombardo.
Action 1: Resolved that the Kingsway Regional School District Board of Education adjourn the meeting at 7:34pm.

Respectfully Submitted,

Sharon Ormsbee
School Business Administrator

KINGSWAY REGIONAL SCHOOL DISTRICT
BOARD OF EDUCATION

EXECUTIVE SESSION

Thursday, June 25, 2026

Entered Executive Session at 6:34 p.m.

Action: 1. Executive Session In
Motion by Jaclyn Dopke, second by Nicholas Rosato

Final Resolution: Motion Carries
Yes: Jennifer Cavallaro-Fromm, Lauren Boerlin, Kelly Bonapfel, Jaclyn Dopke, Marilyn O'Rourke-Young, Apryl Palazzo, Kristen Lombardo, Nicholas Rosato

Members Present
Jennifer Cavallaro-Fromm, Lauren Boerlin, Kelly Bonapfel, Jaclyn Dopke, Marilyn O'Rourke-Young (via Zoom), Apryl Palazzo, Kristen Lombardo, Nicholas Rosato

Student
Long-Term suspension of student #28743 was discussed

Personnel
Mrs. Cavallaro-Fromm discussed Dr. Lavender's Evaluation

Mrs. Calandro and Ms. Ormsbee were not present during the evaluation discussion.

Sharon Ormsbee
School Business Administrator

Kingsway Regional School District
Account Maintenance Report
Appropriation Adjustments and Transfers for June 2025-26

[Adjustment] Tx: 64521 Adjustments

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
6/1/2026	11	11-000-100-565-50-044	Tuition to County Special Services School District and Regional Day Schools	Adjustment	1,051,711.74	-65,000.00	986,711.74
6/1/2026	11	11-000-100-566-50-044	Tuition to Private Schools for the Disabled Within the State	Adjustment	1,952,167.96	-24,000.00	1,928,167.96
6/1/2026	11	11-000-213-100-10-010-060	Health Services - Salaries	Adjustment	162,938.70	-1,260.00	161,678.70
6/1/2026	11	11-000-213-100-10-010-060	Health Services - Salaries	Adjustment	161,678.70	-39,353.66	122,325.04
6/1/2026	11	11-000-213-100-10-012-060	Health Services - Salaries - Substitutes	Adjustment	5,565.00	1,050.00	6,615.00
6/1/2026	11	11-000-213-100-20-012-050	Health Services - Salaries - Substitutes	Adjustment	6,195.00	210.00	6,405.00
6/1/2026	11	11-000-216-320-10-044-060	Speech, OT, PT & Related Services - Purchased Professional - Educational Services	Adjustment	57,045.00	558.60	57,603.60
6/1/2026	11	11-000-216-600-10-044-060	Speech, OT, PT & Related Services - Supplies & Materials	Adjustment	3,000.00	-558.60	2,441.40
6/1/2026	11	11-000-217-100-10-013-060	Extraordinary Services - Salaries - After School Activities	Adjustment	19,209.97	1,018.03	20,228.00
6/1/2026	11	11-000-217-100-20-013-050	Extraordinary Services - Salaries - After School Activities	Adjustment	24,148.87	1,191.59	25,340.46
6/1/2026	11	11-000-217-320-10-044-060	Extraordinary Services - Purchased Professional - Educational Services	Adjustment	452,849.00	25,000.00	477,849.00
6/1/2026	11	11-000-217-320-20-044-050	Extraordinary Services - Purchased Professional - Educational Services	Adjustment	415,253.71	101,144.04	516,397.75
6/1/2026	11	11-000-230-334-30-047	General Administration - Architectural/Engineering Services	Adjustment	7,640.00	-1,500.00	6,140.00
6/1/2026	11	11-000-230-585-30-047	General Administration - BOE Other Purchased Services	Adjustment	18,002.00	1,500.00	19,502.00
6/1/2026	11	11-000-240-105-10-010-060	School Administration - Salaries - Secretarial	Adjustment	97,189.92	2,265.70	99,455.62
6/1/2026	11	11-000-240-105-10-012-060	School Administration - Salaries - Secretarial - Substitutes	Adjustment	2,698.75	408.00	3,106.75
6/1/2026	11	11-000-240-105-20-012-050	School Administration - Salaries - Secretarial - Substitutes	Adjustment	23,856.61	854.25	24,710.86
6/1/2026	11	11-000-240-600-20-049-050	School Administration - Supplies & Materials	Adjustment	35,700.00	-4,244.55	31,455.45
6/1/2026	11	11-000-240-800-20-049-050	School Administration - Other Objects	Adjustment	51,713.33	716.60	52,429.93
6/1/2026	11	11-000-251-580-70-050	Central Services - Travel	Adjustment	500.00	43.00	543.00
6/1/2026	11	11-000-251-592-70-042	Central Services - Miscellaneous Purchased Services - Human Resources	Adjustment	4,500.00	-43.00	4,457.00
6/1/2026	11	11-000-252-340-60-051	Information Technology - Purchased Technical Services	Adjustment	330,957.15	-539.00	330,418.15

[Adjustment] Tx: 64521 Adjustments

6/1/2026	11	11-000-252-580-60-051	Information Technology - Travel	Adjustment	2,184.32	539.00	2,723.32
6/1/2026	11	11-000-261-100-10-010	Required Maintenance - Salaries	Adjustment	159,725.20	-3,391.54	156,333.66
6/1/2026	11	11-000-261-420-10-052	Required Maintenance - Cleaning, Repair, and Maintenance Services	Adjustment	199,361.80	1,280.00	200,641.80
6/1/2026	11	11-000-261-610-10-052	Required Maintenance - General Supplies	Adjustment	63,015.31	1,049.40	64,064.71
6/1/2026	11	11-000-261-610-20-052	Required Maintenance - General Supplies	Adjustment	121,899.19	4,146.28	126,045.47
6/1/2026	11	11-000-262-100-20-010	Custodial Services - Salaries	Adjustment	742,669.43	-15,000.00	727,669.43
6/1/2026	11	11-000-262-610-10-053	Custodial Services - General Supplies	Adjustment	42,835.84	1,683.73	44,519.57
6/1/2026	11	11-000-262-610-20-053	Custodial Services - General Supplies	Adjustment	90,132.63	7,918.09	98,050.72
6/1/2026	11	11-000-263-610-20-054	Care and Upkeep of Grounds - General Supplies	Adjustment	58,846.10	2,314.04	61,160.14
6/1/2026	11	11-000-270-160-80-010	Student Transportation - Salaries - Between Home and School - Regular	Adjustment	440,184.39	-4,634.38	435,550.01
6/1/2026	11	11-000-270-161-80-010	Student Transportation - Salaries - Between Home and School - Special	Adjustment	12,581.84	1,023.54	13,605.38
6/1/2026	11	11-000-270-162-80-019	Student Transportation - Salaries - Other Than Home and School - Athletics	Adjustment	128,105.28	3,322.09	131,427.37
6/1/2026	11	11-000-270-162-80-020	Student Transportation - Salaries - Other H&S - Field Trips	Adjustment	29,580.18	288.75	29,868.93
6/1/2026	11	11-000-291-220-70-057	Unallocated Employee Benefits - Social Security Contributions	Adjustment	617,805.96	30,557.46	648,363.42
6/1/2026	11	11-000-291-260-70-057	Unallocated Employee Benefits - Workers' Compensation	Adjustment	306,623.57	-2,591.86	304,031.71
6/1/2026	11	11-000-291-270-70-057	Unallocated Employee Benefits - Health Benefits	Adjustment	7,942,857.30	-25,000.00	7,917,857.30
6/1/2026	11	11-000-291-290-80-056	Unallocated Employee Benefits - Other Employee Benefits - Student Transportation	Adjustment	11,195.00	-5,000.00	6,195.00
6/1/2026	11	11-000-291-290-90-054	Unallocated Employee Benefits - Other Employee Benefits - Grounds	Adjustment	7,953.00	2,034.40	9,987.40
6/1/2026	11	11-140-100-101-20-016-050	Grades 9-12 - Salaries of Teachers - Summer	Adjustment	39,666.00	-12,444.71	27,221.29
6/1/2026	11	11-140-100-101-20-020-050	Grades 9-12 - Salaries of Teachers - Other	Adjustment	116,275.00	12,444.71	128,719.71
6/1/2026	11	11-150-100-101-10-013-060	Regular Programs - Home Instruction - Salaries of Teachers	Adjustment	4,544.73	1,023.45	5,568.18
6/1/2026	11	11-150-100-101-20-013-050	Regular Programs - Home Instruction - Salaries of Teachers	Adjustment	23,592.59	5,995.24	29,587.83

[Adjustment] Tx: 64521 Adjustments

6/1/2026	11	11-190-100-320-20-028-050	Regular Programs - Purchased Professional Educational Services - Art	Adjustment	3,250.00	-1,500.00	1,750.00
6/1/2026	11	11-190-100-320-20-029-050	Regular Programs - Purchased Professional Educational Services - Music	Adjustment	4,750.00	-1,500.00	3,250.00
6/1/2026	11	11-190-100-320-20-105-050	Regular Programs - Purchased Professional Educational Services - Health Professions	Adjustment	8,700.00	-1,000.00	7,700.00
6/1/2026	11	11-190-100-320-20-106-050	Regular Programs - Purchased Professional Educational Services - Public Speaking/Debate	Adjustment	1,810.00	-1,000.00	810.00
6/1/2026	11	11-190-100-340-10-024-060	Regular Programs - Purchased Technical Services - Science	Adjustment	1,800.00	-1,500.00	300.00
6/1/2026	11	11-190-100-340-20-024-050	Regular Programs - Purchased Technical Services - Science	Adjustment	1,800.00	-518.69	1,281.31
6/1/2026	11	11-213-100-610-10-032-060	Resource Room/Center - General Supplies	Adjustment	6,705.00	647.02	7,352.02
6/1/2026	11	11-230-100-640-10-023-060	Basic Skills/Remedial - Textbooks - Mathematics	Adjustment	800.00	-647.02	152.98
6/1/2026	11	11-401-100-500-20-092-050	Extra-Curricular Activities - Purchased Services - National Honor Societies	Adjustment	1,000.00	175.00	1,175.00
6/1/2026	11	11-401-100-600-10-087-060	Extra-Curricular Activities - Supplies and Materials - Wellness Activities	Adjustment	3,900.00	-175.00	3,725.00
6/1/2026	11	11-402-100-100-20-012-050	Athletics - Salaries - Substitutes	Adjustment	19,999.00	-5,000.00	14,999.00
6/1/2026	11	11-402-100-100-20-019-050	Athletics - Salaries - Schedule B	Adjustment	586,213.00	73,801.63	660,014.63
6/1/2026	11	11-402-100-110-20-019-050	Athletics - Salaries - Event Workers	Adjustment	28,724.51	56.58	28,781.09
6/1/2026	11	11-402-100-500-10-036-060	Athletics - Purchased Services - Athletic Director	Adjustment	1,375.00	-1,000.00	375.00
6/1/2026	11	11-402-100-500-10-061-060	Athletics - Purchased Services - Boys Basketball	Adjustment	1,500.00	-1,500.00	.00
6/1/2026	11	11-402-100-500-10-062-060	Athletics - Purchased Services - Girls Basketball	Adjustment	1,500.00	-1,500.00	.00
6/1/2026	11	11-402-100-500-10-064-060	Athletics - Purchased Services - Boys Cross Country	Adjustment	1,500.00	-1,500.00	.00
6/1/2026	11	11-402-100-500-10-065-060	Athletics - Purchased Services - Girls Cross Country	Adjustment	1,500.00	-1,500.00	.00
6/1/2026	11	11-402-100-500-10-067-060	Athletics - Purchased Services - Field Hockey	Adjustment	1,500.00	-1,500.00	.00
6/1/2026	11	11-402-100-500-10-072-060	Athletics - Purchased Services - Boys Soccer	Adjustment	2,000.00	-2,000.00	.00
6/1/2026	11	11-402-100-500-10-073-060	Athletics - Purchased Services - Girls Soccer	Adjustment	2,000.00	-2,000.00	.00
6/1/2026	11	11-402-100-500-10-078-060	Athletics - Purchased Services - Boys Track	Adjustment	2,750.00	-2,750.00	.00

[Adjustment] Tx: 64521 Adjustments

6/1/2026	11	11-402-100-500-10-079-060	Athletics - Purchased Services - Girls Track	Adjustment	2,750.00	-2,750.00	.00
6/1/2026	11	11-402-100-500-10-083-060	Athletics - Purchased Services - Girls Volleyball	Adjustment	2,000.00	-2,000.00	.00
6/1/2026	11	11-402-100-500-20-068-050	Athletics - Purchased Services - Football	Adjustment	44,297.00	-5,700.00	38,597.00
6/1/2026	11	11-402-100-500-20-070-050	Athletics - Purchased Services - Boys Lacrosse	Adjustment	8,205.00	-1,200.00	7,005.00
6/1/2026	11	11-402-100-500-20-082-050	Athletics - Purchased Services - Boys Volleyball	Adjustment	3,400.00	-3,400.00	.00
6/1/2026	11	11-402-100-500-20-083-050	Athletics - Purchased Services - Girls Volleyball	Adjustment	2,645.00	-2,645.00	.00
6/1/2026	11	11-402-100-500-20-168-050	Athletics - Purchased Services - Flag Football	Adjustment	2,850.00	-2,850.00	.00
6/1/2026	11	11-402-100-600-20-061-050	Athletics - Supplies and Materials - Boys Basketball	Adjustment	3,700.00	-1,000.00	2,700.00
6/1/2026	11	11-402-100-600-20-069-050	Athletics - Supplies and Materials - Golf	Adjustment	7,200.00	-1,400.00	5,800.00
6/1/2026	11	11-402-100-600-20-071-050	Athletics - Supplies and Materials - Girls Lacrosse	Adjustment	4,200.00	-1,000.00	3,200.00
6/1/2026	11	11-402-100-600-20-073-050	Athletics - Supplies and Materials - Girls Soccer	Adjustment	5,000.00	-1,600.00	3,400.00
6/1/2026	11	11-402-100-600-20-076-050	Athletics - Supplies and Materials - Boys Tennis	Adjustment	2,000.00	-1,000.00	1,000.00
6/1/2026	11	11-402-100-600-20-078-050	Athletics - Supplies and Materials - Boys Track	Adjustment	7,000.00	-5,500.00	1,500.00
6/1/2026	11	11-402-100-600-20-079-050	Athletics - Supplies and Materials - Girls Track	Adjustment	7,000.00	-3,400.00	3,600.00
6/1/2026	11	11-402-100-600-20-109-050	Athletics - Supplies and Materials - ESports	Adjustment	2,400.00	-1,892.00	508.00
6/1/2026	11	11-402-100-800-20-081-050	Athletics - Other Objects - Boys Wrestling	Adjustment	9,000.00	-4,671.21	4,328.79
6/1/2026	11	11-402-100-800-20-108-050	Athletics - Other Objects - Dance	Adjustment	2,800.00	-2,300.00	500.00
6/1/2026	11	11-402-100-800-20-168-050	Athletics - Other Objects - Flag Football	Adjustment	2,800.00	-2,800.00	.00
6/1/2026	11	11-402-100-800-20-181-050	Athletics - Other Objects - Girls Wrestling	Adjustment	6,500.00	-6,500.00	.00
6/1/2026	12	12-000-400-334-20-050-050	Construction - Architect/Engineer-HS	Adjustment	86,375.00	93,560.00	179,935.00
6/1/2026	12	12-000-400-334-70-050	Construction Services - Architectural/Engineering Services	Adjustment	97,965.00	-93,560.00	4,405.00
6/1/2026	12	12-000-400-450-70-050	Construction Services - Construction	Adjustment	1,964,447.24	-5,716.21	1,958,731.03

[Adjustment] Tx: 64521 Adjustments

6/1/2026	12	12-000-400-600-70-050	Construction Services - Supplies and Materials	Adjustment	.00	5,716.21	5,716.21
						.00	

[Adjustment] Tx: 63692 Adjustments

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
6/3/2026	11	11-000-240-580-10-049-060	School Administration - Travel/PD Registration	Adjustment	1,500.00	-500.00	1,000.00
6/3/2026	11	11-000-240-800-10-049-060	School Administration - Other Objects	Adjustment	2,765.00	500.00	3,265.00
						.00	

[Adjustment] Tx: 63693 Budget Transfer request from 3029 Tartaglione, Stephanie

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
6/4/2026	11	11-402-100-600-20-036-050	Athletics - Supplies and Materials - Athletic Director	Adjustment	59,301.00	250.00	59,551.00
6/4/2026	11	11-402-100-600-20-064-050	Athletics - Supplies and Materials - Boys Cross Country	Adjustment	1,250.00	-250.00	1,000.00
						.00	

[Adjustment] Tx: 63694 Budget Transfer request from 3029 Tartaglione, Stephanie

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
6/4/2026	11	11-402-100-500-20-068-050	Athletics - Purchased Services - Football	Adjustment	38,597.00	-1,075.00	37,522.00
6/4/2026	11	11-402-100-500-20-071-050	Athletics - Purchased Services - Girls Lacrosse	Adjustment	8,200.00	1,075.00	9,275.00
						.00	

[Adjustment] Tx: 64376 Adjustments

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
6/16/2026	12	12-000-400-334-70-050	Construction Services - Architectural/Engineering Services	Adjustment	4,405.00	175,000.00	179,405.00
6/16/2026	12	12-000-400-390-70-050	Construction Services - Other Purchased Professional and Technical Services	Adjustment	1,500.00	1,500.00	3,000.00
6/16/2026	12	12-000-400-450-70-050	Construction Services - Construction	Adjustment	1,958,731.03	209,105.00	2,167,836.03
6/16/2026	12	12-402-100-730-20-036-050	Athletics - Equipment	Adjustment	5,500.00	14,395.00	19,895.00
						400,000.00	

[Adjustment] Tx: 64522 Adjustments

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
6/19/2026	20	20-231-100-100-10-020-060	ESSA Title I - Salaries	Adjustment	9,000.28	575.34	9,575.62
6/19/2026	20	20-231-100-100-20-020-050	ESSA Title I - Salaries	Adjustment	34,999.72	-575.34	34,424.38
						.00	

[Adjustment] Tx: 65062 Adjustments

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
6/23/2026	20	20-242-100-800-40	Title III - Immigrant - Other	Adjustment	.00	3,337.00	3,337.00
6/23/2026	20	20-280-200-100-40-020	Title IV - Salaries	Adjustment	.00	2,695.00	2,695.00
6/23/2026	20	20-280-200-300-40-057	Title IV - Purch Services	Adjustment	.00	2,349.00	2,349.00
6/23/2026	20	20-280-200-600-20-045-050	ESSA Title IV - Student Support and Academic Enrichment - Support Services - Supplies and Materials	Adjustment	10,000.00	845.00	10,845.00
						9,226.00	

[Adjustment] Tx: 65070 Adjustments

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
6/24/2026	11	11-000-216-320-20-044-050	Speech, OT, PT & Related Services - Purchased Professional - Educational Services	Adjustment	110,920.00	1,700.00	112,620.00
6/24/2026	11	11-000-216-600-10-044-060	Speech, OT, PT & Related Services - Supplies & Materials	Adjustment	2,441.40	-200.00	2,241.40
6/24/2026	11	11-000-216-600-20-044-050	Speech, OT, PT & Related Services - Supplies & Materials	Adjustment	11,600.00	-1,500.00	10,100.00
						.00	

[Adjustment] Tx: 65072 Adjustments

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
6/24/2026	11	11-150-100-580-20-043-050	Regular Programs - Home Instruction - Travel	Adjustment	.00	62.51	62.51
6/24/2026	11	11-190-100-106-10-010-060	Regular Programs - Other Salaries for Instruction	Adjustment	78,443.31	-62.51	78,380.80
						.00	

[Adjustment] Tx: 65308 Adjustments

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
6/25/2026	10	10-000-100-561-70-050	Transfer of Funds to Charter Schools	Adjustment	54,652.00	11,719.00	66,371.00
6/25/2026	11	11-000-100-563-70-050	Tuition to County Vocational School District - Regular	Adjustment	479,057.20	-10,715.20	468,342.00
6/25/2026	11	11-000-100-565-50-044	Tuition to County Special Services School District and Regional Day Schools	Adjustment	986,711.74	-1,003.80	985,707.94
6/25/2026	11	11-000-213-100-10-010-060	Health Services - Salaries	Adjustment	122,325.04	-600.00	121,725.04
6/25/2026	11	11-000-213-300-20-041-050	Health Services - Purchased Professional & Technical Services	Adjustment	23,077.30	300.00	23,377.30
6/25/2026	11	11-000-230-331-30-047	General Administration - Legal Services	Adjustment	97,050.98	3,000.00	100,050.98
6/25/2026	11	11-000-230-334-30-047	General Administration - Architectural/Engineering Services	Adjustment	6,140.00	-3,940.00	2,200.00
6/25/2026	11	11-000-230-530-60-051	General Administration - Communications/Telephone/Postage	Adjustment	54,683.18	334.24	55,017.42
6/25/2026	11	11-000-230-580-30-047	General Administration - Travel	Adjustment	4,194.31	-244.76	3,949.55
6/25/2026	11	11-000-230-590-30-047	General Administration - Miscellaneous Purchased Services	Adjustment	117,833.50	661.00	118,494.50
6/25/2026	11	11-000-261-100-90-011	Required Maintenance - Salaries - Overtime	Adjustment	16,279.44	-1,080.29	15,199.15
6/25/2026	11	11-000-261-420-20-052	Required Maintenance - Cleaning, Repair, and Maintenance Services	Adjustment	337,000.00	1,431.52	338,431.52
6/25/2026	11	11-000-261-610-10-052	Required Maintenance - General Supplies	Adjustment	64,064.71	25.16	64,089.87
6/25/2026	11	11-000-261-610-20-052	Required Maintenance - General Supplies	Adjustment	126,045.47	113.13	126,158.60
6/25/2026	11	11-000-263-610-10-054	Care and Upkeep of Grounds - General Supplies	Adjustment	25,487.95	-653.02	24,834.93
6/25/2026	11	11-000-263-610-20-054	Care and Upkeep of Grounds - General Supplies	Adjustment	61,160.14	653.02	61,813.16
6/25/2026	11	11-212-100-340-10-032-060	Special Education - Multiple Disabilities - Purchased Technical Services	Adjustment	6,250.00	6,562.50	12,812.50
6/25/2026	11	11-212-100-340-20-032-050	Special Education - Multiple Disabilities - Purchased Technical Services	Adjustment	10,800.00	3,437.50	14,237.50
6/25/2026	11	11-212-100-610-10-032-060	Special Education - Multiple Disabilities - General Supplies	Adjustment	9,756.00	-7,395.01	2,360.99
6/25/2026	11	11-212-100-610-20-032-050	Special Education - Multiple Disabilities - General Supplies	Adjustment	9,722.00	-2,604.99	7,117.01
							.00

[Adjustment] Tx: 65309 Adjustments

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
6/25/2026	11	11-130-100-101-10-012-060	Grades 6-8 - Salaries of Teachers - Substitutes	Adjustment	31,110.00	-25,000.00	6,110.00
6/25/2026	11	11-140-100-101-20-010-050	Grades 9-12 - Salaries of Teachers	Adjustment	8,712,554.00	-17,480.00	8,695,074.00
6/25/2026	11	11-140-100-101-20-012-050	Grades 9-12 - Salaries of Teachers - Substitutes	Adjustment	93,330.00	-8,520.00	84,810.00
6/25/2026	11	11-140-100-101-20-013-050	Grades 9-12 - Salaries of Teachers - Extra Instructional	Adjustment	54,214.00	-29,000.00	25,214.00
6/25/2026	11	11-190-100-320-10-050-060	Regular Programs - Purchased Professional Educational Services	Adjustment	225,000.00	25,000.00	250,000.00
6/25/2026	11	11-190-100-320-20-050-050	Regular Programs - Purchased Professional Educational Services	Adjustment	185,000.00	55,000.00	240,000.00
6/25/2026	12	12-000-270-733-80-056	Student Transportation - School Buses - Regular	Adjustment	.00	37,943.00	37,943.00
6/25/2026	12	12-000-400-334-20-050-050	Construction - Architect/Engineer-HS	Adjustment	179,935.00	-16,560.00	163,375.00
6/25/2026	12	12-000-400-450-70-050	Construction Services - Construction	Adjustment	2,167,836.03	-21,383.00	2,146,453.03
						.00	

[Adjustment] Tx: 65345 Adjustments

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
6/25/2026	20	20-506-100-600-70-050	Nonpublic Supplemental Instruction	Adjustment	7,356.00	-3,226.00	4,130.00
6/25/2026	20	20-507-100-500-70-050	Nonpublic Hand - Exam & Class	Adjustment	.00	3,226.00	3,226.00
						.00	

[Adjustment] Tx: 65820 Budget Transfer request from 5887 Wagner, Brittney

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
6/30/2026	11	11-402-100-600-20-060-050	Athletics - Supplies and Materials - Baseball	Adjustment	6,600.00	2,960.00	9,560.00
6/30/2026	11	11-402-100-600-20-066-050	Athletics - Supplies and Materials - Diving	Adjustment	500.00	-500.00	.00
6/30/2026	11	11-402-100-600-20-070-050	Athletics - Supplies and Materials - Boys Lacrosse	Adjustment	5,000.00	-19.00	4,981.00
6/30/2026	11	11-402-100-600-20-071-050	Athletics - Supplies and Materials - Girls Lacrosse	Adjustment	3,200.00	-46.00	3,154.00
6/30/2026	11	11-402-100-600-20-072-050	Athletics - Supplies and Materials - Boys Soccer	Adjustment	5,000.00	-552.00	4,448.00
6/30/2026	11	11-402-100-600-20-073-050	Athletics - Supplies and Materials - Girls Soccer	Adjustment	3,400.00	-56.00	3,344.00
6/30/2026	11	11-402-100-600-20-076-050	Athletics - Supplies and Materials - Boys Tennis	Adjustment	1,000.00	-80.00	920.00
6/30/2026	11	11-402-100-600-20-077-050	Athletics - Supplies and Materials - Girls Tennis	Adjustment	2,000.00	-333.00	1,667.00
6/30/2026	11	11-402-100-600-20-080-050	Athletics - Supplies and Materials - Winter Track	Adjustment	2,000.00	-663.00	1,337.00
6/30/2026	11	11-402-100-600-20-168-050	Athletics - Supplies and Materials - Flag Football	Adjustment	1,700.00	-604.00	1,096.00
6/30/2026	11	11-402-100-600-20-181-050	Athletics - Supplies and Materials - Girls Wrestling	Adjustment	4,800.00	-107.00	4,693.00
						.00	

[Adjustment] Tx: 66495 Budget Transfer request from 5887 Wagner, Brittney

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
6/30/2026	11	11-402-100-500-20-074-050	Athletics - Purchased Services - Softball	Adjustment	9,750.00	-1,580.00	8,170.00
6/30/2026	11	11-402-100-600-20-074-050	Athletics - Supplies and Materials - Softball	Adjustment	5,022.00	1,580.00	6,602.00
						.00	

PO	PO Description	PO Status	SSN	Last Name	First Name	Date	Note	Amount	Paid Amount	1099	Location	Category	Status	Chk #	Chk Status	Chk Date
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid		Adams	Caitlin and Greg	7/1/2026	"Adams, Andrew"	588.50	588.50		District	AID IN LIEU	Processed	64801	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid		Adams	Caitlin and Greg	7/1/2026	"Adams, Ainsley"	588.50	588.50		District	AID IN LIEU	Processed	64802	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid		Aglialoro	Valerie	7/1/2026	"Aglialoro, Charlotte"	588.50	588.50		District	AID IN LIEU	Processed	64803	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid		Altmann	Ana	7/1/2026	"Altmann, Raphael"	588.50	588.50		District	AID IN LIEU	Processed	64804	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid		Altmann	Brian	7/1/2026	"Altmann, Isabella"	588.50	588.50		District	AID IN LIEU	Processed	64805	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid		Amato	Lynn	7/1/2026	"Amato, Sebastian"	588.50	588.50		District	AID IN LIEU	Processed	64806	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid		Antenucci	Jennifer	7/1/2026	"Antenucci, Martin"	588.50	588.50		District	AID IN LIEU	Processed	64807	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid		Antenucci	Jennifer	7/1/2026	"Antenucci, Vincent"	588.50	588.50		District	AID IN LIEU	Processed	64808	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid		Antonelli	Melissa	7/1/2026	"Antonelli, Dante"	588.50	588.50		District	AID IN LIEU	Processed	64809	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid		Antonelli	Melissa	7/1/2026	"Antonelli, Joseph"	588.50	588.50		District	AID IN LIEU	Processed	64810	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid		Ardire	David	7/1/2026	"Ardire, Jacob"	588.50	588.50		District	AID IN LIEU	Processed	64811	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid		Atkins	Jeremiah	7/1/2026	"Atkins, Noah"	588.50	588.50		District	AID IN LIEU	Processed	64812	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid		Atoori	Amada	7/1/2026	"Atoori, Michael"	163.50	163.50		District	AID IN LIEU	Processed	64813	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid		Babalola	Felicia	7/1/2026	"Joseph, Jaden"	588.50	588.50		District	AID IN LIEU	Processed	64814	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid		Bailey	Stephanie	7/1/2026	"Bailey, Emma"	588.50	588.50		District	AID IN LIEU	Processed	64815	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid		Baird	Jennifer	7/1/2026	"Baird, Emily"	588.50	588.50		District	AID IN LIEU	Processed	64816	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid		Bantivoglio	Faith	7/1/2026	"Bantivoglio, Vivian"	588.50	588.50		District	AID IN LIEU	Processed	64817	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid		Bassoulo	Luz	7/1/2026	"Bassoulo, Valentina"	588.50	588.50		District	AID IN LIEU	Processed	64818	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid		Bellotti	Brandon	7/1/2026	"Bellotti, Isabella"	588.50	588.50		District	AID IN LIEU	Processed	64819	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid		Bellotti	Brandon	7/1/2026	"Bellotti, Vincenzo"	588.50	588.50		District	AID IN LIEU	Processed	64820	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid		Benson	Kathleen	7/1/2026	"Benson, Charlie"	588.50	588.50		District	AID IN LIEU	Processed	64821	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid		Benson	Kathleen	7/1/2026	"Benson, Grace"	588.50	588.50		District	AID IN LIEU	Processed	64822	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid		Benson	Kathleen and David	7/1/2026	"Benson, Reilly"	588.50	588.50		District	AID IN LIEU	Processed	64823	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid		Bertonazzi	Jamie	7/1/2026	"Bertonazzi, Anna"	588.50	588.50		District	AID IN LIEU	Processed	64824	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid		Bertonazzi	Jamie	7/1/2026	"Bertonazzi, Emma"	588.50	588.50		District	AID IN LIEU	Processed	64825	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid		Bertonazzi	Jamie	7/1/2026	"Bertonazzi, Sophia"	588.50	588.50		District	AID IN LIEU	Processed	64826	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid		Bielecki	Amy	7/1/2026	"Bielecki, Dylan"	588.50	588.50		District	AID IN LIEU	Processed	64827	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid		Bishop	Shannon	7/1/2026	"Bishop, Samuel"	588.50	588.50		District	AID IN LIEU	Processed	64828	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid		Boland	James	7/1/2026	"Boland, Shannon"	588.50	588.50		District	AID IN LIEU	Processed	64829	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid		Boland	James	7/1/2026	"Boland, Jr., James"	588.50	588.50		District	AID IN LIEU	Processed	64830	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid		Boland	Leslie and James	7/1/2026	"Boland, Keira"	588.50	588.50		District	AID IN LIEU	Processed	64831	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid		Boland	Leslie and James	7/1/2026	"Boland, Molly"	588.50	588.50		District	AID IN LIEU	Processed	64832	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid		Bonaventura	Casey	7/1/2026	"Bonaventura, Isla"	588.50	588.50		District	AID IN LIEU	Processed	64833	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid		Bonaventura	Casey	7/1/2026	"Bonaventura, Siena"	588.50	588.50		District	AID IN LIEU	Processed	64834	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid		Breen	Delisha	7/1/2026	"Breen, Ailish"	588.50	588.50		District	AID IN LIEU	Processed	64835	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid		Brennan	Larae	7/1/2026	"Brennan, Michael"	588.50	588.50		District	AID IN LIEU	Processed	64836	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid		Bruce	Christyna and Daniel	7/1/2026	"Bruce, Chloe"	588.50	588.50		District	AID IN LIEU	Processed	64837	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid		Bruce	Daniel	7/1/2026	"Bruce, Daniel"	588.50	588.50		District	AID IN LIEU	Processed	64838	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid		Burgo	Christine	7/1/2026	"Burgo, Elizabeth"	588.50	588.50		District	AID IN LIEU	Processed	64839	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid		Burgo	Christine	7/1/2026	"Burgo, Leah"	588.50	588.50		District	AID IN LIEU	Processed	64840	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid		Burgo	Christine	7/1/2026	"Burgo, Olivia"	588.50	588.50		District	AID IN LIEU	Processed	64841	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid		Carroll	Christina and Dan	7/1/2026	"Carroll, Aubrey"	588.50	588.50		District	AID IN LIEU	Processed	64842	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid		Carvelli	Maureen	7/1/2026	"Carvelli, Hannah"	588.50	588.50		District	AID IN LIEU	Processed	64843	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid		Carvelli	Maureen	7/1/2026	"Carvelli, Kayla"	588.50	588.50		District	AID IN LIEU	Processed	64844	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid		Carvelli	Maureen	7/1/2026	"Carvelli, McKenna"	588.50	588.50		District	AID IN LIEU	Processed	64845	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid		Castano	Lyndsy	7/1/2026	"Castano-Olivo, Ava"	588.50	588.50		District	AID IN LIEU	Processed	64846	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid		Castano	Lyndsy	7/1/2026	"Castano-Olivo, Logan"	588.50	588.50		District	AID IN LIEU	Processed	64847	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid		Caufielfd	Beth	7/1/2026	"Caulfield, Camille"	588.50	588.50		District	AID IN LIEU	Processed	64848	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid		Celli	Colleen	7/1/2026	"Celli, MacKenzie"	588.50	588.50		District	AID IN LIEU	Processed	64849	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid		Chambers	Michael	7/1/2026	"Chambers, Carly"	588.50	588.50		District	AID IN LIEU	Processed	64850	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid		Chambers	Michael	7/1/2026	"Chambers, Cooper"	588.50	588.50		District	AID IN LIEU	Processed	64851	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid		Chambers	Michael	7/1/2026	"Chambers, Logan"	588.50	588.50		District	AID IN LIEU	Processed	64852	Paid	6/30/2026

PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Chapas-Reed	Jillian	7/1/2026	"Reed, Austin"	588.50	588.50	District	AID IN LIEU	Processed	64853	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Checkley	Elissa	7/1/2026	"Checkley, Alexa"	588.50	588.50	District	AID IN LIEU	Processed	64854	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Checkley	Elissa	7/1/2026	"Checkley, Joelle"	588.50	588.50	District	AID IN LIEU	Processed	64855	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Ciavatto	Kim	7/1/2026	"Ciavatto, Santino"	588.50	588.50	District	AID IN LIEU	Processed	64856	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Clairvil	Jessie	7/1/2026	"Celestin, Jeanelle"	588.50	588.50	District	AID IN LIEU	Processed	64857	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Cloud	Vanessa	7/1/2026	"Cloud, Juliet"	588.50	588.50	District	AID IN LIEU	Processed	64858	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Conboy	Natalie	7/1/2026	"Conboy, Emma"	588.50	588.50	District	AID IN LIEU	Processed	64859	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Conicelli	Jennifer	7/1/2026	"Conicelli, Ava"	1,177.00	1,177.00	District	AID IN LIEU	Processed	64860	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Coryell	Kathy	7/1/2026	"Coryell, Katelyn"	588.50	588.50	District	AID IN LIEU	Processed	64861	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Covelli	Rebekah and Philip	7/1/2026	"Covelli, Luke"	588.50	588.50	District	AID IN LIEU	Processed	64862	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Cranshaw	Melissa	7/1/2026	"Cranshaw, Roman"	170.04	170.04	District	AID IN LIEU	Processed	64863	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Criner	Tifnie	7/1/2026	"Criner, Delanie"	588.50	588.50	District	AID IN LIEU	Processed	64864	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Cristella	Victoria	7/1/2026	"Cristella, Brice"	588.50	588.50	District	AID IN LIEU	Processed	64865	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Cromley	Brandi	7/1/2026	"Cromley, Anberlin"	588.50	588.50	District	AID IN LIEU	Processed	64866	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Cromley	Brandi	7/1/2026	"Cromley, Cambria"	588.50	588.50	District	AID IN LIEU	Processed	64867	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Cromley	Brandi	7/1/2026	"Cromley, Tesla"	588.50	588.50	District	AID IN LIEU	Processed	64868	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Cybulski	Laura	7/1/2026	"Cybulski, Brooklyn"	588.50	588.50	District	AID IN LIEU	Processed	64869	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Cybulski	Laura	7/1/2026	"Cybulski, Finn"	588.50	588.50	District	AID IN LIEU	Processed	64870	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Cybulski	Laura	7/1/2026	"Cybulski, Siena"	588.50	588.50	District	AID IN LIEU	Processed	64871	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Daly	Jaquelyn	7/1/2026	"Clark, James"	588.50	588.50	District	AID IN LIEU	Processed	64872	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Daniello	Kelly	7/1/2026	"Daniello, Marianna"	588.50	588.50	District	AID IN LIEU	Processed	64873	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	David	Valerie	7/1/2026	"David, Easton"	588.50	588.50	District	AID IN LIEU	Processed	64874	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	DeMarco	Lauren	7/1/2026	"DeMarco, Isabella"	1,177.00	1,177.00	District	AID IN LIEU	Processed	64875	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	DeMarco	Lauren	7/1/2026	"DeMarco, Lorenzo"	1,177.00	1,177.00	District	AID IN LIEU	Processed	64876	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Deming	Kathleen	7/1/2026	"Deming, Grace"	588.50	588.50	District	AID IN LIEU	Processed	64877	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Deutsch	Natalie	7/1/2026	"Deutsch, Michael"	588.50	588.50	District	AID IN LIEU	Processed	64878	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	DiBella	Julie	7/1/2026	"DiBella, Gia"	588.50	588.50	District	AID IN LIEU	Processed	64879	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	DiBello	Angelina	7/1/2026	"DiBello, Liliana"	588.50	588.50	District	AID IN LIEU	Processed	64880	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	DiFabritiis	Danette	7/1/2026	"DiFabritiis, Gia"	588.50	588.50	District	AID IN LIEU	Processed	64881	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	DiGiovanni	Dana	7/1/2026	"DiGiovanni, Anthony"	588.50	588.50	District	AID IN LIEU	Processed	64882	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	DiGiovanni	Dana	7/1/2026	"DiGiovanni, Dominic"	588.50	588.50	District	AID IN LIEU	Processed	64883	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Dilsaver	Hazel	7/1/2026	"Dilsaver, Charlotte"	588.50	588.50	District	AID IN LIEU	Processed	64884	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Dilsaver	Raquel	7/1/2026	"Dilsaver, James"	588.50	588.50	District	AID IN LIEU	Processed	64885	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	DiNicola	Tina	7/1/2026	"DiNicola, Vittoria"	588.50	588.50	District	AID IN LIEU	Processed	64886	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	DiRienzo	Patrick	7/1/2026	"DiRienzo, Mia"	588.50	588.50	District	AID IN LIEU	Processed	64887	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Dixon	Veronica	7/1/2026	"Van Sciver, Chase"	588.50	588.50	District	AID IN LIEU	Processed	64888	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Dolce	Heather	7/1/2026	"Dolce, Halle"	588.50	588.50	District	AID IN LIEU	Processed	64889	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Dolce	Heather	7/1/2026	"Dolce, Jason"	588.50	588.50	District	AID IN LIEU	Processed	64890	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Donnelly	Paul	7/1/2026	"Donnelly, Brady"	588.50	588.50	District	AID IN LIEU	Processed	64891	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Donnelly	Paul	7/1/2026	"Donnelly, Bryce"	588.50	588.50	District	AID IN LIEU	Processed	64892	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Dowling	Linda	7/1/2026	"Dowling, Andrew"	588.50	588.50	District	AID IN LIEU	Processed	64893	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Drialo	Donna	7/1/2026	"Drialo, Lilli"	588.50	588.50	District	AID IN LIEU	Processed	64894	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Eckert	Brynlee	7/1/2026	"Eckert, Reese"	588.50	588.50	District	AID IN LIEU	Processed	64895	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Eckert	Brynlee	7/1/2026	"McDermott, Kennedy"	588.50	588.50	District	AID IN LIEU	Processed	64896	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Erber	Meg	7/1/2026	"Falabella, Adeline"	1,177.00	1,177.00	District	AID IN LIEU	Processed	64897	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Evans	Teri-Lynn	7/1/2026	"Evans, Charlotte"	588.50	588.50	District	AID IN LIEU	Processed	64898	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Evans	Teri-Lynn	7/1/2026	"Evans, Claire"	588.50	588.50	District	AID IN LIEU	Processed	64899	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Falocco	Amy	7/1/2026	"Falocco, Adalina"	588.50	588.50	District	AID IN LIEU	Processed	64900	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Ferreira	Andrea	7/1/2026	"Ferreira, Charles"	588.50	588.50	District	AID IN LIEU	Processed	64901	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Ferreira	Bridget	7/1/2026	"Ferreira, Henry"	588.50	588.50	District	AID IN LIEU	Processed	64902	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Ferris	Robert	7/1/2026	"Ferris, Robert"	588.50	588.50	District	AID IN LIEU	Processed	64903	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Fisher	Lisa	7/1/2026	"Fisher, Jace"	588.50	588.50	District	AID IN LIEU	Processed	64904	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Fisher	Lisa	7/1/2026	"Fisher, Jaxon"	588.50	588.50	District	AID IN LIEU	Processed	64905	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Fisher	Lisa	7/1/2026	"Fisher, Jett"	588.50	588.50	District	AID IN LIEU	Processed	64906	Paid	6/30/2026

PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Flamini	Mark	7/1/2026	"Flamini, Bryce"	588.50	588.50	District	AID IN LIEU	Processed	64907	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Foley	Erika	7/1/2026	"Foley, Sella"	588.50	588.50	District	AID IN LIEU	Processed	64908	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Forosisky	Ashley	7/1/2026	"Forosisky, Gavin"	588.50	588.50	District	AID IN LIEU	Processed	64909	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Friendlich	Richard	7/1/2026	"Friendlich, Hannah"	588.50	588.50	District	AID IN LIEU	Processed	64910	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Fusina	David	7/1/2026	"Fusina, Cole"	588.50	588.50	District	AID IN LIEU	Processed	64911	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Gallo	Katherine and Evan	7/1/2026	"Gallo, Neil"	588.50	588.50	District	AID IN LIEU	Processed	64912	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Garrison	Mark	7/1/2026	"Garrison, Raegan"	588.50	588.50	District	AID IN LIEU	Processed	64913	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Garvey	Wendy	7/1/2026	"Garvey, Patrick"	588.50	588.50	District	AID IN LIEU	Processed	64914	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Genay	Lindsay	7/1/2026	"Genay, Archer"	588.50	588.50	District	AID IN LIEU	Processed	64915	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Genay	Lindsay	7/1/2026	"Genay, Remi"	588.50	588.50	District	AID IN LIEU	Processed	64916	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Giorgianni	Antoinette	7/1/2026	"Valentin, Alania"	588.50	588.50	District	AID IN LIEU	Processed	64917	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Goddard	Devon	7/1/2026	"Boyer, Magnolia"	588.50	588.50	District	AID IN LIEU	Processed	64918	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Goings	Charisse and Michael	7/1/2026	"Goings, Marlee"	588.50	588.50	District	AID IN LIEU	Processed	64919	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Goodard	Devon	7/1/2026	"Boyer, Charlotte"	588.50	588.50	District	AID IN LIEU	Processed	64920	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Gottwald	Amanda	7/1/2026	"Gottwald, Emma"	588.50	588.50	District	AID IN LIEU	Processed	64921	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Gottwald	Amanda	7/1/2026	"Gottwald, Olivia"	588.50	588.50	District	AID IN LIEU	Processed	64922	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Graham	Melissa	7/1/2026	"Laicovsky, Charles"	588.50	588.50	District	AID IN LIEU	Processed	64923	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Greco	Jenny	7/1/2026	"Greco, Angelina"	588.50	588.50	District	AID IN LIEU	Processed	64924	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Green	Jamaal	7/1/2026	"Green, Jahzara"	588.50	588.50	District	AID IN LIEU	Processed	64925	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Greenwood	April	7/1/2026	"Greenwood, Ryan"	588.50	588.50	District	AID IN LIEU	Processed	64926	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Grimmie	Andrea	7/1/2026	"Grimmie, Ryan"	588.50	588.50	District	AID IN LIEU	Processed	64927	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Hall	Heather	7/1/2026	"Hall, Brea"	588.50	588.50	District	AID IN LIEU	Processed	64928	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Hall	Tracy	7/1/2026	"Hall, Joseph"	588.50	588.50	District	AID IN LIEU	Processed	64929	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Hanson	Matt	7/1/2026	"Hanson, Christian"	588.50	588.50	District	AID IN LIEU	Processed	64930	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Hanson	Matt	7/1/2026	"Hanson, Sienna"	588.50	588.50	District	AID IN LIEU	Processed	64931	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Hanson	Rychenne	7/1/2026	"Hanson, Verona"	1,177.00	1,177.00	District	AID IN LIEU	Processed	64932	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Hariegel	Lisa	7/1/2026	"Hariegel, Nicholas"	588.50	588.50	District	AID IN LIEU	Processed	64933	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Hariegel	Lisa	7/1/2026	"Hariegel, Sadie"	588.50	588.50	District	AID IN LIEU	Processed	64934	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Harry	Jeneen	7/1/2026	"Harry, Joshua"	588.50	588.50	District	AID IN LIEU	Processed	64935	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Hartman	Russ	7/1/2026	"Hartman, Brielle"	588.50	588.50	District	AID IN LIEU	Processed	64936	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Hayden	Kathleen	7/1/2026	"Hayden, Colin"	588.50	588.50	District	AID IN LIEU	Processed	64937	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Hayden	Kathleen	7/1/2026	"Hayden, Logan"	588.50	588.50	District	AID IN LIEU	Processed	64938	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Helder	Colleen	7/1/2026	"Helder, Reese"	778.16	778.16	District	AID IN LIEU	Processed	64939	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Hendricks	Bryan	7/1/2026	"Hendricks, London"	588.50	588.50	District	AID IN LIEU	Processed	64940	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Hennessy	Michelle	7/1/2026	"Hennessy, Laura"	588.50	588.50	District	AID IN LIEU	Processed	64941	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Heritage	Laura	7/1/2026	"Heritage, Harold"	588.50	588.50	District	AID IN LIEU	Processed	64942	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Heritage	Laura	7/1/2026	"Heritage, Kaitlyn"	588.50	588.50	District	AID IN LIEU	Processed	64943	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Heritage	Laura	7/1/2026	"Heritage, Leah"	588.50	588.50	District	AID IN LIEU	Processed	64944	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Heritage	Laura	7/1/2026	"Heritage, Ryan"	588.50	588.50	District	AID IN LIEU	Processed	64945	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Hodges	Lauren	7/1/2026	"Hodges, Brayden"	588.50	588.50	District	AID IN LIEU	Processed	64946	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Irvive	Tracy and Greg	7/1/2026	"Irvine, Joseph"	588.50	588.50	District	AID IN LIEU	Processed	64947	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Jackson	Robert	7/1/2026	"Jackson, Julianna"	588.50	588.50	District	AID IN LIEU	Processed	64948	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Jannetti	Catherina and Carl	7/1/2026	"Jannetti, Carl"	588.50	588.50	District	AID IN LIEU	Processed	64949	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Jannetti	Catherina and Carl	7/1/2026	"Jannetti, Nicholas"	588.50	588.50	District	AID IN LIEU	Processed	64950	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Jenifer	Reed	7/1/2026	"Reed, Keegan"	588.50	588.50	District	AID IN LIEU	Processed	64951	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Jenkins	Ashia	7/1/2026	"Love, Jaylee"	588.50	588.50	District	AID IN LIEU	Processed	64952	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Jenkins	Ashia	7/1/2026	"Love, Jaydah"	588.50	588.50	District	AID IN LIEU	Processed	64953	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Johnson	Natalie	7/1/2026	"Johnson, Wyatt"	588.50	588.50	District	AID IN LIEU	Processed	64954	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Kargman	Leah	7/1/2026	"Kargman, Kyla"	588.50	588.50	District	AID IN LIEU	Processed	64955	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Kargman	Leah	7/1/2026	"Kargman, Quinn"	588.50	588.50	District	AID IN LIEU	Processed	64956	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Kathy	Coryell	7/1/2026	"Coryell, Ed"	588.50	588.50	District	AID IN LIEU	Processed	64957	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Kauffman	Kimberly and Justin	7/1/2026	"Kauffman, Lila"	588.50	588.50	District	AID IN LIEU	Processed	64958	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Kelly	Kathleen	7/1/2026	"Kelly-Lyons, Jack"	588.50	588.50	District	AID IN LIEU	Processed	64959	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Kidd	Bridget	7/1/2026	"Kidd, Ansley"	588.50	588.50	District	AID IN LIEU	Processed	64960	Paid	6/30/2026

PO-26-02291 AIL 2ND 1/2 JUNE 2026	Paid	Kidd	Bridget	7/1/2026	"Kidd, Gunnar"	588.50	588.50	District	AID IN LIEU	Processed	64961	Paid	6/30/2026
PO-26-02291 AIL 2ND 1/2 JUNE 2026	Paid	Klitchko	Theresa	7/1/2026	"Klitchko, Amanda"	588.50	588.50	District	AID IN LIEU	Processed	64962	Paid	6/30/2026
PO-26-02291 AIL 2ND 1/2 JUNE 2026	Paid	Konrad	Kelli	7/1/2026	"Konrad, Sloane"	588.50	588.50	District	AID IN LIEU	Processed	64963	Paid	6/30/2026
PO-26-02291 AIL 2ND 1/2 JUNE 2026	Paid	Kurichi	Jibby	7/1/2026	"Kurichi, Charlotte"	588.50	588.50	District	AID IN LIEU	Processed	64964	Paid	6/30/2026
PO-26-02291 AIL 2ND 1/2 JUNE 2026	Paid	Kurichi	Jibby	7/1/2026	"Kurichi, Joshua"	588.50	588.50	District	AID IN LIEU	Processed	64965	Paid	6/30/2026
PO-26-02291 AIL 2ND 1/2 JUNE 2026	Paid	Kurichi	Jibby	7/1/2026	"Kurichi, Katherine"	588.50	588.50	District	AID IN LIEU	Processed	64966	Paid	6/30/2026
PO-26-02291 AIL 2ND 1/2 JUNE 2026	Paid	Kurichi	Jibby	7/1/2026	"Kurichi, Lucas"	588.50	588.50	District	AID IN LIEU	Processed	64967	Paid	6/30/2026
PO-26-02291 AIL 2ND 1/2 JUNE 2026	Paid	Larnerd	Susan	7/1/2026	"Larnerd, Alexandra"	588.50	588.50	District	AID IN LIEU	Processed	64968	Paid	6/30/2026
PO-26-02291 AIL 2ND 1/2 JUNE 2026	Paid	Larnerd	Susan	7/1/2026	"Larnerd, Jacob"	588.50	588.50	District	AID IN LIEU	Processed	64969	Paid	6/30/2026
PO-26-02291 AIL 2ND 1/2 JUNE 2026	Paid	Laser	Dina	7/1/2026	"Laser, Alexa"	588.50	588.50	District	AID IN LIEU	Processed	64970	Paid	6/30/2026
PO-26-02291 AIL 2ND 1/2 JUNE 2026	Paid	Leonardo	Jessica	7/1/2026	"Leonardo, Layla"	588.50	588.50	District	AID IN LIEU	Processed	64971	Paid	6/30/2026
PO-26-02291 AIL 2ND 1/2 JUNE 2026	Paid	Lerro	Bernadette	7/1/2026	"Lerro, Angelina"	634.28	634.28	District	AID IN LIEU	Processed	64972	Paid	6/30/2026
PO-26-02291 AIL 2ND 1/2 JUNE 2026	Paid	Lewis	Elizabeth	7/1/2026	"Lewis, Richard"	588.50	588.50	District	AID IN LIEU	Processed	64973	Paid	6/30/2026
PO-26-02291 AIL 2ND 1/2 JUNE 2026	Paid	Liberati	Kristen	7/1/2026	"Liberati, Dominic"	588.50	588.50	District	AID IN LIEU	Processed	64974	Paid	6/30/2026
PO-26-02291 AIL 2ND 1/2 JUNE 2026	Paid	Lick	Stacie	7/1/2026	"Lick, Madeline"	588.50	588.50	District	AID IN LIEU	Processed	64975	Paid	6/30/2026
PO-26-02291 AIL 2ND 1/2 JUNE 2026	Paid	Linden	Rose	7/1/2026	"Linden, Vanessa"	588.50	588.50	District	AID IN LIEU	Processed	64976	Paid	6/30/2026
PO-26-02291 AIL 2ND 1/2 JUNE 2026	Paid	Lipoff	Dave	7/1/2026	"Lipoff, Braeden"	588.50	588.50	District	AID IN LIEU	Processed	64977	Paid	6/30/2026
PO-26-02291 AIL 2ND 1/2 JUNE 2026	Paid	Lockwood	Stacy	7/1/2026	"Lockwood, Benjamin"	588.50	588.50	District	AID IN LIEU	Processed	64978	Paid	6/30/2026
PO-26-02291 AIL 2ND 1/2 JUNE 2026	Paid	Lopes	Lisa	7/1/2026	"Lopes, Francis"	588.50	588.50	District	AID IN LIEU	Processed	64979	Paid	6/30/2026
PO-26-02291 AIL 2ND 1/2 JUNE 2026	Paid	Lorman	Summer	7/1/2026	"Lorman, Reese"	588.50	588.50	District	AID IN LIEU	Processed	64980	Paid	6/30/2026
PO-26-02291 AIL 2ND 1/2 JUNE 2026	Paid	Louis	Kayla	7/1/2026	"Louis, Silas"	588.50	588.50	District	AID IN LIEU	Processed	64981	Paid	6/30/2026
PO-26-02291 AIL 2ND 1/2 JUNE 2026	Paid	Louis	Kayla	7/1/2026	"Louis, Jude"	588.50	588.50	District	AID IN LIEU	Processed	64982	Paid	6/30/2026
PO-26-02291 AIL 2ND 1/2 JUNE 2026	Paid	Lusardi	Toniette	7/1/2026	"Lusardi, Noelle"	588.50	588.50	District	AID IN LIEU	Processed	64983	Paid	6/30/2026
PO-26-02291 AIL 2ND 1/2 JUNE 2026	Paid	Lynch	Gina	7/1/2026	"Lynch, Conor"	588.50	588.50	District	AID IN LIEU	Processed	64984	Paid	6/30/2026
PO-26-02291 AIL 2ND 1/2 JUNE 2026	Paid	Lynch	Gina	7/1/2026	"Lynch, Emma"	588.50	588.50	District	AID IN LIEU	Processed	64985	Paid	6/30/2026
PO-26-02291 AIL 2ND 1/2 JUNE 2026	Paid	Lynch	Gina	7/1/2026	"Lynch, Mackenzie"	588.50	588.50	District	AID IN LIEU	Processed	64986	Paid	6/30/2026
PO-26-02291 AIL 2ND 1/2 JUNE 2026	Paid	MacFarland	Ryan	7/1/2026	"MacFarland, Gabriella"	588.50	588.50	District	AID IN LIEU	Processed	64987	Paid	6/30/2026
PO-26-02291 AIL 2ND 1/2 JUNE 2026	Paid	MacFarland	Ryan	7/1/2026	"MacFarland, Annamaria"	588.50	588.50	District	AID IN LIEU	Processed	64988	Paid	6/30/2026
PO-26-02291 AIL 2ND 1/2 JUNE 2026	Paid	MacFarland	Ryan	7/1/2026	"MacFarland, Maddalena"	588.50	588.50	District	AID IN LIEU	Processed	64989	Paid	6/30/2026
PO-26-02291 AIL 2ND 1/2 JUNE 2026	Paid	Mackenzie	Brianne	7/1/2026	"Mackenzie, Elizabeth"	588.50	588.50	District	AID IN LIEU	Processed	64990	Paid	6/30/2026
PO-26-02291 AIL 2ND 1/2 JUNE 2026	Paid	MacKenzie	Michael	7/1/2026	"MacKenzie, Andrew"	588.50	588.50	District	AID IN LIEU	Processed	64991	Paid	6/30/2026
PO-26-02291 AIL 2ND 1/2 JUNE 2026	Paid	MacKenzie	Michael	7/1/2026	"MacKenzie, Katherine"	588.50	588.50	District	AID IN LIEU	Processed	64992	Paid	6/30/2026
PO-26-02291 AIL 2ND 1/2 JUNE 2026	Paid	Mackey	James	7/1/2026	"Mackey, Cameron"	588.50	588.50	District	AID IN LIEU	Processed	64993	Paid	6/30/2026
PO-26-02291 AIL 2ND 1/2 JUNE 2026	Paid	Markellos	Stefanie	7/1/2026	"Markellos, Emma"	588.50	588.50	District	AID IN LIEU	Processed	64994	Paid	6/30/2026
PO-26-02291 AIL 2ND 1/2 JUNE 2026	Paid	Matteo	Michelle	7/1/2026	"Matteo, Nora"	588.50	588.50	District	AID IN LIEU	Processed	64995	Paid	6/30/2026
PO-26-02291 AIL 2ND 1/2 JUNE 2026	Paid	Mayer	Brooke	7/1/2026	"Mayer, Jayce"	588.50	588.50	District	AID IN LIEU	Processed	64996	Paid	6/30/2026
PO-26-02291 AIL 2ND 1/2 JUNE 2026	Paid	McCafferty	Elizabeth	7/1/2026	"McCafferty, Bridgette"	588.50	588.50	District	AID IN LIEU	Processed	64997	Paid	6/30/2026
PO-26-02291 AIL 2ND 1/2 JUNE 2026	Paid	McCarthy	Katrina	7/1/2026	"McCarthy, Finn"	588.50	588.50	District	AID IN LIEU	Processed	64998	Paid	6/30/2026
PO-26-02291 AIL 2ND 1/2 JUNE 2026	Paid	McCarthy	Katrina	7/1/2026	"McCarthy, Oliver"	588.50	588.50	District	AID IN LIEU	Processed	64999	Paid	6/30/2026
PO-26-02291 AIL 2ND 1/2 JUNE 2026	Paid	McCarthy	Nicole	7/1/2026	"McCarthy, Austin"	588.50	588.50	District	AID IN LIEU	Processed	65000	Paid	6/30/2026
PO-26-02291 AIL 2ND 1/2 JUNE 2026	Paid	McClain	Ann Marie	7/1/2026	"McClain, Brianna"	588.50	588.50	District	AID IN LIEU	Processed	65001	Paid	6/30/2026
PO-26-02291 AIL 2ND 1/2 JUNE 2026	Paid	McClelland	Krysten	7/1/2026	"Horcher, Khloe"	588.50	588.50	District	AID IN LIEU	Processed	65002	Paid	6/30/2026
PO-26-02291 AIL 2ND 1/2 JUNE 2026	Paid	McCloskey	Gabriella	7/1/2026	"McCloskey, Sean"	588.50	588.50	District	AID IN LIEU	Processed	65003	Paid	6/30/2026
PO-26-02291 AIL 2ND 1/2 JUNE 2026	Paid	McGonigle	Rosemary	7/1/2026	"McGonigle, Erin"	588.50	588.50	District	AID IN LIEU	Processed	65004	Paid	6/30/2026
PO-26-02291 AIL 2ND 1/2 JUNE 2026	Paid	McGovern	Emily	7/1/2026	"McGovern, Emma"	588.50	588.50	District	AID IN LIEU	Processed	65005	Paid	6/30/2026
PO-26-02291 AIL 2ND 1/2 JUNE 2026	Paid	McGovern	Emily	7/1/2026	"McGovern, Samantha"	588.50	588.50	District	AID IN LIEU	Processed	65006	Paid	6/30/2026
PO-26-02291 AIL 2ND 1/2 JUNE 2026	Paid	McGravey	Lyn	7/1/2026	"McGravey, Declan"	588.50	588.50	District	AID IN LIEU	Processed	65007	Paid	6/30/2026
PO-26-02291 AIL 2ND 1/2 JUNE 2026	Paid	McLaughlin	Kelly	7/1/2026	"McLaughlin, Isabel"	588.50	588.50	District	AID IN LIEU	Processed	65008	Paid	6/30/2026
PO-26-02291 AIL 2ND 1/2 JUNE 2026	Paid	McLaughlin	Kelly	7/1/2026	"McLaughlin, Thomas"	588.50	588.50	District	AID IN LIEU	Processed	65009	Paid	6/30/2026
PO-26-02291 AIL 2ND 1/2 JUNE 2026	Paid	McLeer	Erin	7/1/2026	"McLeer, Tegan"	588.50	588.50	District	AID IN LIEU	Processed	65010	Paid	6/30/2026
PO-26-02291 AIL 2ND 1/2 JUNE 2026	Paid	McLeer	Erin	7/1/2026	"McLeer, Ty"	588.50	588.50	District	AID IN LIEU	Processed	65011	Paid	6/30/2026
PO-26-02291 AIL 2ND 1/2 JUNE 2026	Paid	McMahon	Kelly	7/1/2026	"McMahon, Meghan"	1,177.00	1,177.00	District	AID IN LIEU	Processed	65012	Paid	6/30/2026
PO-26-02291 AIL 2ND 1/2 JUNE 2026	Paid	Medlenov	Dawn	7/1/2026	"Medlenov, Danielle"	588.50	588.50	District	AID IN LIEU	Processed	65013	Paid	6/30/2026
PO-26-02291 AIL 2ND 1/2 JUNE 2026	Paid	Medlenov	Dawn	7/1/2026	"Medlenov, Samantha"	588.50	588.50	District	AID IN LIEU	Processed	65014	Paid	6/30/2026

PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Mehl	Zaneta	7/1/2026	"Mehl, Alexander"	588.50	588.50	District	AID IN LIEU	Processed	65015	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Mellen	George	7/1/2026	"Mellen, Aiden"	588.50	588.50	District	AID IN LIEU	Processed	65016	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Meloni	Julia	7/1/2026	"Meloni, Alexandra"	588.50	588.50	District	AID IN LIEU	Processed	65017	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Milo	Caitlin	7/1/2026	"Milo, Eliza"	588.50	588.50	District	AID IN LIEU	Processed	65018	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Milo	Caitlin	7/1/2026	"Milo, Rita"	588.50	588.50	District	AID IN LIEU	Processed	65019	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Mission	Eileen	7/1/2026	"Mission, Brock"	588.50	588.50	District	AID IN LIEU	Processed	65020	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Mistichelli	Kristy	7/1/2026	"Mistichelli, Christopher"	588.50	588.50	District	AID IN LIEU	Processed	65021	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Modarelli	Melissa	7/1/2026	"Modarelli, Olivia"	588.50	588.50	District	AID IN LIEU	Processed	65022	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Monaghan	Lauren	7/1/2026	"Monaghan, Shaili"	588.50	588.50	District	AID IN LIEU	Processed	65023	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Montana	Lisa	7/1/2026	"Sporny, Tobin"	588.50	588.50	District	AID IN LIEU	Processed	65024	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Montera	Karen and Matt	7/1/2026	"Montera , Skylar"	588.50	588.50	District	AID IN LIEU	Processed	65025	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Moran	Colleen	7/1/2026	"Moran, Egan"	1,177.00	1,177.00	District	AID IN LIEU	Processed	65026	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Murphy	Betsy	7/1/2026	"Murphy, Lyla"	588.50	588.50	District	AID IN LIEU	Processed	65027	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Murphy	Betsy	7/1/2026	"Murphy, Reece"	588.50	588.50	District	AID IN LIEU	Processed	65028	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Murphy	Sharon	7/1/2026	"Murphy, Kellen"	588.50	588.50	District	AID IN LIEU	Processed	65029	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Narcisi	Jennie	7/1/2026	"Narcisi, Henry"	588.50	588.50	District	AID IN LIEU	Processed	65030	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Narolewski	Thomas	7/1/2026	"Narolewski, Lauren"	588.50	588.50	District	AID IN LIEU	Processed	65031	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Nevelos	Jeanne	7/1/2026	"Nevelos, Hailey"	588.50	588.50	District	AID IN LIEU	Processed	65032	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Nevius	William	7/1/2026	"Nevius, Ava"	588.50	588.50	District	AID IN LIEU	Processed	65033	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Nguyen	Huy	7/1/2026	"Nguyen, Aiden"	588.50	588.50	District	AID IN LIEU	Processed	65034	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Nieves	Amanda	7/1/2026	"Nieves, Rafael"	588.50	588.50	District	AID IN LIEU	Processed	65035	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Nieves	Jacqueline	7/1/2026	"DeShazo, Justin"	1,177.00	1,177.00	District	AID IN LIEU	Processed	65036	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Nocito	Diane	7/1/2026	"Nocito, Camryn"	588.50	588.50	District	AID IN LIEU	Processed	65037	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Ober	Rebecca	7/1/2026	"Ober, Tatum"	588.50	588.50	District	AID IN LIEU	Processed	65038	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Ober	Rebecca	7/1/2026	"Ober, Zaiden"	588.50	588.50	District	AID IN LIEU	Processed	65039	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Ochipinti	Jennifer	7/1/2026	"Kappatos, Nikolas"	588.50	588.50	District	AID IN LIEU	Processed	65040	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Ochipinti	Jennifer	7/1/2026	"Kappatos, Stella"	588.50	588.50	District	AID IN LIEU	Processed	65041	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Pacini	Joan	7/1/2026	"Pacini, Giovanni"	588.50	588.50	District	AID IN LIEU	Processed	65042	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Padilla	Jorge	7/1/2026	"Padilla-Howery, Dalia"	588.50	588.50	District	AID IN LIEU	Processed	65043	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Padilla	Jorge	7/1/2026	"Padilla-Howery, Daniela"	588.50	588.50	District	AID IN LIEU	Processed	65044	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Paglione	Marcello	7/1/2026	"Paglione, Adriana"	588.50	588.50	District	AID IN LIEU	Processed	65045	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Parikh	Vandana	7/1/2026	"Hup, Kash"	588.50	588.50	District	AID IN LIEU	Processed	65046	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Passehl	Lori	7/1/2026	"Passehl, Lucas"	588.50	588.50	District	AID IN LIEU	Processed	65047	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Patel	Leena	7/1/2026	"Patel, Anjali"	588.50	588.50	District	AID IN LIEU	Processed	65048	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Pena	Olivier	7/1/2026	"Pena, Angelina"	588.50	588.50	District	AID IN LIEU	Processed	65049	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Pfeiffer	Lindsey	7/1/2026	"Pfeiffer, James"	588.50	588.50	District	AID IN LIEU	Processed	65050	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Pfeiffer	Samantha	7/1/2026	"Pfeiffer, Jaxon"	588.50	588.50	District	AID IN LIEU	Processed	65051	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Pfeiffer	Samantha	7/1/2026	"Pfeiffer, Carson"	588.50	588.50	District	AID IN LIEU	Processed	65052	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Pirchner	Amanda	7/1/2026	"Pirchner, Caleb"	588.50	588.50	District	AID IN LIEU	Processed	65053	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Pirchner	Amanda	7/1/2026	"Pirchner, Luke"	588.50	588.50	District	AID IN LIEU	Processed	65054	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Potter	Marisa	7/1/2026	"Potter, Nell"	588.50	588.50	District	AID IN LIEU	Processed	65055	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Potter	Marisa	7/1/2026	"Potter, Reese"	588.50	588.50	District	AID IN LIEU	Processed	65056	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Pratt	Katie	7/1/2026	"Piligno, Cole"	588.50	588.50	District	AID IN LIEU	Processed	65057	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Psihalious	Aristea	7/1/2026	"Psihalinos, Eirini"	588.50	588.50	District	AID IN LIEU	Processed	65058	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Psihalious	Aristea	7/1/2026	"Psihalinos, Marialena"	588.50	588.50	District	AID IN LIEU	Processed	65059	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Pyz	Kate	7/1/2026	"Pyz, Julian"	170.04	170.04	District	AID IN LIEU	Processed	65060	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Quinones	Nancy	7/1/2026	"Quinones, Lyla"	1,177.00	1,177.00	District	AID IN LIEU	Processed	65061	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Rafferty	Jen	7/1/2026	"Rafferty, Emma"	588.50	588.50	District	AID IN LIEU	Processed	65062	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Rafferty	Jen	7/1/2026	"Rafferty, Jack"	588.50	588.50	District	AID IN LIEU	Processed	65063	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Rafferty	Jen	7/1/2026	"Rafferty, Michael"	588.50	588.50	District	AID IN LIEU	Processed	65064	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Rambo	Beth Anne	7/1/2026	"Rambo, Kaitlyn"	588.50	588.50	District	AID IN LIEU	Processed	65065	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Rastelli	Kristina	7/1/2026	"Rastelli, Angelina"	588.50	588.50	District	AID IN LIEU	Processed	65066	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Rastelli	Kristina	7/1/2026	"Rastelli, Annabelle"	588.50	588.50	District	AID IN LIEU	Processed	65067	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Rastelli	Kristina	7/1/2026	"Rastelli, Anthony"	588.50	588.50	District	AID IN LIEU	Processed	65068	Paid	6/30/2026

PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Read	Kate	7/1/2026	"Elong, Eden"	588.50	588.50	District	AID IN LIEU	Processed	65069	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Read	Kate	7/1/2026	"Elong, Riley"	588.50	588.50	District	AID IN LIEU	Processed	65070	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Reed	Marcia	7/1/2026	"Weist, Addison"	588.50	588.50	District	AID IN LIEU	Processed	65071	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Riehl	Linda and Kevin	7/1/2026	"Riehl, Isabella"	588.50	588.50	District	AID IN LIEU	Processed	65072	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Rivera	Rosalia	7/1/2026	"Vera, Brielle"	712.75	712.75	District	AID IN LIEU	Processed	65073	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Roberts	Heather	7/1/2026	"Roberts, Ashlyn"	588.50	588.50	District	AID IN LIEU	Processed	65074	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Roberts	Heather and Matt	7/1/2026	"Roberts, Avery"	588.50	588.50	District	AID IN LIEU	Processed	65075	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Roberts	Matthew	7/1/2026	"Roberts, John"	588.50	588.50	District	AID IN LIEU	Processed	65076	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Rodney	Hellen	7/1/2026	"Rodney, Jayden"	1,177.00	1,177.00	District	AID IN LIEU	Processed	65077	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Rodney	Hellen	7/1/2026	"Rodney, Emma"	1,177.00	1,177.00	District	AID IN LIEU	Processed	65078	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Romano	Cristin	7/1/2026	"Romano, Delaney"	588.50	588.50	District	AID IN LIEU	Processed	65079	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Romano	Cristin	7/1/2026	"Romano, Jude"	588.50	588.50	District	AID IN LIEU	Processed	65080	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Romano	Cristin	7/1/2026	"Romano, Lincoln"	588.50	588.50	District	AID IN LIEU	Processed	65081	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Ross	Valerie	7/1/2026	"Ross, Logan"	588.50	588.50	District	AID IN LIEU	Processed	65082	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Ross	Valerie	7/1/2026	"Ross, Quinn"	588.50	588.50	District	AID IN LIEU	Processed	65083	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Ross	Valerie	7/1/2026	"Ross, Sawyer"	588.50	588.50	District	AID IN LIEU	Processed	65084	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Rueter	Lora	7/1/2026	"Rueter, Sloane"	588.50	588.50	District	AID IN LIEU	Processed	65085	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Ryan	Valerie	7/1/2026	"Ryan, Adriana"	1,177.00	1,177.00	District	AID IN LIEU	Processed	65086	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Salmieri	Sherry	7/1/2026	"Salmieri, Skylar"	588.50	588.50	District	AID IN LIEU	Processed	65087	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Santos	Frank	7/1/2026	"Santos, Samantha"	588.50	588.50	District	AID IN LIEU	Processed	65088	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Savelloni	Shannon	7/1/2026	"Savelloni, Angelo"	1,177.00	1,177.00	District	AID IN LIEU	Processed	65089	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Scanlon	Mandy	7/1/2026	"Scanlon, Finn"	588.50	588.50	District	AID IN LIEU	Processed	65090	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Scanlon	Mandy	7/1/2026	"Scanlon, Lila"	588.50	588.50	District	AID IN LIEU	Processed	65091	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Scherer	Courtney	7/1/2026	"Scherer, Jayna"	588.50	588.50	District	AID IN LIEU	Processed	65092	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Schulden	Christine and John	7/1/2026	"Schulden, Emily"	588.50	588.50	District	AID IN LIEU	Processed	65093	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Schultz	Sharon	7/1/2026	"Schultz, Ariella"	588.50	588.50	District	AID IN LIEU	Processed	65094	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Schwoyer	Jenna	7/1/2026	"Schwoyer, Oliver"	1,177.00	1,177.00	District	AID IN LIEU	Processed	65095	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Shanygina	Olga	7/1/2026	"Bezpalko, Kira"	588.50	588.50	District	AID IN LIEU	Processed	65096	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Shanygina	Olga	7/1/2026	"Bezpalko, Lucas"	588.50	588.50	District	AID IN LIEU	Processed	65097	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Shields	Melanie	7/1/2026	"Shields, Sadie"	588.50	588.50	District	AID IN LIEU	Processed	65098	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Shipley	Nicole	7/1/2026	"Shipley, Neilan"	588.50	588.50	District	AID IN LIEU	Processed	65099	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Shipley	Nicole	7/1/2026	"Shipley, Owen"	588.50	588.50	District	AID IN LIEU	Processed	65100	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Silvestri	Alba	7/1/2026	"Silvestri, Luca"	588.50	588.50	District	AID IN LIEU	Processed	65101	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Smith	Constance	7/1/2026	"Smith, Kennedy"	588.50	588.50	District	AID IN LIEU	Processed	65102	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Smith	Constance	7/1/2026	"Smith, Avery"	588.50	588.50	District	AID IN LIEU	Processed	65103	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Sofran	Dusty	7/1/2026	"Sofran, Teegan"	588.50	588.50	District	AID IN LIEU	Processed	65104	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Sonsini	Jacqueline	7/1/2026	"Sonsini, Christian"	588.50	588.50	District	AID IN LIEU	Processed	65105	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Sonsini	Jacqueline	7/1/2026	"Sonsini, Louis"	588.50	588.50	District	AID IN LIEU	Processed	65106	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Spadaro	Anthony	7/1/2026	"Spadaro, Arianna"	588.50	588.50	District	AID IN LIEU	Processed	65107	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Spadaro	Anthony	7/1/2026	"Spadaro, Gianna"	588.50	588.50	District	AID IN LIEU	Processed	65108	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Sprang	Matthew	7/1/2026	"Sprang, Marley"	588.50	588.50	District	AID IN LIEU	Processed	65109	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Stanton	Jacklyn and John	7/1/2026	"Stanton, Aiden"	588.50	588.50	District	AID IN LIEU	Processed	65110	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Stanton	Jacklyn and John	7/1/2026	"Stanton, Riley"	588.50	588.50	District	AID IN LIEU	Processed	65111	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Stecher	Bethany	7/1/2026	"Stecher, Adelie"	588.50	588.50	District	AID IN LIEU	Processed	65112	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Stecher	Bethany	7/1/2026	"Stecher, Eden"	588.50	588.50	District	AID IN LIEU	Processed	65113	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Stecher	Bethany	7/1/2026	"Stecher, Eliana"	588.50	588.50	District	AID IN LIEU	Processed	65114	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Steinbiss	Rian	7/1/2026	"Steinbiss, Jordyn"	588.50	588.50	District	AID IN LIEU	Processed	65115	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Stubbs	Stacey	7/1/2026	"Stubbs, Christopher"	588.50	588.50	District	AID IN LIEU	Processed	65116	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Sutcliffe	Renee	7/1/2026	"Sutcliffe, Dominick"	588.50	588.50	District	AID IN LIEU	Processed	65117	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Taliaferro	Erin	7/1/2026	"Taliaferro, Chloe"	1,177.00	1,177.00	District	AID IN LIEU	Processed	65118	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Telesmanick	Kara	7/1/2026	"Pierre, Naelle"	588.50	588.50	District	AID IN LIEU	Processed	65119	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Teris	Leslie	7/1/2026	"Teris, Hannah"	170.04	170.04	District	AID IN LIEU	Processed	65120	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Thomas	Anna-Kay	7/1/2026	"Thomas, Eli"	588.50	588.50	District	AID IN LIEU	Processed	65121	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Thomas	Edward	7/1/2026	"Thomas, Annakat"	588.50	588.50	District	AID IN LIEU	Processed	65122	Paid	6/30/2026

PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Thornton	Erika	7/1/2026	"Wilson, Elijah"	588.50	588.50	District	AID IN LIEU	Processed	65123	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Thornton	Erika	7/1/2026	"Wilson, Emily"	588.50	588.50	District	AID IN LIEU	Processed	65124	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Thorp	Alicia	7/1/2026	"Thorp, Athena"	588.50	588.50	District	AID IN LIEU	Processed	65125	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Thorp	Alicia	7/1/2026	"Thorp, Ethan"	588.50	588.50	District	AID IN LIEU	Processed	65126	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Tisa	Kim	7/1/2026	"Tisa, Giavanna"	588.50	588.50	District	AID IN LIEU	Processed	65127	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Tobin	Colleen	7/1/2026	"Tobin, Elizabeth"	1,177.00	1,177.00	District	AID IN LIEU	Processed	65128	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Tobin	Colleen	7/1/2026	"Tobin, Charlotte"	1,177.00	1,177.00	District	AID IN LIEU	Processed	65129	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Tower	Jill	7/1/2026	"Tower, Ryan"	588.50	588.50	District	AID IN LIEU	Processed	65130	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Trumbo	Tamara	7/1/2026	"Trumbo, Taylor"	588.50	588.50	District	AID IN LIEU	Processed	65131	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Vallandingham	Danielle	7/1/2026	"Ortiz, Aiden"	588.50	588.50	District	AID IN LIEU	Processed	65132	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Vogel	Carol	7/1/2026	"Vogel, Daniela"	1,177.00	1,177.00	District	AID IN LIEU	Processed	65133	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Waddington	Sara	7/1/2026	"Waddington, Ella"	490.10	490.10	District	AID IN LIEU	Processed	65134	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Wagner	Gina	7/1/2026	"Wagner, Augustine"	588.50	588.50	District	AID IN LIEU	Processed	65135	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Wagner	Gina	7/1/2026	"Wagner, Nicholas"	588.50	588.50	District	AID IN LIEU	Processed	65136	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Wallace	Nicole	7/1/2026	"Wallace, Aria"	588.50	588.50	District	AID IN LIEU	Processed	65137	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Wallace	Nicole	7/1/2026	"Wallace, Malia"	588.50	588.50	District	AID IN LIEU	Processed	65138	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Waterman	Hilary	7/1/2026	"Waterman, Esme"	588.50	588.50	District	AID IN LIEU	Processed	65139	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Waterman	Sarah	7/1/2026	"Waterman, Lacey"	588.50	588.50	District	AID IN LIEU	Processed	65140	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Waterman	Sarah	7/1/2026	"Waterman, Benjamin"	588.50	588.50	District	AID IN LIEU	Processed	65141	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Waterman	Sarah	7/1/2026	"Waterman, Luke"	588.50	588.50	District	AID IN LIEU	Processed	65142	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Waterman	Sarah	7/1/2026	"Waterman, Philomena"	588.50	588.50	District	AID IN LIEU	Processed	65143	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Waterman	Sarah	7/1/2026	"Waterman, Violet"	588.50	588.50	District	AID IN LIEU	Processed	65144	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Wehbe	Zeina	7/1/2026	"Wehbe, Eliana"	588.50	588.50	District	AID IN LIEU	Processed	65145	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Wehbe	Zeina	7/1/2026	"Wehbe, Joseph"	588.50	588.50	District	AID IN LIEU	Processed	65146	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Wehbe	Zeina	7/1/2026	"Wehbe, Petra"	588.50	588.50	District	AID IN LIEU	Processed	65147	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	White	Sharon	7/1/2026	"White, Anesu"	1,177.00	1,177.00	District	AID IN LIEU	Processed	65148	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Whitehead	Alicia	7/1/2026	"Whitehead, Rylan"	712.75	712.75	District	AID IN LIEU	Processed	65149	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Whitesell	Stephanie and Donald	7/1/2026	"Whitesell, Ella"	588.50	588.50	District	AID IN LIEU	Processed	65150	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Wilgus	Geraldine	7/1/2026	"Wilgus, Liam"	588.50	588.50	District	AID IN LIEU	Processed	65151	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Wilgus	Geraldine	7/1/2026	"Wilgus, Rowen"	588.50	588.50	District	AID IN LIEU	Processed	65152	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Williams	Sherley and David	7/1/2026	"Williams, Emily"	588.50	588.50	District	AID IN LIEU	Processed	65153	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Williams	Tiffany	7/1/2026	"Williams, Rhyan"	588.50	588.50	District	AID IN LIEU	Processed	65154	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Woolley	Andrea	7/1/2026	"Woolley, Leah"	588.50	588.50	District	AID IN LIEU	Processed	65155	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Woolley	Andrea	7/1/2026	"Woolley, Samuel"	588.50	588.50	District	AID IN LIEU	Processed	65156	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Yucis	Thomas	7/1/2026	"Yucis, Antonia"	588.50	588.50	District	AID IN LIEU	Processed	65157	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Yucis	Thomas	7/1/2026	"Yucis, Sarafina"	588.50	588.50	District	AID IN LIEU	Processed	65158	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Zhang	Lin	7/1/2026	"Zhang, Grace"	1,177.00	1,177.00	District	AID IN LIEU	Processed	65159	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Zhang	Lin	7/1/2026	"Zhang, Hannah"	1,177.00	1,177.00	District	AID IN LIEU	Processed	65160	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Zogby	Bonnie and Joseph	7/1/2026	"Zogby, Sadie"	588.50	588.50	District	AID IN LIEU	Processed	65161	Paid	6/30/2026
PO-26-02291	AIL 2ND 1/2 JUNE 2026	Paid	Zone	Jennifer	7/1/2026	"Zone, Mairin"	588.50	588.50	District	AID IN LIEU	Processed	65162	Paid	6/30/2026
							224,100.66	224,100.66						

2026-27 Revenue Refunds

Status: Payee:
Month: Revenue Account:

1 refunds Search Reset

1 Revenue Refunds

Add Revenue Refund... Apply Checked Refunds... Print Checked Checks... Positive Pay File for Checked Refunds...

	#	Refund #	Description	Event Date	Payee	Revenue Account	Amount	Status	Tx	Check	Check Status	Docs	Actions
☑	1	RFDRCT-27-001	REFUND OVER PAYMENT USE OF FACILITY INVOICE # 26-01109	7/16/2026	PRECISION WEALTH PARTNERS	10-1910-000 Rentals	645.75	Processed		65164	Paid	0	Spoil/Replace... Void...

Save

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Kingsway Regional School District
Bills and Claims
Batch 06/29/2026 Electric Gas (6/29/2026)

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
Atlantic City Electric	11-000-262-622-20-050	1180	PO-26-00002	ELECTRICITY Inv: 200352713493	06/29/2026 Electric Gas	64606	14,598.29
Atlantic City Electric	11-000-262-622-20-050	1180	PO-26-00002	ELECTRICITY Inv: 200472688840	06/29/2026 Electric Gas	64606	265.55
Atlantic City Electric	11-000-262-622-20-050	1180	PO-26-00002	ELECTRICITY Inv: 200442692433	06/29/2026 Electric Gas	64606	449.65
Atlantic City Electric	11-000-262-622-20-050	1180	PO-26-00002	ELECTRICITY Inv: 200952429757	06/29/2026 Electric Gas	64606	88.57
							15,402.06
Direct Energy Business	11-000-262-622-10-050	4014	PO-26-00680	SUPPLY ENEREGY SERVICES Inv: 261620059625400	06/29/2026 Electric Gas	64607	4,769.07
Direct Energy Business	11-000-262-622-20-050	4014	PO-26-00680	SUPPLY ENEREGY SERVICES Inv: 261690059661370	06/29/2026 Electric Gas	64607	24,764.66
Direct Energy Business	11-000-262-622-20-050	4014	PO-26-00680	SUPPLY ENEREGY SERVICES Inv: 261620059617651	06/29/2026 Electric Gas	64607	1,762.71
Direct Energy Business	11-000-262-622-20-050	4014	PO-26-00680	SUPPLY ENEREGY SERVICES Inv: 261620059617649	06/29/2026 Electric Gas	64607	232.19
Direct Energy Business	11-000-262-622-20-050	4014	PO-26-00680	SUPPLY ENEREGY SERVICES Inv: 261620059617650	06/29/2026 Electric Gas	64607	310.17
							31,838.80
UGI Energy Services, LLC	11-000-262-621-20-050	5661	PO-26-00987	GAS SERVICES Inv: G7052839	06/29/2026 Electric Gas	64608	2,441.06
UGI Energy Services, LLC	11-000-262-621-10-050	5661	PO-26-00987	GAS SERVICES Inv: G7052887	06/29/2026 Electric Gas	64608	348.93
							2,789.99

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

Fund	Program	Purchase Orders	Current	Prior Year	Total
11 General Current Expense	000 Undistributed Expenditures	11	50,030.85		50,030.85
	Fund total:		**50,030.85**		**50,030.85**
	Grand totals:	11	**50,030.85**		**50,030.85**

President

Business Administrator

Kingsway Regional School District
Bills and Claims
Batch 06/30/2026 Last check Run (6/30/2026)
, Batch 06/30/2026 last check R (6/30/2026)

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
ALL IN FOR INCLUSIVE EDUCATION	11-212-100-580-20-032-050	6808	PO-26-02260	Special Education - Multiple Disabilities - Travel Inv: 05/28/2026	06/30/2026 Last check Run	64706	100.00
							100.00
Amazon Capital Services	11-190-100-610-20-051-050	5886	PO-26-01595	Amazon: Supplies Inv: 1XR4-X171-VFL4	06/30/2026 Last check Run	64707	21.84
Amazon Capital Services	11-190-100-610-20-051-050	5886	PO-26-01595	Amazon: Supplies Inv: 1K77-RLF6-96GV	06/30/2026 Last check Run	64707	151.41
Amazon Capital Services	20-060-100-600-10-014-060	5886	PO-26-02190	TOY Purchase Inv: 1K9N-Q3XT-KNVX	06/30/2026 Last check Run	64707	288.43
Amazon Capital Services	61-991-330-600-40-059	5886	PO-26-02199	Community Education & Recreation (cer) - Supplies And Materials Inv: 1M4G-LRV7-V99T	06/30/2026 Last check Run	64707	330.65
Amazon Capital Services	61-991-330-600-40-059	5886	PO-26-02217	Community Education & Recreation (cer) - Supplies And Materials Inv: 1Y7-PR6Y-K6YW	06/30/2026 Last check Run	64707	304.05
Amazon Capital Services	11-190-100-610-10-033-060	5886	PO-26-02222	Kef Grant Fy26-Mattson Inv: 1PP4-RKKH-MNMF	06/30/2026 Last check Run	64707	12.00
Amazon Capital Services	11-190-100-610-10-033-060	5886	PO-26-02222	Kef Grant Fy26-Mattson Inv: 1PP4-RKKH-MNMF	06/30/2026 Last check Run	64707	56.97
Amazon Capital Services	20-060-100-600-20-041-050	5886	PO-26-02222	Kef Grant Fy26-Mattson Inv: 1D49-CVLF-JTRD	06/30/2026 Last check Run	64707	488.98
Amazon Capital Services	20-060-100-600-20-041-050	5886	PO-26-02222	Kef Grant Fy26-Mattson Inv: 1PPR-RKKH-MNMF	06/30/2026 Last check Run	64707	11.02
Amazon Capital Services	11-190-100-610-20-028-050	5886	PO-26-02229	Pepe- VPA Final Art Supplies Inv: 1X7N-HHHD-4QRF	06/30/2026 Last check Run	64707	551.90
Amazon Capital Services	11-190-100-610-20-028-050	5886	PO-26-02229	Pepe- VPA Final Art Supplies Inv: 1CTC-WKKD-LRDT	06/30/2026 Last check Run	64707	66.72
Amazon Capital Services	61-991-330-600-40-059	5886	PO-26-02231	Community Education & Recreation (cer) - Supplies And Materials Inv: 1KPF-7TXR-F3TQ	06/30/2026 Last check Run	64707	842.64
Amazon Capital Services	61-991-330-600-40-059	5886	PO-26-02234	Community Education & Recreation (cer) - Supplies And Materials Inv: 17GR-NJWT-WXDQ	06/30/2026 Last check Run	64707	41.14
Amazon Capital Services	11-000-219-600-20-044-050	5886	PO-26-02240	Speech, Ot, Pt & Related Services - Supplies & Materials Inv: 1WNX-F3C4-1YH9	06/30/2026 Last check Run	64707	20.94
Amazon Capital Services	11-000-240-600-20-051-050	5886	PO-26-02242	School Administration - Supplies & Materials Inv: 1GYL-3JGT-7KDN	06/30/2026 Last check Run	64707	184.32

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
Amazon Capital Services	11-000-240-600-20-051-050	5886	PO-26-02242	School Administration - Supplies & Materials Inv: 1NTK-Q9JR-9939	06/30/2026 Last check Run	64707	75.01
Amazon Capital Services	11-190-100-610-10-024-060	5886	PO-26-02251	Regular Programs - General Supplies - Science Inv: 1J46-N91N-PDRX	06/30/2026 Last check Run	64707	473.09
							3,921.11
American Red Cross	61-991-330-500-40-059	1132	PO-26-02232	Community Education & Recreation (cer) - Other Purchased Services Inv: O-0022299305	06/30/2026 Last check Run	64708	252.00
American Red Cross	61-991-330-500-40-059	1132	PO-26-02232	Community Education & Recreation (cer) - Other Purchased Services Inv: O-0022300319	06/30/2026 Last check Run	64708	630.00
American Red Cross	61-991-330-500-40-059	1132	PO-26-02232	Community Education & Recreation (cer) - Other Purchased Services Inv: O-0022300540	06/30/2026 Last check Run	64708	630.00
							1,512.00
AP Plumbing Heating Supply	11-000-261-610-20-052	1148	PO-26-01594	Supplies and parts Inv: 04349	06/30/2026 Last check Run	64710	88.56
							88.56
Archbishop Damiano School	11-000-100-566-50-044	1157	PO-26-00442	Tuition To Private Schools For The Disabled Within The State Inv: MAY 2026/ADS 21	06/30/2026 Last check Run	64711	4,114.62
Archbishop Damiano School	11-000-100-566-50-044	1157	PO-26-00442	Tuition To Private Schools For The Disabled Within The State Inv: JUNE 2026-ADS 2	06/30/2026 Last check Run	64711	19,201.56
							23,316.18
Arena, Rowen	61-991-330-800-40-059	6857	PO-26-02274	Community Education & Recreation (cer) - Other Objects Inv: FINGERPRINTING	06/30/2026 Last check Run	64712	67.73
							67.73
Atlantic City Electric	11-000-262-622-10-050	1180	PO-26-00002	ELECTRICITY Inv: 210005856202	06/30/2026 Last check Run	64713	5,788.94
							5,788.94
AVEANNA HEALTHCARE DBA: AVEANNA HEALTHCARE	11-000-217-320-10-044-060	5959	PO-26-01120	Extraordinary Services - Purchased Professional - Educational Services Inv: 5800775	06/30/2026 Last check Run	64714	7,892.50
							7,892.50
Bayada Home Health Care, Inc	11-000-217-320-10-044-060	1228	PO-26-00763	Extraordinary Services - Purchased Professional - Educational Services Inv: 695169GF1692	06/30/2026 Last check Run	64715	1,576.25
Bayada Home Health Care, Inc	11-000-217-320-10-044-060	1228	PO-26-00763	Extraordinary Services - Purchased Professional - Educational Services Inv: 695190GF1819	06/30/2026 Last check Run	64715	1,505.00
Bayada Home Health Care, Inc	11-000-217-320-10-044-060	1228	PO-26-00763	Extraordinary Services - Purchased Professional - Educational Services Inv: 695168GF1714	06/30/2026 Last check Run	64715	2,038.75

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Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
Bayada Home Health Care, Inc	11-000-217-320-10-044-060	1228	PO-26-00763	Extraordinary Services - Purchased Professional - Educational Services Inv: 685277GF1757	06/30/2026 Last check Run	64715	2,048.75
Bayada Home Health Care, Inc	11-000-217-320-10-044-060	1228	PO-26-00763	Extraordinary Services - Purchased Professional - Educational Services Inv: 685276GF1619	06/30/2026 Last check Run	64715	1,510.00
Bayada Home Health Care, Inc	11-000-217-320-10-044-060	1228	PO-26-00763	Extraordinary Services - Purchased Professional - Educational Services Inv: 685277GF1756	06/30/2026 Last check Run	64715	2,600.00
							11,278.75
BELLEVUE SCHOOL DIST #405	11-190-100-340-20-022-050	6803	PO-26-01859	Regular Programs - Purchased Technical Services - English/language Arts Inv: 80533822	06/30/2026 Last check Run	64716	825.00
							825.00
BR Williams	11-000-270-514-80-056	1191	PO-26-00607	Student Transportation - Contract Services - Between Home & School - Vendors Inv: 15792	06/30/2026 Last check Run	64717	75,155.76
BR Williams	70-000-270-511-80-056	1191	PO-26-00607	Student Transportation - Contract Services - Between Home & School - Vendors Inv: 15792	06/30/2026 Last check Run	64717	101,049.12
BR Williams	11-000-270-514-80-056	1191	PO-26-00607	Student Transportation - Contract Services - Between Home & School - Vendors Inv: 15793	06/30/2026 Last check Run	64717	7,596.00
BR Williams	11-000-270-514-80-056	1191	PO-26-00607	Student Transportation - Contract Services - Between Home & School - Vendors Inv: 15792	06/30/2026 Last check Run	64717	182,133.96
							365,934.84
Brett Dinovi & Assoc. Llc	11-000-217-320-20-044-050	4071	PO-26-00648	Extraordinary Services - Purchased Professional - Educational Services Inv: 443B	06/30/2026 Last check Run	64718	17,250.87
Brett Dinovi & Assoc. Llc	11-000-217-320-20-044-050	4071	PO-26-00648	Extraordinary Services - Purchased Professional - Educational Services Inv: 444A	06/30/2026 Last check Run	64718	7,746.91
Brett Dinovi & Assoc. Llc	11-000-217-320-20-044-050	4071	PO-26-00648	Extraordinary Services - Purchased Professional - Educational Services Inv: 438	06/30/2026 Last check Run	64718	25,805.64
							50,803.42
Brookfield Schools	11-219-100-320-20-044-050	1301	PO-26-01117	Home Instruction - Special Education - Purchased Professional Educational Services Inv: HMB-1352	06/30/2026 Last check Run	64719	687.04
							687.04
Capasso, Caroline	11-000-217-320-10-044-060	5452	PO-26-00823	Extraordinary Services-Purchased Professional Ed Svcs Inv: 000030	06/30/2026 Last check Run	64720	375.00
							375.00
Cecil Creek Farms, Llc	11-212-100-610-10-032-060	4942	PO-26-02252	Special Education - Multiple Disabilities - General Supplies Inv: 5/21/26	06/30/2026 Last check Run	64721	570.00
							570.00

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
CHARRON, CALLI	61-991-330-800-40-059	6860	PO-26-02276	Community Education & Recreation (cer) - Other Objects Inv: FINGERPRINTING	06/30/2026 Last check Run	64722	106.70
							106.70
CHILD AND ADOLESCENT PSYCHIATRY, PAULA HASENAUER	11-000-216-320-20-044-050	6555	PO-26-02264	Speech, Ot, Pt & Related Services - Purchased Professional - Educational Services Inv: SUPERBILL/PH	06/30/2026 Last check Run	64723	550.00
							550.00
Cintas Corp	11-000-270-593-80-056	1427	PO-26-00116	Student Transportation - Fleet Supplies Inv: SHORTAGE PAYMENTS	06/30/2026 Last check Run	64724	86.80
Cintas Corp	11-000-270-593-80-056	1427	PO-26-00116	Student Transportation - Fleet Supplies Inv: 4272711786	06/30/2026 Last check Run	64724	78.12
Cintas Corp	11-000-270-593-80-056	1427	PO-26-00116	Student Transportation - Fleet Supplies Inv: 4274050037	06/30/2026 Last check Run	64724	78.12
Cintas Corp	11-000-270-593-80-056	1427	PO-26-00116	Student Transportation - Fleet Supplies Inv: 4273458546	06/30/2026 Last check Run	64724	78.12
Cintas Corp	11-000-291-290-90-054	1427	PO-26-00473	Uniform Inv: 4273458650	06/30/2026 Last check Run	64724	185.79
Cintas Corp	11-000-291-290-90-052	1427	PO-26-00473	Uniform Inv: 4273458650	06/30/2026 Last check Run	64724	183.72
							690.67
Clearview Reg. High School District	11-000-100-562-50-044	1439	PO-26-01348	Tuition To Other Leas Within The State - Special Inv: 2526-JUNE-K	06/30/2026 Last check Run	64725	3,450.00
							3,450.00
CM3 Building Solutions	11-000-252-600-60-051	1441	PO-26-01764	CM3: Telecor EPort Replacement Inv: VP260241	06/30/2026 Last check Run	64726	1,551.25
							1,551.25
Coles Music Service, LLC	11-190-100-340-20-029-050	1454	PO-26-00422	Henderson- Coles Instrument Repair Inv: M537690	06/30/2026 Last check Run	64727	1,357.50
Coles Music Service, LLC	11-190-100-610-20-029-050	1454	PO-26-00423	Carpenter- Coles Choral Music and Rehearsal Tracks Inv: 511312	06/30/2026 Last check Run	64727	42.00
Coles Music Service, LLC	11-190-100-610-20-029-050	1454	PO-26-00423	Carpenter- Coles Choral Music and Rehearsal Tracks Inv: 530174	06/30/2026 Last check Run	64727	93.00
Coles Music Service, LLC	11-190-100-610-20-029-050	1454	PO-26-00423	Carpenter- Coles Choral Music and Rehearsal Tracks Inv: 493970	06/30/2026 Last check Run	64727	47.25

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
Coles Music Service, LLC	11-401-100-500-20-090-050	1454	PO-26-00461	Extra-Curricular Activities - Purchased Services - Mb/color Guard/percussion Inv: M537663	06/30/2026 Last check Run	64727	1,255.00
Coles Music Service, LLC	11-190-100-340-10-029-060	1454	PO-26-00495	Massaro- Coles Instrument Repairs Inv: 529574	06/30/2026 Last check Run	64727	97.50
							2,892.25
Comegno Law Group Pc	11-000-230-331-30-047	4704	PO-26-00952	LEGAL Inv: 9554	06/30/2026 Last check Run	64728	2,275.50
							2,275.50
Connie Erikson	11-150-100-580-20-043-050	1695	PO-26-02265	Regular Programs - Home Instruction - Travel Inv: MAY JUNE 2026	06/30/2026 Last check Run	64737	53.77
							53.77
Creativity Colaboratory Charter School	10-000-100-561-70-050	5120	PO-26-00231	Charter School Tuition Inv: JUNE 2026	06/30/2026 Last check Run	64729	11,719.00
							11,719.00
Custom Bandag Inc	11-000-270-615-80-056	4577	PO-26-02167	Student Transportation - Fleet Supplies Inv: 120069467	06/30/2026 Last check Run	64730	2,002.80
Custom Bandag Inc	11-000-270-615-80-056	4577	PO-26-02284	Student Transportation - Fleet Supplies Inv: 120070004	06/30/2026 Last check Run	64730	10,258.80
Custom Bandag Inc	11-000-270-615-80-056	4577	PO-26-02284	Student Transportation - Fleet Supplies Inv: 120069990	06/30/2026 Last check Run	64730	3,842.16
							16,103.76
DE LAGE LANDEN FINANCIAL SERVICES, INC	11-000-261-420-20-052	6838	PO-26-02146	service Inv: 597483514	06/30/2026 Last check Run	64731	186.80
							186.80
Deptford Twp. Public Schools	11-000-100-561-70-050	1582	PO-26-01250	TUITION & TRANSPORTATION Inv: 6V0245	06/30/2026 Last check Run	64732	1,397.76
Deptford Twp. Public Schools	11-000-100-561-70-050	1582	PO-26-01250	TUITION & TRANSPORTATION Inv: 6V0247	06/30/2026 Last check Run	64732	88.90
Deptford Twp. Public Schools	11-000-270-511-80-056	1582	PO-26-01250	TUITION & TRANSPORTATION	06/30/2026 Last check Run	64732	.00
							1,486.66
DR. L. HANES & ASSOCIATES, LLC	11-150-100-320-20-043-050	6131	PO-26-01898	Regular Programs - Home Instruction - Purchased Professional - Educational Services Inv: 21521	06/30/2026 Last check Run	64733	3,171.88
							3,171.88

Kingsway Regional School District
Bills and Claims
Batch 06/30/2026 Last check Run (6/30/2026)
, Batch 06/30/2026 last check R (6/30/2026)

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
DW Diesel, Inc	11-000-270-615-80-056	3807	PO-26-01565	Student Transportation - Fleet Supplies Inv: EA1530	06/30/2026 Last check Run	64734	2,910.82
DW Diesel, Inc	11-000-270-615-80-056	3807	PO-26-01994	Student Transportation - Fleet Supplies Inv: EA0751	06/30/2026 Last check Run	64734	43.18
DW Diesel, Inc	11-000-270-615-80-056	3807	PO-26-01994	Student Transportation - Fleet Supplies Inv: EA1543	06/30/2026 Last check Run	64734	1,455.41
							4,409.41
EDELMAN FOSSIL MUSEUM	11-212-100-800-20-032-050	6760	PO-26-01935	Extraordinary Services - Supplies & Materials Inv: 133070800-382285	06/30/2026 Last check Run	64735	240.00
							240.00
Epic Environmental	11-000-262-300-10-053	3531	PO-26-00055	service Inv: 26-7395	06/30/2026 Last check Run	64736	775.00
Epic Environmental	11-000-262-300-20-053	3531	PO-26-00055	service Inv: 26-7395	06/30/2026 Last check Run	64736	1,075.00
							1,850.00
ESS NORTHEAST, LLC	11-190-100-320-10-050-060	6004	PO-26-00899	Substitute Inv: INV830637	06/30/2026 Last check Run	64738	1,781.60
ESS NORTHEAST, LLC	11-190-100-320-20-050-050	6004	PO-26-00899	Substitute Inv: INV830637	06/30/2026 Last check Run	64738	6,812.00
ESS NORTHEAST, LLC	11-190-100-320-10-050-060	6004	PO-26-00899	Substitute Inv: INV830641	06/30/2026 Last check Run	64738	668.05
							9,261.65
FACTORY MOTOR PARTS	11-000-263-610-10-054	6002	PO-26-02248	SUPPLIES Inv: 314-051824	06/30/2026 Last check Run	64739	280.00
FACTORY MOTOR PARTS	11-000-263-610-20-054	6002	PO-26-02248	SUPPLIES Inv: 314-051824	06/30/2026 Last check Run	64739	653.02
							933.02
Fieldturf Usa, Inc.	12-000-400-450-70-050	5356	PO-26-01959	Turf Installation Inv: 3REVISED	06/30/2026 Last check Run	64740	798,780.04
							798,780.04
Finn, Ryan	61-991-330-800-40-059	6864	PO-26-02267	Community Education & Recreation (cer) - Other Objects Inv: FINGER PRINTING	06/30/2026 Last check Run	64741	67.73
							67.73
GCIT	11-000-100-563-70-050	1815	PO-26-01408	GCIT Tuition Inv: 6V0819	06/30/2026 Last check Run	64742	46,569.60

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
GCIT	11-000-100-563-70-050	1815	PO-26-01408	GCIT Tuition Inv: STARER	06/30/2026 Last check Run	64742	-264.60
							46,305.00
GE Mechanical Inc	11-000-261-420-10-052	5649	PO-26-02076	Service Inv: PS-INV008805	06/30/2026 Last check Run	64743	3,150.00
GE Mechanical Inc	11-000-261-420-20-052	5649	PO-26-02076	Service Inv: PS-INV008805	06/30/2026 Last check Run	64743	7,290.00
							10,440.00
Gloucester County Special Services School District	11-000-216-320-20-044-050	1868	PO-26-01146	Speech, Ot, Pt & Related Services - Purchased Professional - Educational Services Inv: 6V4619	06/30/2026 Last check Run	64744	3,085.00
Gloucester County Special Services School District	11-000-216-320-20-044-050	1868	PO-26-01146	Speech, Ot, Pt & Related Services - Purchased Professional - Educational Services Inv: 6V4665	06/30/2026 Last check Run	64744	479.00
Gloucester County Special Services School District	20-506-100-600-70-050	1868	PO-26-01175	Chapter 192/193 Services Inv: 6V4227	06/30/2026 Last check Run	64744	1,850.98
Gloucester County Special Services School District	20-502-100-600-70-050	1868	PO-26-01175	Chapter 192/193 Services Inv: 0626-2440-NP-001	06/30/2026 Last check Run	64744	259.77
Gloucester County Special Services School District	20-505-100-500-70-050	1868	PO-26-01175	Chapter 192/193 Services Inv: 0626-2440-NP-001	06/30/2026 Last check Run	64744	29.73
Gloucester County Special Services School District	20-506-100-600-70-050	1868	PO-26-01175	Chapter 192/193 Services Inv: 0626-2440-NP-001	06/30/2026 Last check Run	64744	1,326.17
Gloucester County Special Services School District	20-508-100-500-70-050	1868	PO-26-01175	Chapter 192/193 Services Inv: 0626-2440-NP-001	06/30/2026 Last check Run	64744	247.80
Gloucester County Special Services School District	11-000-270-517-80-056	1868	PO-26-01187	Student Transportation - Contract Services - Between Home & School - Special Ed - Vendors Inv: 6V4559	06/30/2026 Last check Run	64744	5,064.78
Gloucester County Special Services School District	20-251-100-300-70-050	1868	PO-26-01216	IDEA NonPublic Supplemental Inv: 6V4645	06/30/2026 Last check Run	64744	187.50
Gloucester County Special Services School District	11-000-100-565-50-044	1868	PO-26-01311	Tuition To County Special Services School District And Regional Day Schools Inv: 6V4501	06/30/2026 Last check Run	64744	3,005.60
Gloucester County Special Services School District	11-000-100-565-50-044	1868	PO-26-01311	Tuition To County Special Services School District And Regional Day Schools Inv: 6V4500	06/30/2026 Last check Run	64744	3,005.60
Gloucester County Special Services School District	11-000-216-320-20-044-050	1868	PO-26-01366	Speech, Ot, Pt & Related Services - Purchased Professional - Educational Services Inv: 6V4523	06/30/2026 Last check Run	64744	6,848.70

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
Gloucester County Special Services School District	11-000-216-320-20-044-050	1868	PO-26-01750	Speech, Ot, Pt & Related Services - Purchased Professional - Educational Services Inv: 6V4764	06/30/2026 Last check Run	64744	536.00
							25,926.63
GORMAN, D'ANELLA & MORLOK, LLC	11-000-230-331-30-047	6553	PO-26-00681	LEGAL Inv: 10158	06/30/2026 Last check Run	64745	5,687.50
GORMAN, D'ANELLA & MORLOK, LLC	11-000-230-331-30-047	6553	PO-26-00681	LEGAL Inv: CREDIT	06/30/2026 Last check Run	64745	-1,312.50
							4,375.00
Hampton Academy	20-250-100-500-20-044-050	1913	PO-26-02258	Tuition To Private Schools For The Disabled Within The State Inv: INV-0097	06/30/2026 Last check Run	64746	814.00
Hampton Academy	20-250-100-500-20-044-050	1913	PO-26-02258	Tuition To Private Schools For The Disabled Within The State Inv: INV-0098	06/30/2026 Last check Run	64746	703.00
							1,517.00
HENKEL, SARA	11-000-291-280-70-057	6266	PO-26-00024	TUITION REIMBURSEMENT Inv: GNM 745	06/30/2026 Last check Run	64747	1,500.00
							1,500.00
Hercker, Brenna	61-991-330-800-40-059	6859	PO-26-02277	Community Education & Recreation (cer) - Other Objects Inv: FINGER PRINTING	06/30/2026 Last check Run	64748	78.46
							78.46
Holcomb Bus Service	11-000-270-511-80-056	1986	PO-26-00606	Student Transportation - Contract Services - Between Home & School - Vendors Inv: 38025	06/30/2026 Last check Run	64749	8,178.72
Holcomb Bus Service	70-000-270-511-80-056	1986	PO-26-00606	Student Transportation - Contract Services - Between Home & School - Vendors Inv: 38025	06/30/2026 Last check Run	64749	8,936.40
Holcomb Bus Service	61-991-330-500-40-059	1986	PO-26-02221	Community Education & Recreation (cer) - Other Purchased Services Inv: 86346	06/30/2026 Last check Run	64749	2,400.00
							19,515.12
Holcomb Transportation Llc	11-000-270-511-80-056	4695	PO-26-00604	Student Transportation - Contract Services - Between Home & School - Vendors Inv: 86034	06/30/2026 Last check Run	64750	28,841.64
Holcomb Transportation Llc	11-000-270-514-80-056	4695	PO-26-00604	Student Transportation - Contract Services - Between Home & School - Vendors Inv: 86034	06/30/2026 Last check Run	64750	7,177.38
Holcomb Transportation Llc	70-000-270-511-80-056	4695	PO-26-00604	Student Transportation - Contract Services - Between Home & School - Vendors Inv: 86034	06/30/2026 Last check Run	64750	5,700.48
Holcomb Transportation Llc	11-000-270-511-80-056	4695	PO-26-01332	Student Transportation - Contract Services - Between Home & School - Vendors Inv: 86035	06/30/2026 Last check Run	64750	4,186.00
							45,905.50

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
HOLY TRINITY TRANSPORTATION	11-000-270-514-80-056	6464	PO-26-01333	Student Transportation - Contract Services - Between Home & School - Special Ed - Vendors Inv: 100010	06/30/2026 Last check Run	64751	3,450.00
							3,450.00
Hope In Motion Physical Therapy, Llc	11-000-216-320-10-044-060	5116	PO-26-01029	Speech, Ot, Pt & Related Services - Purchased Professional - Educational Services Inv: 256	06/30/2026 Last check Run	64752	2,401.25
Hope In Motion Physical Therapy, Llc	11-000-216-320-10-044-060	5116	PO-26-01029	Speech, Ot, Pt & Related Services - Purchased Professional - Educational Services Inv: 257	06/30/2026 Last check Run	64752	2,635.00
							5,036.25
Incident IQ	11-000-262-300-10-053	6836	PO-26-02069	Ticketing and Facilities Implementation Inv: 12942	06/30/2026 Last check Run	64753	1,631.25
Incident IQ	11-000-262-300-20-053	6836	PO-26-02069	Ticketing and Facilities Implementation Inv: 12942	06/30/2026 Last check Run	64753	368.75
							2,000.00
Integrity Interpreting, Llc	11-000-218-390-20-043-050	5599	PO-26-02266	Guidance Services - Other Purchased Professional And Technical Services Inv: 430493	06/30/2026 Last check Run	64754	241.68
							241.68
Jones, Julianna	61-991-330-800-40-059	6866	PO-26-02269	Community Education & Recreation (cer) - Other Objects Inv: FINGER PRINTING	06/30/2026 Last check Run	64755	67.73
							67.73
JVS Copy Services, Inc	11-000-240-800-20-049-050	3709	PO-26-01868	Senior Awards Programs Inv: 7245-58	06/30/2026 Last check Run	64756	315.00
JVS Copy Services, Inc	11-000-240-800-20-049-050	3709	PO-26-01877	Graduation Programs Inv: 7245-57	06/30/2026 Last check Run	64756	3,350.00
							3,665.00
Kingsway Cafeteria	11-000-219-600-20-044-050	2154	PO-26-02262	Child Study Team - Other Objects Inv: 01-06082026	06/30/2026 Last check Run	64757	129.25
							129.25
Kirk, Molly	61-991-330-800-40-059	6869	PO-26-02271	Community Education & Recreation (cer) - Other Objects Inv: FINGER PRINITNG	06/30/2026 Last check Run	64758	67.73
							67.73
Laurel Lawnmower Service Inc.	11-000-263-610-10-054	2214	PO-26-00064	Supplies Inv: 60896	06/30/2026 Last check Run	64759	7.59
							7.59

Kingsway Regional School District
Bills and Claims
Batch 06/30/2026 Last check Run (6/30/2026)
, Batch 06/30/2026 last check R (6/30/2026)

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
Leshik, Emily	61-991-330-800-40-059	6863	PO-26-02278	Community Education & Recreation (cer) - Other Objects Inv: FINGER PRINTING	06/30/2026 Last check Run	64760	78.46
							78.46
LITERACY LINK PLUS, LLC	11-000-217-320-10-044-060	6726	PO-26-01359	Extraordinary Services - Purchased Professional - Educational Services Inv: MAY 2026	06/30/2026 Last check Run	64761	853.36
							853.36
Masso'S Event Rentals	11-000-240-800-20-049-050	2330	PO-26-00570	2026 Senior Awards/Graduation Chairs Inv: 2797	06/30/2026 Last check Run	64762	4,290.00
							4,290.00
Matheson Tri-Gas	11-000-261-610-10-052	3384	PO-26-02246	Supplies Inv: 0033432972	06/30/2026 Last check Run	64763	25.00
Matheson Tri-Gas	11-000-261-610-20-052	3384	PO-26-02246	Supplies Inv: 0033432972	06/30/2026 Last check Run	64763	52.58
							77.58
MBM APPAREL LLC	11-402-100-600-20-069-050	2346	PO-26-01530	Boys and Girls Golf Gear Inv: 15092	06/30/2026 Last check Run	64764	3,878.00
							3,878.00
MEDFORD FAMILY PSYCHIATRY LLC	11-000-219-320-20-044-050	6274	PO-26-02259	Speech, Ot, Pt & Related Services - Purchased Professional - Educational Services Inv: 2026-06-04-1	06/30/2026 Last check Run	64765	575.00
MEDFORD FAMILY PSYCHIATRY LLC	11-000-219-320-20-044-050	6274	PO-26-02259	Speech, Ot, Pt & Related Services - Purchased Professional - Educational Services Inv: 2026-05-04-1	06/30/2026 Last check Run	64765	575.00
							1,150.00
Mike Schiff	11-000-218-580-20-043-050	2964	PO-26-01801	Guidance Services - Travel/pd Registration Inv: MILEAGE SEPT THRU FEB	06/30/2026 last check R	64781	67.68
							67.68
Mikes Golf Carts	11-000-240-800-20-049-050	5626	PO-26-01561	Golf Carts for Graduation Inv: 11433	06/30/2026 Last check Run	64766	3,450.00
							3,450.00
Napa Auto Parts (woodbury)	11-000-270-615-80-056	2513	PO-26-02283	Student Transportation - Fleet Supplies Inv: 489057	06/30/2026 Last check Run	64767	2,998.57
							2,998.57
Neal, Julia	61-991-330-800-40-059	6862	PO-26-02268	Community Education & Recreation (cer) - Other Objects Inv: FINGER PRINTING	06/30/2026 Last check Run	64768	67.73
							67.73

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
Nelson, Faith	61-991-330-800-40-059	6858	PO-26-02275	Community Education & Recreation (cer) - Other Objects Inv: FINGERPRINTING	06/30/2026 Last check Run	64769	67.73
							67.73
NEW JERSEY EDUCATION & TECHNOLOGY ASSOC INC	11-190-100-340-10-051-060	6771	PO-26-01680	NJETA: Student Privacy Alliance Inv: 26-0020	06/30/2026 Last check Run	64770	500.00
							500.00
Peach Country Tractor Inc	11-000-263-610-20-054	2678	PO-26-01024	PARTS Inv: 214561	06/30/2026 Last check Run	64771	474.65
Peach Country Tractor Inc	11-000-263-610-20-054	2678	PO-26-01024	PARTS Inv: QUOTE QU20595 QU20596	06/30/2026 Last check Run	64771	-6.15
Peach Country Tractor Inc	11-000-263-610-20-054	2678	PO-26-01601	Supplies Inv: M312155	06/30/2026 Last check Run	64771	494.50
							963.00
Philadelphia Zoo	61-991-330-512-80-056	4238	PO-26-02143	Community Education & Recreation (cer) - Vendors - Field Trips Inv: 76A8DB18 7/23/26	06/30/2026 Last check Run	64772	306.00
							306.00
Pitney Bowes Global Finance Services LLC	11-000-230-530-20-049	2741	PO-26-00005	POSTAGE MACHINES & FOLDER Inv: 3322690054	06/30/2026 Last check Run	64773	1,065.51
							1,065.51
Plant Service Corp	11-000-270-615-80-056	3591	PO-26-00039	Student Transportation - Fleet Supplies Inv: RI-87134	06/30/2026 Last check Run	64774	120.00
							120.00
Powers, Joanie	61-991-330-800-40-059	6867	PO-26-02272	Community Education & Recreation (cer) - Other Objects Inv: FINGER PRINTING	06/30/2026 Last check Run	64775	67.73
							67.73
Ranch Hope	11-000-100-566-50-044	2821	PO-26-02194	Tuition To Private Schools For The Disabled Within The State Inv: 012517	06/30/2026 last check R	64776	5,050.40
							5,050.40
Reyer, Brady	61-991-330-800-40-059	6865	PO-26-02279	Community Education & Recreation (cer) - Other Objects Inv: FINGERPRINTING	06/30/2026 last check R	64777	106.70
							106.70
Ricoh Usa, Inc	11-000-213-440-10-050-060	4002	PO-26-00013	MS NURSE OFFICE COPIER Inv: 110088558	06/30/2026 last check R	64778	92.93
Ricoh Usa, Inc	11-190-100-440-10-050-060	4002	PO-26-00015	MS MEDIA CTR COPIER Inv: 109999297	06/30/2026 last check R	64778	638.92

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
Ricoh Usa, Inc	11-190-100-610-10-021-060	4002	PO-26-00015	MS MEDIA CTR COPIER Inv: 109999297	06/30/2026 last check R	64778	1,917.20
Ricoh Usa, Inc	11-190-100-440-10-050-060	4002	PO-26-02081	Copier lease 10433790mn Inv: 110098442	06/30/2026 last check R	64778	4,901.91
Ricoh Usa, Inc	11-190-100-440-20-050-050	4002	PO-26-02081	Copier lease 10433790mn Inv: 110098442	06/30/2026 last check R	64778	256.21
Ricoh Usa, Inc	11-000-240-440-20-050-050	4002	PO-26-02081	Copier lease 10433790mn Inv: 110098442	06/30/2026 last check R	64778	1,688.80
Ricoh Usa, Inc	11-000-251-440-70-050	4002	PO-26-02081	Copier lease 10433790mn Inv: 110098442	06/30/2026 last check R	64778	819.60
Ricoh Usa, Inc	11-000-262-590-20-053	4002	PO-26-02081	Copier lease 10433790mn Inv: 110098442	06/30/2026 last check R	64778	47.30
							10,362.87
Riepen, Alayna	61-991-330-800-40-059	6868	PO-26-02273	Community Education & Recreation (cer) - Other Objects Inv: FINGERPRINTING	06/30/2026 last check R	64779	106.70
							106.70
Riggins, Inc	11-000-270-615-80-056	2865	PO-26-00046	Student Transportation - Fleet Supplies Inv: IN-042745	06/30/2026 last check R	64780	2,049.05
Riggins, Inc	11-000-270-615-80-056	2865	PO-26-00046	Student Transportation - Fleet Supplies Inv: IN-042631	06/30/2026 last check R	64780	5,216.16
							7,265.21
Snevel Technologies Llc	11-000-252-340-60-051	4849	PO-26-02243	Snevel - Fiber Optic Troubleshooting Inv: 2209	06/30/2026 last check R	64783	518.00
							518.00
South Jersey Paper Products	11-000-262-610-10-053	3070	PO-26-02228	Supplies Inv: 587960-01	06/30/2026 last check R	64784	1,710.90
South Jersey Paper Products	11-000-262-610-20-053	3070	PO-26-02228	Supplies Inv: 587960	06/30/2026 last check R	64784	13,029.14
South Jersey Paper Products	11-000-262-610-10-053	3070	PO-26-02228	Supplies Inv: 587960	06/30/2026 last check R	64784	3,603.62
South Jersey Paper Products	11-000-262-610-10-053	3070	PO-26-02230	Supplies Inv: 587963	06/30/2026 last check R	64784	1,100.00
South Jersey Paper Products	11-000-262-610-20-053	3070	PO-26-02230	Supplies Inv: 587963	06/30/2026 last check R	64784	2,376.00
							21,819.66

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
STANTON, DAVID	11-402-100-580-20-036-050	6096	PO-26-00753	Stanton Travel Reimbursement Inv: JUNE MILEAGE	06/30/2026 last check R	64785	155.66
							155.66
Steve's Auto Supply	11-000-270-615-80-056	4125	PO-26-00042	Student Transportation - Fleet Supplies Inv: 15610-231539	06/30/2026 last check R	64786	107.97
							107.97
Swedesboro Tru Value	11-000-261-610-10-052	3177	PO-26-00059	Supplies Inv: B738058	06/30/2026 last check R	490	25.17
Swedesboro Tru Value	11-000-261-610-20-052	3177	PO-26-00059	Supplies	06/30/2026 last check R	490	.00
							25.17
T-Mobile Usa, Inc	11-000-230-530-60-051	5374	PO-26-00216	Tmobile - Hotspots Kids Inv: 999657412	06/30/2026 last check R	64787	482.00
							482.00
TERRAFORM POWER, LLC	11-000-262-622-10-050	6727	PO-26-01252	Electricity - Solar Fields Inv: 200100283144	06/30/2026 Last check Run	64709	17,639.90
TERRAFORM POWER, LLC	11-000-262-622-20-050	6727	PO-26-01252	Electricity - Solar Fields Inv: 200100283144	06/30/2026 Last check Run	64709	15,463.93
							33,103.83
TIFCO INDUSTRIES INC	11-000-270-615-80-056	6123	PO-26-00043	Student Transportation - Fleet Supplies Inv: 72206322	06/30/2026 last check R	64788	513.71
							513.71
Torres, Addison	61-991-330-800-40-059	6861	PO-26-02270	Community Education & Recreation (cer) - Other Objects Inv: FINGERPRINTING	06/30/2026 last check R	64789	67.73
							67.73
TRANE SUPPLY (SERVICE)	11-000-261-610-20-052	6466	PO-26-02224	Parts/supplies Inv: 21866129	06/30/2026 last check R	64790	1,444.84
							1,444.84
Trane U.S., Inc	11-000-261-420-20-052	5720	PO-26-02285	Service Inv: 990563567	06/30/2026 last check R	64791	1,849.70
							1,849.70
United Refrigeration, Inc	11-000-261-610-10-052	3359	PO-26-02245	Supplies Inv: 19493808-00	06/30/2026 last check R	64792	-1.24
United Refrigeration, Inc	11-000-261-610-20-052	3359	PO-26-02245	Supplies Inv: 19364999-00	06/30/2026 last check R	64792	173.99

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
United Refrigeration, Inc	11-000-261-610-10-052	3359	PO-26-02245	Supplies Inv: 19364999-00	06/30/2026 last check R	64792	74.40
							247.15
US Foodservice- Philadelphia	11-190-100-610-20-031-050	3373	PO-26-00937	Regular Programs - General Supplies - Family & Consumer Science Inv: 914134	06/30/2026 last check R	64793	88.89
US Foodservice- Philadelphia	11-190-100-610-20-031-050	3373	PO-26-00937	Regular Programs - General Supplies - Family & Consumer Science Inv: 0158739	06/30/2026 last check R	64793	384.00
							472.89
Vineland Laboratories	11-000-261-420-20-052	4629	PO-26-00085	service Inv: 127637	06/30/2026 last check R	64794	100.00
Vineland Laboratories	11-000-261-420-20-052	4629	PO-26-00085	service Inv: 128039	06/30/2026 last check R	64794	100.00
Vineland Laboratories	11-000-261-420-20-052	4629	PO-26-00085	service Inv: 128163	06/30/2026 last check R	64794	100.00
Vineland Laboratories	11-000-261-420-20-052	4629	PO-26-00085	service Inv: 128252	06/30/2026 last check R	64794	350.00
Vineland Laboratories	11-000-261-420-20-052	4629	PO-26-00085	service Inv: 128355	06/30/2026 last check R	64794	100.00
Vineland Laboratories	11-000-261-420-20-052	4629	PO-26-00085	service Inv: 128483	06/30/2026 last check R	64794	200.00
Vineland Laboratories	11-000-261-420-10-052	4629	PO-26-00085	service	06/30/2026 last check R	64794	.00
							950.00
WALTONAPSI	11-190-100-340-20-022-050	6800	PO-26-01735	Regular Programs - Purchased Technical Services - English/language Arts Inv: 8777	06/30/2026 last check R	64795	799.00
							799.00
Warshauer Electric Supply Co	11-000-261-610-20-052	5872	PO-26-02043	Supplies/parts Inv: S145631396.001	06/30/2026 last check R	64796	38.57
Warshauer Electric Supply Co	11-000-261-610-20-052	5872	PO-26-02043	Supplies/parts Inv: S145629305.001	06/30/2026 last check R	64796	623.38
Warshauer Electric Supply Co	11-000-261-610-10-052	5872	PO-26-02043	Supplies/parts	06/30/2026 last check R	64796	.00
Warshauer Electric Supply Co	11-000-261-610-20-052	5872	PO-26-02043	Supplies/parts Inv: S145631354.001	06/30/2026 last check R	64796	-27.81
							634.14

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
WB Mason Co	11-000-270-610-80-056	3430	PO-26-02209	Student Transportation - General Supplies Inv: 262605225	06/30/2026 last check R	64797	997.71
WB Mason Co	11-000-270-610-80-056	3430	PO-26-02209	Student Transportation - General Supplies Inv: 262592318	06/30/2026 last check R	64797	492.31
							1,490.02
Wex Health Inc	11-000-251-592-70-042	5468	PO-26-00481	SERVCIES Inv: 0002397026-IN	06/30/2026 last check R	64798	137.50
							137.50
Wolfington Body Comp, Inc.	11-000-270-615-80-056	3469	PO-26-02033	Student Transportation - Fleet Supplies	06/30/2026 last check R	64799	57.55
Wolfington Body Comp, Inc.	11-000-270-615-80-056	3469	PO-26-02087	Student Transportation - Fleet Supplies Inv: 167375MX1	06/30/2026 last check R	491	27.12
Wolfington Body Comp, Inc.	11-000-270-615-80-056	3469	PO-26-02087	Student Transportation - Fleet Supplies Inv: 168825M	06/30/2026 last check R	64799	126.35
Wolfington Body Comp, Inc.	11-000-270-615-80-056	3469	PO-26-02087	Student Transportation - Fleet Supplies Inv: 168829M	06/30/2026 last check R	64799	126.20
Wolfington Body Comp, Inc.	11-000-270-615-80-056	3469	PO-26-02087	Student Transportation - Fleet Supplies Inv: 168844M	06/30/2026 last check R	64799	10.18
Wolfington Body Comp, Inc.	11-000-270-615-80-056	3469	PO-26-02087	Student Transportation - Fleet Supplies Inv: 168918M	06/30/2026 last check R	64799	37.51
Wolfington Body Comp, Inc.	11-000-270-615-80-056	3469	PO-26-02087	Student Transportation - Fleet Supplies Inv: 168914M	06/30/2026 last check R	64799	538.69
Wolfington Body Comp, Inc.	11-000-270-615-80-056	3469	PO-26-02087	Student Transportation - Fleet Supplies Inv: 168948M	06/30/2026 last check R	64799	675.10
Wolfington Body Comp, Inc.	11-000-270-615-80-056	3469	PO-26-02087	Student Transportation - Fleet Supplies Inv: 168795M	06/30/2026 last check R	64799	126.20
Wolfington Body Comp, Inc.	11-000-270-615-80-056	3469	PO-26-02087	Student Transportation - Fleet Supplies Inv: 168768M	06/30/2026 last check R	64799	213.77
							1,938.67
Xtel Communications,Inc.	11-000-230-530-60-051	3495	PO-26-00217	Xtel - Backup PoTS lines Inv: 94639	06/30/2026 last check R	64800	346.48
							346.48
Zallie Supermakrets, Inc.	11-190-100-610-20-031-050	3509	PO-26-00938	Regular Programs - General Supplies - Family & Consumer Science Inv: 05910422886	06/30/2026 last check R	64782	190.32

Kingsway Regional School District
Bills and Claims
Batch 06/30/2026 Last check Run (6/30/2026)
, Batch 06/30/2026 last check R (6/30/2026)

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
Zallie Supermakrets, Inc.	11-212-100-610-20-032-050	3509	PO-26-00962	Special Education - Multiple Disabilities - General Supplies Inv: 05910331454	06/30/2026 last check R	64782	262.06
Zallie Supermakrets, Inc.	11-212-100-610-20-032-050	3509	PO-26-00962	Special Education - Multiple Disabilities - General Supplies Inv: 05910177685	06/30/2026 last check R	64782	303.53
							755.91

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

Fund	Program	Purchase Orders	Current	Prior Year	Total
10 General Fund	000 Undistributed Expenditures	1	11,719.00		11,719.00
	Fund total:		**11,719.00**		**11,719.00**
11 General Current Expense	000 Undistributed Expenditures	137	641,363.38		641,363.38
11 General Current Expense	150 Regular Programs - Home Instruction	2	3,225.65		3,225.65
11 General Current Expense	190 Regular Programs - Undistributed	25	22,734.28		22,734.28
11 General Current Expense	212 Special Education - Multiple Disabilities	5	1,475.59		1,475.59
11 General Current Expense	219 Special Education - Home Instruction	1	687.04		687.04
11 General Current Expense	401 School - Sponsored Co-curricular and Extra-curricular Activities	1	1,255.00		1,255.00
11 General Current Expense	402 School - Sponsored Athletics	2	4,033.66		4,033.66
	Fund total:		**674,774.60**		**674,774.60**
12 Capital Outlay	000 Undistributed Expenditures	1	798,780.04		798,780.04
	Fund total:		**798,780.04**		**798,780.04**
20 Special Revenue Fund	060 KEF Grants	3	788.43		788.43
20 Special Revenue Fund	250 IDEA Part B	2	1,517.00		1,517.00
20 Special Revenue Fund	251 IDEA Part B	1	187.50		187.50
20 Special Revenue Fund	502 Nonpublic Aux Services - Basic Skills/Remedial	1	259.77		259.77
20 Special Revenue Fund	505 Nonpublic Aux - Transportation	1	29.73		29.73
20 Special Revenue Fund	506 Nonpublic Hand - Supplemental Instruction	2	3,177.15		3,177.15
20 Special Revenue Fund	508 Nonpublic Hand - Corrective Speech	1	247.80		247.80
	Fund total:		**6,207.38**		**6,207.38**
61 CER Fund	991 CER	22	6,755.34		6,755.34
	Fund total:		**6,755.34**		**6,755.34**

Kingsway Regional School District
Bills and Claims
Batch 06/30/2026 Last check Run (6/30/2026)
, Batch 06/30/2026 last check R (6/30/2026)

Fund	Program	Purchase Orders	Current	Prior Year	Total
70 Transportation Fund	000 Undistributed Expenditures	3	115,686.00		115,686.00
	Fund total:		**115,686.00**		**115,686.00**
	Grand totals:	211	**1,613,922.36**		**1,613,922.36**

President

Business Administrator

Kingsway Regional School District
Bills and Claims
Batch 07/16/2026 BillList (7/16/2026)

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
Drexel University, CNHP	20-280-200-300-40-057	6870	PO-27-00232	Training Inv: CERT IN SIM-AUG2026	07/16/2026 BillList	65163	2,349.00
							2,349.00

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

Fund	Program	Purchase Orders	Current	Prior Year	Total
20 Special Revenue Fund	280 ESSA Title IV	1	2,349.00		2,349.00
	Fund total:		**2,349.00**		**2,349.00**
	Grand totals:	1	**2,349.00**		**2,349.00**

President

Business Administrator

Kingsway Regional School District
Bills and Claims
Batch 04/30/2026 No Checks (4/30/2026)

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
CAMPSITE.COM INC	61-991-330-800-40-059	6147	PO-26-00992	MISC Inv: APRIL 2026	04/30/2026 No Checks	463	6,064.83
							6,064.83
Public Employment Retir Sys	11-000-291-241-70-057	1033	PO-26-01494	PERS Annual Employer Appropriation Inv: 02-574400-00	04/30/2026 No Checks	464	839,793.00
Public Employment Retir Sys	60-910-310-241-70-057	1033	PO-26-01494	PERS Annual Employer Appropriation Inv: 02-574400-00	04/30/2026 No Checks	464	21,787.00
							861,580.00
Sip Us Llc	11-000-230-530-60-051	5726	PO-26-00214	FlowRoute Voice Services Inv: 23115928	04/30/2026 No Checks	462	425.50
							425.50

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

Fund	Program	Purchase Orders	Current	Prior Year	Total
11 General Current Expense	000 Undistributed Expenditures	2	840,218.50		840,218.50
	Fund total:		**840,218.50**		**840,218.50**
60 Cafeteria Fund	910 Food Services	1	21,787.00		21,787.00
	Fund total:		**21,787.00**		**21,787.00**
61 CER Fund	991 Imported	1	6,064.83		6,064.83
	Fund total:		**6,064.83**		**6,064.83**
	Grand totals:	4	**868,070.33**		**868,070.33**

President

Business Administrator

Kingsway Regional School District
Bills and Claims
Batch 07/20/2026 Bill List "A" (7/20/2026)
, Batch 07/20/2026 BILL LIST "S" (7/20/2026)
, Batch 07/20/2026 25/26 Payable (7/1/2026)

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
Active Internet Technologies, Llc	11-000-252-340-60-051	5866	PO-27-00105	FinalSite Renewals: 2wayApp, XR Ent, and Website Inv: INV099378	07/20/2026 Bill List "A"	65200	16,732.00
							16,732.00
AKAMAI TECHNOLOGIES, INC	10-421	6819	PO-26-01949-PYPBL	Akamai - PacketFence Inv: 26110010389	07/20/2026 25/26 Payable	65166	4,800.00
							4,800.00
Amazon Capital Services	61-421	5886	PO-26-02256-PYPBL	Community Education & Recreation (cer) - Supplies And Materials Inv: 14KL-CDQJ-Y76C	07/20/2026 25/26 Payable	65167	56.97
Amazon Capital Services	61-421	5886	PO-26-02256-PYPBL	Community Education & Recreation (cer) - Supplies And Materials Inv: 1W9Q-CQ4C-97QF	07/20/2026 25/26 Payable	65167	22.99
Amazon Capital Services	61-421	5886	PO-26-02256-PYPBL	Community Education & Recreation (cer) - Supplies And Materials Inv: 1PM7-TRGW-FLLN	07/20/2026 25/26 Payable	65167	1,675.12
Amazon Capital Services	10-421	5886	PO-26-02263-PYPBL	Improvement Of Instructional Services - Other Objects Inv: 1T7X-TTPJ-CFF9	07/20/2026 25/26 Payable	65167	73.98
Amazon Capital Services	61-421	5886	PO-26-02280-PYPBL	Community Education & Recreation (cer) - Supplies And Materials Inv: 19WH-Y4LR-D1DK	07/20/2026 25/26 Payable	65167	38.97
Amazon Capital Services	61-421	5886	PO-26-02281-PYPBL	Community Education & Recreation (cer) - Supplies And Materials Inv: 1PYT-1DCV-RR7F	07/20/2026 25/26 Payable	65167	235.86
Amazon Capital Services	11-000-252-600-60-051	5886	PO-27-00175	Amazon - Supplies Inv: 1W96-1CXG-WTN9	07/20/2026 Bill List "A"	65201	4,791.52
Amazon Capital Services	11-000-240-600-10-051-060	5886	PO-27-00322	Amazon Parts/Supplies Inv: 1NLN-9CKP-YG4R	07/20/2026 Bill List "A"	65201	265.64
							7,161.05
AMERICAN REGISTRY FOR INTERNET NUMBERS	11-000-230-530-60-051	6657	PO-27-00229	ARIN Renewal Inv: SI547902	07/20/2026 Bill List "A"	65202	275.00
							275.00
Apple Financial Services	11-190-100-440-70-050-050	6384	PO-27-00101	Equipment Lease Inv: 597344105	07/20/2026 Bill List "A"	65203	24,610.75
Apple Financial Services	11-190-100-440-70-050-060	6384	PO-27-00101	Equipment Lease Inv: 597344105	07/20/2026 Bill List "A"	65203	24,610.75
							49,221.50
Aqua Treat Inc	11-000-261-420-10-052	4663	PO-27-00034	Service Inv: 41959	07/20/2026 Bill List "A"	65204	380.00
							380.00
AVEANNA HEALTHCARE DBA: AVEANNA HEALTHCARE	10-421	5959	PO-26-01120-PYPBL	Extraordinary Services - Purchased Professional - Educational Services Inv: 5481105	07/20/2026 25/26 Payable	65168	8,818.60
AVEANNA HEALTHCARE DBA: AVEANNA HEALTHCARE	10-421	5959	PO-26-01120-PYPBL	Extraordinary Services - Purchased Professional - Educational Services Inv: 5694495	07/20/2026 25/26 Payable	65168	5,926.90

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
AVEANNA HEALTHCARE DBA: AVEANNA HEALTHCARE	10-421	5959	PO-26-01120-PYPBL	Extraordinary Services - Purchased Professional - Educational Services Inv: 5724900	07/20/2026 25/26 Payable	65168	7,140.00
AVEANNA HEALTHCARE DBA: AVEANNA HEALTHCARE	10-421	5959	PO-26-01120-PYPBL	Extraordinary Services - Purchased Professional - Educational Services Inv: 5811916	07/20/2026 25/26 Payable	65168	7,490.00
							29,375.50
Avid Center	11-000-223-580-20-034-050	5075	PO-27-00181	AVID Membership, AVID Weekly, Sharkey Training Inv: INV015062	07/20/2026 Bill List "A"	65205	810.00
Avid Center	11-190-100-320-20-034-050	5075	PO-27-00181	AVID Membership, AVID Weekly, Sharkey Training Inv: INV015062	07/20/2026 Bill List "A"	65205	5,500.00
							6,310.00
BADURINA, ALEXIS	10-421	6427	PO-26-02111-PYPBL	TUITION REIMBURSEMENT Inv: 15-293-522 LEARNING DISABILITIES	07/20/2026 25/26 Payable	65169	1,500.00
							1,500.00
Banks Fire Protection Llc	11-000-261-420-10-052	4412	PO-27-00041	SERVICE Inv: 5600	07/20/2026 Bill List "A"	65206	3,044.00
							3,044.00
Bonnie Brae	10-421	1276	PO-26-01942-PYPBL	Tuition To Private Schools For The Disabled Within The State Inv: 2026-06	07/20/2026 25/26 Payable	65170	7,123.00
							7,123.00
Brett Dinovi & Assoc. Llc	10-421	4071	PO-26-00648-PYPBL	Extraordinary Services - Purchased Professional - Educational Services Inv: 438	07/20/2026 25/26 Payable	65171	25,805.64
Brett Dinovi & Assoc. Llc	10-421	4071	PO-26-00648-PYPBL	Extraordinary Services - Purchased Professional - Educational Services Inv: 444A	07/20/2026 25/26 Payable	65171	7,746.91
Brett Dinovi & Assoc. Llc	10-421	4071	PO-26-00648-PYPBL	Extraordinary Services - Purchased Professional - Educational Services Inv: 443B	07/20/2026 25/26 Payable	65171	17,250.87
							50,803.42
Brookfield Schools	10-421	1301	PO-26-01117-PYPBL	Home Instruction - Special Education - Purchased Professional Educational Services Inv: HMB-1352	07/20/2026 25/26 Payable	65172	687.04
							687.04
BRYSON & YATES CONSULTING ENGINEERS LLC	10-421	6710	26-01436 PAYABLE-PYPBL	ENGINEER Inv: 9739	07/20/2026 25/26 Payable	65173	13,000.00
							13,000.00
Califon Consultants Llc	11-000-251-890-70-042	4834	PO-27-00119	Califon Subscriptions Inv: 2382	07/20/2026 Bill List "A"	65207	330.00
							330.00

Kingsway Regional School District
Bills and Claims
Batch 07/20/2026 Bill List "A" (7/20/2026)
, Batch 07/20/2026 BILL LIST "S" (7/20/2026)
, Batch 07/20/2026 25/26 Payable (7/1/2026)

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
CARE SOLACE, INC	11-000-218-320-20-043-050	6012	PO-27-00120	Guidance Services - Purchased Professional - Educational Services Inv: CON-04404	07/20/2026 Bill List "A"	65208	11,520.00
							11,520.00
CHILD AND ADOLESCENT PSYCHIATRY, PAULA HASENAUER	10-421	6555	PO-26-01830-PYPBL	Child Study Team - Purchased Professional - Educational Services Inv: MISSED APPT 6/4/2026	07/20/2026 25/26 Payable	65174	550.00
							550.00
Cintas Corp	10-421	1427	PO-26-00473-PYPBL	Uniform Inv: 4274050173	07/20/2026 25/26 Payable	65175	369.51
Cintas Corp	11-000-270-593-80-056	1427	PO-27-00013	Student Transportation - Fleet Supplies Inv: 4275689010	07/20/2026 Bill List "A"	65209	78.12
Cintas Corp	11-000-270-593-80-056	1427	PO-27-00013	Student Transportation - Fleet Supplies Inv: 4274951520	07/20/2026 Bill List "A"	65209	78.12
Cintas Corp	11-000-291-290-90-052	1427	PO-27-00081	UNIFORM SERVICE Inv: 4274951732	07/20/2026 Bill List "A"	65209	369.51
							895.26
ClearGov Inc.	11-000-251-340-70-050	6472	PO-27-00246	Software Subscription Inv: 2026-19819	07/20/2026 Bill List "A"	65210	8,858.00
							8,858.00
Conner Strong Buckelew	11-000-251-340-70-050	1473	PO-27-00033	Public Official Bond Inv: 653692	07/20/2026 Bill List "A"	65211	700.00
Conner Strong Buckelew	11-000-230-590-30-047	1473	PO-27-00219	Insurance Inv: 658328	07/20/2026 Bill List "A"	65211	22,400.00
Conner Strong Buckelew	11-000-230-590-30-047	1473	PO-27-00219	Insurance Inv: 658730	07/20/2026 Bill List "A"	65211	15,638.62
Conner Strong Buckelew	11-000-230-590-30-047	1473	PO-27-00219	Insurance Inv: 652534	07/20/2026 Bill List "A"	65211	5,321.00
							44,059.62
Conway, Michael	11-000-291-290-90-052	6695	PO-27-00253	Boots/Uniform Inv: BOOTS	07/20/2026 Bill List "A"	65212	184.99
							184.99
DE LAGE LANDEN FINANCIAL SERVICES, INC	11-000-261-420-20-052	6838	PO-27-00053	SERVICE Inv: 597825227	07/20/2026 Bill List "A"	65213	83.59
							83.59
Dell Financial Services	11-190-100-440-70-050-050	4771	PO-27-00145	Equipment Lease Inv: 5208386	07/20/2026 Bill List "A"	65214	128,421.85
Dell Financial Services	11-190-100-440-70-050-060	4771	PO-27-00145	Equipment Lease Inv: 5208386	07/20/2026 Bill List "A"	65214	128,421.86
							256,843.71
Deptford Twp. Public Schools	10-421	1582	PO-26-01250-PYPBL	TUITION & TRANSPORTATION Inv: 6V0207	07/20/2026 25/26 Payable	65176	1,896.96
							1,896.96

Kingsway Regional School District
Bills and Claims
Batch 07/20/2026 Bill List "A" (7/20/2026)
, Batch 07/20/2026 BILL LIST "S" (7/20/2026)
, Batch 07/20/2026 25/26 Payable (7/1/2026)

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
Diversified Refrigeration Inc	11-000-261-420-10-052	4257	PO-27-00042	SERVICE Inv: 29683	07/20/2026 Bill List "A"	65215	1,231.25
							1,231.25
DR. L. HANES & ASSOCIATES, LLC	10-421	6131	PO-26-00405-PYPBL	Regular Programs - Home Instruction - Purchased Professional - Educational Services Inv: 21521	07/20/2026 25/26 Payable	65177	2,573.75
DR. L. HANES & ASSOCIATES, LLC	10-421	6131	PO-26-01135-PYPBL	Speech, Ot, Pt & Related Services - Purchased Professional - Educational Services Inv: 21521	07/20/2026 25/26 Payable	65177	598.13
							3,171.88
eBOARDsolutions	11-000-230-585-30-047	6843	PO-27-00207	Simbli Yearly Fee Inv: INV33692	07/20/2026 Bill List "A"	65216	5,600.00
							5,600.00
Educational Data Services,Inc	11-000-251-340-70-050	1652	PO-27-00079	PURCHASING SERVICES ED-DATA Inv: 2607-00278	07/20/2026 Bill List "A"	65217	1,476.25
							1,476.25
Environmental Technical Services LLC	11-000-261-420-10-052	1688	PO-27-00039	SERVICE Inv: 070126-KRHS	07/20/2026 Bill List "A"	65218	975.00
							975.00
Erco Ceilings, Inc	11-000-261-610-10-052	1692	PO-27-00179	Supplies Inv: INV-ECI-48107	07/20/2026 Bill List "A"	65219	1,300.00
Erco Ceilings, Inc	11-000-261-610-20-052	1692	PO-27-00179	Supplies Inv: INV-ECI-48107	07/20/2026 Bill List "A"	65219	2,945.68
							4,245.68
Frontline Technologies Group Llc	11-000-219-390-10-044-060	5254	PO-27-00080	Child Study Team - Other Purchased Professional And Technical Services Inv: INVUS24066	07/20/2026 Bill List "A"	65220	10,300.98
Frontline Technologies Group Llc	11-000-219-390-20-044-050	5254	PO-27-00080	Child Study Team - Other Purchased Professional And Technical Services Inv: INSUS240466	07/20/2026 Bill List "A"	65220	10,300.98
Frontline Technologies Group Llc	11-000-251-340-70-042	5254	PO-27-00080	Child Study Team - Other Purchased Professional And Technical Services Inv: INVUS244654	07/20/2026 Bill List "A"	65220	17,058.03
Frontline Technologies Group Llc	11-000-251-340-70-042	5254	PO-27-00080	Child Study Team - Other Purchased Professional And Technical Services Inv: INSUS244654	07/20/2026 Bill List "A"	65220	15,320.88
							52,980.87
GCIT	10-421	1815	PO-26-01408-PYPBL	GCIT Tuition Inv: 6V0634	07/20/2026 25/26 Payable	65178	46,672.50
GCIT	10-421	1815	PO-26-01408-PYPBL	GCIT Tuition Inv: 6V0634 STARER	07/20/2026 25/26 Payable	65178	-264.60
GCIT	10-421	1815	PO-26-01408-PYPBL	GCIT Tuition Inv: 6V0894	07/20/2026 25/26 Payable	65178	46,158.00

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
GCIT	10-421	1815	PO-26-01408-PYPBL	GCIT Tuition Inv: 6V0894 STARER	07/20/2026 25/26 Payable	65178	-249.90
							92,316.00
Genesis Educational Services	11-000-218-390-10-051-060	5864	PO-27-00032	Genesis Software Platform License Fees Inv: 26-251	07/20/2026 Bill List "A"	65221	7,076.50
Genesis Educational Services	11-000-218-390-20-051-050	5864	PO-27-00032	Genesis Software Platform License Fees Inv: 26-251	07/20/2026 Bill List "A"	65221	7,076.50
Genesis Educational Services	11-000-251-340-70-042	5864	PO-27-00032	Genesis Software Platform License Fees Inv: 26-251	07/20/2026 Bill List "A"	65221	19,994.00
Genesis Educational Services	11-000-251-340-70-050	5864	PO-27-00032	Genesis Software Platform License Fees Inv: 26-251	07/20/2026 Bill List "A"	65221	13,096.00
							47,243.00
Gloucester County Special Services School District	20-421	1868	PO-26-01136-PYPBL	Tuition To County Special Services School District And Regional Day Schools Inv: 6V5036	07/20/2026 25/26 Payable	65179	10,602.45
Gloucester County Special Services School District	20-421	1868	PO-26-01175-PYPBL	Chapter 192/193 Services Inv: 0626-2440-NP-001	07/20/2026 25/26 Payable	65179	1,863.47
Gloucester County Special Services School District	20-421	1868	PO-26-01175-PYPBL	Chapter 192/193 Services Inv: 6V4776	07/20/2026 25/26 Payable	65179	1,673.20
Gloucester County Special Services School District	10-421	1868	PO-26-01187-PYPBL	Student Transportation - Contract Services - Between Home & School - Special Ed - Vendors Inv: 6V4796	07/20/2026 25/26 Payable	65179	2,532.39
Gloucester County Special Services School District	20-421	1868	PO-26-01216-PYPBL	IDEA NonPublic Supplemental Inv: 6V4926	07/20/2026 25/26 Payable	65179	187.50
Gloucester County Special Services School District	10-421	1868	PO-26-01311-PYPBL	Tuition To County Special Services School District And Regional Day Schools Inv: 6V4994	07/20/2026 25/26 Payable	65179	2,253.22
Gloucester County Special Services School District	10-421	1868	PO-26-01311-PYPBL	Tuition To County Special Services School District And Regional Day Schools Inv: 6V993	07/20/2026 25/26 Payable	65179	2,253.22
Gloucester County Special Services School District	10-421	1868	PO-26-01366-PYPBL	Speech, Ot, Pt & Related Services - Purchased Professional - Educational Services Inv: 6V4952	07/20/2026 25/26 Payable	65179	4,997.70
Gloucester County Special Services School District	10-421	1868	PO-26-01750-PYPBL	Speech, Ot, Pt & Related Services - Purchased Professional - Educational Services Inv: 6V4764	07/20/2026 25/26 Payable	65179	536.00
Gloucester County Special Services School District	10-421	1868	PO-26-01750-PYPBL	Speech, Ot, Pt & Related Services - Purchased Professional - Educational Services Inv: 645167	07/20/2026 25/26 Payable	65179	737.00
Gloucester County Special Services School District	10-421	1868	PO-26-02195-PYPBL	Child Study Team - Purchased Professional - Educational Services Inv: 6V4665	07/20/2026 25/26 Payable	65179	479.00

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
							28,115.15
Gracenotes Llc	11-190-100-340-10-029-060	5396	PO-27-00099	Massaro Sight Reading Factory Inv: PH26TM	07/20/2026 Bill List "A"	65222	450.00
							450.00
GREEN GUYS RECYCLING SOLUTIONS LLC	11-000-262-300-10-053	6567	PO-27-00035	Service Inv: 70138	07/20/2026 Bill List "A"	65223	4,662.22
							4,662.22
Hampton Academy	20-421	1913	PO-26-00452-PYPBL	Tuition To Private Schools For The Disabled Within The State Inv: INV-001891	07/20/2026 25/26 Payable	65180	5,437.74
							5,437.74
Helmandollar, Brooke	10-421	5930	PO-26-01525-PYPBL	TUITION REIMBURSEMENT Inv: MED7705	07/20/2026 25/26 Payable	65181	1,500.00
							1,500.00
Herff Jones, Inc	10-421	1960	PO-26-02289-PYPBL	Blank Diplomas Inv: 1322925	07/20/2026 25/26 Payable	65182	171.20
							171.20
Holcomb Bus Service	61-991-330-800-40-059	1986	PO-27-00155	Community Education & Recreation (cer) - Other Objects Inv: 86374	07/20/2026 Bill List "A"	65224	2,760.00
							2,760.00
Holt Mcnally & Associates	11-000-230-332-30-047	5363	PO-27-00102	Financial Audit Inv: 47139	07/20/2026 Bill List "A"	65225	7,500.00
							7,500.00
Jim Zurzolo	10-421	3516	PO-26-02293-PYPBL	Travel Expense Inv: NOV - JUNE 2026	07/20/2026 25/26 Payable	65199	51.70
							51.70
Jomar Technologies Inc	11-000-230-530-60-051	5665	PO-27-00201	Jomar -3cx Renewal Inv: JT30438	07/20/2026 Bill List "A"	65226	5,968.80
							5,968.80
JVS Copy Services, Inc	11-000-240-600-20-049-050	3709	PO-27-00224	Honor Roll Certs Inv: 7245-59	07/20/2026 Bill List "A"	65227	745.00
							745.00
Kingsway Cafeteria	21-475-100-600-20-113-050	2154	PO-27-00378	Unified Track Inv: 05262026	07/20/2026 Bill List "A"	65228	192.00
							192.00
Layered Solutions, Inc	11-000-252-340-60-051	4890	PO-27-00152	LSI Renewal Inv: 3139	07/20/2026 Bill List "A"	65229	7,455.00
							7,455.00
Learnwell	10-421	6063	PO-26-00555-PYPBL	Regular Programs - Home Instruction - Purchased Professional - Educational Services Inv: INV329197	07/20/2026 25/26 Payable	65183	684.00

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
							684.00
Legacy Treatment Services, Inc	20-421	5186	PO-26-02101-PYPBL	Idea Part B - Individuals With Disabilities Act - Instructional - Other Purchased Services Inv: 2026-06-02	07/20/2026 25/26 Payable	65184	13,337.24
Legacy Treatment Services, Inc	20-421	5186	PO-26-02101-PYPBL	Idea Part B - Individuals With Disabilities Act - Instructional - Other Purchased Services Inv: 2026-06-24	07/20/2026 25/26 Payable	65184	9,827.44
							23,164.68
LITERACY LINK PLUS, LLC	10-421	6726	PO-26-01359-PYPBL	Extraordinary Services - Purchased Professional - Educational Services Inv: JUNE 2026	07/20/2026 25/26 Payable	65185	320.01
							320.01
Modern Group Power Systems	11-000-261-420-10-052	4664	PO-27-00050	SERVICE Inv: PSVI803572	07/20/2026 Bill List "A"	65230	610.00
Modern Group Power Systems	11-000-261-420-10-052	4664	PO-27-00050	SERVICE Inv: PSVI803571	07/20/2026 Bill List "A"	65230	610.00
Modern Group Power Systems	11-000-261-420-10-052	4664	PO-27-00050	SERVICE Inv: PSVI803573	07/20/2026 Bill List "A"	65230	610.00
							1,830.00
Multi-Temp Mechanical, Inc	10-421	5862	PO-26-02054-PYPBL	SERVICE Inv: 4426-187	07/20/2026 25/26 Payable	65186	4,257.72
Multi-Temp Mechanical, Inc	10-421	5862	PO-26-02055-PYPBL	SERVICE Inv: 4426-186	07/20/2026 25/26 Payable	65186	3,428.00
							7,685.72
National Assoc For Music Education	11-190-100-800-10-029-060	2463	PO-27-00089	Owens- NAfME Membership Inv: ORDER # 000862028/ S OWENS	07/20/2026 Bill List "A"	65231	136.00
National Assoc For Music Education	11-190-100-800-10-029-060	2463	PO-27-00097	Massaro- NAfME Membership Inv: ORDER # 000860957	07/20/2026 Bill List "A"	65231	136.00
							272.00
NATIONAL ENERGY CONTROL CORP	10-421	6245	PO-26-02249-PYPBL	SUPPLIES Inv: INV45261	07/20/2026 25/26 Payable	65187	112.13
NATIONAL ENERGY CONTROL CORP	10-421	6245	PO-26-02282-PYPBL	Supplies Inv: INV45035	07/20/2026 25/26 Payable	65187	1,975.85
							2,087.98
NEW JERSEY ASSOCIATION OF SCHOOL ADMINISTRATORS	11-000-221-800-10-045-060	2477	PO-27-00087	Improvement Of Instructional Services - Other Objects Inv: DUES/CALANDRO	07/20/2026 Bill List "A"	65232	1,240.00
NEW JERSEY ASSOCIATION OF SCHOOL ADMINISTRATORS	11-000-221-800-20-045-050	2477	PO-27-00087	Improvement Of Instructional Services - Other Objects Inv: DUES/CALANDRO	07/20/2026 Bill List "A"	65232	1,240.00
NEW JERSEY ASSOCIATION OF SCHOOL ADMINISTRATORS	11-000-230-590-30-047	2477	PO-27-00114	NJASA Dues-Superintendent Inv: DUES/LAVENDER J	07/20/2026 Bill List "A"	65232	2,914.00

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
NEW JERSEY ASSOCIATION OF SCHOOL ADMINISTRATORS	11-000-252-800-60-051	2477	PO-27-00195	NJASA Renewal Inv: DUES/IOCONA R	07/20/2026 Bill List "A"	65232	500.00
							5,894.00
New Jersey Motor Vehicle Registrations	11-000-270-390-80-056	4635	PO-27-00241	Student Transportation - Miscellaneous Purchased Services Inv: K-29	07/20/2026 Bill List "A"	65233	50.00
							50.00
NJ ADVANCE MEDIA, LLC	11-000-230-590-30-047	4363	PO-27-00386	ADVERTISEMENTS Inv: 4142538	07/20/2026 Bill List "A"	65234	100.00
							100.00
NJASBO	11-000-251-890-70-050	3553	PO-27-00208	NJASBO Dues Inv: 300008546	07/20/2026 Bill List "A"	65235	1,250.00
							1,250.00
NJPSA	11-000-240-580-10-049-060	1025	PO-27-00261	NJPSA-Tonelli Inv: 000118644	07/20/2026 Bill List "A"	65236	930.00
NJPSA	11-000-240-580-10-049-060	1025	PO-27-00262	NJPSA-Dubbs Inv: 000118612	07/20/2026 Bill List "A"	65236	930.00
NJPSA	11-000-240-580-10-049-060	1025	PO-27-00263	NJPSA-Neyer Inv: 000116239	07/20/2026 Bill List "A"	65236	930.00
NJPSA	11-402-100-800-20-036-050	1025	PO-27-00377	NJPSA Dues Inv: 000116982	07/20/2026 Bill List "A"	65236	930.00
							3,720.00
NJSBA	11-000-230-895-30-047	2590	PO-27-00149	NJSBA Dues Inv: ORD-327040-J7H5D4	07/20/2026 Bill List "A"	65237	20,563.83
NJSBA	11-000-251-890-70-042	2590	PO-27-00178	NJSBA - PAA Membership Inv: ORD-327710-V1V6F4	07/20/2026 Bill List "A"	65237	549.00
							21,112.83
NJSBGA/New Jersey School Bldg	11-000-261-800-20-052	2591	PO-27-00199	Membership Renewal Inv: INV000359	07/20/2026 Bill List "A"	65238	700.00
NJSBGA/New Jersey School Bldg	11-000-261-800-20-052	2591	PO-27-00228	Membership renewal Inv: INV000243	07/20/2026 Bill List "A"	65238	700.00
							1,400.00
Northwest Evaluation Association	10-421	3711	PO-26-02294-PYPBL	Improvement Of Instruction Services - Purchased Professional - Educational Services Inv: 857419	07/20/2026 25/26 Payable	65188	3,407.50
							3,407.50
Panopto Inc	11-000-252-340-60-051	5575	PO-27-00129	Panopto Renewal Inv: INV07793	07/20/2026 Bill List "A"	65241	11,000.00
							11,000.00
Peach Country Tractor Inc	11-000-263-610-10-054	2678	PO-27-00074	Supplies and parts Inv: 217135	07/20/2026 Bill List "A"	65242	31.99
							31.99
Peirce-Phelps, Inc	11-000-261-610-20-052	2724	PO-27-00245	Parts Inv: 407946019	07/20/2026 Bill List "A"	65243	2,442.23
							2,442.23

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
Pitney Bowes Global Finance Services LLC	11-000-230-530-10-049	2741	PO-27-00387	POSTAGE MACHINES & FOLDER Inv: 3322766561	07/20/2026 Bill List "A"	65244	813.48
							813.48
Plant Service Corp	10-421	3591	PO-26-00039-PYPBL	Student Transportation - Fleet Supplies Inv: RI-87255	07/20/2026 25/26 Payable	65189	120.00
							120.00
Ranch Hope	10-421	2821	PO-26-02194-PYPBL	Tuition To Private Schools For The Disabled Within The State Inv: 012399	07/20/2026 25/26 Payable	65190	7,575.60
Ranch Hope	10-421	2821	PO-26-02194-PYPBL	Tuition To Private Schools For The Disabled Within The State Inv: 012415	07/20/2026 25/26 Payable	65190	11,110.88
							18,686.48
Reit Lubricants	10-421	2846	PO-26-00040-PYPBL	Student Transportation - Fleet Supplies Inv: 1392902	07/20/2026 25/26 Payable	65191	1,541.19
							1,541.19
RESPONDUS, INC	11-000-221-320-10-045-060	6566	PO-27-00086	Improvement Of Instruction Services - Purchased Professional - Educational Services Inv: 765158811	07/20/2026 Bill List "A"	65245	2,272.50
RESPONDUS, INC	11-000-221-320-20-045-050	6566	PO-27-00086	Improvement Of Instruction Services - Purchased Professional - Educational Services Inv: 765158811	07/20/2026 Bill List "A"	65245	2,272.50
							4,545.00
Ricoh Usa, Inc	11-000-218-440-10-050-060	4002	PO-27-00221	Copier lease 10433790mn Inv: 110166122	07/20/2026 Bill List "A"	65246	7,713.72
Ricoh Usa, Inc	11-000-213-440-10-050-060	4002	PO-27-00222	MS NURSE OFFICE COPIER Inv: 110157912	07/20/2026 Bill List "A"	65246	92.93
Ricoh Usa, Inc	11-190-100-440-10-050-060	4002	PO-27-00223	MS MEDIA CTR COPIER Inv: 110134673	07/20/2026 Bill List "A"	65246	186.01
							7,992.66
SAINT MARY TRANSPORTATION LLC	10-421	6673	PO-26-00583-PYPBL	Student Transportation - Contract Services - Between Home & School - Special Ed - Vendors Inv: APR-01	07/20/2026 25/26 Payable	65192	7,856.00
SAINT MARY TRANSPORTATION LLC	10-421	6673	PO-26-00583-PYPBL	Student Transportation - Contract Services - Between Home & School - Special Ed - Vendors Inv: JUNE-01	07/20/2026 25/26 Payable	65192	6,874.00
SAINT MARY TRANSPORTATION LLC	10-421	6673	PO-26-00583-PYPBL	Student Transportation - Contract Services - Between Home & School - Special Ed - Vendors Inv: MAY-01	07/20/2026 25/26 Payable	65192	9,329.00

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
SAINT MARY TRANSPORTATION LLC	10-421	6673	PO-26-01915-PYPBL	Student Transportation - Contract Services - Between Home & School - Special Ed - Vendors Inv: APR-02	07/20/2026 25/26 Payable	65192	6,246.00
SAINT MARY TRANSPORTATION LLC	10-421	6673	PO-26-01915-PYPBL	Student Transportation - Contract Services - Between Home & School - Special Ed - Vendors Inv: MAY-02	07/20/2026 25/26 Payable	65192	6,940.00
SAINT MARY TRANSPORTATION LLC	10-421	6673	PO-26-01915-PYPBL	Student Transportation - Contract Services - Between Home & School - Special Ed - Vendors Inv: JUNE-02	07/20/2026 25/26 Payable	65192	4,858.00
							42,103.00
SAMSARA INC	11-000-270-593-80-056	6570	PO-27-00100	Student Transportation - Miscellaneous Purchased Services Inv: S-2326701	07/20/2026 BILL LIST "S"	65247	8,658.00
							8,658.00
Schools Health Insurance Fund	11-000-291-270-70-057	4526	PO-27-00388	HEALTH INSURANCE Inv: JULY 2026	07/20/2026 BILL LIST "S"	65248	875,832.00
Schools Health Insurance Fund	11-000-291-270-70-057	4526	PO-27-00388	HEALTH INSURANCE Inv: AUG 2026	07/20/2026 BILL LIST "S"	65248	853,566.00
							1,729,398.00
SCOIR, INC	11-000-218-390-20-043-050	6750	PO-27-00177	Guidance Services - Other Purchased Professional And Technical Services Inv: INV-107546	07/20/2026 BILL LIST "S"	65249	9,850.00
							9,850.00
SHI International Corp	11-000-252-340-60-051	4219	PO-27-00106	Kace - SDA (Imaging Only) Renewal Inv: B21303954	07/20/2026 BILL LIST "S"	65250	7,027.44
SHI International Corp	11-000-252-340-60-051	4219	PO-27-00110	SHI - Parallels RAS Renewal Inv: B21363059	07/20/2026 BILL LIST "S"	65250	3,784.75
SHI International Corp	11-000-252-340-60-051	4219	PO-27-00131	Information Technology - Purchased Technical Services Inv: B21416567	07/20/2026 BILL LIST "S"	65250	20,037.34
							30,849.53
SILVERSKY, INC	11-000-252-340-60-051	6260	PO-27-00103	SilverSky - Cynet Renewal Inv: 21-1897-SI	07/20/2026 BILL LIST "S"	65251	49,184.21
SILVERSKY, INC	11-000-252-340-60-051	6260	PO-27-00107	SilverSky - Verge Renewal Inv: 21-1896-SI	07/20/2026 BILL LIST "S"	65251	6,670.00
							55,854.21
SOUTH JERSEY ELEVATOR LLC	11-000-261-420-10-052	6788	PO-27-00052	SERVICE Inv: 43374	07/20/2026 BILL LIST "S"	65252	338.00
							338.00

Kingsway Regional School District
Bills and Claims
Batch 07/20/2026 Bill List "A" (7/20/2026)
, Batch 07/20/2026 BILL LIST "S" (7/20/2026)
, Batch 07/20/2026 25/26 Payable (7/1/2026)

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
Sports Paradise	10-421	3086	PO-26-02292-PYPBL	BB Champion Jackets Inv: 64025	07/20/2026 25/26 Payable	65193	2,960.00
							2,960.00
State Of New Jersey	11-000-291-290-70-057	1026	PO-27-00248	Catastrophic Illness Fund Inv: 0-210-733-749/000-00	07/20/2026 Bill List "A"	65253	927.00
							927.00
Strauss Esmay Associates, Inc.	11-000-230-340-30-047	3147	PO-27-00078	Policy Alert and Support Inv: 2627-271	07/20/2026 BILL LIST "S"	65254	5,015.00
							5,015.00
Stutzenburg, William	11-000-291-290-90-053	6670	PO-27-00254	miscellaneous Inv: BLACK SEAL TEST	07/20/2026 BILL LIST "S"	65255	600.00
							600.00
Swedesboro Tru Value	11-000-261-610-10-052	3177	PO-27-00054	Supplies Inv: B740322	07/20/2026 BILL LIST "S"	65256	37.75
Swedesboro Tru Value	11-000-261-610-10-052	3177	PO-27-00054	Supplies Inv: B738058	07/20/2026 BILL LIST "S"	65256	25.17
							62.92
The Oasis Family Fun Center	61-991-330-512-80-056	4509	PO-27-00275	Community Education & Recreation (cer) - Vendors - Field Trips Inv: 2026071602	07/20/2026 Bill List "A"	65239	3,650.00
							3,650.00
The Omni Financial Group Inc	11-000-251-340-70-042	3242	PO-27-00220	403(b) Compliance Services Inv: 27954	07/20/2026 BILL LIST "S"	65240	5,698.00
							5,698.00
Transfinder Coporation	11-000-270-593-80-056	4139	PO-27-00008	Student Transportation - Miscellaneous Purchased Services Inv: 66886	07/20/2026 BILL LIST "S"	65257	11,320.00
							11,320.00
Tri-County Conference	11-402-100-800-20-036-050	3328	PO-27-00380	Tri-County Conference Dues Inv: 2026/27	07/20/2026 Bill List "A"	65258	5,125.00
							5,125.00
Turn-Key Technologies, Inc	11-000-266-610-20-051	3347	PO-27-00109	TTI: Camera Upgrades Inv: 49895	07/20/2026 BILL LIST "S"	65259	6,453.23
Turn-Key Technologies, Inc	11-000-266-610-10-051	3347	PO-27-00109	TTI: Camera Upgrades Inv: 49895	07/20/2026 BILL LIST "S"	65259	26,000.00
							32,453.23
Union County Educational Services Comm	10-421	5740	PO-26-01517-PYPBL	Student Transportation - Contract Services - Between Home & School - Special Ed - Vendors Inv: 3007248	07/20/2026 25/26 Payable	65194	6,461.30

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
							6,461.30
United States Postal Service	11-000-230-530-70-050	3362	PO-27-00389	District Office Postage Inv: METER	07/20/2026 BILL LIST "S"	65260	5,000.00
							5,000.00
URBAN AIR ADVENTURE PARK DBA: HSN KIDS LLC	61-991-330-512-80-056	6009	PO-27-00272	Community Education & Recreation (cer) - Vendors - Field Trips Inv: 7/30/2026	07/20/2026 Bill List "A"	65261	8,974.99
							8,974.99
US Foodservice- Philadelphia	10-421	3373	PO-26-00937-PYPBL	Regular Programs - General Supplies - Family & Consumer Science Inv: 1283667	07/20/2026 25/26 Payable	65195	1,100.96
							1,100.96
VANNIEUWENHOVE, KERIAN	10-421	6469	PO-26-01644-PYPBL	TUITION REIMBURSEMENT Inv: XCART-005	07/20/2026 25/26 Payable	65196	600.00
VANNIEUWENHOVE, KERIAN	10-421	6469	PO-26-01644-PYPBL	TUITION REIMBURSEMENT Inv: XCART-008	07/20/2026 25/26 Payable	65196	700.00
							1,300.00
Verasco, Nicole	10-421	6129	PO-26-01643-PYPBL	TUITION REIMBURSEMENT Inv: EDST 24795	07/20/2026 25/26 Payable	65197	4,642.65
							4,642.65
Vineland Laboratories	11-000-262-300-10-053	4629	PO-27-00111	Service Inv: 128484	07/20/2026 BILL LIST "S"	65262	1,000.00
							1,000.00
Warshauer Electric Supply Co	11-000-261-610-10-052	5872	PO-27-00065	Supplies and parts Inv: S145721793.001	07/20/2026 BILL LIST "S"	65263	20.25
							20.25
Wild Child Farmune Brand and Earth	10-421	5577	PO-26-02288-PYPBL	General Administration - Miscellaneous Purchased Services Inv: KWR 00488	07/20/2026 25/26 Payable	65198	2,783.75
Wild Child Farmune Brand and Earth	10-421	5577	PO-26-02288-PYPBL	General Administration - Miscellaneous Purchased Services Inv: KWR 00493	07/20/2026 25/26 Payable	65198	786.25
Wild Child Farmune Brand and Earth	11-000-251-600-70-042	5577	PO-27-00256	Employee Supplies Inv: KWR 00546	07/20/2026 Bill List "A"	65264	680.50
Wild Child Farmune Brand and Earth	11-190-100-610-10-021-060	5577	PO-27-00267	KRMS Return Address Envelopes Inv: KWR 00545	07/20/2026 Bill List "A"	65264	306.45
							4,556.95
Wolfington Body Comp, Inc.	11-000-270-615-80-056	3469	PO-27-00249	Student Transportation - Fleet Supplies Inv: 166542MX1	07/20/2026 BILL LIST "S"	65265	830.20

Kingsway Regional School District
Bills and Claims
Batch 07/20/2026 Bill List "A" (7/20/2026)
, Batch 07/20/2026 BILL LIST "S" (7/20/2026)
, Batch 07/20/2026 25/26 Payable (7/1/2026)

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
Wolfington Body Comp, Inc.	11-000-270-615-80-056	3469	PO-27-00249	Student Transportation - Fleet Supplies Inv: 169299M	07/20/2026 BILL LIST "S"	65265	43.51
Wolfington Body Comp, Inc.	11-000-270-615-80-056	3469	PO-27-00249	Student Transportation - Fleet Supplies Inv: 169363M	07/20/2026 BILL LIST "S"	65265	77.29
Wolfington Body Comp, Inc.	11-000-270-615-80-056	3469	PO-27-00249	Student Transportation - Fleet Supplies Inv: 169365M	07/20/2026 BILL LIST "S"	65265	190.86
Wolfington Body Comp, Inc.	11-000-270-615-80-056	3469	PO-27-00249	Student Transportation - Fleet Supplies Inv: 167375MX1	07/20/2026 BILL LIST "S"	65265	27.12
							1,168.98
Woolwich Township	12-000-400-390-70-050	3477	PO-27-00237	Woolwich Twp Inv: ID 26-01	07/20/2026 Bill List "A"	65266	1,318.75
							1,318.75
ZeroEyes, Inc.	11-000-266-300-10-051	6475	PO-27-00108	ZeroEyes - Renewal Inv: 11410	07/20/2026 BILL LIST "S"	65267	27,000.00
ZeroEyes, Inc.	11-000-266-300-20-051	6475	PO-27-00108	ZeroEyes - Renewal Inv: 11410	07/20/2026 BILL LIST "S"	65267	25,920.00
							52,920.00
ZOHO CORPORATION	11-000-252-340-60-051	6233	PO-27-00150	ManageEngine Renewal Inv: 5020047336	07/20/2026 BILL LIST "S"	65268	14,732.00
							14,732.00

Kingsway Regional School District
Bills and Claims
Batch 07/20/2026 Bill List "A" (7/20/2026)
, Batch 07/20/2026 BILL LIST "S" (7/20/2026)
, Batch 07/20/2026 25/26 Payable (7/1/2026)

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

Fund	Program	Purchase Orders	Current	Prior Year	Total
10 General Fund		57	317,849.51		317,849.51
	Fund total:		**317,849.51**		**317,849.51**
11 General Current Expense	000 Undistributed Expenditures	94	2,259,554.98		2,259,554.98
11 General Current Expense	190 Regular Programs - Undistributed	10	312,779.67		312,779.67
11 General Current Expense	402 School - Sponsored Athletics	2	6,055.00		6,055.00
	Fund total:		**2,578,389.65**		**2,578,389.65**
12 Capital Outlay	000 Undistributed Expenditures	1	1,318.75		1,318.75
	Fund total:		**1,318.75**		**1,318.75**
20 Special Revenue Fund		7	42,929.04		42,929.04
	Fund total:		**42,929.04**		**42,929.04**
21 Student Activities	475 Student Activity Fund	1	192.00		192.00
	Fund total:		**192.00**		**192.00**
61 CER Fund		5	2,029.91		2,029.91
61 CER Fund	991 CER	3	15,384.99		15,384.99
	Fund total:		**17,414.90**		**17,414.90**
	Grand totals:	180	**2,958,093.85**		**2,958,093.85**

President

Business Administrator

Report of the Secretary to the Board of Education
Kingsway Regional School District

Fund 10 - Interim Balance Sheet
For the eleven month period ending 05/31/2026

Assets and Resources

Assets:

Account Number	Account Name	Subtotal Balance	Balance
101	Cash in Bank		7,050,983.15
102-107	Cash Equivalents		271,325.99
121	Tax Levy Receivable		3,001,681.04
	Accounts Receivable:		
132	InterfundAccounts Receivable:	114.00	
141	Intergovernmental - StateAccounts Receivable:	2,488,590.32	
143	Intergovernmental - OtherAccounts Receivable:	609,541.13	
153	Other Accounts ReceivableAccounts Receivable:	27,052.67	
154	Allowance for Uncollectible Accounts Receivable (Credit)Accounts Receivable:	0.00	3,125,298.12
	Loans Receivable:		
			13,449,288.30

Resources:

Account Number	Account Name	Subtotal Balance	Balance
301	Estimated Revenues	56,691,553.00	
302	Less Revenues	56,678,182.53	13,370.47
			13,370.47
		Total Assets and Resources:	**13,462,658.77**

Liabilities and Fund Equity

Liabilities:

Account Number	Account Name	Subtotal Balance	Balance
402	Interfund Accounts Payable		41,189.00
421	Accounts Payable		3,707.29
471	Payroll Deductions and Withholdings		221,665.00
			266,561.29

Fund Balance:

Account Number	Account Name	Subtotal Balance	Subtotal Balance 2	Subtotal Balance 3	Balance
	Appropriated:				
753	Reserve for Encumbrances - Current Year		7,637,819.59		
754	Reserve for Encumbrances - Prior Year		16,721.54		
754+753	Reserve for Encumbrances - Current + Prior			7,654,541.13	
	Reserve Fund Balance:				
761	Capital Reserve Account		3,022,113.00		
604	Add: Increase in Capital Reserve		1,000.00		
309	Less: Budgeted Withdrawal from Capital Reserve-Excess Costs		1,656,000.00		
317	Less: Budgeted Withdrawal from Capital Reserve-Transfer to Debt Service		0.00	1,367,113.00	
769	Unemployment Fund		2,384.00		
320	Less: Budgeted Withdrawal from Unemployment Fund		0.00	2,384.00	
	Appropriations				
601	Appropriations		61,584,968.31		
602	Less: Expenditures	51,296,180.23			
603	Encumbrances	7,654,541.13	(58,950,721.36)	2,634,246.95	
	Total Appropriated			11,658,285.08	
	Unappropriated				
770	Unassigned Fund Balance			2,646,259.40	
303	Budgeted Fund Balance			1,108,447.00	
					13,196,097.48
				Total Liabilities and Fund Equity:	**13,462,658.77**

Report of the Secretary to the Board of Education
Kingsway Regional School District

Fund 10 - Recapitulation of Budgeted Fund Balance

	Budgeted	Actual	Variance
Appropriations	61,584,968.31	58,950,721.36	2,634,246.95
Revenues	(56,691,553.00)	(56,678,182.53)	(13,370.47)
	4,893,415.31	**2,272,538.83**	**2,620,876.48**
Change in Capital Reserve:			
Plus: Increase in Capital Reserve /Interest Deposit to Capital Reserve (604)	1,000.00	1,000.00	.00
Less: Budgeted Withdrawal from Capital Reserve - Excess Costs and Other Capital Projects (309)	1,656,000.00	1,656,000.00	.00
	(1,655,000.00)	**(1,655,000.00)**	**.00**

Report of the Secretary to the Board of Education
Kingsway Regional School District

Fund 10 - Interim Statements Comparing Budgeted Revenue with Actual to Date and Appropriations with Expenditures and Encumbrances to Date
For the eleven month period ending 05/31/2026

Revenues/Sources of Funds

Account Number	Line	Revenues/Sources of Funds	Original Budget Certified for Taxes	Budget Transfers	Budgeted / Estimated	Actual to Date	Note	Unrealized Balance
10-1xxx	370	From Local Sources	32,259,683.00	0.00	32,259,683.00	32,553,982.26	Over	(294,299.26)
10-3xxx	520	From State Sources	24,421,979.00	0.00	24,421,979.00	24,121,979.00	Under	300,000.00
10-4xxx	570	From Federal Sources	9,891.00	0.00	9,891.00	2,221.27	Under	7,669.73
	-	**Total Revenues/Sources Of Funds**	**56,691,553.00**	**0.00**	**56,691,553.00**	**56,678,182.53**	**Under**	**13,370.47**

General Fund

Current Expense

Account Number	Line	Expenditures Description	Original Budget Certified For Taxes	Budget Transfers	Appropriations	Expenditures	Encumbrances	Available Balance
11-1xx-100-xxx	3200	Regular Programs - Instruction	15,885,850.00	(100,938.55)	15,784,911.45	13,912,483.24	1,365,467.97	506,960.24
11-2xx-100-xxx	10300	Special Education - Instruction	3,856,206.00	(48,705.00)	3,807,501.00	3,201,014.97	366,642.87	239,843.16
11-230-100-xxx	11160	Basic Skills/Remedial - Instruction	94,021.00	(3,000.00)	91,021.00	79,650.00	8,850.00	2,521.00
11-401-100-xxx	17100	School-Sponsored Cocurricular/Extracurricular Activities - Instruction	477,372.00	(5,940.00)	471,432.00	219,874.84	11,336.20	240,220.96
11-402-100-xxx	17600	School-Sponsored Athletics - Instruction	1,393,358.00	272,082.96	1,665,440.96	1,347,511.38	63,574.90	254,354.68
	72140	*Undistributed Expenditures:*						
11-000-100-xxx	29180	Instruction (Tuition)	3,962,122.00	(274,212.26)	3,687,909.74	2,515,779.64	1,015,313.22	156,816.88
11-000-211-xxx	29680	Attendance and Social Work Services	217,758.00	0.00	217,758.00	196,372.82	18,609.40	2,775.78
11-000-213-xxx	30620	Health Services	501,320.00	(19,507.00)	481,813.00	352,882.52	45,094.75	83,835.73
11-000-216-xxx	40580	Speech, OT, PT and Related Services	202,906.00	53,976.00	256,882.00	172,571.84	75,238.60	9,071.56
11-000-217-xxx	41080	Other Support Services Students - Extraordinary Services	1,300,156.00	82,338.76	1,382,494.76	1,199,565.59	144,073.21	38,855.96
11-000-218-xxx	41660	Guidance	1,140,562.00	146,198.00	1,286,760.00	1,142,937.40	115,070.75	28,751.85
11-000-219-xxx	42200	Child Study Teams	988,350.00	(6,889.05)	981,460.95	828,801.99	92,417.36	60,241.60
11-000-221-xxx	43200	Improvement of Instruction	948,360.00	8,000.00	956,360.00	817,414.35	49,302.91	89,642.74
11-000-222-xxx	43620	Educational Media Services/School Library	311,609.00	6,769.44	318,378.44	276,958.37	26,761.35	14,658.72
11-000-223-xxx	44180	Instructional Staff Training	155,190.00	(6,002.00)	149,188.00	112,637.89	10,172.50	26,377.61
11-000-230-xxx	45300	General Administration	781,285.00	14,691.34	795,976.34	721,445.44	69,950.73	4,580.17
11-000-240-xxx	46160	School Administration	2,065,803.00	(401,777.85)	1,664,025.15	1,462,067.80	163,306.66	38,650.69
11-000-251-xxx	47200	Central Services	677,325.00	0.00	677,325.00	597,043.54	45,316.67	34,964.79
11-000-252-xxx	47620	Administrative Information Technology	592,930.00	18,017.48	610,947.48	514,980.09	20,284.11	75,683.28
11-000-261-xxx	48580	Required Maintenance for School Facilities	993,038.00	80,018.22	1,073,056.22	894,337.69	168,888.77	9,829.76
11-000-262-xxx	49340	Custodial Services	2,907,635.00	213,306.21	3,120,941.21	2,545,017.63	542,530.12	33,393.46
11-000-263-xxx	50100	Care and Upkeep of Grounds	459,168.00	15,793.28	474,961.28	407,666.16	60,455.27	6,839.85
11-000-266-xxx	51100	Security	315,625.00	13,385.00	329,010.00	325,876.90	3,055.10	78.00
11-000-270-xxx	52480	Student Transportation	6,295,650.00	1,874.30	6,297,524.30	4,827,932.47	1,313,959.51	155,632.32
11-xxx-xxx-2xx	71260	Employee Benefits	10,456,496.00	(112,482.21)	10,344,013.79	9,794,054.82	43,043.80	506,915.17
		Total General Expense	**56,980,095.00**	**(53,002.93)**	**56,927,092.07**	**48,466,879.38**	**5,838,716.73**	**2,621,495.96**

Capital Outlay

Account Number	Line	Expenditures Description	Original Budget Certified For Taxes	Budget Transfers	Appropriations	Expenditures	Encumbrances	Available Balance
12-xxx-xxx-73x	75880	Equipment	164,650.00	16,550.00	181,200.00	166,274.89	2,174.12	12,750.99
12-000-4xx-xxx	76260	Facilities Acquisition and Construction	2,271,737.00	2,150,287.24	4,422,024.24	2,614,569.96	1,807,454.28	0.00
		Total Capital Outlay	**2,436,387.00**	**2,166,837.24**	**4,603,224.24**	**2,780,844.85**	**1,809,628.40**	**12,750.99**

Fund 10 Items

Account Number	Line	Expenditures Description	Original Budget Certified For Taxes	Budget Transfers	Appropriations	Expenditures	Encumbrances	Available Balance
10-000-100-56x	84000	Transfer of Funds to Charter Schools	38,518.00	16,134.00	54,652.00	48,456.00	6,196.00	0.00
			38,518.00	**16,134.00**	**54,652.00**	**48,456.00**	**6,196.00**	**0.00**
		Total General Fund	**59,455,000.00**	**2,129,968.31**	**61,584,968.31**	**51,296,180.23**	**7,654,541.13**	**2,634,246.95**

Report of the Secretary to the Board of Education
Kingsway Regional School District

Fund 10 - Schedule of Revenues
Actual Compared with Estimate
For the eleven month period ending 05/31/2026

Account Number	Line	Account Name	Original Budget Certified For Taxes	Budget Transfers	Estimated	Actual	Unrealized
Revenues/Sources of Funds							
- Local Sources							
10-121x	114	Local Tax Levy	27,575,707.00	0.00	27,575,707.00	27,575,707.00	0.00
10-1320	150	Tuition from LEAs Within State	4,374,788.00	0.00	4,374,788.00	4,427,984.92	(53,196.92)
10-1420-1440	250	Transportation Fees - from Other LEAs	0.00	0.00	0.00	150,244.85	(150,244.85)
10-1910	260	Rents and Royalties	50,000.00	0.00	50,000.00	32,044.73	17,955.27
10-1xxx	350	Other Restricted Miscellaneous Revenues	259,188.00	0.00	259,188.00	368,000.76	(108,812.76)
10-1xxx	**370**	**Total Revenue from Local Sources**	**32,259,683.00**	**0.00**	**32,259,683.00**	**32,553,982.26**	**(294,299.26)**
- State Sources							
10-3121	420	Categorical Transportation Aid	1,972,172.00	0.00	1,972,172.00	1,972,172.00	0.00
10-3131	430	Extraordinary Aid	300,000.00	0.00	300,000.00	0.00	300,000.00
10-3132	440	Categorical Special Education Aid	3,604,901.00	0.00	3,604,901.00	3,604,901.00	0.00
10-3176	460	Equalization Aid	18,056,826.00	0.00	18,056,826.00	18,056,826.00	0.00
10-3177	470	Categorical Security Aid	488,080.00	0.00	488,080.00	488,080.00	0.00
10-3xxx	**520**	**Total Revenue from State Sources**	**24,421,979.00**	**0.00**	**24,421,979.00**	**24,121,979.00**	**300,000.00**
- Federal Sources							
10-4200	540	Medicaid Reimbursement	9,891.00	0.00	9,891.00	2,221.27	7,669.73
10-4xxx	**570**	**Total Revenue from Federal Sources**	**9,891.00**	**0.00**	**9,891.00**	**2,221.27**	**7,669.73**
	-	**Total Revenues/Sources of Funds**	**56,691,553.00**	**0.00**	**56,691,553.00**	**56,678,182.53**	**13,370.47**

Fund 10 - Statement of Appropriations Compared with Expenditures and Encumbrances

For the eleven month period ending 05/31/2026

Account Number	Line	Account Name	Original Budget Certified For Taxes	Budget Transfers	Appropriations	Expenditures	Encumbrances	Available Balance
General Fund								
- General Current Expense								
-- Regular Programs - Instruction								
--- Regular Programs - Instruction								
11-130-100-101	2120	Grades 6-8 - Salaries of Teachers	4,349,696.00	(100,070.00)	4,249,626.00	3,718,106.69	408,356.36	123,162.95
11-140-100-101	2140	Grades 9-12 - Salaries of Teachers	9,189,167.00	(157,628.00)	9,031,539.00	7,938,955.61	806,604.89	285,978.50
subtotal	**subtotal**	**Total Regular Programs - Instruction**	**13,538,863.00**	**(257,698.00)**	**13,281,165.00**	**11,657,062.30**	**1,214,961.25**	**409,141.45**
--- Regular Programs - Home Instruction								
11-150-100-101	2500	Salaries of Teachers	26,000.00	2,137.32	28,137.32	28,137.32	0.00	0.00
11-150-100-320	2540	Purchased Professional-Educational Services	65,000.00	9,091.95	74,091.95	42,526.46	31,565.49	0.00
11-150-100-500	2580	Other Purchased Services (400-500 series)	1,000.00	(1,000.00)	0.00	0.00	0.00	0.00
subtotal	**subtotal**	**Total Regular Programs - Home Instruction**	**92,000.00**	**10,229.27**	**102,229.27**	**70,663.78**	**31,565.49**	**0.00**
--- Regular Programs - Undistributed Instruction								
11-190-100-106	3000	Other Salaries for Instruction	132,045.00	38,298.21	170,343.21	156,738.16	13,604.86	0.19
11-190-100-320	3020	Purchased Professional-Educational Services	428,121.00	119,344.98	547,465.98	506,346.25	32,495.02	8,624.71
11-190-100-340	3040	Purchased Technical Services	203,947.00	(1,777.00)	202,170.00	165,020.90	24,992.31	12,156.79
11-190-100-500	3060	Other Purchased Services (400-500 series)	667,854.00	7,678.05	675,532.05	664,549.84	6,088.17	4,894.04
11-190-100-610	3080	General Supplies	719,428.00	(11,416.24)	708,011.76	621,104.09	35,823.92	51,083.75
11-190-100-640	3100	Textbooks	23,512.00	(6,193.01)	17,318.99	7,996.41	0.00	9,322.58
11-190-100-800	3120	Other Objects	80,080.00	595.19	80,675.19	63,001.51	5,936.95	11,736.73
subtotal	**subtotal**	**Total Regular Programs - Undistributed Instruction**	**2,254,987.00**	**146,530.18**	**2,401,517.18**	**2,184,757.16**	**118,941.23**	**97,818.79**
11-1xx-100-xxxx	**3200**	**Total Regular Programs - Instruction**	**15,885,850.00**	**(100,938.55)**	**15,784,911.45**	**13,912,483.24**	**1,365,467.97**	**506,960.24**
-- Special Education Programs								
--- Multiple Disabilities:								
11-212-100-101	6500	Salaries of Teachers	462,369.00	25,605.00	487,974.00	439,176.60	48,797.40	0.00
11-212-100-106	6520	Other Salaries for Instruction	144,495.00	27,798.00	172,293.00	154,857.35	17,286.65	149.00
11-212-100-340	6560	Purchased Technical Services	16,250.00	800.00	17,050.00	13,925.00	0.00	3,125.00
11-212-100-500	6580	Other Purchased Services (400-500 series)	2,000.00	0.00	2,000.00	1,445.00	0.00	555.00
11-212-100-610	6600	General Supplies	11,718.00	7,760.00	19,478.00	5,278.68	901.26	13,298.06
11-212-100-800	6640	Other Objects	0.00	240.00	240.00	0.00	240.00	0.00
11-212-100-xxx	**6660**	**Total Multiple Disabilities**	**636,832.00**	**62,203.00**	**699,035.00**	**614,682.63**	**67,225.31**	**17,127.06**
--- Resource Room/Resource Center:								
11-213-100-101	7000	Salaries of Teachers	2,699,626.00	(67,641.50)	2,631,984.50	2,316,629.71	263,142.86	52,211.93
11-213-100-106	7020	Other Salaries for Instruction	285,990.00	14,238.50	300,228.50	217,769.88	23,552.70	58,905.92
11-213-100-320	7040	Purchased Professional-Educational Services	48,080.00	0.00	48,080.00	14,815.64	7,050.00	26,214.36
11-213-100-610	7100	General Supplies	9,778.00	0.00	9,778.00	9,114.56	182.84	480.60
11-213-100-xxx	**7160**	**Total Resource Room/Resource Center**	**3,043,474.00**	**(53,403.00)**	**2,990,071.00**	**2,558,329.79**	**293,928.40**	**137,812.81**
--- Home Instruction:								
11-219-100-101	9260	Salaries of Teachers	15,000.00	0.00	15,000.00	5,993.90	0.00	9,006.10
11-219-100-320	9300	Purchased Professional-Educational Services	160,200.00	(57,505.00)	102,695.00	22,008.65	5,489.16	75,197.19
11-219-100-500	9340	Other Purchased Services (400-500 series)	700.00	0.00	700.00	0.00	0.00	700.00
11-219-100-xxx	**9420**	**Total Home Instruction**	**175,900.00**	**(57,505.00)**	**118,395.00**	**28,002.55**	**5,489.16**	**84,903.29**
subtotal special ed	**10300**	**Total Special Education - Instruction**	**3,856,206.00**	**(48,705.00)**	**3,807,501.00**	**3,201,014.97**	**366,642.87**	**239,843.16**
-- Basic Skills/Remedial - Instruction								
11-230-100-101	11000	Salaries of Teachers	88,500.00	0.00	88,500.00	79,650.00	8,850.00	0.00
11-230-100-610	11100	General Supplies	4,721.00	(3,000.00)	1,721.00	0.00	0.00	1,721.00
11-230-100-640	11120	Textbooks	800.00	0.00	800.00	0.00	0.00	800.00
11-230-100-xxx	**11160**	**Total Basic Skills/Remedial - Instruction**	**94,021.00**	**(3,000.00)**	**91,021.00**	**79,650.00**	**8,850.00**	**2,521.00**

Account Number	Line	Account Name	Original Budget Certified For Taxes	Budget Transfers	Appropriations	Expenditures	Encumbrances	Available Balance
-- School-Sponsored Cocurricular/Extracurricular Activities - Instruction								
11-401-100-100	17000	Salaries	272,459.00	6,000.00	278,459.00	86,082.47	0.00	192,376.53
11-401-100-500	17020	Purchased Services (300-500 series)	87,088.00	5,060.00	92,148.00	69,463.80	6,258.00	16,426.20
11-401-100-600	17040	Supplies and Materials	98,875.00	(11,000.00)	87,875.00	57,113.57	5,078.20	25,683.23
11-401-100-800	17060	Other Objects	18,950.00	(6,000.00)	12,950.00	7,215.00	0.00	5,735.00
11-401-100-xxx	**17100**	**Total School-Spon. Co/Extra-curricular Actvts. - Inst.**	**477,372.00**	**(5,940.00)**	**471,432.00**	**219,874.84**	**11,336.20**	**240,220.96**
-- School-Sponsored Athletics - Instruction								
11-402-100-100	17500	Salaries	811,848.00	254,626.41	1,066,474.41	875,360.63	33,330.22	157,783.56
11-402-100-500	17520	Purchased Services (300-500 series)	255,255.00	(13,186.95)	242,068.05	186,395.31	14,892.19	40,780.55
11-402-100-600	17540	Supplies and Materials	209,955.00	30,643.50	240,598.50	202,239.94	15,352.49	23,006.07
11-402-100-800	17560	Other Objects	116,300.00	0.00	116,300.00	83,515.50	0.00	32,784.50
11-402-100-xxx	**17600**	**Total School-Sponsored Athletics - Instruction**	**1,393,358.00**	**272,082.96**	**1,665,440.96**	**1,347,511.38**	**63,574.90**	**254,354.68**
-- Total Undistributed Expenditures								
--- Undistributed Expenditures - Instruction (Tuition)								
11-000-100-561	29000	Tuition to Other LEAs Within the State-Regular	20,000.00	(1,928.96)	18,071.04	13,033.52	5,037.52	0.00
11-000-100-562	29020	Tuition to Other LEAs Within the State-Special	35,000.00	6,453.80	41,453.80	33,653.80	7,800.00	0.00
11-000-100-563	29040	Tuition to County Voc. School Dist.-Regular	515,970.00	(36,912.80)	479,057.20	232,260.00	236,082.00	10,715.20
11-000-100-564	29060	Tuition to County Voc. School Dist.-Special	100,448.00	0.00	100,448.00	63,514.15	36,917.85	16.00
11-000-100-565	29080	Tuition to CSSD and Reg. Day Schools	1,167,599.00	(115,887.26)	1,051,711.74	722,809.72	262,480.28	66,421.74
11-000-100-566	29100	Tuition to Priv. Sch. for the Disabled - Within the State	2,078,105.00	(125,937.04)	1,952,167.96	1,412,045.95	462,723.07	77,398.94
11-000-100-568	29140	Tuition - State Facilities	45,000.00	0.00	45,000.00	38,462.50	4,272.50	2,265.00
11-000-100-xxx	**29180**	**Total Undistributed Expenditures - Instruction (Tuition)**	**3,962,122.00**	**(274,212.26)**	**3,687,909.74**	**2,515,779.64**	**1,015,313.22**	**156,816.88**
--- Undistributed Expenditures - Attendance and Social Work								
11-000-211-100	29500	Salaries	216,758.00	0.00	216,758.00	196,372.82	18,609.40	1,775.78
11-000-211-600	29640	Supplies and Materials	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
11-000-211-xxx	**29680**	**Total Attendance and Work**	**217,758.00**	**0.00**	**217,758.00**	**196,372.82**	**18,609.40**	**2,775.78**
--- Undistributed Expenditures - Health Services								
11-000-213-100	30500	Salaries	440,012.00	(25,777.30)	414,234.70	319,238.51	32,156.16	62,840.03
11-000-213-300	30540	Purchased Professional and Technical Services	31,550.00	5,727.30	37,277.30	21,096.05	11,862.50	4,318.75
11-000-213-500	30560	Other Purchased Services (400-500 series)	3,520.00	543.00	4,063.00	3,157.22	157.35	748.43
11-000-213-600	30580	Supplies and Materials	14,538.00	0.00	14,538.00	6,766.84	838.34	6,932.82
11-000-213-616	30585	Supplies - Menstrual Products	11,000.00	0.00	11,000.00	2,178.40	80.40	8,741.20
11-000-213-800	30600	Other Objects	700.00	0.00	700.00	445.50	0.00	254.50
11-000-213-xxx	**30620**	**Total Undistributed Expenditures - Health Services**	**501,320.00**	**(19,507.00)**	**481,813.00**	**352,882.52**	**45,094.75**	**83,835.73**
--- Undistributed Expenditures - Speech, OT, PT and Related Services								
11-000-216-100	40500	Salaries	70,341.00	0.00	70,341.00	63,306.90	7,034.10	0.00
11-000-216-320	40520	Purchased Professional - Educational Services	127,965.00	43,976.00	171,941.00	97,430.80	68,081.30	6,428.90
11-000-216-600	40540	Supplies and Materials	4,600.00	10,000.00	14,600.00	11,834.14	123.20	2,642.66
11-000-216-xxx	**40580**	**Total Speech, OT, PT and Related Services**	**202,906.00**	**53,976.00**	**256,882.00**	**172,571.84**	**75,238.60**	**9,071.56**
--- Undistributed Expenditures-Other Supp. Serv. Students-Extraordinary Svcs								
11-000-217-100	41000	Salaries	449,918.00	52,454.05	502,372.05	462,338.45	40,033.60	0.00
11-000-217-320	41020	Purchased Professional - Educational Services	842,238.00	37,884.71	880,122.71	737,125.75	104,141.00	38,855.96
11-000-217-600	41040	Supplies and Materials	8,000.00	(8,000.00)	0.00	101.39	(101.39)	0.00
11-000-217-xxx	**41080**	**Total Other Support Services Students-Extraordinary Serv.**	**1,300,156.00**	**82,338.76**	**1,382,494.76**	**1,199,565.59**	**144,073.21**	**38,855.96**
--- Undistributed Expenditures - Guidance								
11-000-218-104	41500	Salaries of Other Professional Staff	872,861.00	145,784.51	1,018,645.51	917,268.09	95,058.53	6,318.89
11-000-218-105	41520	Salaries of Secretarial and Clerical Assistants	156,298.00	1,510.00	157,808.00	144,861.18	12,942.15	4.67
11-000-218-320	41560	Purchased Professional - Educational Services	41,016.00	(1,442.91)	39,573.09	31,977.97	0.00	7,595.12

Account Number	Line	Account Name	Original Budget Certified For Taxes	Budget Transfers	Appropriations	Expenditures	Encumbrances	Available Balance
11-000-218-390	41580	Other Purchased Professional and Technical Services	42,725.00	0.00	42,725.00	31,664.47	6,491.22	4,569.31
11-000-218-500	41600	Other Purchased Services (400-500 series)	11,925.00	346.40	12,271.40	10,281.63	320.85	1,668.92
11-000-218-600	41620	Supplies and Materials	13,150.00	0.00	13,150.00	4,747.06	0.00	8,402.94
11-000-218-800	41640	Other Objects	2,587.00	0.00	2,587.00	2,137.00	258.00	192.00
11-000-218-xxx	**41660**	**Total Undistributed Expenditures - Guidance**	**1,140,562.00**	**146,198.00**	**1,286,760.00**	**1,142,937.40**	**115,070.75**	**28,751.85**
--- Undistributed Expenditures - Child Study Teams								
11-000-219-104	42000	Salaries of Other Professional Staff	819,261.00	(19,692.76)	799,568.24	711,892.17	75,047.60	12,628.47
11-000-219-105	42020	Salaries of Secretarial and Clerical Assistants	78,149.00	0.00	78,149.00	54,069.27	2,170.78	21,908.95
11-000-219-199	42045	Unused Vacation Payment to Terminated / Retired Staff	0.00	2,304.37	2,304.37	2,304.37	0.00	0.00
11-000-219-320	42060	Purchased Professional - Educational Services	20,000.00	4,060.00	24,060.00	10,304.00	8,754.00	5,002.00
11-000-219-390	42080	Other Purchased Prof. and Tech. Services	47,625.00	(3,085.88)	44,539.12	23,894.17	5,425.00	15,219.95
11-000-219-500	42100	Other Purchased Services (400-500 series) (voc and cssd only)	11,575.00	204.46	11,779.46	6,872.29	969.98	3,937.19
11-000-219-600	42160	Supplies and Materials	6,740.00	8,555.36	15,295.36	14,870.32	0.00	425.04
11-000-219-800	42180	Other Objects	5,000.00	765.40	5,765.40	4,595.40	50.00	1,120.00
11-000-219-xxx	**42200**	**Total Child Study Teams**	**988,350.00**	**(6,889.05)**	**981,460.95**	**828,801.99**	**92,417.36**	**60,241.60**
--- Undistributed Expenditures - Improvement of Instruction Services								
11-000-221-102	43000	Salaries of Supervisor of Instruction	703,350.00	(7,846.68)	695,503.32	609,261.70	46,138.72	40,102.90
11-000-221-104	43020	Salaries of Other Professional Staff	10,350.00	3,000.00	13,350.00	5,399.72	0.00	7,950.28
11-000-221-105	43040	Salaries of Secretarial and Clerical Assist.	32,610.00	0.00	32,610.00	27,645.34	2,710.32	2,254.34
11-000-221-199	43065	Unused Vacation Payment to Terminated / Retired Staff	0.00	7,846.68	7,846.68	7,846.68	0.00	0.00
11-000-221-320	43100	Purchased Professional-Educational Services	164,450.00	9,000.00	173,450.00	152,804.57	0.00	20,645.43
11-000-221-500	43140	Other Purchased Services (400-500)	15,000.00	(1,000.00)	14,000.00	2,733.80	250.00	11,016.20
11-000-221-600	43160	Supplies and Materials	9,500.00	(3,998.80)	5,501.20	1,640.77	133.87	3,726.56
11-000-221-800	43180	Other Objects	13,100.00	998.80	14,098.80	10,081.77	70.00	3,947.03
11-000-221-xxx	**43200**	**Total Improvement of Instruction Services**	**948,360.00**	**8,000.00**	**956,360.00**	**817,414.35**	**49,302.91**	**89,642.74**
--- Undistributed Expenditures - Educational Media Services/School Library								
11-000-222-100	43500	Salaries	262,111.00	0.00	262,111.00	229,327.71	25,047.56	7,735.73
11-000-222-300	43540	Purchased Professional and Technical Services	31,448.00	709.72	32,157.72	31,313.78	0.00	843.94
11-000-222-500	43560	Other Purchased Services (400-500 series)	1,150.00	295.00	1,445.00	295.00	0.00	1,150.00
11-000-222-600	43580	Supplies and Materials	16,350.00	5,764.72	22,114.72	15,861.88	1,713.79	4,539.05
11-000-222-800	43600	Other Objects	550.00	0.00	550.00	160.00	0.00	390.00
11-000-222-xxx	**43620**	**Total Educational Media Services/School Library**	**311,609.00**	**6,769.44**	**318,378.44**	**276,958.37**	**26,761.35**	**14,658.72**
--- Undistributed Expenditures - Instructional Staff Training Services								
11-000-223-102	44000	Salaries of Supervisors of Instruction	87,230.00	0.00	87,230.00	78,794.93	7,163.16	1,271.91
11-000-223-104	44020	Salaries of Other Professional Staff	8,640.00	(3,216.00)	5,424.00	322.05	0.00	5,101.95
11-000-223-105	44040	Salaries of Secretarial and Clerical Assist	32,610.00	0.00	32,610.00	27,645.42	2,710.34	2,254.24
11-000-223-320	44080	Purchased Professional - Educational Servic	5,000.00	216.00	5,216.00	2,466.00	299.00	2,451.00
11-000-223-500	44120	Other Purchased Services (400-500 series)	21,710.00	(3,002.00)	18,708.00	3,409.49	0.00	15,298.51
11-000-223-xxx	**44180**	**Total Instructional Staff Training Services**	**155,190.00**	**(6,002.00)**	**149,188.00**	**112,637.89**	**10,172.50**	**26,377.61**
--- Undistributed Expenditures - Support Services - General Administration								
11-000-230-100	45000	Salaries	342,355.00	13,517.00	355,872.00	325,981.70	29,890.28	0.02
11-000-230-331	45040	Legal Services	100,000.00	(2,949.02)	97,050.98	81,989.54	15,061.44	0.00
11-000-230-332	45060	Audit Fees	52,500.00	119.70	52,619.70	52,619.70	0.00	0.00
11-000-230-334	45080	Architectural/Engineering Services	10,000.00	(2,360.00)	7,640.00	7,640.00	0.00	0.00
11-000-230-340	45120	Purchased Technical Services	5,500.00	9,515.00	15,015.00	15,015.00	0.00	0.00

Account Number	Line	Account Name	Original Budget Certified For Taxes	Budget Transfers	Appropriations	Expenditures	Encumbrances	Available Balance
11-000-230-530	45140	Communications / Telephone	106,625.00	(22,629.78)	83,995.22	71,833.52	11,030.49	1,131.21
11-000-230-585	45160	BOE Other Purchased Services	19,000.00	(998.00)	18,002.00	16,223.84	1,778.16	0.00
11-000-230-590	45180	Misc Purchased Services (400-500 series, O/T 530 and 585)	115,000.00	7,822.81	122,822.81	116,338.25	6,104.56	380.00
11-000-230-610	45200	General Supplies	6,000.00	3,157.80	9,157.80	4,055.31	2,619.55	2,482.94
11-000-230-630	45220	BOE In-House Training/Meeting Supplies	500.00	0.00	500.00	0.00	0.00	500.00
11-000-230-890	45260	Miscellaneous Expenditures	3,500.00	500.00	4,000.00	3,914.00	0.00	86.00
11-000-230-895	45280	BOE Membership Dues and Fees	20,305.00	8,995.83	29,300.83	25,834.58	3,466.25	0.00
11-000-230-xxx	**45300**	**Total Support Services - General Administration**	**781,285.00**	**14,691.34**	**795,976.34**	**721,445.44**	**69,950.73**	**4,580.17**
--- Undistributed Expenditures - Support Services - School Administration								
11-000-240-103	46000	Salaries of Principals/Assistant Principals	1,046,820.00	121,732.32	1,168,552.32	1,071,170.02	97,378.98	3.32
11-000-240-104	46020	Salaries of Other Professional Staff	516,525.00	(515,577.63)	947.37	0.01	0.00	947.36
11-000-240-105	46040	Salaries of Secretarial and Clerical Assistants	349,768.00	(10,494.86)	339,273.14	306,518.48	25,773.16	6,981.50
11-000-240-300	46080	Purchased Professional and Technical Services	25,500.00	(6,903.25)	18,596.75	10,685.00	378.75	7,533.00
11-000-240-500	46100	Other Purchased Services (400-500 series)	31,400.00	3,666.56	35,066.56	28,371.00	3,849.36	2,846.20
11-000-240-600	46120	Supplies and Materials	41,900.00	5,210.68	47,110.68	23,220.38	4,621.39	19,268.91
11-000-240-800	46140	Other Objects	53,890.00	588.33	54,478.33	22,102.91	31,305.02	1,070.40
11-000-240-xxx	**46160**	**Total Support Services - School Administration**	**2,065,803.00**	**(401,777.85)**	**1,664,025.15**	**1,462,067.80**	**163,306.66**	**38,650.69**
--- Undistributed Expenditures - Central Services								
11-000-251-100	47000	Salaries	533,240.00	(9,216.59)	524,023.41	457,496.76	43,575.72	22,950.93
11-000-251-199	47005	Unused Vacation Payment to Terminated / Retired Staff	0.00	8,190.36	8,190.36	8,190.36	0.00	0.00
11-000-251-340	47040	Purchased Technical Services	119,010.00	(8,190.36)	110,819.64	106,375.61	169.05	4,274.98
11-000-251-592	47060	Miscellaneous Purchased Services (400-500 series)	13,075.00	8,888.59	21,963.59	18,770.41	1,055.19	2,137.99
11-000-251-600	47100	Supplies and Materials	8,500.00	0.00	8,500.00	3,348.40	516.71	4,634.89
11-000-251-890	47180	Miscellaneous Expenditures	3,500.00	328.00	3,828.00	2,862.00	0.00	966.00
11-000-251-xxx	**47200**	**Total Central Services**	**677,325.00**	**0.00**	**677,325.00**	**597,043.54**	**45,316.67**	**34,964.79**
--- Undistributed Expenditures - Administrative Information Technology								
11-000-252-100	47500	Salaries	224,280.00	24,106.01	248,386.01	170,519.69	12,956.30	64,910.02
11-000-252-340	47540	Purchased Technical Services	346,550.00	(9,167.85)	337,382.15	324,537.42	5,383.73	7,461.00
11-000-252-500	47560	Other Purchased Services (400-500 series)	2,500.00	(315.68)	2,184.32	2,184.32	0.00	0.00
11-000-252-600	47580	Supplies and Materials	18,750.00	3,175.00	21,925.00	16,963.66	1,649.08	3,312.26
11-000-252-800	47600	Other Objects	850.00	220.00	1,070.00	775.00	295.00	0.00
11-000-252-xxx	**47620**	**Total Administrative Information Technology**	**592,930.00**	**18,017.48**	**610,947.48**	**514,980.09**	**20,284.11**	**75,683.28**
--- Operation and Maintenance of Plant Services								
---- Undistributed Expenditures - Required Maintenance for School Facilities								
11-000-261-100	48500	Salaries	332,188.00	(2,661.45)	329,526.55	303,104.11	26,421.66	0.78
11-000-261-420	48520	Cleaning, Repair, and Maintenance Services	490,000.00	58,916.16	548,916.16	442,229.45	103,747.35	2,939.36
11-000-261-421	48530	Lead Testing of Drinking Water	0.00	696.00	696.00	0.00	0.00	696.00
11-000-261-610	48540	General Supplies	168,600.00	22,846.73	191,446.73	147,604.13	37,719.76	6,122.84
11-000-261-800	48560	Other Objects	2,250.00	220.78	2,470.78	1,400.00	1,000.00	70.78
11-000-261-xxx	**48580**	**Total Required Maintenance for School Facilities**	**993,038.00**	**80,018.22**	**1,073,056.22**	**894,337.69**	**168,888.77**	**9,829.76**
---- Undistributed Expenditures - Custodial Services								
11-000-262-100	49000	Salaries	1,272,635.00	(56,081.97)	1,216,553.03	1,118,492.84	97,681.18	379.01
11-000-262-199	49025	Unused Vacation Payment to Terminated / Retired Staff	0.00	11,310.27	11,310.27	11,310.27	0.00	0.00
11-000-262-300	49040	Purchased Professional and Technical Services	105,000.00	(10,000.00)	95,000.00	72,249.07	16,080.68	6,670.25
11-000-262-420	49060	Cleaning, Repair, and Maintenance Services	6,000.00	1,309.48	7,309.48	5,359.48	0.00	1,950.00
11-000-262-490	49120	Other Purchased Property Services	47,000.00	0.00	47,000.00	46,859.90	140.10	0.00
11-000-262-520	49140	Insurance	221,000.00	1,400.00	222,400.00	222,357.00	0.00	43.00
11-000-262-590	49160	Miscellaneous Purchased Services	1,000.00	(37.75)	962.25	851.04	47.30	63.91
11-000-262-610	49180	General Supplies	155,000.00	(22,031.53)	132,968.47	110,248.79	10,234.36	12,485.32

Account Number	Line	Account Name	Original Budget Certified For Taxes	Budget Transfers	Appropriations	Expenditures	Encumbrances	Available Balance
11-000-262-621	49200	Energy (Natural Gas)	200,000.00	122,120.18	322,120.18	259,250.22	51,067.99	11,801.97
11-000-262-622	49220	Energy (Electricity)	900,000.00	165,317.53	1,065,317.53	698,039.02	367,278.51	0.00
11-000-262-xxx	**49340**	**Total Custodial Services**	**2,907,635.00**	**213,306.21**	**3,120,941.21**	**2,545,017.63**	**542,530.12**	**33,393.46**
---- Undistributed Expenditures - Care and Upkeep of Grounds								
11-000-263-100	50000	Salaries	336,368.00	(4,060.00)	332,308.00	306,287.59	26,011.72	8.69
11-000-263-300	50020	Purchased Professional and Technical Services	17,500.00	(11,843.00)	5,657.00	3,645.00	0.00	2,012.00
11-000-263-420	50040	Cleaning, Repair, and Maintenance Services	55,300.00	(2,637.77)	52,662.23	37,995.72	14,026.03	640.48
11-000-263-610	50060	General Supplies	50,000.00	34,334.05	84,334.05	59,737.85	20,417.52	4,178.68
11-000-263-xxx	**50100**	**Total Care And Upkeep Of Grounds**	**459,168.00**	**15,793.28**	**474,961.28**	**407,666.16**	**60,455.27**	**6,839.85**
---- Undistributed Expenditures - Security								
11-000-266-100	51000	Salaries	30,625.00	0.00	30,625.00	27,495.90	3,055.10	74.00
11-000-266-300	51020	Purchased Professional and Technical Services	285,000.00	13,385.00	298,385.00	298,381.00	0.00	4.00
11-000-266-xxx	**51100**	**Total Security**	**315,625.00**	**13,385.00**	**329,010.00**	**325,876.90**	**3,055.10**	**78.00**
subtotal of 11-000-26x-xxx	**51120**	**Total Operation and Maintenance of Plant Services**	**4,675,466.00**	**322,502.71**	**4,997,968.71**	**4,172,898.38**	**774,929.26**	**50,141.07**
--- Undistributed Expenditures - Student Transportation Services								
11-000-270-107	52000	Salaries of Non-Instructional Aides	32,959.00	(32,959.00)	0.00	0.00	0.00	0.00
11-000-270-160	52020	Salaries for Pupil Trans. (Between Home and Sch)-Regular	436,793.00	6,391.39	443,184.39	408,345.46	34,838.93	0.00
11-000-270-161	52040	Salaries for Pupil Trans. (Bet Home and Sch)-Special Ed.	25,368.00	10,668.60	36,036.60	36,036.60	0.00	0.00
11-000-270-162	52060	Salaries for Pupil Trans. (Other than Between Home and Sch)	100,000.00	57,685.46	157,685.46	157,685.46	0.00	0.00
11-000-270-390	52120	Other Purchased Professional and Technical Services	8,125.00	0.00	8,125.00	4,697.50	212.50	3,215.00
11-000-270-420	52140	Cleaning, Repair, and Maintenance Services	7,500.00	6,997.31	14,497.31	13,922.31	230.00	345.00
11-000-270-503	52200	Contracted Services-Aid in Lieu Pymts- Non-Public School	264,000.00	0.00	264,000.00	208,374.88	0.00	55,625.12
11-000-270-511	52260	Contracted Services (Between Home and Sch)-Vendors	2,695,375.00	(144,436.00)	2,550,939.00	2,093,387.58	456,113.37	1,438.05
11-000-270-512	52280	Contracted Services (Other than Between Home and Sch)-Vendors	46,500.00	4,310.00	50,810.00	16,413.25	12,284.00	22,112.75
11-000-270-514	52320	Contracted Services (Special Ed Students)-Vendors	2,192,455.00	5,448.25	2,197,903.25	1,497,617.61	696,010.64	4,275.00
11-000-270-515	52340	Contracted Services (Special Ed Students)-Joint Agreements	25,000.00	0.00	25,000.00	10,422.36	2,606.04	11,971.60
11-000-270-517	52360	Contracted Services (Regular Students)-ESCs and CTSAs	25,000.00	46,436.00	71,436.00	55,303.64	16,132.36	0.00
11-000-270-593	52400	Miscellaneous Purchased Services - Transportation	105,575.00	1,852.29	107,427.29	85,012.17	2,753.46	19,661.66
11-000-270-610	52420	General Supplies	5,000.00	0.00	5,000.00	0.00	0.00	5,000.00
11-000-270-615	52440	Transportation Supplies	325,000.00	39,480.00	364,480.00	240,368.65	92,778.21	31,333.14
11-000-270-800	52460	Other Objects	1,000.00	0.00	1,000.00	345.00	0.00	655.00
11-000-270-xxx	**52480**	**Total Student Transportation Services**	**6,295,650.00**	**1,874.30**	**6,297,524.30**	**4,827,932.47**	**1,313,959.51**	**155,632.32**
--- Employee Benefits								
---- Unallocated Benefits								
11-000-291-220	71020	Social Security Contributions	635,000.00	(17,194.04)	617,805.96	571,807.47	0.00	45,998.49
11-000-291-241	71060	Other Retirement Contributions - PERS	825,000.00	14,793.00	839,793.00	839,793.00	0.00	0.00
11-000-291-249	71120	Other Retirement Contributions - Regular	25,000.00	13,411.43	38,411.43	32,000.37	0.00	6,411.06
11-000-291-250	71140	Unemployment Compensation	20,000.00	0.00	20,000.00	0.00	0.00	20,000.00
11-000-291-260	71160	Worker's Compensation	324,000.00	(17,376.43)	306,623.57	290,581.75	7,022.62	9,019.20
11-000-291-270	71180	Health Benefits	8,005,000.00	(62,142.70)	7,942,857.30	7,913,859.23	0.00	28,998.07
11-000-291-280	71200	Tuition Reimbursement	135,000.00	11,490.00	146,490.00	62,629.99	34,002.00	49,858.01
11-000-291-290	71220	Other Employee Benefits	432,496.00	(55,463.47)	377,032.53	44,195.51	2,019.18	330,817.84
11-000-291-299	71227	Unused Sick Payments to Terminated / Retired Staff	55,000.00	0.00	55,000.00	39,187.50	0.00	15,812.50
total unallocated benefits	**71240**	**11-000-291-2xx**	**10,456,496.00**	**(112,482.21)**	**10,344,013.79**	**9,794,054.82**	**43,043.80**	**506,915.17**
11-xxx-xxx-2xx	**71260**	**Total Employee Benefits**	**10,456,496.00**	**(112,482.21)**	**10,344,013.79**	**9,794,054.82**	**43,043.80**	**506,915.17**
	72140	**Total Undistributed Expenditures**	**35,273,288.00**	**(166,502.34)**	**35,106,785.66**	**29,706,344.95**	**4,022,844.79**	**1,377,595.92**
	72260	**Total General Expense**	**56,980,095.00**	**(53,002.93)**	**56,927,092.07**	**48,466,879.38**	**5,838,716.73**	**2,621,495.96**

Account Number	Line	Account Name	Original Budget Certified For Taxes	Budget Transfers	Appropriations	Expenditures	Encumbrances	Available Balance
- Capital Outlay								
-- Equipment								
--- Instructional Equipment - Regular Education:								
12-130-100-730	73060	Grades 6-8	2,000.00	2,700.00	4,700.00	1,900.00	2,174.12	625.88
12-140-100-730	73080	Grades 9-12	134,150.00	(5,150.00)	129,000.00	118,798.04	0.00	10,201.96
	-	**Total Instructional Equipment - Regular Education**	**136,150.00**	**(2,450.00)**	**133,700.00**	**120,698.04**	**2,174.12**	**10,827.84**
--- Equipment - Other:								
12-4xx-100-730	75080	School-Sponsored and Other Instructional Programs	0.00	5,500.00	5,500.00	5,400.35	0.00	99.65
	-	**Total Equipment - Other**	**0.00**	**5,500.00**	**5,500.00**	**5,400.35**	**0.00**	**99.65**
--- Equipment - Undistributed:								
12-000-230-730	75620	Undistributed Expenditures - General Administration	0.00	3,000.00	3,000.00	2,299.00	0.00	701.00
12-000-252-730	75680	Undistributed Expenditures - Administrative Information Tech.	0.00	15,000.00	15,000.00	15,000.00	0.00	0.00
12-000-262-730	75720	Undistributed Expenditures - Custodial Services	17,500.00	(17,500.00)	0.00	0.00	0.00	0.00
12-000-263-730	75740	Undistributed Expenditures - Care and Upkeep of Grounds	11,000.00	13,000.00	24,000.00	22,877.50	0.00	1,122.50
	-	**Total Equipment - Undistributed**	**28,500.00**	**13,500.00**	**42,000.00**	**40,176.50**	**0.00**	**1,823.50**
12-xxx-xxx-73x	**75880**	**Total Equipment**	**164,650.00**	**16,550.00**	**181,200.00**	**166,274.89**	**2,174.12**	**12,750.99**
-- Facilities Acquisition and Construction Services								
12-000-400-334	76040	Architectural/Engineering Services	0.00	184,340.00	184,340.00	136,300.00	48,040.00	0.00
12-000-400-390	76060	Other Purchased Professional and Technical Services	0.00	1,500.00	1,500.00	1,500.00	0.00	0.00
12-000-400-450	76080	Construction Services	0.00	1,964,447.24	1,964,447.24	216,706.66	1,747,740.58	0.00
12-000-400-896	76210	Assessment for Debt Service on SDA Funding	116,737.00	0.00	116,737.00	105,063.30	11,673.70	0.00
12-000-400-932	76240	Capital Outlay - Transfer to Capital Projects	2,155,000.00	0.00	2,155,000.00	2,155,000.00	0.00	0.00
12-000-400-xxx	**76260**	**Total Facilities Acquisition and Construction Services**	**2,271,737.00**	**2,150,287.24**	**4,422,024.24**	**2,614,569.96**	**1,807,454.28**	**0.00**
12-xxx-xxx-xxx	**76400**	**Total Capital Outlay**	**2,436,387.00**	**2,166,837.24**	**4,603,224.24**	**2,780,844.85**	**1,809,628.40**	**12,750.99**
- Fund 10 Items								
10-000-100-56x	84000	Transfer of Funds to Charter Schools	38,518.00	16,134.00	54,652.00	48,456.00	6,196.00	0.00
10-xxx-xxx-xxx	**Total Fund 10 Items**		**38,518.00**	**16,134.00**	**54,652.00**	**48,456.00**	**6,196.00**	**0.00**
	84060	**Total General Fund**	**59,455,000.00**	**2,129,968.31**	**61,584,968.31**	**51,296,180.23**	**7,654,541.13**	**2,634,246.95**

Report of the Secretary to the Board of Education
Kingsway Regional School District

Fund 20 - Interim Balance Sheet
For the eleven month period ending 05/31/2026

Assets and Resources

Assets:

Account Number	Account Name	Subtotal Balance	Balance
101	Cash in Bank		361,101.67
	Accounts Receivable:		
132	InterfundAccounts Receivable:	41,189.00	
141	Intergovernmental - StateAccounts Receivable:	35,472.24	
142	Intergovernmental - FederalAccounts Receivable:	(13,958.00)	
153,154	Other (net of estimated uncollectible of $10,000)Accounts Receivable:	45,644.77	
xxx	Other Current AssetsAccounts Receivable:	0.00	108,348.01
	Loans Receivable:		
			469,449.68

Resources:

Account Number	Account Name	Subtotal Balance	Balance
301	Estimated Revenues	881,585.45	
302	Less Revenues	468,516.90	413,068.55
			413,068.55
		Total Assets and Resources:	**882,518.23**

Liabilities and Fund Equity

Liabilities:

Account Number	Account Name	Subtotal Balance	Balance
			0.00

Fund Balance:

Account Number	Account Name	Subtotal Balance	Subtotal Balance 2	Subtotal Balance 3	Balance
	Appropriated:				
753	Reserve for Encumbrances - Current Year		304,898.42		
754+753	Reserve for Encumbrances - Current + Prior			304,898.42	
	Reserve Fund Balance:				
758	Student Activity Fund			325,122.87	
759	Scholarship Fund			163,730.72	
601	Appropriations		881,585.45		
602	Less: Expenditures	487,921.45			
603	Encumbrances	304,898.42	(792,819.87)	88,765.58	
770	Unassigned Fund Balance			0.64	
					882,518.23
				Total Liabilities and Fund Equity:	**882,518.23**

Fund 20 - Recapitulation of Budgeted Fund Balance

	Budgeted	Actual	Variance
Appropriations	881,585.45	792,819.87	88,765.58
Revenues	(881,585.45)	(468,516.90)	(413,068.55)
	.00	**324,302.97**	**(324,302.97)**

Report of the Secretary to the Board of Education
Kingsway Regional School District

Fund 20 - Interim Statements Comparing Budgeted Revenue with Actual to Date and Appropriations with Expenditures and Encumbrances to Date
For the eleven month period ending 05/31/2026

Revenues/Sources of Funds

Account Number	Line	Revenues/Sources of Funds	Original Budget Certified for Taxes	Budget Transfers	Budgeted / Estimated	Actual to Date	Note	Unrealized Balance
20-1xxx	745	From Local Sources	10,000.00	30,077.21	40,077.21	9,735.66	Under	30,341.55
20-3xxx	770	From State Sources	23,400.00	53,189.24	76,589.24	54,934.24	Under	21,655.00
20-4xxx	830	From Federal Sources	680,000.00	84,919.00	764,919.00	403,847.00	Under	361,072.00
	-	**Total Revenues/Sources Of Funds**	**713,400.00**	**168,185.45**	**881,585.45**	**468,516.90**	**Under**	**413,068.55**

Special Revenue Fund

Local Projects

Account Number	Line	Expenditures Description	Original Budget Certified For Taxes	Budget Transfers	Appropriations	Expenditures	Encumbrances	Available Balance
20-xxx-xxx-xxx	84100	Local Projects	10,000.00	30,077.21	40,077.21	23,877.40	56.99	16,142.82
		Total Local Projects	**10,000.00**	**30,077.21**	**40,077.21**	**23,877.40**	**56.99**	**16,142.82**

State Projects

Account Number	Line	Expenditures Description	Original Budget Certified For Taxes	Budget Transfers	Appropriations	Expenditures	Encumbrances	Available Balance
20-xxx-xxx-xxx	88190	Total Other State Projects	23,400.00	53,189.24	76,589.24	12,374.48	64,096.04	118.72
20-xxx-xxx-xxx		**Total State Projects**	**23,400.00**	**53,189.24**	**76,589.24**	**12,374.48**	**64,096.04**	**118.72**

Federal Projects

Account Number	Line	Expenditures Description	Original Budget Certified For Taxes	Budget Transfers	Appropriations	Expenditures	Encumbrances	Available Balance
20-xxx-xxx-xxx	88500	Title I	70,000.00	31,026.00	101,026.00	37,635.96	3,750.00	59,640.04
20-xxx-xxx-xxx	88520	Title II	25,000.00	44,167.00	69,167.00	62,967.00	3,100.00	3,100.00
20-xxx-xxx-xxx	88540	Title III	0.00	7,801.00	7,801.00	0.00	0.00	7,801.00
20-xxx-xxx-xxx	88560	Title IV	10,000.00	0.00	10,000.00	10,000.00	0.00	0.00
20-xxx-xxx-xxx	88620	I.D.E.A. Part B (Handicapped)	575,000.00	1,925.00	576,925.00	341,066.61	233,895.39	1,963.00
20-xxx-xxx-xxx		**Total Federal Projects**	**680,000.00**	**84,919.00**	**764,919.00**	**451,669.57**	**240,745.39**	**72,504.04**
		Total Special Revenue Fund	**713,400.00**	**168,185.45**	**881,585.45**	**487,921.45**	**304,898.42**	**88,765.58**

Report of the Secretary to the Board of Education
Kingsway Regional School District

Fund 20 - Schedule of Revenues
Actual Compared with Estimate
For the eleven month period ending 05/31/2026

Account Number	Line	Account Name	Original Budget Certified For Taxes	Budget Transfers	Estimated	Actual	Unrealized
Revenues/Sources of Funds							
- Local Sources							
20-1xxx	740	Other Revenue from Local Sources	10,000.00	30,077.21	40,077.21	9,735.66	30,341.55
20-1xxx	**745**	**Total Local Sources**	**10,000.00**	**30,077.21**	**40,077.21**	**9,735.66**	**30,341.55**
- State Sources							
20-32xx	765	Other Restricted Entitlements	23,400.00	53,189.24	76,589.24	54,934.24	21,655.00
20-3xxx	**770**	**Total from State Sources**	**23,400.00**	**53,189.24**	**76,589.24**	**54,934.24**	**21,655.00**
- Federal Sources							
20-4411-4414	775	Title I	70,000.00	31,026.00	101,026.00	17,968.00	83,058.00
20-4451-4455	780	Title II	25,000.00	44,167.00	69,167.00	53,567.00	15,600.00
20-4491-4494	785	Title III	0.00	7,801.00	7,801.00	0.00	7,801.00
20-4471-4474	790	Title IV	10,000.00	0.00	10,000.00	10,000.00	0.00
20-4420-4429	805	I.D.E.A. Part B (Handicapped)	575,000.00	1,925.00	576,925.00	322,312.00	254,613.00
20-4xxx	**830**	**Total from Federal Sources**	**680,000.00**	**84,919.00**	**764,919.00**	**403,847.00**	**361,072.00**
	-	**Total Revenues/Sources of Funds**	**713,400.00**	**168,185.45**	**881,585.45**	**468,516.90**	**413,068.55**

Report of the Secretary to the Board of Education
Kingsway Regional School District

Fund 20 - Statement of Appropriations
Compared with Expenditures and Encumbrances
For the eleven month period ending 05/31/2026

Account Number	Line	Account Name	Original Budget Certified For Taxes	Budget Transfers	Appropriations	Expenditures	Encumbrances	Available Balance
Special Revenue Fund								
- Local Projects								
-- Local Projects								
20-xxx-xxx-xxx	84100	Local Projects	10,000.00	30,077.21	40,077.21	23,877.40	56.99	16,142.82
20-xxx-xxx-xxx	**84100**		**10,000.00**	**30,077.21**	**40,077.21**	**23,877.40**	**56.99**	**16,142.82**
	-	**Total Local Projects**	**10,000.00**	**30,077.21**	**40,077.21**	**23,877.40**	**56.99**	**16,142.82**
- State Projects								
-- Other State Projects								
20-xxx-xxx-xxx	88000	Nonpublic Textbooks	1,600.00	458.00	2,058.00	2,012.73	0.00	45.27
20-xxx-xxx-xxx	88020	Nonpublic Auxiliary Services	8,800.00	(4,883.00)	3,917.00	3,169.80	747.20	0.00
20-xxx-xxx-xxx	88040	Nonpublic Handicapped Services	7,600.00	686.00	8,286.00	1,486.80	6,799.20	0.00
20-xxx-xxx-xxx	88060	Nonpublic Nursing Services	3,900.00	1,487.00	5,387.00	4,309.60	1,077.40	0.00
20-xxx-xxx-xxx	88080	Nonpublic Technology Initiative	1,500.00	(31.00)	1,469.00	1,395.55	0.00	73.45
20-xxx-xxx-xxx	88180	Other State Projects	0.00	55,472.24	55,472.24	0.00	55,472.24	0.00
20-xxx-xxx-xxx	**88190**	**Total Other State Projects**	**23,400.00**	**53,189.24**	**76,589.24**	**12,374.48**	**64,096.04**	**118.72**
	88200	**Total State Projects**	**23,400.00**	**53,189.24**	**76,589.24**	**12,374.48**	**64,096.04**	**118.72**
- Federal Projects								
-- Title I								
20-xxx-100-101	88480	Salaries- Instruction- Salaries of Teacher	70,000.00	(26,000.00)	44,000.00	32,140.96	0.00	11,859.04
20-xxx-100-300	88482	Purchased Services- Instruction	0.00	15,750.00	15,750.00	5,495.00	3,750.00	6,505.00
20-xxx-100-600	88484	Instructional Supplies- Instruction	0.00	32,268.00	32,268.00	0.00	0.00	32,268.00
20-xxx-xxx-xxx	88497	Other Federal Expenditures	0.00	9,008.00	9,008.00	0.00	0.00	9,008.00
20-xxx-xxx-xxx	**88500**	**Total Title I**	**70,000.00**	**31,026.00**	**101,026.00**	**37,635.96**	**3,750.00**	**59,640.04**
-- Title II								
20-xxx-200-100	88510	Salaries-Support	25,000.00	(2,133.00)	22,867.00	22,867.00	0.00	0.00
20-xxx-200-300	88512	Professional Tech Services-Support	0.00	46,300.00	46,300.00	40,100.00	3,100.00	3,100.00
20-xxx-xxx-xxx	**88520**	**Total Title II**	**25,000.00**	**44,167.00**	**69,167.00**	**62,967.00**	**3,100.00**	**3,100.00**
-- Title III								
20-xxx-100-600	88525	Instructional Supplies- Instruction	0.00	7,801.00	7,801.00	0.00	0.00	7,801.00
20-xxx-xxx-xxx	**88540**	**Total Title III**	**0.00**	**7,801.00**	**7,801.00**	**0.00**	**0.00**	**7,801.00**
-- Title IV								
20-xxx-100-600	88545	Instructional Supplies- Instruction	10,000.00	(10,000.00)	0.00	0.00	0.00	0.00
20-xxx-200-600	88555	Supplies and Materials-Support	0.00	10,000.00	10,000.00	10,000.00	0.00	0.00
20-xxx-xxx-xxx	**88560**	**Total Title IV**	**10,000.00**	**0.00**	**10,000.00**	**10,000.00**	**0.00**	**0.00**
-- I.D.E.A. Part B (Handicapped)								
20-xxx-100-300	88603	Purchased Services- Instruction	0.00	3,063.00	3,063.00	1,600.20	1,462.80	0.00
20-xxx-100-500	88604	Other Purchased Services-Instruction (400-500 series)	575,000.00	(1,138.00)	573,862.00	339,466.41	232,432.59	1,963.00
20-xxx-xxx-xxx	**88620**	**Total I.D.E.A. Part B (Handicapped)**	**575,000.00**	**1,925.00**	**576,925.00**	**341,066.61**	**233,895.39**	**1,963.00**
20-xxx-xxx-xxx	**88740**	**Total Federal Projects**	**680,000.00**	**84,919.00**	**764,919.00**	**451,669.57**	**240,745.39**	**72,504.04**
	88760	**Total Special Revenue Fund**	**713,400.00**	**168,185.45**	**881,585.45**	**487,921.45**	**304,898.42**	**88,765.58**

Report of the Secretary to the Board of Education
Kingsway Regional School District

Fund 30 - Interim Balance Sheet
For the eleven month period ending 05/31/2026

Assets and Resources

Assets:

Account Number	Account Name	Subtotal Balance	Balance
101	Cash in Bank		111,026.04
	Accounts Receivable:		
	Loans Receivable:		
			111,026.04

Resources:

Account Number	Account Name	Subtotal Balance	Balance
301	Estimated Revenues	2,155,000.00	
302	Less Revenues	2,155,037.29	(37.29)
			(37.29)
		Total Assets and Resources:	**110,988.75**

Liabilities and Fund Equity

Liabilities:

Account Number	Account Name	Subtotal Balance	Balance
			0.00

Fund Balance:

Account Number	Account Name	Subtotal Balance	Subtotal Balance 2	Subtotal Balance 3	Balance
	Appropriated:				
753	Reserve for Encumbrances - Current Year			61,983.71	
601	Appropriations		1,743,344.00		
602	Less: Expenditures	1,692,334.54			
603	Encumbrances	61,983.71	(1,754,318.25)	(10,974.25)	
	Unappropriated:				
770	Unassigned Fund Balance		59,979.29		
303	Budgeted Fund Balance		0.00	59,979.29	
	Total Fund Balance			110,988.75	
					110,988.75
				Total Liabilities and Fund Equity:	**110,988.75**

Report of the Secretary to the Board of Education
Kingsway Regional School District

Fund 30 - Recapitulation of Budgeted Fund Balance

	Budgeted	Actual	Variance
Appropriations	1,743,344.00	1,754,318.25	-10,974.25
Revenues	(2,155,000.00)	(2,155,037.29)	(-37.29)
	(411,656.00)	**(400,719.04)**	**(10,936.96)**

Report of the Secretary to the Board of Education
Kingsway Regional School District

Fund 30 - Interim Statements Comparing Budgeted Revenue with Actual to Date and Appropriations with Expenditures and Encumbrances to Date
For the eleven month period ending 05/31/2026

Revenues/Sources of Funds

Account Number	Line	Revenues/Sources of Funds	Original Budget Certified for Taxes	Budget Transfers	Budgeted / Estimated	Actual to Date	Note	Unrealized Balance
30-52xx	970	Transfers from Other Funds	0.00	2,155,000.00	2,155,000.00	2,155,000.00		0.00
30-1xxx		From Local Sources	0.00	0.00	0.00	37.29	Over	(37.29)
	-	**Total Revenues/Sources Of Funds**	**0.00**	**2,155,000.00**	**2,155,000.00**	**2,155,037.29**	**Over**	**(37.29)**

Total Capital Projects Fund Expenditures

Facilities Acquisition and Construction Services

Account Number	Line	Expenditures Description	Original Budget Certified For Taxes	Budget Transfers	Appropriations	Expenditures	Encumbrances	Available Balance
30-000-4xx-390	89060	Other Purchased Professional and Technical Services	190,000.00	92,638.00	282,638.00	209,638.00	39,000.00	34,000.00
30-000-4xx-450	89080	Construction Services	1,965,000.00	(545,494.00)	1,419,506.00	1,441,577.92	22,983.71	(45,055.63)
30-000-4xx-610	89100	General Supplies	0.00	41,200.00	41,200.00	41,118.62	0.00	81.38
			2,155,000.00	**(411,656.00)**	**1,743,344.00**	**1,692,334.54**	**61,983.71**	**(10,974.25)**
		Total Capital Projects Fund Expenditures	**2,155,000.00**	**(411,656.00)**	**1,743,344.00**	**1,692,334.54**	**61,983.71**	**(10,974.25)**

Report of the Secretary to the Board of Education
Kingsway Regional School District

Fund 30 - Schedule of Revenues
Actual Compared with Estimate
For the eleven month period ending 05/31/2026

Account Number	Line	Account Name	Original Budget Certified For Taxes	Budget Transfers	Estimated	Actual	Unrealized
Revenues/Sources of Funds							
- Transfers from Other Funds							
30-52xx	970	Transfers from Other Funds	0.00	2,155,000.00	2,155,000.00	2,155,000.00	0.00
30-52xx	**970**	**Total Transfers from Other Funds**	**0.00**	**2,155,000.00**	**2,155,000.00**	**2,155,000.00**	**0.00**
- Local Sources							
30-1510	950	Earnings on Investments	0.00	0.00	0.00	37.29	(37.29)
30-1xxx		**Total Revenue from Local Sources**	**0.00**	**0.00**	**0.00**	**37.29**	**(37.29)**
	-	**Total Revenues/Sources of Funds**	**0.00**	**2,155,000.00**	**2,155,000.00**	**2,155,037.29**	**(37.29)**

Fund 30 - Statement of Appropriations
Compared with Expenditures and Encumbrances
For the eleven month period ending 05/31/2026

Account Number	Line	Account Name	Original Budget Certified For Taxes	Budget Transfers	Appropriations	Expenditures	Encumbrances	Available Balance
Total Capital Projects Fund Expenditures								
- Facilities Acquisition and Construction Services								
-- Other Purchased Professional and Technical Services								
30-000-4xx-390	89060	Other Purchased Professional and Technical Services	190,000.00	92,638.00	282,638.00	209,638.00	39,000.00	34,000.00
30-000-4xx-390	**89060**		**190,000.00**	**92,638.00**	**282,638.00**	**209,638.00**	**39,000.00**	**34,000.00**
-- Construction Services								
30-000-4xx-450	89080	Construction Services	1,965,000.00	(545,494.00)	1,419,506.00	1,441,577.92	22,983.71	(45,055.63)
30-000-4xx-450	**89080**		**1,965,000.00**	**(545,494.00)**	**1,419,506.00**	**1,441,577.92**	**22,983.71**	**(45,055.63)**
-- General Supplies								
30-000-4xx-610	89100	General Supplies	0.00	41,200.00	41,200.00	41,118.62	0.00	81.38
30-000-4xx-610	**89100**		**0.00**	**41,200.00**	**41,200.00**	**41,118.62**	**0.00**	**81.38**
	89200		**2,155,000.00**	**(411,656.00)**	**1,743,344.00**	**1,692,334.54**	**61,983.71**	**(10,974.25)**
	84060	**Total Capital Projects Fund Expenditures**	**2,155,000.00**	**(411,656.00)**	**1,743,344.00**	**1,692,334.54**	**61,983.71**	**(10,974.25)**

Report of the Secretary to the Board of Education
Kingsway Regional School District

Fund 40 - Interim Balance Sheet
For the eleven month period ending 05/31/2026

Assets and Resources

Assets:

Account Number	Account Name	Subtotal Balance	Balance
101	Cash in Bank		(293,137.38)
121	Tax Levy Receivable		293,139.95
	Accounts Receivable:		
	Loans Receivable:		
			2.57

Resources:

Account Number	Account Name	Subtotal Balance	Balance
301	Estimated Revenues	2,693,004.00	
302	Less Revenues	2,693,004.00	0.00
			0.00
		Total Assets and Resources:	**2.57**

Liabilities and Fund Equity

Liabilities:

Account Number	Account Name	Subtotal Balance	Balance
			0.00

Fund Balance:

Account Number	Account Name	Subtotal Balance	Subtotal Balance 2	Subtotal Balance 3	Balance
	Appropriated:				
	Reserve Fund Balance:				
	Appropriations				
601	Appropriations		2,693,004.00		
602	Less: Expenditures	2,693,002.66			
603	Encumbrances	0.00	(2,693,002.66)	1.34	
	Total Appropriated			1.34	
	Unappropriated				
770	Unassigned Fund Balance			1.23	
					2.57
				Total Liabilities and Fund Equity:	**2.57**

Report of the Secretary to the Board of Education
Kingsway Regional School District

Fund 40 - Recapitulation of Budgeted Fund Balance

	Budgeted	Actual	Variance
Appropriations	2,693,004.00	2,693,002.66	1.34
Revenues	(2,693,004.00)	(2,693,004.00)	(.00)
	.00	**(1.34)**	**1.34**

Report of the Secretary to the Board of Education
Kingsway Regional School District

Fund 40 - Interim Statements Comparing Budgeted Revenue with Actual to Date and Appropriations with Expenditures and Encumbrances to Date
For the eleven month period ending 05/31/2026

Revenues

Account Number	Line	Revenues/Sources of Funds	Original Budget Certified for Taxes	Budget Transfers	Budgeted / Estimated	Actual to Date	Note	Unrealized Balance
	-	Total Revenue from Local Sources	2,693,004.00	0.00	2,693,004.00	2,693,004.00		0.00
	-	**Total Revenues**	**2,693,004.00**	**0.00**	**2,693,004.00**	**2,693,004.00**		**0.00**

Expenditures

Regular Debt Service

Account Number	Line	Expenditures Description	Original Budget Certified For Taxes	Budget Transfers	Appropriations	Expenditures	Encumbrances	Available Balance
40-701-510-910	89560	Redemption of Principal on Early Retirement Bonds	2,185,000.00	0.00	2,185,000.00	2,185,000.00	0.00	0.00
40-701-510-834	89600	Interest on Bonds	508,004.00	0.00	508,004.00	508,002.66	0.00	1.34
		Total Regular Debt Service Expenditures	**2,693,004.00**	**0.00**	**2,693,004.00**	**2,693,002.66**	**0.00**	**1.34**
		Total Debt Service Fund Expenditures	**2,693,004.00**	**0.00**	**2,693,004.00**	**2,693,002.66**	**0.00**	**1.34**

Report of the Secretary to the Board of Education
Kingsway Regional School District

Fund 40 - Schedule of Revenues
Actual Compared with Estimate
For the eleven month period ending 05/31/2026

Account Number	Line	Account Name	Original Budget Certified For Taxes	Budget Transfers	Estimated	Actual	Unrealized
Revenues							
- Local Sources							
40-1210	860	Local Tax Levy	2,693,004.00	0.00	2,693,004.00	2,693,004.00	0.00
	-	**Total Revenue from Local Sources**	**2,693,004.00**	**0.00**	**2,693,004.00**	**2,693,004.00**	**0.00**
	-	**Total Revenues**	**2,693,004.00**	**0.00**	**2,693,004.00**	**2,693,004.00**	**0.00**
Expenditures							
	-	**Total Debt Service Fund Expenditures**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**

Report of the Secretary to the Board of Education
Kingsway Regional School District

Fund 40 - Statement of Appropriations
Compared with Expenditures and Encumbrances
For the eleven month period ending 05/31/2026

Account Number	Line	Account Name	Original Budget Certified For Taxes	Budget Transfers	Appropriations	Expenditures	Encumbrances	Available Balance
Expenditures								
- Regular Debt Service								
-- Redemption of Principal on Early Retirement Bonds								
40-701-510-910	89560	Redemption of Principal on Early Retirement Bonds	2,185,000.00	0.00	2,185,000.00	2,185,000.00	0.00	0.00
40-701-510-910	**89560**		**2,185,000.00**	**0.00**	**2,185,000.00**	**2,185,000.00**	**0.00**	**0.00**
-- Interest on Bonds								
40-701-510-834	89600	Interest on Bonds	508,004.00	0.00	508,004.00	508,002.66	0.00	1.34
40-701-510-834	**89600**		**508,004.00**	**0.00**	**508,004.00**	**508,002.66**	**0.00**	**1.34**
	89660	**Total Regular Debt Service Expenditures**	**2,693,004.00**	**0.00**	**2,693,004.00**	**2,693,002.66**	**0.00**	**1.34**
	-	**Total Debt Service Fund Expenditures**	**2,693,004.00**	**0.00**	**2,693,004.00**	**2,693,002.66**	**0.00**	**1.34**

Sharon Amspee 6/19/26

School Business Administrator Signature Date

Kingsway Regional - HS Activities

General Ledger Report

Financial Report

From Date:	06/01/2026
To Date:	06/30/2026

From Acct:	1
To Acct:	999999

Activity Accounts

Acct	Account Name	Beg. Bal.	Recpt / JV	Disb / JV	Transfers	End. Bal.	YTD Payables	Work Bal
101	SOUTH GYM IMPROVEMENTS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
102	EITEL THEATRE UPGRADES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
103	TROPHY CASE	$3,477.73	$0.00	$0.00	$0.00	$3,477.73	$0.00	$3,477.73
104	FLLWSHP OF CHRISTIAN ATHL	$2,921.84	$0.00	$0.00	$0.00	$2,921.84	$0.00	$2,921.84
105	ART /PHOTOGRAPHY CLUB	$692.44	$0.00	$0.00	$0.00	$692.44	$0.00	$692.44
106	WORLD WILDLIFE FUND	$783.84	$0.00	$0.00	$0.00	$783.84	$0.00	$783.84
107	DANCE CLUB	$3,270.96	$0.00	$0.00	$0.00	$3,270.96	$0.00	$3,270.96
108	GOLF	$3,448.64	$679.00	$(2,400.00)	$3,181.00	$4,908.64	$0.00	$4,908.64
109	PHOTOGRAPHY CLUB	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
110	ADVANCED PLACEMENT EXAMS	$116,414.98	$0.00	$(107,556.10)	$0.00	$8,858.88	$0.00	$8,858.88
111	S.A.D.D. CLUB	$417.15	$0.00	$0.00	$0.00	$417.15	$0.00	$417.15
112	SPARK	$206.00	$0.00	$(50.00)	$0.00	$156.00	$0.00	$156.00
113	UNIFIED PE	$725.00	$0.00	$(308.50)	$0.00	$416.50	$0.00	$416.50
114	DECA CLUB	$69.46	$0.00	$0.00	$0.00	$69.46	$0.00	$69.46
115	CHORAL CLUB	$275.00	$0.00	$0.00	$0.00	$275.00	$0.00	$275.00
116	RENAISSANCE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
117	KEY CLUB	$217.80	$0.00	$(30.00)	$0.00	$187.80	$0.00	$187.80
118	JAZZ ENSEMBLE	$298.58	$0.00	$0.00	$0.00	$298.58	$0.00	$298.58
119	TRI-M	$720.00	$0.00	$(138.00)	$0.00	$582.00	$0.00	$582.00
120	Math Club	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
121	BASEBALL	$186.71	$1,750.00	$(1,870.00)	$0.00	$66.71	$0.00	$66.71
125	ENVIRONMENTAL CLUB	$402.74	$0.00	$0.00	$0.00	$402.74	$0.00	$402.74
130	FOREIGN LANG CLUB	$603.60	$0.00	$0.00	$0.00	$603.60	$0.00	$603.60
135	INTERACT	$321.76	$0.00	$0.00	$0.00	$321.76	$0.00	$321.76
136	COMPUTER SCIENCE	$3,168.14	$0.00	$0.00	$0.00	$3,168.14	$0.00	$3,168.14
145	MUSICAL REVIEW	$11,459.23	$0.00	$0.00	$0.00	$11,459.23	$0.00	$11,459.23
146	ART HONOR SOCIETY	$3,103.71	$30.00	$(2,114.13)	$0.00	$1,019.58	$0.00	$1,019.58
148	WORLD LANGUAGE NHS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
149	HOSA	$691.00	$0.00	$0.00	$0.00	$691.00	$0.00	$691.00
150	NATIONAL HONOR SOCIETY	$71.58	$0.00	$0.00	$0.00	$71.58	$0.00	$71.58
161	STUDENT OF THE MONTH	$640.42	$0.00	$0.00	$0.00	$640.42	$0.00	$640.42
165	SCHOOL PLAY	$10,842.50	$0.00	$0.00	$0.00	$10,842.50	$0.00	$10,842.50
170	STUDENT COUNCIL	$13,546.32	$0.00	$(3,730.00)	$0.00	$9,816.32	$0.00	$9,816.32
185	YEARBOOK	$1,154.45	$7,109.00	$(7,000.00)	$0.00	$1,263.45	$0.00	$1,263.45
190	CULTURES CLUB	$49.86	$0.00	$0.00	$0.00	$49.86	$0.00	$49.86
195	ANTI-BULLYING CLUB	$139.29	$0.00	$0.00	$0.00	$139.29	$0.00	$139.29
210	CHEERLEADING	$7,304.52	$5,810.00	$(5,500.00)	$0.00	$7,614.52	$0.00	$7,614.52
211	K.D.T.V.	$96.25	$0.00	$0.00	$0.00	$96.25	$0.00	$96.25
215	SHADES	$1,177.89	$0.00	$(105.00)	$0.00	$1,072.89	$0.00	$1,072.89
220	WRESTLING TOURNAMENTS	$300.05	$0.00	$0.00	$0.00	$300.05	$0.00	$300.05
225	GIRLS BASKETBALL	$2,686.10	$0.00	$0.00	$0.00	$2,686.10	$0.00	$2,686.10
226	GIRLS SOCCER	$1.53	$0.00	$0.00	$0.00	$1.53	$0.00	$1.53
230	SOFTBALL	$3,235.70	$600.00	$(1,862.00)	$0.00	$1,973.70	$0.00	$1,973.70
235	FOOTBALL	$48.47	$0.00	$0.00	$0.00	$48.47	$0.00	$48.47
240	BOYS BASKETBALL	$0.11	$0.00	$0.00	$0.00	$0.11	$0.00	$0.11
242	STUDENT TRAINERS	$190.78	$0.00	$0.00	$0.00	$190.78	$0.00	$190.78
255	PUBLIC SPEAKING/DEBATE	$267.44	$0.00	$0.00	$0.00	$267.44	$0.00	$267.44
325	FACULTY ROOM VENDING	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
326	WRITERS BLOC/CREATIVE	$383.90	$0.00	$0.00	$0.00	$383.90	$0.00	$383.90
331	PEER MEDIATION	$37.35	$0.00	$0.00	$0.00	$37.35	$0.00	$37.35

Kingsway Regional - HS Activities

General Ledger Report

Financial Report

From Date:	06/01/2026
To Date:	06/30/2026

From Acct:	1
To Acct:	999999

Activity Accounts

Acct	Account Name	Beg. Bal.	Recpt / JV	Disb / JV	Transfers	End. Bal.	YTD Payables	Work Bal
335	PRISM	$28.11	$0.00	$0.00	$0.00	$28.11	$0.00	$28.11
341	TENNIS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
342	FLAG FOOTBALL	$1,542.00	$0.00	$(225.00)	$0.00	$1,317.00	$0.00	$1,317.00
343	BOYS VOLLEYBALL	$4,128.48	$1,535.00	$(4,464.35)	$0.00	$1,199.13	$0.00	$1,199.13
344	GIRLS VOLLEYBALL	$2,725.36	$0.00	$0.00	$0.00	$2,725.36	$0.00	$2,725.36
345	SWIMMING	$201.02	$0.00	$0.00	$0.00	$201.02	$0.00	$201.02
346	BOYS TRACK	$1,294.35	$0.00	$0.00	$0.00	$1,294.35	$0.00	$1,294.35
347	GIRLS TRACK	$1,147.22	$0.00	$0.00	$0.00	$1,147.22	$0.00	$1,147.22
348	BOYS SOCCER	$381.81	$0.00	$0.00	$0.00	$381.81	$0.00	$381.81
350	ESPORTS	$15.05	$0.00	$0.00	$0.00	$15.05	$0.00	$15.05
351	FIELD HOCKEY	$1,524.13	$0.00	$0.00	$0.00	$1,524.13	$0.00	$1,524.13
352	CROSS COUNTRY BOYS/ GIRLS	$773.86	$0.00	$0.00	$0.00	$773.86	$0.00	$773.86
353	BOYS LACROSSE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
354	GIRLS LACROSSE	$6,183.25	$915.00	$(2,994.02)	$0.00	$4,104.23	$0.00	$4,104.23
360	TENNIS	$878.32	$0.00	$0.00	$0.00	$878.32	$0.00	$878.32
361	OBLIGATIONS- BKS,LCKS,ETC	$80.00	$25.80	$0.00	$0.00	$105.80	$0.00	$105.80
362	OBLIGATIONS - PART II	$3,204.16	$1,448.00	$0.00	$0.00	$4,652.16	$0.00	$4,652.16
370	CLASS OF 2024	$0.44	$0.00	$0.00	$0.00	$0.44	$0.00	$0.44
371	CLASS OF 2026	$17,285.20	$11,445.00	$(11,344.12)	$0.00	$17,386.08	$0.00	$17,386.08
372	CLASS OF 2025	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
380	CLASS OF 2027	$13,191.18	$0.00	$(255.00)	$0.00	$12,936.18	$0.00	$12,936.18
381	CLASS OF 2022	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
382	CLASS OF 2023	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
383	PRINCIPAL'S ACC'T	$3,598.94	$253.81	$(1,566.77)	$0.00	$2,285.98	$0.00	$2,285.98
385	CLASS OF 2028	$405.00	$0.00	$0.00	$0.00	$405.00	$0.00	$405.00
386	Class of 2029	$740.16	$0.00	$0.00	$0.00	$740.16	$0.00	$740.16
400	ATHLETIC ACCOUNT	$6,867.24	$0.00	$(220.00)	($3,181.00)	$3,466.24	$0.00	$3,466.24
404	NEWSPAPER	$660.09	$0.00	$0.00	$0.00	$660.09	$0.00	$660.09
405	MEDIA CENTER	$289.89	$0.00	$0.00	$0.00	$289.89	$0.00	$289.89
408	PARKING PERMITS	$4,578.62	$160.00	$0.00	$0.00	$4,738.62	$0.00	$4,738.62
409	CPR	$249.01	$1,008.00	$(1,008.00)	$0.00	$249.01	$0.00	$249.01
414	UNIFIED ATHLETICS	$1,396.20	$0.00	$(815.46)	$0.00	$580.74	$0.00	$580.74
415	PHYS. ED	$25.33	$0.00	$0.00	$0.00	$25.33	$0.00	$25.33
450	GENERAL SCHOLARSHIP	$8,050.00	$5,300.00	$(12,850.00)	$0.00	$500.00	$0.00	$500.00
499	TRANSIT	$387.15	$5,360.84	$(5,360.00)	$0.00	$387.99	$0.00	$387.99
	Activity Accounts Grand Total	**$277,882.39**	**$43,429.45**	**$(173,766.45)**	**$0.00**	**$147,545.39**	**$0.00**	**$147,545.39**

GL Accounts

GL Acct		Begin Bal	Recpt / JV	Disb / JV	Transfers	End Bal	YTD Payables	Work Bal
990	Petty Cash	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
991	Cash on Hand	$242.00	$0.00	$0.00	$0.00	$242.00	$0.00	$242.00
992	CHECKING ACCOUNT	$35,234.64	$98.95	$(173,146.29)	$137,046.00	$(766.70)	$0.00	$(766.70)
993	MONEY MARKET	$242,355.75	$43,330.50	$(620.16)	$(137,046.00)	$148,020.09	$0.00	$148,020.09
994	Investments	$50.00	$0.00	$0.00	$0.00	$50.00	$0.00	$50.00
	General Ledger Grand Total	**$277,882.39**	**$43,429.45**	**$(173,766.45)**	**$0.00**	**$147,545.39**	**$0.00**	**$147,545.39**

Kingsway Regional - HS Activities

General Ledger Report

Financial Report

From Date:	06/01/2026
To Date:	06/30/2026

From Acct:	1
To Acct:	999999

I have reviewed the above ledger report and attached reports for the current month. I find them accurate and complete to the best of my knowledge.

Advisor: _____ Date:___/___/___

!!!!Please submit this statement at the end of each school year!!!!!

Kingsway Regional - Athletics

General Ledger Report

Financial Report

From Date:	06/01/2026
To Date:	06/30/2026

From Acct:	1
To Acct:	999999

Activity Accounts

Acct	Account Name	Beg. Bal.	Recpt / JV	Disb / JV	Transfers	End. Bal.	YTD Payables	Work Bal
300	OFFICIALS - H.S.	$2,723.23	$0.00	$(7,677.59)	$5,035.00	$80.64	$0.00	$80.64
350	OFFICIALS - M.S.	$178.00	$0.00	$0.00	$0.00	$178.00	$0.00	$178.00
400	DINNERS/MEALS	$223.00	$0.00	$(223.00)	$0.00	$0.00	$0.00	$0.00
500	DUES/ENTRIES/FEES/MEMBER	$5,162.00	$0.00	$(127.00)	($5,035.00)	$0.00	$0.00	$0.00
501	M.S. DUE/FEES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
505	POLICE COVERAGE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
600	INTEREST	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
	Activity Accounts Grand Total	**$8,286.23**	**$0.00**	**$(8,027.59)**	**$0.00**	**$258.64**	**$0.00**	**$258.64**

GL Accounts

GL Acct		Begin Bal	Recpt / JV	Disb / JV	Transfers	End Bal	YTD Payables	Work Bal
990	Petty Cash	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
991	Cash on Hand	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
992	CHECK ACCOUNT	$8,286.23	$0.00	$(8,027.59)	$0.00	$258.64	$0.00	$258.64
993	INTEREST	$67.82	$0.00	$0.00	$0.00	$67.82	$0.00	$67.82
994	Investments	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
	General Ledger Grand Total	**$8,354.05**	**$0.00**	**$(8,027.59)**	**$0.00**	**$326.46**	**$0.00**	**$326.46**

I have reviewed the above ledger report and attached reports for the current month. I find them accurate and complete to the best of my knowledge.

Bookkeeper: _____ Date:___/___/___

Kingsway Regional - MS Activities

General Ledger Report

Financial Report

From Date:	06/01/2026
To Date:	06/30/2026

From Acct:	1
To Acct:	999999

Activity Accounts

Acct	Account Name	Beg. Bal.	Recpt / JV	Disb / JV	Transfers	End. Bal.	YTD Payables	Work Bal
501	7TH GRADE TEAM	$2,045.23	$0.51	$(60.00)	$0.00	$1,985.74	$0.00	$1,985.74
502	8TH GRADE TEAM	$9,567.48	$1.06	$0.00	$0.00	$9,568.54	$0.00	$9,568.54
503	M.S. SCHOLARSHIP FUND	$1,178.93	$0.00	$0.00	$0.00	$1,178.93	$0.00	$1,178.93
504	PLAY 60 CLUB	$30.97	$0.45	$0.00	$0.00	$31.42	$0.00	$31.42
505	Mentoring	$200.25	$0.11	$0.00	$0.00	$200.36	$0.00	$200.36
600	M.S. ART CLUB	$857.66	$377.96	$0.00	$0.00	$1,235.62	$0.00	$1,235.62
601	MINI GRANT	$0.98	$0.00	$0.00	$0.00	$0.98	$0.00	$0.98
602	M.S. MEDIA CTR	$462.14	$0.16	$0.00	$0.00	$462.30	$0.00	$462.30
603	M.S. STUDENT COUNCIL	$4,059.27	$1.01	$0.00	$0.00	$4,060.28	$0.00	$4,060.28
604	M.S. YEARBOOK	$764.46	$1,002.23	$(512.69)	$0.00	$1,254.00	$0.00	$1,254.00
607	M.S. PERFORMING ARTS	$1,000.91	$1.23	$0.00	$0.00	$1,002.14	$0.00	$1,002.14
611	M.S. LOST TEXTBOOK	($79.94)	$0.69	$(51.24)	$0.00	($130.49)	$0.00	$(130.49)
615	M.S. ACTIVITY ACCOUNT	$2,227.31	$1.58	$(200.00)	$0.00	$2,028.89	$0.00	$2,028.89
700	M.S. ID ACCOUNT	$180.23	$21.05	$0.00	$0.00	$201.28	$0.00	$201.28
701	M.S. Fitness Club	$102.35	$0.02	$0.00	$0.00	$102.37	$0.00	$102.37
702	RENAISSANCE	$6,277.76	$1.93	$(464.50)	$0.00	$5,815.19	$0.00	$5,815.19
703	MUSICAL	$1,758.92	$0.76	$0.00	$0.00	$1,759.68	$0.00	$1,759.68
704	PLAY	$2,017.72	$0.66	$0.00	$0.00	$2,018.38	$0.00	$2,018.38
705	cHOIR	$271.13	$0.15	$(207.95)	$0.00	$63.33	$0.00	$63.33
706	ENVIRONMENTAL CLUB	$176.02	$0.00	$0.00	$0.00	$176.02	$0.00	$176.02
707	Chromebooks	$3,111.00	$128.00	$0.00	$0.00	$3,239.00	$0.00	$3,239.00
708	STEM racing/arch Design	$250.00	$0.00	$0.00	$0.00	$250.00	$0.00	$250.00
709	MS Grant Acct.	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
710	Business Clubb	$237.62	$20.00	$0.00	$0.00	$257.62	$0.00	$257.62
711	N & Y T-Shirt Sales	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
712	Principal's Account	$2.50	$0.00	$0.00	$0.00	$2.50	$0.00	$2.50
	Activity Accounts Grand Total	**$36,700.90**	**$1,559.56**	**$(1,496.38)**	**$0.00**	**$36,764.08**	**$0.00**	**$36,764.08**

GL Accounts

GL Acct		Begin Bal	Recpt / JV	Disb / JV	Transfers	End Bal	YTD Payables	Work Bal
990	Petty Cash	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
991	Cash on Hand	$496,600.79	$1,559.56	$0.00	$0.00	$498,160.35	$0.00	$498,160.35
992	Checking	$(503,273.14)	$0.00	$(1,496.38)	$0.00	$(504,769.52)	$0.00	$(504,769.52)
993	Savings	$13,828.27	$0.00	$0.00	$0.00	$13,828.27	$0.00	$13,828.27
994	Investments	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
	General Ledger Grand Total	**$7,155.92**	**$1,559.56**	**$(1,496.38)**	**$0.00**	**$7,219.10**	**$0.00**	**$7,219.10**

I have reviewed the above ledger report and attached reports for the current month. I find them accurate and complete to the best of my knowledge.

Bookkeeper: _____ Date:___/___/___

Principal: _____ Date:___/___/___

TRI COUNTY CONFERENCE

ROYAL LIBERTY DIAMOND CLASSIC

ESTABLISHED 1928

Arthur P. Schalick	Gloucester Catholic	Salem County Vo Tech
Clayton	Highland	Timber Creek
Clearview	Kingsway	Triton
Cumberland	Overbrook	Washington Township
Delsea	Penns Grove	Williamstown
Deptford	Pennsville	Woodstown
GCIT	Pitman	
Glassboro	Salem	

Mr. Joseph Ursino	*Mr. Douglas Volovar*	*Ms. June Cioffi*	*Mr. Ken Schoudt*
Woodstown	**Arthur P. Schalick**	**Kingsway Regional**	**Delsea Regional**
PRESIDENT	**VICE PRESIDENT**	**SECRETARY**	**TREASURER**

July 9, 2026

Dear Tri County Conference Schools:

The Tri-County Conference Athletic Directors have voted to recommend Salem County Vocational Technical School for full-time membership in the Tri-County Conference in January 2026. We respectfully request each Tri County Conference School Board approval of this recommendation.

Salem County Vocational Technical School has participated as a partial member of the conference since November 2021 and has demonstrated significant growth in both its athletic programs and student participation. During that time, the school has expanded its varsity offerings to include Field Hockey, Boys Soccer, Girls Soccer, Baseball, and Softball, reflecting its commitment to providing quality athletic opportunities for student-athletes.

The school has embraced the values and expectations of the Tri-County Conference throughout its partial membership, and full-time membership represents the next step in the continued development of its athletic program.

Sincerely,

Mr. Joseph Ursino
Woodstown High School
Tri County Conference President

G-12

State of New Jersey - DOE Student Transportation Unit

Joint Transportation Agreement

School Year 2026 ESY

Host District

Host District Kingsway Regional School District

In the County of Gloucester

Joiner District

Joiner District Swedesboro-Woolwich School District

In the County of Gloucester

Pursuant to official action taken at the meetings of the boards of education which are parties to this agreement, it is agreed that the host district will provide transportation services as specified herein for joiner district students in accordance with all applicable laws, rules, and regulations governing student transportation.

Students may be added or deleted as mutually agreed upon, according to the terms of any existing contract, and as approved by the participating boards of education.

It is understood and agreed by the parties to this agreement that the host district is not responsible for the transportation contractor's failure to provide the services agreed upon herein, but will make every reasonable effort to provide alternate services should such failure occur.

The joiner district agrees to pay the host district the sum specified herein which may be adjusted based on changes to the route. The cost to the joiner district will be based on actual costs.

Host District Board of Education

Board President Name _____

Signature _____

Date _____

School Business Administrator Name _____

Signature _____

Date _____

Joiner District Board of Education

Board President Name _____

Signature _____

Date _____

School Business Administrator Name _____

Signature _____

Date _____

Host District Executive County Superintendent Approval

Executive County Superintendent's Name _____

Signature _____

Date Approved _____

State of New Jersey - Department of Education
Student Transportation Unit

Joint Transportation Agreement - To and From School

Note: Cells C5, C6, and C7 autofill. Cell J8 and cells J11:K23 autocalculate.

School Year: 2026 ESY
Host District: Kingsway Regional School District
Joiner District: Swedesboro-Woolwich School District

Joiner District To and From School Transportation Total for Per Annum Total Route Cost: **$17,399.76**

(A) Term of the agreement (if other than the full school year)

(A) Start Date	(A) End Date	(B) Host District's Route Number	(C) Destination	(D) Contractor Code (If Applicable)	(E) Number of Host District Students	(F) Number of Joiner District Students	(G) Joiner Cost
7/1/2026	8/31/2026	SWPSD1 ESY	Charles Stratton School		0	54	$8,699.88
7/1/2026	8/31/2026	SWPSD2 ESY	Charles Stratton School		0	54	$8,699.88

State of New Jersey - DOE Student Transportation Unit

Joint Transportation Agreement

School Year 2026-2027

Host District

Host District Kingsway Regional School District

In the County of Gloucester

Joiner District

Joiner District Logan Township School District

In the County of Gloucester

Pursuant to official action taken at the meetings of the boards of education which are parties to this agreement, it is agreed that the host district will provide transportation services as specified herein for joiner district students in accordance with all applicable laws, rules, and regulations governing student transportation.

Students may be added or deleted as mutually agreed upon, according to the terms of any existing contract, and as approved by the participating boards of education.

It is understood and agreed by the parties to this agreement that the host district is not responsible for the transportation contractor's failure to provide the services agreed upon herein, but will make every reasonable effort to provide alternate services should such failure occur.

The joiner district agrees to pay the host district the sum specified herein which may be adjusted based on changes to the route. The cost to the joiner district will be based on actual costs.

Host District Board of Education

Board President Name _____

Signature _____

Date _____

School Business Administrator Name _____

Signature _____

Date _____

Joiner District Board of Education

Board President Name _____

Signature _____

Date _____

School Business Administrator Name _____

Signature _____

Date _____

Host District Executive County Superintendent Approval

Executive County Superintendent's Name _____

Signature _____

Date Approved _____

State of New Jersey - Department of Education
Student Transportation Unit

Joint Transportation Agreement - To and From School

Note: Cells C5, C6, and C7 autofill. Cell J8 and cells J11:K23 autocalculate.

School Year: 2026-2027
Host District: Kingsway Regional School District
Joiner District: Logan Township School District

Joiner District To and From School Transportation Total for Per Annum Total Route Cost: **$88,457.10**

(A) Term of the agreement (if other than the full school year)

(A) Start Date	(A) End Date	(B) Host District's Route Number	(C) Destination	(D) Contractor Code (If Applicable)	(E) Number of Host District Students	(F) Number of Joiner District Students	(G) Joiner Cost
7/1/2026	8/31/2026	1	2026 Kingsway High School ESY		10	3	$2,500.00
7/1/2026	6/30/2027	KOOD.104	Creatice Achevment Academy	0928	1	1	$43,711.20
9/1/2026	6/30/2027	KRHR.906	Kingsway Regional High School	D698	1	1	$36,077.40
9/1/2026	6/30/2027		Salem Mid-Day AM Regular		24	2	$2,784.25
9/1/2026	6/30/2027		Salem Mid-Day PM Regular		12	2	$2,784.25
9/1/2026	6/30/2027		Salem Open/Kingsway Closed AM (Per Day)		24	2	$150.00
9/1/2026	6/30/2027		Salem Open/Kingsway Closed PM (Per Day)		12	2	$150.00
9/1/2026	6/30/2027		Kingsway Open/Salem Closed AM (Per Day)		24	2	$150.00
9/1/2026	6/30/2027		Kingsway Open/Salem Closed PM (Per Day)		12	2	$150.00

State of New Jersey - Department of Education
Student Transportation Unit

Joint Transportation Agreement - To and From School

Note: Cells C5, C6, and C7 autofill. Cell J8 and cells J11:K23 autocalculate.

School Year: 2026-2027

Host District: Kingsway Regional School District

Joiner District: Logan Township School District

Joiner District To and From School Transportation Total for Per Annum Total Route Cost: **$88,457.10**

(A) Term of the agreement (if other than the full school year)

(A) Start Date	(A) End Date	(B) Host District's Route Number	(C) Destination	(D) Contractor Code (If Applicable)	(E) Number of Host District Students	(F) Number of Joiner District Students	(G) Joiner Cost

end of worksheet

State of New Jersey - DOE Student Transportation Unit

Joint Transportation Agreement

School Year 2026-2027

Host District

Host District Kingsway Regional School District

In the County of Gloucester

Joiner District

Joiner District Swedesboro-Woolwich School District

In the County of Gloucester

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Host District Board of Education

Board President Name _____

Signature _____

Date _____

School Business Administrator Name _____

Signature _____

Date _____

Joiner District Board of Education

Board President Name _____

Signature _____

Date _____

School Business Administrator Name _____

Signature _____

Date _____

Host District Executive County Superintendent Approval

Executive County Superintendent's Name _____

Signature _____

Date Approved _____

State of New Jersey - Department of Education
Student Transportation Unit

Joint Transportation Agreement - To and From School

Note: Cells C5, C6, and C7 autofill. Cell J8 and cells J11:K23 autocalculate.

School Year: 2026-2027

Host District: Kingsway Regional School District

Joiner District: Swedesboro-Woolwich School District

Joiner District To and From School Transportation Total for Per Annum Total Route Cost: $1,180,215.23

(A) Term of the agreement (if other than the full school year)

(A) Start Date	(A) End Date	(B) Host District's Route Number	(C) Destination	(D) Contractor Code (If Applicable)	(E) Number of Host District Students	(F) Number of Joiner District Students	(G) Joiner Cost
9/1/2026	6/30/2027	GCH1	Swedesboro Woolwich Schools		0	54	$24,118.20
9/1/2026	6/30/2027	GCH2	Swedesboro Woolwich Schools	0928	0	54	$47,408.40
9/1/2026	6/30/2027	GCH3	Swedesboro Woolwich Schools		0	54	$22,831.20
9/1/2026	6/30/2027	GCH4	Swedesboro Woolwich Schools	0928	0	54	$47,408.40
9/1/2026	6/30/2027	GCH6	Swedesboro Woolwich Schools		0	54	$23,270.40
9/1/2026	6/30/2027	GST1	Swedesboro Woolwich Schools		0	54	$17,080.20
9/1/2026	6/30/2027	GST2	Swedesboro Woolwich Schools		0	54	$18,640.80
9/1/2026	6/30/2027	GST3	Swedesboro Woolwich Schools	0928	0	54	$47,408.40
9/1/2026	6/30/2027	KSW1	Swedesboro Woolwich Schools		0	54	$47,755.80
9/1/2026	6/30/2027	KSW2	Swedesboro Woolwich Schools	15-C878	0	54	$44,901.00
9/1/2026	6/30/2027	KSW3	Swedesboro Woolwich Schools		0	54	$38,316.60
9/1/2026	6/30/2027	KSW4	Swedesboro Woolwich Schools		0	54	$45,360.00
9/1/2026	6/30/2027	KSW5	Swedesboro Woolwich Schools		0	54	$47,408.40
9/1/2026	6/30/2027	KSW6	Swedesboro Woolwich Schools	0928	0	54	$50,281.20
9/1/2026	6/30/2027	KSW7	Swedesboro Woolwich Schools		0	54	$44,325.00
9/1/2026	6/30/2027	KSW8	Swedesboro Woolwich Schools		0	54	$41,437.80

State of New Jersey - Department of Education
Student Transportation Unit

Joint Transportation Agreement - To and From School

Note: Cells C5, C6, and C7 autofill. Cell J8 and cells J11:K23 autocalculate.

School Year: 2026-2027

Host District: Kingsway Regional School District

Joiner District: Swedesboro-Woolwich School District

Joiner District To and From School Transportation Total for Per Annum Total Route Cost: $1,180,215.23

(A) Term of the agreement (if other than the full school year)

(A) Start Date	(A) End Date	(B) Host District's Route Number	(C) Destination	(D) Contractor Code (If Applicable)	(E) Number of Host District Students	(F) Number of Joiner District Students	(G) Joiner Cost
9/1/2026	6/30/2027	KSW10	Swedesboro Woolwich Schools		0	54	$32,079.60
9/1/2026	6/30/2027	KSW11	Swedesboro Woolwich Schools		0	54	$17,080.20
9/1/2026	6/30/2027	KSW12	Swedesboro Woolwich Schools		0	54	$46,234.80
9/1/2026	6/30/2027	KSW13	Swedesboro Woolwich Schools		0	54	$36,446.40
9/1/2026	6/30/2027	KSW15	Swedesboro Woolwich Schools	0928	0	54	$47,408.40
9/1/2026	6/30/2027	KSW18	Swedesboro Woolwich Schools		0	54	$25,329.60
9/1/2026	6/30/2027	KSW21	Swedesboro Woolwich Schools	0928	0	54	$47,408.40
9/1/2026	6/30/2027	MCS.001	Swedesboro Woolwich Schools		0	54	$25,329.60
9/1/2026	6/30/2027	MCS.002	Swedesboro Woolwich Schools		0	54	$22,831.20
9/1/2026	6/30/2027	MCS.003	Swedesboro Woolwich Schools		0	54	$18,640.80
9/1/2026	6/30/2027	ZPH1	Swedesboro Woolwich Schools		0	54	$62,375.40
9/1/2026	6/30/2027	ZPH2	Swedesboro Woolwich Schools		0	54	$59,535.00
9/1/2026	6/30/2027	ZPH3	Swedesboro Woolwich Schools		0	54	$61,128.00
9/1/2026	6/30/2027	ZPH4	Swedesboro Woolwich Schools				$66,832.20
9/1/2026	6/30/2027	Cal	Cost Adjustments for school calenar differences				$3,603.83

end of worksheet

State of New Jersey - DOE Student Transportation Unit

Joint Transportation Agreement

School Year 2026-2027

Host District

Host District Kingsway Regional School District

In the County of Gloucester

Joiner District

Joiner District East Greenwich Township School District

In the County of Gloucester

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Host District Board of Education

Board President Name

Signature _____

Date _____

School Business Administrator Name _____

Signature _____

Date _____

Joiner District Board of Education

Board President Name

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Date _____

School Business Administrator Name _____

Signature _____

Date _____

Host District Executive County Superintendent Approval

Executive County Superintendent's Name _____

Signature _____

Date Approved _____

end of worksheet

State of New Jersey - Department of Education
Student Transportation Unit

Joint Transportation Agreement - To and From School

Note: Cells C5, C6, and C7 autofill. Cell J8 and cells J11:K23 autocalculate.

School Year: 2026-2027
Host District: Kingsway Regional School District
Joiner District: East Greenwich Township School District

Joiner District To and From School Transportation Total for Per Annum Total Route Cost: $969,408.00

(A) Term of the agreement (if other than the full school year)

(A) Start Date	(A) End Date	(B) Host District's Route Number	(C) Destination	(D) Contractor Code (If Applicable)	(E) Number of Host District Students	(F) Number of Joiner District Students	(G) Joiner Cost
9/1/2026	6/30/2027	EG02	East Greenwich Schools	0928	0	54	$47,408.40
9/1/2026	6/30/2027	EG03	East Greenwich Schools	0928	0	54	$47,408.40
9/1/2026	6/30/2027	EG05	East Greenwich Schools	0928	0	54	$47,408.40
9/1/2026	6/30/2027	EG06	East Greenwich Schools	0928	0	54	$47,408.40
9/1/2026	6/30/2027	EG07	East Greenwich Schools	0928	0	54	$47,408.40
9/1/2026	6/30/2027	EG09	East Greenwich Schools	0928	0	54	$47,408.40
9/1/2026	6/30/2027	KE10	East Greenwich Schools	0128	0	54	$41,653.80
9/1/2026	6/30/2027	EG11	East Greenwich Schools	0928	0	54	$47,408.40
9/1/2026	6/30/2027	EG12	East Greenwich Schools	15-C878	0	54	$43,423.20
9/1/2026	6/30/2027	EG14	East Greenwich Schools	0928	0	54	$47,408.40
9/1/2026	6/30/2027	EG15	East Greenwich Schools	0928	0	54	$47,408.40
9/1/2026	6/30/2027	EG16	East Greenwich Schools	0928	0	54	$54,887.40
9/1/2026	6/30/2027	EG17	East Greenwich Schools	0928	0	54	$47,408.40
9/1/2026	6/30/2027	EG19	East Greenwich Schools	0928	0	54	$47,408.40
9/1/2026	6/30/2027	KE20	East Greenwich Schools	0128	0	54	$41,653.80
9/1/2026	6/30/2027	EG21	East Greenwich Schools	0928	0	54	$47,408.40
9/1/2026	6/30/2027	KE22	East Greenwich Schools	0128	0	54	$41,653.80
9/1/2026	6/30/2027	KE23	East Greenwich Schools	0128	0	54	$41,653.80
9/1/2026	6/30/2027	EG26	East Greenwich Schools	0928	0	54	$47,408.40
9/1/2026	6/30/2027	EGS1	East Greenwich Schools	0928	0	54	$88,173.00

end of worksheet

Kingsway Regional School District

2026-2027 Handbook: *Summary of Adjustments- Athletics*

Handbook | Adjustments		
Change/Topic	**Page(s)**	**Rationale and Description**
Student Attendance	10	**Parent- Athlete Handbook -** revised with new District policy: If a student exceeds sixteen (16) absences, the student will become ineligible for all school sponsored events and activities until proper documentation has been submitted and/or credit recovery is complete.
Student Accommodations	18	**Parent-Athlete Handbook** - Addition of coach training and communication for students' accommodations regarding Section 504, ADA and IEP obligations when participating in extracurricular activities.
Addition of policy/form links	Various	**Parent-Athlete Handbook** - Addition of links to various policies and forms.
Student Accommodations	7	**Coaches Handbook** - All staff members must complete and acknowledge all required annual trainings related to Section 504, ADA requirements, IEP obligations, and the implementation of student accommodations prior to the start of the tryout process. Staff members are expected to communicate and collaborate with the 504 Coordinator, case managers, and Child Study Team (CST) members regarding any student-athletes who have accommodations to ensure appropriate support and compliance.
Student Attendance	9	**Coaches Handbook** - revised with new District policy: If a student exceeds sixteen (16) absences, the student will become ineligible for all school sponsored events and activities until proper documentation has been submitted and/or credit recovery is complete.
Revision of entire Coaches Handbook	All	**Coaches Handbook** - Reduced number of pages, revised formatting, and added details and links to all necessary policies and procedures.

Athletic Coaches Handbook
2026-2027



Committed to Excellence

Revised July 23, 2026

Kingsway Regional School District's

Vision, Mission, and Core Values

Vision for Excellence: It is the vision of the Kingsway Regional School District to successfully prepare students for their unique path in life.

Mission: The Kingsway Regional School District, guided by our core values, engages students within a diverse and nurturing community dedicated to our Vision for Excellence.

Core Values

- **Growth:** We are committed to growing our students academically, socially, and emotionally. Through this commitment, students view the journey of education as a lifelong pursuit and continuous personal advancement beyond high school.
- **Belonging:** We are committed to ensuring every student feels included, supported, represented, valued, and celebrated at Kingsway. Through this commitment, students develop a lasting sense of worth for themselves and others.
- **Teamwork:** We are committed to providing a collaborative environment that invites participation and partnership from all stakeholders. Through this commitment, different perspectives and ideas are realized for the betterment of students.
- **Student-Centered:** We are committed to placing the safety, needs, and well-being of students at the forefront of decision-making. Through this commitment, the district remains focused on serving the unique needs of every student.
- **Perseverance:** We are committed to cultivating resilience and self-reflection as students cope with life's hardships. Through this commitment, students emerge stronger and more confident as they work to achieve their goals.

KEY ATHLETIC CONTACTS

DIRECTOR OF ATHLETICS: Ms. June Cioffi (cioffij@krsd.us) 856 -467-3300 x4230

SUPERVISOR OF ATHLETICS: Mr. David Stanton (stantond@krsd.us) 856-467-3300 x4244

ATHLETIC SECRETARY: TBA - 856-467-3300 x4286

ATHLETIC TRAINER: Mr. Robert Baerman (Baermanr@krsd.us) 856-467-3300 x4248

ATHLETIC TRAINER: Ms. Meghan Mattson (Mattsonm@krsd.us) 856-467-3300 x1084

COACHES: All coach contact information can be found HERE.

JOB DESCRIPTIONS

Head Coach

Assistant Coach

Non-Certified Athletic Volunteer

TEAM SCHEDULES

You can access a team's schedule any time on the Kingsway Athletic Website:
https://www.gobound.com/nj/schools/kingswayregionalhs

KINGSWAY REGIONAL SCHOOL DISTRICT

BOARD OF EDUCATION

Mrs. Jennifer Cavallaro-Fromm, Board of Education President
Mrs. Lauren Boerlin, Board of Education Vice President
Dr. Michele Blair
Mrs. Kelly Bonapfel
Mrs. Christie Callahan Comerford
Ms. Jaclyn Dopke
Mrs. Kristen Lombardo
Mrs. Marilyn O'Rourke-Young
Mrs. Apryl Palazzo
Mr. Nicholas Rosato

DISTRICT ADMINISTRATION

Dr. James J. Lavender, Superintendent
Patricia Calandro, Assistant Superintendent
Sharon Ormsbee, School Business Administrator/Board Secretary
Robert Iocona, Chief Technology Officer
Melissa Brown, Director of Human Resources
June Cioffi, Director of Athletics
Charae Whetstone, Director of Special Services
Michael Schiff, Director of School Counseling
Suzanne Miller, Director of Food Services
Michael Schneck, Director of Transportation
Andrew Kidder, Director of Buildings & Grounds Supervisor

MIDDLE SCHOOL BUILDING ADMINISTRATION

Brian Tonelli, Principal
Edward Dubbs, Assistant Principal
Mary Neyer, Assistant Principal/Supervisor of Visual & Performing Arts

HIGH SCHOOL BUILDING ADMINISTRATION

Stefanie Fox-Manno, Principal
Meredith Alexander, Assistant Principal
Dana Gaetano, Assistant Principal/Supervisor of Visual & Performing Arts
Steven Ottinger, Assistant Principal
James Zurzolo, Assistant Principal

7-12 PROGRAM SUPERVISORS

Rachael Anderson, Supervisor of ELA, World Language, Family & Consumer Science, & ESL
Megan Bruder, Supervisor of Science, Technology, & Math (STEM)
Nicole Cammarota-Verasco, Supervisor of Special Education
John Lloyd, Supervisor of Social Studies, Business, & Library Media
Dave Stanton, Supervisor of Athletics & Health & PE

KINGSWAY REGIONAL SCHOOL DISTRICT
COACHES HANDBOOK

PHILOSOPHY OF ATHLETICS

Kingsway Athletics seeks to maximize student-athletes' opportunities to reach their full potential through positive educational experiences. Interscholastic sports are an integral part of the high school and middle school educational program. They complement physical education classes by providing students with an opportunity to channel their energy in a structured and beneficial way. Participation is encouraged to foster important values such as sportsmanship, dedication, teamwork, fair play, courtesy, and self-discipline, while also contributing to overall school morale.

To achieve these objectives, the following standards must be upheld:

1. Interscholastic sports should be a harmonious part of the overall school program and should not overshadow the school's educational mission.
2. While teams should be well-coached, well-conditioned, and strive for success, an excessive focus on winning must be avoided.
3. Every effort must be made to prevent the exploitation of student-athletes—both physically and emotionally. This includes managing publicity and avoiding extremes of praise or criticism that could negatively impact participants.
4. A positive team culture and climate should be cultivated, emphasizing respect, inclusivity, encouragement, and personal growth for all participants.
5. Positive athletic relationships with other schools should be fostered by promoting these standards among both teams and spectators.
6. Our sports programs are an integral part of the total educational experience.
7. Athletics supplement, rather than replace, physical education, recreation, and club activities.
8. Athletics are subject to the same administrative oversight as the entire educational program.
9. The physical, mental, and social welfare and safety of all student-athletes are prioritized.
10. The rules and regulations of the NJSIAA, Tri-County Conference, South Jersey Interscholastic Lacrosse League, West Jersey Football League, and Kingsway Regional School District govern our athletic program.

SECTION 1: PROFESSIONAL REQUIREMENTS & EXPECTATIONS

This section outlines the personal, professional, ethical, and behavioral standards expected of all Kingsway coaching staff. The head coach is accountable for the overall operation of the program and is responsible for ensuring that all personnel associated with the program, including assistant coaches, volunteer coaches, and other authorized staff, adhere to Kingsway Board of Education policies and the regulations and codes established by the Tri-County Conference and the NJSIAA.

1.1 Legal Mandate: Suspected Child Abuse or Neglect

STATUTORY LAW REQUIREMENT: In accordance with New Jersey state law, all coaches, advisors, and teachers are legally designated as Mandated Reporters of suspected child abuse or neglect. If a coach has reasonable cause to suspect that a student-athlete has been subjected to physical, emotional, or sexual abuse or neglect, they are legally required to report the concern **immediately** to the Division of Child Protection and Permanency (DCPP) or law enforcement, and notify a school administrator (e.g. Athletic Director, Director of Guidance, Building Principal, etc.) (Board Policy #8462 / Board Policy #8461 / Board Policy #9320 / Board Policy #5541)

1.2 Core Behavioral Expectations & Role Model Status

- **Role Model Accountability:** There must be absolutely no smoking, vaping, or drinking of alcohol while representing Kingsway. Proper and clean language must prevail across all practices, locker rooms, and contests. Profanity, public outbursts, and demeaning comments directed toward players, colleagues, parents, or officials will not be tolerated.
- **Disciplinary Action:** Behavioral infractions will result in official disciplinary action, including a written reprimand, directly impacting future annual reappointment recommendations.

1.3 Appearance & Attire Code

- **Approved Coaching Wear:** All coaches must be properly and professionally dressed at all times to project a positive district image. Suitable attire includes school-branded athletic wear (polo shirts, coaching jackets, team-issued gear), tailored athletic pants, khakis, or appropriate-length shorts.
- **Footwear Mandate:** Closed-toe athletic shoes must be worn during all coaching, practice, and game activities. **(Board Policy #3216)**

1.4 Staff-Student Boundaries & Instructional Parameters

- **Instructional Play Only:** Coaches may only participate in the physical play of a game or scrimmage for explicit instructional reasons. A coach's physical participation must never be of a competitive nature.
- **Task Safety Controls:** Staff members must not require an athlete to perform tasks that may be detrimental to their physical health or emotional well-being.
- **Extracurricular Boundaries:** School personnel must not engage or seek to be in the presence of a pupil beyond their defined professional responsibilities.

1.5 Field Demeanor & Contest Discipline

- **Mandatory Game Completion:** Coaches are strictly prohibited from removing their team from the playing area until a contest is completed. Once a game begins, it is under the absolute control of the officials.
- **Refusal-to-Play Penalty:** Any school whose coach refuses to complete a game will be placed on NJSIAA probation for at least one year, stripped of championship recognition or tournament entry in that sport, and the coach will face a minimum personal fine of $300.00.

1.6 Recruiting Boundaries & Program Relationships

- **Intra-District Luring Ban:** You are encouraged to recruit more students to participate in your sport, but you must make no effort to recruit or lure students away from other Kingsway sports running during the same season.
- **Inter-District Recruiting Prohibition:** The recruiting of athletes from other schools—including elementary, middle, or neighboring high schools—is strictly prohibited. (NJSIAA New Transfer and Recruiting Rules)
- **Faculty Relations:** Maintain professional and ethical contact with classroom teachers. If a player is having academic difficulty, coordinate proactively with the teacher to assist the student.

1.7 Operational Notification Checklist

Coaches must report the following incidents directly to the Athletic Director and building administration immediately upon occurrence:

- **Altercations:** Any physical or severe verbal altercation occurring between players, staff, or fans during practices, games, or school travel.
- **Sportsmanship Infractions:** Any severe breach of proper sportsmanship or ethics during an athletic contest.
- **Contest Ejections:** If an athlete or coach is disqualified or ejected from a game, the witnessing coach must submit a formal written report to the supervisor of athletics **no later than the next school day**.
- **Accidents & Hazards:** Any physical accident involving a pupil, or any structural, building, or equipment hazard detected on district grounds, must be reported immediately to the Building Principal.
- **Substance, Violence, & Vandalism Violations:** Immediate reporting is required for any confirmed or suspected instance of student substance abuse, physical violence, or property vandalism on school grounds or during school travel **(Board Policy #8442** / **Board Policy #8461 Board Policy # 8462).**
- **Staff Misconduct Concerns:** Any observed or reported violation of professional boundaries falling under the Inappropriate Staff Conduct policy must be reported straight to your immediate supervisor or Building Principal. **(Board Policy #3281 / Board Policy #4281)**

SECTION 2: COMMUNICATION EXPECTATIONS

This section establishes explicit, concise expectations for communication methods, response times, and dialogue boundaries with all athletic stakeholders.

2.1 Core Delivery Principles & Response Deadlines

- **Professional Standards:** All communication must be professional, maintain student confidentiality, be timely, respectful, and age-appropriate. Coaches must respond to athlete and parent inquiries within **24–48 hours** during the standard school week.

2.2 Team Rules, Parent Meetings, and Communication Protocols

- **Team Rules and Guidelines**
    - Each head coach must establish a clear set of team rules and guidelines that align with the department philosophy, including defined consequences for violations. These rules must be reviewed and approved in advance by the Athletic Department
    - All rules must be in writing and distributed to each student-athlete and their parent(s)/guardian(s) before the start of the season. Consistency in enforcing all rules and disciplinary actions across the coaching staff is essential.
    - While it is not possible to anticipate every situation, any significant or severe disciplinary action must be discussed with the Athletic Department before implementation
    - A student-athlete has the right to appeal any disciplinary action.
- **Parent/Guardian Meetings**
    - All programs are required to conduct a preseason parent/guardian meeting once teams have been established. The head coach and all assistant coaches must be in attendance. The meeting must be communicated **2-weeks in advance** to the students and families. Meeting date/time, team rules, and calendar must be submitted in advance and approved by the Athletic Department.
    - At this meeting, coaches must review team expectations, rules, and program guidelines. Written documentation must be provided to all families.
- **Communication with Student-Athletes, Parents, and Guardians:**
    - **Approved:** In-person conversations, district-approved student email accounts (@krsd.us), phone calls with parents/guardians, and district-approved group messaging application, *Finalsite*. **No other apps may be used.** All staff messaging frameworks must fully comply with district electronic guidelines (Board Policy #3283 / Policy #4283 / Policy # 3282).
    - **Prohibited:** One-on-one private messaging or texting via personal cell phones or private social media accounts. Utilizing disappearing-message or non-archivable applications is strictly banned. Do not communicate with students during regular class time except via the Athletic Department during emergencies.
    - **Student Self-Advocacy:** Student-athletes are actively encouraged to communicate directly with their coaches regarding performance feedback, playing time queries, or

team concerns to foster personal accountability and leadership. (KRHS Student Handbook / KRMS Student Handbook / Board Policy #9200 / Board Policy #2132)

- **Communication with Assistant Coaches and the Athletic Department:**
    - Approved: Regular staff meetings, program-approved coordination platforms, official school email, and required school reporting systems.
- **Counselor and CST Collaboration:** Coaches are required to proactively communicate and collaborate with the 504 Coordinator and Child Study Team (CST) members to ensure student accommodations are properly implemented.

2.3 Social Media Regulations

- **Follower / Interaction Ban:** Coaches must not "friend," "follow," or privately engage with student-athletes on personal social media accounts.
- **Account Setup Controls:** All team social media feeds must be school-approved, linked directly to the coach's official krsd.us account, and all active account passwords must be shared directly with the Athletic Director.
- **Content Clearance:** Every post or update published on team feeds must be reviewed and approved by the head coach in advance. All content must align fully with program and press safety values. (Board Policy #3283 / Policy #4283 / Policy # 3282).
- Disciplinary action may be taken for team sites not approved in accordance with this directive.

2.4 Dialogue Boundaries: Parents & Student-Athletes

- **The 24-Hour Rule:** Parents are strongly encouraged to observe a **24-hour waiting rule** before attempting to contact a coach to address emotionally charged concerns.
- **Non-Negotiable Topics:** Coaches are strictly prohibited from discussing the following items with parents: (1) Playing time decisions or strategic choices during or immediately following a competition. (2) The performance, character, standing, playing time, etc., of *other* student-athletes in the program.

SECTION 3: PROGRAM MANAGEMENT & OPERATIONAL PROCEDURES

3.1 Student Eligibility Prerequisites

- **Full Genesis Clearance:** No student-athlete may attend or participate in any practice, workout, or tryout session until the coach verifies full physical and administrative clearance on the Genesis platform.
- **Prerequisite Checklist:** Every student must fulfill the following before participating:
    - Completed NJSIAA-approved health screening and parental permission forms.
    - Documented passing of a medical exam given by the school doctor or a family physician.
    - Full academic eligibility under current NJSIAA and Board of Education standards.
    - Payment of the $100.00 seasonal athletic registration fee (collected after attaining team status; fully refundable if student does not make the team).

- **Academic Eligibility**
    - To be eligible for athletic competition during the first semester (September 1 to January 31), a pupil must have passed 6 credits of the 24 credits required by the State of New Jersey for graduation during the immediately preceding academic year.
    - To be eligible for the second semester (February 3 to June 30), a student must be successfully passing courses that will yield at least 6 credits by the end of the school year.
    - An athlete becomes ineligible for high school athletics if he/she attains the age of 19 before September 1st. However, any student attaining the age of 19 after September 1st shall be eligible for the ensuing school year.
    - No students shall be eligible for high school athletics after the expiration of eight consecutive semesters following their entrance to ninth grade.

- **Attendance Policy**
    - If a student exceeds sixteen (16) absences (excused or unexcused), the student will become ineligible for all school sponsored events, sports and activities until proper documentation has been submitted and/or credit recovery is complete.

3.2 Tryout Guidelines & Squad Reductions

- **The Cut Window:** Coaches must finalize all necessary squad or roster reductions **no later than 8 school days** following the first official practice session.
- **Private Cut Directive:** Roster reductions must be handled in a highly caring and sensitive manner. **Hanging, pinning, or digitally publishing lists of those who made or did not make the team is strictly prohibited**.
- **Individual Conferences:** Coaches must meet with each athlete individually to communicate their status. During this meeting, the coach must utilize written tryout criteria and a structured rating/evaluation system, providing feedback to the player on whether they make the team or not.
- **Roster Re-Routing:** Any student cut due to a lack of ability or roster constraints may try out for an alternative sport during that same season within **three (3) days**.
- **Senior Tryouts:** All seniors, regardless of their prior years in a program, must undergo the standard tryout process and may be cut if necessary.

3.3 Practice Regulations & Facility Supervision

- **Practice Durations:** Standard regular-season practices are capped at a maximum of **three (3) hours** in length. This cap includes warm-ups, stretching, conditioning, weight training, cool-down periods, etc.
- **Supervision Presence:** A certified coach **must be physically present** throughout every practice and contest. Workouts of any kind are prohibited on campus without a certified coach providing direct supervision at all times.
- **Locker Room Controls:** All locker rooms must remain locked at all times during practices and contests.

- **The Last Coach Out Mandate:** Coaches are responsible for securing the fields and buildings used by their teams. At least **one coach** must remain physically present in the student waiting area until every single athlete has departed school property. Always assume you are the last coach to leave the facility.
- **Weekend & Holiday Session Planning:** Weekend or holiday practice schedules must be delivered to the Athletic Department and the athletic trainer at least **48 hours before** coordinating building access. On Saturdays, practices must conclude completely by **12:00 p.m.**
- **Sunday Practice Ban:** Sunday practices or games are strictly prohibited. Exceptions are made only in exceptional circumstances under direct, explicit authorization from the Superintendent of Schools, and student attendance at these sessions is strictly non-mandatory.

3.4 Playing Time Operational Standards

- **Sub-Varsity Standard:** At the middle school, freshman and junior varsity (JV) levels, the primary operational focus is player development, participation, and significant playing time rather than win-loss records. It is the head coach's direct responsibility to ensure all sub-varsity players receive significant playing time.
- **Varsity Standard:** At the varsity level, while competition becomes more significant, every effort must be made to ensure each rostered player has a defined, meaningful role on the team. Coaches must maintain open communication and provide regular feedback regarding roles and progression.

3.5 Inventory Control & Uniform Collection

- **Tracking Logs:** Head coaches must maintain detailed records of uniform distribution, including athlete names, tracking numbers, and garment conditions upon issuance, utilizing a shared digital spreadsheet to ensure accountability.
- **Collection Process:** Coaches must clearly communicate collection timelines to athletes, schedule a designated uniform collection meeting immediately following the final contest of the season, and utilize this block to execute player exit interviews. Inventory must be submitted at the end of each season to the Athletic Department.
- **Obligations**: All obligations must be submitted through the designated link. Student-athletes will not receive end-of-year awards, including letters and certificates, until all obligations are fulfilled and all uniforms and equipment have been returned. Any unreturned or damaged equipment will result in a fee being assessed to the student-athlete. (Board Policy #5513)

3.6 End-of-Season Reports & Performance Appraisals

- **Report Submissions:** Head coaches must submit a comprehensive, completed end-of-season report (including season summaries, programmatic goals, budget requests, game recaps, student obligation lists, inventory logs, and a list of letter winners) to the Athletic Director to receive their final contract evaluation.
- **Evaluation Sign-Off:** The Athletic Director will complete a written performance evaluation of each coach. A mandatory face-to-face conference will be held to review and discuss the assessment before both parties sign. This evaluation serves as the primary metric for annual reappointment recommendations.

- **System of Achievement Award/Championships:** Student achievement awards, letters, pins, and championship parameters are strictly distributed according to current schedule guidelines and in accordance with district policy (Board Policy #5440 / District Regulation #5440).

SECTION 4: GAME DAY OPERATIONS & EVENT PROTOCOLS

4.1 Travel Supervision & Busing Rules

- **Supervision Mandate:** All student-athletes and coaches must be transported to and from away contests via school-provided buses. A certified coach or teacher must ride the bus and supervise students accordingly for the entire duration of travel.
- **Student Driver Prohibition:** Students are strictly prohibited from driving themselves to any away athletic event unless prior explicit written approval is granted. Under no circumstances may a student transport another student to or from an athletic event.
- **Travel Releases:** A student-athlete may be permitted to leave an away contest with their parent/guardian only if a formal travel release request form has been pre-approved. The coach must physically retain this approved note on file.

4.2 Active Altercation Procedures

Should a physical or severe verbal altercation arise during a practice or game, the coaching staff must immediately execute the following roles:

- **Head Coach:** Immediately position yourself at the scene to assist game officials in actively separating and restraining.
- **Assistant Coaches:** Immediately position yourselves in front of the bench area to ensure **no player leaves the bench under any circumstances**.
- **Solo Coach Contingency:** If only a single coach is present at the contest, that coach must first secure the bench to ensure no players leave, and then proceed to assist the officials.
- **Policy Review Mandate:** Head coaches must explicitly review this altercation policy and its corresponding athletic and school penalties with their team at least **twice during the season** to prevent incidents. Any altercation or disqualifications but be reported to the Athletic Director immediately. (Board Policy and Regulation #8461 / NJSIAA Guidelines, Policies and Procedures)

4.3 Two-Way Radio Emergency Protocols

To maximize communication efficiency during medical or weather emergencies, coaches will be assigned district two-way radios via the athletic training staff.

- **Custody Controls:** The assigned coach must keep the radio turned on and physically secured to their person (attached to their belt or waistband) at all times. **Do not leave the radio inside a medical kit, inside an office, or sitting unattended on a team bench**.

- **Return Policy:** The coach must personally return the radio to the athletic trainer immediately following the conclusion of the practice or contest for mandatory overnight recharging.

4.4 Media and Digital Post-Game Obligations

- **Media Contacts:** Head coaches are responsible for reporting game results to the news media s immediately following a contest to ensure program recognition.
- **NJSchoolSports Requirements:** The head coach must update NJSchoolSports.com immediately following each contest. These digital records are utilized by the state to determine official NJSIAA tournament pairings and seeding; maintaining current, accurate records is mandatory for postseason eligibility.

SECTION 5: TEAM FUNCTIONS, BANQUETS & SPECIAL EVENTS

This section clearly defines strict supervision, conduct, representation, and alcohol rules for all off-campus functions and celebrations.

5.1 Supervision & Extension of School Day Rules

- **Extension of School Day:** All school-sponsored banquets, team celebrations, senior recognition nights, and off-campus functions are considered direct extensions of the school day. Coaches maintain a strict liability for pupil welfare and are responsible for ensuring appropriate supervision and student conduct at all times.
- **Strict Alcohol and Substance Prohibitions:** The presence, possession, or consumption of alcohol, vaping devices, or any illegal substances by students, parents, or participants is strictly prohibited. Any violations must be reported immediately to the Athletic Director (Board Policy #7435).
- **Off-Campus Operational Controls:** For any event hosted off school grounds, coaches must communicate behavioral and district representation expectations in writing to families in advance and actively coordinate with the venue's management to ensure a safe, appropriate environment, **including no alcohol consumption**, that abides by all district policies (Field Trip Permission Form-Day and Overnight).

5.2 Banquet Operational Logistics & Timeline

All banquets, team celebrations, and senior night supplies must be funded entirely via team funds through your student activities account or your booster club. Coaches must execute planning through the following strict milestones:

- **Two Months in Advance:** Arrange your date (6:30 PM start time). If hosting on campus, submit an activity scheduling form for the space. If hosting off campus, secure the venue and submit a field trip request form so the event is listed on the activities calendar and submit contract for venue for Business Administrator to sign and approve. Confirm your available budget balance through your student activities account. Request a Purchase Order for venue deposit.
- **One Month in Advance:** Create an RSVP form or attendance list. Organize food choices (if utilizing the Kingsway cafeteria for on-campus functions, provide final attendee numbers, menu selections, budget, delivery time, and location to request an invoice). Request senior

parent photos or materials with a firm due date set at least two weeks before the event. Confirm all participant rosters with the Athletic Department Secretary.

- **Two Weeks in Advance:** Confirm all food, beverage, and venue details. Send a comprehensive reminder email to athletes, parents, and guardians outlining event logistics and behavioral conduct expectations including no alcoholic beverages allowed at school sponsored events. Prepare remarks, slideshows, or recognition elements. Pick up varsity letters, certificates, plaques, and pins from the Athletic Department Secretary. Submit a maintenance or technology request for microphones, screens, or specific lighting needs.
- **Day of Event:** Check and test all technology in advance to address any software or hardware issues immediately. Pick up decor and set up the space. Ensure the supervision plan is fully active and reinforce behavioral expectations with athletes. Monitor the event continuously to maintain a positive, safe, and respectful environment.
- **Day after Event**: Request Purchase order for payment balance of venue.

5.3 Team Travel & Overnight Trip Guidelines

- **Early Dismissal Routing:** For contests requiring student-athletes to leave class early, coaches must submit the complete dismissal list at least **one week in advance** utilizing the designated Google Spreadsheet. The list must be alphabetized and include student name, grade level, and Student ID number, and must be approved by the Athletic Department before finalization.
- **Team Out-of-State Day Trips:** Out-of-state day trips are permitted on a highly limited basis. Per NJSIAA compliance regulations, at least **70% of a team's schedule** must be played against New Jersey schools to maintain eligibility for the state tournament. All out-of-state trips must be discussed with the AD, and the appropriate field trip form must be submitted to the Board of Education for approval at least **one month in advance**. Trips must be funded entirely through the team's budget or fundraising efforts.
- **Overnight Trips:** Overnight trips are permitted on a limited basis provided the trip does not cause a student to miss significant class time. Exceptions are limited to official NJSIAA state tournaments and merit-based invitational tournaments. Coaches must follow all overnight procedures outlined in board policy and standard team trip protocols. (Request to Leave Field Trip Form and Field Trip Permission Form-Day and Overnight) (Board Policy #2340 / Board Policy #5850)

SECTION 6: ATHLETIC HEALTH, SAFETY & EMERGENCY PROCEDURES

6.1 Mental Health & Wellness Expectations (Board Policy and Regulation #5350)

- **Psychological Safety Mandate:** Coaches serve as the critical first line of support for our student-athletes and are expected to actively foster a psychologically safe and supportive environment. Practical expectations for coaches regarding program culture and mental health include:
    - *Awareness and Training:* Complete mental health awareness training courses (e.g., NFHS Learn modules) to recognize signs of distress.

- *Proactive Monitoring:* Diligently observe athletes for sudden changes in behavior, mood, or academic/athletic performance.
- *Immediate Referral Protocol:* If an athlete shows signs of distress, **coaches must not attempt to provide counseling independently**. Immediately refer the student directly to the Athletic Director.

6.2 Concussion Policy & Regulation

Kingsway strictly adheres to district concussion parameters concerning concussion testing, Return-To-Learn, and Return-To-Play protocols (Board Policy and Regulation # 2431.4).

- **Immediate Removal Directive:** A student-athlete must be immediately removed from activity if they are suspected of sustaining a concussion or exhibit any visible signs or symptoms of a head injury. **When in doubt, sit them out**!
- **Clearance Mandate:** The athlete will not be permitted to return to practice or play until they undergo a comprehensive medical examination conducted by a physician trained in concussion management and receive full written medical clearance.
- **Reporting Matrix:** Coaches must immediately notify parents/guardians of a suspected concussion and record the following contextual metrics to assist medical professionals:
  - Direct cause of the injury and the force of the hit/blow to the head or body.
  - Any loss of consciousness (passed out) and its exact duration.
  - Any observed memory loss or seizures immediately following the injury.
- **Baseline ImPACT Testing:** ImPACT testing will be administered to all athletes participating in contact sports to establish baseline results. In the event of a concussion, the athlete must be re-tested following a period of physical rehabilitation, and results must align with their baseline before return-to-play clearance is granted.
- **Medical Referrals:** Refer injured athletes to the athletic trainer **immediately**. Coaches must follow up with parents to check on progress. Staff members must never make medical appointments or transport athletes to medical clinics. (KRSD Concussion Fact Sheet for Parents / DOE: Model and Guidance for Head Injuries and Concussions)

6.3 Athletic Medical Emergency Actions & EMS Activation (KRSD Safety and Security Manual)

In the event of a medical emergency, the on-duty Certified Athletic Trainer will administer immediate emergency aid. If the trainer is not physically present, the head coach or designated first-aider assumes full responsibility. When it is necessary to activate the Emergency Medical System (EMS), staff must execute the following procedures:

1. **Trainer Care:** The Certified Athletic Trainer must remain with the injured athlete at all times.
2. **EMS Call:** A designated assistant coach or staff member will immediately go to a phone or use a cell phone to dial 911.
3. **Data Transmission:** Identify yourself and your exact location. State the precise nature of the injury (e.g., head/neck trauma, compound fracture, loss of consciousness, heat illness).
4. **Access Coordinates:** Instruct the emergency vehicle on how to reach the activity area, detailing exact street access, entry gate numbers, building locations, and building entry points. Stay on the line until the operator explicitly disconnects.

5. **Gate Dispatch:** A designated staff member must quickly proceed to the main gate entrance to meet the emergency vehicle. This person must have all necessary gate and door keys physically in their possession.
6. **Supervision Escort:** If parents or guardians are not present on site, the designated coach must physically accompany the injured athlete to the hospital in the ambulance and remain until parents or a school administrator arrives.

6.4 Lightning Safety Policy & Procedures (The 30-30 Rule)

Any time lightning can be seen or thunder heard, a severe safety risk is present. Kingsway utilizes a mechanical lightning-detecting system on the high school roof that sounds an alarm when lightning is within a 5-to-7 mile radius. (NJSIAA Lightning and Thunder Resources)

- **Immediate Suspension:** Coaches must immediately suspend practice or play and evacuate the fields if they see lightning, hear thunder, or hear the lightning detection system sound.
- **The 30-30 Rule Method:** If counting manually via the flash-to-bang method, count the seconds it takes to hear thunder after witnessing a flash of lightning. A count of **30 seconds or less** corresponds to a distance of six miles, and play must be suspended immediately.
- **Prohibited Grounding Items:** In the case of imminent danger, instruct team members to leave all equipment, especially javelins, aluminum bats, bases, and conduit materials, behind on the field. **Do not allow anyone to carry metal objects while moving to safety**.
- **Evacuation Shelters:** Quickly move the group into a fully enclosed, substantial building with plumbing and electrical wiring (main buildings, transportation garages, maintenance buildings) or onto school buses. Avoid using shower facilities, stay off corded phones, and stay away from plumbing pipelines.
- **Resumption Delay:** Following a suspension of play, coaches must wait a full **30 minutes** after the last witnessed flash of lightning or clap of thunder before resuming any outdoor activity by the supervisor or trainer on site.

6.5 Pre-Season Heat-Acclimatization Regulations (Board Policy & Regulation # 2431.3)

To minimize heat injury or illness risks during fall sports pre-season sessions, all practices must adhere to a strict 3-5-3-5 acclimatization format(Board Policy & Regulation # 2431.3 / NJSIAA Heat Participation)

- **The 3-5 Practice Cap rule:** The maximum total allotted physical activity time allowed per day for practice is **5 hours**. A 5-hour practice day must always be followed by a practice day capped at **3 hours or less**; practice days must alternate in a strict 3-5-3-5 format. No single practice session may exceed three (3) hours in length.
- **Mandatory Recovery Breaks:** A minimum of a **3-hour recovery period** in a cool environment must be provided following any practice session greater than 2 hours in length. A 3-hour recovery period must also be provided immediately before initiating any team walk-through. During a walk-through, no protective equipment or strenuous activity is permitted.
- **Scrimmage Blackout:** A student-athlete shall not be permitted to participate in an interscholastic scrimmage until they have completed at least **six (6) full days of practice** in their sport.

- **Consecutive Day Restrictions:** Teams are prohibited from practicing for more than six (6) consecutive days. One complete 24-hour rest period must be included within every seven (7) day block.

SECTION 7: COMPENSATION, LOGISTICS & FINANCES

7.1 Coaching Compensation Parameters

- **Stipend Disbursements:** Coaches will be paid in full at the conclusion of each season in accordance with the district's negotiated salary agreement, provided all administrative closure requirements and reports have been fulfilled.
- **Extended Season Pro-Rated Pay:** Extra pro-rated compensation will be issued to coaches whose teams qualify for extended postseason play. An extended season is defined as the number of active practice and/or game days accumulated after the last regularly scheduled season contest. For sports that qualify for sectional championships by simply applying (e.g., track, cross-country, wrestling districts), extra days will be tracked and awarded starting from the first day following the sectionals. Rescheduled regular-season games played past the original calendar date do not count as extra days.
- **Expense Reimbursements:** Coaches will be reimbursed for travel or out-of-pocket expenses *only* if they received **prior written authorization** from the Athletic Director. Original itemized receipts must be presented to process the reimbursement. If a private vehicle is authorized by the principal for athletic transport, reimbursement at the established district mileage rate applies.

7.2 Professional Development & Coaching Clinics (District Regulation #3240)

- **Head Coach Allocation:** Head coaches may attend one professional athletic clinic per fiscal year and will be reimbursed for registration, meals, and travel up to standard GSA limits. A coach who serves as a head coach for more than one sport may be approved to attend one additional clinic per year. Upon submission, **a total of one professional day of absence from teaching assignments may be approved per year.**
- **Assistant Coach Allocation:** Assistant coaches may attend one clinic per year for each sport coached, with reimbursement not to exceed approved programmatic budget maximums.
- **Clinic Authorization Routing:** To obtain funding and teacher coverage, coaches must submit a comprehensive *Request for Leave* form (detailing all approximate expenses, clinic brochures, and descriptions) to the supervisor of athletics, along with a *Teacher Coverage* form to the principal, **no later than 6 weeks before the clinic date**.

7.3 Budget Procurement & Financial Supply Requests (District Policy and Regulation #6220)

- **Quote Requirements:** All supply or equipment requests must be submitted to the Athletic Director in the form of an official vendor quote to be processed. You must obtain two(2) quotes if your purchase exceeds $7,950.00.
- **Vendor Compliance Safeguards:** If you plan to utilize a new vendor, you must submit the official quote along with a current W-9 form. If your equipment order exceeds a total of **$7,950.00**, district finance regulations mandate that you also secure and attach a copy of the

vendor's valid *New Jersey Business Registration Certificate*. All quotes must be routed to the Director of Athletics for final structural review.

7.4 Fundraising Policy & Procedures (Board Policy #5830 / Board Policy #9191)

While the Board of Education provides a budget for necessary equipment and uniforms, fundraising is a permissible mechanism to procure unbudgeted specialty items.

- **Application Routing:** Coaches must submit a formal fundraising request form and an attached copy of the campaign brochure/order form to the Director of Athletics before committing to dates or entering contracts. Any contractual agreements must be signed by the School Business Administrator only.
- **Campaign Duration Constraints:** Fundraising sales activities are strictly limited to a length of **7 to 14 days**.
- **Prohibition Elements:** There shall be no door-to-door sales campaigns or sales solicitation activities on school grounds during the school day. Individual student sales quotas are strictly prohibited, and students shall never be forced or pressured into participation. No rewards, prizes, kickbacks, or commissions may be offered to students or staff.
- **Procurement and Allocation Rules:** Fundraising proceeds must be utilized solely for the immediate, express purpose approved on the application. Proceeds may never be used to hire additional personnel or to augment the stipend/salary of existing coaches. Specialty sports or clubs raising funds for a specific charity may not retain any portion of those fundraising proceeds for internal team or club use.
- Unused funds revert to the district to be used for capital improvements. (Fundraising Request Form)

7.5 Student Activity Accounts & Financial Controls

- **Deposit Standards:** For all cash and check collections, coaches must make clear copies of all checks, total the cash and checks on a pink activity deposit sheet, and hand-deliver the funds **in person** to the Finance Specialist located in the District Office so they can be immediately counted and verified with you.
- **PO Requests:** Allow a minimum processing window of **30 days** for purchase orders to be finalized. All quotes must be attached to the request form and must be signed by both the Coach and the Athletic Director before a purchase order can be generated.
    - Once items are received or services rendered be sure to communicate that with the Athletic Secretary so the payment can be processed.

7.6 Booster Clubs

A Kingsway-sanctioned Booster Club is a student-connected organization that operates independently from the District and is established for the sole purpose of conducting fundraising activities to support student programs. Booster Clubs serve as a valuable resource by providing financial support for needs that extend beyond those covered by the District's annual budget.

All fundraising efforts must directly support programs and activities that enhance the student-athlete experience. Funds raised through Booster Clubs are intended to supplement, not supplant, the District's financial responsibilities.

To ensure consistency, transparency, and compliance, the District has established a Booster Club Guidelines & Procedures Manual. All Booster Club officers, members, and individuals interested in forming a Booster Club are required to review and adhere to the expectations outlined in this manual.

SECTION 8: REQUIRED KINGSWAY COACHING TRAININGS & MANDATED COMPLIANCE

All coaches are required to complete the following certifications and trainings prior to the season. Documentation of all certifications and acknowledgements must be submitted to the Athletic Department for proper recordkeeping before the start of the season (NJSIAA Coaching Requirements).

- Implicit Bias *(one-time requirement)* provides awareness and strategies to recognize and reduce unconscious biases to promote an inclusive and equitable athletic environment.
- Concussion in Sports *(annual requirement)* educates coaches on the identification, prevention, and proper management of sport-related concussions.
- Heat Illness Prevention *(annual requirement)* focuses on recognizing, preventing, and responding to heat-related illnesses during athletic participation.
- Be Nice Program *(one-time requirement)* promotes mental health awareness and equips coaches with tools to support student-athletes' emotional well-being.
- CPR/AED & First Aid Certification *(valid for 2 years)* certifies coaches in emergency response procedures, including CPR, AED usage, and basic first aid.
- EpiPen Training (*annual requirement)* trains coaches on the proper administration of epinephrine in response to severe allergic reactions.
- Coaches are required to complete an annual Vector training that covers Section 504 requirements, ADA obligations, IEP responsibilities, and the implementation of student accommodations prior to the start of each athletic season. Coaches must also verify that they have reviewed all required documentation for the student-athletes on their roster through the coaches dashboard as part of the coaching certification requirements. (Board Policy #2460 / Board Policy #4240)

Additionally, KRSD is committed to maintaining a safe, inclusive, and respectful environment for all student-athletes, staff, and spectators. All athletic programs must operate in full compliance with district policies. All coaches are responsible for reinforcing these expectations and ensuring that student-athlete conduct aligns with district policies at all times. This, at a minimum, includes the following:

- **Harassment, Intimidation, & Bullying:** Programs operate a zero-tolerance policy against any exclusionary acts or discriminatory gestures (Board Policy #5512.01).
- **Anti-Hazing Protections:** Demeaning, humiliating, or intimidating athletic initiation conditions are strictly banned (Board Policy #5541).
- **Sexual Harassment Regulations:** The district enforces clear investigative steps to protect student-athletes from employee or peer sex discrimination (Board Policy and Regulation #5751).

- **Affirmative Action & Bias-Related Conduct:** All athletic programs must adhere to district affirmative action policies and strictly prohibit discrimination or bias-related acts based on race, color, national origin, sex, gender identity, sexual orientation, disability, or religion. Any bias-related incident occurring during a game, practice, or school-sponsored activity must be reported immediately and will be addressed in accordance with district policy (Board Policy #5750 / Board Policy #8465 / Board Policy #1140 / NJSIAA Sportsmanship Statement).
- **Random Testing Pool for Student Substance Use:** To maintain a safe, drug-free learning environment, Kingsway operates a mandatory Random Testing Program for Student Alcohol or Other Drug Use (Board Policy and Regulation #5536). Any student in grades 7-12 who chooses to participate in interscholastic athletics or extracurricular programs is required to remain in the testing pool for the entire duration of their enrollment as a Kingsway student, **regardless of whether their sport is currently in-season or out-of-season**. Confirmed positive drug or alcohol tests will trigger immediate non-academic remedial measures.

SECTION 9: DIGITAL RESOURCE DIRECTORY

To optimize document usability, reduce printing overhead, and ensure real-time regulatory accuracy, coaches must click the references below to access up-to-date graphics, interface panels, and directory systems directly on the web .

- **Official Athletic Team Calendars and Conference Schedules:** Review game, conference, and travel timelines on the Kingsway Bound Athletics Portal.
- **Kingsway Coaching and Personnel Extension Directory:** Access active phone extensions and email addresses for all district sport leaders on the Athletic Staff Directory Website .
- **Coaches' Step-by-Step Genesis Dashboard Management System:** Review full graphic tutorials for navigating student rosters, verifying health history updates (HHU), and updating student tryout status from a "Be Determined List" on the Genesis Instructional Webpage .
- **Parent-Athlete MySchoolBucks Registration Checklist:** Direct your program families to the step-by-step fee invoice and data upload resource sheet on the Athletic Registration Portal .
- **District Performance Evaluation Template:** Access the official programmatic template on the Coaches Assessment Directory.
- **District Affirmative Action and Equity Compliance Portal:** Review guidelines and contact information for programmatic discrimination and civil rights questions on the Kingsway Affirmative Action Domain.
- **National Federation of State High School Associations (NFHS) Mental Health Resources Toolkit:** Access toolkits and training programs on the NFHS Learn and Support Resource Guide.
- **Federal Professional Travel Reimbursement Reference Table:** Calculate meals, travel, and lodging caps utilizing the Official GSA Travel Limit Matrix

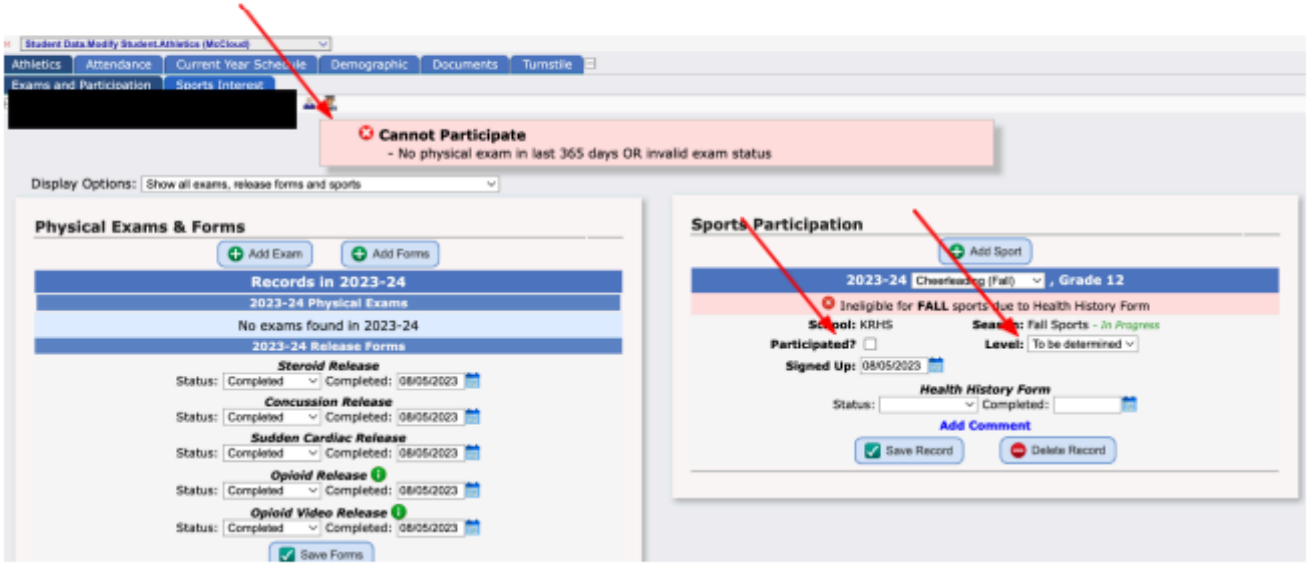
PART 10: CHECKLIST FOR HEAD COACHES

Coach: _____ **Sport:** _____ **Season:** _____

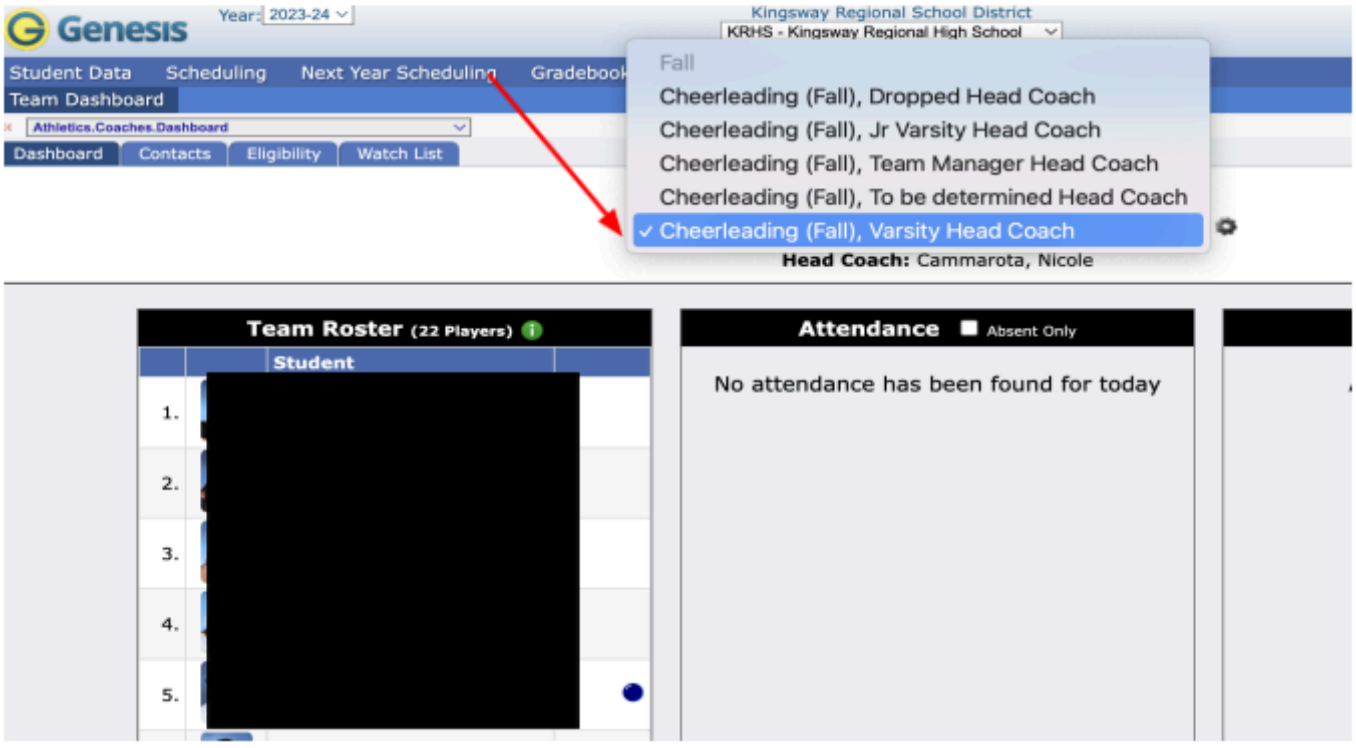
PRE-SEASON:	**IN-SEASON (Ongoing):**
☐ Review current NJSIAA, conference, and KRSD policies. ☐ Complete all required coaching certifications and trainings. ☐ Review all student 504 plans, IEP accommodations, and medical alerts. ☐ Meet with assistant coaches to review expectations, responsibilities, emergency procedures, and communication protocols. ☐ Establish team rules, discipline procedures, and player expectations. ☐ Submit team rules and discipline procedures to the Athletic Department for approval. ☐ Schedule and obtain approval for the preseason parent meeting. ☐ Verify every athlete is fully cleared in Genesis before participation. ☐ Confirm physicals, registration forms, fees, and eligibility requirements. ☐ Inspect facilities and equipment; complete inventory of uniforms/equipment. ☐ Prepare practice plans, season calendar, transportation, and communication plan.	☐ Maintain direct supervision during all practices, contests, and travel. ☐ Ensure a certified coach is present at all times. ☐ Remain until every athlete has safely departed. ☐ Respond to parent/student communications within 24–48 hours. ☐ Collaborate with teachers, counselors, CST, and 504 Coordinator. ☐ Monitor academics, eligibility, injuries, and student well-being. ☐ Follow concussion, lightning, heat, and emergency procedures. ☐ Maintain rosters, attendance, equipment, and practice records. ☐ Update contest results and NJSchoolSports after contests. ☐ Immediately report ejections, altercations, serious injuries, abuse/neglect concerns, HIB/bias incidents, staff misconduct, substance-related incidents, and safety hazards.
POST-SEASON:	
☐ Collect uniforms and equipment. ☐ Complete inventory and obligations list. ☐ Conduct player exit meetings. ☐ Meet with assistant coaches. ☐ Prepare budget requests and season goals. ☐ Submit end-of-season report, inventory log, letter winners, awards, and media recap.	

PART 11: GENESIS ATHLETIC REGISTRATION INFORMATION

Go to your "Be Determined List."
Change participation status and level to the appropriate level.



Change the view to your roster.



All middle school and high school students who wish to participate in a school-sponsored interscholastic athletic team, marching band, and/or cheerleading squad must pay a registration fee in the amount of one hundred dollars ($100) prior to the start of each season. Refunds will be issued if the student does not make the team.

NOTE: All forms are available on the athletic website or in the nurse's office.

Payment System for Athletic Fees

Kingsway has migrated over to a new payment system that works with My School Bucks and Genesis together to track and complete payments.

PLEASE NOTE: It takes 24-48 hours PRIOR to registration for the fee to show in your Genesis/MSB portal.

Log into your parent Genesis Portal

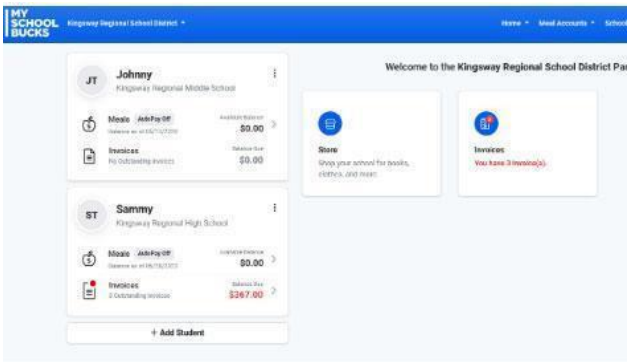
Click **Fees and Fines**



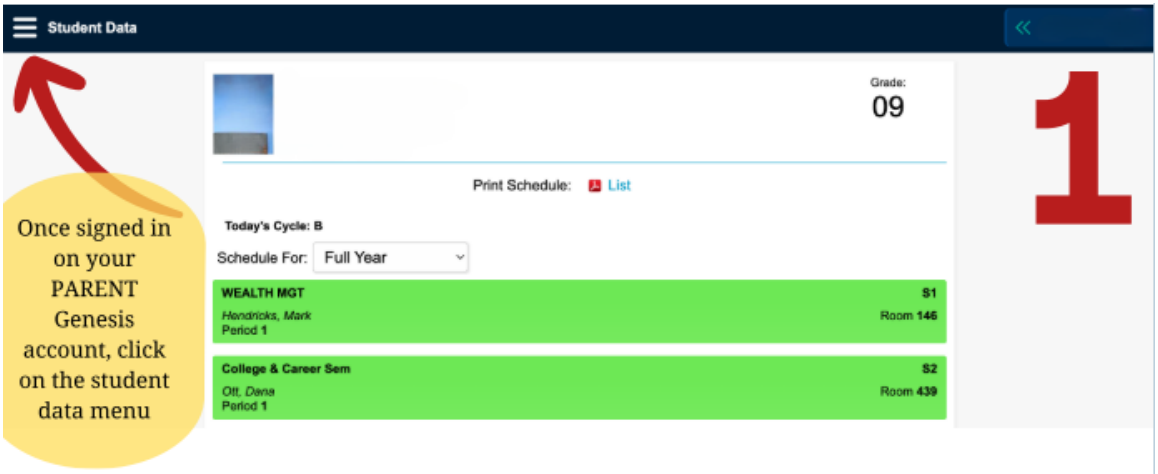
Under **Fees and Fines**, you will see all of your fees that must be paid before your student can try out for athletics. Athletics and Obligations will be listed under **Invoices**.

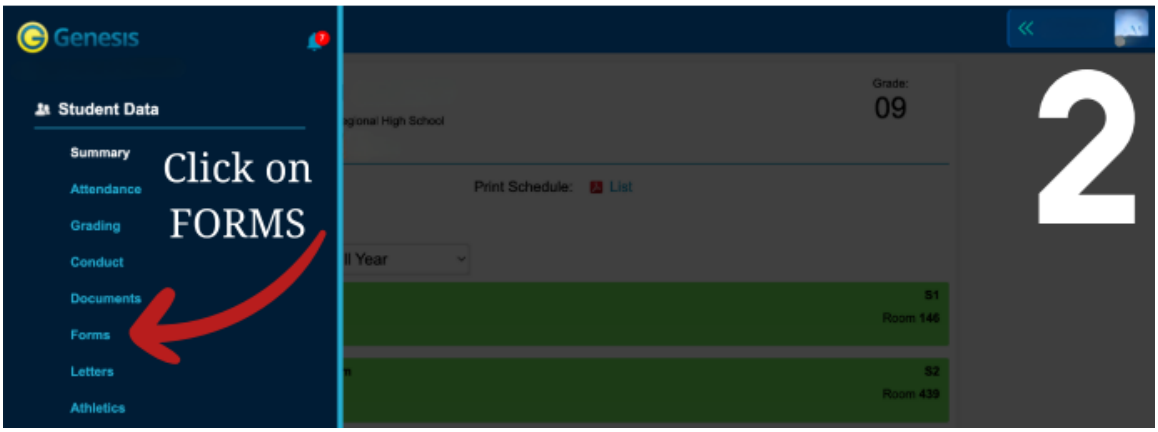
REQUIRED FEES TO BE PAID IN FULL IN ORDER TO BE CLEARED FOR ATHLETICS:

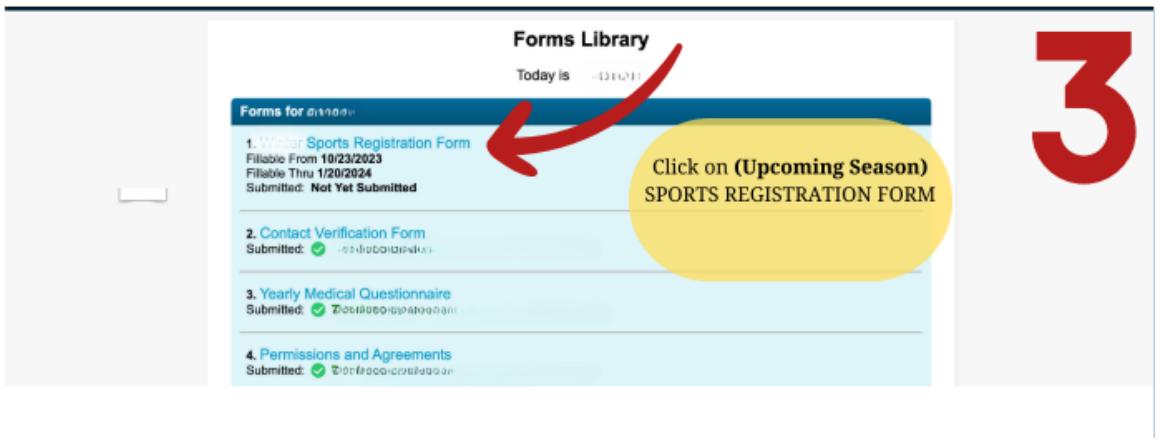
1. Athletic Participation Fee
2. Obligations
3. Lunch Account

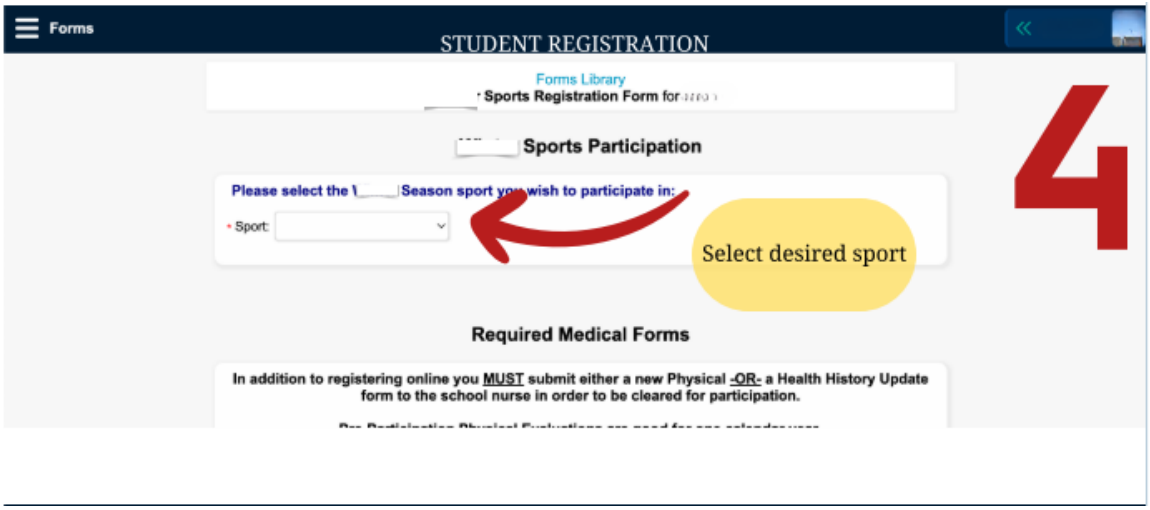


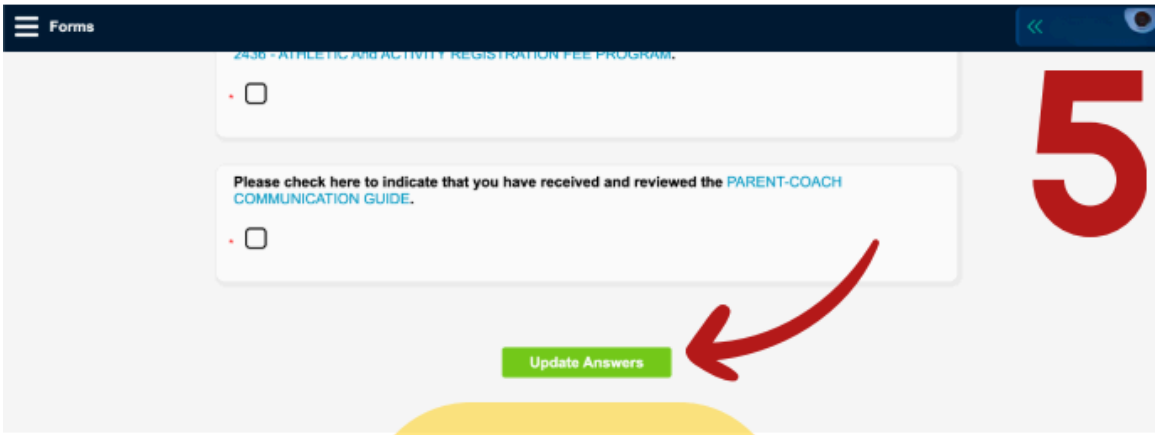
The following are the steps that the student and parent/guardian must complete in order to sign up for a sport/activity.



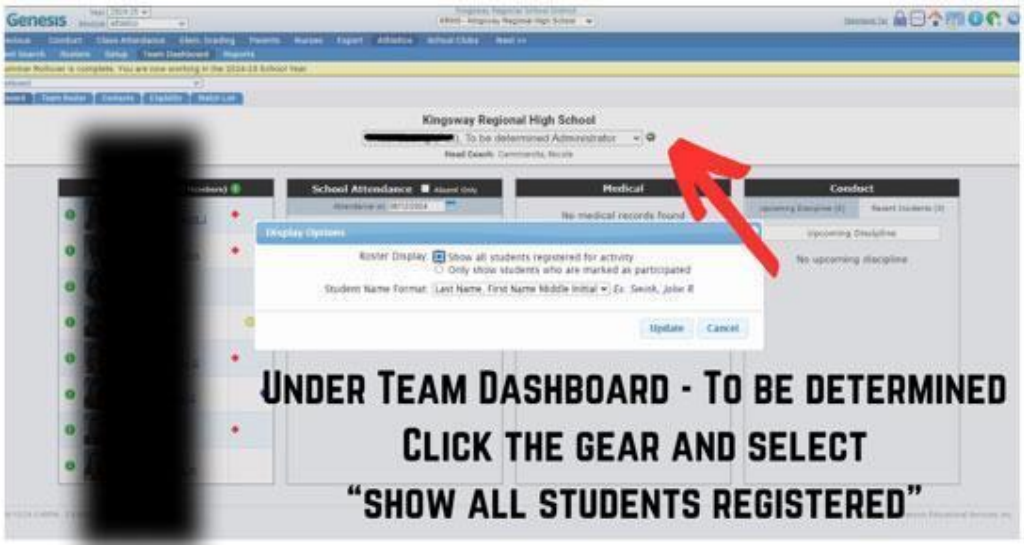





Forms
STUDENT REGISTRATION
Forms Library
Sports Registration Form for
Sports Participation
Please select the
Season sport you wish to participate in:
Sport:
Select desired sport
4
Required Medical Forms
In addition to registering online you MUST submit either a new Physical -OR- a Health History Update form to the school nurse in order to be cleared for participation.


Forms
Please check here to indicate that you have received and reviewed the PARENT-COACH COMMUNICATION GUIDE.
Update Answers
5
After working your way through all documents and check boxes, be sure to click update answers to finalize your enrollment

PART 12: CHECKING STUDENT ELIGIBILITY IN GENESIS





FULLY CLEARED ROSTER

Gr	Level	HHU	Fall	Steroid	Concussion	Cardiac	Opioid ...	Opioid ...	Athleti...	Obligat...	Physical	Record	Status
10	To be determined	✓	✓	07/07/24	07/07/24	07/07/24	07/07/24	07/07/24	07/09/24	08/09/24	05/21/24	✓	✓
09	To be determined	✓	✓	06/26/24	06/26/24	06/26/24	06/26/24	06/26/24	06/10/24	08/09/24	06/11/24	✓	✓
09	To be determined	✓	✓	06/26/24	06/26/24	06/26/24	06/26/24	06/26/24	06/27/24	08/09/24	07/08/24	✓	✓
11	To be determined	✓	✓	07/31/24	07/31/24	07/31/24	07/31/24	07/31/24	08/01/24	08/09/24	09/06/23	✓	✓
11	To be determined	✓	✓	07/23/24	07/23/24	07/23/24	07/23/24	07/23/24	08/05/24	08/09/24	03/08/24	✓	✓
09	To be determined	✓	✓	07/11/24	07/11/24	07/11/24	07/11/24	07/11/24	07/15/24	08/09/24	07/11/24	✓	✓
12	To be determined	✓	✓	08/01/24	08/01/24	08/01/24	08/01/24	08/01/24	08/08/24	08/09/24	07/16/24	✓	✓
12	To be determined	✓	✓	06/30/24	06/30/24	06/30/24	06/30/24	06/30/24	07/23/24	08/09/24	05/14/24	✓	✓

Kingsway Regional High School



2026-2027 Athlete & Parent Handbook

Revised Jul 23, 2026

Kingsway Regional School District's

Vision, Mission, and Core Values

Vision for Excellence: It is the vision of the Kingsway Regional School District to successfully prepare students for their unique path in life.

Mission: The Kingsway Regional School District, guided by our core values, engages students within a diverse and nurturing community dedicated to our Vision for Excellence.

Core Values

- **Growth:** We are committed to growing our students academically, socially, and emotionally. Through this commitment, students view the journey of education as a lifelong pursuit and continuous personal advancement beyond high school.
- **Belonging:** We are committed to ensuring every student feels included, supported, represented, valued, and celebrated at Kingsway. Through this commitment, students develop a lasting sense of worth for themselves and others.
- **Teamwork:** We are committed to providing a collaborative environment that invites participation and partnership from all stakeholders. Through this commitment, different perspectives and ideas are realized for the betterment of students.
- **Student-Centered:** We are committed to placing the safety, needs, and well-being of students at the forefront of decision-making. Through this commitment, the district remains focused on servicing the unique needs of every student.
- **Perseverance:** We are committed to cultivating resilience and self-reflection as students cope with life's hardships. Through this commitment, students emerge stronger and more confident as they work to achieve their goals.

KINGSWAY REGIONAL SCHOOL DISTRICT

BOARD OF EDUCATION

Mrs. Jennifer Cavallaro-Fromm, Board of Education President
Mrs. Lauren Boerlin, Board of Education Vice President
Dr. Michele Blair
Mrs. Kelly Bonapfel
Mrs. Christie Callahan Comerford
Ms. Jaclyn Dopke
Mrs. Kristen Lombardo
Mrs. Marilyn O'Rourke-Young
Mrs. Apryl Palazzo
Mr. Nicholas Rosato

DISTRICT ADMINISTRATION

Dr. James J. Lavender, Superintendent
Patricia Calandro, Assistant Superintendent
Sharon Ormsbee, Business Administrator/Board Secretary
Robert Iocona, Chief Technology Officer
Melissa Brown, Director of Human Resources
June Cioffi, Director of Athletics
Charae Whetstone, Director of Special Services
Michael Schiff, Director of School Counseling
Suzanne Miller, Director of Food Services
Michael Schneck, Director of Transportation
Andrew Kidder, Director of Buildings & Grounds Supervisor

MIDDLE SCHOOL BUILDING ADMINISTRATION

Brian Tonelli, Principal
Edward Dubbs, Assistant Principal
Mary Neyer, Assistant Principal/Supervisor of Visual & Performing Arts

HIGH SCHOOL BUILDING ADMINISTRATION

Stefanie Fox-Manno, Principal
Meredith Alexander, Assistant Principal
Dana Gaetano, Assistant Principal/Supervisor of Visual & Performing Arts
Steven Ottinger, Assistant Principal
James Zurzolo, Assistant Principal

7-12 PROGRAM SUPERVISORS

Rachael Anderson, Supervisor of ELA, World Language, Family & Consumer Science, & ESL
Megan Bruder, Supervisor of Science, Technology, & Math (STEM)
Nicole Cammarota-Verasco, Supervisor of Special Education
John Lloyd, Supervisor of Social Studies, Business, & Library Media
Dave Stanton, Supervisor of Athletics & Health & PE

KINGSWAY REGIONAL HIGH SCHOOL

201 Kings Highway
Woolwich Township, NJ 08085
(856) 467-3300
Website: www.krsd.org
Emergency Closing No. 815

Dear Parents and Students,

The Athletic Administration and coaching staff have developed this handbook to provide parents and student-athletes with essential information for successfully participating in our interscholastic programs. Our goal is to make your participation rewarding and as smooth as possible. Carefully reviewing this handbook and adhering to the rules and regulations outlined will help ensure you remain in good standing throughout your high school career. We hope that a clear understanding of our athletic goals will make your experience at Kingsway both positive and fulfilling. This handbook outlines the expectations set forth by our school, along with NJSIAA rules and regulations, as well as your responsibilities to yourself, your team, and Kingsway.

The purpose of our athletic program is to provide student-athletes with the opportunity to compete in a cooperative and team-oriented environment. Through this experience, student-athletes will develop self-discipline, responsibility, decision-making skills, and social awareness. Ultimately, the Kingsway Athletic Program is designed to offer a well-rounded, active component of a student's high school experience.

Participation in athletics is a privilege extended by the Board of Education to students who choose to compete. Please read this handbook carefully, as it will help prepare you for the responsibilities and challenges that come with being a student-athlete.

The development of a student-athlete is a collaborative effort between coaches and parents, working together as a team to support success. A student-athlete is an individual, but also a vital part of a team. While parents prioritize their child's well-being, coaches are responsible for the success and unity of the entire team. Parents and coaches must work together to foster a positive and supportive environment, ensuring the best experience for all student-athletes.

Thank you for your commitment to Kingsway Athletics. We look forward to a great season!

Best Wishes,

Ms. June Cioffi
Director of Athletics

KINGSWAY REGIONAL SCHOOL DISTRICT

ATHLETE & PARENT HANDBOOK

PHILOSOPHY OF ATHELTICS

Kingsway Athletics seeks to maximize student-athletes' opportunities to reach their full potential through positive educational experiences. Interscholastic sports are an integral part of the high school and middle school educational program. They complement physical education classes by providing students with an opportunity to channel their energy in a structured and beneficial way. Participation is encouraged to foster important values such as sportsmanship, dedication, teamwork, fair play, courtesy, and self-discipline, while also contributing to overall school morale.

To achieve these objectives, the following standards must be upheld:

1. Interscholastic sports should be a harmonious part of the overall school program and should not overshadow the school's educational mission.
2. While teams should be well-coached, well-conditioned, and strive for success, an excessive focus on winning must be avoided.
3. Every effort must be made to prevent the exploitation of student-athletes—both physically and emotionally. This includes managing publicity and avoiding extremes of praise or criticism that could negatively impact participants.
4. A positive team culture and climate should be cultivated, emphasizing respect, inclusivity, encouragement, and personal growth for all participants.
5. Positive athletic relationships with other schools should be fostered by promoting these standards among both teams and spectators.
6. Our sports programs are an integral part of the total educational experience.
7. Athletics supplement, rather than replace, physical education, recreation, and club activities.
8. Athletics are subject to the same administrative oversight as the entire educational program.
9. The physical, mental and social welfare and safety of all student-athletes are prioritized.
10. Our athletic program is governed by the rules and regulations of the NJSIAA, Tri-County Conference, South Jersey Interscholastic Lacrosse League, West Jersey Football League, and Kingsway Regional School District.

TEAM SCHEDULES

You can access a team's schedule any time on the Kingsway Athletic Website:
https://www.gobound.com/nj/schools/kingswayregionalhs

KEY ATHLETIC CONTACTS

DIRECTOR OF ATHLETICS: Ms. June Cioffi (cioffij@krsd.us) 856 -467-3300 x4230

SUPERVISOR OF ATHLETICS: Mr. David Stanton (stantond@krsd.us) 856-467-3300 x4244

ATHLETIC SECRETARY: TBA - 856-467-3300 x4286

ATHLETIC TRAINER: Mr. Robert Baerman (BaermanR@krsd.us) 856-467-3300 x4248

ATHLETIC TRAINER: Ms. Meghan Mattson (MattsonM@krsd.us) 856-467-3300 x1084

COACHES: All coach contact information can be found HERE.

ATHLETIC PROGRAM GOALS

The athletic department plays a vital role in fostering student-athlete development, promoting sportsmanship, and enhancing the overall school community. The following goals outline the core mission and objectives of the program.

Academic Excellence

- **Support Student-Athletes' Education:** Encourage a balance between academics and athletics to ensure academic success.
- **Promote Eligibility Compliance:** Ensure all student-athletes meet academic requirements to participate in sports.
- **Encourage Lifelong Learning:** Instill the value of education beyond high school athletics.

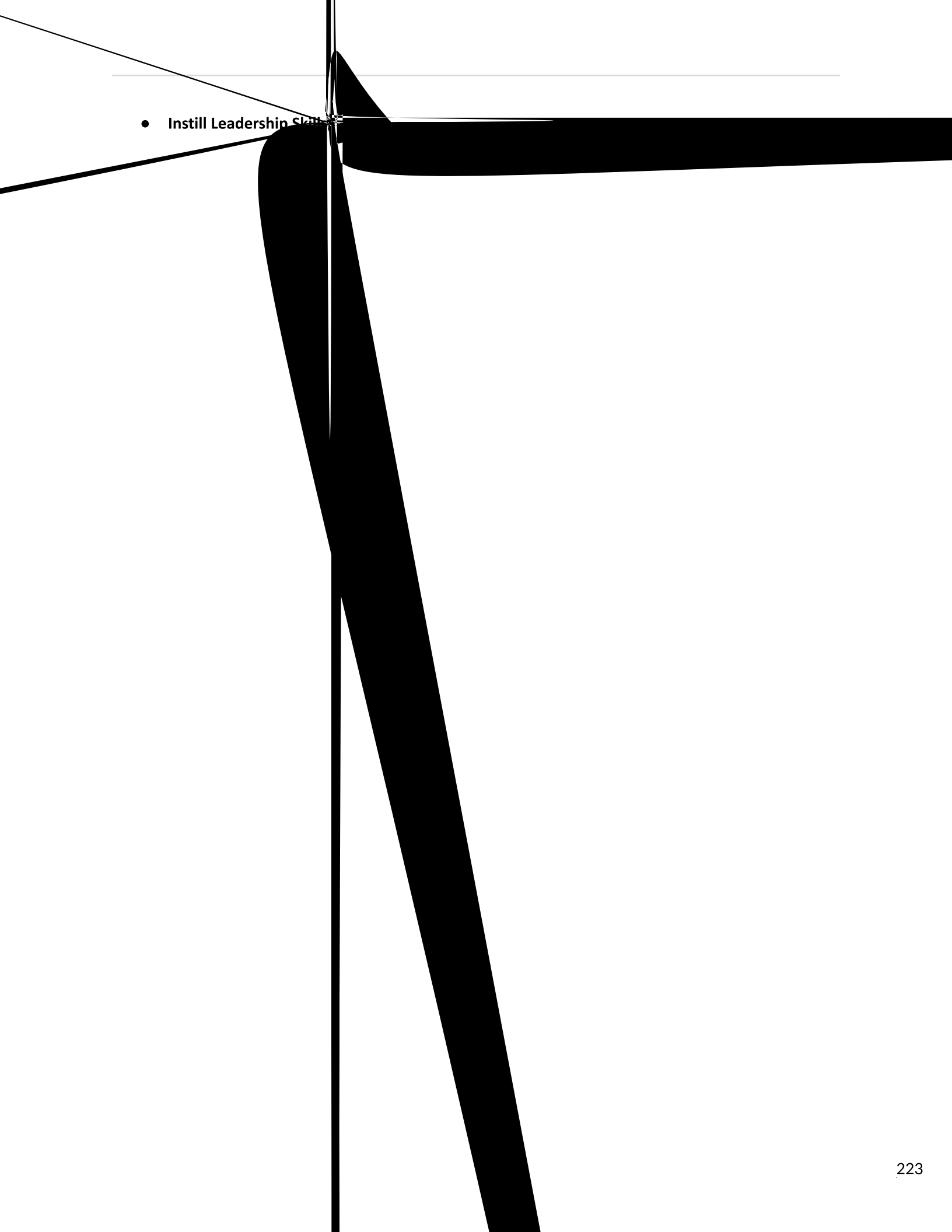
Athletic Performance

- **Develop Competitive Teams:** Foster skill development and teamwork to enhance team performance.
- **Emphasize Fundamentals:** Focus on proper techniques, conditioning, and strategic understanding of each sport.
- **Encourage Multi-Sport Participation:** Promote versatility and overall athletic growth through participation in multiple sports.

Sportsmanship and Character Development

- **Promote Integrity and Respect:** Ensure that athletes, coaches, and spectators display positive behavior and respect for all participants.

- **Instill Leadership Skill**



PARENT/GUARDIAN GUIDELINES AND EXPECTATIONS

Supporting Your Student-Athlete

- **Encourage Effort Over Outcome:** Focus on your child's growth, effort, and sportsmanship rather than just wins and losses.
- **Promote a Positive Attitude:** Reinforce the importance of respect, perseverance, and teamwork.
- **Help Maintain a Balance:** Support your student in managing academics, sports, and personal time effectively.
- **Celebrate Achievements:** Acknowledge hard work and progress, regardless of the final score.

Behavior at Athletic Events

- **Respect Officials and Coaches:** Understand that referees, umpires, and coaches are there to support the game and should be treated with respect.
- **Demonstrate Good Sportsmanship:** Cheer for all athletes positively and avoid negative or disruptive comments.
- **Follow Venue Rules:** Adhere to school policies regarding seating, noise levels, and prohibited items.
- **Avoid Confrontations:** If concerns arise, address them through appropriate channels rather than during the event.

Engaging with the Team and Community

- **Volunteer and Support:** Help with team activities, fundraising, or event organization to contribute to a strong program.
- **Be an Example:** Model the behavior and attitude you want to see in your child and other spectators.
- **Encourage Team Spirit:** Foster a sense of unity by supporting all student-athletes, not just your own.
- **Respect Other Parents:** Maintain a respectful and positive relationship with fellow parents to create a cohesive community.

Addressing Concerns Properly

- **Communicate with Coaches Respectfully:** Schedule meetings if needed and follow the proper chain of command when discussing concerns.
- **Understand the Decision-Making Process:** Coaches make choices based on team needs, effort, and performance.
- **Encourage Athlete Independence:** Allow your child to handle their own discussions with coaches when appropriate.

TRI-COUNTY CONFERENCE

ROYAL LIBERTY DIAMOND CLASSIC

ESTABLISHED 1928

Conference Spectator Code of Conduct

Under the Tri County Conference Sportsmanship Policy, unsportsmanlike conduct of **any fan or spectator,** directed towards officials, coaches, players, other spectators, school staff or security, at any/all athletic events including but is not limited to the actions listed below will be subjected to the disciplinary actions listed below:

- Strikes or physically abuses an official, coach, player, or spectator
- Intentionally incites participants or spectators to violent or abusive action
- Uses obscene gestures or profane or unduly provocative language or action towards officials, opponents, or spectators
- Engages in harassing verbal or physical conduct related to race, gender, ethnicity, disability, sexual orientation or religion at an interscholastic event.
- Use of profanity, threatening comments, or biased language before, during, or after an interscholastic event.
- Verbally harasses an official or opponent participant (i.e., coaches or players from any participating school) by using names or uniform numbers.
- Entering the field of play – before, during, or after an interscholastic event.
- Physical altercation with an official, coach, player, school staff, school security, or spectator – before, during, or after an interscholastic event.
- Use of artificial noisemakers or other instruments intended to disrupt the interscholastic event or distract the participants during an interscholastic event.

Violations of the Code of Conduct include:

- Immediate removal from the event and school premises.
- Suspension from the next interscholastic event for a first offense.
- Longer suspensions from interscholastic events for multiple violations in a defined period of time (season, school year, calendar year, etc.).
- Completion of required educational component(s) before attendance at future interscholastic event. The Tri County Conference recommends the following educational components, from the National Federation's "NFHS Learn" website (nfhslearn.com):
    - Positive Parenting within School Programs
    - Sportsmanship
    - Teaching and Modeling Behavior
    - The Parent Seat

UNDERSTANDING KINGSWAY ATHLETICS:
KINGSWAY ATHLETES, COACHING, & COMMUNICATION

KINGSWAY INTERSCHOLASTIC ATHLETICS

Interscholastic athletics provide students with opportunities to develop and showcase their abilities in structured competition. These programs are not limited to varsity teams but also include sub-varsity levels, allowing for skill development and increased participation.

While athletic contests can evoke strong emotions among spectators, parents, and players, it is important to remember that interscholastic sports serve as a valuable extension of the educational experience. Kingsway Athletics prioritizes **student growth and mental well-being, teamwork, and sportsmanship** over entertainment, coach recognition, or college recruitment.

Our programs are designed to foster **long-term success, character development, and a passion for competition**—not to serve as a direct pathway to professional or collegiate athletics. Student-athletes are encouraged to embrace the journey, build lasting relationships, and develop skills that extend beyond sports.

FAIRNESS IN ATHLETICS

Kingsway Athletics operates with integrity and fairness. Every student has an equal opportunity to participate in our programs. Team selection is based on ability, attitude, behavior, and academic success—not on personal connections, geographic location, or parent involvement.

CHAIN OF COMMUNICATION

Effective communication is essential for a successful athletic program. Kingsway coaches are responsible for keeping athletes and families informed about relevant team matters. Likewise, it is the responsibility of athletes and parents to respect and support coaching decisions. IIf concerns arise, the **Chain of Communication** must be followed:

1. **Athlete speaks with the coach.** Many issues can be resolved at this level.
2. **Parent/guardian speaks with the coach.** Please schedule an appointment. We ask that you do not approach the coach before or after a practice or game.
3. **Parent/guardian contacts the Director of Athletics.** A meeting with the coach, Director of Athletics, and student-athlete may be arranged if necessary.
4. **Parent/guardian contacts the Superintendent.** The Chain of Communication must be followed before escalating concerns to the Superintendent. Issues are best resolved at the lowest level possible.

TEAM RULES/GUIDELINES/PARENT MEETINGS

Each head coach must establish a set of team rules and guidelines, along with the penalties for violations. These rules must be approved in advance by the Athletic Department, in collaboration with the administration. It is required that these rules be put in writing and that a copy be provided to each student-athlete and their parents/guardians. Consistency in the implementation of penalties by all coaches is essential.

Parent preseason meetings are required by every head coach at the beginning of each season to review team rules and guidelines.

While it is impossible to anticipate every situation, and potential "loopholes" may arise in the wording of rules, any severe disciplinary action must be discussed with the Athletic Department before being enforced.

A student may appeal any disciplinary action imposed. The Director of Athletics, in collaboration with the principal, will determine whether the prescribed discipline is appropriate for the infraction. The student may further appeal the decision to the superintendent and the Board of Education.

Coaches should provide general information and guidance regarding the college recruiting process, including available resources, timelines, and appropriate communication with college coaches.

Each coach is expected to clearly communicate program expectations to student-athletes and parents prior to the start of the season. At a minimum, coaches should conduct an annual parent/athlete meeting and provide information regarding:

- Team rules and coaching expectations
- Methods of communication used throughout the season
- Tryout procedures and selection criteria
- Practice and game schedules
- Season start dates and important deadlines
- Academic and eligibility expectations
- Attendance policies
- Sportsmanship and conduct expectations
- Procedures for addressing concerns or questions

This information should ensure that parents and student-athletes have a clear understanding of what to expect from the coaching staff and the athletic program throughout the season.

AAU, ASA, CLUB TEAMS, & OUTSIDE ORGANIZATIONS

There are many organizations that provide opportunities for high school and middle school athletes. While these programs have value, they can also impact the high school sports experience.

School-based athletics operate under different parameters than these external programs. High school and middle school teams are built from the students who attend the school, without the ability to recruit players from other areas. Additionally, student-athletes must meet academic, behavioral, and physical eligibility requirements that external teams may not enforce. Outside programs often focus primarily on athletic ability, which differs from the comprehensive development approach taken by school athletics.

With the exception of football, AAU and similar organizations have become the primary avenue for college athletic exposure, shifting the traditional pathway from high school to college to professional sports. While these programs offer opportunities, they also come with challenges.

TRANSPORTATION OF ATHLETES

All athletes are required to make transportation arrangements that result in a timely pick up at the end of practices and/or games.

STUDENT PICK UP

It is strongly suggested that parents who are coming for their student-athlete anticipate approximate times to pick up.

Remember: Coaches have to wait until the last athlete from their team vacates the property. Please be considerate of the coaches' supervision responsibilities.

STUDENT TRANSPORATION AT AWAY GAMES

Although we encourage student-athletes to ride the team bus back from away games, it sometimes becomes necessary for parents to pick up their student-athletes at the site of the away game. In those rare instances, you and your child should adhere to the following procedure:

1. Complete an Athletic Event Travel Release form (available in the Athletic Office, or on the District Website)
2. Student brings the completed travel release form to the Athletic Office to be reviewed and approved by the Director of Athletics or Supervisor of Athletics. These should be presented at least one day prior to the game.

State law does not allow anyone but the parent to transport a student. Remember, this concerns your child's safety.

KINGSWAY ATHLETIC DEPARTMENT RULES AND REGULATIONS

These rules and regulations are established with the intention of maintaining the goals and values of Kingsway Athletics.

ATTENDANCE

In order to participate, the student-athlete must be present in school the day of the practice or game. In the case of Saturday or holiday events, the student must have been present the last school day previous to the activity, unless cleared by administrative decision.

If a student is late for school, he or she must report by 10:00 a.m. the day of the activity in order to participate, unless cleared by administrative decision.

If a student is suspended from school (in school or out-of-school), he or she cannot participate in any events on the day(s) of suspension or loss of good student standing.

There are a few cases where the superintendent approves Sunday practices, if a student misses one of these practices due to religious or family commitments, no team discipline will be rendered. Otherwise team rules will apply.

TRYOUTS

Coaches must complete any squad reductions no longer than 8 days after the 1st practice. A candidate that does not make a team because of lack of ability or interest may try out for another sport that season within three (3) days. Try outs should be done in a caring manner. No general announcement should be made or lists hung. Coaches should meet in person with each student in question to discuss his/her their roles on the team or their release.

TRYOUT GUIDELINES

1. All students must try out to participate.
2. It is suggested that each athlete meet with the coach, who will then tell the athlete his or her status.
3. Each coach that holds a try out process, must use written criteria during tryouts, with a rating/evaluation system that is to be discussed with each player, whether he/she makes the team, or not.
4. It should be clear to everyone when the final roster is set.

Reminder: It is the coach's responsibility to make sure that all players on the F/JV team are given playing time. The head coach must make every attempt to make sure each player feels like an important part of the team, whether or not he/she is a main player. ** *All seniors regardless of how many years in a program must try out for all athletic teams.*

GROUNDS FOR SUSPENSION OR PERMANENT EXPULSION

Any attitude or behavior that is considered by the disciplining administrator to be detrimental to the ethical principles of the team, or reflects poorly on the Kingsway School District.

AWARDS PROCEDURES AND GUIDELINES

In accordance with Board Policy #5440 / District Regulation #5440, the head coach will determine the level of award that each athlete on his/her team will receive. As a general rule of thumb, a varsity award is given to an athlete who is a legitimate varsity player, a player who has participated in half of all the halves during the season. An athlete who consistently practices with the varsity, but does not play too often may be awarded a varsity letter, as per the head coach's decision.

- A senior who has completed the season "in good standing" will receive a varsity award.
- An athlete that has risen to varsity status, prior to being injured, may receive a varsity award. The head coach will determine if a varsity award is merited, based on the injured athletes' continued connection with the team.
- A manager or statistician may be awarded a varsity award as per the head coach's determination.
- The Director of Athletics must approve all awards.

"IN SEASON" ATHLETE and "OUT OF SEASON" PARTICIPATION

Athletes that excel at Kingsway High School and Middle School in a given sport may choose to participate in that same sport out of season (as termed by NJSIAA) while still participating in an in-season sport.

The rights and concerns of the in-season coach must be recognized. Out-of-season participation that results in absenteeism from in-season practice or game is taken seriously. The coach must be informed of such a situation well in advance. It is the in-season coaches' prerogative to attach a form of team discipline, or a period of suspension.

Out-of-season is defined as from the end of a specific sport season to the beginning of that sport the following year, with the exception of summer recess period. The summer recess period begins at the end of the spring season, and ends on the date that the fall season sports begin official practice.

SUMMER RECESS

Many sports have workouts during the summer. A student-athlete is free to participate in as many activities as he or she chooses. Non-participation in any summer workouts does not affect the student-athletes status on the team when the in-season period begins.

CAPTAINS PRACTICES (SUMMER VOLUNTARY PRACTICES)

Out-of-season Captain's Practices are not permitted on the Kingsway campus without a certified coach being present. Workouts of any kind, including weight room, must have a certified coach supervising at all times. A physical must be on file and approved by the athletic trainer and/or school nurse. Those that are not enrolled as a Kingsway High School or Kingsway Middle School student are prohibited to participate.

Individuals that participate in a Board of Education approved camp or clinic do not have to necessarily be enrolled in Kingsway High School or Kingsway Middle School. The person or group that is in charge of the approved camp or clinic is solely responsible for injuries and liabilities. No individual or group may use Kingsway School District facilities without being approved by the Board of Education.

Summer voluntary practices with a certified coach are permitted.

ELIGIBILITY

In order for a student to participate in athletics at Kingsway High School, he or she must be eligible in **three** areas: **Academics, Discipline, and Physical**. Although the NJSIAA does not have jurisdiction over middle school student-athletes, academic eligibility is held in high regard. A middle school student-athlete could be deemed ineligible by the middle school administration.

ACADEMIC ELIGIBILITY

To be eligible for athletic competition during the first semester (September 1 to January 31), a pupil must have passed 6 credits of the 24 credits required by the State of New Jersey for graduation during the immediately preceding academic year.

To be eligible for the second semester (February 3 to June 30), a student must be successfully passing courses that will yield at least 6 credits by the end of the school year.

An athlete becomes ineligible for high school athletics if he/she attains the age of 19 prior to September 1st. However, any student attaining the age of 19 after September 1st shall be eligible for the ensuing school year.

No students shall be eligible for high school athletics after the expiration of eight consecutive semesters following their entrance to ninth grade.

DISCIPLINARY ELIGIBILITY

A student-athlete must be in good standing concerning the school disciplinary codes. The disciplinary administrator may remove a student from a team for a period of time, if deemed necessary.

A student that must serve a detention or suspension cannot participate in sports during the time of the disciplinary action.

A student that has not made compensation for equipment obligation will not be permitted to participate in any subsequent sport or weight training until the obligation is remedied.

Please refer to the student handbook for the High School and Middle School discipline code in detail.

ATTENDANCE ELIGIBILITY

If a student exceeds sixteen (16) absences, the student will become ineligible for all school sponsored events and activities until proper documentation has been submitted and/or credit recovery is complete.

PHYSICAL ELIGIBILITY

In order for a student to be eligible for practice with a Kingsway team, the following forms must be completed, signed, and submitted:

1. All forms must be completed on the Athletic Registration portal located in Genesis.
2. A student must submit an Athletic Physical/Health History Form (Parts A & B), provided by the school, completed and signed by the examining physician. This physical must have been completed within 365 days to be current.
3. After all paperwork is submitted, student must be cleared by our school district physician, the school nurse and athletic trainer in order to participate.
4. The Board of Education Policy #2436 recognizes the value of athletic competition and co-curricular activities outside the regular instructional program. However, with reduced or limited revenue and increased expenses, the Board must consider alternative revenue options to support these school-sponsored activities. Therefore, the Board of Education authorizes the establishment of an activity participation fee program as a supplemental revenue source contributing to a percentage of the school district's total costs for operating school-sponsored activities.

   The Athletic Registration Fee Program will require each pupil participating in a school-sponsored athletic to pay a registration fee. The specific activities and fee amounts will be recommended by the Superintendent of Schools and approved by the Board on an annual basis prior to the commencement of the registration or sign-up process for the activity. The fee program will be tiered as follows.

ATHLETIC REGISTRATION INFORMATION

All middle school and high students who wish to participate on a school-sponsored interscholastic athletic team, marching band, and/or cheerleading squad must pay a registration fee in the amount of one hundred dollars ($100) prior to the start of each season. Refunds will be issued if the student did not make the team.

NOTE: All forms are available on the athletic website or in the nurse's office.

PAYMENT SYSTEM FOR ATHLETIC FEES

Kingsway has migrated over to a new payment system that works with My School Bucks and Genesis together to track and complete payments.

PLEASE NOTE: It takes 24-48 hours PRIOR to registration for the fee to show in your Genesis/MSB portal.

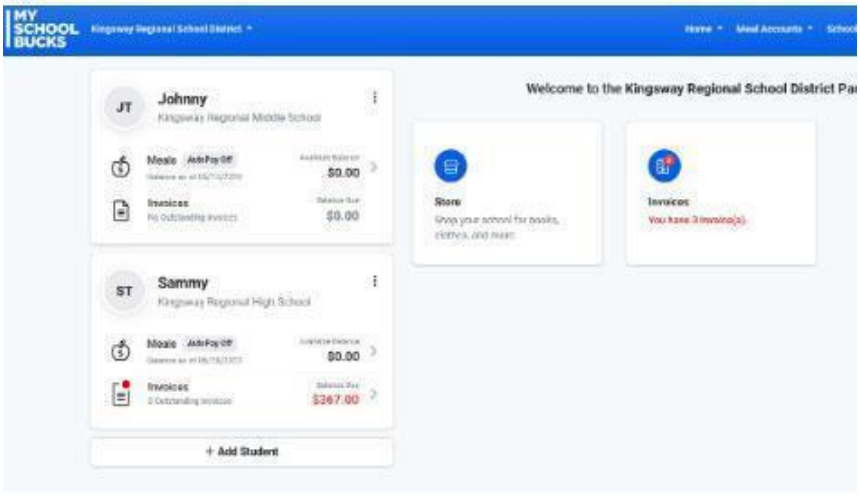
Log into your parent Genesis Portal

Click **Fees and Fines**

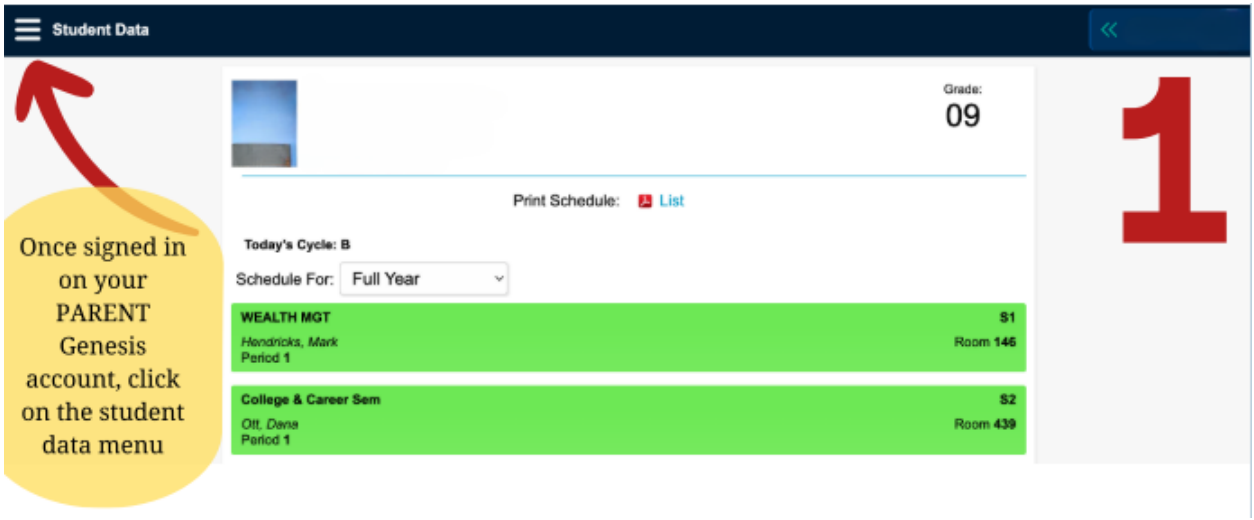


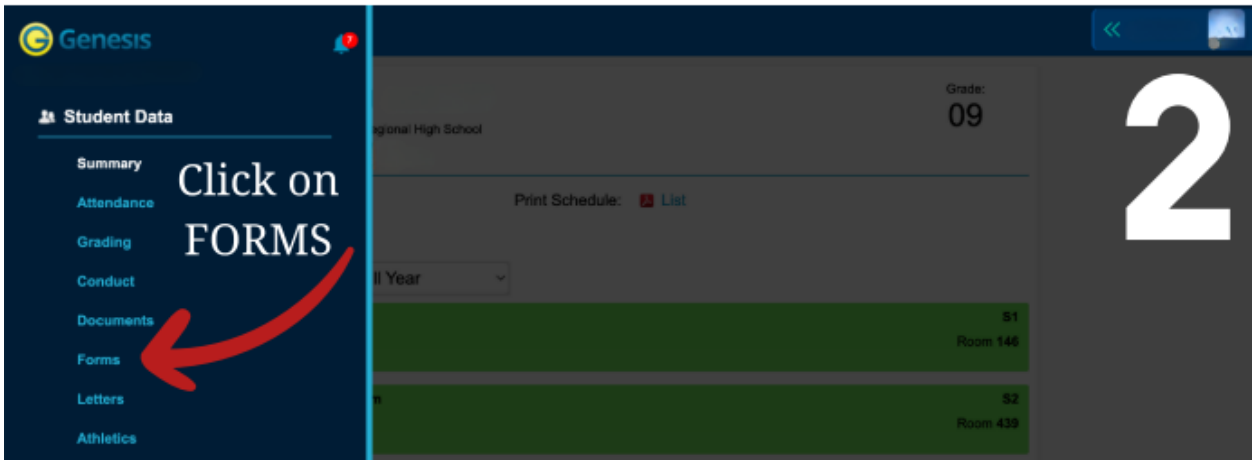
Under **Fees and Fines**, you will see all of your fees that must be paid before your student can try out for athletics. Athletics and Obligations will be listed under **Invoices**.

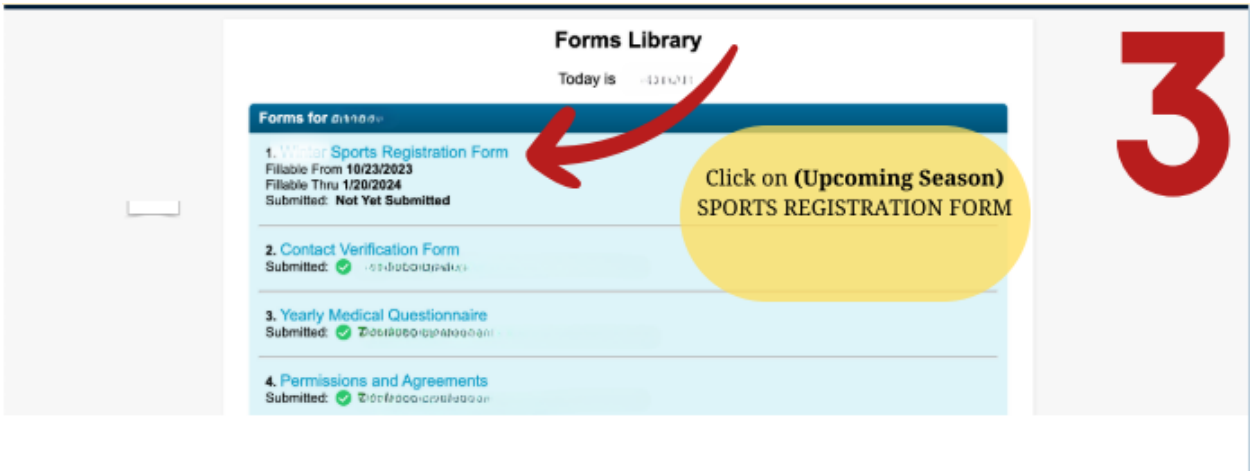
REQUIRED FEES TO BE PAID IN FULL IN ORDER TO BE CLEARED FOR ATHLETICS: (1) Athletic Participation (2) Fees/Obligations(3) Lunch Account

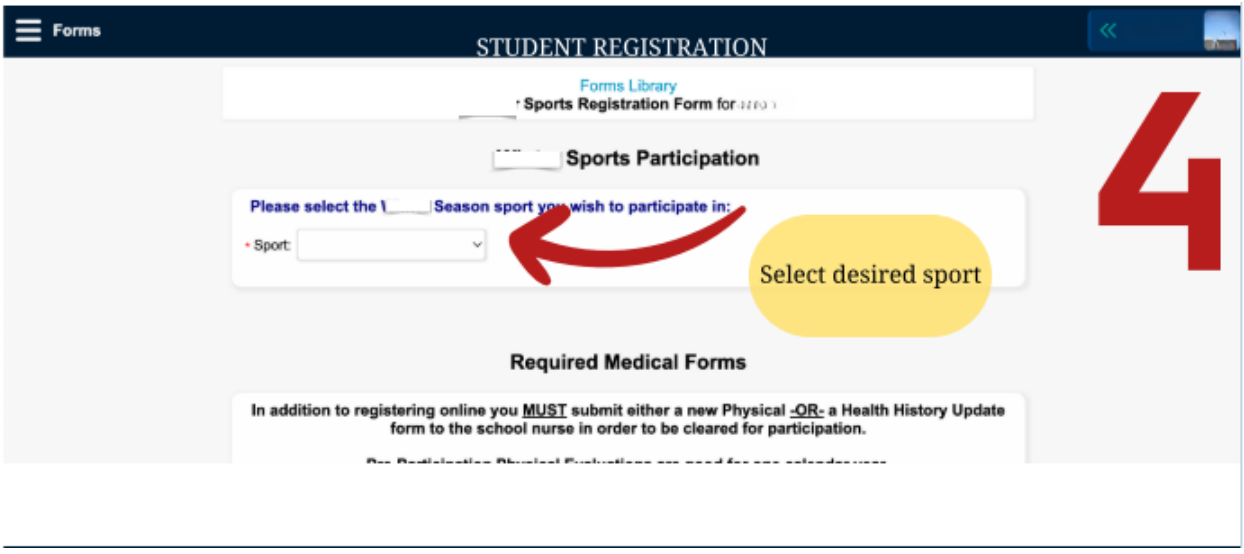


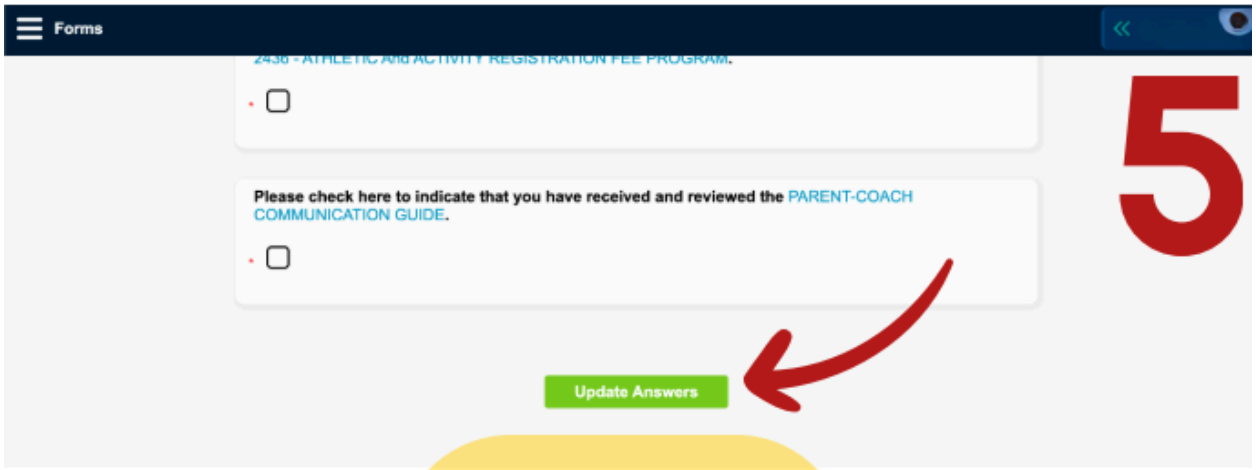
ATHLETIC REGISTRATION IN GENESIS




Genesis
Student Data
Summary
Attendance
Grading
Conduct
Documents
Forms
Letters
Athletics
Click on FORMS
Grade:
09
Print Schedule:
List
2


Forms Library
Today is
Forms for
1. Sports Registration Form
Fillable From 10/23/2023
Fillable Thru 1/20/2024
Submitted: Not Yet Submitted
2. Contact Verification Form
Submitted:
3. Yearly Medical Questionnaire
Submitted:
4. Permissions and Agreements
Submitted:
Click on (Upcoming Season) SPORTS REGISTRATION FORM
3


Forms
STUDENT REGISTRATION
Forms Library
Sports Registration Form for
Sports Participation
Please select the Season sport you wish to participate in:
Sport:
Select desired sport
4
Required Medical Forms
In addition to registering online you MUST submit either a new Physical -OR- a Health History Update form to the school nurse in order to be cleared for participation.



After working your way through all documents and check boxes, be sure to click update answers to finalize your enrollment

RANDOM TESTING FOR ALCOHOL AND DRUG USE POLICY #5536

Kingsway will continue the *Random Testing for Student Alcohol or Other Drug Use Program*. This program, as established through Board Policy #5536, enhances the District's ability to provide our students with a safe and drug-free learning environment. The purposes of this random alcohol and drug-testing program are to have a positive effect on attaining the important objectives of deterring alcohol and drug use and to provide a means for early detection of students with substance abuse problems so that referral for evaluation or treatment may be offered.

Students in grades seven through twelve who participate in Kingsway's interscholastic athletic program, participate in extra-curricular programs, and/or receive a school-issued parking permit to drive/park a personal vehicle on school district property will be required to sign the Consent to Participate in Random Testing for Student Alcohol or Other Drug Use Program. By signing the consent form, students agree to participate in the program for the duration of his/her time they are enrolled as students in the Kingsway Regional School District, regardless of whether the activity they participate in is out-of-season.

Remedial measures will be applicable for a student who tests positive for alcohol or drugs (Summary of Remedial Measures for Positive Alcohol/Drug Test). Remedial measures will result from a confirmed positive alcohol or drug test, a student's refusal to test when selected, and/or tampering with or adulterating the specimen process.

No student will be penalized academically for testing positive for alcohol or other drugs under the school district's policy. Any action taken concerning any student who tests positive for alcohol or other drugs shall be limited to removal from or prohibition against participation in extra-curricular activities, including interscholastic athletics, and revocation or denial of a student's parking permit.

The results of drug tests pursuant to this Policy will not be documented in any student's academic records or discipline file. Information regarding the results of drug tests will not be disclosed to criminal or juvenile authorities absent legal compulsion by valid and binding subpoena or other legal process, which the Board of Education will not solicit. In the event of service of any such subpoena or legal process, the student and the student's parent will be notified at least seventy-two (72) hours before the response is made by the Board of Education to the extent permitted by such subpoena or legal process. The Contractor will only provide the identity and results of those tested to the Designated Official.

For more information on Kingsway Regional School District's Alcohol and Drug Prevention Program, please visit our website - ALCOHOL AND DRUG PREVENTION STUDENT MAY NOT PARTICIPATE IN A REGULAR SEASON CONTEST UNTIL ALL ELIGIBILITY REQUIREMENTS ARE MET

STUDENT-ATHLETE'S GUIDE TO SUCCESS

Participating in high school sports at Kingsway Regional High School is a rewarding experience that fosters discipline, teamwork, and personal growth. However, balancing academics, training, and personal life can be challenging. This guide provides essential strategies to help student-athletes succeed both on and off the field.

TIME MANAGEMENT

Effective time management is crucial for balancing sports and academics. Consider these strategies:

- **Use a Planner:** Keep track of practices, games, assignments, and deadlines.
- **Prioritize Tasks:** Identify urgent and important tasks to focus on first.
- **Establish a Routine:** Create a daily schedule that includes time for studying, training, and rest.
- **Utilize Free Time Wisely:** Use breaks between classes or after practice to review notes or complete assignments.
- **Communicate with Teachers and Coaches:** Inform them of your schedule and seek help if needed.

ACADEMIC SUCCESS

Excelling in academics is just as important as performing well in sports. To stay on track:

- **Stay Organized:** Keep class materials and notes in order for easy access.
- **Ask for Help:** Seek tutoring or meet with teachers if you struggle with subjects.
- **Develop Effective Study Habits:** Set aside dedicated study time in a quiet environment.
- **Avoid Procrastination:** Tackle assignments early to prevent last-minute stress.
- **Leverage School Resources:** Take advantage of study halls, academic advising, and online resources.

MENTAL HEALTH & WELL-BEING

Balancing the demands of sports and school can be overwhelming, so prioritizing mental health is essential:

- **Manage Stress:** Practice mindfulness, deep breathing, or meditation to stay calm under pressure.
- **Get Enough Sleep:** Aim for 7-9 hours of quality sleep each night for optimal performance.
- **Maintain a Healthy Diet:** Eat nutritious meals to fuel your body and mind.
- **Stay Connected:** Talk to friends, family, or counselors if you're feeling stressed or overwhelmed.
- **Know When to Take a Break:** Rest is necessary to prevent burnout and injuries.

SPORTS PERFORMANCE & INJURY PREVENTION

To stay at the top of your game and avoid injuries:

- **Warm Up & Cool Down:** Always stretch before and after workouts to prevent injuries.
- **Follow a Proper Training Plan:** Work with coaches to develop a safe and effective regimen.
- **Stay Hydrated:** Drink plenty of water before, during, and after activities.
- **Listen to Your Body:** Address any pain or discomfort before it worsens.
- **Respect Recovery Time:** Take rest days seriously to avoid overuse injuries.

PLANNING FOR THE FUTURE

If you plan to continue sports beyond high school:

- **Research College Programs:** Explore schools with strong athletic and academic programs.
- **Stay on Top of Recruitment:** Communicate with college coaches, attend camps, and create a highlight reel.
- **Maintain Academic Standards:** Colleges consider grades just as much as athletic ability.
- **Develop Life Skills:** Build leadership, teamwork, and time management skills for future success.
- **Create your NCAA Free Profile:** NCAA Resources www.ncaa.org and www.ncaaclearinghouse.net

CREATING A SAFE AND INCLUSIVE ENVIRONMENT AT KINGSWAY REGIONAL

HARASSMENT, INTIMIDATION & BULLYING

According to **Board Policy 5512.01**, *"'Harassment, intimidation, or bullying means any gesture, any written, verbal, or physical act, or any electronic communication, whether it be a single incident or a series of incidents, that is reasonably perceived as being motivated either by any actual or perceived characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, or a mental, physical, or sensory [handicap] disability, or by any other distinguishing characteristic, that takes place on school property, at any school-sponsored function, on a school bus, or off school grounds as provided for in section 16 of p.l.2010, chapter 122, that substantially disrupts or interferes with the orderly operation of the school or the rights of other students and that:*

- *A reasonable person should know, under the circumstances, will have the effect of physically or emotionally harming a student or damaging the student's property, or placing a student in reasonable fear of physical or emotional harm to his person or damage to his property; or*
- *Has the effect of insulting or demeaning any student or group of students (in such a way as to cause substantial disruption in, or substantial interference with, the orderly operation of the school); or*

- *Creates a hostile educational environment for the student by interfering with a student's education or by severely or pervasively causing physical or emotional harm to the student."*

ANTI-HAZING

According to **Board Policy 5541**, *"A safe and civil environment in school is necessary for students to learn and achieve high academic standards. Hazing is conduct that disrupts both a student's ability to learn and a school's ability to educate its students in a safe and disciplined environment. The Board of Education prohibits acts of hazing and adopts this Policy against hazing in accordance with N.J.S.A. 18A:37-32.2. The provisions of this Policy apply to all schools within the district. 'Hazing' in a school setting includes, but is not limited to, conduct by an individual(s) who is a member and/or representative of a school-sponsored student organization, club, or athletic team where such individual(s) conditions a student's acceptance as a member into such group on whether the student engages in activities that are humiliating, demeaning, intimidating, and exhausting to the student."*

RETALIATION DISCRIMINATION

Federal civil rights laws prohibit discrimination based on race, color, national origin, sex, disability, and age in programs or activities receiving Federal financial assistance. In addition to prohibiting discrimination, each of these civil rights laws also prohibits retaliation against individuals who assert their rights. The ability of individuals to oppose discriminatory practices and to participate in investigations and other proceedings is critical to ensuring equal educational opportunity in accordance with Federal civil rights laws. For this reason, agents of the Board of Education shall refrain from intimidating, threatening, coercing, or discriminating against any individual for the purpose of interfering with any right or privilege secured by Federal civil rights law.

SEXUAL HARASSMENT

According to Board Policy #5751, *"The Board of Education will not tolerate sexual harassment of students by school employees, other students, or third parties. Sexual harassment of students is a form of prohibited sex discrimination. In accordance with Title IX of the Education Amendments of 1972 and the Code of Federal Regulations (CFR), 34 CFR §106, the school district adopts this Policy and implements practices to investigate and resolve allegations of sexual harassment of students engaged in by school employees, other students, or third parties pursuant to 34 CFR §106.3(c). In addition, reports of sexual harassment shall also be investigated in accordance with the requirements of New Jersey's Anti-Bullying Bill of Rights Act and Policy 5512.*

AFFIRMATIVE ACTION

The district's **Affirmative Action Program** provides a forum to address and resolve issues related to discrimination. The Kingsway Regional School District prohibits discrimination and harassment in all educational programs, activities, and employment practices and complies with Title IX of the Education Amendments of 1972, N.J.A.C. 6A:7, and all applicable federal and state civil rights laws. Questions, concerns, or complaints regarding Title IX, sex discrimination, sex-based harassment, equal educational opportunity, discrimination, harassment, or affirmative action may be directed to:

Patricia Calandro
Assistant Superintendent
Title IX Coordinator
Affirmative Action Officer
Kingsway Regional School District
213 Kings Highway
Woolwich Township, NJ 08085
Email: calandrop@krsd.us
Phone: 856-467-3300 *4250

Mike Schiff
Director of School Counseling
Deputy Title IX Coordinator
Assistant Affirmative Action Officer
Kingsway Regional School District
213 Kings Highway
Woolwich Township, NJ 08085
Email: schiffm@krsd.us
Phone: 856-467-3300 *4210

Any person may report discrimination or harassment, including sex-based harassment, whether or not the person reporting is the person alleged to be the victim of the conduct. Reports may be made in person, by mail, by telephone, by email, or by any other means that results in the District receiving the report.

504/IEP STUDENT ACCOMMODATIONS

Coaches are required to complete mandatory annual training regarding Section 504, ADA obligations, IEP obligations, and implementation of student accommodations within extracurricular activities.

FAMILY GUIDE TO HIGH SCHOOL SPORTS

High school sports provide students with opportunities for personal growth, teamwork, discipline, and physical development. As a parent, your role is crucial in supporting your child's athletic experience while ensuring a healthy balance with academics and well-being.

Supporting Your Child's Athletic Journey

- **Encourage Effort Over Outcome:** Focus on effort, improvement, and sportsmanship rather than wins and losses.
- **Promote Commitment and Responsibility:** Encourage your child to attend practices, respect coaches, and be a dependable teammate.
- **Respect Their Goals:** Allow your child to set personal goals and pursue their passion rather than imposing your own expectations.

Communication with Coaches and School Staff

- **Understand the Chain of Command:** Encourage your child to speak with the coach first regarding concerns. If necessary, follow the appropriate communication channels.
- **Respect the Coach's Decisions:** Playing time and team strategy are determined by the coaching staff. Trust their expertise.
- **Attend Parent Meetings:** Stay informed about team rules, schedules, and expectations.

- Parent-Coach Communication Brochure

Encouraging Good Sportsmanship

- **Model Positive Behavior:** Avoid criticizing officials, coaches, or other players. Cheer in a respectful manner.
- **Teach Respect for All Participants:** Remind your child to respect opponents, officials, teammates, and coaches.
- **Handle Conflicts Gracefully:** If issues arise, address them calmly and through proper channels rather than in the heat of the moment.

Balancing Academics and Athletics

- **Prioritize Schoolwork:** Ensure your child keeps up with assignments and manages time effectively.
- **Help with Time Management:** Support a structured schedule that includes practice, homework, and rest.
- **Monitor Grades and Eligibility:** Stay aware of academic requirements for participation in athletics.

Health, Safety, and Well-Being

- **Ensure Proper Nutrition and Hydration:** Encourage balanced meals and adequate water intake.
- **Promote Rest and Recovery:** Ensure your child gets enough sleep and takes time for recovery, especially after games and intense training.
- **Recognize Injury Risks:** Teach your child to communicate injuries to coaches and seek proper medical attention when needed.

Understanding Your Role on Game Day

- **Be a Supportive Spectator:** Focus on cheering rather than coaching from the stands.
- **Avoid Confrontations:** Do not argue with referees, coaches, or other parents.
- **Celebrate the Experience:** Whether your child wins or loses, acknowledge their hard work and participation.

Financial and Logistical Considerations

- **Be Aware of Costs:** Understand the potential expenses for equipment, travel, and team fees.
- **Volunteer and Support the Program:** Help with booster clubs, fundraising, or team events when possible.
- **Plan for Transportation Needs:** Ensure your child has reliable transportation for practices and games.

RESOURCES TO SUPPORT STUDENT MENTAL HEALTH AND WELLNESS

Supporting student-athletes mental health and wellness is essential for their performance, development, and overall well-being. Along with our counseling office, listed below are several high-quality resources that provide guidance, strategies, and tools for coaches to support their athletes effectively:

1. National Federation of State High School Associations (NFHS) - "Student Mental Health & Suicide Prevention"

Website: NFHS Learn
Overview: NFHS offers a free course tailored for coaches, focusing on recognizing mental health concerns, reducing stigma, and taking proactive steps to support student-athletes. The course includes real-life scenarios and practical strategies for creating a safe and supportive environment.

2. Changing the Game Project - "Supporting Athlete Mental Health"

Website: Changing the Game Project
Overview: This site focuses on coaching philosophy, athlete well-being, and long-term athlete development. Their mental health resources offer practical strategies for coaches to create a positive and psychologically safe sports environment.

3. Mental Health America (MHA) - "Supporting Young Athletes' Mental Health"

Website: Mental Health America
Overview: MHA provides general mental health resources, including specific guidance on supporting young athletes. Their materials cover topics like anxiety, depression, and performance-related stress, helping coaches recognize early warning signs and offer appropriate support.

4. NCAA - "Mental Health Best Practices for Coaches and Athletic Staff"

Website: NCAA Sport Science Institute
Overview: The NCAA has developed extensive guidelines for coaches on managing student-athlete mental health. Their resources include research-based recommendations, case studies, and strategies for integrating mental wellness into athletic programs.

5. Morgan's Message – "Empowering Athletes to Speak Up About Mental Health"

Website: Morgan's Message
Overview: Morgan's Message is dedicated to eliminating the stigma surrounding mental health in student-athletes. It was founded in honor of Morgan Rodgers, a former Division I lacrosse player who tragically lost her life to suicide. The organization provides educational materials, ambassador programs, and community-building initiatives to help coaches and athletes foster open conversations about mental health.

KINGSWAY HIGH SCHOOL
SPORTS OFFERINGS

	VARSITY	JV	FRESHMAN	M.S
FALL				
Field Hockey	X	X	X	X
Football	X	X	X	
Girls Soccer	X	X	X	X
Boys Soccer	X	X	X	X
Girls Cross Country	X	X		X
Boys Cross Country	X	X		X
Girls Tennis	X	X		
Girls Volleyball	X	X	X	X
Cheerleading	X	X	X	
Dance	X	X		
WINTER				
Indoor Track- Boy's and Girl's	X	X		
Girls Basketball	X	X	X	X
Boys Basketball	X	X	X	X
Wrestling-Boy's and Girl's	X	X		
Girls Swimming/Diving	X	X		
Boys Swimming/Diving	X	X		
Boys Bowling	X	X		
Girls Bowling	X	X		
Unified Bowling	X	X		
Cheerleading	X	X		
Dance	X	X		
SPRING				
Softball	X	X	X	
Baseball	X	X	X	
Boys Track & Field	X	X		X
Girls Track & Field	X	X		X
Unified Track & Field	X	X		
Boys Golf	X	X		
Girls Golf	X	X		
Boys Tennis	X	X		
Girls Lacrosse	X	X	X	
Boys Lacrosse	X	X	X	
Boys Volleyball	X	X	X	
Girls Flag Football	X	X		

Committed to Excellence

Kingsway Regional School District

Emergency Virtual or Remote Instruction Programs

Introduction

In April 2020, Governor Murphy issued an executive order that became P.L.2020, c.27. This law provides for the continuity of instruction in the event of a public-health-related district closure so that LEAs can utilize virtual or remote instruction to satisfy the 180-day requirement pursuant to N.J.S.A. 18A:7F-9. In order to provide transparency and ensure that New Jersey students continue to receive high-quality, standards-based instruction, each school district, charter school, renaissance school project and Approved Private School for Students with Disabilities (APSSDs) must annually submit its proposed program for virtual or remote instruction (plan) to the Commissioner of Education. This plan would be implemented during a district closure lasting more than three consecutive school days due to a declared state of emergency, declared public health emergency, or a directive by the appropriate health agency or officer to institute a public health-related closure. A day of virtual or remote instruction, if instituted under a plan approved by the Commissioner of Education, is considered the equivalent of a full day of school attendance for the purposes of meeting State and local graduation requirements, awarding of course credit, and such other matters as determined by the Commissioner of Education.

Equitable Access and Opportunity to Instruction	
Recommendations: A. Ensure that all students' varied and age-appropriate needs are addressed. B. Develop synchronous and/or asynchronous virtual or remote learning plans which will maximize student growth and learning to the greatest extent possible.	**Action Steps:** 1. **To meet the varied needs of all learners, Kingsway Regional School District (KRSD) recognizes the need to proactively plan for live, synchronous virtual instruction should an emergency school close result in a remote instruction day.** Virtual learning and instruction occur in real time such that the students and instructor interact in a specific virtual place, through a specific online medium, at the same time (e.g. video conferencing, teleconferencing, and live-streaming lectures). Live virtual instruction supports adequate access to education for all students and assists the district, and its faculty, in fulfilling its educational mission and meeting the needs of all learners. In the delivery of virtual instruction, differentiation remains a priority; teachers use a combination of synchronous and asynchronous learning activities and assignments to ensure differentiation through content, process, and product. instruction continues to support learner variability in all courses. KRSD provides virtual learning guidelines and parameters for students, teachers, and families.

C. Continuously measure student growth and learning in a virtual or remote instruction environment. D. Account for measuring and addressing any ongoing digital divide that exists, whether it be network access or lack of sufficient access to devices.	2. **The full-day bell schedule, exceeding four hours of instruction, will be maintained for both the Kingsway Regional High School and Middle School.** Students are required to log into KRSD's learning management system (LMS), Schoology, every school day and access each course, including the link to the live meeting. Opportunities for students to participate in accelerated learning via course and program placement are further enhanced by differentiation within each course. All students must follow the bell schedule and attend live, synchronous classes. Period attendance will be maintained. **3. Tiered systems of support and Title I Extended Learning Programs will be maintained as a component of the instructional school day and extended school-day.** KRSD offers Tier 3 intervention lab courses for students who are identified as in need of greater support than their peers. Students are identified at various points in the school year using multiple measures relative to the core content areas of Math and ELA. Instruction to address unfinished learning is planned based on student needs and is personalized to ensure student growth to close learning gaps. Tier 3 intervention labs use IXL, math textbook resources, MAP, and classroom assessment data to identify goals and plan learning activities to address gaps. KRSD also offers a virtual Academic Assistance Title I Program which provides 1:1 tutoring via video conferencing. Students are paired with a tutor based on the content area; tutors and students work collaboratively to identify goals based on MAP data and students' identified needs to close gaps and support growth in current ELA and math courses. 4. **Assessment for and of learning will be maintained in the virtual learning environment via both synchronous and asynchronous methods.** Both formative and summative assessments continue to inform instruction in this setting. KRSD subscribes to a variety of instructional technology tools, such as Quizizz and Gimkit, to provide digital access to formative assessment methods. While teachers and students interact and engage in real-time via virtual class meetings, teachers monitor student understanding. When implementing formative assessments, an emphasis is placed on timely and personalized feedback to guide student learning. Schoology, the district's LMS, will be used to administer summative assessments in the virtual environment. The assessment creator

	tools allow teachers to design assessments linked to standards that provide data to further guide instruction and are designed to provide teachers and students with an assessment of learning. 5. **KRSD recognizes an essential component of the school program relates to supporting the social and emotional health of staff and students.** As such, the school counseling and wellness counselors continue to be critical points of contact for students and families in the event of an emergency school closing. Student needs are addressed by delivering services that are multifaceted and aligned with Kingsway Regional School District's core values: growth, belonging, teamwork, student-centered, and perseverance. Additionally, the thriving extracurricular programs at Kingsway present additional opportunities for faculty and students to remain connected with a purpose to their school community. Extracurricular continue to meet in virtual spaces to forge through school closings together. KRSD's Human Resources Department, in collaboration with administrators, offers support and attends to a sense of community among faculty when faced with virtual schooling. 6. **KRSD uses a 1:1 model; every student in the KRSD has a district- issued Chromebook, charging card, and case.** The student retains possession of the Chromebook until the device is end-of-life or until the student withdraws from school. Students experiencing Chromebook issues are directed to Kingsway Support via a telephone hotline number or email support ticket to submit their request. Procedures are in place to ensure every parent/student is responded to within 24 hours of their request. Any need for technology that is prohibiting learning is prioritized so that students consistently have the technology they need to be successful. 7. **Distribute Wi-Fi hot spots for connectivity issues that may involve learning.** In a 2020 needs assessment survey, KRSD found the lack of strong internet connection and technology resources were among the lowest compared to other factors related to their child's educational needs in the virtual learning program. KRSD has since purchased cellular hotspots for students in need and can expand these numbers if needed for students. In addition, KRSD has provided documentation for parents on how to obtain low-cost internet from several ISPs. KRSD will continue to prioritize wireless internet access for parents/students. Parents and students can also obtain free wireless internet on our campus in designated areas as laid out on our website.

	8. **Consider the attendant needs associated with the deployment of needed technology, including student and parent training and acceptable use policy implementation**. KRSD has developed a procedure for parents/students to request technology devices and technical support/training for them to ensure the successful use of technology. The KRSD technology department can deliver devices and make repairs as requested. Upon delivery of technology devices, parents/students are required to sign the district's AUP detailing their responsibilities while using the device and the proper support protocols to ensure safe and reliable use.

Addressing Special Education Needs	
Recommendations: A. Address the provision of virtual or remote instruction to implement Individual Education Programs (IEPs) for students with disabilities to the greatest extent possible, including accessible materials and platforms. B. Address methods to document IEP implementation including the tracking of services, student progress, and provision of accommodations and modifications.	**Action Steps:** 1. **KRSD will continue to meet its obligations under the Federal Individuals with Disabilities Education Act (IDEA) and the New Jersey State Special Education regulations for students with disabilities to the greatest extent possible.** Live virtual instruction supports adequate access to education for all students and assists the district, and its faculty, in fulfilling its educational mission and meeting the needs of all learners, including students with disabilities. 2. **KRSD teachers will continue to work in coordination with case managers to ensure IEPs are implemented with fidelity.** Case managers will continue to employ methods to track the delivery of services. To assist with tracking student progress and the provision of accommodations and modifications in the virtual environment, teachers are provided with a recommended tracking log to account for progress toward IEP goals and the delivery of accommodations and modifications. Special Educators of Math and ELA will also use IXL, an adaptive, web-based learning platform to supplement instruction and target gap skills and IEP goals and objectives. The data reports provided in this platform will help inform teachers, students, and parents of student progress.

C. Describe how case managers will follow up with families to ensure services are implemented in accordance with IEPs to the greatest extent possible. D. Address procedures to conduct IEP meetings, evaluations and other meetings.	**3. Case managers will consult with teachers and collaboratively use KRSD checklists for the delivery of services and progress monitoring procedures.** Reviews will assist teachers and IEP teams in monitoring progress on IEP goals. Case managers will use a variety of communication means at their disposal to follow up with families. The use of district email, Schoology messaging, phone, video conferencing, and home visits are all available and acceptable means for case managers to make contact with families to communicate the implementation and delivery of related services and discuss student concerns, and learning progress. **4. IEP meetings will continue to be held in accordance with N.J.A.C. 6A:14, Special Education code.** Child study team members, special educators, school personnel, and parents will continue to be responsible for the identification, evaluation, and determination of eligibility, development, and review of the IEP, and placement. Under the direction of the Director of Special Services, the child study team and support staff will maintain a notification schedule consistent with state and federal regulations to ensure IEP meetings, evaluations, and other meetings take place. Video conferencing and phone communication allow meetings and evaluations to occur as scheduled.

Addressing Multilingual Learners (ML) Plan Needs	
Recommendations:	**Action Steps:**
A. Include an English as a Second Language and/or bilingual education program aligned with State and Federal requirements to meet the needs of ELLs. B. Describe how the LEA communicates with families of	**1. As part of the implementation of the district-wide English as a Second Language (ESL) program, students who may qualify are tested using the WIDA screener to determine appropriate support.** An Individual Language Plan (ILP) is developed for students in need of ESL instruction; this plan details individual students' level of native language proficiency, educational history in the home country and the United States (as applicable), and the student's academic strengths and needs. **2. KRSD provides translation and interpretation of communication and family materials in the native language of the parent/guardian to the greatest extent possible.** Bi and/or multi-lingual district employees may serve as translators to assist in the facilitation of school-family conversations.

ELLs including providing translation materials, interpretative services, and literacy-level-appropriate information? C. Include the use of alternate methods of instruction (that is, differentiation, sheltered instruction, Universal Design for Learning), access to technology, and strategies to ensure ELLs access the same standard of education as non-ELL peers D. Training for teachers, administrators, and counselors to learn strategies related to culturally responsive teaching and learning, socio-emotional learning, and trauma-informed teaching for students affected by forced migration from their home country (e.g. refugee, asylee)	Technology can also be accessed by school personnel to translate written communications when necessary (i.e. Google translate, School Messenger translate feature, etc.). 3. **ILPs detail accommodations and modifications to instruction and classroom and assessment.** To support general education teachers in delivering instruction that is differentiated and aligned to the identified needs of the ILP, instructional coaches and the ESL teacher are available for consultative support. Coaches can also plan, model, and provide feedback for adjustment to learning activities and assignments to ensure MLs access the same standard of education as non-ML peers. 4. **KRSD faculty, staff, and administrators engage in training throughout the school year on topics related to culturally responsive teaching and learning, SEL, and trauma-informed teaching.** In the event of emergency school closings resulting in virtual schooling, training will be accessed asynchronously and/or via live video conferencing sessions. Additional supports are available on an ongoing basis via our professional development platform, Vector, a district-developed Equity course (asynchronous modules), and access to an instructional coach dedicated to inclusive pedagogy and the expertise of two wellness counselors.

Attendance Plan	
Recommendations: A. Address the LEA's attendance policies, including how the LEA will determine whether a student is present or absent, how a student's attendance will factor into promotion, retention, graduation, discipline, and any other decisions that will reflect the student's performance B. Describe how the LEA communicates with the family when a student is not participating in online instruction and/or submitting assignments	**Action Steps:** 1. **The full-day bell schedule, exceeding four hours of instruction, will be maintained for both the Kingsway Regional High School and Middle School.** Students are required to log into KRSD's learning management system (LMS), Schoology, every school day and access each course, including the link to the live meeting. All students must follow the bell schedule and attend live, synchronous classes. [MS Schedule | HS Schedule] Period attendance will be maintained and all BOE-approved attendance policies will remain intact. See Kingsway Regional School District BOE Policies 5200 and 5230. 2. **Substantial research illustrates the clear connection between student attendance and student achievement.** In the virtual setting, this is equally important. First steps reside with the classroom teacher to communicate with both the student and family to determine why a student is not participating. If concerns persist, KRSD's communication protocol progresses to include the school counselor, assistant principal, and principal. 3. **The KRSD attendance policy supports a district-wide initiative to improve student attendance and consequently student achievement.** Attendance letters are sent to parents and guardians using the following timelines: a. 5 Days: Student meeting with the guidance counselor and attendance letter sent home. b. 8 Days: Student meeting with the assistant principal, parent phone call with the assistant principal, and attendance letter sent home. c. 10 Days: Parent meeting with the principal and attendance letter sent home. d. 12 Days: Certified letter from the principal's office sent indicating the attendance matter will be referred to the municipal court. 4. **Students may attend Credit Recovery to earn credit for unexcused absences.** A total of five (5) school days may be made up. For each unexcused absence, a student must attend two (2) credit

	recovery sessions from 2:30 to 5:30. The number of days in which a student is able to schedule Credit Recovery (CR) is limited, therefore administration strongly encourages students to schedule and attend CR within thirty days of exceeding eight (8) unexcused school days.

Safe Delivery of Meals Plan	
Recommendations: A. The plan should contain how LEA will ensure continued safe delivery of meals to eligible students.	**Action Steps:** 1. **School meals are critical to student health and well-being, especially for low-income students.** KRSD will collect student meals. When providing multiple days' worth of meals, bulk items may be provided, however individual meals would be made identifiable as a reimbursable meal. The number of days bundled will be based on the length of the emergency resulting in virtual or remote instruction. For example, a week-long closure would cause a 5-day meal bundle. Shorter or longer periods of emergency school closures will have a commensurate number of meals provided weekly to students. 2. **Home delivery of meals will be available upon request for families who cannot pick up meals at the school.** The KRSD Food Service Department will communicate with families of students who are eligible for free and/or reduced lunch who are not picking up meals. The Director of Food Services will coordinate arrangements, in conjunction with the Director of Transportation and Director of Maintenance to ensure the safe delivery of meals to eligible students.

Facilities Plan	
Recommendations: A. Outline how buildings will be maintained throughout an extended period of closure	**Action Steps:** **1. The Buildings & Groups Supervisor oversees and maintains all KRSD buildings and facilities in a safe and operational manner.** Under the direction of the Business Administration and in collaboration with assistant supervisors, the Supervisor develops a plan and procedures to maintain all school buildings

	and facilities to provide a clean and safe environment conducive to the return to in-person student learning. This department also oversees all custodians and maintenance employees.

The LEA will ensure essential employees are identified and a list is provided to the county office at the time of the LEA's transition to remote or virtual instruction.

Department	Positions	Description	Number of Employees
Administration	Superintendent, School Business Administrator	Provides strategic vision and oversight of all aspects of the District; Provides operational oversight, accounting, purchasing, accounts payable, and payroll. Oversees the Departments of Buildings & Grounds, Food Service & Transportation.	2
Maintenance	Maintenance, Grounds Personnel	Responsible for maintaining all school buildings and facilities to provide a clean and safe environment.	7
Custodial	Custodian	General Cleaning, upkeep, deliveries	25
Technology	Chief Technology Officer, Network Administrator, Network Technician,	Manages all areas of technology related to helpdesk support, purchasing, networking and infrastructure, and network security. The Department provides direct technology management and support for Kingsway Regional, South Harrison Twp. Elementary School and the Municipalities of Woolwich, South Harrison, and East Greenwich.	5
Food Services	Food Service Manager, Assistant Manager, Cook, Assistant Cook, General Cafeteria Staff	Self-managed food service program is responsible for providing nutritious meals that meet the guidelines set by the USDA Child Nutrition Program. This group provides an Offer versus Serve Lunch Program and creates menu options, prepares food/meals, and point-of-sale distribution	25

Fiscal Year 2026-2027 - Due October 1, 2026

School
Kingsway Regional High School

City
Woolwich Township

County
New Jersey

Section A – Principal Certification

The Principal of the above referenced member school certifies the following statements:

- All student athletes competing in NJSIAA-sanctioned interscholastic sports programs meet all eligibility requirements of the NJSIAA.
- All student athletes competing in NJSIAA-sanctioned interscholastic sports programs have been made aware of the NJSIAA Sportsmanship Rule/Policy under Article IX – Sportsmanship of the NJSIAA Bylaws. In addition, all student athletes have been made aware that violations of the sportsmanship policy may result in disqualification.
- Parent/guardian drug testing consent forms will be collected on an annual basis and will be available to be furnished to NJSIAA staff upon request.
- All members of the athletic department agree to abide by the rules and regulations of NJSIAA concerning eligibility, fair play, and sportsmanship.
- All damages incurred during an NJSIAA state tournament event by either the school's student-athletes or spectators will be reimbursed by the school.

Principal Name
Stefanie Fox Manno

Principal Email
mannos@krsd.us

Section B – Athletic Director Certification

The Athletic Director of the above-referenced member school certifies that all coaches agree to abide by the rules and regulations of NJSIAA concerning eligibility, fair play, and sportsmanship. I also certify that all coaches have met or will meet the following coaching requirements which include, but are not limited to:

- NFHS Fundamentals of Coaching Course (one-time requirement)
- NFHS Implicit Bias Course (one-time requirement)

- NJSIAA "BeNice" Program (one-time requirement)
- Current certification in CPR, AED, and First Aid
- NFHS Concussion in Sports Course (required every year)
- NFHS Heat Illness Prevention Course (required every year)

NJSIAA reserves the right to request proof of completion for all courses at any time. The above-referenced member school is obligated to keep the completed course certificates on file and provide them to NJSIAA upon request.

Athletic Director Name
June Cioffi

Athletic Director Email
cioffij@krsd.us

Athletic Director Cell Phone
6098200175

Section C - Spectator Code of Conduct Policy Certification

By checking the box below, the above referenced school certifies that it has adopted a spectator code of conduct policy in accordance with the requirements found in the NJSIAA Guidelines, Policies and Procedures – Spectator Code of Conduct section of the NJSIAA Handbook.

The above referenced school certifies that parents/guardians of participating student-athlete have been provided, and signed off on, the policy during the sports registration process for each season. The above referenced school agrees that the policy will be available to be furnished to NJSIAA staff upon request.

The above referenced school certifies adoption of a spectator code of conduct policy in accordance with NJSIAA requirements.
Yes

Section D – Board of Education/Chief School Administrator Certification

Administrative Responsibility – NJSIAA must rely upon the voluntary compliance by its member schools in enforcing the eligibility standards set forth in NJSIAA Bylaws, Article V. Toward that end, the Principal of each member school has the affirmative obligation to report to the NJSIAA any violations of these standards. The fact that a school has disclosed that there has been an eligibility violation will not relieve the affected school of sanctions that may be imposed against it, pursuant to Article X of the NJSIAA Bylaws, including the forfeiture of games or events. However, the failure to disclose an eligibility violation may be grounds for imposing additional sanctions upon the offending school.

The above-referenced member school voluntarily agrees to join the New Jersey State Interscholastic Athletic Association (NJSIAA), which is a non-profit association of public and non-public high schools in the State of New Jersey and is authorized to participate in the approved athletic activities sponsored by the NJSIAA. The Board of Education (of a public school) or Chief School Administrator (of a non-public school) hereby adopts as its own policy and agrees to be governed by the Constitution, Bylaws, Rules and Regulations of the NJSIAA.

School Board and/or Board of Trustees approval date
Thu, 07/23/2026 - 00:00

Name of person completing this form
June Cioffi

Title of person completing this form
Director of Athletics

Email for confirmation of submission
cioffij@krsd.us

I certify that I am authorized to complete this form on behalf of the school district.
Yes

POLICY

KINGSWAY REGIONAL
BOARD OF EDUCATION

6620 PETTY CASH (M)

M

The Board of Education authorizes the establishment of petty cash funds in accordance with this policy. The Board directs the implementation of appropriate controls to protect the funds from abuse.

Petty cash funds may be disbursed only for the immediate payment of comparatively small expenditures and may not be used to circumvent the regular purchasing procedures of this district. Each request for petty cash funds must be in a written document that is signed by the person making the request; supporting documents, if any, will be affixed to the request.

The custodian of a petty cash fund shall submit to the Board Secretary a request for replenishment when the moneys available in the fund have declined to ten percent or less of the authorized amount of the fund. The Board Secretary shall prepare a voucher for approval by the Board. The voucher will include disbursement slips to support the amount of the replenishment and its allocation to any account.

The petty cash box must be secured daily. All petty cash funds will be closed out for audit at the end of the school year, and unused funds will be returned to the depository. The custodian of each fund will report to the Board on amounts disbursed from the fund not less than once each year.

Petty Cash Procedures

Authorization

Prior to July 1 of each year the Board of Education will establish the amount of Petty Cash for each office.

Use of Petty Cash

Examples of Petty Cash uses are as follows:

1. Office supplies;
2. Classroom supplies;
3. Postage; and

4. Travel reimbursement.

Single expenditures are not to exceed $100.00~~$25.00~~. Exceptions to this are to be approved, in writing, by the Superintendent or School Business Administrator/Board Secretary.

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Replenishment

Petty Cash funds can be replenished once a month. This is accomplished by submitting a completed purchase requisition, to be paid as part of the monthly bill list, that is approved by the Board of Education. When completing the requisition, each Petty Cash expenditure is charged to the appropriate budget account (e.g. classroom supplies 11-190-100-604, postage 11-000-230-530).

Close Out

Prior to the last Board meeting in June, all Petty Cash receipts and cash on hand is to be turned into the Business office. All authorized Petty Cash funds will be reestablished after July 1 of each year.

N.J.S.A. 2C:21-15
N.J.S.A. 18A:19-13; 18A:23-2
N.J.A.C. 6A:23-2.9 et seq.

Adopted: 23 June 2008
Revised: 27 August 2026

REGULATION

R 5200 ATTENDANCE (M)

A. Attendance Recording

1. School Register (N.J.A.C. 6A:32-8.1)

a. The Board of Education shall carefully and accurately track enrollment and attendance of all students in a manual school register format or in an electronic format of the school district's choosing.

b. The Commissioner of Education will issue and publish on the New Jersey Department of Education's (NJDOE) website guidance for recording student attendance in all public schools of the State operated by district Boards, except adult high schools.

c. Student attendance shall be recorded in the school register during school hours on each day in session, pursuant to N.J.A.C. 6A:32-8.3. An employee designated by the Superintendent shall keep in the school register, attendance of all students, and shall maintain the attendance records in accordance with N.J.A.C. 6A:32-8 and the guidance issued by the Commissioner in accordance with at N.J.A.C. 6A:32-8.1(c) and A.1.b. above.

d. A student who has been placed on home instruction shall have their attendance status recorded on the regular register for the program in which the student is enrolled. The student shall be marked absent for the period beginning the first day the student is unable to attend school and ending the day before the first instructional day at the student's place of confinement. Absences shall not be recorded for the student while on home instruction, provided the hours of instruction are no less than required by N.J.A.C. 6A:14-4.8 and 4.9 and N.J.A.C. 6A:16-10.1 and 10.2. The number of possible days in membership for a student on home instruction shall be the same as for other students in the program in which the student is enrolled.

(1) "Days in membership" means the number of school days in session in which a student is enrolled in accordance with N.J.A.C. 6A:32-2.1. A student's membership begins on the first possible day

of attendance following enrollment during the school year, notwithstanding the actual day the student was recorded as present for the first time.

2. Day in Session (N.J.A.C. 6A:32-8.3)

   a. A day in session shall be a day on which the school is scheduled to provide instruction and students are under the guidance and direction of a teacher(s) engaged in the teaching process. A day on which school is closed for reasons such as holidays and teachers' institutes, or inclement weather not under conditions set forth at N.J.A.C. 6A:32-13, shall not be considered a day in session.

   b. A day in session shall consist of not less than four hours, exclusive of recess and lunch periods, except that one continuous session of two and one-half hours may be considered a full day in Kindergarten.

3. Student Attendance (N.J.A.C. 6A:32-8.4)

   a. For all State attendance submissions, a student shall be recorded as present, absent, or excused for a State-excused absence, pursuant to N.J.A.C.6A:32-8.4(e) and A.3.e. below, on every day the school is in session after the student enrolls until the date the student is transferred to another school or officially leaves the school district.

   b. A record of attendance of all students shall be kept in accordance with N.J.A.C. 6A:32-8.1(c) and A.1.b. above. The employee designated by the Superintendent shall keep the attendance records according to N.J.A.C. 6A:32-8 and the guidance issued by the Commissioner in accordance with N.J.A.C. 6A:32-8.1(c) and A.1.b. above.

   c. A student enrolled in a school shall be recorded in the school register as present if the student participates in instruction or instruction-related activities for at least half a day in session whether the student is physically on school grounds, at an approved off-grounds location, or in a virtual

or remote instruction setting, pursuant to N.J.A.C. 6A:32-13.

d. A student enrolled in a school who is not participating in instruction or instruction-related activities pursuant to N.J.A.C. 6A:32-8.4(c) and A.3.c. above shall be recorded in the school register as absent, unless the student is recorded as a State-excused absence, pursuant to N.J.A.C. 6A:32-8.4(e) and A.3.e. below.

e. State-excused absences shall be as follows:

(1) Religious observance, pursuant to N.J.S.A. 18A:36-14, 15, and 16.

(a) The Commissioner, with approval of the State Board of Education, shall annually prescribe a list of religious holidays on which it shall be mandatory to excuse students for religious observance upon the written request signed by the parent or person standing in loco parentis;

(2) Participation in observance of Veterans Day, pursuant to N.J.S.A. 18A:36-13.2;

(3) Participation in district board of election membership activities, pursuant to N.J.S.A. 18A:36-33;

(4) Take Our Children to Work Day;

(5) College visit(s), up to three days per school year for students in grades eleven and twelve;

(6) Closure of a busing school district that prevents a student from having transportation to the receiving school; and.

(7) Attendance at a civic event, one day per school year for students in grades six through twelve, pursuant to N.J.S.A. 18A:36-33.2.

(a) "Civic event" means an event sponsored by a government entity, a community-based organization, or a nonprofit organization that incorporates elements of service learning whereby students learn and develop through organized service. A civic event shall address an issue of public concern such as community health and safety or environmental, economic, or community well-being in accordance with N.J.S.A. 18A:36-33.1.

(b) The parent of a student shall provide a signed written notice of an intended excused absence to attend a civic event at least five school days in advance of the intended excused absence and such other documentation as the Superintendent deems necessary to prove that the student meets the requirements for an excused absence pursuant to N.J.S.A. 18A:36-33.2.b.

f. For absences that do not meet the criteria at N.J.A.C. 6A:32-8.4(e) and A.3.e. above, the Board may adopt policies that establish locally approved or excused absences consistent with N.J.A.C. 6A:16-7.6 for the purposes of expectations and consequences regarding truancy, student conduct, promotion, retention, and the award of course credit. However, an absence designated as excused by the Board pursuant to N.J.A.C. 6A:16-7.6 shall be considered as an absence in the submission to the State for the purpose of chronic absenteeism reporting, as set forth at N.J.A.C.6A:32-8.6.

4. Average Daily Attendance (N.J.A.C. 6A:32-8.5)

The average daily attendance rate in a district school or program of instruction for a school year shall be the total number of the days present of all enrolled students, divided by the number of days in membership of all enrolled students. The student average daily attendance means the total number of days that a student is present in the school divided by the total possible number of days in session.

5. Absentee and Chronic Absenteeism Rates (N.J.A.C. 6A:32-8.6)

a. A student's absentee rate shall be determined by subtracting the student's total number of days present from the student's days in membership and dividing the result by the student's days in membership.

(1) State-excused absences shall not be included in a student's days in membership for purposes of calculating a student's absentee rate.

b. If a student's absentee rate is equal to or greater than ten percent, the student shall be identified as chronically absent.

c. Each school with ten percent or more of its enrolled students identified as chronically absent shall develop a corrective action plan to improve absenteeism rates. In accordance with N.J.S.A. 18A:38-25.1, the school will annually review and revise the corrective action plan and present the revisions to the Board, until the percentage of students who are chronically absent is less than ten percent.

B. Unexcused Absences That Count Toward Truancy/Excused Absences for Board Policy

1. Student absences shall be recorded and reported in accordance with State law and New Jersey Department of Education requirements. District responses to student absences and truancy shall be governed by Policy 5200 and this Regulation. ~~Notwithstanding the requirement of reporting student absences in the school register for State and Federal reporting purposes,~~

~~"excused" and "unexcused" student absences for the purpose of expectations and consequences regarding truancy, student conduct, promotion, retention, and the award of course credit is a Board decision outlined in Policy 5200 – Attendance and this Regulation.~~

2. N.J.A.C. 6A:16-7.6(a)3 requires the Board of Education policies and procedures contain, at a minimum, a definition of unexcused absence that counts toward truancy, student conduct, promotion, retention, and the award of course credit.

   a. "An unexcused absence that counts toward truancy" is a student's absence from school for a full or a portion of a day for any reason that is not an "excused absence" as defined in B.2.b. below.

   b. An excused absence is a student's absence that is recognized as a State-excused absence pursuant to N.J.A.C. 6A:32-8.4(e).~~"An excused absence" is a student's absence from school for a full day or a portion of a day for any absence for the reasons listed below:~~

   ~~(i) Student's verified required attendance in court;~~

   ~~(ii) Where appropriate, when consistent with Individualized Education Programs, the Individuals with Disabilities Act, accommodation plans under 29 U.S.C. §§ 794 and 705(20), and individualized health care plans;~~

   ~~(iii) The student's suspension from school;~~

   ~~(iv) Verified family illness or death~~

   ~~(v) Examination for a driver's license;~~

   ~~(vi) Religious observance, pursuant to N.J.S.A. 18A:36-14 through 16;~~

   ~~(vii) Participation in observance of Veterans Day, pursuant to N.J.S.A. 18A:36-13.2;~~

~~(viii) Participation in district board of election membership activities, pursuant to N.J.S.A. 18A:36-33;~~

~~(ix) Closure of a busing school district that prevents a student from having transportation to the receiving school;~~

~~(x) College visit(s), job interview, or Armed Forces interview up to three days per school year for students in grades eleven and twelve; and~~

~~(xi) An absence considered excused by the Commissioner of Education and/or a New Jersey Department of Education rule; or~~

~~(xii) Attendance at a civic event(s), pursuant to N.J.S.A. 18A:36-33.2~~

C. Notice to School of a Student's Absence

1. The parent or adult student shall notify the school office before the school day when the student will not be in school. However, notice for attendance at a civic event shall be provided in accordance with the procedure set forth in N.J.S.A.18A:36-33.2.b. and A.3.e.(7)(b) above.

2. The parent of the student or an adult student who will attend the morning session, but will not attend the afternoon session shall provide notice to the school office before the start of the afternoon session.

3. The parent of a student or an adult student shall notify the school office of a future absence if the absence is foreseeable.

4. In accordance with N.J.S.A. 18A:36-25.6, if a student is determined to be absent from school without valid excuse, and if the reason for the student's absence is unknown to school personnel, the Principal or designee shall immediately attempt to contact the student's parent to notify the parent of the absence and determine the reason for the absence.

D. Readmission to School after an Absence

1. A student returning from an absence of five (5) consecutive school days may be required to provide a written statement to the Principal or designee that is dated and signed by the parent or adult student listing the reason for the absence.

2. A student who has been absent by reason of having or being suspected of having a communicable disease may be required to present to the school nurse written evidence of being free of a communicable disease.

3. The Superintendent of Schools or designee may require a student who has been absent from school due to a suspension or other reason concerning the student's conduct to receive a medical examination by a physician regarding the student's physical and/or mental fitness to return to school.

    a. The Superintendent or designee will notify the student's parent of the specific requirements of the medical examination prior to the student's return to school.

E. Instruction

1. Teachers will cooperate in the preparation of home assignments for students who anticipate an absence of three (3) or more school days.

2. Students absent for any reason are expected to make up the work missed. The parent or student is responsible for requesting missed assignments and any assistance required. Teachers will provide make-up assignments as necessary.

3. Students absent for any reason shall be provided an opportunity to make up missed work. ~~For excused absences, pupils may make up all work missed with no grade point deduction.~~ Pupils will be given a minimum of one (1) day make-up time for each day absent.

4. A student who missed a test or an exam shall be offered an opportunity to take the test, exam, or an appropriate alternate test. Tests missed due to absences will be rescheduled at a date mutually agreeable to both pupil and teacher. However, in no event will it exceed the total number of days absent. In the event that agreement cannot be reached, administration shall set the date.

5. A student who anticipates an absence due to a temporary or chronic health condition may be eligible for home instruction in accordance with Policy 2412 – Home Instruction Due to Health Condition. The parent must request home instruction.

F. Denial of Course Credit

1. Students are expected to maintain regular attendance in all classes. Students who accumulate sixteen (16) or more absences during a school year shall be referred to the Attendance Review Committee for review.
2. The Attendance Review Committee shall consider the student's attendance record, academic performance, documentation provided by the parent or adult student, extenuating circumstances, and any other relevant information.
3. Following review, the Attendance Review Committee may recommend attendance improvement measures, credit recovery opportunities, denial of course credit, or other actions permitted by Board policy and applicable law.
4. Students denied course credit due to excessive absences may appeal in accordance with Section L of this Regulation.

~~Denial of Course Credit~~

~~1. Any pupil attending Kingsway Regional High School full-time who exceeds eight absences in a school year will be denied credit for all courses taken at Kingsway Regional High School. Any student who exceeds eight (8) unexcused absences in an individual yearlong class or four (4) in an individual semester long class will be denied credit for that class. A pupil may attempt to recover lost credit through the schools' credit recovery programs.~~

2. Pupil Lateness to School

a. To be considered present for a full day, a pupil must attend school for a minimum of four (4) hours. A pupil entering school after the start of 1st bell will be considered late.

b. Students who miss more than half a class period due to an unexcused lateness will be considered absent from that class period.

3. Early Dismissal

a. In order to verify early dismissals, the Kingsway Regional School District asks that a phone number where a parent(s) or legal guardian(s) can be reached be written on the early dismissal note.

4. Family Vacations Taken During School Year

a. Pupils will not be excused for vacations that are not on the school calendar. These days will count toward the eight (16~~8~~) allowable unexcused absences. These absences may be approved by the administration, provided no schoolwork is missed. The administration will develop procedures for the make-up of work.

5. Excessive Absences

a. When a pupil accumulates sixteen (16) or more absences, the student's attendance record may be reviewed by the Attendance Review Committee. Based upon that review, participation in extracurricular activities, athletics, clubs, and other school-sponsored activities may be restricted when appropriate.~~When a pupil's absences have exceeded the maximum level of eight (8) days, all participation will be restricted from the following activities/events: interscholastic athletics, intramurals, club an activity programs, marching band, dramatics, publications, student council, cheerleading, or other as determined by the building Principal.~~

b. When a pupil, age sixteen or over is absent for ten (10) consecutive full days or twenty (20) full school days, for unknown reasons, the parent/guardian will be notified that their child will be dropped from the school rolls. Prior to dropping the student from the rolls,

the parent/guardian will be requested to meet with the building Principal to determine the reason(s) for the absences. If the parents do not present appropriate reasons(s) for the absences, they will be notified that their son/daughter has been dropped from the school rolls.

G. School District Response To Unexcused Absences During the School Year That Count Toward Truancy (N.J.A.C. 6A:16-7.6(a)4.)

1. For up to four (4) unexcused absences that count toward truancy, the Principal or designee shall:

   a. Make a reasonable attempt to notify the student's parent of each unexcused absence prior to the start of the following school day;

   b. Make a reasonable attempt to determine the cause of the unexcused absence, including through contact with the student's parent(s);

   c. Identify, in consultation with the student's parents, needed action designed to address patterns of unexcused absences, if any, and to have the child return to school and maintain regular attendance;

   d. Proceed in accordance with the provisions of N.J.S.A. 9:6-1 et seq. and N.J.A.C. 6A:16-11, if a potential missing or abused child situation is detected; and

   e. Cooperate with law enforcement and other authorities and agencies, as appropriate.

2. For between five (5) and nine (9) unexcused absences that count toward truancy, the Principal or designee shall:

   a. Make a reasonable attempt to notify the student's parent(s) of each unexcused absence prior to the start of the following school day;

b. Make a reasonable attempt to determine the cause of the unexcused absence, including through contact with the student's parent(s);

c. Evaluate the appropriateness of action taken pursuant to N.J.A.C. 6A:16-7.6(a)4.i.(3) and G.1.c. above;

d. Develop an action plan to establish outcomes based upon the student's patterns of unexcused absences and to specify the interventions for supporting the student's return to school and regular attendance, which may include any or all of the following:

(1) Refer or consult with the building's Intervention and Referral Services Team, pursuant to N.J.A.C. 6A:16-8;

(2) Conduct testing, assessments, or evaluations of the student's academic, behavioral, and health needs;

(3) Consider an alternate educational placement;

(4) Make a referral to or coordinate with a community-based social and health provider agency or other community resource;

(5) Refer to a court or court program pursuant to N.J.A.C. 6A:16-7.6(a)4.iv. and G.4. below;

(6) Proceed in accordance with N.J.S.A. 9:6-1 et seq. and N.J.A.C. 6A:16-11, if a potential missing or abused child situation is detected; and

(7) Engage the student's family.

e. Cooperate with law enforcement and other authorities and agencies, as appropriate.

3. For unexcused absences of ten (10) or more that count toward truancy, a student between the ages of six (6) and sixteen (16) is truant, pursuant to N.J.S.A. 18A:38-25, and the Principal or designee shall:

   a. Make a determination regarding the need for a court referral for the truancy, per N.J.A.C. 6A:16-7.6(a)4.iv. and G.4. below;

   b. Continue to consult with the parent and the involved agencies to support the student's return to school and regular attendance;

   c. Cooperate with law enforcement and other authorities and agencies, as appropriate; and

   d. Proceed in accordance with N.J.S.A. 18A:38-28 through 31, Article 3B, Compelling Attendance at School, and other applicable State and Federal statutes, as required; and

4. A court referral may be made as follows:

   a. When unexcused absences that count toward truancy are determined by school officials to be violations of the compulsory education law, pursuant to N.J.S.A. 18A:38-25, and the Board of Education's policies, in accordance with N.J.A.C. 6A:16-7.6(a), the parent may be referred to Municipal Court;

      (1) A written report of the actions the school has taken regarding the student's attendance shall be forwarded to the Municipal Court; or

   b. When there is evidence of a juvenile-family crisis, pursuant to N.J.S.A. 2A:4A-22.g, the student may be referred to Superior Court, Chancery Division, Family Part;

      (1) A written report of the actions the school has taken regarding the student's attendance shall be forwarded to the Juvenile-Family Crisis Intervention Unit.

5. For a student with a disability, the attendance plan and its punitive and remedial procedures shall be applied, where applicable, in accordance with the student's Individual Education Program (IEP), pursuant to 20 U.S.C. §§1400 et seq., the Individuals with Disabilities Education Act; the procedural protections set forth in N.J.A.C. 6A:14; accommodation plan under 29 U.S.C. §§794 and 705(20); and individualized healthcare plan and individualized emergency healthcare plan, pursuant to N.J.A.C. 6A:16-2.3(b) 3.xii.

6. All receiving schools pursuant to N.J.A.C. 6A:14-7.1(a), shall act in accordance with N.J.A.C. 6A:16-7.6(a)4.i. and G.1. above for each student with up to four (4) cumulative unexcused absences that count toward truancy.

   a. For each student attending a receiving school with five (5) or more cumulative unexcused absences that count toward truancy, the absences shall be reported to the sending school district.

      (1) The sending school district shall proceed in accordance with the Board of Education's policies and procedures pursuant to N.J.A.C. 6A:16-7.6(a) and the provisions of N.J.A.C.6A:16-7.6(a)4.ii. through iv. and G.2. through G.4. above and N.J.A.C. 6A:16-7.6(b) and G.5. above, as appropriate.

H. Discipline

1. Students may be denied participation in school-sponsored activities and/or athletic competitions.

2. No student who is absent from school for observance of a religious holiday may be deprived of any award or of eligibility for or opportunity to compete for any award because of the absence.

I. Recording Attendance

1. Teachers must accurately record the students present, tardy, or absent each day in each session or each class. Attendance records

must also record students' attendance at out-of-school curricular events such as field trips.

2. A record shall be maintained of each excused absence and each unexcused absence that counts toward truancy as defined in Policy 5200 – Attendance and this Regulation.

3. A student's absence for observance of a religious holiday will not be recorded as such on any transcript or application or employment form.

J. Credit Completion Program

The building Principal is responsible for ensuring credit recovery options are available and appropriately implemented, monitored, and tracked. The building Principal shall ensuring the following.

1. Once a student accumulates sixteen (16) or more absences during a school year, the student's attendance record shall be referred to the Attendance Review Committee for review. The Attendance Review Committee may place the student on No Credit Status if it determines that the student's absences have adversely affected the student's ability to satisfy course requirements.~~Once a student exceeds eight (8) unexcused daily absences in a credit-bearing course, he/she will be placed on No Credit Status. A student on No Credit Status is ineligible to receive credit for any courses in which he/she is enrolled.~~

2. Students placed on No Credit Status shall be provided an opportunity to participate in approved attendance and/or credit recovery activities. Successful completion of such activities may be considered by the Attendance Review Committee when determining whether course credit should be awarded.~~Any student who is placed on No Credit Status will have the opportunity to recover up to five (5) days for the current school year through our credit recovery program. Once he/she recovers enough days to fall at or below the eight (8) day threshold, he/she will be removed from No Credit Status and will be eligible to earn credits for all courses successfully completed.~~

3. Extenuating circumstances shall be considered when determining eligibility for additional attendance or credit recovery

opportunities.~~Extenuating circumstances will be considered in the event that the opportunity to recover additional days beyond five (5) is requested.~~

4. The Superintendent or designee shall establish procedures governing attendance recovery opportunities, including the amount of attendance credit that may be earned through participation in approved programs.~~Students at the high school may recover one (1) school day by attending two (2) days of the Extended School Day Program (ESD), or other designated credit recovery opportunities of the same length, after the school day. Students must schedule credit recovery through their respective Principal. The daily attendance credit recovery conversion chart is below:~~

~~# of Days Unexcused~~	~~9~~	~~10~~	~~11~~	~~12~~	~~13~~
~~# of Days to be Served~~	~~2~~	~~4~~	~~6~~	~~8~~	~~10~~

5. Students at the high school and middle school may recover period attendance by attending designated attendance and/or credit recovery opportunities of comparable length outside of the regular school day. Students must schedule attendance or credit recovery through their respective Principal. Course-specific recovery opportunities will be made available at each school.~~Students at the high school and middle school may recover period attendance for credit recovery by attending designated credit recovery opportunities of the same length, after the school day. Students must schedule credit recovery through their respective Principal. Course-specific credit-recovery opportunities will be made available for each school.~~

K. Potentially Missing Pupil

The Superintendent is directed to develop procedures that identify potentially missing pupils in compliance with New Jersey State Statutes.

L. Appeal

1. Students may be subject to appropriate discipline for their school attendance record.

2. A parent of a student or an adult student who has been retained at grade level for excessive absences may appeal that action in accordance with Policy 5410 – Promotion and Retention.

3. A parent of student who or an adult student has been dropped from a course and/or denied course credit for excessive absences may appeal that action in accordance with the following procedures:

   a. A written appeal shall be filed with the Principal or designee within five (5) school days of receiving notice of the action. The appeal should state the reasons for each absence, any documentation that may support reducing the number of absences for the purposes of course credit, and reasons why the student should either continue to be enrolled in the course or receive course credit for a class the student completed.

   b. The Principal or designee will respond in writing no later than seven (7) school days after receiving the written appeal.

   c. If the parent or adult student is not satisfied, the parent or adult student may submit a written request to the Principal for consideration by an Attendance Review Committee.

   d. In response to a request for consideration by an Attendance Review Committee, the Principal shall convene an Attendance Review Committee. The Attendance Review Committee shall meet informally to hear the appeal. The student's parent, the student, and teacher(s) may attend the meeting.

   e. The Attendance Review Committee shall decide the appeal and inform the parent and student in writing within seven (7) school days of the meeting.

   f. The parent or adult student may appeal an adverse decision of the Attendance Review Committee to the Superintendent, the Board and the Commissioner in accordance with Policy 5710 – Student Grievance and

N.J.S.A. 18A. An appeal to the Attendance Review Committee shall be considered to have exhausted the first two steps of the grievance procedure outlined in Policy 5710.

M~~K~~. Attendance Records

1. Attendance records for the school district and each school will be maintained and attendance rates will be calculated as required by the NJDOE. The school district will comply with all attendance requirements and any improvement plans as required by the NJDOE.

Adopted: 28 April 2016
Revised: 28 April 2016
Revised: 24 November 2014
Revised: 31 March 2016
Revised: 24 August 2023
Revised: 12 September 2024
Revised: 23 July 2026

5200 ATTENDANCE

In accordance with the provisions of N.J.S.A. 18A:38-25, every parent, guardian, or other person having control and custody of a child between the ages of six and sixteen shall cause the child to regularly attend school. The Board of Education requires students enrolled in the school district attend school regularly in accordance with the laws of the State.

For the purpose of this Policy and Regulation 5200, "parent" means the natural parent(s), adoptive parent(s), legal guardian(s), resource family parent(s), or surrogate parent(s) of a student. When parents are separated or divorced, "parent" means the person or agency who has legal custody of the student, as well as the natural or adoptive parent(s) of the student, provided parental rights have not been terminated by a court of appropriate jurisdiction.

Student absences shall be recorded and reported in accordance with New Jersey statutes, administrative code, and New Jersey Department of Education requirements. The Superintendent shall establish procedures for the classification of absences and the district's response to absences and truancy in accordance with law.~~Notwithstanding the requirement of reporting student absences in the school register for State and Federal reporting purposes, "excused" and "unexcused" student absences, for the purpose of expectations and consequences regarding truancy, student conduct, promotion, retention and the award of course credit is a local Board decision outlined in N.J.A.C. 6A:16-7.6 and Policy and Regulation 5200. In accordance with the provisions of N.J.A.C. 6A:16-7.6 and for the purposes of Policy and Regulation 5200, a student's absence from school will either be excused or unexcused. Unexcused absences will count toward truancy.~~

A parent or adult student shall provide advance notice to the school prior to the student being absent from school. In accordance with N.J.S.A. 18A:36-25.6, if a student is determined to be absent from school without valid excuse, and if the reason for the student's absence is unknown to school personnel, the Principal or designee shall immediately attempt to contact the student's parent to notify the parent of the absence and determine the reason.

Students that are absent from school for any reason are responsible for the completion of assignments missed because of their absence. In accordance with N.J.S.A. 18A:36-14, a student who is absent from school for observing a religious holiday shall not be deprived of any award, eligibility, or opportunity to compete for any award, or deprived of the right to take an alternate test or examination that was missed because of the absence provided there is a written excuse of such absence signed by the parent.

Prolonged or repeated absences, excused or unexcused, from school or from class, deprive students of the educational and classroom experiences deemed essential to learning and may result in retention at grade level or loss of credit or removal from a course that would count toward the high school diploma in accordance with policies of this Board.

Students shall be subjected to the school district response for unexcused absences that count toward truancy during the school year as outlined in N.J.A.C. 6A:16-7.6(a)4 and Regulation 5200.

Unexcused absences from school or from classes within the school day may subject a student to consequences that may include the denial of a student's participation in co-curricular activities and/or athletic competition. Repeated absences from school interfere with efforts of the Board and its staff in the maintenance of good order and continuity of classroom instruction and such absences may result in the removal of the student from a class or course of study, or may result in the attendance matter being brought to the attention of the court.

Students are required to attend every class during all days and hours that school is in session. Attendance at the high school, and credit bearing courses at the middle school, shall be calculated by period. Any student missing more than one-half of a class period will be considered absent from that class. Students who are absent from school are not permitted to:

1. Be on school property for any reason;

2. Participate in or attend any athletic or extracurricular activity for that same day unless proper documentation is provided that satisfies the criteria for an excused absence.

The Superintendent shall calculate and monitor the average daily attendance rate for the district and for each school in the district. Whenever the average daily attendance rate for the district or for a school in the district does not meet the New Jersey Department of Education requirements, the Superintendent or designee shall develop performance objectives to improve pupil attendance pursuant to N.J.A.C. 6A:30-5.2. The Superintendent shall develop regulations and procedures necessary to implement this Policy and ensure compliance with applicable State attendance laws, administrative code provisions, and New Jersey Department of Education reporting requirements.

N.J.S.A. 18A:36-14; 18A:36-25.6; 18A:38-25; ; 18A:38-25.1;
18A:38-25.2; 18A:38-26

N.J.S.A. 34:2-21.1 et seq.
N.J.A.C. 6A:16-7.6; 6A:30-5.2; 6A:32-8; 6A:32-13

Adopted: 28 April 2016
Revised: 31 March 2016
Revised: 18 November 2021
Revised: 27 August 2023
Revised: 23 July 2026

Kingsway Regional School District
Account Maintenance Report
Appropriation Adjustments and Transfers for July 2026-27

[Adjustment] Tx: 62389 Adjustments

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
7/1/2026	11	11-000-251-832-20-050	Interest on Lease	Adjustment	5,203.00	-1,011.64	4,191.36
7/1/2026	12	12-000-400-721-20-050	Lease Purchase Agreements-Principal	Adjustment	82,106.00	1,011.64	83,117.64
							.00

[Adjustment] Tx: 63391 Adjustments

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
7/1/2026	11	11-000-240-300-20-049-050	School Administration - Purchased Professional & Technical Services	Adjustment	9,400.00	-5,000.00	4,400.00
7/1/2026	11	11-190-100-340-20-051-050	Regular Programs - Purchased Technical Services - IT	Adjustment	74,000.00	5,000.00	79,000.00
							.00

[Adjustment] Tx: 65667 Adjustments

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
7/1/2026	11	11-000-251-592-70-050	Central Services - Miscellaneous Purchased Services	Adjustment	1,000.00	300.00	1,300.00
7/1/2026	11	11-000-251-600-70-050	Central Services - Supplies & Materials	Adjustment	3,500.00	-300.00	3,200.00
7/1/2026	11	11-000-261-420-20-052	Required Maintenance - Cleaning, Repair, and Maintenance Services	Adjustment	386,257.50	-550.00	385,707.50
7/1/2026	11	11-000-262-520-90-050	Custodial Services - Insurance	Adjustment	238,445.00	-5,460.00	232,985.00
7/1/2026	11	11-000-262-590-10-053	Custodial Services - Miscellaneous Purchased Services	Adjustment	.00	1,365.00	1,365.00
7/1/2026	11	11-000-262-590-20-053	Custodial Services - Miscellaneous Purchased Services	Adjustment	1,000.00	4,095.00	5,095.00
7/1/2026	11	11-000-263-610-20-054	Care and Upkeep of Grounds - General Supplies	Adjustment	43,321.63	-950.00	42,371.63
7/1/2026	11	11-000-291-290-90-052	Unallocated Employee Benefits - Other Employee Benefits - Maintenance	Adjustment	9,200.00	550.00	9,750.00
7/1/2026	11	11-000-291-290-90-054	Unallocated Employee Benefits - Other Employee Benefits - Grounds	Adjustment	8,800.00	950.00	9,750.00
7/1/2026	11	11-190-100-340-20-023-050	Regular Programs - Purchased Technical Services - Mathematics	Adjustment	573.00	-49.18	523.82
7/1/2026	11	11-190-100-610-10-027-060	Regular Programs - General Supplies - World Language	Adjustment	778.15	-20.00	758.15
7/1/2026	11	11-190-100-610-20-023-050	Regular Programs - General Supplies - Mathematics	Adjustment	3,519.13	49.18	3,568.31
7/1/2026	11	11-190-100-640-10-027-060	Regular Programs - Textbooks - World Language	Adjustment	19,800.00	20.00	19,820.00
							.00

[Adjustment] Tx: 65705 To Adjust to Actual Award

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
7/1/2026	20	20-231-100-100-10-020-060	ESSA Title I - Salaries	Adjustment	29,147.00	-29,147.00	.00
7/1/2026	20	20-231-100-100-20-020-050	ESSA Title I - Salaries	Adjustment	29,147.00	-29,147.00	.00
7/1/2026	20	20-231-100-600-10-045-060	ESSA Title I - Part A - Improving Basic Programs - Instructional - Supplies and Materials	Adjustment	.00	35,018.00	35,018.00
7/1/2026	20	20-231-100-600-20-045-050	ESSA Title I - Part A - Improving Basic Programs - Instructional - Supplies and Materials	Adjustment	.00	35,018.00	35,018.00
7/1/2026	20	20-231-200-100-10-045-060	Title I - Salaries	Adjustment	.00	8,295.00	8,295.00
7/1/2026	20	20-231-200-100-20-045-050	Title I - Salaries	Adjustment	.00	8,295.00	8,295.00
7/1/2026	20	20-270-200-100-10-045-060	ESSA Title IIA - Teacher and Principal Training and Recruiting -Support Services - Salaries	Adjustment	13,157.50	-13,157.50	.00
7/1/2026	20	20-270-200-100-20-045-050	ESSA Title IIA - Teacher and Principal Training and Recruiting -Support Services - Salaries	Adjustment	13,157.50	-13,157.50	.00
7/1/2026	20	20-270-200-300-10-045-060	ESSA Title IIA - Teacher and Principal Training and Recruiting -Support Services - Purchased Professional and Technical Services	Adjustment	.00	15,916.00	15,916.00
7/1/2026	20	20-270-200-300-20-045-050	ESSA Title IIA - Teacher and Principal Training and Recruiting -Support Services - Purchased Professional and Technical Services	Adjustment	.00	15,916.00	15,916.00
						33,849.00	

[Adjustment] Tx: 67406 Opening Balances

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
7/1/2026	20	20-050-100-600-20-025-050	Mark Schonwetter Holocaust Grant	Adjustment	1,000.00	300.34	1,300.34
7/1/2026	20	20-060-100-600-10-022-060	KEF Grant - FY23 Carryover	Adjustment	.00	2,356.12	2,356.12
7/1/2026	20	20-060-100-600-10-044-060	KEF Grant - FY25 - Baney	Adjustment	2,136.00	-2,136.00	.00
7/1/2026	20	20-075-100-600-20-038-050	Academy Makerspace	Adjustment	6,689.00	.89	6,689.89
7/1/2026	20	20-243-100-800-40-022-050	Title III Immigrant - Other C/O	Adjustment	.00	3,337.00	3,337.00
7/1/2026	20	20-280-200-100-40-020-050	Title IV - Salaries	Adjustment	.00	2,695.00	2,695.00
7/1/2026	20	20-280-200-300-40-057	Title IV - Purch Services	Adjustment	.00	2,349.00	2,349.00
						8,902.35	

[Adjustment] Tx: 68420 Fund 22 Adjust to actual

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
7/1/2026	22	22-476-100-800-70-050	Scholarship Fund	Adjustment	500.00	-500.00	.00
						-500.00	

[Adjustment] Tx: 68448 To establish John Capozzi Scholarship Fund Balance

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
7/1/2026	22	22-476-100-800-20-452-050	John Capozzi Scholarship Fund	Adjustment	.00	22,470.28	22,470.28
						22,470.28	

[Adjustment] Tx: 68449 To establish Wayne Winter Scholarship Fund Balance

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
7/1/2026	22	22-476-100-800-20-451-050	Wayne Winter Scholarship Fund	Adjustment	.00	5,152.04	5,152.04
						5,152.04	

[Adjustment] Tx: 68450 To establish HS General Scholarship Fund 21 in Total to Actual

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
7/1/2026	21	21-476-100-800-20-450-050	HS General Scholarship	Adjustment	.00	500.00	500.00
						500.00	

[Adjustment] Tx: 68451 To establish Maureen Lavin Scholarship Fund Balance

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
7/1/2026	22	22-476-100-800-20-454-050	Maureen Lavin Scholarship Fund	Adjustment	.00	3,798.59	3,798.59
						3,798.59	

[Adjustment] Tx: 68452 To establish Lucinda Molitor Scholarship Fund Balance

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
7/1/2026	22	22-476-100-800-20-453-050	Lucinda Molitor Scholarship Fund	Adjustment	.00	140,060.33	140,060.33
						140,060.33	

[Adjustment] Tx: 68454 To establish MS Scholarship Fund 21 in Total to Actual

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
7/1/2026	21	21-476-100-800-10-503-060	MS Scholarship Fund	Adjustment	.00	1,178.93	1,178.93
						1,178.93	

[Adjustment] Tx: 68464 Adjustments

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
7/1/2026	21	21-475-100-590-100-300-050	HS - Officials	Adjustment	.00	80.64	80.64
7/1/2026	21	21-475-100-590-100-350-060	MS - Officials	Adjustment	.00	178.00	178.00
7/1/2026	21	21-475-100-600-10-028-060	MS Art Club	Adjustment	.00	1,235.62	1,235.62
7/1/2026	21	21-475-100-600-10-038-060	MS Stem Club	Adjustment	.00	250.00	250.00
7/1/2026	21	21-475-100-600-10-085-060	MS Activity Account	Adjustment	.00	2,605.87	2,605.87
7/1/2026	21	21-475-100-600-10-096-060	MS Student Council	Adjustment	.00	4,060.28	4,060.28
7/1/2026	21	21-475-100-600-10-097-060	MS Yearbook	Adjustment	.00	1,254.00	1,254.00
7/1/2026	21	21-475-100-600-10-101-060	MS Musical	Adjustment	.00	1,759.68	1,759.68
7/1/2026	21	21-475-100-600-10-102-060	MS Renaissance	Adjustment	.00	5,815.19	5,815.19
7/1/2026	21	21-475-100-600-10-104-060	MS Play	Adjustment	.00	2,018.38	2,018.38
7/1/2026	21	21-475-100-600-10-502-060	8th Grade Team	Adjustment	.00	9,568.54	9,568.54
7/1/2026	21	21-475-100-600-10-504-060	MS Media Center	Adjustment	.00	462.30	462.30
7/1/2026	21	21-475-100-600-10-507-060	MS Lost Textbook	Adjustment	.00	-130.49	-130.49
7/1/2026	21	21-475-100-600-10-509-060	MS ID Account(Students)	Adjustment	.00	201.28	201.28
7/1/2026	21	21-475-100-600-10-513-060	MS Performing Arts	Adjustment	.00	1,002.14	1,002.14
7/1/2026	21	21-475-100-600-10-514-060	MS Chromebooks	Adjustment	.00	3,239.00	3,239.00
7/1/2026	21	21-475-100-600-10-516-060	MS Business Club	Adjustment	.00	257.62	257.62
7/1/2026	21	21-475-100-600-100-036-050	HS Athletics Account	Adjustment	.00	3,466.24	3,466.24
7/1/2026	21	21-475-100-600-100-060-050	HS Baseball	Adjustment	.00	66.71	66.71
7/1/2026	21	21-475-100-600-100-061-050	HS Basketball - Boys	Adjustment	.00	.11	.11
7/1/2026	21	21-475-100-600-100-062-050	HS Basketball - Girls	Adjustment	.00	2,686.10	2,686.10
7/1/2026	21	21-475-100-600-100-064-050	HS Cross Country	Adjustment	.00	773.86	773.86

[Adjustment] Tx: 68464 Adjustments

7/1/2026	21	21-475-100-600-100-067-050	HS Field Hockey	Adjustment	.00	1,524.13	1,524.13
7/1/2026	21	21-475-100-600-100-068-050	HS Football	Adjustment	.00	48.47	48.47
7/1/2026	21	21-475-100-600-100-069-050	HS Golf	Adjustment	.00	4,908.64	4,908.64
7/1/2026	21	21-475-100-600-100-071-050	HS Lacrosse - Girls	Adjustment	.00	4,104.23	4,104.23
7/1/2026	21	21-475-100-600-100-072-050	HS Soccer - Boys	Adjustment	.00	381.81	381.81
7/1/2026	21	21-475-100-600-100-073-050	HS Soccer - Girls	Adjustment	.00	1.53	1.53
7/1/2026	21	21-475-100-600-100-074-050	HS Softball	Adjustment	.00	1,973.70	1,973.70
7/1/2026	21	21-475-100-600-100-075-050	HS Swimming	Adjustment	.00	201.02	201.02
7/1/2026	21	21-475-100-600-100-077-050	HS Tennis - Girls	Adjustment	.00	878.32	878.32
7/1/2026	21	21-475-100-600-100-078-050	HS Track - Boys	Adjustment	.00	1,294.35	1,294.35
7/1/2026	21	21-475-100-600-100-079-050	HS Track - Girls	Adjustment	.00	1,147.22	1,147.22
7/1/2026	21	21-475-100-600-100-081-050	HS Wrestling	Adjustment	.00	300.05	300.05
7/1/2026	21	21-475-100-600-100-082-050	HS Volleyball - Boys	Adjustment	.00	1,199.13	1,199.13
7/1/2026	21	21-475-100-600-100-083-050	HS Volleyball - Girls	Adjustment	.00	2,725.36	2,725.36
7/1/2026	21	21-475-100-600-100-084-050	HS Cheerleading	Adjustment	.00	7,614.52	7,614.52
7/1/2026	21	21-475-100-600-100-168-050	HS Flag Football	Adjustment	.00	1,317.00	1,317.00
7/1/2026	21	21-475-100-600-20-026-050	HS Phys. Ed.	Adjustment	.00	25.33	25.33
7/1/2026	21	21-475-100-600-20-028-050	HS Art/Photography Club	Adjustment	.00	692.44	692.44
7/1/2026	21	21-475-100-600-20-085-050	HS Student Activities	Adjustment	.00	3,657.12	3,657.12
7/1/2026	21	21-475-100-600-20-088-050	K.D.T.V.	Adjustment	.00	96.25	96.25
7/1/2026	21	21-475-100-600-20-092-050	HS National Honor Society	Adjustment	.00	71.58	71.58
7/1/2026	21	21-475-100-600-20-093-050	HS Newspaper	Adjustment	.00	660.09	660.09

[Adjustment] Tx: 68464 Adjustments

7/1/2026	21	21-475-100-600-20-094-050	HS Chorus	Adjustment	.00	275.00	275.00
7/1/2026	21	21-475-100-600-20-095-050	HS Unified Athletics	Adjustment	.00	580.74	580.74
7/1/2026	21	21-475-100-600-20-096-050	HS Student Council	Adjustment	.00	9,816.32	9,816.32
7/1/2026	21	21-475-100-600-20-097-050	HS Yearbook	Adjustment	.00	1,263.45	1,263.45
7/1/2026	21	21-475-100-600-20-098-050	HS Trophy Case	Adjustment	.00	3,477.73	3,477.73
7/1/2026	21	21-475-100-600-20-101-050	HS Musical	Adjustment	.00	11,459.23	11,459.23
7/1/2026	21	21-475-100-600-20-103-050	HS Jazz Ensemble	Adjustment	.00	298.58	298.58
7/1/2026	21	21-475-100-600-20-104-050	HS Play	Adjustment	.00	10,842.50	10,842.50
7/1/2026	21	21-475-100-600-20-106-050	HS Public Speaking/Debate	Adjustment	.00	267.44	267.44
7/1/2026	21	21-475-100-600-20-108-050	HS Dance Team	Adjustment	.00	3,270.96	3,270.96
7/1/2026	21	21-475-100-600-20-110-050	HS Advance Placement Exams	Adjustment	.00	8,858.88	8,858.88
7/1/2026	21	21-475-100-600-20-111-050	HS S.A.D.D. Club	Adjustment	.00	417.15	417.15
7/1/2026	21	21-475-100-600-20-112-050	HS SPARK	Adjustment	.00	156.00	156.00
7/1/2026	21	21-475-100-600-20-113-050	HS Unified PE	Adjustment	.00	416.50	416.50
7/1/2026	21	21-475-100-600-20-114-050	HS DECA Club	Adjustment	.00	69.46	69.46
7/1/2026	21	21-475-100-600-20-115-050	HS Fellowship of Christian Athl.	Adjustment	.00	2,921.84	2,921.84
7/1/2026	21	21-475-100-600-20-116-050	HS World Wildlife Fund	Adjustment	.00	783.84	783.84
7/1/2026	21	21-475-100-600-20-117-050	HS Key Club	Adjustment	.00	187.80	187.80
7/1/2026	21	21-475-100-600-20-118-050	HS Writers Bloc/Creative	Adjustment	.00	383.90	383.90
7/1/2026	21	21-475-100-600-20-119-050	HS Tri-M	Adjustment	.00	582.00	582.00
7/1/2026	21	21-475-100-600-20-121-050	HS PRISM	Adjustment	.00	28.11	28.11
7/1/2026	21	21-475-100-600-20-122-050	HS Obligations - Bks,Lcks,Etc.	Adjustment	.00	105.80	105.80

[Adjustment] Tx: 68464 Adjustments

7/1/2026	21	21-475-100-600-20-123-050	HS Obligations - Technology	Adjustment	.00	4,652.16	4,652.16
7/1/2026	21	21-475-100-600-20-125-050	HS Environmental Club	Adjustment	.00	402.74	402.74
7/1/2026	21	21-475-100-600-20-126-050	HS Parking Permits	Adjustment	.00	4,738.62	4,738.62
7/1/2026	21	21-475-100-600-20-127-050	HS CPR	Adjustment	.00	249.01	249.01
7/1/2026	21	21-475-100-600-20-129-050	HS Foreign Language Club	Adjustment	.00	603.60	603.60
7/1/2026	21	21-475-100-600-20-130-050	HS Interact	Adjustment	.00	321.76	321.76
7/1/2026	21	21-475-100-600-20-131-050	HS Computer Science	Adjustment	.00	3,168.14	3,168.14
7/1/2026	21	21-475-100-600-20-132-050	HS Art Honor Society	Adjustment	.00	1,019.58	1,019.58
7/1/2026	21	21-475-100-600-20-134-050	HS HOSA	Adjustment	.00	691.00	691.00
7/1/2026	21	21-475-100-600-20-136-050	HS Anti-bullying Club	Adjustment	.00	139.29	139.29
7/1/2026	21	21-475-100-600-20-137-050	HS Cultures Club	Adjustment	.00	49.86	49.86
7/1/2026	21	21-475-100-600-20-138-050	HS SHADES	Adjustment	.00	1,072.89	1,072.89
7/1/2026	21	21-475-100-600-20-139-050	HS Student Trainers	Adjustment	.00	190.78	190.78
7/1/2026	21	21-475-100-600-20-199-050	HS Class of 2026	Adjustment	.00	17,386.08	17,386.08
7/1/2026	21	21-475-100-600-20-200-050	HS Class of 2027	Adjustment	.00	12,936.18	12,936.18
7/1/2026	21	21-475-100-600-20-201-050	HS Class of 2028	Adjustment	.00	405.00	405.00
7/1/2026	21	21-475-100-600-20-202-050	HS Class of 2029	Adjustment	.00	740.16	740.16
7/1/2026	21	21-475-100-610-10-501-060	7th Grade Team	Adjustment	.00	1,985.74	1,985.74
						182,889.18	

[Adjustment] Tx: 65821 Budget Transfer request from 5033 Anderson, Rachael

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
7/8/2026	11	11-000-223-580-20-022-050	Instructional Staff Training Services - Travel - English/Language Arts	Adjustment	1,000.00	-150.00	850.00
7/8/2026	11	11-190-100-340-20-022-050	Regular Programs - Purchased Technical Services - English/Language Arts	Adjustment	2,500.00	150.00	2,650.00
						.00	

[Adjustment] Tx: 66530 Budget Transfer request from 3180 Lloyd, John P

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
7/16/2026	11	11-190-100-610-10-025-060	Regular Programs - General Supplies - Social Studies	Adjustment	3,544.00	800.00	4,344.00
7/16/2026	11	11-190-100-610-20-025-050	Regular Programs - General Supplies - Social Studies	Adjustment	1,889.00	-800.00	1,089.00
						.00	

[Adjustment] Tx: 66531 Budget Transfer request from 5033 Anderson, Rachael

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
7/16/2026	11	11-000-223-580-20-022-050	Instructional Staff Training Services - Travel - English/Language Arts	Adjustment	850.00	-200.00	650.00
7/16/2026	11	11-190-100-340-20-022-050	Regular Programs - Purchased Technical Services - English/Language Arts	Adjustment	2,650.00	200.00	2,850.00
						.00	

[Adjustment] Tx: 66563 Adjustments

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
7/16/2026	11	11-000-221-104-10-013-060	Improvement of Instruction Services - Salaries - Other Professional Staff - Extra Instructional	Adjustment	3,040.00	-1,180.00	1,860.00
7/16/2026	11	11-000-221-104-20-013-050	Improvement of Instruction Services - Salaries - Other Professional Staff - Extra Instructional	Adjustment	1,755.00	1,180.00	2,935.00
						.00	

[Adjustment] Tx: 66599 2026.07.08 HS Cheerleading - Camp

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
7/16/2026	21	21-475-100-600-100-084-050	HS Cheerleading	Adjustment	7,614.52	10,960.00	18,574.52
						10,960.00	

[Adjustment] Tx: 66602 2026.07.16 HS Cheerleading - Camp

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
7/16/2026	21	21-475-100-600-100-084-050	HS Cheerleading	Adjustment	18,574.52	350.00	18,924.52
						350.00	

[Adjustment] Tx: 66633 Budget Transfer request from 4068 Calandro, Patricia A

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
7/17/2026	11	11-000-221-320-20-045-050	Improvement of Instruction Services - Purchased Professional - Educational Services	Adjustment	91,999.00	-16,000.00	75,999.00
7/17/2026	11	11-190-100-340-20-105-050	Regular Programs - Purchased Technical Services - Health Professions	Adjustment	47,360.00	16,000.00	63,360.00
						.00	

[Adjustment] Tx: 66751 Adjustments

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
7/21/2026	11	11-190-100-440-70-050-050	Regular Programs - Lease Purchase - Equipment	Adjustment	304,527.00	69,421.09	373,948.09
7/21/2026	11	11-190-100-610-20-051-050	Regular Programs - General Supplies - IT	Adjustment	138,825.00	-69,421.09	69,403.91
						.00	

[Adjustment] Tx: 67262 FY27 SHIF Award Adjustment

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
7/23/2026	20	20-005-100-600-70-042	School Health Insurance Fund (SHIF) - Wellness Grant - Supplies and Materials	Adjustment	26,900.00	4,100.00	31,000.00
						4,100.00	

[Adjustment] Tx: 67627 Adjustments

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
7/29/2026	20	20-250-100-500-10-044-060	IDEA Part B - Individuals with Disabilities Act - Instructional - Other Purchased Services	Adjustment	432,694.00	-432,694.00	.00
7/29/2026	20	20-250-100-500-20-044-050	IDEA Part B - Individuals with Disabilities Act - Instructional - Other Purchased Services	Adjustment	.00	561,168.00	561,168.00
						128,474.00	

[Adjustment] Tx: 67833 July 2026 - HS Cheerleading Camp Balance

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
7/31/2026	21	21-475-100-600-100-084-050	HS Cheerleading	Adjustment	18,924.52	460.00	19,384.52
						460.00	

[Adjustment] Tx: 68359 To reclass fees booked to lost textbook

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
7/31/2026	21	21-475-100-600-10-085-060	MS Activity Account	Adjustment	2,605.87	-130.49	2,475.38
7/31/2026	21	21-475-100-600-10-507-060	MS Lost Textbook	Adjustment	-130.49	130.49	.00
						.00	

[Adjustment] Tx: 68416 July 2026 - Fund 22 Adjustment

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
7/31/2026	22	22-476-100-800-70-050	Scholarship Fund	Adjustment	.00	11.86	11.86
						11.86	

Kingsway Regional School District
Bills and Claims
Batch 07/22/2026 A.C. ELECTRIC (7/22/2026)

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
Atlantic City Electric	11-000-262-420-10-053	1180	PO-27-00393	TRANSFORMER UPGRADE Inv: WO 20731792	07/22/2026 A.C. ELECTRIC	65269	815.00
Atlantic City Electric	11-000-262-420-20-053	1180	PO-27-00393	TRANSFORMER UPGRADE Inv: WO 20731792	07/22/2026 A.C. ELECTRIC	65269	3,500.00
							4,315.00

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

Fund	Program	Purchase Orders	Current	Prior Year	Total
11 General Current Expense	000 Undistributed Expenditures	2	4,315.00		4,315.00
	Fund total:		**4,315.00**		**4,315.00**
	Grand totals:	2	**4,315.00**		**4,315.00**

President

Business Administrator

Kingsway Regional School District
Bills and Claims
Batch 06/04/2026 Campsite fee (6/4/2026)

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
CAMPSITE.COM INC	61-991-330-800-40-059	6147	PO-26-00992	MISC Inv: CAMP FEES JUNE 4	06/04/2026 Campsite fee	500	6,452.27
							6,452.27

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

Fund	Program	Purchase Orders	Current	Prior Year	Total
61 CER Fund	991 CER	1	6,452.27		6,452.27
	Fund total:		**6,452.27**		**6,452.27**
	Grand totals:	1	**6,452.27**		**6,452.27**

President

Business Administrator

Kingsway Regional School District
Bills and Claims
Batch 07/27/2026 Postage, Dell (7/27/2026)

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
Dell Financial Services	11-190-100-440-70-050-050	4771	PO-27-00392	DELL CHROMEBOOKS Inv: 5148660	07/27/2026 Postage, Dell	65273	69,421.09
							69,421.09
United States Postal Service	11-000-230-530-20-049	3362	PO-27-00431	Postage Funds Inv: HIGH SCHOOL	07/27/2026 Postage, Dell	65274	4,000.00
							4,000.00

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

Fund	Program	Purchase Orders	Current	Prior Year	Total
11 General Current Expense	000 Undistributed Expenditures	1	4,000.00		4,000.00
11 General Current Expense	190 Regular Programs - Undistributed	1	69,421.09		69,421.09
	Fund total:		**73,421.09**		**73,421.09**
	Grand totals:	2	**73,421.09**		**73,421.09**

President

Business Administrator

Kingsway Regional School District
Bills and Claims
Batch 07/30/2026 (7/30/2026)

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
PENOT, JOHN	11-000-251-890-70-050	6902	PO-27-00459	WINDSHIELD REPAIR Inv: WINDSHIELD REPAIR	07/30/2026	65278	631.37
							631.37

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

Fund	Program	Purchase Orders	Current	Prior Year	Total
11 General Current Expense	000 Undistributed Expenditures	1	631.37		631.37
	Fund total:		**631.37**		**631.37**
	Grand totals:	1	**631.37**		**631.37**

President

Business Administrator

Kingsway Regional School District
Bills and Claims
Batch 07/30/2026 EOM no checks (7/30/2026)

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
Borough Of Swedesboro	11-000-262-490-10-053	1277	PO-27-00030	SEWEARGE Inv: 874-0 JULY 2026	07/30/2026 EOM no checks	496	11,239.96
							11,239.96
Cogent Leasing and Financing, Inc.	12-000-400-721-20-050	6822	PO-27-00007	COGENT LIGHT LEASE Inv: 2570158814	07/30/2026 EOM no checks	497	83,117.64
Cogent Leasing and Financing, Inc.	11-000-251-832-20-050	6822	PO-27-00007	COGENT LIGHT LEASE Inv: 2570158814	07/30/2026 EOM no checks	497	3,913.00
Cogent Leasing and Financing, Inc.	11-000-270-443-80-050	6822	PO-27-00118	COGENT LIGHT LEASE Inv: 2570158842	07/30/2026 EOM no checks	497	154,203.84
							241,234.48
Depository Trust Co.	40-701-510-834-70-050	1579	PO-27-00112	BONDS Inv: JULY 1TH 2026	07/30/2026 EOM no checks	498	92,475.00
							92,475.00
Sip Us Llc	11-000-230-530-60-051	5726	PO-27-00458	FlowRoute Voice Services Inv: 24117927	07/30/2026 EOM no checks	495	364.56
							364.56
South Jersey Gas Co	10-421	3067	PO-26-00004-PYPBL	GAS USAGE Inv: 7905910000	07/30/2026 EOM no checks	499	10,648.22
South Jersey Gas Co	10-421	3067	PO-26-00004-PYPBL	GAS USAGE Inv: 4765910000	07/30/2026 EOM no checks	499	343.71
							10,991.93

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

Fund	Program	Purchase Orders	Current	Prior Year	Total
10 General Fund		2	10,991.93		10,991.93
	Fund total:		**10,991.93**		**10,991.93**
11 General Current Expense	000 Undistributed Expenditures	4	169,721.36		169,721.36
	Fund total:		**169,721.36**		**169,721.36**
12 Capital Outlay	000 Undistributed Expenditures	1	83,117.64		83,117.64
	Fund total:		**83,117.64**		**83,117.64**
40 Debt Service Fund	701 Debt Service - Regular	1	92,475.00		92,475.00
	Fund total:		**92,475.00**		**92,475.00**
	Grand totals:	8	**356,305.93**		**356,305.93**

President

Business Administrator

Kingsway Regional School District
Bills and Claims
Batch 27-0039 Superintendent Petty Cash (8/12/2026)
, Batch 27-0040 High School Petty Cash (8/12/2026)
, Batch 27-0041 Middle School Petty Cash (8/12/2026)
, Batch 27-0042 TRANSPORTATION Petty Cash (8/12/2026)
, Batch 27-0043 MAINTENANCE Petty Cash (8/12/2026)
, Batch 27-0044 SCIENCE Petty Cash (8/12/2026)
, Batch 27-0045 BUSINESS Petty Cash (8/12/2026)
, Batch 27-0046 ATHLETIC START UP (8/12/2026)
, Batch 27-0047 Superintendent Petty Cash (8/12/2026)

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
Kingsway Business Leadership Petty Cash	10-101	4750	PO-27-00552	BUSINESS Petty Cash	27-0045	65289	500.00
							500.00
Kingsway H/s Science Dept. Petty Cash	10-101	3563	PO-27-00551	SCIENCE Petty Cash	27-0044	65288	500.00
							500.00
Kingsway Maint Petty Cash	10-101	2158	PO-27-00550	MAINTENANCE Petty Cash	27-0043	65287	500.00
							500.00
Kingsway Middle Sch.Petty Cash	10-101	2159	PO-27-00548	Middle School Petty Cash	27-0041	65285	500.00
							500.00
Kingsway Reg. Student Athletic	10-101	2168	PO-27-00553	ATHLETIC START UP	27-0046	65290	1,400.00
							1,400.00
Kingsway Sr. High Petty Cash	10-101	2170	PO-27-00547	High School Petty Cash	27-0040	65284	500.00
							500.00
Kingsway Supt.Petty Cash	10-101	2173	PO-27-00546	Superintendent Petty Cash	27-0047	65291	500.00
							500.00
Kingsway Transp. Petty Cash	10-101	2175	PO-27-00549	TRANSPORTATION Petty Cash	27-0042	65286	500.00
							500.00

Kingsway Regional School District
Bills and Claims
Batch 27-0039 Superintendent Petty Cash (8/12/2026)
, Batch 27-0040 High School Petty Cash (8/12/2026)
, Batch 27-0041 Middle School Petty Cash (8/12/2026)
, Batch 27-0042 TRANSPORTATION Petty Cash (8/12/2026)
, Batch 27-0043 MAINTENANCE Petty Cash (8/12/2026)
, Batch 27-0044 SCIENCE Petty Cash (8/12/2026)
, Batch 27-0045 BUSINESS Petty Cash (8/12/2026)
, Batch 27-0046 ATHLETIC START UP (8/12/2026)
, Batch 27-0047 Superintendent Petty Cash (8/12/2026)

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

Fund	Program	Purchase Orders	Current	Prior Year	Total
10 General Fund		8	4,900.00		4,900.00
	Fund total:		**4,900.00**		**4,900.00**
	Grand totals:	8	**4,900.00**		**4,900.00**

President

Business Administrator

Kingsway Regional School District
Bills and Claims
Batch 08/19/2026 NJ Preferred (8/19/2026)

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
NJ PREFERED LLC	10-421	6422	PO-26-02299-PYPBL	Student Transportation - Contract Services - Between Home & School - Special Ed - Vendors Inv: 2-17	08/19/2026 NJ Preferred	65294	4,219.44
NJ PREFERED LLC	10-421	6422	PO-26-02299-PYPBL	Student Transportation - Contract Services - Between Home & School - Special Ed - Vendors Inv: 2.-17	08/19/2026 NJ Preferred	65294	4,571.06
NJ PREFERED LLC	10-421	6422	PO-26-02299-PYPBL	Student Transportation - Contract Services - Between Home & School - Special Ed - Vendors Inv: 023	08/19/2026 NJ Preferred	65294	15,415.21
							24,205.71

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

Fund	Program	Purchase Orders	Current	Prior Year	Total
10 General Fund		3	24,205.71		24,205.71
	Fund total:		**24,205.71**		**24,205.71**
	Grand totals:	3	**24,205.71**		**24,205.71**

President

Business Administrator

Kingsway Regional School District
Bills and Claims
Batch 08/20/2026 Gas, Electric (8/20/2026)

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
Atlantic City Electric	11-000-262-622-10-050	1180	PO-27-00600	ELECTRICITY Inv: 210005881805	08/20/2026 Gas, Electric	65295	5,544.76
Atlantic City Electric	11-000-262-622-20-050	1180	PO-27-00600	ELECTRICITY Inv: 201051022121	08/20/2026 Gas, Electric	65295	13,884.16
Atlantic City Electric	11-000-262-622-20-050	1180	PO-27-00600	ELECTRICITY Inv: 201051022122	08/20/2026 Gas, Electric	65295	1,133.46
Atlantic City Electric	11-000-262-622-20-050	1180	PO-27-00600	ELECTRICITY Inv: 200802618292	08/20/2026 Gas, Electric	65295	312.51
Atlantic City Electric	11-000-262-622-20-050	1180	PO-27-00600	ELECTRICITY Inv: 200042827805	08/20/2026 Gas, Electric	65295	315.85
Atlantic City Electric	11-000-262-622-20-050	1180	PO-27-00600	ELECTRICITY Inv: 200072814886	08/20/2026 Gas, Electric	65295	93.90
							21,284.64
South Jersey Gas Co	11-000-262-621-20-050	3067	PO-27-00601	GAS USAGE Inv: 7905910000	08/20/2026 Gas, Electric	65296	4,574.29
South Jersey Gas Co	11-000-262-621-10-050	3067	PO-27-00601	GAS USAGE Inv: 4765910000	08/20/2026 Gas, Electric	65296	293.46
							4,867.75

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

Fund	Program	Purchase Orders	Current	Prior Year	Total
11 General Current Expense	000 Undistributed Expenditures	8	26,152.39		26,152.39
	Fund total:		**26,152.39**		**26,152.39**
	Grand totals:	8	**26,152.39**		**26,152.39**

President

Business Administrator

Kingsway Regional School District
Bills and Claims
Batch 08/24/2026 Bill List A (8/24/2026)
, Batch 08/24/2026 Bill List C (8/24/2026)
, Batch 08/24/2026 BILL LIST M (8/24/2026)
, Batch 08/24/2026 Bill List S (8/24/2026)

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
3B'S BOUNCES INC	61-991-330-512-80-056	6371	PO-27-00569	Outdoor Activities Inv: 58609859	08/24/2026 Bill List S	65327	2,550.00
3B'S BOUNCES INC	61-991-330-512-80-056	6371	PO-27-00570	CER Camp Indoor Activities Inv: 58610049	08/24/2026 Bill List S	65327	7,175.00
							9,725.00
ACT TECHNOLOGIES, INT T/A DVANCED TANK SERVICES	11-000-261-420-10-052	6890	PO-27-00464	Annual Fuel Tank Inspections Inv: GS2026565	08/24/2026 Bill List A	65298	1,614.00
							1,614.00
Advanced Assessment Systems, Inc.	20-231-100-600-10-045-060	4933	PO-27-00173	Improvement Of Instruction Services - Purchased Professional - Educational Services Inv: 7540	08/24/2026 Bill List A	65299	20,062.00
Advanced Assessment Systems, Inc.	20-231-100-600-20-045-050	4933	PO-27-00173	Improvement Of Instruction Services - Purchased Professional - Educational Services Inv: 7540	08/24/2026 Bill List A	65299	20,000.00
Advanced Assessment Systems, Inc.	20-270-200-300-10-045-060	4933	PO-27-00305	Essa Title Iia - Teacher And Principal Training And Recruiting -Support Services - Purchased Professional And Technical Services Inv: 7789	08/24/2026 Bill List A	65299	3,000.00
							43,062.00
Allied Document Solutions & Services	11-000-213-440-20-050-050	1115	PO-27-00515	Rental Equipment Inv: AR59221	08/24/2026 Bill List A	65328	1,225.00
Allied Document Solutions & Services	11-000-218-440-20-050-050	1115	PO-27-00515	Rental Equipment Inv: AR59221	08/24/2026 Bill List A	65328	1,225.00
Allied Document Solutions & Services	11-190-100-610-10-028-060	1115	PO-27-00516	Rental Equipment Inv: AR51967	08/24/2026 Bill List A	65300	265.40
							2,715.40
ALTA GROUP	21-475-100-600-100-084-050	6720	PO-27-00419	Cheer Camp Bus Inv: 2709 8/21/26	08/24/2026 Bill List A	65329	1,500.00
							1,500.00
Amazon Capital Services	11-000-261-610-10-052	5886	PO-27-00064	Parts and supplies Inv: 1YQ4-3V1K-G6WH	08/24/2026 Bill List A	65330	25.94
Amazon Capital Services	11-000-261-610-10-052	5886	PO-27-00064	Parts and supplies Inv: 1T97-XQ7Q-XXGJ	08/24/2026 Bill List A	65330	60.88
Amazon Capital Services	11-000-261-610-10-052	5886	PO-27-00064	Parts and supplies Inv: 1PYP-6MY1-LXLR	08/24/2026 Bill List A	65330	28.40
Amazon Capital Services	11-000-261-610-10-052	5886	PO-27-00064	Parts and supplies Inv: 1YQ4-3V1K-41KW	08/24/2026 Bill List A	65330	11.99
Amazon Capital Services	11-000-261-610-10-052	5886	PO-27-00064	Parts and supplies Inv: 1KVT-L3GL-DNKD	08/24/2026 Bill List A	65330	57.96
Amazon Capital Services	11-000-261-610-10-052	5886	PO-27-00064	Parts and supplies Inv: 1NTT-1VLD-QHG4	08/24/2026 Bill List A	65330	35.04
Amazon Capital Services	11-000-261-610-10-052	5886	PO-27-00064	Parts and supplies Inv: 1WFM-Y61H-JYP6	08/24/2026 Bill List A	65330	96.95

Kingsway Regional School District
Bills and Claims
Batch 08/24/2026 Bill List A (8/24/2026)
, Batch 08/24/2026 Bill List C (8/24/2026)
, Batch 08/24/2026 BILL LIST M (8/24/2026)
, Batch 08/24/2026 Bill List S (8/24/2026)

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
Amazon Capital Services	11-000-261-610-10-052	5886	PO-27-00064	Parts and supplies Inv: 1FNF-3JCR-WT3M	08/24/2026 Bill List A	65330	67.76
Amazon Capital Services	11-000-261-610-10-052	5886	PO-27-00064	Parts and supplies Inv: 14FL-NVX1-DQQY	08/24/2026 Bill List A	65330	115.99
Amazon Capital Services	11-190-100-610-20-106-050	5886	PO-27-00163	Young- Avery Tent Cards and Microphones Inv: 1H3T-RLJP-339K	08/24/2026 Bill List A	65330	46.98
Amazon Capital Services	11-000-252-600-60-051	5886	PO-27-00175	Amazon - Supplies Inv: 1KX6-NKTP-FT3W	08/24/2026 Bill List A	65330	5.31
Amazon Capital Services	11-000-252-600-60-051	5886	PO-27-00175	Amazon - Supplies Inv: 173N-3GDW-KNMF	08/24/2026 Bill List A	65330	197.38
Amazon Capital Services	11-000-240-600-20-049-050	5886	PO-27-00226	SOM-Bulletin Board Paper-Lanyards Inv: 147N-TTPN-YT1K	08/24/2026 Bill List A	65330	238.64
Amazon Capital Services	11-190-100-610-20-021-050	5886	PO-27-00227	Library Laminating Cartridge Refill Inv: 1LPF-HPK3-YPWT	08/24/2026 Bill List A	65330	652.68
Amazon Capital Services	11-190-100-610-20-030-050	5886	PO-27-00238	Supplies for Business Department Inv: 1PYT-1DCV-CXJN	08/24/2026 Bill List A	65330	363.57
Amazon Capital Services	11-190-100-610-10-025-060	5886	PO-27-00239	A Young Patriot: The American Revolution books Inv: 191R-FQVF-XLL4	08/24/2026 Bill List A	65330	63.60
Amazon Capital Services	11-000-251-600-70-042	5886	PO-27-00257	HR Supplies Inv: 1LMV-HTFF-CKHY	08/24/2026 Bill List A	65330	110.82
Amazon Capital Services	11-190-100-610-10-021-060	5886	PO-27-00268	Office Supplies Inv: 17QH-RNQX-VNRL	08/24/2026 Bill List A	65331	919.38
Amazon Capital Services	11-000-213-616-20-053-050	5886	PO-27-00318	Health Services - Supplies & Materials Inv: 13VQ-Y1RR-MTY3	08/24/2026 Bill List A	65331	47.40
Amazon Capital Services	11-000-213-616-20-053-050	5886	PO-27-00318	Health Services - Supplies & Materials Inv: 1V77-TJC9-XY6T	08/24/2026 Bill List A	65331	69.34
Amazon Capital Services	11-000-213-600-20-041-050	5886	PO-27-00318	Health Services - Supplies & Materials Inv: 1V77-TJC9-XY6T	08/24/2026 Bill List A	65331	230.58
Amazon Capital Services	11-000-240-600-10-051-060	5886	PO-27-00322	Amazon Parts/Supplies Inv: 1LMN-HTFF-6VJT	08/24/2026 Bill List A	65331	179.92
Amazon Capital Services	11-000-240-600-10-051-060	5886	PO-27-00322	Amazon Parts/Supplies Inv: 1GVQ-TPQ3-Y1RX	08/24/2026 Bill List A	65331	236.08
Amazon Capital Services	11-000-240-600-10-051-060	5886	PO-27-00322	Amazon Parts/Supplies Inv: 1G74-4NV3-GNXH	08/24/2026 Bill List A	65331	17.81
Amazon Capital Services	11-000-240-600-10-051-060	5886	PO-27-00322	Amazon Parts/Supplies Inv: 1MYW-N7WD-NGFQ	08/24/2026 Bill List A	65331	1,299.69
Amazon Capital Services	11-000-240-600-10-051-060	5886	PO-27-00322	Amazon Parts/Supplies Inv: 1C9D-94LJ-HX7W	08/24/2026 Bill List A	65331	64.70
Amazon Capital Services	11-402-100-600-10-078-060	5886	PO-27-00383	Track Equipment Inv: 1FC3-KQR9-JGQW	08/24/2026 Bill List A	65331	201.65
Amazon Capital Services	11-402-100-600-20-065-050	5886	PO-27-00384	XC Inv: 1RQR-NGYG-4PPV	08/24/2026 Bill List A	65331	175.99
Amazon Capital Services	61-991-330-600-40-059	5886	PO-27-00397	CER Camp Supplies Inv: 1MNY-NN4T-NH3K	08/24/2026 Bill List A	65331	306.75

Kingsway Regional School District
Bills and Claims
Batch 08/24/2026 Bill List A (8/24/2026)
, Batch 08/24/2026 Bill List C (8/24/2026)
, Batch 08/24/2026 BILL LIST M (8/24/2026)
, Batch 08/24/2026 Bill List S (8/24/2026)

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
Amazon Capital Services	11-000-240-600-20-049-050	5886	PO-27-00408	Standing Desk - J.Z. Inv: 1PK9-6196-LX37	08/24/2026 Bill List A	65331	131.59
Amazon Capital Services	21-475-100-600-100-062-050	5886	PO-27-00424	G Basketball Inv: 1CQG-JJGHC-YTKR	08/24/2026 Bill List A	65331	83.97
Amazon Capital Services	21-475-100-600-100-062-050	5886	PO-27-00424	G Basketball Inv: 1G4Q-MVG7-MPV9	08/24/2026 Bill List A	65331	1,927.12
Amazon Capital Services	11-402-100-600-10-072-060	5886	PO-27-00427	Soccer Equipment Inv: 1GCL-7PGK-XTF1	08/24/2026 Bill List A	65331	500.00
Amazon Capital Services	11-402-100-600-10-073-060	5886	PO-27-00427	Soccer Equipment Inv: 1GCL-7PGK-XTF1	08/24/2026 Bill List A	65332	149.99
Amazon Capital Services	11-402-100-600-20-036-050	5886	PO-27-00427	Soccer Equipment Inv: 14LF-VQV4-NC4L	08/24/2026 Bill List A	65332	389.18
Amazon Capital Services	11-402-100-600-10-073-060	5886	PO-27-00427	Soccer Equipment Inv: 14LF-VQV4-NC4L	08/24/2026 Bill List A	65332	350.01
Amazon Capital Services	11-190-100-610-10-021-060	5886	PO-27-00451	Lockdown Door Magnets Inv: 1YPR-YMPK-XX91	08/24/2026 Bill List A	65332	9.98
Amazon Capital Services	11-000-240-600-20-049-050	5886	PO-27-00461	Standing/Rolling Desks - SFM Inv: 1FMN-CYNQ-YLYX	08/24/2026 Bill List A	65332	131.59
Amazon Capital Services	11-000-240-600-20-049-050	5886	PO-27-00461	Standing/Rolling Desks - SFM Inv: 1DMG-11GX-4RLH	08/24/2026 Bill List A	65332	597.00
Amazon Capital Services	11-000-251-600-70-042	5886	PO-27-00492	Employee Badge Holders Inv: 1JN6-LY4L-VD3C	08/24/2026 Bill List A	65332	28.50
Amazon Capital Services	11-190-100-610-20-021-050	5886	PO-27-00526	Cellphone Carts Inv: 144L-QQLT-6XW7	08/24/2026 Bill List A	65332	3,672.00
Amazon Capital Services	61-991-330-600-40-059	5886	PO-27-00575	Community Education & Recreation (cer) - Supplies And Materials Inv: 16D3-46PK-3WHD	08/24/2026 Bill List A	65332	235.86
							14,135.97
ANDERSON, KATHLEEN	11-000-291-290-80-056	6261	PO-27-00366	Unallocated Employee Benefits - Other Employee Benefits - Student Transportation Inv: CLOTHING ALLOWANCE	08/24/2026 Bill List A	65333	95.00
							95.00
Anderson, Ross	11-000-291-290-90-054	6906	PO-27-00497	Black Seal Classes Inv: BLACK SEAL	08/24/2026 Bill List A	65334	600.00
							600.00
ANONYMOUS ALERTS, LLC	11-190-100-340-10-051-060	6025	PO-27-00588	Anonymous Alerts Inv: 26-10189	08/24/2026 Bill List A	65335	2,800.00
							2,800.00
AP Plumbing Heating Supply	11-000-261-610-10-052	1148	PO-27-00055	Supplies and parts Inv: 05561	08/24/2026 Bill List A	65337	12.54
							12.54
Aqua Treat Inc	11-000-261-420-10-052	4663	PO-27-00034	Service Inv: 42087	08/24/2026 Bill List A	65338	380.00
							380.00

Kingsway Regional School District
Bills and Claims
Batch 08/24/2026 Bill List A (8/24/2026)
, Batch 08/24/2026 Bill List C (8/24/2026)
, Batch 08/24/2026 BILL LIST M (8/24/2026)
, Batch 08/24/2026 Bill List S (8/24/2026)

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
ARAMSCO INC	10-421	6370	PO-26-00223-PYPBL	Parts Inv: S7080624.001	08/24/2026 Bill List A	65339	2,920.00
							2,920.00
Archbishop Damiano School	11-000-100-566-50-044	1157	PO-27-00513	Tuition To Private Schools For The Disabled Within The State Inv: JULY 2026/ADS 20	08/24/2026 Bill List A	65340	6,487.00
Archbishop Damiano School	11-000-100-566-50-044	1157	PO-27-00513	Tuition To Private Schools For The Disabled Within The State Inv: AUGUST 2026/ADS 20	08/24/2026 Bill List A	65340	3,243.50
							9,730.50
Armstrong, Charles	11-000-291-290-80-056	5565	PO-27-00341	Unallocated Employee Benefits - Other Employee Benefits - Student Transportation Inv: CLOTHING ALLOWANCE	08/24/2026 Bill List A	65341	95.00
							95.00
ARMSTRONG, CHRISTINA	11-000-291-290-80-056	6421	PO-27-00345	Unallocated Employee Benefits - Other Employee Benefits - Student Transportation Inv: CLOTHING ALLOWANCE	08/24/2026 Bill List A	65342	95.00
							95.00
ASCENDANCE TRUCKS, LLC	11-000-270-615-80-056	6128	PO-27-00010	Student Transportation - Fleet Supplies Inv: XA121030797.01	08/24/2026 Bill List A	65343	37.12
							37.12
Avid Center	11-000-223-580-20-034-050	5075	PO-27-00183	AVID Training: Barnshaw Inv: INV015524	08/24/2026 Bill List A	65344	730.00
							730.00
BANCROFT A NEW JERSEY NON PROFIT CORP	10-421	1208	PO-26-00444-PYPBL	Tuition To Private Schools For The Disabled Within The State Inv: KINGS0626	08/24/2026 Bill List A	65345	21,052.08
BANCROFT A NEW JERSEY NON PROFIT CORP	10-421	1208	PO-26-00444-PYPBL	Tuition To Private Schools For The Disabled Within The State Inv: KINGS1225	08/24/2026 Bill List A	65345	25,563.24
BANCROFT A NEW JERSEY NON PROFIT CORP	11-000-100-566-50-044	1208	PO-27-00531	Tuition To Private Schools For The Disabled Within The State Inv: KINGS0726	08/24/2026 Bill List A	65345	23,591.52
							70,206.84
Barnshaw, James	11-000-223-580-20-034-050	6875	PO-27-00307	Travel Reimbursement for AVID training: Barnshaw Inv: MILEAGE 7/27-7/28	08/24/2026 Bill List A	65346	96.40
							96.40
Baudville, Inc.	11-190-100-610-10-021-060	1227	PO-27-00443	Red/Black Scalloped Paper Inv: INV69877	08/24/2026 Bill List A	65347	552.64
							552.64
Bayada Home Health Care, Inc	10-421	1228	PO-26-00763-PYPBL	Extraordinary Services - Purchased Professional - Educational Services Inv: 635437GD1683	08/24/2026 Bill List A	65348	1,300.00

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
Bayada Home Health Care, Inc	10-421	1228	PO-26-00763-PYPBL	Extraordinary Services - Purchased Professional - Educational Services Inv: 734033GG1823	08/24/2026 Bill List A	65348	520.00
Bayada Home Health Care, Inc	10-421	1228	PO-26-00763-PYPBL	Extraordinary Services - Purchased Professional - Educational Services Inv: 644813GE1612	08/24/2026 Bill List A	65348	1,592.50
Bayada Home Health Care, Inc	10-421	1228	PO-26-00763-PYPBL	Extraordinary Services - Purchased Professional - Educational Services Inv: 644801GE1833	08/24/2026 Bill List A	65348	2,555.00
Bayada Home Health Care, Inc	10-421	1228	PO-26-00763-PYPBL	Extraordinary Services - Purchased Professional - Educational Services Inv: 705840GF1701	08/24/2026 Bill List A	65348	1,720.00
Bayada Home Health Care, Inc	10-421	1228	PO-26-00763-PYPBL	Extraordinary Services - Purchased Professional - Educational Services Inv: 705835GF1713	08/24/2026 Bill List A	65348	2,096.25
Bayada Home Health Care, Inc	10-421	1228	PO-26-00763-PYPBL	Extraordinary Services - Purchased Professional - Educational Services Inv: 644816GE1703	08/24/2026 Bill List A	65348	520.00
Bayada Home Health Care, Inc	10-421	1228	PO-26-00763-PYPBL	Extraordinary Services - Purchased Professional - Educational Services Inv: 706850GF1738	08/24/2026 Bill List A	65348	2,517.50
Bayada Home Health Care, Inc	10-421	1228	PO-26-00763-PYPBL	Extraordinary Services - Purchased Professional - Educational Services Inv: 715558GF1926	08/24/2026 Bill List A	65348	1,018.75
Bayada Home Health Care, Inc	10-421	1228	PO-26-00763-PYPBL	Extraordinary Services - Purchased Professional - Educational Services Inv: 724978GG1709	08/24/2026 Bill List A	65348	893.75
Bayada Home Health Care, Inc	10-421	1228	PO-26-00763-PYPBL	Extraordinary Services - Purchased Professional - Educational Services Inv: 715555GF1803	08/24/2026 Bill List A	65348	1,143.75
Bayada Home Health Care, Inc	11-000-217-320-10-044-060	1228	PO-27-00543	Extraordinary Services - Purchased Professional - Educational Services Inv: 743285GG1787	08/24/2026 Bill List A	65348	1,166.50
Bayada Home Health Care, Inc	11-000-217-320-10-044-060	1228	PO-27-00543	Extraordinary Services - Purchased Professional - Educational Services Inv: 752833GG1717	08/24/2026 Bill List A	65348	630.00
Bayada Home Health Care, Inc	11-000-217-320-10-044-060	1228	PO-27-00543	Extraordinary Services - Purchased Professional - Educational Services Inv: 772672GH1716	08/24/2026 Bill List A	65348	1,404.00
Bayada Home Health Care, Inc	11-000-217-320-10-044-060	1228	PO-27-00543	Extraordinary Services - Purchased Professional - Educational Services Inv: 753652GG1646	08/24/2026 Bill List A	65348	1,166.50
Bayada Home Health Care, Inc	11-000-217-320-10-044-060	1228	PO-27-00543	Extraordinary Services - Purchased Professional - Educational Services Inv: 762519GG1782	08/24/2026 Bill List A	65348	1,260.00
							21,504.50
Bedford, Freeman & Worth High School Pub	11-190-100-640-20-030-050	4808	PO-27-00193	AP Business Textbook Inv: 87854228	08/24/2026 Bill List A	65349	3,781.29

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Bedford, Freeman & Worth High School Pub	11-190-100-640-20-030-050	4808	PO-27-00193	AP Business Textbook Inv: 88158810	08/24/2026 Bill List A	65349	1,200.00
Bedford, Freeman & Worth High School Pub	11-190-100-640-20-030-050	4808	PO-27-00193	AP Business Textbook Inv: 88232271	08/24/2026 Bill List A	65349	4,864.30
							9,845.59
Bennett, James	11-000-291-290-80-056	6878	PO-27-00355	Unallocated Employee Benefits - Other Employee Benefits - Student Transportation Inv: CLOTHING ALLOWANCE	08/24/2026 Bill List A	65350	95.00
							95.00
BOXLIGHT INC	11-000-216-600-20-044-050	5957	PO-27-00405	Speech, Ot, Pt & Related Services - Supplies & Materials Inv: INV400514	08/24/2026 Bill List A	65351	1,173.12
							1,173.12
BR Williams	61-991-330-800-40-059	1191	PO-27-00154	Community Education & Recreation (cer) - Other Objects Inv: 9330	08/24/2026 Bill List A	65352	2,555.00
BR Williams	61-991-330-800-40-059	1191	PO-27-00157	Community Education & Recreation (cer) - Other Objects Inv: 9330	08/24/2026 Bill List A	65352	2,920.00
BR Williams	11-000-270-514-80-056	1191	PO-27-00479	Student Transportation - Contract Services - Between Home & School - Vendors Inv: 15847	08/24/2026 Bill List A	65352	63,193.50
							68,668.50
Brett Dinovi & Assoc. Llc	11-000-217-320-20-044-050	4071	PO-27-00448	Extraordinary Services - Purchased Professional - Educational Services Inv: 15147453	08/24/2026 Bill List A	65353	4,696.25
Brett Dinovi & Assoc. Llc	11-000-217-320-20-044-050	4071	PO-27-00448	Extraordinary Services - Purchased Professional - Educational Services Inv: 15244502	08/24/2026 Bill List A	65353	4,725.00
Brett Dinovi & Assoc. Llc	11-000-217-320-20-044-050	4071	PO-27-00448	Extraordinary Services - Purchased Professional - Educational Services Inv: 14892021	08/24/2026 Bill List A	65353	4,725.00
Brett Dinovi & Assoc. Llc	11-000-217-320-20-044-050	4071	PO-27-00448	Extraordinary Services - Purchased Professional - Educational Services Inv: 14975977	08/24/2026 Bill List A	65353	4,725.00
Brett Dinovi & Assoc. Llc	11-000-217-320-20-044-050	4071	PO-27-00448	Extraordinary Services - Purchased Professional - Educational Services Inv: 15100108	08/24/2026 Bill List A	65353	4,725.00
							23,596.25
Brookfield Academy	10-421	1299	PO-26-00584-PYPBL	Tuition To Private Schools For The Disabled Within The State Inv: INV-32433	08/24/2026 Bill List A	65354	5,480.02
Brookfield Academy	10-421	1299	PO-26-00584-PYPBL	Tuition To Private Schools For The Disabled Within The State Inv: INV-32435	08/24/2026 Bill List A	65354	5,480.02
							10,960.04

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Brookfield Schools	10-421	1301	PO-26-01625-PYPBL	TUITION Inv: INV-32434	08/24/2026 Bill List A	65355	5,480.02
Brookfield Schools	20-250-100-500-20-044-050	1301	PO-27-00510	Idea Part B - Individuals With Disabilities Act - Instructional - Other Purchased Services Inv: INV-32566	08/24/2026 Bill List A	65355	3,000.00
							8,480.02
BSN Sports	11-402-100-600-20-036-050	1313	PO-27-00335	GS Tarining Bibs Inv: 934718241	08/24/2026 Bill List A	65356	221.36
							221.36
CCFJ LLC DBA: CLASSY COW FOOD JOINT	11-212-100-610-10-032-060	6874	PO-27-00309	Special Education - Multiple Disabilities - General Supplies Inv: 612241	08/24/2026 Bill List A	65357	189.23
CCFJ LLC DBA: CLASSY COW FOOD JOINT	11-212-100-610-20-032-050	6874	PO-27-00310	Special Education - Multiple Disabilities - General Supplies Inv: 612241	08/24/2026 Bill List A	65357	252.92
							442.15
Center For Excellence In Education	11-190-100-610-20-024-050	4998	PO-27-00293	Regular Programs - General Supplies - Science Inv: 2027-USABO	08/24/2026 Bill List A	65358	125.00
							125.00
Charles Drew	11-000-291-290-80-056	1617	PO-27-00367	Unallocated Employee Benefits - Other Employee Benefits - Student Transportation Inv: CLOTHING ALLOWANCE	08/24/2026 Bill List C	65374	95.00
							95.00
CHILD AND ADOLESCENT PSYCHIATRY, PAULA HASENAUER	11-000-219-320-20-044-050	6555	PO-27-00505	Child Study Team - Purchased Professional - Educational Services Inv: 7/14/2026 MISSED APPT	08/24/2026 Bill List C	65359	550.00
							550.00
Cintas Corp	11-000-270-593-80-056	1427	PO-27-00013	Student Transportation - Fleet Supplies Inv: 4276445496	08/24/2026 Bill List C	65360	78.12
Cintas Corp	11-000-270-593-80-056	1427	PO-27-00013	Student Transportation - Fleet Supplies Inv: 4277183020	08/24/2026 Bill List C	65360	78.12
Cintas Corp	11-000-270-593-80-056	1427	PO-27-00013	Student Transportation - Fleet Supplies Inv: 4277893371	08/24/2026 Bill List C	65360	78.12
Cintas Corp	11-000-270-593-80-056	1427	PO-27-00013	Student Transportation - Fleet Supplies Inv: 4279446353	08/24/2026 Bill List C	65360	78.12
Cintas Corp	11-000-291-290-90-052	1427	PO-27-00081	UNIFORM SERVICE Inv: 4276445779	08/24/2026 Bill List C	65360	369.51
Cintas Corp	11-000-291-290-90-052	1427	PO-27-00081	UNIFORM SERVICE Inv: 4275689278	08/24/2026 Bill List C	65360	369.51
Cintas Corp	11-000-291-290-90-052	1427	PO-27-00081	UNIFORM SERVICE Inv: 4278638325	08/24/2026 Bill List C	65360	369.51
Cintas Corp	11-000-291-290-90-052	1427	PO-27-00081	UNIFORM SERVICE Inv: 4277183300	08/24/2026 Bill List C	65360	369.51

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Cintas Corp	11-000-291-290-90-052	1427	PO-27-00081	UNIFORM SERVICE Inv: 4277893684	08/24/2026 Bill List C	65360	369.51
							2,160.03
Clark, Suzanne	11-000-291-290-80-056	3628	PO-27-00343	Unallocated Employee Benefits - Other Employee Benefits - Student Transportation Inv: CLOTHING ALLOWANCE	08/24/2026 Bill List C	65361	95.00
							95.00
Clements, JoAnne	11-000-291-290-80-056	6675	PO-27-00342	Unallocated Employee Benefits - Other Employee Benefits - Student Transportation Inv: CLOTHING ALLOWANCE	08/24/2026 Bill List C	65362	95.00
							95.00
CMC Neptune LLC	11-000-222-300-20-046-050	5578	PO-27-00187	Educational Media/library Services - Purchased Professional & Technical Services Inv: 25138	08/24/2026 Bill List C	65363	396.75
							396.75
Coles Music Service, LLC	10-421	1454	PO-26-00421-PYPBL	Henderson- Coles Sheet Music Concert and Jazz Inv: 499611	08/24/2026 Bill List C	65364	168.75
Coles Music Service, LLC	10-421	1454	PO-26-00421-PYPBL	Henderson- Coles Sheet Music Concert and Jazz Inv: 476979	08/24/2026 Bill List C	65364	40.00
Coles Music Service, LLC	10-421	1454	PO-26-00421-PYPBL	Henderson- Coles Sheet Music Concert and Jazz Inv: 497953	08/24/2026 Bill List C	65364	25.58
Coles Music Service, LLC	10-421	1454	PO-26-00421-PYPBL	Henderson- Coles Sheet Music Concert and Jazz Inv: 500000	08/24/2026 Bill List C	65364	127.50
Coles Music Service, LLC	10-421	1454	PO-26-00421-PYPBL	Henderson- Coles Sheet Music Concert and Jazz Inv: 511052	08/24/2026 Bill List C	65364	75.98
Coles Music Service, LLC	10-421	1454	PO-26-00421-PYPBL	Henderson- Coles Sheet Music Concert and Jazz Inv: 514798	08/24/2026 Bill List C	65364	12.00
Coles Music Service, LLC	10-421	1454	PO-26-00421-PYPBL	Henderson- Coles Sheet Music Concert and Jazz Inv: 524962	08/24/2026 Bill List C	65364	41.25
Coles Music Service, LLC	10-421	1454	PO-26-00421-PYPBL	Henderson- Coles Sheet Music Concert and Jazz Inv: 486543	08/24/2026 Bill List C	65364	12.78
Coles Music Service, LLC	10-421	1454	PO-26-00421-PYPBL	Henderson- Coles Sheet Music Concert and Jazz Inv: 499693	08/24/2026 Bill List C	65364	54.00
Coles Music Service, LLC	10-421	1454	PO-26-00422-PYPBL	Henderson- Coles Instrument Repair Inv: 482551	08/24/2026 Bill List C	65364	130.00
Coles Music Service, LLC	10-421	1454	PO-26-00422-PYPBL	Henderson- Coles Instrument Repair Inv: 499081	08/24/2026 Bill List C	65364	45.00

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Coles Music Service, LLC	10-421	1454	PO-26-00422-PYPBL	Henderson- Coles Instrument Repair Inv: 527311	08/24/2026 Bill List C	65364	25.00
Coles Music Service, LLC	10-421	1454	PO-26-00423-PYPBL	Carpenter- Coles Choral Music and Rehearsal Tracks Inv: 536890	08/24/2026 Bill List C	65364	450.00
Coles Music Service, LLC	10-421	1454	PO-26-00423-PYPBL	Carpenter- Coles Choral Music and Rehearsal Tracks Inv: 536882	08/24/2026 Bill List C	65364	99.00
Coles Music Service, LLC	10-421	1454	PO-26-00424-PYPBL	Carpenter- Coles Choral Tech Supplies, Instruments, Cataloging Inv: 503111	08/24/2026 Bill List C	65364	99.00
Coles Music Service, LLC	10-421	1454	PO-26-00425-PYPBL	Henderson- Coles Band Supplies 25-26 Inv: 486585	08/24/2026 Bill List C	65364	63.94
Coles Music Service, LLC	10-421	1454	PO-26-00425-PYPBL	Henderson- Coles Band Supplies 25-26 Inv: 524923	08/24/2026 Bill List C	65364	14.99
Coles Music Service, LLC	10-421	1454	PO-26-00425-PYPBL	Henderson- Coles Band Supplies 25-26 Inv: 519214	08/24/2026 Bill List C	65364	34.96
Coles Music Service, LLC	10-421	1454	PO-26-00425-PYPBL	Henderson- Coles Band Supplies 25-26 Inv: 499808	08/24/2026 Bill List C	65364	23.98
Coles Music Service, LLC	10-421	1454	PO-26-00425-PYPBL	Henderson- Coles Band Supplies 25-26 Inv: 495709	08/24/2026 Bill List C	65364	181.65
Coles Music Service, LLC	10-421	1454	PO-26-00425-PYPBL	Henderson- Coles Band Supplies 25-26 Inv: 492028	08/24/2026 Bill List C	65364	9.99
Coles Music Service, LLC	10-421	1454	PO-26-00427-PYPBL	Henderson- Coles Piano Guitar Tech (MIDI) Supplies Inv: 515995	08/24/2026 Bill List C	65364	142.26
Coles Music Service, LLC	10-421	1454	PO-26-00428-PYPBL	Bianchini- Coles Percussion Sheet Music Inv: 539402	08/24/2026 Bill List C	65364	1,590.60
Coles Music Service, LLC	10-421	1454	PO-26-00487-PYPBL	Massaro- Coles Instruments Inv: 475613	08/24/2026 Bill List C	65364	2,174.12
Coles Music Service, LLC	10-421	1454	PO-26-00492-PYPBL	Owens- Coles Choral Sheet Music Inv: 521680	08/24/2026 Bill List C	65364	23.20
Coles Music Service, LLC	10-421	1454	PO-26-00494-PYPBL	Massaro- Coles Concert and Jazz Band Sheet Music Inv: 526468	08/24/2026 Bill List C	65365	48.75
Coles Music Service, LLC	10-421	1454	PO-26-01269-PYPBL	Extra-Curricular Activities - Supplies And Materials - Select Jazz Inv: 498572	08/24/2026 Bill List C	65365	2,475.00
Coles Music Service, LLC	10-421	1454	PO-26-01273-PYPBL	Extra-Curricular Activities - Supplies And Materials - Select Jazz Inv: 508659	08/24/2026 Bill List C	65365	80.99
Coles Music Service, LLC	10-421	1454	PO-26-01273-PYPBL	Extra-Curricular Activities - Supplies And Materials - Select Jazz Inv: 508642	08/24/2026 Bill List C	65365	8.99
Coles Music Service, LLC	10-421	1454	PO-26-01273-PYPBL	Extra-Curricular Activities - Supplies And Materials - Select Jazz Inv: 510414	08/24/2026 Bill List C	65365	505.94

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Coles Music Service, LLC	10-421	1454	PO-26-01273-PYPBL	Extra-Curricular Activities - Supplies And Materials - Select Jazz Inv: 516123	08/24/2026 Bill List C	65365	239.95
Coles Music Service, LLC	10-421	1454	PO-26-01451-PYPBL	Extra-Curricular Activities - Purchased Services - Mb/color Guard/percussion Inv: 508263	08/24/2026 Bill List C	65365	1,200.00
Coles Music Service, LLC	10-421	1454	PO-26-01452-PYPBL	Extra-Curricular Activities - Purchased Services - Mb/color Guard/percussion Inv: 508262	08/24/2026 Bill List C	65365	2,000.00
Coles Music Service, LLC	10-421	1454	PO-26-01453-PYPBL	Extra-Curricular Activities - Purchased Services - Mb/color Guard/percussion Inv: 508261	08/24/2026 Bill List C	65365	1,000.00
Coles Music Service, LLC	10-421	1454	PO-26-01455-PYPBL	Extra-Curricular Activities - Purchased Services - Mb/color Guard/percussion Inv: 508260	08/24/2026 Bill List C	65365	800.00
Coles Music Service, LLC	10-421	1454	PO-26-01556-PYPBL	Extra-Curricular Activities - Supplies And Materials - Mb/color Guard/percussion Inv: 514056	08/24/2026 Bill List C	65365	87.00
Coles Music Service, LLC	10-421	1454	PO-26-01556-PYPBL	Extra-Curricular Activities - Supplies And Materials - Mb/color Guard/percussion Inv: 511317	08/24/2026 Bill List C	65365	967.20
Coles Music Service, LLC	10-421	1454	PO-26-01812-PYPBL	Extra-Curricular Activities - Supplies And Materials - Mb/color Guard/percussion Inv: 519008	08/24/2026 Bill List C	65365	299.00
							15,378.35
Comcast	11-000-230-530-60-051	4004	PO-27-00517	Comcast Internet Fiber Inv: 277007221	08/24/2026 Bill List C	65366	1,236.00
Comcast	11-000-230-530-60-051	4004	PO-27-00517	Comcast Internet Fiber Inv: 279565079	08/24/2026 Bill List C	65366	1,236.00
							2,472.00
Comegno Law Group Pc	10-421	4704	PO-26-00952-PYPBL	LEGAL Inv: 9754	08/24/2026 Bill List C	65367	1,640.00
							1,640.00
COPELAND, KEN	11-000-291-290-90-052	6030	PO-27-00428	Boots Inv: CLOTHING ALLOWANCE	08/24/2026 Bill List C	65368	174.99
							174.99
Custom Bandag Inc	11-000-270-615-80-056	4577	PO-27-00252	Student Transportation - Fleet Supplies Inv: 120070349	08/24/2026 Bill List C	65369	62.50
							62.50
DE LAGE LANDEN FINANCIAL SERVICES, INC	11-000-261-420-20-052	6838	PO-27-00053	SERVICE Inv: 598243910	08/24/2026 Bill List C	65370	78.00
							78.00
DIFFIT, INC	11-000-221-320-10-045-060	6219	PO-27-00231	Improvement Of Instruction Services - Purchased Professional - Educational Services Inv: DIFF3363	08/24/2026 Bill List C	65371	2,475.00

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DIFFIT, INC	11-000-221-320-20-045-050	6219	PO-27-00231	Improvement Of Instruction Services - Purchased Professional - Educational Services Inv: DIFF3363	08/24/2026 Bill List C	65371	2,475.00
							4,950.00
Diodati, Krista	11-000-291-280-70-057	5735	PO-27-00076	TUITION Inv: RMS-65516	08/24/2026 Bill List C	65372	1,500.00
							1,500.00
Don J Urie Assoc.	60-910-310-730-70-058	1611	PO-26-02138-PYPO	Open Disply Merchandiser, Heated Display Merchandiser and stainless steel cover Inv: 41251	08/24/2026 Bill List C	65373	34,498.00
							34,498.00
Durand Inc	11-000-100-566-50-044	1625	PO-27-00441	Tuition To Private Schools For The Disabled Within The State Inv: 070126-15	08/24/2026 Bill List C	65375	12,421.26
Durand Inc	11-000-100-566-50-044	1625	PO-27-00441	Tuition To Private Schools For The Disabled Within The State Inv: BUS070126-06	08/24/2026 Bill List C	65375	3,312.00
Durand Inc	11-000-100-566-50-044	1625	PO-27-00441	Tuition To Private Schools For The Disabled Within The State Inv: 080126-15	08/24/2026 Bill List C	65375	11,731.19
Durand Inc	11-000-100-566-50-044	1625	PO-27-00441	Tuition To Private Schools For The Disabled Within The State Inv: BUS080126-05	08/24/2026 Bill List C	65375	3,128.00
							30,592.45
E3 DIAGNOTSTICS INC	11-000-213-300-10-041-060	6709	PO-26-02128-PYPO	Health Services - Other Objects Inv: SRV-174850	08/24/2026 Bill List C	65376	180.00
E3 DIAGNOTSTICS INC	11-000-213-300-20-041-050	6709	PO-26-02128-PYPO	Health Services - Other Objects Inv: SRV-174850	08/24/2026 Bill List C	65376	180.00
							360.00
ENVIRONMENTAL LANDSCAPE DESIGN, LLC	11-000-263-420-10-054	6521	PO-26-02093-PYPO	Service Inv: 78430	08/24/2026 Bill List C	65377	800.00
ENVIRONMENTAL LANDSCAPE DESIGN, LLC	11-000-263-420-20-054	6521	PO-26-02093-PYPO	Service Inv: 78430	08/24/2026 Bill List C	65377	1,894.16
							2,694.16
Environmental Technical Services LLC	11-000-261-420-10-052	1688	PO-27-00039	SERVICE Inv: 080126-KRHS	08/24/2026 Bill List C	65378	1,422.50
							1,422.50
Exley'S Nursery	10-421	1707	PO-26-02202-PYPBL	Supplies Inv: 00050992	08/24/2026 Bill List C	65380	890.50
							890.50
FACTORY MOTOR PARTS	11-000-263-610-10-054	6002	PO-27-00068	Parts and supplies Inv: 314-051911	08/24/2026 Bill List C	65381	59.66
							59.66
Ficara, Hope	60-910-310-290-70-057	6828	PO-27-00676	CAFETERIA UNIFORM Inv: UNIFORM	08/24/2026 Bill List C	65382	205.00

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							205.00
Finley, Ronald	11-000-291-290-80-056	6879	PO-27-00360	Unallocated Employee Benefits - Other Employee Benefits - Student Transportation Inv: CLOTHING ALLOWANCE	08/24/2026 Bill List C	65383	95.00
							95.00
Fiocco, Nicholas	61-991-330-600-40-059	6900	PO-27-00467	Toothpicks for Science Project Inv: REIMBURSEMENT	08/24/2026 Bill List C	65384	19.70
							19.70
Fulton, Kim	11-000-291-290-80-056	4544	PO-27-00344	Unallocated Employee Benefits - Other Employee Benefits - Student Transportation Inv: CLOTHING ALLOWANCE	08/24/2026 Bill List C	65385	95.00
							95.00
Gardner, Cynthia	11-000-291-290-80-056	5191	PO-27-00346	Unallocated Employee Benefits - Other Employee Benefits - Student Transportation Inv: CLOTHING ALLOWANCE	08/24/2026 Bill List C	65386	95.00
							95.00
GCIT	11-000-218-800-20-043-050	1815	PO-27-00571	Guidance Services - Other Objects Inv: ANNUAL DUES	08/24/2026 Bill List C	65387	200.00
							200.00
Girard, Anais	61-991-330-800-40-059	6903	PO-27-00508	CER Fingerprinting-A. Girard Inv: FINGERPRINTING	08/24/2026 Bill List C	65388	78.46
							78.46
Global Industrial	11-000-251-600-70-050	1848	PO-26-02189-PYPO	Storage containers Inv: 124719199	08/24/2026 Bill List C	65389	664.99
Global Industrial	11-000-261-610-20-052	1848	PO-27-00255	Supplies Inv: 124652804	08/24/2026 Bill List C	65389	716.21
							1,381.20
Gloucester County Special Services School District	10-421	1868	PO-26-00203-PYPBL	Speech, OT, PT & Related Services - Purchased Professional - Education Services Inv: 6V5096	08/24/2026 Bill List C	65390	2,159.50
Gloucester County Special Services School District	10-421	1868	PO-26-01146-PYPBL	Speech, Ot, Pt & Related Services - Purchased Professional - Educational Services Inv: 6V5096	08/24/2026 Bill List C	65390	2,159.50
Gloucester County Special Services School District	10-421	1868	PO-26-02195-PYPBL	Child Study Team - Purchased Professional - Educational Services Inv: 6V5086	08/24/2026 Bill List C	65390	1,435.00
							5,754.00
Go Guardian	11-190-100-340-10-051-060	4368	PO-27-00104	GoGuardian Renwal Inv: INV-150159	08/24/2026 Bill List C	65391	12,737.98
Go Guardian	11-190-100-340-20-051-050	4368	PO-27-00104	GoGuardian Renwal Inv: INV-150159	08/24/2026 Bill List C	65391	12,737.98
							25,475.96
GORMAN, D'ANELLA & MORLOK, LLC	11-000-230-331-30-047	6553	PO-27-00590	LEGAL Inv: 1065	08/24/2026 Bill List C	65392	3,640.00

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							3,640.00
GREEN GUYS RECYCLING SOLUTIONS LLC	11-000-262-300-10-053	6567	PO-27-00035	Service Inv: 75373	08/24/2026 Bill List C	65393	4,662.22
							4,662.22
Green, Crystal	11-000-291-290-80-056	5530	PO-27-00347	Unallocated Employee Benefits - Other Employee Benefits - Student Transportation Inv: CLOTHING ALLOWANCE	08/24/2026 Bill List C	65394	95.00
							95.00
Hampton Academy	11-000-100-566-50-044	1913	PO-27-00437	Tuition To Private Schools For The Disabled Within The State Inv: INV-001860	08/24/2026 Bill List C	65395	5,500.00
							5,500.00
Hampton, Carmela	11-000-291-290-80-056	1916	PO-27-00365	Unallocated Employee Benefits - Other Employee Benefits - Student Transportation Inv: CLOTHING ALLOWANCE	08/24/2026 Bill List C	65396	95.00
							95.00
Henry Schein Inc.	11-000-213-600-20-041-050	1955	27-50067	Health and Trainer Supplies Inv: 59552620	08/24/2026 Bill List C	65397	76.12
Henry Schein Inc.	11-000-213-600-20-041-050	1955	27-50067	Health and Trainer Supplies Inv: 59552619	08/24/2026 Bill List C	65397	627.84
							703.96
Hilton Hotel, Cherry Hill	21-475-100-600-20-200-050	1973	PO-27-00579	Senior Prom 2027 Cost Inv: DEPOSIT	08/24/2026 Bill List C	65398	3,000.00
							3,000.00
Holcomb Bus Service	61-991-330-800-40-059	1986	PO-27-00158	Community Education & Recreation (cer) - Other Objects Inv: 86375	08/24/2026 Bill List C	65399	3,192.00
Holcomb Bus Service	61-991-330-800-40-059	1986	PO-27-00159	Community Education & Recreation (cer) - Other Objects Inv: 86376	08/24/2026 Bill List C	65399	3,192.00
Holcomb Bus Service	61-991-330-800-40-059	1986	PO-27-00160	Community Education & Recreation (cer) - Other Objects Inv: 86377	08/24/2026 Bill List C	65399	2,400.00
Holcomb Bus Service	61-991-330-800-40-059	1986	PO-27-00161	Community Education & Recreation (cer) - Other Objects Inv: 86378	08/24/2026 Bill List C	65399	2,760.00
							11,544.00
Holcomb Transportation Llc	11-000-270-511-80-056	4695	PO-27-00491	Student Transportation - Contract Services - Between Home & School - Vendors Inv: 86615	08/24/2026 Bill List C	65400	5,336.48
Holcomb Transportation Llc	70-000-270-511-80-056	4695	PO-27-00491	Student Transportation - Contract Services - Between Home & School - Vendors Inv: 86716	08/24/2026 Bill List C	65400	1,334.12
Holcomb Transportation Llc	11-000-270-514-80-056	4695	PO-27-00491	Student Transportation - Contract Services - Between Home & School - Vendors Inv: 86615	08/24/2026 Bill List C	65400	8,496.32

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Holcomb Transportation Llc	11-000-270-514-80-056	4695	PO-27-00491	Student Transportation - Contract Services - Between Home & School - Vendors Inv: 86716	08/24/2026 Bill List C	65400	4,248.16
							19,415.08
Hollydell School	11-000-100-566-50-044	1992	PO-27-00512	Tuition To Private Schools For The Disabled Within The State Inv: 199810716	08/24/2026 Bill List C	65401	34,986.88
							34,986.88
HOLY TRINITY TRANSPORTATION	11-000-270-514-80-056	6464	PO-27-00594	Student Transportation - Contract Services - Between Home & School - Special Ed - Vendors Inv: 100001	08/24/2026 Bill List C	65402	8,876.00
							8,876.00
HOSA-FUTURE HEALTH PROFESSIONALS	11-190-100-800-20-105-050	6093	PO-27-00312	Regular Programs - Other Objects - Health Professions Inv: 8/4/2026 APPLICATION #124738	08/24/2026 Bill List C	65403	480.00
							480.00
Iannacone, Nicholas	11-000-291-290-80-056	4869	PO-27-00349	Unallocated Employee Benefits - Other Employee Benefits - Student Transportation Inv: CLOTHING ALLOWANCE	08/24/2026 Bill List C	65404	95.00
							95.00
IMMEDIATE IDENTITY DESIGNS, LLC DBA: IID SIGNS	11-000-263-610-10-054	6554	PO-26-01992-PYPO	Supplies Inv: 199912	08/24/2026 Bill List C	65405	850.00
IMMEDIATE IDENTITY DESIGNS, LLC DBA: IID SIGNS	11-000-263-610-20-054	6554	PO-26-01992-PYPO	Supplies Inv: 199912	08/24/2026 Bill List C	65405	1,886.33
							2,736.33
Instructional Empowerment Inc.	11-000-221-320-10-045-060	5846	PO-27-00233	Improvement Of Instruction Services - Purchased Professional - Educational Services Inv: SIN007400	08/24/2026 Bill List C	65406	2,227.50
Instructional Empowerment Inc.	11-000-221-320-20-045-050	5846	PO-27-00233	Improvement Of Instruction Services - Purchased Professional - Educational Services Inv: SIN007400	08/24/2026 Bill List C	65406	2,227.50
							4,455.00
INTERSTATE ALL BATTERY CENTER - RUNNEMEDE	10-421	6551	PO-26-00352-PYPBL	Supplies Inv: RUN01-1701	08/24/2026 Bill List C	65407	687.80
							687.80
JD Audio Visual Integration Corporation	12-130-100-730-10-051-060	3738	PO-27-00135	JD Sound: MS Gym Upgrade Inv: 2731	08/24/2026 Bill List C	65408	14,004.57
							14,004.57
John C. Magee Locksmith Inc	60-421	2293	PO-26-02085-PYPBL	Pin Tumbler Cam Lock Inv: 05/16/2026	08/24/2026 Bill List C	65409	45.00
							45.00

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Jones, Jessica	11-000-291-290-80-056	6880	PO-27-00361	Unallocated Employee Benefits - Other Employee Benefits - Student Transportation Inv: CLOTHING ALLOWANCE	08/24/2026 Bill List C	65410	95.00
							95.00
Karen Murray	11-000-291-290-80-056	2456	PO-27-00348	Unallocated Employee Benefits - Other Employee Benefits - Student Transportation Inv: CLOTHING ALLOWANCE	08/24/2026 BILL LIST M	65428	95.00
							95.00
Kidder, Andrew	11-000-291-290-90-052	4976	PO-27-00470	Boots Inv: BOOTS	08/24/2026 Bill List C	65411	179.00
							179.00
Kier, Douglas	11-000-291-290-80-056	6659	PO-27-00351	Unallocated Employee Benefits - Other Employee Benefits - Student Transportation Inv: BOOTS	08/24/2026 Bill List C	65412	95.00
							95.00
Kingsway Cafeteria	11-000-240-800-20-049-050	2154	PO-27-00578	Freshmen Transition Camp Refreshments Inv: 08122026	08/24/2026 Bill List C	65413	271.75
							271.75
Kingsway Education Foundation	20-060-100-600-10-022-060	3863	PO-27-00432	Unused Grant Funds Inv: GRANT FUNDS	08/24/2026 Bill List C	65414	2,356.12
Kingsway Education Foundation	21-475-100-600-10-085-060	3863	PO-27-00520	Kingsway Shirts for New Teachers Inv: 7/22/26 (15) MS TEES	08/24/2026 Bill List C	65414	225.00
							2,581.12
KS State Bank	11-190-100-440-70-050-050	6039	PO-27-00204	Equipment Lease Inv: 62031-9-2026	08/24/2026 Bill List C	65415	40,291.02
KS State Bank	11-190-100-440-70-050-060	6039	PO-27-00204	Equipment Lease Inv: 62031-9-2026	08/24/2026 Bill List C	65415	40,291.02
							80,582.04
Laurel Lawnmower Service Inc.	11-000-263-610-10-054	2214	PO-27-00059	Parts and supplies Inv: 61408	08/24/2026 Bill List C	65416	9.56
Laurel Lawnmower Service Inc.	11-000-263-610-10-054	2214	PO-27-00251	SUPPLIES/PARTS Inv: 61182	08/24/2026 Bill List C	65416	700.00
Laurel Lawnmower Service Inc.	11-000-263-610-20-054	2214	PO-27-00251	SUPPLIES/PARTS Inv: 61182	08/24/2026 Bill List C	65416	1,509.98
Laurel Lawnmower Service Inc.	11-000-263-610-10-054	2214	PO-27-00410	Parts / Supplies Inv: 61437	08/24/2026 Bill List C	65416	1,400.00
Laurel Lawnmower Service Inc.	11-000-263-610-20-054	2214	PO-27-00410	Parts / Supplies Inv: 61437	08/24/2026 Bill List C	65416	3,208.45
							6,827.99
LECTURIO INC	11-190-100-340-20-105-050	6901	PO-27-00504	Regular Programs - Purchased Technical Services - Health Professions Inv: INV-1406	08/24/2026 Bill List C	65417	48,813.00
							48,813.00

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, Batch 08/24/2026 Bill List S (8/24/2026)

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LOLITA ARIAS	11-000-291-290-80-056	6420	PO-27-00359	Unallocated Employee Benefits - Other Employee Benefits - Student Transportation Inv: CLOTHING ALLOWANCE	08/24/2026 Bill List C	65419	95.00
							95.00
Longstreth Sporting Goods	11-402-100-600-20-067-050	2263	PO-27-00338	FH Supplies Inv: 4175473	08/24/2026 Bill List C	65420	2,120.32
Longstreth Sporting Goods	11-402-100-600-10-067-060	2263	PO-27-00339	FH Equip Inv: 4175286	08/24/2026 Bill List C	65420	500.00
Longstreth Sporting Goods	11-402-100-600-20-067-050	2263	PO-27-00339	FH Equip Inv: 4175286	08/24/2026 Bill List C	65420	25.93
							2,646.25
Lowe's Home Centers LLC	11-000-261-610-10-052	5230	PO-27-00058	Supplies and parts Inv: 994836	08/24/2026 Bill List C	65421	45.60
Lowe's Home Centers LLC	11-000-261-610-10-052	5230	PO-27-00250	Supplies Inv: 94690	08/24/2026 Bill List C	65421	339.50
Lowe's Home Centers LLC	11-000-261-610-20-052	5230	PO-27-00250	Supplies Inv: 94690	08/24/2026 Bill List C	65421	809.99
							1,195.09
Make Music, Inc.	11-190-100-610-20-029-050	3934	PO-27-00124	Henderson- Make Music Cloud Inv: INV-MM6878713	08/24/2026 BILL LIST M	65422	2,830.06
							2,830.06
Mazzeo, Michael	11-000-291-290-90-053	6856	PO-27-00416	Uniform Inv: UNIFORM	08/24/2026 BILL LIST M	65424	20.00
							20.00
Med-Flex, Inc.	11-000-213-300-10-041-060	2385	PO-26-02130-PYPO	Health Services - Other Objects Inv: 269452	08/24/2026 BILL LIST M	65425	66.00
Med-Flex, Inc.	11-000-213-300-20-041-050	2385	PO-26-02130-PYPO	Health Services - Other Objects Inv: 269452	08/24/2026 BILL LIST M	65425	66.00
Med-Flex, Inc.	11-000-213-300-10-041-060	2385	PO-27-00651	Health Services - Other Objects Inv: 269452	08/24/2026 BILL LIST M	65425	36.50
							168.50
Mitman, William	11-000-291-290-80-056	6881	PO-27-00362	Unallocated Employee Benefits - Other Employee Benefits - Student Transportation Inv: CLOTHING ALLOWANCE	08/24/2026 BILL LIST M	65426	95.00
							95.00
Mosley, Alexis	11-000-291-290-80-056	6852	PO-27-00350	Unallocated Employee Benefits - Other Employee Benefits - Student Transportation Inv: CLOTHING ALLOWANCE	08/24/2026 BILL LIST M	65427	95.00
							95.00
MVP Sporting Goods	11-000-240-600-20-049-050	2470	PO-27-00243	Ambassador Shirts Inv: 74744	08/24/2026 BILL LIST M	65429	1,170.00
MVP Sporting Goods	11-000-240-800-20-049-050	2470	PO-27-00244	Graduation Tote Bags Inv: 74743	08/24/2026 BILL LIST M	65429	1,950.00
							3,120.00

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N.J.S.I.A.A.	11-402-100-800-20-036-050	2507	PO-27-00382	NJSIAA Dues Inv: 26/27 DUES	08/24/2026 BILL LIST M	65430	2,725.00
							2,725.00
N2y LLC	11-000-221-320-20-045-050	4805	PO-27-00340	Improvement Of Instruction Services - Purchased Professional - Educational Services Inv: 00287013N	08/24/2026 BILL LIST M	65379	3,240.84
N2y LLC	11-000-221-320-10-045-060	4805	PO-27-00340	Improvement Of Instruction Services - Purchased Professional - Educational Services Inv: 00287013N	08/24/2026 BILL LIST M	65379	3,240.84
							6,481.68
NASN (National Assoc. Of School Nurses)	11-000-213-300-10-041-060	3670	PO-27-00130	NASN membership renewal for 2026-2027 school year Inv: 7537190	08/24/2026 BILL LIST M	65431	148.50
NASN (National Assoc. Of School Nurses)	11-000-213-800-20-041-050	3670	PO-27-00316	Health Services - Other Objects	08/24/2026 BILL LIST M	65431	297.00
							445.50
National Assoc For Music Education	11-401-100-500-20-092-050	2463	PO-27-00399	Extra-Curricular Activities - Purchased Services - National Honor Societies Inv: 000886582	08/24/2026 BILL LIST M	65432	100.00
National Assoc For Music Education	11-190-100-800-20-029-050	2463	PO-27-00565	Henderson- NAfME Membership Inv: 000884312	08/24/2026 BILL LIST M	65432	136.00
							236.00
NATIONAL PEN CO, LLC	11-000-230-610-30-047	6003	PO-27-00471	Back to School Supply - Pens Inv: 114733225	08/24/2026 BILL LIST M	65433	667.50
NATIONAL PEN CO, LLC	11-000-230-610-30-047	6003	PO-27-00471	Back to School Supply - Pens Inv: ONLY RECEIVED 389	08/24/2026 BILL LIST M	65433	-20.13
							647.37
New Jersey Motor Vehicle Registrations	11-000-270-390-80-056	4635	PO-27-00514	Student Transportation - Miscellaneous Purchased Services Inv: REGISTRATION	08/24/2026 BILL LIST M	65434	100.00
							100.00
NJ ADVANCE MEDIA, LLC	11-000-230-590-30-047	4363	PO-27-00386	ADVERTISEMENTS Inv: 0011065779	08/24/2026 BILL LIST M	65435	100.00
NJ ADVANCE MEDIA, LLC	11-000-230-590-30-047	4363	PO-27-00386	ADVERTISEMENTS Inv: 0011065781	08/24/2026 BILL LIST M	65435	100.00
							200.00
NJ Assoc Of Designated Persons	11-000-291-290-90-053	5193	PO-27-00469	MEMBERSHIP Inv: 2627256	08/24/2026 BILL LIST M	65436	150.00
							150.00
NJ E-ZPass	11-000-270-593-80-056	4136	PO-27-00541	Student Transportation - Miscellaneous Purchased Services	08/24/2026 BILL LIST M	65437	5,000.00
							5,000.00

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NJ PREFERED LLC	11-000-270-514-80-056	6422	PO-27-00483	Student Transportation - Contract Services - Between Home & School - Special Ed - Vendors Inv: 024	08/24/2026 BILL LIST M	65438	27,558.06
NJ PREFERED LLC	11-000-270-514-80-056	6422	PO-27-00483	Student Transportation - Contract Services - Between Home & School - Special Ed - Vendors Inv: 025	08/24/2026 BILL LIST M	65438	10,923.29
							38,481.35
NJPSA	11-000-240-800-20-049-050	1025	PO-27-00395	Membership Dues - J.Zurzolo Inv: 000117194	08/24/2026 BILL LIST M	65439	930.00
NJPSA	11-000-240-800-20-049-050	1025	PO-27-00396	Membership Dues - M.Alexander Inv: 000117116	08/24/2026 BILL LIST M	65439	930.00
NJPSA	11-000-240-800-20-049-050	1025	PO-27-00398	Membership Dues - S.Ottinger Inv: 000122070	08/24/2026 BILL LIST M	65439	930.00
NJPSA	11-000-240-800-20-049-050	1025	PO-27-00472	Membership Dues - D.Gaetano Inv: 000128241	08/24/2026 BILL LIST M	65439	930.00
NJPSA	11-000-219-800-20-044-050	1025	PO-27-00566	Child Study Team - Other Objects Inv: 000121685	08/24/2026 BILL LIST M	65439	930.00
							4,650.00
Northwest Evaluation Association	11-000-221-320-10-045-060	3711	PO-27-00230	Improvement Of Instruction Services - Purchased Professional - Educational Services Inv: 863616	08/24/2026 BILL LIST M	65440	12,825.00
Northwest Evaluation Association	11-000-221-320-20-045-050	3711	PO-27-00230	Improvement Of Instruction Services - Purchased Professional - Educational Services Inv: 863616	08/24/2026 BILL LIST M	65440	12,825.00
							25,650.00
Office Basics	11-190-100-610-10-021-060	2616	PO-27-00265	Student Lanyards Inv: I-2984739	08/24/2026 BILL LIST M	65441	435.00
Office Basics	11-190-100-610-10-021-060	2616	PO-27-00266	Student ID Holders Inv: I-2972016	08/24/2026 BILL LIST M	65441	290.40
Office Basics	11-000-230-610-30-047	2616	PO-27-00496	Name Plate Inv: I-2982110	08/24/2026 BILL LIST M	65441	28.80
							754.20
Olinsky, Henry	11-000-291-290-80-056	3891	PO-27-00352	Unallocated Employee Benefits - Other Employee Benefits - Student Transportation Inv: CLOTHING ALLOWANCE	08/24/2026 BILL LIST M	65442	95.00
							95.00
PANDOLFO D.C, MARK P	11-000-291-290-80-056	6734	PO-27-00020	Unallocated Employee Benefits - Other Employee Benefits - Student Transportation Inv: 738	08/24/2026 BILL LIST M	65443	110.00
							110.00
Patterson, Tina	11-000-291-290-80-056	6882	PO-27-00363	Unallocated Employee Benefits - Other Employee Benefits - Student Transportation Inv: CLOTHING ALLOWANCE	08/24/2026 BILL LIST M	65444	95.00

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							95.00
Paulette Slusarski	11-000-291-290-80-056	3041	PO-27-00357	Unallocated Employee Benefits - Other Employee Benefits - Student Transportation Inv: CLOTHING ALLOWANCE	08/24/2026 Bill List S	65476	95.00
							95.00
Pauls Award & Trophies, Inc	10-421	2667	PO-26-01635-PYPBL	Awards and Plaques End of Year Inv: 2385	08/24/2026 BILL LIST M	65445	325.00
							325.00
Paulsboro Printers	11-000-251-600-70-050	2669	PO-27-00391	ENVELOPES Inv: 66023	08/24/2026 BILL LIST M	65446	543.00
							543.00
Peach Country Tractor Inc	11-000-263-610-10-054	2678	PO-27-00385	Supplies and parts Inv: 217381	08/24/2026 BILL LIST M	65447	200.00
Peach Country Tractor Inc	11-000-263-610-20-054	2678	PO-27-00385	Supplies and parts Inv: 217381	08/24/2026 BILL LIST M	65447	460.40
							660.40
Pearson Assesment	11-000-219-600-10-044-060	5226	PO-27-00403	Child Study Team - Supplies And Materials Inv: 32110991	08/24/2026 BILL LIST M	65448	1,087.10
Pearson Assesment	11-000-219-600-20-044-050	5226	PO-27-00403	Child Study Team - Supplies And Materials Inv: 32122287	08/24/2026 BILL LIST M	65448	3,500.00
Pearson Assesment	11-000-219-600-10-044-060	5226	PO-27-00403	Child Study Team - Supplies And Materials Inv: 32122287	08/24/2026 BILL LIST M	65448	8.70
							4,595.80
Peirce-Phelps, Inc	11-000-261-610-10-052	2724	PO-27-00069	Supplies and parts Inv: 407968285	08/24/2026 BILL LIST M	65449	155.00
							155.00
Pineland Learning Center	20-421	2730	PO-26-00450-PYPBL	Tuition To Private Schools For The Disabled Within The State Inv: 2440JUNE2026	08/24/2026 BILL LIST M	65450	5,520.00
							5,520.00
Pitney Bowes Global Finance Services LLC	11-000-230-530-20-049	2741	PO-27-00387	POSTAGE MACHINES & FOLDER Inv: 3323031590	08/24/2026 BILL LIST M	65451	1,065.51
Pitney Bowes Global Finance Services LLC	11-000-240-440-20-050-050	2741	PO-27-00387	POSTAGE MACHINES & FOLDER Inv: 3323029019	08/24/2026 BILL LIST M	65451	530.40
							1,595.91
Plant Service Corp	11-000-270-615-80-056	3591	PO-27-00021	Student Transportation - Fleet Supplies Inv: RI-87375	08/24/2026 BILL LIST M	65452	120.00
							120.00
Powerschool Group Llc	11-000-221-320-10-045-060	2762	PO-27-00083	Improvement Of Instruction Services - Purchased Professional - Educational Services Inv: INV506282	08/24/2026 BILL LIST M	65453	11,904.51

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Powerschool Group Llc	11-000-221-320-20-045-050	2762	PO-27-00083	Improvement Of Instruction Services - Purchased Professional - Educational Services Inv: INV506282	08/24/2026 BILL LIST M	65453	11,904.52
							23,809.03
Professional Medical Staffing	11-212-100-320-10-032-060	5038	PO-27-00506	Special Education - Multiple Disabilities - Purchased Professional Educational Services Inv: 2-7987	08/24/2026 BILL LIST M	65454	1,006.50
Professional Medical Staffing	11-212-100-320-10-032-060	5038	PO-27-00506	Special Education - Multiple Disabilities - Purchased Professional Educational Services Inv: 2-8002	08/24/2026 BILL LIST M	65454	1,056.00
Professional Medical Staffing	11-212-100-320-20-032-050	5038	PO-27-00506	Special Education - Multiple Disabilities - Purchased Professional Educational Services Inv: 2-8019	08/24/2026 BILL LIST M	65454	1,056.00
Professional Medical Staffing	11-212-100-320-20-032-050	5038	PO-27-00506	Special Education - Multiple Disabilities - Purchased Professional Educational Services Inv: 2-8032	08/24/2026 BILL LIST M	65454	792.00
							3,910.50
Project Lead The Way, Inc	11-190-100-320-20-024-050	4513	PO-27-00368	Regular Programs - Purchased Professional Educational Services - Science Inv: 533150	08/24/2026 BILL LIST M	65455	5,400.00
							5,400.00
PureTek Group Inc.	12-140-100-730-20-052-050	6848	PO-27-00113	Auditorium Lighting Inv: 2355	08/24/2026 BILL LIST M	65456	5,497.19
							5,497.19
PURVIANCE, CHRIS	11-000-291-290-80-056	6419	PO-27-00358	Unallocated Employee Benefits - Other Employee Benefits - Student Transportation Inv: CLOTHING ALLOWANCE	08/24/2026 BILL LIST M	65457	95.00
							95.00
QUIZIZZ, INC	11-000-221-320-10-045-060	6541	PO-27-00121	Improvement Of Instruction Services - Purchased Professional - Educational Services Inv: 36564	08/24/2026 BILL LIST M	65458	8,548.00
QUIZIZZ, INC	11-000-221-320-20-045-050	6541	PO-27-00121	Improvement Of Instruction Services - Purchased Professional - Educational Services Inv: 36564	08/24/2026 BILL LIST M	65458	8,560.00
							17,108.00
Rainas, Rose	11-000-291-290-80-056	6677	PO-27-00354	Unallocated Employee Benefits - Other Employee Benefits - Student Transportation Inv: CLOTHING ALLOWANCE	08/24/2026 BILL LIST M	65459	95.00
							95.00

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Ranch Hope	11-000-100-566-50-044	2821	PO-27-00438	Tuition To Private Schools For The Disabled Within The State Inv: 012546	08/24/2026 BILL LIST M	65460	10,381.60
Ranch Hope	11-000-100-566-50-044	2821	PO-27-00438	Tuition To Private Schools For The Disabled Within The State Inv: 012572	08/24/2026 BILL LIST M	65460	5,190.80
							15,572.40
Raptor Technologies, Llc	11-000-252-340-60-051	4906	PO-27-00196	Raptor Renewal Inv: INV278092	08/24/2026 BILL LIST M	65461	1,459.50
							1,459.50
Redrow, James	11-000-291-290-90-053	6855	PO-27-00407	Uniform Inv: UNIFORM	08/24/2026 BILL LIST M	65462	55.00
							55.00
Renaissance Learning	20-231-100-600-10-045-060	2848	PO-27-00236	Essa Title I - Part A - Improving Basic Programs - Instructional - Supplies And Materials Inv: INV5702105	08/24/2026 BILL LIST M	65463	5,624.50
Renaissance Learning	20-231-100-600-20-045-050	2848	PO-27-00236	Essa Title I - Part A - Improving Basic Programs - Instructional - Supplies And Materials Inv: INV5702105	08/24/2026 BILL LIST M	65463	5,624.50
							11,249.00
Riggins, Inc	11-000-270-615-80-056	2865	PO-27-00023	Student Transportation - Fleet Supplies Inv: IN-045537	08/24/2026 BILL LIST M	65464	688.49
Riggins, Inc	11-000-270-615-80-056	2865	PO-27-00023	Student Transportation - Fleet Supplies Inv: IN-045727	08/24/2026 BILL LIST M	65464	341.45
Riggins, Inc	11-000-270-615-80-056	2865	PO-27-00023	Student Transportation - Fleet Supplies Inv: IN-048747	08/24/2026 BILL LIST M	65464	1,370.85
Riggins, Inc	11-000-270-615-80-056	2865	PO-27-00023	Student Transportation - Fleet Supplies Inv: IN-048753	08/24/2026 BILL LIST M	65464	3,185.41
							5,586.20
Rivera, Jonathan	11-000-291-290-90-053	6893	PO-27-00425	mis Inv: BLACK SEAL REIMBURSEMENT	08/24/2026 BILL LIST M	65465	750.00
							750.00
Ron Bright Llc	11-190-100-800-20-048-050	4279	PO-27-00197	BLA Summer Seminar Ice Cream Truck Inv: 1118	08/24/2026 BILL LIST M	65466	240.00
							240.00
Route 73 Bowling Center, Inc.	61-991-330-512-80-056	5917	PO-27-00568	CER Camp Bowling Inv: 4339	08/24/2026 BILL LIST M	65467	3,478.00
							3,478.00
Salem County Spec. Serv. Sch.	11-000-100-565-50-044	2934	PO-27-00511	Tuition To County Special Services School District And Regional Day Schools Inv: INV-27-0001027	08/24/2026 Bill List S	65468	7,101.00
							7,101.00

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SAMSARA INC	11-000-270-593-80-056	6570	PO-27-00477	Student Transportation - Miscellaneous Purchased Services Inv: 310519555248279	08/24/2026 Bill List S	65469	966.00
							966.00
School Datebooks	11-190-100-610-10-021-060	2976	PO-27-00466	Student Agenda Books Inv: C26-0339781	08/24/2026 Bill List S	65470	6,133.41
							6,133.41
SCHOOLSTATUS, LLC	11-000-221-320-10-045-060	6743	PO-27-00122	Improvement Of Instruction Services - Purchased Professional - Educational Services Inv: INV-SS-7952	08/24/2026 Bill List S	65471	550.00
SCHOOLSTATUS, LLC	11-000-221-320-20-045-050	6743	PO-27-00122	Improvement Of Instruction Services - Purchased Professional - Educational Services Inv: INV-SS-7952	08/24/2026 Bill List S	65471	535.00
							1,085.00
Scordo, Joseph	11-000-291-290-80-056	4811	PO-27-00356	Unallocated Employee Benefits - Other Employee Benefits - Student Transportation Inv: CLOTHING ALLOWANCE	08/24/2026 Bill List S	65472	95.00
							95.00
Sherwin-Williams Co	11-000-263-610-20-054	4329	PO-26-02220-PYPO	Supplies Inv: 23383178250626	08/24/2026 Bill List S	65473	1,546.83
Sherwin-Williams Co	11-000-261-610-10-052	4329	PO-27-00071	Supplies and parts Inv: 19977178250626	08/24/2026 Bill List S	65473	49.87
Sherwin-Williams Co	11-000-261-610-10-052	4329	PO-27-00071	Supplies and parts Inv: 33721178250726	08/24/2026 Bill List S	65473	151.25
Sherwin-Williams Co	11-000-261-610-20-052	4329	PO-27-00071	Supplies and parts Inv: 41872178250726	08/24/2026 Bill List S	65473	302.50
Sherwin-Williams Co	11-000-261-610-20-052	4329	PO-27-00071	Supplies and parts Inv: 33440178250726	08/24/2026 Bill List S	65473	631.93
Sherwin-Williams Co	11-000-261-610-20-052	4329	PO-27-00071	Supplies and parts Inv: 30669178250726	08/24/2026 Bill List S	65473	201.80
Sherwin-Williams Co	11-000-261-610-10-052	4329	PO-27-00180	Supplies Inv: 30305178250626	08/24/2026 Bill List S	65473	275.00
Sherwin-Williams Co	11-000-261-610-20-052	4329	PO-27-00180	Supplies Inv: 30305178250626	08/24/2026 Bill List S	65473	600.47
							3,759.65
SHI International Corp	11-190-100-340-20-051-050	4219	PO-27-00133	SHI - Adobe Inv: B21561708	08/24/2026 Bill List S	65474	4,878.00
SHI International Corp	11-000-252-340-60-051	4219	PO-27-00475	SHI LanSchool Renewal Inv: B21541548	08/24/2026 Bill List S	65474	2,597.00
SHI International Corp	11-000-252-340-60-051	4219	PO-27-00489	SHI - Veeam Backup Renewal Inv: B21541415	08/24/2026 Bill List S	65474	9,012.30
							16,487.30

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
SHOVISION LLC	11-401-100-600-20-090-050	6698	PO-27-00525	Extra-Curricular Activities - Supplies And Materials - Mb/color Guard/percussion Inv: 1789	08/24/2026 Bill List S	65475	5,399.39
SHOVISION LLC	11-401-100-600-20-090-050	6698	PO-27-00530	Extra-Curricular Activities - Supplies And Materials - Mb/color Guard/percussion Inv: SHO26813	08/24/2026 Bill List S	65475	2,114.45
							7,513.84
Smith, Ann D	10-421	4707	PO-26-01121-PYPBL	Extraordinary Services - Purchased Professional - Educational Services Inv: JAN 2026	08/24/2026 Bill List S	65477	5,406.00
Smith, Ann D	10-421	4707	PO-26-01121-PYPBL	Extraordinary Services - Purchased Professional - Educational Services Inv: MAY 2026	08/24/2026 Bill List S	65477	3,570.00
Smith, Ann D	10-421	4707	PO-26-01121-PYPBL	Extraordinary Services - Purchased Professional - Educational Services Inv: JUNE 2026	08/24/2026 Bill List S	65477	2,040.00
							11,016.00
Snevel Technologies Llc	11-190-100-340-20-051-050	4849	PO-27-00176	Snevel - Network Cabling Inv: 2234	08/24/2026 Bill List S	65478	2,500.00
Snevel Technologies Llc	11-190-100-610-10-051-060	4849	PO-27-00176	Snevel - Network Cabling Inv: 2234	08/24/2026 Bill List S	65478	4,000.00
							6,500.00
Snyder, Michele	11-000-291-290-80-056	4006	PO-27-00353	Unallocated Employee Benefits - Other Employee Benefits - Student Transportation Inv: CLOTHING ALLOWANCE	08/24/2026 Bill List S	65479	95.00
							95.00
SOUTH JERSEY ELEVATOR LLC	11-000-261-420-20-052	6788	PO-26-02084-PYPO	Service Inv: 42336	08/24/2026 Bill List S	65480	10,841.63
							10,841.63
South Jersey Paper Products	11-000-262-610-10-053	3070	PO-26-02151-PYPO	SUPPLIES Inv: 584357-02	08/24/2026 Bill List S	65481	1.41
South Jersey Paper Products	11-000-262-610-20-053	3070	PO-26-02151-PYPO	SUPPLIES Inv: 584357A	08/24/2026 Bill List S	65481	1,059.80
South Jersey Paper Products	11-000-262-610-10-053	3070	PO-26-02151-PYPO	SUPPLIES Inv: 584357A	08/24/2026 Bill List S	65481	426.16
South Jersey Paper Products	11-000-262-610-10-053	3070	PO-26-02228-PYPO	Supplies Inv: 587960-02	08/24/2026 Bill List S	65481	190.32
South Jersey Paper Products	11-000-262-610-10-053	3070	PO-26-02228-PYPO	Supplies Inv: 587960-03	08/24/2026 Bill List S	65481	95.16
South Jersey Paper Products	11-000-262-610-10-053	3070	PO-27-00259	Supplies Inv: 592155	08/24/2026 Bill List S	65481	1,153.60
South Jersey Paper Products	11-000-262-610-20-053	3070	PO-27-00259	Supplies Inv: 592155	08/24/2026 Bill List S	65481	3,713.90
							6,640.35
Staulters, Zachary	61-991-330-800-40-059	6905	PO-27-00495	CER Fingerprinting-Z. Staulters Inv: FINGERPRINTING	08/24/2026 Bill List S	65482	30.55

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							30.55
Stephenson, Cameron	61-991-330-800-40-059	6904	PO-27-00494	CER Fingerprinting-C. Stephenson Inv: FINGER PRINTING	08/24/2026 Bill List S	65483	78.46
							78.46
STS Of NJ	11-000-270-800-80-056	3152	PO-27-00452	Student Transportation - Other Objects Inv: 26/2 MEMBERSHIP SCHNECK	08/24/2026 Bill List S	65484	300.00
							300.00
STUKENT, INC	11-190-100-340-20-030-050	6537	PO-27-00194	Stukent Subscription Inv: 36092	08/24/2026 Bill List S	65485	6,200.00
							6,200.00
Swedesboro Tru Value	11-401-100-600-20-104-050	3177	PO-26-02298-PYPO	Extra-Curricular Activities - Supplies And Materials - Play Inv: A150845	08/24/2026 Bill List S	65486	296.86
Swedesboro Tru Value	11-000-261-610-10-052	3177	PO-27-00054	Supplies Inv: B741734	08/24/2026 Bill List S	65486	21.55
Swedesboro Tru Value	11-000-261-610-10-052	3177	PO-27-00054	Supplies Inv: A159064	08/24/2026 Bill List S	65486	35.96
Swedesboro Tru Value	11-000-261-610-10-052	3177	PO-27-00054	Supplies Inv: A158523	08/24/2026 Bill List S	65486	21.49
Swedesboro Tru Value	11-000-261-610-10-052	3177	PO-27-00054	Supplies Inv: B743998	08/24/2026 Bill List S	65486	6.79
Swedesboro Tru Value	11-000-261-610-10-052	3177	PO-27-00054	Supplies Inv: B741436	08/24/2026 Bill List S	65486	14.38
Swedesboro Tru Value	11-000-261-610-10-052	3177	PO-27-00054	Supplies Inv: B741118	08/24/2026 Bill List S	65486	49.54
Swedesboro Tru Value	11-000-261-610-10-052	3177	PO-27-00054	Supplies Inv: B741433	08/24/2026 Bill List S	65486	7.19
Swedesboro Tru Value	11-000-261-610-10-052	3177	PO-27-00054	Supplies Inv: B743357	08/24/2026 Bill List S	65486	48.56
							502.32
T-Mobile Usa, Inc	11-000-230-530-60-051	5374	PO-27-00518	Tmobile - Hotspots Kids Inv: 999657412	08/24/2026 Bill List S	65487	482.00
							482.00
TEACHTOWN	11-212-100-340-20-032-050	6267	PO-27-00271	Special Education - Multiple Disabilities - Purchased Technical Services Inv: INV11674	08/24/2026 Bill List S	65488	6,562.50
TEACHTOWN	11-212-100-340-10-032-060	6267	PO-27-00271	Special Education - Multiple Disabilities - Purchased Technical Services Inv: INV11674	08/24/2026 Bill List S	65488	6,562.50
							13,125.00
TERRAFORM POWER, LLC	11-000-262-622-10-050	6727	PO-27-00631	Electricity - Solar Fields Inv: 200100285625	08/24/2026 Bill List A	65336	12,157.47
TERRAFORM POWER, LLC	11-000-262-622-20-050	6727	PO-27-00631	Electricity - Solar Fields Inv: 200100285625	08/24/2026 Bill List A	65336	14,953.65
							27,111.12

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The Library Store, Inc	11-000-222-600-20-046-050	3761	27-50077	Library Supplies Inv: 799743	08/24/2026 Bill List S	65418	121.15
							121.15
The Master Teacher Inc.	11-213-100-320-10-032-060	2331	PO-27-00276	Resource Room/center - Purchased Professional Educational Services Inv: 116813804	08/24/2026 Bill List S	65423	870.00
The Master Teacher Inc.	11-213-100-320-20-032-050	2331	PO-27-00276	Resource Room/center - Purchased Professional Educational Services Inv: 116813804	08/24/2026 Bill List S	65423	870.00
							1,740.00
THE TENEO GROUP	11-000-252-340-60-051	6209	PO-27-00493	Teneo - Checkpoint Renewal Inv: VA5280	08/24/2026 Bill List S	65489	2,614.00
THE TENEO GROUP	11-000-252-340-60-051	6209	PO-27-00493	Teneo - Checkpoint Renewal Inv: VA5278	08/24/2026 Bill List S	65489	27,652.50
							30,266.50
TIFCO INDUSTRIES INC	11-000-270-615-80-056	6123	PO-27-00027	Student Transportation - Fleet Supplies Inv: 72217554	08/24/2026 Bill List S	65490	310.46
							310.46
Trane U.S., Inc	11-000-261-420-20-052	5720	PO-27-00051	SERVICE Inv: 990603252	08/24/2026 Bill List S	65491	4,530.00
							4,530.00
Treasurer, State of New Jersey	10-421	6090	PO-26-01173-PYPBL	Student OOD Transportation Inv: 26RBE03	08/24/2026 Bill List S	65492	3,825.00
Treasurer, State of New Jersey	10-421	6090	PO-26-01173-PYPBL	Student OOD Transportation Inv: 26RBE04	08/24/2026 Bill List S	65492	1,275.00
							5,100.00
Tristate HVAC Parts Company	10-421	3334	PO-26-02110-PYPBL	Parts/supplies Inv: DSSI-004410	08/24/2026 Bill List S	65493	231.69
Tristate HVAC Parts Company	11-000-261-610-20-052	3334	PO-27-00674	Parts/supplies Inv: DSSI-004410	08/24/2026 Bill List S	65493	2.00
							233.69
UGI Energy Services, LLC	11-000-262-621-10-050	5661	PO-27-00632	GAS SERVICES Inv: G7108865	08/24/2026 Bill List S	65494	89.73
UGI Energy Services, LLC	11-000-262-621-20-050	5661	PO-27-00632	GAS SERVICES Inv: G7109010	08/24/2026 Bill List S	65494	1,947.01
							2,036.74
ULTIMATE DRILLBOOK, INC	11-401-100-600-20-090-050	5999	PO-27-00528	Extra-Curricular Activities - Supplies And Materials - Mb/color Guard/percussion Inv: 2613439	08/24/2026 Bill List S	65495	2,610.45
							2,610.45
Union County Educational Services Comm	10-421	5740	PO-26-01219-PYPBL	Tuition To Private Schools For The Disabled Within The State Inv: 3006837	08/24/2026 Bill List S	65496	802.51

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Union County Educational Services Comm	20-421	5740	PO-26-01219-PYPBL	Tuition To Private Schools For The Disabled Within The State Inv: 3006837	08/24/2026 Bill List S	65496	5,658.79
Union County Educational Services Comm	10-421	5740	PO-26-01517-PYPBL	Student Transportation - Contract Services - Between Home & School - Special Ed - Vendors Inv: 3007206	08/24/2026 Bill List S	65496	1,499.27
							7,960.57
United Supply Corp	11-000-213-600-20-041-050	5499	27-50070	Health and Trainer Supplies Inv: INV-0131656	08/24/2026 Bill List S	65497	124.37
United Supply Corp	11-000-213-600-10-041-060	5499	27-50074	Health and Trainer Supplies Inv: INV-0128285	08/24/2026 Bill List S	65497	318.60
							442.97
Utica Deductible Recovery Grp	11-000-251-592-70-050	3354	PO-27-00433	DEDUCTIBLE Inv: 1353772	08/24/2026 Bill List S	65498	282.85
							282.85
Utica National Insurance Group	11-000-262-520-90-050	3378	PO-27-00217	Commercial Packaage Inv: 100387564	08/24/2026 Bill List S	65499	111,460.00
							111,460.00
VALENTINO, EMILY	11-000-251-592-70-042	6885	PO-27-00453	Valentino volunteer fingerprint reimbursement Inv: FINGERPRINTING	08/24/2026 Bill List S	65500	25.73
							25.73
Vargas, Karen	11-190-100-800-20-105-050	5414	PO-26-01941-PYPO	Regular Programs - Other Objects - Health Professions Inv: TRAVEL 6/17-6/19	08/24/2026 Bill List S	65501	112.25
							112.25
VARSITY SPIRIT LLC DBA: UNIVERSAL CHEERLEADERS ASSOC	21-475-100-600-100-084-050	6894	PO-27-00417	Varisty Cheer Camp Inv: REG-0011608946	08/24/2026 Bill List S	65502	3,680.00
VARSITY SPIRIT LLC DBA: UNIVERSAL CHEERLEADERS ASSOC	21-475-100-600-100-084-050	6894	PO-27-00418	JV Cheer Camp Inv: REG-0011608955	08/24/2026 Bill List S	65502	4,860.00
							8,540.00
Vineland Laboratories	11-000-262-300-10-053	4629	PO-27-00111	Service Inv: 128483	08/24/2026 Bill List S	65503	200.00
Vineland Laboratories	11-000-262-300-10-053	4629	PO-27-00111	Service Inv: 128602	08/24/2026 Bill List S	65503	350.00
Vineland Laboratories	11-000-262-300-10-053	4629	PO-27-00111	Service Inv: 128603	08/24/2026 Bill List S	65503	200.00
Vineland Laboratories	11-000-262-300-10-053	4629	PO-27-00111	Service Inv: 128666	08/24/2026 Bill List S	65503	350.00
Vineland Laboratories	11-000-262-300-10-053	4629	PO-27-00111	Service Inv: 128748	08/24/2026 Bill List S	65503	100.00
Vineland Laboratories	11-000-262-300-10-053	4629	PO-27-00111	Service Inv: 129091	08/24/2026 Bill List S	65503	100.00
Vineland Laboratories	11-000-262-300-10-053	4629	PO-27-00111	Service Inv: 128749	08/24/2026 Bill List S	65503	350.00

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Vineland Laboratories	11-000-262-300-10-053	4629	PO-27-00111	Service Inv: 129185	08/24/2026 Bill List S	65503	100.00
							1,750.00
WARNER, LAUREN	11-000-291-280-70-057	6145	PO-26-00026-PYPO	TUITION REIMBURSEMENT Inv: EDL 7703	08/24/2026 Bill List S	65504	1,500.00
							1,500.00
Warshauer Electric Supply Co	11-000-261-610-10-052	5872	PO-27-00065	Supplies and parts Inv: S144778962.001	08/24/2026 Bill List S	65505	68.96
							68.96
Wex Health Inc	11-000-251-592-70-042	5468	PO-27-00675	SERVCIES Inv: 0002429153-IN	08/24/2026 Bill List S	65506	193.55
							193.55
Wild Child Farmune Brand and Earth	11-000-240-600-20-049-050	5577	PO-27-00426	Envelopes Inv: KWR 00547	08/24/2026 Bill List S	65507	699.22
							699.22
Williams, Jakeya	11-000-291-290-80-056	6883	PO-27-00364	Unallocated Employee Benefits - Other Employee Benefits - Student Transportation Inv: CLOTHING ALLOWANCE	08/24/2026 Bill List S	65508	95.00
							95.00
Willier Electric Motor Repair	11-000-261-610-10-052	3459	PO-27-00062	Supplies and parts Inv: WSI10658	08/24/2026 Bill List S	65509	221.32
							221.32
Wolfington Body Comp, Inc.	11-000-270-615-80-056	3469	PO-27-00249	Student Transportation - Fleet Supplies Inv: 169991M	08/24/2026 Bill List S	65510	188.84
Wolfington Body Comp, Inc.	11-000-270-615-80-056	3469	PO-27-00249	Student Transportation - Fleet Supplies Inv: 169994M	08/24/2026 Bill List S	65510	47.94
Wolfington Body Comp, Inc.	11-000-270-615-80-056	3469	PO-27-00249	Student Transportation - Fleet Supplies Inv: 170413M	08/24/2026 Bill List S	65510	69.42
Wolfington Body Comp, Inc.	11-000-270-615-80-056	3469	PO-27-00249	Student Transportation - Fleet Supplies Inv: 170434M	08/24/2026 Bill List S	65510	419.49
Wolfington Body Comp, Inc.	11-000-270-615-80-056	3469	PO-27-00249	Student Transportation - Fleet Supplies Inv: 170435M	08/24/2026 Bill List S	65510	23.70
Wolfington Body Comp, Inc.	11-000-270-615-80-056	3469	PO-27-00249	Student Transportation - Fleet Supplies Inv: 169835M	08/24/2026 Bill List S	65510	14.17
Wolfington Body Comp, Inc.	11-000-270-615-80-056	3469	PO-27-00249	Student Transportation - Fleet Supplies Inv: 169703M	08/24/2026 Bill List S	65510	132.77
Wolfington Body Comp, Inc.	11-000-270-615-80-056	3469	PO-27-00249	Student Transportation - Fleet Supplies Inv: 170346M	08/24/2026 Bill List S	65510	17.30
Wolfington Body Comp, Inc.	11-000-270-615-80-056	3469	PO-27-00249	Student Transportation - Fleet Supplies Inv: 170370M	08/24/2026 Bill List S	65510	141.62
Wolfington Body Comp, Inc.	11-000-270-615-80-056	3469	PO-27-00249	Student Transportation - Fleet Supplies Inv: 170004MX1	08/24/2026 Bill List S	65510	149.02
Wolfington Body Comp, Inc.	11-000-270-615-80-056	3469	PO-27-00249	Student Transportation - Fleet Supplies Inv: 170004M	08/24/2026 Bill List S	65510	288.53

Kingsway Regional School District
Bills and Claims
Batch 08/24/2026 Bill List A (8/24/2026)
, Batch 08/24/2026 Bill List C (8/24/2026)
, Batch 08/24/2026 BILL LIST M (8/24/2026)
, Batch 08/24/2026 Bill List S (8/24/2026)

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
Wolfington Body Comp, Inc.	11-000-270-615-80-056	3469	PO-27-00249	Student Transportation - Fleet Supplies Inv: 169871M	08/24/2026 Bill List S	65510	807.75
Wolfington Body Comp, Inc.	11-000-270-615-80-056	3469	PO-27-00249	Student Transportation - Fleet Supplies Inv: 170021M	08/24/2026 Bill List S	65510	234.76
Wolfington Body Comp, Inc.	11-000-270-615-80-056	3469	PO-27-00249	Student Transportation - Fleet Supplies Inv: 170441M	08/24/2026 Bill List S	65510	279.66
							2,814.97
WPS Publishing	11-000-219-600-10-044-060	5016	PO-27-00401	Child Study Team - Supplies And Materials Inv: SO509052	08/24/2026 Bill List S	65511	100.00
WPS Publishing	11-000-219-600-20-044-050	5016	PO-27-00401	Child Study Team - Supplies And Materials Inv: SO509052	08/24/2026 Bill List S	65511	137.60
							237.60
Y.A.L.E SCHOOL SOUTHEAST INC	10-421	6094	PO-26-00447-PYPBL	Tuition To Private Schools For The Disabled Within The State Inv: SE/JAN26 CR18	08/24/2026 Bill List S	65512	-926.34
Y.A.L.E SCHOOL SOUTHEAST INC	10-421	6094	PO-26-00447-PYPBL	Tuition To Private Schools For The Disabled Within The State Inv: SE/MAR26 22	08/24/2026 Bill List S	65512	10,189.74
Y.A.L.E SCHOOL SOUTHEAST INC	10-421	6094	PO-26-00447-PYPBL	Tuition To Private Schools For The Disabled Within The State Inv: SE/FEBCREDIT 14	08/24/2026 Bill List S	65512	-926.34
							8,337.06
Y.A.L.E. SCHOOL, INC	10-421	3496	PO-26-00586-PYPBL	Tuition To Private Schools For The Disabled Within The State Inv: CH/MAY26 60	08/24/2026 Bill List S	65513	7,245.72
Y.A.L.E. SCHOOL, INC	10-421	3496	PO-26-00586-PYPBL	Tuition To Private Schools For The Disabled Within The State Inv: CH/JAN26 SNOW	08/24/2026 Bill List S	65513	-805.08
Y.A.L.E. SCHOOL, INC	11-000-100-566-50-044	3496	PO-27-00677	Tuition To Private Schools For The Disabled Within The State Inv: CH/MAY26 60	08/24/2026 Bill List S	65513	805.08
							7,245.72
ZHENG, ETHAN	11-000-251-592-70-042	6884	PO-27-00400	Zheng volunteer fingerprint reimbursement Inv: FINGERPRINT	08/24/2026 Bill List S	65514	75.43
							75.43

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

Fund	Program	Purchase Orders	Current	Prior Year	Total
10 General Fund		75	139,955.70		139,955.70
	Fund total:		**139,955.70**		**139,955.70**
11 General Current Expense	000 Undistributed Expenditures	261	665,863.11		665,863.11
11 General Current Expense	190 Regular Programs - Undistributed	32	207,822.94		207,822.94
11 General Current Expense	212 Special Education - Multiple Disabilities	8	17,477.65		17,477.65
11 General Current Expense	213 Special Education - Resource Room/Resource Center	2	1,740.00		1,740.00
11 General Current Expense	401 School - Sponsored Co-curricular and Extra-curricular Activities	5	10,521.15		10,521.15
11 General Current Expense	402 School - Sponsored Athletics	11	7,359.43		7,359.43
	Fund total:		**910,784.28**		**910,784.28**
12 Capital Outlay	130 Regular Programs - Grades 6-8	1	14,004.57		14,004.57
12 Capital Outlay	140 Regular Programs - Grades 9-12	1	5,497.19		5,497.19
	Fund total:		**19,501.76**		**19,501.76**
20 Special Revenue Fund		2	11,178.79		11,178.79
20 Special Revenue Fund	060 KEF Grants	1	2,356.12		2,356.12
20 Special Revenue Fund	231 ESSA Title I, Part A	4	51,311.00		51,311.00
20 Special Revenue Fund	250 IDEA Part B	1	3,000.00		3,000.00
20 Special Revenue Fund	270 ESSA Title IIA / IID	1	3,000.00		3,000.00
	Fund total:		**70,845.91**		**70,845.91**
21 Student Activities	475 Student Activity Fund	7	15,276.09		15,276.09
	Fund total:		**15,276.09**		**15,276.09**
60 Cafeteria Fund		1	45.00		45.00

Kingsway Regional School District
Bills and Claims
Batch 08/24/2026 Bill List A (8/24/2026)
, Batch 08/24/2026 Bill List C (8/24/2026)
, Batch 08/24/2026 BILL LIST M (8/24/2026)
, Batch 08/24/2026 Bill List S (8/24/2026)

Fund	Program	Purchase Orders	Current	Prior Year	Total
60 Cafeteria Fund	910 Food Services	2	34,703.00		34,703.00
	Fund total:		**34,748.00**		**34,748.00**
61 CER Fund	991 CER	15	30,971.78		30,971.78
	Fund total:		**30,971.78**		**30,971.78**
70 Transportation Fund	000 Undistributed Expenditures	1	1,334.12		1,334.12
	Fund total:		**1,334.12**		**1,334.12**
	Grand totals:	431	**1,223,417.64**		**1,223,417.64**

President

Business Administrator

Report of the Secretary to the Board of Education
Kingsway Regional School District

Fund 10 - Interim Balance Sheet
For the twelve month period ending 06/30/2026

Assets and Resources

Assets:

Account Number	Account Name	Subtotal Balance	Balance
101	Cash in Bank		3,254,779.36
121	Tax Levy Receivable		(0.12)
	Accounts Receivable:		
132	InterfundAccounts Receivable:	46,740.43	
141	Intergovernmental - StateAccounts Receivable:	3,346,228.66	
143	Intergovernmental - OtherAccounts Receivable:	615,996.82	
153	Other Accounts ReceivableAccounts Receivable:	28,720.82	
154	Allowance for Uncollectible Accounts Receivable (Credit)Accounts Receivable:	0.00	4,037,686.73
	Loans Receivable:		
			7,292,465.97

Resources:

Account Number	Account Name	Subtotal Balance	Balance
301	Estimated Revenues	56,691,553.00	
302	Less Revenues	57,431,834.84	(740,281.84)
			(740,281.84)
		Total Assets and Resources:	**6,552,184.13**

Liabilities and Fund Equity

Liabilities:

Account Number	Account Name	Subtotal Balance	Balance
402	Interfund Accounts Payable		41,189.00
421	Accounts Payable		691,457.90
471	Payroll Deductions and Withholdings		221,665.00
481	Deferred Revenues		19,685.00
			973,996.90

Fund Balance:

Account Number	Account Name	Subtotal Balance	Subtotal Balance 2	Subtotal Balance 3	Balance
	Appropriated:				
753	Reserve for Encumbrances - Current Year		405,614.73		
754+753	Reserve for Encumbrances - Current + Prior			405,614.73	
	Reserve Fund Balance:				
761	Capital Reserve Account		1,366,113.00		
604	Add: Increase in Capital Reserve		1,000.00		
317	Less: Budgeted Withdrawal from Capital Reserve-Transfer to Debt Service		0.00	1,367,113.00	
769	Unemployment Fund		2,384.00		
320	Less: Budgeted Withdrawal from Unemployment Fund		0.00	2,384.00	
	Appropriations				
601	Appropriations		61,984,968.31		
602	Less: Expenditures	59,314,090.48			
603	Encumbrances	405,614.73	(59,719,705.21)	2,265,263.10	
	Total Appropriated			4,040,374.83	
	Unappropriated				
770	Unassigned Fund Balance			2,646,259.40	
303	Budgeted Fund Balance			1,108,447.00	
					5,578,187.23
				Total Liabilities and Fund Equity:	**6,552,184.13**

Fund 10 - Recapitulation of Budgeted Fund Balance

	Budgeted	Actual	Variance
Appropriations	61,984,968.31	59,719,705.21	2,265,263.10
Revenues	(56,691,553.00)	(57,431,834.84)	(-740,281.84)
	5,293,415.31	**2,287,870.37**	**3,005,544.94**
Change in Capital Reserve:			
Plus: Increase in Capital Reserve /Interest Deposit to Capital Reserve (604)	1,000.00	1,000.00	.00
	1,000.00	**1,000.00**	**.00**

Report of the Secretary to the Board of Education
Kingsway Regional School District

Fund 10 - Interim Statements Comparing Budgeted Revenue with Actual to Date and Appropriations with Expenditures and Encumbrances to Date
For the twelve month period ending 06/30/2026

Revenues/Sources of Funds

Account Number	Line	Revenues/Sources of Funds	Original Budget Certified for Taxes	Budget Transfers	Budgeted / Estimated	Actual to Date	Note	Unrealized Balance
10-1xxx	370	From Local Sources	32,259,683.00	0.00	32,259,683.00	32,449,605.59	Over	(189,922.59)
10-3xxx	520	From State Sources	24,421,979.00	0.00	24,421,979.00	24,977,429.00	Over	(555,450.00)
10-4xxx	570	From Federal Sources	9,891.00	0.00	9,891.00	4,800.25	Under	5,090.75
	-	**Total Revenues/Sources Of Funds**	**56,691,553.00**	**0.00**	**56,691,553.00**	**57,431,834.84**	**Over**	**(740,281.84)**

General Fund

Current Expense

Account Number	Line	Expenditures Description	Original Budget Certified For Taxes	Budget Transfers	Appropriations	Expenditures	Encumbrances	Available Balance
11-1xx-100-xxx	3200	Regular Programs - Instruction	15,885,850.00	(100,938.55)	15,784,911.45	15,556,017.23	16,845.88	212,048.34
11-2xx-100-xxx	10300	Special Education - Instruction	3,856,206.00	(48,057.98)	3,808,148.02	3,569,385.45	0.00	238,762.57
11-230-100-xxx	11160	Basic Skills/Remedial - Instruction	94,021.00	(3,647.02)	90,373.98	88,500.00	0.00	1,873.98
11-401-100-xxx	17100	School-Sponsored Cocurricular/Extracurricular Activities - Instruction	477,372.00	(5,940.00)	471,432.00	415,123.58	296.86	56,011.56
11-402-100-xxx	17600	School-Sponsored Athletics - Instruction	1,393,358.00	272,082.96	1,665,440.96	1,632,906.78	5,813.23	26,720.95
	72140	*Undistributed Expenditures:*						
11-000-100-xxx	29180	Instruction (Tuition)	3,962,122.00	(466,085.02)	3,496,036.98	3,121,491.87	0.00	374,545.11
11-000-211-xxx	29680	Attendance and Social Work Services	217,758.00	0.00	217,758.00	214,982.25	0.00	2,775.75
11-000-213-xxx	30620	Health Services	501,320.00	(59,160.66)	442,159.34	394,967.65	492.00	46,699.69
11-000-216-xxx	40580	Speech, OT, PT and Related Services	202,906.00	53,976.00	256,882.00	254,583.74	0.00	2,298.26
11-000-217-xxx	41080	Other Support Services Students - Extraordinary Services	1,300,156.00	301,846.18	1,602,002.18	1,591,482.18	0.00	10,520.00
11-000-218-xxx	41660	Guidance	1,140,562.00	146,198.00	1,286,760.00	1,261,764.08	0.00	24,995.92
11-000-219-xxx	42200	Child Study Teams	988,350.00	(6,889.05)	981,460.95	916,439.45	0.00	65,021.50
11-000-221-xxx	43200	Improvement of Instruction	948,360.00	8,000.00	956,360.00	870,403.79	0.00	85,956.21
11-000-222-xxx	43620	Educational Media Services/School Library	311,609.00	6,769.44	318,378.44	302,895.88	0.00	15,482.56
11-000-223-xxx	44180	Instructional Staff Training	155,190.00	(6,002.00)	149,188.00	122,810.39	0.00	26,377.61
11-000-230-xxx	45300	General Administration	781,285.00	14,501.82	795,786.82	770,805.28	1,040.00	23,941.54
11-000-240-xxx	46160	School Administration	2,065,803.00	(401,777.85)	1,664,025.15	1,628,140.03	1,308.86	34,576.26
11-000-251-xxx	47200	Central Services	677,325.00	0.00	677,325.00	643,338.93	664.99	33,321.08
11-000-252-xxx	47620	Administrative Information Technology	592,930.00	18,017.48	610,947.48	534,499.67	0.00	76,447.81
11-000-261-xxx	48580	Required Maintenance for School Facilities	993,038.00	83,591.88	1,076,629.88	963,831.34	29,353.83	83,444.71
11-000-262-xxx	49340	Custodial Services	2,907,635.00	207,908.03	3,115,543.03	2,917,472.69	5,000.74	193,069.60
11-000-263-xxx	50100	Care and Upkeep of Grounds	459,168.00	18,107.32	477,275.32	447,100.51	17,236.51	12,938.30
11-000-266-xxx	51100	Security	315,625.00	13,385.00	329,010.00	328,932.00	0.00	78.00
11-000-270-xxx	52480	Student Transportation	6,295,650.00	1,874.30	6,297,524.30	5,975,997.40	6,926.00	314,600.90
11-xxx-xxx-2xx	71260	Employee Benefits	10,456,496.00	(112,482.21)	10,344,013.79	10,129,372.50	2,715.00	211,926.29
		Total General Expense	**56,980,095.00**	**(64,721.93)**	**56,915,373.07**	**54,653,244.67**	**87,693.90**	**2,174,434.50**

Capital Outlay

Account Number	Line	Expenditures Description	Original Budget Certified For Taxes	Budget Transfers	Appropriations	Expenditures	Encumbrances	Available Balance
12-xxx-xxx-73x	75880	Equipment	164,650.00	68,888.00	233,538.00	182,843.44	37,943.00	12,751.56
12-000-4xx-xxx	76260	Facilities Acquisition and Construction	2,271,737.00	2,497,949.24	4,769,686.24	4,411,631.37	279,977.83	78,077.04
		Total Capital Outlay	**2,436,387.00**	**2,566,837.24**	**5,003,224.24**	**4,594,474.81**	**317,920.83**	**90,828.60**

Fund 10 Items

Account Number	Line	Expenditures Description	Original Budget Certified For Taxes	Budget Transfers	Appropriations	Expenditures	Encumbrances	Available Balance
10-000-100-56x	84000	Transfer of Funds to Charter Schools	38,518.00	27,853.00	66,371.00	66,371.00	0.00	0.00
			38,518.00	**27,853.00**	**66,371.00**	**66,371.00**	**0.00**	**0.00**
		Total General Fund	**59,455,000.00**	**2,529,968.31**	**61,984,968.31**	**59,314,090.48**	**405,614.73**	**2,265,263.10**

Report of the Secretary to the Board of Education
Kingsway Regional School District

Fund 10 - Schedule of Revenues
Actual Compared with Estimate
For the twelve month period ending 06/30/2026

Account Number	Line	Account Name	Original Budget Certified For Taxes	Budget Transfers	Estimated	Actual	Unrealized
Revenues/Sources of Funds							
- Local Sources							
10-121x	114	Local Tax Levy	27,575,707.00	0.00	27,575,707.00	27,575,705.92	1.08
10-1320	150	Tuition from LEAs Within State	4,374,788.00	0.00	4,374,788.00	4,447,916.43	(73,128.43)
10-1420-1440	250	Transportation Fees - from Other LEAs	0.00	0.00	0.00	148,993.51	(148,993.51)
10-1910	260	Rents and Royalties	50,000.00	0.00	50,000.00	34,451.02	15,548.98
10-1xxx	350	Other Restricted Miscellaneous Revenues	259,188.00	0.00	259,188.00	242,538.71	16,649.29
10-1xxx	**370**	**Total Revenue from Local Sources**	**32,259,683.00**	**0.00**	**32,259,683.00**	**32,449,605.59**	**(189,922.59)**
- State Sources							
10-3121	420	Categorical Transportation Aid	1,972,172.00	0.00	1,972,172.00	1,972,172.00	0.00
10-3131	430	Extraordinary Aid	300,000.00	0.00	300,000.00	780,596.00	(480,596.00)
10-3132	440	Categorical Special Education Aid	3,604,901.00	0.00	3,604,901.00	3,604,901.00	0.00
10-3176	460	Equalization Aid	18,056,826.00	0.00	18,056,826.00	18,056,826.00	0.00
10-3177	470	Categorical Security Aid	488,080.00	0.00	488,080.00	488,080.00	0.00
10-3xxx	500	Other State Aids	0.00	0.00	0.00	72,596.00	(72,596.00)
10-3301	506	State Reimbursement for Menstrual Products	0.00	0.00	0.00	2,258.00	(2,258.00)
10-3xxx	**520**	**Total Revenue from State Sources**	**24,421,979.00**	**0.00**	**24,421,979.00**	**24,977,429.00**	**(555,450.00)**
- Federal Sources							
10-4200	540	Medicaid Reimbursement	9,891.00	0.00	9,891.00	4,800.25	5,090.75
10-4xxx	**570**	**Total Revenue from Federal Sources**	**9,891.00**	**0.00**	**9,891.00**	**4,800.25**	**5,090.75**
	-	**Total Revenues/Sources of Funds**	**56,691,553.00**	**0.00**	**56,691,553.00**	**57,431,834.84**	**(740,281.84)**

Account Number	Line	Account Name	Original Budget Certified For Taxes	Budget Transfers	Appropriations	Expenditures	Encumbrances	Available Balance
General Fund								
- General Current Expense								
-- Regular Programs - Instruction								
--- Regular Programs - Instruction								
11-130-100-101	2120	Grades 6-8 - Salaries of Teachers	4,349,696.00	(125,070.00)	4,224,626.00	4,181,564.79	0.00	43,061.21
11-140-100-101	2140	Grades 9-12 - Salaries of Teachers	9,189,167.00	(212,628.00)	8,976,539.00	8,939,927.76	0.00	36,611.24
subtotal	**subtotal**	**Total Regular Programs - Instruction**	**13,538,863.00**	**(337,698.00)**	**13,201,165.00**	**13,121,492.55**	**0.00**	**79,672.45**
--- Regular Programs - Home Instruction								
11-150-100-101	2500	Salaries of Teachers	26,000.00	19,068.24	45,068.24	45,068.24	0.00	0.00
11-150-100-320	2540	Purchased Professional-Educational Services	65,000.00	(820.28)	64,179.72	52,271.34	0.00	11,908.38
11-150-100-500	2580	Other Purchased Services (400-500 series)	1,000.00	(937.49)	62.51	53.77	0.00	8.74
subtotal	**subtotal**	**Total Regular Programs - Home Instruction**	**92,000.00**	**17,310.47**	**109,310.47**	**97,393.35**	**0.00**	**11,917.12**
--- Regular Programs - Undistributed Instruction								
11-190-100-106	3000	Other Salaries for Instruction	132,045.00	38,235.70	170,280.70	169,963.16	0.00	317.54
11-190-100-320	3020	Purchased Professional-Educational Services	428,121.00	194,344.98	622,465.98	604,038.30	0.00	18,427.68
11-190-100-340	3040	Purchased Technical Services	203,947.00	(3,795.69)	200,151.31	172,013.40	15,750.00	12,387.91
11-190-100-500	3060	Other Purchased Services (400-500 series)	667,854.00	7,678.05	675,532.05	670,718.90	0.00	4,813.15
11-190-100-610	3080	General Supplies	719,428.00	(11,416.24)	708,011.76	646,492.65	895.88	60,623.23
11-190-100-640	3100	Textbooks	23,512.00	(6,193.01)	17,318.99	7,996.41	0.00	9,322.58
11-190-100-800	3120	Other Objects	80,080.00	595.19	80,675.19	65,908.51	200.00	14,566.68
subtotal	**subtotal**	**Total Regular Programs - Undistributed Instruction**	**2,254,987.00**	**219,448.98**	**2,474,435.98**	**2,337,131.33**	**16,845.88**	**120,458.77**
11-1xx-100-xxxx	**3200**	**Total Regular Programs - Instruction**	**15,885,850.00**	**(100,938.55)**	**15,784,911.45**	**15,556,017.23**	**16,845.88**	**212,048.34**
-- Special Education Programs								
--- Multiple Disabilities:								
11-212-100-101	6500	Salaries of Teachers	462,369.00	25,605.00	487,974.00	487,622.29	0.00	351.71
11-212-100-106	6520	Other Salaries for Instruction	144,495.00	27,798.00	172,293.00	172,071.75	0.00	221.25
11-212-100-340	6560	Purchased Technical Services	16,250.00	10,800.00	27,050.00	13,925.00	0.00	13,125.00
11-212-100-500	6580	Other Purchased Services (400-500 series)	2,000.00	0.00	2,000.00	1,545.00	0.00	455.00
11-212-100-610	6600	General Supplies	11,718.00	(2,240.00)	9,478.00	6,515.66	0.00	2,962.34
11-212-100-800	6640	Other Objects	0.00	240.00	240.00	240.00	0.00	0.00
11-212-100-xxx	**6660**	**Total Multiple Disabilities**	**636,832.00**	**62,203.00**	**699,035.00**	**681,919.70**	**0.00**	**17,115.30**
--- Resource Room/Resource Center:								
11-213-100-101	7000	Salaries of Teachers	2,699,626.00	(67,641.50)	2,631,984.50	2,573,998.19	0.00	57,986.31
11-213-100-106	7020	Other Salaries for Instruction	285,990.00	14,238.50	300,228.50	240,889.08	0.00	59,339.42
11-213-100-320	7040	Purchased Professional-Educational Services	48,080.00	0.00	48,080.00	25,815.64	0.00	22,264.36
11-213-100-610	7100	General Supplies	9,778.00	647.02	10,425.02	9,114.56	0.00	1,310.46
11-213-100-xxx	**7160**	**Total Resource Room/Resource Center**	**3,043,474.00**	**(52,755.98)**	**2,990,718.02**	**2,849,817.47**	**0.00**	**140,900.55**
--- Home Instruction:								
11-219-100-101	9260	Salaries of Teachers	15,000.00	0.00	15,000.00	8,226.80	0.00	6,773.20
11-219-100-320	9300	Purchased Professional-Educational Services	160,200.00	(57,505.00)	102,695.00	29,421.48	0.00	73,273.52
11-219-100-500	9340	Other Purchased Services (400-500 series)	700.00	0.00	700.00	0.00	0.00	700.00
11-219-100-xxx	**9420**	**Total Home Instruction**	**175,900.00**	**(57,505.00)**	**118,395.00**	**37,648.28**	**0.00**	**80,746.72**
subtotal special ed	**10300**	**Total Special Education - Instruction**	**3,856,206.00**	**(48,057.98)**	**3,808,148.02**	**3,569,385.45**	**0.00**	**238,762.57**
-- Basic Skills/Remedial - Instruction								
11-230-100-101	11000	Salaries of Teachers	88,500.00	0.00	88,500.00	88,500.00	0.00	0.00
11-230-100-610	11100	General Supplies	4,721.00	(3,000.00)	1,721.00	0.00	0.00	1,721.00
11-230-100-640	11120	Textbooks	800.00	(647.02)	152.98	0.00	0.00	152.98
11-230-100-xxx	**11160**	**Total Basic Skills/Remedial - Instruction**	**94,021.00**	**(3,647.02)**	**90,373.98**	**88,500.00**	**0.00**	**1,873.98**

Account Number	Line	Account Name	Original Budget Certified For Taxes	Budget Transfers	Appropriations	Expenditures	Encumbrances	Available Balance
-- School-Sponsored Cocurricular/Extracurricular Activities - Instruction								
11-401-100-100	17000	Salaries	272,459.00	6,000.00	278,459.00	268,238.15	0.00	10,220.85
11-401-100-500	17020	Purchased Services (300-500 series)	87,088.00	5,235.00	92,323.00	76,023.80	0.00	16,299.20
11-401-100-600	17040	Supplies and Materials	98,875.00	(11,175.00)	87,700.00	63,646.63	296.86	23,756.51
11-401-100-800	17060	Other Objects	18,950.00	(6,000.00)	12,950.00	7,215.00	0.00	5,735.00
11-401-100-xxx	**17100**	**Total School-Spon. Co/Extra-curricular Actvts. - Inst.**	**477,372.00**	**(5,940.00)**	**471,432.00**	**415,123.58**	**296.86**	**56,011.56**
-- School-Sponsored Athletics - Instruction								
11-402-100-100	17500	Salaries	811,848.00	324,987.62	1,136,835.62	1,136,834.98	0.00	0.64
11-402-100-500	17520	Purchased Services (300-500 series)	255,255.00	(52,064.95)	203,190.05	196,101.58	2,593.70	4,494.77
11-402-100-600	17540	Supplies and Materials	209,955.00	15,431.50	225,386.50	216,454.72	3,219.53	5,712.25
11-402-100-800	17560	Other Objects	116,300.00	(16,271.21)	100,028.79	83,515.50	0.00	16,513.29
11-402-100-xxx	**17600**	**Total School-Sponsored Athletics - Instruction**	**1,393,358.00**	**272,082.96**	**1,665,440.96**	**1,632,906.78**	**5,813.23**	**26,720.95**
-- Total Undistributed Expenditures								
--- Undistributed Expenditures - Instruction (Tuition)								
11-000-100-561	29000	Tuition to Other LEAs Within the State-Regular	20,000.00	(1,565.25)	18,434.75	18,434.75	0.00	0.00
11-000-100-562	29020	Tuition to Other LEAs Within the State-Special	35,000.00	6,453.80	41,453.80	40,553.80	0.00	900.00
11-000-100-563	29040	Tuition to County Voc. School Dist.-Regular	515,970.00	(48,934.31)	467,035.69	463,491.00	0.00	3,544.69
11-000-100-564	29060	Tuition to County Voc. School Dist.-Special	100,448.00	0.00	100,448.00	88,552.54	0.00	11,895.46
11-000-100-565	29080	Tuition to CSSD and Reg. Day Schools	1,167,599.00	(273,044.82)	894,554.18	778,041.25	0.00	116,512.93
11-000-100-566	29100	Tuition to Priv. Sch. for the Disabled - Within the State	2,078,105.00	(148,994.44)	1,929,110.56	1,689,683.53	0.00	239,427.03
11-000-100-568	29140	Tuition - State Facilities	45,000.00	0.00	45,000.00	42,735.00	0.00	2,265.00
11-000-100-xxx	**29180**	**Total Undistributed Expenditures - Instruction (Tuition)**	**3,962,122.00**	**(466,085.02)**	**3,496,036.98**	**3,121,491.87**	**0.00**	**374,545.11**
--- Undistributed Expenditures - Attendance and Social Work								
11-000-211-100	29500	Salaries	216,758.00	0.00	216,758.00	214,982.25	0.00	1,775.75
11-000-211-600	29640	Supplies and Materials	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
11-000-211-xxx	**29680**	**Total Attendance and Work**	**217,758.00**	**0.00**	**217,758.00**	**214,982.25**	**0.00**	**2,775.75**
--- Undistributed Expenditures - Health Services								
11-000-213-100	30500	Salaries	440,012.00	(65,730.96)	374,281.04	352,697.63	0.00	21,583.41
11-000-213-300	30540	Purchased Professional and Technical Services	31,550.00	6,027.30	37,577.30	29,455.05	492.00	7,630.25
11-000-213-500	30560	Other Purchased Services (400-500 series)	3,520.00	543.00	4,063.00	3,343.83	0.00	719.17
11-000-213-600	30580	Supplies and Materials	14,538.00	0.00	14,538.00	6,766.84	0.00	7,771.16
11-000-213-616	30585	Supplies - Menstrual Products	11,000.00	0.00	11,000.00	2,258.80	0.00	8,741.20
11-000-213-800	30600	Other Objects	700.00	0.00	700.00	445.50	0.00	254.50
11-000-213-xxx	**30620**	**Total Undistributed Expenditures - Health Services**	**501,320.00**	**(59,160.66)**	**442,159.34**	**394,967.65**	**492.00**	**46,699.69**
--- Undistributed Expenditures - Speech, OT, PT and Related Services								
11-000-216-100	40500	Salaries	70,341.00	0.00	70,341.00	70,341.00	0.00	0.00
11-000-216-320	40520	Purchased Professional - Educational Services	127,965.00	46,234.60	174,199.60	172,287.60	0.00	1,912.00
11-000-216-600	40540	Supplies and Materials	4,600.00	7,741.40	12,341.40	11,955.14	0.00	386.26
11-000-216-xxx	**40580**	**Total Speech, OT, PT and Related Services**	**202,906.00**	**53,976.00**	**256,882.00**	**254,583.74**	**0.00**	**2,298.26**
--- Undistributed Expenditures-Other Supp. Serv. Students-Extraordinary Svcs								
11-000-217-100	41000	Salaries	449,918.00	59,445.20	509,363.20	509,363.20	0.00	0.00
11-000-217-320	41020	Purchased Professional - Educational Services	842,238.00	250,400.98	1,092,638.98	1,082,118.98	0.00	10,520.00
11-000-217-600	41040	Supplies and Materials	8,000.00	(8,000.00)	0.00	0.00	0.00	0.00
11-000-217-xxx	**41080**	**Total Other Support Services Students-Extraordinary Serv.**	**1,300,156.00**	**301,846.18**	**1,602,002.18**	**1,591,482.18**	**0.00**	**10,520.00**
--- Undistributed Expenditures - Guidance								
11-000-218-104	41500	Salaries of Other Professional Staff	872,861.00	145,784.51	1,018,645.51	1,016,554.83	0.00	2,090.68
11-000-218-105	41520	Salaries of Secretarial and Clerical Assistants	156,298.00	1,510.00	157,808.00	157,600.54	0.00	207.46
11-000-218-320	41560	Purchased Professional - Educational Services	41,016.00	(1,442.91)	39,573.09	31,977.97	0.00	7,595.12

Account Number	Line	Account Name	Original Budget Certified For Taxes	Budget Transfers	Appropriations	Expenditures	Encumbrances	Available Balance
11-000-218-390	41580	Other Purchased Professional and Technical Services	42,725.00	0.00	42,725.00	38,397.37	0.00	4,327.63
11-000-218-500	41600	Other Purchased Services (400-500 series)	11,925.00	346.40	12,271.40	10,349.31	0.00	1,922.09
11-000-218-600	41620	Supplies and Materials	13,150.00	0.00	13,150.00	4,747.06	0.00	8,402.94
11-000-218-800	41640	Other Objects	2,587.00	0.00	2,587.00	2,137.00	0.00	450.00
11-000-218-xxx	**41660**	**Total Undistributed Expenditures - Guidance**	**1,140,562.00**	**146,198.00**	**1,286,760.00**	**1,261,764.08**	**0.00**	**24,995.92**
--- Undistributed Expenditures - Child Study Teams								
11-000-219-104	42000	Salaries of Other Professional Staff	819,261.00	(19,692.76)	799,568.24	790,793.64	0.00	8,774.60
11-000-219-105	42020	Salaries of Secretarial and Clerical Assistants	78,149.00	0.00	78,149.00	56,240.06	0.00	21,908.94
11-000-219-199	42045	Unused Vacation Payment to Terminated / Retired Staff	0.00	2,304.37	2,304.37	2,304.37	0.00	0.00
11-000-219-320	42060	Purchased Professional - Educational Services	20,000.00	4,060.00	24,060.00	11,034.00	0.00	13,026.00
11-000-219-390	42080	Other Purchased Prof. and Tech. Services	47,625.00	(3,085.88)	44,539.12	28,129.17	0.00	16,409.95
11-000-219-500	42100	Other Purchased Services (400-500 series) (voc and cssd only)	11,575.00	204.46	11,779.46	7,690.75	0.00	4,088.71
11-000-219-600	42160	Supplies and Materials	6,740.00	8,555.36	15,295.36	15,020.51	0.00	274.85
11-000-219-800	42180	Other Objects	5,000.00	765.40	5,765.40	5,226.95	0.00	538.45
11-000-219-xxx	**42200**	**Total Child Study Teams**	**988,350.00**	**(6,889.05)**	**981,460.95**	**916,439.45**	**0.00**	**65,021.50**
--- Undistributed Expenditures - Improvement of Instruction Services								
11-000-221-102	43000	Salaries of Supervisor of Instruction	703,350.00	(7,846.68)	695,503.32	655,400.45	0.00	40,102.87
11-000-221-104	43020	Salaries of Other Professional Staff	10,350.00	3,000.00	13,350.00	5,399.72	0.00	7,950.28
11-000-221-105	43040	Salaries of Secretarial and Clerical Assist.	32,610.00	0.00	32,610.00	30,355.68	0.00	2,254.32
11-000-221-199	43065	Unused Vacation Payment to Terminated / Retired Staff	0.00	7,846.68	7,846.68	7,846.68	0.00	0.00
11-000-221-320	43100	Purchased Professional-Educational Services	164,450.00	9,000.00	173,450.00	156,212.07	0.00	17,237.93
11-000-221-500	43140	Other Purchased Services (400-500)	15,000.00	(1,000.00)	14,000.00	3,282.80	0.00	10,717.20
11-000-221-600	43160	Supplies and Materials	9,500.00	(3,998.80)	5,501.20	1,680.64	0.00	3,820.56
11-000-221-800	43180	Other Objects	13,100.00	998.80	14,098.80	10,225.75	0.00	3,873.05
11-000-221-xxx	**43200**	**Total Improvement of Instruction Services**	**948,360.00**	**8,000.00**	**956,360.00**	**870,403.79**	**0.00**	**85,956.21**
--- Undistributed Expenditures - Educational Media Services/School Library								
11-000-222-100	43500	Salaries	262,111.00	0.00	262,111.00	254,853.55	0.00	7,257.45
11-000-222-300	43540	Purchased Professional and Technical Services	31,448.00	709.72	32,157.72	31,313.78	0.00	843.94
11-000-222-500	43560	Other Purchased Services (400-500 series)	1,150.00	295.00	1,445.00	295.00	0.00	1,150.00
11-000-222-600	43580	Supplies and Materials	16,350.00	5,764.72	22,114.72	16,273.55	0.00	5,841.17
11-000-222-800	43600	Other Objects	550.00	0.00	550.00	160.00	0.00	390.00
11-000-222-xxx	**43620**	**Total Educational Media Services/School Library**	**311,609.00**	**6,769.44**	**318,378.44**	**302,895.88**	**0.00**	**15,482.56**
--- Undistributed Expenditures - Instructional Staff Training Services								
11-000-223-102	44000	Salaries of Supervisors of Instruction	87,230.00	0.00	87,230.00	85,958.10	0.00	1,271.90
11-000-223-104	44020	Salaries of Other Professional Staff	8,640.00	(3,216.00)	5,424.00	322.05	0.00	5,101.95
11-000-223-105	44040	Salaries of Secretarial and Clerical Assist	32,610.00	0.00	32,610.00	30,355.75	0.00	2,254.25
11-000-223-320	44080	Purchased Professional - Educational Servic	5,000.00	216.00	5,216.00	2,765.00	0.00	2,451.00
11-000-223-500	44120	Other Purchased Services (400-500 series)	21,710.00	(3,002.00)	18,708.00	3,409.49	0.00	15,298.51
11-000-223-xxx	**44180**	**Total Instructional Staff Training Services**	**155,190.00**	**(6,002.00)**	**149,188.00**	**122,810.39**	**0.00**	**26,377.61**
--- Undistributed Expenditures - Support Services - General Administration								
11-000-230-100	45000	Salaries	342,355.00	13,517.00	355,872.00	355,637.70	0.00	234.30
11-000-230-331	45040	Legal Services	100,000.00	50.98	100,050.98	94,516.04	0.00	5,534.94
11-000-230-332	45060	Audit Fees	52,500.00	119.70	52,619.70	52,619.70	0.00	0.00
11-000-230-334	45080	Architectural/Engineering Services	10,000.00	(7,800.00)	2,200.00	2,200.00	0.00	0.00
11-000-230-340	45120	Purchased Technical Services	5,500.00	9,515.00	15,015.00	15,015.00	0.00	0.00

Account Number	Line	Account Name	Original Budget Certified For Taxes	Budget Transfers	Appropriations	Expenditures	Encumbrances	Available Balance
11-000-230-530	45140	Communications / Telephone	106,625.00	(22,295.54)	84,329.46	74,218.24	0.00	10,111.22
11-000-230-585	45160	BOE Other Purchased Services	19,000.00	502.00	19,502.00	18,723.84	0.00	778.16
11-000-230-590	45180	Misc Purchased Services (400-500 series, O/T 530 and 585)	115,000.00	8,239.05	123,239.05	122,614.09	0.00	624.96
11-000-230-610	45200	General Supplies	6,000.00	3,157.80	9,157.80	5,512.09	1,040.00	2,605.71
11-000-230-630	45220	BOE In-House Training/Meeting Supplies	500.00	0.00	500.00	0.00	0.00	500.00
11-000-230-890	45260	Miscellaneous Expenditures	3,500.00	500.00	4,000.00	3,914.00	0.00	86.00
11-000-230-895	45280	BOE Membership Dues and Fees	20,305.00	8,995.83	29,300.83	25,834.58	0.00	3,466.25
11-000-230-xxx	**45300**	**Total Support Services - General Administration**	**781,285.00**	**14,501.82**	**795,786.82**	**770,805.28**	**1,040.00**	**23,941.54**
--- Undistributed Expenditures - Support Services - School Administration								
11-000-240-103	46000	Salaries of Principals/Assistant Principals	1,046,820.00	121,732.32	1,168,552.32	1,168,549.08	0.00	3.24
11-000-240-104	46020	Salaries of Other Professional Staff	516,525.00	(515,577.63)	947.37	0.01	0.00	947.36
11-000-240-105	46040	Salaries of Secretarial and Clerical Assistants	349,768.00	(6,966.91)	342,801.09	336,467.36	0.00	6,333.73
11-000-240-300	46080	Purchased Professional and Technical Services	25,500.00	(6,903.25)	18,596.75	11,063.75	0.00	7,533.00
11-000-240-500	46100	Other Purchased Services (400-500 series)	31,400.00	3,166.56	34,566.56	30,111.50	0.00	4,455.06
11-000-240-600	46120	Supplies and Materials	41,900.00	966.13	42,866.13	27,311.28	725.89	14,828.96
11-000-240-800	46140	Other Objects	53,890.00	1,804.93	55,694.93	54,637.05	582.97	474.91
11-000-240-xxx	**46160**	**Total Support Services - School Administration**	**2,065,803.00**	**(401,777.85)**	**1,664,025.15**	**1,628,140.03**	**1,308.86**	**34,576.26**
--- Undistributed Expenditures - Central Services								
11-000-251-100	47000	Salaries	533,240.00	(9,216.59)	524,023.41	502,237.20	0.00	21,786.21
11-000-251-199	47005	Unused Vacation Payment to Terminated / Retired Staff	0.00	8,190.36	8,190.36	8,190.36	0.00	0.00
11-000-251-340	47040	Purchased Technical Services	119,010.00	(8,190.36)	110,819.64	106,375.61	0.00	4,444.03
11-000-251-592	47060	Miscellaneous Purchased Services (400-500 series)	13,075.00	8,888.59	21,963.59	19,832.38	0.00	2,131.21
11-000-251-600	47100	Supplies and Materials	8,500.00	0.00	8,500.00	3,841.38	664.99	3,993.63
11-000-251-890	47180	Miscellaneous Expenditures	3,500.00	328.00	3,828.00	2,862.00	0.00	966.00
11-000-251-xxx	**47200**	**Total Central Services**	**677,325.00**	**0.00**	**677,325.00**	**643,338.93**	**664.99**	**33,321.08**
--- Undistributed Expenditures - Administrative Information Technology								
11-000-252-100	47500	Salaries	224,280.00	24,106.01	248,386.01	183,476.02	0.00	64,909.99
11-000-252-340	47540	Purchased Technical Services	346,550.00	(9,706.85)	336,843.15	329,010.42	0.00	7,832.73
11-000-252-500	47560	Other Purchased Services (400-500 series)	2,500.00	223.32	2,723.32	2,723.32	0.00	0.00
11-000-252-600	47580	Supplies and Materials	18,750.00	3,175.00	21,925.00	18,514.91	0.00	3,410.09
11-000-252-800	47600	Other Objects	850.00	220.00	1,070.00	775.00	0.00	295.00
11-000-252-xxx	**47620**	**Total Administrative Information Technology**	**592,930.00**	**18,017.48**	**610,947.48**	**534,499.67**	**0.00**	**76,447.81**
--- Operation and Maintenance of Plant Services								
---- Undistributed Expenditures - Required Maintenance for School Facilities								
11-000-261-100	48500	Salaries	332,188.00	2,421.13	334,609.13	333,299.38	0.00	1,309.75
11-000-261-420	48520	Cleaning, Repair, and Maintenance Services	490,000.00	61,627.68	551,627.68	461,288.54	26,075.86	64,263.28
11-000-261-421	48530	Lead Testing of Drinking Water	0.00	696.00	696.00	0.00	0.00	696.00
11-000-261-610	48540	General Supplies	168,600.00	18,626.29	187,226.29	167,373.42	3,277.97	16,574.90
11-000-261-800	48560	Other Objects	2,250.00	220.78	2,470.78	1,870.00	0.00	600.78
11-000-261-xxx	**48580**	**Total Required Maintenance for School Facilities**	**993,038.00**	**83,591.88**	**1,076,629.88**	**963,831.34**	**29,353.83**	**83,444.71**
---- Undistributed Expenditures - Custodial Services								
11-000-262-100	49000	Salaries	1,272,635.00	(28,019.39)	1,244,615.61	1,230,290.31	0.00	14,325.30
11-000-262-199	49025	Unused Vacation Payment to Terminated / Retired Staff	0.00	11,310.27	11,310.27	11,310.27	0.00	0.00
11-000-262-300	49040	Purchased Professional and Technical Services	105,000.00	(10,000.00)	95,000.00	82,161.06	1,262.50	11,576.44
11-000-262-420	49060	Cleaning, Repair, and Maintenance Services	6,000.00	1,309.48	7,309.48	5,359.48	0.00	1,950.00
11-000-262-490	49120	Other Purchased Property Services	47,000.00	0.00	47,000.00	46,859.90	0.00	140.10
11-000-262-520	49140	Insurance	221,000.00	1,400.00	222,400.00	222,357.00	0.00	43.00
11-000-262-590	49160	Miscellaneous Purchased Services	1,000.00	(37.75)	962.25	898.34	0.00	63.91
11-000-262-610	49180	General Supplies	155,000.00	(12,429.71)	142,570.29	138,832.05	3,738.24	0.00

Account Number	Line	Account Name	Original Budget Certified For Taxes	Budget Transfers	Appropriations	Expenditures	Encumbrances	Available Balance
11-000-262-621	49200	Energy (Natural Gas)	200,000.00	122,120.18	322,120.18	276,231.44	0.00	45,888.74
11-000-262-622	49220	Energy (Electricity)	900,000.00	122,254.95	1,022,254.95	903,172.84	0.00	119,082.11
11-000-262-xxx	**49340**	**Total Custodial Services**	**2,907,635.00**	**207,908.03**	**3,115,543.03**	**2,917,472.69**	**5,000.74**	**193,069.60**
---- Undistributed Expenditures - Care and Upkeep of Grounds								
11-000-263-100	50000	Salaries	336,368.00	(828.00)	335,540.00	335,539.67	0.00	0.33
11-000-263-300	50020	Purchased Professional and Technical Services	17,500.00	(11,843.00)	5,657.00	3,645.00	0.00	2,012.00
11-000-263-420	50040	Cleaning, Repair, and Maintenance Services	55,300.00	(2,637.77)	52,662.23	41,480.89	9,955.86	1,225.48
11-000-263-610	50060	General Supplies	50,000.00	33,416.09	83,416.09	66,434.95	7,280.65	9,700.49
11-000-263-xxx	**50100**	**Total Care And Upkeep Of Grounds**	**459,168.00**	**18,107.32**	**477,275.32**	**447,100.51**	**17,236.51**	**12,938.30**
---- Undistributed Expenditures - Security								
11-000-266-100	51000	Salaries	30,625.00	0.00	30,625.00	30,551.00	0.00	74.00
11-000-266-300	51020	Purchased Professional and Technical Services	285,000.00	13,385.00	298,385.00	298,381.00	0.00	4.00
11-000-266-xxx	**51100**	**Total Security**	**315,625.00**	**13,385.00**	**329,010.00**	**328,932.00**	**0.00**	**78.00**
subtotal of 11-000-26x-xxx	**51120**	**Total Operation and Maintenance of Plant Services**	**4,675,466.00**	**322,992.23**	**4,998,458.23**	**4,657,336.54**	**51,591.08**	**289,530.61**
--- Undistributed Expenditures - Student Transportation Services								
11-000-270-107	52000	Salaries of Non-Instructional Aides	32,959.00	(32,959.00)	0.00	0.00	0.00	0.00
11-000-270-160	52020	Salaries for Pupil Trans. (Between Home and Sch)-Regular	436,793.00	1,757.01	438,550.01	436,844.80	0.00	1,705.21
11-000-270-161	52040	Salaries for Pupil Trans. (Bet Home and Sch)-Special Ed.	25,368.00	12,708.35	38,076.35	38,076.35	0.00	0.00
11-000-270-162	52060	Salaries for Pupil Trans. (Other than Between Home and Sch)	100,000.00	65,469.30	165,469.30	165,468.34	0.00	0.96
11-000-270-390	52120	Other Purchased Professional and Technical Services	8,125.00	0.00	8,125.00	5,297.50	1,860.00	967.50
11-000-270-420	52140	Cleaning, Repair, and Maintenance Services	7,500.00	6,997.31	14,497.31	14,152.31	0.00	345.00
11-000-270-503	52200	Contracted Services-Aid in Lieu Pymts- Non-Public School	264,000.00	168,475.54	432,475.54	432,475.54	0.00	0.00
11-000-270-511	52260	Contracted Services (Between Home and Sch)-Vendors	2,695,375.00	(144,436.00)	2,550,939.00	2,397,256.31	0.00	153,682.69
11-000-270-512	52280	Contracted Services (Other than Between Home and Sch)-Vendors	46,500.00	4,310.00	50,810.00	27,137.25	0.00	23,672.75
11-000-270-514	52320	Contracted Services (Special Ed Students)-Vendors	2,192,455.00	(168,216.50)	2,024,238.50	1,994,515.73	0.00	29,722.77
11-000-270-515	52340	Contracted Services (Special Ed Students)-Joint Agreements	25,000.00	0.00	25,000.00	12,531.22	0.00	12,468.78
11-000-270-517	52360	Contracted Services (Regular Students)-ESCs and CTSAs	25,000.00	46,436.00	71,436.00	66,952.63	0.00	4,483.37
11-000-270-593	52400	Miscellaneous Purchased Services - Transportation	105,575.00	1,852.29	107,427.29	85,598.53	5,066.00	16,762.76
11-000-270-610	52420	General Supplies	5,000.00	0.00	5,000.00	1,543.06	0.00	3,456.94
11-000-270-615	52440	Transportation Supplies	325,000.00	39,480.00	364,480.00	297,802.83	0.00	66,677.17
11-000-270-800	52460	Other Objects	1,000.00	0.00	1,000.00	345.00	0.00	655.00
11-000-270-xxx	**52480**	**Total Student Transportation Services**	**6,295,650.00**	**1,874.30**	**6,297,524.30**	**5,975,997.40**	**6,926.00**	**314,600.90**
--- Employee Benefits								
---- Unallocated Benefits								
11-000-291-220	71020	Social Security Contributions	635,000.00	56,097.69	691,097.69	691,097.69	0.00	0.00
11-000-291-241	71060	Other Retirement Contributions - PERS	825,000.00	14,793.00	839,793.00	839,793.00	0.00	0.00
11-000-291-249	71120	Other Retirement Contributions - Regular	25,000.00	13,411.43	38,411.43	35,552.25	0.00	2,859.18
11-000-291-250	71140	Unemployment Compensation	20,000.00	0.00	20,000.00	0.00	0.00	20,000.00
11-000-291-260	71160	Worker's Compensation	324,000.00	(19,968.29)	304,031.71	290,581.75	0.00	13,449.96
11-000-291-270	71180	Health Benefits	8,005,000.00	(129,876.97)	7,875,123.03	7,798,840.85	0.00	76,282.18
11-000-291-280	71200	Tuition Reimbursement	135,000.00	11,490.00	146,490.00	81,247.64	2,715.00	62,527.36
11-000-291-290	71220	Other Employee Benefits	432,496.00	(58,429.07)	374,066.93	353,071.82	0.00	20,995.11
11-000-291-299	71227	Unused Sick Payments to Terminated / Retired Staff	55,000.00	0.00	55,000.00	39,187.50	0.00	15,812.50
total unallocated benefits	**71240**	**11-000-291-2xx**	**10,456,496.00**	**(112,482.21)**	**10,344,013.79**	**10,129,372.50**	**2,715.00**	**211,926.29**
11-xxx-xxx-2xx	**71260**	**Total Employee Benefits**	**10,456,496.00**	**(112,482.21)**	**10,344,013.79**	**10,129,372.50**	**2,715.00**	**211,926.29**
	72140	**Total Undistributed Expenditures**	**35,273,288.00**	**(178,221.34)**	**35,095,066.66**	**33,391,311.63**	**64,737.93**	**1,639,017.10**
	72260	**Total General Expense**	**56,980,095.00**	**(64,721.93)**	**56,915,373.07**	**54,653,244.67**	**87,693.90**	**2,174,434.50**

Account Number	Line	Account Name	Original Budget Certified For Taxes	Budget Transfers	Appropriations	Expenditures	Encumbrances	Available Balance
- Capital Outlay								
-- Equipment								
--- Instructional Equipment - Regular Education:								
12-130-100-730	73060	Grades 6-8	2,000.00	2,700.00	4,700.00	4,074.12	0.00	625.88
12-140-100-730	73080	Grades 9-12	134,150.00	(5,150.00)	129,000.00	118,798.04	0.00	10,201.96
	-	**Total Instructional Equipment - Regular Education**	**136,150.00**	**(2,450.00)**	**133,700.00**	**122,872.16**	**0.00**	**10,827.84**
--- Equipment - Other:								
12-4xx-100-730	75080	School-Sponsored and Other Instructional Programs	0.00	19,895.00	19,895.00	19,794.78	0.00	100.22
	-	**Total Equipment - Other**	**0.00**	**19,895.00**	**19,895.00**	**19,794.78**	**0.00**	**100.22**
--- Equipment - Undistributed:								
12-000-230-730	75620	Undistributed Expenditures - General Administration	0.00	3,000.00	3,000.00	2,299.00	0.00	701.00
12-000-252-730	75680	Undistributed Expenditures - Administrative Information Tech.	0.00	15,000.00	15,000.00	15,000.00	0.00	0.00
12-000-262-730	75720	Undistributed Expenditures - Custodial Services	17,500.00	(17,500.00)	0.00	0.00	0.00	0.00
12-000-263-730	75740	Undistributed Expenditures - Care and Upkeep of Grounds	11,000.00	13,000.00	24,000.00	22,877.50	0.00	1,122.50
12-000-270-733	75800	School Buses - Regular	0.00	37,943.00	37,943.00	0.00	37,943.00	0.00
	-	**Total Equipment - Undistributed**	**28,500.00**	**51,443.00**	**79,943.00**	**40,176.50**	**37,943.00**	**1,823.50**
12-xxx-xxx-73x	**75880**	**Total Equipment**	**164,650.00**	**68,888.00**	**233,538.00**	**182,843.44**	**37,943.00**	**12,751.56**
-- Facilities Acquisition and Construction Services								
12-000-400-334	76040	Architectural/Engineering Services	0.00	342,780.00	342,780.00	301,761.00	41,019.00	0.00
12-000-400-390	76060	Other Purchased Professional and Technical Services	0.00	3,000.00	3,000.00	1,500.00	0.00	1,500.00
12-000-400-450	76080	Construction Services	0.00	2,138,148.80	2,138,148.80	1,833,562.98	228,008.78	76,577.04
12-000-400-600	76100	Supplies and Materials	0.00	14,020.44	14,020.44	3,070.39	10,950.05	0.00
12-000-400-896	76210	Assessment for Debt Service on SDA Funding	116,737.00	0.00	116,737.00	116,737.00	0.00	0.00
12-000-400-932	76240	Capital Outlay - Transfer to Capital Projects	2,155,000.00	0.00	2,155,000.00	2,155,000.00	0.00	0.00
12-000-400-xxx	**76260**	**Total Facilities Acquisition and Construction Services**	**2,271,737.00**	**2,497,949.24**	**4,769,686.24**	**4,411,631.37**	**279,977.83**	**78,077.04**
12-xxx-xxx-xxx	**76400**	**Total Capital Outlay**	**2,436,387.00**	**2,566,837.24**	**5,003,224.24**	**4,594,474.81**	**317,920.83**	**90,828.60**
- Fund 10 Items								
10-000-100-56x	84000	Transfer of Funds to Charter Schools	38,518.00	27,853.00	66,371.00	66,371.00	0.00	0.00
10-xxx-xxx-xxx	**Total Fund 10 Items**		**38,518.00**	**27,853.00**	**66,371.00**	**66,371.00**	**0.00**	**0.00**
	84060	**Total General Fund**	**59,455,000.00**	**2,529,968.31**	**61,984,968.31**	**59,314,090.48**	**405,614.73**	**2,265,263.10**

Report of the Secretary to the Board of Education
Kingsway Regional School District

Fund 20 - Interim Balance Sheet
For the twelve month period ending 06/30/2026

Assets and Resources

Assets:

Account Number	Account Name	Subtotal Balance	Balance
101	Cash in Bank		355,790.71
	Accounts Receivable:		
132	InterfundAccounts Receivable:	41,189.00	
141	Intergovernmental - StateAccounts Receivable:	38,996.42	
142	Intergovernmental - FederalAccounts Receivable:	85,085.36	
153,154	Other (net of estimated uncollectible of $10,000)Accounts Receivable:	72,618.73	
xxx	Other Current AssetsAccounts Receivable:	0.00	237,889.51
	Loans Receivable:		
			593,680.22

Resources:

Account Number	Account Name	Subtotal Balance	Balance
301	Estimated Revenues	890,811.45	
302	Less Revenues	636,406.86	254,404.59
			254,404.59
		Total Assets and Resources:	**848,084.81**

Liabilities and Fund Equity

Liabilities:

Account Number	Account Name	Subtotal Balance	Balance
401	Interfund Loans Payable		326,335.76
421	Accounts Payable		53,543.30
			379,879.06

Fund Balance:

Account Number	Account Name	Subtotal Balance	Subtotal Balance 2	Subtotal Balance 3	Balance
	Appropriated:				
753	Reserve for Encumbrances - Current Year		67,136.56		
754+753	Reserve for Encumbrances - Current + Prior			67,136.56	
	Reserve Fund Balance:				
758	Student Activity Fund			194,849.05	
759	Scholarship Fund			160,942.33	
601	Appropriations		890,811.45		
602	Less: Expenditures	778,397.72			
603	Encumbrances	67,136.56	(845,534.28)	45,277.17	
770	Unassigned Fund Balance			0.64	
					468,205.75
				Total Liabilities and Fund Equity:	**848,084.81**

Fund 20 - Recapitulation of Budgeted Fund Balance

	Budgeted	Actual	Variance
Appropriations	890,811.45	845,534.28	45,277.17
Revenues	(890,811.45)	(636,406.86)	(254,404.59)
	.00	**209,127.42**	**(209,127.42)**

Report of the Secretary to the Board of Education
Kingsway Regional School District

Fund 20 - Interim Statements Comparing Budgeted Revenue with Actual to Date and Appropriations with Expenditures and Encumbrances to Date
For the twelve month period ending 06/30/2026

Revenues/Sources of Funds

Account Number	Line	Revenues/Sources of Funds	Original Budget Certified for Taxes	Budget Transfers	Budgeted / Estimated	Actual to Date	Note	Unrealized Balance
20-1xxx	745	From Local Sources	10,000.00	30,077.21	40,077.21	36,709.62	Under	3,367.59
20-3xxx	770	From State Sources	23,400.00	53,189.24	76,589.24	56,589.24	Under	20,000.00
20-4xxx	830	From Federal Sources	680,000.00	94,145.00	774,145.00	543,108.00	Under	231,037.00
	-	**Total Revenues/Sources Of Funds**	**713,400.00**	**177,411.45**	**890,811.45**	**636,406.86**	**Under**	**254,404.59**

Special Revenue Fund

Local Projects

Account Number	Line	Expenditures Description	Original Budget Certified For Taxes	Budget Transfers	Appropriations	Expenditures	Encumbrances	Available Balance
20-xxx-xxx-xxx	84100	Local Projects	10,000.00	30,077.21	40,077.21	24,922.82	0.00	15,154.39
		Total Local Projects	**10,000.00**	**30,077.21**	**40,077.21**	**24,922.82**	**0.00**	**15,154.39**

State Projects

Account Number	Line	Expenditures Description	Original Budget Certified For Taxes	Budget Transfers	Appropriations	Expenditures	Encumbrances	Available Balance
20-xxx-xxx-xxx	88190	Total Other State Projects	23,400.00	53,189.24	76,589.24	53,451.97	20,000.00	3,137.27
20-xxx-xxx-xxx		**Total State Projects**	**23,400.00**	**53,189.24**	**76,589.24**	**53,451.97**	**20,000.00**	**3,137.27**

Federal Projects

Account Number	Line	Expenditures Description	Original Budget Certified For Taxes	Budget Transfers	Appropriations	Expenditures	Encumbrances	Available Balance
20-xxx-xxx-xxx	88500	Title I	70,000.00	31,026.00	101,026.00	51,403.09	39,532.20	10,090.71
20-xxx-xxx-xxx	88520	Title II	25,000.00	44,167.00	69,167.00	69,167.00	0.00	0.00
20-xxx-xxx-xxx	88540	Title III	0.00	11,138.00	11,138.00	(7,604.36)	7,604.36	11,138.00
20-xxx-xxx-xxx	88560	Title IV	10,000.00	3,540.00	13,540.00	10,845.00	0.00	2,695.00
20-xxx-xxx-xxx	88600	Title VI	0.00	2,349.00	2,349.00	0.00	0.00	2,349.00
20-xxx-xxx-xxx	88620	I.D.E.A. Part B (Handicapped)	575,000.00	1,925.00	576,925.00	576,212.20	0.00	712.80
20-xxx-xxx-xxx		**Total Federal Projects**	**680,000.00**	**94,145.00**	**774,145.00**	**700,022.93**	**47,136.56**	**26,985.51**
		Total Special Revenue Fund	**713,400.00**	**177,411.45**	**890,811.45**	**778,397.72**	**67,136.56**	**45,277.17**

Report of the Secretary to the Board of Education
Kingsway Regional School District

Fund 20 - Schedule of Revenues
Actual Compared with Estimate
For the twelve month period ending 06/30/2026

Account Number	Line	Account Name	Original Budget Certified For Taxes	Budget Transfers	Estimated	Actual	Unrealized
Revenues/Sources of Funds							
- Local Sources							
20-1xxx	740	Other Revenue from Local Sources	10,000.00	30,077.21	40,077.21	36,709.62	3,367.59
20-1xxx	**745**	**Total Local Sources**	**10,000.00**	**30,077.21**	**40,077.21**	**36,709.62**	**3,367.59**
- State Sources							
20-32xx	765	Other Restricted Entitlements	23,400.00	53,189.24	76,589.24	56,589.24	20,000.00
20-3xxx	**770**	**Total from State Sources**	**23,400.00**	**53,189.24**	**76,589.24**	**56,589.24**	**20,000.00**
- Federal Sources							
20-4411-4414	775	Title I	70,000.00	31,026.00	101,026.00	45,027.00	55,999.00
20-4451-4455	780	Title II	25,000.00	44,167.00	69,167.00	66,067.00	3,100.00
20-4491-4494	785	Title III	0.00	11,138.00	11,138.00	0.00	11,138.00
20-4471-4474	790	Title IV	10,000.00	5,889.00	15,889.00	10,845.00	5,044.00
20-4420-4429	805	I.D.E.A. Part B (Handicapped)	575,000.00	1,925.00	576,925.00	421,169.00	155,756.00
20-4xxx	**830**	**Total from Federal Sources**	**680,000.00**	**94,145.00**	**774,145.00**	**543,108.00**	**231,037.00**
	-	**Total Revenues/Sources of Funds**	**713,400.00**	**177,411.45**	**890,811.45**	**636,406.86**	**254,404.59**

Fund 20 - Statement of Appropriations
Compared with Expenditures and Encumbrances
For the twelve month period ending 06/30/2026

Account Number	Line	Account Name	Original Budget Certified For Taxes	Budget Transfers	Appropriations	Expenditures	Encumbrances	Available Balance
Special Revenue Fund								
- Local Projects								
-- Local Projects								
20-xxx-xxx-xxx	84100	Local Projects	10,000.00	30,077.21	40,077.21	24,922.82	0.00	15,154.39
20-xxx-xxx-xxx	**84100**		**10,000.00**	**30,077.21**	**40,077.21**	**24,922.82**	**0.00**	**15,154.39**
	-	**Total Local Projects**	**10,000.00**	**30,077.21**	**40,077.21**	**24,922.82**	**0.00**	**15,154.39**
- State Projects								
-- Other State Projects								
20-xxx-xxx-xxx	88000	Nonpublic Textbooks	1,600.00	458.00	2,058.00	2,012.73	0.00	45.27
20-xxx-xxx-xxx	88020	Nonpublic Auxiliary Services	8,800.00	(4,883.00)	3,917.00	3,377.50	0.00	539.50
20-xxx-xxx-xxx	88040	Nonpublic Handicapped Services	7,600.00	686.00	8,286.00	5,737.17	0.00	2,548.83
20-xxx-xxx-xxx	88060	Nonpublic Nursing Services	3,900.00	1,487.00	5,387.00	5,387.00	0.00	0.00
20-xxx-xxx-xxx	88080	Nonpublic Technology Initiative	1,500.00	(31.00)	1,469.00	1,465.33	0.00	3.67
20-xxx-xxx-xxx	88180	Other State Projects	0.00	55,472.24	55,472.24	35,472.24	20,000.00	0.00
20-xxx-xxx-xxx	**88190**	**Total Other State Projects**	**23,400.00**	**53,189.24**	**76,589.24**	**53,451.97**	**20,000.00**	**3,137.27**
	88200	**Total State Projects**	**23,400.00**	**53,189.24**	**76,589.24**	**53,451.97**	**20,000.00**	**3,137.27**
- Federal Projects								
-- Title I								
20-xxx-100-101	88480	Salaries- Instruction- Salaries of Teacher	70,000.00	(25,341.91)	44,658.09	44,658.09	0.00	0.00
20-xxx-100-300	88482	Purchased Services- Instruction	0.00	15,750.00	15,750.00	6,745.00	0.00	9,005.00
20-xxx-100-600	88484	Instructional Supplies- Instruction	0.00	31,938.63	31,938.63	0.00	30,852.92	1,085.71
20-xxx-xxx-xxx	88497	Other Federal Expenditures	0.00	8,679.28	8,679.28	0.00	8,679.28	0.00
20-xxx-xxx-xxx	**88500**	**Total Title I**	**70,000.00**	**31,026.00**	**101,026.00**	**51,403.09**	**39,532.20**	**10,090.71**
-- Title II								
20-xxx-200-100	88510	Salaries-Support	25,000.00	(2,133.00)	22,867.00	22,867.00	0.00	0.00
20-xxx-200-300	88512	Professional Tech Services-Support	0.00	46,300.00	46,300.00	46,300.00	0.00	0.00
20-xxx-xxx-xxx	**88520**	**Total Title II**	**25,000.00**	**44,167.00**	**69,167.00**	**69,167.00**	**0.00**	**0.00**
-- Title III								
20-xxx-100-600	88525	Instructional Supplies- Instruction	0.00	7,801.00	7,801.00	(7,604.36)	7,604.36	7,801.00
20-xxx-100-800	88526	Other Objects-Instruction	0.00	3,337.00	3,337.00	0.00	0.00	3,337.00
20-xxx-xxx-xxx	**88540**	**Total Title III**	**0.00**	**11,138.00**	**11,138.00**	**(7,604.36)**	**7,604.36**	**11,138.00**
-- Title IV								
20-xxx-100-600	88545	Instructional Supplies- Instruction	10,000.00	(10,000.00)	0.00	0.00	0.00	0.00
20-xxx-200-100	88550	Salaries-Support	0.00	2,695.00	2,695.00	0.00	0.00	2,695.00
20-xxx-200-600	88555	Supplies and Materials-Support	0.00	10,845.00	10,845.00	10,845.00	0.00	0.00
20-xxx-xxx-xxx	**88560**	**Total Title IV**	**10,000.00**	**3,540.00**	**13,540.00**	**10,845.00**	**0.00**	**2,695.00**
-- Title VI								
20-xxx-200-300	88572	Professional Tech Services-Support	0.00	2,349.00	2,349.00	0.00	0.00	2,349.00
20-xxx-xxx-xxx	**88600**	**Total Title VI**	**0.00**	**2,349.00**	**2,349.00**	**0.00**	**0.00**	**2,349.00**
-- I.D.E.A. Part B (Handicapped)								
20-xxx-100-300	88603	Purchased Services- Instruction	0.00	3,063.00	3,063.00	2,350.20	0.00	712.80
20-xxx-100-500	88604	Other Purchased Services-Instruction (400-500 series)	575,000.00	(1,138.00)	573,862.00	573,862.00	0.00	0.00
20-xxx-xxx-xxx	**88620**	**Total I.D.E.A. Part B (Handicapped)**	**575,000.00**	**1,925.00**	**576,925.00**	**576,212.20**	**0.00**	**712.80**
20-xxx-xxx-xxx	**88740**	**Total Federal Projects**	**680,000.00**	**94,145.00**	**774,145.00**	**700,022.93**	**47,136.56**	**26,985.51**
	88760	**Total Special Revenue Fund**	**713,400.00**	**177,411.45**	**890,811.45**	**778,397.72**	**67,136.56**	**45,277.17**

Report of the Secretary to the Board of Education
Kingsway Regional School District

Fund 30 - Interim Balance Sheet
For the twelve month period ending 06/30/2026

Assets and Resources

Assets:

Account Number	Account Name	Subtotal Balance	Balance
101	Cash in Bank		262,132.81
	Accounts Receivable:		
	Loans Receivable:		
			262,132.81

Resources:

Account Number	Account Name	Subtotal Balance	Balance
301	Estimated Revenues	2,155,000.00	
302	Less Revenues	2,155,040.63	(40.63)
			(40.63)
		Total Assets and Resources:	**262,092.18**

Liabilities and Fund Equity

Liabilities:

Account Number	Account Name	Subtotal Balance	Balance
			0.00

Fund Balance:

Account Number	Account Name	Subtotal Balance	Subtotal Balance 2	Subtotal Balance 3	Balance
	Appropriated:				
601	Appropriations		1,743,344.00		
602	Less: Expenditures	1,541,231.11			
603	Encumbrances	0.00	(1,541,231.11)	202,112.89	
	Unappropriated:				
770	Unassigned Fund Balance		59,979.29		
303	Budgeted Fund Balance		0.00	59,979.29	
	Total Fund Balance			262,092.18	
					262,092.18
				Total Liabilities and Fund Equity:	**262,092.18**

Fund 30 - Recapitulation of Budgeted Fund Balance

	Budgeted	Actual	Variance
Appropriations	1,743,344.00	1,541,231.11	202,112.89
Revenues	(2,155,000.00)	(2,155,040.63)	(-40.63)
	(411,656.00)	**(613,809.52)**	**202,153.52**

Report of the Secretary to the Board of Education
Kingsway Regional School District

Fund 30 - Interim Statements Comparing Budgeted Revenue with Actual to Date and Appropriations with Expenditures and Encumbrances to Date
For the twelve month period ending 06/30/2026

Revenues/Sources of Funds

Account Number	Line	Revenues/Sources of Funds	Original Budget Certified for Taxes	Budget Transfers	Budgeted / Estimated	Actual to Date	Note	Unrealized Balance
30-52xx	970	Transfers from Other Funds	0.00	2,155,000.00	2,155,000.00	2,155,000.00		0.00
30-1xxx		From Local Sources	0.00	0.00	0.00	40.63	Over	(40.63)
	-	**Total Revenues/Sources Of Funds**	**0.00**	**2,155,000.00**	**2,155,000.00**	**2,155,040.63**	**Over**	**(40.63)**

Total Capital Projects Fund Expenditures

Facilities Acquisition and Construction Services

Account Number	Line	Expenditures Description	Original Budget Certified For Taxes	Budget Transfers	Appropriations	Expenditures	Encumbrances	Available Balance
30-000-4xx-390	89060	Other Purchased Professional and Technical Services	190,000.00	92,638.00	282,638.00	92,638.00	0.00	190,000.00
30-000-4xx-450	89080	Construction Services	1,965,000.00	(545,494.00)	1,419,506.00	1,407,474.49	0.00	12,031.51
30-000-4xx-610	89100	General Supplies	0.00	41,200.00	41,200.00	41,118.62	0.00	81.38
			2,155,000.00	**(411,656.00)**	**1,743,344.00**	**1,541,231.11**	**0.00**	**202,112.89**
		Total Capital Projects Fund Expenditures	**2,155,000.00**	**(411,656.00)**	**1,743,344.00**	**1,541,231.11**	**0.00**	**202,112.89**

Report of the Secretary to the Board of Education
Kingsway Regional School District

Fund 30 - Schedule of Revenues
Actual Compared with Estimate
For the twelve month period ending 06/30/2026

Account Number	Line	Account Name	Original Budget Certified For Taxes	Budget Transfers	Estimated	Actual	Unrealized
Revenues/Sources of Funds							
- Transfers from Other Funds							
30-52xx	970	Transfers from Other Funds	0.00	2,155,000.00	2,155,000.00	2,155,000.00	0.00
30-52xx	**970**	**Total Transfers from Other Funds**	**0.00**	**2,155,000.00**	**2,155,000.00**	**2,155,000.00**	**0.00**
- Local Sources							
30-1510	950	Earnings on Investments	0.00	0.00	0.00	40.63	(40.63)
30-1xxx		**Total Revenue from Local Sources**	**0.00**	**0.00**	**0.00**	**40.63**	**(40.63)**
	-	**Total Revenues/Sources of Funds**	**0.00**	**2,155,000.00**	**2,155,000.00**	**2,155,040.63**	**(40.63)**

Fund 30 - Statement of Appropriations
Compared with Expenditures and Encumbrances
For the twelve month period ending 06/30/2026

Account Number	Line	Account Name	Original Budget Certified For Taxes	Budget Transfers	Appropriations	Expenditures	Encumbrances	Available Balance
Total Capital Projects Fund Expenditures								
- Facilities Acquisition and Construction Services								
-- Other Purchased Professional and Technical Services								
30-000-4xx-390	89060	Other Purchased Professional and Technical Services	190,000.00	92,638.00	282,638.00	92,638.00	0.00	190,000.00
30-000-4xx-390	**89060**		**190,000.00**	**92,638.00**	**282,638.00**	**92,638.00**	**0.00**	**190,000.00**
-- Construction Services								
30-000-4xx-450	89080	Construction Services	1,965,000.00	(545,494.00)	1,419,506.00	1,407,474.49	0.00	12,031.51
30-000-4xx-450	**89080**		**1,965,000.00**	**(545,494.00)**	**1,419,506.00**	**1,407,474.49**	**0.00**	**12,031.51**
-- General Supplies								
30-000-4xx-610	89100	General Supplies	0.00	41,200.00	41,200.00	41,118.62	0.00	81.38
30-000-4xx-610	**89100**		**0.00**	**41,200.00**	**41,200.00**	**41,118.62**	**0.00**	**81.38**
	89200		**2,155,000.00**	**(411,656.00)**	**1,743,344.00**	**1,541,231.11**	**0.00**	**202,112.89**
	84060	**Total Capital Projects Fund Expenditures**	**2,155,000.00**	**(411,656.00)**	**1,743,344.00**	**1,541,231.11**	**0.00**	**202,112.89**

Report of the Secretary to the Board of Education
Kingsway Regional School District

Fund 40 - Interim Balance Sheet
For the twelve month period ending 06/30/2026

Assets and Resources

Assets:

Account Number	Account Name	Subtotal Balance	Balance
101	Cash in Bank		2.37
121	Tax Levy Receivable		0.20
	Accounts Receivable:		
	Loans Receivable:		
			2.57

Resources:

Account Number	Account Name	Subtotal Balance	Balance
301	Estimated Revenues	2,693,004.00	
302	Less Revenues	2,693,004.00	0.00
			0.00
		Total Assets and Resources:	**2.57**

Liabilities and Fund Equity

Liabilities:

Account Number	Account Name	Subtotal Balance	Balance
			0.00

Fund Balance:

Account Number	Account Name	Subtotal Balance	Subtotal Balance 2	Subtotal Balance 3	Balance
	Appropriated:				
	Reserve Fund Balance:				
	Appropriations				
601	Appropriations		2,693,004.00		
602	Less: Expenditures	2,693,002.66			
603	Encumbrances	0.00	(2,693,002.66)	1.34	
	Total Appropriated			1.34	
	Unappropriated				
770	Unassigned Fund Balance			1.23	
					2.57
				Total Liabilities and Fund Equity:	**2.57**

Fund 40 - Recapitulation of Budgeted Fund Balance

	Budgeted	Actual	Variance
Appropriations	2,693,004.00	2,693,002.66	1.34
Revenues	(2,693,004.00)	(2,693,004.00)	(.00)
	.00	**(1.34)**	**1.34**

Report of the Secretary to the Board of Education
Kingsway Regional School District

Fund 40 - Interim Statements Comparing Budgeted Revenue with Actual to Date and Appropriations with Expenditures and Encumbrances to Date
For the twelve month period ending 06/30/2026

Revenues

Account Number	Line	Revenues/Sources of Funds	Original Budget Certified for Taxes	Budget Transfers	Budgeted / Estimated	Actual to Date	Note	Unrealized Balance
	-	Total Revenue from Local Sources	2,693,004.00	0.00	2,693,004.00	2,693,004.00		0.00
	-	**Total Revenues**	**2,693,004.00**	**0.00**	**2,693,004.00**	**2,693,004.00**		**0.00**

Expenditures

Regular Debt Service

Account Number	Line	Expenditures Description	Original Budget Certified For Taxes	Budget Transfers	Appropriations	Expenditures	Encumbrances	Available Balance
40-701-510-910	89560	Redemption of Principal on Early Retirement Bonds	2,185,000.00	0.00	2,185,000.00	2,185,000.00	0.00	0.00
40-701-510-834	89600	Interest on Bonds	508,004.00	0.00	508,004.00	508,002.66	0.00	1.34
		Total Regular Debt Service Expenditures	**2,693,004.00**	**0.00**	**2,693,004.00**	**2,693,002.66**	**0.00**	**1.34**
		Total Debt Service Fund Expenditures	**2,693,004.00**	**0.00**	**2,693,004.00**	**2,693,002.66**	**0.00**	**1.34**

Report of the Secretary to the Board of Education
Kingsway Regional School District

Fund 40 - Schedule of Revenues
Actual Compared with Estimate
For the twelve month period ending 06/30/2026

Account Number	Line	Account Name	Original Budget Certified For Taxes	Budget Transfers	Estimated	Actual	Unrealized
Revenues							
- Local Sources							
40-1210	860	Local Tax Levy	2,693,004.00	0.00	2,693,004.00	2,693,004.00	0.00
	-	**Total Revenue from Local Sources**	**2,693,004.00**	**0.00**	**2,693,004.00**	**2,693,004.00**	**0.00**
	-	**Total Revenues**	**2,693,004.00**	**0.00**	**2,693,004.00**	**2,693,004.00**	**0.00**
Expenditures							
	-	**Total Debt Service Fund Expenditures**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**

Report of the Secretary to the Board of Education
Kingsway Regional School District

Fund 40 - Statement of Appropriations
Compared with Expenditures and Encumbrances
For the twelve month period ending 06/30/2026

Account Number	Line	Account Name	Original Budget Certified For Taxes	Budget Transfers	Appropriations	Expenditures	Encumbrances	Available Balance
Expenditures								
- Regular Debt Service								
-- Redemption of Principal on Early Retirement Bonds								
40-701-510-910	89560	Redemption of Principal on Early Retirement Bonds	2,185,000.00	0.00	2,185,000.00	2,185,000.00	0.00	0.00
40-701-510-910	**89560**		**2,185,000.00**	**0.00**	**2,185,000.00**	**2,185,000.00**	**0.00**	**0.00**
-- Interest on Bonds								
40-701-510-834	89600	Interest on Bonds	508,004.00	0.00	508,004.00	508,002.66	0.00	1.34
40-701-510-834	**89600**		**508,004.00**	**0.00**	**508,004.00**	**508,002.66**	**0.00**	**1.34**
	89660	**Total Regular Debt Service Expenditures**	**2,693,004.00**	**0.00**	**2,693,004.00**	**2,693,002.66**	**0.00**	**1.34**
	-	**Total Debt Service Fund Expenditures**	**2,693,004.00**	**0.00**	**2,693,004.00**	**2,693,002.66**	**0.00**	**1.34**

Sharon Ormsbee

School Business Administrator Signature

8/20/26

Date

KINGSWAY REGIONAL SCHOOL DISTRICT
CASH RECONCILIATION
JUNE 30, 2026

FUNDS & ACCOUNTS	BEGINNING BALANCE	RECEIPTS	DISBURSEMENTS	ENDING BALANCE
GENERAL (10)	7,309,900.51	4,440,454.88	8,495,576.03	3,254,779.36
SPECIAL REVENUE (20)	(127,751.25)	375,812.76	248,061.51	0.00
STUDENT ACTIVITIES (21)	314,583.29	44,989.01	175,262.83	184,309.47
SCHOLARSHIP (22)	174,269.63	11.61	2,800.00	171,481.24
CAPITAL PROJECTS (30)	111,026.04	184,109.95	33,003.18	262,132.81
DEBT SERVICE (40)	(293,137.38)	293,139.75	0.00	2.37
TOTAL GOVERNMENTAL FUNDS	**7,488,890.84**	**5,338,517.96**	**8,954,703.55**	**3,872,705.25**
FOOD SERVICE (60)	887,988.57	132,949.24	224,433.19	796,504.62
COMMUNITY EDUCATION & RECREATION (61)	911,798.68	7,010.39	438,924.74	479,884.33
INTERNAL SERVICE - TRANSPORTATION (70)	156,279.38	211,779.70	355,386.73	12,672.35
INTERNAL SERVICE - TECHNOLOGY (74)	(61,023.87)	27,497.32	24,000.00	(57,526.55)
INTERNAL SERVICE - VEHICLE MAINTENANCE (75)	9,984.87	5,474.31	7,678.41	7,780.77
TOTAL PROPRIETARY FUNDS	**1,905,027.63**	**384,710.96**	**1,050,423.07**	**1,239,315.52**
ATHLETICS	8,286.23	0.00	8,106.59	179.64
AGENCY (90)	336,840.85	1,422,674.98	1,724,149.70	35,366.13
TOTAL FIDUCIARY FUNDS	**345,127.08**	**1,422,674.98**	**1,732,256.29**	**35,545.77**
TOTAL ALL FUNDS	**9,739,045.55**	**7,145,903.90**	**11,737,382.91**	**5,147,566.54**

RECONCILIATION OF BANK ACCOUNTS
BANK BALANCES:

GENERAL CHECKING	1,813,407.21
CURRENT MONEY MARKET	2,086,886.08
TRUIST CHECKING	556,675.32
TRUIST MONEY RATE SAVINGS	406,556.85
CAFETERIA ACCOUNT	3,210,913.99
PAYROLL ACCOUNT	12,355.53
PAYROLL DEDUCTION ACCOUNT	530,765.10
HIGH SCHOOL STUDENT ACTIVITY CHECKING	44,973.45
HIGH SCHOOL STUDENT ACTIVITY MONEY MARKET	146,959.87
MIDDLE SCHOOL STUDENT ACTIVITY CHECKING	5,210.14
MIDDLE SCHOOL STUDENT ACTIVITY MONEY MARKET	33,529.13
ATHLETICS ACCOUNT	7,904.64
WAYNE WINTER MEMORIAL FUND	5,152.04
JOHN CAPOZZI JR MEMORIAL FUND	22,470.28
M LUCINDA MOLITER SCHOLARSHIP ACCOUNT	140,060.33
MAUREEN LAVIN MEMORIAL FUND	3,798.59
UNEMPLOYMENT	2,383.76

RECONCILING ITEMS:	
UNKNOWN NET CASH AUDIT ADJUSTMENT 2023	0.00
Unemployment Cash Transfer to Agency Sept, Nov, Dec 2023, Feb 2024, Apr 2024	0.00
Athletics DIT 2024	0.00
Payroll DIT	0.00
Cafeteria DIT	0.00
Payroll Reconcilling Balance	0.00
LESS: OUTSTANDING CHECKS	(3,882,435.77)
BANK BALANCE	**5,147,566.54**

Variance
0.00

8/20/26

Date

Christina Murphy
Finance Specialist

8/20/26

Date

Sharon Ormsbee

Sharon Ormsbee
Business Administrator

HS/MS Student Activities, Athletics, Scholarships
Monthly Reconciliation
July 2026

Description	Opening Balance	Adjustments Out	Deposits	Outstanding Purchase Orders	Disbursed-To-Date	Available
HS - Officials	*80.64*					***80.64***
MS - Officials	*178.00*					***178.00***
HS Athletics Account	*3,466.24*					***3,466.24***
HS Baseball	*66.71*					***66.71***
HS Basketball - Boys	*.11*					***.11***
HS Basketball - Girls	*2,686.10*			2,433.77		***252.33***
HS Cross Country	*773.86*					***773.86***
HS Field Hockey	*1,524.13*					***1,524.13***
HS Football	*48.47*					***48.47***
HS Golf	*4,908.64*					***4,908.64***
HS Lacrosse - Girls	*4,104.23*					***4,104.23***
HS Soccer - Boys	*381.81*					***381.81***
HS Soccer - Girls	*1.53*					***1.53***
HS Softball	*1,973.70*					***1,973.70***
HS Swimming	*201.02*					***201.02***
HS Tennis - Boys	*.00*					***.00***
HS Tennis - Girls	*878.32*					***878.32***
HS Track - Boys	*1,294.35*					***1,294.35***
HS Track - Girls	*1,147.22*					***1,147.22***
HS Wrestling	*300.05*					***300.05***
HS Volleyball - Boys	*1,199.13*					***1,199.13***
HS Volleyball - Girls	*2,725.36*					***2,725.36***
HS Cheerleading	*7,614.52*		11,770.00	10,040.00		***9,344.52***
HS Flag Football	*1,317.00*					***1,317.00***
MS Art Club	*1,235.62*				800.00	***435.62***
MS Stem Club	*250.00*					***250.00***
MS Activity Account	*2,605.87*	130.49				***2,475.38***
MS Student Council	*4,060.28*					***4,060.28***
MS Yearbook	*1,254.00*					***1,254.00***
MS Musical	*1,759.68*					***1,759.68***
MS Renaissance	*5,815.19*					***5,815.19***
MS Play	*2,018.38*					***2,018.38***
8th Grade Team	*9,568.54*					***9,568.54***
MS Media Center	*462.30*					***462.30***
MS Lost Textbook	*.00*					***.00***
MS ID Account(Students)	*201.28*					***201.28***
MS Performing Arts	*1,002.14*					***1,002.14***
MS Chromebooks	*3,239.00*					***3,239.00***
MS Business Club	*257.62*					***257.62***
HS Math Club	*.00*					***.00***
HS Phys. Ed.	*25.33*					***25.33***
HS World Language NHS	*.00*					***.00***
HS Art/Photography Club	*692.44*					***692.44***
HS Student Activities	*3,657.12*					***3,657.12***
K.D.T.V.	*96.25*					***96.25***
HS National Honor Society	*71.58*					***71.58***
HS Newspaper	*660.09*					***660.09***
HS Chorus	*275.00*					***275.00***
HS Unified Athletics	*580.74*					***580.74***
HS Student Council	*9,816.32*					***9,816.32***
HS Yearbook	*1,263.45*					***1,263.45***
HS Trophy Case	*3,477.73*					***3,477.73***
HS Musical	*11,459.23*					***11,459.23***
HS Jazz Ensemble	*298.58*					***298.58***
HS Play	*10,842.50*					***10,842.50***
HS Public Speaking/Debate	*267.44*					***267.44***
HS Dance Team	*3,270.96*					***3,270.96***

HS/MS Student Activities, Athletics, Scholarships
Monthly Reconciliation
July 2026

Description	Opening Balance	Adjustments Out	Deposits	Outstanding Purchase Orders	Disbursed-To-Date	Available
HS Photography Club	*.00*					***.00***
HS Advance Placement Exams	*8,858.88*					***8,858.88***
HS S.A.D.D. Club	*417.15*					***417.15***
HS SPARK	*156.00*					***156.00***
HS Unified PE	*416.50*			.00	192.00	***224.50***
HS DECA Club	*69.46*					***69.46***
HS Fellowship of Christian Athl.	*2,921.84*					***2,921.84***
HS World Wildlife Fund	*783.84*					***783.84***
HS Key Club	*187.80*					***187.80***
HS Writers Bloc/Creative	*383.90*					***383.90***
HS Tri-M	*582.00*					***582.00***
HS PRISM	*28.11*					***28.11***
HS Obligations - Bks,Lcks,Etc.	*105.80*					***105.80***
HS Obligations - Technology	*4,652.16*					***4,652.16***
HS Environmental Club	*402.74*					***402.74***
HS Parking Permits	*4,738.62*			2,197.00		***2,541.62***
HS CPR	*249.01*					***249.01***
HS Foreign Language Club	*603.60*					***603.60***
HS Interact	*321.76*					***321.76***
HS Computer Science	*3,168.14*					***3,168.14***
HS Art Honor Society	*1,019.58*					***1,019.58***
HS HOSA	*691.00*					***691.00***
HS Anti-bullying Club	*139.29*					***139.29***
HS Cultures Club	*49.86*					***49.86***
HS SHADES	*1,072.89*					***1,072.89***
HS Student Trainers	*190.78*					***190.78***
HS Class of 2026	*17,386.08*					***17,386.08***
HS Class of 2027	*12,936.18*					***12,936.18***
HS Class of 2028	*405.00*					***405.00***
HS Class of 2029	*740.16*					***740.16***
HS Class of 2030	*.00*					***.00***
7th Grade Team	*1,985.74*					***1,985.74***
HS Dues/Entries/Fees//Member	*.00*					***.00***
MS Dues/Entries/Fees/Member	*.00*					***.00***
Student Activity Funds	*.00*					***.00***
MS Scholarship Fund	*1,178.93*					***1,178.93***
HS General Scholarship	*500.00*					***500.00***
Wayne Winter Scholarship Fund	5,152.04					***5,152.04***
John Capozzi Scholarship Fund	22,470.28					***22,470.28***
Lucinda Molitor Scholarship Fund	140,060.33					***140,060.33***
Maureen Lavin Scholarship Fund	3,798.59					***3,798.59***
	356,179.84					**352,168.44**

8/26/26

Date

Christina Murphy
Finance Specialist

8/20/26

Date

Sharon Ormsbee

Sharon Ormsbee
Business Administrator

I-7

Dear Members of the Administration,

On behalf of the Class of 2026, we are writing to express our deepest gratitude for the support, guidance, and unforgettable experiences we have shared during our time at Kingsway.

As our journey as students comes to a close, we have spent time reflecting on the legacy we wish to leave behind for future generations of peers, teachers, and community members.

Following a final audit of our class treasury we are incredibly proud to announce that the Class of 2026 has elected to donate the remaining class funds back to the school. It is our collective wish that these

funds be designated specifically for the acquisition for new, high-quality, wall decor/wraps for the 400 wing. Left over money going towards a podium These podiums will replace aging equipment and will be permanently dedicated for use during school assemblies, graduations, award ceremonies, and community lectures.

Thank you once again for your dedication to our success and for fostering an environment where we could thrive.

With pride and appreciation,

Sophia Paoletti

Sophia Paoletti Class Vice President, Class of 2026

Anna Jacobs

Anna Jacobs Class Secretary, Class of 2026

August 23, 2026

Dear Kingsway Regional School District and Board of Education,

The Kingsway Youth Field Hockey (KWYFH) organization is pleased to offer a donation to the Kingsway High School of two field hockey goals. The field hockey goals are JayPro Official Aluminum field hockey goals having polyethylene bottom boards, nets, and wheels. The field hockey goals meet NCAA & NFHS Specifications. The donation of the goals is intended to promote the KWYFH organization's mission of promoting and developing sportsmanship, skill development, teamwork, and community engagement for the youth of the Kingsway Regional School District through an organized youth field hockey program.

Thanks!
Rich Howe
President
Kingsway Youth Field Hockey Program

I-10

GLOUCESTER COUNTY SPECIAL SERVICES SCHOOL DISTRICT

NPN 26/27

Agreement to Provide Chapter 226 Nonpublic Nursing Services

2026-2027 School Year

This agreement made between the Board of Education of the **Gloucester County Special Services School District** (hereinafter referred to as GCSSSD), and the **Board of Education of the Kingsway Regional Public School District**, (hereinafter referred to as the District).

WHEREAS, the Legislature of the State of New Jersey has found and determined that the welfare of the State requires that all school-age children be assured equal access to appropriate health care services; and,

WHEREAS, P.L. 1991, Chapter 226 provides that each Board of Education of a district in which a nonpublic school is located shall provide certain nursing services and may provide additional medical services to those students who are enrolled full time in the nonpublic school;

NOW, THEREFORE, in consideration of the terms and conditions hereinafter set forth, the parties hereto agree that the GCSSSD shall provide to the District Chapter 226 Services to eligible nonpublic school students effective July 1, 2026 and terminating June 30, 2027 as follows:

1. Nursing Services to Nonpublic Schools
   GCSSSD shall provide the following nursing services for pupils within the District who are enrolled full time in the nonpublic school, subject to the limitations set forth in Sections 3, 4 and 5 below:
   a. Assistance with medical examinations, including dental screening;
   b. Conducting screening of hearing examinations;
   c. The maintenance of student health records and notification of local or county health officials of any student who has not been properly immunized;
   d. Conducting examinations of pupils between the ages of 10 and 18 for the condition known as Scoliosis; and
   e. Conducting vision screenings.
   f. Provision of first aid and emergency care.

2. Additional Medical Services
   To the extent the funding for nursing services set forth in paragraph 6 below is available, GCSSSD may provide equipment and materials authorized under P.L. 1991, Chapter 226.

3. Instructional Services Not Included
   GCSSSD shall not provide instructional services to nonpublic schools in connection with the provision of services referred to above

4. Nonpublic School Declining Nursing Services
   A nonpublic school may decline the nursing services which are provided for herein by submitting written notification to the District from the appropriate administrator of the nonpublic school. The District will inform GCSSSD in writing that it is relieved of responsibility hereunder for providing such services.

5. Parent or Guardian Objection
   A pupil who is enrolled in a nonpublic school and whose parent or guardian objects to the pupil receiving any services provided hereunder shall not be compelled to receive the services except for a physical or medical examination to determine whether the pupil is ill or infected with a communicable disease pursuant to N.J.S.A. 18A:40-30. In the event that a parent or guardian objects to the pupil receiving any nursing services provided for herein, GCSSSD is relieved of responsibility hereunder for providing such services.

6. The District agrees to pay GCSSSD a sum equal to the full funding allocated by the State Department of Education for nursing services to nonpublic schools within its district pursuant to the provisions of Chapter 226, Laws of 1991. Billing will be based upon the nonpublic school enrollment on the last school day prior to October 16 of the preceding school year. Districts shall pay GCSSSD in full based on the District's schedule of funding from the State Department of Education.

7. Notice of termination of services for the 2026-2027 school year must be provided in writing by either party by March 31, 2027. In the absence of such notice by either party, this contract commits the District to receiving and paying for Chapter 226 Nursing Services from GCSSSD for the 2026-2027 school year.

Intending to be legally bound, the authorized representatives of GCSSSD and the District have executed this agreement on the dates indicated below based on duly adopted resolutions authorizing this agreement.

Sharon Ormsbee	8/20/26	
Kingsway Regional Public School District School Business Administrator/Board Secretary	Date	Business Administrator/Board Secretary Gloucester County Special Services School District
		Veronica Hartmann
Witness	Date	Witness

Capstone Medical Services, LLC

SPORTS MEDICINE - ATHLETIC TRAINERS - EVENT MEDICS

855-EVENT-CMS (855-383-6826)

Proposal of Athletic Training Services

Kingsway Regional High School
Woolwich Township, NJ

Prepared by: Allan Parsells: Owner, Capstone Medical Services, LLC
Prepared for: Ms. June Cioffi, Director of Athletics and Mr. Dave Stanton, Supervisor of Athletics

Athletic Training Services

Capstone Medical Services, LLC is honored to submit this proposal to provide athletic training services to Kingsway Regional High School, including its athletes, coaches and school community members.

At Capstone, we pride ourselves on providing unparalleled medical services to athletes of all ages. Our passion is making sure that the athletes at all levels stay healthy and safe while participating in all athletic events. Injuries can and do occur, but there are proactive steps that can be taken to minimize risk. There is an inherent injury risk within athletics and an athlete's ability to recover and participate at the highest level often depends on the timing and quality of care they receive in the moments immediately following the onset of injury. Capstone Medical Services is a team of certified and licensed athletic trainers who have many combined years of experience working with a wide range of athletes and sports across all levels of competition. As a complement to our offered program and as a subsidiary to our core team, Capstone partners with renowned practicing physicians, physical therapists, and other allied health care professionals that make our program the most comprehensive in this space. Our mission is to manage any and all details of the comprehensive medical team and supply a knowledgeable and personable staff, while working to ensure that services exceed your expectations. We strive to keep all those we work with on the playing surface and participating at the highest level.

Our Promise to You

Capstone is committed to providing athletic training services that vastly exceed your expectations and raising the bar year over year as our partnership grows. We achieve these goals by providing athletic training services for injured athletes, including (but not limited to) injury prevention, nutrition education, injury evaluation and treatment of injuries, concussion baseline testing as well as CPR/First Aid and AED Training for coaches and administrators. By making athletic training services accessible to all athletes, our partnership will give a competitive advantage to Kingsway Regional High School that many other educational institutions in the area do not currently have. Not only would our continued services speed up the continuum of care due to familiarity, but will also give parents the peace of mind knowing their children are in safe hands while participating in school sanctioned activities. Capstone Medical Services will hire, maintain and assign a New Jersey Licensed and Board of Certification certified athletic trainer as directed to the School District. The assigned athletic trainer will practice athletic training according to the rules and regulations of the Athletic Training Practice Act which is governed by the State of New Jersey.

Why Hire an Athletic Trainer

The athletic trainer is proficient in the following areas:

- Assessment and Evaluation: Recognizing and evaluating athletic injuries is one of the primary aspects of athletic training. Specific tests for range of motion, joint stability, flexibility and manual muscle testing, as well as a thorough screening of neurological, sensory and motor ability are used by the AT to evaluate the severity of the injury.
- Acute Care of Injury and Illness: The certified athletic trainer is skilled in administering the proper emergency care and in making prompt, appropriate medical referrals. Therapeutic Exercise for the Physically Active During the recovery of an injured student athlete, the certified athletic trainer initiates a treatment regimen under the direction of the team physician or the student athlete’s personal physician. These treatments may include rehabilitative exercises designed to return the student athlete to his or her athletic endeavor in the same, if not better, physical condition than before the injury.
- General Medical Conditions and Disabilities: The certified athletic trainer has knowledge of the general medical conditions and disabilities of secondary school athletes and as such, is better able to recognize a

potential problem, to provide appropriate acute care, and to make a referral to the appropriate medical consultant.

- Pathology of Injury And Illness: The certified athletic trainer has the special skills and the knowledge that allow him or her to understand the physiological responses of human growth and development, as well as the progression of injuries and the illnesses and diseases that may afflict the secondary school athlete.
- Pharmacological Aspects of Injury and Illness: The certified athletic trainer has in-depth knowledge and skill regarding the pharmacological aspects of dealing with the injuries and illnesses of secondary school athletes. The AT understands the indications, contraindications, precautions, interactions, and governing regulations relevant to the treatment of the injuries and illnesses of the secondary school athlete.
- Nutritional Aspects of Injury and Illness: The certified athletic trainer has been thoroughly educated to understand the relationship between athletic performance and nutrition. The AT also understands the signs and symptoms of eating disorders and is skilled in referring problems to the appropriate member of the medical community for consultation.
- Health Care Administration: The certified athletic trainer has the knowledge and skills to develop, administer and manage a healthcare facility. An effective secondary school athletic training program must be well organized, paying careful attention to the details of record keeping, developing and maintaining an up to date Emergency Action Plan, standard operating procedure, supply inventory and facility maintenance. Purchasing supplies and equipment is of constant concern, especially in times of restricted budgets.
- Psycho-Social Intervention and Referral: Certified athletic trainers are also educators and counselors. They instruct and counsel the student athletes in all areas of their physical condition and explain the recovery and rehabilitation process.
- Professional Development and Responsibilities: In order to maintain their certification, the BOC requires the AT to earn continuing education units by attending seminars and symposia relating to the profession of sports medicine and athletic training. They have an understanding of national and state regulatory agencies and standards.
- Concussion assessment, treatment, management and rehabilitation: Due to recent state laws enacted regarding recognition, care and treatment of head injuries, athletic trainers are the gatekeepers for appropriate evaluation and care for student athletes that suffer from a concussion.

Our Partnership Plans

Kingsway Regional High School and all other affiliated groups have a well-established reputation for quality and greatness, both in the classroom and on the playing surface. For that reputation to continue to thrive, it is vital to have a self-sufficient and viable partner that shares the same vision. A true partnership only works when having the same focus and vision to achieve a common goal. In our eyes, that goal is the health and safety of your student-athletes. It is our multifaceted approach that brings out the best in all of us. Capstone Medical Services will work with you while being self-sufficient to develop a program tailoring the provided athletic training services to meet the individual needs of each school, team and student-athlete.

School based athletics programs have a lot of individuality. Each has its own distinct audience, tone, personality and objectives that they strive to meet and exceed. From our first day together, Capstone focuses on streamlining logistics so that your organization’s unique qualities shine through, while allowing you as administration to sit back and know that your athletes’ safety is our top priority. We work to strategize with administrators to recognize and mitigate risk while providing the most exceptional on-site medical care possible. Capstone is and will remain committed to the health and well-being of your athletes. You can take solace in knowing we will be there to manage the day-to-day logistics of the medical program. We will work with only the best physicians and other allied healthcare professionals in your local community and surrounding areas to provide all with exceptional service and care.

To ensure we are providing the best service possible, Capstone promises to include designated school staff and administration in the hiring process. We want to ensure the athletic trainer selected to be part of your school community is a perfect fit. In order to do that and in an effort to provide transparency within the hiring process, Capstone Medical Services will narrow down our candidate pool to those individuals we feel will be the best suited for the position. From there, we would invite those designated by Kingsway Regional High School to participate in an additional round of interviews with these candidates. After those interviews have been completed, leadership from Capstone Medical and Kingsway Regional High School will meet and discuss each candidate to find the individual that best fits the needs of the school and school community.

What is Included in Daily Athletic Training Coverage

Daily athletic training coverage provided by Capstone Medical Services includes the following elements:

- Provide athletic training services* for all practices and home contests each day
- Hours are set by school administration
- Clinical diagnosis, treatment, and rehabilitation of athletic injuries
- Preventative taping and wrapping for practices and games
- Daily injury sign in
- Maintain appropriate general treatment orders to be reviewed annually and approved by the team physician.
- Act as liaison between family physicians and specialists, the school district, athletes and their parents.
- Maintain accurate records of injuries, treatments and provide insurance claim forms for sports injuries treated by a physician.
- Develop and maintain a budget for the athletic training program.
- Provide the coaches and athletic director with a list of athletes medically eligible to compete under district and state rules and regulations.
- Assist the athletic director as requested.

* Athletic Training Services: The management and provision of care of injuries to a physically active person as defined in the state practice act with the direction of a licensed physician. The term includes the rendering of emergency care, development of injury prevention programs and providing appropriate preventative devices for the physically active person. The term also includes the assessment, management, treatment, rehabilitation and reconditioning of the physically active person whose conditions are within the professional preparation and education of a certified athletic trainer. The term also includes the use of modalities such as mechanical stimulation, heat, cold, light, air, water, electricity, sound, massage and the use of therapeutic exercises, reconditioning exercise and fitness programs.

The Capstone Difference

Capstone is a multi-faceted, multi-disciplinary and multi-cultural team of healthcare professionals that have extensive experience at the youth sport, middle school, secondary school, collegiate, and post collegiate levels. We strive to provide services that are unparalleled and exceed expectations. We aim to partner with your institution and become a trusted and valued part of the fabric of your community. No team will work harder or more passionately for your student-athletes than the team at Capstone. Your protection is our priority and athletic trainers are essential to health care.

Why Capstone? A simple question with a simple answer. Choose Capstone because of our passion. Our pride. Our commitment to excellence. Our experience as athletic trainers. Choose Capstone because our relationships are maintained year over year. Choose us because we are the best at what we do.

Professional References

The best way to understand the extent of Capstone's successful management of athletic training services is to speak with the individuals we partner with. We urge you to communicate with any individuals on this list regarding their experiences with Capstone Medical Services. The references listed are in no particular order. Additional references are available upon request.

Mr. Chris Callinan
Lead
South Jersey Coaches Track Association
Phone: (609) 820-4345
Email: tomahawktiming@yahoo.com

Mr. John (Jack) Swain
Superintendent
Salem County Vocational-Technical School District
Phone: (856) 769-0101 ext. 5301
Email: jswain@scvts.org

Mr. Rich Lambertson
Director of Athletics
St. John Vianney High School
Phone: (732) 737-1016
Email: lamberson@sjvhs.com

Mr. Eric Grundman
Director of Athletics, Recreation & Fitness
Mercer County Community College
Phone: (570) 947-8126
Email: grundmane@mccc.edu

Mr. Robert Castellano
Principal
J.P. Case Middle School
Phone: (908) 284-5100
Email: robert.castellano@frsd.us

Mr. Steve Barrious
President
Hillsborough Youth Wrestling
Phone: (908) 361-7026
Email: hillsboroughyouthwrestling@gmail.com

Recommendations and Pricing

Based on your request for per diem athletic training coverage beginning with the 2026-2027 school year, Capstone Medical Services offers the following recommendations and pricing:

Per Diem Athletic Training Coverage

- $80/hour per athletic trainer

Notes:

- Pay for only the hours worked.
- Monthly invoices sent via email for months in which coverage occurred.

We are confident we can meet the challenges ahead with our knowledge, connections, and attention to detail. Furthermore, we can save you time and money while bringing professional services to your program, allowing you more time to focus on other essential programming details. Capstone Medical Services is committed to your athletics program and ready to partner with you to deliver a comprehensive athletic training solution for Kingsway Regional High School. If you have questions on this proposal, please contact the Capstone Leadership Team at the following:

Allan Parsells
Phone: (570) 877-3123
Email: allanp@capstonemedicalservices.com

Kevin Briles
Phone: (609) 418-9502
Email: kevinb@capstonemedicalservices.com

Ronn Seamon
Phone: (732) 433-4220
Email: ronns@capstonemedicalservices.com

Thank you for the opportunity to submit this proposal. We look forward to beginning a new and successful partnership.

Kind regards,

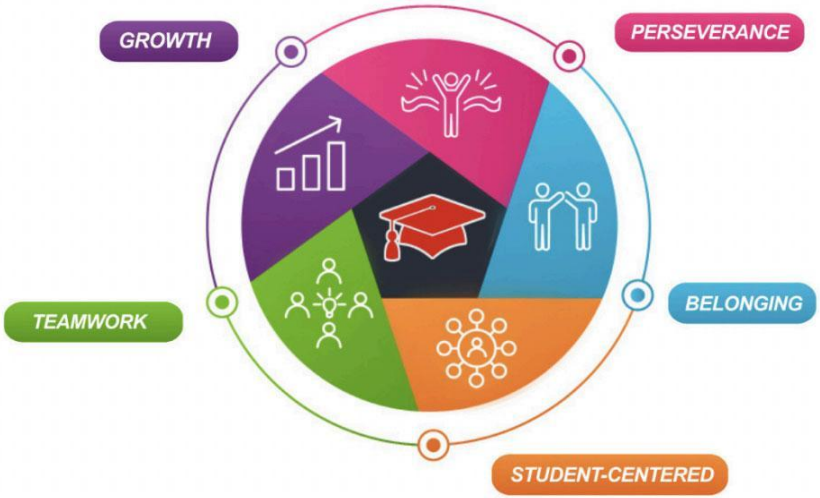
Allan Parsells	Ronn Seamon	Kevin Briles
Owner and Founder	Owner	Vice President - Operations and Partnerships
Capstone Medical Services, LLC	Capstone Medical Services, LLC	Capstone Medical Services, LLC

Kingsway Regional School District

Kingsway Regional Middle School Professional Development Plan 2025-2026

School Name	Principal's Name	Plan Dates
Kingsway Regional Middle School	**Brian Tonelli**	**July 1, 2025-June 30, 2026**

The 2025-2026 district professional development plan (PDP) aligns with Kingsway's strategic plan. It integrates feedback from stakeholders (surveys, focus groups, faculty/staff feedback) and quantitative academic data (local performance data, state standardized tests, special education reports). The purpose of the plan is to guide the professional development of our faculty, staff, and school leaders and to provide a focus for sustained improvement as a district. It is our commitment to excellence that fuels our mission to engage students within a diverse and nurturing community dedicated to our *Vision for Excellence*: *to successfully prepare students for their unique path in life.* This plan targets strategic plan aims and goals in priorities one and two related to ***improving student outcomes for the continuum of learners*** and ensuring adequate resources and supports for ***students' behavioral, social, and emotional well-being,*** respectively.



Kingsway Regional School District

Kingsway Regional Middle School Professional Development Plan 2025-2026

Goal 1: Academic Tiered System of Supports
From September 2025 through June 2026, Kingsway Regional Middle School will continue to operationalize tiered academic supports by: • Implementing and monitoring Academic Tier 1 Action Plans developed by building-based Academic Data Teams and PLTs to ensure at least 80% of students reach proficiency in the targeted ELA and Math skills or concepts. • Facilitating professional development that strengthens faculty assessment and data literacy, equipping PLTs to apply a data protocol to identify students in need of Tier 2 interventions and deliver small-group, classroom-based support.
Goal 1 Rationale
Student achievement data—in Action Plan Skill Checks, MAP Growth, NJGPA, and NJSLA—reveals persistent proficiency gaps despite solid growth. Walk-throughs and teacher discussions confirm a need to deepen differentiated pedagogy. Sustaining evidence-based, high-quality Tier 1 instruction and launching teacher-led Tier 2 supports will strengthen learning outcomes and foster equity. This work aligns with Strategic Plan priorities: P.1 A.1 G.1-3; P.1 A.3 G.2; P.4 A.1 G.1-2. • **MAP Growth Overview:** While Grades 7–10 broadly met Fall-to-Spring MAP growth targets in Math and Reading, students with disabilities did not show consistent growth across all grades and subjects. For example, Grade 7 SWD fell from an MGP of 29 to 21 in Math and from 35 to 31 in Reading, and Grade 10 SWD plateaued at an MGP of 32 in Math. In particular, SWD in Grade 8 and Grade 9 Math exceeded targets by over 40 percentile points. • **Tier 1 Instruction:** Despite strong growth related to targeted skills, proficiency remains uneven. The SY 25-26 final Tier 1 action plan skill-checks indicated proficiency in Grade 7–8 Math at 48.7% and ELA at 70.5%. • **Spring 2025 NJSLA Insights:** Middle-school cohorts in Math 7, Math 8, and Geometry 8 showed modest gains.

Goal 1 Professional Learning Activities	
District and Building Administrators, Instructional Coaches, Department Chairs, Data	• Define Cycles and Timeline: Phase Tier 1 planning from Data Teams → PLTs (Data Teams co-lead Cycles 1–2; PLTs take full ownership in Cycle 3). • Co-lead cycles 1 & 2 Tier 1 action-plan meetings (admin and data team members) • Develop professional training and materials on NJTSS data-driven problem-solving (analyzing skill-check results,

Team Members	identifying root cause skill gaps, selecting Tier 2 strategies). ● Specify data-tool training for LinkIt! dashboards to build independence after the facilitated cycles. ● Share subgroup MAP/NJGPA/NJSLA data and Skill Check reports with Data Teams and PLTs. Use LinkIt! (wherever possible) to streamline data access and insights. ● Reserve and communicate dedicated PLT and common prep time. ● Review cycle skill-check results and Tier 2 group progress; collaborate with interventionists on Tier 3 lab referrals that complement classroom work. ● Lead Data-Driven Workshops: Facilitate the sessions each cycle on analyzing common assessments, pinpointing root causes (e.g., skills vs. engagement). ● Model Instructional Moves: Demonstrate Tier 1 differentiation routines and in-class Tier 2 small-group strategies in live classrooms and via job-embedded coaching.
Instructional Faculty	● Deliver High-Quality Tier 1 Instruction: Implement G.R.E.A.T. routines plus Tier 1 skill checks every cycle. ● Improve capacity to launch teacher-led Tier 2 instruction: Form in-class small groups for students below benchmarks, seek to address the root cause of the learning gap to guide strategy selection. ● Progress monitor Tier 1 and Tier 2 outcomes from skill-checks and data-based PLTs notes ● Attend all PLT data workshops; contribute student work samples and in-class observations. ○ Cycles 1 & 2: Implement action plans developed by Data Teams; administer Skill Checks and analyze data ○ Cycle 3 & onward: Lead full analysis of skill-check data, set 80% proficiency targets, and design Tier 1 instructional adjustments. Share each cycle's action plan, student outcomes, and intervention decisions.

Goal 2: Social-Emotional & Behavioral (SEB) Tiered System of Supports

From September 2025 through June 2026, Kingsway Regional Middle School will support building-based School Safety and Climate Teams to utilize HIB, discipline, attendance, and/or BESS data to inform the development, implementation, and progress monitoring of Social Emotional Behavioral (SEB) Tier 2 Action Plans.
Strategic Plan Alignment— P.1 A.2 G.2; P.2 A.3 G.1

Goal 2 Rationale	

Patterns of chronic absenteeism, disproportionate repeat discipline, and student feedback indicating gaps in conflict-resolution skills and stress management signal a need for targeted Tier 2 social-emotional and behavioral supports. Addressing these indicators through data-driven SEB action plans promotes equitable outcomes for students most affected by attendance, behavior, and climate concerns.
 	
• Discipline (KRMS) - 12 repeat tier III and tier IV violators. 11 of the 12 repeat offenders were minority students. Conflict resolution was the root of the majority of the offenses.
 	
• Core Values (KRSD) - Based on SY24-25 district survey:
  ○ 22% of students disagree or strongly disagree that the school helps build students' conflict resolution skills.
  ○ 43% disagree or strongly disagree that the school places a priority on helping students handle stress.
  ○ 46% of students disagree or strongly disagree that students are treated the same by each other, regardless of their differences.	

Goal 2 Professional Learning Activities	
Principals, Assistant Principals, Director of School Counseling, Director of Special Services, and the School Safety and Climate Teams	• Monitor and analyze student disciplinary and attendance data on a consistent and frequent basis at the building level to identify patterns and trends; share out at faculty meetings • Facilitate the analysis of BESS, disciplinary, HIB, and attendance data at the School Safety and Climate teams • Create a Tier 2 SEB action plan template • Train school and wellness counselors and child study team members in a menu of evidence-based Tier 2 interventions (e.g., Check-in/Check-out, Check & Connect, small-group SEL curricula, restorative conferencing, attendance mentoring) and in monitoring fidelity and impact • Develop SEB Tier 2 Action plans at each building to address identified SEB needs of small groups of students
School Counselors and Child Study Team Members	• Build capacity with progress-monitoring tools, i.e., behavioral goal tracking, attendance response dashboards, and on progress monitoring cycles to refine small group supports

	• Use data to inform action steps to support identified student needs • Provide small group counseling as per Tier 2 action plans • Monitor implementation in collaboration with district and building administrators and report back to School Safety and Climate Teams

PD Required by Statute or Regulation | State-mandated PD Activities

All state-mandated professional development activities required for school faculty, staff, and school leaders by the state of NJ are outlined HERE. Then the District will distribute these required PD requirements through Vector and other means that best meet the stated requirements.

Resources & Justification

Resources: A portion of the District's budget has been allotted to meet the needs documented in this professional development plan. The allocation will come from state and federal dollars (i.e., Title I, Title IIA, etc.). Funds will cover costs for necessary staffing to support the professional development of faculty and staff, external providers/consultants, materials, technology resources, travel expenses, subscriptions to online resources, and staff stipends, when necessary. The plan controls expenses by relying largely on in-district expertise to provide specified activities and training (i.e., Department Supervisors, Instructional Coaches, Teacher Leaders, School Leaders, District Leaders, etc.). The Kingsway Regional School District employee contract stipulates that eight (8) full days during the school year will be dedicated to in-service. Three (3) Mondays each month will be extended to include 40 minutes for professional learning/collaboration. Additionally, the district employs the following to enhance teacher professional learning and collaboration: team time at the middle school, opportunities for out-of-district workshops, extended-day professional learning workshops (PLWs), online professional development library, instructional coaching, informal walkthroughs, and a flexible professional development option (Dragon Hours) that meets the unique professional development needs of the educator.

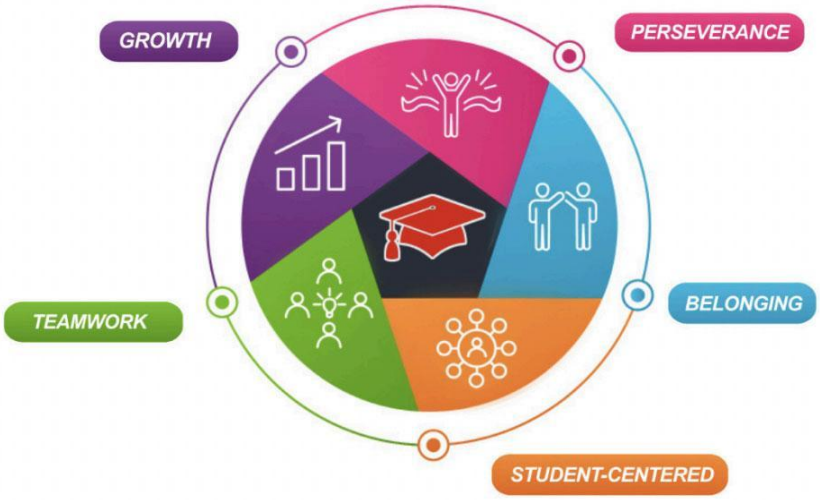
Justification: Student results gathered from various assessments (i.e., district benchmarks, EOY grades, state reports, BESS, etc.), feedback from building-level School Improvement Panels (ScIPs), faculty and student discussions, annual teacher observations and evaluations, survey feedback, focus groups, and parent advisory committees have confirmed that the district should work to focus on the above-noted goal areas to improve student outcomes and experiences. The use of data at all levels of the organization is a critical part of this conversation that must be fostered better to understand the needs and direction of the district. Kingsway Regional School District will, through professional learning, facilitate dialogue and a variety of supports, emphasizing the importance of all district initiatives to safeguard the well-being of the students, faculty, staff, and community. Importance will be placed on the connection between and among elements of the instructional core (the teacher, the student, and the content) and the implementation of G.R.E.A.T. Instruction in each classroom. The district also recognizes the need to ensure that the whole child is considered when assessing student outcomes, which is why social-emotional, behavioral, and attendance concerns are included in this plan.

Kingsway Regional School District

High School Professional Development Plan 2025-2026

School District Name	Principal Name	Plan Dates
Kingsway Regional High School	Stefanie Fox-Manno	July 1, 2025-June 30, 2026

The 2025-2026 high school professional development plan (PDP) aligns with Kingsway's strategic plan. It integrates feedback from stakeholders (surveys, focus groups, faculty/staff feedback) and quantitative academic data (local performance data, state standardized tests, special education reports). The purpose of the plan is to guide the professional development of our faculty, staff, and school leaders and to provide a focus for sustained improvement as a school and district. It is our commitment to excellence that fuels our mission to engage students within a diverse and nurturing community dedicated to our *Vision for Excellence*: *to successfully prepare students for their unique path in life.* This plan targets strategic plan aims and goals in priorities one and two related to ***improving student outcomes for the continuum of learners*** and ensuring adequate resources and supports for ***students' behavioral, social, and emotional well-being,*** respectively.



Kingsway Regional School District

High School Professional Development Plan 2025-2026

Goal 1: Academic Tiered System of Supports

From September 2025 through June 2026, the high school will continue to operationalize tiered academic supports by:

- Implementing and monitoring Academic Tier 1 Action Plans developed by building-based Academic Data Teams and PLTs to ensure at least 80% of students reach proficiency in the targeted ELA and Math skills or concepts.
- Facilitating professional development that strengthens faculty assessment and data literacy, equipping PLTs to apply a data protocol to identify students in need of Tier 2 interventions and deliver small-group, classroom-based support.

Goal 1 Rationale

Student achievement data—in Action Plan Skill Checks, MAP Growth, NJGPA, and NJSLA—reveals persistent proficiency gaps despite solid growth. Walk-throughs and teacher discussions confirm a need to deepen differentiated pedagogy. Sustaining evidence-based, high-quality Tier 1 instruction and launching teacher-led Tier 2 supports will strengthen learning outcomes and foster equity. This work aligns with Strategic Plan priorities: P.1 A.1 G.1-3; P.1 A.3 G.2; P.4 A.1 G.1-2.

- **MAP Growth Overview:** While Grades 9–10 broadly met Fall-to-Spring MAP growth targets in Math and Reading, students with disabilities did not show consistent growth across all grades and subjects. For example, Grade 10 SWD plateaued at an MGP of 32 in Math. In particular, SWD in Grade 9 Math exceeded targets by over 40 percentile points.
- **Tier 1 Instruction:** Despite strong growth related to targeted skills, proficiency remains uneven. The SY 25-26 final Tier 1 action plan skill-checks indicated the following: students in HS Alg 1, Geometry, or Algebra II averaged 60.7% proficiency in Math and 53.4% proficiency in ELA, indicating that more than 20% of students have not yet mastered targeted skills.
- **Spring 2025 NJGPA Trends:** District NJGPA proficiency rose to 69% in Math and 85% in ELA, but significant subgroup declines among Black/AA and Hispanic/Latino students highlight the need for targeted support.
- **Spring 2025 NJSLA Insights:** High-school Algebra and Grade 9 ELA proficiency declined markedly. Year 1 of our SY 25–26 plan must therefore sustain successful Tier 1 practices in lower grades, reinforce algebra foundations at the secondary level, and launch targeted Tier 2 interventions—especially for Algebra I, Grade 9 ELA, and other under-performing cohorts.

Kingsway Regional School District

High School Professional Development Plan 2025-2026

Goal 1 Professional Learning Activities	
District and Building Administrators, Instructional Coaches, Department Chairs, Data Team Members	• Define Cycles and Timeline: Phase Tier 1 planning from Data Teams → PLTs (Data Teams co-lead Cycles 1–2; PLTs take full ownership in Cycle 3). • Co-lead cycles 1 & 2 Tier 1 action-plan meetings (admin and data team members) • Develop professional training and materials on NJTSS data-driven problem-solving (analyzing skill-check results, identifying root cause skill gaps, selecting Tier 2 strategies). • Specify data-tool training for LinkIt! dashboards to build independence after the facilitated cycles. • Share subgroup MAP/NJGPA/NJSLA data and Skill Check reports with Data Teams and PLTs. Use LinkIt! (wherever possible) to streamline data access and insights. • Reserve and communicate dedicated PLT and common prep time. • Review cycle skill-check results and Tier 2 group progress; collaborate with interventionists on Tier 3 lab referrals that complement classroom work. • Lead Data-Driven Workshops: Facilitate the sessions each cycle on analyzing common assessments, pinpointing root causes (e.g., skills vs. engagement). • Model Instructional Moves: Demonstrate Tier 1 differentiation routines and in-class Tier 2 small-group strategies in live classrooms and via job-embedded coaching.

Instructional Faculty	• Deliver High-Quality Tier 1 Instruction: Implement G.R.E.A.T. routines plus Tier 1 skill checks every cycle.
	• Improve capacity to launch teacher-led Tier 2 instruction: Form in-class small groups for students below benchmarks, seek to address the root cause of the learning gap to guide strategy selection.
	• Progress monitor Tier 1 and Tier 2 outcomes from skill-checks and data-based PLTs notes
	• Attend all PLT data workshops; contribute student work samples and in-class observations.
	  ○ Cycles 1 & 2: Implement action plans developed by Data Teams; administer Skill Checks and analyze data
	  ○ Cycle 3 & onward: Lead full analysis of skill-check data, set 80% proficiency targets, and design Tier 1 instructional adjustments. Share each cycle's action plan, student outcomes, and intervention decisions.

Kingsway Regional School District

High School Professional Development Plan 2025-2026

Goal 2: Social-Emotional & Behavioral (SEB) Tiered System of Supports

From September 2025 through June 2026, the district will support building-based School Safety and Climate Teams to utilize HIB, discipline, attendance, and/or BESS data to inform the development, implementation, and progress monitoring of Social Emotional Behavioral (SEB) Tier 2 Action Plans.
Strategic Plan Alignment— P.1 A.2 G.2; P.2 A.3 G.1

Goal 2 Rationale

Patterns of chronic absenteeism, disproportionate repeat discipline, and student feedback indicating gaps in conflict-resolution skills and stress management signal a need for targeted Tier 2 social-emotional and behavioral supports. Addressing these indicators through data-driven SEB action plans promotes equitable outcomes for students most affected by attendance, behavior, and climate concerns.

- Attendance (KRHS) - Student absences provide important information about a school's culture and climate. Research shows that absences impact a student's ability to succeed in school. Chronic absenteeism is defined as being absent for 10% or more of the days enrolled during the school year. Over the past four years, the high school has experienced attendance rates over the 10% threshold (with the latest chronic absenteeism percentage as 13.29%). Student groups specifically over the 10% threshold are as follows: Hispanic, Black/AA, Two or More Races, White, SWD, and ED.

- HIB (KRHS) - All 10 HIB violations at the high school in the 24-25 SY focused on the following protected classes: race, gender, and gender identity or expression.

- Discipline (KRHS) - 19 repeat Tier III and Tier IV violators. 13 of the 19 (68%) repeat offenders were SWD students. These repeat offenses were incitement to fight, fighting, threats, and substance abuse. Conflict resolution and social/emotional well-being were at the root of these offenses.

- Core Values (KRSD) - Based on SY24-25 district survey:
    - 22% of students disagree or strongly disagree that the school helps build students' conflict resolution skills.
    - 43% disagree or strongly disagree that the school places a priority on helping students handle stress.
    - 46% of students disagree or strongly disagree that students are treated the same by each other, regardless of their differences.

Kingsway Regional School District

High School Professional Development Plan 2025-2026

Goal 2 Professional Learning Activities	
Principals, Assistant Principals, Director of School Counseling, Director of Special Services, and the School Safety and Climate Teams	• Monitor and analyze student disciplinary and attendance data on a consistent and frequent basis at the building level to identify patterns and trends; share out at faculty meetings • Facilitate the analysis of BESS, disciplinary, HIB, and attendance data at the School Safety and Climate teams • Create a Tier 2 SEB action plan template • Train school and wellness counselors and child study team members in a menu of evidence-based Tier 2 interventions (e.g., Check-in/Check-out, Check & Connect, small-group SEL curricula, restorative conferencing, attendance mentoring) and in monitoring fidelity and impact • Develop SEB Tier 2 Action plans at each building to address identified SEB needs of small groups of students
School Counselors and Child Study Team Members	• Build capacity with progress-monitoring tools, i.e., behavioral goal tracking, attendance response dashboards, and on progress monitoring cycles to refine small group supports • Use data to inform action steps to support identified student needs • Provide small group counseling as per Tier 2 action plans • Monitor implementation in collaboration with district and building administrators and report back to School Safety and Climate Teams

PD Required by Statute or Regulation | State-mandated PD Activities
All state-mandated professional development activities required for school faculty, staff, and school leaders by the state of NJ are outlined HERE. Then the District will distribute these required PD requirements through Vector and other means that best meet the stated requirements.

Kingsway Regional School District

High School Professional Development Plan 2025-2026

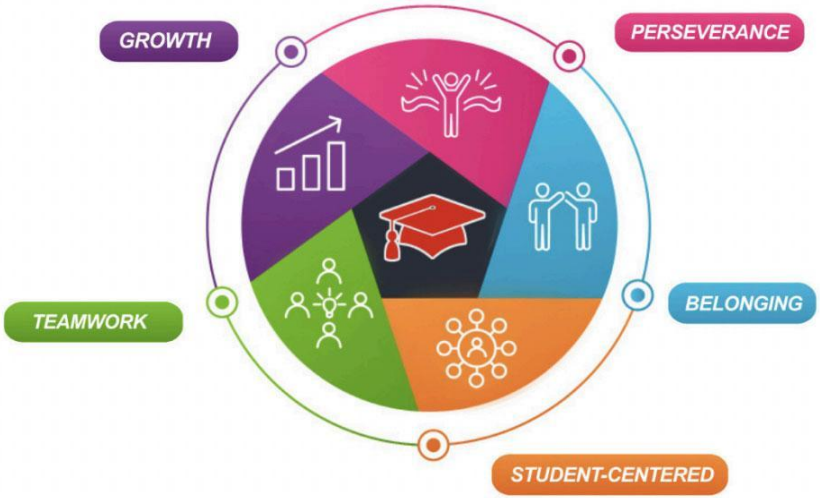
Resources & Justification
Resources: A portion of the District's budget has been allotted to meet the needs documented in this professional development plan. The allocation will come from state and federal dollars (i.e., Title I, Title IIA, etc.). Funds will cover costs for necessary staffing to support the professional development of faculty and staff, external providers/consultants, materials, technology resources, travel expenses, subscriptions to online resources, and staff stipends, when necessary. The plan controls expenses by relying largely on in-district expertise to provide specified activities and training (i.e., Department Supervisors, Instructional Coaches, Teacher Leaders, School Leaders, District Leaders, etc.). The Kingsway Regional School District employee contract stipulates that eight (8) full days during the school year will be dedicated to in-service. Three (3) Mondays each month will be extended to include 40 minutes for professional learning/collaboration. Additionally, the district employs the following to enhance teacher professional learning and collaboration: PLT time during SMART, opportunities for out-of-district workshops, extended-day professional learning workshops (PLWs), online professional development library, instructional coaching, informal walkthroughs, and a flexible professional development option (Dragon Hours) that meets the unique professional development needs of the educator. **Justification:** Student results gathered from various assessments (i.e., district benchmarks, EOY grades, state reports, BESS, etc.), feedback from building-level School Improvement Panels (ScIPs), faculty and student discussions, annual teacher observations and evaluations, survey feedback, focus groups, and parent advisory committees have confirmed that the district should work to focus on the above-noted goal areas to improve student outcomes and experiences. The use of data at all levels of the organization is a critical part of this conversation that must be fostered better to understand the needs and direction of the district. Kingsway Regional School District will, through professional learning, facilitate dialogue and a variety of supports, emphasizing the importance of all district initiatives to safeguard the well-being of the students, faculty, staff, and community. Importance will be placed on the connection between and among elements of the instructional core (the teacher, the student, and the content) and the implementation of G.R.E.A.T. instruction in each classroom. The district also recognizes the need to ensure that the whole child is considered when assessing student outcomes, which is why social-emotional, behavioral, and attendance concerns are included in this plan.

Kingsway Regional School District

District Professional Development Plan 2025-2026

District Name	Superintendent Name	Plan Dates
Kingsway Regional School District	**Dr. James J. Lavender**	**July 1, 2025-June 30, 2026**

The 2025-2026 district professional development plan (PDP) aligns with Kingsway's strategic plan. It integrates feedback from stakeholders (surveys, focus groups, faculty/staff feedback) and quantitative academic data (local performance data, state standardized tests, special education reports). The purpose of the plan is to guide the professional development of our faculty, staff, and school leaders and to provide a focus for sustained improvement as a district. It is our commitment to excellence that fuels our mission to engage students within a diverse and nurturing community dedicated to our *Vision for Excellence*: *to successfully prepare students for their unique path in life.* This plan targets strategic plan aims and goals in priorities one and two related to ***improving student outcomes for the continuum of learners*** and ensuring adequate resources and supports for ***students' behavioral, social, and emotional well-being,*** respectively.



Kingsway Regional School District

District Professional Development Plan 2025-2026

Goal 1: Academic Tiered System of Supports

From September 2025 through June 2026, the district will continue to operationalize tiered academic supports by:

- Implementing and monitoring Academic Tier 1 Action Plans developed by building-based Academic Data Teams and PLTs to ensure at least 80% of students reach proficiency in the targeted ELA and Math skills or concepts.
- Facilitating professional development that strengthens faculty assessment and data literacy, equipping PLTs to apply a data protocol to identify students in need of Tier 2 interventions and deliver small-group, classroom-based support.

Goal 1 Rationale

Student achievement data—in Action Plan Skill Checks, MAP Growth, NJGPA, and NJSLA—reveals persistent proficiency gaps despite solid growth. Walk-throughs and teacher discussions confirm a need to deepen differentiated pedagogy. Sustaining evidence-based, high-quality Tier 1 instruction and launching teacher-led Tier 2 supports will strengthen learning outcomes and foster equity. This work aligns with Strategic Plan priorities: P.1 A.1 G.1-3; P.1 A.3 G.2; P.4 A.1 G.1-2.

- **MAP Growth Overview:** While Grades 7–10 broadly met Fall-to-Spring MAP growth targets in Math and Reading, students with disabilities did not show consistent growth across all grades and subjects. For example, Grade 7 SWD fell from an MGP of 29 to 21 in Math and from 35 to 31 in Reading, and Grade 10 SWD plateaued at an MGP of 32 in Math. In particular, SWD in Grade 8 and Grade 9 Math exceeded targets by over 40 percentile points.
- **Tier 1 Instruction:** Despite strong growth related to targeted skills, proficiency remains uneven. The SY 25-26 final Tier 1 action plan skill-checks indicated proficiency in Grade 7–8 Math at 48.7% and ELA at 70.5%. Students in HS Alg 1, Geometry, or Algebra II averaged 60.7% proficiency in Math and 53.4% proficiency in ELA, indicating that more than 20% of students have not yet mastered targeted skills.
- **Spring 2025 NJGPA Trends:** District NJGPA proficiency rose to 69% in Math and 85% in ELA, but significant subgroup declines among Black/AA and Hispanic/Latino students highlight the need for targeted support.
- **Spring 2025 NJSLA Insights:** While middle-school cohorts in Math 7, Math 8, and Geometry 8 showed meaningful gains, high-school algebra and Grade 9 ELA proficiency declined markedly. Year 1 of our SY 25–26 plan must therefore sustain successful Tier 1 practices in lower grades, reinforce algebra foundations at the secondary level, and launch targeted Tier 2 interventions—especially for Algebra I, Grade 9 ELA, and other under-performing cohorts.

Goal 1 Professional Learning Activities	
District and Building Administrators, Instructional Coaches, Department Chairs, Data Team Members	• Define Cycles and Timeline: Phase Tier 1 planning from Data Teams → PLTs (Data Teams co-lead Cycles 1–2; PLTs take full ownership in Cycle 3). • Co-lead cycles 1 & 2 Tier 1 action-plan meetings (admin and data team members) • Develop professional training and materials on NJTSS data-driven problem-solving (analyzing skill-check results, identifying root cause skill gaps, selecting Tier 2 strategies). • Specify data-tool training for LinkIt! dashboards to build independence after the facilitated cycles. • Share subgroup MAP/NJGPA/NJSLA data and Skill Check reports with Data Teams and PLTs. Use LinkIt! (wherever possible) to streamline data access and insights. • Reserve and communicate dedicated PLT and common prep time. • Review cycle skill-check results and Tier 2 group progress; collaborate with interventionists on Tier 3 lab referrals that complement classroom work. • Lead Data-Driven Workshops: Facilitate the sessions each cycle on analyzing common assessments, pinpointing root causes (e.g., skills vs. engagement). • Model Instructional Moves: Demonstrate Tier 1 differentiation routines and in-class Tier 2 small-group strategies in live classrooms and via job-embedded coaching.

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- Attendance (KRHS) - Student absences provide important information about a school's culture and climate. Research shows that absences impact a student's ability to succeed in school. Chronic absenteeism is defined as being absent for 10% or more of the days enrolled during the school year. Over the past four years, the high school has experienced attendance rates over the 10% threshold (with the latest school performance report percentage as 13.7%). Student groups specifically over the 10% threshold are as follows: Hispanic, Black/AA, Two or More Races, White, SWD, and ED.

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- Discipline (KRHS) - 19 repeat Tier III and Tier IV violators. 13 of the 19 (68%) repeat offenders were SWD students. These repeat offenses were incitement to fight, fighting, threats, and substance abuse. Conflict resolution and social/emotional well-being were at the root of these offenses.

- Discipline (KRMS) - 12 repeat tier III and tier IV violators. 11 of the 12 repeat offenders were minority students. Conflict resolution was the root of the majority of the offenses.

- Core Values (KRSD) - Based on SY24-25 district survey:
    - 22% of students disagree or strongly disagree that the school helps build students' conflict resolution skills.
    - 43% disagree or strongly disagree that the school places a priority on helping students handle stress.
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Committed to Excellence

NEW TEACHER MENTOR PROGRAM

KINGSWAY REGIONAL SCHOOL DISTRICT

Overview

The vision of Kingsway Regional School District's (KRSD) New Teacher Mentoring Program is to connect the teachers new to the field of education with an experienced teacher for a one-year mentoring partnership. This program meets the licensure requirement of New Jersey (NJ), while facilitating the growth of new teachers toward the highest levels of professional practice during their first years of teaching.

Program Goals

The goals of the mentoring program are to enhance teacher knowledge of and strategies related to:

- New Jersey Student Learning Standards (NJSLS) to facilitate student achievement and growth;
- Exemplary teaching skills and educational practices necessary to acquire and maintain excellence in teaching; and
- Duties and challenges of teaching.

Mentor Requirements

- Hold an instructional certificate
- Has at least three (3) years of experience
- Demonstrates a record of success in the classroom (e.g., a summative rating of effective or highly effective on the most recent summative evaluation)
- Understands the social and workplace norms of the school district and the community
- Understands the resources and opportunities available in the school district and can act as a referral source
- Completes a comprehensive mentor-training program that includes training on Professional Standards for Teachers, facilitating adult learning & leading reflective conversations about teaching practice, NJSLS, the District's teaching evaluation rubric, and classroom observation skills.

Professional Standards for Teachers

The Professional Standards for Teachers serve as the foundation for the New Teacher Mentoring Program and provide the following:

- **Purpose:** to ensure that all teachers have an understanding of their own frames of reference and their impact on expectations for, and relationships with, students and their families
- **Foundational Belief:** all students bring to their learning varying experiences, abilities, talents, and prior learning, as well as language, culture, and family and community values that are assets that can be used to promote student learning

Within each standard, the elements are organized under the following criteria:

- **Performances**: the aspect that can be observed and assessed in teaching practice;
- **Essential Knowledge**: the understanding that one needs to support effective practice; and
- **Critical Dispositions**: the habits of professional practice that underlie the performances and knowledge and play a key role in how teachers practice

Key themes are evident across the eleven standards. While the theme may not be explicitly stated, it can be inferred from the description of the knowledge, disposition, or performance within the standard. The integrated themes are as follows: *collaboration, communication, creativity/innovation, critical thinking/problem solving, cultural competence, multilingual learners, families and communities, individual differences, interdisciplinary/multiple perspectives, professional learning, student-directed learning, teacher responsibility, technology, and use of data to support learning.*

Standards Overview: The table below outlines each standard accordingly.

Standard	Topic	Description
1	*Learner Development*	The teacher understands how learners grow and develop, recognizing that patterns of learning and development vary individually within and across the cognitive, linguistic, social, emotional, and physical areas, and designs and implements developmentally appropriate and challenging learning experiences.
2	*Learning Differences*	The teacher uses an understanding of individual differences and diverse cultures and communities to ensure inclusive learning environments that enable each learner to meet high standards.
3	*Learning*	

	Environments	The teacher works with others to create environments that support individual and collaborative learning and that encourage positive social interaction, active engagement in learning, and self-motivation.
4	*Content Knowledge*	The teacher understands the central concepts, tools of inquiry, and structures of the discipline(s) he or she teaches, particularly as they relate to the Common Core Standards and the New Jersey Core Curriculum Content Standards, and creates learning experiences that make these aspects of the discipline accessible and meaningful for learners to assure mastery of the content.
5	*Application of Content*	The teacher understands how to connect concepts and use differing perspectives to engage learners in critical thinking, creativity, and collaborative problem-solving related to authentic local and global issues.
6	*Assessment*	The teacher understands and uses multiple methods of assessment to engage learners in examining their own growth, to monitor learner progress, and to guide the teacher's and learners' decision-making.
7	*Planning for Instruction*	The teacher plans instruction that supports every student in meeting rigorous learning goals by drawing upon knowledge of content areas, curriculum, cross-disciplinary skills, and pedagogy, as well as knowledge of learners and the community context.
8	*Instructional Strategies*	The teacher understands and uses a variety of instructional strategies to encourage learners to develop a deep understanding of content areas and their connections, and to build skills to apply knowledge in meaningful ways.
9	*Professional Learning*	The teacher engages in ongoing individual and collaborative professional learning designed to impact practice in ways that lead to improved learning for each student, using evidence of student achievement, action research, and best practice to expand a repertoire of skills, strategies, materials, assessments, and ideas to increase student learning.
10	*Leadership and Collaboration*	The teacher seeks appropriate leadership roles and opportunities to take responsibility for student learning, to collaborate with learners, families, colleagues, other school professionals, and community members to ensure learner growth, and to advance the profession
11	*Ethical Practice*	The teachers act under legal and ethical responsibilities and use integrity and fairness to promote the success of all students.

NJ Administrative Code: http://www.state.nj.us/education/code/current/title6a/chap9.pdf

Program Requirements

Meeting Requirements

- Planned, weekly, **in-person one-on-one meetings no less than 30 minutes for a span of a minimum of 30 weeks** and based on the new teacher certification as noted below:
  - **Certificate of Eligibility w/ Advanced Standing (CEAS):** one-to-one meetings at least twice (2) per week for the first four (4) weeks of the teaching assignment
  - **Certificate of Eligibility (CE):** one-to-one meetings at least twice (2) per week for the first eight (8) weeks
- Meetings *must* include support and activities based on the non-tenured teacher's individual needs and be aligned with the **Professional Standards for Teachers.**

Mentor Logs & Compensation

Mentors are required to log their required 30-week mentoring as outlined above. This log serves as documentation that will allow the mentee to receive his/her required standard teaching certification and can be found in the Google Drive HERE. The mentor must submit a mentoring log to the building principal that includes details on the following:

- the initial weekly meetings per licensure noted above
- The **New Teacher Mentor Program: Mentee Pre-Assessment/Self-Assessment**
- details that outline supports and activities that are aligned with the Professional Standards for Teachers
- a minimum of 2-3 peer observations between the mentor and mentee

- a minimum of 1-2 joint participations at a Professional Development opportunity.
- The **New Teacher Mentor Program: Mentee Post-Assessment/Self-Assessment**

In addition, the mentoring log serves as evidence that allows the mentor to receive payment at the end of the 30 weeks. The administrative office of each school district is responsible for overseeing the payment of mentors. Payment may not be conferred directly from mentee to mentor and cannot be waived. Therefore, once the payment form has been submitted, the district will begin to deduct monthly from each mentee's pay. Mentoring fees are below and are based on the mentee's certification.

- **$550** for novice teachers in the provisional teacher program who are hired under a CEAS

- **$1000** for novice teachers in the provisional teacher program who are hired under a CE. The rationale is that Alternate Route teachers should receive more intensive support, particularly at the beginning of their assignment.

Calendar of Required Activities & Events

Mentor Program Calendar	
May/June	• Building principal seeks interest/identifies mentors. • Mandatory Mentor Training – in Vector.
June - August	• Mentor partnerships are selected, and individuals involved are notified by the school principal/designee. • The mentoring plan was approved in August by the BOE. • New Teacher Orientation (mentor/mentee/DC introduction)
	• The principal at each building meets with mentors to review expectations for mentoring throughout the year. • The building principal/designee communicates a list of mentees and mentors for the current school year to the HR office. • Signed payment forms are submitted to the district office • Individual pairs of mentors and new teachers establish a schedule of ongoing one-to-one meetings for the upcoming school year that includes meeting twice/week for the first 4-8 weeks (per certification) and once/week for a minimum of 30 weeks. • The mentor provides the **New Educator Mentor Program: Mentee Pre-Assessment/Self Assessment** to the mentee and debriefs on results to identify areas of strength and areas of focus
October - December	• Mentors engage in peer observation training in Vector. • Mentor and mentee attend a PLW, webinar, or other PD opportunity together. • New teacher observes mentor's classroom • The principal at each building meets with mentees 1:1 to check in and assess any needs.
January	• Mentor observes the new teacher's classroom and provides robust feedback • The principal holds a mentor meeting to check in and assess needs.
March/April	• The principal at each building meets with mentees 1:1 to check in and assess any needs.
May	• Mentor provides the **New Educator Mentor Program: Mentee Post-Assessment/Self-Assessment** to the mentee and debriefs on areas of growth and areas of continued focus • Final logs are submitted to the building-level principal/designee for review and signature and forwarded to the district office.

Monthly Mentoring Topics and Activities

In addition to the above-mentioned activities and events, the following are month-by-month listings of discussion topics and activities designed to promote interaction between mentors and new teachers. The topics were selected, in part, to correspond with activities and events occurring during the school year. Topics and activities were also selected for the list based on research on the needs of new teachers and the experiences reported by mentors and new teachers. The topics below ***must appear on mentoring logs*** when submitted to the district, but are not an exhaustive list.

Mentors and new teachers are encouraged to review these topics as a collaborative team, to modify the list as needed, and create other activities that will maximize the development of their relationship and the professional growth of the new teacher.

Month(s)	Topics/Activities
September/October	**Teaching & Learning:** ● Discuss the district's Grading Practices, Reassessments, & Parent Communication expectations. ● Review where to locate curricula and expectations for annual updates. ● Discuss basic daily instructional expectations: attendance, Genesis, classroom norms, Schoology, Lesson Plan 101/Co-Teacher Lesson Plans; Accessing 504s, IEPs, G&T, ILPs, etc.; LinkIT! ● Discuss MAP Assessment and how to use results to guide instruction. ● Review a lesson plan together and discuss strategies to ensure smooth implementation. ● Assist with emergency lesson plans. ● Share positive student-teacher relationship-building techniques. **Observation/Evaluation:** ● Discuss expectations for completion and submission of SGOs. **Professional Learning & Development:** ● Administer the **New Educator Mentor Program: Mentee Pre Assessment/Self Assessment** & discuss areas of strength and areas of focus. ` ● Discuss the district and building professional development goals. ● Review professional development supports/opportunities like PLTs, PLWs, Dragon Hours, supervisors, department chairs, etc. ● Discuss the purpose and importance of reviewing Supervisor's Corner and Principal Newsletters. **Policies/Procedures:** ● Set meeting dates for Semester I and begin agendas. ● Discuss preferred communication methods. ● Discuss the annual required mandated training in Vector. **Other:** ● Review the district's vision, mission, core values, and strategic plan – Vision for Excellence. ● Show the location of resources (classroom supplies, phone lists, online forms, copy machines, lab materials, and other teacher resources). ● Share first day/week activities and survival tips; guide organizing the first day & first week. ● Discuss staff norms such as professionalism, dress code, faculty room banter, lunch, and the social events which occur throughout the year ● Introduce your mentee to other teachers, particularly staff members in their department and in proximity to their room. ● Review back-to-school night activities and preparation.
November/December	**Teaching & Learning:** ● Discuss concerns/successes of students and how to troubleshoot any issues that are arising. ● Discuss home communications & ideas to strengthen home/school connections, postcards home, e-mail, communications, newsletters, tips to parents, etc. Remember, these can be used to acknowledge something a student is doing right or well, not always as a means to correct a behavior or discuss a concern. ● Focus on elements of G.R.E.A.T. Instruction and how this connects to observation, evaluation, professional development, etc. ● Discuss how to create reliable and valid assessments and what to do with the information. ● Reflect on a lesson that did not go "as planned" and what adjustments could be made to ensure a more effective implementation. **Observation/Evaluation:**

	• Discuss formal vs. walk-through observations. • Provide examples of "applying" in the context of the district's targeted observation elements and explain the major difference between applying and developing. • Review the expectations for tracking professional development (i.e., 20 hours). **Professional Learning & Development:** • New teacher observes mentor's classroom. • Debrief on how PLT and department meetings are going. • Revisit the self-assessment and reflect on Professional Standards for Teachers. • Mentor and mentee attend a professional development opportunity together. **Policies/Procedures:** • Continue with established meetings and agendas.
January/February	**Teaching & Learning:** • Review the district's Grading Practices, Reassessments, & Parent Communication expectations. • Discuss concerns/successes of students and how to troubleshoot any issues that are arising. • Discuss what routines/classroom management plans are not working and how to reset expectations and routines for semester 2. • Discuss semester grades and ensure the appropriate number of grades in the gradebook that reflect students' academic skill level. • Discuss MAP Assessment results and how to use them to guide instruction. • Review curriculum revision suggestions/updates. **Observation/Evaluation:** • Mentor observes the new teacher's classroom and provides robust feedback. **Professional Learning & Development:** • Discuss the highs and lows of the semester and adjustments that could be made moving into Semester 2. • Revisit the self-assessment and reflect on Professional Standards for Teachers. • Attend a PD session together; reflect on the session together, and implement a strategy learned. • Look for potential workshops or classes to enroll in to help guide your mentee in areas they wish to pursue or may want additional strategies or knowledge. **Policies/Procedures:** • Establish times for mentor/mentee meetings for Semester 2.

March/April	**Teaching & Learning:** • Discuss concerns/successes of students and how to troubleshoot any issues that are arising. • Discuss summer assignments. • Discuss the recommendation procedure for students. **Observation/Evaluation:** • Have the mentee visit another teacher's classroom. Inquire about what they liked, what they thought might work well for them, and observations they made about how the teacher related to the students. • Review the summative process and assist them with their preparation. Assist with closing out the teacher's SGO by the end of March. **Professional Learning & Development:**

	• Revisit the self-assessment and reflect on Professional Standards for Teachers. • Review their PDP and discuss their goals and if they feel they are on track to accomplish them; start compiling ideas about their goals for next year. **Policies/Procedures:** • Continue with established meetings and agendas. • Review ordering procedures for the upcoming year.
May	**Teaching & Learning:** • Review the district's Grading Practices, Reassessments, & Parent Communication expectations. Discuss strategies for dealing with spring fever and senioritis. • Discuss upcoming testing and the importance of following protocol, procedure, and expectations. • Discuss final grading procedures. **Observation/Evaluation:** • Debrief on observation and evaluation feedback this year. **Professional Learning & Development:** • Administer the New Educator Mentor Program: Mentee Post-Assessment/Self-Assessment & discuss reflection. • Review Teacher Summer Academy Offerings. • Discuss goals that the mentee may wish to work on for the next year based on feedback given at their summative evaluation. **Policies/Procedures:** • Discuss closing the classroom for the end of the year and check-out procedures. **Other:** • Discuss end-of-the-year district and building-level activities, including banquets, prom, graduation, etc. • Celebrate the year's accomplishments! • Submit a detailed mentoring log.

Roles and Responsibilities

Although not an exhaustive list, the following information serves to outline the basic roles of individuals as it relates to the mentoring program.

Who?	Roles & Responsibilities
Mentor	• Participates in the district mentor training program • Ensures a strong start to the year (meet with mentee at least twice a week for the first 4-8 weeks, depending upon the certification of the mentee) • Understands all requirements of the new teacher mentoring program • Has a comprehensive understanding of the Professional Standards for Teachers and uses it as a foundation for mentoring through reflection, activities, feedback, and related resources (i.e., articles, exemplar lessons, etc.) • Maintains an accurate and detailed log and ensures all required supports, activities, and topics are discussed and executed • Maintains a schedule of all meetings and related agendas • Provides resources that support • Communicates effectively and professionally with the mentee • Serves as a professional role model by remaining positive about the profession and the district and by abiding by all district policies • Articulates and models effective classroom practice

	• Fosters a confidential, trusting relationship
Mentee	• Plays an active role in the mentoring relationship • Attends and is prepared for weekly one-on-one meetings with mentor • Critically reflects on his/her own practices based on mentor feedback and adjusts as needed • Attends PD to grow
Principal	• Identifies individuals who would be effective mentors • Assigns and oversees mentor partnerships • Holds identified mentor and mentee meetings for check-ins throughout the year • Understands all requirements of the new teacher mentoring program and serves as the direct resource for mentors and mentees when applicable • Fosters a collegial school culture for mentor partnerships to flourish • Ensures the mentoring plan is being implemented accordingly • Organizes training for mentors • Communicates program requirements and expectations to mentees • Stays abreast of state changes to mentoring requirements • Supervises and communicates appropriate information with ScIP throughout the year as it relates to mentoring • Addresses any issues that may arise with mentoring partnerships or the program • Collects mentor payment forms, reviews for accuracy, and submits to the district office • Collects mentor logs, reviews for accuracy, and submits to the district office

Confidentiality

The mentee must be able to discuss problems openly with the mentor so that they may be addressed in a timely and informed manner. The mentor is not an evaluator of the mentee but, rather, a collaborator with the new teacher. Should any concerns arise that impact the well-being of the employee or students, however, contact the principal immediately.

Mentoring from another District

If a new teacher leaves the district during the initial provisional year and begins to work in another New Jersey district, the first district will need to report the amount of mentoring that occurred so that the teacher is able to complete the mentoring requirement in the new district. In addition, the new district will have to decide about the mentoring fees still owed. To access the *Mentoring Transfer Template* or to review information related to the requirements of the teacher and/or district to be used for new teachers leaving the district before they have completed the minimum 30 weeks, please click HERE.

Kingsway Regional School District

New Jersey
ACCESS Score Report
Fall 2026

Board of Education Presentation
August 2026

ACCESS for Multilingual Students (ML)
Grades 7-12

What is Tested?

- Oral Language - 50% Listening + 50% Speaking
- Literacy - 50% Reading + 50% Writing
- Comprehension - 70% Reading + 30% Listening



ACCESS Performance Levels

Level 1	Level 2	Level 3	Level 4	Level 5	Level 6
Entering	**Emerging**	**Developing**	**Expanding**	**Bridging**	**Reaching**

Summary: ACCESS for Multilingual Students (ML)

Highlights	Areas of Focus	Next Steps

• All students in the ESL program completed a **2-week prep**
• **5 students exited** ESL program (tested out)
• Information shared with families in their **primary language**
• **Dedicate school counselor** with monitoring of progress towards graduation and planning for post graduation.
	• Continue to **identify opportunities** for ML students
	  ◦ World Language placment and honor societies
	  ◦ Expanded opportunities to earn Seal of Billiteracy (NJ & Global)
	• Improved **partnerships** with parents of students in the ESL program, (ie, program benefits, entry/exit criteria, support at home, etc.)
		• Continue to plan ACCESS test administration that provides the **best testing environment**
		• Refine program model from ESL to ***High intensity ESL***, which provides two or more class periods of English instruction every day from a certified ESL teacher

Data Appendix



Notes: Percentages may not total 100 due to rounding.

ACCESS

SPRING 2025 | n = 52

	Subject	Entering	Emerging	Developing	Expanding	Bridging	Reaching
Domain	Listening	8	5	10	9	6	14
	Speaking	12	10	25	4	1	0
	Reading	7	19	13	2	6	5
	Writing	2	6	36	7	1	0
50% Listening + 50% Speaking	Oral Language	9	8	17	15	3	0
50% Reading + 50% Writing	Literacy	2	14	25	9	2	0
70% Reading + 30% Listening	Comprehension	7	13	11	6	9	6

SPRING 2026 | n = 37

	Subject	Entering	Emerging	Developing	Expanding	Bridging	Reaching
Domain	Listening	2	1	11	5	7	11
	Speaking	3	8	25	1	0	0
	Reading	3	5	8	5	5	11
	Writing	3	1	32	1	0	0
50% Listening + 50% Speaking	Oral Language	1	7	16	10	3	0
50% Reading + 50% Writing	Literacy	2	2	22	10	1	0
70% Reading + 30% Listening	Comprehension	0	2	12	8	4	11

ACCESS

by Race/Ethnicity: Hispanic students | n = 28

Subject	Level 1 Entering	Level 2 Emerging	Level 3 Developing	Level 4 Expanding	Level 5 Bridging	Level 6 Reaching
Listening	1	1	12	3	5	6
Speaking	3	8	17	0	0	0
Reading	2	5	7	5	4	5
Writing	2	0	26	0	0	0
Oral Language	1	7	12	6	2	0
Literacy	2	1	20	5	0	0
Comprehension	1	1	11	5	5	5

*** While reports are required to disaggregate subgroup data, the n-size for reporting of all subgroups is less than 10. Therefore, suppression rules apply to protect student confidentiality. This relates to White, African American/Black, Asian, Pacific Islander, Hispanic, American Indian, Other as well as Economically Disadvantaged, Students with Disabilities, and Students with 504s.*

Kingsway Regional High School



2026-2027

Revised June 18, 2026

HIGH SCHOOL STUDENT HANDBOOK

Kingsway Regional School District's

Vision, Mission, and Core Values

Vision for Excellence: It is the vision of the Kingsway Regional School District to successfully prepare students for their unique path in life.

Mission: The Kingsway Regional School District, guided by our core values, engages students within a diverse and nurturing community dedicated to our Vision for Excellence.

Core Values

- **Growth:** We are committed to growing our students academically, socially, and emotionally. Through this commitment, students view the journey of education as a lifelong pursuit and continuous personal advancement beyond high school.

- **Belonging:** We are committed to ensuring every student feels included, supported, represented, valued, and celebrated at Kingsway. Through this commitment, students develop a lasting sense of worth for self and others.

- **Teamwork:** We are committed to providing a collaborative environment that invites participation and partnership from all stakeholders. Through this commitment, different perspectives and ideas are realized for the betterment of students.

- **Student-Centered:** We are committed to placing the safety, needs, and well-being of students at the forefront of decision-making. Through this commitment, the district remains focused on servicing the unique needs of every student.

- **Perseverance:** We are committed to cultivating resilience and self-reflection as students cope with life's hardships. Through this commitment, students emerge stronger and more confident as they work to achieve their goals.

Revised June 18, 2026

KINGSWAY REGIONAL SCHOOL DISTRICT

BOARD OF EDUCATION

Mrs. Jennifer Cavallaro-Fromm-Board of Education President
Mrs. Lauren Boerlin-Board of Education Vice President
Dr. Michele Blair
Mrs. Kelly Bonapfel
Mrs. Christie Callahan Comerford
Mrs. Jaclyn Dopke
Mrs. Kristen Lombardo
Mrs. Marilyn O'Rourke-Young
Mrs. Apryl Palazzo
Mr. Nicholas Rosato

DISTRICT ADMINISTRATION

Dr. James J. Lavender, Superintendent
Patricia Calandro, Assistant Superintendent
Sharon Ormsbee, School Business Administrator/Board Secretary
Robert Iocona, Chief Technology Officer
Melissa Brown, Director of Human Resources
June Cioffi, Director of Athletics
Charae Whetstone, Director of Special Services
Michael Schiff, Director of School Counseling
Suzanne Miller, Director of Food Services
Michael Schneck, Director of Transportation
Andrew Kidder, Director of Buildings & Grounds

MIDDLE SCHOOL BUILDING ADMINISTRATION

Brian Tonelli, Principal
Edward Dubbs, Assistant Principal
Mary Neyer, Assistant Principal/Supervisor of Visual & Performing Arts

HIGH SCHOOL BUILDING ADMINISTRATION

Stefanie Fox-Manno, Principal
Meredith Alexander, Assistant Principal
Dana Gaetano, Assistant Principal/Supervisor of Visual & Performing Arts
Steven Ottinger, Assistant Principal
James Zurzolo, Assistant Principal

7-12 INSTRUCTIONAL SUPERVISORS

Rachael Anderson, Supervisor of ELA, World Language, and Family & Consumer Science, & ESL
Megan Bruder, Supervisor of Science, Technology & Math (STEM)
Nicole Cammarota-Verasco, Supervisor of Special Education
John Lloyd, Supervisor of Social Studies, Business & Library Media
Dave Stanton, Supervisor of Athletics, Health & PE

KINGSWAY REGIONAL HIGH SCHOOL

201 Kings Highway
Woolwich Township, NJ 08085
(856) 467-3300
Website: www.krsd.org
Emergency Closing No. 815

Dear Parents, Guardians, and Students,

The items contained in this handbook are a small part of the many policies and regulations that the Board of Education has mandated for Kingsway Regional High School. This is not meant to be an exhaustive policy/procedure book, but it is a snapshot of the procedures, policies, and regulations that most often affect the students of Kingsway Regional High School. The full policies are available on the District Website.

This information has been carefully prepared and presented so that it will be of great value in helping you to adjust to our school and to become an integral part of it. Please read it carefully to become familiar with the important procedures, activities, rules, and expectations necessary for the effective operation of our school. Sound decisions are based upon a clear understanding of the outlined expectations.

Best Wishes,

The High School Administrative Team

ACADEMICS

Learning Management System (Schoology)

Schoology (pronounced "Skoo-luh-jee"), Learning Management System (LMS), supports students' virtual learning and streamlines student, parent, and faculty interactions in an all-in-one virtual environment.

Parent Access to Schoology

Through Schoology, parents can view their children's activity, check grades, and communicate with teachers all within the Schoology platform. Sign in to access your parent account to stay involved as partners in your children's education. To learn more and access the parent guide, visit **Schoology for Parents and Families.**

Student Access to Schoology

Students can access our Kingsway Schoology site at **kingway.schoology.com** and sign in using the Kingsway Google App credentials. Schoology serves as a convenient one-stop shop for students to access courses, assignments, teachers, grades, and more. Schoology will also host information for student clubs!

Parent-Teacher Communication Protocol

Kingsway Regional High School prides itself in welcoming parent participation and involvement. Throughout the year, our teachers and staff will make every effort to keep you informed of your child's progress. Despite our very best efforts, questions and concerns may arise. In efforts to resolve matters quickly and effectively, we ask that parents and/or guardians first contact the teacher or school counselor before involving school administration. To ensure the success of our students, see the **District's Chain of Command** for addressing questions or concerns.

Semester Timeline

The academic calendar is divided into two semesters. Please check the district website for these timelines as they are subject to change due to unforeseen circumstances (weather). Please review the **2026-2027 school calendar** throughout the year to stay informed of key dates and scheduling changes.

Access to Student Grades: Genesis & Schoology

Parents may access their child's current grades through Schoology or Genesis. Schoology and Genesis sync nightly in order to store current grades in both locations. Genesis will be used to store your child's historical grades, current schedule, and bus route while providing the district with your child's demographic information as well as parent/guardian contact information. Parents may contact the school counseling department (ext. 4207) if they need additional assistance and/or misplace the username and password information.

Change of Address

When moving from one address to another within the district, a Change of Address Form must be filed with the **Registrar's Office**. At this time, **proof of residency** will be required.

Senior Incentive Program

Seniors in Good Standing are identified as those who are not on the academic and attendance ineligibility list and are clear of any outstanding disciplinary infractions and/or monetary obligations. Students will be added or removed based on periodic records reviews. Seniors in good standing may be eligible to

participate in Senior Privileges. This includes Senior Flex, Early Release, and driving. Continued eligibility will be based upon the following and privileges will be revoked when the following criteria is not met:

- Attendance: Students must have no more than **sixteen (16)** unexcused absences.
- Discipline: Students must be in Good Student Standing.
- Academics (Use of Semester Grades Only): Academic eligibility will be determined by semester grades and credits earned.
    - A student who is on the ineligibility list at the end of their junior year is not eligible to apply for senior privileges until the second semester of their senior year; **full schedules will be given to seniors who are ineligible**.
- Obligations: All school obligations must be satisfied (see the North Main Office secretary in charge of obligations to either return or pay for the item in question).

A violation of one or more of the above criteria may result in the revocation of Senior Privileges. Students can remedy the situation in one of the following ways:

- Discipline: Refrain from any additional infraction to the disciplinary code.
- Academics (Use of Semester Grades Only): Students deemed ineligible at the end of a semester will remain ineligible until the following semester, at which time grades will be reviewed and eligibility reinstated if the criteria defined above is met.
- Attendance: Attend credit recovery to lower days under the attendance threshold of 16 days and attend school on a daily basis.
- Obligations: Pay for or return the item in question.

If a student fails to satisfy the required remediation, Senior Privileges will be revoked for the remainder of the semester.

Senior Flex Privilege—Late Arrival/Early Dismissal

Eligible seniors may arrive at school late or leave early on specific days when a study hall in their schedule occurs during 1st bell (Late Arrival) or 8th bell (Early Dismissal). On these days, Late Arrival students must sign in at the Attendance Office prior to 2nd bell class, and Early Dismissal students must sign out at the Attendance Office prior to 8th bell class and immediately leave the building and the campus.

Example of a Senior Flex Privilege schedule for a Senior in Good Standing.

Senior Academic Privilege Schedule		A	B	C	D
First Bell	A.M. WHEEL	1	4 (Late Arrival)	3	2
Second Bell		2	1	4 (Study Hall)	3
Third Bell		3	2	1	4 (Study Hall)
Fourth Bell	Lunch 1/Enrichment	S.M.A.R.T. Period			
Fifth Bell	Lunch 2/Enrichment	S.M.A.R.T. Period			
Sixth Bell	P.M. WHEEL	6	9	8 (Study Hall)	7
Seventh Bell		7	6	9	8 (Study Hall)
Eighth Bell		8 (Early Release)	7	6	9
DROP		4 (Study Hall)	3	2	1
		9	8 (Study Hall)	7	6

Note - The sample schedule is for a senior who has two study halls with an early release on A day and a late arrival on B day.

Senior Early Release Privilege

Eligible seniors who do not have P.M. wheel academic classes may sign out at 11:15am. Students are provided access to all of the SMART periods (L1 and L2). Students must utilize proper procedures when signing out daily.

Eligibility for Early Release

Only academically eligible seniors who have a Kingsway parking permit can apply for Early Release. To maintain eligibility, seniors must remain eligible in the areas of academics and attendance and be in Good Student Standing or their early release and parking permit will be revoked.

Senior Driving & Parking Privilege

In the interest of safety and in order to make the best use of limited parking space, Kingsway Regional High School sells permits and issues parking spaces according to established protocols. Eligible seniors who have senior privilege can apply for a parking space. Students wishing to apply for a parking space must meet all eligibility requirements: free of all obligations (fines and discipline), in Good Student Standing, in good standing with attendance, and have passed ALL classes with a minimum of 100 credits toward graduation.

Seniors wishing to purchase a parking permit must submit a "Consent to Participate in Random Testing for Student Alcohol or Other Drug Use Program" form signed by a parent in order to be eligible to purchase a permit. For further details, please visit the school website and reference **Policy 5536., Random Drug Testing for Student Alcohol or Other Drug Use.** In addition, students must submit a "Senior Driving Application," along with proof of insurance, a valid driver's license, and vehicle registration. The cost of a parking tag and assigned space is $50 and is non-refundable. Parking violations–first offense is an administrative warning and any offense after that is subject to a $20 fine per incident.

Information regarding the online application for the Senior Driving Privilege will be emailed to your child's school email account. Please keep in mind that Senior Driving is a privilege—not a right.

Rules and Regulation for Student Drivers

1. **UNREGISTERED VEHICLES OR VEHICLES PARKED IN AN UNAUTHORIZED AREA WILL BE TOWED AT THE OWNER'S EXPENSE AND RUN THE RISK OF LOSS OF PRIVILEGES.**
2. The District is not responsible for any damage or loss to vehicles nor to any personal property within vehicles.
3. **Parking on school grounds is a privilege and may be taken away at any time due to violations of the code of conduct or for concerns relating to safety and security.**
4. All students must park in their assigned space with their parking tag displayed at all times. Note: Parking tags must match the license plate number on file. Any unregistered or illegally parked vehicle is subject to being towed at the violator's expense.
5. Parking permit holders are not allowed under any circumstance to switch their parking tag from the registered vehicle to another. Changing tags or vehicles must be done through the main office.
6. Speeding, reckless operation, driving in the wrong direction, exiting the campus through the road next

to the transportation center, or making excessive noise on school property or near any school building will not be tolerated and may result in the loss of parking privileges. **Speed Limit on school property is 15 m.p.h.**

7. Drivers must "stop and stay stopped" for pedestrians in crosswalks, not just yield to them.
8. Sitting in parked vehicles while on campus is not permitted.
9. During the school day, students are not permitted to access their vehicle or school lots without authorization from administration.
10. **Students who are not in Good Student Standing due to lateness and/or discipline code violations will lose parking privileges until their standing improves.**
11. **Students who exceed sixteen (16) unexcused absences will become ineligible to drive to school and their parking privilege will be suspended. The students will then have to participate in credit recovery in order to be in good standing with attendance.**
12. In addition to facing discipline, failure to follow the Driving Rules and Regulations will result in suspension of driving privileges for a period of time and fee depending on the seriousness of the incident or possibly for the remainder of the year without a refund.

Driving rules and regulations are listed under the Student Code of Conduct below.

Promotion and Retention

The Board recognizes that personal, social, physical, and educational growth of children will vary and that they should be placed in the educational setting most appropriate to their needs at the various stages of their growth. The Superintendent shall direct development of and the Board shall adopt detailed regulations to govern progress of pupils through grades seven through twelve. The regulations shall include:

1. Standards of proficiency related to district goals and objectives;
2. Standards of attendance and provision for review of mastery;
3. Timely efforts to help all pupils achieve acceptable levels of proficiency;
4. Timely notification of parent(s) or legal guardian(s) when there is a possibility of failure;
5. Procedures for parent(s) or legal guardian(s) and adult pupils to appeal promotion/retention decisions; and
6. Provisions for involving parent(s) or legal guardian(s) in the design of the remedial program.

Parent(s) or legal guardian(s) will be notified whenever exceptions are contemplated in a pupil's normal progression from level to level. The final decision in all cases will rest with school authorities. Promotion and retention of pupils shall be related to district goals and objectives of the instructional program, which provides for the continuous progress of pupils from one grade to the next. The decision to promote or retain a pupil is to be made by the school administration based on a pupil's progress in meeting grade-level goals and the individual's achievement of established standards in the regular instruction program or an individualized education plan. Pupils and parent(s) or legal guardian(s) shall be notified each year of this policy and the procedures for assessment, grading, promotion/retention standards, and intervention efforts with preventive and remedial instruction. Each pupil shall be placed each year at his/her appropriate grade level of academic, social, and emotional development by the Principal. When reviewing a pupil's progress toward such placement in grades seven and eight, the criteria considered are:

1. Acceptable levels of achievement of proficiencies in all programs and coursework to meet established standards;
2. Continuous growth and achievement commensurate with the abilities of the pupil within the

grade level or program expectations of assigned placement; and

3. Evidence of social and emotional maturity.

Within such same criteria, promotional procedures for the high school grade levels include the successful completion of coursework to the degree of proficiency required for the particular course, attendance of the required number of the sessions per course, and earning an accumulated total of credits toward graduation.

Promotional Procedures and Credit Accumulation

9th	10th	11th	12th
English I	English II	English III	English IV
Mathematics	Mathematics	Mathematics	
Science	Science	Science	
World History	U.S. History I	U.S. History II	
PE/Health	PE/Health	PE/Health	PE/Health

A total of 24 credits must be accumulated before graduation.

Additional graduation course requirements:

- Visual and Performing Arts – 1.0 credits
- World Languages – 1.0 credit
- 21st Century Life and Careers or Career Technical Education – 1.0 credit
- Financial, Economic Business and Business Literacy – 0.5 credit
- College & Career Seminar- 0.5 credit

Grading at Kingsway

An assigned grade measures student achievement relative to identified grade-level standards, course outcomes, and overall curricular goals and objectives. Grades inform students, parents, teachers, and administrators of the degree to which proficiency and/or mastery has been attained and help teachers adjust instruction to meet the individual needs of all students. Teachers within the Kingsway Regional School District consistently use the following grading categories and percentages:

- **Primary** - Assessments/assignments in this category comprise 40% of a student's grade and typically assess multiple standards introduced throughout the unit or multiple units.

- **Secondary** - These assessments/assignments account for 40% of a student's grade and typically focus on the discrete skills and understandings students need to acquire before engaging in a primary assessment/assignment. These assessments/assignments are able to be redone in line with the District's Reassessment Practice.

- **Supportive** - In this category, 20% of the overall grade is earned. These assessments/assessments usually focus on scores achieved from independent work towards proficiency or mastery in the standards.

Reassessment Practice

Philosophy

Kingsway Regional School District values all learners as well as the learning process itself as we continue our commitment to excellence. To this point, we acknowledge that not all learners learn the same way, at the same pace, and at the same moment in time. Therefore, we believe students should take ownership of their learning by reflecting on errors and by taking steps to further engage in the learning process with the aim of demonstrated improvement. In carrying this belief forward, we wish to afford all students the opportunity to reassess so as to demonstrate proficiency on grade-level standards so they may successfully progress with confidence.

Kingsway Regional School District will continue to implement a uniformed reassessment practice in grades 7-12 that supports this rationale as well as the goals noted below.

- *Goal #1: To improve understanding of material and, hence, increase confidence as students' progress*
- *Goal #2: To assist students with understanding that mistakes can be an opportunity for growth*
- *Goal #3: To build upon study skills and accountability for own learning*

Retake Practice

- As a grade of an 83 (B) demonstrates *strong proficiency* within the district's grading scale, if a student receives a *grade of less than an 83 (B) on a secondary assessment/assignment*, he/she is *eligible* for another opportunity to demonstrate proficiency in the material. *The highest grade the student can receive as a result of the reassessment opportunity is an 83.*
- To take advantage of this opportunity, the student must reach out to the teacher within the allotted timeframe and let them know they would like to reassess. The teacher will then provide additional opportunities for the student to further engage in study/learning so the student can better understand what he/she did not previously. These opportunities are referred to as *"learning demonstration activities (LDAs)"* and are specifically designed by the course teacher.
- *Students have 5-10 school days (5 days is optimal)* from receipt of the first graded assessment to engage in the "learning demonstration activities" and to take the reassessment. All "learning demonstration activities" must be completed before the reassessment is given.

Principal's and Superintendent's Lists

To be on the Superintendent's List, a student must have all grades of 90% or higher for the semester. To be on the Principal's List, a student must have all grades of 80% or higher for the semester.

KRHS Honor Societies

Kingsway Regional High School is proud to offer students the opportunity to participate in a variety of honor societies that recognize outstanding achievement in academics, leadership, service, and the arts. Membership in these organizations is an honor that reflects a student's commitment to excellence both inside and outside of the classroom.

Students interested in learning more about eligibility requirements, the application process, and membership expectations are encouraged to visit the individual **honor society webpage**.

Scheduling For the Year & Change of Schedule Policy

During the previous school year, students select their courses through Genesis. Kingsway encourages students and families to utilize the **Program Planning Guide** to help with the scheduling process.

The master schedule for the upcoming school year beginning in September, will be set by the end of the prior school year ending in August. Schedule changes that include the exchange of one course for another or changing the level of a course will be considered through the end of August. Students should review the offerings in this handbook carefully before choosing electives for the upcoming school year as changes to student schedules once school begins will only be considered for the following reasons:

1. To meet graduation requirements or mandated program requirements.
2. If a student failed with a scheduled teacher in the previous year and another teacher is available.
    a. Where necessary, such changes will be made at counselor discretion and only after extensive review of the circumstances.

In all cases, parental permission or parental awareness is necessary in writing before any change can be made. All schedule changes made after the third Friday in August are subject to administrative approval. Students withdrawing with administrative permission will receive the following designations on report cards and transcripts:

W - Withdraw Passing - No Credit. Students who withdraw from a subject after the deadline will be assigned a "W" if they are passing the course at the time of withdrawal.

WF - Withdraw Failing - No Credit. Students who withdraw from a subject after the deadline will be assigned a "WF" if they are failing the course at the time of withdrawal.

Summer School

In accordance with **Board of Education Policy 5410**, Promotion and Retention, pupils that do not earn credit in a subject as a result of a failing final grade have the option to attend a summer school program approved by the NJ Department of Education and the Board of Education, provided that the failing grade did not fall below a 45. Pupils that earn a final grade of 44 or below must repeat the course the following year or seek another full-year course to accrue credit.

Vocational School

The district provides transportation for students traveling to and from an approved vocational school each day. Attendance and disciplinary actions are coordinated between Kingsway Regional High School and the vocational school. Students must attend both schools each day to be counted as present. Students who are suspended out of school may not attend either school on the day(s) they are suspended. In the event Kingsway Regional High School is closed for vacation or a teacher in-service day, and the vocational school is open, students must attend the vocational school. The district will provide transportation.

Academic Eligibility

1. To be eligible for the first semester (September 1 to January 31), a pupil must have passed 6 credits of the 24 credits required by the State of New Jersey for graduation during the immediately preceding academic year.
2. To be eligible for the second semester (February 3 to June 30), a pupil must have passed 6 credits of the 24 credits required by New Jersey for graduation at the close of the preceding semester (February 1). Full-year courses shall be equated as one-half of the total credits to be gained for the full year to determine credits passed during the immediately preceding semester.

Athletic Eligibility

1. To be eligible for athletic competition during the first semester (September 1 to January 31), a pupil must have passed 6 credits of the 24 credits required by the State of New Jersey for graduation during the immediately preceding academic year.
2. To be eligible for athletic competition during the second semester (February 3 to June 30), a pupil must have passed 6 credits of the 24 credits required by New Jersey for graduation at the close of the preceding semester (February 1). Full-year courses shall be equated as one-half of the total credits to be gained for the full year to determine credits passed during the immediately preceding semester.
3. An athlete becomes ineligible for high school athletics if he/she attains the age of 19 prior to September. However, any student attaining the age of 19 after September 1 shall be eligible for the ensuing school year.
4. ***No students shall be eligible for high school athletics after the expiration of eight consecutive semesters following their entrance to the ninth grade.***
5. There is a registration fee of $100 per season, per student, $500 maximum fee per family. Payment must be made prior to tryouts (and being cleared for the team). If a student does not make the team, a refund will be issued.

A Consent to Participate in Random Testing for Student Alcohol or Other Drug Use Program form must be submitted in order to be eligible to participate in athletics and activities. For further details, please visit the school website and reference **Policy 5536., Random Drug Testing for Student Alcohol or Other Drug Use**

Participation Requirements and Eligibility for Extracurricular Activities, Athletics, & Events

Students who are academically ineligible are not permitted to participate in school sponsored clubs and sports until the completion of the first semester of the school year and until they obtain academic eligibility.

Students who are not in Good Student Standing will not be permitted to participate in, or attend, school-sponsored activities including, but not limited to, SMART, athletics, extracurricular activities, and school- sponsored events, such as field trips, homecoming, the senior prom/picnic/trip, etc. All decisions are at the discretion of the administration.

In addition, if a student exceeds sixteen (16) unexcused absences, the student will become ineligible for all school sponsored events and activities until proper documentation has been submitted and/or credit recovery is complete.

Class Trips, Senior Prom, Homecoming, Athletics, and School-Sponsored Events Requirements

Class trips, the prom, sports, and other school gatherings are very special events in the lives of our students. Considerable pride is taken in providing these special activities to students who exemplify hard work, dedication, courtesy, and politeness. It is fully realized that when students take part in these activities, they are representatives of Kingsway Regional High School. With this in mind, we would like to continue to offer these activities as special privileges to those students who exhibit acceptable academic and behavioral standards throughout the school year. In order to achieve this goal, a student must be in good standing in the following three areas:

- Attendance: Students must have no more than **sixteen (16)** unexcused absences.
- Discipline: Students must be in Good Student Standing.

- Random Drug Consent: Students must submit a **Consent to Participate in Random Testing for Student Alcohol or Other Drug Use form.**

Random Testing For Alcohol and Drug Use

Kingsway will continue a *Random Testing for Student Alcohol or Other Drug Use Program* in the 2026-27 school year. This program, as established through Board of Education **Policy 5536** and **Regulation 5536**, enhances the District's ability to provide our students with a safe and drug-free learning environment. The purposes of this random alcohol and drug testing program are to have a positive effect on attaining the important objectives of deterring alcohol and drug use and to provide a means for early detection of students with substance abuse problems so that referral for evaluation or treatment may be offered.

Students in grades seven through twelve who participate in Kingsway's interscholastic athletic program, participate in extracurricular programs, and/or those who receive a school-issued parking permit to drive/park a personal vehicle on school district property will be required to sign the **Consent to Participate in Random Testing for Student Alcohol or Other Drug Use Program**. By signing the consent form, students agree to participate in the program for the duration of his/her time they are enrolled as students in the Kingsway Regional School District, regardless of whether the activity they participate in is out-of-season.

Remedial measures will be applicable for a student who tests positive for alcohol or drugs (**Summary of Remedial Measures for Positive Alcohol/Drug Test**). Remedial measures will result from a confirmed positive alcohol or drug test, a student's refusal to test when selected, and/or tampering with or adulterating the specimen process.

No student will be penalized academically for testing positive for alcohol or other drugs under the school district's policy. Any action taken concerning any student who tests positive for alcohol or other drugs shall be limited to removal from or prohibition against participation in extracurricular activities, including interscholastic athletics and revocation or denial of a student's parking permit.

The results of drug tests pursuant to this Policy will not be documented in any student's academic records or discipline file. Information regarding the results of drug tests will not be disclosed to criminal or juvenile authorities absent legal compulsion by valid and binding subpoena or other legal process, which the Board of Education will not solicit. In the event of service of any such subpoena or legal process, the student and the student's parent will be notified at least seventy-two (72) hours before response is made by the Board of Education to the extent permitted by such subpoena or legal process. The Contractor will only provide the identity and results of those tested to the Designated Official.

For more information on Kingsway Regional School District's Alcohol and Drug Prevention Program, please visit our website - **ALCOHOL AND DRUG PREVENTION.**

High School Bell Schedule

The **daily bell schedule** works on a four-day rotation. At the end of the four-day cycle, the rotation repeats itself. Each day, students will have six of eight possible classes: **three in the morning** and **three in the afternoon** with one (1) class from both the morning and afternoon being dropped. Students will go to each of their classes three times within a four-day cycle. Our **S.M.A.R.T. (Students Maximizing Achievement, Resources, Relationships, and Time)** period is split into two sessions **(L1/L2)**.

Kingsway Regional School District

High School Bell Schedules 2026-2027
Student Maximizing Achievement Resources Relationships **and** Time

EARLY DISMISSAL BELL SCHEDULE & ROTATION

BELL	TIME	DAY A	DAY B	DAY C	DAY D
	7:29	Teacher Arrival	Teacher Arrival	Teacher Arrival	Teacher Arrival
	7:34	Student Arrival	Student Arrival	Student Arrival	Student Arrival
1st Bell	7:54-8:29	1	4	3	2
2nd Bell	8:34-9:09	2	1	4	3
3rd Bell	9:14-9:49	3	2	1	4
Homeroom	9:49-9:59	3	2	1	4
4th Bell	10:04-10:39	6	9	8	7
5th Bell	10:44-11:19	7	6	9	8
6th Bell	11:24-11:59	8	7	6	9

S.M.A.R.T. Lunch, Senior Flex, and High Flex are not offered during the half day schedule.
Senior Early Release dismissed at 9:59am.

SCHOOL POLICIES

Arrival and Departure

At the start of each day, students should report directly to their first bell class. Any student not in the scheduled class by 7:54 a.m. will be marked late. Late to class is subject to the approved Student Code of Conduct. Late arrival to school is subject to the Board approved attendance policy. At the conclusion of the school day, students should report directly to his or her school bus for departure. Students are not permitted in the building after school hours without proper approval.

Parent Drop Off and Pick Up

Cars and buses must follow a one-way traffic pattern around the building at all times. **Cars arriving on campus are to stay in the left lane. The right lane is for buses. Parents/guardians are to drop off and pick up students in the North Parking Lot (K-1) located in the front of the building.** Parents/guardians can drop off students as early as 7:00 a.m. in the North Main Lobby.

Please be advised that there is always traffic congestion at Kingsway especially during the morning commute. **Late arrival because of traffic congestion will not be excused. Please plan accordingly when dropping off your child to school.**

Early Dismissal

Students are not to leave the school grounds during school hours except with the permission of the attendance officer, an administrator, or the school nurse. Permission to leave school early will only be considered upon request from a parent/guardian and verification by the school. Parents/guardians will be asked to show identification prior to picking up their child. If someone other than a parent/guardian is picking up a child, written documentation from the officially documented parent/guardian in Genesis is required.

Closing/Delayed Openings

In case of inclement weather or any other emergency, buses may be delayed. Announcements will be given via our mass communication system, phone calls, emails, website, Facebook, and TV broadcasts over

all major stations. Kingsway will make every attempt to notify parents and staff via the automated phone system as well as the district website (www.krsd.org). Please be sure the school is kept up-to-date with current phone numbers and contact information. **Our school number is 815.**

Bus Transportation

School bus service is maintained to provide transportation to and from school for all students. Please arrive at the bus stop ten (10) minutes prior to the scheduled pickup time and wait until ten (10) minutes after the scheduled pickup time before leaving the bus stop. It is our aim to provide efficient service and to ensure the health and safety of all passengers. To accomplish this, please recognize that your bus driver is responsible for all students' personal health and welfare. Therefore, directions must be followed so the driver can concentrate on the road. **Students are to remain seated at all times and refrain from disruptive behavior. Failure to follow the directives of the bus driver and/or causing a disruption will result in discipline and/or removal from the bus.**

Note: **Students are to ride only on their assigned bus and not on any other bus as district policy assigns 1 seat:1 student.**

Bicycles and Mopeds

Students are **NOT** permitted to ride bicycles/mopeds to or from school or use skateboards, roller blades, etc. on school property. Anyone in violation will be subject to the Discipline Code, and the transportation means will be confiscated until a parent conference is held.

Cafeteria and S.M.A.R.T. Lunch Procedures

With the implementation of the S.M.A.R.T. Lunch schedule, students will be permitted to bring food to a number of designated locations throughout the building in addition to the cafeterias. This may include locations where students can eat and access enrichment support and/or technological resources as well as locations where they can meet in study groups or to engage in club meetings/activities. Certain locations may be designated as no food zones and are reserved exclusively for enrichment, activities, and/or intramurals. Students will not be permitted to eat in these locations.

As part of an allergy management plan, students will be prohibited from bringing nut products into the South Media Center. More information on Kingsway's Allergy Management Plan can be found in **Board Policy #5331 *Management of Life Threatening Allergies in Schools***, which is available under the BOE tab on our district website.

Students are expected to pick up after themselves, place trash and recyclables in the appropriate containers, and behave in an appropriate manner; improper behavior during S.M.A.R.T. (including leaving trash behind) will result in disciplinary action. Members of the faculty and administration will be present to supervise activities during the S.M.A.R.T. period. Failure to comply with student expectations during S.M.A.R.T. lunch may result in a loss of privileges.

Purchasing Lunch

The Kingsway Regional School District uses MySchoolBucks, an online payment service giving you a quick and easy way to manage and add funds to your child's meal account. You can review recent purchases, view your account balance, add money to your child's account, and set up low balance alerts.

Follow these steps to enroll:

1. Go to **www.myschoolbucks.com** (or download the mobile app) and register for a free account. A confirmation will be sent to the email address you provide; click on the link included in the email to activate your account.
2. Activate your account and begin adding your child. You will need the school name and student ID.

3. Add funds to your child's account(s) with your credit card, debit card, or electronic check.

SAFETY AND SECURITY

Standard Response Protocols

Students and staff follow the five standard response protocols when needed: HOLD, SECURE, LOCKDOWN, EVACUATE, or SHELTER. Students and staff respond to the specific instructions given for each of these protocols.

- HOLD – Students should remain in classrooms and instruction continues as usual
- SECURE – All outside doors remain locked; everyone is indoors; instruction continues as usual
- LOCKDOWN – Locks, lights, and out of sight – students remain in a lockdown until the all clear is made
- EVACUATE – Students leave the building to the specified area indicated
- SHELTER – Use the appropriate safety strategy for the hazard

Visitors/Student Pick Up

All visitors must report to the North Main Office for information and a visitor's pass to be present in the building. Except in cases of emergency, parents/guardians are encouraged to make an appointment in advance. Parents will be asked to show identification prior to picking up their child. If someone other than a parent/guardian is picking up a child, written documentation and identification will be required.

Health Services

There is a certified school nurse available during the school day to address the health care needs of the students. If a student is ill or injured during the school day, the school nurse will evaluate the student and determine whether he/she is able to return to class, needs to go home, or requires a medical referral. Medical treatment will be administered to your child according to standing orders from the school physician, and a parent/guardian will be notified of any illness or injury. Unless in an emergency situation, students are to obtain a pass from their classroom teacher before reporting to the Health Office. For more information, please visit the school webpage and reference **Board Policy 5310**.

A certified athletic trainer is available after school for medical care or emergencies for student athletes who have been cleared by the school physician. Athletic injuries should be reported to the athletic trainers for immediate attention and insurance documentation.

Medication in School

Prescription and Non-Prescription: Students who require medication during the school day must provide the school nurse with a note from a licensed healthcare provider and deliver the medication to the school nurse in a pharmacy-labeled container. The school nurse or a trained staff member administers all medication. Written permission from the school nurse, parent, and health care provider is required before a student may carry emergency medication, such as an inhaler or EpiPen. In addition, the parent/guardian must also sign an "Indemnification/Hold Harmless Agreement" indicating that the Kingsway Regional School District shall incur no liability because of any injury arising from the students' self-administration of the medication.

School nurses may only administer non-prescription medications for certain conditions (e.g., headache) with permission from both a parent/guardian and physician. **Any medication taken by a student on his/her own in school and not meeting the above specifications shall be subject to disciplinary action by the Administration: Board Policy 5330.**

Athletic Physical Examinations

Each candidate for a school athletic team is to be examined within 365 days prior to the first practice session. A health care provider chosen by the student's parent/guardian must conduct the medical examination at the student's medical home. A full report of the examination, documented on an approved NJSIAA physical form, and dated and signed by the health care provider must be presented to the school nurse. A medical home is described as a health care providers' practice site chosen by the student's parent/guardian for the provision of health care. If the student does not have a "medical home," the district may provide the examination in the Health Office by the School Medical Officer.

Each parent/guardian will receive notification stating approval of the student's participation in athletics based upon the medical examination or the reasons for the denial of the student's participation. All forms required for sports participation are available on the **Health Services** webpage or may be downloaded from the Kingsway website: **Athletic Forms**.

Physical Education Exemption

Students may be excused from physical education by the school nurse for **one** day with a parent note or at the discretion of the school nurse. Students needing a medical exemption for an extended period must provide documentation from a licensed physician. Requests for exemption will be verified by administration or the school nurse and determined on a case-by-case basis. Students excused from P.E will be provided with an alternative schedule.

STUDENT SERVICES

Multi-Tiered System of Supports Team (MTSS)

The Kingsway Regional School District is committed to excellence and values all learners. We believe that each student has the right to reach his or her fullest potential in a supportive school environment. Our MTSS Team strives to assist our teachers in facilitating student achievement through a combination of an engaging and rigorous curriculum, excellence in teaching, and strengths-based intervention plans to help each learner meet academic, social, emotional, and behavioral success.

The MTSS team is a multidisciplinary team bringing together representatives from multiple professional constituencies for the goal of improving student achievement. A teacher, counselor, administrator, or parent can initiate a request for assistance. The purpose of this service is to assist students who are experiencing challenges that impact learning. These difficulties may include problems with academics, behavior, health, and/or attendance issues. Through the different steps that comprise the MTSS process, students are directed to appropriate services in the school or community.

School Counseling

The school counseling department's mission is to build collaborative relationships with various stakeholders to help ensure the academic, career, and personal/social development of all students in grades 9 through 12. Student needs are addressed by delivering services that are multifaceted and aligned with Kingsway Regional School District's Strategic Plan. The department's comprehensive program will provide the tools to empower students to achieve their individual and post-secondary goals. Should questions or concerns arise, parents and students are encouraged to contact their **school counselor**.

Child Study Team

The Child Study Team is a multi-disciplinary group of professionals who support students, staff, and parents in maximizing student achievement, particularly for students suspected or identified as having a disability. The high school team is composed of two school psychologists, one learning disability teacher consultant, a school social worker, and a speech-language specialist. If your child is experiencing learning, social-emotional, or behavioral challenges in school, contact school counseling to discuss whether a referral to the Child Study Team is warranted.

Library Media Center

The **library/media center (LMC)** may be used for research, for studying specific topics of interest, or for leisure reading. Students may visit the media center with their class or with a pass from their teacher during designated times only.

STUDENT ACTIVITIES

We believe that extracurricular activities contribute to a positive school climate. Not only does extracurricular participation increase happiness in school life, it also develops personality, establishes habits of good citizenship, and increases the power of self-direction.

Student activities in the high school provide opportunities for students to engage in special interests in addition to curricular experiences. Student activities help to develop student abilities necessary for leadership as well as those necessary for group participation. Students who have special talents in fields, such as music, drama, or athletics are given an opportunity to improve their skills to an extent not usually afforded in the classroom.

While student activities are important for the all-around development of students, regular classroom work must take precedence. The needs and interests of students, the availability of faculty advisors, as well as other factors will determine the program of activities developed in our school. In keeping with the philosophy of Kingsway Regional High School, the administration and staff strive to develop a program of positive social activities planned in such a manner as not to interfere with the academic program. Minimum financial responsibility is placed upon the student, and care is exercised so that no student is excluded for financial reasons.

Awarding of Varsity Letters: Athletics & Performing Arts

The **Varsity Letter** is an award designed to reward outstanding contributions to a specific school activity. The letter represents participation beyond the minimum level of attendance and performance.

Athletics Varsity Letter Awards

1. The head coach will determine the level of award that each athlete on his/her team will receive.

   As a general rule of thumb, a varsity award is given to an athlete who is a legitimate varsity player. An athlete who consistently practices with the varsity, but does not play too often may be awarded a varsity letter, as per the head coach's decision.

2. A senior who has completed the season "in good standing" will receive a varsity award.

3. An athlete that has risen to varsity status, prior to being injured, may receive a varsity award. The head coach will determine if a varsity award is merited based on the injured athletes' continued

connection with the team.

4. A manager or statistician may be awarded a varsity award as per the head coach's determination.
5. The Director of Athletics must approve all awards.

Marching Band Varsity Letter Awards

A Marching Band Letter is an honor bestowed to first year members of the marching band based on actions and achievements reached during the current season. A band letter will be awarded at the end of the season to first year members of the marching band who meet all of the following requirements:

1. Perform in every scheduled performance including, but not limited to parades, football games, competitions, and other community events.
2. Attend and support every rehearsal (or follow the entire excusal policy as directed in the marching band handbook.)
3. Be properly prepared for every performance and rehearsal.
4. Participate in required fundraising activities.
5. Complete any tasks assigned by the director or staff members to handle the logistics of the band season.
6. Remain in good standing in the areas of academics, attendance, and discipline.

Performing Arts Varsity Letter Awards

A varsity letter shall be awarded to a student who is selected for a role in the fall play or spring musical, accepts his or her role in that production, and successfully completes the season. The selection process and successful completion of the season shall include the following:

1. Completion of the audition process for on-stage roles and completion of the interview process for off-stage roles (crew and tech.)
2. Student response, acceptance of the role, and recognition of commitment. Commitment to the activity shall be detailed at the first rehearsal and be supported by a signed statement.
3. Student attendance at rehearsals and adherence to the rehearsal attendance policy. The director shall set the rehearsal attendance policy, which will include acceptable excused absences, unexcused absences, and the method of communicating such with the director.
4. Student adherence to the rehearsal schedule in regards to personal readiness. Students must rehearse with intent. Students must be prepared for rehearsals and meet deadlines, such as the memorization of scripts, songs, and dances.
5. Students must display a positive and supportive attitude.
6. Students must attend all performances.
7. Students must return any props or costumes issued to them in proper condition.
8. Students will remain in good standing in the areas of academics, attendance, and discipline.

Letters shall be 7" letters and shall be awarded at the performing arts banquet in the spring. Students who are in multiple activities (play and musical) **shall receive a letter for each activity in their first year, and students who are in an activity for multiple years shall receive a letter for their first year and a pin for subsequent years.**

CARE OF SCHOOL PROPERTY

Students are to maintain a respect for school property at all times. Damage or destruction of school property is covered under the Student Code of Conduct.

Vandalism and Property Damage

The taxpayers of our district provide our school buildings and equipment. Students who destroy or vandalize school property will be required to pay for losses or damages. If students willfully destroy school property, suspension will result and may include exclusion from school activities as well as subsequent expulsion. If you happen to damage something by accident, you should report it to a teacher or the office immediately.

School buses are property of the school. Any student who damages a school bus will be disciplined pursuant to the code of conduct and will be required to pay for loss or damages.

Book Fees

Students are responsible for their own books and will be required to pay for any books, which are damaged, lost, or stolen. All books are to be covered. A teacher will assign students a text with a specific identification number. The student is responsible for this specific book identified by the assigned number. When books are collected, no other numbered book will be accepted in lieu of a lost book. The full cost of a replacement textbook will be charged when textbooks are lost or not usable because they are damaged beyond repair.

Obligations

Students are responsible for all obligations. Obligations may include, but are not limited to, the following: new student physical, lost/missing/damaged textbook, debt to the cafeteria, lost/missing/damaged library book, or unpaid fundraiser monies. Once an obligation is incurred, the student is notified in writing and given an opportunity to clear the obligation. If a student has an outstanding obligation at the end of a semester, then his/her report card is held in the School Counseling Office and access to Genesis be turned off until the obligation is rectified**. The student *may not* be allowed to attend any field trips or participate on an interscholastic athletic team until all obligations are resolved.** Students owing an obligation to the media center may also lose their Internet privilege until the obligation is resolved.

If an obligation should continue beyond the last day of school, the final report card/diploma will be held in the Main Office and the parent/guardian is notified in writing. The obligation will carry over to the next school year unless it is resolved over the summer. Obligations continue to follow a student through high school and may ultimately ban the student from graduation until all outstanding obligations are met. Students transferring from the school district must rectify outstanding obligations in order to ensure the timely transfer of school records.

Student Identification Badges During School

To support a safe and secure school environment, all students are required to carry their school-issued identification (ID) badge at all times while on school premises. Student ID badges play an important role in campus safety and security by helping staff quickly identify students and monitor access to school facilities. In addition, ID badges are used to access lunch debit accounts, check out materials from the Media Center, and sign in and out of lavatories and school offices.

Students must have their ID badge with them throughout the school day. ID badges are used to scan into the Main Office, Media Center, Nurse's Office, School Counseling Office, and lavatories. A $3 fee will be charged for the replacement of a lost or damaged ID badge. Failure to carry or present an ID badge when

requested may result in disciplinary action consistent with school procedures.

Lost or Damaged Identification Badge

There will be a $5.00 charge to replace an identification badge. The student must request a replacement identification badge from School Counseling Office personnel.

Student Use of Internet-Enabled Device Policy

According to Board Policy 5516, students in grades 9-12 are prohibited from using an internet-enabled device on school grounds during the school day (bell-to-bell). All students are encouraged to leave their personal internet-enabled devices at home. If students choose to bring devices to school, all devices (such as cell phones, smartwatches, tablets, personal laptops, smart glasses, and other personal devices capable of connecting to the internet) must remain powered off or silenced and secured in a school-issued locker or the device cart (for students on alternative schedules). We have adopted the message of ***Off and Away***. **Students who violate this policy will be held accountable pursuant to the Student Code of Conduct.**

Lockers and School-Issued Locks

Each student will be assigned a locker when he/she enters school. Each school year, a school-issued combination lock will be assigned to each student to place on his/her locker. This lock is the property of the high school and must be returned at the end of the academic school year. Each student who does not return his/her assigned lock will receive an obligation of $10.00 on his/her student account. It is the responsibility of each student to secure the school-issued lock on his/her assigned locker. A record of the combination and serial number will be kept on file in the North Main Office. Any locker that does not have a lock on it will be permanently sealed until the school-issued lock is presented to the secretary in the North Main Office, or the lock obligation is paid.

Students wishing to receive help with any locker problem should see the assistant principal. Keeping the locker clean is a student responsibility. If anything is stolen from a locker, the student to whom the locker was assigned should report the theft to the assistant principal's office immediately. If a theft occurs on a locker with a lock, the student may request for administration to view the security cameras. If an item of value must be brought to school and the student cannot keep it on his/her person at all times during the day, he/she should leave it in the Main Office where it can be secured. Valuable items are not safe in school. It is highly recommended that students leave valuables at home.

Lockers are subject to administrative search in the interest of school safety, sanitation, discipline, enforcement of school regulations, and to search by law enforcement officials on presentation of a proper warrant. The principal and assistant principals may randomly conduct inspection of student lockers and storage facilities provided to the pupils for the storage of property.

Physical Education Lockers

Students are permitted to use the lockers in the locker rooms during their physical education class. It is highly recommended that students not bring their valuables to school, for the school cannot safeguard these items. Students are encouraged to bring a lock to school to secure their physical education locker during class. It is virtually impossible for the high school administration to recover lost or stolen items from lockers; no security cameras are permitted in school locker rooms.

Athletic Lockers

Athletic lockers are assigned for a single season. At the conclusion of the season, all materials must be removed and the lock removed. If the lock is not removed, maintenance will remove it to free up the locker.

1:1 Chromebooks

All students enrolled at Kingsway will receive a Chromebook computer to aid in their learning experience. This device will require wireless internet access to work from your home. Students are responsible for bringing the Chromebook to school, taking them home each day, and ensuring they are charged for use the following day. Students new to the district must read and sign off on the Technology User Agreement, which can be found on the **Technology page** of the website, so that their child can be provided with a Chromebook.

Technology Related BOE Policies

- 2360 - **Use of Technology**
- 2361 - **Acceptable Use of Computer Network/Computers & Resources**
- 2365 - **Acceptable Use of Generative Artificial Intelligence**
- 3283 - **Electronic Communication between Teaching Staff Members & Students**
- 4283 - **Electronic Communication between Support Staff Members & Students**
- 7523 - **School District Provided Technology Devices to Students**

Students and Parents

1. Read detailed Acceptable Use Guidelines that can be found here: **KRSD Technology page**.
2. Use the device for school purposes – these are not intended for personal use. Only @krsd.us Google accounts will work. The school's code of conduct will apply for inappropriate use of technology.
3. Acknowledge that the district will record/collect information on your child's activity while using this device.
4. Understand that the device we are allowing your child to use will have a webcam installed. The Webcam may be used by teaching staff members for the purposes of delivering on-line instruction and/or may be used in the event the device was reported stolen. The school district shall not use any of the capabilities in a manner that would violate the privacy rights of your child or any individual residing with your child.
5. Treat digital technologies with care, report any damages, security risks or violations to the technology department by going to **www.krsd.org/technology**
6. Keep the device until it is deemed end of life (including summer).
7. Return the device to your school's counseling office if your child transfers out of Kingsway Regional School District.
8. In the event a Chromebook is stolen, submit a formal police report and a copy forwarded to the district.
9. Acknowledge that the District will impose a "zero tolerance" policy for Chromebook damage, accidental or otherwise. Chromebooks must be returned to the district in the condition it was initially provided to the student considering reasonable use and care by the student. All repairs for Chromebook damage will be charged back to the parent/guardian. The chart below outlines the most common repair costs.

Part\Component	Cost
Chromebook Screen	$100.00
Chromebook Keyboard	$45.00
Replacement Hinges	$25.00
AC Power Adapter	$28.00

Chromebook Bag	$20.00
Total Replacement (Chromebook, charger, and bag)	$250.00

Lost and Found/Stolen Property

Students are discouraged from leaving items of value in a locker or elsewhere as the school is not responsible. If an item is lost or possibly stolen, it should be reported to the assistant principal immediately; however, the school cannot guarantee these items can be recovered.

DRESS CODE

Dress Code Philosophy:

It is the District's expectation that all students dress appropriately for the school day, virtual meetings, athletic competition, activity, and any school-sponsored event. The Student Dress Code is designed to support equitable educational access and should not increase marginalization or oppression of any group based on race, gender, ethnicity, religion, sexual orientation, socioeconomic status, or cultural observance.

While we believe that the primary responsibility for a student's attire resides with the student and his or her parent(s) or guardian(s), the school takes its responsibility to establish and enforce a dress code that:

- does not interfere with the health or safety of any student;
- does not contribute to a hostile or intimidating school environment;
- respects the District's intent to sustain a community that is inclusive of a diverse range of identities; and,
- affords students opportunities for responsible decision making.

1. **The items below adhere to our district's dress code philosophy and are allowable:**
    a. Pants/jeans or the equivalent worn at the hips or higher (i.e. sweatpants, skirt, non-sheer leggings or yoga pants, shorts).
    b. Pants/jeans or the equivalent cannot be any shorter than fist length.
    c. Shirts that cover the front, back, and sides (i.e. Tank tops, including spaghetti straps, off-the-shoulder shirts and halter tops are permitted);
    d. Religious headwear and/or headwear worn for purposes that administration has provided advanced approval
    e. School approved athletic uniforms
2. **The items below do not adhere to our District's dress code philosophy and are not allowable:**
    a. Clothing or accessories with offensive, distasteful or suggestive images or language. (e.g. profanity, hate speech, and erotic language/images.)
    b. Clothing or accessories that denote, suggest, display or reference alcohol, drugs or related paraphernalia, weapons or other illegal conduct or activities.
    c. Clothing or accessories that will interfere with the operation of the school, disrupt the educational process, invade the rights of others, or create a reasonably foreseeable risk of such interference or invasion of rights.

d. Excessively ripped or revealing clothing, that exposes a disproportionate amount of skin (i.e. rips in pants cannot be above fist length.)

e. Shorts, skirts, dresses that are above fist length.

f. Pants/jeans or the equivalent worn below the hip.

g. Tube tops, midriff baring shirts, crop tops.

h. Sunglasses (unless prescribed by a doctor and a doctor's note is provided).

i. Accessories that could be considered dangerous or could be used as a weapon.

j. Pajamas or pajama pants, slippers, robes, blankets, pillows.

k. Outerwear & head coverings (heavy jackets, overcoats, rain gear, gloves, hoods, hats, baseball caps, bandanas).

l. Costumes, capes, banners and/or flags.

Students are expected to abide by the dress code expectations noted above, and teachers will enforce compliance in a manner that is fair and consistent and aligns with the District's communicated philosophy, ensuring there is not an increase in marginalization or oppression of any group based on race, gender, ethnicity, religion, sexual orientation, socioeconomic status, or cultural observance.

Dress and Grooming

The Board of Education recognizes each pupil's mode of dress and grooming is a manifestation of the pupil's personal style and individual preferences. The Board will impose its judgment on pupils and parent(s) or legal guardian(s) only when a pupil's dress and grooming affect the educational program of the schools.

Pupils may not wear clothing or engage in grooming practices that present a health or safety hazard to the individual pupil or to others; materially interfere with school work, create disorder, or disrupt the educational program; cause excessive wear or damage to school property; or prevent the pupil from achieving his/her own educational objectives because of blocked vision or restricted movement.

The Board of Education prohibits pupils from wearing, while on school property, any type of clothing, apparel or accessory which indicates that the pupil has membership in, or affiliation with, any gang associated with criminal activities. The local law enforcement agency will advise the Board, upon request, of gangs which are associated with criminal activities.

The Building Principal shall publish the Student Dress Code in the handbook/agenda each school year.

STUDENTS' RIGHTS

Access To Student Records Policy

According to **Policy #8330**, *"The Board of Education believes that information about individual pupils must be compiled and maintained in the interest of the pupil's educational welfare and advancement. The Board will strive to balance the pupil's right to privacy against the district's need to collect, retain, and use information about individual pupils and groups of pupils. The Board authorizes the establishment and maintenance of pupil files that include only those records mandated by law, rules of the State Board of Education, authorized administrative directives, and those records permitted by this Board….Access to and disclosure of a pupil's record shall meet the requirements of the Family Education Rights and Privacy Act, 34 C.F.R. Part 99 (FERPA)."*

Students Concerned For Change Policy

Students wishing to offer suggestions for changes in activities or school-related policies are to do so through the Student Council. The Student Council is one recognized body for student concern and change. Any concerns, recommendations, and/or changes will then be reported to the principal via the Student Council. Should the Student Council not support the proposal, a representative delegation of those concerned may appeal by seeking a meeting with the principal. Subsequent appeals may be made to the superintendent and the Board of Education in the manner prescribed in the student grievance policy. **Policy 5710**

Student Grievance Policy

According to **Policy 5710**, for an individual student who has a personal grievance, which is a result of his or her association with the school, the following steps shall be followed:

- 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.
- If not resolved, the student or parent may appeal the teaching staff member's decision by submitting a written appeal of the decision to the Principal within five school days of receipt of the teaching staff member's written decision.
- If not resolved, an appeal of the Principal's decision may be made in writing to the Superintendent within five school days of receipt of the Principal's written decision. The Superintendent shall render a decision within ten (10) school days of receipt of the appeal.

Click here for a full list of **BOE Policies Concerning Student Rights**

MISCELLANEOUS

Make-Up Work

In Grades 9 to 12, the student and/or parent is responsible for requesting missed assignments and any assistance required. Students absent for any reason are expected to make up the work missed. Teachers will provide make-up assignments as necessary. In general, students will be allowed one day to make up missed work for each day of absence. Teachers shall make reasonable accommodations to extend time for students if circumstances warrant additional time. A student who missed an assessment because of an absence shall be offered an opportunity to take the assessment or an alternative assessment. In no case will a student who missed an assessment because of his or her observance of a religious holiday be denied an opportunity to make up the assessment. The rescheduled date shall not exceed the number of days absent.

Employment Papers

New Jersey minors under the age of 18 generally must obtain working papers before beginning employment. The working papers process is administered electronically through the New Jersey Department of Labor and Workforce Development.

- Students must first receive a job offer before applying. To begin the application process, visit **MyWorkingPapers.nj.gov**. The employer, parent/guardian, and student each complete their portions of the online application. Parents/guardians will be required to provide proof of age, such as a birth certificate, passport, or other approved documentation.

- Once all required information has been submitted and approved, the student may begin working. Students who change employers, job titles, or job duties must submit a new application.

- For additional information and to apply, visit **MyWorkingPapers.nj.gov**

Parent Item Drop Off

In order to minimize disruptions to the academic environment and promote students' personal responsibility, it is respectfully requested that parents attempt to avoid dropping off food items during the school day. Instructional time will not be interrupted for routine issues or to ask a student to come pick up forgotten food items. In addition, the main office does not have a secure place to leave such items. For emergencies, Kingsway Regional High School has implemented the following policy with regard to items dropped off at school by parents.

- Student lunches that are delivered after the start of the school day will be able to be claimed by the student at the start of their lunch period.
- Please make sure the item(s) are in a bag and clearly labeled with the student's name and grade level.
- At no time will fast food/pizza/beverages or any other items from restaurants or outside vendors be accepted.

Thank you for your support, assistance, and understanding as Kingsway seeks to maintain an effective and distraction-free classroom environment. If a child forgets his/her lunch, the cafeteria will always allow the child to eat a meal, and the lunch will be charged to the student's account. No student will be refused a meal if one is needed. Kingsway Regional High School offers multiple lunch options in the cafeteria. **Note: Ordering food from outside establishments is not permitted.**

ATTENDANCE

The goal of the Kingsway Regional School District is to provide an appropriate educational program for every student enrolled in the schools of the district. Pupil participation in all regularly scheduled classroom activities is essential if the school is to accomplish this goal. Frequent absences from regularly scheduled classes disrupt the learning process and will not allow a student to receive the maximum benefits of the district's educational program. Each enrolled student shall attend the entirety of each class each day when school is in session or shall be engaged in other approved school activities—unless legally absent. **It is possible for students to meet all course requirements and be passing but still not earn credit for the course due to absences.**

Overview of Attendance

"Attendance" is a pupil's presence in school and in the classroom to which he/she is assigned at the times scheduled for instruction or other school activities. A student must be in attendance a minimum of 90% of the school year to receive course credit. A student with more than **16** days absent for a full-year course (**8** days for a half-year course) is liable for the penalties of the attendance policy. Class periods missed through tardiness and absences from school or early dismissal will be counted as absences. Per Policy 5200, any student missing more than one-half of a class period will be considered absent from that class (and those absences will be totaled and added to the days of absence accumulated in the attendance policy).

Absenteeism

Students in grades 9-12 are required to attend each class every day that school is in session. In order to be eligible to participate in extracurricular activities, a student must arrive at school prior to 10:00 A.M.

Students who are absent from school are not permitted to be on school property for any reason.

KRHS Attendance FAQ (Board Policy 5200)

Why is my student's attendance calculated and tracked at Kingsway Regional High School?

Kingsway Regional High School calculates and tracks a student's (1) daily attendance and (2) period attendance for the purposes of determining promotion, retention, truancy, grades, course credit, and eligibility to make up missed assignments and tests for full credit.

What is the difference between daily and period attendance?

Daily attendance is the frequency of days that a student attends school. Period attendance is how often your student attended each class.

What happens if my child is persistently absent from school?

Students that accumulate an excess of **16 absences** during the course of the school year and/or over **16 absences** in a full-year course (**8 absences** for a half-year course) shall be placed on No Credit Status and may not earn credit for the school year or for a specific class or classes. Students will have the ability to enroll in Credit Recovery Programs.

What counts as an excused absence?

Beginning with the 2026-2027 school year, Kingsway will align its attendance procedures with New Jersey statutes and NJDOE guidance regarding excused absences.

- **College visits (up to three per year) for 11th and 12th grades.**
- **Take Your Child To Work Day**
- **Religious Observances**
- **Participation in observance of Veterans Day**
- **Attendance at Civic Events (only one day)**
- **Closure of a sending school district that prevents a student from having transportation to the receiving school**
- **Absence considered excused by the Commissioner or NJDOE regulation**

What happens if my child has excessive daily absences?

Any pupil who is absent for ten (10) consecutive school days and does not appear on homebound instruction, and/or is not under the care of a physician, shall be considered truant *(N.J.A.C.6A:16-1.3)* and will be issued a written notification to report back to school within five (5) school days. Failure to comply with the provision of the law may cause the parent to be deemed a disorderly person and subject to a fine *(N.J.S.A. 18A:38-28 through 31)*. Pupils above the compulsory age who do not comply with the notice and who do not return to school after five (5) days shall be dropped from the rolls of the school.

Chronic Illness

Chronic illness situations should be communicated to the student's school counselor and steps may be necessary to implement an attendance plan or 504 to accommodate student attendance/absences.

Readmission to School After An Absence

- A note explaining a pupil's absence for a non-communicable illness for a period of more than five days must be accompanied by a physician's statement of the pupil's illness.
- A pupil who has been absent by reason of having or being suspected of having a communicable

disease must present to the School Nurse written evidence of being free of communicable disease, in accordance with **Board Policy 8451**.

Loss of Course Credit for Absences

It is the student's and parent's responsibility to manage and keep track of their individual attendance for the year. Parents and students can check attendance online by going to Genesis. Notification of attendance will also be found online on semester report cards. Any student attending Kingsway Regional High School full-time who exceeds **sixteen (16)** days absent in a school year and any student attending Kingsway Regional High School on a shared basis at a vocational school who exceeds **fourteen (14)** days absent in a school year will be denied credit for all courses taken at Kingsway Regional High School. Students who exceed the allowable number of absences for a full-year course **(16)** days and a half-year course **(8)** days, will also lose credit for that course for the school year.

Attendance Letters

- When a student reaches **five (5) days** of absences, a letter will be sent to the parent/guardian via the Genesis Parent Portal. A school counselor will meet with the student. In addition, a phone call will be made to the parent/guardian to inform him or her.
- When a student reaches **eight (8) days** of absences, a letter signed by an assistant principal will be sent via the Genesis parent portal. The assistant principal and/or designee will meet with the student as a follow up to the letter.
- At the **twelve (12) days** absence threshold, a letter signed by the principal will be sent via the Genesis parent portal. The principal will require a phone or in-person conference to discuss the attendance matter (pending court, ineligibility for sports/activities, and loss of credit).
- At the **sixteen (16) days** absence threshold, a certified letter from the principal's office will be sent indicating that the attendance matter will be brought to the attention of the court. The court hearing will be attended by the Assistant Principal.

Credit Recovery

Students may attend Credit Recovery in efforts to earn credit for absences **exceeding sixteen (16)**. For each absence (daily attendance), a student must attend two (2) credit recovery sessions from 2:30pm to 4:45pm or if a student needs to take the late-bus, the student would attend three (3) credit recovery sessions from 2:30pm to 4:15pm. The number of days in which a student is able to schedule Credit Recovery (CR) is limited; therefore, administration strongly encourages students to schedule and attend CR as soon as they exceed the daily day limit or class limit of days.

Dropped From the School Rolls

When a student aged sixteen or over is absent for ten (10) consecutive full days or a total of twenty (20) full school days, for unknown reasons, the parent/guardian will be notified that their child will be dropped from the school rolls. Prior to dropping the student from the rolls, the parent/guardian will be requested to meet with the principal to determine the reason(s) for the absences. If the parents do not present appropriate reasons(s) for the absences, they will be notified that their son/daughter has been dropped from the school rolls.

Late Arrival and Early Dismissal (Board Policy 5230)

The Board of Education requires that pupils attend the full school day in order to benefit from the instructional program. That requirement will be waived only when compelling circumstances require that a pupil be late to school or dismissed from school before the end of the school day.

The Principal may excuse for good cause the late arrival and early dismissal of a pupil on the prior written

request of the pupil's parent(s) or legal guardian(s). Good causes may include, but need not be limited to, medical and dental appointments that cannot be scheduled outside the school day, medical disability, a motor vehicle driver's test, interviews for college entrance or employment, and court appearances. No pupil under the age of eighteen will be permitted to leave the school before the end of the school day except in the presence of the pupil's parent(s) or legal guardian(s), or an agent of the parent(s) or legal guardian(s) who has written authorization, or in the custody of agents of the state acting in their legal capacity.

The Principal shall maintain a record of the parent(s) or legal guardian(s) of each pupil. If one parent has been assigned custody of the pupil by court order or separation agreement and wishes to limit the noncustodial parent's access to the pupil, the parent in custody must inform the Principal of any such limitation and may request that his/her authorization be required before the noncustodial parent is granted access. In the absence of such notice, the Principal will presume that a pupil may be released into the care of either parent.

A pupil who suffers an incapacitating medical disability will be released from school only in the presence of an adult.

Tardiness

Students are tardy if they arrive at school or class after the bell has rung. Students who are tardy to school will report to the Attendance Office for a late pass. Students who are tardy due to a school bus should report to the Attendance Office upon arrival to school for an excused pass. All students must sign-in to the Attendance Office upon arrival at school (late arrival, Senior Flex, HyFlex).

Early Dismissal From School

To be excused early from school, communication (note, call, or email) must be presented by a parent or guardian to the Attendance Office at the beginning of the school day. At the time of the early dismissal, students must sign out at the Attendance Office and sign in if they are returning to school. The school administration recognizes only urgent reasons for early dismissal, such as medical and dental appointments that cannot be scheduled outside the school day, medical disability, a motor vehicle driver's test, interviews for college entrance or employment, court appearances, or illness after arrival at school.

Late to Class (LTC)

To alleviate loitering in the halls between classes and hold students accountable for lateness to class, the following procedure for LTC has been established: Teachers are to record in Genesis all students who are LTC. Upon the third offense (late to three total classes), the student will be issued an administrative lunch detention. Each additional offense will result in a referral in which administration will administer consequences in accordance with the Student Code of Conduct.

Students absent for 20 minutes or more of a class will receive an absence. A day of absence will be attained for every three tardies. All tardies will be totaled and added to the days of absence accumulated in the attendance policy.

Vacation

Please be advised that **vacation taken while school is in session will be considered as unexcused absence.** However, if the vacation is unavoidable, the student is required to obtain work from his/her teachers. The student must follow the steps below:

1. At least one week prior to vacation, written notice of the said vacation must be submitted to the attendance office. Once the form is submitted, a Notice of Vacation Form will be provided to the

student. Note: A copy of the form is available electronically through the Parent Portal of Genesis.

2. Once the Notice of Vacation Form is filled out, the student is to obtain signatures from each of his/her teachers and obtain any assignments that he/she will be missing while away. Teachers will initial this form to confirm talking with students. Work given to the student prior to the vacation must be completed upon returning to school or arrangements made with teachers prior to leaving.
3. Once all signatures are received, the form is to be returned to the attendance office for processing. Once processed, a copy of the completed vacation form will be given to the student to take home and a copy will be placed in his/her file.

Eighteen-Year-Old Students

At no time will 18-year-old students be permitted to sign out of school without officially declaring the age of majority and demonstrating his/her emancipation from his/her parent(s)/guardian(s). Please note that once a student declares the age of majority, i.e. 18, and effectively demonstrates his/her emancipation, the school will sever all educational ties with the student's parent(s)/guardian(s), and will deal directly with the student regarding all educational matters. Students may declare majority status by expressing in writing their wish to exercise their rights to the high school principal. **It will then be up to the student to demonstrate his/her emancipation to the administration by providing evidence of his/her financial and living independence from his/her parent(s)/guardian(s).** Upon receipt of the student's declaration of the age of majority, the administrative staff will contact the student's parent(s)/guardian(s) to advise them of the declaration, as well as the age of majority and emancipation. Any parent wishing to object to such a declaration may do so in writing to the Kingsway Regional High School Principal.

DISCIPLINE

Discipline Philosophy Statement

It is our goal to develop young adults who are capable of making good, sound decisions regarding both their academic preparation and the manner in which they conduct themselves in our school and outside our four walls. It is our expectation that students will conduct themselves as "responsible" young adults. The interventions and consequences imposed adhere to our overarching goal of keeping students in class and engaged in meaningful activities designed by our teachers.

We hold students to a very high standard. Those who meet this standard will have opportunities and privileges to participate in activities outside the classroom and during the S.M.A.R.T. period. However, those students who do not meet the expectations outlined in the code will be held accountable for the decisions they have made and therefore will no longer have access to the multitude of privileges that responsible students will enjoy. The goal will be to guide these students to making more responsible decisions. Disciplinary consequences imposed in response to discipline code infractions are designed, not to "punish," but rather to redirect students to engage in appropriate and productive behaviors. Administrators will apply the discipline code in a manner that is fair and consistent, and above all, with the goal of encouraging appropriate, responsible behavior moving forward.

Pupil Discipline/Code of Conduct (Board Policy 5600)

The Board of Education adopts this Pupil Discipline/Code of Conduct Policy to establish standards and procedures for positive pupil development and behavioral expectations on school grounds, including on a school bus or at school-sponsored functions, and as appropriate, for conduct away from school grounds.

The discipline code is intended as a guideline for interpreting the possible disciplinary action to be taken by faculty and/or administration for various disciplinary offenses. This discipline code is not all-inclusive and may be altered, modified, or applied in response to student conduct or events at any time deemed by the administration.

The discipline code can be applied progressively or at the discretion of the administration and may result in placement in the district's alternative program. It must be emphasized that actions taken by teachers and/or administrators are intended to remediate problems and provide a safe and secure environment for learning. Teachers are urged to contact parents about student disciplinary issues in the classroom in conjunction with teacher warnings, teacher detentions, and administrative referrals.

BEHAVIORAL CONSEQUENCES

Teacher Lunch Detention (TLD)

Teacher Lunch Detention (TLD) is designed to give teachers the use of another corrective measure to change a student's behavior with regard to classroom misconduct and tardiness. Teachers may assign lunch detention as necessary to address inappropriate behavior. In accordance with the Code of Conduct, failure to report to TLD or follow the established guidelines will result in further disciplinary action.

Administrative Lunch Detention (ALD)

Duration – L1&L2
Primary behavioral measure used to address most Tier I and Tier II discipline code violations.

After School Detention (ASD)

Monday through Thursday from 2:30pm- 4:15pm
ASD is provided by the school as an intermediate step prior to an extended school day or more serious measures and serves to warn students that continued misbehavior will result in more serious consequences. Assignments to ASD are made by administrators.

Extended School Day (ESD)

Monday through Thursday from 2:30pm to 5:00pm
An ESD is provided by the school for students who commit serious infractions that warrant more than ASD or for those who are repeat offenders. Assignments to ESD are made by administrators. ESD is an additional three hours of school; it begins at 2:30pm and concludes at 5:00pm. Students are responsible for providing their own transportation home from ESD. **While assigned to an ESD, students are not allowed to practice or participate in any extracurricular activities, e.g. athletics, clubs, concerts, field trips, etc.**

In-School Suspension (ISS)

Internal School Suspension (ISS) is a disciplinary measure where a student is removed from their regular classroom but remains in school under supervision. During ISS, students typically complete academic work in a designated area while reflecting on their behavior. The goal is to hold students accountable while minimizing lost instructional time and providing an opportunity for behavior correction in a structured setting.

Out-of-School Suspension (OSS)

Students who commit major and serious infractions or who are repeat offenders may face out-of-school

suspension (OSS), which is a denial of school attendance and of participation in or attendance at school-sponsored activities. Such suspensions are made by the administration in accordance with the policies of the Kingsway Regional School District. All suspensions may be appealed to the Principal and are subject to Due Process Procedure.

Upon return to school, the student will have the number of days equal to the number of days suspended to make up all work missed and to reschedule any missed tests. All makeup work and tests retaken are to be given full credit if completed within the time allowed.

Loss of School and Senior Privileges

Students who display a pattern of behavior that is not reflective of our discipline code expectations may no longer have access to the multitude of privileges that responsible students will enjoy. Students may be prohibited from participating in and/or attending extracurricular activities and/or receiving privileges at the discretion of administration based on student behavior. Senior privileges will be assessed at the beginning of the school year and will continue to be monitored throughout the year. For example, if a senior cuts class or school, his or her driving privileges could be revoked. The following are examples of school privileges and extracurricular activities that can be in jeopardy if students do not adhere to the discipline code:

- Late arrival/early release (senior privilege)
- School parking (senior privilege)
- Attending school related functions (dances, games, etc.)
- Participating on sports teams and/or participating in extracurricular activities (clubs and activities)
- Office/Media Center Aide
- Full-day schedule resulting in withdraw from college course if necessary

Good Student Standing

All students will begin the school year with a status known as “Good Student Standing.” A student with “Good Student Standing” may be eligible to attend any extracurricular activity offered by Kingsway Regional High School.

If a student receives an Out-of-School Suspension (OSS), in addition to the consequences of the suspension, the student will lose their Good Student Standing. This means that the student is denied the ability to attend all extracurricular activities, including S.M.A.R.T., for the number of school days explained below. These days will apply immediately following a suspension. In the event an activity occurs when school is not in session (weekends or holidays), those days will count when determining the student’s Good Student Standing. Activities in this policy include the following: wellness activities, all clubs, school- sponsored tournaments, sports, dances, plays, musicals, talent shows, non-curricular field trips, and any other special extracurricular activity that may be scheduled.

Administrative Discipline per Code	**Number of Days Loss of Good Student Standing**
Any infraction resulting in OSS	10 days per infraction upon return
Students who fail to comply will receive additional consequences pursuant to the code of conduct, including additional loss of good student standing.	

Key Terms

Multiple Offenses, One Incident: A single incident can consist of multiple incident types. For example, a student might make a criminal threat toward another student while holding a knife. This would be entered into the SSDS as a single incident of criminal threat and weapon use.

Alternative Education Program: A comprehensive educational program designed to address the individual learning, behavior, and health needs of students who are not succeeding in the general education program or have been mandated for removal from general education, pursuant to N.J.A.C. 6A:16-5.5, 5.6 and, as appropriate, 5.7. The alternative education program shall provide a variety of approaches to meet the State-adopted standards, such as through nontraditional programs, services, and methodologies to ensure curriculum and instruction are delivered in a way that enables students to demonstrate the knowledge and skills specified for all students in N.J.A.C. 6A:8.

Assault: A person attempts to cause – or purposely, knowingly, or recklessly causes – bodily injury to another.

Fight: Mutual engagement in a physical confrontation in which the offenders understood that the confrontation may result in bodily injury to either party. Does not include a verbal confrontation or a minor confrontation, such as a shoving match. Each participant must be classified as an offender.

False Public Alarm: Initiating or circulating a report or warning of an impending fire, explosion, bombing, crime, catastrophe, or emergency, knowing that the report or warning is false or baseless and that it is likely to cause evacuation of a school building, school bus, or other place of assembly on school grounds. This includes knowingly setting off a fire alarm when no fire exists.

Bias-Related Act: Incidents determined to be Bias-Related means that it is an incident directed at a person, group of persons, private property, or public property that is motivated in whole or in part by racial, gender, disability, religious, sexual orientation, or ethnic prejudice. A bias-related incident need not involve conduct that constitutes a criminal offense. All bias-related incidents will be reported to law enforcement to determine if the incident rises to bias-intimidation. Bias-Intimidation is an incident that was confirmed by a law enforcement official to be bias-intimidation.

Bias-Intimidation: New Jersey law defines bias intimidation as threatening or committing an offense (or attempting or conspiring to commit an offense) (1) with a purpose to intimidate an individual or group of individuals because of race, color, religion, gender, disability, sexual orientation, gender identity or expression, national origin, or ethnicity; or (2) knowing that the conduct constituting the offense would cause an individual or group of individuals to be intimidated because of race, color, religion, gender, disability, sexual orientation, gender identity or expression, national origin, or ethnicity. A person is guilty of the crime of bias intimidation if he commits, attempts to commit, conspires with another to commit, or threatens the immediate commission of an offense specified in chapters 11 through 18 of Title 2C of the New Jersey Statutes; N.J.S.2C:33-4; N.J.S.2C:39-3; N.J.S.2C:39-4 or N.J.S.2C:39-5.

Expulsion: Pursuant to policy #5620, that expulsion from this district is the most severe sanction that can be imposed upon a student. It is when a school district is no longer required to provide educational services to a general education student. The Board may expel a general education student from school, pursuant to N.J.S.A. 18A:37-2. An appeal of the Board's decision regarding the cessation of the student's general education program shall be made to the Commissioner of Education in accordance with N.J.S.A. 18A:6-9 and N.J.A.C. 6A:3-1.3 through 1.17.

Formal Charge: A formal allegation made by a law enforcement official asserting that somebody has committed a crime. A stationhouse adjustment would not be considered a formal charge. (A stationhouse adjustment is an alternative method that law enforcement agencies may use to provide for immediate consequences, such as community service or restitution and a prompt and convenient resolution for the victim, while at the same time avoiding a formal juvenile delinquency record.)

Hate or Hateful Behaviors: Hate or hateful behaviors relate to beliefs or practices that attack, malign, delegitimize or exclude an entire class of people based on immutable characteristics, including their ethnicity, religion, gender, sexual orientation, or disability. Hate actors are understood to be individuals, groups or communities that actively and overtly engage in the above activity, as well as those who implicitly attack classes of people through, for example, the use of conspiracy theories and disinformation. Hateful activity is understood to be antithetical to pluralism and the universal application of human rights.

Suspensions: Pursuant to policy #5610, administration recognizes that even the temporary exclusion of a student from the educational program of this district is a severe sanction and one that cannot be imposed without due process. Any student who is guilty of continued and willful disobedience, or of open defiance of the authority of any teacher or person having authority over him, or of the habitual use of profanity or of obscene language, or who shall cut, deface or otherwise injure any school property, shall be liable to punishment and to suspension or expulsion from school. Conduct which shall constitute good cause for suspension or expulsion of a student guilty of such conduct shall include, but not be limited to, the conduct as defined in N.J.S.A. 18A:37-2 and the school district's Student Discipline/Code of Conduct Policy and Regulation in accordance with the N.J.A.C. 6A:16-7.1. et seq. For the purposes of this policy, "suspension" means the temporary removal of a student from the regular instructional program. Suspension is the denial of school attendance and of participation in or attendance at school-sponsored activities. "Short-term suspension" means a suspension of not more than ten days, and "long-term suspension" means a suspension of more than ten days. All suspensions may be appealed to the principal and are subject to Due Process/Appeals Procedure.

Due Process/Appeal Procedures

A student has the right to appeal the discipline decision of a school administrator for any infraction resulting in an Out-of-School Suspension (OSS) and has the right to an advocate during the appeal process. Every effort is made to reach an agreement at the lowest level possible. Appeals begin with the administrator who administered the disciplinary infraction. The purpose of the Appeals Procedure is to provide a student/parent/guardian (complainant) with an administrative remedy to dispute alleged violations, misinterpretations, and misapplications of Board policies, regulations, procedures, and practices and/or law. Based on the merits of the written report filed by the complainant, the appeal may be heard or denied, with clear and sufficient reasons, in writing, to the complainant if the appeal is denied. All suspensions will be served immediately. Detentions are not considered appealable in that they do not deprive a student of his/her educational program.

An appeal must be filed in writing within three (3) school days of the date the aggrieved knew or should have known of the circumstances, which caused the appeal/grievance. The administrator shall render a decision within fifteen (15) school days from the date the appeal was originally filed. When requesting an appeal, the complainant must include the following information:

1. Student Name

2. Date of decision and/or incident that you are appealing

3. Briefly describe the reason you are appealing the decision in this matter. Cite relevant laws, policies, or regulations that you believe have been violated.

4. Provide a detailed statement with supporting facts and evidence to support your appeal of the disciplinary decision. The district will not consider additional evidence and/or claims at subsequent levels.

5. Please indicate the remedy or outcome you are seeking.

Appeal to the Principal: If a complainant is not satisfied with the written decision rendered by the administrator for consequences resulting in out-of-school suspensions (OSS) only, the complainant may submit a written appeal to the principal within five (5) school days of receiving the administrator's written decision. The Complainant will be provided with the opportunity to present witnesses and evidence in support of his/her cause. The principal shall render a decision within fifteen (15) school days from the date the appeal was filed with the principal.

Appeal to the Superintendent: If a complainant is not satisfied with the written decision rendered by the principal for consequences resulting in out-of-school suspensions (OSS) only, the complainant may submit a written appeal to the Superintendent's Office within five (5) school days of receiving the principal's written decision. The appeal must request a review of the complaint, include the principal's decision and all pertinent information, and state the remedy requested. Within fifteen (15) school days of the receipt of the appeal, the Superintendent or his/her designee will render a written decision and send it to the complainant and the principal.

Appeal to the Board of Education: If a complainant is not satisfied with the written decision rendered by the Superintendent or his designee for consequences resulting in out-of-school suspensions (OSS) only, the complainant may submit a written appeal to the Board of Education within five (5) school days of receiving the Superintendent's written decision. The appeal must request a review of the complaint, include the decision of the Superintendent/Designee and include all pertinent information, and state the remedy requested. The Board of Education will hear the appeal at the next scheduled Board meeting.

Discipline: Students With a 504 Plan/IEP

Students with disabilities are subject to the District's Code of Student Conduct. However, disciplinary actions involving students with disabilities shall be administered in accordance with applicable federal and state laws and regulations, including the Individuals with Disabilities Education Act (IDEA), Section 504 of the Rehabilitation Act of 1973, and New Jersey Administrative Code.

When disciplinary action is being considered for a student with a disability, school administrators shall consult with appropriate staff, including the student's case manager, counselor, Child Study Team member, or other personnel familiar with the student's educational program and behavioral supports, as appropriate.

The student's disability, Individualized Education Program (IEP), Section 504 Plan, behavioral intervention plan, and other relevant factors shall be considered when determining appropriate disciplinary action.

If a student with a disability is removed from school for more than ten (10) consecutive school days, or is subjected to a series of removals that constitute a disciplinary change of placement, the District shall follow all applicable procedural safeguards and disciplinary requirements established by federal and state law.

No later than the date on which a decision is made to implement a disciplinary change of placement, the parent(s)/guardian(s) shall be notified of the decision and provided with a copy of their procedural safeguards.

Within ten (10) school days of the decision to change the student's placement for disciplinary reasons, the student's IEP Team shall conduct a Manifestation Determination Review (MDR) to determine:

1. Whether the conduct in question was caused by, or had a direct and substantial relationship to, the student's disability; or
2. Whether the conduct in question was the direct result of the District's failure to implement the student's IEP.

If the IEP Team determines that either condition exists, the behavior shall be considered a manifestation of the student's disability, and the District shall take appropriate action in accordance with applicable law and the student's educational needs.

If the IEP Team determines that the conduct was not a manifestation of the student's disability, disciplinary consequences may be applied in the same manner and for the same duration as they would be for students without disabilities, subject to the District's continuing obligation to provide educational services as required by law.

All disciplinary decisions involving students with disabilities are subject to the procedural safeguards and due process rights provided under applicable federal and state law.

Substance Abuse (Board Policy 5530)

The Board of Education recognizes that a student's abuse of harmful substances seriously impedes that student's education and threatens the welfare of the entire school community. The Board is committed to the prevention of substance abuse and the rehabilitation of substance abusers by educational means, but will take the necessary and appropriate steps to protect the school community from harm and from exposure to harmful substances. The full policy is available on the District Website under the BOE tab at the top of the webpage

Search and Seizure (Board Policy 5770)

School officials maintain the right to search a student's person and/or personal effects or vehicle whenever a school authority has reasonable suspicion to believe that the student is in possession of illegal or unauthorized materials. Student lockers are school property and remain at all times under the control of the school. School authorities may conduct periodic general inspections or searches of lockers at any time without notice, without student consent and/or without a search warrant. Students should have no expectation of privacy in the use of a school locker. A "drug dog" may be brought in by a police officer to check hall lockers or cars parked on school property. Examples of items subject to this regulation include, but are not limited to drugs, drug paraphernalia, weapons, pornography, stolen goods, firearms, explosives, alcohol, tobacco, electronic cigarette devices, or cigarette lighters. Under no circumstances shall a search be conducted based solely upon an anonymous tip and /or a rumor that contraband is present. The extent or scope of the search shall be reasonably related to the objectives of the search and not excessively intrusive in light of the age and sex of the pupil and the nature of the infraction.

Reasonable Suspicion: Alcoholic Beverages and Controlled Dangerous Substances

Procedures:

1. If there is reasonable suspicion that a student may possibly be under the influence or impaired, (slurred speech, excessive sleepiness, erratic behavior, decreased motor skills, etc.), that student is referred immediately to the school principal or designee.

2. Pursuant to *NJSA 18A:40A-12 and NJAC 6A: 16-4.3(a)2ii,* the student is given a brief examination by the school nurse to ensure he or she is not in immediate danger. Refusing the required medical examination will be considered admission of use.
3. Upon examination, if reasonable suspicion exists, Administration has the right to require a student to undergo a drug screening and to search the student as well as his or her belongings.
4. The parent/guardian is contacted and must transport the student to the District's contracted vendor for a drug test and full examination immediately following pick up from school. The parent/guardian may choose to use his or her own physician to conduct the test and examination at parent/guardian expense. **PLEASE NOTE: The test and complete examination must be conducted within 24 hours of notification.**
5. **A positive screening will result in a four (4) day external suspension and principal's probation. Refusal to comply, a diluted result, inconclusive outcome, or untestable specimen will be treated as a positive result.**
6. If a student is suspected of being under the influence and admits use, the above procedures will continue to be carried out to ensure the health and well-being of the student. As a result of admission, the student will be disciplined according to District policy and procedures.
7. Failure to comply with district policy and procedures will result in immediate suspension according to Board Policy and Student Code of Conduct.
8. A Principal's Meeting will be scheduled upon reentry to school to discuss further expectations and actions.

HARASSMENT, INTIMIDATION & BULLYING

According to **Board Policy 5512**, "'Harassment, intimidation, or bullying' means any gesture, any written, verbal, or physical act, or any electronic communication, whether it be a single incident or a series of incidents, that is reasonably perceived as being motivated either by any actual or perceived characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, or a mental, physical, or sensory [handicap] disability, or by any other distinguishing characteristic, that takes place on school property, at any school-sponsored function, on a school bus, or off school grounds as provided for in section 16 of p.l.2010, chapter 122, that substantially disrupts or interferes with the orderly operation of the school or the rights of other students and that:

- A reasonable person should know, under the circumstances, will have the effect of physically or emotionally harming a student or damaging the student's property, or placing a student in reasonable fear of physical or emotional harm to his person or damage to his property; or
- Has the effect of insulting or demeaning any student or group of students (in such a way as to cause substantial disruption in, or substantial interference with, the orderly operation of the school); or
- Creates a hostile educational environment for the student by interfering with a student's education or by severely or pervasively causing physical or emotional harm to the student."

CODE OF CONDUCT

The Code of Conduct applies in all settings and schedules (in-person, hybrid, and virtual).
CONSEQUENCES, HOURS, AND LOCATIONS
ALD - Administrative Lunch Detention: (L1 & L2) **ASD** - After-School Detention: 2:30-4:15 (1.75 hours) **ESD** - Extended School Day: 2:30-5:00 (2.5 hours) **FTS** - Failure to Serve **ISS** - In-School Suspension **OSS** – Out-of-School Suspension

LOSS OF GOOD STUDENT STANDING

All students will begin the school year with a status known as "Good Student Standing." A student with "Good Student Standing" may be eligible to attend any extracurricular activity offered by Kingsway Regional High School.

If a student receives an Out-of-School Suspension (OSS), in addition to the consequences of the suspension, the student will lose their Good Student Standing. This means that the student is denied the ability to attend all extracurricular activities, including S.M.A.R.T., for the number of school days explained below. These days will apply immediately following a suspension. In the event an activity occurs when school is not in session (weekends or holidays), those days will count when determining the student's Good Student Standing. Activities in this policy include the following: wellness activities, all clubs, school- sponsored tournaments, sports, dances, plays, musicals, talent shows, non-curricular field trips, and any other special extracurricular activity that may be scheduled.

Administrative Discipline per Code	**Number of Days Loss of Good Student Standing**
Any infraction resulting in OSS	10 days per infraction upon return
Students who fail to comply will receive additional consequences pursuant to the code of conduct, including additional loss of good student standing.	

VIOLATIONS BEYOND THE CODE

Unfortunately, violations can occur in the high school setting beyond what is described within this Code of Conduct. When these violations occur, they need to be dealt with more severely because of the implications they can have for the safe, orderly operation of our school. Discipline will begin at a minimum at the third offense.

TIER I: INFRACTIONS RELATING TO SCHOOL RULES & PROCEDURES

Infraction	**Disciplinary Action / Number of Offenses**		
	1	**2**	**3**
A. Improper Use of a Hall Pass	Warning	ALD (1)	
B. Dress Code Violation	Warning & Student will be asked to change	ALD (1) & Students will be asked to change	
C. Littering	Warning	ALD (1)	
D. Unauthorized Use of Earbuds/Headphones	Warning	ALD (1)	
E. Riding an Unauthorized Bus without Administrative Approval	Warning	ALD (1)	
F. Solicitation/Sale of Goods or Services without Administrative Approval and/or Food Delivery During School Hours	Warning	ALD (1)	

Note: For Drugs and Alcohol, see Tier IV.E				
G. Eating in Non-Designated Areas/Bringing Food/Beverage (not water) out of the Cafeteria	Warning & Food Confiscated		ALD (1) & Food Confiscated	
H. Academic Integrity *Pursuant to* ***Policy 5701*** and **Policy 2365**	See Plagiarism / Academic Integrity Code *Note: Students who distribute copies of assessment/assessment questions and/or answers will warrant a heightened response of two (2) ESD, zero on the assignment, and LGSS for 10 days.*			
I. Failure to sign in using Turnstile	Warning		ALD (2)	ASD (2)
J. Late to Class (LTC) (3 LTC equals 1 offense) *Note – Three lates is a student who is late to three total classes.*	ALD (1) - 3 lates	ALD (2) - 6 lates	ASD (1) - 9 lates	ISS (1) -12 or more lates
K. Cutting Class - Leaving without permission & lateness/missing from class for over twenty minutes.	ALD (2)		ASD (2)	ESD (1)
L. Teacher Detention - Failure to Serve	ALD (1)		ASD (2)	
M. ALD - Failure to Serve	ASD (1)		ESD (1)	
N. ASD - Failure to Serve	ESD (1)		OSS (1)	
O. ESD - Failure to Serve	OSS (1)		OSS (2)	
P. Unauthorized Use of Technology – Including but not limited to the use of cell phones, smartwatches, personal laptops, tablets, smart glasses, etc.	ALD (2)		ASD (2)	ISS (1)
	Devices may be confiscated by administration and parental pickup may be required.			
Q. Failure to Follow Rules and/or General Misconduct on School Transportation	ALD (2) & Possible Seat Change		ASD (2) & Seat Change	ISS (1) & Possible Two-Week Bus Suspension
R. General Misconduct – Including, but not limited to, excessive noise, running in halls, disruption, and public display of affection	ALD (2)		ASD (2)	
S. Inappropriate/Vulgar Language and Gestures/Inappropriate Materials	ASD (1)		ASD (2)	
T. Disrespect to Another Student- Including, but not limited to, name-calling, horseplay, and teasing	ASD (1)		ASD (2)	

U. Late to School (5 LTS equals 1 offense)	N/A	N/A		
V. Parking in an Unauthorized Area and/or Unregistered Spot	Warning	Second and subsequent offenses is a $20/incident fine. Non-registered driver after third offense forfeit driving privileges.		
<u>TIER II:</u> INFRACTIONS RELATING TO SAFETY & SECURITY				
Infraction	**Disciplinary Action / Number of Offenses**			**Possible complaint filed with WTPD, restitution for loss, and board action**
	1	**2**	**3**	
A. Restricted Area/Unauthorized Entry – In an unauthorized area without permission/supervision/pass before, during, or after school, including having multiple people in the same bathroom stall.	ASD (2)	ESD (2)	ISS (1)	N/A
B. Disturbance to the School and/or Learning Environment – Including, but not limited to, SMART, a larger population, hallway misconduct, and assemblies **Behaviors that result in a disturbance during S.M.A.R.T. will additionally result in removal from S.M.A.R.T. for up to eight (8) school days.*	ESD (1)	ISS (1)	ISS (2)	N/A
C. Defiance/Insubordination/Failure to Follow Directives, Rules, and/or Expectations – Including, but not limited to, academic environment/classroom, after school activities, school-sponsored events, ALD, ASD, and ESD	ASD (2)	ISS (1)	ISS (2)	N/A
D. Disrespect to Faculty and Staff	ASD (2)	ISS (1)	ISS (2)	N/A
E. Inappropriate, Rude, Disrespectful Behavior –	ASD (2)	ISS (1)	ISS (2)	N/A

Including, but not limited to, comments and/or actions directed at another student that cause a disruption to the school or learning environment and/or impede the learning of a student *<u>Note</u>: For comments related to race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, or a mental, physical, or sensory disability, or any distinguishing characteristic or sexually remarks see Tier III.C Violating the Rights of Others*				
F. Falsification of Records/Alerting of Documents/Lying – Including, but not limited to, forging/altering signatures or impersonating someone.	ASD (2)	ISS (1)	ISS (2)	N/A
G. Leaving School Grounds without Proper Authorization/Cutting School	ISS (1)	ISS (2)	OSS (2)	N/A
H. Gambling	ISS (1)	ISS (2)	OSS (2)	X
I. Breach of Security/Violation of regulations, requirements, procedures, or guidelines that compromises the safety and security of staff and students – Including but not limited to opening perimeter doors without authorization	ISS (1)	ISS (2)	OSS (2)	N/A
J. Tampering with Locks and/or Magnetic Strips – Including, but not limited to, theft of lockdown magnet	ISS (1)	ISS (2)	OSS (2)	N/A
K. Vandalism/Misuse of School Equipment	ISS (1)	ISS (2)	OSS (2)	X
L. Distribution/Possession of Inappropriate or Pornographic Material (video, pictures…) *(For incidents relating to child pornography, see Tier IV.F.)*	ISS (1)	ISS (2)	OSS (2)	N/A
M. Theft and/or Possession of Stolen Goods (Less than $10 in value)	ISS (1)	ISS (2)	OSS (2)	X

TIER III: MISDEMEANORS				
Infraction	**Disciplinary Action / Number of Offenses**		**Complaint filed with WTPD**	**Re-entry & LGSS for OSS**
	1	**2**		
A. Theft, Distribution, and/or Possession of Stolen Goods or Counterfeit Funds (More than $10 in value)	ISS (2)	OSS (2)	N/A	X
B. Jeopardizing the Safety of Others/ Hazardous, Reckless, or Physically Dangerous Conduct – Including but not limited to misuse of staff/security/administrative resources, putting others in harm, or failure to report hazardous/reckless conduct	ISS (2)	OSS (2)	N/A	X
	INCIDENTS THAT CAUSE A DISRUPTION TO THE SCHOOL AND/OR COMMUNITY WARRANT A HEIGHTENED RESPONSE OF EIGHT (8) DAYS OSS AT MINIMUM			
C. Violating the Rights of Others (physically and/or verbally - spoken, written, or electronic) - Including but not limited to hazing, harassment, ridicule, embarrassment, inflammatory statements and derogatory comments	ISS (2)	OSS (2)	N/A	X
	INCIDENTS THAT CAUSE A DISRUPTION TO THE SCHOOL AND/OR COMMUNITY WARRANT A HEIGHTENED RESPONSE OF EIGHT (8) DAYS OSS AT MINIMUM			
D. Tampering with Fire Alarms or Cameras and/or False Public Alarm	ISS (2)	OSS (2)	N/A	X
E. Inappropriate Language and/or Gestures Directed at Faculty & Staff/Gross Disrespect to Faculty and Staff	ISS (2)	OSS (2)	N/A	X
F. False Accusations *Pursuant to Policy #5512.01, Section J, Consequences and Appropriate Remedial Action for False Accusation*	ISS (2)	OSS (2)	N/A	X
G. Possession of Lighter/Matches	ESD (2)	ISS (2)	OSS (2)	X
H. Distribution of Over-the-Counter Medicine	ISS (2)	OSS (2)	N/A	X
Note: Over-the-counter medications that are improperly used to cause intoxication, inebriation, excitement, enhanced focus, stupefaction, and/or dulling of the brain or nervous system.	The school counselor will conduct an initial intake to provide targeted resources.			

I. Smoking on school grounds/possession of cigarettes, vaporizers, and/or e-cigarettes *<u>Note</u>: The possession of three or more electronic cigarettes/vapes and/or a bottle of e-juice will be classified as intent to distribute. See Tier IV.M.* *Pursuant to the "New Jersey Smoke-Free Air Act, N.J.S.A. 26:3d-55, et. seq., Persons found to violate the Act are subject to fines and penalties established by the act of $250 for a first offense, $500 for a second offense, and $1,000 for each subsequent offense."*	OSS (2)	OSS (4)	N/A	X
	• The school counselor will conduct an initial intake to provide targeted resources. • Confiscated devices/products turned over to law enforcement • Mandatory drug screening for possession or use of electronic devices and/or related juice, wax, or oil. *<u>Note</u>: Refusal to test will be recorded as a positive test; Positive results will require mandatory enrollment in an appropriately recognized and certified prevention/education program or a drug/alcohol rehabilitation program.*			
J. Under the Influence of Alcohol or a Controlled Dangerous Substance - Including, but not limited to cocaine, heroin, PCP, methamphetamines, LSD, marijuana, and ecstasy *<u>Note</u>: The possession of three or more electronic cigarettes/vapes and/or a bottle of e-juice will be classified as intent to distribute. See Tier IV.M.* *Pursuant to **Policy #5530**, Section C, Substance Abuse.*	OSS (2)	OSS (4)	N/A	X
	• The school counselor will conduct an initial intake to provide targeted resources. • Confiscated devices/products turned over to law enforcement. • Mandatory drug screening. *Note - Positive results will require mandatory enrollment in an appropriately recognized and certified prevention/education program or a drug/alcohol rehabilitation program within seven calendar days of the confirmed positive test result. Refusal to test will be recorded as a positive test.*			

<u>TIER IV:</u> MAJOR OFFENSES				
Infraction	**Disciplinary Action**		**Complaint filed with WTPD**	**Principal's Hearing & Probation**
A. Refusal to Comply with a School Employee	OSS (2)	OSS (4)	N/A	X
B. Failure to Disperse - Including, but not limited to failure to follow directives during a fight, riot, safety drill, or engagement in behaviors that are disrupting, inappropriate, likely to cause alarm and/or harm	OSS (2)	OSS (4)	N/A	X

	INCIDENTS THAT CAUSE A DISRUPTION TO THE SCHOOL AND/OR COMMUNITY WARRANT A HEIGHTENED RESPONSE OF EIGHT (8) DAYS OSS AT MINIMUM			
C. Incitement to Fight- battery/unwanted physical contact, one-sided pushing/shoving of another student	OSS (4)	OSS (8)	N/A	X
D. Verbal Altercation - Including verbal threat or electronic threat	OSS (2)	OSS (4)	N/A	
E. Unauthorized Social Media Posting / Inappropriate Use of Technology – Including, but not limited to, images taken within the school and/or of the staff and student body, posting commentary, content, video, or defamatory images, harassing, or misrepresenting/slander the district, school, staff or student body and/or creating a hostile environment. *Note: The use of any electronic mobile device that has recording capability, be it video, photo or any other electronic image and audio recording of any kind is strictly prohibited in locker rooms, dressing rooms, bathrooms, or other areas of the school where there may be a reasonable expectation of personal privacy. Any use or attempted use of an Electronic Mobile Device to capture, record, or transfer the image of an individual in any stage of undress is strictly prohibited and will result in immediate referral to police and appropriate disciplinary action as outlined in the district's Student Code of Conduct.* *Behaviors that produce, post and promote hate or discrimination; uses creative effects, music, and/or narration to produce,*	OSS (2)***	OSS (4)***	N/A	X

post and promote bias-related behaviors and/or bias intimidation; uses imagery or voiceover for such purpose; uses hashtags to gain broader appeal/viewership of hateful or bias-related content will additionally be found to violate Tier IV.O Bias-Related Act.				
F. Disorderly Conduct / Lewd Behavior	OSS (4)	OSS (8)	N/A	X
G. Physically Resisting Detainment	OSS (8)		X	X
H. Possession of a Fireworks, Hazardous Materials, Knife, or a Look-a-Like (i.e. water gun)	OSS (8)***		X	X
I. Fighting (Physical Altercation) Mutual engagement in a physical confrontation in which the offenders understand that the confrontation may result in bodily injury to either party. Does not include a verbal confrontation or a minor confrontation, such as a shoving match. Each participant must be classified as an offender. Any incident that meets this definition pursuant to New Jersey's Student Safety Data System Guidance (SSDS) must be reported through the SSDS system, regardless of whether any disciplinary action was taken. *SSDS Code: Violence- fighting*	OSS (8)***		X	X
J. Assault (Simple) A person attempts to cause – or purposefully, knowingly, or recklessly causes – bodily injury to another. Typically, spontaneous and less severe intent. Intentional or reckless physical contact or actions that cause or attempt to cause bodily harm to another person but result in minor or no injuries. Simple assault may involve slapping, hitting, spitting, or other forms of contact without the use of a weapon and without	OSS (8) ***		X	X

serious harm. It is often characterized as a less severe act of violence. Any incident that meets this definition pursuant to New Jersey's Student Safety Data System Guidance (SSDS) must be reported through the SSDS system, regardless of whether any disciplinary action was taken. *SSDS Code: Violence- assault*				
K. Act of Aggression Towards a School Employee *Note: Implicit or explicit threats with intent to harm or act out violently against an agent of the board of education.* *Pursuant to NJ Rev Stat § 18A:37-2.1*	OSS (8) ***		X	X
L. Threat (Simple) An attempt by physical menace (e.g., verbal threats) to put another in fear of bodily injury. The offender knew that the threat could make the victim fearful. A threat made through written, verbal, or electronic means that causes fear, panic, or alarm but is determined to lack a specific, credible intent to harm. While such threats may initially seem concerning, they are typically made in the heat of the moment, as jokes, or as expressions of anger or frustration, without evidence of imminent danger or the capability to carry out the threat. However, reckless disregard for the impact on others or disruption to the school environment makes these actions serious infractions. Any incident that meets this definition pursuant to New Jersey's Student Safety Data System Guidance (SSDS) must be reported through the SSDS system, regardless of whether	OSS (4)	OSS (8) ***	X	X

any disciplinary action was taken. *SSDS Code: Violence- threat*				
M. Solicitation/Distribution/Possession of Alcohol, Prescription Medicine, Drugs, and/or Paraphernalia (Paraphernalia includes any equipment, product, accessory, or material that is modified for making, using, or concealing drugs or alcohol. In addition, the possession of three or more electronic cigarettes/vapes and/or a bottle of e-juice) Pursuant *to District Policy 5530. Section C – Substance Abuse.* *SSDS Code: Substance offense*	OSS (8) ***		X	X
N. Distribution/Possession of Child Pornography	OSS (8) ***		X	X
O. Bias-Related Acts - Incidents determined to be Bias-Related mean that it is an incident directed at a person, group of persons, private property, or public property that is motivated in whole or in part by racial, gender, disability, religious, sexual orientation, or ethnic prejudice. A bias-related incident need not involve conduct that constitutes a criminal offense. All bias-related incidents will be reported to law enforcement to determine if the incident rises to bias-intimidation. Bias-Intimidation is an incident that was confirmed by a law enforcement official to be bias-intimidation. New Jersey law defines bias intimidation as threatening or committing an offense (or attempting or conspiring to commit an offense) "with a purpose to intimidate an individual or group of individuals because of race, color, religion, gender, disability, sexual	OSS (8) ***		X	X

orientation, gender identity or expression, national origin, or ethnicity."				
P. Computer Trespass Intentionally and without authorization changing, removing, altering, or otherwise interfering or causing disruption or malfunction to any school district computer, computer system, computer network, computer program, or data. Any incident that meets this definition pursuant to New Jersey's Student Safety Data System Guidance (SSDS) must be reported through the SSDS system, regardless of whether any disciplinary action was taken. *SSDS Code: Vandalism- Computer trespass*	OSS (4)	OSS (8) ***	X	X
Q. Trespass Entry onto school property or into a school building without permission when the individual knows that he/she is not privileged to be on the property. Any incident that meets this definition pursuant to New Jersey's Student Safety Data System Guidance (SSDS) must be reported through the SSDS system, regardless of whether any disciplinary action was taken. *SSDS Code: Vandalism- Trespass*	OSS (4)		X	X
*** **The date of return to school may be contingent upon a safety evaluation, psychological evaluation, and/or Child Study Team referral. Additionally, the student will be required to attend one (1) to three (3) mandatory counseling sessions along with any additional support deemed necessary to prevent recurrence.**				

TIER V: ZERO-TOLERANCE FOR CATASTROPHIC THREATS & WEAPONS VIOLATIONS This tier addresses the most severe and dangerous behaviors that directly threaten the safety, security, and well-being of the school community. Students found in violation of Tier V infractions will face a long-term suspension hearing, mandatory safety and/or psychological evaluations, and referral to law enforcement. Tier V infractions include, but are not limited to:			
Infraction	**Disciplinary Action**	**Complaint filed with WTPD**	**BOE Hearing / Expulsion Hearing**
A. Assault (Aggravated) A person attempts to cause – or purposefully, knowingly, or recklessly causes – bodily injury to another. Deliberate, malicious intent to cause serious bodily harm or significant injuries. A deliberate act of violence that results in serious bodily injury involves the use of a weapon or dangerous object or is committed with the intent to cause significant harm. Aggravated assault is considered more severe due to the level of injury, use of weapons, or the deliberate and malicious nature of the act. Examples: (1) A student strikes another with a weapon or dangerous object (e.g., a bat, knife, or blunt object). (2) An altercation resulting in serious injuries requiring medical attention. (3) Choking, striking someone in a vital area, or any act with intent to cause lasting harm. Any incident that meets this definition pursuant to New Jersey's Student Safety Data System Guidance (SSDS) must be reported through the SSDS system, regardless of whether	OSS (10) ***, +++	X	X

any disciplinary action was taken. *SSDS Code: Violence- Assault*			

B. Possession of a Weapon or Weapon Related Paraphernalia Having on one's person, in one's locker or vehicle one or more of the listed weapon types. Possession of a weapon or weapon-related paraphernalia with the intent to harm or threaten others, including but not limited to pocket knives, box cutters, or any sharp object designed to slash, stab, or penetrate. A weapon is any instrument readily capable of lethal use or of inflicting serious bodily injury. Components that can be readily assembled into a weapon are reported in this category. This category includes, but is not limited to: •Bomb: an explosive device designed to injure or kill people or to damage or destroy property (includes grenade); •Handgun; •Rifle (includes shotgun); •Air gun: includes bb gun, pellet gun, or other weapon of a similar nature in which the propelling force is a spring, elastic band, carbon dioxide, compressed or other gas or vapor, air or compressed air, or is ignited by compressed air, and ejecting a bullet or missile smaller than three-eighths of an inch in diameter, with sufficient force to injure a person; •Knife/blade (includes razor blade and box cutter); and •Spray: a device that projects, releases, or emits tear gas or any other substance, such as pepper spray, that is intended	OSS (10) ***, +++	X	X

to produce temporary discomfort or permanent injury through being vaporized or otherwise dispensed in the air. Any incident that meets this definition pursuant to New Jersey's Student Safety Data System Guidance (SSDS) must be reported through the SSDS system, regardless of whether any disciplinary action was taken. *SSDS Code: Weapon Offense*			

C. Threat (Criminal) Threat (Criminal) is an expression – either physically or verbally – with the intent to commit one of the following violent criminal offenses: Homicide, Aggravated assault, Sexual assault, Kidnapping, or Arson. The threat must be made for the purpose of placing another in imminent fear of one of these violent acts, under circumstances that would reasonably cause the victim(s) to believe the immediacy of the threat and the likelihood that it will be carried out. Any incident that meets this definition pursuant to New Jersey's Student Safety Data System Guidance (SSDS) must be reported through the SSDS system, regardless of whether any disciplinary action was taken. *SSDS Code: Violence- Threat (criminal)*	OSS (10) ***, +++	X	X
D. Possession of Non-Functioning Simulated or Replica Weapons Possession or use of replica weapons, including toy guns or other non-functioning items, in a manner that incites fear or disrupts school safety. The focus is on the use of the object, not its function.	OSS (10) ***, +++	X	X

E. False Public Alarm Initiating or circulating a report or warning of an impending fire, explosion, bombing, crime, catastrophe, or emergency, knowing that the report or warning is false or baseless and that it is likely to cause evacuation of a school building, school bus, or other place of assembly on school grounds. This includes knowingly setting off a fire alarm when no fire exists. Any incident that meets this definition pursuant to New Jersey's Student Safety Data System Guidance (SSDS) must be reported through the SSDS system, regardless of whether any disciplinary action was taken. *SSDS Code: Vandalism- False public alarm*	OSS (10) ***, +++	X	X

F. Bias-Related Intimidation – An incident that was confirmed by a law enforcement official to be bias-intimidation. Bias-related means that an incident is directed at a person, group of persons, private property, or public property that is motivated in whole or in part by racial, gender, disability, religious, sexual orientation, or ethnic prejudice. A bias-related incident need not involve conduct that constitutes a criminal offense. New Jersey law defines bias intimidation as threatening or committing an offense (or attempting or conspiring to commit an offense) (1) with the purpose of intimidating an individual or group of individuals because of race, color, religion, gender, disability, sexual orientation, gender identity or expression, national origin, or ethnicity; or (2) knowing that the conduct constituting the offense would cause an individual or group of individuals to be intimidated because of race, color, religion, gender, disability, sexual orientation, gender identity or expression, national origin, or ethnicity. A person is guilty of the crime of bias intimidation if he commits, attempts to commit, conspires with another to commit, or threatens the immediate commission of an offense specified in chapters 11 through	OSS (10) ***, +++	X	X

18 of Title 2C of the New Jersey Statutes; N.J.S.2C:33-4; N.J.S.2C:39-3; N.J.S.2C:39-4 or N.J.S.2C:39-5.SSDS) Any incident that meets this definition pursuant to New Jersey's Student Safety Data System Guidance (SSDS) must be reported through the SSDS system, regardless of whether any disciplinary action was taken. *SSDS Code: Bias Intimidation*			
G. Inciting or Encouraging Violence or Mass Harm Actively encouraging, planning, or assisting others in making threats, engaging in violent acts, or causing significant disruption to school safety. This includes online or indirect actions, such as social media posts or comments.	OSS (10) ***, +++	X	X

H. Coercion Related to Safety Forcing or threatening another person to commit dangerous acts under the threat of violence or harm to themselves, others, or school property.	OSS (10) ***, +++	X	X
I. Robbery/Extortion Attempting to obtain or obtain money or any material thing (regardless of value) from another by means of violence, threat of immediate violence, or stated or implied threat of future violence. Any incident that meets this definition pursuant to New Jersey's Student Safety Data System Guidance (SSDS) must be reported through the SSDS system, regardless of whether any disciplinary action was taken. *SSDS Code: Vandalism- Theft*	OSS (10) ***, +++	X	X
J. Sexual Contact Intentional touching by the offender, either directly or through clothing, of the victim's or offender's intimate body parts that degrades or humiliates the victim or sexually arousing or sexually gratifying himself or herself in view of the victim whom the offender knows to be present. If sexual contact occurs with a victim less than 13 years old and an offender at least four years	OSS (10) ***, +++	X	X

older than the victim, this should be reported as a sexual assault. Any incident that meets this definition pursuant to New Jersey's Student Safety Data System Guidance (SSDS) must be reported through the SSDS system, regardless of whether any disciplinary action was taken. *SSDS Code: Violence- Sexual Contact*			
K. Sexual Assault (SSDS) Sexual assault occurs if one of the following takes place: •An offender commits an act of sexual penetration with another person and o Uses physical force or coercion; •The victim is at least 16 years old but less than 18 years old, and the offender has supervisory or disciplinary power over the victim; or •The victim is at least 13 years old but less than 16 years old, and the offender is at least four years older than the victim. •An offender commits an act of sexual contact with a victim who is less than 13 years old, and he/she is at least four years older than the victim. Any incident that meets this definition pursuant to New Jersey's Student Safety Data System Guidance (SSDS) must be reported through the SSDS system, regardless of whether any disciplinary action was taken. *SSDS Code: Violence- Sexual Assault*	OSS (10) ***, +++	X	X

L. Kidnapping (SSDS) Unlawful removal of a student from school grounds or a substantial distance from where he or she is found in or on school grounds; or confinement of the victim for the purpose of holding the victim for ransom or reward as a shield or hostage; or confinement for a substantial period of time to facilitate the commission of a crime or flight thereafter, or to inflict bodily injury on or terrorize the victim. Any incident that meets this definition pursuant to New Jersey's Student Safety Data System Guidance (SSDS) must be reported through the SSDS system, regardless of whether any disciplinary action was taken. *SSDS Code: Violence-Kidnapping*	OSS (10) ***, +++	X	X
M. Gang Activity or Gang-Related Behavior Participation in or promotion of gang-related activities, including recruitment, displaying gang insignia (e.g., clothing, symbols, gestures), or engaging in activities that promote gang affiliation, intimidate others or disrupt school safety. This includes using social media to facilitate or promote gang-related behavior.	OSS (10) ***, +++	X	X

N. Arson or Attempted Arson Purposely or knowingly starting a fire or causing an explosion in or on the grounds of a school, thereby placing the victim or group of victims in danger of death or bodily injury, or purposely starting a fire or causing an explosion that destroys or damages the victim's or school's property/grounds. Arson does not include the act of lighting a match. Any incident that meets this definition pursuant to New Jersey's Student Safety Data System Guidance (SSDS) must be reported through the SSDS system, regardless of whether any disciplinary action was taken. *SSDS Code: Vandalism- Arson*	OSS (10) ***, +++	X	X
O. Attempted Use of a Weapon or Dangerous Object Attempting to use or threatening to use any weapon, object, or substance with the intent to harm others. *SSDS Code: Weapon Offense*	OSS (10) ***, +++	X	X
P. Possession or Distribution of Dangerous Substances Possession, use, or distribution of dangerous chemicals or substances (e.g., flammable liquids, toxic substances, or biological agents) with the intent to harm or threaten others.	OSS (10) ***, +++	X	X

Q. Possession of a Firearm, Explosives, or Other Dangerous Items Possession of firearms, explosives (including bombs, homemade devices, or other incendiary materials), or any dangerous item capable of causing mass harm to individuals or property. This also includes making threats involving bombs, explosives, or other devices—whether the threat is false or real. (SSDS) Firearm: Per 18 U.S.C. §921, a firearm includes any weapon that may expel a projectile by the action of an explosive. This includes weapon types of bombs, handguns, and rifles. Per N.J.S.A. 2C: 39-1(f), the firearm definition in New Jersey also includes air guns (the federal definition does not). *SSDS Code: Weapon Offense*	OSS (10) ***, +++	X	X

R. Threatening Mass Violence Threatening to harm or kill others, including explicit or implied threats of mass violence against the school community. This includes verbal, written, or electronic (online) threats or cyberterrorism (e.g., social media, messaging platforms, or email) to make threats, spread fear, disrupt school safety, or cause large-scale harm. This includes hacking or spreading mass fear. While these threats may not be tied to political or ideological motives, they have the potential to create widespread fear and disruption. a.Scope of Impact: This threat typically implies that an individual or group intends to cause harm to a large number of people, often within a specific location such as a school, workplace, or public space. b.Intent: The intent may be to intimidate, create fear, or provoke chaos. While the violence is expected to be harmful and large-scale, it might not have a political or ideological motive. a.Specificity: The threat may or may not be detailed in terms of methods or targets. It might be more general, such as a person threatening to cause a shooting or explosion without specifying any larger political agenda. b.Legal Focus: In some cases, it may be classified as a criminal threat, such as a school shooting threat, without needing the threat to be	OSS (10) ***, +++	X	X

connected to a broader political or ideological cause. Any incident that meets this definition pursuant to New Jersey's Student Safety Data System Guidance (SSDS) must be reported through the SSDS system, regardless of whether any disciplinary action was taken. *SSDS Code: Violence- Threat (Criminal)*			

(+++) The recommendations contained with the Code of Conduct are meant to provide guidance to administrators when imposing discipline. Exacerbating or mitigating circumstances could warrant an increase or decrease in the actual discipline recommended and imposed by the administration. For long-term suspensions (i.e., suspensions longer than ten (10) days), the Board of Education retains the ultimate discretion to meaningfully review the circumstances surrounding discipline and whether to return the student to the general education program.

****

The date of return to school may be contingent upon a safety evaluation, psychological evaluation, and/or Child Study Team referral. Additionally, the student will be required to attend one (1) to three (3) mandatory counseling sessions, along with any additional support deemed necessary to prevent recurrence.

A student who is placed in an alternative educational setting for the duration of their suspension may only return to Kingsway's general education program if the following conditions are met prior to completion of the suspension:

1. **Behavioral Record**: No violations of disrespectful behavior, threats toward others, harassment, intimidation, or bullying for the duration of enrollment in the alternative educational setting.
2. **Satisfactory Academic Performance**: Evidence of ongoing academic success and engagement in the alternative setting.
3. **Psychiatric Evaluation**: A final psychiatric evaluation recommending that a return to Kingsway's general education program is appropriate. The evaluation must confirm that the student no longer presents a threat to themselves, others, or the school community.
4. **Intake Meeting**: A meeting with the student and parents to discuss placement and programming options, once psychiatric evaluation results are reviewed and understood.
5. **Therapeutic Program Completion**: Successful completion of an intensive therapeutic program that addresses underlying behavioral concerns, including but not limited to anger management, anxiety, and trauma. Options may include Cognitive Behavioral Therapy (CBT), Trauma-Focused Cognitive Behavioral Therapy (TF-CBT), or Dialectical Behavioral Therapy (DBT).

Other Disciplinary Items

ANTI-HAZING

According to Board Policy 5541, "A safe and civil environment in school is necessary for students to learn and achieve high academic standards. Hazing is conduct that disrupts both a student's ability to learn and a school's ability to educate its students in a safe and disciplined environment. The Board of Education prohibits acts of hazing and adopts this Policy against hazing in accordance with N.J.S.A. 18A:37-32.2. The provisions of this Policy apply to all schools within the district. 'Hazing' in a school setting includes, but is not limited to, conduct by an individual(s) who is a member and/or representative of a school-sponsored student organization, club, or athletic team where such individual(s) conditions a student's acceptance as a member into such group on whether the student engages in activities that are humiliating, demeaning, intimidating, and exhausting to the student."

RETALIATION DISCRIMINATION

The Federal civil rights laws prohibit discrimination based on race, color, national origin, sex, disability and age in programs or activities receiving Federal financial assistance. In addition to prohibiting discrimination, each of these civil rights laws also prohibits retaliation against individuals who assert their rights. The ability of individuals to oppose discriminatory practices and to participate in investigations and other proceedings is critical to ensuring equal educational opportunity in accordance with Federal civil rights laws. For this reason, agents of the Board of Education shall refrain from intimidating, threatening, coercing, or discriminating against any individual for the purpose of interfering with any right or privilege secured by Federal civil rights law.

AFFIRMATIVE ACTION

The district's Affirmative Action Program provides a forum to address and resolve issues related to discrimination. The Kingsway Regional School District prohibits discrimination and harassment in all educational programs, activities, and employment practices and complies with Title IX of the Education Amendments of 1972, N.J.A.C. 6A:7, and all applicable federal and state civil rights laws. Questions, concerns, or complaints regarding Title IX, sex discrimination, sex-based harassment, equal educational opportunity, discrimination, harassment, or affirmative action may be directed to:

Patricia Calandro
Assistant Superintendent
Title IX Coordinator
Affirmative Action Officer
Kingsway Regional School District
213 Kings Highway
Woolwich Township, NJ 08085
Email: calandrop@krsd.us
Phone: 856-467-3300 *4250

Mike Schiff
Director of School Counseling
Deputy Title IX Coordinator
Assistant Affirmative Action Officer
Kingsway Regional School District
213 Kings Highway
Woolwich Township, NJ 08085
Email: schiffm@krsd.us
Phone: 856-467-3300 *4210

Any person may report discrimination or harassment, including sex-based harassment, whether or not the person reporting is the person alleged to be the victim of the conduct. Reports may be made in person, by mail, by telephone, by email, or by any other means that results in the District receiving the report.

ACADEMIC INTEGRITY/HONOR CODE

The administration and staff intend to preserve the integrity of all curricular and co-curricular programs. The basis for all integrity is honesty. Every student is expected to observe the highest standards of integrity in meeting the course requirements of his or her educational program. Violations of academic integrity for a primary assessment or secondary assessment will result in the mandatory re-completion of the assignment (an original or different version) by all student(s) who participated in the offense, as well as two after school detentions for each student (except infraction #7). Due dates for the re-completion are at the discretion of the teacher. Violations of academic integrity for a supportive assessment will result in the mandatory re-completion of the assignment (an original or different version) and one after-school detention for each student involved.

Examples of violations of the academic integrity/honor code:

- Obtaining help from or giving help to another student during a test or quiz.
- Submitting or knowingly participating in the submission of a report, paper, essay, homework assignment, or any other product that is not an honest representation of the individual's effort.
- Using books, notes, or any other unauthorized sources of information during an examination.
- Obtaining or giving information concerning a primary, secondary, or supportive assessment that is to be administered.
- Altering any answers on any test or assignment after it has been submitted for grading.
- Copying another student's homework or giving homework to another student.
- Reproducing and distributing copies of assignments, quizzes, tests, or examinations. (1 ESD)

Students are encouraged to ask their teacher for clarification on the acceptable use of artificial intelligence; teachers house discretion with classroom use of AI per individual projects/assignments. Please reference our AI Policy for further information. **Board Policy 2365**

Note: Students who distribute copies of the assignment or assessment questions and/or answers will warrant a heightened response of one (1) ESD, a zero on the assignment, and loss of "Good Student Standing" for 10 days.

Infractions which compromise the educational process will result in further disciplinary action, which may include withholding of credit, detention, suspension, restriction from school activities, disqualification from awards and scholarship eligibility.

Kingsway Regional School District

2026-2027 Handbook: *Summary of Adjustments*

Handbook | Adjustments		
Change/Topic	**Page(s)**	**Rationale and Description**
Student Use of Internet-Enabled Devices	21 (Summary) and 39 (Code of Conduct)	The Student Use of Internet-Enabled Devices language has been revised to align with the communication issued by Dr. Lavender and Board Policy 5516. Additionally, the Student Code of Conduct has been updated to include a clear, progressive disciplinary framework for violations of the district's expectations regarding internet-enabled devices. These revisions promote consistency across district communications, Board policy, and student disciplinary procedures.
Late to Class	39	The Student Code of Conduct has been updated to clarify the consequences for students who are late to class. The revised language reflects that administrative detentions rather than teacher detentions will be issued.

KINGSWAY REGIONAL

MIDDLE SCHOOL

STUDENT HANDBOOK

2026-2027

Revised: 08.20.26

KINGSWAY REGIONAL SCHOOL DISTRICT

Vision, Mission & Core Values

Vision for Excellence: It is the vision of the Kingsway Regional School District to successfully prepare students for their unique path in life.

Mission: The Kingsway Regional School District, guided by our core values, engages students within a diverse and nurturing community dedicated to our Vision for Excellence.

Core Values

- **Growth –** We are committed to growing our students academically, socially, and emotionally. Through this commitment, students view the journey of education as a lifelong pursuit and continuous personal advancement beyond high school.
- **Belonging –** We are committed to ensuring every student feels included, supported, represented, valued, and celebrated at Kingsway. Through this commitment, students develop a lasting sense of worth for self and others.
- **Teamwork –** We are committed to providing a collaborative environment that invites participation and partnership from all stakeholders. Through this commitment, different perspectives and ideas are realized for the betterment of students.
- **Student-Centered –** We are committed to placing the safety, needs, and well-being of students at the forefront of decision-making. Through this commitment, the district remains focused on servicing the unique needs of every student.
- **Perseverance –** We are committed to cultivating resilience and self-reflection as students cope with life's hardships. Through this commitment, students emerge stronger and more confident as they work to achieve their goals.

KINGSWAY REGIONAL SCHOOL DISTRICT

BOARD OF EDUCATION

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Mrs. Lauren Boerlin, *Vice-President*
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Mrs. Kelly Bonapfel
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Patricia Calandro, *Assistant Superintendent*
Sharon Ormsbee, *School Business Administrator / Board Secretary*
Robert Iocona, *Chief Technology Officer*
Melissa Brown, *Director of Human Resources*
June Cioffi, *Director of Athletics*
Charae Whetstone, *Director of Special Services*
Michael Schiff, *Director of School Counseling*
Suzanne Miller, *Director of Food Services*
Michael Schneck, *Director of Transportation*
Andrew Kidder, Director of *Buildings & Grounds*

MIDDLE SCHOOL ADMINISTRATION

Brian Tonelli, *Principal*
Edward Dubbs, *Assistant Principal*
Mary Neyer, *Assistant Principal / Supervisor of Visual and Performing Arts Gr. 7-8*

HIGH SCHOOL ADMINISTRATION

Stefanie Fox-Manno, *Principal*
Meredith Alexander, *Assistant Principal*
Dana Gaetano, *Assistant Principal / Supervisor of Visual and Performing Arts Gr. 9-12*
Steven Ottinger, *Assistant Principal*
James Zurzolo, *Assistant Principal*

7-12 INSTRUCTIONAL SUPERVISORS

Rachael Anderson, *Supervisor of ELA, World Language, and Family & Consumer Science, & ESL*
Megan Bruder, *Supervisor of Science, Technology & Mathematics (STEM)*
Nicole Cammarota-Verasco, *Supervisor of Special Education*
John Lloyd, *Supervisor of Social Studies, Business & Library Media*
Dave Stanton, Supervisor of Athletics, Health and PE

KINGSWAY REGIONAL MIDDLE SCHOOL

203 Kings Highway
Woolwich Township, NJ 08085
(856) 467-3300 / www.krsd.org



Dear Parents & Guardians:

The purpose of this handbook is to help both students and parents understand the middle school's philosophy, operations, and expectations. Parents are encouraged to review this handbook with their children and keep it handy for reference.

*This handbook may not answer every contingency or question. Therefore, we encourage you to contact the school at **(856) 467-3300** for assistance at any time. Moreover, we encourage parents to be involved with the school and meet with the administrators, counselors, and/or teams if they have any questions or concerns.*

With your help, support, and cooperation, Kingsway Regional Middle School will provide a sensitive, caring, and supportive learning environment that will assist your child in making the transition from elementary school to high school. We pledge to help each individual student bridge this gap!

Best Wishes,
Middle School Administration

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INTRODUCTION

The Philosophy Of The Middle School

The middle school years are unique in social, emotional, and intellectual development. Three qualities should be imparted into such a setting. Initially, the student should have an opportunity to join a small community in which people form healthy and lasting relationships. Second, every student must be able to rely on a small, caring group of adults who work closely with each other to provide coordinated, meaningful, and challenging educational experiences. Finally, every student needs at least one thoughtful adult who has the time to talk with the student about academic matters, personal growth, and the importance of performing well in school.

Ensuring success for all students is the goal of our middle school. Our school strives to offer opportunities for students to learn, mature, and exhibit excellence. There is a crucial need to help adolescents at this early age acquire confidence, reliable human relationships, and a sense of purpose beyond self. The social, emotional, and intellectual areas of early adolescence will continually be addressed at Kingsway Regional Middle School.

How Parents Can Help

Most parents earnestly desire to help their child acquire the maximum benefits from their school experience. There are many ways in which parents can help:

- Assume the role of "primary educator" of your child and work collaboratively with the school to ensure the success of your child.
- Show your child how to work efficiently and effectively.
- See that your child has the proper amount of sleep. A child in middle school should have at least 8 to 10 hours of sleep each night.
- Ensure that your child maintains good health and nutritional habits.
- See that your child has the proper materials and resources.
- Maintain regular contact with your child's teachers.
- Monitor your child's progress by utilizing Genesis and Schoology. Specifically, sign-in to your parent Schoology account to view your child's academic progress and communicate with teachers. Click **HERE** to access parent resources to learn more about Schoology.
- Encourage your child to join the Renaissance Program.
- Encourage your child to be his or her own advocate by seeking guidance or academic assistance as needed

COMMUNICATION

Chain Of Communication

Kingsway Regional School District's core values invite a partnership with families and the community as we work collaboratively for the betterment of our students. Our faculty, staff, and administrators communicate often to keep families informed. Despite our very best efforts, questions and concerns do arise. To ensure the success of our students, we ask that the District's Chain of Communication **HERE** be followed when a question or concern arises on various matters.

District Website

Parents and students may access updated information by visiting the district website at **www.krsd.org**. Click on the middle school link to learn more about the following: teams and departments, clubs and activities, the monthly lunch menu, and upcoming events.

Schoology

Schoology supports students' learning and streamlines student, parent, and faculty interactions.
Parent Access to Schoology: Through the Schoology platform, parents can view their child's activities, check current grades, and communicate with teachers.

Student Access to Schoology: Students can access our Schoology site by signing-in using their Kingsway Google credentials. Schoology serves as a convenient "one stop shop" for students to access courses, assignments, teachers, grades, and more.

Genesis

Parents may access their child's current grades through Schoology or Genesis. Schoology and Genesis sync nightly in order to store current grades in both locations. Genesis will be used to store your child's historical grades, current schedule, and bus route while providing the district with your child's demographic information as well as parent/guardian contact information. Parents may contact the school counseling department (ext. 3095) if they need additional assistance and/or misplace the username and password information.

Mid-Marks & Report Cards

All middle school students will receive an interim mid-mark (progress report), which will reflect the student's progress at the midpoint of the semester. This is a singular report containing input from each teacher. Mid-marks are available online through Genesis. Additionally, report cards are also available online through Genesis.

Semesters

The academic calendar is divided into two semesters. Please check the **district calendar** for these timelines as they are subject to change due to unforeseen circumstances.

SCHOOL PROCEDURES

The School Day

The Middle School Main Office is open from 7:15 AM to 4:15 PM. Scheduled classes occur from 8:00 AM to 2:38 PM.

Student Drop-Off & Pick-Up Procedures

Students who are dropped off in the morning before school may arrive as early as 7:40 AM. Parents may pull through the front lane (closest to the middle school), and students may enter the building through the main entrance. Parents are to pull forward between the cones and then drop their child off once their vehicle comes to a stop between the cones. Parents picking up at dismissal should pull into the faculty parking lot and park in a parking space (if possible).

Arrival & Departure

Students should plan to arrive at their assigned bus stops approximately ten (10) minutes before the scheduled pick-up time. Transportation schedules have students arriving at school between 7:40 AM and 8:00 AM. Once in the building, all students will proceed directly to their lockers. Following this, students will then proceed directly to their homeroom. Students are not permitted to eat or drink in the hallways or homeroom during this time. Students are expected to follow the student code of conduct during this time as well. All students should be present and seated in their homeroom by 8:00 AM.

Bell Schedules

The following bell schedules will be utilized during the 2026-27 school year: (All bell schedules can be found on the middle school website at www.krsd.org)

Parent Item Drop Off

In order to minimize disruptions to the academic environment and promote students' personal responsibility, it is respectfully requested that parents attempt to avoid dropping off food items during the school day. Instructional time will not be interrupted for routine issues or to ask a student to come pick up forgotten food items. In addition, the main office does not have a secure place to leave such items. For emergencies, Kingsway Regional Middle School has implemented the following policy with regard to items dropped off at school by parents.

- Student lunches that are delivered after the start of the school day will be able to be claimed by the student at the start of their lunch period.
- Please make sure the item(s) are in a bag and clearly labeled with the student's name and grade level.
- At no time will fast food/pizza/beverages or any other items from restaurants or outside vendors be accepted.

Thank you for your support, assistance, and understanding as Kingsway seeks to maintain an effective and distraction-free classroom environment. If a child forgets his/her lunch, the cafeteria will always allow the child to eat a meal, and the lunch will be charged to the student's account. No student will be refused a meal if one is needed. Kingsway Regional Middle School offers multiple lunch options in the cafeteria. Note: Ordering food from outside establishments is not permitted.

Emergency Closings

In case of inclement weather or any other emergency, buses may be delayed. Announcements will be given via our mass communication system, phone calls, emails, website, Facebook, and TV broadcasts over all major stations. Kingsway will make every attempt to notify parents and staff via the automated phone system as well as the district website (www.krsd.org). Please be sure the school is kept up-to-date with current phone numbers and contact information. Our school number is 815.

Visitors / Early Dismissal

All visitors must report to the main office with identification in order to be present in the building. Except in cases of emergency, parents and guardians are encouraged to make an appointment in advance. Please do not send your child to school with a guest unless permission has been granted by the administration. Parents and guardians will be asked to show identification before picking up their child. If someone other than a parent or guardian is picking up a child, written documentation and identification will be required.

School Nurse

There is one middle **school nurse** on duty during the school day. Before reporting to the nurse's office, a student must secure a pass from his or her teacher. Students will sign in to the Nurse's Office using their ID. Students are not permitted to visit the nurse's office without a pass unless it is an emergency. The nurse will be the determining official as to whether a student must leave school due to sickness.

No students are permitted to carry medication on their person while on school grounds. The only exception to this rule is if the student has written orders in the nurse's office for an inhaler for an asthmatic condition or an Epi-Pen for a severe allergic reaction. This policy is for the safety of all of our students, and full compliance is expected. If a student requires medication at school, the student's physician should complete the necessary paperwork, and the parent must bring the medication to the school in its proper container.

School Counseling Services

The school counseling department's mission is to build collaborative relationships with various stakeholders to help ensure the academic, career, and personal/social development of all students in grades 7 through 12. Student needs are addressed by delivering services that are multifaceted and aligned with Kingsway Regional School District's Strategic Plan. The department's comprehensive program will provide the tools to empower students to achieve their individual and post-secondary goals. Should questions or concerns arise, parents and students are encouraged to contact their **school counselor.**

Scheduling For the Year & Change of Schedule Policy

During the previous school year, students select their courses through Genesis. Kingsway encourages students and families to utilize the Program Planning Guide to help with the scheduling process.

The master schedule for the upcoming school year beginning in September, will be set by the end of the prior school year ending in August. Schedule changes that include the exchange of one course for another or changing the level of a course will be considered through the end of August.

Child Study Team

The child study team is a multi-disciplinary team comprised of a school psychologist, learning disabilities teacher consultant, and social worker who can determine if your student qualifies for special education services and requires an Individualized Education Plan (IEP). If you have questions about the referral process or qualifying for special education, please contact the **child study team.**

Change Of Address

Please see our website, www.krsd.org for change of address requirements.

Transfers

When transferring to another school district, the parent or guardian must visit the school counseling office and complete a Student Transfer Verification Form and a Parental Permission & Transfer Information Form. The student will be given a sign-out sheet to be taken to all his or her teachers. When the form is returned to the school counseling office, a transfer card will be prepared, processed, recorded, approved, and given to the parent or guardian. Transcripts of grades will be forwarded to the student's new school provided the student has fulfilled all responsibilities, returned all textbooks, materials, and equipment, and paid any outstanding fines and obligations.

Breakfast Program

KRMS offers a daily breakfast program for students. Breakfast is available in the cafeteria upon arrival to school and includes a variety of hot and cold food options, as well as beverages available for purchase. Breakfast service is offered each school day from **7:40 a.m. to 7:55 a.m.** Students are encouraged to arrive on time to take advantage of this opportunity before the start of the school day. All food must be consumed before leaving the cafeteria.

Homeroom / First Period

Homeroom is very important in that legal attendance is taken for the day and general announcements are made during this time. The flag salute is held each morning in each homeroom according to state law. Students are requested to pause and participate in the flag salute. After the announcements, various housekeeping tasks are carried out. First-period class commences after the 8:03 AM bell. Students who report to school after 8:00 AM should report directly to the main office for a late pass.

Lunch

Each student is assigned to eat during a specific lunch period. Lunch periods are 23 minutes in length. Students are not to leave the cafeteria before the normal dismissal time unless they have a pass from a teacher on duty. The cafeteria is equipped with a debit system that allows students to keep money on a lunch account. A student can choose to pay for his or her lunch by utilizing one of the following three methods: *student ID card*, *five-digit ID number*, or *cash payment*. If lost, replacement IDs may be purchased during homeroom for a $3 fee.

Purchasing Lunch

The Kingsway Regional School District uses MySchoolBucks, an online payment service giving you a quick and easy way to manage and add funds to your child's meal account. You can review recent purchases, view your account balance, add money to your child's account, and set up low balance alerts.
Follow these steps to enroll:
1. Go to www.myschoolbucks.com (or download the mobile app) and register for a free account. A confirmation will be sent to the email address you provide; click on the link included in the email to activate your account.
2. Activate your account and begin adding your child. You will need the school name and student ID.
3. Add funds to your child's account(s) with your credit card, debit card, or electronic check.

Library/Media Center

Student use of the media center is for research, printing assignments that were completed at home, studying specific topics of interest, checking out books, or leisure reading. Students may visit the media center with their class or with a pass from their teacher. Students will use their ID's to scan into the media center.

Standard Response Protocols

Students and staff follow the five standard response protocols when needed: HOLD, SECURE, LOCKDOWN, EVACUATE, or SHELTER. Students and staff respond to the specific instructions given for each of these protocols.

HOLD – Students should remain in classrooms and instruction continues as usual

SECURE – All outside doors remain locked; everyone is indoors; instruction continues as usual

LOCKDOWN – Locks, lights, and out of sight – students remain in a lockdown until the all clear is made

EVACUATE – Students leave the building to the specified area indicated

SHELTER – Use the appropriate safety strategy for the hazard

Students will be held accountable for any misconduct during safety drills per our code of conduct.

Bicycles

Students are not permitted to ride bicycles to or from school. Students are not permitted to use skateboards, rollerblades, scooters, or motorized equipment on school property. Anyone in violation will be subject to the disciplinary code, and the transportation means will be confiscated until a parent conference is held.

Bus Transportation

School bus service is maintained to provide transportation to and from school for all students. We aim to provide efficient service and to ensure the health and safety of all passengers. To accomplish this aim, the assigned bus driver is recognized as the one responsible for the personal health and welfare of the students. Therefore, directions must be strictly adhered to and the following list must be observed regarding bus transportation:

- While waiting for the bus, pupils should not stand in or play in the road or abuse the property of the homeowners living near the bus stop.
- Students should be seated in their assigned seats on their assigned bus.
- All students must remain seated until the bus comes to a full stop.
- Pupils shall at all times keep their entire body inside the bus.
- No one should make unnecessary noise, shout, or use vulgar language.
- No student will be permitted to throw or shoot articles within the bus or out of the bus windows.
- Pupils should not fight or engage in hazing of any sort or type.
- All students must ride their assigned bus and enter and leave the bus at their assigned bus stop.
- No food or drinks are permitted on any bus. Water bottles must be stowed while on the bus.
- While waiting at middle school to board buses in the afternoon, students must stand on the sidewalks at least two feet from the curbside.
- No smoking or vaping is permitted on the bus.

**Note: Misconduct on the bus may result in a temporary bus suspension per the code of conduct.

Late Bus

Late buses are offered throughout the school year and depart from the middle school at 4:15 PM. The late bus runs are a privilege. Misconduct on any late bus run will result in the loss of privilege to ride the bus on a late run. Students who must stay after school for work or activities will sign in with an assigned teacher via Schoology. The student will then remain with the teacher in charge of the activity until the late bus arrives. Parents providing transportation home from an after-school activity must arrive before the late bus departs or the student will be instructed to ride the late bus. This is strictly enforced to guarantee your child a safe ride home.

Note: Late afternoon buses are provided for students staying after school, but these buses do not necessarily follow the same route as the regular bus. Door-to-door transportation is impossible, so a perimeter route has been designed to drop off students in a timely fashion. Students should know their home address in order to properly communicate to the driver where they live.

EVENTS, CLUBS, WELLNESS ACTIVITIES & SPORTS

Philosophy

KRMS is proud to offer a variety of after-school clubs and activities. Student activities provide opportunities for students to engage in special interests in addition to curricular experiences. Student activities help to develop student abilities necessary for leadership as well as those necessary for group participation. Students who have special talents in fields such as music, drama, and/or athletics are allowed to improve their skills to an extent not usually afforded in the classroom. In keeping with the philosophy of Kingsway Regional Middle School, the administration and staff strive to develop a program of positive social activities planned in such a manner as not to interfere with the academic program. Once a student gains access to an interscholastic sports team, he or she will be charged a participation fee. All social activities are monitored by KRMS staff members. Should a student need an accommodation due to a documented disability that the school is unaware of, please reach out to the advisor/coach to discuss.

Eligibility

Important factors related to determining eligibility are as follows:

- All participants in Kingsway Regional Middle School's clubs, activities, and sports must be Kingsway Regional School District students who are enrolled in the District.
- Good Student Standing: All students will begin the school year with the status known as "good student standing." A student with "good student standing" may attend or be eligible for any extracurricular activity (clubs, wellness activities, sports, etc.) offered by Kingsway Regional Middle School. Refer to the Code of Conduct for additional details on the factors involved in losing good student standing.
- Obligations: Obligations may include, but are not limited to, the following: *new student medical clearance / physical*, *lost / missing / damaged textbook, library book, or Chromebook*, *debt to the cafeteria*, or *unpaid fundraiser monies*. Students with obligations will not be allowed to attend or participate in afterschool activities, class trips, extracurricular trips, dances, tournaments, etc.
- Academics: To be eligible for athletic competition, clubs, and wellness activities during the first semester, a pupil must have passed six courses during the immediately preceding academic year. To be eligible for the second semester, a pupil must have passed six courses at the close of the preceding semester. The administration reserves the right to revisit each case at the mid-semester point to grant eligibility if a student is passing all classes.
- Attendance: Any student absent or suspended from school is not permitted to attend after-school activities. Exceptions may be made for absent students with a physician's note and administrative approval. Students who have accrued more than eight absences will be ineligible to participate in clubs/activities.

Dances

Dances are held for 7th and 8th grade students to provide an opportunity for social experiences with their peers. General guidelines listed below are student responsibilities and conduct during this event.

- Chaperones / staff members are in complete charge and all situations are under their authority.
- Disruptive behavior will be dealt with under the guidelines established in the code of conduct. Social privileges may be revoked at the discretion of the principal or assistant principal.
- Once a student enters a dance, he or she may not leave until it is over, or until his or her parent arrives.
- Most dances will begin at 7:00 PM and conclude at 9:00 PM. Students should inform their parents to pick them up by 9:00 PM.
- Transportation to and from dances is the responsibility of parents. The school does not provide busing.
- Any student may be refused admittance at the discretion of the administration.
- No guests are permitted at dances. The dances are only open to Kingsway Regional Middle School students.
- The middle school dress code remains in effect for all dances.
- Any student absent from school or suspended from school externally is not permitted to attend. Exceptions may be made for absent students with a physician's note and administrative approval.

After-School Offerings

Students may sign up for after-school clubs and wellness activities via Schoology. Days and locations are communicated on the morning announcements and can be found on the **activity calendar**, as well as the **daily announcements** page. For a complete list of our after-school clubs and wellness activities, click **here**.

#1DragonFamily

Kingsway Regional Middle School will continue to pursue a climate and culture initiative entitled, #1DragonFamily, which encompasses activities, guest speakers, Dragon Development Days, and school-wide events. These events are instrumental in emphasizing the importance of accepting differences while promoting respect among the entire school community throughout the school year. In addition to monthly activities and themes, our after-school club, Dragon Spark, is an opportunity for students to further these efforts.

PROPERTY, APPEARANCE & GENERAL CONDUCT

Care Of School Property

Students are to maintain respect for school property at all times. Each student is responsible for his or her books. If a book is lost, damaged, or destroyed, the financial responsibility will fall on the student. Damage or destruction of school property is covered under the Code of Conduct. Students are also responsible for their Chromebook as well. No student with an outstanding obligation will be allowed to attend various school activities (dances, field trips, after-school clubs/activities, sports tournaments, etc.).

Book Fees

The amount of a book fee will be determined based on the scale below. Each teacher will assign a rating to each book before issuance to students, and payment will be based on this rating.

Condition *--- At the Time of Receipt ---*	Payment
New	Full Price
Good	75% of Full Price
Fair	50% of Full Price
Poor	25% of Full Price

Electronic Devices

Students must have all electronic devices turned off and put in their book bags as they enter and leave the building each day. Radios, headphones, earbuds, air pods, cellular phones, smart watches, iPods, laser pointers, video games, or other electronic devices are not to be used during school hours. Students must have all electronic devices turned off and put in their book bags as they enter and leave the building each day. All electronic devices must remain off and secured in the student's locker throughout the school day and during after-school activities. Students with electronic devices in their possession will be subject to the disciplinary code. The school is not responsible when these items are lost or stolen. Additionally, students are not permitted to use their chromebooks during the lunch period as well.

No videotaping of students or teachers is allowed without permission. This stance is in keeping with Kingsway Regional School Board **Policy #5516**, which reads, *"The Board of Education believes pupils and/or school staff members should not be subject to having a video or audio recording taken of any pupil(s) or school staff member(s) for any purpose without the consent of the pupil, the pupil's parent or guardian, and/or the school staff member. In addition to protecting the privacy rights of pupils and school staff members, the Board recognizes such recordings can be disruptive to the educational program."*

A telephone is available in the main office for student use. The student must first report to class to receive permission from his or her teacher, and then the student may report to the main office to use the telephone.

Backpacks & Lockers

Students are not permitted to carry a backpack throughout the day. Each student will be issued a personal locker at the start of the school year. Phones and other personal electronic devices, books, binders, and other student belongings should be stowed in the student's locker. Lockers are to be kept neat and clean, and *they should be locked at all times*. Moreover, students are *not to share combination information with their peers*. Lockers will be checked periodically and organized by students during locker clean-out times. The school cannot assume responsibility for personal property.
Note: The administration reserves the right to search lockers and/or book bags when reasonable suspicion of a Code of Conduct violation necessitates an investigation.

Hall Conduct

Students should move from class to class in a timely and orderly manner. There is to be no running in the halls at any time. Any student in the hall during class time must have his or her student agenda along with the necessary staff signature that grants hallway access. Any hallway behavior that violates the Code of Conduct will warrant disciplinary action.

Lost & Found

Any article found in the building should be turned into the main office or placed on the "Lost and Found" table outside of the cafeteria. A student who has lost an article should check with the main office or visit the "Lost and Found" table. Items that are not claimed will eventually be donated to local charities. If items are lost on the bus, the student is to check with the bus driver directly.

Public Displays Of Affection

Public displays of affection (kissing, hugging, handholding, etc.) are inappropriate and will not be tolerated.

Dress Code

The school district expects that all students will dress appropriately for the school day, virtual meetings, athletic competitions, activities, and any school-sponsored event. The student dress code is designed to support equitable educational access and should not increase marginalization or oppression of any group based on race, gender, ethnicity, religion, sexual orientation, socioeconomic status, or cultural observance. While we believe that the primary responsibility for a student's attire resides with the student and his or her parent(s), the school will assume the responsibility to establish and enforce a dress code that…
…does not interfere with the health or safety of any student.
…does not contribute to a hostile or intimidating school environment.
…respects the district's intent to sustain a community that is inclusive of diversity.
…affords students opportunities for responsible decision-making.

The items below adhere to our district's dress code philosophy and are **allowable**:

- Pants/jeans or the equivalent are worn at the hips or higher.
- Pants/jeans or the equivalent cannot be any shorter than fist length.
- Shirts that cover the front, back, and sides (i.e. tank tops, including spaghetti straps, off-the-shoulder shirts, and halter tops are permitted);
- Religious headwear and/or headwear that is worn for purposes for which the administration has provided advanced approval.
- School approved athletic uniforms.

The items below do not adhere to our District's dress code philosophy and are **not allowable**:

- Clothing or accessories with offensive, distasteful or suggestive images or language. (i.e. profanity/vulgarity or disrespectful or erotic language/images).
- Clothing or accessories that denote, suggest, display, or reference alcohol, sex, drugs, or related paraphernalia, weapons, or other illegal conduct or activities.
- Clothing or accessories that will interfere with the operation of the school, disrupt the educational process, invade the rights of others, or create a reasonably foreseeable risk of such interference or invasion of rights.

- Excessively ripped or revealing clothing, that exposes a disproportionate amount of skin (i.e. rips in pants cannot be above fist length).
- Shorts, skirts, dresses that are above fist length.
- Pants/jeans or the equivalent worn below the hips.
- Tube tops, midriff-baring shirts, and crop tops.
- Sunglasses (unless prescribed by a doctor)
- Accessories that could be considered dangerous or could be used as a weapon.
- Pajamas or pajama pants, slippers, robes, blankets, and pillows.
- Outerwear & head coverings (heavy jackets, overcoats, rain gear, gloves, hoods, hats, baseball caps, bandanas).
- Costumes, capes, banners and/or flags.

Students are expected to abide by the dress code expectations noted above, and teachers and administrators will enforce compliance in a manner that is fair and consistent and aligns with the district's communicated philosophy, ensuring there is no increase in marginalization or oppression of any group based on race, gender, ethnicity, religion, sexual orientation, socioeconomic status, or cultural observance.

Board Policy Related To Dress Code

According to **policy #5511**, *"The Board of Education recognizes that each pupil's mode of dress and grooming is a manifestation of the pupil's style and individual preferences. The Board will impose its judgment on pupils and parent(s) or legal guardian(s) only when a pupil's dress and grooming affect the school's educational programming. Pupils may not wear clothing or engage in grooming practices that present a health or safety hazard to the individual pupil or others; materially interfere with school work; create disorder and/or disrupt the educational program; cause excessive wear or damage to school property; and/or prevent the pupil from achieving his or her educational objectives because of blocked vision or restricted movement. The Board of Education prohibits pupils from wearing, while on school property, any type of clothing, apparel, or accessory which indicates that the pupil has membership in, or affiliation with, any gang associated with criminal activities. The local law enforcement agency will advise the Board, upon request, of gangs that are associated with criminal activities. The building principal shall publish the student dress code in this handbook/agenda each school year."*

Miscellaneous

To maintain a safe and focused learning environment, students are prohibited from bringing toys, stuffed animals, playing cards, trading cards, fidget spinners, or other non-instructional recreational items to school. These items can be distracting to the learning process and may interfere with the orderly operation of the school day.

The only exception to this policy is when a specific item is documented as a required accommodation in a student's Individualized Education Program (IEP) or Section 504 Plan, or when prior approval has been granted by school administration for an educational purpose.

Any prohibited items brought to school may be confiscated by school personnel. Students who possess, use, distribute, or cause a disruption with such items may be subject to disciplinary action in accordance with the KRMS Code of Conduct. The school is not responsible for lost, stolen, or damaged items.

STUDENT RIGHTS

Access To Student Records Policy

According to **Policy #8330**, *"The Board of Education believes that information about individual pupils must be compiled and maintained in the interest of the pupil's educational welfare and advancement. The Board will strive to balance the pupil's right to privacy against the district's need to collect, retain, and use information about individual pupils and groups of pupils. The Board authorizes the establishment and maintenance of pupil files that include only those records mandated by law, rules of the State Board of Education, authorized administrative directives, and those records permitted by this Board….Access to and disclosure of a pupil's record shall meet the requirements of the Family Education Rights and Privacy Act, 34 C.F.R. Part 99 (FERPA)."*

Students Concerned For Change Policy

Students wishing to offer suggestions for changes in activities or school-related policies are to do so through the Student Council. The Student Council is one recognized body for student concern and change. Any concerns, recommendations, and/or changes will then be reported to the principal via the Student Council.

Should the Student Council not support the proposal, a representative delegation of those concerned may appeal by seeking a meeting with the principal. Subsequent appeals may be made to the superintendent and the Board of Education in the manner prescribed in the student grievance policy. **Policy #5710**

Student Grievance Policy

According to **Policy #5710**, for an individual student who has a personal grievance, which is a result of his or her association with the school, the following steps shall be followed:

- 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.
- If not resolved, the student or parent may appeal the teaching staff member's decision by submitting a written appeal of the decision to the Principal within five school days of receipt of the teaching staff member's written decision.
- If not resolved, an appeal of the Principal's decision may be made in writing to the Superintendent within five school days of receipt of the Principal's written decision. The Superintendent shall render a decision within ten (10) school days of receipt of the appeal.

Vacation

Please be advised that vacation days taken while school is in session will be considered absences. Should the vacation be unavoidable, the student is required to obtain work from his or her teacher(s). The student must follow the steps below:

- At least one week before the vacation commences, the student must come to the attendance office with a parent/guardian's written notice. The student will then be given a vacation form.
- The student must take the vacation form to each teacher to obtain work. Each teacher will initial the form to confirm that he or she has communicated with the student. Work given to the student before the vacation must be completed by the student upon returning to school.
- When the vacation form has been filled out by all of the student's teachers, the student must promptly return the vacation form to the attendance office.
- A copy of the completed vacation form will be given to the student to take home.

Obligations

Students are responsible for all obligations. Obligations may include, but are not limited to, the following: *new student physical*, *lost / missing / damaged textbook, library book, or Chromebook*, *debt to the cafeteria*, and *unpaid fundraiser monies*. Once an obligation is incurred, the student is notified in writing and allowed to clear the obligation. His or her name is added to the obligation list, and he or she will not be allowed to attend or participate in afterschool activities, field trips, tournaments, the end-of-year class trip, dances, sports, extra-curricular events, etc. If an obligation should continue beyond the last day of school, it will carry over to the next school year. Obligations continue to follow a student through high school and may ultimately prevent the student from graduating.

Student Identification Badges

To support a safe and secure school environment, all students are required to carry their school-issued identification (ID) badge at all times while on school premises. Student ID badges play an important role in campus safety and security by helping staff quickly identify students and monitor access to school facilities. In addition, ID badges are used to access lunch debit accounts, check out materials from the Media Center, and sign in and out of lavatories and school offices. Students who qualify for the Renaissance Program may also display Renaissance stickers on their ID badges to indicate their status.

Students must have their ID badge with them throughout the school day. ID badges are used to scan into the Main Office, Media Center, Nurse's Office, School Counseling Office, and lavatories. A $3 fee will be charged for the replacement of a

lost or damaged ID badge. Failure to carry or present an ID badge when requested may result in disciplinary action consistent with school procedures.

Student Use of Internet-Enabled Device Policy

According to Board Policy 5516, students in grades 7-8 are prohibited from using an internet-enabled device on school grounds during the school day (bell-to-bell). All students are encouraged to leave their personal internet-enabled devices at home. If students choose to bring devices to school, all devices (such as cell phones, smartwatches, tablets, personal laptops, smart glasses, and other personal devices capable of connecting to the internet) must remain powered off or silenced and secured in a school-issued locker or the device cart (for students on alternative schedules). We have adopted the message of ***Off and Away***. **Students who violate this policy will be held accountable pursuant to the Student Code of Conduct.**

HAZARDOUS SUBSTANCES

Worker & Community Right To Know Act

According to the Worker and Community Right to Know Act (N.J.S.A. 34:5A-3), *"Notice is hereby given and all parents/guardians are hereby advised that any construction or other activities involving the use of any hazardous substances will be posted on a bulletin board in the school. In addition, hazardous substances may be stored at various times throughout the year. These substances will be stored and used by all safety regulations. Safety Data Sheets for these substances are available at the school."*

ACADEMICS

Grading

Please see our website, www.krsd.org, for the Grading Practices at Kingsway.

Homework Request

When absences occur and work is missed, one day for make-up work is granted for each day of absence. The following procedure will be followed in this circumstance:

- Requests for homework / classwork assignments will be accepted only after a student has been absent for two (2) consecutive days due to illness.
- Requests must be called into the **school counseling secretary** no later than 8:00 AM.
- Homework requests for a student absent due to vacation will not be honored except as noted in the vacation policy. Homework / classwork collected from the teachers will be available in the School Counseling Office after 2:38 PM on the day of request.
- Books and other materials will not be collected. It is up to the person retrieving the work to go to the student's locker to gather any necessary materials.

Note: Despite the advent of teacher's Schoology pages that list daily homework and other pertinent class information, absent students are not required to complete missed homework and/or classwork before their return. Students may certainly choose to utilize these tools as a means to prevent "falling behind," but they are not mandated to utilize them.

Honor Roll

Students receiving grades at or above 80 in all subjects will be placed on the Principal's List for that semester. Students receiving grades at or above 90 in all subjects will be placed on the Superintendent's List for that semester. If a student receives an "Incomplete" and does not make up the work in a timely fashion (two weeks from the end of the semester), honor roll status will not be awarded.

Multi-Tiered System of Supports Team (MTSS)

The Kingsway Regional School District is committed to excellence and values all learners. We believe that each student has the right to reach his or her fullest potential in a supportive school environment. Our MTSS Team strives to assist our

teachers in facilitating student achievement through a combination of an engaging and rigorous curriculum, excellence in teaching, and strengths-based intervention plans to help each learner meet academic, social, emotional, and behavioral success.

The MTSS team is a multidisciplinary team bringing together representatives from multiple professional constituencies for the goal of improving student achievement. A teacher, counselor, administrator, or parent can initiate a request for assistance. The purpose of this service is to assist students who are experiencing challenges that impact learning. These difficulties may include problems with academics, behavior, health, and/or attendance issues. Through the different steps that comprise the MTSS process, students are directed to appropriate services in the school or community.

NJLSA Standardized Test

The State of New Jersey requires students to complete a standardized test (in math, science, and language arts) called the NJSLA (New Jersey Student Learning Assessment) test, which is aligned with the New Jersey Student Learning Standards. The NJSLA test will be conducted during one testing window (near the conclusion of the school year). Because the test is conducted via computer, a broad window is set in place to enable schools to test all of their students. Students must come to school ready to perform to the best of their ability. Students are encouraged to be on time, get a good night's sleep, and eat a nutritious breakfast each day. For more information, click **here**.

Promotion Procedures & Failures

Any middle school student who receives two or more failures in any full-year core course will be retained in his or her respective grade level. Such pupils will have the option of attending a summer school program (approved by the NJ Department of Education and the Kingsway Regional School District Board of Education) to obtain a passing grade in any subject failure. The cost of the summer school would be the responsibility of the parent(s) or legal guardian(s) and the student. If the parents of the student decide to forgo the summer school option, then the student will be retained in his or her grade level.

When unusual or unforeseen circumstances make it impossible to implement the above policy requirements in the best interest of the pupil and school, the administrative staff shall review the situation and render an appropriate decision based upon the known facts and circumstances. See **Policy #5460** ("High School Graduation") for the administrative review procedure and application for early graduation.

REASSESSMENT PRACTICE

Philosophy

Kingsway Regional School District values all learners and the learning process. Specifically, we acknowledge that not all learners learn the same way, at the same pace, and at the same moment in time. Therefore, we believe students should take ownership of their learning by reflecting on errors and by taking steps to further engage in the learning process to demonstrate improvement. In carrying this belief forward, we wish to afford all students the opportunity to reassess to demonstrate proficiency on grade-level standards so they may successfully progress with confidence and ultimately attain mastery. Consequently, Kingsway Regional School District will continue to implement a uniformed reassessment practice in grades 7-12 that supports this rationale as well as the goals noted below.

- Goal #1: *To improve understanding of the material and increase confidence as student progress toward mastery*
- Goal #2: *To assist students with the understanding that mistakes can be an opportunity for growth*
- Goal #3: *To increase study skills and accountability for one's own learning*

Retake Practice

As a grade of 83 (B) demonstrates strong proficiency within the district's grading scale, if a student receives a grade of less than an 83 on a secondary assessment, he or she will be eligible to pursue another opportunity to demonstrate proficiency of the material. The highest grade the student can receive as a result of the reassessment opportunity is an 83. To take advantage of this opportunity, the student must reach out to the teacher within the allotted timeframe and let the teacher know of his or her intention to reassess. The teacher will then provide additional opportunities for the student to further engage in learning so the student can better understand the material. These opportunities are referred to as "learning

demonstration activities" (LDA) and are specifically designed by the course teacher. Students have 5-10 school days (5 days is optimal) from receipt of the first graded assessment to engage in the "learning demonstration activities" and to take the reassessment. All "learning demonstration activities" must be completed before the reassessment is given.

Learning Demonstrating Activities (LDA)

Each teacher will decide what LDA his or her students should engage in that best demonstrates further learning and exposure to the concepts or skills in which there were deficits. Examples of LDA that teachers could assign are noted below. Students are required to request the opportunity to reassess and complete the LDA before the reassessment. The list below is not an exhaustive compilation of examples.

- Make corrections to the assessment
- Additional targeted practice questions to complete related to errors on the initial assessment
- Additional help sessions from the teacher (during class, after school, during math working lunch, etc.)
- The student submits a plan of re-learning and provides evidence of that re-learning

Reassessments

Each teacher will have the discretion as to the form the reassessment will take that will best assess the student's growth in skills and understanding. The second assessment will remain similar to the first assessment in its content and rigor but may take a different format. The reassessment grade will replace the first grade; if the student scores lower on the second opportunity, the higher grade of the two stands.

If more information is related to the district's reassessment practice, click **here**.

TECHNOLOGY

Student Technology Support

If you are having difficulty with technology, please click **here** to submit a device request. You may also call (856) 467-3300 (ext. 4256) and leave a voicemail with detailed information regarding the issue and we will call back with assistance.

One-To-One Chromebooks

All students enrolled at Kingsway will receive a Chromebook computer to aid in their learning experience. This device will require wireless internet access to work from your home. Students are responsible for bringing the Chromebook to school, taking them home each day, and ensuring they are fully charged for use the following day.

Important stipulations related to Chromebook use are listed below.

Students and Parents Agree to:

- Read the **Student Technology Handbook**.
- Use the device for school purposes only. School issued Chromebooks are not intended for personal use. Only @krsd.us Google accounts will work. The school's Code of Conduct will apply to the inappropriate use of technology.
- Acknowledge that the district will record and collect information on your child's activity while using this device.
- Understand that the device we are allowing your child to use will have a webcam installed. The Webcam may be used by teaching staff members to deliver online instruction and/or may be used in the event the device was reported stolen. The school district shall not use any of the capabilities in a manner that would violate the privacy rights of your child or any individual residing with your child.
- Treat digital technologies with care, and report any damages, security risks, or violations to the technology department by clicking **here**.
- Keep the device until it is deemed end of life (including summer).
- Return the device to your school's counseling office if your child transfers out of Kingsway Regional School District.
- In the event a Chromebook is stolen, submit a formal police report and a copy forwarded to the district.

- Acknowledge that the district will impose a "zero tolerance" policy for Chromebook damage, accidental or otherwise. Chromebooks must be returned to the district in the same condition they were initially provided to the student (assuming reasonable use and care by the student). All repairs for Chromebook damage will be charged back to the parent/guardian. The chart below outlines the most common repair costs.

Part \ Component	Cost
Chromebook Screen	$100.00
Chromebook Keyboard	$45.00
Replacement Hinges	$25.00
AC Power Adapter	$28.00
Chromebook Bag	$20.00
Total Replacement (including charger and bag)	$250.00

ATTENDANCE

Calendar

Please click **here** for the most up-to-date district calendar.

Religious Holidays

The state of New Jersey identifies a host of religious holidays that qualify as "permitting student absence from school." Students who do not attend school on these days due to a religious reason will have the absence excused. For a list of these holidays, please click **here**.

Attendance Policy

The goal of the Kingsway Regional School District is to provide an appropriate educational program for every student enrolled in the schools of the district. Pupil participation in all regularly scheduled classroom activities is essential if the school is to accomplish this goal. Frequent absences from regularly scheduled classes disrupt the learning process and will not allow a student to receive the maximum benefits of the district's educational program. Each enrolled student shall attend the entirety of each class each day when school is in session or shall be engaged in other approved school activities—unless legally absent. It is possible for students to meet all course requirements and be passing but still not earn credit for the course due to absences.

Overview of Attendance

"Attendance" is a pupil's presence in school and in the classroom to which he/she is assigned at the times scheduled for instruction or other school activities. A student with more than 16 days absent for a full-year course (8 days for a half-year course) is liable for the penalties of the attendance policy. Class periods missed through tardiness and absences from school or early dismissal will be counted as unexcused absences.

Absenteeism

Students in grades 7-8 are required to attend each class every day that school is in session. In order to be eligible to participate in extracurricular activities, a student must arrive at school prior to 10:00 A.M. Students who are absent from school are not permitted to be on school property for any reason.

KRMS Attendance FAQS (Board Policy 5200)

What counts as an excused absence?

Beginning with the 2026- 2027 school year, Kingsway will align its attendance procedures with New Jersey statutes and NJDOE guidance regarding excused absences.

- Take Your Child To Work Day

- Religious Observances
- Participation in observance of Veterans Day
- Attendance at Civic Events (only one day)
- Closure of a sending school district that prevents a student from having transportation to the receiving school
- Absence considered excused by the Commissioner or NJDOE regulation

What happens if my child has excessive daily absences?

Any pupil who is absent for ten (10) consecutive unexcused school days and does not appear on homebound instruction, and/or is not under the care of a physician, shall be considered truant *(N.J.A.C.6A:16-1.3)* and will be issued a written notification to report back to school within five (5) school days. Failure to comply with the provision of the law may cause the parent to be deemed a disorderly person and subject to a fine *(N.J.S.A. 18A:38-28 through 31)*. Pupils above the compulsory age who do not comply with the notice and who do not return to school after five (5) days shall be dropped from the rolls of the school.

Students will be permitted up to sixteen (16) total unexcused absences before additional review may be required. KRMS will continue with the current progressive communication process pursuant to Board policy and administrative regulation. As students approach the maximum permitted absences, their information will be presented to the Attendance Review Committee, which will evaluate each student's individual circumstances and may provide recommendations that include:

1. Approval of specific absences when appropriate.
2. Development of an Attendance Improvement Plan.
3. Participation in attendance or credit recovery opportunities.
4. Loss of course credit when warranted (Alg I, Geo, or other credit-bearing course)
5. Additional actions permitted under Board policy and state law.

Students receiving approved home instruction services will be reported as present for instructional purposes in accordance with state requirements. Student health and safety remain our priority. Families should continue to keep students home when illness would make attendance unsafe or inappropriate. **(Policy #5200)**

Chronic Illness

Chronic illness situations should be communicated to the student's school counselor and steps may be necessary to implement an attendance plan or 504 to accommodate student attendance/absences.

Readmission to School After An Absence

A note explaining a pupil's absence for non-communicable illness for a period of more than five days must be accompanied by a physician's statement of the pupil's illness. A pupil who has been absent by reason of having or being suspected of having a communicable disease must present to the School Nurse written evidence of being free of communicable disease, in accordance with Board Policy 8451.

Attendance Letters

- When a student reaches **five (5) days** of absences, a letter will be sent to the parent/guardian via the Genesis Parent Portal. A school counselor will meet with the student. In addition, a phone call will be made to the parent/guardian to inform him or her.
- When a student reaches **eight (8) days** of absences, a letter signed by an assistant principal will be sent via the Genesis parent portal. The assistant principal and/or designee will meet with the student as a follow up to the letter.
- At the **twelve** (**12) day** absence threshold, a parent conference will be scheduled through the principal's office. Parents will be notified of possible court, ineligibility, and credit loss if the child goes over the 16 absence threshold.
- At the **sixteen** (**16) day** absence threshold, a certified letter from the attendance secretary will be sent issuing a court notice once the child surpasses the 16-day threshold.

Late Arrival and Early Dismissal (Board Policy 5230)

The Board of Education requires that pupils attend the full school day in order to benefit from the instructional program. That requirement will be waived only when compelling circumstances require that a pupil be late to school or dismissed from school before the end of the school day.

The Principal shall maintain a record of the parent(s) or legal guardian(s) of each pupil. If one parent has been assigned custody of the pupil by court order or separation agreement and wishes to limit the noncustodial parent's access to the pupil, the parent in custody must inform the Principal of any such limitation and may request that his/her authorization be required before the noncustodial parent is granted access. In the absence of such notice, the Principal will presume that a pupil may be released into the care of either parent.

A pupil who suffers an incapacitating medical disability will be released from school only in the presence of an adult.

Tardiness

Students are tardy if they arrive at school or class after the bell has rung. Students who are tardy to school will report to the Attendance Office for a late pass. Students who are tardy due to a school bus should report to the Attendance Office upon arrival to school for an excused pass. All students must sign-in to the Attendance Office upon arrival at school.

Vacation

Please be advised that **vacation taken while school is in session will be considered as unexcused absence.** However, if the vacation is unavoidable, the student is required to obtain work from his/her teachers. The student must follow the steps below:

1. At least one week prior to vacation, written notice of the said vacation must be submitted to the attendance office. Once the form is submitted, a Notice of Vacation Form will be provided to the student. Note: A copy of the form is available electronically through the Parent Portal of Genesis.
2. Once the Notice of Vacation Form is filled out, the student is to obtain signatures from each of his/her teachers and obtain any assignments that he/she will be missing while away. Teachers will initial this form to confirm talking with students. Work given to the student prior to the vacation must be completed upon returning to school or arrangements made with teachers prior to leaving.

- Once all signatures are received, the form is to be returned to the attendance office for processing. Once processed, a copy of the completed vacation form will be given to the student to take home and a copy will be placed in his/her file.

DISCIPLINE

Philosophy

It is our goal to develop students who are capable of making good, sound decisions regarding both their academic preparation and how they conduct themselves in our school and outside our four walls. We expect that students will conduct themselves responsibly. The consequences imposed adhere to our overarching goal of keeping students in class and engaged in meaningful activities designed by our teachers.

We hold students to a very high standard. Those who meet this standard will have opportunities and privileges to participate in activities outside the classroom. However, those students who do not meet the expectations outlined in the Code of Conduct will be held accountable for the decisions they have made and therefore will no longer have access to various privileges. That being said, the goal will be to guide these students to make more responsible decisions. Disciplinary consequences imposed in response to discipline code infractions are designed, not to “punish,” but rather to redirect students to engage in appropriate and productive behaviors. Administrators will apply the Code of Conduct in a manner that is fair and consistent and in a way that encourages appropriate and responsible behavior moving forward.

Pupil Discipline

According to **Policy #5600**, *"The Board of Education adopts this Pupil Discipline / Code of Conduct Policy to establish standards and procedures for positive pupil development and behavioral expectations on school grounds, including on a school bus or at school-sponsored functions, and as appropriate, for conduct away from school grounds. Every student enrolled in this district shall observe promulgated rules and regulations and the discipline imposed for infraction of those rules."*

Accordingly, the Code of Conduct is intended as a guideline for interpreting the possible disciplinary action to be taken by faculty and/or administration for various disciplinary offenses. This code is not all-inclusive and may be altered, modified, or applied in response to student conduct or events at any time as deemed by the administration. Furthermore, the code is applied progressively and may result in placement in an alternative program. It must be emphasized that actions taken by teachers and/or administrators are intended to remediate problems and provide a safe and secure learning environment for all students. Teachers are urged to contact parents about student disciplinary issues in the classroom in conjunction with teacher warnings, teacher detentions, and administrative referrals.

Discipline Applications

The nature and severity of each disciplinary infraction will determine the discipline that is implemented. Below are a list of various applications that may be used in the event of a disciplinary infraction:

- **Warning** Tier I infractions of the Code of Conduct may be addressed with a warning. A warning can be implemented as a learning experience for students and is oftentimes utilized as a first measure of correction.
- **Administrative Lunch Detention (ALD)** An ALD is held in a designated classroom during the student's lunch period. An ALD will last for 23 minutes, and the student will eat lunch during the session.
- **After-School Detention (ASD)** An ASD is typically the primary behavioral intervention used to address most Tier I and Tier II violations. ASD is provided by the school as an intermediate step and serves to warn students that continued misbehavior will result in more serious consequences. Assignments to ASD are made by administrators. Students who are assigned an ASD are to report to the designated classroom immediately after the conclusion of 12th period. ASD begins at 2:40 PM and concludes at 4:15 PM. Tardiness is not permitted. Failure to report on time is treated as a "no show", and the student may be assigned additional days or suspended (for repeat offenses). A student who fails to report to or cooperate while in ASD will be referred to an administrator and disciplined with appropriate consequences that may include additional ASD sessions or the issuance of an ESD session.
- **Extended School Day (ESD)** An ESD is provided by the school for students who commit serious infractions that warrant more than ASD or for those who are repeat offenders. Assignments to ESD are made by administrators. Any student who is assigned ESD will attend school and follow their regularly assigned schedule. At the conclusion of the school day, the student will then report to the designated ESD classroom. ESD begins at 2:40 PM and concludes at 5:00 PM. Students are responsible for providing their own transportation home from ESD. Tardiness is not permitted. Failure to report at the start time is treated as a "no show" and the student may be assigned additional days or suspended (repeat offenses). A student who fails to report or cooperate while in ESD will be referred to an administrator and disciplined with appropriate consequences that may include additional ESD sessions or possible suspension from school.
- **In-School Suspension (ISS)** A student given **In-School Suspension** will remain in one room all day. All classroom assignments for the day will be sent down to the ISS room, and the student's teachers will have the opportunity to assist that student with school work through the day. Any student removed from ISS will serve the remainder of their suspension **externally.** An additional day will be added, if removal from ISS occurs.
- **Out-of-School Suspension (OSS)** Students who commit major infractions or who are repeat offenders may face OSS, which constitutes a denial of school attendance and participation in school for a designated number of days. Such suspensions are made by the administration following the policies of the Kingsway Regional School District. A student suspended outside of school is required to attend a parent conference before he or she is readmitted to school unless otherwise stated by the administration. At the time of suspension, the student will also be given a copy of the suspension letter and the parent will be notified by the administration before the suspension begins. All suspensions may be appealed to the principal and are subject to Due Process Procedure.

Key Terms

Multiple Offenses, One Incident: A single incident can consist of multiple incident types. For example, a student might make a criminal threat toward another student while holding a knife. This would be entered into the SSDS as a single incident of criminal threat and weapon use.

Alternative Education Program: A comprehensive educational program designed to address the individual learning, behavior, and health needs of students who are not succeeding in the general education program or have been mandated for removal from general education, pursuant to N.J.A.C. 6A:16-5.5, 5.6 and, as appropriate, 5.7. The alternative education program shall provide a variety of approaches to meet the State-adopted standards, such as through nontraditional programs, services, and methodologies to ensure curriculum and instruction are delivered in a way that enables students to demonstrate the knowledge and skills specified for all students in N.J.A.C. 6A:8.

Assault: A person attempts to cause – or Purposely, knowingly, or recklessly causes – bodily injury to another.

Fight: Mutual engagement in a physical confrontation in which the offenders understood that the confrontation may result in bodily injury to either party. Does not include a verbal confrontation or a minor confrontation, such as a shoving match. Each participant must be classified as an offender.

False Public Alarm: Initiating or circulating a report or warning of an impending fire, explosion, bombing, crime, catastrophe or emergency, knowing that the report or warning is false or baseless and that it is likely to cause evacuation of a school building, school bus, or other place of assembly on school grounds. This includes knowingly setting off a fire alarm when no fire exists.

Bias-Related Act: Incidents determined to be Bias-Related means that it is an incident directed at a person, group of persons, private property, or public property that is motivated in whole or in part by racial, gender, disability, religious, sexual orientation, or ethnic prejudice. A bias-related incident need not involve conduct that constitutes a criminal offense. All bias-related incidents will be reported to law enforcement to determine if the incident rises to bias-intimidation. Bias-Intimidation is an incident that was confirmed by a law enforcement official to be bias-intimidation.

Bias-Intimidation: New Jersey law defines bias intimidation as threatening or committing an offense (or attempting or conspiring to commit an offense) (1) with a purpose to intimidate an individual or group of individuals because of race, color, religion, gender, disability, sexual orientation, gender identity or expression, national origin, or ethnicity; or (2) knowing that the conduct constituting the offense would cause an individual or group of individuals to be intimidated because of race, color, religion, gender, disability, sexual orientation, gender identity or expression, national origin, or ethnicity. A person is guilty of the crime of bias intimidation if he commits, attempts to commit, conspires with another to commit, or threatens the immediate commission of an offense specified in chapters 11 through 18 of Title 2C of the New Jersey Statutes; N.J.S.2C:33-4; N.J.S.2C:39-3; N.J.S.2C:39-4 or N.J.S.2C:39-5.

Expulsion: Pursuant to **Policy #5620**, that expulsion from this district is the most severe sanction that can be imposed upon a student. It is when a school district is no longer required to provide educational services to a general education student. The Board may expel a general education student from school, pursuant to N.J.S.A. 18A:37-2. An appeal of the Board's decision regarding the cessation of the student's general education program shall be made to the Commissioner of Education in accordance with N.J.S.A. 18A:6-9 and N.J.A.C. 6A:3-1.3 through 1.17.

Formal Charge: A formal allegation made by a law enforcement official asserting that somebody has committed a crime. A stationhouse adjustment would not be considered a formal charge. (A stationhouse adjustment is an alternative method that law enforcement agencies may use to provide for immediate consequences, such as community service or restitution and a prompt and convenient resolution for the victim, while at the same time avoiding a formal juvenile delinquency record.)

Hate or Hateful Behaviors: Hate or hateful behaviors relate to beliefs or practices that attack, malign, delegitimize or exclude an entire class of people based on immutable characteristics, including their ethnicity, religion, gender, sexual orientation, or disability. Hate actors are understood to be individuals, groups or communities that actively and overtly engage in the above activity, as well as those who implicitly attack classes of people through, for example, the use of conspiracy theories and disinformation. Hateful activity is understood to be antithetical to pluralism and the universal application of human rights.

Suspensions: Pursuant to **Policy #5610**, administration recognizes that even the temporary exclusion of a student from the educational program of this district is a severe sanction and one that cannot be imposed without due process. Any student who is guilty of continued and willful disobedience, or of open defiance of the authority of any teacher or person having authority over him, or of the habitual use of profanity or of obscene language, or who shall cut, deface or otherwise injure

any school property, shall be liable to punishment and to suspension or expulsion from school. Conduct which shall constitute good cause for suspension or expulsion of a student guilty of such conduct shall include, but not be limited to, the conduct as defined in N.J.S.A. 18A:37-2 and the school district's Student Discipline/Code of Conduct Policy and Regulation in accordance with the N.J.A.C. 6A:16-7.1. et seq.

For the purposes of this policy, "suspension" means the temporary removal of a student from the regular instructional program. Suspension is the denial of school attendance and of participation in or attendance at school-sponsored activities. "Short-term suspension" means a suspension of not more than ten days, and "long-term suspension" means a suspension of more than ten days. All suspensions may be appealed to the Principal and are subject to Due Process/Appeals Procedure.

Due Process / Appeal Procedures

A student has the right to appeal the discipline decision of a school administrator for any infraction resulting in an Out of School Suspension (OSS), and has the right to an advocate during the appeal process. Every effort is made to reach an agreement at the lowest level possible. Appeals begin with the administrator who administered the disciplinary infraction. The purpose of the Appeals Procedure is to provide a student/parent/guardian (complainant) with an administrative remedy to dispute alleged violations, misinterpretations, and misapplications of Board policies, regulations, procedures and practices and/or law. Based on the merits of the written report filed by the complainant, the appeal may be heard or denied, with clear and sufficient reasons, in writing, to the complainant if the appeal is denied. All suspensions will be served immediately. Detentions are not considered appealable in that they do not deprive a student of his/her educational program.

An appeal must be filed, in writing within three (3) school days of the date the aggrieved knew or should have known of the circumstances, which caused the appeal/grievance. The administrator shall render a decision within fifteen (15) school days from the date the appeal was originally filed. When requesting an appeal, the complainant must include the following information:

1. Student Name
2. Date of decision and/or incident that you are appealing
3. Briefly describe the reason you are appealing the decision in this matter. Cite relevant laws, policies, or regulations that you believe have been violated
4. Provide a detailed statement with supporting facts and evidence to support your appeal of the disciplinary decision. The district will not consider additional evidence and/or claims at subsequent levels.
5. Please indicate the remedy or outcome you are seeking:

Appeal to the Principal: If a complainant is not satisfied with the written decision rendered by the administrator for consequences resulting in out-of-school suspensions (OSS) only, the complainant may submit a written appeal to the principal within five (5) school days of receiving the administrator's written decision. The Complainant will be provided with the opportunity to present witnesses and evidence in support of his/her cause. The principal shall render a decision within fifteen (15) school days from the date the appeal was filed with the principal.

Appeal to the Superintendent: If a complainant is not satisfied with the written decision rendered by the principal for consequences resulting in out-of-school suspensions (OSS) only, the complainant may submit a written appeal to the Superintendent's Office within five (5) school days of receiving the principal's written decision. The appeal must request a review of the complaint, include the principal's decision and all pertinent information, and state the remedy requested. Within fifteen (15) school days of the receipt of the appeal, the Superintendent or his/her designee will render a written decision and send it to the complainant and the principal.

Appeal to the Board of Education: If a complainant is not satisfied with the written decision rendered by the Superintendent or his designee for consequences resulting in out-of-school suspensions (OSS) only, the complainant may submit a written appeal to the Board of Education within five (5) school days of receiving the Superintendent's written decision. The appeal must request a review of the complaint, include the decision of the Superintendent/Designee and

include all pertinent information, and state the remedy requested. The Board of Education will hear the appeal at the next scheduled Board meeting.

Discipline: Students with a 504 Plan/IEP

Students with disabilities are subject to the District's Code of Student Conduct. However, disciplinary actions involving students with disabilities shall be administered in accordance with applicable federal and state laws and regulations, including the Individuals with Disabilities Education Act (IDEA), Section 504 of the Rehabilitation Act of 1973, and New Jersey Administrative Code.

When disciplinary action is being considered for a student with a disability, school administrators shall consult with appropriate staff, including the student's case manager, counselor, Child Study Team member, or other personnel familiar with the student's educational program and behavioral supports, as appropriate.

The student's disability, Individualized Education Program (IEP), Section 504 Plan, behavioral intervention plan, and other relevant factors shall be considered when determining appropriate disciplinary action.

If a student with a disability is removed from school for more than ten (10) consecutive school days, or is subjected to a series of removals that constitute a disciplinary change of placement, the District shall follow all applicable procedural safeguards and disciplinary requirements established by federal and state law.

No later than the date on which a decision is made to implement a disciplinary change of placement, the parent(s)/guardian(s) shall be notified of the decision and provided with a copy of their procedural safeguards.

Within ten (10) school days of the decision to change the student's placement for disciplinary reasons, the student's IEP Team shall conduct a Manifestation Determination Review (MDR) to determine:

1. Whether the conduct in question was caused by, or had a direct and substantial relationship to, the student's disability; or
2. Whether the conduct in question was the direct result of the District's failure to implement the student's IEP.

If the IEP Team determines that either condition exists, the behavior shall be considered a manifestation of the student's disability, and the District shall take appropriate action in accordance with applicable law and the student's educational needs.

If the IEP Team determines that the conduct was not a manifestation of the student's disability, disciplinary consequences may be applied in the same manner and for the same duration as they would be for students without disabilities, subject to the District's continuing obligation to provide educational services as required by law.

All disciplinary decisions involving students with disabilities are subject to the procedural safeguards and due process rights provided under applicable federal and state law.

Harassment, Intimidation and Bullying (HIB)

"Harassment, intimidation, or bullying" means any gesture, any written, verbal or physical act, or any electronic communication, whether it be a single incident or a series of incidents, that is reasonably perceived as being motivated either by any actual or perceived characteristic, such as **race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, or a mental, physical or sensory [handicap] disability, or by any other distinguishing characteristic**, that takes place on school property, at any school-sponsored function [or], on a school bus, or off school grounds as provided for in section 16 of P.L.2010, CHAPTER 122, that substantially disrupts or interferes with the orderly operation of the school or the rights of other students and that:

a) a reasonable person should know, under the circumstances, will have the effect of physically or emotionally harming a student or damaging the student's property, or placing a student in reasonable fear of physical or emotional harm to his person or damage to his property; [or]

b) has the effect of insulting or demeaning any student or group of students [in such a way as to cause substantial disruption in, or substantial interference with, the orderly operation of the school]; or

c) creates a hostile educational environment for the student by interfering with a student's education or by severely or pervasively causing physical or emotional harm to the student.

CODE OF CONDUCT

The Code of Conduct applies in all settings and schedules (in-person, hybrid, and virtual).

BEHAVIORAL CONSEQUENCES

TLD – Teacher Lunch Detention, Periods 3, 5, 6, or 7
ALD – Administrative Lunch Detention, Periods 3, 5, 6, or 7
ASD – After School Detention → 2:40 PM – 4:15 PM
ESD – Extended School Day → 2:40 PM – 5:00 PM
FTS – Failure to Serve
ISS – In-School Suspension
OSS – Out-of-School Suspension

LOSS OF GOOD STUDENT STANDING

All students will begin the school year with a status known as "Good Student Standing." A student with "Good Student Standing" may attend or be eligible for any extracurricular activity offered by Kingsway Regional Middle School.
If a student receives a behavioral consequence, the student may also lose their "Good Student Standing." Loss of "Good Student Standing" means the student will be denied the privilege to attend *all extracurricular activities* for the number of school days depicted below. These days commence immediately following the suspension.
In the event an activity occurs when school is not in session (weekends or holidays), those days will count when determining the student's Good Student Standing. Activities in this policy include wellness activities, all clubs, school-sponsored tournaments, sports, dances, plays, musicals, talent shows, non-curricular field trips, and any other special extracurricular activity that may be scheduled. Administrative approval is required before attending an academic activity, such as after-school tutoring. Loss of Good Student Standing ***three times or more in a given school year*** renders the student ineligible to attend the end of year class trip and after-school activities for the remainder of the school year. In addition, egregious behavior at Tier III, Tier IV, and Tier V, from June 1st up to and including the last day of school will result in a loss of student privileges, such as attendance at the end of the year class trip.

Consequence	Administrative Discipline Per Code *--- Total Cumulative Days ---*	Number of Days of Loss of "Good Student Standing"
ASD	1 to 3 days	*No Loss of Good Student Standing*
	4 to 10 days	*5 days per offense*
	11 or more days	*10 days per offense*
ESD & ISS	1 to 4 days	*5 days per offense*
	5 to 8 days	*10 days per offense*
OSS	1 or more days	*10 days per offense*

VIOLATIONS BEYOND THE CODE

The recommendations contained with the Code of Conduct are meant to provide guidance to administrators when imposing discipline. Exacerbating or mitigating circumstances could warrant an increase or decrease in the actual discipline recommended and imposed by the administration.
For long-term suspensions, the Board of Education is responsible for reviewing the student's suspension, educational placement, and readiness to return to the regular education program, consistent with N.J.A.C. 6A:16-7.3.

Depending on the nature of the incident, the district may require a reentry conference, safety assessment, risk assessment, or other appropriate interventions and supports prior to the student's return to school. The district may also recommend counseling, behavioral supports, or other services designed to promote a successful return and prevent recurrence of the conduct.			
TIER I → INFRACTIONS RELATING TO ATTENDANCE and SCHOOL RULES & PROCEDURES			
Infraction	**Disciplinary Action / Number of Offenses**		
	1	**2**	**3**
A. Improper Use of a Hall Pass	Warning	ALD (1)	
B. Dress Code Violation	Warning & Student will be asked to change	ALD (1) & Students will be asked to change	
C. Littering	Warning	ALD (1)	
D. Unauthorized Use of Earbuds/Headphones	Warning	ALD (1)	
E. Riding an Unauthorized Bus without Administrative Approval	Warning	ALD (1)	
F. Solicitation/Sale of Goods or Services without Administrative Approval and/or Food Delivery During School Hours *Note: For Drugs and Alcohol, see Tier IV.E*	Warning	ALD (1)	
G. Eating in Non-Designated Areas/Bringing Food/Beverage (not water) out of the Cafeteria	Warning & Food Confiscated	ALD (1) & Food Confiscated	
H. Academic Integrity *Pursuant to **Policy #5701** and **Policy #2365***	See Academic Integrity *Note: Students who distribute copies of assessment/assessment questions and/or answers will warrant a heightened response of two (2) ESD, zero on the assignment, and LGSS for 10 days.*		
I. Failure to use Turnstile	Warning	ASD (1)	ASD (2)
J. Late to Class (LTC) (3 LTC equals 1 offense) *Note – A student is referred to administration after he/she has been LTC on six occasions and their teacher of record has already addressed the issue with lunch detention after the first offense.*	TLD (1)	ASD (1)	ASD (2)
K. Cutting Class - Leaving without permission & lateness/missing from class for over ten minutes.	ASD (1)	ASD (2)	ESD (1)
L. Teacher Detention - Failure to Serve	ASD (1)	ASD (2)	
M. ALD - Failure to Serve	ASD (1)	ESD (1)	
N. ASD - Failure to Serve	ESD (1)	OSS (1)	
O. ESD - Failure to Serve	OSS (1)	OSS (2)	
P. Unauthorized Use of Technology – Including but not limited to possession and/or the use of cell phones, smartwatches, etc.	ALD (2)	ASD (2)	ISS (1)
	Note: **All cell phones must be off and stored in the locker.** Devices will be confiscated by administration and parental pickup may be required.		
Q. Failure to Follow Rules and/or General Misconduct on School Transportation	ALD (2) & Possible Seat Change	ASD (2) & Seat Change	ISS (1) & Possible Two-Week Bus Suspension
R. General Misconduct – Including, but not limited to, excessive noise, running in	ASD (1)	ASD (2)	

halls, disruption, and public display of affection				
S. Inappropriate/Vulgar Language and Gestures/Inappropriate Materials	ASD (1)	ASD (2)		
T. Disrespect to Another Student – Including, but not limited to, name-calling, horseplay, and teasing	ASD (1)	ASD (2)		
U. Late to School (LTS) (5 LTS equals 1 offense)	ALD (1)	ASD (1)	ASD (1)	
V. Parking in an Unauthorized Area and/or Unregistered spot	N/A	N/A	N/A	

TIER II INFRACTIONS RELATING TO SAFETY & SECURITY				
Infraction	**Disciplinary Action / Number of Offenses**			**Possible complaint filed with WTPD, restitution for loss, and board action**
	1	**2**	**3**	
A. Restricted Area/Unauthorized Entry – In an unauthorized area without permission/supervision/pass before, during, or after school, including having multiple people in the same bathroom stall	ASD (2)	ESD (2)	ISS (1)	N/A
B. Disturbance to the School and/or Learning Environment – Including, but not limited to, a larger population, hallway misconduct, and assemblies	ESD (1)	ISS (1)	ISS (2)	N/A
C. Defiance/Insubordination/Failure to Follow Directives, Rules, and/or Expectations – Including, but not limited to, academic environment/classroom, after school activities, school-sponsored events, ALD, ASD, and ESD	ASD (2)	ESD (1)	ISS (2)	N/A
D. Disrespect to Faculty and Staff	ASD (2)	ESD (1)	ISS (2)	NA
E. Inappropriate, Rude, Disrespectful Behavior – Including, but not limited to, comments and/or actions directed at another student that cause a disruption to the school or learning environment and/or impede the learning of a student *Note: For comments related to race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, or a mental, physical, or sensory disability, or any distinguishing characteristic or sexually remarks see Tier III.C Violating the Rights of Others*	ESD (1)	ISS (1)	ISS (2)	NA
F. Falsification of Records/Alerting of Documents/ Lying – Including, but not limited to, forging/altering signatures or impersonating someone	ASD (2)	ESD (1)	ISS (1)	N/A
G. Leaving School Grounds without Proper Authorization/Cutting School	ISS (1)	ISS (2)	OSS (2)	N/A

H. Gambling	ESD (2)	ISS (2)	X
I. Breach of Security/Violation of regulations, requirements, procedures, or guidelines that compromises the safety and security of staff and students – Including but not limited to opening perimeter doors without authorization	ISS (1)	ISS (2)	N/A
J. Tampering with Locks and/or Magnetic Strips – Including, but not limited to, theft of lockdown magnet	ESD (2)	ISS (2)	N/A
K. Vandalism/Misuse of School Equipment	ESD (1)	ISS (2)	X
L. Distribution/Possession of Inappropriate or Pornographic Material (video, pictures…) *(For incidents relating to child pornography, see Tier IV.F.)*	ISS (1)	ISS (2)	N/A
M. Theft and/or Possession of Stolen Goods (Less than $10 in value)	ESD (1)	ESD (2)	X

TIER III → MISDEMEANORS				
Infraction	**Disciplinary Action / Number of Offenses**		**Complaint filed with WTPD**	**Principal's Re-entry & LGSS**
	1	**2**		
A. Theft, Distribution, and/or Possession of Stolen Goods or Counterfeit Funds (More than $10 in value)	ISS (1)	OSS (2)	N/A	X
B. Jeopardizing the Safety of Others/ Hazardous, Reckless, or Physically Dangerous Conduct – Including but not limited to misuse of staff/security/administrative resources, putting others in harm, or failure to report hazardous/reckless conduct	ISS (1)	OSS (2)	N/A	X
	INCIDENTS THAT CAUSE A DISRUPTION TO THE SCHOOL AND/OR COMMUNITY WARRANT A HEIGHTENED RESPONSE OF FOUR (4) DAYS OSS AT MINIMUM			
C. Violating the Rights of Others (physically and/or verbally - spoken, written, or electronic) - Including but not limited to hazing, harassment, ridicule, embarrassment, inflammatory statements and derogatory comments	OSS (2)	OSS (4)	N/A	X
	INCIDENTS THAT CAUSE A DISRUPTION TO THE SCHOOL AND/OR COMMUNITY WARRANT A HEIGHTENED RESPONSE OF EIGHT (8) DAYS OSS AT MINIMUM			
D. Tampering with Fire Alarms or Cameras and/or False Public Alarm	ISS (2)	OSS (2)	N/A	X
E. Inappropriate Language and/or Gestures Directed at Faculty & Staff/Gross Disrespect to Faculty and Staff	ISS (2)	OSS (2)	N/A	X
F. False Accusations *Pursuant to **Policy #5512** Section J, Consequences and Appropriate Remedial Action for False Accusation*	OSS (2)	OSS (4)	N/A	X
G. Possession of Lighter / Matches	ESD (2)	ISS (2)	OSS (2)	X

H. Distribution of Over the Counter Medicine *Note: Over-the-counter medications that are improperly used to cause intoxication, inebriation, excitement, enhanced focus, stupefaction, and/or dulling of the brain or nervous system.*	ISS (2)	OSS (2)	N/A	X
	The school counselor will conduct an initial intake to provide targeted resources.			
I. Smoking on school grounds/possession of cigarettes, vaporizers, and/or e-cigarettes **Policy #5533** *Note: The possession of three or more electronic cigarettes/vapes and/or a bottle of e-juice will be classified as intent to distribute.* *See Tier IV.E. Pursuant to the "New Jersey Smoke-Free Air Act, N.J.S.A. 26:3d-55, et. seq., Persons found to violate the Act are subject to fines and penalties established by the act of $250 for a first offense, $500 for a second offense, and $1,000 for each subsequent offense."*	OSS (2)	OSS (4)	N/A	X
	• The school counselor will conduct an initial intake to provide targeted resources. • Confiscated devices/products turned over to law enforcement • Complaint filed with Woolwich Township Police Department • Mandatory drug screening for possession or use of electronic devices and/or related juice, wax, or oil. ● Positive screening will result in 2 days ISS *Note: Refusal to test will be recorded as a positive test; Positive results will require mandatory enrollment in an appropriately recognized and certified prevention/education program or a drug/alcohol rehabilitation program with school counselor.*			

TIER III MISDEMEANORS				
Infraction	**Disciplinary Action / Number of Infractions**		**Complaint Filed with WTPD**	**Principal's Re-entry & LGSS**
	1	**2**		
J. Under the Influence of Alcohol or a Controlled Dangerous Substance - Including, but not limited to cocaine, heroin, PCP, methamphetamines, LSD, marijuana, and ecstasy *Note: The possession of three or more electronic cigarettes/vapes and/or a bottle of e-juice will be classified as intent to distribute.* *See Tier IV.E.* *Pursuant to **Policy #5530**, Section C, Substance Abuse.*	OSS (2)	OSS (4)	N/A	X
	• The school counselor will conduct an initial intake to provide targeted resources. • Confiscated devices/products turned over to law enforcement. • Mandatory drug screening. *Note - Positive results will require mandatory enrollment in an appropriately recognized and certified prevention/education program or a drug/alcohol rehabilitation program within seven calendar days of the confirmed positive test result. Refusal to test will be recorded as a positive test.*			

TIER IV → MAJOR OFFENSES				
Infraction	**Disciplinary Action / Number of Infractions**		**Complaint filed with WTPD**	**Principal's Re-entry & LGSS**
	1	**2**		
A. Refusal to Comply with a School Employee	OSS (2)	OSS (4)	N/A	X

B. Failure to Disperse - Including, but not limited to failure to follow directives during a fight, riot, safety drill, or engagement in behaviors that are disrupting, inappropriate, likely to cause alarm and/or harm	OSS (2)	OSS (4)	N/A	X
C. Incitement to Fight -battery/unwanted physical contact, one-sided pushing/shoving of another student	OSS (2)	OSS (4)	N/A	X
D. Verbal Altercation - including verbal threat or electronic threat	OSS (2)	OSS (4)	N/A	X
E. Unauthorized Social Media Posting / Inappropriate Use of Technology – Includes, but not limited to, the following: images taken within the school and/or of the staff and student body; posting commentary, content, video, or inflammatory images; harassing, or misrepresenting/slandering the district, school, staff or student body; creating a hostile environment. Behaviors that produce, post and promote hate or discrimination; uses creative effects, music, and/or narration to produce, post and promote bias-related behaviors and/or bias intimidation; uses imagery or voiceover for such purpose; uses hashtags to gain broader appeal/viewership of hateful or bias-related content will additionally be found to violate Tier IV.O Bias-Related Acts *Note: The use of any electronic mobile device that has recording capability, be it video, photo or any other electronic image and audio recording of any kind is strictly prohibited in locker rooms, dressing rooms, bathrooms, or other areas of the school where there may be a reasonable expectation of personal privacy. Any use or attempted use of an Electronic Mobile Device to capture, record, or transfer the image of an individual in any stage of undress is strictly prohibited and will result in immediate referral to police and appropriate disciplinary action as outlined in the district's Student Code of Conduct.*	OSS (2) ***	OSS (4)***	N/A	X
F. Disorderly Conduct / Lewd Behavior	OSS (4)	OSS (8)	N/A	X

TIER IV → MAJOR OFFENSES				
Infraction	**Disciplinary Action / Number of Infractions**		**Complaint filed with WTPD**	**Principal's Re-entry & LGSS**
	1	**2**		
G. Physically Resisting Detainment	OSS (8)		X	X
H. Possession of a Fireworks, Hazardous Materials, Knife, or a Look-a-Like (i.e. water gun)	OSS (8) ***		X	X
I. Fighting (Physical Altercation)	OSS (4) ***	OSS (8) ***	X	X
J. Assault – knowingly and purposely intending to cause **serious** bodily injury and/or spitting on someone	OSS (8) ***		X	X
K. Act of Aggression and/or Threat Towards a School Employee *Note: Implicit or explicit threats with intent to harm or act out violently against an agent of the board of education. Pursuant to NJ Rev Stat § 18A:37-2.1*	OSS (8) ***		X	X
L. Simple Threat (written, verbal or electronic) - A threat having the purpose of terrorizing or acting with reckless disregard for a third party, and is imminent and can potentially be carried out.	OSS (4) ***	OSS (8)	X	X
M. Solicitation/Distribution/Possession of Alcohol, Prescription Medicine, Drugs, and/or Paraphernalia (Paraphernalia includes any equipment, product, accessory, or material that is modified for making, using, or concealing drugs or alcohol. In addition, the possession of three or more electronic cigarettes/vapes and/or a bottle of e-juice) Pursuant *to District Policy #5530. Section C – Substance Abuse.*	OSS (8) ***		X	X
N. Distribution/Possession of Child Pornography	OSS (4) ***	OSS (8)***	X	X
O. Bias-Related Acts - Incidents determined to be Bias-Related mean that it is an incident directed at a person, group of persons, private property, or public property that is motivated in whole or in part by racial, gender, disability, religious, sexual orientation, or ethnic prejudice. A bias-related incident need not involve conduct that constitutes a criminal offense. All bias-related incidents will be reported to law enforcement to determine	OSS (4)***	OSS (8) ***	X	X

if the incident rises to bias-intimidation. Bias-Intimidation is an incident that was confirmed by a law enforcement official to be bias-intimidation. New Jersey law defines bias intimidation as threatening or committing an offense (or attempting or conspiring to commit an offense) "with a purpose to intimidate an individual or group of individuals because of race, color, religion, gender, disability, sexual orientation, gender identity or expression, national origin, or ethnicity."				
***** Will Result in <u>One</u> to <u>Three</u> Mandatory Counseling Sessions and Date of Return to School May Be Contingent Upon Safety Evaluation and/or Psychological Evaluation, along with any additional support deemed necessary to prevent recurrence.**				

<u>TIER V</u> → ZERO TOLERANCE FOR CATASTROPHIC THREATS & WEAPONS VIOLATIONS

This tier addresses the most severe and dangerous behaviors that directly threaten the safety, security, and well-being of the school community. Students found in violation of Tier IV infractions will face a long-term suspension hearing, mandatory safety and/or psychological evaluations, and referral to law enforcement. Tier V infractions include, but are not limited to:

	Disciplinary Action	Complaint filed with WTPD	Principal's Hearing & Probation
A. Assault (Aggravated) - A person attempts to cause – or purposefully, knowingly, or recklessly causes – bodily injury to another. Deliberate, malicious intent to cause serious bodily harm or significant injuries. A deliberate act of violence that results in serious bodily injury involves the use of a weapon or dangerous object or is committed with the intent to cause significant harm. Aggravated assault is considered more severe due to the level of injury, use of weapons, or the deliberate and malicious nature of the act. Examples: (1) A student strikes another with a weapon or dangerous object (e.g., a bat, knife, or blunt object). (2) An altercation resulting in serious injuries requiring medical attention. (3) Choking, striking someone in a vital area, or any act with intent to cause lasting harm. Any incident that meets this definition pursuant to New Jersey's Student Safety Data System Guidance (SSDS) must be reported through the SSDS system, regardless of whether any disciplinary action was taken. *SSDS Code: Violence- Assault*	OSS (10) ***,+++	X	X
B. Possession of a Weapon or Weapon Related Paraphernalia	OSS (10) ***,+++	X	X

Having on one's person, in one's locker or vehicle one or more of the listed weapon types. Possession of a weapon or weapon-related paraphernalia with the intent to harm or threaten others, including but not limited to pocket knives, box cutters, or any sharp object designed to slash, stab, or penetrate. A weapon is any instrument readily capable of lethal use or of inflicting serious bodily injury. Components that can be readily assembled into a weapon are reported in this category. This category includes, but is not limited to: • Bomb: an explosive device designed to injure or kill people or to damage or destroy property (includes grenade); • Handgun; • Rifle (includes shotgun); • Air gun: includes bb gun, pellet gun, or other weapon of a similar nature in which the propelling force is a spring, elastic band, carbon dioxide, compressed or other gas or vapor, air or compressed air, or is ignited by compressed air, and ejecting a bullet or missile smaller than three-eighths of an inch in diameter, with sufficient force to injure a person; • Knife/blade (includes razor blade and box cutter); and • Spray: a device that projects, releases, or emits tear gas or any other substance, such as pepper spray, that is intended to produce temporary discomfort or permanent injury through being vaporized or otherwise dispensed in the air. Any incident that meets this definition pursuant to New Jersey's Student Safety Data System Guidance (SSDS) must be reported through the SSDS system, regardless of whether any disciplinary action was taken. *SSDS Code: Weapon Offense*			
C. Threat (Criminal) Threat (Criminal) is an expression – either physically or verbally – with the intent to commit one of the following violent criminal offenses: Homicide, Aggravated assault, Sexual assault, Kidnapping, or Arson. The threat must be made for the purpose of placing another in imminent fear of one of these violent acts, under circumstances that would reasonably cause the victim(s) to believe the immediacy of the threat and the likelihood that it will be carried out. Any incident that meets this definition pursuant to New Jersey's Student Safety Data System Guidance (SSDS) must be reported through the SSDS system, regardless of whether any disciplinary action was taken. *SSDS Code: Violence- Threat (criminal)*	OSS (10) ***,+++	X	X
D. Possession of Non-Functioning Simulated or Replica Weapons Possession or use of replica weapons, including toy guns or other non-functioning items, in a manner that	OSS (10) ***,+++	X	X

incites fear or disrupts school safety. The focus is on the use of the object, not its function.			
E. False Public Alarm Initiating or circulating a report or warning of an impending fire, explosion, bombing, crime, catastrophe, or emergency, knowing that the report or warning is false or baseless and that it is likely to cause evacuation of a school building, school bus, or other place of assembly on school grounds. This includes knowingly setting off a fire alarm when no fire exists. Any incident that meets this definition pursuant to New Jersey's Student Safety Data System Guidance (SSDS) must be reported through the SSDS system, regardless of whether any disciplinary action was taken. *SSDS Code: Vandalism- False public alarm*	OSS (10) ***,+++	X	X
F. Bias-Related Intimidation – An incident that was confirmed by a law enforcement official to be bias-intimidation. Bias-related means that an incident is directed at a person, group of persons, private property, or public property that is motivated in whole or in part by racial, gender, disability, religious, sexual orientation, or ethnic prejudice. A bias-related incident need not involve conduct that constitutes a criminal offense. New Jersey law defines bias intimidation as threatening or committing an offense (or attempting or conspiring to commit an offense) (1) with the purpose of intimidating an individual or group of individuals because of race, color, religion, gender, disability, sexual orientation, gender identity or expression, national origin, or ethnicity; or (2) knowing that the conduct constituting the offense would cause an individual or group of individuals to be intimidated because of race, color, religion, gender, disability, sexual orientation, gender identity or expression, national origin, or ethnicity. A person is guilty of the crime of bias intimidation if he commits, attempts to commit, conspires with another to commit, or threatens the immediate commission of an offense specified in chapters 11 through 18 of Title 2C of the New Jersey Statutes; N.J.S.2C:33-4; N.J.S.2C:39-3; N.J.S.2C:39-4 or N.J.S.2C:39-5.SSDS) Any incident that meets this definition pursuant to New Jersey's Student Safety Data System Guidance (SSDS) must be reported through the SSDS system, regardless of whether any disciplinary action was taken. *SSDS Code: Bias Intimidation*	OSS (10) ***,+++	X	X
G. Inciting or Encouraging Violence or Mass Harm Actively encouraging, planning, or assisting others in making threats, engaging in violent acts, or causing significant disruption to school safety. This includes	OSS (10) ***,+++	X	X

online or indirect actions, such as social media posts or comments.			
H. Coercion Related to Safety Forcing or threatening another person to commit dangerous acts under the threat of violence or harm to themselves, others, or school property.	OSS (10) ***,+++	X	X
I. Robbery/Extortion Attempting to obtain or obtain money or any material thing (regardless of value) from another by means of violence, threat of immediate violence, or stated or implied threat of future violence. Any incident that meets this definition pursuant to New Jersey's Student Safety Data System Guidance (SSDS) must be reported through the SSDS system, regardless of whether any disciplinary action was taken. *SSDS Code: Vandalism- Theft*	OSS (10) ***,+++	X	X
J. Sexual Contact Intentional touching by the offender, either directly or through clothing, of the victim's or offender's intimate body parts that degrades or humiliates the victim or sexually arousing or sexually gratifying himself or herself in view of the victim whom the offender knows to be present. If sexual contact occurs with a victim less than 13 years old and an offender at least four years older than the victim, this should be reported as a sexual assault. Any incident that meets this definition pursuant to New Jersey's Student Safety Data System Guidance (SSDS) must be reported through the SSDS system, regardless of whether any disciplinary action was taken. *SSDS Code: Violence- Sexual Contact*	OSS (10) ***,+++	X	X
K. Sexual Assault (SSDS) Sexual assault occurs if one of the following takes place: •An offender commits an act of sexual penetration with another person and o Uses physical force or coercion; •The victim is at least 16 years old but less than 18 years old, and the offender has supervisory or disciplinary power over the victim; or •The victim is at least 13 years old but less than 16 years old, and the offender is at least four years older than the victim.	OSS (10) ***,+++	X	X

•An offender commits an act of sexual contact with a victim who is less than 13 years old, and he/she is at least four years older than the victim. Any incident that meets this definition pursuant to New Jersey's Student Safety Data System Guidance (SSDS) must be reported through the SSDS system, regardless of whether any disciplinary action was taken. *SSDS Code: Violence- Sexual Assault*			
L. Kidnapping (SSDS) Unlawful removal of a student from school grounds or a substantial distance from where he or she is found in or on school grounds; or confinement of the victim for the purpose of holding the victim for ransom or reward as a shield or hostage; or confinement for a substantial period of time to facilitate the commission of a crime or flight thereafter, or to inflict bodily injury on or terrorize the victim. Any incident that meets this definition pursuant to New Jersey's Student Safety Data System Guidance (SSDS) must be reported through the SSDS system, regardless of whether any disciplinary action was taken. *SSDS Code: Violence- Kidnapping*	OSS (10) ***,+++	X	X
M. Gang Activity or Gang-Related Behavior Participation in or promotion of gang-related activities, including recruitment, displaying gang insignia (e.g., clothing, symbols, gestures), or engaging in activities that promote gang affiliation, intimidate others or disrupt school safety. This includes using social media to facilitate or promote gang-related behavior.	OSS (10) ***,+++	X	X
N. Arson or Attempted Arson Purposely or knowingly starting a fire or causing an explosion in or on the grounds of a school, thereby placing the victim or group of victims in danger of death or bodily injury, or purposely starting a fire or causing an explosion that destroys or damages the victim's or school's property/grounds. Arson does not include the act of lighting a match. Any incident that meets this definition pursuant to New Jersey's Student Safety Data System Guidance (SSDS) must be reported through the SSDS system, regardless of whether any disciplinary action was taken. *SSDS Code: Vandalism- Arson*	OSS (10) ***,+++	X	X
O. Attempted Use of a Weapon or Dangerous Object	OSS (10) ***,+++	X	X

Attempting to use or threatening to use any weapon, object, or substance with the intent to harm others. *SSDS Code: Weapon Offense*			
P. Possession or Distribution of Dangerous Substances Possession, use, or distribution of dangerous chemicals or substances (e.g., flammable liquids, toxic substances, or biological agents) with the intent to harm or threaten others.	OSS (10) ***,+++	X	X
Q. Possession of a Firearm, Explosives, or Other Dangerous Items Possession of firearms, explosives (including bombs, homemade devices, or other incendiary materials), or any dangerous item capable of causing mass harm to individuals or property. This also includes making threats involving bombs, explosives, or other devices—whether the threat is false or real. (SSDS) Firearm: Per 18 U.S.C. §921, a firearm includes any weapon that may expel a projectile by the action of an explosive. This includes weapon types of bombs, handguns, and rifles. Per N.J.S.A. 2C: 39-1(f), the firearm definition in New Jersey also includes air guns (the federal definition does not). *SSDS Code: Weapon Offense*	OSS (10) ***,+++	X	X
R. Threatening Mass Violence Threatening to harm or kill others, including explicit or implied threats of mass violence against the school community. This includes verbal, written, or electronic (online) threats or cyberterrorism (e.g., social media, messaging platforms, or email) to make threats, spread fear, disrupt school safety, or cause large-scale harm. This includes hacking or spreading mass fear. While these threats may not be tied to political or ideological motives, they have the potential to create widespread fear and disruption. a.Scope of Impact: This threat typically implies that an individual or group intends to cause harm to a large number of people, often within a specific location such as a school, workplace, or public space. b.Intent: The intent may be to intimidate, create fear, or provoke chaos. While the violence is expected to be harmful and large-scale, it might not have a political or ideological motive. a.Specificity: The threat may or may not be detailed in terms of methods or targets. It might be more general, such as a person threatening to cause a shooting or explosion without specifying any larger political agenda.	OSS (10) ***,+++	X	X

b.Legal Focus: In some cases, it may be classified as a criminal threat, such as a school shooting threat, without needing the threat to be connected to a broader political or ideological cause. Any incident that meets this definition pursuant to New Jersey's Student Safety Data System Guidance (SSDS) must be reported through the SSDS system, regardless of whether any disciplinary action was taken. *SSDS Code: Violence- Threat (Criminal)*			

(+++)

The recommendations contained with the Code of Conduct are meant to provide guidance to administrators when imposing discipline. Exacerbating or mitigating circumstances could warrant an increase or decrease in the actual discipline recommended and imposed by the administration. For long-term suspensions (i.e., suspensions longer than ten (10) days), the Board of Education retains the ultimate discretion to meaningfully review the circumstances surrounding discipline and whether to return the student to the general education program.

The date of return to school may be contingent upon a safety evaluation, psychological evaluation, and/or Child Study Team referral. Additionally, the student will be required to attend one (1) to three (3) mandatory counseling sessions, along with any additional support deemed necessary to prevent recurrence.

A student who is placed in an alternative educational setting for the duration of their suspension may only return to Kingsway's general education program if the following conditions are met prior to completion of the suspension:

1. Behavioral Record: No violations of disrespectful behavior, threats toward others, harassment, intimidation, or bullying for the duration of enrollment in the alternative educational setting.
2. Satisfactory Academic Performance: Evidence of ongoing academic success and engagement in the alternative setting.
3. Psychiatric Evaluation: A final psychiatric evaluation recommending that a return to Kingsway's general education program is appropriate. The evaluation must confirm that the student no longer presents a threat to themselves, others, or the school community.
4. Intake Meeting: A meeting with the student and parents to discuss placement and programming options, once psychiatric evaluation results are reviewed and understood.
5. Therapeutic Program Completion: Successful completion of an intensive therapeutic program that addresses underlying behavioral concerns, including but not limited to anger management, anxiety, and trauma. Options may include Cognitive Behavioral Therapy (CBT), Trauma-Focused Cognitive Behavioral Therapy (TF-CBT), or Dialectical Behavioral Therapy (DBT).

OTHER DISCIPLINARY ITEMS

Anti-Hazing

According to **Policy #5541**, *"A safe and civil environment in school is necessary for students to learn and achieve high academic standards. Hazing is conduct that disrupts both a student's ability to learn and a school's ability to educate its students in a safe and disciplined environment. The Board of Education prohibits acts of hazing and adopts this Policy against hazing in accordance with N.J.S.A. 18A:37-32.2. The provisions of this Policy apply to all schools within the district.*

'Hazing' in a school setting includes, but is not limited to, conduct by an individual(s) who is a member and/or representative of a school-sponsored student organization, club, or athletic team where such individual(s) conditions a student's acceptance as a member into such group on whether the student engages in activities that are humiliating, demeaning, intimidating, and exhausting to the student."

Retaliation Discrimination

The Federal civil rights laws prohibit discrimination based on race, color, national origin, sex, disability and age in programs or activities receiving Federal financial assistance. In addition to prohibiting discrimination, each of these civil rights laws also prohibits retaliation against individuals who assert their rights. The ability of individuals to oppose discriminatory

practices and to participate in investigations and other proceedings is critical to ensuring equal educational opportunity in accordance with Federal civil rights laws. For this reason, agents of the Board of Education shall refrain from intimidating, threatening, coercing, or discriminating against any individual for the purpose of interfering with any right or privilege secured by Federal civil rights law.

Affirmative Action

The district's **Affirmative Action Program** provides a forum to address and resolve issues related to discrimination. The Kingsway Regional School District prohibits discrimination and harassment in all educational programs, activities, and employment practices and complies with Title IX of the Education Amendments of 1972, N.J.A.C. 6A:7, and all applicable federal and state civil rights laws. Questions, concerns, or complaints regarding Title IX, sex discrimination, sex-based harassment, equal educational opportunity, discrimination, harassment, or affirmative action may be directed to:

Patricia Calandro
Assistant Superintendent
Title IX Coordinator
Affirmative Action Officer
Kingsway Regional School District
213 Kings Highway
Woolwich Township, NJ 08085
Email: calandrop@krsd.us
Phone: 856-467-3300 *4250

Mike Schiff
Director of School Counseling
Deputy Title IX Coordinator
Assistant Affirmative Action Officer
Kingsway Regional School District
213 Kings Highway
Woolwich Township, NJ 08085
Email: schiffm@krsd.us
Phone: 856-467-3300 *4210

Any person may report discrimination or harassment, including sex-based harassment, whether or not the person reporting is the person alleged to be the victim of the conduct. Reports may be made in person, by mail, by telephone, by email, or by any other means that results in the District receiving the report.

Academic Integrity / Honor Code

The administration and staff intend to preserve the integrity of all curricular and co-curricular programs. The basis for all integrity is honesty. Every student is expected to observe the highest standards of integrity in meeting the course requirements of his or her educational program. *Violations of academic integrity for a **primary assessment** or **secondary assessment** will result in the mandatory re-completion of the assignment (an original or different version) by all student(s) who participated in the offense, as well as two after school detentions for each student (except infraction #7).* Due dates for the re-completion are at the discretion of the teacher. *Violations of academic integrity for a **supportive assessment** will result in the mandatory re-completion of the assignment (an original or different version) and one after-school detention for each student involved.*

Examples of violations of the academic integrity/honor code:

- Obtaining help from or giving help to another student during a test or quiz.
- Submitting or knowingly participating in the submission of a report, paper, essay, homework assignment, or any other product that is not an honest representation of the individual's effort.
- Using books, notes, or any other unauthorized sources of information during an examination.
- Obtaining or giving information concerning a primary, secondary, or supportive assessment that is to be administered.
- Altering any answers on any test or assignment after it has been submitted for grading.
- Copying another student's homework or giving homework to another student.
- Reproducing and distributing copies of assignments, quizzes, tests, or examinations. **(1 ESD)**

Students are encouraged to ask their teacher for clarification on the acceptable use of artificial intelligence; teachers exercise discretion with classroom use of AI per individual projects/assignments. **Please reference this document** for prohibitive uses of AI. Please reference our AI Policy for further information. **Policy #2365**

Note: Students who distribute copies of the assignment or assessment questions and/or answers will warrant a heightened response of one (1) ESD, a zero on the assignment, and loss of "Good Student Standing" for 10 days.

Infractions which compromise the educational process will result in further disciplinary action, which may include withholding of credit, detention, suspension, restriction from school activities, disqualification from awards and scholarship eligibility, and exclusion from the Renaissance Program.

HEALTH

Random Testing For Alcohol And Drug Use

Kingsway will continue the Random Testing for Student Alcohol or Other Drug Use Program. This program, as established through **Policy #5536**, enhances the district's ability to provide our students with a safe and drug-free learning environment. The purposes of this random alcohol and drug testing program are to have a positive effect on attaining the important objectives of deterring alcohol and drug use and to provide a means for early detection of students with substance abuse problems so that referral for evaluation or treatment may be offered.

Students in grades 7 through 12 who participate in Kingsway's interscholastic athletic program, participate in extra-curricular programs, and/or those who receive a school-issued parking permit to drive/park a personal vehicle on school district property will be required to sign the **Consent to Participate in Random Testing for Student Alcohol or Other Drug Use Program**. By signing the consent form, students agree to participate in the program for the duration of the time they are enrolled as students in the Kingsway Regional School District, regardless of whether the activity they participate in is out-of-season.

Remedial measures will be applicable for a student who tests positive for alcohol or drugs (**Summary of Remedial Measures for Positive Alcohol/Drug Test**). Remedial measures will result from a confirmed positive alcohol or drug test, a student's refusal to test when selected, and/or tampering with or adulterating the specimen process.

No student will be penalized academically for testing positive for alcohol or other drugs under district **Policy #5536**. Any action taken concerning any student who tests positive for alcohol or other drugs shall be limited to removal from or prohibition against participation in extra-curricular activities, including interscholastic athletics, and revocation or denial of a student's parking permit.

The results of drug tests according to this Policy will not be documented in any student's academic records or discipline file. Information regarding the results of drug tests will not be disclosed to criminal or juvenile authorities absent legal compulsion by a valid and binding subpoena or another legal process, which the Board of Education will not solicit. In the event of service of any such subpoena or legal process, the student and the student's parent will be notified at least seventy-two (72) hours before the response is made by the Board of Education to the extent permitted by such subpoena or legal process. The Contractor will only provide the identity and results of those tested to the Designated Official.

Physicals / Medical Clearance

All students at KRMS are required by law to obtain a medical physical. Students who do not obtain a physical will not be permitted to participate in interscholastic sports, wellness activities, or field trips. Physical clearance is considered valid if the physical was conducted *within the past 365 days*. Any physicals that were conducted before this time frame are outdated and no longer valid.

RENAISSANCE PROGRAM

Overview

Kingsway Regional Middle School students are offered the opportunity to participate in the school's Renaissance Program. The Renaissance Program was established at KRMS during the 2015-16 school year, and it has successfully served to

motivate, reward, and celebrate student success since its inception. Renaissance is a nationwide program that rewards students for academic excellence and behavior. This program partners with local businesses, the community, and our parents to recognize students and staff for hard work and effort in a variety of ways.

Mission

The mission of Kingsway Regional Middle School's Renaissance Program is to foster a climate and culture of excellence by recognizing individual student growth and achievement while building partnerships with the community, parents, staff, and students.

Goals

The goals of the Renaissance Program are as follows:

- celebrate individual student growth and achievement
- improve school accountability (attendance, discipline, homework, and grades)
- build parent and community involvement
- increase school spirit and morale
- encourage service to others

Requirements / Tiers / Rewards

The Renaissance Program runs from semester to semester. At the start of each semester, every student is eligible for entry into the program. To earn membership in this incentive-based program, students must meet the established criteria. A student will be placed in the *gold*, *silver*, or *bronze* tier depending on the criteria that student attains. Renaissance labels are issued to all eligible students. When received, students place a label on student identification (ID) cards.

For more information regarding the criteria, as well as other information related to the Renaissance Program at the middle school, please click **here**.

Kingsway Regional School District

2026-2027 Handbook: *Summary of Adjustments*

Handbook | Adjustments		
Change/Topic	**Page(s)**	**Rationale and Description**
Student Use of Internet-Enabled Devices	16 (Summary) and 27 (Code of Conduct)	The Student Use of Internet-Enabled Devices language has been revised to align with the communication issued by Dr. Lavender and Board Policy 5516. Additionally, the Student Code of Conduct has been updated to include a clear, progressive disciplinary framework for violations of the district's expectations regarding internet-enabled devices. These revisions promote consistency across district communications, Board policy, and student disciplinary procedures.

Kingsway Regional Middle School

2026-2027

CLUB/ACTIVITY ADVISOR HANDBOOK

KINGSWAY REGIONAL MIDDLE SCHOOL
203 Kings Highway
Woolwich Township, NJ 08085
(856) 467-3300
Website: www.krsd.org

KINGSWAY REGIONAL SCHOOL DISTRICT MISSION STATEMENT

The Kingsway Regional School District believes that this school district is responsible for developing and maintaining a comprehensive educational program that will foster the academic, social, and personal growth of all students. The Kingsway Regional School District provides a secure, supportive environment. It also provides high quality resources to challenge and empower each individual to pursue his/her potential, to develop a passion for learning in a diverse and challenging world, to encourage active citizenship, and to reach a high standard of achievement at all grade levels as defined by the New Jersey Student Learning Standards.

DISTRICT ADMINISTRATION
Dr. James J. Lavender, Superintendent
Sharon Ormsbee, School Business Administrator/Board Secretary
Patricia Calandro, Assistant Superintendent
June Cioffi, Director of Athletics
Michael Schiff, Supervisor of Student Personnel Services
Charae Whetstone, Director of Special Services
Robert Iocona, Chief Technology Officer
Sue Miller, Director of Food Services
Andrew Kidder, Buildings & Grounds Supervisor
Michael Schneck, Director of Transportation

MIDDLE SCHOOL BUILDING ADMINISTRATION
Brian Tonelli, Principal
Edward Dubbs, Assistant Principal for 8th Grade
Mary Neyer, Assistant Principal for 7th Grade/Supervisor of Renaissance Program

Middle School Advisors,

The items contained in this handbook are a small part of the many policies and regulations that the Board of Education has mandated for Kingsway Regional Middle School Activity Advisors. This is not meant to be an exhaustive policy book, but is a snapshot of the procedures, policies, and regulations that most often affect the advisors/students of Kingsway Regional Middle School.

This information has been carefully prepared and presented so that it will be of great value in helping you to adjust to your role as an advisor and to become an integral part of Kingsway Regional Middle School. Please read it carefully to become familiar with the important procedures, activities, rules and expectations necessary for the effective operation of our school. Sound decisions are based upon a clear understanding of the outlined expectations.

INTRODUCTION

The faculty and staff are encouraged to promote student participation in activities that will benefit their mental, physical, and social growth.

Extracurricular activities require the services of many; they promote the general welfare of the school. Competent sponsorship for these activities is of paramount importance to the success of each activity. These activities will undergo periodic evaluations to ensure that the best interests and welfare of the students are being met.

The information contained in this handbook is intended to provide each advisor with an overview of his or her duties and responsibilities relative to the specific activity. These guidelines are not intended to be all-inclusive, but rather to provide a minimum of procedures to be followed. Advisors must be aware of their responsibilities and assure them in such a way as to maintain the high standards of the teaching profession, as well as those of Kingsway Regional Middle School.

CODE OF ETHICS

In becoming an advisor of an activity or organization, a person assumes certain obligations and responsibilities to the activity, to the student members, and to fellow advisors. It is essential that every member of the profession be constantly aware of these obligations and responsibilities, to the end that advising remains an honorable calling, and that each member conducts himself or herself in a way that maintains the dignity and decency of the profession.

An active advisor is involved in three areas of relationships that entail certain obligations, and for which some definite standards of conduct may be described. These areas are as follows: (1) student participants, (2) institutions, and (3) with other advisors, activities, and school staff..

In all relationships with students under your supervision, you should always be aware of the tremendous influence that you wield for good and bad. Parents entrust their dearest possession to your charge. You should focus on instilling the highest desirable ideals and character traits in student members. The safety and welfare of your student participants should always be uppermost in your mind and must never be sacrificed for personal prestige or selfish glory.

In your relationships with the institution for which you work, it is vital to remember that you are on public display as a representative of the institution. It is important, therefore, that you conduct yourself to maintain the principles, the integrity, and the dignity of the institution. Institutional policy regarding activities should be adhered, both in letter and in spirit.

It is also imperative that you conduct yourself appropriately when interacting with other advisors and their activities. You need to respect the contribution of others concerned with the welfare and well-being of your students and work in partnership to secure the best outcomes for them.

The essential qualities needed in advisors are HONESTY AND INTEGRITY. Advisors whose conduct reflects these two characteristics will bring credit to the profession, to the particular activity, and to themselves. It is only through such conduct that the profession

can earn and maintain its rightful place in our educational program at Kingsway Regional School District.

ETHICS FOR ADVISORS

1. **Smoking -** No smoking in the building or any location while serving in the position of advisor.

2. **Language -** Proper language should prevail in all situations, both by the advisor and student members.

3. **Conduct -** Advisors must always conduct themselves in a professional and dignified manner.

4. **Faculty Relations -** Relationships between advisors and their colleagues should always be professional and positive. The classroom teacher is just as eager as you to see students succeed. If one of your students is having difficulty in a particular class, you should attempt to help the student and teacher with solving the issue.

5. **Press Relations -** All inquiries from any media source should be directed to the Superintendent's Office.

6. **Administrative Suspensions -** The Administration has the right to suspend student participants from an activity for disciplinary reasons.

MIDDLE SCHOOL ACTIVITY AND CLUB ADVISORS

Activity and club advisors will be under the direction of the Administrator/Assistant Principal designated for the activity. The Administrator/Assistant Principal will work cooperatively with the advisor(s) to help promote a consistent basis for conducting activities on a yearly schedule. The Administrator/Assistant Principal will be responsible to:

- Provide continuity and leadership in planning for activities.
- Lend support, guidance, and assistance for all grade level activities.
- Assist in covering various school activities as assigned by the Principal.
- Coordinate fundraising activities for classes and all student clubs and activities.
- Coordinate all middle school scheduling of field trips on the calendar according to established guidelines.
- Schedule all activity events on the master calendar.

The advisors will establish and maintain relationships and contact with the Administrator/Assistant Principal to ensure the proper administering and performing of the duties described and to ensure that each activity serves the best interest and welfare of the students.

Club meeting and/or meeting reports (10) will be turned into the Administrator/Assistant Principal with a final end-of-year evaluation of each activity. These 10 meeting lists and details

for each activity available from the Activities Schoology group are important information of the progress of each club/activity. Student attendance is evaluated for each club each year so that the school can maximize and provide opportunities for student interests.

Co-Advisor(s)
The advisor of any activity, class, and/or club shares the responsibilities with a co-advisor. When this is the case, each advisor will be paid as per contract language. It will be the responsibility of both advisors to fulfill the functions and responsibilities of the description for the position.

BOARD OF EDUCATION ELIGIBILITY FOR CO-CURRICULAR ACTIVITIES

BOE Policy #2430

CO-CURRICULAR ACTIVITIES AND INTERSCHOLASTIC ACTIVITIES
Eligibility for Co-curricular Activities

The Board believes that the educational goals and objectives of the district are best achieved by a diversity of learning experiences, some of which are more appropriately conducted outside the regular classroom program.

The purpose of extra-curricular activities shall be:

1. To develop useful new capabilities in pupils that can lead to extension of career opportunities.

2. To develop pupil initiative and provide for the exercise of responsibility.

3. To develop leadership capabilities and good organizational skills.

4. To aid pupils in their social skills.

5. To enable pupils to explore a wider range of individual interests than might be available in the regular program.

For the purposes of this policy, "extra-curricular activities" shall be those activities that are sponsored or approved by the Board but are not offered for credit toward graduation. Such activities shall generally be conducted outside the regular school day, available to pupils who voluntarily elect to participate, marked by pupil participation in the processes of initiation, planning, organizing and execution and shall ordinarily include band, clubs, dramatic or musical presentations, and intramural activities.

Equal access to school facilities shall be granted to all activities that meet this definition.

The Superintendent shall prepare procedures to implement an extra-curricular program, which shall:

1. Assess the needs and interests of the pupils of this district;

2. Ensure the provision of competent guidance and supervision by staff;

3. Guard against the exploitation of pupils;

4. Provide for a variety of experiences and a diversity of organizational models;

5. Provide for the continuing evaluation of the extra-curricular program and staff; and

6. Ensure that all extra-curricular activities are open to all eligible pupils and that all pupils are fully informed of the opportunities open to them.

The guidance goal for each pupil shall be a balanced program of appropriate academic studies and activities to be determined by the school, the parent(s) or legal guardian(s) and the pupil. Guidance is necessary to encourage non-participants, and to prevent the over-enthusiastic from emphasizing activities at the cost of their academic performance.

No activity shall be considered to be under the sponsorship of this Board unless it has been approved by the Board on recommendation of the Superintendent. Fund-raising activities of extra-curricular groups must be approved by the Board.

All pupils in good disciplinary and academic standing shall have equal access to all extra-curricular activities regardless of race, color, creed, religion, sex, affectional or sexual orientation, national origin, ancestry, marital status, place of residence within the district, social or economic status, or non-applicable disability.

39 U.S.C.A. 1701 et seq.
N.J.S.A. 18A:11-3; 18A:42-2; 18A:42-5
Adopted: 23 June 2008

RANDOM DRUG TESTING FOR STUDENT ALCOHOL OR OTHER DRUG USE

District Policy 5536- BOE Policy 5536

Section: Students
Date Created: May 2017
Date Edited: July 2018

The New Jersey Legislature found there are many school districts within the State with a growing problem of drug abuse among their students. Federal and State Courts have held it may be appropriate for school districts to combat this problem through the random drug testing of students participating in extracurricular activities, including interscholastic athletics, and students who possess school parking permits. The New Jersey Legislature passed legislation that is consistent with the New Jersey and United States Constitution for the random testing of school district students in grades seven through twelve who participate in the school district's interscholastic athletic program, participate in the school district's extra-curricular program, and receive a school district authorized parking permit to park a personal vehicle on school district property.

The purposes of this random drug testing program is to have a positive effect on attaining the important objectives of deterring drug use and providing a means for the early detection of students with drug problems so that referral for evaluation or
referral for treatment, pursuant to N.J.A.C 6A:16-4.4(b)10and N.J.A.C 6A:16-1.3 and 4.1, or other appropriate assistance may be offered.

Parents and students in grades seven through twelve who participate in the school district's interscholastic athletic program, participate in the school district's extra- curricular program, and receive a school district authorized parking permit to park a personal vehicle on school district property (eligible students) will be required to sign a Consent Form consenting to the provisions of the Program for twelve months.

The Board's Program will randomly test a minimum of 10% of eligible students from September 1 through the last day of school. In accordance with the provisions of N.J.S.A18A:40A-23, the district's random drug and alcohol testing program will test for the use of controlled dangerous substances as defined in New Jersey Statute 24:21-2, and alcohol. The Board of Education will annually adopt a list of prohibited substances to be tested and the cut-off levels for each substance that determines a positive test before the beginning of each school year and upon initial implementation of this policy. This information will be provided to each parent and student with the Consent Form.

Any disciplinary action taken against a student who tests positive for prohibited use or who refuses to consent to testing shall be limited to the student's suspension from or prohibition against participating in interscholastic athletics, extra-curricular activities and/or revocation of the student's parking permit. A student, whose parent has signed consent, who refuses to test, or who is determined to have tampered with a sample, will be deemed to have a positive test result and will be subject to the appropriate provisions of a positive test result. A student who is randomly selected to be tested, but is absent on the day of testing, will have a sample collected on the next random testing date.

In accordance with the provisions of N.J.S.A. 18A:40A-24 and N.J.A.C. 6A:16- 4.4(a), the Board of Education, prior to adopting this Policy and the procedures outlined in the corresponding Regulation, held a public hearing on the proposed Policy and Regulation. The notice of the public hearing specifically identified the proposed Policy and Regulation as an agenda item for the hearing and copies of the proposed Policy and Regulation were made available at the meeting and upon request from the public prior to the public hearing.

The collection of specimens for the program shall be limited to the following persons in a State-licensed collection station or clinical laboratory as designated by the Board, in accordance with N.J.S.A. 45:9-42.26 et seq., N.J.A.C. 8:44 and 8:45, and N.J.A.C. 6A:16-4.4(c):

1. The school physician;

2. A physician, other than the school physician, licensed to practice medicine or osteopathy;

3. The certified school nurse or non certified nurse, pursuant to N.J.A.C. 6A:9•13.3 and 13.4; or

4. The staff of a State-licensed clinical laboratory or a healthcare facility, in accordance with N.J.A.C. 6A:16•4.4(c), as designated by the Board of Education;

The Board of Education shall be responsible for all costs of the alcohol or other drug testing, including any costs associated with the transportation of students. The Board's Program, as authorized by N.J.S.A.18A:40A-23, is separate and distinct from any other alcohol or other drug testing that might be administered in the school district, including the required medical examination of students currently suspected of being under the influence of alcohol or other drugs, pursuant to N.J.S.A 18A:40A-12 and N.J.A.C 6A:16-4.3.

The Program's Policy and procedures outlined in Regulation 5536 will include the following components:

1. A description of the procedures for randomly selecting students to be testing in accordance with the procedures outlined in N.J.A.C. 6A:16•4.4(b)2;

2. A description of the procedures for the acquisition and management of student's alcohol and other drug test specimens as outlined in N.J.A.C. 6A;16•4.4(b)3; and

3. The standards for ensuring the confidentiality and scope of authorized disclosure of alcohol or other drug testing information as outlined in N.J.A.C 6A:16-

4. 4(b)4 and a description of the consequences for violating the confidentiality and disclosure standards;

The Superintendent or designee shall provide written notice to all seven through twelfth grade students and their parents prior to or at the beginning of each school year that an active written Consent Form will be required from students and parents as participation in the district's random student alcohol and drug testing program as authorized by N.J.S.A.18A:40A-22is required for a student to participate in interscholastic athletics, extra-curricular activities, and to possess a student parking permit. All school-related extracurricular activities are included in the Program.

A parent providing consent to the Program shall be notified in a confidential manner each time his/her child has been tested under the Program. The Board of Education will ensure the method used for the collection and transport of alcohol and other drug specimens is in accordance with those outlined in N.J.A.C. 6A:16-4.4(c). A student who refuses to consent to the alcohol or other drug test upon being randomly selected shall be considered in violation of the Policy and subject to such consequences as if the student tested Positive for alcohol and drugs.

The Board of Education will approve in Regulation 5536 any consequences for a student who tests positive for alcohol or drug use under the Program. The consequences shall be limited to counseling and removal from or prohibition against participation in inter scholastic sports, extra-curricular activities, and/or disapproval or revocation of the student's parking permit.

The Board will also adopt procedures for students or their parents to challenge a positive result from the alcohol or other drug tests. The Board will also adopt guidelines for referral for evaluation or referral for treatment, pursuant to N.J.A.C 6A:16-1.3,4.1, and 4.4 or the provision of other appropriate assistance for students who test positive for alcohol or other drug use.

A copy of this Policy and Regulation will be available to parents and students and a parent and student will be required to acknowledge their receipt of this Policy and Regulation in their Consent Form.
Adoption: 25, May 2017
Revised: 19, July 2018

FINANCIAL GUIDELINES STUDENT ACTIVITY ACCOUNTS BOE Policy #6660

The Board of Education authorizes the establishment of a student activity account for funds derived from events and activities of pupil organizations and to account for the accumulation of money to pay for pupil group activities. The Board of Education may establish individual student activity accounts within a student activity account by Board resolution.

Student activity funds are maintained under the jurisdiction of the Board of Education and are under the supervision of the School Business Administrator/Board Secretary.

1. All extra-curricular activities which involve the collection and spending of money for any purpose whatsoever shall be governed by regulations set up by the Superintendent and Auditor, and approved by the Board.

2. All extra-curricular funds shall be accounted for on a cash receipt and disbursement basis within the following:

a. A detailed record of cash receipts showing date, source, purpose, account, and amount shall be maintained. All receipts shall be deposited in the bank within forty-eight banking hours of receipt. Bank deposits shall agree with the receipts in the cash receipts book and shall be traceable to definite receipts or groups of receipts;

b. A detailed record of cash disbursements recorded chronologically showing date, vendor, check number, purpose, account, and amount shall be maintained. All disbursements shall be made by check and supported by a claim, bill, and check request of the person supervising the activity, countersigned by the school Principal and Superintendent;

c. Checks shall bear the original signature of the School Business Administrator/ Board

Secretary and countersigned by the Superintendent;

d. The school will provide duplicate receipt books for all advisors. These are to be used and kept carefully for all deposits;

e. The Student Activities Bookkeeper will provide standard record keeping books for all advisors and these are the only books to be used;

f. Each advisor will be issued a monthly statement indicating the current account balance. If account reconciliation does not occur, the advisor is to immediately advise the Student Activities Bookkeeper. If an account reconciles, the advisor is to immediately sign a statement and submit it back to the Student Activities Bookkeeper. All accounts will be audited by the school district auditor each school year;

g. The Activity Coordinator of the high school and middle school will meet with the respective advisors at the beginning of the school year and review the entire system with them;

h. The advisor will be required to submit a check request form approved by the advisor, school Principal and Superintendent. No expenditure will be approved unless funds are available in the account. Exceptions may be approved by the Superintendent;

i. Any single contract in excess of $4,350.00 must be approved by the Superintendent prior to authorization. All other contracts must be authorized, in writing, by the Principal and countersigned by the Superintendent;

J. The Board will receive a report of receipts and disbursements for all student activity accounts at a regular Board meeting;

k. Advisors are not to hold sums of money collected in their possession, but rather are to turn all monies into the Student Activities Bookkeeper or Business Office during the hours as stipulated by the Student Activities Bookkeeper. At the time of turning the monies over, the advisors are to remain in the presence of the Student Activities Bookkeeper during the counting of money and issuing of a receipt. Receipts for such deposits are to be retained by the advisor with duplicate receipts retained by the Student Activities Bookkeeper. For night activities, receipts are to be deposited in the bank's night depository with an accounting of the money; and

l. If an advisor collects a sum of money prior to the stipulated hours for deposit and the Student Activities Bookkeeper is not present during a deposit, you have the option to deposit it in the Drop-Box safe in the Main Office (with a pink deposit sheet and copies of checks attached). Upon the advisor's return during the stipulated hours for deposit, the regular procedures for the counting of the money and the issuing of a receipt will occur.

FUNDRAISING GUIDELINES

Fundraising Request Form

Fundraiser Form Link - **Located on the Employee Hub of the website, under District Website**

The Board of Education recognizes that fundraising at the school level is an important source of providing for needs over and above those available through the District's annual budget. The purpose of school fundraising is to support programs and activities that enrich student experiences. Proceeds raised through fundraising should supplement and not supplant the District's budgetary obligation.

Board policies pertaining to fundraising are designed to establish best practices for accountability and transparency. District employees must understand that public trust is vital to the District's mission, and their organizations must be accountable to donors, stakeholders, government agencies and future patrons to succeed.

Students may only solicit sales, pledges or contributions from persons known to the student or known to their parents/guardians. Students are prohibited from fundraising activities that require door-to-door sales. The solicitation of businesses or outside groups shall only occur when approved by the Superintendent of Schools. Student groups are precluded from conducting more than one fundraiser per school year unless authorized by the Superintendent. Students shall not be required to participate in fundraising nor pressured into participation. Sales quotas are strictly prohibited. Additionally, no rewards, prizes, commissions, kickbacks or other direct or indirect compensation may be offered to groups, classes or students nor received by any student, volunteer or District employee unless specifically approved by the Superintendent of Schools.

The Board of Education maintains full discretion on whether to accept any proceeds from fundraising activities or donations from school-connected organizations. The proceeds of any fundraising activity used for the immediate and express purpose approved. Fundraising proceeds will not be used to hire additional personnel or to cover or augment the salary/stipend of existing personnel. Surplus or unused funds from Fundraising Activities will revert to the District be used for capital improvements and/or beautification for the schools. Fundraising through Booster Clubs is in accordance with Policy #9191.

Advisors/coaches are responsible for all fundraising activity and are held accountable in accordance with Policies and Regulations 5830, 6660 and 9191, as well as the procedures outlined in the Activity Advisor's Handbook. All fundraisers submitted to the respective The activity coordinator no later than six weeks in advance of Board approval. Goods and services not be purchased nor may the advisor/coach enter into any contract prior to Board approval.

Charitable & Non-Charitable Fundraising:

Charitable organizations are any person or entity organized or operated for any charitable

purpose and that solicits, accepts or obtains contributions from the public for any charitable purpose and by any means. Non-charitable fundraisers shall be used for the purpose of raising proceeds and contributions to supplement clubs, sports or class activities. Clubs, sports or class activity fundraisers that wish to raise funds for the purpose of donating proceeds to a charitable organization of their choosing, may not retain any portion of those proceeds for the club, sports or class use.

Student Clubs and Athletic Teams:

Student Clubs (non-service oriented) and Athletic Teams are not permitted to conduct more than one (1) non-charitable fundraiser and one (1) charitable per school year, unless authorized by the Superintendent.

Student-Service Clubs:

Student-Service Clubs are not permitted to conduct more than one (1) non-charitable fundraiser and three (3) charitable fundraisers per school year, unless authorized by the Superintendent. Student-Service Clubs are not permitted to commingle charitable and non-charitable proceeds or contributions within the same fundraiser, unless authorized by the Superintendent of Schools.

Monies

All monies must be accounted for by the advisor and Activity Coordinator in accordance with procedures established by the Kingsway Regional Board of Education.

See Student Activity Accounts Board Policy 6660 (page 8).

The Sale of Food Items (NJAC 6:79 - 1:10)

State and Federal competitive food regulations restrict the sale of food and beverage items during the school day in schools participating in the School Nutrition programs. Since Kingsway participates in this program, no food or beverage item can be sold during the school day in competition with the School Lunch program. The sale of specific food items for fundraising may be permitted with prior administrative approval.

FIELD TRIPS Field Trip guideline link

Activity advisors should follow the procedures described in the ***Faculty Handbook*** when requesting a field trip. It is important to submit the request in a timely manner for Board of Education approval six weeks prior to the date of the trip. The timeline is explained in the above reference link. The superintendent will not approve a request if the Board approval will not occur before the date of the trip, except in extenuating circumstances. **Also note that lists of the students going on the trip must be submitted to the Assistant Principals' Office and the Attendance Office one-week prior to the trip.** The nurse also needs to be notified one

week prior to the trip in order to make arrangements for any student(s) who are on medication. If the trip will be overnight, follow the guideline below and use the *Overnight Trip Permission Form* in place of the Student Trip Permission Form that is used for a one day trip.

GUIDELINES FOR ACTIVITIES, CLUBS, FIELD TRIPS, AND WORKSHOPS

1. **Approval**
   a. Advisor must secure approval from the administration **before** committing an extracurricular organization and/or advisor to a field trip or workshop by submitting a field trip or workshop request form with teacher coverage sheet to the Activity Coordinator.
   b. Requests submitted as much in advance as possible with a minimum of six weeks in advance of a tentative scheduled date to allow for administrative and Board of Education approval.
   c. Request forms are available from the Activity Coordinator.

2. **Approved Field Trips**
   a. Students going on any field trip must forward to the activity advisor a completed permission slip signed by a parent or guardian.
   b. Field trip permission forms are available on the Employee Hub.
   c. The advisor must forward all permission forms with a master list of all students going on the trip to the Assistant Principal 48 hours before leaving the building on the trip.
   d. A copy of the student list should be given to the Main Office and Attendance Office 48 hours before leaving the building on the trip.

3. **Advisor Workshop**
   a. An extracurricular activity advisor who wishes to attend a workshop relating to the activity that he/she advises should submit a workshop request form and teacher coverage sheet to the Activity Coordinator.
   b. Request forms are available from the Activity Coordinator.
   c. The request should be submitted as much in advance as possible but a minimum of six weeks in advance of the tentatively scheduled date to allow time for administrative and Board of Education approval.

Advisor's Guidelines for School Dances/Open Gym

Dances at the middle school level are scheduled to provide a pleasant social experience for the students. General guidelines are listed below.

1. Tickets may be sold at the door the night of the dance; however, it is recommended that tickets are pre-sold during all lunch periods the week of the dance.
2. Administration is responsible for securing ample supervision during each dance.
3. Chaperones are in complete charge and must enforce all school rules.
4. No one is permitted to attend school functions under the influence of stimulants or depressants (alcoholic beverages, drugs, etc.).
5. No smoking is permitted in school or on school premises.
6. **The discipline and dress codes are in effect at all school dances.**
7. Dance Procedures
    a. The advisor should arrive at the dance at least 15 minutes before the dance is scheduled to begin.
    b. Chaperones must be at the dance when assigned by the advisor.
    c. There will be a time limitation for entrance to the dance. Ticket sales will end one hour after the dance begins. Only students who have prior administrative approval will be allowed in the dance after the one-hour limit.
    d. No guests are permitted at the middle school dances. There may be extenuating circumstances that will require prior administrative approval.
    e. No student is permitted in the dance if they were absent on the day of the dance unless with administrative approval. (An attendance sheet is required).
8. Dances with decorations require a fire permit. The advisor must see the activity coordinator 3 weeks prior to the dance to arrange for a fire permit.
9. All decorations must meet fire code regulations.
10. The advisor must keep a careful check on the money collected for admissions and for refreshments.
11. The advisor is responsible for publicizing the dance to promote student participation.
12. The administration is responsible for getting the appropriate number of chaperones, securing a DJ, refreshments, etc. All special maintenance needs should be submitted using the online maintenance request system located on our website. (lighting, microphone, tables, etc.)
13. Chaperones must be told their responsibilities at the beginning of each dance. The advisor should have a chaperone posted at the admissions table, at the refreshment booth, in the back hall, the cafeteria, and the gym, as needed.
14. Custodial services should be requested through a maintenance request ticket.

15. In case of an emergency with a student, contact the parent or guardian immediately.
16. Notify the administrator on duty if student behavior becomes intolerable.

Student Council Advisor

General Guidelines

The student council advisor will work closely with the assistant principal in scheduling of events that require the assistance of the student council representatives.

The Student Council Advisor will:

- Organize and conduct Student Council elections.
- Schedule and oversee regular meetings of representatives.
- Report to the assistant principal of any issues or concerns brought to the attention of the Student Council.
- Organize all student council fundraising events.
- Check the eligibility of all Student Council representatives.
- Attend Student Council trip.

Yearbook Advisor

Basic Responsibilities:

The advisor coordinates all activities that are required to publish the yearbook and produce a quality yearbook that is representative of the philosophy, programs, and activities of the school.

The yearbook advisor is responsible for overseeing the entire production of the yearbook and for guiding and supervising the students on the yearbook staff. Specific responsibilities include:

- Supervise yearbook sales.
- Approved distribution date of yearbooks with principal or assistant principal.
- Supervise all expenditures for yearbook production.
- The advisor may enter into no contracts. This is to be done by the administration.
- Plan, coordinate, and guide the activities of the yearbook production within established policies of the school.
- Develop a yearbook staff and engage students.
- Schedule and attend all yearbook meetings.

- Develop a schedule for pictures of middle school students and faculty.
- Oversee the picture schedule.
- Supervise the content and material published in the yearbook.
- Organize and supervise the committees, such as photography, typing, writing, layout, sales, editing, etc.
- Coordinate student committees and conduct meetings in a timely manner to meet publishing deadlines.
- Responsible for the books and accounts for the yearbook.

Musical Director

This activity involves selecting, casting, producing, and directing a production normally presented for one evening.

Guidelines:

1. **Selection of Script**
    a. Select the musical to be performed with approval from the assistant principal.
    b. Clear the date for the performance with the assistant principal.
    c. Assure with the assistant principal that appropriate funds are available for the scripts.
    d. The assistant ***principal must approve the script*** before allowing students to audition or read the script.
    e. Send for scores, rights, etc.

2. **Auditions**
    a. Publicize the auditions throughout the school.
    b. Auditions will be held after school.
    c. Arrange for the music.
    d. Make arrangements in advance with the activity coordinator for use of the facilities.

3. **Rehearsals**
    a. Submit a rehearsal schedule to include dates, times, facilities, locations to the assistant principal to be posted on the master schedule.
    b. Responsible for all students and facilities during rehearsals.
    c. Design the set.
    d. Rehearse after school; make any adjustments, cuts, or transpositions in the scores.
    e. Must be at rehearsal before the students arrive and will not leave until all students have left the building.
    f. Arrange for any necessary costume rentals and fittings.

4. **Publicity**
    a. Contact the art department for posters to publicize the production.
    b. Post the notifications around the school.
    c. Post announcements in the daily bulletins.

5. **Pre-Performance**
    a. Review security needs with the assistant principal.
    b. Post fire permit as required.
    c. Arrange for pre-sale tickets to be sold during all lunch periods.

6. **Post-Performance**
    a. Arrange for the set-up, break down, and clearing the stage.
    b. If necessary, return costumes.
    c. Payment for any and all expenses incurred from the performance.

Play Director

This activity involves selecting, casting, producing, and directing a production normally presented for one evening.

Guidelines:

1. **Selection of Play**
    a. Read scripts and choose play.
    b. The assistant ***principal must approve*** script before allowing students to audition or read the script.
    c. Clear the date for the performance with the assistant principal.

2. **Publicity**
    a. Publicize auditions and dates of the production throughout the school.
    b. Contact the art department for posters to publicize the production.
    c. Have announcements published in the daily bulletins one week prior to the production.

4. **Auditions**
    a. Held after school for two days.
    d. Make arrangements in advance with the activity coordinator for facilities.
    e. Publicize the auditions throughout the school.

5. **Rehearsals**
    a. Submit a rehearsal schedule to include dates, times, locations, facilities to the assistant principal for approval and posting on the master schedule.
    b. Advisor is directly responsible for all students and facilities during rehearsals.
    c. Design the set.
    d. Any school activity that uses decorations or any major addition to the normal décor such as scenery requires a fire permit. See the assistant principal at least three (3) weeks prior to the event to arrange for the fire permit (if applicable).
    e. The advisor must be at the rehearsals before the students arrive and may not leave until the students have left the building.
    f. If necessary, arrange for costume rental and fittings.

6. **Pre-Performance**
    a. Review security needs with the assistant principal at least two weeks before the performance.
    b. Post the fire permit as required.
    c. Arrange for pre-sale tickets to be sold during all lunch periods.

7. **Post-Performance**
    a. Arrange for set/break down and clearing the stage.
    b. If necessary, return the costumes.
    c. Payment for any and all expenses incurred for the production.

The Fire Permit Application is located in the staff folder

Gloucester County Fire Permit application

The following are general provisions for precautions against fire. These are some, but not all, that the Fire Inspector will be looking for under NJSA 5:18. Any violations of these provisions could delay or postpone your program.

1. There shall be no obstructions in front of or on stairs, passageways, aisles, doors, windows, or any exit. Egress doors shall be openable from the inside by ordinary means.

2. The operator of the program shall not permit overcrowding or admittance of any person beyond the established-posted occupant load.

3. Cotton batting, straw, hay, dry vines, leaves, trees, foam plastic material, curtains, streamers, fabrics and other forms of flammable materials shall not be used for decorations, unless flame proofed by the manufacturer or unless flame proofed in an approved manner. **Containers, wrappings, packaging material, or manufacturer certification showing flame proof of decorating items will need to be shown to the Inspector.**

4. Electric light bulbs shall not be decorated with paper or other combustible material.

5. Any open flame shall be well secured in a glass globe and wire meshed cage or similar approved device.

6. The operator of the program shall make sure fire lanes are maintained.

7. Thirty inch clearance needed in front of electric panels.

8. Extension cords or other electrical wiring shall not go under or through any wall, ceiling, floor, doors or any floor covering. Multi adapter plugs must be UL type approved.

9. Fire extinguishers and other fire suppression equipment must be in working order and not obstructed. Fire alarm equipment must not be covered and in working order. Exit and emergency egress lighting shall not be obstructed and in working order.

10. An in-service sheet showing up to date training of employees or attendants of the program in the use of fire extinguishers, and duties to perform in case of fire, panic or other emergency.

Any questions on the above or lining up your inspection, please call the Woolwich Fire Prevention Office, Monday through Friday, 8:00 a.m. to 4:00 p.m.
HAVE A SAFE PROGRAM

CLUB / ACTIVITY ADVISORS

CLASSIFICATIONS AND MEETING AMOUNTS OF ALL CLUBS/ACTIVITIES

Stipends are paid after the club/activity is complete. Information about the different classes of clubs/activities is provided in the CBA. Below is a brief description from the contract about each class of club/activity.

Class A: Student-Centered Interests Club Advisors Criteria: Clubs meet minimally ten (10) times over the course of a school year and appeal to student interests.

Class B: Student-Centered Activity Advisors: Meets all the criteria listed in Class A plus meets more than 10 times a year over the course of a school year, requires staff coordination and planning of after-school events, such as final product/showcase/ceremony/production and/or celebrates student achievement and occurs over a longer period of the school year.

Class C: Student-Centered Extended Activities Meets expectations of Class B plus planning and meeting times occur very frequently (e.g. weekly) during the year OR designated season for activity.

BASIC FUNCTION:

As a staff member of the school under the direction of the Administration, the club advisor recommends and implements approved policies and programs of the school; directs all activities of the club; maintains and enhances the school's standing in the community through the performance of the club and fulfills such other duties as the Administration may assign.

SCOPE

The authority and responsibility of the club advisor extends to students engaged in the activity of the club and to such other activities as may be assigned by the Administration.

AUTHORITY AND RESPONSIBILITY

1. **Operation**
   a. Plan, coordinate and direct all activities related to the club within established policies of the school.

   b. Advisors must personally take attendance at the meetings and submit them in the resources section of the club and advisors Schoology page.

   c. Schedule and direct all meetings and activities as needed during the school year.

SMART and after school meetings require that students be supervised until the student exits the property.

d. Arrange for reservation of physical facilities necessary to conduct meetings at the school and for transportation to events away from school. Forms are located in the general form section of the staff page on the website.

e. Promote and enhance school-community relations through the performance of student members of the club and through cooperation with news media through the publicity director of the school.

2. **Organization**
a. Recommend the organization and coordination of the areas of responsibility to meet approved objectives for each club of the school.

3. **Personnel**
a. Supervise and direct the activities of club members.

b. Instruct and train club members in the technique and art associated with the specific activities of the club and in conduct befitting a performing representative of the school. c. Regulate student participation in the activities of the club. All students must be eligible both for academics and attendance. See Eligibility Policy on *page 7*.

4. **Finance** (See accounting procedures on *pages 8*)
a. Collect all funds from club fund raising activities.

b. Approve all expenditures from the club account.

c. Be accountable for all such expenditures.

d. No club advisor may enter into a contract (or sign a contract) for sales of any kind or for trips and/or fund raising activities. This is to be done by the Administration.

*Descriptions of clubs are available in the Activity-Club Description Handbook

New Club For 2026-2027 School Year

Dance / Step Club: Join the Dance Club to express your creativity and learn new moves! This club is now also taking on Stepping as an artistic opportunity for students of all skill levels to learn choreography and perform. Students will even have the chance to showcase their talents by performing at a few after-school basketball games

MS Clubs and Activities Descriptions

Art Club: Art Club is a space for students to explore their creativity. Students will have the chance to work on their own projects and collaborate with other students on school-wide art projects. We welcome and encourage all new ideas!

Basketball Activity: Join us for some fun and friendly competition at our after-school intramural basketball activity. This is a great opportunity for students to sharpen the skills they learned in PE class and play games with their friends. Teams will be selected each day with the focus on having a great time on the court.

Book & Movie Review Club: Join us to expand your literary experiences and share your passion for reading! In the Book & Movie Review Club, students will read novels from various genres and discuss them in a fun, collaborative setting.
The club meets twice a month for approximately six months. Our goal is to expose you to new books, improve your communication skills, and build a community of readers.

Circle of Friends: Circle of Friends is a program designed to help students meet new people and broaden their social circles. It's a great place to hang out, play various games, and enjoy fun activities with friends. This group meets approximately once a month.

Chess Club: Whether they are a beginner or an experienced player, the Chess Club is a great place to learn and grow. Students will explore the game's unique strategies, helping students to not only play but to think several moves ahead. The club is a place for students to challenge themselves, hone their skills, and engage with a game that has captivated players for centuries.

Community Service Club: The Community Service Club is for students who want to make a positive impact on the world around them. The Community Service Club is dedicated to organizing activities and outreach programs that benefit our school and local community. Through these experiences, their goal is to help students build empathy, independence, resilience, and humility, as they discover how their individual actions can make a real difference in the lives of others.

Cultures Club: The Cultures Club is a fun and interactive way for students to explore the meaning of culture and the characteristics that make up our diverse world. Students will explore

different music, ideas, foods, and traditions from around the globe. Students will also have the opportunity to reflect on what makes up their own cultures and the unique cultures of Kingsway Regional Middle School.

Debate Club: The Debate Club is the perfect place for students to explore the art of "organized arguing". If students enjoy discussing current issues, they will feel right at home. In a fun and supportive environment, students will learn the fundamentals of debate, public speaking, and essay writing. The club aims to help every student find their strong voice and improve their presentation skills.

Dragon SPARK: SPARK stands for **Students Promoting Attitudes of Respect and Kindness**. The goal of the Dragon SPARK Club is to promote inclusion, safety, and acceptance for all students on our campus. As a SPARK member, students will be leaders among their peers, representing the true meaning of kindness. Throughout the year, members will have numerous opportunities to lead initiatives that promote a positive and accepting environment for everyone.

Fashion Club: This club is a space for students to freely express their unique styles, explore their creativity, and connect with others who share a passion for fashion. We believe fashion is more than just clothing; it is an art form, a way to express yourself, and a celebration of diversity. Join us to experiment with new trends, learn about fashion history, and discuss the future of sustainable and inclusive fashion. Through design challenges, collaborative projects, and celebrating each other's personal style, the club aims to create a supportive and fun environment where everyone feels empowered to express themselves confidently.

Flag Football Activity: Join us for some fun and friendly competition at our after-school intramural basketball activity. This is a great opportunity for students to sharpen the skills they learned in PE class and play games with their friends. Teams will be selected each day, with the focus on having a great time out on the field.

Future Teachers of America: Are you interested in becoming a teacher? The Future Teachers of America Club is an opportunity to explore the art and science of teaching. This club is perfect for any student with aspirations of a career in education and offers a great chance to learn more about the profession. Students will work on projects within the school community.

Game Club: Game Club is an opportunity for students to engage in friendly competition over a variety of traditional board games. While many of the games require a great deal of strategy, the main goal is to have fun and enjoy some good old-fashioned competition!

KRMS News Club: The KRMS News Club is all about highlighting the exciting events and "happenings" at Kingsway Middle School. Members capture moments from both in-school and after-school activities by taking pictures and writing stories.

Club members will:

- Add stories and photos to the Kingsway website.
- Create a monthly picture presentation to be shown to our Kingsway Community.
- Submit pictures and stories to the local newspaper.
- Assist in producing a monthly newsletter.

Lacrosse Club: This activity is for all middle school students interested in lacrosse from complete beginners to experienced players. It is a great opportunity to learn the basics of the game, practice skills, and play with others who share a passion for lacrosse. All skill levels are welcome!

MathCounts: MathCounts is a club for students who want to challenge themselves with advanced mathematical problems. Students will work on higher-order problems independently and in groups, discovering the embedded connections within each one. The advisor will take a "hands-off" approach, empowering students to deepen their knowledge and problem-solving skills on your own. As the year progresses, students will also have the opportunity to enter competitions.

Middle School Musical: Something spectacular is coming to the middle school stage this spring. We are thrilled to announce our upcoming spring musical production. While the official show title is still under wraps, the search for our cast and crew will begin soon with upcoming auditions. We can't wait to bring a fantastic story to life for our students, parents, and the community. Stay tuned for show announcements and audition details—it's going to be an unforgettable run.

Pep Band: The Pep Band is designed for our musically inclined students who want to use their talents to create a positive impact on the school. Students will play enjoyable tunes to build spirit and energy throughout the school year. The Pep Band will put their talents on display at four basketball games this year.

Pickleball Activity: Join us for Pickleball. This is a great opportunity for students to put the skills they learned in physical education class to use and have fun playing the game with friends.

Middle School Play: We are excited to announce our upcoming middle school play! Our talented cast and crew will be taking the stage for a special evening performance open to students, parents, and the entire community. Stay tuned for more details—we look forward to seeing you in the audience!

STEM Science Club: The STEM Science Club is a hands-on opportunity to explore science and discover how it applies to our daily lives. Students will learn scientific principles and their practical uses, all while engaging in exciting projects.

Talent Show: Join us for our 28th annual Middle School Talent Show! This is the students' chance to shine and share their unique talents with the community. Whether your talent is juggling,

singing, dribbling or acting, we encourage all to come out and perform for an evening of fun for students, parents, and the community.

Tennis Club: Join the After-School Intramural Tennis club for some fun on the court. This activity is for all skill levels, from beginners to experienced players. It is a great opportunity to learn the basics, sharpen your skills, and play with friends in a casual, supportive environment. The focus is on enjoying the game, not organized competition.

Video Production Club: The Video Production Club gives students the opportunity to plan, film, and produce short informational videos. Students will learn valuable tips and techniques for video editing to create professional final products.

Volleyball Activity: Join us for some fun and friendly volleyball after school. This activity is for students of all skill levels who want to play games, practice their skills, and have a good time with friends. The focus is on casual play and fun, not organized competition.

Wiffleball Activity: Come out and join the fun with our after-school intramural Wiffleball activity. It's a low-key, fun way to play a classic yard game with friends. All skill levels are welcome to get in on the action and enjoy some friendly competition.

Yearbook Club: Join the Yearbook Club and be a part of the team that creates our school's annual yearbook. Students will get hands-on experience taking pictures, writing stories, and interviewing students and staff. This is a great activity that provides skills that will be valuable throughout your high school years and beyond.

Schedule B Annual Performance Evaluation

* Here is the form we will use for your evaluation.

Annual Performance Evaluation for Activities

To be completed for all Schedule B, Class A, B, C, D, E

Employee:		Date:	
Title:		Supervisor:	
Activity:		Location:	
Season:		No. of Meetings Held:	
Class:		Account Balance:	

Criteria: (A) Meets minimally ten (10) times over the course of a school year and appeal to student interests.

Avg. No. of Students/Staff Registered:	
Avg. No. of Students/Staff Attending:	

Component	Raw Score	Weight	Weighted Score
Personal & Professional Qualities	#DIV/0!	20%	#DIV/0!
Leadership & Management	#DIV/0!	20%	#DIV/0!
Policies & Budget	#DIV/0!	20%	#DIV/0!
Communication & Public Relatior	#DIV/0!	20%	#DIV/0!
Job-Specific Responsibilities	#DIV/0!	20%	#DIV/0!
		-	

Evaluation Rating Cut Scores

Ineffective	Partially Effective	Effective	Highly Effective	
1	1.85	2.65	3.5	4

0.00	Highly Effective
Sum of Weighted Score	Rating

Signatures acknowledging completion of this evaluation.

Supervisor	Employee
Date: 14-Jul-23	Date:

Highly Effective	Effective	Partially Effective	Ineffective
Consistently exceeds stated expectations. Performance is noticeably better than meets expectations and/or exceeds components of the job description.	Meets stated expectations. Performance is professional, proficient, and appropriate.	Stated expectations are met infrequently. Performance comes close to acceptable but further development is needed.	Stated expectations are not met. Performance is below acceptable, significant improvement is required.

Employee:

Component:	Subcomponent Descriptor:	Supervisor Feedback: *(Completed by the Supervisor.)*	Place an "x" in the appropriate rating				Score
			Highly Effective	Effective	Partially	Ineffective	
Personal & Professional Qualities: Personal & professional qualities include those that support a harmonious and effective work envioronment.	Exhibits poise and self-control	Summary of Personal & Professional Qualities: Feedback/Reflection Questions:					
	Demonstrates initiative and good judgement						
	Presents a professional appearance						
	Is professional, positive and an appropriate role model						
	Is cooperative and enthusiastic for work/assigned role						
	Uses common sense, behaves realistically						
	Demonstrates professional growth						
	Works effectively and cooperatively with administrators, teachers, students and support staff						

Component:	Subcomponent Descriptor:	Supervisor Feedback:	*Average (Raw Score)*				#DIV/0!
Leadership & Management: Leadership is the individual's ability to influence, motivate, and enable others to contribute to the organization's success. Management is the individual's ability to control an organization, a group, or a set of entities to achieve a particular objective.	Relationship with students and/or staff and/or public	Summary of General Performance: Feedback/Reflection Questions:					
	Extends fair opportunity for students and/or staff to participate						
	Knowledgeable about area of supervision						
	Develops a well-planned program/activity and/or resource						
	Cooperates with supervisor and supervisor's directives						
	Attendance at meetings and/or (events, performances, other)						
	Attention to assigned duties/responsibilities						
	Advocates for students and/or staff under command						
	Demonstrates and ability to motivate students and/or staff						
	Demonstrates care of equipment, facilities and/or resources						
	Supervises students staying for scheduled meetings						

Component:	Subcomponent Descriptor:	Supervisor Feedback:						
						Average (Raw Score)		#DIV/0!
Policies & Budget: Policies are a set of rules that govern the behavior of an organization and are an important aspect of a company's culture. Budget reflects the individuals abilty to manage the organization's spending plan with fidelity.	Supports school policies and practices	Summary of Communication:						
	Knows and follows school regulations and eligibility policies							
	Keeps detailed and accurate meeting records and/or reports	Feedback/Reflection Questions:						
	Meets deadlines and reports on time for scheduled meetings							
	Compiles & prepares budgetary needs in a timely manner							
	Keeps accurate financial records and/or follows procurement and fundraising policies and/or manages activity accounts							
Component:	**Subcomponent Descriptor:**	**Supervisor Feedback:**						
						Average (Raw Score)		#DIV/0!
Communication & Public Relations: Communication includes both written and verbal and refers to speaking, listening, decoding, and responding effectively.	Keeps meetings and tasks on schedule	Summary of Job-Specific:						
	Ensures accurate information is communicated timely to stakeholders via Schoology, website, activity calendar, etc.							
	Submits proper forms & announcements timely and accurately							
	Maintains open lines of communication with all stakeholders	Feedback/Reflection Questions:						
	Keeps Supervisor informed of special events and/or concerns							

Component:	Subcomponent Descriptor:	Supervisor Feedback:						
						Average (Raw Score)		#DIV/0!
Job-Specific Responsibilities: Job-Specific Responsibilities include those that reflect components of the specific job being evaluated.	Demonstrates knowledge and understanding of pre-established job responsibilities as listed on individual job description	Summary of Job-Specific:						
	Completes job-related tasks effectively and with little supervision							
	Demonstrates accurate work in all assigned job-related duties							
	Attends meetings, workshops, trainings and/or conferences as required by the district and in a timely manner	Feedback/Reflection Questions:						
	Is knowledgeable about department/area of assignment							
	Effectively models the district's mission, vision, and core values in all areas of the job							
						Average (Raw Score)		#DIV/0!
Total Score						Average PGP (Raw Score)		#DIV/0!

Kingsway Regional High School



2026-2027 CLUB/ACTIVITY ADVISOR HANDBOOK

KINGSWAY REGIONAL HIGH SCHOOL
201 Kings Highway
Woolwich Township, NJ 08085
(856) 467-3300
Website: www.krsd.org

KINGSWAY REGIONAL SCHOOL DISTRICT MISSION STATEMENT

The Kingsway Regional School District believes that this school district is responsible for developing and maintaining a comprehensive educational program that will foster the academic, social, and personal growth of all students. The Kingsway Regional School District provides a secure, supportive environment. It also provides high quality resources to challenge and empower each individual to pursue his/her potential, to develop a passion for learning in a diverse and challenging world, to encourage active citizenship, and to reach a high standard of achievement at all grade levels as defined by the New Jersey Student Learning Standards.

BOARD OF EDUCATION

Mrs. Jennifer Cavallaro-Fromm – President
Mrs. Lauren Boerlin – Vice President
Dr. Michele Blair
Ms. Kelly Bonapfel
Ms. Christie Callahan Comerford
Ms. Jaclyn Dopke
Ms. Kristen Lombardo
Mrs. Marilyn O'Rourke-Young
Mrs. Apryl Palazzo
Mr. Nicholas Rosato

DISTRICT ADMINISTRATION
Dr. James J. Lavender, Superintendent
Sharon Ormsbee, School Business Administrator/Board Secretary
Patricia Calandro, Assistant Superintendent
June Cioffi, Director of Athletics
Michael Schiff, Supervisor of Student Personnel Services
Charae Whetstone, Director of Special Services
Robert Iocona, Chief Technology Officer
Sue Miller, Director of Food Services
Andrew Kidder, Buildings & Grounds Supervisor
Michael Schneck, Director of Transportation

HIGH SCHOOL BUILDING ADMINISTRATION
Stefanie Fox-Manno, Principal
Meredith Alexander, Assistant Principal for 12th Grade
Steve Ottinger, Assistant Principal for 11th Grade/Director of Clubs and Activities
Dana Gaetano, Assistant Principal for 10th Grade/Supervisor of Instruction
James Zurzolo, Assistant Principal for 9th Grade

INSTRUCTIONAL SUPERVISORS
Ms. Rachael Anderson, ELA, World Language, FCS, & ESL Supervisor
Mrs. Nicole Cammarota-Verasco, Special Education Supervisor
Mr. John Lloyd, Social Studies, BLA, Team Scholastics, and Business Supervisor
Ms. Megan Bruder, Science, STEM, Math Supervisor

Dear Advisors,

The items contained in this handbook are a small part of the many policies and regulations that the Board of Education has mandated for Kingsway Regional High School for Activity Advisors. This is not meant to be an exhaustive policy book, but it is a snapshot of the procedures, policies, and regulations that most often affect the advisors/students of Kingsway Regional High School.

This information has been carefully prepared and presented so that it will be of great value in helping you to adjust to your role as an advisor and to become an integral part of Kingsway Regional High School. Please read it carefully to become familiar with the important procedures, activities, rules and expectations necessary for the effective operation of our school. Sound decisions are based upon a clear understanding of the outlined expectations.

Best Wishes,

Steve Ottinger
Assistant Principal/Director of Activities

INTRODUCTION

Faculty and staff should encourage student participation in activities that will benefit their mental, physical, and social growth.

Extracurricular activities require the services of many, and it is they who promote the general welfare of the school. Competent sponsorship for these activities is of paramount importance to the success of each activity. These activities will undergo periodic evaluations to ensure that the best interests and welfare of the students are being met.

The information contained in this handbook is intended to provide each advisor with an overview of his or her duties and responsibilities relative to the specific activity. These guidelines are not intended to be all-inclusive, but rather to provide a minimum of procedures to be followed. Advisors must be aware of their responsibilities and assure them in such a way as to maintain the high standards of the teaching profession, as well as those of Kingsway Regional High School.

CODE OF ETHICS

In becoming an advisor of an activity or organization, a person assumes certain obligations and responsibilities to the activity, to the student members, and to fellow advisors. It is essential that every member of the profession be constantly aware of these obligations and responsibilities, to the end that advising remains an honorable calling, and that each member conducts himself or herself in a way that maintains the dignity and decency of the profession.

An active advisor is involved in three areas of relationships that entail certain obligations, and for which some definite standards of conduct may be described. These areas are: (1) student participants, (2) institutions, and (3) with other advisors, activities, and school staff.

In all relationships with students under your supervision, you should always be aware of the tremendous influence that you wield for good and bad. Parents entrust their dearest possession to your charge. You should focus on instilling the highest desirable ideals and character traits in student members. The safety and welfare of your student participants should always be uppermost in your mind and must never be sacrificed for personal prestige or selfish glory.

In your relationships with the institution for which you work, it is vital to remember that you are on public display as a representative of the institution. It is important, therefore, that you conduct yourself to maintain the principles, the integrity, and the dignity of the institution. Institutional policy regarding activities should be adhered, both in letter and in spirit.

It is also imperative that you conduct yourself appropriately when interacting with other advisors and their activities. You need to respect the contribution of others concerned with the welfare and well-being of your students and work in partnership to secure the best outcomes for them.

The essential qualities needed in advisors are HONESTY AND INTEGRITY. Advisors whose conduct reflects these two characteristics will bring credit to the profession, to the particular activity, and to themselves. It is only through such conduct that the profession can earn and maintain its rightful place in our educational program and make its full contribution to the American way of life.

ETHICS FOR ADVISORS

1. **Smoking -** No smoking in the building or any location while serving in the position of advisor.
2. **Language -** Proper language should prevail in all situations, both by the advisor and student members.
3. **Conduct -** Advisors must always conduct themselves in a professional and dignified manner.
4. **Faculty Relations -** Relationships between advisors and their colleagues should always be professional and positive. The classroom teacher is just as eager as you to see students succeed. If one of your students is having difficulty in a particular class, you should attempt to help the student and teacher with solving the issue.
5. **Press Relations -** All inquiries from any media source should be directed to the Superintendent's Office.
6. **Administrative Suspensions -** The Administration has the right to suspend student participants from an activity for disciplinary reasons.

HIGH SCHOOL ACTIVITY, CLASS, AND CLUB ADVISORS

Activity, class, and club advisors will be under the direction of the Administrator/Assistant Principal designated for the activity. The Administrator/Assistant Principal will work cooperatively with the advisor(s) to help promote a consistent basis for conducting activities on a yearly schedule. The Administrator/Assistant Principal will be responsible to:

- Provide continuity and leadership in planning for activities.
- Lend support, guidance, and assistance for all grade level activities.
- Assist in covering various school activities as assigned by the Principal.
- Coordinate procedures and dates for the election of class officers.
- Coordinate fundraising activities for classes and all high school student clubs and activities, including sports.
- Coordinate all high school scheduling of field trips on the calendar according to established guidelines.
- Schedule all activity events on the master calendar.

The advisors will establish and maintain relationships and contact with the Administrator/Assistant Principal to ensure the proper administering and performing of the duties described and to ensure that each activity serves the best interest and welfare of the students.

Periodic reports and meeting reports will be turned into the Administrator/Assistant Principal with a final end-of-year evaluation of each activity. These roster updates, meeting agendas, and notes for each activity are available in the resource section of the Club/ Activity Advisors group in Schoology.

<u>Co-Advisor(s)</u>

The advisor of any activity, class, and/or club shares the responsibilities with a co-advisor. When this is the case, each advisor will be paid as per contract language. It will be the responsibility of both advisors to fulfill the functions and responsibilities of the description for the position.

BOARD OF EDUCATION ELIGIBILITY FOR CO-CURRICULAR ACTIVITIES **BOE Policy #2430**

CO-CURRICULAR ACTIVITIES AND INTERSCHOLASTIC ACTIVITIES
Eligibility for Co-curricular Activities

The Board believes that the educational goals and objectives of the district are best achieved by a diversity of learning experiences, some of which are more appropriately conducted outside the regular classroom program.

The purpose of extra-curricular activities shall be:
1. To develop useful new capabilities in pupils that can lead to extension of career opportunities;
2. To develop pupil initiative and provide for the exercise of responsibility; 3. To develop leadership capabilities and good organizational skills;
4. To aid pupils in the social skills; and
5. To enable pupils to explore a wider range of individual interests than might be available in the regular program.

For the purposes of this policy, "extra-curricular activities" shall be those activities that are sponsored or approved by the Board but are not offered for credit toward graduation. Such activities shall generally be conducted outside the regular school day, available to pupils who voluntarily elect to participate, marked by pupil participation in the processes of initiation, planning, organizing and execution and shall ordinarily include band, clubs, dramatic or musical presentations, and intramural and interscholastic sports.

Equal access to school facilities shall be granted to all activities that meet this definition.

The Superintendent shall prepare procedures to implement an extra-curricular program, which shall:
1. Assess the needs and interests of the pupils of this district;
2. Ensure the provision of competent guidance and supervision by staff; 3. Guard against the exploitation of pupils;
4. Provide for a variety of experiences and a diversity of organizational models; 5. Provide for the continuing evaluation of the extra-curricular program and staff; and 6. Ensure that all extra-curricular activities are open to all eligible pupils and that all pupils are fully informed of the opportunities open to them.

The guidance goal for each pupil shall be a balanced program of appropriate academic studies and activities to be determined by the school, the parent(s) or legal guardian(s) and the pupil. Guidance is necessary to encourage non-participants, and to prevent the over-enthusiastic from emphasizing activities at the cost of their academic performance.

No activity shall be considered to be under the sponsorship of this Board unless it has been approved by the Board on recommendation of the Superintendent. Fund-raising activities of extra-curricular groups must be approved by the Board.

All pupils in good disciplinary and academic standing shall have equal access to all extra-curricular activities regardless of race, color, creed, religion, sex, affectional or sexual orientation, national origin, ancestry, marital status, place of residence within the district, social or economic status, or non-applicable disability.

39 U.S.C.A. 1701 et seq.
N.J.S.A. 18A:11-3; 18A:42-2; 18A:42-5
Adopted: 23 June 2008

FINANCIAL GUIDELINES STUDENT ACTIVITY ACCOUNTS

BOE Policy #6660

The Board of Education authorizes the establishment of a student activity account for funds derived from events and activities of pupil organizations and to account for the accumulation of money to pay for pupil group activities. The Board of Education may establish individual student activity accounts within a student activity account by Board resolution.

Student activity funds are maintained under the jurisdiction of the Board of Education and are under the supervision of the School Business Administrator/Board Secretary.

1. All extra-curricular activities which involve the collection and spending of money for any purpose whatsoever shall be governed by regulations set up by the Superintendent and Auditor, and approved by the Board.
2. All extra-curricular funds shall be accounted for on a cash receipt and disbursement basis within the following:

a. A detailed record of cash receipts showing date, source, purpose, account, and amount shall be maintained. All receipts shall be deposited in the bank within forty-eight banking hours of receipt. Bank deposits shall agree with the receipts in the cash receipts book and shall be traceable to definite receipts or groups of receipts;
b. A detailed record of cash disbursements recorded chronologically showing date, vendor, check number, purpose, account, and amount shall be maintained. All disbursements shall be made by check and supported by a claim, bill, and check request of the person supervising the activity, countersigned by the school Principal and Superintendent;
c. Checks shall bear the original signature of the School Business Administrator/ Board Secretary and countersigned by the Superintendent;
d. The school will provide duplicate receipt books for all advisors. These are to be used and kept carefully for all deposits;
e. The Student Activities Bookkeeper will provide standard record keeping books for all advisors and these are the only books to be used;
f. Each advisor will be issued a monthly statement indicating the current account balance. If account reconciliation does not occur, the advisor is to immediately advise the Student Activities Bookkeeper. If an account reconciles, the advisor is to immediately sign a statement and submit it back to the Student Activities Bookkeeper. All accounts will be audited by the school district auditor each school year;

g. The Activity Coordinator of the high school and middle school will meet with the respective advisors at the beginning of the school year and review the entire system with them;
h. The advisor will be required to submit a check request form approved by the advisor, school Principal and Superintendent. No expenditure will be approved unless funds are available in the account. Exceptions may be approved by the Superintendent;
i. Any single contract in excess of $4,350.00 must be approved by the Superintendent prior to authorization. All other contracts must be authorized, in writing, by the Principal and countersigned by the Superintendent;
j. Payments for the Senior Class Trip will be turned in to the Student Activities Bookkeeper, not with the advisor. These payments are to be made by check or money order made payable to the Kingsway Regional School District;
k. The Board will receive a report of receipts and disbursements for all student activity accounts at a regular Board meeting;
l. Advisors are not to hold sums of money collected in their possession, but rather are to turn all monies into the Student Activities Bookkeeper during the hours as stipulated by the Student Activities Bookkeeper. At the time of turning the monies over, the advisors are to remain in the presence of the Student Activities Bookkeeper during the counting of money and issuing of a receipt. Receipts for such deposits are to be retained by the advisor with duplicate receipts retained by the Student Activities Bookkeeper. For night activities, receipts are to be deposited in the bank's night depository with an accounting of the money; and
m. If an advisor collects a sum of money prior to the stipulated hours for deposit and the Student Activities Bookkeeper is not present during a deposit, you have the option to deposit it in the Drop-Box safe in the North Main Office (with a pink deposit sheet and copies of checks attached). Upon the advisor's return during the stipulated hours for deposit, the regular procedures for the counting of the money and the issuing of a receipt will occur.

Class and Activity Funds

The Board, being fully aware of its authority over the responsibility for all funds of monies within the school district, hereby establishes the following policy:

1. Classes are encouraged to raise funds for class activities. Through fundraising, expenses for senior class trips, senior proms, dances and a senior class gift to the school are raised. Appropriate receipts for the funds shall be obtained by the School Business Administrator/Board Secretary from the class officers. The Board shall have no further control or responsibility for said funds nor shall any class member have a claim upon the Board for the funds. Administrative procedures shall be formulated to assure an efficient means of clearing activity accounts of student clubs and/or organizations that cease to function;
2. The class is required to inform the Superintendent of Schools of their intended class gift by May 1. The Superintendent's recommendation shall go to the Board at the regular May Board meeting for Board approval;
3. Funds designated for a class gift to the school shall be expended for the gift within one year of the class's graduation. In the event the class gift money is not expended within one year, the funds shall be disbursed upon the recommendation of the Superintendent and

approval by the Board. If funds are not expended by January 1 after class graduation, the school Principal shall notify the class president of the school district's intention to disburse the funds in accordance with this paragraph; and
4. In any event, all outstanding bills of any graduating class or defunct activity shall be paid prior to the disbursement of excess funds.

Individual Student Accounts

In accordance with fundraising guidelines, each pupil can earn 50% of the profit he/she has earned from each fundraiser. The procedures shall be as follows:

1. The class advisor, in conjunction with the activity coordinator, shall maintain individual student accounts;
2. The class advisor shall notify each pupil who has earned profits with their individual balance at the end of each school year. This notice shall be in writing and shall be mailed to each parent(s) or legal guardian(s) with the end of the year report card. In addition, seniors will be notified, in writing, in September and January of their senior year; and 3. The procedures for individual student accounts shall be in accordance with the school district fundraising guidelines.

Funds collected for a student activity shall be turned into the designated school official and deposited in the bank within twenty-four hours or the next school day after collection. Student activity funds shall be maintained in a secured and locked location prior to being deposited in the bank.

The student activity funds shall be maintained in an interest-bearing bank account separate from all other Board of Education funds and shall be classified by school in the event only a single student activity account is established for all schools in the district. The interest earned shall be disbursed to each individual student activity fund in proportion to the balances on deposit for each activity.

All student activity fund receipts shall be detailed and recorded by the individual student activity showing the date, source, purpose, and amount. The administrator of the student activity account shall provide a written receipt to the individual student activity advisor or coordinator when any student activity funds are turned in for deposit. A copy of these written receipts shall be maintained by the administrator of the student activity account and shall be traceable to the actual receipts or groups of receipts. All bank deposits shall agree with the copies of the written receipts for all deposits.

All requests for disbursements from the student activity account shall be submitted to the school's administrator of the student activity account and must be supported by a claim, bill, invoice, or written order. All disbursements from the student activity account shall be recorded chronologically by school and individual student activity showing date, vendor, check number, purpose, and amount. All disbursements shall be made by check requiring at least two signatures as authorized and approved by Board of Education resolution.

The student activity account shall be reconciled with the student activity bank account on a monthly basis and if the School Business Administrator designated an administrator of a student activity account, a copy of the reconciliation shall be submitted to the School Business Administrator/Board Secretary for review and approval. The bank account reconciliation shall be completed in accordance with the procedures and requirements established by the School Business Administrator/Board Secretary. Copies of canceled checks, bank statements, and bank account reconciliations shall be retained for examination by the licensed public school accountant as part of the annual audit required under N.J.S.A. 18A:23-1 et seq. and stated in N.J.A.C. 6A:23A-16.2(i).

Borrowing funds from any student activity account is prohibited. In addition, the Board of Education shall not be responsible for the protection of and the accounting for funds collected by any teacher or pupil for an outside school organization. In addition, the Board of Education shall not approve such funds for deposit in a student activity account.

Any funds accumulated in an individual student activity account that are unexpended or unallocated for use after the student activity is no longer active, discontinuance of the activity or a class has graduated shall revert to the school's activity accounts in the same manner as interest earned on the bank account is disbursed.

Class Fundraising Schedule: (timeframe is inclusive of sales and distribution of products)

Seniors-September/October
Juniors-November/December
Sophomores-January/February
Freshmen-March/April

N.J.S.A. 18A:19-14; 18A:23-2
Adopted: 29 November 2016

FUNDRAISING GUIDELINES

The Board of Education recognizes that fundraising at the school level is an important source of providing for needs over and above those available through the District's annual budget. The purpose of school fundraising is to support programs and activities that enrich student experiences. Proceeds raised through fundraising should supplement and not supplant the District's budgetary obligation.

Board policies pertaining to fundraising are designed to establish best practices for accountability and transparency. District employees must understand that public trust is vital to the District's mission, and their organizations must be accountable to donors, stakeholders, government agencies and future patrons to succeed.

Students may only solicit sales, pledges or contributions from persons known to the student or known to their parents/guardians. Students are prohibited from fundraising activities that require door-to-door sales. The solicitation of businesses or outside groups shall only occur when approved by the Superintendent of Schools. Student groups are

precluded from conducting more than one fundraiser per school year unless authorized by the Superintendent. Students shall not be required to participate in fundraising nor pressured into participation. Sales quotas are strictly prohibited. Additionally, no rewards, prizes, commissions, kickbacks or other direct or indirect compensation may be offered to groups, classes or students nor received by any student, volunteer or District employee unless specifically approved by the Superintendent of Schools.

School-Connected Organizations:

School-connected organizations such as Booster Clubs and the Education Foundation are separate from the District but do not have free access to our schools and their students. The District must maintain exclusive control and management of its public school system and therefore prohibits all school-connected organizations from requiring student participation in fundraising activities and encourages the primary participation of parents and other adult community members.

The Board of Education maintains full discretion on whether to accept any proceeds from fundraising activities or donations from school-connected organizations. The proceeds of any fundraising activity used for the immediate and express purpose approved. Fundraising proceeds will not be used to hire additional personnel or to cover or augment the salary/stipend of existing personnel. Surplus or unused funds from Fundraising Activities will revert to the District be used for capital improvements and/or beautification for the schools. Fundraising through Booster Clubs is in accordance with Policy #9191.

Advisors/coaches are responsible for all fundraising activity and are held accountable in accordance with Policies and Regulations 5830, 6660 and 9191, as well as the procedures outlined in the Activity Advisor's Handbook. All fundraisers submitted to the respective
activity coordinator no later than six weeks in advance of Board approval. Goods and services not be purchased nor may the advisor/coach enter into any contract prior to Board approval.

Charitable & Non-Charitable Fundraising:

Charitable organizations are any person or entity organized or operated for any charitable purpose and that solicits, accepts or obtains contributions from the public for any charitable purpose and by any means. Non-charitable fundraisers shall be used for the purpose of raising proceeds and contributions to supplement clubs, sports or class activities. Clubs, sports or class activity fundraisers that wish to raise funds for the purpose of donating proceeds to a charitable organization of their choosing, may not retain any portion of those proceeds for the club, sports or class use.

Student Clubs and Athletic Teams:

Student Clubs (non-service oriented) and Athletic Teams are not permitted to conduct more than one (1) non-charitable fundraiser and one (1) charitable per school year, unless authorized by the Superintendent.

Student-Service Clubs:

Student-Service Clubs (i.e. Student Council, Interact, Habitat for Humanity, National Honor Society, National Art Honor Society. Tri-M Honor Society, World Language Honor Society, SIA, Key Club, etc.) are not permitted to conduct more than one (1) non-charitable fundraiser and three (3) charitable fundraisers per school year, unless authorized by the Superintendent. Student-Service Clubs are not permitted to commingle charitable and non-charitable proceeds or contributions within the same fundraiser, unless authorized by the Superintendent of Schools.

Monies

All monies must be accounted for by the advisor and Activity Coordinator in accordance with procedures established by the Kingsway Regional Board of Education.

See Student Activity Accounts Board Policy 6660 (page 8).

Sale of Food Items (NJAC 6:79 - 1:10)

State and Federal competitive food regulations restrict the sale of food and beverage items during the school day in schools participating in the School Nutrition programs. Since Kingsway participates in this program, no food or beverage item can be sold during the school day in competition with the School Lunch program. The sale of specific food items for fundraising may be permitted with prior administrative approval.

Fundraising Request Form

Located in the Resources tab on the Club and Activities Advisors' Schoology page.

FIELD TRIPS

Activity advisors should follow the procedures described in the *Field Trip Checklist* and *Field Trip Procedure* on the Employee Hub when requesting a field trip. It is important to submit the request in a timely manner for Board of Education approval at least three months prior to the date of the trip. The superintendent will not approve a request if the Board approval will not occur before the date of the trip, except in extenuating circumstances. **Also note that lists of the students going on the trip must be submitted to the appropriate supervisor of the trip, the principal's secretary, and the Attendance Office one-week prior to the trip.** The nurse also needs to be notified at least ten (10) days in advance of the trip in order to make arrangements for any student(s) who are on medication. If the trip will be overnight, follow the guideline below and use the *Field Trip Permission Form (Overnight Trip)* and complete both pages of this permission form.

Overnight Trip Guidelines: Responsibilities for the chaperones, advisors, and/or coaches

Before the trip:

● The Overnight Field Trip Permission Form is completed.
● An itinerary must be submitted and approved by the administration prior to the trip.
● Information about the overnight trip is required to be part of the permission form (itinerary and trip information).
● Rooms and students staying in those rooms must be assigned prior to the trip and the student and parent/guardian must sign off on their understanding and approval of those room assignments.
● A list of students on the trip, along with signed Overnight Trip Permission Forms, must be submitted and approved by the administration prior to the trip.
● Provide a list of rules and regulations for your trip, which has been approved by the administration, to all students attending the trip. Inform the students of expectations and rules/regulations prior to the departure of the trip.
● Take attendance prior to leaving and report any student who is not on the bus before leaving the school.
This is a school-sponsored trip, which means that school rules and regulations are in effect and that students will be subject to the school discipline code for any violation. Student dress guidelines for overnight trips will be established by the coach/advisor, keeping in mind that our students represent our school while participating in these activities.
<u>During the trip:</u>
● Check luggage.
● Any theft or damage to hotel property will be charged to and paid by the group occupying the room in which the damage or theft occurs unless another individual is determined to be the guilty party.
● Provide proper supervision of students for the duration of the trip on a 24-hour basis. If the trip is co-ed, then chaperones of both genders should be assigned to the trip.
● Take attendance before and after all activities.
● Inform students of curfew time after which they are to remain in their assigned rooms.
● Be available for advice, assistance, first aid treatment, and student concerns.
● Check rooms periodically throughout the evening to assure appropriate student behavior and remind students of daily activities.
● Report any grievous disciplinary infractions to the administrator on duty or back at school.
● Take appropriate action to isolate and supervise any student who has committed a serious disciplinary infraction.

<u>Payment For Field Trips</u>

Transportation for field trips must be paid by the activity unless there is prior administrative approval for the cost of the field trip to be covered by the activity transportation budget. **All payments for non-board funded field trips are to go to either the contractor or the Kingsway Regional School District.** Do not issue checks to the Kingsway Transportation Department. Payment requests should not be made until the teacher/advisor receives an actual invoice. The cost that is indicated on the field trip request form is not to be used as an invoice.

GUIDELINES FOR ACTIVITIES, CLUBS, FIELD TRIPS, AND WORKSHOPS

1. Approval
   a. Advisor must secure approval from the administration **before** committing an extracurricular organization and/or advisor to a field trip or workshop by submitting a field trip or workshop request form with teacher coverage sheet to the Activity Coordinator.
   b. Requests submitted as much in advance as possible with a minimum of six weeks in advance of a tentative scheduled date to allow for administrative and Board of Education approval.
   c. Request forms are available from the Activity Coordinator.
2. Approved Field Trips
   a. Students going on any field trip must forward to the activity advisor a completed permission slip signed by a parent or guardian.
   b. Field trip permission forms are available on the Employee Hub. c. The advisor must forward all permission forms with a master list of all students going on the trip to the appropriate supervisor, principal's secretary, and the attendance office one week prior to the trip. Please note - the permission forms should be sent to the appropriate supervisor of the trip only. The nurse must have the student list at least ten (10) days in advance of the field trip.
   3. Advisor Workshop
   a. An extracurricular activity advisor who wishes to attend a workshop relating to the activity that he/she advises should submit a professional development request form to the Activity Coordinator.
   b. Request forms are available on the Employee Hub.
   c. The request should be submitted as much in advance as possible but a minimum of six weeks in advance of the tentatively scheduled date to allow time for administrative and Board of Education approval.

ADVISOR'S GUIDELINES FOR SCHOOL DANCES

A. Dances are held at Kingsway Regional High School in order to provide a pleasant social experience for all high school students. General guidelines are listed below covering responsibility and conduct. Obtain procedure form from the Assistant Principal.

1. Chaperones are in complete charge, and all situations are under their authority.
2. No one is permitted to attend school functions under the influence of stimulants or depressants (alcoholic beverages, drugs, etc.).
3. School rules regarding smoking apply at all school dances.
4. Discipline Code is in effect for all school dances.
5. Dance procedures: the following recommendations and adjustments will be implemented to insure a safe, enjoyable and positive atmosphere.
   - All advisors will have a pre-sale of tickets at least one-week prior to the dance date. This will help eliminate congestion at the door.
   - There will be a time limitation for entrance to the dance; only students who have prior administrative approval will be allowed in the dance after the one (1) hour

deadline.
- All students will present, at the door, a pre-sale ticket and a student ID card.
- Students will follow the dress code outlined in the School Handbook.

6. Students are encouraged to write articles for publication in the school and local newspaper, subject to the approval of the faculty advisor and the Assistant Principal.

B. Planning and Organization

1. Under the supervision of the faculty, students shall organize and execute plans for school dances.

2. **Dances with decorations require a fire permit. See the Activity Coordinator at least three (3) weeks prior to the event to arrange for a fire permit.** 3. Any and all decorations must meet fire code regulations. (Refer to ***page 17***)

C. Decentralization of responsibility through committee organization is encouraged with reference to:

1. Finance and tickets—keep careful check on tickets and money. Tickets are easily accounted for when pre-numbered. **See Accounting Guidelines, *pages 7-8*.**

2. Publicity: when publicizing a dance in the student announcements, or PA announcements or by posters in the school, include the following:
- Time, place and date of dance
- Admission cost/donation (if any)
- Persons permitted to attend; grade level(s)
- Proper dress code required

3. Decorations and refreshments, including adequate lighting.

D. Secure and supervise chaperones

1. Minimum of four faculty chaperones, advisor(s), and one administrator. 2. Discuss responsibilities with chaperones posted at the admission booth, in the back hall, and those floating (checking restrooms and other parts of the building).

E. Police and custodial services should be requested, in writing, through the Assistant Principal. Please indicate the date and time of the activity, building area to be used, furniture and equipment requirements, etc. (one month ahead).

F. In case of an emergency involving a student, contact the parent/guardian immediately.

CHAPERONE'S RESPONSIBILITIES FOR DANCES

1. Make arrangements to arrive at the school one-half hour prior to the scheduled beginning of the activity.

2. Ensure that the areas to be used are opened and ready for students to enter. Access to other areas of the building should be prevented by use of hall gates, locking of doors, etc. 3. Supervise student behavior in accordance with Kingsway Regional High School regulations. Be especially attentive to large gatherings of students and loud or disruptive conversations.

4. Notify the teacher or administrator in charge of the activity when student behavior is intolerable or in emergency situations. In emergency situations involving students, notify the parents or the guardian of the students as soon as possible.

5. Supervise all areas of the activity to ensure students are constructively involved in the activity. (Periodically check the restrooms and other areas where students might congregate.)

6. Decorations and refreshments: all decorations (a fire permit is needed for decorations) and refreshments must be approved by the faculty advisor with the approval of the Activity Coordinator and Assistant Principal. Clean-up/custodial work can be measurably reduced if the student committee assists in removing decorations and returning tables, chairs, and other equipment after a dance or other function.
7. Any other responsibilities assigned by the Administrator on duty.

FACULTY ADVISOR RESPONSIBILITIES FOR DANCES

1. General supervision and direct responsibility for the function.
2. Responsibility to advise students concerning proper dress, behavior, and to generally insure that the theme of the dance or other activity, publicity, and decorations are appropriate and meet fire safety regulations. (See ***page 17***.)
3. Responsibility extends to making adequate arrangements for receiving, safeguarding, and depositing admission donations. (Refer to Finance Guidelines on ***page 8***.) a. While sales are in progress, daily deposits for tickets may be made in the district office to the Financial Specialist.

b.

c. **Do not leave students unattended! <u>Do not leave the building until all students have left</u>.**

e. File a written report with the administration in case of emergency, disruptive behavior by students, or any other situations you feel worthy of administrative attention.

CHAPERONE PROCEDURES FOR PLAYS AND CONCERTS

1. Report time is thirty minutes before the beginning of the performance.
2. One chaperone should be stationed outside each door and restrict entrance into the auditorium after the performance begins at times only during breaks in the performance.
3. One chaperone should be stationed inside the doors to monitor when it is appropriate to allow people to enter during performances. This person should also monitor audience behavior during the performance.
4. One chaperone will be stationed backstage to help assist the advisors and students.
5. All electronic devices should be turned off.
6. The administrator on duty should monitor all of the above. In addition, at the end of intermission, the administrator should announce to all those in the hallway and lobby that the performance is about to resume and ask all to return to their seats. After doors are closed and the performance begins, entry will be restricted to breaks in the performance.

The following are general provisions for precautions against fire. These are some, but not all, that the Fire Inspector will be looking for under NJSA 5:18. Any violations of these provisions could delay or postpone your program.
1. There shall be no obstructions in front of or on stairs, passageways, aisles, doors, windows, or any exit. Egress doors shall be openable from the inside by ordinary means.

2. The operator of the program shall not permit overcrowding or admittance of any person beyond the established-posted occupant load.
3. Cotton batting, straw, hay, dry vines, leaves, trees, foam plastic material, curtains, streamers, fabrics and other forms of flammable materials shall not be used for decorations, unless flame proofed by the manufacturer or unless flame proofed in an approved manner. **Containers, wrappings, packaging material, or manufacturer certification showing flame proof of decorating items will need to be shown to the Inspector.**
4. Electric light bulbs shall not be decorated with paper or other combustible material.
5. Any open flame shall be well secured in a glass globe and wire meshed cage or similar approved device.
6. The operator of the program shall make sure fire lanes are maintained.
7. Thirty inch clearance needed in front of electric panels.
8. Extension cords or other electrical wiring shall not go under or through any wall, ceiling, floor, doors or any floor covering. Multi adapter plugs must be UL type approved.
9. Fire extinguishers and other fire suppression equipment must be in working order and not obstructed. Fire alarm equipment must not be covered and in working order. Exit and emergency egress lighting shall not be obstructed and in working order.
10. An in-service sheet showing up to date training of employees or attendants of the program in the use of fire extinguishers, and duties to perform in case of fire, panic or other emergency.

Any questions on the above or lining up your inspection, please call the Woolwich Fire Prevention Office, Monday through Friday, 8:00 a.m. to 4:00 p.m.
HAVE A SAFE PROGRAM

CLASS ADVISOR

BASIC FUNCTION:
As a staff member of the school under the direction of the Administration, the class advisor recommends and implements approved policies and programs of the school; directs the overall activities of the class; maintains and enhances the school's standing in the community through the activities of the class; and fulfills such other duties as the Administration may assign.

SCOPE:
The authority and responsibility of the class advisor extends to all students and activities pertaining to the class and to such other activities as may be assigned by the Administration.

1. Operation
   a. Plan, coordinate, and direct assigned activities related to the class within established policies of the school.
   b. Recommend and supervise any class trip during scheduled school days in accordance with school policies. Chaperone selection and contract responsibilities will rest with the Administration.

c. Supervise the planning and preparation for assigned class social function. d. Promote and enhance school-community relations through the activities of the class. e. Any activity that uses decorations, such as dances or promenades, requires a fire permit. See the Activity Coordinator at least three weeks prior to the event to arrange for the fire permit.

2. Organization
   a. Recommend the organization and coordination of his/her areas of responsibility to meet the approved objectives of the school.
3. Personnel
   a. Develop and recommend policies that solicit members of the class to participate in all class activities.
   b. Monitor eligibility of students for both academics and attendance for participation in class activities.
   c. Distribute and collect petitions for class officers. Makeup ballot for elections.
4. Finance
   a. Collect all class fund raising money and orders, place orders, and distribute fundraiser, if required.
   b. Approve all expenditures from the class account and be accountable for all such expenditures. Refer to Finance Guidelines (Policy) on *page 10.*
   c. **No class advisor may enter into a contract or sign a contract for sales of any kind or for trips and/or fund raising activities. This is to be done only by the Business Administrator.**

Class Fundraising Events

Each class will have a fund raising activity each year. The class advisor and activity coordinator will inform the class of the specific event and will keep a record for each student in the class. While every student is encouraged to participate in fundraising activities, participation is not mandatory. However, it is to the student's advantage to be involved. In accordance with school policy, each student will be credited with a dollar amount equal to 50% of the PROFIT that he/she earns from each fundraiser; the remaining 50% of the profit goes to the general fund of the class. The dollars credited to the individual student remain in the class account and may be used by the student toward the cost of class and/or school activities, such as school jackets, yearbooks, class rings, tickets for homecoming or prom, and/or class trips. Refer to *page 8 for* general fundraising guidelines

If a student transfers out of this school district, the credit balance will revert to the general class fund as will any balance at the end of the senior year. No student will receive a monetary reimbursement.

Any questions or concerns regarding this account should be directed to the class advisor and/or the activity coordinator.

Class Advisors Responsibilities

	9TH GRADE	10TH GRADE	11TH GRADE	12TH GRADE
Class Fundraiser	Spring Apparel	Powder Puff	Movie Night Junior Prom	Homecoming Apparel
Class Elections	X	X	X	X
Freshman Transition Camp (2 days) / Open House	X			
Senior Parking Spot Painting				X
Senior Sunrise				X
Pep Rallies (Fall, Winter, and Spring)	A	A	A	A
Homecoming Ticket Sales	A	A	A	
Homecoming	A	A	A	A
Junior Movie Night			X	
Junior Prom (Ticket Sales and Attendance at Prom)	A	A	X	A
Trivia Night				X
Senior Prom Ticket Sales, Distribution Assistance (on day of prom) and attendance at the Prom	A	A	A	X
Senior Class Trip (Parent Meeting)				X
Senior Class Trip (Bag Collection)				X
Senior Class Trip (5 days/4 nights)				X
Powderpuff	A	X	A	
Senior Sunset				X
Graduation Practice	A	A	A	A
Graduation	A	A	A	A

X - Responsibility A - Attend and assist advisors that are in charge of activity

Freshman Class Advisors

Major activities:
Freshmen Transition Camp
Class fundraiser
Class account records
Class officer elections

September/October: Election of class officers
- Distribute and collect petitions
- Verify eligibility of candidates
- Distribute, collect, and score ballots
- Meet with officers to organize for the year

October/November: Homecoming activities/shirts/Chaperone Homecoming Dance

February: Major fund-raising activity for the year with assistance of Activity (Dance)

Coordinator May: Advisor Evaluation Meeting , Verification with the Financial Specialist

that class financial records are up-to-date.

NOTE: In arranging for activities during the year, keep in mind that custodians are on duty Friday nights but not Saturdays; any events planned for Saturday will result in the additional cost of paying for custodians to have the building open if necessary. Therefore, Saturday events require the presence of a custodian and, as a result, there will be an additional financial outlay on the part of the sponsoring group.

Sophomore Class Advisors

Major activities:
Class fundraiser- Powder Puff
Class account records
Class officer elections

September/October: Election of class officers
- Distribute and collect petitions
- Verify eligibility of candidates
- Distribute, collect, and score ballots
- Meet with officers to organize for the year

October/November: Homecoming activities/shirts/Chaperone Homecoming

January/February: Major fund-raising activity for the year

May: Advisor Evaluation Meeting / Verification with the office of the Financial Specialist that class financial records are up-to-date.

Powder Puff

- Advertise at least one week in advance to build up spirit
- Discuss rules with team captains
- Arrange for use of field
- Obtain referees, scorekeeper, coaches
- Submit a list of participants and chaperones to the assistant principal. - Arrange for use of concession stand
- Coordinate male cheerleaders with head cheerleading coach
- Participants must obtain and return signed activity permission slips to the Student Council advisor one (1) week prior to the event. Confirm list with the school nurse to be certain no participant is on medical excuse from gym class.

NOTE: In arranging for activities during the year, keep in mind that custodians are on duty Friday nights but not Saturdays; any events planned for Saturday will result in the additional cost of paying for custodians to have the building open if necessary.

Therefore, Saturday events require the presence of a custodian and, as a result, there will be an additional financial outlay on the part of the sponsoring group.

Junior Class Advisors

Major activities:
Class fundraiser - Junior Prom
Class account records
Class officer elections

September/October: Election of class officers
● Distribute and collect petitions
● Verify eligibility of candidates
● Distribute, collect, and score ballots
● Major fund raising activity for the year

October/November: Homecoming activities/shirts/Chaperone Homecoming Dance

November: Class rings orders to be organized by administration

May: Week of Prom

● Finalize decorations for the prom and arrangements for decorating on the day of the prom.
● Chaperone Prom

Advisor Evaluation Meeting, Verification from the office of the Financial Specialist that class financial records are up-to-date.

NOTE:
In arranging for activities during the year, keep in mind that custodians are on duty Friday nights but not Saturdays; any events planned for Saturday will result in the additional cost of paying for custodians to have the building open if necessary. Therefore, Saturday events require presence of a custodian and, as a result, additional financial outlay on the part of the sponsoring group. The cost of police coverage for an event, if needed, is also the responsibility of the sponsoring group.

Senior Class Advisors

Major activities:
Class fundraiser - Homecoming Shirts Sales
Class officer elections
Class account records

Senior trip
Senior Prom
Senior sunrise/sunset
Graduation

September/October: Election of class officers
● Distribute and collect petitions of eligible students
● Verify eligibility of candidates
● Distribute, collect, and score ballots
● Major fund raising activity with assistance of Activity Coordinator

October/November: Homecoming activities/shirts/Chaperone Homecoming Dance

September/April: Senior trip preparation (pending Board of Education approval).The class advisor will assist the Activity Coordinator and Assistant Principal in arranging the class trip. The Assistant Principal has the final say on the itinerary, accommodations, chaperones, etc. The class advisor will schedule the students on buses for departure and return, make student room arrangements, and assist with luggage checks with other chaperones. **The Assistant Principal will assume responsibility for the scheduling and supervision of the chaperones. Once the trip leaves the school, the Assistant Principal has complete responsibility for the trip and will make all necessary decisions.**

January/ February:
Cap and gown orders/graduation announcements-assist the Assistant Principal. Meet with officers and Prom Committee members to discuss and choose themes, favors, programs, food choice, music, etc. Create committees for guest list/invitations, promenade, kings/queen court selection and publicity.
All contracts and arrangements for Prom should be completed and submitted to the Activity Director by the end of the month.

April: Extend invitation to faculty, administration, and Board of Education and last year's King and Queen.
(Invitations should be sent out at least six weeks prior to the Prom date). Sale of Prom tickets should start four weeks prior to Prom date and end the day that the final count is contractually due to the caterer.
Selection of Court for Prom King and Queen
SENIOR TRIP

May: Week of Prom
● Conduct election of King and Queen
● Finalize the number of people attending prom and seating arrangements.
● Write up a work order for custodial assistance needed on the day of Prom.

Night of Prom
● Both advisors should be at the sight of the Prom at least one hour prior to the start of the affair.

Advisor Evaluation Meeting

March/June: Assist Assistant Principal with planning for the Senior Sunset

May/June: The Senior Class Advisors will assist the Administration, where needed, with awards and graduation. The class advisors will be in attendance at each of the Senior functions. Senior Class Advisors should prepare to attend graduation ceremonies.

NOTE:
In arranging for activities during the year, keep in mind that custodians are on duty Friday nights but not Saturday nights; any events planned for Saturday will result in the additional cost of paying for custodians to have the building open, if necessary. Therefore, Saturday events require the presence of a custodian and, as a result, additional financial outlay on the part of the sponsoring group. The cost of police coverage for an event, if needed, is also the responsibility of the sponsoring group.

CHORAL DIRECTOR

This activity includes directing the Senior Chorus, the Gospel Choir and Freshmen Senior Chorus. The Director also sponsors students in South Jersey Chorus (Jr. and Sr. High) and All-State Chorus.

1. Fall
   a. Select programs
   b. Audition Programs
   c. Seek out non-scheduled singers and schedule rehearsals (during SMART, after school, or evening)
   d. All-State after-school rehearsal
   e. All-State rehearsal(s) (Saturday)
   f. October Concert
   g. South Jersey Audition (after-school rehearsals)
   h. South Jersey Auditions (Saturday)
2. December
   a. Continue with non-scheduled singer rehearsals (during SMART, after school, or evening)
   b. South Jersey Chorus Rehearsal(s) (Saturday)
   c. Holiday Concert
   d. In-School Holiday Assembly Performance
3. January/February
   a. Continue with non-scheduled singer rehearsals (during SMART, after school, or evening)
   b. South Jersey Chorus Rehearsal(s) (Saturday)
   c. Plan for recruitment (MS and Logan)
4. March
   a. Continue with non-scheduled singer rehearsals (during SMART, after school, or evening)
   b. All-State Audition after-school rehearsals

c. Spring Concert

5. April
   a. Continue with non-scheduled singer rehearsals (during SMART, after school, or evening)
   b. All-State Auditions (Saturday)
6. May/June
   a. Continue with non-scheduled singer rehearsals (during SMART, after school, or evening)
   b. All-State rehearsal(s) (Saturday)
   c. Arrange for Memorial Day Ceremony Music (solo/ensemble)
   d. Memorial Day Ceremony Performance
   e. End-Of-Year Concert
   f. Arrange for Graduation music (solo/ensemble)
   g. Schedule events for next school-year

MARCHING BAND CO-DIRECTORS

The Kingsway Regional High School Marching Band Co-Directors are responsible for planning, organizing, and overseeing all aspects of the marching band program to ensure a high-quality educational and performance experience for students. Responsibilities include designing and conducting rehearsals that develop musicianship, marching technique, and performance skills; coordinating the annual rehearsal schedule, including summer band camp, after-school practices, sectionals, and leadership training; and preparing students for football games, community events, parades, exhibitions, and regional and national competitions. The directors manage the program budget by overseeing expenditures for music, drill design, uniforms, equipment, transportation, entry fees, instrument maintenance, and instructional staff while working collaboratively with district administration and the Band Boosters to support fundraising efforts and long-term financial planning. Additional responsibilities include section leads and instructional staff, coordinating logistics for performances and travel, maintaining inventory and equipment, communicating effectively with students, families, and school administrators, ensuring compliance with district and competition regulations, and fostering an inclusive, student-centered culture that emphasizes excellence, leadership, teamwork, accountability, and school pride. Through thoughtful planning and effective program management, the Marching Band So-Directors uphold Kingsway Regional High School's tradition of musical achievement and outstanding performance.

INDOOR COLOR GUARD DIRECTOR

The Kingsway Regional High School Indoor Color Guard Director is responsible for the planning, coordination, and leadership of all aspects of the indoor color guard program, providing students with a comprehensive educational and performance experience that emphasizes artistry, teamwork, and personal growth. Responsibilities include designing and conducting rehearsals that develop equipment technique, dance, movement, performance quality, and overall show execution; planning the seasonal rehearsal schedule, including after-school practices, sectionals, and additional training opportunities; and preparing the ensemble for local, regional, and championship competitions. The director oversees and supervises instructional staff, choreographers, and technicians, ensuring consistency in teaching methods, performance expectations, and student development. Additional responsibilities include

coordinating show design and music selection, managing equipment and costumes, organizing performance logistics and travel, communicating effectively with students, families, and school administrators, and maintaining a safe, inclusive, and supportive learning environment. Through collaborative leadership and a commitment to excellence, the Indoor Color Guard Director cultivates a culture of creativity, accountability, and achievement while upholding the tradition of excellence associated with the Kingsway Regional High School performing arts program.

INDOOR PERCUSSION DIRECTOR

The Kingsway Regional High School Indoor Percussion Director is responsible for the planning, coordination, and leadership of all aspects of the indoor percussion program, providing students with a comprehensive educational experience that promotes musical excellence, collaboration, and personal growth. Responsibilities include designing and conducting rehearsals that develop percussion technique, musicianship, ensemble performance, visual coordination, and show execution; planning the seasonal rehearsal schedule, including after-school practices, sectionals, and performance preparation; and preparing the ensemble for local, regional, and championship competitions. The director oversees and supervises instructional staff, percussion technicians, and visual instructors, ensuring consistent instructional practices and fostering a positive, student-centered learning environment. Additional responsibilities include coordinating music selection and show design, managing percussion equipment and inventory, organizing performance logistics and travel, communicating effectively with students, families, school administrators, and support organizations, and maintaining a safe, inclusive, and organized rehearsal environment. Through effective leadership, thoughtful planning, and a commitment to artistic and educational excellence, the Indoor Percussion Director develops students' musical abilities, leadership skills, and confidence while upholding the tradition of excellence associated with the Kingsway Regional High School performing arts program.

NATIONAL HONOR SOCIETY ADVISOR

The advisor shall meet regularly with officers and conduct an election for officers during the last half of semester two of the members' junior year. An induction ceremony will be conducted in October/November, which shall follow the meeting of the advisor and the NHS Faculty Council to determine eligibility. The faculty review committee, approved by the Administration, oversees all candidates for selection prior to being sworn in. The committee also reviews any actions that may result in suspension or dismissal of a member. The committee is established according to the policies of the National Association. The required academic average is: **90.0 as a junior or senior.**

NATIONAL ART HONOR SOCIETY ADVISOR

The KRHS National Art Honor Society is an organization designed to inspire and recognize our students who have shown an outstanding ability in art. Any 11th or 12th grade student who is enrolled in an art class and maintains a 90.0 GPA can be a member. Members help bring art to the attention of our school and community by participating in charity work, creating art, and volunteering in art-related activities that benefit a worthwhile charity. Students use their artistic abilities to make the world a better place.

NEWSPAPER ADVISOR

The newspaper advisor is responsible for the overall publication of the school newspaper, *The Flame.* The newspaper will be published at least three times per school year and no more than eight times. With the help of the assistant newspaper advisor, the newspaper advisor will organize the staff and supervise the publication of each issue through its distribution. The specific issue-by-issue responsibilities for the newspaper advisor are listed below:

- Attend organizational meetings
- Assign articles
- Final edit of articles
- Present edited version to Principal and Activity Director at least three days prior to print.
- All computer layout and final preparation for publication

*Gain final publication approval from administration
*Administrative liaison for newspaper concerns

A DRAFT OF EACH ISSUE MUST BE SUBMITTED TO ADMINISTRATION FOR APPROVAL BEFORE THAT ISSUE IS PUBLISHED FOR DISTRIBUTION.

PLAY DIRECTOR

This activity involves selecting, casting, producing, and directing a production normally presented for three consecutive evenings.

Guidelines:

1. Selection of play
   a. Read scripts and choose the play.
   b. Script must be **approved by the Principal** before allowing students to audition or read the script.
   c. Assist Activity Coordinator with posting Assistant Director position to staff/faculty and conduct interviews.
2. Publicize auditions throughout the school
3. Auditions
   a. Held after school for two to three days from 2:30 p.m. to 5:30 p.m. b. Make arrangements in advance with the **Activity Coordinator** for facilities needed. c. Ask members of the staff to help, if help is needed in casting.
4. Rehearsals
   a. Submit a rehearsal schedule to include dates, times, locations, facilities, and activity to the activity coordinator for approval and posting on master calendar. - Twelve weeks of rehearsals: Monday - Friday from 2:30 p.m. to 5:30 p.m. - Access to building and option for six days of rehearsal over Fall Break in November from 9:00 a.m.-1:00 p.m.
      - Access to the building on Friday or Saturday following Thanksgiving from 9:00 a.m.-1:00 p.m. for rehearsal (if custodial staff is available)
      - Five dress/tech rehearsals 6:00 p.m.-10:00 p.m.
      - One daytime (matinee) performance at 2pm.
      - Three evening performances 6:00 p.m.-11:00 p.m. (performance begins at 6:30 p.m.)

b. Advisor is directly responsible for all students and facilities during rehearsals. Be sure to exercise full control.
c. Design set with assistance of set designer
d. Contact stage crew advisor and review all facilities and scenery needed for rehearsals and performances.
e. Any school activity that uses decorations or any major addition to the normal décor, such as scenery, requires a fire permit. See the Activity Coordinator at least three (3) weeks prior to the event to arrange for a fire permit.
f. Be sure to be at rehearsal before students arrive and do not leave until all students have left the building.
g. Arrange for costume rental and fittings.

5. Publicity
   a. Contact the Art Department for posters to publicize the production. b. Contact the school public relations director for articles/announcements to be included in local papers.
6. Tickets
   a. Ticket design
   b. Ticket sales (see accounting guidelines)
7. Security
   a. Review security needs with the Assistant Principal at least two weeks before the performance or at any other time it becomes a problem.
   b. Post fire permit as required.
8. Post-Performance
   a. Strike Set
   b. Arrange for clearing stage and return of costumes
   c. Payment for any and all expenses incurred for the production.

MUSICAL DIRECTOR

This yearly activity presents the Broadway-style musical production along with the Broadway Cabaret.

Guidelines/Timelines:

1. Fall
   a. Select the musical to be performed.
   b. Secure rights, royalties, and rentals
   c. Schedule rehearsal and performance dates

2. December
   a. Publicize musical auditions throughout the school.
   b. Publicize Cabaret auditions throughout the school.
   c. Audition for Cabaret spots.
   d. Rehearse for Cabaret
   e. Conduct/play Cabaret
   f. Audition for show roles, cast show, check that students are academically eligible g. Submit roster

h. Arrange for musicians for orchestra
i. Arrange for costumes
j. Arrange for scenery
k. Arrange for tech services

3. January to February

a. Develop and post rehearsal schedule
b. Along with the Assistant Director rehearse the show
c. Design set and, along with the Stage Crew Advisor, build set
d. Arrange for publicity
e. Arrange for costume plot and fitting
f. Arrange for program content and publishing
g. Arrange for/develop light and sound plots
h. Arrange for and administer ticket sales

4. March – Pre-Performance

a. Conduct final dress rehearsals
b. Conduct Performances
c. Post fire permit as required

5. March – Post-Performance

a. Arrange for clearing stage
b. Return rental materials, costumes, props, tech rental
c. Payment for any and all expenses incurred for the performance.
d. Along with the Play Director, plan Performing Arts Banquet
e. Arrange venue, menu, decorations program, and awards.
f. Schedule events for next school-year

STAGE CREW ADVISOR

The job of the Stage Crew Advisor is to work alongside the High School Drama Club and Musical Directors to design, create and build sets, props, backdrops and anything else that will enhance the shows that are performed during the school year.

The Stage Crew Advisor must have basic carpentry and painting skills in order to perform the duties of the position. The stage crew director should have their own carpentry tools (drill, saw, tape measure, etc.) or have the necessary means of being able to attain the equipment needed to perform the tasks asked of him/her.

Responsibility:

● The Stage Crew Advisor in partnership with the Musical and Drama Director will implement a schedule for building and painting all sets, props and backdrops.

● The Stage Crew Advisor will facilitate help from the musical and drama directors, students and parents in constructing and painting the sets, props, backdrops, etc.

● The Stage Crew Advisor will teach/guide students basic carpentry and painting skills needed to build/construct all props/sets/backdrops, etc.

● The Stage Crew Advisor will obtain required supplies and materials needed to perform all tasks.

● The Stage Crew Advisor will give special attention to the use of fire retardant

materials whenever possible as outlined in the fire permit provisions on ***page 27.***

STUDENT COUNCIL ADVISOR(S)

BASIC FUNCTION:

As staff members of the school, and under the direction of the Assistant Principals, the Student Council Advisors recommend and implement approved policies and programs to meet the objectives of the school, coordinate and evaluate all activities of the Student Council, maintain and enhance the school's standing in the community through the activities and projects of the Student Council, and perform such other duties as an assistant principal may assign.

SCOPE:

An assistant principal may assign the authority and responsibility of the Student Council advisors to extend to all students in the school specifically pertaining to Student Council activities and to such other activities as follows.

1. Operation
   a. Plan, coordinate and guide the activities of the Student Council with established policies and the Student Council Constitution.
   b. Coordinate Student Council election proceedings to ensure the opportunity for all students to experience involvement in both the campaign and election procedures. c. Advise the Student Council in parliamentary procedures for conducting meetings of the organization.
   d. Guide the Student Council in its review and recommendations of student government policies and the Student Council Constitution.
   e. Schedule and attend all executive, regular, and special meetings of the Student Council throughout the school year.
   f. Supervise Student Council activities: homecoming, dances, school beautification, Mr. Kingsway, etc.
   g. Develop and recommend policies pertaining to the entire student population, which solicit their participation and involvement in all student activities.
2. Finance – see Accounting Guidelines
   a. Supervise all Student Council fundraising activities, e.g. dances, games, etc. b. Supervise all expenditures from the Student Council.
3. Major Activities
   a. Homecoming (October/November)
   - Work with Activity Coordinator
   - Establish theme with student committee
   - Meet with class officers and advisors to encourage more involvement in the Homecoming activities
   - Appoint major committees as follows:
   - Ceremony Committee in charge of half time and King/Queen
   - Selection of courts for King and Queen and voting for king and queen during homeroom (refer to *Student Elections* on *pages 46*).

- Ordering flowers and tiara for the queen and court.
- Formulating plans for the crowning of the queen at half time and getting information to the announcer.
- Extend invitations to the previous King and Queen to take part in the ceremonies. - Any other necessary duties.

b. Dance Committee
- Obtain disc jockey.
- Design, print, and sell/collect tickets.
- Construct work schedules for before, during, and after a dance.
- Obtain chaperones for the dance (see dance guidelines)
- Any other necessary duties.

c. Decoration Committee
- Making and putting up decorations for dance.
- Taking down decorations in conjunction with the dance committee.
- Any other necessary duties.

d. Publicity Committee
- Make poster for homecoming
- Contact school publicity director for news release
- Any other necessary duties

e. Kingsway Live!
- Set date for performance and submit Activity Calendar Scheduling form for approval (at the beginning of second semester before report cards are issued).
- Senior girls vote for participants from the ballot of all eligible senior boys (in mid-December), in accordance with the Student Selection Process. (See *below*).
- Confirm acceptance of selected Kingsway Live! participants and two alternates before announcing selection publicly. Give a list of participants to the assistant principal.
- Each participant must agree to the rules for Kingsway Live! by signing the agreement and having a parent sign also. (See *page 72*)
- Meet with participants to review procedures and expectations, organize performance activities, and set rehearsal dates.
- Advisors must approve all costumes, music, skits, and other performance activities to ensure that they meet expectations and are appropriate for school.
- Makeup program and tickets.
- Arrange for DJ for music and for videotaping of the performance.
- Obtain judges and chaperones for performance.
- Publicity.
- Any other responsibility related to the activity.

STUDENT SELECTION PROCESS

(For Homecoming courts, Prom courts, Kingsway Live! contestants, etc.)

1. The ballot should consist of the name of every student eligible for selection, for example, the prom court ballot should list the names of all senior class girls.
The advisor must verify the eligibility if the eligibility policy applies to the activity.
2. Arrangements should be made at least one week in advance with the activity

coordinator to confirm a date for voting during SMART.
a. Advisors should obtain Scantron ballots from the activity coordinator. b. Advisors will coordinate and run the voting during SMART.
3. The advisor, the activity coordinator, and/or the assistant principal will count the ballots. The assistant principal will secure the ballots and the results. The ballots will be retained for at least one month after the announcement of the election results. In the case of a tie for a position—two winners will be declared. The advisor, however, must make arrangements for each to be honored equally.
4. In the case of a tie for a position—two winners will be declared. The advisor, however, must make arrangements for each to be honored equally.

Possible Additional Events During the School Year

Pep Rallies Homecoming

NJASC Trip to Great Adventure Elections

Fall/Spring Blood Drives

KINGSWAY REGIONAL HIGH SCHOOL
STUDENT COUNCIL BYLAWS

ARTICLE 1: NAME

The name of this organization shall be the Student Council of Kingsway Regional High School.

ARTICLE II: OBJECTIVES

The objective of the Student Council shall be to:

1. Provide a democratic form in which students can address those school-related issues, which affect their lives.
2. Maintain a continuous communication channel from students to both faculty and administration, as well as among the students within the school.
3. Offer a yearlong program of social functions and community involvement projects for students.
4. Train students in the duties and responsibilities of good leadership, using the school environment as the primary training ground.
5. Provide effective leadership training to students involved in Student Council and other student organizations.
6. Approve charters of school clubs and student organizations

ARTICLE III: MEMBERS

Section 1. A student gains membership in the Student Council upon the completion of

the nomination procedure as established by the Student Council, and is elected under the procedures prescribed by these Bylaws. However, one can be elected to a position in the Student Council (without fulfilling the nomination procedure) by write-in votes.

Section 2. All members must meet the following requirements or be subject to expulsion from the Student Council:

1. Show a desire to represent the homeroom and general student body. 2. Regular attendance to meetings.
3. Have an active interest in the school and Council activities.
4. Demonstrate responsibility, reliability, and participation.
5. Any member will be removed if he/she misses three (3) meetings without presenting reasonable excuses to the advisor.

Section 3. Each homeroom shall have one elected representative in the Student Council – to be elected in the homeroom the second week in September of each school year. If the elected representative does not fulfill the responsibilities of the position or becomes ineligible, the Student Council Executive Committee will appoint a member of the homeroom as a replacement.

Section 4. The Executive Council reserves the right to appoint additional members who show an active interest in the Student Council but are not elected. The number of appointed representatives shall not exceed the number of elected representatives.

Section 5. Upon the creation of a vacancy in the position of homeroom representative, the homeroom will elect a new representative within two (2) weeks. Upon the creation of a vacancy in the position of President, the Vice-President shall assume all duties and responsibilities immediately. If both offices are vacated simultaneously, the Student Council shall open up nominations for offices, first accepting nominations for the office of President from among its present membership and holding an election within the Student Council and then follow a similar process to fill the position of Vice President. All vacancies in elected offices shall be filled within one (1) week by accepting nominations from the Student Council members to decide upon the person to fill the vacancy. Any vacancies created by a member's changing positions through this procedure will be filled as stated in these Bylaws.

ARTICLE IV: OFFICERS AND REPRESENTATIVES

Section 1. The elected officers of the Student Council shall be President, Vice President, Recording Secretary, and Corresponding Secretary. The elected officers shall select the appointed executive members.

Section 2. One elected representative shall represent each homeroom.

Section 3. All elected officers and representatives must be selected according to the election rules established by these Bylaws.

A. President

1. Must have previously served at least one year in good standing in the Student Council, be academically eligible and served at least one year on the Executive Committee. 2. Must be a member of the junior or senior class during the year in which he/she will be in office if elected.
3. Demonstrate ability in leadership and communication skills.
4. Have an active interest in the school and Student Council activities. 5. Show enthusiasm and dedication.
6. Be willing to attend Leadership Training Camp during the summer after election to office if the pupil has not previously attended.

B. Vice President

1. Must have previously served at least one year in good standing in the S
Council, be academically eligible and served at least one year on the Exe
Committee.
2. Must be a member of the junior or senior class during the year in wh
be in office if elected.
monstrate ability in leadership and communication skills.
active interest in the school and Student Council activities.
ttend Leadership Training Camp during the summer af
not previously attended.

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Section 3. The Recording Secretary shall keep the minutes of all Council meetings; publish meeting minutes within one week after a meeting; and keep on file all official Student Council records, including financial request form and budgets for an activity.

Section 4. The Corresponding Secretary shall be in charge of all student correspondence; keep a file of all official Student Council correspondence; and is responsible for Student Council announcements and publicity.

Section 5. Representatives shall attend every meeting and give a report of each meeting to their homeroom; participate on committees and in Student Council activities.

Section 6. Standing Executive Committees

A. The standing executive committees shall be: **Publicity, Fund Raising, Service (Charity), Dances/homecoming, Board of Education/Elections, and School Spirit.** B. The officers shall appoint Chairperson(s) for each standing executive committee after submitting an application for a desired committee. The chairperson(s) will serve as a member of the Student Council Executive Committee.

Section 7. The President shall appoint special committees as necessary.

ARTICLE VI: ELECTIONS

Section 1. Election of officers:

A. Candidates for office shall file a petition with the Student Council advisor by the first Monday in April.
B. The nomination and election is to be held during the month of April. Candidates running for office should meet the specific requirements for that office and will be placed on a petition with at least fifty signatures of senior high students and the recommendation of at least one teacher. A tally of votes and announcement of winners shall be made by the Student Council Advisor and at least one administrator.
C. The terms for officers, unless otherwise provided, shall be one year with the term beginning on the first school day of June.
D. Each candidate will organize and conduct an election campaign two weeks before Election Day – ending with a presentation in an assembly the day prior to elections. The campaign shall be conducted within guidelines established by the election committee.

Section 2. General elections will be the first Tuesday of May.

Section 3. Voting eligibility: to be eligible to vote, a student must be a current student in the school. All students enrolled at Kingsway Regional High School are eligible to vote with identification, such as a student ID card.

Section 4. General election procedures. Members of the election committee shall be

responsible for checking voter identification and assigning ballots. A tally of the votes and announcements of winners shall be made by the Student Council advisor and at least one administrator.

Section 5. The term for officers, unless otherwise stated, shall be for one year with the term beginning on the first school day of June.

ARTICLE VII: MEETINGS

Section 1. The Student Council shall meet at least once a month during the school year at a time and place to be announced by the president.

Section 2. The Student Council executive committee shall be assigned to the Student Council homeroom and meet daily during the homeroom period.

Section 3. Special meetings can be called by the President, the executive committee, the advisor, an administrator, or by written request of twelve (12) members. The purpose of the meeting shall be stated in the call. No previous notice is necessary if it is held during school. If held after school. At least one (1) day's notice is required.

Section 4. All legally elected representatives and offices may vote.

Section 5. A majority of the membership shall constitute a quorum.

Section 6. Any member of the student body may attend and participate in discussions without voting, but must have written permission from the teacher whose class is being missed.

ARTICLE VIII: EXECUTIVE COMMITTEE

Section 1. The elected officers and the standing executive committee chairpersons are voting members of the executive committee. Any appointed officers and the advisor(s) are non-voting members.

Section 2. Members of the executive committee shall be assigned to the Student Council homeroom.

Section 3. The executive committee shall meet every Tuesday before school. All executive members shall attend.

Section 4. The executive committee shall be subject to the orders of the representative body of the Student Council, and none of its acts shall conflict with action taken by the Council.

Section 5. Special meeting of the executive committee may be called by the President, Advisor, administration, or upon written request of any three (3) members. No previous notice is required if the special meeting is held during school, but at least one (1) day's notice is required if it is to be held after school.

Section 6. The executive committee shall carry out all duties assigned to it in these bylaws and by the Student Council.

ARTICLE IX: COMMITTEES

Section 1. Standing Committees. There shall be the following standing committees: **publicity, fund raising, service/charity, school spirit, dances/Homecoming,** and **Board of Education representative/elections.**

Section 2. Method of appointment. The President shall appoint the committee and chairperson.

Section 3. Term of office. The standing committees shall be appointed at the first meeting in June, and the term will end the last school day in May.

Section 4. Committee duties and responsibilities to carry out activities and responsibilities assigned by the President and file a report with the Secretary and a copy of the report to the committee chairperson.

Section 5. Special committees may be appointed by either the Council or President as necessary. Chairperson shall select members of the committee from the council and student body.

Section 6. Membership on any Student Council committee shall be open to any school student. Every representative must serve on at least one committee.

Section 7. The president shall be an ex-officio member of all

committees.

ARTICLE X: PARLIAMENTARY AUTHORITY

In all matters not specifically expressed in this constitution, the parliamentary authority shall be Robert's "Rules of Order" revised.

ARTICLE XI: CHARTERING CLUBS AND OTHER ORGANIZATIONS

Section 1. Clubs may be defined as service clubs, authorized by the administration, and special interest clubs authorized by the Student Council.

Section 2. Any school group desiring to organize a special interest group shall apply to the Student Council for a charter.

Section 3. At the time of application, each group shall state its purpose and must present a set of rules and regulations by which it proposes to govern itself, and the name of the faculty advisor(s).

Section 4. If the Council approves the request, it shall issue a charter, and submit the request to the administration.

ARTICLE XII: RELATIONSHIP WITH THE ADMINISTRATION

Section1. The administration shall appoint a member of the faculty to serve as faculty advisor to the Student Council. The sponsor shall serve as an advisor and does not vote. The term of office is left to the discretion of the administration.

Section 2. All actions of the Student Council are subject to review and approval or possible veto by the administration.

ARTICLE XIII: REMOVAL FROM OFFICE AND/OR COUNCIL

Section 1. All students who hold office shall adhere to the standards set forth by the current school administration regarding lateness to school, attendance, and acceptable conduct. Any violation of the above-stated policies that would result in suspension from school warrants
removal from the elected and/or appointed office. The decision to remove any officer in any of these situations shall be made by the administration.

Section 2. Recall from the office.
A. An officer or representative may be removed from office and/or Council for:
1. Repeated failure to attend meetings.
2. Failure to represent the group properly and fairly.
3. Failure to carry out his/her duties and responsibilities as an officer or representative.
4. For any other reasons that are detrimental to the welfare and best interest of the school.
B. Initiation of Recall.
1. An administrator, advisor and/or student(s) can initiate a motion for recall of any officer. 2. A statement of reason being presented to the Student Council Executive Committee in writing and signed by one or more people initiating the recall initiates recall. 3. The statement of reason must include the following:
a. Student's name against which the recall procedure has been initiated. b. Office held.
c. Specific reason for being recalled. Reasons cannot include any of those stated in Section 1.
d. A copy of the charge will be given to the officer against whom the charge is being made.
C. The Student Council shall constitute a trial board. A two-thirds (2/3) vote of the entire membership shall be necessary to remove anyone from office. Such an action must have the approval of the advisor and the principal.

ARTICLE XIV: AMENDMENT OF BYLAWS

Section 1. These bylaws can be amended at any regular meeting of the Student Council by a two-thirds (2/3) vote, provided that the amendment has been submitted in writing at the previous regular meeting. A hand count must then be taken in homerooms within one

week after the Student Council as the adoption or rejection of an amendment, a majority of the student body being needed to legalize the amendment.

Section 2. Each representative must bring a count of his/her homeroom vote, written in ink and signed by the homeroom teacher, to the President on the morning of the vote. The executive committee shall count and tabulate all homeroom votes.

CLASS AND/OR STUDENT COUNCIL ELECTIONS

A. Student council officer elections will be held during the month of May for the following year. Class officer elections will be held late September or early October. B. At least two weeks prior to Election Day, the advisors should publicize information regarding the election.

1. Students interested in being nominated for office must present a petition bearing at least twenty-five (25) signatures of students within the class or student body. (See petition Form with forms at the end of this booklet.)
2. The advisor will check eligibility of each candidate after receiving a completed petition. (Eligibility includes academic and attendance eligibility)
3. Campaigning may be done for not more than one week prior to the election.
4. No one is permitted to campaign and display signs and posters preceding the one week time span prior to the election. All signs and posters must be taken down and discarded within one day following Election Day.
5. Voting for class officers shall take place during SMART.
6. **The advisor(s) and/or activity coordinator will count the ballots. The assistant principal will secure the ballots and the results.** The ballots will be retained for at least one month after the announcement.

"LANCER" YEARBOOK ADVISOR AND ASSISTANT YEARBOOK ADVISOR

BASIC FUNCTION:
As a staff member of the school, and under the direction of the Administration, the yearbook advisors recommend and implement approved policies to meet the objectives of the school. The advisors coordinate and evaluate all activities that are required to publish the yearbook and enhance the school's standing in the community by production of a quality yearbook that is representative of the philosophy, programs, and activities of the school.

SCOPE:
The authority and responsibility of the yearbook advisors extend to the students engaged in the activity and to such other activities as may be assigned by the Administration. **The advisors may enter into no contracts.** This is to be done by the Board of Education with advisor recommendations. Refer to *page 8.*

RESPONSIBILITY:

The yearbook co-advisors are responsible for overseeing the entire production of the yearbook and for guiding and supervising the students on the yearbook staff. Specific responsibilities include:

1. **YEARBOOK ADVISOR**

A. Plan, coordinate, and guide the activities of yearbook production relating to areas of responsibility within established policies of the school.
B. Schedule and attend yearbook staff meetings pertaining to areas of responsibility.
C. Organize and supervise committees for sales, photography, and writing. 1. Coordinate sale of books with marketing company
2. Sale of advertisements and patron ads
3. Schedule all photography with photography company
4. Review annual contracts with photography company, yearbook publisher, and sales marketing company.
D. Coordinate student committees and conduct meetings in a timely manner to meet publishing deadlines.
E. Selection of Who's Who, following guidelines under "Student Elections".
F. Promote and enhance school-community relations through cooperation with the school and student activities to be included in the yearbook.
G. Develop and recommend policies pertaining to the yearbook content and/or publishing. H. Organize supervision of senior portrait sessions in conjunction with senior class advisor.
I. Organize underclass pictures and pictures for student ID cards.
J. Work cooperatively with the co-advisor.

2. **ASSISTANT YEARBOOK ADVISOR**
A. Plan, coordinate, and guide the technology activities of yearbook production related to areas of responsibility within the established policies of the school.
B. Schedule and attend yearbook staff meetings pertaining to areas of responsibility.
C. Organize and supervise committees for layout, art, typing, and editing and encourage student participation.
D. Coordinate student committees and conduct meetings in a timely manner to meet publishing deadlines.
E. Promote and enhance school-community relations through cooperation with the school and student activities to be included in the yearbook; no sales are involved.
F. Develop and recommend policies pertaining to the yearbook content and/or publishing G. Work cooperatively with co-advisor.

CLUB / ACTIVITY ADVISORS

CLASSIFICATIONS AND MEETING AMOUNTS OF ALL CLUBS/ACTIVITIES

Stipends are paid after the club/activity is complete. Information about the different classes of clubs/activities is provided in the CBA. Below is a brief description from the contract about each class of club/activity.

Class A: **Student-Centered Interests Club Advisors Criteria:** Clubs meet minimally ten (10) times over the course of a school year and appeal to student interests.
Class B: **Student-Centered Activity Advisors:** Meets all the criteria listed in Class A plus meets more than 10 times a year over the course of a school year, requires staff coordination and planning of after-school events, such as final product/showcase/ceremony/production and/or celebrates student achievement and occurs over a longer period of the school year.
Class C: **Student-Centered Extended Activities** Meets expectations of Class B plus planning and meeting times occur very frequently (e.g. weekly) during the year OR designated season for activity.

BASIC FUNCTION:
As a staff member of the school under the direction of the Administration, the club advisor recommends and implements approved policies and programs of the school; directs all activities of the club; maintains and enhances the school's standing in the community through the performance of the club and fulfills such other duties as the Administration may assign.

SCOPE
The authority and responsibility of the club advisor extends to students engaged in the activity of the club and to such other activities as may be assigned by the Administration.

AUTHORITY AND RESPONSIBILITY

1. **Operation**
   a. Plan, coordinate and direct all activities related to the club within established policies of the school.
   b. Advisors must personally take attendance at the meetings and keep accurate records on the Google Sheet (found in Schoology "Resources" folder). Advisors must also ensure the eligibility of all participants (academic, attendance, discipline).
   c. Club advisors are responsible for knowing and implementing the accommodations provided in each student's IEP and/or 504 plan, if applicable. This includes signing off to acknowledge students' plans.
   d. Schedule and direct all meetings and activities as needed during the school year. SMART and after school meetings require that students be supervised until the student exits the property.
   e. Arrange for reservation of physical facilities necessary to conduct meetings at the school and for transportation to events away from school. Forms are located in the general form section of the staff page on the website.
   f. Promote and enhance school-community relations through the performance of student members of the club and through cooperation with news media through the publicity director of the school.
2. **Organization**
   a. Recommend the organization and coordination of the areas of responsibility to meet approved objectives for each club of the school.
3. **Personnel**
   a. Supervise and direct the activities of club members.
   b. Instruct and train club members in the technique and art associated with the specific activities of the club and in conduct befitting a performing representative of the school.

c. Regulate student participation in the activities of the club. All students must be eligible both for academics and attendance. See Eligibility Policy on *page 7*.

4. **Finance** (See accounting procedures on *pages 8*)
   a. Collect all funds from club fund raising activities.
   b. Approve all expenditures from the club account.
   c. Be accountable for all such expenditures.
   d. No club advisor may enter into a contract (or sign a contract) for sales of any kind or for trips and/or fund raising activities. This is to be done by the Administration.

Descriptions of clubs are available in the Activity-Club Description Handbook

Schedule B Annual Performance Evaluation-

Here is the form we will use for your evaluation.

Annual Performance Evaluation for Activities

To be completed for all Schedule B, Class A, B, C, D, E

Employee:		Date:	
Title:		Supervisor:	
Activity:		Location:	
Season:		No. of Meetings Held:	
Class:		Account Balance:	

Criteria: (A) Meets minimally ten (10) times over the course of a school year and appeal to student interests.

Avg. No. of Students/Staff Registered:

Avg. No. of Students/Staff Attending:

Component	Raw Score	Weight	Weighted Score
Personal & Professional Qualities	#DIV/0!	20%	#DIV/0!
Leadership & Management	#DIV/0!	20%	#DIV/0!
Policies & Budget	#DIV/0!	20%	#DIV/0!
Communication & Public Relatior	#DIV/0!	20%	#DIV/0!
Job-Specific Responsibilities	#DIV/0!	20%	#DIV/0!
		-	

Evaluation Rating Cut Scores

Ineffective	Partially Effective	Effective	Highly Effective
1	1.85	2.65	3.5 4

0.00 — Sum of Weighted Score

Highly Effective — Rating

Signatures acknowledging completion of this evaluation.

Supervisor — Date: 14-Jul-23

Employee — Date:

Highly Effective	Effective	Partially Effective	Ineffective
Consistently exceeds stated expectations. Performance is noticeably better than meets expectations and/or exceeds components of the job description.	Meets stated expectations. Performance is professional, proficient, and appropriate.	Stated expectations are met infrequently. Performance comes close to acceptable but further development is needed.	Stated expectations are not met. Performance is below acceptable, significant improvement is required.

Employee:

Component:	Subcomponent Descriptor:	Supervisor Feedback: *(Completed by the Supervisor.)*	Place an "x" in the appropriate rating				Score
			Highly Effective	Effective	Partially	Ineffective	
Personal & Professional Qualities: Personal & professional qualities include those that support a harmonious and effective work envioronment.	Exhibits poise and self-control	Summary of Personal & Professional Qualities: Feedback/Reflection Questions:					
	Demonstrates initiative and good judgement						
	Presents a professional appearance						
	Is professional, positive and an appropriate role model						
	Is cooperative and enthusiastic for work/assigned role						
	Uses common sense, behaves realistically						
	Demonstrates professional growth						
	Works effectively and cooperatively with administrators, teachers, students and support staff						

Component:	Subcomponent Descriptor:	Supervisor Feedback:	*Average (Raw Score)*				#DIV/0!
Leadership & Management: Leadership is the individual's ability to influence, motivate, and enable others to contribute to the organization's success. Management is the individual's ability to control an organization, a group, or a set of entities to achieve a particular objective.	Relationship with students and/or staff and/or public	Summary of General Performance: Feedback/Reflection Questions:					
	Extends fair opportunity for students and/or staff to participate						
	Knowledgeable about area of supervision						
	Develops a well-planned program/activity and/or resource						
	Cooperates with supervisor and supervisor's directives						
	Attendance at meetings and/or (events, performances, other)						
	Attention to assigned duties/responsibilities						
	Advocates for students and/or staff under command						
	Demonstrates and ability to motivate students and/or staff						
	Demonstrates care of equipment, facilities and/or resources						
	Supervises students staying for scheduled meetings						

Component:	Subcomponent Descriptor:	Supervisor Feedback:					Average (Raw Score)	#DIV/0!
Policies & Budget: Policies are a set of rules that govern the behavior of an organization and are an important aspect of a company's culture. Budget reflects the individuals abilty to manage the organization's spending plan with fidelity.	Supports school policies and practices	Summary of Communication:						
	Knows and follows school regulations and eligibility policies							
	Keeps detailed and accurate meeting records and/or reports	Feedback/Reflection Questions:						
	Meets deadlines and reports on time for scheduled meetings							
	Compiles & prepares budgetary needs in a timely manner							
	Keeps accurate financial records and/or follows procurement and fundraising policies and/or manages activity accounts							
Component:	**Subcomponent Descriptor:**	**Supervisor Feedback:**					**Average (Raw Score)**	**#DIV/0!**
Communication & Public Relations: Communication includes both written and verbal and refers to speaking, listening, decoding, and responding effectively.	Keeps meetings and tasks on schedule	Summary of Job-Specific:						
	Ensures accurate information is communicated timely to stakeholders via Schoology, website, activity calendar, etc.							
	Submits proper forms & announcements timely and accurately							
	Maintains open lines of communication with all stakeholders	Feedback/Reflection Questions:						
	Keeps Supervisor informed of special events and/or concerns							
Component:	**Subcomponent Descriptor:**	**Supervisor Feedback:**					**Average (Raw Score)**	**#DIV/0!**
Job-Specific Responsibilities: Job-Specific Responsibilities include those that reflect components of the specific job being evaluated.	Demonstrates knowledge and understanding of pre-established job responsibilities as listed on individual job description	Summary of Job-Specific:						
	Completes job-related tasks effectively and with little supervision							
	Demonstrates accurate work in all assigned job-related duties							
	Attends meetings, workshops, trainings and/or conferences as required by the district and in a timely manner	Feedback/Reflection Questions:						
	Is knowledgeable about department/area of assignment							
	Effectively models the district's mission, vision, and core values in all areas of the job							
							Average (Raw Score)	**#DIV/0!**
Total Score							**Average PGP (Raw Score)**	**#DIV/0!**

District Policy

5536- RANDOM DRUG TESTING FOR STUDENT ALCOHOL OR OTHER DRUG USE

Section: Students

Date Created: May 2017

Date Edited: July 2018

The New Jersey Legislature found there are many school districts within the State with a growing problem of drug abuse among their students. Federal and State Courts have held it may be appropriate for school districts to combat this problem through the random drug testing of students participating in extracurricular activities, including interscholastic athletics, and students who possess school parking permits. The New Jersey Legislature passed legislation that is consistent with the New Jersey and United States Constitution for the random testing of school district student in grades seven through twelve who participate in

the school district's interscholastic athletic program, participate in the school district's extra-curricular program, and receive a school district authorized parking permit to park a personal vehicle on school district property.

The purposes of this random drug testing program is to have a positive effect on attaining the important objectives of deterring drug use and providing a means for the early detection of students with drug problems so that referral for evaluation or referral for treatment, pursuant to N.J.A.C 6A:16-4.4(b)10and N.J.A.C 6A:16-1.3 and 4.1, or other appropriate assistance may be offered.

Parents and students in grades seven through twelve who participate in the school district's interscholastic athletic program, participate in the school district's extra- curricular program, and receive a school district authorized parking permit to park a personal vehicle on school district property (eligible students) will be required to sign a Consent Form consenting to the provisions of the Program for twelve months.

The Board's Program will randomly test a minimum of 10% of eligible students from September 1 through the last day of school. In accordance with the provisions of N.J.S.A18A:40A-23, the district's random drug and alcohol testing program (Program) will test for the use of controlled dangerous substances as defined in New Jersey Statute 24:21-2, and alcohol. The Board of Education will annually adopt a list of prohibited substances to be tested and the cut-off levels for each substance that determines a positive test before the beginning of each school year and upon initial implementation of this policy. This information will be provided to each parent and student with the Consent Form.

Any disciplinary action taken against a student who tests positive for prohibited use or who refuses to consent to testing shall be limited to the student's suspension from or prohibition against participating in interscholastic athletics, extra-curricular activities and/or revocation of the student's parking permit. A student, whose parent has signed consent, who refuses to test, or who is determined to have tampered with a sample, will be deemed to have a positive test result and will be subject to the appropriate provisions of a positive test result. A student who is randomly selected to be tested, but is absent on the day of testing, will have a sample collected on the next random testing date.

In accordance with the provisions of N.J.S.A. 18A:40A-24 and N.J.A.C. 6A:16- 4.4(a), the Board of Education, prior to adopting this Policy and the procedures outlined in the corresponding Regulation, held a public hearing on the proposed Policy and Regulation. The notice of the public hearing specifically identified the proposed Policy and Regulation as an agenda item for the hearing and copies of the proposed Policy and Regulation were made available at the meeting and upon request from the public prior to the public hearing.

The collection of specimens for the program shall be limited to the following persons in a State-licensed collection station or clinical laboratory as designated by the Board, in accordance with N.J.S.A. 45:9-42.26 et seq., N.J.A.C. 8:44 and 8:45, and N.J.A.C. 6A:16-4.4(c):

1. The school physician;

2. A physician, other than the school physician, licensed to practice medicine or osteopathy;

3. The certified school nurse or non certified nurse, pursuant to N.J.A.C. 6A:9•13.3 and 13.4; or

4. The staff of a State-licensed clinical laboratory or a healthcare facility, in accordance with N.J.A.C. 6A:16•4.4(c), as designated by the Board of Education;

The Board of Education shall be responsible for all costs of the alcohol or other drug testing, including any costs associated with the transportation of students. The Board's Program, as authorized by N.J.S.A.18A:40A-23, is separate and distinct from any other alcohol or other drug testing that might be administered in the school district, including the required medical examination of students currently suspected of being under the influence of alcohol or other drugs, pursuant to N.J.S.A 18A:40A-12 and N.J.A.C 6A:16-4.3.

The Program's Policy and procedures outlined in Regulation 5536 will include the following components:

1. A description of the procedures for randomly selecting students to be testing in accordance with the procedures outlined in N.J.A.C. 6A:16•4.4(b)2;

2. A description of the procedures for the acquisition and management of student's alcohol and other drug test specimens as outlined in N.J.A.C. 6A;16•4.4(b)3; and
3. The standards for ensuring the confidentiality and scope of authorized disclosure of alcohol or other drug testing information as outlined in N.J.A.C 6A:16-

4. 4(b)4 and a description of the consequences for violating the confidentiality and disclosure standards;

The Superintendent or designee shall provide written notice to all seven through twelfth grade students and their parents prior to or at the beginning of each school year that an active written Consent Form will be required from students and parents as participation in the district's random student alcohol and drug testing program as authorized by N.J.S.A.18A:40A-22is required for a student to participate in interscholastic athletics, extra-curricular activities, and to possess a student parking permit. All school-related extracurricular activities are included in the Program.

A parent providing consent to the Program shall be notified in a confidential manner each time his/her child has been tested under the Program. The Board of Education will ensure the

method used for the collection and transport of alcohol and other drug specimens is in accordance with those outlined in N.J.A.C. 6A:16-4.4(c). A student who refuses to consent to the alcohol or other drug test upon being randomly selected shall be considered in violation of the Policy and subject to such consequences as if the student tested Positive for alcohol and drugs.

The Board of Education will approve in Regulation 5536 any consequences for a student who tests positive for alcohol or drug use under the Program. The consequences shall be limited to counseling and removal from or prohibition against participation in inter scholastic sports, extra-curricular activities, and/or disapproval or revocation of the student's parking permit.

The Board will also adopt procedures for students or their parents to challenge a positive result from the alcohol or other drug tests. The Board will also adopt guidelines for referral for evaluation or referral for treatment, pursuant to N.J.A.C 6A:16-1.3,4.1, and 4.4 or the provision of other appropriate assistance for students who test positive for alcohol or other drug use.

A copy of this Policy and Regulation will be available to parents and students and a parent and student will be required to acknowledge their receipt of this Policy and Regulation in their Consent Form.

Adoption: 25 May 2017
Revised: 20 July 2026

POLICY

KINGSWAY REGIONAL
BOARD OF EDUCATION

0162 NOTICE OF BOARD MEETINGS

The Board of Education will give notice of all meetings in accordance with law.

Adequate Notice

The Board Secretary shall provide adequate notice, which means written advance notice of at least forty-eight hours, giving the time, date, location and, to the extent known, the agenda of any regular, special, or rescheduled meeting, which notice shall accurately state whether formal action may or may not be taken and which shall be prominently posted in at least one public place reserved for such or similar announcements; ~~mailed, telephoned, telegrammed, or hand delivered to at least two newspapers which newspapers shall be designated by the public body to receive such notices because they have the greatest likelihood of informing the public within the area of jurisdiction of the public body of such meetings, one of which shall be the official newspaper, where any such has been designated by the public body or if the public body has failed to so designate, where any has been designated by the governing body of the political subdivision whose geographic boundaries are coextensive with that of the public body;~~ and filed with the clerk of the municipality when the public body's geographic boundaries are coextensive with that of a single municipality, with the clerk of the county when the public body's geographic boundaries are coextensive with that of a single county, and with the Secretary of State if the public body has Statewide jurisdiction. Where annual notice or revisions thereof in compliance with N.J.S.A. 10:4-6 et seq., the Open Public Meetings Act, set forth the location of any meeting, no further notice shall be required for such meeting. The Board Secretary shall publish or advertise the legal notice of the meeting on the Board's official internet website conspicuously placed on the website's homepage in accordance with the provisions of N.J.S.A. 35:3-1 et seq. and Bylaw 0162.01.

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In accordance with N.J.S.A. 10:4-9, upon the affirmative vote of three-quarters of the members present, the Board may hold a meeting notwithstanding the failure to provide adequate notice if:

1. Such meeting is required in order to deal with matters of such urgency and importance that a delay for the purpose of providing adequate notice would be likely to result in substantial harm to the public interest; and

2. The meeting is limited to discussion of and acting with respect to such matters of urgency and importance; and

3. Notice of such meeting is provided as soon as possible following the calling of such meeting by posting written notice of the same in the public place described in N.J.S.A. 10:4.8.d., and also by notifying the two newspapers described in N.J.S.A. 10:4.8.d. by telephone, telegram, or by delivering a written notice of same to such newspapers; and

4. Either the public body could not reasonably have foreseen the need for such meeting at a time when adequate notice could have been provided or although the public body could reasonably have foreseen the need for such meeting at a time when adequate notice could have been provided, it nevertheless failed to do so.

Personal Notice of Meeting

In accordance with the provisions of N.J.S.A. 10:4-12.b.(8), the Board may exclude the public from that portion of a meeting at which the Board discusses any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance of, promotion, or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the Board, unless all the individual employees or appointees whose rights could be adversely affected request in writing that the matter or matters be discussed at a public meeting.

The Board will provide notice to the affected person that will include the date and time of the closed session meeting, the subject or subjects scheduled for discussion at the closed session meeting, and the right of the affected person to request that the discussions be conducted at a public meeting. Such notice will be given no less than forty-eight hours in advance of the closed session meeting.

A written request for public discussion must be submitted to the Board Secretary prior to the commencement of the meeting. Any such properly submitted request will be granted. In the event that one or more, but fewer than all, of a group of persons whose employment will be discussed request a public meeting, the discussion regarding the person or persons who have submitted the request will be severed from the rest and will be conducted publicly.

A discussion held in public by reason of the written request of an individual will be conducted at a regularly scheduled meeting for which annual notice has been given or at a meeting for which adequate public notice has been given in accordance with law.

Nothing in this Bylaw will permit an employee to request or the Board to grant the public discussion of tenure charges or permit the public disclosure of information regarding a student.

N.J.S.A. 10:4-~~6~~ 1et seq.~~; 10:4-8; 10:4-9~~
N.J.S.A. 18A:6-11; 18A:10-6.
N.J.S.A. 35:3-1 et seq.
N.J.A.C. 6A:32-3.1

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Adopted: ____23 June 2008
Adopted: ____27 July 2023
Revised: ____24 September 2026~~27 August 2026~~

0162.01 LEGAL NOTICES

Whenever the Board of Education is required by law or by order or rule of any court to publish or advertise a legal notice, the Board shall publish or advertise the legal notice on the Board's official internet website in accordance with the provisions of N.J.S.A. 35:3-1 et seq.

For the purpose of this Policy, "legal notice" means any resolution, official proclamation, notice, or advertisement of any sort, kind, or character, including proposals for bids on public work and otherwise, required by law or by the order or rule of any court to be published by the Board.

For the purpose of this Policy, "online news publication" means a news publication in electronic format that contains news on matters of public concern and has published news predominantly in the English language at least once per week for at least one year continuously.

The Board's official internet website shall be accessible and available to the public free of charge. A direct hyperlink to legal notices published on the Board's official internet website shall be conspicuously placed on the Board's website's homepage. The Board shall submit the hyperlink to the New Jersey Secretary of State and provide any updates thereto prior to effectuation in accordance with the provisions of N.J.S.A. 35:3-2.b.

The Board shall maintain an internet archive of legal notices that are no longer displayed, which shall be kept for at least one year. The archive shall not be subject to any records retention schedule adopted by the State Records Committee nor to the "Destruction of Public Records Law (1953)," N.J.S.A. 47:3-15 et seq. The Board shall display a legal notice on its legal notices internet webpage for at least one week from the date of initial posting, or other time period as required by law, before transferring the publication to the Board's internet archive. The Board shall initially publish an internet archive no later than July 1, 2026 and shall maintain the archive thereafter in accordance with N.J.S.A. 35:3-2.c.

The Board may, in addition to the publication on its official internet website, publish or advertise a legal notice separately on an eligible online news publication that meets the criteria of N.J.S.A. 35:3-3.b. The Board shall provide a notice in a prominent location on its official internet website if it publishes or advertises its legal notices in an online news publication and shall publish a hyperlink to the online news publication in accordance with the provisions of N.J.S.A. 35:3-2.d.

The Board, whenever required by law or by the order or rule of any court to publish or advertise a legal notice shall publish or advertise the notice in accordance with the applicable law or court order or rule. The Board shall be deemed to satisfy their legal obligations to provide a legal notice upon publication of the notice as required pursuant to N.J.S.A. 35:3-1 et seq.

Legal notices published on the Board's internet website or the internet website of an online news publication in accordance with N.J.S.A. 35:3-1 et seq. shall not be deemed defective if at least one of the following circumstances exist:

1. There is an error in the content or form of the legal notice published or advertised on the Board's internet website or online news publication due to a clerical, administrative, or any other error outside of the control of the Board whenever required by law or court order or rule to publish the legal notice;

2. There is a temporary outage, technical malfunction, disruption, or service interruption preventing the publishing, posting, or display of a legal notice on the Board's internet website or online news publication;

3. The operator of the Board's internet website or the online news publication imposes standard restrictions that prevent access to the website or online news publication;

4. The Board's internet website or the online news publication is subject to a cyberattack or cybersecurity incident, including, but not limited to, ransomware or a data breach, causing the failure to timely or accurately publish the legal notice; or

5. Any other circumstances preventing the publishing, posting, or display of a legal notice on the Board's internet website or online news publication that are outside of the control of the Board whenever required by law or court order or rule to publish the legal notice.

Starting on January 1, 2026 and at least twice per month through December 31, 2026, the Board whenever required by law or court order to rule to publish the legal notice shall provide an advertisement in an online news publication meeting the eligibility criteria at N.J.S.A. 35:3-3. that:

1. States that the complete text of each legal notice may be obtained or viewed by the public on the official internet website of the Board; and

2. Provides the hyperlink to the Secretary of State's legal notices hyperlink internet webpage established pursuant to N.J.S.A. 35:3-2.b.

N.J.S.A. 35:3-1 et seq.

Adopted: 24 September 2026

1230 SUPERINTENDENT'S DUTIES (M)

Function

The Superintendent shall serve as Chief Executive and Administrative Officer of the school ~~district~~school district by implementing policies established by the Board of Education and by discharging the duties imposed on ~~his/her~~their office by law.

Authority

The Superintendent shall be the Chief School Administrator of the school ~~district~~school district and ~~principle~~principal advisor to the Board. The Superintendent~~He/She~~ may delegate to an appropriate school official any duty not reserved to the Superintendent by law~~, but may not delegate the responsibility for duties mandated by law.~~.

Work Relationships

The Superintendent shall report directly to the Board and shall directly or indirectly supervise all persons employed by the Board.

Duties and Responsibilities

A. In the discharge of ~~his/her~~their responsibility as ~~principle~~ principal advisor to the Board, the Superintendent shall:

1. Ensure all aspects of school ~~district~~school district operation comply with Board policy and regulation, Federal and State law and school ~~district~~school district contracts;
2. Report to the Board on the needs of the school ~~district~~school district;
3. Advise the Board of any ~~changes~~ revisions or additions that should be made to its policies and regulations;
4. Provide the Board with such information as may be needed to ensure ~~the making of~~ informed decisions are made by the Board; and
5. Perform such other duties as may be assigned by the Board.

B. In the discharge of ~~his/her~~their responsibility for the implementation of the operational action plan of the ~~district~~school district, the Superintendent shall:

1. Prepare, promulgate, and maintain a manual of ~~administrative~~ Board policies and regulations;

2. Evaluate the future needs of the school ~~district~~school district and recommend a school ~~district~~school district action plan including goals, objectives, and priorities to the Board; and

~~3. Maintain written objectives to implement the district~~school district ~~action plan adopted by the Board;~~

~~4. Evaluate progress toward the attainment of the district~~school district ~~action plan and report thereon to the Board; and~~

3~~5~~. Report to the United States Department of Education and the New Jersey Department of Education, the New Jersey Commissioner of Education, and the Executive County Superintendent ~~on or before August 1 of each year matters relating to the schools in the manner and form prescribed by the Commissioner.~~as required.

C. In the discharge of ~~his/her~~their responsibility as the administrator of the instructional program, the Superintendent shall:

1. Establish and maintain a written instructional plan for the schools of the ~~district~~school district consistent with the educational goals adopted by the Board;

2. Coordinate the proper implementation of the instructional plan as it applies to each school in the ~~district~~school district;

3. Evaluate at least annually the effectiveness of the program of studies and recommend such changes and additions ~~as may be required~~ to improve its effectiveness;

4. Evaluate the performance of pupils in relation to other public school districts, as well as in relation to State and national standards;

5. Report periodically to the Board, as directed by the Board, on the condition of the educational program and facilities in the ~~district~~school district; and

6. Keep informed regarding current research in the field of education and inform the Board as appropriate.

D. In the discharge of ~~his/her~~their responsibility for the direction and welfare of pupils, the Superintendent shall:

1. Strive to motivate pupils to achieve their individual best;

2. Create a climate of respect for authority and discipline in each of the schools of the ~~district~~school district; and

~~3. Report to the Board at its next meeting the suspension of a pupil; and~~

34. Recommend any changes in the program of pupil management and support as necessary to respond to ~~district~~school district needs.

E. In the discharge of ~~his/her~~their responsibility for the supervision of ~~district~~school district employees, the Superintendent shall:

1. Recommend to the Board all properly certified candidates for employment, assignment, or transfer;

2. Assign staff ~~so as~~ to achieve maximum effectiveness in the attainment of educational goals;

3. Train staff ~~as necessary~~ to implement approved changes in the curriculum or instructional methods of the ~~district~~school district;

4. Evaluate the effectiveness of staff ~~members~~ in the performance of their assigned tasks;

5. Recommend changes in staffing patterns based on the evaluation of staff and program effectiveness; and

6. Discipline staff ~~as required~~ and report to the Board ~~forthwith~~ any suspension of a ~~teaching~~ staff member.

F. In the discharge of ~~his/her~~their responsibility for the maintenance of the ~~physical plant~~school building and grounds, the Superintendent shall:

1. Strive to make efficient use of ~~district~~school district resources in the daily operations of the schools;

2. Assign support staff so as to achieve maximum effectiveness from the ~~facilities~~ school building and grounds of the ~~district~~school district;

3. Train support staff as necessary to maintain the school building and grounds ~~facilities~~ and to avoid safety and environmental hazards; and

4. Evaluate the effectiveness of the ~~district~~school district's building and grounds ~~facilities~~ in housing the instructional program and recommend to the Board such changes and improvements~~ as may be required.~~.

G. In the discharge of ~~his/her~~their responsibility for the management of the ~~district~~school district business affairs, the Superintendent shall:

1. Supervise the preparation of the annual budget and recommend its adoption to the Board;

2. Implement the budget adopted by the Board;

3. Establish sufficient fiscal controls to ensure that ~~district~~school district funds are expended wisely and efficiently; and

4. Report to the Board at its next meeting any expenditure in excess of a budgeted line item.

H. In the discharge of ~~his/her~~their responsibility as liaison officer to the public, the Superintendent shall:

1. Strive to interpret the needs of the school district to the public and the concerns of the public to the Board;

2. As appropriate, involve members of the public in the review of ~~district~~school district needs, community needs, and the operation of the school district's programs;

3. Keep the public informed about the accomplishments and challenges of the school district;

4. Cooperate with the news media; and

5. Work effectively with municipal government officials and public agencies concerned with the welfare of pupils.

Evaluation Criteria

The Superintendent will be evaluated in accordance with Policy ~~No.~~ 1240 and ~~this~~ the Board-approved job description.

N.J.S.A. 18A:7A-11.; 18A:17-17.; 18A:17-18.; 18A:17-20.; 18A:17-21.; 18A:22-8.1.; 18A:27-4.1.; 18A:37-4.
N.J.A.C. 6A:8-3.1.; 6A:32-4.1.~~; 6A:32-12.2~~

~~Cross reference: Policy Guide Nos. 0132, 1220, 1240~~

Adopted: ____23 June 2008
Revised: ____19 September 2011
Revised: ____24 September 2026

1643 FAMILY LEAVE

The Board of Education will provide family leave to staff members in accordance with the New Jersey Family Leave Act (NJFLA) and the Federal Family and Medical Leave Act (FMLA). These laws have similar and different provisions that provide different rights and obligations for a staff member and the Board.

If a staff member is eligible for leave for reasons recognized under both the FMLA and NJFLA, then the time taken shall run concurrently and be applied to both laws. The NJFLA provides twelve weeks leave in a twenty-four month period and the FMLA provides twelve weeks leave in a twelve month period

A. New Jersey Family Leave Act

1. Definitions Relative to New Jersey Family Leave Act

"Base Hours" means the hours of work for which a staff member receives compensation. Base hours shall include overtime hours for which a staff member is paid additional or overtime compensation, and hours for which a staff member receives workers' compensation benefits. Base hours shall also include hours a staff member would have worked except for having been in military service. Base hours do not include hours for when a staff member receives other types of compensation, such as administrative, personal leave, vacation, or sick leave.

"Child" means a biological, adopted, foster child, or resource family child, stepchild, legal ward, or child of a parent, including a child who becomes the child of a parent pursuant to a valid written agreement between the parent and a gestational carrier.

"Eligible employee" means any individual employed by the same employer for three ~~twelve~~ months or more, who has worked 250 ~~1,000~~ or more base hours during the preceding twelve month period.

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"Employer" includes the State, any political subdivision thereof, and all public offices, agencies, boards, or bodies.

"Family member" means a child, parent, parent-in-law, sibling, grandparent, grandchild, spouse, domestic partner, or one partner in a civil union couple, or any other individual related by blood to

a staff member, and any other individual that a staff member shows to have a close association with a staff member which is the equivalent of a family relationship.

"Health care provider" means a duly licensed health care provider or other health care provider deemed appropriate by the Director of the Division on Civil Rights in the New Jersey Department of Law and Public Safety.

"Parent" means a person who is the biological parent, adoptive parent, foster parent, resource family parent, step-parent, parent-in-law, or legal guardian, having a "parent-child relationship" with a child as defined by law, or having sole or joint legal or physical custody, care, guardianship, or visitation with a child, or who became the parent of the child pursuant to a valid written agreement between the parent and a gestational carrier.

"Serious health condition" means an illness, injury, impairment, or physical or mental condition, which requires:

a. Inpatient care in a hospital, hospice, or residential medical care facility; or

b. Continuing medical treatment or continuing supervision by a health care provider.

As used in the definition of a serious health condition, "continuing medical treatment or continuing supervision by a health care provider" means:

a. A period of incapacity (that is, inability to work, attend school, or perform regular daily activities due to a serious health condition, treatment therefore, and recovery therefrom) of more than three consecutive days, and any subsequent treatment or period of incapacity relating to the same condition, that also involves:

   (1) Treatment two or more times by a health care provider; or

(2) Treatment by a health care provider on one occasion which results in a regimen of continuing treatment under the supervision of a health care provider;

b. Any period of incapacity due to pregnancy, or for prenatal care;

c. Any period of incapacity or treatment for such incapacity due to a chronic serious health condition;

d. A period of incapacity, which is permanent or long-term, due to a condition for which treatment may not be effective (such as Alzheimer's disease, a severe stroke, or the terminal stages of a disease) where the individual is under continuing supervision of, but need not be receiving active treatment by, a health care provider; or

e. Any period of absence to receive multiple treatments (including any period of recovery therefrom) by a health care provider or by a provider of health care services under orders of, or on referral by a health care provider, either for restorative surgery after an accident or other injury, or for a condition that would likely result in a period of incapacity of more than three consecutive calendar days in the absence of medical intervention or treatment, such as cancer (chemotherapy, radiation, etc.), severe arthritis (physical therapy), or kidney disease (dialysis).

"Spouse" means a person to whom a staff member is lawfully married as defined by New Jersey law.

"State of emergency" means a natural or man-made disaster or emergency for which a state of emergency has been declared by the President of the United States or the Governor, or for which a state of emergency has been declared by a municipal emergency management coordinator.

2. Reasons for NJFLA Leave

a. A staff member may take NJFLA leave to provide care made necessary by reason of:

(1) The birth of a child of the staff member, including a child born pursuant to a valid written agreement between the staff member and the gestational carrier;

(2) The placement of a child into foster care with the staff member or in connection with adoption of such child by a staff member;

(3) The serious health condition of a family member of the staff member; or

(4) A state of emergency declared by the Governor of New Jersey, or when indicated to be needed by the Commissioner of Health – New Jersey Department of Health or other public health authority, an epidemic or communicable disease, a known or suspected exposure to the communicable disease, or efforts to prevent spread of a communicable disease which:

   (a) Requires in-home care or treatment of a child due to the closure of the school or place of care of the child of a staff member, by order of a public official due to the epidemic or other public health emergency;

   (b) Prompts the issuance by a public health authority of a determination, including by mandatory quarantine, requiring or imposing responsive or prophylactic measures as a result of illness caused by an epidemic of a communicable disease or known or suspected exposure to the communicable disease because the presence in the community of a family member in need of care by a staff member would jeopardize the health of others; or

(c) Results in the recommendation of a health care provider or public health authority, that a family member in need of care by a staff member voluntarily undergo self-quarantine as a result of suspected exposure to a communicable disease because the presence in the community of that family member in need of care by a staff member, would jeopardize the health of others.

3. Staff Member Eligibility

a. NJFLA leave may be taken for up to twelve weeks within any twenty-four month period. The NJFLA leave shall be unpaid with benefits subject to contributions required to be made by the staff member.

b. A staff member is eligible for NJFLA leave if a staff member is employed by the same Board for three ~~twelve~~ months or more, and has worked 250 ~~1,000~~ or more base hours during the preceding twelve month period.

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c. The method to determine the twenty-four month period in which the twelve weeks of NJFLA leave entitlement occurs shall be a "rolling" twenty-four month period measured backward from the date a staff member uses any leave under NJFLA.

d. This Policy shall serve as notice to all staff members of the method chosen in A.3.c. above. This method shall be applied consistently and uniformly to all staff members.

(1) If the Board transitions to another method, the Board is required to give at least sixty days' notice to all staff members and the transition must take place in such a way that staff members retain their full benefit of twelve weeks of NJFLA leave under whichever method affords the greatest benefit to a staff member.

e. The Board shall grant NJFLA leave to more than one staff member from the same family (for example, a husband and a wife, or a brother and a sister) at the same time, provided such staff members are otherwise eligible for NJFLA leave.

f. The fact that a holiday may occur within the week taken by a staff member as NJFLA leave has no effect and the week is counted as a week of NJFLA leave.

(1) However, if a staff member is out on NJFLA leave and the staff member is not regularly scheduled to work for one or more weeks, the weeks the staff member is not regularly scheduled to work do not count against their NJFLA leave entitlement.

4. Types of NJFLA Leave

a. Staff members are required to provide notice in writing for any NJFLA leave requested. In emergent circumstances, a staff member may provide the Board with oral notice when written notice is impracticable.

(1) Staff members must provide the Board written notice after submitting oral notice in emergent circumstances.

b. Consecutive NJFLA leave is NJFLA leave that is taken without interruption based upon a staff member's regular work schedule and does not include breaks in employment in which a staff member is not regularly scheduled to work.

(1) A staff member must provide the Board with notice of consecutive NJFLA leave no later than thirty days prior to the commencement of consecutive NJFLA leave, except where emergent circumstances warrant shorter notice.

(2) A staff member shall provide the Board with certification pursuant to A.5. below.

c. Intermittent NJFLA leave is NJFLA leave due to a single qualifying reason, taken in separate periods of time, broken up by periods in which the staff member returns to work.

(1) A staff member is entitled to take NJFLA leave intermittently for the birth of a child of the staff member, including a child born pursuant to a valid written agreement between the staff member and a gestational carrier or the placement of a child into foster care with the staff member or in connection with adoption of such child by the staff member.

(a) The staff member shall provide the Board with prior notice of not less than fifteen calendar days before the first day on which NJFLI benefits are paid for the intermittent NJFLA leave, unless an emergency or other unforeseen circumstance precludes prior notice.

(b) The staff member shall make a reasonable effort to schedule the intermittent NJFLA leave so as not to unduly disrupt the operations of the Board and, if possible, provide the Board, prior to the commencement of intermittent NJFLA leave, with a regular schedule of the days or days of the week on which the intermittent NJFLA leave will be taken.

(c) A staff member shall provide the Board with certification for intermittent NJFLA leave pursuant to A.5.b. below.

(2) The staff member is entitled to take intermittent NJFLA leave for the serious health condition of a family member of the staff member when medically necessary if:

(a) The total time which the intermittent NJFLA leave is taken does not exceed twelve

months if taken in connection with a single serious health condition. If the intermittent NJFLA leave is taken in connection with more than one serious health condition, the intermittent NJFLA leave must be taken within a consecutive twenty-four month period or until such time the twelve week NJFLA leave is exhausted, whichever is shorter;

(b) The staff member provides the Board with prior notice of not less than fifteen calendar days before the first day on which benefits are paid for the intermittent NJFLA leave.

(i) The staff member may provide notice less than fifteen days prior to the intermittent NJFLA leave if an emergency or other unforeseen circumstance precludes prior notice;

(c) The staff member makes a reasonable effort to schedule the intermittent NJFLA leave so as not to unduly disrupt the operations of the school district and, if possible, provide the school district, prior to the commencement of intermittent NJFLA leave, with a regular schedule of the days or days of the week on which the intermittent NJFLA leave will be taken; and

(d) The staff member provides the Board with a copy of the certification outlined in A.5.c. below.

(3) In the case of NJFLA leave taken due to an epidemic of a communicable disease, a known or suspected exposure to the communicable disease, or efforts to prevent spread of the communicable disease, the NJFLA leave may only be taken intermittently if:

(a) The staff member provides the Board with prior notice of the intermittent NJFLA leave as soon as practicable;

(b) The staff member makes a reasonable effort to schedule the NJFLA leave so as not to unduly disrupt the operations of the school district and, if possible, provide the school district prior to the commencement of the intermittent NJFLA leave, with a regular schedule of the day or days of the week on which the intermittent NJFLA leave will be taken; and

(c) A staff member provides the Board with a copy of the certification outlined in A.5.d. below.

(4) Intermittent leave taken on a reduced leave schedule is NJFLA leave due to a single qualifying reason, that is scheduled for fewer than a staff member's usual number of hours worked per workweek, but not for fewer than a staff member's usual number of hours worked per workday and may only be taken to care for the serious health condition of a family member of a staff member when medically necessary, except that:

(a) A staff member shall not be entitled to intermittent NJFLA leave on a reduced leave schedule for a period exceeding twelve consecutive months for any one period of NJFLA leave;

(b) The staff member must provide the Board with prior notice of the intermittent NJFLA leave on a reduced leave schedule as soon as practicable;

(c) A staff member shall make a reasonable effort to schedule intermittent NJFLA leave on a reduced leave schedule so as not to disrupt unduly the operations of the school district. A staff member shall provide the school district with prior notice of the care, medical treatment, or continuing supervision by a health care provider necessary due to a serious health condition of a family member, in a manner which is reasonable and practicable; and

(d) A staff member must provide the Board with a copy of the certification outlined in A.5.c. below.

d. NJFLA leave taken because of the birth or placement for adoption of a child of the staff member may commence at any time within a year after the date of the foster care placement, birth, or placement for adoption.

e. A staff member shall not, during any period of NJFLA leave, perform services on a full-time basis for any person for whom a staff member did not provide those services immediately prior to commencement of the NJFLA leave.

(1) A staff member on NJFLA leave may not engage in other full-time employment during the term of the NJFLA leave, unless such employment commenced prior to the NJFLA leave and is not otherwise prohibited by law.

(2) During the term of NJFLA leave a staff member may commence part-time employment which shall not exceed half the regularly scheduled hours worked for the Board from whom a staff member requested NJFLA leave. A staff member may continue part-time employment which commenced prior to a staff member's NJFLA leave, at the same number of hours that a staff member was regularly scheduled prior to such NJFLA leave.



(3) The Board may not maintain a policy or practice which prohibits part-time employment during the course of a NJFLA leave.

5. Certification

a. The Board shall require a staff member who requests NJFLA leave to sign a form of certification established by the Board attesting that such staff member is taking NJFLA leave in accordance with the law.

(1) The Board may not require a staff member to sign or otherwise submit a form of certification attesting to additional facts, including a staff member's eligibility for NJFLA leave.

(2) The Board may subject a staff member to reasonable disciplinary measures, depending on the circumstances, when a staff member intentionally misrepresents the reason that such staff member is taking NJFLA leave.

(3) The form of certification established by the Board shall contain a statement warning a staff member of the consequences of refusing to sign the certification or falsely certifying. Any staff member who refuses to sign the certification established by the Board may be denied the requested NJFLA leave.

(4) The Board requires that any period of NJFLA leave be supported by certification issued by a health care provider.

b. Where the certification, issued by the health care provider, is for the birth of a child of a staff member, including a child born pursuant to a valid written agreement between the staff member and a gestational carrier or the placement of a child into foster care with the staff member or in connection with adoption of such child by the staff

member, the certification need only state the date of birth or date of placement, whichever is appropriate.

c. Any period of NJFLA leave for the serious health condition of a family member of a staff member shall be supported by certification provided by a health care provider. The certification shall be sufficient if it states:

(1) The date, if known, on which the serious health condition commenced;

(2) The probable duration of the condition;

(3) The medical facts within the knowledge of the provider of the certification regarding the condition;

(4) The serious health condition warrants the participation of the staff member in providing health care to the family member, as provided in the "Family Leave Act," P.L. 1989, c.261 (C.34:11B-1 et seq.) and regulations adopted pursuant to the NJFLA;

(5) An estimate of the amount of time the staff member is needed for participation in the care of the family member;

(6) If the NJFLA leave is intermittent, a statement of the medical necessity for the intermittent NJFLA leave and the expected duration of the intermittent NJFLA leave; and

(7) If NJFLA leave is intermittent and for planned medical treatment, the dates of the treatment.

d. In any case in which the Board has reason to doubt the validity of the certification provided pursuant to A.5.c. above, the Board may require, at its own expense, that a staff member obtain an opinion regarding the serious health condition from a second health care provider designated or approved, but not employed on a regular basis, by the



Board. If the second opinion differs from the certification provided pursuant to A.5.c. above, the Board may require, at its own expense, that a staff member obtain the opinion of a third health care provider designated or approved jointly by the Board and a staff member concerning the serious health condition. The opinion of the third health care provider shall be considered to be final and shall be binding on the Board and a staff member.

e. Where the certification is for an epidemic of a communicable disease, a known or suspected exposure to the communicable disease, or efforts to prevent the spread of the communicable disease, the certification shall be sufficient if it includes:

(1) For NJFLA leave taken to provide in-home care or treatment of a child due to the closure of the school or place of care of the child of a staff member, by order of a public official due to the epidemic or other public health emergency, the date on which the closure of the school or place of care of the child of a staff member commenced and the reason for such closure;

(2) For NJFLA leave taken due to a public health authority's issuance of a determination requiring or imposing responsive or prophylactic measures as a result of illness caused by an epidemic of a communicable disease or known or suspected exposure to the communicable disease because the presence in the community of a family member in need of care by a staff member would jeopardize the health of others, the date of issuance of the determination, and the probable duration of the determination; or

(3) For NJFLA leave taken because a health care provider or public health authority recommends that a family member in need of care by a staff member voluntarily undergo self-quarantine as a result of suspected exposure to a communicable disease

because the presence in the community of that family member in need of care by a staff member would jeopardize the health of others, the date of the recommendation, the probable duration of the condition, and the medical or other facts within the health care provider or public health authority's knowledge regarding the condition.

f. The Board shall not use the certification requirements as outlined in A.5. to intimidate, harass, or otherwise discourage a staff member from requesting or taking NJFLA leave or asserting any of a staff member's rights to NJFLA leave.

6. Denial or Exemption of NJFLA Leave

a. Denial of NJFLA Leave

(1) The Board may deny NJFLA leave to a staff member if:

(a) A staff member is a salaried staff member who is among the highest paid 5% of the Board's staff members or the seven highest paid staff members of the Board, whichever is greater;

(b) The denial is necessary to prevent substantial and grievous economic injury to the Board's operations; and

(c) The Board notifies a staff member of its intent to deny the NJFLA leave at the time the Board determines that the denial is necessary.

(2) The provisions of A.6.a.(1) above shall not apply when, in the event of a state of emergency declared by the Governor of New Jersey or when indicated to be needed by the Commissioner of Health – New Jersey Department of Health or other public health

authority, the NJFLA leave is for an epidemic of a communicable disease, a known or suspected exposure to a communicable disease, or efforts to prevent spread of a communicable disease.

(3) In any case in which NJFLA leave has already commenced at the time of the notification pursuant to A.6.a.(1)(c) above, a staff member shall return to work within ten working days of the date of notification.

7. Reinstatement from NJFLA Leave

a. Upon the expiration of a NJFLA leave, a staff member shall be restored to the position such staff member held immediately prior to the commencement of the NJFLA leave. If such position has been filled, the Board shall reinstate such staff member to an equivalent position of like seniority, status, employment benefits, pay, and other terms and conditions of employment.

b. If, during NJFLA leave, the Board experiences a reduction in force or layoff and a staff member would have lost their position had a staff member not been on NJFLA leave, as a result of the reduction in force or pursuant to the good faith operation of a bona fide layoff and recall system including a system under a collective bargaining agreement where applicable, a staff member shall not be entitled to reinstatement to the former or an equivalent position. A staff member shall retain all rights under any applicable layoff and recall system, including a system under a collective bargaining agreement, as if a staff member had not taken the NJFLA leave.

8. Notice to Staff Members

a. The Board shall display the official Family Leave Act poster of the Division on Civil Rights in the New Jersey Department of Law and Public Safety (Division) in accordance with N.J.A.C. 13:8-2.2. The poster is available for printing from the Division's website.



b. Access to and/or distribution of this Policy shall serve as school district notice to staff members of their rights pursuant to N.J.A.C. 13:14-1.14.

9. Local Board of Education Practices

a. Accrued Paid NJFLA Leave

(1) Whether a staff member is required to use any other accrued leave time concurrent with NJFLA leave time will depend upon either the school district's practice or a provision in a collective bargaining agreement, if applicable.

(a) Sick leave may only be used concurrently with the NJFLA leave in accordance with the provisions of N.J.S.A. 18A:30-1 and N.J.S.A. 34:11B-3.

b. Multiple Leaves of Absence

(1) Where a Board maintains leaves of absence which provide benefits, other than health benefits, that differ depending upon the type of leave taken, the Board shall provide those benefits to a staff member on NJFLA leave in the same manner as it provides benefits to staff members who are granted other leaves of absence which most closely resemble NJFLA leave.

10. New Jersey Family Leave Insurance Program (NJFLI)

a. Board of Education staff members are eligible to apply for benefits under the NJFLI Program administered by the State of New Jersey Department of Labor and Workforce Development.

b. All applications for benefits under the NJFLI Program must be filed directly with the State of New Jersey Department of Labor and Workforce Development. The eligibility



requirements, wage requirements, benefit duration and amounts, and benefit limitations shall be in accordance with the provisions of the NJFLI Program as administered by the State of New Jersey Department of Labor and Workforce Development. A formal appeal may be submitted to the State of New Jersey Department of Labor and Workforce Development if an employee or the Board disagrees with a determination on a claim.

c. The NJFLI Program provides eligible individuals a monetary benefit and not a leave benefit. The school district administrative and related staff will comply with the State of New Jersey Department of Labor and Workforce Development requests for information in accordance with the provisions of N.J.A.C. 12:21-3.9.

d. A printed notification of staff members' rights relative to the receipt of benefits under the NJFLI Program will be posted in each of the school district worksites and in a place or places accessible to all employees at the worksite.

e. Each staff member shall receive a copy of this notification in writing at the time of the staff member's hiring, whenever the staff member provides written notice to the Superintendent of their intention to apply for benefits under the NJFLI Program, or at any time upon the first request of the staff member.

(1) The written notification may be transmitted to the staff member in electronic form.

(2) Access to and/or distribution of this Policy shall serve as school district notice to staff members of their rights under the NJFLI Program.

B. Federal Family and Medical Leave Act

1. Definitions Relative to Federal Family and Medical Leave Act

"Covered Employer" means any public or private elementary or secondary school(s) regardless of the number of employees employed.

"Employee" means a staff member eligible for family and medical leave in accordance with the Federal Family and Medical Leave Act (FMLA).

"Hours of Service" means hours actually worked by the employee. It does not mean hours paid. Thus, non-working time – such as vacations, holidays, furloughs, sick leave, or other time-off (paid or otherwise) – does not count for purposes of calculating FMLA eligibility for the employee.

"Parent" means a biological, adoptive, step, or foster father or mother, or any other individual who stood in loco parentis to a staff member when a staff member has a son or daughter as defined below. This term does not include parents "in law."

"Serious health condition" means an illness, injury, impairment, or physical or mental condition that involves inpatient care in a hospital, hospice, or residential medical facility or continuing treatment by a health care provider. "Serious health condition" may include treatment of substance abuse pursuant to
29 CFR §825.119.

"Son" or "daughter" means a biological, adopted, or foster child, stepchild, a legal ward, or a child of a person standing in loco parentis, who is either under age eighteen or age eighteen or older and incapable of self-care because of a mental or physical disability at the time that FMLA leave is to commence.

"Spouse" means a husband or wife. For purposes of this definition, husband or wife refers to the other person with whom an individual entered into marriage as defined or recognized under State law in the State in which the marriage was entered into or, in the case of a marriage entered into outside of any State, if the marriage is valid in the place where entered into and could have been entered into in at least one State. This definition includes an individual in a same-sex marriage or common law marriage.

"Week" or "Workweek" means the number of days a staff member normally works each calendar week.

2. Qualifying Reasons for FMLA Leave

   a. A staff member may take FMLA leave to provide care made necessary:

      (1) For the birth of a son or daughter of a staff member and in order to care for such son or daughter;

      (2) For the placement of a son or daughter with a staff member for adoption or foster care;

      (3) In order to care for the spouse, son, daughter, or parent of a staff member if such spouse, son, daughter, or parent has a serious health condition;

      (4) For a serious health condition that makes a staff member unable to perform the functions of the position of such staff member.

   b. FMLA leave taken in relation to military service shall be in accordance with 29 CFR §825.112.

   c. Entitlement to FMLA leave taken for the birth of a son or daughter or placement of a son or daughter with a staff member for adoption or foster care shall expire at the end of the twelve month period beginning on the date of such birth or placement.

3. Staff Member Eligibility

   a. A staff member is eligible for up to twelve weeks of FMLA leave in a twelve month period.

   b. A staff member shall become eligible for FMLA leave after the staff member has been employed at least twelve months by the Board and employed for at least 1,250 hours of service during the twelve month period immediately preceding the commencement of the FMLA leave.

(1) The twelve months a staff member must have been employed need not be consecutive months pursuant to 29 CFR §825.110(b).

(2) The minimum 1,250 hours of service shall be determined according to the principles established under the Fair Labor Standards Act (FLSA) for determining compensable hours of work pursuant to 29 CFR §785.

(3) The Board shall not provide pay for FMLA leave.

c. The method to determine the twelve month period in which the twelve weeks of FMLA leave entitlement occurs will be a "rolling" twelve month period measured backward from the date a staff member uses any FMLA leave.

d. Pursuant to 29 CFR §825.201, a husband and wife both employed by the Board are limited to a combined total of twelve weeks of FMLA leave during the twelve month period if the FMLA leave is taken for the birth of a son or daughter of a staff member or to care for such son or daughter after birth; for placement of a son or daughter with a staff member for adoption or foster care or in order to care for the son or daughter after placement; or to care for a staff member's parent with a serious health condition.

4. Types of FMLA leave

a. Continuous FMLA leave is taken by staff members for a continuous period of time. Such FMLA leave is not broken up by a period of work and is continuous when a staff member is absent for three consecutive working days or more. Continuous FMLA leave may be taken for any qualifying reason.

b. Intermittent FMLA leave is FMLA leave taken in separate blocks of time due to a single qualifying reason. A reduced FMLA leave schedule is a FMLA leave schedule that reduces a staff member's usual number of working hours per workweek, or hours per workday. A reduced FMLA



leave schedule is a change in a staff member's schedule for a period of time, normally from full-time to part-time.

(1) Intermittent or reduced FMLA leave may be taken for the following qualifying reasons:

(a) For the serious health condition of the staff member or to care for a parent, son, or daughter with a serious health condition.

(i) For intermittent FMLA leave or FMLA leave on a reduced FMLA leave schedule taken for the reason outlined in B.4.b.(1)(a) above there must be a medical need for FMLA leave and it must be that such medical need can be best accommodated through an intermittent or reduced FMLA leave schedule.

(ii) The treatment regimen and other information described in the certification of a serious health condition and in the certification of a serious injury or illness, shall address the medical necessity of intermittent FMLA leave or FMLA leave on a reduced FMLA leave schedule.

(iii) Intermittent FMLA leave may be taken for a serious health condition of a parent, son, or daughter, for a staff member's own serious health condition, which requires treatment by a health care provider periodically, rather than for one continuous period of time, and may include FMLA leave of periods from an hour or more to several weeks.

(b) For planned and/or unanticipated medical treatment of a serious health condition when medically necessary.

(c) To provide care or psychological comfort to a covered family member with a serious health condition when medically necessary.

(d) For absences where a staff member or family member is incapacitated or unable to perform the essential functions of the position because of a chronic serious health condition even if he or she does not receive treatment by a health care provider.

(e) For FMLA leave taken after the birth of a healthy child or placement of a healthy child for adoption or foster care, only if the Board agrees.

(i) The Board's agreement is not required; however, for FMLA leave during which the mother has a serious health condition in connection with the birth of her child or if the newborn child has a serious health condition.

(2) If a staff member needs FMLA leave intermittently or on a reduced FMLA leave schedule for planned medical treatment, then a staff member must make a reasonable effort to schedule the treatment so as not to disrupt unduly the Board's operations.

(3) When a staff member takes FMLA leave on an intermittent or reduced FMLA leave schedule basis, the Board must account for the FMLA leave using an increment no greater than the shortest period of time that the Board uses to account for use of other forms of leave provided that it is not greater than one hour and provided further that a staff member's

FMLA leave entitlement may not be reduced by more than the amount of FMLA leave actually taken.

(a) If the Board accounts for use of leave in varying increments at different times of the day or shift, the Board may not account for FMLA leave in a larger increment than the shortest period used to account for other leave during the period in which the FMLA leave is taken.

(b) If the Board accounts for other forms of leave use in increments greater than one hour, the Board must account for FMLA leave use in increments no greater than one hour.

5. Staff Member Notice Requirements

a. A staff member eligible for FMLA leave must give at least a thirty day written advance notice to the Superintendent or designee if the need for the FMLA leave is foreseeable based on an expected birth, placement for adoption or foster care, or planned medical treatment for a serious health condition of a staff member or a family member.

(1) If thirty days is not practical, a staff member must provide notice "as soon as practicable" which means as soon as both possible and practical, taking into account all the facts and circumstances in the individual case.

(2) Where it is not possible to give as much as thirty days' notice, "as soon as practical" ordinarily would mean at least verbal notification to the Superintendent or designee within one or two business days or when the need for FMLA leave becomes known to a staff member.

(3) The written notice shall include the reasons for the FMLA leave, the anticipated duration of the FMLA leave, and the anticipated start of the FMLA leave.

(4) When planning medical treatment, a staff member must consult with the Superintendent or designee and make a reasonable effort to schedule the FMLA leave so as not to unduly disrupt the educational program, subject to the approval of the health care provider.

(a) Staff members are ordinarily expected to consult with the Superintendent or designee prior to scheduling of treatment that would require FMLA leave for a schedule that best suits the needs of the Board and a staff member.

(5) Intermittent FMLA leave or FMLA leave on a reduced FMLA leave schedule must be medically necessary due to a serious health condition or a serious injury or illness. A staff member shall advise the Board of the reasons why the intermittent/reduced FMLA leave schedule is necessary and of the schedule for treatment, if applicable.

(a) A staff member and the Board shall attempt to work out a schedule for such FMLA leave that meets a staff member's needs without unduly disrupting the Board's operations, subject to the approval of the health care provider.

(6) Where a staff member does not comply with the Board's usual notice and procedural requirements, and no unusual circumstances justify the failure to comply, FMLA-protected leave may be delayed or denied.

b. When the approximate timing of the need for FMLA leave is not foreseeable, a staff member should give notice to the Superintendent or designee for FMLA leave as soon as practicable under the facts and circumstances of the particular case.

(1) It is expected a staff member will give notice to the Superintendent or designee within no more than one or two business days of learning of the need for FMLA leave, except in extraordinary circumstances where such notice is not foreseeable.

(2) A staff member should provide notice to the Board either in person, by telephone, telegraph, fax machine, email, or other electronic means.

6. Outside Employment During FMLA Leave

a. A staff member during any period of FMLA leave is prohibited from performing any services on a full-time basis for any person for whom a staff member did not provide services immediately prior to commencement of the FMLA leave.

(1) A staff member using FMLA leave may commence part-time employment that shall not exceed half the regularly scheduled hours worked for the Board.

(2) A staff member may continue the part-time employment that commenced prior to the FMLA leave at the same number of hours that a staff member was regularly scheduled prior to such FMLA leave.

7. "Instructional Employees" Exceptions for FMLA Leave

a. "Instructional Employees" are those staff members whose principal function is to teach and instruct students in class, a small group, or in an individual setting. This term includes teachers, athletic coaches, driving instructors, and



special education assistants, such as signers for the hearing impaired.

(1) Teacher assistants or aides who do not have as their principal job actual teaching or instructing, guidance counselors, child study team members, curriculum specialists, cafeteria workers, maintenance workers, and/or bus drivers are not considered instructional staff members for the purposes of this Policy.

(2) For purposes of this Policy "Instructional Employees" shall be referred to as "Instructional Staff Members".

b. "Semester" means the school semester that typically ends near the end of the calendar year and the end of the spring each school year. The Board can have no more than two semesters in a school year.

c. FMLA leave taken at the end of the school year and continues into the beginning of the next school year is considered consecutive FMLA leave.

d. Eligible instructional staff members that need intermittent or reduced FMLA leave to care for a family member or for a staff member's own serious health condition which is foreseeable based on planned medical treatment and would be on FMLA leave more than twenty percent of the total number of working days over the period the FMLA leave would extend, the Board may:

(1) Require a staff member to take the FMLA leave for a period or periods of a particular duration, not greater than the duration of the planned treatment; or

(2) Transfer a staff member temporarily to an available alternative position for which a staff member is qualified, which has equivalent pay and benefits and which better accommodates recurring periods of

FMLA leave than does a staff member's regular position.

e. If the instructional staff member does not give the required notice for FMLA leave that is foreseeable and desires the FMLA leave to be taken intermittently or on a reduced FMLA leave schedule, the Board may require a staff member to take FMLA leave of a particular duration, or to transfer temporarily to an alternative position. Alternatively, the Board may require a staff member to delay taking the FMLA leave until the notice provision is met.

f. If an instructional staff member begins FMLA leave more than five weeks before the end of the school year, the Board may require a staff member to continue taking FMLA leave until the end of the semester if:

(1) The FMLA leave will last three weeks; and

(2) A staff member would return to work during the three-week period before the end of the semester.

g. If an instructional staff member begins FMLA leave for a purpose other than a staff member's own serious health condition during the five week period before the end of the semester, the Board may require a staff member to continue taking FMLA leave until the end of the semester if:

(1) The FMLA leave will last more than two weeks; and

(2) The staff member would return to work during the two week period before the end of the semester.

h. If an instructional staff member begins FMLA leave for a purpose other than a staff member's own serious health condition during the three week period before the end of a semester, the Board may require a staff member to continue taking FMLA leave until the end of the semester if the FMLA leave will last more than five working days.

i. An example of FMLA leave falling within the situations outlines in B.7.f., B.7.g., and B.7.h. above:

(1) If a staff member plans two weeks of FMLA leave to care for a family member which will begin three weeks before the end of the term, the Board could require a staff member to stay out on FMLA leave until the end of the term.

j. In the case of a staff member who is required to take FMLA leave until the end of an academic term, only the period of FMLA leave until a staff member is ready and able to return to work shall be charged against a staff member's FMLA leave entitlement.

k. The Board may require a staff member to stay on FMLA leave until the end of the school term. Any additional leave required by the Board to the end of the school term is not counted as FMLA leave; however:

(1) The Board shall be required to maintain a staff member's group health insurance; and

(2) The Board shall be required to restore a staff member to the same or equivalent job including other benefits at the conclusion of the leave.

8. FMLA Leave Related to Military Service

a. Definitions for FMLA related to military service shall be in accordance with 29 CFR §§825.122; .126; .127; and .310.

b. The foreign deployment of the staff member's spouse, child, or parent in accordance with 29 CFR §§825.122 and .126:

(1) The district must grant an eligible staff member up to twelve work weeks of unpaid, job-protected FMLA leave during any twelve month period for qualifying exigencies that arise when the staff

member's spouse, child, or parent is on covered active duty, or has been notified of an impending call or order to covered active duty.

c. Military caregiver FMLA leave provides care for a covered servicemember with a serious injury or illness in accordance with 29 CFR §§825.122 and .127:

(1) The district must grant up to a total of twenty-six workweeks of unpaid, job-protected FMLA leave during a "single twelve month period" to care for a covered servicemember with a serious injury or illness.

9. Verification

a. The Board shall require that a staff member's FMLA leave to care for a staff member's covered family member with a serious health condition, or due to a staff member's own serious health condition that makes a staff member unable to perform one or more of the essential functions of a staff member's position, be supported by a certification issued by the health care provider of a staff member or a staff member's family member.

(1) The Board must give written notice of a requirement for certification each time a certification is required. The Board's oral request to a staff member to furnish any subsequent certification is sufficient.

b. The Board shall require a staff member furnish certification at the time a staff member gives notice of the need for FMLA leave or within five business days thereafter, or, in the case of unforeseen FMLA leave, within five business days after the FMLA leave commences.

(1) The Board may request certification at some later date if the Board later has reason to question the appropriateness of the FMLA leave or its duration.

(2) A staff member must provide the requested certification to the Board within fifteen calendar days after the Board's request, unless it is not practicable under the particular circumstances to do so despite a staff member's diligent, good faith efforts or the Board provides more than fifteen calendar days to return the requested certification.

c. When FMLA leave is taken because of a staff member's own serious health condition, or the serious health condition of a family member, the Board shall require a staff member to obtain a medical certification from a health care provider that sets forth the following information:

(1) The name, address, telephone number, and fax number of the health care provider and type of medical practice/specialization;

(2) The approximate date on which the serious health condition commenced, and its probable duration;

(3) A statement or description of appropriate medical facts regarding the patient's health condition for which FMLA leave is requested. The medical facts must be sufficient to support the need for FMLA leave.

(a) Such medical facts may include information on symptoms, diagnosis, hospitalization, doctor visits, whether medication has been prescribed, any referrals for evaluation or treatment (physical therapy, for example), or any other regimen of continuing treatment;

(4) If a staff member is the patient, information sufficient to establish that a staff member cannot perform the essential functions of a staff member's job as well as the nature of any other work restrictions, and the likely duration of such inability;

(5) If the patient is a covered family member with a serious health condition, information sufficient to establish that the family member is in need of care, and an estimate of the frequency and duration of the FMLA leave required to care for the family member;

(6) If a staff member requests FMLA leave on an intermittent or reduced schedule basis for planned medical treatment of a staff member's or a covered family member's serious health condition, information sufficient to establish the medical necessity for such intermittent or reduced schedule FMLA leave and an estimate of the dates and duration of such treatments and any periods of recovery;

(7) If a staff member requests FMLA leave on an intermittent or reduced schedule basis for a staff member's serious health condition, including pregnancy, that may result in unforeseeable episodes of incapacity, information sufficient to establish the medical necessity for such intermittent or reduced schedule FMLA leave and an estimate of the frequency and duration of the episodes of incapacity; and

(8) If a staff member requests FMLA leave on an intermittent or reduced schedule basis to care for a covered family member with a serious health condition, a statement that such FMLA leave is medically necessary to care for the family member, which can include assisting in the family member's recovery, and an estimate of the frequency and duration of the required FMLA leave.

d. A staff member may choose to comply with the certification requirement by providing the Board with an authorization, release, or waiver allowing the Board to communicate directly with the health care provider of a staff member or his or her covered family member.

(1) It is a staff member's responsibility to provide the Board with complete and sufficient certification and failure to do so may result in the denial of FMLA leave.

e. If the Board has reason to doubt the validity of a medical certification, the Board may require a staff member to obtain a second opinion at the Board's expense.

(1) The Board may designate the health care provider to furnish the second opinion, but the selected health care provider may not be employed on a regular basis by the Board.

f. If the opinions of a staff member's and the Board's designated health care providers differ, the Board may require a staff member to obtain certification from a third health care provider, again at the Board's expense. This third opinion shall be final and binding. The third health care provider must be designated or approved jointly by the Board and the staff member.

10. Reinstatement Following FMLA Leave

a. On return from FMLA leave a staff member is entitled to be returned to the same position a staff member held when FMLA leave commenced, or to an equivalent position with equivalent benefits, pay, and other terms and conditions of employment.

(1) A staff member is entitled to such reinstatement even if a staff member has been replaced or his or her position has been restructured to accommodate for a staff member’s absence.

(2) The requirement that a staff member be restored to the same or equivalent job with the same or equivalent pay, benefits, and terms and conditions of employment does not extend to de minimis, intangible, or unmeasurable aspects of the job.

b. Denial of Reinstatement

(1) A staff member has no greater right to reinstatement or to other benefits and conditions of employment that if a staff member had been continuously employed during the FMLA leave period.

(a) The Board must be able to show that a staff member would not otherwise have been employed at the time reinstatement is requested in order to deny restoration to employment.

(2) The Board may deny job restoration to "key employees", if such denial is necessary to prevent substantial and grievous economic injury to the operations of the Board.

(a) A "key employee" is a salaried FMLA-eligible staff member who is among the highest paid ten percent of all staff members employed by the Board within seventy-five miles of a staff member's worksite.

(3) If a staff member is unable to perform an essential function of the position because of a physical or mental condition, including the continuation of a serious health condition or an injury or illness also covered by workers' compensation, a staff member has no right to restoration to another position under the FMLA.

(a) The Board's obligation may; however, be governed by the Americans with Disabilities Act, State leave law, or workers' compensation laws.

(4) A staff member who fraudulently obtains FMLA leave from the Board is not protected by FMLA's

job restoration or maintenance of health benefits provisions.

c. Intent to Return to Work

(1) The Board may require a staff member on FMLA leave to report periodically on a staff member's status and intent to return to work.

d. Fitness for Duty Certification

(1) As a condition of restoring a staff member whose FMLA leave was a result of a staff member's own serious health condition that made a staff member unable to perform a staff member's job, the Board shall require all similarly-situated staff members (i.e., same occupation, same serious health condition) who take FMLA leave for such conditions to obtain and present certification from a staff member's health care provider that a staff member is able to resume work.

(2) A staff member has the same obligations to participate and cooperate in the fitness-for-duty certification process as in the initial certification process.

11. The Board of Education Notice

a. Notice of Staff Member Rights Under FMLA

(1) The Board shall post and keep posted on its premises, in conspicuous places where staff members are employed, a notice explaining the FMLA's provisions and providing information concerning the procedures for filing complaints of violations of the FMLA with the Wage and Hour Division.

(a) The notice will be posted prominently where it can be readily seen by staff members and applicants for employment.

(b) The poster and the text will be large enough to be easily read and contain fully legible text.

(c) Electronic posting is sufficient to meet this posting requirement as long as it otherwise meets the requirements of B.11.

(2) The Board shall also provide this general notice to each staff member by including the notice in staff members' handbooks or other written guidance to staff members concerning staff member benefits or FMLA leave rights, if such written materials exist, or by distributing a copy of the general notice to each new staff member upon hiring. In either case, distribution may be accomplished electronically.

(3) Access to and/or distribution of this Policy shall serve as school district notice to staff members of their rights pursuant to 29 CFR §825 et seq.

b. Eligibility Notice

(1) When a staff member requests FMLA leave, or when the Board acquires knowledge that a staff member's FMLA leave may be for an FMLA-qualifying reason, the Board must notify the staff member of the staff member's eligibility to take FMLA leave within five business days, absent extenuating circumstances.

c. Designation Notice

(1) The Board is responsible in all circumstances for designating leave as FMLA-qualifying, and for giving notice of the designation to a staff member. The Board must notify a staff member whether the

leave will be designated and will be counted as FMLA leave within five business days absent extenuating circumstances.

(2) If the Board requires paid leave to be substituted for unpaid FMLA leave, or that paid leave taken under an existing leave plan be counted as FMLA leave, the Board must inform a staff member of this designation at the time of designating the FMLA leave.

12. Local Board of Education Practices

a. Substitution of Paid Leave

(1) Whether a staff member is required to use sick time or any other accrued leave time concurrent with FMLA leave time will depend upon either the district's practice or a provision in the district's collective bargaining agreement, if applicable.

b. Maintenance of Staff Member Benefits

(1) The Board must maintain a staff member's coverage under any group health plan on the same conditions as coverage would have been provided if a staff member had been continuously employed during the entire FMLA leave period.

C. Shared Provisions

1. Interference with Family Leave Rights

The NJFLA and the FMLA prohibit interference with a staff member's rights under the law, and with legal proceedings or inquiries relating to a staff member's rights. Unless permitted by the law, no staff member shall be required to take family leave or to extend family leave beyond the time requested. A staff member shall not be discriminated against for having exercised his/her rights under the NJFLA and the FMLA nor discouraged from the use of family leave.

2. Non-Tenured Teaching Staff

   Family leave granted to a nontenured staff member cannot extend a staff member's employment beyond the expiration of his/her employment contract.

3. Record Keeping

   The Superintendent or designee shall ensure the keeping of accurate attendance records that distinguish family leave from other kinds of leave so a staff member's entitlement to NJFLA leave and FMLA leave can be properly determined.

4. Processing of Complaints

   a. New Jersey Family Leave Act

      (1) Any complaint alleging a violation of the NJFLA shall be processed in the same manner as a complaint filed under the terms of N.J.S.A. 10:5-1 et seq. and N.J.A.C. 13:4 through the New Jersey Department of Law and Public Safety, Division on Civil Rights.

   b. Federal Family and Medical Leave Act (FMLA)

      (1) If there is a dispute between the Board and a staff member as to whether leave qualifies as FMLA leave, it should be resolved through discussion between the staff member and the Superintendent or designee. Such discussions and the decision shall be documented by the Superintendent or designee.

      (2) A staff member also may file, or have another person file on his/her behalf, a complaint with the United States Secretary of Labor. A complaint may be filed in person, by mail, or by telephone with the Wage and Hour Division, Employment Standards

Administration, U.S. Department of Labor, at any local office of the Wage and Hour Division.

(3) This Policy 1643 shall be posted on the school district website, in a manner accessible to all staff members and a hard copy shall be provided to all staff members annually prior to the beginning of the school year and upon initial employment in the school district during the school year.

29 CFR §825 et seq.
29 CFR §785
N.J.S.A. 10:5-1;
N.J.S.A. 34:11B et seq.
N.J.A.C. 13:14-1 et seq.

Adopted: 15 December 2022
-Revised: 24 September 2026

2200 CURRICULUM ~~CONTENT~~

In accordance with N.J.A.C. 6A:8-3.1, the Board of Education shall ensure curriculum and instruction are designed and delivered in such a way that all students are able to demonstrate the knowledge and skills specified by the New Jersey Student Learning Standards (NJSLS). The Board also shall ensure that appropriate instructional adaptations are designed and delivered for students with disabilities, for multilingual learners (ML), for students enrolled in alternative education programs, and for students identified as gifted and talented.

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The words and terms used in this Policy shall have the meanings as defined in N.J.A.C. 6A:8-1.3.

The Board shall encourage the active involvement of representatives from the community, including representatives from the local workforce and higher education, in the development of educational programs aligned with the NJSLS. The Board shall make all approved curriculum pacing guides and citations for core instructional materials publicly available pursuant to N.J.A.C. 6A:8-3.1(a)3.

The Board shall be responsible for the progress of all students in developing the knowledge and skills specified by the NJSLS, including all content areas not currently included in the Statewide assessment program.

The Board shall be responsible for the delivery of educational programs at all grade levels in the district using a coherent sequence of activities to prepare all students for college, careers, and civic life upon their graduation. Examples of such programs include, but are not limited to, academic programs; career and technical education programs; two-way bilingual immersion; heritage language education; and/or magnet programs. The Board shall implement educational programs that prepare all students for success in college, careers, and civic life, including, if applicable, the Kindergarten through grade eight development of academic skills integral to success in high school courses. When applicable, the Board shall provide students with access to advanced coursework. The Board shall develop, implement, and regularly evaluate strategies that identify, support, and encourage all student groups to enroll in and succeed in advanced coursework.

In accordance with N.J.A.C. 6A:8-3.2, the Board shall provide all students enrolled in the district with the opportunity to attain the goals of an NJSLS-based curriculum in an educational environment that is designed to meet their needs. The Board shall create curriculum, customize instructional adaptations, allocate

resources to provide equitable access to courses, programs, and experiences, and build student-centered learning environments that meet the NJSLS. The Board shall provide all students with disabilities an educational program aligned with the NJSLS, as well as the required individualized accommodations, instructional adaptations, and/or modifications as specified in a student's IEP or 504 plan. The Board shall be responsible for identifying students as gifted and talented and shall provide them with appropriate instructional adaptations and services as defined at N.J.S.A. 18A:35-35. The Board shall provide language instruction educational programs in accordance with N.J.A.C. 6A:15.

In accordance with N.J.A.C. 6A:8-3.3, the Board shall actively assist and support professional learning for teachers, educational services staff, and school leaders, including the district's plan and additional professional learning requirements at N.J.A.C. 6A:9C-3.

The Board shall provide to teachers, educational services staff, and school leaders professional learning on the following, when applicable:

1. The use of student and school performance data to provide insights into the strengths and areas for growth to improve the quality of instruction that students receive;

2. Evidence-based literacy instruction in accordance with N.J.S.A. 18A:6-142. through 18A:6-150.;

3. The content knowledge, instructional strategies, and collaborative skills needed to meet the needs of students with disabilities required at N.J.A.C. 6A:14;

4. The needs and educational development of students identified as gifted and talented; and

5. All additional statutory and regulatory requirements.

In accordance with N.J.A.C. 6A:8-2, the Board shall be responsible for the review and continuous improvement of curriculum and instruction based upon changes in knowledge, technology, assessment results, and modifications to the NJSLS pursuant to N.J.A.C. 6A:8-3.4(a). The Board shall design curriculum that is comprehensive and meets the developmental needs of students at each grade level through complete alignment with the NJSLS. The curriculum shall be designed to prepare students for success in higher education, careers, and civic life by

addressing essential academic subjects, fostering critical thinking, promoting social and emotional growth, and providing opportunities for creativity and contextual learning. The Board shall include interdisciplinary connections throughout the curriculum at every grade level in the district.

The Board shall annually approve a list of all programs and courses that comprise the district's curriculum and shall approve any subsequent changes in the curriculum in accordance with Policy 2220. The Superintendent or designee shall develop a procedure to address and eliminate any possible bias in the curriculum as programs, courses of study, and instructional materials that comprise the district's curriculum shall be designed to eliminate discrimination on the basis of any of the protected categories listed at N.J.A.C. 6A:7-1.1(a) and promote understanding and mutual respect between children.

In accordance with N.J.A.C. 6A:8-3.4(d), the Board shall provide educators with the time and resources to develop, review, and enhance contextual learning, supportive curricula, and instructional tools for helping students develop required knowledge and skills. The tools shall include, but are not limited to:

1. Curriculum designed and implemented to meet grade or grade-level expectations and graduation requirements;

2. List of core instructional and supplemental materials, including grade level-appropriate texts and decodable texts for emergent readers;

3. Integrated accommodations and modifications for students with disabilities; MLs; students identified as gifted and talented; students not at grade-level proficiency; and students with 504 plans;

4. Assessments, including, formative; summative; benchmark; and alternative assessments;

5. Universal literacy screeners and related instructional materials, as appropriate and as defined at, and required pursuant to, N.J.S.A. 18A:6-142. through 18A:6-150.;

6. Pacing guides; and

7. Opportunities for interdisciplinary connections and contextual learning.

The Superintendent shall establish an in-district team to develop a corrective action plan if the district is found to be in noncompliance with N.J.A.C. 6A:8-3. The in-district team shall consist, at a minimum, of district administrators, curriculum supervisor(s), and educators certified in one or more of the identified areas of noncompliance.

The corrective action plan shall include, but not be limited to, the following:

1. The curricular, policy, or programmatic changes to be implemented, including, but not limited to, changes to curriculum frameworks and other required course revisions;

2. The individual(s) responsible for addressing each change identified at N.J.A.C. 6A:8-3.5(e)1. and 1. above;

3. Specific timelines for the completion of each change identified at N.J.A.C. 6A:8-3.5(e)1. and 1. above; and

4. Alignment with, and incorporation of or references to, the relevant provisions of all applicable State and Federal plans.

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Within sixty days of the district's receipt of the Commissioner's written notification pursuant to N.J.A.C. 6A:8-3.5(c), the Superintendent shall present the corrective action plan to the Board for approval.

1. The Board shall review and approve the corrective action plan.

2. The Superintendent shall submit to the Commissioner, or the Commissioner's designee, the corrective action plan approved by the Board.

The Commissioner, or the Commissioner's designee, shall review the corrective action plan and notify the Superintendent if the plan is acceptable. The Superintendent shall implement the corrective action plan within thirty days of the Commissioner's written notification pursuant to N.J.A.C. 6A:8-3.5(g). The Commissioner, or the Commissioner's designee, shall review and verify the district's implementation of the corrective action plan.

When a corrective action plan is not submitted, it is determined by the Commissioner, or the Commissioner's designee, to be unacceptable, or it is not implemented, the Commissioner shall notify the Superintendent of the action(s) that the Commissioner intends to take pursuant to State law, rules, and regulations.

N.J.S.A. 18A:6-142. through 18A:6-150.;
18A:35-35.
N.J.A.C. 6A:8-3.1; 6A:8-3.2; 6A:8-3.3; 6A:8-3.4; 6A:8-3.5

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~~The Board of Education will provide the instruction and services mandated by law and rules as necessary for the implementation of a thorough and efficient system of free public education and such other instruction and services as the Board deems appropriate for the thorough and efficient education of the pupils of this district. The Board shall annually approve a list of all programs and courses that comprise the district's curriculum and shall approve any subsequent changes in the curriculum in accordance with Policy 2220 – Adoption of Courses.~~

~~For the purposes of this Policy "curriculum" means planned learning opportunities designed to assist pupils toward the achievement of the intended outcomes of instruction.~~

~~The curriculum will be reviewed by the Superintendent and shall, as a minimum, include the curricular mandates of N.J.S.A. 18A – Education N.J.A.C. 6A – Education and the New Jersey Student Learning Standards and the courses required by Policy No. 5460 and N.J.A.C. 6A:8-5 for high school graduation.~~

~~The Superintendent is responsible for implementing the curriculum approved by the Board.~~

~~The curriculum shall be consistent with the educational goals and objectives of this district and the New Jersey Student Learning Standards and be responsive to identified pupil needs. The Superintendent shall, in consultation with teaching staff members, assure the effective articulation of curriculum across all grade levels and among the constituent districts of the Kingsway Regional School District.~~

~~N.J.S.A. 18A:35-1 et seq.~~
~~N.J.A.C. 6A:8-1.1 et seq.; 6A:14 et seq.~~
~~New Jersey Student Learning Standards~~

Adopted: 23 June 2008
Revised: 24 May 2018
Revised: 12 September 2024
Revised: 24 September 2026

2260 EQUITY IN SCHOOL AND CLASSROOM PRACTICES COMPLAINT PROCEDURES (M)

M

In accordance with N.J.A.C. 6A:7-1.7(a), t~~T~~he Board of Education shall provide all students with equitable and bias-free access to all school facilities, courses, programs, activities, and services, regardless of the protected categories listed at N.J.A.C. 6A:7-1.1(a) by:

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1. Ensuring access to all school and classroom facilities;

2. Attaining, within each school, minority representation that approximates the district's overall minority representation. Exact apportionment is not required; the ultimate goal is a reasonable plan achieving the greatest degree of a representative balance that is feasible and consistent with sound educational values and procedures;

3. Utilizing, on an annual basis, a State approved English language proficiency assessment that evaluates a student's English language proficiency on the four domains of listening, speaking, writing, and reading for determining the eligibility and placement of students who may be identified as multilingual N.J.A.C. 6A:15-1.3(a)3.

4. Utilizing bias-free multiple measures for determining the special needs of pupils with disabilities, pursuant to N.J.A.C. 6A:14-3.4;

5. Ensuring support services, including intervention and referral services and school health services pursuant to N.J.A.C. 6A:16, are available to all pupils; and

6. Ensuring a student is not discriminated against because of a medical condition. A pupil shall not be excluded from any education program or activity because of a long-term medical condition unless a physician certifies such exclusion is necessary. a. If excluded, the student shall be provided with equivalent and timely instruction that may include home instruction, without prejudice or penalty.

Pursuant to N.J.A.C. 6A:7-1.7(b), The Board on shall ensure the district's curriculum and instruction are aligned to the New Jersey Student Learning Standards (NJSLS). The Board also shall ensure its curriculum and instruction address the elimination of discrimination by narrowing the achievement and opportunity gaps, by providing equity

in educational activities and programs and by providing opportunities for pupils to interact positively with others regardless of the protected categories listed at N.J.A.C. 6A:7-1.1(a) by:

1. Ensuring there are no differential requirements for completion of course offerings or programs of study solely on the basis the protected categories listed at N.J.A.C. 6A:7-1.1(a);

2. Ensuring courses shall not be offered separately on the basis of protected categories listed at N.J.A.C. 6A:7-1.1(a)~~:~~;

   a. Portions of classes that deal exclusively with human sexuality may be conducted in separate developmentally appropriate sessions based on gender identity, provided ~~that~~ the course content for such separately conducted sessions is the same~~:~~;

3. Increasing and promoting equitable representation of all students in all classes and programs;

4. Ensuring schools demonstrate the inclusion of a multicultural curriculum in its instructional content, materials and methods, and ensuring that students understand the basic tenet of multiculturalism;

5. Ensuring the Amistad Commission Curriculum;

6. Ensuring the Commission on Holocaust Education curriculum is included in the curriculum of all elementary and secondary schools, as developmentally appropriate, pursuant to N.J.S.A. 18A:35-28; and

7. Ensuring all curricular requirements pursuant to N.J.A.C. 6A:8 and the NJSLS are taught, including any curriculum developed concerning any of the protected categories listed at N.J.A.C. 6A:7-1.1(a) or curriculum developed by any commissions constituted for the development of curriculum concerning any of the protected categories listed at N.J.A.C. 6A:7-1.1(a).

Pursuant to N.J.A.C. 6A:7-1.7(c), the Board shall ensure all students have access to adequate and appropriate counseling services.

1. When informing students about possible careers or professional or vocational opportunities, the Board shall not

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restrict or limit the options presented to students on the basis of the protected categories listed at N.J.A.C. 6A:7-1.1(a).

2. The Board shall not use tests or guidance or counseling materials that are biased or stereotyped on the basis of the protected categories listed at N.J.A.C. 6A:7-1.1(a).

Pursuant to N.J.A.C. 6A:7-1.7(d), t
~~T~~he Board shall ensure the district's physical education is in a co-educational setting that is developmentally appropriate, and does not discriminate on the basis of the protected categories listed at N.J.A.C. 6A:7-1.1(a) as follows:

1. The district shall provide separate restroom, locker room, and shower facilities on the basis of gender, but such facilities provided for pupils of each gender shall be comparable;

2. The district may choose to operate separate teams based on sex in one or more sports or single teams open competitively to members of all sexes as long as the athletic program as a whole provides equal opportunities for students of all sexes to participate in sports at comparable levels of difficulty and competency; and

3. The activities comprising such athletic programs shall receive equitable treatment, including, but not limited to, staff salaries, purchase and maintenance of equipment, quality and availability of facilities, scheduling of practice and game time, length of season, and all other related areas or matters.

N.J.S.A. **18A:35-28.;** 18A:36-20
N.J.A.C. 6A:7-1.1; 6A:7-1.3; 6A:7-1.7

Adopted: 23 June 2008
Revised: 19 September 2011
Revised: 24 May 2018
Revised: 25 July 2024
Revised: 24 September 2026

ABOLISH

~~2363~~ ~~PUPIL USE~~ OF PRIVATLEY-OWNED TECHNOLOGY

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

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 pupil at no expense to the school or school district.

ABOLISH

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

Teaching staff members must get prior approval from their immediate supervisor or Principal before allowing pupils to use privately-owned technology during instructional time.

ABOLISH

Pupils who use privately-owned technology in school will be given and opportunity to authenticate and access to the school district's computer intranet and internet environment. Once authenticated on the school district's Guest-Wireless all website traffic will be monitored and logged in accordance with KRSD District Policy #2361.

In the event the teaching staff member 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 pupil to use their privately-owned technology to access the Internet during instructional time will provide the pupil with a list of approved Internet sites the pupil is permitted to access. A pupil 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 pupil shall be in strict accordance with the teaching staff member's specific approval(s) and Board policies and regulations. Any violation will subject the pupil to appropriate discipline and/or grading consequences.

ABOLISH

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

The school district assumes no responsibility for any privately-owned technology brought to school by a pupil. The pupil 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 pupil. Pupils are encouraged to purchase private insurance for loss, damage, or theft of any privately-owned technology the pupil brings to school.

ABOLISH

Adopted: 17 September 2012
Revised: 26 May 2016

2411 CAREER EDUCATION AND ACADEMIC ~~SCHOOL~~ COUNSELING

The Board of Education shall develop and implement a comprehensive system for the delivery, to all students, of guidance and academic counseling that facilitates career awareness, exploration, and preparation pursuant to N.J.A.C. 6A:8-6.1.

The words and terms used in this Policy shall have the meanings as defined in N.J.A.C. 6A:8-1.3.

A. Comprehensive System of Guidance and Academic Counseling

1. The system for the delivery, to all students, of guidance and academic counseling that facilitates career awareness, exploration, and preparation shall:

a. Be consistent with the New Jersey Student Learning Standards (NJSLS);

b. Take into consideration the 2019 American School Counselor Association's National Standards for School Counseling Programs, incorporated herein by reference, as amended and supplemented;

c. Be infused throughout the curriculum as appropriate for all students;

d. Be supported by professional learning programs;

e. Provide developmental career guidance and academic counseling, aligned with the NJSLS, designed to:

(1) Assist students in making and implementing informed educational and career choices, including opportunities to change career focus;

(2) Support students' academic attainment, career development, and personal/social development; and

(3) Develop students' understanding of the relationships among academic attainment, career development, and personal/social development; and

f. Specify the delivery format, which may include:

(1) An integrated curriculum that is based on the NJSLS and provides students with the opportunity to engage in contextual learning, service learning, and/or work-based learning to acquire information about their career interests and/or take advanced coursework linked to their career interests; and/or

(2) Specialized programs that reflect the needs of students and the community.

B. Students With Disabilities

For students with disabilities beginning at age fourteen or younger, if determined appropriate by the IEP team, the Board shall ensure that career guidance and academic counseling are coordinated with transition services provided in accordance with N.J.A.C. 6A:14-3.7.

C. Fulfillment of the NJSLS

1. In fulfillment of the NJSLS, the Board shall develop and implement the following for all students:

a. Curriculum and instructional methods that:

(1) Include the integration of technological literacy, consistent with the NJSLS;

(2) Include the integration of information literacy, consistent with the NJSLS and delivered in partnership by school library media specialists and classroom educators, pursuant to N.J.S.A. 18A:7F-4.4. through 18A:7F-4.7.;

(3) Provide an understanding of the career applications of knowledge and skills learned in the classroom; and

(4) Provide opportunities to apply knowledge and skills learned in the classroom to real or simulated career challenges.

b. A system of career development activities that:

(1) Offers the opportunity to more fully explore career interests that are linked to the NJSLS, pursuant to N.J.A.C. 6A:19 – Career and Technical Education Programs and Standards;

(2) Provides the appropriate format for offering career-development activities based on school district resources, community needs, and student interest;

(3) Identifies the delivery format, which may include:

(a) An integrated curriculum that is based on the NJSLS and provides students the opportunity to acquire information about their career interests and/or take advanced coursework linked to their career interests; or

(b) Specialized programs that reflect the needs of students and the community; and

(4) Instills the concept of the need for continuous learning throughout life.

D. Work-Based Learning Experiences

1. The Board shall offer high school students the opportunity to more actively explore career interests by participating in work-based learning experiences aligned to the NJSLS.

a. Work-based learning experiences shall give students opportunities to demonstrate and apply academic knowledge in authentic settings and to develop career and personal/social goals.

b. Students may voluntarily select work-based learning experiences that:

(1) Are co-curricular or extra-curricular activities; and

(2) Take place within the district, at a work site, or in the community, in accordance with N.J.A.C. 6A:19-6.4.

c. The Board shall ensure students participating in school-sponsored external work-based learning experiences, either paid or unpaid:

(1) Are supervised by school personnel, in accordance with N.J.A.C. 6A:9B-14.19 and 14.20; and

(2) Are in approved programs compliant with Federal and State law.

E. Enrollment in College Courses

1. The Board shall develop, implement, and regularly evaluate strategies that identify, support, and encourage students from diverse backgrounds to enroll in and succeed in college courses pursuant to N.J.A.C. 6A:8-6.2.

2. The Board may enter into a dual enrollment agreement with one or more public institutions of higher education, in accordance with N.J.S.A. 18A:61C-10., to increase the availability of college-level instruction for high school students.

3. Credits earned by students shall be accepted at all New Jersey public higher education institutions, pursuant to N.J.S.A. 18A:61C-11.

4. The Board may participate in the Twelfth Grade Postsecondary Transition Year Pilot Program, pursuant to P.L. 2023, c.272, through a competitive grant award contingent upon available funds held within the Innovation Dual Enrollment II Fund.

F. Guidance and Academic Counseling

The Board's comprehensive system for the delivery, to all students, of guidance and academic counseling that facilitates career awareness, exploration, and preparation shall involve the coordinated efforts of all teaching staff members under the leadership of certified school counselor(s).

G. Evaluation

1. The program of career education and academic counseling will be reviewed annually to determine its strengths and weaknesses. The following information to be reviewed may include, but is not limited to:

   a. An annual record of graduate placements in post-secondary situations;

   b. Assessments of past graduates as to the effectiveness of guidance services received in the high school;

   c. Results of surveys of parents and staff evaluations of guidance services;

   d. Analysis of the effectiveness of outside referrals;

   e. Assessments by persons not employed in the school district and experts in the field of career education and academic counseling;

   f. Personal evaluations of the career education and academic counseling staff members to identify weaknesses in the administration of the program; and

   g. Any additional information that assists in determining the strengths and weaknesses of the career education and academic counseling program in the district.

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~~The Board of Education requires that a planned program of school counseling be an integral part of the educational program of the schools to assist students in making and~~

~~implementing informed educational and occupational choices including academic, career, and personal/social development.~~

~~A program of school counseling, including developmental career guidance and exploration, shall be offered to all students in this school district and shall involve the coordinated efforts of all teaching staff members under the leadership of certified school counseling personnel.~~

~~The Superintendent is directed to implement a school counseling program that carries out the purposes of this Policy and:~~

1. ~~Involves teaching staff members at all appropriate levels;~~

2. ~~Honors the individuality of each student;~~

3. ~~Is integrated with the total educational program;~~

4. ~~Is coordinated with available resources of the community;~~

5. ~~Provides for cooperation of school staff with parent and shares parents' concern for the development of their children;~~

6. ~~Provides for the means of sharing information among appropriate staff members in the student's interest;~~

7. ~~Ensures all students have access to adequate and appropriate counseling services, pursuant to N.J.A.C. 6A:7-1.7(c).~~

   a. ~~When informing students about possible careers or professional or vocational opportunities, the Board shall not restrict or limit the options presented to students on the basis of the protected categories listed at N.J.A.C. 6A:7-1.1(a).~~

   b. ~~The Board shall not use tests or school counseling materials that are biased or stereotyped on the basis of the protected categories listed at N.J.A.C. 6A:7-1.1(a); and~~

8. ~~Establishes a referral system that utilizes all the aid the schools and community offer, guards the privacy of the student, and monitors the efficacy of such referrals.~~

N.J.S.A. 18A:7F-4.4. through 18A:7F-4.7.;
18A:61C-10.; 18A:61C-11.
N.J.A.C. 6A:7-1.1; 6A:7-1.3; 6A:7-1.7; 6A:8-6.1; 6A:8-6.2;
6A:19-1.1 et seq.
~~N.J.A.C. 6A:19-1.2; 6A:8-2.2~~
~~N.J.A.C. 6A:7-1.1; 6A:7-1.3; 6A:7-1.7; 6A:8-3.2~~

Adopted: 23 June 2008
Revised: 24 May 2018
Revised: 25 July 2024
Revised: 24 September 2026

3216 DRESS AND GROOMING

The Board of Education believes the appearance and dress of teaching staff members is an important component of the educational program of this school district. The attitude of teaching staff members about their professional responsibilities and the importance of education in the lives of their pupils are reflected in their dress and appearance. Accordingly, in order to create an atmosphere of respect for teaching staff members and an environment conducive to discipline and learning, the Board establishes the following rules for the dress of teaching staff members in the performance of their professional duties:

A. General Staff Attire:

Teaching staff should wear attire that balances professionalism while reflecting the high standards of the educational environment. Acceptable attire includes the following:

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1. Clothing:

i. Clothing shall be clean, neat, well-maintained, and appropriately fitted, avoiding garments that are excessively tight or overly loose. Appropriate professional attire includes tailored shirts, sweaters, collared shirts, dress slacks, khakis, knee-length or longer dresses and skirts, and blazers or sport coats. Clothing shall fit properly, be free from excessive wrinkles or wear (free of rips, tears, or holes), and provide appropriate coverage of the torso and undergarments during normal workplace activities and movement.

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2. Footwear:

ii. Footwear should be practical yet professional and include shoes such as loafers, flats, or dress shoes. Dress sandals or heels (with secure backs), dress boots, or clean, professional sneakers for comfort may be worn without compromising appearance.

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3. Accessories:

iii. Staff may wear tasteful accessories that complement professional attire and allow for appropriate personal expression. Accessories should be appropriate for the educational setting, should not be excessively large or

distracting, and must not interfere with safety or the performance of job responsibilities.

B. Physical Education Teacher Attire:

Physical education teachers should dress in a manner that is both functional and professional. Acceptable attired includes the following:

1. Clothing:

i. Collared "golf" shirts or athletic dri-fit shirts with a professional appearance shall be worn. Professional athletic pants like chinos, golf pants, or khakis may also be worn, provided they are made from quality fabric that reflect a reflect a polished look. Clothing should fit properly and be in good condition, free from wrinkles or excessive wear. When in the classroom setting, PE teachers shall abide by the standards noted above.

2. Footwear & Seasonal Wear:

ii. Athletic shoes are required for physical education teachers to ensure safety and comfort, but they should be clean and neutral in color to maintain a professional appearance. For colder weather or outdoor activities, professional-looking outerwear such as vests, lightweight jackets, or fleeces can be worn. Outerwear should be school-appropriate, preferably with subtle logos or designs, to align with the overall professional tone. In warmer weather, knee-length chinos or khaki-style shorts may be worn. Clothing should fit properly and be in good condition, free from wrinkles or excessive wear.

C. Unapproved Attire

To maintain a professional environment conducive to learning, certain attire is considered inappropriate during the regular workday or at school functions when the staff member is working. All clothing shall be free of large graphics, offensive language, or overly bold patterns that can detract from the professional learning environment. Unapproved items include, but is not limited to, the following:

1. Casual tops such as untailored t-shirts, strapless shirts, low-cut, cropped or midriff-baring tops;
2. Casual pants such as leggings, spandex, lounge wear, or sweatpants;

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3. Jeans;
4. Beachwear of any kind;
5. Clothing that is see-through showing undergarments;
6. Hats and/or head coverings unless approved by the District for medical or religious reasons;
7. Shorts or scooter (biker-shorts-not to exceed two (2) inches above the knee);
8. Athletic sneakers;
9. Dark eyeglasses (except for documented medical reasons);
10. Skirts or dresses that are 2" above the knee; and,
11. Flip-flops, slides, clogs, or other backless shoes.

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D. Special Exceptions:

The dress code allows for flexibility to accommodate various school events and activities. On designated days, such as field trips, spirit days, athletic events, or other special occasions, staff may dress more casually, provided it is still respectful and appropriate for the event. For example, on field trips, staff can wear school-branded casual wear like polo shirts and khakis to promote school unity and ensure comfort. These exceptions shall be pre-approved by the Principal or designee to ensure they align with the District's overall professional image.

E. Grooming and Cleanliness:

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Teaching staff members are expected to maintain a clean, neat, and professional appearance that reflects their roles as educators and role models. Clothing should be clean, well maintained, and free of stains, tears, or wrinkles. Personal grooming, including hair, beards, and nails, should be kept tidy to avoid an unkempt appearance. Attention to personal hygiene is also crucial, ensuring a fresh and clean presence. This focus on grooming and cleanliness helps foster a respectful and professional atmosphere, setting a positive example for students and contributing to a conducive learning environment.

F. Employee Identification

All employees are required to wear their district-issued employee identification at all times during school/work hours.

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The Building Principal or the teaching staff member's supervisor, as appropriate, shall determine whether a violation of this dress code has occurred and shall discuss the violation with the teaching staff member concerned. Where a single violation so warrants

or violations recur, the Principal or supervisor may enter a reprimand in the teaching staff member's file and may recommend other appropriate disciplinary measures.

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~~1. Acceptable attire for teaching staff members shall include, but not be limited to, dresses, skirts, blouses, suits, sweaters, pants, and dress shirts with or without a tie; 2. Inappropriate attire within the regular school day includes, but is not limited to, the following:~~

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~~a. Jeans (unless approved by the Principal or designee for a special activity or event);~~

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~~b. T-shirts;~~

~~c. Strapless shirts and dresses, mid-driff shirts;~~

~~d. Sweatshirts, shorts, sweatpants, spandex clothing, workout attire;~~

~~e. Beachwear; and~~

~~f. Hats and/or head coverings unless approved by the Principal or designee for medical or religious reasons~~

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~~3. The clothing and appearance of all teaching staff members shall be clean and neat;~~

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~~4. No clothing may be worn that constitutes a danger to health or safety to the wearer or to others, and no clothing may be worn that interferes with the instructional program;~~

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~~The Building Principal or the teaching staff member's supervisor, as appropriate, shall determine whether a violation of this dress code has occurred and shall discuss the violation with the teaching staff member concerned. Where a single violation so warrants or violations recur, the Principal or supervisor may enter a reprimand in the teaching staff member's file and may recommend other appropriate disciplinary measures.~~

~~Physical Education Teacher Dress Code~~

~~The following guidelines were developed as an extension of the Dress and Grooming policy and it is the expectation that all physical education teachers will come to school dressed and groomed in accordance with these guidelines. When physical education teachers are exclusively assigned to health, Policy 3216 (Dress & Grooming, Teaching Staff Members) shall apply.~~

~~Upper Body:~~

~~1. Clean, neat and unwrinkled shirt~~
~~a. Preferably collared ("golf attire")~~

~~b. If not collared, must be a clean, neat athletic shirt that is not a standard T-shirt (a dri-fit short or long-sleeved shirt would be appropriate, a standard short-sleeve and/or gym shirt would not be appropriate professional attire)~~

~~c. School appropriate/professional logo/graphics~~

~~2. Clean and neat outerwear (fleeces, jackets, sweatshirts and hoodies) are only permitted while outside.~~

~~Lower Body:~~

~~1. Shorts should be no higher than mid-thigh~~
~~a. Shorts should be khaki-style (golf attire)~~

~~b. No gym shorts~~

~~c. Long pants should reflect professional, athletic attire (professional looking training pants would be appropriate; yoga pants, spandex, and sweatpants are not appropriate)~~

~~d. Athletic shoes with tie laces must be worn.~~

N.J.S.A. 18A:27-4

Adopted: 23 June 2008
Revised: 22 September2016
Revised: 27 July 2023

Revised: _____

3420 BENEFITS

~~The Board of Education will establish benefits for teaching staff members not covered by the terms of a negotiated agreement or in an individual contract with the Board.~~

~~Health Insurance – Retirees~~

The Kingsway Regional Board of Education will allow individuals who are retiring from active service under the provisions of T.P.A.F. or P.E.R.S. and have no other means of health insurance, to participate in the group policy(ies). This applies to ~~individuals only and~~ the enrollment ~~is limited~~ to medical ~~Personal Choice~~, dental, and/or prescription.

Premiums shall be the responsibility of the individual and are payable in advance on a monthly basis. ~~There shall be~~If there is an administrative fee ~~of five percent of the premium added to the amount~~the employee shall be responsible for said fee.

Individuals wishing to participate in this program shall provide a written request to the Board in advance of retirement. If no request is made prior to retirement, the individual shall not be eligible and is deemed to waive all future rights to participate or apply for coverage.

This policy applies only to individuals who retire from active service and satisfy the eligibility requirements set forth herein. It does not apply to eligible dependents of active employees. Rights to continuation of coverage for active employees and their eligible dependents shall be governed by applicable law, including COBRA.~~This policy is not applicable to any individual employee, spouse, or dependent who is eligible under the provisions of COBRA or any retired individual, spouse, or employee who is currently enrolled as of the effective date of the adoption of this policy.~~

A copy of this policy will be provided to all individuals currently enrolled and to all individuals who retire.

N.J.S.A. 18A:6-6; 18A:16-12 et seq.; 18A:27-4

Adopted: 23 June 2008
Revised: 24 September 2026

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4420 BENEFITS

The Kingsway Regional Board of Education will allow individuals who are retiring from active service under the provisions of T.P.A.F. or P.E.R.S. and have no other means of health insurance, to participate in the group policy(ies). This applies to the enrollment to medical, dental, and/or prescription.

Premiums shall be the responsibility of the individual and are payable in advance on a monthly basis. If there is an administrative fee the employee shall be responsible for said fee.

Individuals wishing to participate in this program shall provide a written request to the Board in advance of retirement. If no request is made prior to retirement, the individual shall not be eligible and is deemed to waive all future rights to participate or apply for coverage.

This policy applies only to individuals who retire from active service and satisfy the eligibility requirements set forth herein. It does not apply to eligible dependents of active employees. Rights to continuation of coverage for active employees and their eligible dependents shall be governed by applicable law, including COBRA.

A copy of this policy will be provided to all individuals currently enrolled and to all individuals who retire.

~~The Board of Education reserves the right to establish benefits for support staff members not covered by the terms of a negotiated agreement or in an individual contract with the Board.~~

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N.J.S.A. 18A:6-6; 18A:16-12 et seq.

Adopted: 23 June 2008
Revised: 24 September 2026

5460 HIGH SCHOOL GRADUATION

For a State-endorsed diploma, the Board of Education shall develop, adopt, and implement local graduation requirements that prepare students for success in postsecondary degree programs, careers, and civic life, that are delivered by educators who are appropriately certified within each of the New Jersey Student Learning Standards (NJSLS) content areas, and that include the requirements outlined in N.J.A.C. 6A:8-5.1.

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

The words and terms used in this Policy shall have the meanings as defined in N.J.A.C. 6A:8-1.3.

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

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

1. Participation in a local program of study of not fewer than 24 credits in courses designed to meet all of the NJSLS, including, but not limited to, ~~For a State-endorsed diploma, the Board shall develop, adopt, and implement graduation requirements that prepare students for success in post-secondary degree programs, careers, and civic life in the 21st century, and that include the~~ following credits:

   a. At least four (4.0) credits in English language arts aligned to grade nine through twelve standards; ~~A graduating student must have earned a minimum of 24 credits in courses designed to meet all of the New Jersey Student Learning Standards (NJSLS) including, but not limited to, the following credits:~~

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b. At least three (3.0) credits in mathematics, including Algebra I or the content equivalent; geometry or the content equivalent; and including a third year of mathematics that builds on the concepts and skills of algebra and geometry and that prepares students for college and careers;

c. At least three (3.0) credits in evidence-based science course that develop proficiency with the full range of grades nine through twelve NJSLS for science, which shall include the disciplines of physical science; life science; earth and space sciences; and engineering, technology, and applications of science;

d. At least three (3.0) credits in social studies, including satisfaction of N.J.S.A. 18A:35-1. and 18A:35-2:. (1.0) credit in world history; and the integration of civics, economics, geography, and global content in all course offerings;

e. At least a half (0.5) credit in financial, economic, business, and entrepreneurial literacy;

f. At least four (4.0) credits in health, safety, and physical education during each year of enrollment, distributed as one hundred fifty minutes per week pursuant to N.J.S.A. 18A:35-5, 18A:35-7 and 18A:35-8;

Commented [CP1]: Mike, the model policy notes 3 and 3/4 each year

g. At least one (1.0) credit in visual and performing arts;

h. At least one (1.0) credit in world languages or student demonstration of proficiency as set forth at N.J.A.C. 6A:8-5.1(a)2v. (2) and A. 2.e. below;

i. Technological literacy, consistent with the NJSLS, integrated throughout the curriculum;

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j. At least a one (1.0) credit in a career readiness or career and technical education; and,

k. Electives as determined by the high school program sufficient to total a minimum of twenty-four (24.0) credits.

~~(1) At least four (4.0) credits in English language arts aligned to grade nine through twelve standards;~~

~~(2) At least three (3.0) credits in mathematics, including Algebra I or the content equivalent; geometry or the content equivalent; and including a third year of mathematics that builds on the concepts and skills of algebra and geometry and that prepares students for college and 21st century careers;~~

~~(3) At least three (3.0) credits in social studies, including satisfaction of N.J.S.A. 18A:35-1 and 18A:35-2; (1.0) credit in world history; and the integration of civics, economics, geography, and global content in all course offerings;~~

~~(4) At least three (3.0) credits in science, including at least one (1.0) credit in laboratory biology/life science or the content equivalent, including one additional laboratory/inquiry-based science course which shall include chemistry, environmental science, or physics, and including one additional laboratory/inquiry-based science course;~~

~~(5) At least four (4.0) credits in health, safety, and physical education during each year of enrollment, distributed as one hundred fifty minutes per week, as required by N.J.S.A. 18A:35-5, 7 and 8;~~

~~(6) At least one (1.0) credit in visual and performing arts;~~

~~(7) At least one (1.0) credit in world languages or student demonstration of proficiency as set forth in N.J.A.C. 6A:8-5.1(a)2ii(2);~~

(8) ~~At least a half (0.5) credit in financial, economic, business, and entrepreneurial literacy;~~

(9) ~~At least a half (0.5) credit in a career-based elective or program equivalent;~~

(10) ~~Technological literacy, consistent with the NJSLS, integrated throughout the curriculum;~~

(11) ~~At least one (1.0) credit in 21st century life and careers; and~~

(12) ~~Electives as determined by the high school program sufficient to total a minimum of twenty-four (24.0) credits.~~

~~B~~2. The 24-credit requirement set forth in N.J.A.C. 6A:8-5.1(a)1. and in A.1.~~a.~~ may be met ~~in whole or in part~~ through program completion of a range of experiences that enable students to pursue a variety of ~~personalized~~ individualized student learning opportunities, as follows:

1. The ~~district~~ Board may ~~shall~~ establish general policies and procedures for the implementation of ~~a process to approve~~ individualized student learning opportunities that meet ~~or exceed~~ the NJSLS, as well as any performance or competency assessment that will be used to determine student completion of programs.

~~a. Individualized student learning opportunities in all NJSLA areas include, but are not limited to the following:~~

~~(1) Independent study;~~

~~(2) Online learning;~~

~~(3) Study abroad programs;~~

~~(4) Student exchange programs; and~~

~~(5) Structured learning experiences; including, but not limited to, work-based programs, internships, apprenticeships, and service-learning experiences.~~

(1)~~b~~. Individualized student learning opportunities based upon specific instructional objectives aimed at meeting ~~or exceeding~~ the NJSLS-based courses shall:

(a) Be designed, approved, and delivered by appropriately certified educators, except as follows:

(i) For approved career and technical education programs and work-based learning experiences, individualized student learning opportunities shall be designed, approved, and supervised by appropriately certified educators in accordance with N.J.A.C. 6A:19-6.4, 6A:9B-14.19, and 6A:9B-14.20; or

(ii) For dual enrollment, individualized student learning opportunities shall be reviewed and approved by appropriately certified educators;

~~(1) Be based on student interest and career goals;~~

~~(2) Include demonstration of student competency;~~

~~(3) Be certified for completion based on the district process adopted according to N.J.A.C. 6A:8-5.1(a)2. ii. and A.1.b.(2) below; and~~

~~(4) Be on file in the school district and subject to review by the Commissioner or his/her designee.~~

(b) Include demonstration of student competency approved by appropriately certified educators;~~c. Group programs based upon specific instructional objectives aimed at meeting or exceeding the NJSLS shall be permitted and shall~~

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~~be approved in the same manner as other approved courses.~~

(c) Be certified for completion based on the Board process adopted in accordance with N.J.A.C. 6A:8-5.1(a)2.v~~ii~~. and A.2.e below; and

(d) Be on file in the district and subject to review by the Commissioner of Education or the Commissioner's designee.

(2) Group programs based upon specific instructional objectives aimed at meeting NJSLS shall be permitted pursuant to N.J.A.C. 6A:8-5.1 and shall be approved in the same manner as other approved courses.

b. A Board that establishes a process pursuant to N.J.A.C. 6A:8-5.1(a)2.i. and A.2.a. above shall:

(1) Provide programs and related assessments based on specific instructional objectives aimed at meeting the NJSLS and overseen by educators appropriately certified within each aligned content area;

(2) Approve group programs in the same manner as other courses;

(3) Provide equitable access pursuant to N.J.A.C. 6A:7 – Managing for Equity in Education;

(4) Develop policies that clearly address student safety, transportation, tuition, and fee requirements and comply with applicable laws and rules as set forth at N.J.A.C. 6A:19-14.2; and

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(5) Consider the need for procedures that are consistent with the Board's employment practices, including criminal background checks in accordance with N.J.S.A. 18A:6-7.1.

c. Coursework and experiences may bear credit for core academic courses or elective coursework. The Board may establish policies that:

(1) Allow the granting of credits for summer courses that replace traditional courses;

(2) Allow the granting of credits for work-based learning experiences, including, but not limited to, internships, apprenticeships, and service-learning;

(3) Limit opportunities to only courses that are not offered to all students by the Board; and

(4) Prioritize opportunities that are more experiential in nature and not designed to meet the course requirements at N.J.A.C. 6A:8-5.1(a)1. and A.1. above.

d. Boards that allow the granting of credit for experiences designed to supplant courses required for graduation as set forth at N.J.A.C. 6A:8-5.1(a)1. and A.1. above shall document the experiences' substantial equivalency with the identified NJSLS and locally adopted curriculum designed to meet the requirements at N.J.A.C. 6A:8-5.1(a)1. and A.1. above. The documentation shall be subject to review, in accordance with N.J.A.C. 6A:30, including the instruction and program indicators at 6A:30 Appendices A and B.

e. The Board shall establish a process for granting of credits through successful completion of assessments that verify student achievement in meeting the NJSLS at the high school level, including standards achieved by means of the

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individualized student learning opportunities set forth at N.J.A.C. 6A:8-5.1(a)2. and A.2. above. Such programs or assessments may occur all, or in part, prior to a student's high school enrollment; no such locally administered assessments shall preclude or exempt student participation in applicable Statewide assessments at grades three through twelve.

(1) The Board shall choose assessments that are aligned with the NJSLS and may include locally designed assessments.

(2) The Board shall determine if students have achieved the level of language proficiency designated as Novice-High as defined by the American Council on the Teaching of Foreign Languages (ACTFL) and recognized as fulfilling the world languages requirement of the NJSLS through either New Jersey Department of Education (NJDOE)-approved proficiency assessments or NJDOE-approved locally designed competency-based assessments;

~~2. The district shall establish a process for granting of credits through successful completion of assessments that verify student achievement in meeting or exceeding the NJSLS at the high school level, including those occurring by means of the individualized student learning opportunities enumerated as outlined in N.J.A.C. 6A:8-5.1(a)2 and A.1.b. above. Such programs or assessments may occur all or in part prior to a student's high school enrollment; no such locally administered assessments shall preclude or exempt student participation in applicable Statewide assessments at grades three through twelve.~~

~~a. The district shall choose assessments that are aligned with or exceed the NJSLS and may include locally designed assessments.~~

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~~b. The district shall choose from among the following assessment options to determine if students have achieved the level of language proficiency designated as Novice-High as defined by the American Council on the Teaching of Foreign Languages (ACTFL) and recognized as fulfilling the world languages requirement of the NJSLS:~~

~~(1) The Standards-based Measurement of Proficiency (STAMP) online assessment;~~

~~(2) The ACTFL Oral Proficiency Interview (OPI) or Modified Oral Proficiency Interview (MOPI); or~~

~~(3) New Jersey Department of Education-approved locally designed competency-based assessments.~~

(f) The ~~district~~ Board shall establish a process to approve post-secondary learning opportunities that consist of Advanced Placement (AP) courses, College-Level Examination Program (CLEP), International Baccalaureate (IB), or concurrent/dual enrollment at accredited higher education institutions. ~~or concurrent/dual enrollment at accredited higher education institutions.~~

(1)~~a~~. The ~~district~~ Board shall award credit for successful completion of an approved, accredited college course that ~~assures~~ ensures achievement of knowledge and skills that meets ~~or exceeds~~ the NJSLS.

~~b~~3. Local student attendance requirements;

4~~c~~. Any ~~statutorily~~ other ~~mandated~~ local requirements ~~for earning a high school diploma;~~established by the Board.

~~d~~ 5. Any statutorily mandated requirements for earning a high school diploma;

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6. For students in the graduating classes of 2026 and 2027, completion of 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, or be exempted from the requirement in accordance with procedures set forth at P.L. 2023, c.295 and P.L. 2025, c.95 pursuant to N.J.A.C. 6A:8-5.1(a)6.;

7. Pursuant to N.J.A.C. 6A:8-5.1(a)7., t~~T~~he requirement that all students demonstrate proficiency by achieving a passing score on the English Language Arts (ELA) and mathematics components of the State graduation proficiency test or through the alternative means at N.J.A.C. 6A:8-5.1(f~~h) and A.7. below~~, if applicable, or for students who take the State graduation proficiency test but do not achieve a passing score through the alternative means set forth at N.J.A.C. 6A:8-5.1(g~~e~~) and E. (i) and ~~A.6. and A.8~~ below~~:~~ and N.J.A.C. 6A:8-5.1(g) and G. below:~~.~~

~~(1) Students in the graduating classes of 2019, 2020, 2021, and 2022 shall be required to demonstrate proficiency by achieving a passing score on the high school end-of-course PARCC assessments in ELA 10 and Algebra I or through alternative means set forth at N.J.A.C. 6A:8-5.1(f), (h), and (i) and A.5., A.7., and A.8. below.~~

8.~~e~~. Pursuant to N.J.A.C. 6A:8-5.1(a)8., f~~F~~or students who have not demonstrated proficiency on the ELA and/or mathematics components of the State graduation proficiency test, the opportunity to demonstrate proficiency may be achieved by ~~for~~ the following: ~~will be provided:~~

~~(1)~~a. Remediation, as appropriate, pursuant to N.J.S.A. 18A:7C-3.; and

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~~(2)~~b. One or more additional opportunities to demonstrate proficiency on the State graduation proficiency test, pursuant to N.J.S.A. 18A:7C-6; ~~and~~

9. 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 with the opportunities at A.8. above; and

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10.~~f~~. Students graduating from an adult high school shall demonstrate proficiency in the ELA and mathematics components of the State graduation proficiency test, or through the alternative means set forth at N.J.A.C. 6A:8-5.1(e) , (f), and (g) ~~through (i)~~ and E., F., and G. ~~A.5. through A.8. below~~

~~4. In the development of Personalized Student Learning Plans according to N.J.A.C. 6A:8-3.2(a), the district shall actively encourage all students who have otherwise met the requirements for high school graduation according to N.J.A.C. 6A:8-5.1(a)1 through 3 and A.1.a. through A.1.e. above, to include in their programs of study the following additional credits:~~

~~a. (1.0) credits in mathematics during each year of enrollment, aimed at preparation for entrance into post-secondary programs or 21st century careers;~~

~~b. (1.0) credits in a laboratory science during each year of enrollment, aimed at preparation for entrance into post-secondary programs or 21st century careers;~~

~~c. (1.0) credits in social studies during each year of enrollment, aimed at preparation for entrance into post-secondary programs or 21st century careers; and~~

~~d. (1.0) credits in world languages during each year of enrollment, aimed at preparation for entrance into post-secondary programs or 21st century careers.~~

~~5. The district shall provide to the Executive County Superintendent the district's graduation requirements each year they are evaluated through Quality Single Accountability Continuum (QSAC) and update the district's filed copy each time the graduation policy is revised.~~

~~B.~~ Alternative Requirements for State-Endorsed Diploma

1. Through the IEP process set forth at N.J.A.C. 6A:14-3.7 and pursuant to N.J.A.C. 6A:14-4.11, the Board may specify alternate requirements for a State-endorsed diploma for individual students with disabilities as defined at N.J.A.C. 6A:14-1.3 pursuant to N.J.A.C. 6A:8-5.1(b).

a. The Board shall specifically address any alternate requirements for graduation in a student's IEP, in accordance with N.J.A.C. 6A:14-4.11.

b. The Board shall develop and implement procedures for assessing whether a student has met the specified alternate requirements for graduation individually determined in an IEP.

C. Graduation Requirements Provided to Executive County Superintendent

The Board shall provide to the Executive County Superintendent their graduation requirements each year they are evaluated through NJQSAC and update the filed copy each time their graduation policies are revised pursuant to N.J.A.C. 6A:8-5.1(c).

D. Copy of Graduation Requirements to Students and Parents

~~6.~~ The ~~district~~ Board shall provide each student entering high school and ~~their~~ the student's parents with a copy of the ~~district's~~ Board's requirements for a State-endorsed diploma and the programs available to assist students in attaining a State-endorsed diploma, in accordance with N.J.S.A. 18A:7C-5, pursuant to N.J.A.C. 6A:8-5.1(d).~~.~~

E. Alternative Means

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1. The alternative means referenced at N.J.A.C. 6A:8-5.1(a)7. and A.7 above shall be as follows:

a. Achieve a passing score, as determined by the Commissioner of Education and approved by the State Board of Education, on a corresponding substitute competency test in ELA and/or mathematics, as applicable; and/or

b. Demonstrate proficiency through the portfolio appeals process, pursuant to N.J.S.A. 18A:7C-3.

F. Multilingual Learners (ML) Requirements for High School Graduation

All MLs shall satisfy the requirements for high school graduation. However, MLs may demonstrate they have attained State minimum levels of proficiency through passage of the portfolio appeals process in their native language, when available, and passage of a NJDOE approved English language proficiency assessment.

G. Alternate Assessment Based on Alternate Academic Achievement

Students, including students with disabilities as defined at N.J.A.C. 6A:14-1.3 or eligible pursuant to Section 504 of the Rehabilitation Act, who participate in the alternate assessment based on alternate academic achievement standards (AA-AAAS) for students with significant intellectual disabilities, are not required to participate in repeated administrations of high school assessment components required at N.J.A.C. 6A:8-4.1(c).

~~7. To ensure adequate transition to the new Statewide assessment systems, the district shall provide students in the graduating classes of 2018, 2019, 2020, 2021, and 2022 who have not demonstrated proficiency on the high school end-of-course PARCC assessments in ELA 10 and Algebra I with the opportunity to demonstrate competence through one of the alternative means set forth below:~~

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a. For the graduating classes of 2018, 2019, 2020, 2021, and 2022, students who did not take the ELA 10 and the Algebra I end-of-course PARCC assessment or who take but do not achieve a passing score on both assessments, as required by N.J.A.C. 6A:8-5.1(a)6 and A.1.f. above, may satisfy the State requirement to demonstrate proficiency in English language arts and/or mathematics in one of the following ways

(1) Achieve a passing score, as determined by the Commissioner of Education, on a corresponding substitute competency test in English language arts and/or mathematics, as applicable, or substitute a passing score on another end-of-course PARCC assessment, including ELA 9, ELA 11, Geometry, or Algebra II; or

(2) Meet the criteria of the portfolio appeals process.

8. For students in the graduating classes of 2023, 2024, and 2025, the alternative means referenced at N.J.A.C. 6A:8-5.1(a)6 and A.1.f. above shall be as follows:

a. Achieve a passing score, as determined by the Commissioner of Education and approved by the New Jersey State Board of Education, on a corresponding substitute competency test in English language arts and/or mathematics, as applicable; and/or

b. Demonstrate proficiency through the portfolio appeals process, pursuant to N.J.S.A. 18A:7C-3.

9. All English language learners (ELLs) shall satisfy the requirements for high school graduation, except ELLs may demonstrate they have attained State minimum levels of proficiency through passage of the portfolio appeals process in their native language, when available, and passage of a New Jersey Department of Education-approved, English fluency assessment.

10. Students, including students with disabilities as defined in N.J.A.C. 6A:14-1.3 or eligible under Section 504 of the Rehabilitation Act

who participate in the alternative assessment for students with disabilities, are not required to participate in repeated administrations of high school assessment components required at N.J.A.C. 6A:8-4.1(e).

11. For students in the graduating classes of 2019, 2020, 2021, and 2022, the New Jersey Department of Education (NJDOE) shall consider high school end-of-course State assessments to be equivalent to the corresponding high school end-of-course PARCC assessments.

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

1. The Board of Education shall award a State-endorsed high school diploma to prospective graduates who have met all of the requirements adopted in accordance with N.J.A.C. 6A:8-5.1(a), (c), or N.J.A.C. 6A:8-5.2(d) and A.1 above, C.1. below, or B.4. below.

2. The Board of Education shall not issue a high school diploma to any student not meeting the criteria specified in the rule provisions referenced in B.1. above.

a. The district shall provide students exiting grade twelve without a diploma the opportunity for continued high school enrollment to age twenty or until the requirements for a State-endorsed diploma have been met, whichever comes first.

b. The district shall allow any out-of-school individual to age twenty who has otherwise met all State and local graduation requirements but has failed to pass the State proficiency test to demonstrate proficiency through alternative means as set forth at N.J.A.C. 6A:8-5.1(a)6 through N.J.A.C. 6A:8-5.1(i) and in A.1.f. through A.8. above, as applicable, pursuant to the standards applicable to the student's graduating class. Students in graduating classes prior to 2018 shall demonstrate proficiency as set forth for the classes of 2018 through 2022 at N.J.A.C. 6A:8-5.1(f)1 and A.5.a. above. Upon certification of passing the test applicable to the student's class in accordance with N.J.A.C. 6A:8 and this Policy, a State-

~~endorsed diploma shall be granted by the high school of record.~~

~~3. Pursuant to N.J.A.C. 6A:20-1.4, the Commissioner of Education shall award a State-issued high school diploma based on achieving the Statewide standard score on the General Education Development test (GED) or other adult education assessments to individuals age sixteen or older who are no longer enrolled in school and have not achieved a high school credential.~~

~~4. The Commissioner of Education shall award a State-issued high school diploma to individuals age sixteen or older and no longer enrolled in high school based on official transcripts showing at least thirty general education credits leading to a degree at an accredited institution of higher education. Included in the thirty general education credits must be a minimum of fifteen credits with at least three credits in each of the five general education categories as follows: English; mathematics; science; social science; and the humanities.~~

~~5. The Board shall award a State-endorsed high school diploma to any currently enrolled student, regardless of grade level, who:~~

~~a. Has demonstrated proficiency in the State graduation proficiency test, pursuant to N.J.A.C. 6A:8-5.1(a)6 and A.1.f. above, or as set forth at N.J.A.C. 6A:8-5.1(g) and A.6. above:~~

~~(1) The Board shall award a State-endorsed high school diploma to any currently enrolled student in the graduating classes of 2019, 2020, 2021, and 2022 who has demonstrated proficiency in the high school end-of-course PARCC assessments in ELA 10 and Algebra I, or as set forth in N.J.A.C. 6A:8-5.1(f) and in A.5. above;~~

~~b. Has presented official transcripts showing at least thirty general education credits leading to a degree at an accredited institution of higher education; and~~

c. Has formally requested such early award of a State-endorsed high school diploma.

6. Pursuant to N.J.S.A. 18A:7C-7 and 18A:7E-3, the Superintendent shall report annually, to the Board of Education at a public meeting not later than September 30, and to the Commissioner of Education:

a. The total number of students graduated;

b. The number of students graduated under the substitute competency test process;

c. The number of students graduated under the portfolio appeals process;

d. The number of students receiving State-endorsed high school diplomas as a result of meeting any alternative requirements for graduation as specified in their IEP's. The total number of students denied graduation from the twelfth grade class; and if. The number of students denied graduation from the twelfth grade class solely because of failure to pass the State graduation proficiency test, substitute competency tests, or portfolio appeals process based on the provisions of N.J.A.C. 6A:8.

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

1. Through the Individualized Educational Plan (IEP) process and pursuant to N.J.A.C. 6A:14-4.11 the Board may specify alternate requirements for a State-endorsed diploma for individual students with disabilities as defined in N.J.A.C. 6A:14-1.3.

a. The district shall specifically address any alternate requirements for graduation in a student's IEP, in accordance with N.J.A.C. 6A:14-4.11.

b. The district shall develop and implement procedures for assessing whether a student with a disability has met the specified alternate requirements for graduation individually determined in an IEP.

2. The IEP of a student with a disability who enters a high school program shall specifically address the graduation requirements. The student shall meet the high school graduation requirements pursuant to N.J.A.C. 6A:8-5.1 and A. above, except as specified in the student's IEP. The IEP shall specify which requirements would qualify the student with a disability for the State-endorsed diploma issued by the Board responsible for the student's education.

3. Graduation with a State-endorsed diploma is a change of placement that requires written notice pursuant to N.J.A.C. 6A:14-2.3(f) and (g).

   a. As part of the written notice, the parent shall be provided with a copy of the procedural safeguards statement published by the NJDOE.

   b. As with any proposal to change the educational program or placement of a student with a disability, the parent may resolve a disagreement with the proposal to graduate the student by requesting mediation or a due process hearing prior to graduation.

   c. In accordance with N.J.A.C. 6A:14-3.8(d), a reevaluation shall not be required.

   d. When a student graduates or exceeds the age of eligibility, the student shall be provided a written summary of their academic achievement and functional performance prior to the date of the student's graduation or the conclusion of the school year in which the student exceeds the age of eligibility. The summary shall include recommendations to assist the student in meeting their postsecondary goals.

4. If a student with a disability attends a school other than that of the school district of residence, which is empowered to grant a diploma, the student shall have the choice of receiving the diploma of the school attended or the diploma of the school district of residence.

~~a. If the school the student is attending declines to issue a diploma to the student, the district of residence Board of Education shall issue the student a diploma if the student has satisfied all State and local graduation requirements, as specified in the student's IEP.~~

~~5. If the Board of Education grants an elementary school diploma, a student with a disability who fulfills the requirements of his or her IEP shall qualify for and receive a diploma.~~

~~6. Students with disabilities who meet the standards for graduation according to N.J.A.C. 6A:14-4.11 and this Policy have the opportunity to participate in graduation exercises and related activities on a nondiscriminatory basis.~~

~~E~~H. State Seal of Biliteracy ~~– N.J.A.C. 6A:8-5.3~~

1. The Board ~~may~~ will participate in the State Seal of Biliteracy Program and award a State Seal of Biliteracy to any student who has met all requirements for a high school diploma at ~~in~~ N.J.A.C. 6A:8-5.2 ~~and B. above~~ \ and demonstrates proficiency in the following:

   a. One or more ~~world~~ languages other than English through ~~via~~ an approved assessment approved pursuant to N.J.A.C. 6A:8-5.3(f) and H~~D~~.6. below during the student's next to last or final year of high school~~; and~~.

      (1) Pursuant to N.J.S.A. 18A:7C-15.a., a ~~foreign~~ language other than English ~~also~~ shall include, but not be limited to, American Sign Language, Latin, and Native American languages.

   b. English language arts as set forth ~~in~~ at N.J.A.C. 6A:8-5.1(a)6 andA.6 above or through a NJDOE-approved English proficiency assessment as set forth at N.J.A.C. 6A:8-5.1(f) and F. above.~~and A.1.f. above.~~

2. Pursuant to N.J.A.C. 6A:8-5.3(b), the ~~A~~ Board ~~that chooses to award the State Seal of Biliteracy~~ shall incorporate the process for awarding the State Seal of Biliteracy into ~~the developed~~this Policy

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developed,~~,~~ adopted, and implemented ~~Policy 5460 – High School Graduation~~ pursuant to N.J.A.C. 6A:8-5.1(a) and A.1. above, denoting participation in the voluntary program. Participation in the State Seal of Biliteracy Program is optional for students. The ~~A~~ Board ~~choosing to participate~~ shall submit to the Executive County Superintendent, in accordance with N.J.A.C. 6A:8-5.1(c~~d~~) and ~~A.3~~C. above, a copy of Policy 5460 – High School Graduation that reflects the option for students to participate in the State Seal of Biliteracy.

3. The Board of Education ~~shall~~ will pay the costs for related assessments. ~~and transcript insignias.~~

4. The Board ~~of Education shall do the following:~~shall:

   a. Provide the NJDOE with information regarding students who qualify for the State Seal of Biliteracy pursuant to N.J.A.C. 6A:8-5.3(a) and H~~D~~.1. above;

   b. Present each student who qualifies pursuant to H~~D~~.1. above with a ~~New Jersey Department of Education~~NJDOE-issued certificate;

   c. Include the Commissioner ~~of Education~~ developed insignia "New Jersey State Seal of Biliteracy" and the language(s) for which it was awarded on the student's transcript; and

   d. Maintain appropriate records to identify students who have earned the State Seal of Biliteracy.

5. The Board shall not award a State Seal of Biliteracy to any student who does not meet the criteria for a State Seal of Biliteracy as required at ~~in~~ N.J.A.C. 6A:8-5.3(a) and ~~D~~H.1. above and shall not include the Commissioner ~~of Education~~ developed insignia on the student's transcript.

6. A list of ~~New Jersey Department of Education~~NJDOE-approved, nationally or internationally recognized assessments and the Statewide scores necessary for a student to satisfy requirements for the State Seal of Biliteracy shall be set by a resolution approved by the ~~New Jersey~~ State Board of Education.

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a. If an approved assessment, pursuant to N.J.A.C. 6A:8-5.3(f) and ~~D~~H.6. above, does not exist for a particular language, the Board may administer a NJDOE-approved, locally designed proficiency-based assessment.

N.J.A.S. 18A:6-7.1~~7C-1~~; 18A:7C-3.; ~~18A:7C-5;~~ 18A:7C-6~~, 18A:7C-7; 18A:7C-15; 18A:7E-3 18A:35-1; 18A:35-2; 18A:35-5; 18A:35-7; 18A:35-8~~

N.J.A.C. 6A:8-4.1;~~6A:8-1.3~~; 6A:8-5.1 ~~et seq.~~; 6A:~~14-1.3~~8-5.3; 6A:9B-14.19; 6A:9B-14.20; 6A:14-1.1 et seq.;~~6A:14-2.3; 6A:14-3.7 6A:14-3.8; 6A:14-4.11; 6A:20-1.4~~

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Adopted: 23 June 2008
Revised: 22 June 2009
Revised: 21 September 2009
Revised: 24 November 2014
Revised: 25 June 2015
Revised: 26 January 2017
Revised: 20 December 2018
Revised: 26 March 2020
Revised: 25 May 2023
Revised: 24 September 2026

5461 HIGH SCHOOL DIPLOMAS

The Board of Education shall award a State-endorsed high school diploma to prospective graduates who have met all of the requirements adopted in accordance with N.J.A.C. 6A:8-5.1(a), 6A:8-5.1(b), or 6A:8-5.2(d). The Board shall not issue a high school diploma to any student who does not meet the criteria specified in the requirements adopted in accordance with N.J.A.C. 6A:8-5.1(a), 6A:8-5.1(b), or 6A:8-5.2.(d).

The words and terms used in this Policy shall have the meanings as defined in N.J.A.C. 6A:8-1.3.

The Board shall provide students exiting grade twelve without a diploma the opportunity for continued high school enrollment to age twenty or until the requirements for a State-endorsed diploma have been met, whichever comes first.

The Board shall allow any out-of-school individual to age twenty who has otherwise met all State and local graduation requirements but has failed to pass the State proficiency test to demonstrate proficiency through alternative means as set forth at N.J.A.C. 6A:8-5.1(a)6. through 6A:8-5.1(f), as applicable, pursuant to the standards applicable to the student's graduating class. Upon certification of passing the test applicable to the student's class in accordance with N.J.A.C. 6A:8, a State-endorsed diploma shall be granted by the high school of record.

Pursuant to N.J.A.C. 6A:20-1.4, the Commissioner of Education shall award a State-issued high school diploma based on achieving the Statewide standard score on a New Jersey High School Equivalency Assessment (NJHSEA) to individuals age sixteen or older who are no longer enrolled in school and have not achieved a high school credential. The Board shall provide students awarded a State-issued high school diploma pursuant to N.J.A.C. 6A:8-5.2(c) or 6A:8-5.2(d) the opportunity for continued high school enrollment to age twenty-one if eligible pursuant to the IDEA.

Pursuant to N.J.A.C. 6A:8-5.2(d), the Commissioner shall award a State-issued high school diploma to individuals age sixteen or older and no longer enrolled in high school based on official transcripts showing at least thirty general education credits leading to a degree at an accredited institution of higher education.

Included in the thirty general education credits must be a minimum of fifteen credits with at least three credits in each of the five general education categories as follows: English; mathematics; science; social science; and the humanities.

The Board shall award a State-endorsed high school diploma to any currently enrolled student, regardless of grade level, who:

1. Has demonstrated proficiency in the State graduation proficiency test, pursuant to N.J.A.C. 6A:8-5.1(a)7. or as set forth at N.J.A.C. 6A:8-5.1(e).

2. Has presented official transcripts showing at least thirty general education credits leading to a degree at an accredited institution of higher education; and

3. Has formally requested such early award of a State-endorsed high school diploma.

Pursuant to N.J.S.A. 18A:7C-7. and 18A:7E-3., the Superintendent shall report annually to the Board at a public meeting not later than September 30, and to the Commissioner:

1. The total number of students graduated;

2. The number of students graduated under the substitute competency test process;

3. The number of students graduated under the portfolio appeals process;

4. The number of students receiving State-endorsed high school diplomas as a result of meeting any alternate requirements for graduation as specified in their IEPs;

5. The total number of students denied graduation from the twelfth grade class; and

6. The number of students denied graduation from the twelfth grade class solely due to failure to pass the State graduation proficiency test, substitute competency tests, or portfolio appeals process based on the provisions of N.J.A.C. 6A:8.

N.J.S.A. 18A:7C-7.; 18A:7E-3.
N.J.A.C. 6A:8-5.1; 6A:8-5.2; 6A:20-1.4

Adopted: 24 September 2026

STUDENT USE OF INTERNET-ENABLED ~~ELECTRONIC COMMUNICATIONS AND RECORDING~~ DEVICES ~~(ECRD)~~ (M

5516 STUDENT USE OF INTERNET-ENABLED ~~ELECTRONIC COMMUNICATIONS AND RECORDING~~ DEVICES ~~(ECRD)~~ (M)

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The Board of Education prohibits student use of internet-enabled devices on school grounds during the school day in accordance with N.J.S.A. 18A:36-40b. The Board adopts this Policy and Regulation 5516 pursuant to N.J.S.A. 18A:36-40b. and the guidelines developed by the Commissioner of Education concerning student use of internet-enabled devices during regular school hours, on a school bus, or during school-sponsored events when the student is under the direct supervision of a teaching staff member or employee of the Board.

For the purpose of this Policy and Regulation 5516:

1. "Bell-to-bell" means the timeframe when the bell rings at the start of the school day until the dismissal bell rings at the end of the academic day. Bell-to-bell includes time in between class periods and lunch.

2. "Digital citizenship" means the development of thoughtful, empathetic citizens who can wrestle with important ethical questions at the intersection of technology and humanity. Model digital citizens focus on using technology to make communities better, engage respectfully online with others, and leverage technology to amplify voices and perspectives. They are careful to determine the validity of online sources of information and are always respectful of ideas different than their own.

3. "District-managed tools" means school-issued technology or platforms used for educational purposes (e.g., laptops, tablets, learning management systems, etc.).

4. "Internet-enabled device" means any device capable of connecting to the internet and accessing online content (e.g., smartphones, tablets, smartwatches, smart glasses, personal laptop, etc.), including social media applications. An internet-enabled device does not include an internet-enabled device provided by the Board when used for educational purposes.

5. "Non-internet-enabled device" means a basic communication device that is not capable of connecting to the internet or enabling

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the user to access content on the internet (e.g., basic flip-style cell phones, two-way radio/walkie-talkie, etc.).

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

A student's use of an internet-enabled device on a school bus or during school-sponsored events when the student is under the direct supervision of a teaching staff member or employee of the Board will be in accordance with the age-appropriate and grade-level differentiated requirements outlined in Regulation 5516.

District-issued technology and sponsored platforms are permitted to be used in classrooms for educational purposes. The district may use existing information technology systems to proactively establish and monitor restrictions to the district's network. The district may utilize device management software to restrict or monitor student browsing on school-issued devices or from devices connecting to the district's Wi-Fi. **If the district chooses to use software or other technology to block students' use of their internet-enabled devices, the district may collaborate with the local municipality to determine that there are no safety or security concerns.** The Board shall notify students and parents about the monitoring practices in Policy and Regulation 2361.

The Board shall assume no responsibility for the security of or damage to a student's internet-enabled device brought onto school grounds. If a student brings

STUDENT USE OF INTERNET-ENABLED ~~ELECTRONIC COMMUNICATIONS AND~~ ~~RECORDING~~ DEVICES ~~(ECRD)~~ (M

an internet-enabled device to school, the internet-enabled device must remain off and may be required to be stored in a storage system as indicated in Regulation 5516. An internet-enabled device required to be stored in a district storage system shall be password protected by the student so only the student owner of the internet-enabled device can use the internet-enabled device.

The district shall provide instruction aligned to the New Jersey Student Learning Standards (NJSLS) on Digital Citizenship and shall ensure classroom instructional time is entirely free of internet-enabled devices. Teachers shall not incorporate students' personal technology into lesson plans. All digital engagement shall occur through district-managed tools and devices.

The district shall communicate behavioral expectations for student use of internet-enabled devices to students and their parent(s) and reinforce these behavioral expectations throughout the school year. Communication of this Policy and Regulation 5516 may include, but not be limited to, school-wide notifications, signage, and reinforcement as part of classroom routines.

The district shall comply with all applicable State and Federal laws that protect the rights of students with disabilities or health related needs, including, but not limited to, the Individuals with Disabilities Act (IDEA) and Section 504 of the Rehabilitation Act of 1973.

Students shall be permitted to use their internet-enabled device on school grounds during the school day, on the school bus, and at school-sponsored events in the following circumstances in accordance with N.J.S.A. 18A:36-40b.:

1. To fulfill accommodations provided in a student's individualized education program (IEP);

2. To support the implementation of a 504 Plan;

3. To implement a student health plan established to monitor or address a student's health condition (upon submission by a parent of documentation from a healthcare professional indicating that the use of an internet-enabled device is necessary for the health or well-being of the student);

4. For translation services;

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5. For a student caregiver who is routinely responsible for the care or well-being of a family member;

6. When no reasonable alternative to the use of the internet-enabled device for a specific purpose exists (upon authorization by the Superintendent, Principal, or designee);

7. When required by law; and

8. In the event of an emergency.

The **Superintendent** ~~Principal~~ or designee will inform students and parents of their right to request an internet-enabled device accommodation. The parent(s) shall submit a written request to the **Superintendent** ~~Principal~~ or designee. The written request shall include, but not be limited to, supporting documentation from the student's physician, child study team, and/or any other documentation as required by the **Superintendent** ~~Principal~~ or designee as to why the student requires an internet-enabled device accommodation. The **Superintendent** ~~Principal~~ or designee shall inform the parent(s) of the approval or denial of the written request for an internet-enabled device accommodation within five school days of receiving the written request. The **Superintendent** ~~Principal~~ or designee shall base such an accommodation determination on documented **educational,** medical, developmental, **accessibility,** or other needs **or specific purposes** and review them on a regular basis.

The **Superintendent** ~~Principal~~ or designee may involve school nurses, case managers, and IEP/504 coordinators in planning for and implementing internet-enabled device accommodations. Staff responsible for implementation shall have ready access to documentation of the accommodation and shall ensure their enforcement strategies minimize disruption. The district shall develop and disseminate clear procedures to ensure staff implement internet-enabled device accommodations confidentially. Staff training may be necessary to recognize and honor valid internet-enabled device accommodations without drawing unnecessary attention to the student. Staff shall treat students with an internet-enabled device accommodation with sensitivity and dignity. As appropriate, the district may develop one-page "internet-enabled device use summaries" for staff to ensure awareness while maintaining student confidentiality.

Pursuant to N.J.A.C. 6A:16-5.1, the district has developed and implemented comprehensive plans, procedures, and mechanisms that provide for safety and security in the district's schools. School safety plans include thoughtful

STUDENT USE OF INTERNET-ENABLED ~~ELECTRONIC COMMUNICATIONS AND~~ ~~RECORDING~~ DEVICES ~~(ECRD)~~ (M

integration of internet-enabled device procedures during emergencies or perceived threats. The district has incorporated clear expectations into school safety plans, emergency drill protocols, and staff professional development.

In the event of an unplanned emergency closure that prevents students from retrieving stored internet-enabled devices, the district shall develop and communicate a clear, centralized protocol for retrieving stored internet-enabled devices safely and efficiently once the school building is accessible.

In the event of a family emergency or for non-emergency communication, families shall contact the school's main office directly rather than reaching out to students during the school day. District staff will then follow local notification procedures to ensure the student receives the information in a timely and appropriate manner.

The district shall ensure students, parents, and school staff members are aware of this Policy and Regulation 5516 and understand how this Policy and Regulation 5516 apply to them. The Board shall include information about this Policy and Regulation 5516 in student handbooks.

District staff shall apply clear, age-appropriate consequences and use strategies to redirect students who attempt to use internet-enabled devices. Discipline and consequences shall be addressed in Regulation 5516.

No student enrolled as a student of an elementary or secondary school, knowingly and without the express written permission of the Board, its delegated authority, or any Principal, shall bring or possess any remotely activated paging device on any property used for school purposes, at any time and regardless of whether school is in session or others are present pursuant to N.J.S.A. 2C:33-19.

N.J.S.A. 2C:33-19.
N.J.S.A. 18A:36-40a.; 18A:36-40b.
Guidance for Schools on Student Use of Internet-Enabled Devices, New Jersey Department of Education, January 2026
Guidance for Schools on Student Use of Internet-Enabled Devices, Frequently Asked Questions

~~To support school environments in which students can fully engage with their classmates and their teachers, and to focus attention upon instruction, the Board of Education has~~

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~~determined the use of cell phones and other electronic communication devices by students for personal use during the school day and school activities should be limited.~~

~~As used in this Policy, "electronic communication device" includes any device with the capability to audio or video record and/or is capable of receiving or transmitting any type of communication with others. An electronic communication device includes, but is not limited to, any type of cameras; cellular and wireless telephones; pagers/beepers; laptop computers; watches; electronic readers; two-way radios; any audio or video broadcasting devices; ear buds; tablets; headphones; and any other device that allows a person to audio and/or video record and/or transmit, in either a real time or a delayed basis, video or still images, text, audio recordings; or other information.~~

~~The Board adopts Regulation 5516 and this Policy to address student use of an electronic communication device for personal use on school grounds during the school day, to also include, but not be limited to: during before and after school programs; during any co-curricular activity; and on a school bus.~~

~~Nothing in Regulation 5516 and this Policy shall prohibit a student from using an electronic communication device for a purpose documented in a classified student's Individualized Education Plan (IEP) or a plan developed under Section 504 of the "Rehabilitation Act of 1973," 29 USC 794. A student may use an electronic communication device to monitor or address a health condition with prior permission from the Principal, in consultation with the school nurse to be documented in the student's Individual Health Plan.~~

~~In addition, the Board of Education believes students and/or school staff members should not be subject to having a video or audio recording taken of any student(s) or school staff member(s) for any purpose without the consent of the student, the student's parent, and/or the school staff member. In addition to protecting the privacy rights of students and school staff members, the Board recognizes such recordings can be disruptive to the educational program. Inappropriate recordings of educational material, student assessment instruments, and/or student assessment reviews can be used to compromise the integrity of the district's educational program or lead to academic dishonesty in the event such recordings are stored and/or transmitted to other students. Therefore, the Board of Education adopts this Policy regarding student use of electronic communication and recording devices.~~

N.J.S.A. 2C:33-19

Adopted: 23 June 2008
Revised: 19 September 2011

STUDENT USE OF INTERNET-ENABLED ~~ELECTRONIC COMMUNICATIONS AND~~ ~~RECORDING~~ DEVICES ~~(ECRD)~~ (M

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Revised: 26 January 2017
Revised: 26 June 2025
Revised: 24 September 2026

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R 5516 STUDENT USE OF INTERNET-ENABLED ~~ELECTRONIC~~ ~~COMMUNICATION~~ DEVICES

The following age-appropriate and grade level differentiated provisions shall govern student use of internet-enabled devices on school grounds during the school day.

A. Grade 7 through Grade 12

1. Students in Grade 7 through Grade 12 are prohibited from using an internet-enabled device on school grounds during the school day.

2. Students in Grade 7 through Grade 12 shall store their internet-enabled device using the following storage options for internet-enabled devices during the school day. It is the student's responsibility to turn off the internet-enabled device and have the internet-enabled device password protected to prevent any unauthorized use of the device.

[Select One or More Options Below – Storage System

~~____ a. A locked pouch system – Upon entry to school, internet-enabled devices shall be placed into secure pouches which allow students to carry their internet-enabled devices but prevent their use. At the end of the school day, a school staff member will unlock each pouch and allow students to retrieve their internet-enabled devices.~~

__X__ b. A school locker or bin system – Upon entry to school, a school staff member will collect and store the internet-enabled devices in assigned lockers or bins. Students shall retrieve their internet-enabled devices at the end of the school day when the school staff member unlocks the storage unit.

~~____ c. In-class storage stations – Upon entry to school, students are expected to store their internet-enabled devices in a teacher-managed system for the entire school day and retrieve them at dismissal. These~~

~~storage stations may be locked or unlocked and include options such as numbered pockets/shelves, caddies, or lockers.~~

~~d. A student storage system – Each student who brings an internet-enabled device to school is expected to turn off their internet-enabled device and store it in their backpack, locker, or other bag throughout the entire school day.~~

[Select One Option Below – School Buses

_X__ 3. Students in Grade 7 through Grade 12 shall be permitted to use their internet-enabled device on a school bus on their way to school at the start of the school day or on their way home from school at the end of the school day.

~~3. Students in Grade 7 through Grade 12 are prohibited from using their internet-enabled device on a school bus on their way to school or on their way home from school at the end of the school day.~~

[Select One Option Below – Before and After the Regular School Day on School Grounds

–X_ 4. Students in Grade 7 through Grade 12 shall be permitted to use their internet-enabled device on school grounds before the start of the regular school day and on school grounds after the regular school day.

__~~X~~_ 4. ~~Students in Grade 7 through Grade 12 are prohibited from using their internet-enabled device on school grounds before the start of the regular school day and on school grounds after the regular school day.]~~

[Select One Option Below – School-Sponsored Events Off School Grounds During the School Day

–X__ 5. Students in Grade 7 through Grade 12 shall be permitted to use their internet-enabled device during school-sponsored events off school grounds during the school day while

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under the direct supervision of a school staff member or employee of the Board (e.g. field trip) **after determining no reasonable alternative to the use of the internet-enabled device at school-sponsored events off school grounds during the school day exists** only with the **authorization** approval of the **Superintendent** Principal or designee.

~~X 5. Students in Grade 7 through Grade 12 are prohibited from using their internet-enabled device during school-sponsored events off school grounds during the school day while under the direct supervision of a school staff member or employee of the Board (e.g. field trip).]~~

[Select One Option Below – School-Sponsored Events Outside of the School Day

X 6. Students in Grade 7 through Grade 12 shall be permitted to use their internet-enabled device during school-sponsored day when students are under the direct supervision of a school staff member or employee of the Board (e.g., afterschool club meeting, sport team practice/game, etc.) only with the approval of the Principal or designee.

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~~X 6. Students in Grade 7 through Grade 12 are prohibited from using their internet-enabled device during school-sponsored events taking place outside of the school day when students are under the direct supervision of a school staff member or employee of the Board (e.g., afterschool club meeting, sport team practice/game, etc.). The supervising school staff member or employee of the Board may establish the storage method to be used for a student's internet-enabled device during school-sponsored events taking place outside of the school day when students are under the direct supervision of a school staff member or employee of the Board.~~

a. If the supervising school staff member establishes a storage method, it is the student's responsibility to

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turn off the internet-enabled device and have the internet-enabled device password protected to prevent any unauthorized use of the internet-enabled device.

[Select One Option Below – Use of Non-Internet-Enabled Devices

~~___7. Students in Grade 7 through Grade 12 shall be permitted to use non-internet-enabled devices under the direct supervision of a school staff member or employee of the Board.~~

__X_ 7. Students in Grade 7 through Grade 12 are prohibited from using non-internet-enabled devices.**]**

8. Discipline

a. School staff members shall apply clear, age-appropriate consequences and use strategies to redirect students who use internet-enabled devices in violation of this Regulation and Policy 5516.

(1) First Offense in a School Year

(a) The internet-enabled device shall be taken from the student by a school staff member or employee of the Board and turned in to the Principal or designee's office for the remainder of the school day.

(b) It is the student's responsibility to turn off the internet-enabled device and have the internet-enabled device password protected to prevent any unauthorized use of the internet-enabled device before turning the internet-enabled device in to the school staff member or employee of the Board.

(c) The student will be permitted to pick up the internet-enabled device in the Principal or designee's office at the end of the school day.

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(d) The student will have the internet-enabled device returned upon signing an acknowledgment of their first offense in a school year in violation of this Regulation and Policy 5516.

(e) ~~The following discipline will be imposed on a student for a first offense in a school year in violation of the provisions in this Regulation and Policy 5516:~~ **Student discipline will be imposed in accordance with the progression outlined in the School Student Code of Conduct.**

(2) Second Offense in a School Year

(a) The internet-enabled device shall be taken from the student by the school staff member or employee of the Board and turned in to the Principal or designee's office for the remainder of the school day.

(b) It is the student's responsibility to turn off the internet-enabled device and have the internet-enabled device password protected to prevent any unauthorized use of the internet-enabled device before turning the internet-enabled device in to the school staff member or employee of the Board.

(c) The internet-enabled device must be picked up at the Principal or designee's office by a parent at the end of the school day.

(d) If the parent cannot pick up the internet-enabled device by the end of the school day, the parent may pick up the internet-enabled device before the end of the next or any subsequent school day.

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(e) The parent shall be required to sign for receipt of the internet-enabled device with notice provided of a second offense in a school year for their child.

(f) ~~The following discipline will be imposed on a student for a second offense in a school year in violation of the provisions in this Regulation and Policy 5516.~~ **Student discipline will be imposed in accordance with the progression outlined in the School Student Code of Conduct.**

(3) Third Offense in a School Year

(a) The internet-enabled device shall be taken from the student by the school staff member or employee of the Board and turned in to the Principal or designee's office for the remainder of the school day.

(b) It is the student's responsibility to turn off the internet-enabled device and have the internet-enabled device password protected to prevent any unauthorized use of the internet-enabled device before turning the internet-enabled device in to the school staff member or employee of the Board.

(c) The internet-enabled device must be picked up at the Principal or designee's office by a parent at the end of the school day.

(d) If the parent cannot pick up the internet-enabled device by the end of the school day, the parent may pick up the internet-enabled device before the end of the next or any subsequent school day.

(e) The parent shall be required to sign for receipt of the internet-enabled device with notice provided of a third offense in a school year for their child.

(f) ~~The following discipline will be imposed on a student for a third offense in a school year in violation of the provisions in this Regulation and Policy 5516:~~ **Student discipline will be imposed in accordance with the progression outlined in the School Student Code of Conduct.**

(5) A student who violates the provisions of this Regulation and Policy 5516 more than three times during a school may be placed on an Electronic Device Support Plan for a probationary period, as determined by school administration. During this probationary period, the student may be subject to additional expectations, interventions, and monitoring regarding the possession and use of personal internet-enabled devices while on school grounds, on school buses, and during school-sponsored activities. The duration and conditions of the Electronic Device Support Plan shall be determined by school administration based on the student's individual circumstances, disciplinary history, and demonstrated compliance with the expectations of Policy 5516. Failure to comply with the terms of the Electronic Device Support Plan may result in additional disciplinary action consistent with Board policy and the Student Code of Conduct.

(a) ~~The following discipline will be imposed on a student for bringing their internet-enabled device to school after being prohibited to have their internet-enabled device on school grounds:~~ **Student discipline will be imposed in accordance with the**

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progression outlined in the School Student Code of Conduct.

~~The following provisions govern student use of electronic communication devices on school grounds.~~

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~~A. Use of Electronic Communication Devices~~

~~1. Students are permitted to use an electronic communication device during the school day as outlined in each school's student handbook.~~

~~2. Under no circumstances is a student permitted to use an electronic communication device to communicate or take videos or photographs in a restroom, locker room, shower area, or any other area where any person is removing or changing cloths and/or in any other area or location where a person has a reasonable expectation of privacy. Student use of an electronic communication device for communicating or recording is also subject to the provisions of Policy 5516 and this Regulation.~~

~~3. Students are encouraged not to bring electronic communication devices to school. If a student chooses to bring an electronic communication device(s) to school, the device(s) shall be turned off by the student and passcode protected to prevent any unauthorized use of the device. The electronic communication device shall remain in the student's backpack/book bag or locker during the school day when its use is not authorized in accordance with Policy 5516 and this Regulation.~~

~~4. A classroom or other instructional space may have a designated location where students are required to turn off, ensure the electronic communication device is passcode protected, and store the electronic communication device until the student leaves the classroom or other instructional space.~~

~~5. If a student brings an electronic communication device to school, the student assumes the risk of damage, theft, or loss of the electronic communication device. The school district is not responsible for lost, stolen, or damaged devices.~~

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~~B. Discipline~~

~~1. In the event the Principal or designee determines a student has violated Policy 5516, the student will be assigned appropriate discipline in accordance with the school's student discipline/code of conduct.~~

Issued: 26 June 2025
Revised: 24 September 2026

5561 USE OF PHYSICAL RESTRAINT AND SECLUSION

The Board of Education strives to provide a safe, caring atmosphere that supports all learners in the least restrictive environment. On occasion, during an emergency, a situation may arise making it necessary to temporarily restrain or seclude a student with a disability in accordance with N.J.S.A. 18A:46-13.4. through 13.7.

A school district, an educational services commission, or an approved private school for students with disabilities (APSSD) that utilizes physical restraint on students with disabilities shall ensure that:

1. Physical restraint is used only in an emergency in which the student is exhibiting behavior that places the student or others in immediate physical danger;

2. A student is not restrained in the prone position, unless the student's primary care physician authorizes, in writing, the use of this restraint technique;

3. Staff members who are involved in the restraint of a student receive training in safe techniques for physical restraint from an entity determined by the Board ~~of Education~~ to be qualified to provide such training, and that the training is updated at least annually;

4. The parent of a student is immediately notified when physical restraint is used on the student. This notification may be by telephone or electronic communication. A post-incident written notification report of the incident of physical restraint shall be provided to the parent within forty-eight hours of the occurrence of the incident;

5. Each incident in which physical restraint is used is carefully and continuously visually monitored to ensure it was used in accordance with established procedures set forth in this Policy and Regulation 5561 ~~Use of Physical Restraint and Seclusion Techniques for Students with Disabilities~~, developed in conjunction with the entity that trains staff in safe techniques for physical restraint, in order to protect the safety of the child and others; and

6. Each incident in which physical restraint is used is documented in writing in sufficient detail to enable staff to use this information to develop or

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improve the behavior intervention plan at the next individualized education plan (IEP) meeting.

A school district, an educational services commission, and an APSSD shall attempt to minimize the use of physical restraints through inclusion of positive behavior supports in the student's behavior intervention plans developed by the IEP team.

A school district, an educational services commission, or an APSSD that utilizes seclusion techniques on students with disabilities shall ensure that:

1. A seclusion technique is used on a student with disabilities only in an emergency in which the student is exhibiting behavior that places the student or others in immediate physical danger;

2. Each incident in which a seclusion technique is used is carefully and continuously visually monitored to ensure it was used in accordance with established procedures set forth in this Policy and Regulation 5561 ~~—Use of Physical Restraint and Seclusion Techniques for Students with Disabilities~~, developed in conjunction with the entity that trains staff in safe techniques for physical restraint, in order to protect the safety of the child and others; and

3. Each incident in which a seclusion technique is used is documented in writing in sufficient detail to enable the staff to use this information to develop or improve the behavior intervention plan at the next IEP meeting.

A school district, an educational services commission, and an APSSD shall attempt to minimize the use of seclusion techniques through inclusion of positive behavior supports in the student's behavior intervention plans developed by the IEP team.

The New Jersey Department of Education shall establish guidelines for school districts, educational services commissions, and APSSDs to ensure a review process is in place to examine the use of ~~physical restraints~~physical restraints or seclusion techniques in emergency situations, and for the repeated use of these methods for an individual child, within the same classroom, or by a single individual. The review process shall include educational, clinical, and administrative personnel. Pursuant to the review process the student's IEP team may, as deemed appropriate, determine to revise the behavior intervention plan or classroom supports, and a school district, educational services commission, or APSSD may determine to revise a staff member's professional development plan pursuant N.J.S.A. 18A:46-13.7.

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The Superintendent or designee may gather input from school staff members and parents of students with disabilities on this Policy and Regulation 5561. All students with disabilities and their parents shall be afforded the procedural safeguards provided by the Individuals with Disabilities Education Act (IDEA).

The Superintendent or designee shall report all incidents of restraint and seclusion through the Student Safety Data System (SSDS). The Superintendent or designee shall annually inform parents of students with disabilities about this ~~the Board's~~ Policy and Regulation 5561 ~~regarding restraint~~regarding restraint and seclusion.

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N.J.S.A. 18A:46-13.4; 18A:46-13.5; 18A:46-13.6; 18A:46-13.7
New Jersey Department of Education Restraint and Seclusion Guidance for Students with Disabilities – July 10, 2018

Adopted: 19 September 2011
Revised: 25 July 2024
Revised: 24 September 2026

6112 REIMBURSEMENT OF FEDERAL AND OTHER GRANT EXPENDITURES **M**

The Cash Management Improvement Act (CMIA) and related Federal regulations require a State to minimize the time elapsing between the transfer of funds from the United States Treasury and the expenditure of funds for program purposes. This requirement applies to grantees such as the State of New Jersey and their sub grantees, such as a school district. The State of New Jersey and school districts must assure funds have been, or will be, spent within a minimal amount of time after having been drawn from the Federal government.

In accordance with this requirement, the New Jersey Department of Education (NJDOE) has implemented a reimbursement request system of payment. The procedures as outlined in the **NJDOE** ~~New Jersey Department of Education~~ Policies and Procedures for Reimbursement of Federal and Other Grant Expenditures shall be followed by school districts in submitting reimbursement requests. Reimbursement requests for entitlement grant awards under the Every Student Succeeds Act (ESSA), the Individuals with Disabilities Education Act (IDEA), the Strengthening Career and Technical Education for the 21st Century Act and any other program designated by the NJDOE shall be made using the NJDOE's Electronic Web-Enabled Grant (EWEG) System.

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Reimbursement requests by the School Business Administrator/Board Secretary or designee shall be made for individual titles and awards using the payment functionality of the EWEG system. Only one reimbursement request per month may be submitted for an individual title, award, or sub grant. Reimbursement requests may only be for expenditures that have already occurred or will occur within three business days of receipt of funds.

The submission of a reimbursement request constitutes a certification by the School Business Administrator/Board Secretary that the school district has previously made the appropriate expenditures and/or will make the expenditures within three business days of receipt of funds and that the expenditures are allowable and appropriate to the cost objective(s) of the sub grant.

The Superintendent s or designee is responsible for submitting an amendment application to the NJDOE for approval if a new budget category for which no funds were previously budgeted or approved has been created. The Superintendent or designee is responsible for submitting an amendment application to the NJDOE for approval if cumulative transfers among expenditure categories exceed ten percent of the total award. The Superintendent or designee is responsible for monitoring the cumulative ten percent level of fiscal change.

Reimbursement requests must be in accordance with approved grant applications. A reimbursement request may be submitted at any time after the sub grant has received final NJDOE approval. Reimbursement requests submitted at least ten business days before the end of the month but no later than the fifteenth day of the month will be reviewed and, if approved, processed for payment the first business day of the following month. School districts will normally receive payment by the fifth business day of the month and will be able to track the grant's payment history in EWEG through the payments link of the grant application.

Reimbursement requests must contain a brief description of the expenditures for which reimbursement is being requested. Individual line items need not be detailed. Expenditures must be supported by documentation at the school district level but should not be submitted to the NJDOE with a reimbursement request. The Superintendent of Schools or designee is responsible to maintain supporting documentation for seven years and for making it available to the NJDOE, the United States Department of Education, and/or their authorized representatives upon request. Documentation for salary expenditures is subject to the requirements of the Federal Uniform Grant Guidance. Documentation for all other expenditures must include evidence that the expenditures are allowable costs and of the relationship of the expenditure to the sub grant's cost objectives.

The NJDOE staff will review reimbursement requests to determine that they meet the sub grant's criteria. When a reimbursement request is approved or denied, the school district will receive an email notification through the EWEG system. Approval of a reimbursement request by NJDOE does not imply approval of the expenditures as allowable or appropriate to the sub grant's cost objectives as the approval of expenditures will continue to be processed through the final report. The School Business Administrator/Board Secretary or designee assumes responsibility for assuring that all funds requested through the EWEG system either have already been expended, or will be expended within three days of receipt of funds.

New Jersey Department of Education Policies and Procedures for Reimbursement of Federal and Other Grant Expenditures – January 2023 ~~March 2014~~

Adopted: 19 September 2011
Revised: 18 November 2021
Revised: 14 September 2023
Revised: 24 September 2026



6115.02 FEDERAL AWARDS/FUNDS INTERNAL CONTROLS-MANDATORY DISCLOSURES

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

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

A. General Reporting Requirement

1. If the total value of all Board ~~of Education~~ currently active grants, cooperative agreements, and procurement contracts from all Federal awarding agencies exceeds $10,000,000 for any period of time during the period of performance of this Federal award, then the Superintendent or designee, on behalf of the Board ~~of Education~~ as the recipient during that period of time, must maintain the currency of information reported to the SAM that is made available in the designated integrity and performance system about civil, criminal, or administrative proceedings described in B. below.

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2. This is a statutory requirement under section 872 of Public Law 110-417, as amended (41 USC 2313).

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

4. **The Superintendent or designee must disclose, in writing, any potential conflict of interest to the Federal agency or pass-through entity in accordance with the established Federal agency policies.**

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

1. The Superintendent or designee must disclose, in writing, to the Federal awarding agency or to the NJDOE~~New Jersey Department of Education~~ information required about each proceeding that:

   a. Is in connection with the award or performance of a grant, cooperative agreement, or procurement contract from the Federal g~~G~~overnment;

   b. Reached its final disposition during the most recent five-year period; and

   c. Is one of the following:

      (1) A criminal proceeding that resulted in a conviction, as defined in E. below;

      (2) A civil proceeding that resulted in a finding of fault and liability and payment of a monetary fine, penalty, reimbursement, restitution, or damages of $5,000 or more;

      (3) An administrative proceeding, as defined in E. below, that resulted in a finding of fault and liability and the payment of either a monetary fine or penalty of $5,000 or more or reimbursement, restitution, or damages in excess of $100,000; or

      (4) Any other criminal, civil, or administrative proceeding if:

         (a) It could have led to an outcome described in B.1.c.(1), (2), or (3) above of this award term and condition;

         (b) It had a different disposition arrived at by consent or compromise with an acknowledgment of fault on the school district's part; and

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(c) The requirement in this award term and condition to disclose information about the proceeding does not conflict with applicable laws and regulations.

C. Reporting Procedures

1. The Superintendent or designee shall enter in the SAM Entity Management area the information that the SAM requires about each proceeding described in B. above.

2. The Superintendent or designee does not need to submit the information a second time under assistance awards the Board ~~of Education~~ received if the Superintendent or designee already provided the information through the SAM because the Board ~~of Education~~ was required to do so under Federal procurement contracts the Board ~~of Education~~ was awarded.

D. Reporting Frequency

1. During any period of time when the Board ~~of Education~~ is subject to the requirement in A. above, the Superintendent or designee must report proceedings information through the SAM for the most recent five year period, either to report new information about any proceeding(s) the Board ~~of Education~~ has not reported previously or affirm that there is no new information to report.

2. If the Board ~~of Education~~ has Federal contract, grant, and cooperative agreement awards with a cumulative total value greater than $10,000,000, the Board ~~of Education~~ must disclose semiannually any information about the criminal, civil, and administrative proceedings.

E. Definitions

1. For the purposes of this Policy:

a. "Administrative proceeding" for the purposes of 2 CFR §200 - Appendix XII and this Policy means a non-judicial process that is adjudicatory in nature in order to make a determination of fault or liability. This includes proceedings at the Federal and State level but only in connection with performance of a Federal contract or grant. It does not include audits, site visits, corrective plans, or inspection of deliverables.

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b. "Conviction" for the purposes of 2 CFR §200 - Appendix XII and this Policy, means a judgment or conviction of a criminal offense by any court of competent jurisdiction, whether entered upon a verdict or a plea, and includes a conviction entered upon a plea of nolo contendere.

c. Total value of currently active grants, cooperative agreements, and procurement contracts includes:

(1) Only the Federal share of the funding under any Federal award with a Board ~~of Education~~ cost share or match; and

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(2) The value of all expected funding increments under a Federal award and options, even if not yet exercised.

2 CFR §200.113; 200.212

Adopted: 15 December 2022
Revised: 24 September 2026

6311 CONTRACTS FOR GOODS OR SERVICES FUNDED BY FEDERAL GRANTS

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

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

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

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

Continuation of current contracts and restrictions on subcontracting with vendors who are on the SAM list or proposed for disbarment shall be in accordance with the limitations as outlined in 2 CFR §200.

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

The applicability of the provisions of this Policy apply to covered transactions as defined in 2 CFR §3485.220. A covered transaction is any contract that is awarded by the Board of Education that is covered under 2 CFR §180.210 and the amount of the contract is expected to equal or exceed $25,000, unless the Board chooses a lower threshold.

Compliance with the provisions of 2 CFR §200 and this Policy must be demonstrated by written evidence to be maintained by the School Business Administrator/Board Secretary. Examples of evidence include printouts of searches from the SAM, imprints from an ink stamp, or Avery or similar labels affixed to purchase orders memorializing performance of this verification.

2 CFR §200
2 CFR §3485.220
2 CFR §180.210

Adopted: 19 September 2011
Revised: 15 December 2022
Revised: 14 September 2023
Revised: 24 September 2026

8561 PROCUREMENT PROCEDURES FOR SCHOOL NUTRITION PROGRAMS

The Board of Education adopts this Policy to identify their procurement plan for the United States Department of Agriculture's (USDA) School Nutrition Programs. School Nutrition Programs include, but are not limited to: the National School Lunch Program (NSLP); School Breakfast Program (SBP); Afterschool Snack Program (ASP); Special Milk Program (SMP); Fresh Fruit and Vegetable Program (FFVP); Seamless Summer Option (SSO) of the NSLP; Summer Food Service Program (SFSP); the At-Risk Afterschool Meals component of the Child and Adult Care Food Program (CACFP); and the Schools/Child Nutrition USDA Foods Program.

The Board ~~of Education~~ is ultimately responsible for ensuring all procurement procedures for any purchases by the Board ~~of Education~~ and/or a food service management company (FSMC) comply with all Federal regulations, including but not limited to: 7 CFR Parts 210, 220, 225, 226, 245, 250; 2 CFR 200; State procurement statutes and administrative codes and regulations; local Board ~~of Education~~ procurement policies; and any other applicable State and local laws.

The procurement procedures contained in this Policy will be implemented beginning immediately, until amended. All procurements must maximize full and open competition. Source documentation will be maintained by the School Business Administrator/Board Secretary or designee and will be available to determine open competition, the reasonableness, the allowability, and the allocation of costs.

The Board ~~of Education~~ intentionally seeks to prohibit conflicts of interest in all procurement of goods and services.

A. General Procurement

The procurement procedures will maximize full and open competition, transparency in transactions, comparability, and documentation of all procurement activities. The school district's plan for procuring items for use in the School Nutrition Programs is as follows:

1. The School Business Administrator/Board Secretary will ensure all purchases will be in accordance with the Federal Funds Procurement Method Selection Chart – State Agency Form #358. Formal procurement procedures will be used as required by 2 CFR 200.318 through .326 and any State and local procurement code and regulations. Informal procurement procedures (small purchase) will be required for purchases under the most restrictive small purchase threshold.

2. The following threshold amounts apply ~~procedures will be used~~ for all purchases:

Board Micro-Purchase Threshold: $15,000

Board Small Purchase Threshold: $53,000

The Board will follow formal procurement procedures for all purchases over the Small Purchase Threshold amount.

The Board will perform a cost or price analysis to determine the estimated dollar amounts for purchases and thus the required procurement method.

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~~Product/ Services~~	~~Estimated Dollar Amount~~	~~Procurement Method~~	~~Evaluation~~	~~Contract Award Type~~	~~Contract Duration/ Frequency~~

B. Micro-Purchase Procedures

1. Public/Charter Schools

Purchases of supplies or services, as defined by 2 CFR 200.67, will be awarded without soliciting competitive price quotations if the price is reasonable in accordance with N.J.S.A. 18A:18A-37(a) and below thresholds established by the State Treasurer for informal receipt of quotations. Purchases will be distributed equitably among qualified suppliers with reasonable prices. Records will be kept for micro-purchases.

2. Non-Public Schools

Purchases of supplies or services, within the Federal micro-purchase threshold ~~(the aggregate amount does not exceed the Federal micro-purchase threshold~~ as defined ~~set~~ by 2 CFR 200.67~~)~~ will be awarded without soliciting competitive price quotations if the price is reasonable. Purchases will be distributed equitably among qualified suppliers with reasonable prices. Records will be kept for micro-purchases.

~~3. Formal bid procedures will be applied on the basis of:~~

~~_x_ centralized system;~~
~~___ individual school;~~
~~___ multi-school system; and/or~~
~~___ State contract.~~

~~4. Because of the potential for purchasing more than public or non-public informal/small purchase threshold amount, or the Board approved threshold if less, it will be the responsibility of the School Business Administrator/Board Secretary to document the amounts to be purchased so the correct method of procurement will be followed.~~

C. Small Purchase Procedures

If the amount of purchases for items is less than the Board's small purchase threshold, the following small purchase procedures including quotes will be used. Quotes from a minimum number of three qualified sources will be required.

1. Written specifications will be prepared and provided to all vendors.

2. Each vendor will be contacted and given an opportunity to provide a price quote on the same specifications. A minimum of three vendors must be contacted.

3. The School Business Administrator/Board Secretary or designee will be responsible for contacting potential vendors when price quotes are needed.

4. The price quotes will receive appropriate confidentiality before award.

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5. Quotes will be awarded by the School Business Administrator/Board Secretary. Quotes will be awarded based on the lowest price.

6. The School Business Administrator/Board Secretary will be responsible for documentation of records to show selection of vendor, names of all vendors contacted, price quotes from each vendor, and written specifications.

7. The School Business Administrator/Board Secretary or designee will be responsible for documentation that the actual product specified is received.

8. Any time an accepted item is not available, the School Business Administrator/Board Secretary will select the acceptable alternate. Full documentation will be made available as to the selection of the acceptable item.

9. The School Business Administrator/Board Secretary or designee is required to sign all quote tabulations, signifying a review and approval of the selections.

D~~C~~. Formal Procurement

When a formal procurement method is required, ~~the following competitive sealed bid or an~~ Invitation for Bid (IFB) or ~~competitive proposal in the form of a~~ Request for Proposal (RFP) procedures will apply:

~~1.~~ ~~1.~~ An announcement of an IFB or a RFP will be placed in the Board designated official newspaper to publicize the intent of the Board ~~of Education~~ to purchase needed items. ~~The advertisement for bids/proposals or legal notice will be published in the official newspaper for at least one day in accordance with the provisions of N.J.S.A. 18A:18A-21.~~

a. The advertisement of the IFB or legal notice will run for one day a minimum of ten calendar days prior to the bid opening.

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b. The advertisement of the RFP or legal notice will run for one day a minimum of twenty calendar days prior to the proposal due date.

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2. An advertisement ~~in the official newspaper for at least one day~~ is required for all purchases over the school district's small purchase threshold ~~as outlined in "Federal Funds Procurement Method Section Chart – State Agency Form #358~~. The announcement(advertisement or legal notice) will contain ~~the following~~:

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   a. A general description of items to be purchased;

   b. The deadline for submission of questions and the date written responses will be provided, including addenda to bid specifications, terms, and conditions as needed;

   c. The date of the pre-bid meeting, if provided, and if attendance is a requirement for bid award;

   d. The deadline for submission of sealed bids or proposals; and

   e. The address of the location where complete specifications and bid forms may be obtained.

3. In an IFB or RFP, each vendor will be given an opportunity to bid or propose on the same specifications.

4. The developer of written specifications or descriptions for procurements will be prohibited from submitting bids or proposals for such products or services.

5. The IFB or RFP must~~will~~ clearly define the purchase conditions. The following list includes requirements, not exclusive, to be addressed in the procurement document:

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   a. Contract period;

   b. The Board ~~of Education~~ is responsible for all contracts awarded (statement);

c. Date, time, and location of IFB/RFP opening;

d. How the vendor is to be informed of bid acceptance or rejection;

e. Delivery schedule;

f. IFB r~~R~~equirements (terms and conditions) that~~the~~ bidder must fulfill in order for bid to be awarded~~evaluated~~;

g. **RFP requirements (terms and conditions) that proposer must fulfill in order for proposal to be evaluated and awarded;**

h~~g~~. Benefits to which the Board ~~of Education~~ will be entitled if the contractor cannot or will not perform as required;

i~~h~~. Statement assuring positive efforts will be made to involve minority and small business;

j~~i~~. Statement regarding the return of purchase incentives, discounts, rebates, and credits to the Board ~~of Education's~~ nonprofit school food service account;

k~~j~~. Contract provisions as required in Appendix II to 2 CFR 200;

(1) Termination for cause and convenience – contracts in excess of $10,000;

(2) Equal Opportunity Employment – "federally assisted construction contracts";

(3) Davis-Bacon Act – construction contracts in excess of $2,000;

(4) Contract work Hours and Safety Standards – contracts in excess of $100,000;

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(5) Right to inventions made under a contract or agreement – if the contract meets the definition of a "funding agreement" under 37 CFR 401.2(a);

(6) Clean Air Act – contracts in excess of $150,000;

(7) Debarment and Suspension – all Federal awarded contracts;

(8) Byrd Anti-Lobbying Amendment – contracts in excess of $100,000; and

(9) Contracts must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.

~~k~~l. Contract provisions as required in 7 CFR 210.21(f) for all cost reimbursable contracts;

~~l~~m. Contract provisions as required in 7 CFR 210.16(a)(1-10) and 7 CFR 250.53 for food service management company contracts;

~~m. Procuring instrument to be used are purchase orders from firm fixed prices after formal bidding;~~

n. Price adjustment clause for renewal of multi-year contracts as defined in N.J.S.A. 18A:18A-42. – Definitions. The "index rate" means the annual percentage increase rounded to the nearest half percent in the implicit price deflator for State and local government purchases of goods and services computed and published quarterly by the U.S. Department of Commerce, Bureau of Economic Analysis;

o. Method of evaluation and type of contract to be awarded (solicitations using an IFB are awarded to the lowest responsive and responsible bidder; solicitations using a RFP are awarded to the most advantageous proposer~~bidder/offeror~~ with price as the primary factor among other factors considered);

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p. Method of award announcement and effective date (if intent to award is required by State or local procurement requirements);

q. Specific bid protest procedures including contact information of person and address and the date by which a written protest must be received;

r. Provision requiring access by duly authorized representatives of the Board ~~of Education~~, New Jersey Department of Agriculture (NJDA), ~~United States Department of Agriculture~~ (USDA~~)~~, or Comptroller General to any books, documents, papers, and records of the contractor which are directly pertinent to all negotiated contracts;

s. Method of shipment or delivery upon contract award;

t. Provision requiring contractor to maintain all required records for three years after final payment and all other pending matters (audits) are closed for all negotiated contracts;

u. Description of process for enabling vendors to receive or pick up orders upon contract award;

v. Provision requiring the contractor to recognize mandatory standards/policies related to energy efficiency contained in the Energy Policy and Conservation Act (PL 94-163);

w. Signed statement of non-collusion;

x. Signed Debarment/Suspension Certificate, clause in the contract or a copy of search results from the System for Award Management (SAM);

y. Provision requiring "Buy American" as outlined in 7 CFR Part 210.21(d)and 7 CFR Part 220.16(d) and USDA Guidance Memo SP 23-2024~~38-2017~~; ~~and~~

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z. Specifications and estimated quantities of products and services prepared by the Board~~school district~~ and provided to potential contractors desiring to submit bids/proposals for the products or services requested.

aa. The Board ~~of Education~~'s Electronic Signature Policy **(see New Jersey Uniform Electronic Signature Transaction Act, N.J.S.A. 12A:12-1 et seq.).**~~.~~

6. If any potential vendor is in doubt as to the true meaning of specifications or purchase conditions, questions may be sent to the representatives listed below. The Board's response will be provided in writing to all potential bidders or proposers within 3 business days. ~~interpretation will be provided in writing to all potential bidders by the School Business Administrator/Board Secretary or designee and will specify the deadline for all questions.~~

a. The School Business Administrator/Board Secretary will be responsible for securing all bids or proposals.

b. The School Business Administrator/Board Secretary will be responsible to ensure all Board ~~of Education~~ procurements are conducted in compliance with applicable Federal, State, and local procurement regulations.

~~c. The following criteria will be used in awarding contracts as a result of bids/proposals. Price must be the highest weighted criteria. Examples of other possible criteria include quality, service, delivery, and availability.~~

7. In awarding a RFP, a set of award criteria in the form of a weighted evaluation sheet will be provided to each proposer~~bidder~~ in the initial RFP~~bid~~ document materials. Price alone is not the sole basis for award, but remains the primary consideration among all factors when awarding a contract. Following evaluation ~~and negotiations~~, a firm fixed price or cost reimbursable contract is awarded.

a. The contracts will be awarded to the responsible ~~bidder/~~proposer whose ~~bid or~~ proposal is responsive to the

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requestinvitation and is most advantageous to the Board of Education, price as the primary, and other factors considered. Any and all bids or proposals may be rejected in accordance with the law.

b. The School Business Administrator/Board Secretary or designee is required to sign on the bid tabulation of competitive sealed bids or the evaluation criterion score sheet of competitive proposals signifying a review and approval of the selections.

c. The School Business Administrator/Board Secretary shall review the procurement system to ensure compliance with applicable laws.

d. The School Business Administrator/Board Secretary or designee will be responsible for the documentation that the actual product specified was received.

e. Any time an accepted item is not available, the School Business Administrator/Board Secretary will select the acceptable alternate. The contractor must inform the School Business Administrator/Board Secretary within one workday if a product is not available. In the event a nondomestic agricultural product is to be provided to the Board of Education, the contractor must obtain, in advance, written approval for the product. The School Business Administrator/Board Secretary must comply with the "Buy American" Pprovision.

f. Full documentation regarding the reason an accepted item was unavailable, and the procedure used in determining acceptable alternates, will be available for audit and review. The person responsible for this documentation is the School Business Administrator/Board Secretary.

g. The School Business Administrator/Board Secretary is responsible for maintaining all procurement documentation.

8. In awarding an IFB, price is the only consideration.

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a. The contract will be awarded to the responsible bidder whose bid is responsive to the invitation and is the lowest price. Any and all bids may be rejected in accordance with the law.

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b. The School Business Administrator/Board Secretary is required to sign on the bid tabulations of competitive sealed bids.

c. The School Business Administrator/Board Secretary reviews the procurement system to ensure compliance with applicable laws.

d. The School Business Administrator/Board Secretary is responsible for documentation that the actual product specified is received.

e. Any time an accepted item is not available, the School Business Administrator/Board Secretary will select the acceptable alternate. The contractor must inform the School Business Administrator/Board Secretary within one workday if a product is not available. In the event a nondomestic agricultural product is to be provided to the Board, the contractor must obtain, in advance, written approval for the product. The School Business Administrator/Board Secretary must comply with the "Buy American" provision.

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f. Full documentation regarding the reason an accepted item was unavailable, and the procedure used in determining acceptable alternates, will be available for audit and review. The person responsible for this documentation is the School Business Administrator/Board Secretary.

g. The School Business Administrator/Board Secretary is responsible for maintaining all procurement documentation.

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~~D. Small Purchase Procedures~~

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~~If the amount of purchases for items is less than the school district's small purchase threshold as outlined in the Federal Funds Procurement Method Selection Chart – State Agency Form #358, the following small purchase procedures including quotes will be used. Quotes from a minimum number of three qualified sources will be required.~~

~~1. Written specifications will be prepared and provided to all vendors.~~

~~2. Each vendor will be contacted and given an opportunity to provide a price quote on the same specifications. A minimum of three vendors shall be contacted.~~

~~3. The School Business Administrator/Board Secretary or designee will be responsible for contacting potential vendors when price quotes are needed.~~

~~4. The price quotes will receive appropriate confidentiality before award.~~

~~5. Quotes/Bids will be awarded by the School Business Administrator/Board Secretary. Quotes/Bids will be awarded on the following criteria. Quote/Bid price must be the highest weighted criteria. Examples of other possible criteria include quality, service, delivery, and availability.~~

~~6. The School Business Administrator/Board Secretary will be responsible for documentation of records to show selection of vendor, reasons for selection, names of all vendors contacted, price quotes from each vendor, and written specifications.~~

~~7. The School Business Administrator/Board Secretary or designee will be responsible for documentation that the actual product specified is received.~~

~~8. Any time an accepted item is not available, the School Business Administrator/Board Secretary will select the acceptable alternate.~~

~~Full documentation will be made available as to the selection of the acceptable item.~~

~~9. The School Business Administrator/Board Secretary or designee is required to sign all quote tabulations, signifying a review and approval of the selections.~~

E. Noncompetitive Proposal Procedures

If items are available only from a single source when the award of a contract is not feasible under small purchase, sealed bid or competitive negotiation, noncompetitive proposal procedures will be used:

1. Written specifications will be prepared and provided to the vendor.

2. The School Business Administrator/Board Secretary will be responsible for the documentation of records to fully explain the decision to use the noncompetitive proposal. The records will be available for audit and review.

3. The School Business Administrator/Board Secretary or designee will be responsible for documentation that the actual product or service specified was received.

4. The School Business Administrator/Board Secretary will be responsible for reviewing the procedures to be certain all requirements for using single source or noncompetitive proposals are met.

~~5. The noncompetitive micro-purchase method shall be used for one-time purchases of a new food item if the amount is less than the applicable Federal or State micro-purchase threshold to determine food acceptance by students and provide samples for testing purposes. A record of noncompetitive negotiation purchase shall be maintained by the School Business Administrator/Board Secretary or designee. At a minimum, the record of noncompetitive purchases shall include: item name; dollar amount; vendor; and reason for noncompetitive procurement.~~

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5~~6~~. A member or representative of the Board of Education will approve, in advance, all procurements that result from noncompetitive negotiations.

F~~E~~. Miscellaneous Provisions

~~1. New product evaluation procedures will include a review of product labels and ingredients; an evaluation of the nutritional value; taste tests and surveys; and any other evaluations to ensure the new product would enhance the program.~~

1~~2~~. The Board ~~of Education~~ agrees the reviewing official of each transaction will be the School Business Administrator/Board Secretary.

2~~3~~. Payment will be made to the vendor when the contract has been met and verified and has met the Board ~~of Education~~'s procedures for payment. (If prompt payment is made, discounts, etc., are accepted.)

3~~4~~. Specifications will be updated as needed.

4~~5~~. If the product is not as specified, the following procedure, including, but not limited to, will take place: remove product from service; contact vendor for approved alternate product; or remove product from bid.

G~~F~~. Emergency Purchases

1. ~~1.~~ If it is necessary to make a one-time emergency procurement to continue service or obtain goods, and the public exigency or emergency will not permit a delay resulting from a competitive solicitation, the purchase must be authorized using a purchase order signed by the School Business Administrator/Board Secretary. The following emergency procedures shall ~~to~~ be followed ~~for such purchases shall be those procedures used by the school district for other emergency purchases consistent with N.J.S.A. 18A:18A-7~~.
All emergency procurements shall be approved by the School Business Administrator/Board Secretary.

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At a minimum, the following emergency procurement procedures shall be documented: ~~to include, but not be limited to: item name; dollar amount; vendor; and reason for emergency.~~

a. Item name;

b. Dollar amount;

c. Vendor; and

d. Reason for emergency.

H~~G~~. Purchasing Goods and Services – Cooperative Agreements, Agents, and Third-Party Services (Piggybacking)

1. When participating in intergovernmental and inter-agency agreements the Board ~~of Education~~ will ensure that competitive procurements are conducted in accordance with 2 CFR Part 200.318 through .326 and applicable program regulations and guidance.

2. When utilizing the services of a co-op, agent, or third party the Board ~~of Education~~ will ensure that the following conditions have been met:

   a. All procurements were subject to full and open competition and were made in accordance with Federal/State/local procurement requirements;

   b. The existing contract allows for the inclusion of additional Board of Educations that were not contemplated in the original procurement to purchase the same supplies/equipment through the original award;

   c. The specifications in the existing contract meets their needs and that the items being ordered are in the contract;

   d. The awarded contract requires all the Federally required certifications; e.g. "Buy American", debarment, restrictions on lobbying, etc.;

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e. The agency will confirm the addition of their purchasing power (goods or services) to the procurement in scope or services does not create a material change, resulting in the needs to re-procure ~~re-bid~~ the contract;

f. Administrative costs (fees) for participating in the agreement are adequately defined, necessary and reasonable, and the method of allocating the cost to the participating agencies must be specified;

g. The "Buy American" provisions are included in the procurement of food and agricultural products; and

h. The agreement includes the basis for and method of allocating each discount, rebate, or credit and how they will be returned to each participating agency when utilizing a cost-reimbursable contract.

I. The "Buy American" Act

1. The "Buy American" provision requires the Board to purchase, to the maximum amount practicable, domestic commodities or products. This provision supports the mission of the Child Nutrition Programs, which is to serve children nutritious meals and support American agriculture. Program regulations that govern this provision apply to a Board that operates the NSLP and SBP and are found at 7 CFR 210.21(d) and 7 CFR 220.16(d). The Board complies by:

a. Purchasing domestic commercial food products for the school meals programs;

b. Including "Buy American" provision language in procurement procedures, solicitations, and contracts; and

c. Tracking non-domestic commercial food purchases.

~~J~~I. Records Retention

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1. The Board ~~of Education~~ shall agree to retain all books, records, and other documents relative to the award of the contract for three years after final payment. If there are audit findings that 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. Specifically, the Board ~~of Education~~ shall maintain, at a minimum, the following documents:

   a. Written rationale for the method of procurement;

   b. A copy of the original solicitation;

   c. The selection of contract type;

   d. The bidding and negotiation history and working papers;

   e. The basis for contractor selection;

   f. Approval from the State agency to support a lack of competition when competitive bids or offers are not obtained;

   g. The basis for award cost or price;

   h. The terms and conditions of the contract;

   i. Any changes to the contract and negotiation history;

   j. Billing and payment records;

   k. A history of any contractor claims;

   l. A history of any contractor breaches; and

   ~~m. Any other documents as required by N.J.S.A. 18A:18A Public School Contracts Law.~~

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K~~J~~. Code of Conduct for Procurement

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1. All procurements must ensure there is open and free competition and adhere to the most restrictive Federal, State, and local

requirements. The Board ~~of Education~~ seeks to conduct all procurement procedures in compliance with stated regulations and to prohibit conflicts of interest and actions of employees engaged in the selection, award, and administration of contracts. All procurements will be in accordance with this Policy and all applicable provisions of N.J.S.A. 18A:18A – Public School Contracts Law.

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

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3. The officers, employees, and agents of the non-Federal entity may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts. However, non-Federal entities may set standards for situations in which the financial interest is not substantial or the gift is an unsolicited item of nominal value.

4. The standards of conduct must provide for disciplinary actions to be applied for violations of such standards by officers, employees, or agents of the non-Federal entity. Based on the severity of the infraction, the penalties could include a written reprimand to their personnel file, a suspension with or without pay, or termination.

5. All questions and concerns regarding procurement solicitations, contract evaluations, and contract award, shall be directed to the School Business Administrator/Board Secretary.

L~~K~~. Food Service Management Company (FSMC)

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1. In the operation of the school district's food service program, the school district shall ensure that a FSMC complies with the requirements of the Program Agreement, the school district's Free and Reduced School Lunch Policy Statement, all applicable USDA

program policies and regulations, and applicable State and local laws. In order to operate an a la carte food service program, the FSMC shall agree to offer free, reduced price, and full price reimbursable meals to all eligible children.

2. The school district shall monitor the FSMC billing invoices to ensure compliance with Federal and State procurement regulations.

3. In accordance with N.J.S.A. 18A:18A-5a.(22), RFPs are required in all solicitations for a FSMC.

N.J.S.A. 18A:18A-1 et seq. ~~– Public School Contracts Law~~
New Jersey Department of Agriculture
"Procurement Procedures for School Food Authorities" Model Policy – October 2025~~September 2018~~

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Adopted: 27 June 2019
Revised 15 December 2022
Revised: 24 September 2026

REGULATION

Kingsway Regional
School District

Section: Program
2200. CURRICULUM CONTENT (M)
Date Created: June 2008
Date Edited: May 2025

2200. CURRICULUM CONTENT (M)

M
Courses of study and instructional materials and programs shall be designed to eliminate discrimination and promote understanding and mutual respect between children regardless of race, color, creed, age, marital status, affectional or sexual orientation, gender identity or expression, ancestry, national origin, socioeconomic status, and/or disability.

In order to eliminate possible bias in the curriculum, staff shall use the following criteria:

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A. When instructional material contains stereotypes or discriminatory statements, staff should help pupils identify the stereotypes or discriminatory statement(s) and discuss with pupils the consequences of repeated stereotyping and discriminatory statements.

B. If a particular instructional material is highly objectionable, staff should not use it,, such material should be brought to the attention of the Building Principal so that the Affirmative Action Officer can evaluate the objectionable material. Alternatively, the teacher might discuss the questionable material instead of eliminating it, depending on the makeup and maturity of the class and the purposes of the instruction.

C. Another recommended technique for handling materials that contain biases or stereotypes is to offset it by using unbiased supplementary materials.

D. Community involvement when developing instructional programs and attendant materials shall be encouraged.

Issued: 23 June 2008
Revised: 24 May 2018

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1886 Hinds Road, Suite 1, Toms River, NJ 08753
ph: (732)255-1500 fax: (732)255-1502

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2411. GUIDANCE AND COUNSELING (M)

M

A. Counseling Services

1. The purpose of guidance and counseling services is to assist pupils in self-examination, self-evaluation, and analysis of alternatives so that each pupil can benefit most fully from his/her education and life experiences.

2. Counseling services will include:

   a. Career awareness and exploration, and academic planning through consideration of personal interests, past and potential performance, and present opportunities,

   b. Personal/social development including adjustment to situational problems, understanding of the consequences of personal behavior, and referral to assistance where appropriate, and

   c. Crisis counseling to assist pupils undergoing extreme emotional reactions that disrupt immediate functioning, including post-crisis planning and referral for treatment as necessary.

3. All counseling services shall be free of bias on the basis of race, color, creed, religion, national origin, ancestry, age, marital status, affectional or sexual orientation, gender, gender identity or expression, socioeconomic status, or disability.

B. Career Awareness and Exploration

In fulfillment of the New Jersey Core Curriculum Content Standards, the school district shall provide a comprehensive program of guidance and counseling to facilitate career awareness and exploration for all pupils which shall be designed to:

1. Assist pupils in making informed educational and occupational choices;

2. Encourage pupils to maintain portfolios consisting of accomplishments related to the Cross Content Workplace Readiness Standards;

3. Develop pupil competency in self management, educational and occupational exploration and career planning;

4. Make pupils aware of the relationship among personal qualities, education, training and the world of work; and

5. Acquaint pupils with the relationship between achieving academic standards and the attainment of career goals.

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C. Consulting Services

1. The purpose of consulting services is the improvement of the instructional program and the delivery of educational services by the collaboration of those staff members responsible for the instructional program and the development of individual pupils.

2. Consulting services will include:

   a. Identification of the needs of pupils,

   b. Identification, evaluation, and program implementation of pupils with special needs,

   c. Development and implementation of preventive and supportive programs to address such problems as pupil attendance, violence, and suicide,

   d. Alerting professional staff to the purposes, functions, and availability of guidance and counseling services,

   e. Encouragement of cooperation among teaching staff members and parent in resolving individual pupil problems and addressing pupil needs,

   f. Establishment and maintenance of fruitful relationships with state and local agencies for the purpose of professional referral and the sharing of experiences,

   g. Cooperation with business and industry to facilitate pupil job placement and vocational training, and

   h. Maintenance of a library of occupational and educational information.

D. Evaluation

The program of guidance and counseling will be reviewed annually to determine its strengths and weaknesses. The following information may be gathered and analyzed in that review:

1. Annual record of graduate placements in post-secondary situations;

2. Assessments of past graduates as to the effectiveness of guidance services received in the high school;

3. Results of surveys of parent and staff evaluations of guidance services;

4. Analysis of the efficacy of outside referrals;

5. Assessments by persons not employed in the school district and expert in the field of guidance and counseling; and

6. The personal evaluations of the guidance and counseling staff members to identify weaknesses in the administration of the program.

Issued: 23 June 2008
Revised: 24 May 2018

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ph: (732)255-1500 fax: (732)255-1502

ABOLISH

~~R 2460.30 ADDITIONAL/COMPENSATORY SPECIAL EDUCATION AND RELATED SERVICES~~

~~The Board of Education shall provide additional or compensatory special education and related services to students with disabilities beyond the age of twenty-one pursuant to N.J.S.A. 18A:46-6.3.~~

~~As used in N.J.A.C. 18A:46-6.3(h) and this Regulation, "parent" means the natural or adoptive parent, the legal guardian, resource family parent when willing to so serve, a surrogate parent, or a person acting in the place of a parent, such as a grandparent or stepparent with whom the student lives, or a person legally responsible for the student's welfare. "Parent" shall also include an adult student who has attained the age of eighteen, who is not under legal guardianship, and who is entitled to receive special education and related services.~~

~~A. Additional Special Education and Related Services~~

~~1. Notwithstanding the provisions of N.J.S.A. 18A:46-6, N.J.S.A. 18A:46-8, or of any other law, rule, or regulation concerning the age of eligibility for special education and related services to the contrary, the Board shall:~~

~~a. In the 2021-2022 school year, provide special education and related services contained in an Individualized Education Program (IEP) to a student with disabilities who attains the age of twenty-one during the 2020-2021 school year, provided the parent of the student and the IEP team determine that the student requires additional or compensatory special education and related services, including transition services, during the 2021-2022 school year.~~

~~(1) A student receiving special education and related services pursuant to N.J.S.A. 18A:46-6.3.a. and A.1. shall not be eligible to receive such education and services beyond June 30, 2022, unless otherwise provided in a student's IEP or as ordered by a hearing officer, complaint investigation, or court of competent jurisdiction.~~

~~2. Notwithstanding the provisions of N.J.S.A. 18A:46-6, N.J.S.A. 18A:46-8, or of any other law, rule, or regulation concerning the age of eligibility for special education and related services to the contrary, the Board shall:~~

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a. In the 2022-2023 school year, provide special education and related services contained in an IEP to a student with disabilities who attains the age of twenty-one during the 2021-2022 school year, provided the parent of the student and the IEP team determine that the student requires additional or compensatory special education and related services, including transition services, during the 2022-2023 school year.

(1) A student receiving special education and related services pursuant to N.J.S.A. 18A:46-6.3.b. and A.2. shall not be eligible to receive such education and services beyond June 30, 2023, unless otherwise provided in a student's IEP or as ordered by a hearing officer, complaint investigation, or court of competent jurisdiction.

3. Notwithstanding the provisions of N.J.S.A. 18A:46-6, N.J.S.A. 18A:46-8, or of any other law, rule, or regulation concerning the age of eligibility for special education and related services to the contrary, the Board shall:

a. In the 2023-2024 school year, provide special education and related services contained in an IEP to a student with disabilities who attains the age of twenty-one during the 2022-2023 school year, provided that the parent of the student and the IEP team determine that the student requires additional or compensatory special education and related services, including transition services, during the 2023-2024 school year.

(1) A student receiving special education and related services pursuant to N.J.S.A. 18A:46-6.3.c. and A.3. shall not be eligible to receive such education and services beyond June 30, 2024, unless otherwise provided in a student's IEP or as ordered by a hearing officer, complaint investigation, or court of competent jurisdiction.

B. Rights, Privileges, and Remedies

1. A student receiving special education and related services, including transition services, pursuant to N.J.S.A. 18A:46-6.3 and this Regulation shall be afforded the same rights, privileges, and remedies provided to students with disabilities pursuant to State law, New Jersey State Board of

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~~Education regulations concerning special education, and the Federal "Individuals with Disabilities Education Act," (IDEA) 20 USC §1400 et seq.~~

~~2. Any disputes that arise with respect to the provision or nature of services provided to a student with disabilities in the additional year as provided in accordance with N.J.S.A. 18A:46-6.3.a., b. and c., and A. above may be addressed as determined by the parent of the student with disabilities, by either:~~

~~a. Mediation;~~

~~b. A written request for a complaint investigation submitted to the Director of the Office of Special Education Policy and Dispute Resolution in the New Jersey Department of Education; or~~

~~c. A special education due process hearing pursuant to IDEA, N.J.S.A. 18A:46, or administrative code.~~

~~C. Funding~~

~~1. The special education and related services, including transition services, provided to students with disabilities pursuant to the provisions of N.J.S.A. 18A:46-6.3 and this Regulation, to the extent permitted by Federal law, be paid for from the monies received by the State or a school district under the Federal "Coronavirus Aid, Relief, and Economic Security (CARES) Act," Pub.L.116-136, the Federal "Coronavirus Response and Relief Supplemental Appropriations (CRRSA) Act, 2021," Pub.L.116-260, the Federal "American Rescue Plan (ARP) Act," Pub.L.117-2, or any other Federal funding provided to address the impact of the coronavirus pandemic on elementary and secondary schools as it becomes available.~~

~~2. To the extent the Federal funds described in N.J.S.A. 18A:46-6.3.e.(1) and C.1. above do not cover the costs borne by the school district to provide the special education and related services, including transition services, to students with disabilities pursuant to the provisions of N.J.S.A. 18A:46-6.3 and this Regulation, the State of New Jersey shall appropriate funds as necessary from the Property Tax Relief Fund to reimburse the school district for these costs.~~

~~3. The special education and related services funded pursuant to the provisions of N.J.S.A. 18A:46-6.3.e. may include, but are not limited to, the additional staff, programs, and facilities deemed necessary by the school district to provide the special education and related services, including transition services, required under N.J.S.A. 18A:46-6.~~

~~Adopted: 26 January 2023~~

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R 6115.01 FEDERAL AWARDS/-FUNDS INTERNAL CONTROLS – ALLOWABILITY OF COSTS

Expenditures must be aligned with approved budgeted items. Any changes or variations from the State-approved budget and grant application need prior approval from the State.

A. Delegation of Responsibility

When determining how the school district will spend its grant funds, the School Business Administrator/Board Secretary, will review the proposed cost to determine whether it is an allowable use of Federal grant funds before obligating and spending those funds on the proposed good or service.

B. Allowability Determinations

1. All costs supported by Federal education funds must meet the standards outlined in EDGAR, 2 CFR Part 3474 and 2 CFR Part 200, Subpart E, which are listed below. The School Business Administrator/Board Secretary, must consider these factors when making an allowability determination. A section entitled, Helpful Questions for Determining Whether Costs are Allowable, is located at the end of this Regulation.

   2 CFR Part 200 sets forth general cost guidelines that must be considered, as well as rules for specific types of items, both of which must be considered when determining whether a cost is an allowable expenditure of Federal funds. The expenditure must also be allowable under the applicable program statute (e.g., Title I of the Elementary and Secondary Education Act (ESEA), or the Carl D. Perkins Career and Technical Education Act (Perkins)), along with accompanying program regulations, nonregulatory guidance and grant award notifications.

   Restrictions in State and local rules or policy also must be considered. For example, travel and other job-related expenses incurred by employees are not allowable unless they also are in compliance with Policy and Regulation 6471 and related administrative regulations.

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Whichever allowability requirements are stricter will govern whether a cost is allowable. General allowability determination factors include the following:

a. Be Necessary and Reasonable for the performance of the Federal award. A cost is reasonable if, in its nature and amount, it does not exceed that which would be incurred by a prudent person under the circumstances prevailing at the time the decision to incur the cost was made. For example, "reasonable" means that sound business practices were followed, and purchases were comparable to market prices.

When determining reasonableness of a cost, consideration must be given to:

(1) Whether the cost is a type generally recognized as ordinary and necessary for the operation of the district or the proper and efficient performance of the Federal award.

(2) The restraints or requirements imposed by factors, such as: sound business practices; arm's-length bargaining; Federal, State and other laws and regulations; and terms and conditions of the Federal award.

(3) Market prices for comparable goods or services for the geographic area.

(4) Whether the individual incurring the cost acted with prudence in the circumstances considering responsibilities to the district, its employees, its students, the public at large, and the Federal government.

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(5) Whether the district significantly deviates from its established practices and policies regarding the incurrence of costs, which may unjustifiably increase the Federal award's cost. (2 CFR 200.404)

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Whether a cost is "necessary" will be determined based on the needs of the program. Specifically, the expenditure must be necessary to achieve an important program objective. A key aspect in determining whether a cost is necessary is whether the district can demonstrate that the cost addresses an existing need, and can prove it. For example, the school entity may deem a language skills software program necessary for a limited English proficiency program.

When determining whether a cost is necessary,consideration may be given to:

(1) Whether the cost is needed for the proper and efficient performance of the Federal award program.

(2) Whether the cost is identified in the approved budget or application.

(3) Whether there is an educational benefit associated with the cost.

(4) Whether the cost aligns with identified needs based on results and findings from a needs assessment.

(5) Whether the cost addresses program goals and objectives and is based on program data.

b. Allocable to the Federal award. A cost is allocable to the Federal award if the goods or services involved are chargeable or assignable to the Federal award in accordance with the relative benefit received. This means that the Federal grant program derived a benefit in proportion to the funds charged to the program. (2 CFR 200.405) For example, if fifty percent of a teacher's salary is paid with grant funds, then that teacher must spend at least fifty percent of their time on the grant program.

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c. Consistent with policies and procedures that apply uniformly to both Federally-financed and other activities of the school entity.

d. Conform to any limitations or exclusions set forth as cost principles in 2 CFR Part 200 or in the terms and conditions of the Federal award.

e. Consistent treatment. A cost cannot be assigned to a Federal award as a direct cost if any other cost incurred for the same purpose in like circumstances has been assigned as an indirect cost under another award.

f. Adequately documented. All expenditures must be properly documented.

g. Be calculated in accordance with generally accepted accounting principles (GAAP), unless provided otherwise in 2 CFR Part 200.

h. Not included as a match or cost-share, unless the specific Federal program authorizes Federal costs to be treated as such. Some Federal program statutes require the non-Federal entity to contribute a certain amount of non-Federal resources to be eligible for the Federal program.

i. Be the net of all applicable credits. The term "applicable credits" refers to those receipts or reduction of expenditures that operate to offset or reduce expense items allocable to the Federal award. Typical examples of such transactions are: purchase discounts; rebates or allowances; recoveries or indemnities on losses; and adjustments of overpayments or erroneous charges. To the extent that such credits accruing to or received by the State relate to the Federal award, they shall be credited to the Federal award, either as a cost reduction or a cash refund, as appropriate. (2 CFR 200.406)

C. Selected Items of Cost

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2 CFR 200, Subpart E, sets forth principles to be applied in establishing the allowability of fifty-five specific cost items (commonly referred to as Selected Items of Cost), at 2 CFR 200.420 through 200.475. These specific cost items are listed in the chart below along with the citation to the section of Subpart E addressing the allowability of that item. These principles are in addition to the other general allowability standards, and apply whether or not a particular item of cost is properly treated as direct cost or indirect (Facilities and Administration) cost. Meeting the specific criteria for a listed item does not by itself mean the cost is allowable, as it may be unallowable under other standards or for other reasons, such as restrictions contained in the terms and conditions of a particular grant or restrictions established by the State or in Board policy. If an item is unallowable for any of these reasons, Federal funds cannot be used to purchase it.

School district personnel responsible for spending Federal grant funds and for determining allowability must be familiar with and refer to the 2 CFR Part 200 selected items of cost section. These rules must be followed when charging these specific expenditures to a Federal grant. When applicable, employees must check costs against the selected items of cost requirements to ensure the cost is allowable, and also check State, district and program-specific rules.

The selected item of cost addressed in 2 CFR Part 200 includes the following:

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Item of Cost	Citation of Allowability Rule
Advertising and public relations costs	2 CFR 200.421
Advisory councils	2 CFR 200.422
Alcoholic beverages	2 CFR 200.423
Alumni activities	2 CFR 200.424
Audit services	2 CFR 200.425
Bad debts	2 CFR 200.426
Bonding costs	2 CFR 200.427
Collection of improper payments	2 CFR 200.428
Commencement and convocation costs	2 CFR 200.429

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Compensation – personal services	2 CFR 200.430
Compensation – fringe benefits	2 CFR 200.431
Conferences	2 CFR 200.432
Contingency provisions	2 CFR 200.433
Contributions and donations	2 CFR 200.434
Defense and prosecution of criminal and civil proceedings, claims, appeals, and patent infringements	2 CFR 200.435
Depreciation	2 CFR 200.436
Employee health and welfare costs	2 CFR 200.437
Entertainment costs	2 CFR 200.438
Equipment and other capital expenditures	2 CFR 200.439
Exchange rates	2 CFR 200.440
Fines, penalties, damages, and other settlements	2 CFR 200.441
Fund raising and investment management costs	2 CFR 200.442
Gains and losses on disposition of depreciable assets	2 CFR 200.443
General costs of government	2 CFR 200.444
Goods and services for personal use	2 CFR 200.445
Idle facilities and idle capacity	2 CFR 200.446
Insurance and indemnification	2 CFR 200.447
Intellectual property	2 CFR 200.448
Interest	2 CFR 200.449
Lobbying	2 CFR 200.450
Losses on other awards or contracts	2 CFR 200.451
Maintenance and repairs costs	2 CFR 200.452
Materials and supplies costs, including costs of computing devices	2 CFR 200.453
Memberships, subscriptions, and professional activity costs	2 CFR 200.454
Organization costs	2 CFR 200.455
Participant support costs	2 CFR 200.456
Plant and security costs	2 CFR 200.457
Pre-award costs	2 CFR 200.458
Professional services costs	2 CFR 200.459

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Proposal costs	2 CFR 200.460
Publication and printing costs	2 CFR 200.461
Rearrangement and reconversion costs	2 CFR 200.462
Recruiting costs	2 CFR 200.463
Relocation costs of employees	2 CFR 200.464
Rental costs of real property and equipment	2 CFR 200.465
Scholarships and student aid costs	2 CFR 200.466
Selling and marketing costs	2 CFR 200.467
Specialized service facilities	2 CFR 200.468
Student activity costs	2 CFR 200.469
Taxes (including Value Added Tax)	2 CFR 200.470
Termination costs	2 CFR 200.471
Training and education costs	2 CFR 200.472
Transportation costs	2 CFR 200.473
Travel costs	2 CFR 200.474
Trustees	2 CFR 200.475

D. Helpful Questions for Determining Whether Costs are Allowable

1. In addition to applying the cost principles and standards described above, district staff involved in expending Federal funds should ask the following questions when assessing the allowability of a particular cost:

   a. Is the proposed cost allowable under the relevant program?

   b. Is the proposed cost consistent with an approved program plan and budget?

   c. Is the proposed cost consistent with program specific fiscal rules? For example, the school entity may be required to use Federal funds only to supplement the amount of funds available from non-Federal (and possibly other Federal) sources, or only as a match for funds from non-Federal sources.

   d. Is the proposed cost consistent with EDGAR?

   e. Is the proposed cost consistent with specific conditions imposed on the grant (if applicable)?

f. Is the proposed cost consistent with the underlying needs of the program? For example, program funds must benefit the appropriate population of students for which they are allocated. This means that, for instance, funds allocated under Title III of the Elementary and Secondary Education Act (ESEA) governing language instruction programs for Limited English Proficient (LEP) students must only be spent on LEP students and cannot be used to benefit non-LEP students.

g. Will the cost be targeted at addressing specific areas of weakness that are the focus of the program, as indicated by available data?

Any questions related to specific costs should be forwarded to the School Business Administrator/Board Secretary, who shall consult with the school solicitor for clarification as appropriate.

~~A. In addition to the procedures used to determine the allow ability of costs in accordance with 2 CFR §200.403 as outlined in Policy 6115.01 and this Regulation, the following procedures will be completed by the school district for Federal awards:~~

~~1. The Superintendent of Schools will designate a grant administrator for each Federal program in the district and Federal program the Board of Education submits an application for funding.~~

~~2. The grant administrator shall complete the following responsibilities for a Federal grant submission:~~

~~a. Complete the grant application for approval by the Superintendent and the Board of Education;~~

~~b. Collaborate with the School Business Administrator/Board Secretary or designee to develop the budget to include all applicable costs;~~

~~c. Ensure all costs included on the grant application are allowable costs in accordance with 2 CFR §200.403; and~~

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~~d. Work with the School Business Administrator/Board Secretary to ensure costs meet the general criteria in order to be allowable under Federal awards as outlined in Policy 6115.01 and 2 CFR §200.403.~~

~~3. Upon approval and funding of the Federal grant program, the grant administrator will:~~

~~a. Provide professional development and training to all school staff members working in the Federal program and any additional school staff members the grant administrator determines should be provided the professional development and training to ensure all staff members are providing the services approved and required by the grant;~~

~~b. Monitor the Federal grant program to ensure the program is being administered in accordance with the requirements of the grant; and~~

~~c. Oversee the program's expenditures to ensure the grant funds are budgeted and expended in accordance with the grant application and approval.~~

~~4. Upon completion of the Federal grant program, the grant administrator will work with the School Business Administrator/Board Secretary or designee to complete any close out and final reports as required by the Federal grant.~~

Adopted: 14 September 2023
Revised: 24 September 2026

POLICY

KINGSWAY REGIONAL
BOARD OF EDUCATION

6620 PETTY CASH (M)

M

The Board of Education authorizes the establishment of petty cash funds in accordance with this policy. The Board directs the implementation of appropriate controls to protect the funds from abuse.

Petty cash funds may be disbursed only for the immediate payment of comparatively small expenditures and may not be used to circumvent the regular purchasing procedures of this district. Each request for petty cash funds must be in a written document that is signed by the person making the request; supporting documents, if any, will be affixed to the request.

The custodian of a petty cash fund shall submit to the Board Secretary a request for replenishment when the moneys available in the fund have declined to ten percent or less of the authorized amount of the fund. The Board Secretary shall prepare a voucher for approval by the Board. The voucher will include disbursement slips to support the amount of the replenishment and its allocation to any account.

The petty cash box must be secured daily. All petty cash funds will be closed out for audit at the end of the school year, and unused funds will be returned to the depository. The custodian of each fund will report to the Board on amounts disbursed from the fund not less than once each year.

Petty Cash Procedures

Authorization

Prior to July 1 of each year the Board of Education will establish the amount of Petty Cash for each office.

Use of Petty Cash

Examples of Petty Cash uses are as follows:

1. Office supplies;
2. Classroom supplies;
3. Postage; and

4. Travel reimbursement.

Single expenditures are not to exceed $100.00~~$25.00~~. Exceptions to this are to be approved, in writing, by the Superintendent or School Business Administrator/Board Secretary.

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Replenishment

Petty Cash funds can be replenished once a month. This is accomplished by submitting a completed purchase requisition, to be paid as part of the monthly bill list, that is approved by the Board of Education. When completing the requisition, each Petty Cash expenditure is charged to the appropriate budget account (e.g. classroom supplies 11-190-100-604, postage 11-000-230-530).

Close Out

Prior to the last Board meeting in June, all Petty Cash receipts and cash on hand is to be turned into the Business office. All authorized Petty Cash funds will be reestablished after July 1 of each year.

N.J.S.A. 2C:21-15
N.J.S.A. 18A:19-13; 18A:23-2
N.J.A.C. 6A:23-2.9 et seq.

Adopted: 23 June 2008
Revised: 27 August 2026

K-9

From: **Forms Response Receipts** forms-receipts-noreply@google.com
Subject: Thanks for filling out this form: New Scholarship | Award Application 2025-2026
Date: August 24, 2026 at 11:08 AM
To: boerlins@gmail.com

Thanks for filling out this form: New Scholarship | Award Application 2025-2026

You're receiving this email because you filled out the following form using your email address. **This form is owned by Kingsway Regional School District.** Make sure you recognize and trust this form before copying or clicking on any links. If it looks suspicious, **report it**.

Here's what was received.

New Scholarship | Award Application 2025-2026

Kingsway would like to express our appreciation to you for honoring our deserving seniors. Your thoughtfulness and generosity means a great deal.

Kingsway is truly thankful for your partnership.

In an effort to audit our records and ensure we have updated information, please answer the following questions, within 2 weeks. The selection of these special Scholarships | Awards will be confidential.

Thank you again for your generosity and for investing in the future of our students.

Email *

boerlins@gmail.com

Name:

Lauren Boerlin

How would you like the Name of the Scholarship to read? *

Thomas Fromm Municipal Government Scholarship

What is the history of the Scholarship? *

2027 will be the inaugural scholarship

What is the Scholarship | Award criteria (e.g. Essay, GPA, Academic Achievement, Test scores, Career/Major, Leadership abilities, Character, Personal Merit, Motivation, Talent, Vocational abilities, Extracurricular and/or Community activities)? *

This scholarship is given out yearly to a deserving senior who plans to contribute to the community by seeking a career in municipal government. Criteria to include: academic achievement, school leadership, and a genuine desire to foster awareness and concerns of others by learning about municipal government interconnections.

Is this a one-time award or annual? *

- [ ] One time Award
- [x] Annual Award
- [ ] Other:

What is the monetary gift provided to the student for the Scholarship?

*

$500.00

When is the Scholarship deadline (not to exceed April 1)? *

MM DD YYYY

03 / 30 / 2027

Who will provide the Scholarship Application? *

- ○ My Organization
- ◉ Kingsway Regional High School Scholarship Application
- ○ No Application
- ○ Other:

Who will select the winner (e.g. one person, a committee, sponsor, or club)? *

- ◉ Kingsway Regional High School Scholarship Committee
- ○ We will select the winner
- ○ Other:

How will this Scholarship | Award be presented? *

- [x] At the Kingsway Regional High School Senior Award Ceremony
- [ ] Outside of Kingsway Regional High School
- [ ] Other: _____

If you answered "Outside of Kingsway" to the question above, please provide additional information.

_____

If the opportunity existed, would one representative plan to attend the Senior Award Ceremony in June? *

- [x] Yes
- [ ] No
- [ ] N/A

Who will provide the Certificate associated with your Scholarship | Award? *

- [x] Kingsway Regional High School can print the certificate listing our Scholarship name
- [ ] My Organization

Can you send the Scholarship funds to Kingsway before the beginning of May?

- [x] Yes
- [ ] No

- ○ N/A
- ○ Other: _____

If you answered "No" to the question above, when will you send the Scholarship funds?

_____

Contact Name for this Scholarship *

Lauren Boerlin

Mailing Address *

404 Megan Dr

Email Address *

boerlins@gmail.com

Contact telephone number *

856-371-3435

Your intentions and detailed award information are needed before application

can be sent to the Board of Education for approval. Your application will be presented at a future Board meeting. Thank you very much for supporting Kingsway students. For assistance with completion of this form, please contact Mr. Cappolina in the School Counseling Department at: (856)467–3300 x4272 or cappolinaj@krsd.us.

Create your own Google Form
Does this form look suspicious? Report

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KINGSWAY REGIONAL SCHOOL DISTRICT
BOARD OF EDUCATION

EXECUTIVE SESSION

Thursday, August 27, 2026

Entered Executive Session at 6:33 p.m.

Action: 1. Executive Session In
Motion by Christie Comerford, second by Kelly Bonapfel

Final Resolution: Motion Carries
Yes: Jennifer Cavallaro-Fromm, Lauren Boerlin, Kelly Bonapfel, Christie Comerford, Jaclyn Dopke, Marilyn O'Rourke-Young, Apryl Palazzo
Not Present: Kristen Lombardo

Members Present
Jennifer Cavallaro-Fromm, Lauren Boerlin, Kelly Bonapfel, Christie Comerford, Jaclyn Dopke, Marilyn O'Rourke-Young, Apryl Palazzo
Not Present: Kristen Lombardo

Mrs. Lombardo left the Executive Session at 7:05p.m. due to a conflict regarding the Logan Township contract addendum.
Mrs. Lombardo returned at 7:25p.m

Student
Student #30332 was discussed.

Personnel
Employee # 4530 increment withholding was discussed.

Land Acquisition
The Board of Education discussed the land acquisition.

Contract
The Board of Education discussed the Logan Township contract.

Sharon Ormsbee
School Business Administrator

Kingsway Regional School District
Account Maintenance Report
Appropriation Adjustments and Transfers for August 2026-27

[Adjustment] Tx: 69897 Adjustments

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
8/1/2026	12	12-000-261-730-90-052	Required Maintenance - Equipment	Adjustment	115,033.00	14,967.00	130,000.00
8/1/2026	12	12-000-400-932-70-050	Capital Outlay - Transfer to Capital Projects	Adjustment	14,967.00	-14,967.00	.00
							.00

[Adjustment] Tx: 68012 Budget Transfer request from 5750 Whetstone, Charae

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
8/5/2026	11	11-000-100-565-50-044	Tuition to County Special Services School District and Regional Day Schools	Adjustment	1,909,951.50	-200,000.00	1,709,951.50
8/5/2026	11	11-000-100-566-50-044	Tuition to Private Schools for the Disabled Within the State	Adjustment	1,274,759.00	200,000.00	1,474,759.00
							.00

[Adjustment] Tx: 68013 Budget Transfer request from 4185 Fox Manno, Stefanie M

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
8/5/2026	11	11-000-240-800-20-049-050	School Administration - Other Objects	Adjustment	40,000.00	15,000.00	55,000.00
8/5/2026	11	11-190-100-610-20-021-050	Regular Programs - General Supplies - General Instruction	Adjustment	51,800.00	-15,000.00	36,800.00
							.00

[Adjustment] Tx: 68408 Adjustments

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
8/19/2026	11	11-000-230-585-30-047	General Administration - BOE Other Purchased Services	Adjustment	19,000.00	-5,000.00	14,000.00
8/19/2026	11	11-000-230-590-30-047	General Administration - Miscellaneous Purchased Services	Adjustment	108,505.00	5,000.00	113,505.00
8/19/2026	11	11-190-100-320-10-021-060	Regular Programs - Purchased Professional Educational Services - General Instruction	Adjustment	.00	4,500.00	4,500.00
8/19/2026	11	11-190-100-320-10-050-060	Regular Programs - Purchased Professional Educational Services	Adjustment	175,000.00	-3,000.00	172,000.00
8/19/2026	11	11-190-100-320-20-021-050	Regular Programs - Purchased Professional Educational Services - General Instruction	Adjustment	20,000.00	-1,500.00	18,500.00
							.00

[Adjustment] Tx: 68683 Loan to Class of 2028

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
8/25/2026	21	21-475-100-600-20-200-050	HS Class of 2027	Adjustment	12,936.18	-1,000.00	11,936.18
8/25/2026	21	21-475-100-600-20-201-050	HS Class of 2028	Adjustment	405.00	1,000.00	1,405.00
							.00

[Adjustment] Tx: 68729 Budget Transfer request from 5119 Cioffi, June

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
8/26/2026	11	11-402-100-600-10-036-060	Athletics - Supplies and Materials - Athletic Director	Adjustment	11,100.00	-4,000.00	7,100.00
8/26/2026	11	11-402-100-600-20-039-050	Athletics - Supplies and Materials - Athletic Trainer	Adjustment	2,000.00	4,000.00	6,000.00
						.00	

[Adjustment] Tx: 69282 Budget Transfer request from 5310 Bruder, Megan

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
8/28/2026	11	11-190-100-340-20-105-050	Regular Programs - Purchased Technical Services - Health Professions	Adjustment	63,360.00	-2,000.00	61,360.00
8/28/2026	11	11-190-100-800-20-105-050	Regular Programs - Other Objects - Health Professions	Adjustment	6,000.00	2,000.00	8,000.00
						.00	

Kingsway Regional School District
Account Maintenance Report
Appropriation Adjustments and Transfers for August 2026-27

[Adjustment] Tx: 69399 Adjustments

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
8/31/2026	11	11-000-219-104-20-016-050	Child Study Team - Salaries of Other Professional Staff - Summer	Adjustment	24,345.60	-7,800.00	16,545.60
8/31/2026	11	11-000-219-105-20-010-050	Child Study Team - Salaries - Secretarial	Adjustment	53,199.00	7,800.00	60,999.00
8/31/2026	11	11-000-221-102-10-010-060	Improvement of Instruction Services - Salaries - Supervisor of Instruction	Adjustment	293,812.00	3,233.00	297,045.00
8/31/2026	11	11-000-221-102-20-010-050	Improvement of Instruction Services - Salaries - Supervisor of Instruction	Adjustment	287,346.00	3,233.00	290,579.00
8/31/2026	11	11-000-223-102-10-010-060	Instructional Staff Training Services - Salaries - Supervisors of Instruction	Adjustment	44,268.00	3,233.00	47,501.00
8/31/2026	11	11-000-223-102-20-010-050	Instructional Staff Training Services - Salaries - Supervisors of Instruction	Adjustment	50,732.00	3,231.00	53,963.00
8/31/2026	11	11-000-240-103-10-010-060	School Administration - Salaries - Principals/Assistant Principals	Adjustment	413,642.00	42,320.00	455,962.00
8/31/2026	11	11-000-240-103-20-010-050	School Administration - Salaries - Principals/Assistant Principals	Adjustment	663,603.00	98,744.00	762,347.00
8/31/2026	11	11-000-251-100-70-010	Central Services - Salaries	Adjustment	537,805.00	-2,766.11	535,038.89
8/31/2026	11	11-000-251-199-70-057	Central Services - Unused Vacation Payment to Staff	Adjustment	.00	512.47	512.47
8/31/2026	11	11-000-251-592-70-050	Central Services - Miscellaneous Purchased Services	Adjustment	1,300.00	2,532.00	3,832.00
8/31/2026	11	11-000-251-832-20-050	Interest on Lease	Adjustment	4,191.36	-278.36	3,913.00
8/31/2026	11	11-000-262-621-20-050	Custodial Services - Energy (Natural Gas)	Adjustment	146,075.50	58,000.00	204,075.50
8/31/2026	11	11-000-262-622-20-050	Custodial Services - Energy (Electricity)	Adjustment	615,000.00	-58,000.00	557,000.00
8/31/2026	11	11-000-291-270-70-057	Unallocated Employee Benefits - Health Benefits	Adjustment	9,447,160.00	-12,930.00	9,434,230.00
8/31/2026	11	11-402-100-100-10-010-060	Athletics - Salaries	Adjustment	101,768.00	-42,320.00	59,448.00
8/31/2026	11	11-402-100-100-20-010-050	Athletics - Salaries	Adjustment	290,661.00	-98,744.00	191,917.00
						.00	

[Adjustment] Tx: 69717 August 2026 - Fund 22 Adjustment

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
8/31/2026	22	22-476-100-800-70-050	Scholarship Fund	Adjustment	11.86	11.87	23.73
						11.87	

Kingsway Regional School District
Budget Check Register
2026-27 September by Check # (Include No Check Entries) for FULTON BANK, NA (General Account) checks 65530 - 65537

Check #	Batch #	Fund	Id	Vendor	Act Desc	Amount	Issued	Cleared
65530		60	6918	FS CLOTHING VENDOR VARIOUS (Beverly Brown)	Food Service - Other Empl...	184.99	9/17/2026	
65531		60	6918	FS CLOTHING VENDOR VARIOUS (Lisa Casterioto)	Food Service - Other Empl...	120.37	9/17/2026	
65532		60	6918	FS CLOTHING VENDOR VARIOUS (Stacy Cottrell)	Food Service - Other Empl...	78.46	9/17/2026	
65533		60	6918	FS CLOTHING VENDOR VARIOUS (Hope Ficara)	Food Service - Other Empl...	44.97	9/17/2026	
65534		60	6918	FS CLOTHING VENDOR VARIOUS (Tina Garrett)	Food Service - Other Empl...	125.00	9/17/2026	
65535		60	6918	FS CLOTHING VENDOR VARIOUS (Lindsey Hines)	Food Service - Other Empl...	179.99	9/17/2026	
65536		60	6918	FS CLOTHING VENDOR VARIOUS (Julie Ramos)	Food Service - Other Empl...	54.91	9/17/2026	
65537		60	6918	FS CLOTHING VENDOR VARIOUS (Jenn Vincent)	Food Service - Other Empl...	53.00	9/17/2026	

Fund	Desc	Count of Checks	Total
60	Cafeteria Fund	8	841.69
			841.69

Kingsway Regional School District
Refund List (Revenue and Expense)
2026-27 September
10-1990-000 - Miscellaneous Revenue from Local Sources

Fund 10 General Fund

Refund #	Date	Description	Amount	Account Number	Payor Name	Type
RFDRCT-27-002	9/17/2026	Fall 2026 Athletic Fee Refund	100.00	10-1990-000	Sylvia Atchison Bowe	Revenue
RFDRCT-27-003	9/17/2026	Fall 2026 Athletic Fee Refund	100.00	10-1990-000	Stephanie Heller	Revenue
RFDRCT-27-004	9/17/2026	Fall 2026 Athletic Fee Refund	100.00	10-1990-000	Arshad Khalakdina	Revenue
RFDRCT-27-005	9/17/2026	Fall 2026 Athletic Fee Refund	100.00	10-1990-000	Amy Christian	Revenue
RFDRCT-27-006	9/17/2026	Fall 2026 Athletic Fee Refund	100.00	10-1990-000	Jennifer Miller	Revenue
RFDRCT-27-007	9/17/2026	Fall 2026 Athletic Fee Refund	100.00	10-1990-000	Timothy Rafun	Revenue
RFDRCT-27-008	9/17/2026	Fall 2026 Athletic Fee Refund	100.00	10-1990-000	Jennifer Cardamone	Revenue
RFDRCT-27-009	9/17/2026	Fall 2026 Athletic Fee Refund	100.00	10-1990-000	Katie Parker	Revenue
RFDRCT-27-010	9/17/2026	Fall 2026 Athletic Fee Refund	100.00	10-1990-000	Stephanie Shultz	Revenue
RFDRCT-27-011	9/17/2026	Fall 2026 Athletic Fee Refund	100.00	10-1990-000	Melissa Connolly	Revenue
RFDRCT-27-012	9/17/2026	Fall 2026 Athletic Fee Refund	100.00	10-1990-000	Heather Wilkie	Revenue
RFDRCT-27-013	9/17/2026	Fall 2026 Athletic Fee Refund	100.00	10-1990-000	Stephanie Chapman	Revenue
RFDRCT-27-014	9/17/2026	Fall 2026 Athletic Fee Refund	100.00	10-1990-000	Nikki Ruggiano	Revenue
Fund 10 Total:			**1,300.00**			

Total Refunds:	**1,300.00**

Kingsway Regional School District
Bills and Claims
Batch General Sept - Approved (9/1/2026)

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
Adels, Cheryl	11-000-291-280-70-057	6754	PO-27-00849	Tuition Reimbursement Inv: SPED 6250	General Sept - Approved		720.00
Adels, Cheryl	11-000-291-280-70-057	6754	PO-27-00849	Tuition Reimbursement Inv: SPED 6240	General Sept - Approved		720.00
							1,440.00
Advanced Assessment Systems, Inc.	20-270-200-300-10-045-060	4933	PO-27-00305	Essa Title Iia - Teacher And Principal Training And Recruiting -Support Services - Purchased Professional And Technical Services Inv: 7969	General Sept - Approved		3,875.00
							3,875.00
ALTA GROUP	21-475-100-600-100-084-050	6720	PO-27-00419	Cheer Camp Bus Inv: 11273	General Sept - Approved		1,500.00
							1,500.00
Amazon Capital Services	11-000-261-610-20-052	5886	PO-27-00064	Parts and supplies Inv: 19G1-C1T6-QJDD	General Sept - Approved		261.67
Amazon Capital Services	11-190-100-610-20-023-050	5886	PO-27-00084	Regular Programs - General Supplies - Mathematics Inv: 1YQR-M3QJ-WKN4	General Sept - Approved		756.37
Amazon Capital Services	11-000-221-600-20-000-050	5886	PO-27-00454	Digital delusion Inv: 1NJK-QLMR-61PG	General Sept - Approved		123.00
Amazon Capital Services	11-000-221-600-10-045-060	5886	PO-27-00454	Digital delusion Inv: 1NJK-QLMR-61PG	General Sept - Approved		123.00
Amazon Capital Services	61-991-330-600-40-059	5886	PO-27-00523	CER Camp Supplies Inv: 14RX-LGVY-JF9N	General Sept - Approved		79.27
Amazon Capital Services	11-190-100-610-10-025-060	5886	PO-27-00567	Success 101 Supplies Inv: 1KL3-LLT4-66GV	General Sept - Approved		43.24
							1,386.55
Amsterdam Printing & Litho	11-190-100-610-10-021-060	1140	PO-27-00264	Academic Refills/Covers Inv: 8101193	General Sept - Approved		109.62
							109.62
Arbor Scientific	11-190-100-610-20-024-050	3914	27-50146	Science Supplies Inv: 507477	General Sept - Approved		86.20
							86.20
Archbishop Damiano School	11-000-100-566-50-044	1157	PO-27-00513	Tuition To Private Schools For The Disabled Within The State Inv: SEPT 2026/ADS 20	General Sept - Approved		6,487.00
							6,487.00
Artistic Hands Productions Llc	11-000-230-590-30-047	5081	PO-27-00630	Video Productions Inv: 4783	General Sept - Approved		10,750.00

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
							10,750.00
ASCENDANCE TRUCKS, LLC	11-000-270-615-80-056	6128	PO-27-00010	Student Transportation - Fleet Supplies Inv: XA121058912:01	General Sept - Approved		210.08
ASCENDANCE TRUCKS, LLC	11-000-270-615-80-056	6128	PO-27-00010	Student Transportation - Fleet Supplies Inv: XA121060399:01	General Sept - Approved		311.05
ASCENDANCE TRUCKS, LLC	11-000-270-615-80-056	6128	PO-27-00010	Student Transportation - Fleet Supplies Inv: XA121060749:01	General Sept - Approved		26.52
ASCENDANCE TRUCKS, LLC	11-000-270-615-80-056	6128	PO-27-00010	Student Transportation - Fleet Supplies Inv: XA121060891:01	General Sept - Approved		159.05
ASCENDANCE TRUCKS, LLC	11-000-270-615-80-056	6128	PO-27-00010	Student Transportation - Fleet Supplies Inv: XA121061018:01	General Sept - Approved		376.15
ASCENDANCE TRUCKS, LLC	11-000-270-615-80-056	6128	PO-27-00010	Student Transportation - Fleet Supplies Inv: XA121060039:01	General Sept - Approved		608.55
ASCENDANCE TRUCKS, LLC	11-000-270-615-80-056	6128	PO-27-00010	Student Transportation - Fleet Supplies Inv: XA121061213:01	General Sept - Approved		2.42
ASCENDANCE TRUCKS, LLC	11-000-270-615-80-056	6128	PO-27-00010	Student Transportation - Fleet Supplies Inv: XA121059754:01	General Sept - Approved		91.04
ASCENDANCE TRUCKS, LLC	11-000-270-615-80-056	6128	PO-27-00010	Student Transportation - Fleet Supplies Inv: XA121059746:01	General Sept - Approved		92.66
ASCENDANCE TRUCKS, LLC	11-000-270-615-80-056	6128	PO-27-00010	Student Transportation - Fleet Supplies Inv: XA121058990:01	General Sept - Approved		-109.06
							1,768.46
ATGENIUS, LLC	11-402-100-500-20-039-050	6378	PO-27-00870	Athletics - Purchased Services - Athletic Trainer Inv: 1519	General Sept - Approved		449.00
							449.00
Atlantic City Electric	11-000-262-622-10-050	1180	PO-27-00600	ELECTRICITY Inv: 200532726727	General Sept - Approved		81.44
Atlantic City Electric	11-000-262-622-20-050	1180	PO-27-00600	ELECTRICITY Inv: 210005904483	General Sept - Approved		5,941.39
							6,022.83
AVEANNA HEALTHCARE DBA: AVEANNA HEALTHCARE	11-000-217-320-20-044-050	5959	PO-27-00642	Extraordinary Services - Purchased Professional - Educational Services Inv: 5951597	General Sept - Approved		2,856.00
AVEANNA HEALTHCARE DBA: AVEANNA HEALTHCARE	11-000-217-320-20-044-050	5959	PO-27-00642	Extraordinary Services - Purchased Professional - Educational Services Inv: 5951596	General Sept - Approved		3,552.50
							6,408.50

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
B&H Photovideo	11-190-100-610-20-037-050	1189	PO-27-00123	Ritter- B and H Photo Supplies Inv: 245710846	General Sept - Approved		5,914.52
B&H Photovideo	11-190-100-610-20-037-050	1189	PO-27-00123	Ritter- B and H Photo Supplies Inv: 248376086	General Sept - Approved		374.60
							6,289.12
BANCROFT A NEW JERSEY NON PROFIT CORP	11-000-100-566-50-044	1208	PO-27-00531	Tuition To Private Schools For The Disabled Within The State Inv: KINGS0826	General Sept - Approved		15,727.68
							15,727.68
Barnshaw, James	11-000-223-580-20-034-050	6875	PO-27-00307	Travel Reimbursement for AVID training: Barnshaw Inv: AVID MILEAGE REIMBURSEMENT	General Sept - Approved		45.31
							45.31
Bayada Home Health Care, Inc	11-000-217-320-10-044-060	1228	PO-27-00543	Extraordinary Services - Purchased Professional - Educational Services Inv: 49860GHS1000	General Sept - Approved		910.00
Bayada Home Health Care, Inc	11-000-217-320-10-044-060	1228	PO-27-00543	Extraordinary Services - Purchased Professional - Educational Services Inv: 49862GHS1000	General Sept - Approved		910.00
Bayada Home Health Care, Inc	11-000-217-320-10-044-060	1228	PO-27-00543	Extraordinary Services - Purchased Professional - Educational Services Inv: 49861GHS1000	General Sept - Approved		910.00
Bayada Home Health Care, Inc	11-000-217-320-10-044-060	1228	PO-27-00543	Extraordinary Services - Purchased Professional - Educational Services Inv: 49862GHS1000	General Sept - Approved		910.00
Bayada Home Health Care, Inc	11-000-217-320-10-044-060	1228	PO-27-00543	Extraordinary Services - Purchased Professional - Educational Services Inv: 49859GHS1000	General Sept - Approved		945.00
Bayada Home Health Care, Inc	11-000-217-320-10-044-060	1228	PO-27-00543	Extraordinary Services - Purchased Professional - Educational Services Inv: 49864GHS1000	General Sept - Approved		455.00
Bayada Home Health Care, Inc	11-000-217-320-10-044-060	1228	PO-27-00543	Extraordinary Services - Purchased Professional - Educational Services Inv: 49863GHS1000	General Sept - Approved		875.00
Bayada Home Health Care, Inc	11-000-217-320-20-044-050	1228	PO-27-00543	Extraordinary Services - Purchased Professional - Educational Services Inv: 804757GH1795	General Sept - Approved		560.00
							6,475.00
BD PERFORMING ARTS	11-401-100-800-20-090-050	5995	PO-27-00748	Extra-Curricular Activities - Other Objects - Mb/color Guard/percussion Inv: 6303-2026	General Sept - Approved		2,920.00
							2,920.00
BOARDWALK BASKETBALL CLASSIC, INC	11-402-100-800-20-062-050	6897	PO-27-00636	Boardwalk Basketball Classic Inv: 2026-27	General Sept - Approved		150.00
							150.00
BOB MORGAN ENTERTAINMENT, LLC	21-475-100-600-20-096-050	6171	PO-27-00853	Hs Student Council Inv: PEP RALLY 10/16/26	General Sept - Approved		575.00

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
BOB MORGAN ENTERTAINMENT, LLC	21-475-100-600-20-096-050	6171	PO-27-00856	Hs Student Council Inv: DEPOSIT HOMECOMING 10/17	General Sept - Approved		1,000.00
							1,575.00
BSN Sports	11-402-100-600-20-068-050	1313	PO-27-00325	FB Equip Inv: 934836406	General Sept - Approved		4,283.82
BSN Sports	11-402-100-600-20-036-050	1313	PO-27-00689	GS Coaches Shirts Inv: 935481327	General Sept - Approved		196.48
							4,480.30
Canada Dry Distributors	60-910-310-610-70-058	1363	PO-27-00863	Food Supplier Inv: 1150271822	General Sept - Approved		1,558.55
							1,558.55
Carmela Hampton	11-000-291-290-80-056	1916	PO-27-00659	Unallocated Employee Benefits - Other Employee Benefits - Student Transportation Inv: DOT PHYSICAL REIMBURSEMENT	General Sept - Approved		75.00
							75.00
Carnegie Learning	11-190-100-640-20-027-050	4039	PO-27-00191	Regular Programs - Textbooks - World Language Inv: 1049238	General Sept - Approved		66,912.57
							66,912.57
Carolina Biological Supply Co.	11-190-100-610-20-024-050	1374	27-50139	Science Supplies Inv: 53522806 RI	General Sept - Approved		1,733.08
Carolina Biological Supply Co.	11-190-100-610-20-024-050	1374	27-50139	Science Supplies Inv: 53555810 RI	General Sept - Approved		2,592.00
Carolina Biological Supply Co.	11-190-100-610-20-024-050	1374	27-50147	Science Supplies Inv: 53522807	General Sept - Approved		832.25
Carolina Biological Supply Co.	11-190-100-610-20-024-050	1374	27-50147	Science Supplies Inv: 53521474	General Sept - Approved		92.04
Carolina Biological Supply Co.	11-190-100-610-20-024-050	1374	27-50155	Science Supplies Inv: 53522808	General Sept - Approved		43.21
Carolina Biological Supply Co.	11-190-100-610-20-024-050	1374	27-50168	Science Supplies Inv: 53526204	General Sept - Approved		277.95
							5,570.53
Cascade School Supplies	11-190-100-610-20-024-050	1384	27-50196	Teaching Aids Inv: 81442	General Sept - Approved		20.55
							20.55
Cengage Gale	11-000-222-300-10-046-060	1395	PO-27-00791	Middle School Database subscription Inv: 999103038518	General Sept - Approved		1,717.84
							1,717.84

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
Cintas Corp	11-000-291-290-90-054	1427	PO-27-00081	UNIFORM SERVICE Inv: 4282486806	General Sept - Approved		369.51
Cintas Corp	11-000-291-290-90-053	1427	PO-27-00721	Boot Inv: 9383178260	General Sept - Approved		4,600.00
Cintas Corp	11-000-291-290-90-054	1427	PO-27-00721	Boot Inv: 9383178260	General Sept - Approved		600.00
Cintas Corp	11-000-291-290-90-052	1427	PO-27-00721	Boot Inv: 9383178260	General Sept - Approved		400.00
Cintas Corp	11-000-291-290-90-052	1427	PO-27-00721	Boot Inv: 9385702313	General Sept - Approved		200.00
							6,169.51
CLARIDGE PRODUCTS AND EQUIPMENT, LLC	20-241-100-600-20-045-050	6853	PO-26-02254-PYPO	Esea Title Iii - Language Instruction For English Learners Inv: CIA000034586	General Sept - Approved		1,162.76
							1,162.76
Classic Sport Floors	11-000-261-420-20-052	5590	PO-27-00164	Service Inv: 129667	General Sept - Approved		35,598.54
Classic Sport Floors	11-000-262-300-20-053	5590	PO-27-00587	Service Inv: 129669	General Sept - Approved		2,086.50
Classic Sport Floors	11-402-100-500-20-036-050	5590	PO-27-00718	Service Inv: 129670	General Sept - Approved		2,175.00
							39,860.04
CM Drill	11-401-100-500-20-090-050	5739	PO-27-00446	Extra-Curricular Activities - Purchased Services - Mb/color Guard/percussion Inv: 205	General Sept - Approved		1,500.00
							1,500.00
Coles Music Service, LLC	11-190-100-340-10-029-060	1454	PO-27-00090	Massaro Coles Music Instrument Repairs 26-27 Inv: 539334	General Sept - Approved		90.00
Coles Music Service, LLC	11-190-100-340-10-029-060	1454	PO-27-00090	Massaro Coles Music Instrument Repairs 26-27 Inv: 539332	General Sept - Approved		97.00
Coles Music Service, LLC	11-190-100-610-20-029-050	1454	PO-27-00138	Henderson- Symphonic Band Music and Method Books Inv: 549554	General Sept - Approved		748.28
Coles Music Service, LLC	11-190-100-610-20-029-050	1454	PO-27-00141	Henderson- Concert Band + Jazz Ensemble Music Inv: 550687	General Sept - Approved		45.00
Coles Music Service, LLC	11-190-100-610-20-029-050	1454	PO-27-00141	Henderson- Concert Band + Jazz Ensemble Music Inv: 550816	General Sept - Approved		174.00
Coles Music Service, LLC	11-190-100-610-20-029-050	1454	PO-27-00141	Henderson- Concert Band + Jazz Ensemble Music Inv: 550973	General Sept - Approved		564.96

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
							1,719.24
Comcast	11-000-230-530-60-051	4004	PO-27-00517	Comcast Internet Fiber Inv: 282136944	General Sept - Approved		1,236.00
							1,236.00
Comegno Law Group Pc	11-000-230-331-30-047	4704	PO-27-00903	LEGAL Inv: 9934	General Sept - Approved		3,457.54
							3,457.54
County Conservation Company	11-000-263-610-20-054	1493	PO-27-00597	Supplies Inv: 573508	General Sept - Approved		145.00
County Conservation Company	11-000-263-610-10-054	1493	PO-27-00597	Supplies Inv: 573508	General Sept - Approved		65.00
							210.00
CUMMINS EQUIPMENT COMPANY INC	11-000-263-610-10-054	6443	PO-27-00509	Supplies / parts Inv: IH11015	General Sept - Approved		130.00
CUMMINS EQUIPMENT COMPANY INC	11-000-263-610-20-054	6443	PO-27-00509	Supplies / parts Inv: IH11015	General Sept - Approved		298.22
							428.22
Cummins Power Systems, Llc	11-000-261-420-10-052	1522	PO-26-01856-PYPO	Repair Inv: G2-260888176	General Sept - Approved		10,217.76
							10,217.76
Custom Bandag Inc	11-000-270-615-80-056	4577	PO-27-00252	Student Transportation - Fleet Supplies Inv: 120070925	General Sept - Approved		293.00
Custom Bandag Inc	11-000-270-615-80-056	4577	PO-27-00252	Student Transportation - Fleet Supplies Inv: 120070675	General Sept - Approved		146.50
							439.50
DAWNSIGNPRESS	11-190-100-640-10-027-060	6686	PO-27-00117	Textbook & Resources Inv: 2354-MED	General Sept - Approved		19,820.00
							19,820.00
Daynas Party Rentals & Catering	21-475-100-600-20-096-050	5216	PO-27-00889	Hs Student Council Inv: DEPOSIT	General Sept - Approved		983.10
							983.10
DE LAGE LANDEN FINANCIAL SERVICES, INC	11-000-261-420-20-052	6838	PO-27-00053	SERVICE Inv: 598586904	General Sept - Approved		82.00
							82.00
Deluxe Italian Bakery	60-910-310-610-70-058	1574	PO-27-00866	Food Supplier Inv: 527531	General Sept - Approved		240.00
							240.00

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
Designs By King, Inc	11-401-100-600-20-090-050	5108	PO-27-00524	Extra-Curricular Activities - Supplies And Materials - Mb/color Guard/percussion Inv: D-64569	General Sept - Approved		203.75
							203.75
Dianna Montague	11-000-291-280-70-057	2434	PO-27-00806	Tuition Reimbursement Inv: TUITION REIMBURSEMENT	General Sept - Approved		1,500.00
							1,500.00
Dominic Pinto	11-000-251-592-70-042	6916	PO-27-00705	Pinto volunteer fingerprint reimbursement Inv: FINGERPRINT REIMBURSEMENT	General Sept - Approved		25.73
							25.73
Drew Laverty	11-402-100-800-20-077-050	6922	PO-27-00730	Fall 2026 Tennis_Drew Laverty Inv: TOURNAMENT FEES	General Sept - Approved		150.00
							150.00
Durand Inc	11-000-100-566-50-044	1625	PO-27-00441	Tuition To Private Schools For The Disabled Within The State Inv: BUS090126-05	General Sept - Approved		3,128.00
Durand Inc	11-000-100-566-50-044	1625	PO-27-00441	Tuition To Private Schools For The Disabled Within The State Inv: 090126-13	General Sept - Approved		11,731.19
							14,859.19
DW Diesel, Inc	11-000-270-615-80-056	3807	PO-27-00015	Student Transportation - Fleet Supplies Inv: ED3065	General Sept - Approved		399.17
DW Diesel, Inc	11-000-270-615-80-056	3807	PO-27-00015	Student Transportation - Fleet Supplies Inv: EE5082	General Sept - Approved		87.66
							486.83
e2e Exchange LLC	11-000-251-340-70-050	4369	PO-27-00209	E-Rate Consulting Services Inv: C2 2026-3784	General Sept - Approved		3,660.33
							3,660.33
Educere	21-475-100-600-20-085-050	1666	PO-27-00663	Educere Hardship Student Payment Inv: KINGSWAY2601	General Sept - Approved		245.00
							245.00
Elite Party Entertainment	21-475-100-600-20-200-050	5812	PO-27-00750	Hs Class Of 2027 Inv: 3220	General Sept - Approved		472.00
							472.00
Eric M. Krise Electrical Contractor, LLC	11-000-262-420-10-053	4091	PO-27-00656	service Inv: 119717	General Sept - Approved		139.16
							139.16
ESS NORTHEAST, LLC	11-190-100-320-10-050-060	6004	PO-27-00775	Substitute Inv: INV848465	General Sept - Approved		1,565.33

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
ESS NORTHEAST, LLC	11-190-100-320-10-050-060	6004	PO-27-00775	Substitute Inv: INV848461	General Sept - Approved		1,039.20
ESS NORTHEAST, LLC	11-190-100-320-20-050-050	6004	PO-27-00775	Substitute Inv: INV848461	General Sept - Approved		727.44
							3,331.97
Exley'S Nursery	10-421	1707	PO-26-02202-PYPBL	Supplies Inv: 00050992	General Sept - Approved		890.70
							890.70
F.W. WEBB COMPANY	11-000-261-610-10-052	6446	PO-27-00657	Parts and Supplies Inv: 97439556-2	General Sept - Approved		1,500.00
F.W. WEBB COMPANY	11-000-261-610-20-052	6446	PO-27-00657	Parts and Supplies Inv: 97439556-2	General Sept - Approved		3,215.92
							4,715.92
FACTORY MOTOR PARTS	11-000-263-610-10-054	6002	PO-27-00068	Parts and supplies Inv: 314-054019	General Sept - Approved		141.38
							141.38
Flinn Scientific Inc.	11-190-100-610-20-024-050	1750	27-50140	Science Supplies Inv: 3300435	General Sept - Approved		31.96
Flinn Scientific Inc.	11-190-100-610-20-024-050	1750	27-50148	Science Supplies Inv: 3300778	General Sept - Approved		318.29
							350.25
Follett Content Solutions	11-000-222-600-20-046-050	1754	PO-27-00190	Educational Media/library Services - Supplies And Materials Inv: 771480	General Sept - Approved		625.95
							625.95
G2 Performance LLC	11-401-100-600-20-090-050	4883	PO-27-00463	Extra-Curricular Activities - Supplies And Materials - Mb/color Guard/percussion Inv: 2645	General Sept - Approved		513.42
G2 Performance LLC	11-401-100-600-20-090-050	4883	PO-27-00816	Extra-Curricular Activities - Supplies And Materials - Mb/color Guard/percussion Inv: 2720	General Sept - Approved		2,557.67
G2 Performance LLC	11-401-100-600-20-090-050	4883	PO-27-00887	Extra-Curricular Activities - Supplies And Materials - Mb/color Guard/percussion Inv: 2841	General Sept - Approved		71.45
							3,142.54
GAITHER, JAMES DBA: FUNFLICKS	21-475-100-600-20-201-050	6917	PO-27-00779	Hs Class Of 2028 Inv: LEAD ID 74427299	General Sept - Approved		677.70
							677.70
GAME ONE	11-190-100-610-10-026-060	6573	27-50099	Physical Education Supplies Inv: 10619269	General Sept - Approved		136.00

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
							136.00
GCAEMSA	11-000-240-580-10-049-060	1814	PO-27-00767	GCAEMSA Dues-B. Tonelli Inv: MEMBERSHIP - BRIAN TONELLI	General Sept - Approved		50.00
							50.00
Georgeo's Water Ice	60-910-310-610-70-058	5145	PO-27-00868	Food Supplier Inv: 245289	General Sept - Approved		266.25
							266.25
GORMAN, D'ANELLA & MORLOK, LLC	11-000-230-331-30-047	6553	PO-27-00590	LEGAL Inv: 1074	General Sept - Approved		5,530.00
							5,530.00
Grainger Industries	11-000-261-610-20-052	1887	PO-27-00057	Supplies and parts Inv: 9074579765	General Sept - Approved		158.64
Grainger Industries	11-000-261-610-20-052	1887	PO-27-00057	Supplies and parts Inv: 9078098069	General Sept - Approved		292.18
Grainger Industries	11-000-261-610-10-052	1887	PO-27-00660	Supplies Inv: 9050986174	General Sept - Approved		1,100.00
Grainger Industries	11-000-261-610-20-052	1887	PO-27-00660	Supplies Inv: 9050986174	General Sept - Approved		2,500.00
							4,050.82
Guaranted On Site Certified Flame Retard	11-000-261-420-10-052	5674	PO-27-00542	HS & MS Curtain Fire Certifications Inv: 18871	General Sept - Approved		1,837.41
Guaranted On Site Certified Flame Retard	11-000-261-420-20-052	5674	PO-27-00542	HS & MS Curtain Fire Certifications Inv: 18871	General Sept - Approved		3,108.98
							4,946.39
HADDONFIELD BOARD OF EDUCATION	11-402-100-800-20-065-050	6895	PO-27-00637	Haddonfield - Distance Night 2026 Inv: 26	General Sept - Approved		380.00
							380.00
Harry Silverstein	11-402-100-500-20-077-050	6923	PO-27-00732	Fall_2026 Harry Silverstein Inv: ASSIGNOR FEES	General Sept - Approved		52.00
							52.00
Henry Schein Inc.	11-000-213-600-20-041-050	1955	27-50067	Health and Trainer Supplies Inv: 61256703	General Sept - Approved		7.02
Henry Schein Inc.	11-000-213-600-10-041-060	1955	27-50071	Health and Trainer Supplies Inv: 61251278	General Sept - Approved		16.54
Henry Schein Inc.	11-402-100-600-20-039-050	1955	PO-27-00592	Athletics - Supplies And Materials - Athletic Trainer Inv: 61364579	General Sept - Approved		604.25

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
							627.81
Herr Foods Inc.	60-910-310-610-70-058	1963	PO-27-00869	Food Supplier Inv: 3145643	General Sept - Approved		732.60
							732.60
Hewitt, Dr. James	11-000-219-320-20-044-050	1965	PO-27-00733	Child Study Team - Purchased Professional - Educational Services Inv: 44088	General Sept - Approved		600.00
							600.00
Hollydell School	11-000-100-566-50-044	1992	PO-27-00512	Tuition To Private Schools For The Disabled Within The State Inv: 199810748	General Sept - Approved		19,680.12
Hollydell School	11-000-100-566-50-044	1992	PO-27-00512	Tuition To Private Schools For The Disabled Within The State Inv: 199810778	General Sept - Approved		19,680.12
							39,360.24
Hoober, Inc	11-000-263-610-10-054	5896	PO-27-00585	Parts Inv: SI200578	General Sept - Approved		180.00
Hoober, Inc	11-000-263-610-20-054	5896	PO-27-00585	Parts Inv: SI200578	General Sept - Approved		424.88
							604.88
HOSA-FUTURE HEALTH PROFESSIONALS	11-190-100-800-20-105-050	6093	PO-27-00704	Regular Programs - Other Objects - Health Professions Inv: 99760968	General Sept - Approved		600.00
							600.00
Hy-Point Dairy	60-910-310-610-70-058	2022	PO-27-00878	Food Supplier Inv: 152-037892	General Sept - Approved		307.76
Hy-Point Dairy	60-910-310-610-70-058	2022	PO-27-00878	Food Supplier Inv: 152-037891	General Sept - Approved		451.78
							759.54
Incident IQ	11-000-252-340-60-051	6836	PO-27-00144	Ticketing/Facility Use Inv: 13534	General Sept - Approved		6,500.00
Incident IQ	11-000-262-590-20-053	6836	PO-27-00144	Ticketing/Facility Use Inv: 13534	General Sept - Approved		3,185.00
							9,685.00
Integrity Interpreting, Llc	11-000-218-390-20-043-050	5599	PO-27-00799	Guidance Services - Other Purchased Professional And Technical Services Inv: 430517	General Sept - Approved		292.00
							292.00
James Lavender	11-000-291-290-70-057	2215	PO-27-00666	Disability Insurance 2025-2026 Inv: DISABILITY REIMBURSEMENT	General Sept - Approved		1,608.65
							1,608.65

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
John C. Magee Locksmith Inc	11-000-261-420-10-052	2293	PO-27-00498	Rekeying Exterior Doors through-out District Inv: 7100	General Sept - Approved		5,330.50
John C. Magee Locksmith Inc	11-000-261-420-20-052	2293	PO-27-00498	Rekeying Exterior Doors through-out District Inv: 7100	General Sept - Approved		5,330.50
							10,661.00
John H. Smith Jr.	60-910-310-420-70-058	6950	PO-27-00904	Training ServSafe Sanitation Inv: SERVSAFE TRAINING	General Sept - Approved		1,500.00
							1,500.00
Johnstone Supply	11-000-261-610-10-052	3577	PO-27-00060	Supplies and parts Inv: 6139318	General Sept - Approved		430.56
Johnstone Supply	11-000-261-610-10-052	3577	PO-27-00714	Supplies Inv: 6140686	General Sept - Approved		1,400.00
Johnstone Supply	11-000-261-610-20-052	3577	PO-27-00714	Supplies Inv: 6140686	General Sept - Approved		3,219.94
Johnstone Supply	11-000-261-610-20-052	3577	PO-27-00794	Supplies Inv: 6141313	General Sept - Approved		400.42
							5,450.92
Kalfas, Cameron	11-000-291-280-70-057	5299	PO-27-00811	Tuition Reimbursement Inv: TUITION REIMBURSEMENT	General Sept - Approved		750.00
							750.00
Kathleen Hunter	11-402-100-500-20-064-050	6924	PO-27-00734	Cross Country Fall Official Fees Inv: ASSIGNOR FEES	General Sept - Approved		80.00
							80.00
KI	20-241-100-600-20-045-050	3559	PO-26-02255-PYPO	Esea Title Iii - Language Instruction For English Learners Inv: 14883375	General Sept - Approved		5,866.60
							5,866.60
Kingsway Cafeteria	21-475-100-600-20-200-050	2154	PO-27-00755	Cases of Water for Parking Spot Painting Inv: 08132026	General Sept - Approved		34.00
Kingsway Cafeteria	21-475-100-600-10-085-060	2154	PO-27-00762	New Teacher Breakfast Inv: 01-08262026	General Sept - Approved		41.00
Kingsway Cafeteria	21-475-100-600-10-085-060	2154	PO-27-00763	Team Leader Luncheon Inv: 02-08252026	General Sept - Approved		50.00
Kingsway Cafeteria	21-475-100-600-10-085-060	2154	PO-27-00764	New Teacher Luncheon Inv: 02-08262026	General Sept - Approved		116.50
Kingsway Cafeteria	21-475-100-600-10-102-060	2154	PO-27-00765	MS Welcome Back Breakfast Inv: 01-09012026	General Sept - Approved		255.00

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
Kingsway Cafeteria	21-475-100-600-20-200-050	2154	PO-27-00840	Senior Sunrise Coffee and Doughnuts Inv: 09142026	General Sept - Approved		614.75
							1,111.25
Kingsway Education Foundation	21-475-100-600-100-036-050	3863	PO-27-00685	Kingsway Gear Inv: MARTELL'S ORDER 8/18	General Sept - Approved		79.00
Kingsway Education Foundation	11-190-100-610-20-034-050	3863	PO-27-00728	Team Scholastics Freshman Orientation Prizes Inv: FRESHMAN ORIENTATION PRIZES	General Sept - Approved		62.00
Kingsway Education Foundation	21-475-100-600-100-036-050	3863	PO-27-00819	MArtell's Corner Inv: MARTELLS 9/1/26 POLO	General Sept - Approved		50.00
							191.00
KOMPRESSED AIR OF DELAWARE INC	11-000-261-610-20-052	6908	PO-27-00583	Parts Inv: 3006387	General Sept - Approved		484.35
KOMPRESSED AIR OF DELAWARE INC	11-000-261-610-10-052	6908	PO-27-00583	Parts Inv: 3006387	General Sept - Approved		250.00
KOMPRESSED AIR OF DELAWARE INC	11-000-261-420-20-052	6908	PO-27-00713	Repair Inv: 3006388	General Sept - Approved		189.18
							923.53
Kurtz Bros. Inc	11-190-100-610-20-024-050	2196	27-50197	Teaching Aids Inv: 34446.00	General Sept - Approved		119.49
Kurtz Bros. Inc	11-213-100-610-10-032-060	2196	27-50198	Teaching Aids Inv: 34447.00	General Sept - Approved		12.10
							131.59
Larc School	11-000-100-566-50-044	2210	PO-27-00507	Tuition To Private Schools For The Disabled Within The State Inv: 26.0194-IN	General Sept - Approved		6,215.94
Larc School	11-000-100-566-50-044	2210	PO-27-00507	Tuition To Private Schools For The Disabled Within The State Inv: 26.00221-IN	General Sept - Approved		4,500.00
							10,715.94
Launch Deptford LLC	21-475-100-600-10-102-060	5040	PO-27-00692	Renaissance Trip - Launch Deptford Inv: RESV# 23790 - 9/24	General Sept - Approved		3,248.24
							3,248.24
Laurel Lawnmower Service Inc.	11-000-263-610-10-054	2214	PO-27-00502	Supplies Inv: 61691	General Sept - Approved		75.00
Laurel Lawnmower Service Inc.	11-000-263-610-20-054	2214	PO-27-00502	Supplies Inv: 61691	General Sept - Approved		136.40
							211.40

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
Learning Ally, Inc	11-213-100-320-10-032-060	2223	PO-27-00295	Resource Room/center - Purchased Professional Educational Services Inv: 165743	General Sept - Approved		2,821.52
Learning Ally, Inc	11-213-100-320-20-032-050	2223	PO-27-00295	Resource Room/center - Purchased Professional Educational Services Inv: 165743	General Sept - Approved		2,821.52
							5,643.04
Legacy Treatment Services, Inc	20-250-100-500-20-044-050	5186	PO-27-00731	Idea Part B - Individuals With Disabilities Act - Instructional - Other Purchased Services Inv: 2026-08-04	General Sept - Approved		13,042.40
							13,042.40
Longstreth Sporting Goods	11-402-100-600-10-036-060	2263	PO-27-00429	Field Hocky Goals Inv: 4185239	General Sept - Approved		5,931.00
							5,931.00
Lowe's Home Centers LLC	11-000-261-610-10-052	5230	PO-27-00058	Supplies and parts Inv: 983644	General Sept - Approved		1,149.49
							1,149.49
Maguire, Michael	11-000-291-280-70-057	6212	PO-27-00805	Tuition Reimbursement Inv: TUITION REIMBURSEMENT	General Sept - Approved		576.00
							576.00
Masso's Catering	21-475-100-600-20-201-050	2329	PO-27-00745	Hs Class Of 2028 Inv: JR. PROM 5/18 DEPOSIT	General Sept - Approved		500.00
							500.00
Matheson Tri-Gas	11-000-261-610-10-052	3384	PO-27-00798	Supplies Inv: 0033852841	General Sept - Approved		80.00
Matheson Tri-Gas	11-000-261-610-20-052	3384	PO-27-00798	Supplies Inv: 0033852841	General Sept - Approved		113.30
							193.30
MCCORMICK'S GROUP LLC	11-401-100-600-20-090-050	6473	PO-27-00436	Extra-Curricular Activities - Supplies And Materials - Mb/color Guard/percussion Inv: 480368	General Sept - Approved		1,609.73
							1,609.73
Med-Tech Equipment Inc.	11-402-100-500-20-039-050	3864	PO-27-00648	Athletics - Purchased Services - Athletic Trainer Inv: 112950	General Sept - Approved		350.00
							350.00
MEDFORD FAMILY PSYCHIATRY LLC	11-000-216-320-20-044-050	6274	PO-27-00711	Speech, Ot, Pt & Related Services - Purchased Professional - Educational Services Inv: 2026-08-31-4	General Sept - Approved		600.00
							600.00

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
Megan Gorman	11-000-251-592-70-042	6932	PO-27-00780	Gorman Volunteer Fingerprinting Reimbursement Inv: FINGERPRINT REIMBURSEMENT	General Sept - Approved		25.73
							25.73
Megan Stielau	11-402-100-500-20-067-050	6925	PO-27-00735	Field Hockey-Megan Stielau Inv: ASSIGNOR FEES	General Sept - Approved		146.00
							146.00
Multi-Temp Mechanical, Inc	11-000-261-420-10-052	5862	PO-27-00289	SERVICE Inv: 4426-353	General Sept - Approved		2,144.00
Multi-Temp Mechanical, Inc	11-000-261-420-20-052	5862	PO-27-00290	Service Inv: 4426-354	General Sept - Approved		2,144.00
							4,288.00
MVP Sporting Goods	11-402-100-600-20-067-050	2470	PO-27-00328	FH Practice Shirts Inv: 74803	General Sept - Approved		353.75
MVP Sporting Goods	11-402-100-600-20-036-050	2470	PO-27-00328	FH Practice Shirts Inv: 74803	General Sept - Approved		1,156.25
							1,510.00
Nasco Education / School Specialty	11-190-100-610-20-024-050	2515	27-50101	Science Supplies Inv: 963276	General Sept - Approved		1.93
Nasco Education / School Specialty	11-190-100-610-20-024-050	2515	27-50114	Science Supplies Inv: 963278	General Sept - Approved		17.72
Nasco Education / School Specialty	11-190-100-610-20-024-050	2515	27-50138	Science Supplies Inv: 963284	General Sept - Approved		191.30
Nasco Education / School Specialty	11-190-100-610-20-024-050	2515	27-50145	Science Supplies Inv: 963285	General Sept - Approved		114.06
Nasco Education / School Specialty	11-190-100-610-20-024-050	2515	27-50154	Science Supplies Inv: 963286	General Sept - Approved		10.14
Nasco Education / School Specialty	11-190-100-610-20-024-050	2515	27-50167	Science Supplies Inv: 963288	General Sept - Approved		145.80
Nasco Education / School Specialty	11-190-100-610-10-024-060	2515	27-50173	Science Supplies Inv: 969184	General Sept - Approved		9.68
							490.63
New Jersey Motor Vehicle Registrations	11-000-270-390-80-056	4635	PO-27-00768	Student Transportation - Miscellaneous Purchased Services Inv: KINGSWAY REGISTRATION RENEWALS	General Sept - Approved		300.00
							300.00

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
NFHCA	11-402-100-800-20-067-050	2564	PO-27-00720	NFHCA Inv: MR-2026-5209	General Sept - Approved		100.00
							100.00
NJ Advance Media	11-000-222-300-20-046-050	6404	PO-27-00634	Educational Media/library Services - Purchased Professional & Technical Services Inv: 4357435	General Sept - Approved		2,000.00
							2,000.00
NJ ADVANCE MEDIA, LLC	11-000-230-590-30-047	4363	PO-27-00386	ADVERTISEMENTS Inv: 4303132	General Sept - Approved		100.00
							100.00
NJFOA South Chapter, Inc	11-402-100-500-20-068-050	6926	PO-27-00739	Fall 2026 Football Officials Inv: 2026 FOOTBALL OFFICIALS	General Sept - Approved		393.00
							393.00
NJPSA	11-402-100-800-20-036-050	1025	PO-27-00667	NJPSA - Daver Stanton Inv: 000122588	General Sept - Approved		930.00
							930.00
NJSchoolJobs.com	11-000-251-340-70-042	5077	PO-27-00882	NJSchooljobs.com Inv: 21176	General Sept - Approved		3,200.00
							3,200.00
Noreaster Door & Lock Co	11-000-261-610-20-052	5199	PO-27-00673	Supplies/parts Inv: 53026-2	General Sept - Approved		605.00
							605.00
NVSCO LLC	61-991-330-512-80-056	6907	PO-27-00641	CER Camp Trip 7/30/26 Inv: 1242628	General Sept - Approved		5,700.00
							5,700.00
OLD TOWN BAGEL	60-910-310-610-70-058	6685	PO-27-00625	CAFETERIA FOOD SUPPLIES Inv: 15	General Sept - Approved		538.20
OLD TOWN BAGEL	60-910-310-610-70-058	6685	PO-27-00625	CAFETERIA FOOD SUPPLIES Inv: 16	General Sept - Approved		66.00
							604.20
Ottinger, Amanda	11-000-291-280-70-057	5130	PO-27-00809	Tuition Reimbursement Inv: TUITION REIMBURSEMENT	General Sept - Approved		1,500.00
							1,500.00
Overdrive Inc	11-000-222-300-10-046-060	4578	PO-27-00186	Educational Media/library Services - Purchased Professional & Technical Services Inv: H-0123324	General Sept - Approved		1,000.00

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
Overdrive Inc	11-000-222-300-20-046-050	4578	PO-27-00186	Educational Media/library Services - Purchased Professional & Technical Services Inv: H-0123324	General Sept - Approved		1,000.00
							2,000.00
Paul VI High School	11-402-100-800-20-083-050	6896	PO-27-00635	GVB JV Volleyball Tournament Inv: VOLLEYBALL TOURNAMENT	General Sept - Approved		300.00
Paul VI High School	11-402-100-800-20-083-050	6896	PO-27-00650	Freshman VBall Tournament Inv: 9/19 VOLLEYBALL TOURN	General Sept - Approved		300.00
							600.00
Pauls Award & Trophies, Inc	11-402-100-600-20-036-050	2667	PO-27-00668	Engraved Name Plate Inv: 948	General Sept - Approved		17.00
							17.00
Pearson Assesment	11-000-218-320-20-043-050	5226	PO-27-00599	Guidance Services - Purchased Professional - Educational Services Inv: 32258118	General Sept - Approved		3,770.00
							3,770.00
Peirce-Phelps, Inc	11-000-261-610-10-052	2724	PO-27-00069	Supplies and parts Inv: 407858566	General Sept - Approved		146.29
							146.29
Pitney Bowes Global Finance Services LLC	11-000-230-530-20-049	2741	PO-27-00387	POSTAGE MACHINES & FOLDER Inv: 3323177115	General Sept - Approved		1,065.51
Pitney Bowes Global Finance Services LLC	11-000-230-530-70-050	2741	PO-27-00387	POSTAGE MACHINES & FOLDER Inv: 3323241324	General Sept - Approved		813.48
							1,878.99
Plant Service Corp	11-000-270-615-80-056	3591	PO-27-00021	Student Transportation - Fleet Supplies Inv: RI-87497 - 9/24	General Sept - Approved		120.00
							120.00
Professional Medical Staffing	11-212-100-320-10-032-060	5038	PO-27-00506	Special Education - Multiple Disabilities - Purchased Professional Educational Services Inv: 2-7970	General Sept - Approved		577.50
Professional Medical Staffing	11-212-100-320-20-032-050	5038	PO-27-00506	Special Education - Multiple Disabilities - Purchased Professional Educational Services Inv: 2-7970	General Sept - Approved		478.50
							1,056.00
PureTek Group Inc.	12-140-100-730-20-052-050	6848	PO-27-00113	Auditorium Lighting Inv: 2339	General Sept - Approved		49,474.71
							49,474.71
Regional Enrichment & Learning Center	11-000-100-566-50-044	4706	PO-27-00500	Tuition To Private Schools For The Disabled Within The State Inv: INV141970	General Sept - Approved		3,840.00

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
Regional Enrichment & Learning Center	11-000-100-566-50-044	4706	PO-27-00500	Tuition To Private Schools For The Disabled Within The State Inv: INV141993	General Sept - Approved		5,280.00
							9,120.00
Ricoh Usa, Inc	11-000-270-593-80-056	4002	PO-26-02238-PYPO	Student Transportation - Miscellaneous Purchased Services Inv: 1107671245	General Sept - Approved		1,066.00
Ricoh Usa, Inc	11-190-100-440-10-050-060	4002	PO-27-00223	MS MEDIA CTR COPIER Inv: 110265898	General Sept - Approved		186.01
							1,252.01
Riddell	11-402-100-600-20-068-050	2860	PO-27-00334	FB Uniforms Inv: 952630073	General Sept - Approved		3,080.00
Riddell	11-402-100-600-20-068-050	2860	PO-27-00334	FB Uniforms Inv: 952677399	General Sept - Approved		1,529.15
							4,609.15
Riverwinds Tennis Center	11-402-100-500-20-076-050	2872	PO-27-00664	Riverwids Golf & Tennis Inv: MEMBER 10502935	General Sept - Approved		128.00
							128.00
Robinson Steel Company	11-000-261-610-10-052	2876	PO-27-00777	Supplies Inv: 4661-8453	General Sept - Approved		119.50
							119.50
Ron Bright LLC DBA: Mister Softee	21-475-100-600-10-102-060	4279	PO-27-00758	Renaissance-Mister Softee Inv: 26-56	General Sept - Approved		984.00
							984.00
Rosalyn Gill	11-402-100-500-20-067-050	3860	PO-27-00729	Fall 2026 Field Hockey_Roz Gill Inv: ASSIGNOR FEES	General Sept - Approved		174.00
							174.00
Rowan University Lab Band	11-190-100-800-20-029-050	2894	PO-27-00760	Henderson- Rowan Jazz Festival Inv: INV DATED 6/2/26	General Sept - Approved		250.00
							250.00
School Health Corp.	11-000-213-600-20-041-050	2980	27-50068	Health and Trainer Supplies Inv: CINV000446333	General Sept - Approved		149.40
School Health Corp.	11-000-213-600-10-041-060	2980	27-50072	Health and Trainer Supplies Inv: CINV000446294	General Sept - Approved		89.64
School Health Corp.	11-190-100-610-10-026-060	2980	27-50096	Physical Education Supplies Inv: CINV000440830	General Sept - Approved		99.30
							338.34

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
School Pride Ltd	11-402-100-600-20-068-050	5107	PO-27-00323	FB Name Plates Inv: 112311	General Sept - Approved		80.00
							80.00
School Specialty Oh 6/04	11-000-240-600-20-049-050	2987	27-50002	General Classroom Supplies Inv: 308104957024	General Sept - Approved		484.07
School Specialty Oh 6/04	11-190-100-610-20-024-050	2987	27-50144	Science Supplies Inv: 308104938364	General Sept - Approved		450.79
School Specialty Oh 6/04	11-190-100-610-20-024-050	2987	27-50166	Science Supplies Inv: 208137587580	General Sept - Approved		191.25
School Specialty Oh 6/04	11-190-100-610-20-028-050	2987	27-50232	Fine Art Supplies Inv: 308104950671	General Sept - Approved		573.29
							1,699.40
Schools Health Insurance Fund	11-000-291-270-70-057	4526	PO-27-00388	HEALTH INSURANCE Inv: 09/01/2026	General Sept - Approved		839,031.00
Schools Health Insurance Fund	11-000-291-270-70-057	4526	PO-27-00388	HEALTH INSURANCE Inv: 10/01/2026	General Sept - Approved		890,178.00
							1,729,209.00
Seaboard Welding Supply Inc	11-000-270-390-80-056	4224	PO-26-02239-PYPO	Student Transportation - Other Purchased Professional And Technical Services Inv: 20154454	General Sept - Approved		1,860.00
							1,860.00
Sherwin-Williams Co	11-000-263-800-10-054	4329	PO-27-00756	Supplies Inv: 57951178250926	General Sept - Approved		200.00
Sherwin-Williams Co	11-000-263-800-20-054	4329	PO-27-00756	Supplies Inv: 57951178250926	General Sept - Approved		431.80
							631.80
SHI International Corp	11-000-252-340-60-051	4219	PO-27-00586	SHI - Wasabi Renewal Inv: B21634340	General Sept - Approved		7,994.76
							7,994.76
South Jersey Band And Orchestra Director	11-190-100-800-20-029-050	5871	PO-27-00759	Henderson- SJBODA Concert Band Festival Inv: CONCERT BAND FESTIVAL MARCH '27	General Sept - Approved		200.00
							200.00
South Jersey Field Hockey Coaches Assoc.	11-402-100-800-20-067-050	6921	PO-27-00719	SJ Field Hockey Coaches Association Fee Inv: MEMBERSHIP FEE	General Sept - Approved		75.00
							75.00
South Jersey Gas Co	11-000-262-621-10-050	3067	PO-27-00601	GAS USAGE Inv: 8/9/26 - 9/8/26	General Sept - Approved		2,031.89

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
South Jersey Gas Co	11-000-262-621-20-050	3067	PO-27-00601	GAS USAGE Inv: 8/9/26 - 9/8/26	General Sept - Approved		2,031.89
							4,063.78
South Jersey Paper Products	11-000-262-610-10-053	3070	PO-27-00259	Supplies Inv: 592155-01	General Sept - Approved		446.40
South Jersey Paper Products	11-000-262-610-20-053	3070	PO-27-00414	Supplies Inv: 594177	General Sept - Approved		1,721.26
South Jersey Paper Products	11-000-262-610-10-053	3070	PO-27-00414	Supplies Inv: 594177	General Sept - Approved		612.50
South Jersey Paper Products	11-000-262-610-20-053	3070	PO-27-00468	Supplies Inv: 595461	General Sept - Approved		3,735.00
South Jersey Paper Products	60-910-310-615-70-058	3070	PO-27-00627	CAFETERIA SUPPLIES Inv: 598856	General Sept - Approved		321.85
South Jersey Paper Products	11-000-262-610-10-053	3070	PO-27-00691	Supplies Inv: 599115	General Sept - Approved		900.00
South Jersey Paper Products	11-000-262-610-20-053	3070	PO-27-00691	Supplies Inv: 599115	General Sept - Approved		1,863.36
South Jersey Paper Products	11-000-262-610-10-053	3070	PO-27-00703	Supplies Inv: 599517	General Sept - Approved		743.25
South Jersey Paper Products	11-000-262-610-20-053	3070	PO-27-00703	Supplies Inv: 599517	General Sept - Approved		2,506.93
South Jersey Paper Products	11-000-262-610-10-053	3070	PO-27-00703	Supplies Inv: 599517-01	General Sept - Approved		356.75
South Jersey Paper Products	11-000-262-610-10-053	3070	PO-27-00784	Supplies Inv: 601033	General Sept - Approved		800.00
South Jersey Paper Products	11-000-262-610-20-053	3070	PO-27-00784	Supplies Inv: 601033	General Sept - Approved		1,809.20
							15,816.50
South Jersey Tennis Coaches Association	11-402-100-800-20-076-050	6928	PO-27-00736	Spring 2026 Tennis Coaches Inv: SPRING BANQUET	General Sept - Approved		290.00
							290.00
Sports Paradise	11-402-100-600-20-068-050	3086	PO-27-00324	FB Pants Inv: 64533	General Sept - Approved		2,360.00
Sports Paradise	11-402-100-600-20-036-050	3086	PO-27-00329	Girls VBall Uniforms Inv: 64527	General Sept - Approved		1,540.00

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
Sports Paradise	11-402-100-600-20-083-050	3086	PO-27-00329	Girls VBall Uniforms Inv: 64527	General Sept - Approved		3,800.00
Sports Paradise	11-402-100-600-20-068-050	3086	PO-27-00331	Gatorade Inv: 64532	General Sept - Approved		325.00
Sports Paradise	11-402-100-600-20-064-050	3086	PO-27-00332	Cross Country Uniforms Inv: 64531	General Sept - Approved		1,250.00
Sports Paradise	11-402-100-600-20-065-050	3086	PO-27-00332	Cross Country Uniforms Inv: 64531	General Sept - Approved		32.00
Sports Paradise	11-402-100-600-10-083-060	3086	PO-27-00420	Girls VB Uniforms Inv: 64548	General Sept - Approved		500.00
Sports Paradise	11-402-100-600-20-036-050	3086	PO-27-00420	Girls VB Uniforms Inv: 64548	General Sept - Approved		235.00
							10,042.00
Staples Advantage	11-000-213-600-20-041-050	3108	27-50090	Office and Toner Supplies Inv: 6071185179	General Sept - Approved		116.39
Staples Advantage	11-190-100-610-20-021-050	3108	PO-27-00561	Desk Chair - North Office Inv: 6072125650	General Sept - Approved		306.34
							422.73
Steve's Auto Supply	11-000-270-615-80-056	4125	PO-27-00025	Student Transportation - Fleet Supplies Inv: 15610-238996	General Sept - Approved		25.00
Steve's Auto Supply	11-000-270-615-80-056	4125	PO-27-00025	Student Transportation - Fleet Supplies Inv: 15610-240961	General Sept - Approved		10.99
Steve's Auto Supply	11-000-270-615-80-056	4125	PO-27-00025	Student Transportation - Fleet Supplies Inv: 15610-242057	General Sept - Approved		299.99
Steve's Auto Supply	11-000-270-615-80-056	4125	PO-27-00025	Student Transportation - Fleet Supplies Inv: 15610-241896	General Sept - Approved		64.29
Steve's Auto Supply	11-000-270-615-80-056	4125	PO-27-00025	Student Transportation - Fleet Supplies Inv: 15610-235995	General Sept - Approved		-334.99
							65.28
Stomel Vending Company	60-910-310-610-70-058	4820	PO-27-00879	Food Supplier Inv: 2004:118145	General Sept - Approved		1,285.82
							1,285.82
SUPERHUMAN PLATFORM INC	11-190-100-340-20-051-050	6392	PO-27-00462	Grammerly Renewal Inv: 46117	General Sept - Approved		1,440.00
							1,440.00

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
SWANK K-12 STREAMING	11-190-100-340-20-022-050	6033	PO-27-00394	Regular Programs - Purchased Technical Services - English/language Arts Inv: 419531	General Sept - Approved		2,646.00
							2,646.00
Swedesboro Day Committee	21-475-100-600-20-114-050	6931	PO-27-00787	Swedesboro Day booth for DECA Inv: BOOTH FEE	General Sept - Approved		30.00
							30.00
Swedesboro Tru Value	11-000-261-610-10-052	3177	PO-27-00054	Supplies Inv: B747055	General Sept - Approved		43.25
							43.25
SYNTHESIA LIMITED	11-000-221-320-10-045-060	6910	PO-27-00646	Synthesia Annual Inv: SYNINV08257	General Sept - Approved		2,000.00
SYNTHESIA LIMITED	11-000-221-320-20-045-050	6910	PO-27-00646	Synthesia Annual Inv: SYNINV08257	General Sept - Approved		2,000.00
							4,000.00
Teachers Discovery	11-190-100-610-10-027-060	3202	PO-27-00701	Regular Programs - General Supplies - World Language Inv: 220458	General Sept - Approved		250.86
							250.86
Touchdown Club of Southern New Jersey	11-402-100-800-20-068-050	6929	PO-27-00741	Touchdown Club Fee Inv: MEMBERSHIP FEES	General Sept - Approved		150.00
							150.00
TOWNSHIP T-SHIRT COMPANY	21-475-100-600-20-096-050	6486	PO-27-00576	Extra-Curricular Activities - Purchased Services - Student Council Inv: 2829	General Sept - Approved		306.00
							306.00
Treasurer, State Of New Jersey	11-000-261-420-10-052	5380	PO-27-00744	Registration Renewal Inv: 5752357	General Sept - Approved		107.00
Treasurer, State Of New Jersey	11-000-261-420-20-052	5380	PO-27-00744	Registration Renewal Inv: 5752357	General Sept - Approved		364.00
							471.00
Tree Awareness, Inc	11-000-263-420-20-054	4749	PO-27-00198	Service Inv: 17569	General Sept - Approved		5,075.00
Tree Awareness, Inc	11-000-263-420-10-054	4749	PO-27-00198	Service Inv: 17569	General Sept - Approved		950.00
							6,025.00
TRESONA MULTIMEDIA, LLC	11-401-100-600-20-090-050	5996	PO-27-00749	Extra-Curricular Activities - Supplies And Materials - Mb/color Guard/percussion Inv: 453997	General Sept - Approved		1,720.00
							1,720.00

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
Uline	11-000-261-610-20-052	4308	PO-27-00671	Supplies Inv: 212518377	General Sept - Approved		214.72
Uline	11-000-261-610-10-052	4308	PO-27-00671	Supplies Inv: 212518377	General Sept - Approved		95.00
							309.72
Union County Educational Services Comm	11-000-100-565-50-044	5740	PO-27-00751	Tuition To Private Schools For The Disabled Within The State Inv: 3007484	General Sept - Approved		11,760.00
							11,760.00
United Refrigeration, Inc	12-000-400-932-70-050	3359	PO-27-00555	Lutner Office - Mini Split Inv: 21112644-00	General Sept - Approved		2,667.08
							2,667.08
United Supply Corp	11-190-100-610-20-024-050	5499	27-50143	Science Supplies Inv: INV-0137508	General Sept - Approved		117.00
							117.00
US Foodservice- Philadelphia	60-910-310-610-70-058	3373	PO-27-00628	SUPPLIES Inv: CM2994505	General Sept - Approved		-61.17
US Foodservice- Philadelphia	60-910-310-610-70-058	3373	PO-27-00628	SUPPLIES Inv: CM2997701	General Sept - Approved		-1,092.30
US Foodservice- Philadelphia	60-910-310-610-70-058	3373	PO-27-00628	SUPPLIES Inv: 1059279	General Sept - Approved		100.45
US Foodservice- Philadelphia	60-910-310-610-70-058	3373	PO-27-00628	SUPPLIES Inv: 0602380	General Sept - Approved		220.06
US Foodservice- Philadelphia	60-910-310-615-70-058	3373	PO-27-00628	SUPPLIES Inv: 1103651	General Sept - Approved		109.92
US Foodservice- Philadelphia	60-910-310-610-70-058	3373	PO-27-00628	SUPPLIES Inv: 0707386	General Sept - Approved		604.40
US Foodservice- Philadelphia	60-910-310-610-70-058	3373	PO-27-00628	SUPPLIES Inv: CM2997166	General Sept - Approved		-513.45
US Foodservice- Philadelphia	60-910-310-610-70-058	3373	PO-27-00628	SUPPLIES Inv: 0707387	General Sept - Approved		1,201.13
US Foodservice- Philadelphia	60-910-310-610-70-058	3373	PO-27-00628	SUPPLIES Inv: 0989160	General Sept - Approved		831.16
US Foodservice- Philadelphia	60-910-310-610-70-058	3373	PO-27-00628	SUPPLIES Inv: CM2993613	General Sept - Approved		-35.33
US Foodservice- Philadelphia	60-910-310-610-70-058	3373	PO-27-00628	SUPPLIES Inv: 0707389	General Sept - Approved		53.22

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
US Foodservice- Philadelphia	60-910-310-610-70-058	3373	PO-27-00628	SUPPLIES Inv: 0707390	General Sept - Approved		864.18
							2,282.27
Utica Deductible Recovery Grp	11-000-251-592-70-050	3354	PO-27-00433	DEDUCTIBLE Inv: 1366025	General Sept - Approved		657.77
							657.77
VANTAGE MECHANICAL SERVICES	12-000-261-730-90-052	6405	PO-27-00146	Service Inv: I4768	General Sept - Approved		14,967.00
VANTAGE MECHANICAL SERVICES	12-000-261-730-90-052	6405	PO-27-00147	Service Inv: M4739	General Sept - Approved		13,975.00
							28,942.00
Varsity Spirit Fashion	11-402-100-600-20-036-050	3387	PO-27-00166	Male Cheer Uniform Inv: 97414213	General Sept - Approved		246.15
							246.15
Vincent Valdes	11-000-291-290-90-053	5208	PO-27-00715	Clothing Inv: CLOTHING REIMBURSEMENT	General Sept - Approved		29.96
							29.96
Vineland Environmental Laboratories, LLC	11-000-262-300-10-053	4629	PO-27-00111	Service Inv: 129846	General Sept - Approved		100.00
Vineland Environmental Laboratories, LLC	11-000-262-300-20-053	4629	PO-27-00111	Service Inv: 129387	General Sept - Approved		750.00
Vineland Environmental Laboratories, LLC	11-000-262-300-10-053	4629	PO-27-00111	Service Inv: 129725	General Sept - Approved		100.00
Vineland Environmental Laboratories, LLC	11-000-262-300-10-053	4629	PO-27-00111	Service Inv: 129576	General Sept - Approved		100.00
Vineland Environmental Laboratories, LLC	11-000-262-300-20-053	4629	PO-27-00111	Service Inv: 129388	General Sept - Approved		350.00
Vineland Environmental Laboratories, LLC	11-000-262-300-10-053	4629	PO-27-00111	Service Inv: 130311	General Sept - Approved		100.00
Vineland Environmental Laboratories, LLC	11-000-262-300-10-053	4629	PO-27-00111	Service Inv: 129989	General Sept - Approved		100.00
Vineland Environmental Laboratories, LLC	11-000-262-300-10-053	4629	PO-27-00111	Service Inv: 130118	General Sept - Approved		100.00
							1,700.00
Wards Natural Science	11-190-100-610-20-024-050	3421	27-50135	Science Supplies Inv: 8822270462	General Sept - Approved		14.64

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
Wards Natural Science	11-190-100-610-20-024-050	3421	27-50135	Science Supplies Inv: 8822350588	General Sept - Approved		123.04
Wards Natural Science	11-190-100-610-20-024-050	3421	27-50142	Science Supplies Inv: 8822270461	General Sept - Approved		197.98
Wards Natural Science	11-190-100-610-20-024-050	3421	27-50142	Science Supplies Inv: 8822326431	General Sept - Approved		188.99
Wards Natural Science	11-190-100-610-20-024-050	3421	27-50150	Science Supplies Inv: 8822469507	General Sept - Approved		19.36
Wards Natural Science	11-190-100-610-20-024-050	3421	27-50150	Science Supplies Inv: 8822270464	General Sept - Approved		38.54
Wards Natural Science	11-190-100-610-20-024-050	3421	27-50157	Science Supplies Inv: 8822055735	General Sept - Approved		32.15
Wards Natural Science	11-190-100-610-20-024-050	3421	27-50157	Science Supplies Inv: 8822270465	General Sept - Approved		190.12
Wards Natural Science	11-190-100-610-20-024-050	3421	27-50171	Science Supplies Inv: 8822428410	General Sept - Approved		11.79
Wards Natural Science	11-190-100-610-20-024-050	3421	27-50171	Science Supplies Inv: 8822326433	General Sept - Approved		102.99
Wards Natural Science	11-190-100-610-20-024-050	3421	27-50171	Science Supplies Inv: 8822270466	General Sept - Approved		37.31
Wards Natural Science	11-190-100-610-10-024-060	3421	27-50177	Science Supplies Inv: 8822350589	General Sept - Approved		28.05
							984.96
Warshauer Electric Supply Co	11-000-261-610-10-052	5872	PO-27-00065	Supplies and parts Inv: S146045037.001	General Sept - Approved		303.13
Warshauer Electric Supply Co	11-000-261-610-10-052	5872	PO-27-00065	Supplies and parts Inv: S146095788.001	General Sept - Approved		101.91
Warshauer Electric Supply Co	11-000-261-610-20-052	5872	PO-27-00065	Supplies and parts Inv: S146247212.001	General Sept - Approved		1,366.86
Warshauer Electric Supply Co	11-000-261-610-20-052	5872	PO-27-00065	Supplies and parts Inv: S146267816.001	General Sept - Approved		129.59
Warshauer Electric Supply Co	11-000-261-610-20-052	5872	PO-27-00065	Supplies and parts Inv: S146266708.001	General Sept - Approved		541.88
							2,443.37

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
Wex Health Inc	11-000-251-592-70-042	5468	PO-27-00675	SERVCIES Inv: 0002447264-IN	General Sept - Approved		193.55
							193.55
White Oaks Country Club	21-475-100-600-100-069-050	6174	PO-27-00895	White Oaks Country Club_9.21.26 Inv: WO-0408-26	General Sept - Approved		4,341.60
							4,341.60
Wild Child Farmune Brand and Earth	11-000-291-290-90-053	5577	PO-27-00450	Uniform 2026-2027 Inv: KWR 00550	General Sept - Approved		1,693.80
							1,693.80
Wilson Language Training	11-213-100-610-10-032-060	4104	PO-27-00277	Wilson Supplies Inv: INV146917	General Sept - Approved		949.32
							949.32
WMY TRANSPORTATION LLC	60-910-310-339-70-058	2668	PO-27-00875	Food Supplier Inv: 37374	General Sept - Approved		650.27
							650.27
Wolfington Body Comp, Inc.	11-000-270-615-80-056	3469	PO-27-00249	Student Transportation - Fleet Supplies Inv: 170577M	General Sept - Approved		237.12
Wolfington Body Comp, Inc.	11-000-270-615-80-056	3469	PO-27-00249	Student Transportation - Fleet Supplies Inv: 170434MX1	General Sept - Approved		140.46
Wolfington Body Comp, Inc.	11-000-270-615-80-056	3469	PO-27-00249	Student Transportation - Fleet Supplies Inv: 170222M	General Sept - Approved		37.31
Wolfington Body Comp, Inc.	11-000-270-615-80-056	3469	PO-27-00249	Student Transportation - Fleet Supplies Inv: 170757M	General Sept - Approved		63.76
Wolfington Body Comp, Inc.	11-000-270-615-80-056	3469	PO-27-00249	Student Transportation - Fleet Supplies Inv: 170951M	General Sept - Approved		146.03
Wolfington Body Comp, Inc.	11-000-270-615-80-056	3469	PO-27-00249	Student Transportation - Fleet Supplies Inv: 170650M	General Sept - Approved		62.97
Wolfington Body Comp, Inc.	11-000-270-615-80-056	3469	PO-27-00249	Student Transportation - Fleet Supplies Inv: 170687M	General Sept - Approved		103.92
Wolfington Body Comp, Inc.	11-000-270-615-80-056	3469	PO-27-00249	Student Transportation - Fleet Supplies Inv: 170756M	General Sept - Approved		170.92
Wolfington Body Comp, Inc.	11-000-270-615-80-056	3469	PO-27-00859	Student Transportation - Fleet Supplies Inv: 171344M	General Sept - Approved		7,093.67
							8,056.16
Woodburn Press	11-000-218-600-20-043-050	4502	PO-27-00540	Guidance Services - Supplies & Materials Inv: 11740	General Sept - Approved		97.45

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
Woodburn Press	11-190-100-610-20-034-050	4502	PO-27-00574	Planners for Team Scholastics 9th Grade Inv: 11700	General Sept - Approved		107.43
							204.88
Y.A.L.E SCHOOL SOUTHEAST INC	11-000-100-566-50-044	6094	PO-27-00773	Tuition To Private Schools For The Disabled Within The State Inv: #SE/OCT26 22	General Sept - Approved		17,503.20
Y.A.L.E SCHOOL SOUTHEAST INC	11-000-100-566-50-044	6094	PO-27-00773	Tuition To Private Schools For The Disabled Within The State Inv: #SE/SEPT26 23	General Sept - Approved		12,729.60
							30,232.80
Zallie Supermarkets, Inc.	60-910-310-610-70-058	3509	PO-27-00626	CAFETERIA FOOD SUPPLIES Inv: 05910320682	General Sept - Approved		74.95
Zallie Supermarkets, Inc.	60-910-310-610-70-058	3509	PO-27-00626	CAFETERIA FOOD SUPPLIES Inv: 06910108742	General Sept - Approved		197.37
Zallie Supermarkets, Inc.	60-910-310-610-70-058	3509	PO-27-00626	CAFETERIA FOOD SUPPLIES Inv: 05910227309	General Sept - Approved		85.84
							358.16

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

Fund	Program	Purchase Orders	Current	Prior Year	Total
10 General Fund		1	890.70		890.70
	Fund total:		**890.70**		**890.70**
11 General Current Expense	000 Undistributed Expenditures	187	2,099,600.58		2,099,600.58
11 General Current Expense	190 Regular Programs - Undistributed	62	114,221.01		114,221.01
11 General Current Expense	212 Special Education - Multiple Disabilities	2	1,056.00		1,056.00
11 General Current Expense	213 Special Education - Resource Room/Resource Center	4	6,604.46		6,604.46
11 General Current Expense	401 School - Sponsored Co-curricular and Extra-curricular Activities	8	11,096.02		11,096.02
11 General Current Expense	402 School - Sponsored Athletics	38	34,291.85		34,291.85
	Fund total:		**2,266,869.92**		**2,266,869.92**
12 Capital Outlay	000 Undistributed Expenditures	3	31,609.08		31,609.08
12 Capital Outlay	140 Regular Programs - Grades 9-12	1	49,474.71		49,474.71
	Fund total:		**81,083.79**		**81,083.79**
20 Special Revenue Fund	241 ESSA Title III	2	7,029.36		7,029.36
20 Special Revenue Fund	250 IDEA Part B	1	13,042.40		13,042.40
20 Special Revenue Fund	270 ESSA Title IIA / IID	1	3,875.00		3,875.00
	Fund total:		**23,946.76**		**23,946.76**
21 Student Activities	475 Student Activity Fund	21	16,102.89		16,102.89
	Fund total:		**16,102.89**		**16,102.89**
60 Cafeteria Fund	910 Food Services	27	10,559.51		10,559.51
	Fund total:		**10,559.51**		**10,559.51**
61 CER Fund	991 CER	2	5,779.27		5,779.27
	Fund total:		**5,779.27**		**5,779.27**
	Grand totals:	360	**2,405,232.84**		**2,405,232.84**

President

Business Administrator

L-5

KINGSWAY REGIONAL SCHOOL DISTRICT
CASH RECONCILIATION
JULY 31, 2026

4,995,998.87	BEGINNING			ENDING
FUNDS & ACCOUNTS	**BALANCE**	**RECEIPTS**	**DISBURSEMENTS**	**BALANCE**
GENERAL (10)	3,254,779.36	4,994,998.87	4,212,956.19	4,036,822.04
SPECIAL REVENUE (20)	0.00	100,233.00	372,912.74	(272,679.74)
STUDENT ACTIVITIES (21)	184,309.47	12,120.00	1,628.31	194,801.16
SCHOLARSHIP (22)	171,481.24	11.86	0.00	171,493.10
CAPITAL PROJECTS (30)	262,132.81	3.45	0.00	262,136.26
DEBT SERVICE (40)	2.37	139,960.67	92,475.00	47,488.04
TOTAL GOVERNMENTAL FUNDS	**3,872,705.25**	**5,247,327.85**	**4,679,972.24**	**4,440,060.86**
FOOD SERVICE (60)	796,504.62	36,089.81	31,325.83	801,268.60
COMMUNITY EDUCATION & RECREATION (61)	479,884.33	6,462.00	223,092.47	263,253.86
INTERNAL SERVICE - TRANSPORTATION (70)	12,672.35	106,699.41	0.00	119,371.76
INTERNAL SERVICE - TECHNOLOGY (74)	(57,526.55)	2,791.74	24,000.00	(78,734.81)
INTERNAL SERVICE - VEHICLE MAINTENANCE (75)	7,780.77	2,587.25	0.00	10,368.02
TOTAL PROPRIETARY FUNDS	**1,239,315.52**	**154,630.21**	**278,418.30**	**1,115,527.43**
ATHLETICS	179.64	0.00	0.00	179.64
PAYROLL	0.00	706,230.45	705,800.56	429.89
UNEMPLOYMENT	0.00	2,383.76	0.00	2,383.76
AGENCY (90)	35,366.13	376,371.07	400,851.38	10,885.82
TOTAL FIDUCIARY FUNDS	**35,545.77**	**1,084,985.28**	**1,106,651.94**	**13,879.11**
TOTAL ALL FUNDS	**5,147,566.54**	**6,486,943.34**	**6,065,042.48**	**5,569,467.40**

September 17, 2026
Date

Christina Murphy
Finance Specialist

September 17, 2026
Date

Sharon Ormsbee
Sharon Ormsbee
Business Administrator

L-5a

Report of the Secretary to the Board of Education
Kingsway Regional School District

Fund 10 - Interim Balance Sheet
For the one month period ending 07/31/2026

Assets and Resources

Assets:

Account Number	Account Name	Subtotal Balance	Balance
101	Cash in Bank		4,036,822.04
102-107	Cash Equivalents		1,000.00
121	Tax Levy Receivable		27,879,237.72
	Accounts Receivable:		
132	InterfundAccounts Receivable:	(321,070.64)	
141	Intergovernmental - StateAccounts Receivable:	24,533,536.89	
143	Intergovernmental - OtherAccounts Receivable:	5,018,114.59	
153	Other Accounts ReceivableAccounts Receivable:	21,919.09	
154	Allowance for Uncollectible Accounts Receivable (Credit)Accounts Receivable:	0.00	29,252,499.93
	Loans Receivable:		
			61,169,559.69

Resources:

Account Number	Account Name	Subtotal Balance	Balance
301	Estimated Revenues	58,805,678.00	
302	Less Revenues	58,081,536.61	724,141.39
			724,141.39
		Total Assets and Resources:	**61,893,701.08**

Liabilities and Fund Equity

Liabilities:

Account Number	Account Name	Subtotal Balance	Balance
421	Accounts Payable		201,964.01
471	Payroll Deductions and Withholdings		221,665.00
481	Deferred Revenues		21,485.00
			445,114.01

Fund Balance:

Account Number	Account Name	Subtotal Balance	Subtotal Balance 2	Subtotal Balance 3	Balance
	Appropriated:				
753	Reserve for Encumbrances - Current Year		17,555,873.79		
754	Reserve for Encumbrances - Prior Year		405,614.73		
754+753	Reserve for Encumbrances - Current + Prior			17,961,488.52	
	Reserve Fund Balance:				
761	Capital Reserve Account		1,366,113.00		
604	Add: Increase in Capital Reserve		1,000.00		
309	Less: Budgeted Withdrawal from Capital Reserve-Excess Costs		2,350,000.00		
317	Less: Budgeted Withdrawal from Capital Reserve-Transfer to Debt Service		0.00	(982,887.00)	
769	Unemployment Fund		2,384.00		
320	Less: Budgeted Withdrawal from Unemployment Fund		0.00	2,384.00	
	Appropriations				
601	Appropriations		61,910,411.48		
602	Less: Expenditures	3,672,754.00			
603	Encumbrances	17,961,488.52	(21,634,242.52)	40,276,168.96	
	Total Appropriated			57,257,154.48	
	Unappropriated				
770	Unassigned Fund Balance			4,541,551.34	
303	Budgeted Fund Balance			350,118.75	
					61,448,587.07
				Total Liabilities and Fund Equity:	**61,893,701.08**

Report of the Secretary to the Board of Education
Kingsway Regional School District

Fund 10 - Recapitulation of Budgeted Fund Balance

	Budgeted	Actual	Variance
Appropriations	61,910,411.48	21,634,242.52	40,276,168.96
Revenues	(58,805,678.00)	(58,081,536.61)	(724,141.39)
	3,104,733.48	**(36,447,294.09)**	**39,552,027.57**
Change in Capital Reserve:			
Plus: Increase in Capital Reserve /Interest Deposit to Capital Reserve (604)	1,000.00	1,000.00	.00
Less: Budgeted Withdrawal from Capital Reserve - Excess Costs and Other Capital Projects (309)	2,350,000.00	2,350,000.00	.00
	(2,349,000.00)	**(2,349,000.00)**	**.00**

Report of the Secretary to the Board of Education
Kingsway Regional School District

Fund 10 - Interim Statements Comparing Budgeted Revenue with Actual to Date and Appropriations with Expenditures and Encumbrances to Date
For the one month period ending 07/31/2026

Revenues/Sources of Funds

Account Number	Line	Revenues/Sources of Funds	Original Budget Certified for Taxes	Budget Transfers	Budgeted / Estimated	Actual to Date	Note	Unrealized Balance
10-1xxx	370	From Local Sources	34,668,112.00	0.00	34,668,112.00	34,350,960.50	Under	317,151.50
10-3xxx	520	From State Sources	24,114,473.00	0.00	24,114,473.00	23,729,473.00	Under	385,000.00
10-4xxx	570	From Federal Sources	23,093.00	0.00	23,093.00	1,103.11	Under	21,989.89
	-	**Total Revenues/Sources Of Funds**	**58,805,678.00**	**0.00**	**58,805,678.00**	**58,081,536.61**	**Under**	**724,141.39**

General Fund

Current Expense

Account Number	Line	Expenditures Description	Original Budget Certified For Taxes	Budget Transfers	Appropriations	Expenditures	Encumbrances	Available Balance
11-1xx-100-xxx	3200	Regular Programs - Instruction	15,914,846.22	38,195.88	15,953,042.10	396,381.32	979,989.34	14,576,671.44
11-2xx-100-xxx	10300	Special Education - Instruction	3,902,357.03	0.00	3,902,357.03	27,871.34	32,052.95	3,842,432.74
11-230-100-xxx	11160	Basic Skills/Remedial - Instruction	94,322.36	0.00	94,322.36	0.00	52.24	94,270.12
11-401-100-xxx	17100	School-Sponsored Cocurricular/Extracurricular Activities - Instruction	457,857.00	296.86	458,153.86	0.00	10,244.92	447,908.94
11-402-100-xxx	17600	School-Sponsored Athletics - Instruction	1,572,566.00	5,813.23	1,578,379.23	28,493.83	329,446.10	1,220,439.30
11-421-xxx-xxx	19620	Before/After School Programs	34,000.00	0.00	34,000.00	0.00	0.00	34,000.00
	72140	*Undistributed Expenditures:*						
11-000-100-xxx	29180	Instruction (Tuition)	3,830,228.50	0.00	3,830,228.50	0.00	606,123.45	3,224,105.05
11-000-211-xxx	29680	Attendance and Social Work Services	221,504.00	0.00	221,504.00	14,300.25	157,302.42	49,901.33
11-000-213-xxx	30620	Health Services	406,197.50	492.00	406,689.50	7,361.29	80,994.47	318,333.74
11-000-216-xxx	40580	Speech, OT, PT and Related Services	247,763.50	0.00	247,763.50	0.00	3,249.11	244,514.39
11-000-217-xxx	41080	Other Support Services Students - Extraordinary Services	1,322,284.00	0.00	1,322,284.00	0.00	23,625.00	1,298,659.00
11-000-218-xxx	41660	Guidance	1,227,513.30	0.00	1,227,513.30	70,916.48	285,500.31	871,096.51
11-000-219-xxx	42200	Child Study Teams	881,511.11	7,800.00	889,311.11	35,207.65	86,472.08	767,631.38
11-000-221-xxx	43200	Improvement of Instruction	796,079.00	(9,532.00)	786,547.00	59,478.96	661,416.91	65,651.13
11-000-222-xxx	43620	Educational Media Services/School Library	312,103.89	0.00	312,103.89	0.00	24,586.28	287,517.61
11-000-223-xxx	44180	Instructional Staff Training	133,001.00	6,113.00	139,114.00	11,525.06	119,697.94	7,891.00
11-000-230-xxx	45300	General Administration	789,317.00	1,040.00	790,357.00	131,748.77	477,398.21	181,210.02
11-000-240-xxx	46160	School Administration	1,641,615.00	(3,691.14)	1,637,923.86	132,414.85	1,437,580.75	67,928.26
11-000-251-xxx	47200	Central Services	671,021.91	(346.65)	670,675.26	140,650.94	452,315.60	77,708.72
11-000-252-xxx	47620	Administrative Information Technology	486,438.00	0.00	486,438.00	155,746.58	198,190.99	132,500.43
11-000-261-xxx	48580	Required Maintenance for School Facilities	1,146,648.10	28,803.83	1,175,451.93	43,405.72	575,139.38	556,906.83
11-000-262-xxx	49340	Custodial Services	2,962,665.80	5,000.74	2,967,666.54	126,368.76	1,419,327.26	1,421,970.52
11-000-263-xxx	50100	Care and Upkeep of Grounds	472,675.26	16,286.51	488,961.77	26,918.55	349,560.51	112,482.71
11-000-266-xxx	51100	Security	337,544.00	0.00	337,544.00	85,373.23	217,969.32	34,201.45
11-000-270-xxx	52480	Student Transportation	6,619,034.13	6,926.00	6,625,960.13	227,140.79	722,377.52	5,676,441.82
11-xxx-xxx-2xx	71260	Employee Benefits	12,032,812.21	(16,516.00)	12,016,296.21	1,867,013.24	8,072,067.23	2,077,215.74
		Total General Expense	**58,513,905.82**	**86,682.26**	**58,600,588.08**	**3,588,317.61**	**17,322,680.29**	**37,689,590.18**

Capital Outlay

Account Number	Line	Expenditures Description	Original Budget Certified For Taxes	Budget Transfers	Appropriations	Expenditures	Encumbrances	Available Balance
12-xxx-xxx-73x	75880	Equipment	389,066.18	22,976.00	412,042.18	0.00	175,463.40	236,578.78
12-000-4xx-xxx	76260	Facilities Acquisition and Construction	2,548,843.00	297,275.22	2,846,118.22	84,436.39	411,681.83	2,350,000.00
		Total Capital Outlay	**2,937,909.18**	**320,251.22**	**3,258,160.40**	**84,436.39**	**587,145.23**	**2,586,578.78**

Fund 10 Items

Account Number	Line	Expenditures Description	Original Budget Certified For Taxes	Budget Transfers	Appropriations	Expenditures	Encumbrances	Available Balance
10-000-100-56x	84000	Transfer of Funds to Charter Schools	51,663.00	0.00	51,663.00	0.00	51,663.00	0.00
			51,663.00	**0.00**	**51,663.00**	**0.00**	**51,663.00**	**0.00**
		Total General Fund	**61,503,478.00**	**406,933.48**	**61,910,411.48**	**3,672,754.00**	**17,961,488.52**	**40,276,168.96**

Report of the Secretary to the Board of Education
Kingsway Regional School District

Fund 10 - Schedule of Revenues
Actual Compared with Estimate
For the one month period ending 07/31/2026

Account Number	Line	Account Name	Original Budget Certified For Taxes	Budget Transfers	Estimated	Actual	Unrealized
Revenues/Sources of Funds							
- Local Sources							
10-121x	114	Local Tax Levy	29,428,644.00	0.00	29,428,644.00	29,428,644.00	0.00
10-1320	150	Tuition from LEAs Within State	4,860,968.00	0.00	4,860,968.00	4,860,968.00	0.00
10-1910	260	Rents and Royalties	50,000.00	0.00	50,000.00	104.25	49,895.75
10-1xxx	350	Other Restricted Miscellaneous Revenues	328,500.00	0.00	328,500.00	61,244.25	267,255.75
10-1xxx	**370**	**Total Revenue from Local Sources**	**34,668,112.00**	**0.00**	**34,668,112.00**	**34,350,960.50**	**317,151.50**
- State Sources							
10-3121	420	Categorical Transportation Aid	2,015,823.00	0.00	2,015,823.00	2,015,823.00	0.00
10-3131	430	Extraordinary Aid	300,000.00	0.00	300,000.00	0.00	300,000.00
10-3132	440	Categorical Special Education Aid	3,633,106.00	0.00	3,633,106.00	3,633,106.00	0.00
10-3176	460	Equalization Aid	17,581,479.00	0.00	17,581,479.00	17,581,479.00	0.00
10-3177	470	Categorical Security Aid	499,065.00	0.00	499,065.00	499,065.00	0.00
10-3xxx	500	Other State Aids	85,000.00	0.00	85,000.00	0.00	85,000.00
10-3xxx	**520**	**Total Revenue from State Sources**	**24,114,473.00**	**0.00**	**24,114,473.00**	**23,729,473.00**	**385,000.00**
- Federal Sources							
10-4200	540	Medicaid Reimbursement	23,093.00	0.00	23,093.00	1,103.11	21,989.89
10-4xxx	**570**	**Total Revenue from Federal Sources**	**23,093.00**	**0.00**	**23,093.00**	**1,103.11**	**21,989.89**
	-	**Total Revenues/Sources of Funds**	**58,805,678.00**	**0.00**	**58,805,678.00**	**58,081,536.61**	**724,141.39**

Account Number	Line	Account Name	Original Budget Certified For Taxes	Budget Transfers	Appropriations	Expenditures	Encumbrances	Available Balance
General Fund								
- General Current Expense								
-- Regular Programs - Instruction								
--- Regular Programs - Instruction								
11-130-100-101	2120	Grades 6-8 - Salaries of Teachers	4,243,481.00	0.00	4,243,481.00	837.79	0.00	4,242,643.21
11-140-100-101	2140	Grades 9-12 - Salaries of Teachers	9,323,965.60	0.00	9,323,965.60	1,849.72	0.00	9,322,115.88
subtotal	**subtotal**	**Total Regular Programs - Instruction**	**13,567,446.60**	**0.00**	**13,567,446.60**	**2,687.51**	**0.00**	**13,564,759.09**
--- Regular Programs - Home Instruction								
11-150-100-101	2500	Salaries of Teachers	26,000.00	0.00	26,000.00	298.56	0.00	25,701.44
11-150-100-320	2540	Purchased Professional-Educational Services	65,000.00	0.00	65,000.00	0.00	0.00	65,000.00
11-150-100-500	2580	Other Purchased Services (400-500 series)	400.00	0.00	400.00	0.00	0.00	400.00
subtotal	**subtotal**	**Total Regular Programs - Home Instruction**	**91,400.00**	**0.00**	**91,400.00**	**298.56**	**0.00**	**91,101.44**
--- Regular Programs - Undistributed Instruction								
11-190-100-106	3000	Other Salaries for Instruction	164,334.00	0.00	164,334.00	12,494.49	137,439.28	14,400.23
11-190-100-320	3020	Purchased Professional-Educational Services	432,550.00	0.00	432,550.00	5,500.00	13,700.06	413,349.94
11-190-100-340	3040	Purchased Technical Services	214,122.00	37,050.82	251,172.82	450.00	172,933.43	77,789.39
11-190-100-500	3060	Other Purchased Services (400-500 series)	670,054.00	69,421.09	739,475.09	375,672.31	345,274.71	18,528.07
11-190-100-610	3080	General Supplies	564,261.37	(68,496.03)	495,765.34	(993.55)	177,792.94	318,965.95
11-190-100-640	3100	Textbooks	150,918.25	20.00	150,938.25	0.00	123,458.92	27,479.33
11-190-100-800	3120	Other Objects	59,760.00	200.00	59,960.00	272.00	9,390.00	50,298.00
subtotal	**subtotal**	**Total Regular Programs - Undistributed Instruction**	**2,255,999.62**	**38,195.88**	**2,294,195.50**	**393,395.25**	**979,989.34**	**920,810.91**
11-1xx-100-xxxx	**3200**	**Total Regular Programs - Instruction**	**15,914,846.22**	**38,195.88**	**15,953,042.10**	**396,381.32**	**979,989.34**	**14,576,671.44**
-- Special Education Programs								
--- Multiple Disabilities:								
11-212-100-101	6500	Salaries of Teachers	549,548.00	0.00	549,548.00	27,871.34	0.00	521,676.66
11-212-100-106	6520	Other Salaries for Instruction	168,815.00	0.00	168,815.00	0.00	0.00	168,815.00
11-212-100-320	6540	Purchased Professional-Educational Services	8,300.00	0.00	8,300.00	0.00	0.00	8,300.00
11-212-100-340	6560	Purchased Technical Services	18,250.00	0.00	18,250.00	0.00	13,125.00	5,125.00
11-212-100-500	6580	Other Purchased Services (400-500 series)	3,000.00	0.00	3,000.00	0.00	1,084.00	1,916.00
11-212-100-610	6600	General Supplies	15,277.83	0.00	15,277.83	0.00	3,408.67	11,869.16
11-212-100-800	6640	Other Objects	1,100.00	0.00	1,100.00	0.00	0.00	1,100.00
11-212-100-xxx	**6660**	**Total Multiple Disabilities**	**764,290.83**	**0.00**	**764,290.83**	**27,871.34**	**17,617.67**	**718,801.82**
--- Resource Room/Resource Center:								
11-213-100-101	7000	Salaries of Teachers	2,693,706.00	0.00	2,693,706.00	0.00	0.00	2,693,706.00
11-213-100-106	7020	Other Salaries for Instruction	325,729.00	0.00	325,729.00	0.00	0.00	325,729.00
11-213-100-320	7040	Purchased Professional-Educational Services	35,180.00	0.00	35,180.00	0.00	9,583.04	25,596.96
11-213-100-610	7100	General Supplies	10,251.20	0.00	10,251.20	0.00	4,852.24	5,398.96
11-213-100-xxx	**7160**	**Total Resource Room/Resource Center**	**3,064,866.20**	**0.00**	**3,064,866.20**	**0.00**	**14,435.28**	**3,050,430.92**
--- Home Instruction:								
11-219-100-101	9260	Salaries of Teachers	10,500.00	0.00	10,500.00	0.00	0.00	10,500.00
11-219-100-320	9300	Purchased Professional-Educational Services	62,000.00	0.00	62,000.00	0.00	0.00	62,000.00
11-219-100-500	9340	Other Purchased Services (400-500 series)	700.00	0.00	700.00	0.00	0.00	700.00
11-219-100-xxx	**9420**	**Total Home Instruction**	**73,200.00**	**0.00**	**73,200.00**	**0.00**	**0.00**	**73,200.00**
subtotal special ed	**10300**	**Total Special Education - Instruction**	**3,902,357.03**	**0.00**	**3,902,357.03**	**27,871.34**	**32,052.95**	**3,842,432.74**
-- Basic Skills/Remedial - Instruction								
11-230-100-101	11000	Salaries of Teachers	89,500.00	0.00	89,500.00	0.00	0.00	89,500.00
11-230-100-610	11100	General Supplies	4,822.36	0.00	4,822.36	0.00	52.24	4,770.12

Account Number	Line	Account Name	Original Budget Certified For Taxes	Budget Transfers	Appropriations	Expenditures	Encumbrances	Available Balance
11-230-100-xxx	**11160**	**Total Basic Skills/Remedial - Instruction**	**94,322.36**	**0.00**	**94,322.36**	**0.00**	**52.24**	**94,270.12**
-- School-Sponsored Cocurricular/Extracurricular Activities - Instruction								
11-401-100-100	17000	Salaries	284,669.00	0.00	284,669.00	0.00	0.00	284,669.00
11-401-100-500	17020	Purchased Services (300-500 series)	88,138.00	0.00	88,138.00	0.00	1,600.00	86,538.00
11-401-100-600	17040	Supplies and Materials	76,350.00	296.86	76,646.86	0.00	8,644.92	68,001.94
11-401-100-800	17060	Other Objects	8,700.00	0.00	8,700.00	0.00	0.00	8,700.00
11-401-100-xxx	**17100**	**Total School-Spon. Co/Extra-curricular Actvts. - Inst.**	**457,857.00**	**296.86**	**458,153.86**	**0.00**	**10,244.92**	**447,908.94**
-- School-Sponsored Athletics - Instruction								
11-402-100-100	17500	Salaries	1,072,631.00	0.00	1,072,631.00	22,438.83	225,449.62	824,742.55
11-402-100-500	17520	Purchased Services (300-500 series)	216,235.00	2,593.70	218,828.70	0.00	22,158.22	196,670.48
11-402-100-600	17540	Supplies and Materials	191,700.00	3,219.53	194,919.53	0.00	79,113.26	115,806.27
11-402-100-800	17560	Other Objects	92,000.00	0.00	92,000.00	6,055.00	2,725.00	83,220.00
11-402-100-xxx	**17600**	**Total School-Sponsored Athletics - Instruction**	**1,572,566.00**	**5,813.23**	**1,578,379.23**	**28,493.83**	**329,446.10**	**1,220,439.30**
-- Before/After School Programs								
--- Before/After School Programs - Instruction								
11-421-100-101	19000	Salaries of Teachers	33,000.00	0.00	33,000.00	0.00	0.00	33,000.00
11-421-100-600	19120	Supplies and Materials	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
11-421-100-xxx	**19160**	**Total Before/After School Programs - Instruction**	**34,000.00**	**0.00**	**34,000.00**	**0.00**	**0.00**	**34,000.00**
11-421-xxx-xxx	**19620**	**Total Before/After School Programs**	**34,000.00**	**0.00**	**34,000.00**	**0.00**	**0.00**	**34,000.00**
-- Total Undistributed Expenditures								
--- Undistributed Expenditures - Instruction (Tuition)								
11-000-100-561	29000	Tuition to Other LEAs Within the State-Regular	20,000.00	0.00	20,000.00	0.00	0.00	20,000.00
11-000-100-563	29040	Tuition to County Voc. School Dist.-Regular	539,333.00	0.00	539,333.00	0.00	0.00	539,333.00
11-000-100-564	29060	Tuition to County Voc. School Dist.-Special	42,167.00	0.00	42,167.00	0.00	0.00	42,167.00
11-000-100-565	29080	Tuition to CSSD and Reg. Day Schools	1,909,951.50	0.00	1,909,951.50	0.00	0.00	1,909,951.50
11-000-100-566	29100	Tuition to Priv. Sch. for the Disabled - Within the State	1,274,759.00	0.00	1,274,759.00	0.00	606,123.45	668,635.55
11-000-100-568	29140	Tuition - State Facilities	44,018.00	0.00	44,018.00	0.00	0.00	44,018.00
11-000-100-xxx	**29180**	**Total Undistributed Expenditures - Instruction (Tuition)**	**3,830,228.50**	**0.00**	**3,830,228.50**	**0.00**	**606,123.45**	**3,224,105.05**
--- Undistributed Expenditures - Attendance and Social Work								
11-000-211-100	29500	Salaries	221,504.00	0.00	221,504.00	14,300.25	157,302.42	49,901.33
11-000-211-xxx	**29680**	**Total Attendance and Work**	**221,504.00**	**0.00**	**221,504.00**	**14,300.25**	**157,302.42**	**49,901.33**
--- Undistributed Expenditures - Health Services								
11-000-213-100	30500	Salaries	355,676.00	0.00	355,676.00	7,268.36	73,148.46	275,259.18
11-000-213-300	30540	Purchased Professional and Technical Services	28,467.75	492.00	28,959.75	0.00	700.50	28,259.25
11-000-213-500	30560	Other Purchased Services (400-500 series)	2,520.00	0.00	2,520.00	92.93	2,167.23	259.84
11-000-213-600	30580	Supplies and Materials	8,050.00	0.00	8,050.00	0.00	4,565.30	3,484.70
11-000-213-616	30585	Supplies - Menstrual Products	11,000.00	0.00	11,000.00	0.00	115.98	10,884.02
11-000-213-800	30600	Other Objects	483.75	0.00	483.75	0.00	297.00	186.75
11-000-213-xxx	**30620**	**Total Undistributed Expenditures - Health Services**	**406,197.50**	**492.00**	**406,689.50**	**7,361.29**	**80,994.47**	**318,333.74**
--- Undistributed Expenditures - Speech, OT, PT and Related Services								
11-000-216-100	40500	Salaries	72,930.00	0.00	72,930.00	0.00	0.00	72,930.00
11-000-216-320	40520	Purchased Professional - Educational Services	169,233.50	0.00	169,233.50	0.00	1,576.00	167,657.50
11-000-216-600	40540	Supplies and Materials	5,600.00	0.00	5,600.00	0.00	1,673.11	3,926.89
11-000-216-xxx	**40580**	**Total Speech, OT, PT and Related Services**	**247,763.50**	**0.00**	**247,763.50**	**0.00**	**3,249.11**	**244,514.39**
--- Undistributed Expenditures-Other Supp. Serv. Students-Extraordinary Svcs								
11-000-217-100	41000	Salaries	394,707.00	0.00	394,707.00	0.00	0.00	394,707.00
11-000-217-320	41020	Purchased Professional - Educational Services	920,577.00	0.00	920,577.00	0.00	23,625.00	896,952.00
11-000-217-600	41040	Supplies and Materials	7,000.00	0.00	7,000.00	0.00	0.00	7,000.00

Account Number	Line	Account Name	Original Budget Certified For Taxes	Budget Transfers	Appropriations	Expenditures	Encumbrances	Available Balance
11-000-217-xxx	**41080**	**Total Other Support Services Students-Extraordinary Serv.**	**1,322,284.00**	**0.00**	**1,322,284.00**	**0.00**	**23,625.00**	**1,298,659.00**
--- Undistributed Expenditures - Guidance								
11-000-218-104	41500	Salaries of Other Professional Staff	972,284.80	0.00	972,284.80	14,380.00	135,799.62	822,105.18
11-000-218-105	41520	Salaries of Secretarial and Clerical Assistants	159,598.00	0.00	159,598.00	13,299.76	146,296.92	1.32
11-000-218-320	41560	Purchased Professional - Educational Services	37,143.50	0.00	37,143.50	11,520.00	0.00	25,623.50
11-000-218-390	41580	Other Purchased Professional and Technical Services	34,400.00	0.00	34,400.00	24,003.00	0.00	10,397.00
11-000-218-500	41600	Other Purchased Services (400-500 series)	12,475.00	0.00	12,475.00	7,713.72	2,461.28	2,300.00
11-000-218-600	41620	Supplies and Materials	8,900.00	0.00	8,900.00	0.00	942.49	7,957.51
11-000-218-800	41640	Other Objects	2,712.00	0.00	2,712.00	0.00	0.00	2,712.00
11-000-218-xxx	**41660**	**Total Undistributed Expenditures - Guidance**	**1,227,513.30**	**0.00**	**1,227,513.30**	**70,916.48**	**285,500.31**	**871,096.51**
--- Undistributed Expenditures - Child Study Teams								
11-000-219-104	42000	Salaries of Other Professional Staff	727,276.60	0.00	727,276.60	7,955.82	0.00	719,320.78
11-000-219-105	42020	Salaries of Secretarial and Clerical Assistants	71,999.00	7,800.00	79,799.00	6,649.87	73,148.46	0.67
11-000-219-320	42060	Purchased Professional - Educational Services	30,000.00	0.00	30,000.00	0.00	1,435.00	28,565.00
11-000-219-390	42080	Other Purchased Prof. and Tech. Services	23,250.00	0.00	23,250.00	20,601.96	0.00	2,648.04
11-000-219-500	42100	Other Purchased Services (400-500 series) (voc and cssd only)	14,815.00	0.00	14,815.00	0.00	5,575.00	9,240.00
11-000-219-600	42160	Supplies and Materials	9,670.51	0.00	9,670.51	0.00	6,313.62	3,356.89
11-000-219-800	42180	Other Objects	4,500.00	0.00	4,500.00	0.00	0.00	4,500.00
11-000-219-xxx	**42200**	**Total Child Study Teams**	**881,511.11**	**7,800.00**	**889,311.11**	**35,207.65**	**86,472.08**	**767,631.38**
--- Undistributed Expenditures - Improvement of Instruction Services								
11-000-221-102	43000	Salaries of Supervisor of Instruction	574,692.00	6,466.00	581,158.00	48,429.76	532,727.36	0.88
11-000-221-104	43020	Salaries of Other Professional Staff	4,795.00	0.00	4,795.00	1,225.76	0.00	3,569.24
11-000-221-105	43040	Salaries of Secretarial and Clerical Assist.	33,580.00	2.00	33,582.00	2,798.44	30,782.84	0.72
11-000-221-320	43100	Purchased Professional-Educational Services	167,712.00	(16,000.00)	151,712.00	4,545.00	97,660.71	49,506.29
11-000-221-500	43140	Other Purchased Services (400-500)	5,400.00	0.00	5,400.00	0.00	0.00	5,400.00
11-000-221-600	43160	Supplies and Materials	2,200.00	0.00	2,200.00	0.00	246.00	1,954.00
11-000-221-800	43180	Other Objects	7,700.00	0.00	7,700.00	2,480.00	0.00	5,220.00
11-000-221-xxx	**43200**	**Total Improvement of Instruction Services**	**796,079.00**	**(9,532.00)**	**786,547.00**	**59,478.96**	**661,416.91**	**65,651.13**
--- Undistributed Expenditures - Educational Media Services/School Library								
11-000-222-100	43500	Salaries	266,324.00	0.00	266,324.00	0.00	0.00	266,324.00
11-000-222-300	43540	Purchased Professional and Technical Services	32,159.89	0.00	32,159.89	0.00	22,540.93	9,618.96
11-000-222-500	43560	Other Purchased Services (400-500 series)	580.00	0.00	580.00	0.00	0.00	580.00
11-000-222-600	43580	Supplies and Materials	12,350.00	0.00	12,350.00	0.00	2,045.35	10,304.65
11-000-222-800	43600	Other Objects	690.00	0.00	690.00	0.00	0.00	690.00
11-000-222-xxx	**43620**	**Total Educational Media Services/School Library**	**312,103.89**	**0.00**	**312,103.89**	**0.00**	**24,586.28**	**287,517.61**
--- Undistributed Expenditures - Instructional Staff Training Services								
11-000-223-102	44000	Salaries of Supervisors of Instruction	88,537.00	6,463.00	95,000.00	7,916.66	87,083.26	0.08
11-000-223-104	44020	Salaries of Other Professional Staff	1,500.00	0.00	1,500.00	0.00	0.00	1,500.00
11-000-223-105	44040	Salaries of Secretarial and Clerical Assist	33,581.00	0.00	33,581.00	2,798.40	30,782.40	0.20
11-000-223-320	44080	Purchased Professional - Educational Servic	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
11-000-223-500	44120	Other Purchased Services (400-500 series)	8,383.00	(350.00)	8,033.00	810.00	1,832.28	5,390.72
11-000-223-xxx	**44180**	**Total Instructional Staff Training Services**	**133,001.00**	**6,113.00**	**139,114.00**	**11,525.06**	**119,697.94**	**7,891.00**
--- Undistributed Expenditures - Support Services - General Administration								
11-000-230-100	45000	Salaries	366,887.00	0.04	366,887.04	29,988.17	336,898.87	0.00

Account Number	Line	Account Name	Original Budget Certified For Taxes	Budget Transfers	Appropriations	Expenditures	Encumbrances	Available Balance
11-000-230-331	45040	Legal Services	100,000.00	0.00	100,000.00	0.00	25,000.00	75,000.00
11-000-230-332	45060	Audit Fees	55,000.00	0.00	55,000.00	7,500.00	47,500.00	0.00
11-000-230-334	45080	Architectural/Engineering Services	5,000.00	0.00	5,000.00	0.00	0.00	5,000.00
11-000-230-340	45120	Purchased Technical Services	5,500.00	0.00	5,500.00	5,015.00	0.00	485.00
11-000-230-530	45140	Communications / Telephone	95,825.00	0.00	95,825.00	16,421.84	17,099.96	62,303.20
11-000-230-585	45160	BOE Other Purchased Services	19,000.00	0.00	19,000.00	5,600.00	6,572.00	6,828.00
11-000-230-590	45180	Misc Purchased Services (400-500 series, O/T 530 and 585)	111,505.00	0.00	111,505.00	46,373.62	43,287.38	21,844.00
11-000-230-610	45200	General Supplies	6,000.00	1,039.96	7,039.96	0.00	1,040.00	5,999.96
11-000-230-630	45220	BOE In-House Training/Meeting Supplies	500.00	0.00	500.00	0.00	0.00	500.00
11-000-230-890	45260	Miscellaneous Expenditures	3,500.00	0.00	3,500.00	286.31	0.00	3,213.69
11-000-230-895	45280	BOE Membership Dues and Fees	20,600.00	0.00	20,600.00	20,563.83	0.00	36.17
11-000-230-xxx	**45300**	**Total Support Services - General Administration**	**789,317.00**	**1,040.00**	**790,357.00**	**131,748.77**	**477,398.21**	**181,210.02**
--- Undistributed Expenditures - Support Services - School Administration								
11-000-240-103	46000	Salaries of Principals/Assistant Principals	1,205,731.00	0.00	1,205,731.00	100,477.58	1,105,253.38	0.04
11-000-240-105	46040	Salaries of Secretarial and Clerical Assistants	320,094.00	(2,003.80)	318,090.20	26,132.83	287,460.58	4,496.79
11-000-240-199	46065	Unused Vacation Payment to Terminated / Retired Staff	0.00	2,003.80	2,003.80	2,003.80	0.00	0.00
11-000-240-300	46080	Purchased Professional and Technical Services	11,100.00	(5,000.00)	6,100.00	0.00	0.00	6,100.00
11-000-240-500	46100	Other Purchased Services (400-500 series)	35,690.00	0.00	35,690.00	2,790.00	25,396.60	7,503.40
11-000-240-600	46120	Supplies and Materials	29,000.00	725.89	29,725.89	1,010.64	10,697.22	18,018.03
11-000-240-800	46140	Other Objects	40,000.00	582.97	40,582.97	0.00	8,772.97	31,810.00
11-000-240-xxx	**46160**	**Total Support Services - School Administration**	**1,641,615.00**	**(3,691.14)**	**1,637,923.86**	**132,414.85**	**1,437,580.75**	**67,928.26**
--- Undistributed Expenditures - Central Services								
11-000-251-100	47000	Salaries	537,805.00	0.00	537,805.00	51,067.08	432,165.04	54,572.88
11-000-251-340	47040	Purchased Technical Services	104,938.91	0.00	104,938.91	82,229.99	9,524.92	13,184.00
11-000-251-592	47060	Miscellaneous Purchased Services (400-500 series)	12,575.00	300.00	12,875.00	0.00	9,330.16	3,544.84
11-000-251-600	47100	Supplies and Materials	7,000.00	364.99	7,364.99	680.50	1,295.48	5,389.01
11-000-251-832	47140	Interest on Lease Purchase Agreements	5,203.00	(1,011.64)	4,191.36	3,913.00	0.00	278.36
11-000-251-890	47180	Miscellaneous Expenditures	3,500.00	0.00	3,500.00	2,760.37	0.00	739.63
11-000-251-xxx	**47200**	**Total Central Services**	**671,021.91**	**(346.65)**	**670,675.26**	**140,650.94**	**452,315.60**	**77,708.72**
--- Undistributed Expenditures - Administrative Information Technology								
11-000-252-100	47500	Salaries	165,988.00	0.00	165,988.00	13,832.32	152,155.52	0.16
11-000-252-340	47540	Purchased Technical Services	302,800.00	0.00	302,800.00	136,622.74	45,826.99	120,350.27
11-000-252-500	47560	Other Purchased Services (400-500 series)	2,500.00	0.00	2,500.00	0.00	0.00	2,500.00
11-000-252-600	47580	Supplies and Materials	13,500.00	0.00	13,500.00	4,791.52	208.48	8,500.00
11-000-252-800	47600	Other Objects	1,650.00	0.00	1,650.00	500.00	0.00	1,150.00
11-000-252-xxx	**47620**	**Total Administrative Information Technology**	**486,438.00**	**0.00**	**486,438.00**	**155,746.58**	**198,190.99**	**132,500.43**
--- Operation and Maintenance of Plant Services								
---- Undistributed Expenditures - Required Maintenance for School Facilities								
11-000-261-100	48500	Salaries	349,132.00	0.00	349,132.00	27,352.80	300,880.80	20,898.40
11-000-261-420	48520	Cleaning, Repair, and Maintenance Services	607,222.50	25,525.86	632,748.36	7,881.84	223,731.95	401,134.57
11-000-261-610	48540	General Supplies	188,043.60	3,277.97	191,321.57	6,771.08	50,526.63	134,023.86
11-000-261-800	48560	Other Objects	2,250.00	0.00	2,250.00	1,400.00	0.00	850.00
11-000-261-xxx	**48580**	**Total Required Maintenance for School Facilities**	**1,146,648.10**	**28,803.83**	**1,175,451.93**	**43,405.72**	**575,139.38**	**556,906.83**
---- Undistributed Expenditures - Custodial Services								
11-000-262-100	49000	Salaries	1,281,052.00	(5,996.66)	1,275,055.34	99,154.92	1,079,175.90	96,724.52
11-000-262-199	49025	Unused Vacation Payment to Terminated / Retired Staff	0.00	5,996.66	5,996.66	5,996.66	0.00	0.00
11-000-262-300	49040	Purchased Professional and Technical Services	99,000.00	1,262.50	100,262.50	5,662.22	66,334.92	28,265.36
11-000-262-420	49060	Cleaning, Repair, and Maintenance Services	6,000.00	0.00	6,000.00	4,315.00	0.00	1,685.00

Account Number	Line	Account Name	Original Budget Certified For Taxes	Budget Transfers	Appropriations	Expenditures	Encumbrances	Available Balance
11-000-262-490	49120	Other Purchased Property Services	50,000.00	0.00	50,000.00	11,239.96	34,360.04	4,400.00
11-000-262-520	49140	Insurance	238,445.00	(5,460.00)	232,985.00	0.00	221,423.00	11,562.00
11-000-262-590	49160	Miscellaneous Purchased Services	1,000.00	5,460.00	6,460.00	0.00	6,460.00	0.00
11-000-262-610	49180	General Supplies	155,017.80	3,738.24	158,756.04	0.00	11,573.40	147,182.64
11-000-262-621	49200	Energy (Natural Gas)	232,151.00	0.00	232,151.00	0.00	0.00	232,151.00
11-000-262-622	49220	Energy (Electricity)	900,000.00	0.00	900,000.00	0.00	0.00	900,000.00
11-000-262-xxx	**49340**	**Total Custodial Services**	**2,962,665.80**	**5,000.74**	**2,967,666.54**	**126,368.76**	**1,419,327.26**	**1,421,970.52**
---- Undistributed Expenditures - Care and Upkeep of Grounds								
11-000-263-100	50000	Salaries	353,232.00	0.00	353,232.00	26,886.56	295,752.16	30,593.28
11-000-263-300	50020	Purchased Professional and Technical Services	17,500.00	0.00	17,500.00	0.00	0.00	17,500.00
11-000-263-420	50040	Cleaning, Repair, and Maintenance Services	45,300.00	9,955.86	55,255.86	0.00	28,080.86	27,175.00
11-000-263-610	50060	General Supplies	56,643.26	6,330.65	62,973.91	31.99	25,727.49	37,214.43
11-000-263-xxx	**50100**	**Total Care And Upkeep Of Grounds**	**472,675.26**	**16,286.51**	**488,961.77**	**26,918.55**	**349,560.51**	**112,482.71**
---- Undistributed Expenditures - Security								
11-000-266-100	51000	Salaries	31,544.00	0.00	31,544.00	0.00	0.00	31,544.00
11-000-266-300	51020	Purchased Professional and Technical Services	270,000.00	0.00	270,000.00	52,920.00	215,893.40	1,186.60
11-000-266-610	51060	General Supplies	36,000.00	0.00	36,000.00	32,453.23	2,075.92	1,470.85
11-000-266-xxx	**51100**	**Total Security**	**337,544.00**	**0.00**	**337,544.00**	**85,373.23**	**217,969.32**	**34,201.45**
subtotal of 11-000-26x-xxx	**51120**	**Total Operation and Maintenance of Plant Services**	**4,919,533.16**	**50,091.08**	**4,969,624.24**	**282,066.26**	**2,561,996.47**	**2,125,561.51**
--- Undistributed Expenditures - Student Transportation Services								
11-000-270-107	52000	Salaries of Non-Instructional Aides	37,951.13	0.00	37,951.13	0.00	0.00	37,951.13
11-000-270-160	52020	Salaries for Pupil Trans. (Between Home and Sch)-Regular	634,415.00	0.00	634,415.00	41,619.79	455,359.74	137,435.47
11-000-270-161	52040	Salaries for Pupil Trans. (Bet Home and Sch)-Special Ed.	20,368.00	0.00	20,368.00	9,963.94	0.00	10,404.06
11-000-270-162	52060	Salaries for Pupil Trans. (Other than Between Home and Sch)	130,000.00	0.00	130,000.00	0.00	0.00	130,000.00
11-000-270-390	52120	Other Purchased Professional and Technical Services	5,125.00	1,860.00	6,985.00	50.00	4,860.00	2,075.00
11-000-270-420	52140	Cleaning, Repair, and Maintenance Services	7,500.00	0.00	7,500.00	0.00	0.00	7,500.00
11-000-270-443	52180	Lease Purchase Payments - School Buses	165,000.00	0.00	165,000.00	154,203.84	0.00	10,796.16
11-000-270-503	52200	Contracted Services-Aid in Lieu Pymts- Non-Public School	300,000.00	0.00	300,000.00	0.00	0.00	300,000.00
11-000-270-511	52260	Contracted Services (Between Home and Sch)-Vendors	2,764,000.00	0.00	2,764,000.00	0.00	0.00	2,764,000.00
11-000-270-512	52280	Contracted Services (Other than Between Home and Sch)-Vendors	31,900.00	0.00	31,900.00	0.00	0.00	31,900.00
11-000-270-514	52320	Contracted Services (Special Ed Students)-Vendors	2,050,000.00	0.00	2,050,000.00	0.00	0.00	2,050,000.00
11-000-270-517	52360	Contracted Services (Regular Students)-ESCs and CTSAs	47,200.00	0.00	47,200.00	0.00	0.00	47,200.00
11-000-270-593	52400	Miscellaneous Purchased Services - Transportation	111,075.00	5,066.00	116,141.00	20,134.24	60,426.76	35,580.00
11-000-270-610	52420	General Supplies	4,000.00	0.00	4,000.00	0.00	0.00	4,000.00
11-000-270-615	52440	Transportation Supplies	310,000.00	0.00	310,000.00	1,168.98	201,431.02	107,400.00
11-000-270-800	52460	Other Objects	500.00	0.00	500.00	0.00	300.00	200.00
11-000-270-xxx	**52480**	**Total Student Transportation Services**	**6,619,034.13**	**6,926.00**	**6,625,960.13**	**227,140.79**	**722,377.52**	**5,676,441.82**
--- Employee Benefits								
---- Unallocated Benefits								
11-000-291-220	71020	Social Security Contributions	670,000.00	0.00	670,000.00	42,055.15	0.00	627,944.85
11-000-291-241	71060	Other Retirement Contributions - PERS	886,650.00	0.00	886,650.00	0.00	0.00	886,650.00
11-000-291-249	71120	Other Retirement Contributions - Regular	32,000.00	0.00	32,000.00	90.62	0.00	31,909.38
11-000-291-250	71140	Unemployment Compensation	20,000.00	0.00	20,000.00	0.00	0.00	20,000.00
11-000-291-260	71160	Worker's Compensation	303,500.00	0.00	303,500.00	0.00	301,494.00	2,006.00
11-000-291-270	71180	Health Benefits	9,467,891.00	(20,731.00)	9,447,160.00	1,704,317.22	7,738,493.00	4,349.78

Account Number	Line	Account Name	Original Budget Certified For Taxes	Budget Transfers	Appropriations	Expenditures	Encumbrances	Available Balance
11-000-291-280	71200	Tuition Reimbursement	135,000.00	2,715.00	137,715.00	0.00	4,215.00	133,500.00
11-000-291-290	71220	Other Employee Benefits	382,264.96	1,500.00	383,764.96	2,031.50	27,865.23	353,868.23
11-000-291-299	71227	Unused Sick Payments to Terminated / Retired Staff	135,506.25	0.00	135,506.25	118,518.75	0.00	16,987.50
total unallocated benefits	**71240**	**11-000-291-2xx**	**12,032,812.21**	**(16,516.00)**	**12,016,296.21**	**1,867,013.24**	**8,072,067.23**	**2,077,215.74**
11-xxx-xxx-2xx	**71260**	**Total Employee Benefits**	**12,032,812.21**	**(16,516.00)**	**12,016,296.21**	**1,867,013.24**	**8,072,067.23**	**2,077,215.74**
	72140	**Total Undistributed Expenditures**	**36,537,957.21**	**42,376.29**	**36,580,333.50**	**3,135,571.12**	**15,970,894.74**	**17,473,867.64**
	72260	**Total General Expense**	**58,513,905.82**	**86,682.26**	**58,600,588.08**	**3,588,317.61**	**17,322,680.29**	**37,689,590.18**
- Capital Outlay								
-- Equipment								
--- Instructional Equipment - Regular Education:								
12-130-100-730	73060	Grades 6-8	19,250.00	0.00	19,250.00	0.00	18,254.57	995.43
12-140-100-730	73080	Grades 9-12	85,299.90	0.00	85,299.90	0.00	59,939.63	25,360.27
	-	**Total Instructional Equipment - Regular Education**	**104,549.90**	**0.00**	**104,549.90**	**0.00**	**78,194.20**	**26,355.70**
--- Equipment - Undistributed:								
12-000-261-730	75700	Undist. Expend.- Required Maintenance for School Facilities	130,000.00	(14,967.00)	115,033.00	0.00	13,975.00	101,058.00
12-000-262-730	75720	Undistributed Expenditures - Custodial Services	29,435.50	0.00	29,435.50	0.00	7,563.30	21,872.20
12-000-263-730	75740	Undistributed Expenditures - Care and Upkeep of Grounds	125,080.78	0.00	125,080.78	0.00	37,787.90	87,292.88
12-000-270-733	75800	School Buses - Regular	0.00	37,943.00	37,943.00	0.00	37,943.00	0.00
	-	**Total Equipment - Undistributed**	**284,516.28**	**22,976.00**	**307,492.28**	**0.00**	**97,269.20**	**210,223.08**
12-xxx-xxx-73x	**75880**	**Total Equipment**	**389,066.18**	**22,976.00**	**412,042.18**	**0.00**	**175,463.40**	**236,578.78**
-- Facilities Acquisition and Construction Services								
12-000-400-334	76040	Architectural/Engineering Services	0.00	41,019.00	41,019.00	0.00	41,019.00	0.00
12-000-400-390	76060	Other Purchased Professional and Technical Services	0.00	1,318.75	1,318.75	1,318.75	0.00	0.00
12-000-400-450	76080	Construction Services	2,350,000.00	228,008.78	2,578,008.78	0.00	228,008.78	2,350,000.00
12-000-400-600	76100	Supplies and Materials	0.00	10,950.05	10,950.05	0.00	10,950.05	0.00
12-000-400-721	76140	Lease Purchase Agreements - Principal	82,106.00	1,011.64	83,117.64	83,117.64	0.00	0.00
12-000-400-896	76210	Assessment for Debt Service on SDA Funding	116,737.00	0.00	116,737.00	0.00	116,737.00	0.00
12-000-400-932	76240	Capital Outlay - Transfer to Capital Projects	0.00	14,967.00	14,967.00	0.00	14,967.00	0.00
12-000-400-xxx	**76260**	**Total Facilities Acquisition and Construction Services**	**2,548,843.00**	**297,275.22**	**2,846,118.22**	**84,436.39**	**411,681.83**	**2,350,000.00**
12-xxx-xxx-xxx	**76400**	**Total Capital Outlay**	**2,937,909.18**	**320,251.22**	**3,258,160.40**	**84,436.39**	**587,145.23**	**2,586,578.78**
- Fund 10 Items								
10-000-100-56x	84000	Transfer of Funds to Charter Schools	51,663.00	0.00	51,663.00	0.00	51,663.00	0.00
10-xxx-xxx-xxx	**Total Fund 10 Items**		**51,663.00**	**0.00**	**51,663.00**	**0.00**	**51,663.00**	**0.00**
	84060	**Total General Fund**	**61,503,478.00**	**406,933.48**	**61,910,411.48**	**3,672,754.00**	**17,961,488.52**	**40,276,168.96**

Report of the Secretary to the Board of Education
Kingsway Regional School District

Fund 20 - Interim Balance Sheet
For the one month period ending 07/31/2026

Assets and Resources

Assets:

Account Number	Account Name	Subtotal Balance	Balance
101	Cash in Bank		93,614.52
	Accounts Receivable:		
141	Intergovernmental - StateAccounts Receivable:	58,996.42	
142	Intergovernmental - FederalAccounts Receivable:	(5,508.64)	
153,154	Other (net of estimated uncollectible of $10,000)Accounts Receivable:	55,261.31	
xxx	Other Current AssetsAccounts Receivable:	0.00	108,749.09
	Loans Receivable:		
			202,363.61

Resources:

Account Number	Account Name	Subtotal Balance	Balance
301	Estimated Revenues	764,050.00	
302	Less Revenues	26,032.00	738,018.00
			738,018.00
		Total Assets and Resources:	**940,381.61**

Liabilities and Fund Equity

Liabilities:

Account Number	Account Name	Subtotal Balance	Balance
401	Interfund Loans Payable		(320,784.33)
421	Accounts Payable		66,034.12
			(254,750.21)

Fund Balance:

Account Number	Account Name	Subtotal Balance	Subtotal Balance 2	Subtotal Balance 3	Balance
	Appropriated:				
753	Reserve for Encumbrances - Current Year		97,104.62		
754	Reserve for Encumbrances - Prior Year		67,136.56		
754+753	Reserve for Encumbrances - Current + Prior			164,241.18	
	Reserve Fund Balance:				
758	Student Activity Fund			194,801.16	
759	Scholarship Fund			171,493.10	
601	Appropriations		819,188.41		
602	Less: Expenditures	2,349.00			
603	Encumbrances	164,241.18	(166,590.18)	652,598.23	
303	Budgeted Fund Balance			(11,998.15)	
					1,195,131.82
				Total Liabilities and Fund Equity:	**940,381.61**

Report of the Secretary to the Board of Education
Kingsway Regional School District

Fund 20 - Recapitulation of Budgeted Fund Balance

	Budgeted	Actual	Variance
Appropriations	819,188.41	166,590.18	652,598.23
Revenues	(764,050.00)	(26,032.00)	(738,018.00)
	55,138.41	**140,558.18**	**(85,419.77)**

Report of the Secretary to the Board of Education
Kingsway Regional School District

Fund 20 - Interim Statements Comparing Budgeted Revenue with Actual to Date and Appropriations with Expenditures and Encumbrances to Date
For the one month period ending 07/31/2026

Revenues/Sources of Funds

Account Number	Line	Revenues/Sources of Funds	Original Budget Certified for Taxes	Budget Transfers	Budgeted / Estimated	Actual to Date	Note	Unrealized Balance
20-1xxx	745	From Local Sources	45,000.00	5,000.00	50,000.00	3,000.00	Under	47,000.00
20-3xxx	770	From State Sources	13,419.00	21,005.00	34,424.00	23,032.00	Under	11,392.00
20-4xxx	830	From Federal Sources	517,303.00	162,323.00	679,626.00	0.00	Under	679,626.00
	-	**Total Revenues/Sources Of Funds**	**575,722.00**	**188,328.00**	**764,050.00**	**26,032.00**	**Under**	**738,018.00**

Special Revenue Fund

Local Projects

Account Number	Line	Expenditures Description	Original Budget Certified For Taxes	Budget Transfers	Appropriations	Expenditures	Encumbrances	Available Balance
20-xxx-xxx-xxx	84100	Local Projects	45,000.00	4,621.35	49,621.35	0.00	2,356.12	47,265.23
		Total Local Projects	**45,000.00**	**4,621.35**	**49,621.35**	**0.00**	**2,356.12**	**47,265.23**

State Projects

Account Number	Line	Expenditures Description	Original Budget Certified For Taxes	Budget Transfers	Appropriations	Expenditures	Encumbrances	Available Balance
20-xxx-xxx-xxx	88190	Total Other State Projects	13,418.50	21,005.00	34,423.50	0.00	20,000.00	14,423.50
20-xxx-xxx-xxx		**Total State Projects**	**13,418.50**	**21,005.00**	**34,423.50**	**0.00**	**20,000.00**	**14,423.50**

Federal Projects

Account Number	Line	Expenditures Description	Original Budget Certified For Taxes	Budget Transfers	Appropriations	Expenditures	Encumbrances	Available Balance
20-xxx-xxx-xxx	88500	Title I	58,294.00	67,864.20	126,158.20	0.00	103,280.70	22,877.50
20-xxx-xxx-xxx	88520	Title II	26,315.00	9,643.00	35,958.00	0.00	31,000.00	4,958.00
20-xxx-xxx-xxx	88540	Title III	0.00	10,941.36	10,941.36	0.00	7,604.36	3,337.00
20-xxx-xxx-xxx	88560	Title IV	0.00	2,695.00	2,695.00	0.00	0.00	2,695.00
20-xxx-xxx-xxx	88600	Title VI	0.00	2,349.00	2,349.00	2,349.00	0.00	0.00
20-xxx-xxx-xxx	88620	I.D.E.A. Part B (Handicapped)	432,694.00	124,348.00	557,042.00	0.00	0.00	557,042.00
20-xxx-xxx-xxx		**Total Federal Projects**	**517,303.00**	**217,840.56**	**735,143.56**	**2,349.00**	**141,885.06**	**590,909.50**
		Total Special Revenue Fund	**575,721.50**	**243,466.91**	**819,188.41**	**2,349.00**	**164,241.18**	**652,598.23**

Report of the Secretary to the Board of Education
Kingsway Regional School District

Fund 20 - Schedule of Revenues
Actual Compared with Estimate
For the one month period ending 07/31/2026

Account Number	Line	Account Name	Original Budget Certified For Taxes	Budget Transfers	Estimated	Actual	Unrealized
Revenues/Sources of Funds							
- Local Sources							
20-1xxx	740	Other Revenue from Local Sources	45,000.00	5,000.00	50,000.00	3,000.00	47,000.00
20-1xxx	**745**	**Total Local Sources**	**45,000.00**	**5,000.00**	**50,000.00**	**3,000.00**	**47,000.00**
- State Sources							
20-32xx	765	Other Restricted Entitlements	13,419.00	21,005.00	34,424.00	23,032.00	11,392.00
20-3xxx	**770**	**Total from State Sources**	**13,419.00**	**21,005.00**	**34,424.00**	**23,032.00**	**11,392.00**
- Federal Sources							
20-4411-4414	775	Title I	58,294.00	28,332.00	86,626.00	0.00	86,626.00
20-4451-4455	780	Title II	26,315.00	5,517.00	31,832.00	0.00	31,832.00
20-4420-4429	805	I.D.E.A. Part B (Handicapped)	432,694.00	128,474.00	561,168.00	0.00	561,168.00
20-4xxx	**830**	**Total from Federal Sources**	**517,303.00**	**162,323.00**	**679,626.00**	**0.00**	**679,626.00**
	-	**Total Revenues/Sources of Funds**	**575,722.00**	**188,328.00**	**764,050.00**	**26,032.00**	**738,018.00**

Report of the Secretary to the Board of Education
Kingsway Regional School District

Fund 20 - Statement of Appropriations
Compared with Expenditures and Encumbrances
For the one month period ending 07/31/2026

Account Number	Line	Account Name	Original Budget Certified For Taxes	Budget Transfers	Appropriations	Expenditures	Encumbrances	Available Balance
Special Revenue Fund								
- Local Projects								
-- Local Projects								
20-xxx-xxx-xxx	84100	Local Projects	45,000.00	4,621.35	49,621.35	0.00	2,356.12	47,265.23
20-xxx-xxx-xxx	**84100**		**45,000.00**	**4,621.35**	**49,621.35**	**0.00**	**2,356.12**	**47,265.23**
	-	**Total Local Projects**	**45,000.00**	**4,621.35**	**49,621.35**	**0.00**	**2,356.12**	**47,265.23**
- State Projects								
-- Other State Projects								
20-xxx-xxx-xxx	88000	Nonpublic Textbooks	1,544.00	234.00	1,778.00	0.00	0.00	1,778.00
20-xxx-xxx-xxx	88020	Nonpublic Auxiliary Services	2,938.00	0.00	2,938.00	0.00	0.00	2,938.00
20-xxx-xxx-xxx	88040	Nonpublic Handicapped Services	3,794.50	0.00	3,794.50	0.00	0.00	3,794.50
20-xxx-xxx-xxx	88060	Nonpublic Nursing Services	4,040.00	619.00	4,659.00	0.00	0.00	4,659.00
20-xxx-xxx-xxx	88080	Nonpublic Technology Initiative	1,102.00	152.00	1,254.00	0.00	0.00	1,254.00
20-xxx-xxx-xxx	88180	Other State Projects	0.00	20,000.00	20,000.00	0.00	20,000.00	0.00
20-xxx-xxx-xxx	**88190**	**Total Other State Projects**	**13,418.50**	**21,005.00**	**34,423.50**	**0.00**	**20,000.00**	**14,423.50**
	88200	**Total State Projects**	**13,418.50**	**21,005.00**	**34,423.50**	**0.00**	**20,000.00**	**14,423.50**
- Federal Projects								
-- Title I								
20-xxx-100-101	88480	Salaries- Instruction- Salaries of Teacher	58,294.00	(58,294.00)	0.00	0.00	0.00	0.00
20-xxx-100-600	88484	Instructional Supplies-Instruction	0.00	100,888.92	100,888.92	0.00	94,601.42	6,287.50
20-xxx-200-100	88490	Salaries-Support	0.00	16,590.00	16,590.00	0.00	0.00	16,590.00
20-xxx-xxx-xxx	88497	Other Federal Expenditures	0.00	8,679.28	8,679.28	0.00	8,679.28	0.00
20-xxx-xxx-xxx	**88500**	**Total Title I**	**58,294.00**	**67,864.20**	**126,158.20**	**0.00**	**103,280.70**	**22,877.50**
-- Title II								
20-xxx-200-100	88510	Salaries-Support	26,315.00	(26,315.00)	0.00	0.00	0.00	0.00
20-xxx-200-300	88512	Professional Tech Services-Support	0.00	31,832.00	31,832.00	0.00	31,000.00	832.00
20-xxx-200-500	88514	Other Purchased Services - Support	0.00	4,126.00	4,126.00	0.00	0.00	4,126.00
20-xxx-xxx-xxx	**88520**	**Total Title II**	**26,315.00**	**9,643.00**	**35,958.00**	**0.00**	**31,000.00**	**4,958.00**
-- Title III								
20-xxx-100-600	88525	Instructional Supplies-Instruction	0.00	7,604.36	7,604.36	0.00	7,604.36	0.00
20-xxx-100-800	88526	Other Objects-Instruction	0.00	3,337.00	3,337.00	0.00	0.00	3,337.00
20-xxx-xxx-xxx	**88540**	**Total Title III**	**0.00**	**10,941.36**	**10,941.36**	**0.00**	**7,604.36**	**3,337.00**
-- Title IV								
20-xxx-200-100	88550	Salaries-Support	0.00	2,695.00	2,695.00	0.00	0.00	2,695.00
20-xxx-xxx-xxx	**88560**	**Total Title IV**	**0.00**	**2,695.00**	**2,695.00**	**0.00**	**0.00**	**2,695.00**
-- Title VI								
20-xxx-200-300	88572	Professional Tech Services-Support	0.00	2,349.00	2,349.00	2,349.00	0.00	0.00
20-xxx-xxx-xxx	**88600**	**Total Title VI**	**0.00**	**2,349.00**	**2,349.00**	**2,349.00**	**0.00**	**0.00**
-- I.D.E.A. Part B (Handicapped)								
20-xxx-100-500	88604	Other Purchased Services-Instruction (400-500 series)	432,694.00	124,348.00	557,042.00	0.00	0.00	557,042.00
20-xxx-xxx-xxx	**88620**	**Total I.D.E.A. Part B (Handicapped)**	**432,694.00**	**124,348.00**	**557,042.00**	**0.00**	**0.00**	**557,042.00**
20-xxx-xxx-xxx	**88740**	**Total Federal Projects**	**517,303.00**	**217,840.56**	**735,143.56**	**2,349.00**	**141,885.06**	**590,909.50**
	88760	**Total Special Revenue Fund**	**575,721.50**	**243,466.91**	**819,188.41**	**2,349.00**	**164,241.18**	**652,598.23**

Report of the Secretary to the Board of Education
Kingsway Regional School District

Fund 30 - Interim Balance Sheet
For the one month period ending 07/31/2026

Assets and Resources

Assets:

Account Number	Account Name	Subtotal Balance	Balance
101	Cash in Bank		262,136.26
	Accounts Receivable:		
	Loans Receivable:		
			262,136.26

Resources:

Account Number	Account Name	Subtotal Balance	Balance
301	Estimated Revenues	0.00	
302	Less Revenues	3.45	(3.45)
			(3.45)
		Total Assets and Resources:	**262,132.81**

Liabilities and Fund Equity

Liabilities:

Account Number	Account Name	Subtotal Balance	Balance
			0.00

Fund Balance:

Account Number	Account Name	Subtotal Balance	Subtotal Balance 2	Subtotal Balance 3	Balance
	Appropriated:				
	Unappropriated:				
770	Unassigned Fund Balance		262,132.81		
303	Budgeted Fund Balance		0.00	262,132.81	
	Total Fund Balance			262,132.81	
					262,132.81
				Total Liabilities and Fund Equity:	**262,132.81**

Fund 30 - Recapitulation of Budgeted Fund Balance

	Budgeted	Actual	Variance
Appropriations	.00	.00	.00
Revenues	(.00)	(3.45)	(-3.45)
	.00	**(3.45)**	**3.45**

Report of the Secretary to the Board of Education
Kingsway Regional School District

Fund 30 - Interim Statements Comparing Budgeted Revenue with Actual to Date and Appropriations with Expenditures and Encumbrances to Date
For the one month period ending 07/31/2026

Revenues/Sources of Funds

Account Number	Line	Revenues/Sources of Funds	Original Budget Certified for Taxes	Budget Transfers	Budgeted / Estimated	Actual to Date	Note	Unrealized Balance
30-1xxx		From Local Sources	0.00	0.00	0.00	3.45	Over	(3.45)
	-	**Total Revenues/Sources Of Funds**	**0.00**	**0.00**	**0.00**	**3.45**	**Over**	**(3.45)**

Total Capital Projects Fund Expenditures

Total Capital Projects Fund Expenditures	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**

Report of the Secretary to the Board of Education
Kingsway Regional School District

Fund 30 - Schedule of Revenues
Actual Compared with Estimate
For the one month period ending 07/31/2026

Account Number	Line	Account Name	Original Budget Certified For Taxes	Budget Transfers	Estimated	Actual	Unrealized
Revenues/Sources of Funds							
- Local Sources							
30-1510	950	Earnings on Investments	0.00	0.00	0.00	3.45	(3.45)
30-1xxx		**Total Revenue from Local Sources**	**0.00**	**0.00**	**0.00**	**3.45**	**(3.45)**
	-	**Total Revenues/Sources of Funds**	**0.00**	**0.00**	**0.00**	**3.45**	**(3.45)**

Report of the Secretary to the Board of Education
Kingsway Regional School District

Fund 30 - Statement of Appropriations
Compared with Expenditures and Encumbrances
For the one month period ending 07/31/2026

Account Number	Line	Account Name	Original Budget Certified For Taxes	Budget Transfers	Appropriations	Expenditures	Encumbrances	Available Balance
Total Capital Projects Fund Expenditures								
	84060	Total Capital Projects Fund Expenditures	0.00	0.00	0.00	0.00	0.00	0.00

Report of the Secretary to the Board of Education
Kingsway Regional School District

Fund 40 - Interim Balance Sheet
For the one month period ending 07/31/2026

Assets and Resources

Assets:

Account Number	Account Name	Subtotal Balance	Balance
101	Cash in Bank		47,488.04
121	Tax Levy Receivable		2,518,381.53
	Accounts Receivable:		
	Loans Receivable:		
			2,565,869.57

Resources:

Account Number	Account Name	Subtotal Balance	Balance
301	Estimated Revenues	2,658,342.00	
302	Less Revenues	2,658,342.00	0.00
			0.00
		Total Assets and Resources:	**2,565,869.57**

Liabilities and Fund Equity

Liabilities:

Account Number	Account Name	Subtotal Balance	Balance
			0.00

Fund Balance:

Account Number	Account Name	Subtotal Balance	Subtotal Balance 2	Subtotal Balance 3	Balance
	Appropriated:				
753	Reserve for Encumbrances - Current Year		2,565,867.46		
754+753	Reserve for Encumbrances - Current + Prior			2,565,867.46	
	Reserve Fund Balance:				
	Appropriations				
601	Appropriations		2,658,343.00		
602	Less: Expenditures	92,475.00			
603	Encumbrances	2,565,867.46	(2,658,342.46)	0.54	
	Total Appropriated			2,565,868.00	
	Unappropriated				
770	Unassigned Fund Balance			2.57	
303	Budgeted Fund Balance			1.00	
					2,565,869.57
				Total Liabilities and Fund Equity:	**2,565,869.57**

Report of the Secretary to the Board of Education
Kingsway Regional School District

Fund 40 - Recapitulation of Budgeted Fund Balance

	Budgeted	Actual	Variance
Appropriations	2,658,343.00	2,658,342.46	.54
Revenues	(2,658,342.00)	(2,658,342.00)	(.00)
	1.00	**.46**	**.54**

Report of the Secretary to the Board of Education
Kingsway Regional School District

Fund 40 - Interim Statements Comparing Budgeted Revenue with Actual to Date and Appropriations with Expenditures and Encumbrances to Date
For the one month period ending 07/31/2026

Revenues

Account Number	Line	Revenues/Sources of Funds	Original Budget Certified for Taxes	Budget Transfers	Budgeted / Estimated	Actual to Date	Note	Unrealized Balance
	-	Total Revenue from Local Sources	2,658,342.00	0.00	2,658,342.00	2,658,342.00		0.00
	-	**Total Revenues**	**2,658,342.00**	**0.00**	**2,658,342.00**	**2,658,342.00**		**0.00**

Expenditures

Regular Debt Service

Account Number	Line	Expenditures Description	Original Budget Certified For Taxes	Budget Transfers	Appropriations	Expenditures	Encumbrances	Available Balance
40-701-510-910	89560	Redemption of Principal on Early Retirement Bonds	2,210,000.00	0.00	2,210,000.00	0.00	2,210,000.00	0.00
40-701-510-834	89600	Interest on Bonds	448,343.00	0.00	448,343.00	92,475.00	355,867.46	0.54
		Total Regular Debt Service Expenditures	**2,658,343.00**	**0.00**	**2,658,343.00**	**92,475.00**	**2,565,867.46**	**0.54**
	Total Debt Service Fund Expenditures		**2,658,343.00**	**0.00**	**2,658,343.00**	**92,475.00**	**2,565,867.46**	**0.54**

Report of the Secretary to the Board of Education
Kingsway Regional School District

Fund 40 - Schedule of Revenues
Actual Compared with Estimate
For the one month period ending 07/31/2026

Account Number	Line	Account Name	Original Budget Certified For Taxes	Budget Transfers	Estimated	Actual	Unrealized
Revenues							
- Local Sources							
40-1210	860	Local Tax Levy	2,658,342.00	0.00	2,658,342.00	2,658,342.00	0.00
	-	**Total Revenue from Local Sources**	**2,658,342.00**	**0.00**	**2,658,342.00**	**2,658,342.00**	**0.00**
	-	**Total Revenues**	**2,658,342.00**	**0.00**	**2,658,342.00**	**2,658,342.00**	**0.00**
Expenditures							
	-	**Total Debt Service Fund Expenditures**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**

Report of the Secretary to the Board of Education
Kingsway Regional School District

Fund 40 - Statement of Appropriations
Compared with Expenditures and Encumbrances
For the one month period ending 07/31/2026

Account Number	Line	Account Name	Original Budget Certified For Taxes	Budget Transfers	Appropriations	Expenditures	Encumbrances	Available Balance
Expenditures								
- Regular Debt Service								
-- Redemption of Principal on Early Retirement Bonds								
40-701-510-910	89560	Redemption of Principal on Early Retirement Bonds	2,210,000.00	0.00	2,210,000.00	0.00	2,210,000.00	0.00
40-701-510-910	**89560**		**2,210,000.00**	**0.00**	**2,210,000.00**	**0.00**	**2,210,000.00**	**0.00**
-- Interest on Bonds								
40-701-510-834	89600	Interest on Bonds	448,343.00	0.00	448,343.00	92,475.00	355,867.46	0.54
40-701-510-834	**89600**		**448,343.00**	**0.00**	**448,343.00**	**92,475.00**	**355,867.46**	**0.54**
	89660	**Total Regular Debt Service Expenditures**	**2,658,343.00**	**0.00**	**2,658,343.00**	**92,475.00**	**2,565,867.46**	**0.54**
	-	**Total Debt Service Fund Expenditures**	**2,658,343.00**	**0.00**	**2,658,343.00**	**92,475.00**	**2,565,867.46**	**0.54**

Sharon Ormsbee — School Business Administrator Signature

September 17, 2026 — Date

HS/MS Student Activities, Athletics, Scholarships
Monthly Reconciliation
August 2026

Description	Opening Balance	Adjustments In	Adjustments Out	Deposits	Outstanding Purchase Orders	Disbursed-To-Date	Available
HS - Officials	*80.64*						***80.64***
MS - Officials	*178.00*						***178.00***
HS Athletics Account	*3,466.24*				79.00		***3,387.24***
HS Baseball	*66.71*						***66.71***
HS Basketball - Boys	*.11*						***.11***
HS Basketball - Girls	*252.33*						***252.33***
HS Cross Country	*773.86*						***773.86***
HS Field Hockey	*1,524.13*						***1,524.13***
HS Football	*48.47*						***48.47***
HS Golf	*4,908.64*						***4,908.64***
HS Lacrosse - Girls	*4,104.23*						***4,104.23***
HS Soccer - Boys	*381.81*						***381.81***
HS Soccer - Girls	*1.53*						***1.53***
HS Softball	*1,973.70*						***1,973.70***
HS Swimming	*201.02*						***201.02***
HS Tennis - Boys	*.00*						***.00***
HS Tennis - Girls	*878.32*						***878.32***
HS Track - Boys	*1,294.35*						***1,294.35***
HS Track - Girls	*1,147.22*						***1,147.22***
HS Wrestling	*300.05*						***300.05***
HS Volleyball - Boys	*1,199.13*						***1,199.13***
HS Volleyball - Girls	*2,725.36*						***2,725.36***
HS Cheerleading	*9,344.52*				1,500.00		***7,844.52***
HS Flag Football	*1,317.00*						***1,317.00***
MS Art Club	*435.62*						***435.62***
MS Stem Club	*250.00*						***250.00***
MS Activity Account	*2,475.38*					225.00	***2,250.38***
MS Student Council	*4,060.28*				80.48		***3,979.80***
MS Yearbook	*1,254.00*						***1,254.00***
MS Musical	*1,759.68*				875.00		***884.68***
MS Renaissance	*5,815.19*				3,938.15		***1,877.04***
MS Play	*2,018.38*						***2,018.38***
8th Grade Team	*9,568.54*						***9,568.54***
MS Media Center	*462.30*						***462.30***
MS Lost Textbook	*.00*						***.00***
MS ID Account(Students)	*201.28*						***201.28***
MS Performing Arts	*1,002.14*						***1,002.14***
MS Chromebooks	*3,239.00*						***3,239.00***
MS Business Club	*257.62*						***257.62***
HS Math Club	*.00*						***.00***
HS Phys. Ed.	*25.33*						***25.33***
HS World Language NHS	*.00*						***.00***
HS Art/Photography Club	*692.44*						***692.44***
HS Student Activities	*3,657.12*				245.00		***3,412.12***
K.D.T.V.	*96.25*						***96.25***
HS National Honor Society	*71.58*						***71.58***
HS Newspaper	*660.09*						***660.09***

HS/MS Student Activities, Athletics, Scholarships
Monthly Reconciliation
August 2026

Description	Opening Balance	Adjustments In	Adjustments Out	Deposits	Outstanding Purchase Orders	Disbursed-To-Date	Available
HS Chorus	*275.00*						***275.00***
HS Unified Athletics	*580.74*						***580.74***
HS Student Council	*9,816.32*				306.00		***9,510.32***
HS Yearbook	*1,263.45*						***1,263.45***
HS Trophy Case	*3,477.73*						***3,477.73***
HS Musical	*11,459.23*						***11,459.23***
HS Jazz Ensemble	*298.58*						***298.58***
HS Play	*10,842.50*						***10,842.50***
HS Public Speaking/Debate	*267.44*						***267.44***
HS Dance Team	*3,270.96*				158.24		***3,112.72***
HS Photography Club	*.00*						***.00***
HS Advance Placement Exams	*8,858.88*						***8,858.88***
HS S.A.D.D. Club	*417.15*						***417.15***
HS SPARK	*156.00*						***156.00***
HS Unified PE	*224.50*						***224.50***
HS DECA Club	*69.46*						***69.46***
HS Fellowship of Christian Athl.	*2,921.84*						***2,921.84***
HS World Wildlife Fund	*783.84*						***783.84***
HS Key Club	*187.80*						***187.80***
HS Writers Bloc/Creative	*383.90*						***383.90***
HS Tri-M	*582.00*						***582.00***
HS PRISM	*28.11*						***28.11***
HS Obligations - Bks,Lcks,Etc.	*105.80*						***105.80***
HS Obligations - Technology	*4,652.16*						***4,652.16***
HS Environmental Club	*402.74*						***402.74***
HS Parking Permits	*2,541.62*						***2,541.62***
HS CPR	*249.01*						***249.01***
HS Foreign Language Club	*603.60*						***603.60***
HS Interact	*321.76*						***321.76***
HS Computer Science	*3,168.14*				816.41		***2,351.73***
HS Art Honor Society	*1,019.58*						***1,019.58***
HS HOSA	*691.00*						***691.00***
HS Anti-bullying Club	*139.29*						***139.29***
HS Cultures Club	*49.86*						***49.86***
HS SHADES	*1,072.89*						***1,072.89***
HS Student Trainers	*190.78*						***190.78***
HS Class of 2026	*17,386.08*				336.00		***17,050.08***
HS Class of 2027	*12,936.18*		*1,000.00*		25,325.00	3,000.00	***-16,388.82***
HS Class of 2028	*405.00*	*1,000.00*					***1,405.00***
HS Class of 2029	*740.16*						***740.16***
HS Class of 2030	*.00*						***.00***
7th Grade Team	*1,985.74*						***1,985.74***
HS Dues/Entries/Fees//Member	*.00*						***.00***
MS Dues/Entries/Fees/Member	*.00*						***.00***
Student Activity Funds	*.00*						***.00***
MS Scholarship Fund	*1,178.93*						***1,178.93***
HS General Scholarship	*500.00*						***500.00***

HS/MS Student Activities, Athletics, Scholarships
Monthly Reconciliation
August 2026

Description	Opening Balance	Adjustments In	Adjustments Out	Deposits	Outstanding Purchase Orders	Disbursed-To-Date	Available
Wayne Winter Scholarship Fund	5,152.04						***5,152.04***
John Capozzi Scholarship Fund	22,470.28						***22,470.28***
Lucinda Molitor Scholarship Fund	140,060.33						***140,060.33***
Maureen Lavin Scholarship Fund	3,798.59						***3,798.59***
Scholarship Fund	*11.86*			11.87			***23.73***
	352,168.44						**315,296.03**

September 17, 2026
Date

Christina Murphy
Finance Specialist

September 17, 2026
Date

Sharon Ormsbee
Business Administrator

KINGSWAY REGIONAL SCHOOL DISTRICT

“Committed to Excellence”

PURCHASING MANUAL

Revised for the 2026-27 School Year

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Overview and Governance

Introduction

The Kingsway Regional School District ("district") is committed to the highest standards of fiscal responsibility, transparency, and legal compliance in all purchasing activities. This purchasing manual has been developed to guide staff through the procedures required to procure goods and services using public funds in accordance with New Jersey's Public School Contracts Law[1], related New Jersey Administrative Code[2], Board of Education policy, and federal regulation[3] when applicable.

Our goal is to ensure that all purchasing transactions are conducted fairly, ethically, and efficiently – maximizing value for taxpayers while supporting the instructional and operational needs of the district. Adherence to the procedures outlined herein is essential to maintaining internal controls, preventing unauthorized expenditures, and upholding the integrity of the purchasing process.

Staff members are encouraged to familiarize themselves with the procedures in this manual and to seek guidance from the business office when needed. Careful planning, attention to timelines, and compliance with the outlined processes will help ensure the timely delivery of goods and services.

Authority to Purchase

State law[4] assigns the authority, responsibility, and accountability for the purchasing activity of the district to the Business Administrator. The Business Administrator is the sole individual authorized to make purchases on behalf of the district.

Ethics in Purchasing

All employees involved in the procurement process are expected to uphold the highest standards of integrity, impartiality, and transparency. Ethical conduct in purchasing is essential in maintaining public trust, promoting fair competition, and ensuring all procurement decisions are made in the best interest of the district.

Code of Ethics

Employees responsible for recommending or approving the acquisition of goods and services must adhere to the Code of Ethics as outlined in Board Policy #1540. Decisions must be based solely on merit, quality, price, service, and compliance with applicable statutes – not on personal interest or external influence.

Conflicts of Interest

No employee shall have a direct or indirect financial interest that conflicts with the proper discharge of their official duties. Specifically:

[1] N.J.S.A. 18A:18A-1 et seq.
[2] N.J.A.C. 5:34-1 et seq.
[3] 2 CFR 200.317 et seq.
[4] N.J.S.A. 18A:18A-2(b)

- Employees and their immediate family members may not have a financial interest in any business organization that transacts with the district.
- Employees may not recommend purchases from businesses in which they or their immediate family have a financial stake or that employ immediate family members.

Gifts and Gratuities

Employees are prohibited from soliciting or accepting any gift, favor, loan, service, promise of future employment, or item of value from vendors, contractors, or potential suppliers. This includes any form of compensation intended to influence or reward purchasing decisions.

Fair and Open Competition

District staff must ensure that all vendors are treated equitably and that procurement opportunities are structured to encourage open and competitive bidding. Recommending vendors based on personal preference, favoritism, or relationships is strictly prohibited.

Purchase Requisition

A purchase requisition is an internal, formal request submitted by a district employee to initiate the procurement of goods or services. It notifies the Business Administrator, in their role as purchasing agent, of the intended purchase and must include all relevant details such as vendor information, item descriptions, quantities, pricing, and applicable budget codes. A purchase requisition must be approved through the appropriate internal channels before a purchase order can be issued.

Purchase Order

A purchase order[5] is a document issued by the Business Administrator authorizing a purchase transaction with a vendor to provide or perform goods or services to the district, which, when fulfilled in accordance with the terms and conditions of a request of the Business Administrator and other provisions and procedures that may be established by the Board of Education, will result in payment by the board of education.

Authorized vs. Unauthorized Purchases

An authorized purchase occurs when a properly approved purchase order has been issued and transmitted to a vendor prior to a district employee committing the district to any purchase of goods or services. This process ensures compliance with legal requirements, internal financial controls, and Board policy. Authorized purchases protect both the district and its employees by documenting intent, verifying budget availability, and securing proper approvals.

In contrast, an unauthorized purchase takes place when an employee initiates or commits to a transaction before obtaining an approved purchase order – regardless of intent or funding availability. This includes placing orders directly with vendors, requesting services, or accepting deliveries without prior authorization. To avoid making an unauthorized purchase:

- Do not place an order, request services, or make a verbal or written commitment to a vendor without an approved purchase order;

[5] N.J.S.A. 18A:18A-2(v)

- Always confirm that a purchase order has been approved and issued before proceeding with any purchase-related activity.

Confirming Orders

A confirming order occurs when an employee places an order – whether verbally, electronically, or otherwise – before obtaining an approved purchase order. ***Confirming orders are strictly prohibited***.

If a purchase requisition is submitted after the order has already been placed, it will be treated as a confirming order. In such cases, the requisition will be denied, and the employee who initiated the purchase may be held personally responsible for payment.

District staff are expected to plan ahead and allow sufficient time for proper review and approval of all requisitions in accordance with district protocols.

Execution of Contracts

District employees are strictly prohibited from signing contracts on behalf of the district. The sole authority to execute vendor contracts rests with the Business Administrator, acting as the designated purchasing agent. Any contract signed by an unauthorized employee shall be deemed non-binding, and the employee may be held personally responsible for any financial obligations incurred as a result.

Procurement Methods

The district must adhere to the New Jersey Public School Contracts Law, which outlines specific procurement methods based on the estimated cost of goods and services within a school year, across the district – not by school or department. The following methods are designed to promote transparency, competition, and fiscal responsibility in the expenditure of public funds:

Purchases Below the Quote Threshold (< $7,950)

For purchases under the district's quotation threshold (currently $7,950), formal competitive quotations are not required by law. However, staff are expected to exercise good judgment and fiscal responsibility by comparing pricing, using approved vendors, and ensuring budget availability. Even though these purchases are considered low-value, they still require a valid purchase order approved by the Business Administrator before the transaction can occur.

Quotation Process ($7,950 to $53,000)

When the total cost of similar goods or services falls between $7,950 and $52,999, state law requires that the district obtain at least two written competitive quotes. The purpose of this threshold is to ensure cost-effectiveness while avoiding the time and complexity of formal bidding.

Staff initiating such purchases must solicit written responses from at least two (2) qualified vendors and complete the Quotation Form. These responses (quotes) must:

- Be obtained in writing (email, formal quote, or vendor letterhead);
- Clearly reflect the price, product or service specifications, and vendor details;
- Be recent and relevant to the specific goods or services requested.

Both competitive quotes and quotation form must be uploaded to the requisition submission in Genesis at the time of entry. Requisitions submitted without the required documentation will be rejected and returned for completion.

The award shall be made to the vendor whose response is most advantageous, taking into account price, quality, delivery, and other applicable factors. Final determination and approval remain at the discretion of the Business Administrator, in accordance with district purchasing policy.

Formal Bid Process (> $53,000)

For purchases that equal or exceed $53,000, the district must conduct a publicly advertised formal bid process. This includes the preparation of bid specifications, public notice, sealed bid submission, and formal bid opening. The Board of Education must award the contract by resolution to the lowest responsible bidder.

Because this process can take up to eight (8) weeks, employees must plan well in advance and notify the Business Administrator if they suspect a purchase may approach or exceed the bid threshold. The bid threshold applies to the cumulative total of similar purchases district-wide in a given school year – not per individual order or location.

State Contract Purchasing

The district may procure goods or services through vendors approved under New Jersey state contracts[6]. These contracts have already been competitively bid and awarded by the New Jersey Department of Purchase and Property, allowing public school districts to bypass the quotation or bidding process.

When using a state contract vendor, the requisition must indicate that the purchase is made through a state contract and must include the state contract number. While these purchases are exempt from bidding, they are still subject to internal review, approval, and purchase order issuance.

Procedure for Making a State Contract Purchase

1. Determine the Need
    - Identify the goods or services required and confirm that a state contract vendor can meet the specifications.
2. Search for a State Contract
    - Visit the NJ Start website and utilize the search function to locate vendors by name, commodity, or contract category.
3. Identify the Contract Number and Details
    - Once a vendor is located, record the State Contract Number, contract title, and expiration date. Review the contract documents to ensure the product or service you're purchasing is included under the scope of the contract.
4. Prepare a Purchase Requisition in the Employee Portal

[6] N.J.S.A. 18A:18A-10

- Select State Contract as the order type in the requisition entry screen.
- Enter the State Contract Number in the designated field
- Attach a copy of the vendor's quote that clearly references the applicable contract number and pricing.

5. Submit for Approval
    - Submit the completed requisition with all supporting documentation. The business office will review and verify compliance before issuing a purchase order.

Cooperative Purchasing Agreements

The district is authorized to purchase goods and services through cooperative purchasing contracts[7]. Cooperative purchasing enables districts to leverage publicly bid contracts by other public agencies or purchasing cooperatives at the local, state, or national level.

These cooperatives competitively bid contracts on behalf of their members, allowing the district to obtain pre-negotiated pricing, ensure legal compliance, and streamline procurement – especially for high-cost or specialized items.

Cooperative Purchasing Organizations in which Kingsway is a member:

- Bergen County Cooperative Purchasing
- BuyBoard
- Camden County Educational Services Commission
- Ed-Data Cooperative
- Educational Services Commission of New Jersey (ESCNJ)
- Hunterdon County ESC Cooperative
- Keystone Purchasing Network (KPN)
- MOESC(Monmouth-Ocean Educational Services Commission)
- OMNIA Partners (National)
- Sourcewell
- TIPS (National)

Procedure for Utilizing a Cooperative Purchasing Contract

1. Confirm Cooperative Participation
    - Contact the Business Administrator to verify or request the cooperative be added via Board approval.
2. Identify a Contract and Vendor
    - Visit the cooperative's website to search for contracts by commodity, vendor, or contract number.
    - Locate the contract relevant to your needs and review the contract award information, including:
        i. Contract number
        ii. Vendor name and contact information

[7] N.J.S.A. 18A:18A-11

iii. Term of contract (Start/End Dates)
iv. Items and services covered under the contract
v. Pricing schedule or discounts

3. Obtain a Quote
   - Contact the contracted vendor directly and request a quote that references:
     i. The cooperative purchasing contract name and contract number
     ii. Itemized pricing and scope of work
     iii. Confirmation that the quote complies with the awarded contract terms (The vendor must provide documentation showing the goods/services are covered under the cooperative's awarded contract)
4. Prepare a Purchase Requisition in the Employee Portal
   - Select Cooperative as the order type in the requisition entry screen.
   - Enter the cooperative name and contracted number in the designated field
   - Attach the following documentation to the requisition:
     i. Vendor's quote referencing the cooperative contract
     ii. Supporting contract summary page from the cooperative website (if available)
5. Submit for Approval
   - Submit the completed requisition with all supporting documentation. The business office will review and verify compliance before issuing a purchase order.

<u>Bid Exemptions Under N.J.S.A. 18A:18A-5</u>

1. Professional Services
   - Services rendered by persons authorized by law to practice recognized professions (e.g., attorneys, architects, accountants, physicians, engineers).
   - Although exempt from bidding, professional service contracts must be approved by the Board of Education.
   - Upon contract award by the Board of Education, the district must advertise in its official newspaper, a brief notice stating the nature, duration, service, and amount of the contract.
2. Extraordinary Unspecifiable Services (EUS)
   - Services which are specialized and qualitative in nature requiring expertise, extensive training and proven reputation in the field of endeavor. (e.g., insurance coverage).
   - Requires written justification and Board of Education approval.
3. Library and Educational Goods and Services
   - Textbooks, copyrighted materials, student produced publications and services incidental thereto, including but not limited to books, periodicals, newspapers, documents, other printed or published material, and specialized computer software used as a supplement or in lieu of textbooks or reference materials.

4. Food Supplies
    - Includes food supplies for family and consumer science classes
5. Expenses for Travel and Conferences
6. Goods and Services paid with funds that: are raised by or collected from students to support the purchase of student-oriented items or materials, such as yearbooks, class rings, and a class gift; and are deposited into student activity accounts; and required no budget appropriation from the Board of Education.

Emergency Purchases

In the event of an unforeseen emergency that affects health, safety, or property, the district may bypass normal procurement procedures in accordance with legal requirements. The Business Administrator must document the nature of the emergency and obtain Board of Education ratification.

Emergency purchases must be made with extreme discretion and only under the conditions explicitly permitted by law.

Budget Account Management

Effective financial management is a shared responsibility within the district, and budget managers play a crucial role in ensuring that public funds are used responsibly, efficiently, and in alignment with district goals.

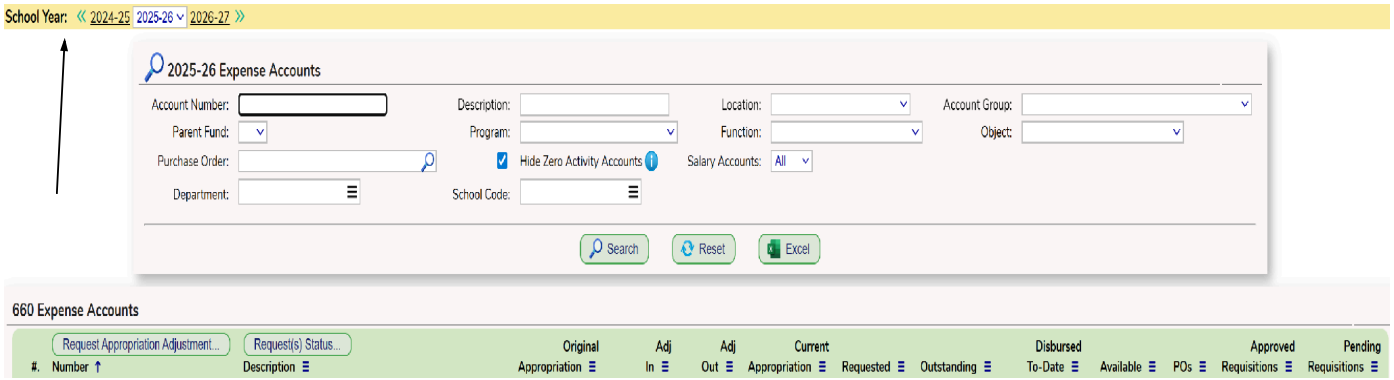
Each budget manager is entrusted with the oversight of specific budget accounts tied to their department, school, or program area. This responsibility includes regularly reviewing account balances, tracking expenditures, and ensuring that purchasing activity aligns with the Board of Education adopted budget and district priorities.

Viewing Budget Account Status via the Employee Portal

On the Account Status screen, you will be able to see all the accounts you have permission to view and the activity within those accounts. From the Budget tab, select the Account Status tab.

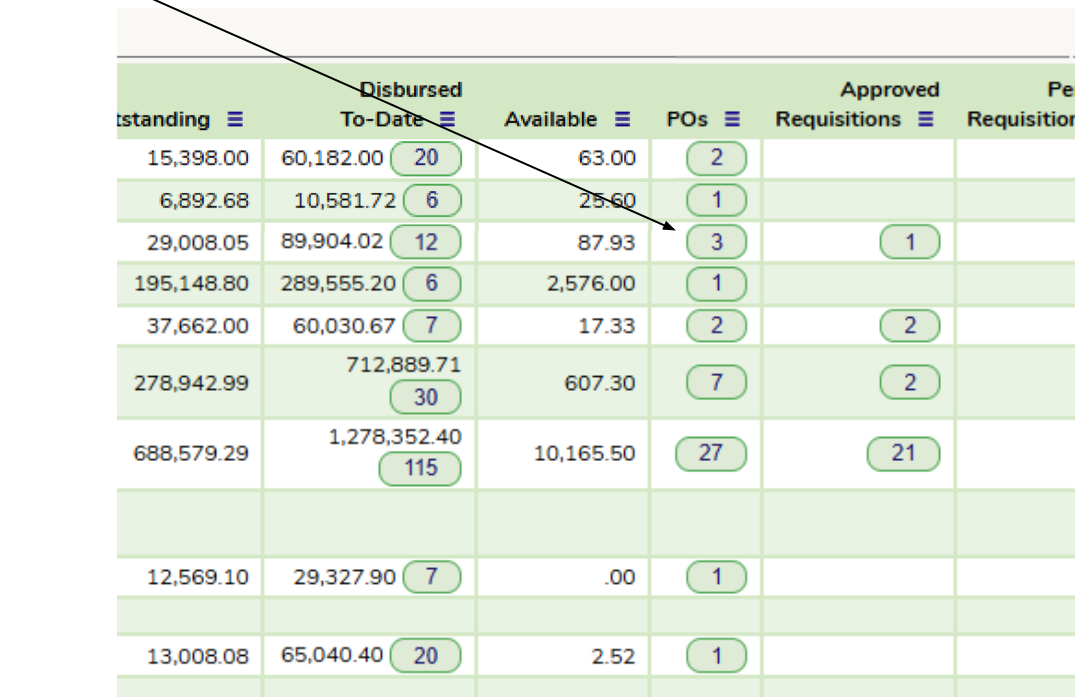


When you open this window, a list of all accounts under your responsibility will appear. At a glance, you can view the balance of each account as displayed in the respective columns. Be sure to select the proper school year you would like to view.



To view the details of purchase orders or requisitions associated with an account, click on the corresponding number in either the POs or requisitions column.

- Clicking a number in the POs column will display all purchase orders charged to that account. To view a specific purchase order, click the PDF icon next to it.



To access prior year information, simply select the appropriate school year from the School Year menu at the top left of the screen.

Transfer of Funds between Budget Accounts

A budget line-item transfer may be needed to ensure that funds are available in the correct account to support the district's operational or instructional needs. Here are common reasons such a transfer might be necessary:

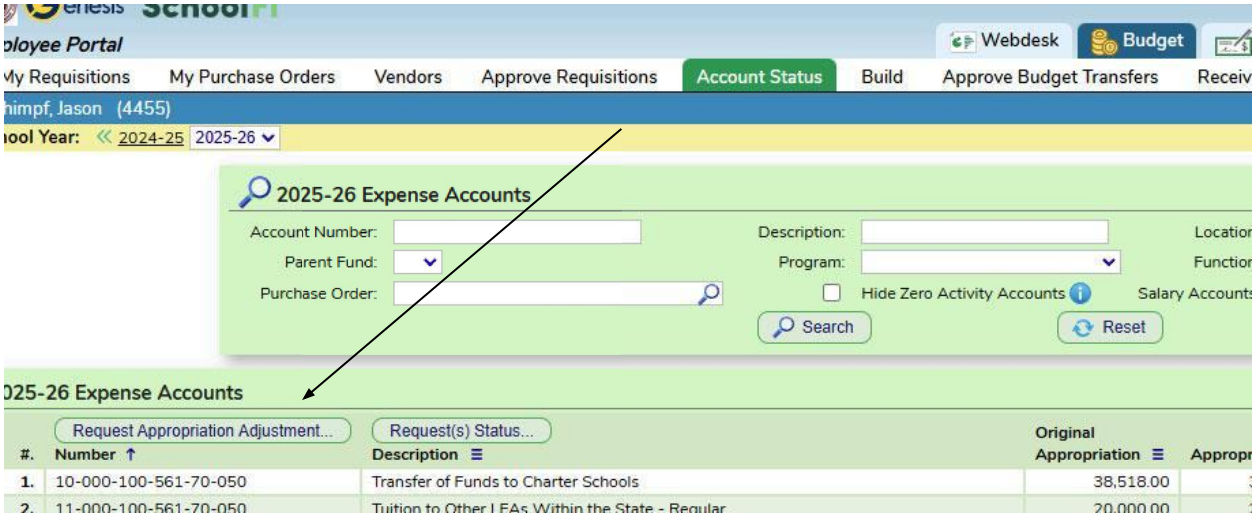
1. Unanticipated Expenses – If an expense arises that was not originally budgeted for, funds may need to be transferred from another line item with a surplus.

2. Programmatic Changes – If priorities shift – such as implementing a new curriculum, technology, or service – funds may need to be reallocated to support those changes.

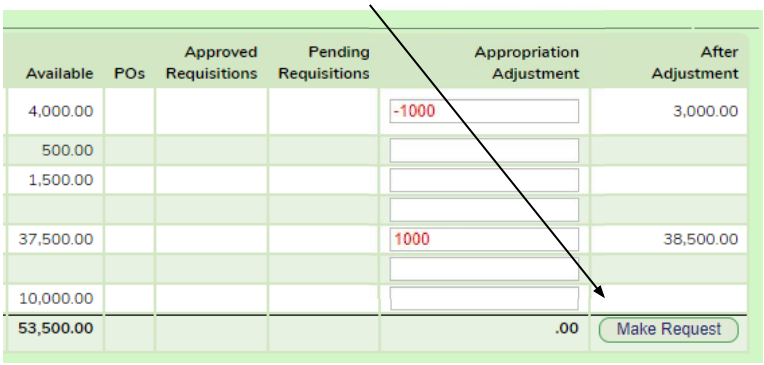
Transfers allow budget managers to respond to real-time needs and make the best use of limited resources throughout the fiscal year providing efficiency and flexibility.

Budget managers can submit electronic Budget (Appropriation) Transfer Requests through the employee portal. Follow the steps below to make a request:

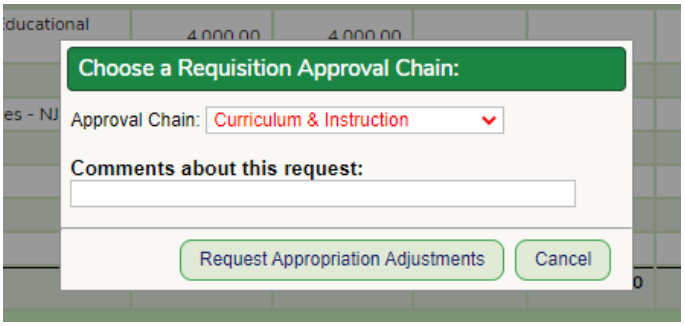
1. Login to the Employee Portal, click on the Budget tab, then select the Account Status tab.
2. Click the Request Appropriation Adjustment button



3. Enter the requested appropriation adjustment amounts in the columns that appear next to the respective line items you are transferring funds from and to. The adjustment must be balanced, meaning the total of all lines must equal zero. Once all amounts are entered, click on the Make Request button.



4. In the pop-up box, select the appropriate approval chain for the Budget Transfer Request and enter a brief description explaining the reason for the transfer. Then click the Request Appropriation Adjustments button to submit the request.



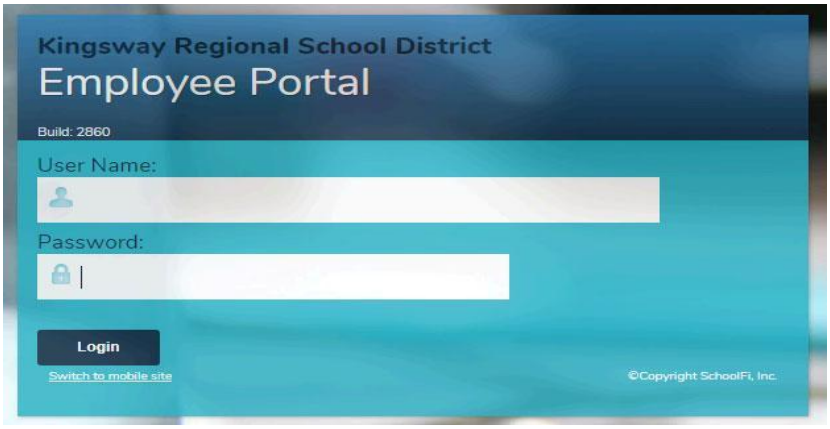
Requisition Process in the Employee Portal

Purchase Requisition Entry

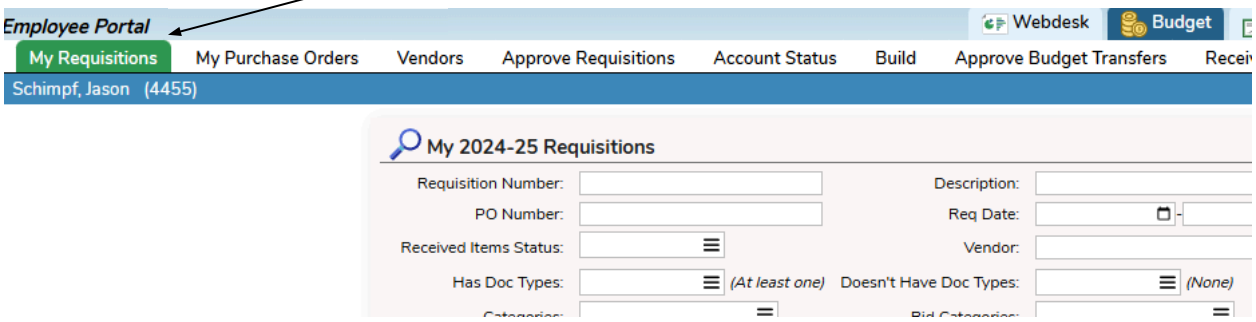
Before entering a purchase requisition, it is important to consider the following:

- Have I identified a District-approved vendor that can fulfill the requested goods or services?
- Which budgetary account correctly classifies the intended purchase?
- Are sufficient funds available in the identified budgetary account to cover the cost of the purchase?
- Will the anticipated purchase exceed any purchasing thresholds (e.g., quote or bid requirements)?
- Have I gathered all necessary information to complete the purchase requisition? This includes vendor name, item/service descriptions, quantities, unit pricing, shipping and handling charges, and any other relevant details.

1. Log into your Genesis Employee Portal



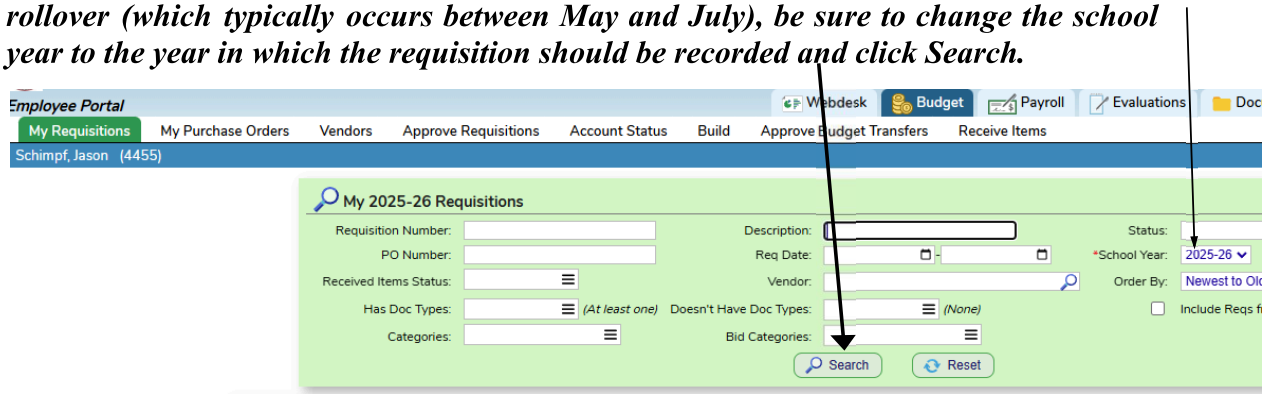
2. Once in the portal, click on the ***Budget*** tab. Then, navigate to the ***My Requisitions*** tab. This is where you can enter a new requisition and view all requisitions you have submitted.



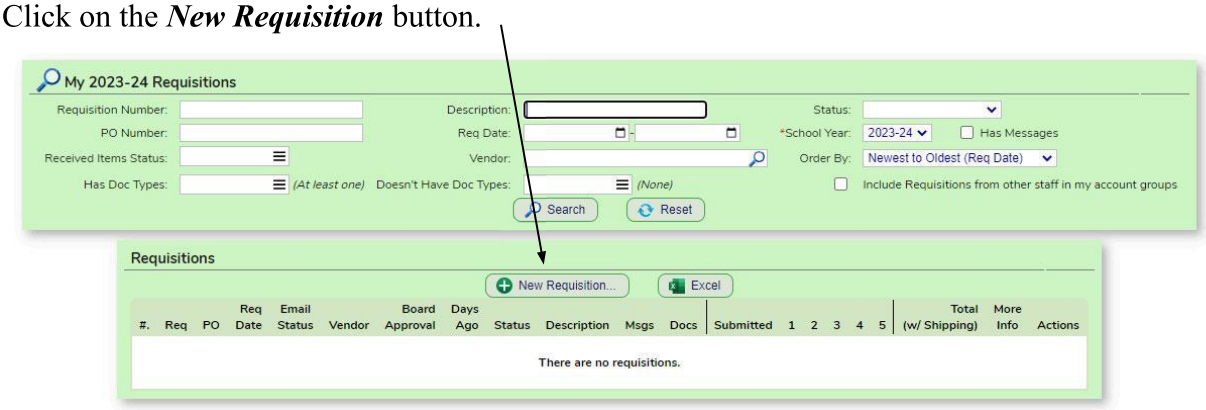
3. You can search your list of requisitions by using the available fields in the search section of the screen.

   NOTE: Throughout the portal, newly entered data will appear in red, indicating that it has not yet been saved. Be sure to save your work frequently. If you navigate away from the screen without saving, your data will be lost and will need to be re-entered.

   If you are entering a requisition for the upcoming school year before the system rollover (which typically occurs between May and July), be sure to change the school year to the year in which the requisition should be recorded and click Search.

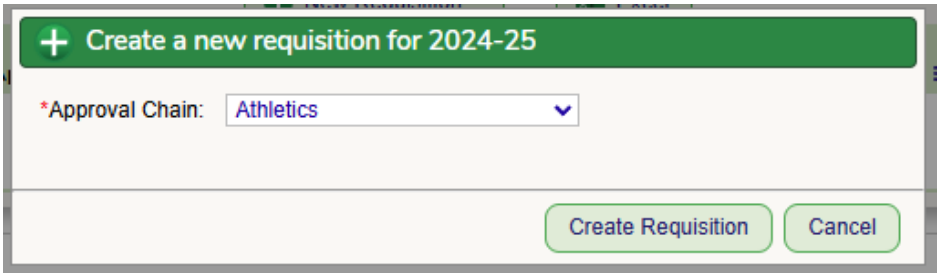


4. Click on the ***New Requisition*** button.



5. If you have access to enter requisitions for multiple account groups (Departments), you will see options in the Approval Chain drop-down menu. Select the appropriate approval

chain for which the requisition is being submitted, then click the ***Create Requisition*** button.



6. The requisition entry screen will now open. All information entered on this screen will carry over to the official Purchase Order once the requisition has completed the approval process. The screen is divided into three main sections: Order Specifications, Line Items, and Shipping, Delivery, Misc., and Billing.

Order Specifications Field:

- **Requisition # -** the requisition number is automatically assigned by the system and should NOT be changed.
- **Description –** this field is what will show on our financial reports. Enter a description that best describes the order. For example: Classroom supplies, Textbooks, Athletic Uniforms, HVAC Services, etc.
- **Category –** leave blank
- **Type: Regular –** most orders fall into this category

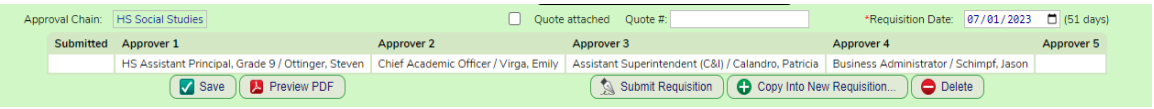
  State Contracted – Select this option if the order is being placed with a vendor that holds a valid state contract. Once selected, a State Contract # field will appear where you can enter the applicable state contract number.

  Cooperative – Select this option if the order is being placed through a purchasing cooperative (e.g., Ed-Data, OMNIA, ESCNJ). After selecting this option, a Co-Op Contract # field will appear, allowing you to enter the cooperative pricing contract number for the vendor.

- **Default Bid Aggregation Category –** Use the drop-down menu to select the category to which this ENTIRE order can be applied. If there are multiple categories in this order, leave this section blank. You will select the individual categories when entering the line items.
- **Board Approval Required –** Leave this box unchecked.
- **Bid Required –** Check this box if the order is part of a bid. Enter the bid number and the date the bid was awarded by the Board of Education. The business office can supply you with the information required.
- **Vendor –** Begin typing the vendor's name in this field, and matching vendors will appear in a drop-down list. When the correct vendor appears, click on their name to select it. To view a full list of all district-approved vendors, simply press the space bar in the field.

After selecting the desired vendor, their name will appear in red, indicating the information has not yet been saved. Click the Save button at the bottom of the screen to confirm selection.

- **Quote Attached –** Check this box if a quote was required for this order. If the quote has a number, enter it in the ***Quote* #** field.
- **Requisition Date –** This field defaults to today's date (or July 1 if you are entering a requisition for the upcoming school year). If you need to change the date you can click on the calendar icon and choose another date. To key in the date, you must enter it as MM/DD/YYYY. Click Save.
- **Approval Chain –** Displays the approval path this requisition will follow.



Click the save button in this field.

Line Items Field:

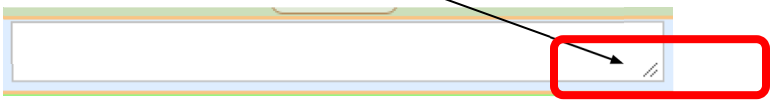
- **Seq -** this field defaults to 1, meaning it's the first item on the order. If you would like the first line of the order to be a heading (for example: Software Renewal for the YYYY-YY School Year) you can take the 1 out of the Seq field and take the 1 out of the Quantity field. Key the heading in the Description field and click Add. You will notice that the heading becomes line 0 and you have a new item field with 1 ready to start entering the order items.
- **Item Type –** Click the drop-down and select an item type.

  Note: Select the Fixed Asset option only if the item being ordered meets the following criteria:

  - The item retains its original shape, appearance, and character with use;
  - It does not lose its identity through fabrication or incorporation into a different or more complex unit or substance;
  - It is nonexpendable, that is, if the item is damaged or some of its parts are lost or worn out, it is more feasible to repair the item than to replace it with an entirely new unit;
  - Under normal conditions of use, including reasonable care and maintenance, it can be expected to serve its principal purpose for at least one year;
  - The price of the item costs $2,000 or more.

  Fixed assets are to be charged only to equipment budget expense accounts that begin with 12-xxx-xxx-xxx.

- **Unit Type –** Click the drop-down box and select a unit type.
- **Bid Category** – If you selected a ***Default Bid Aggregation Category*** in the first section, this will be populated. If not, you can choose the category required for each line item here. Use the drop-down to select the appropriate category.
- **Description** – key in your item(s) description here. There is no limit to the number of characters you can enter. To expand this field, drag the field by using the lines in the lower right corner. Please enter a description for each item being purchased. Do not enter "See Attached". For Memberships, please list the name of the person receiving the member within the description. For workshop registrations, be sure to enter the date(s) of the program, program description, event attendees, and Board approval date within the description.



- **Item/Catalog # -** enter the item number if applicable
- **GASB 96 –** Check this box if the requisition is for a third-party software license.
- **Quantity –** enter the quantity of items
- **Unit Price –** enter the item unit price

After entering the line-item data, click the ***Add*** button. This will calculate your total price and open a section to enter additional items. Always click ***Add,*** not Save, when entering line-item information. Repeat until all items are entered.

Note: If you go back and make any corrections or changes to a line item after you have clicked the ***Add*** button, click the ***Save*** button. Do not click the Add button as that will just add another line item.

Shipping, Delivery, Misc., and Billing Field:

- **Shipping Cost Type –** use the drop-down to select the appropriate Shipping Cost Type. This field is required.



- **Shipping Cost –** if there is a known shipping cost, and you entered "Shipping Cost Known" for the shipping cost type, enter the dollar amount or the percentage in the appropriate field. If any other Shipping Cost Type was selected, leave these fields blank.
- **Expires After –** if you would like to have a date printed on the purchase order that shows the date the order expires if not received, use the calendar icon to select the appropriate date. To key in the date, you must enter it as MM/DD/YYYY.

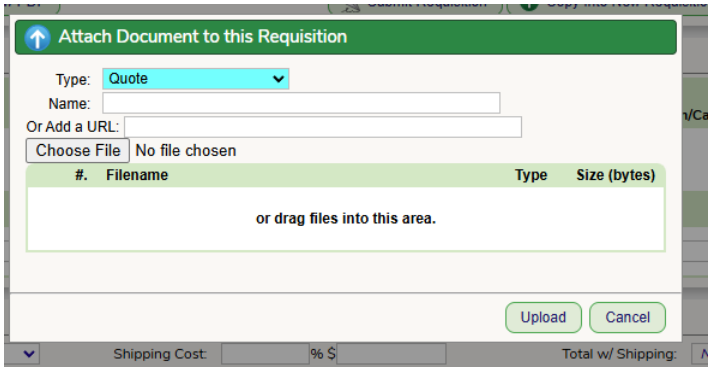
- **Delivery Instructions** – whatever is entered in this field will appear below the ship-to address on the purchase order. It can be used to display special instructions for the vendor such as "Deliver between 8am and 4pm."
- **Needed by** – if you would like to have a "needed by" date printed on the purchase order, use the calendar icon to select the appropriate date. To key in the date, you must enter it as MM/DD/YYYY.
- **Ship to Attention** – enter the name of the individual to whom the order should be shipped.
- **Notes** – this is for internal use. Whatever is keyed will not appear on the purchase order.
- **Ship To** – Press the spacebar in this field and select the ship to location from the drop-down. Click the save button after selecting.
- **Charge to budget accounts** – to charge the order to the appropriate account number(s), click the Chart To button. When the Charge To window opens, begin typing the account number. As you enter each segment, the list will automatically narrow to match your input. Select the correct account from the list.

  If necessary, adjust the amount to be charged. Then click the Charge To button to apply the entry. Repeat this process to add additional account codes, if needed.



- **Documents** – <u>Only PDF formatted documents should be uploaded to a requisition.</u> Before attaching, ensure your file is saved as a PDF.

  To attach a document, click the Attach Document button. From the drop-down menu, select the appropriate document type. In the Name field, enter a brief description of the document (e.g., vendor quote, contract, etc.)



Click the Choose File button to locate the saved PDF on your computer, select the file, and click Open. There is no limit to the number of documents you may attach.

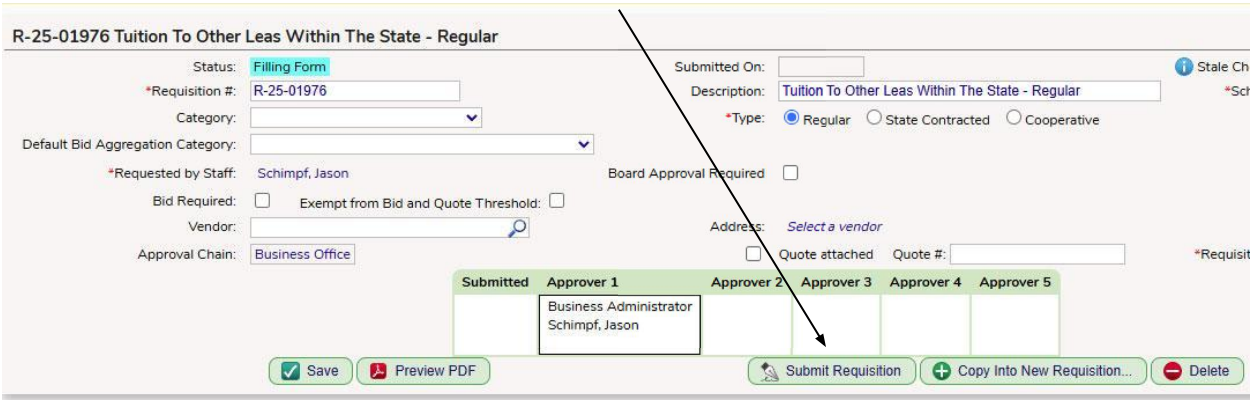
If quotes were required for your order, be sure to attach each quote received as a separate PDF document. For the vendor you intend to use, select Winning (Low) Quote as the document type when uploading.

To remove an attached document, click the red circle with the minus symbol next to the file. This will delete the document from the requisition. Note: Documents can only be removed while the requisition is in Filling Form status. Once the requisition is submitted, attachments can no longer be deleted.

Tip: You can click on the ***Preview PDF*** button at any time to view how your requisition will appear when printed.

Submitting Requisitions for Approval

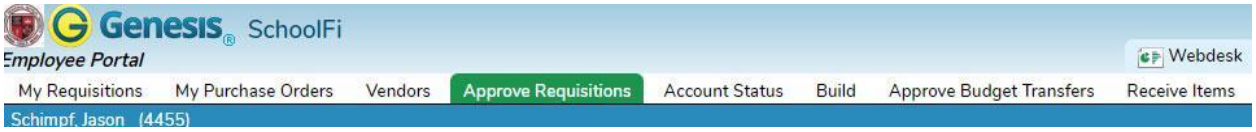
When you have entered all of the required information and are ready to send the requisition through the approval process, click on the ***Submit Requisition*** button located in the first section.



The requisition will then be in the "Waiting for Approvals" status and can no longer be changed. If a requisition is denied and sent back to you, a message indicating the reason for denial will be attached. Correct the required items and then re-submit through the approval process.

Reviewing Requisitions Waiting for Approvals

If you are set up to approve requisitions, your portal will include an additional tab labeled "Approve Requisitions".

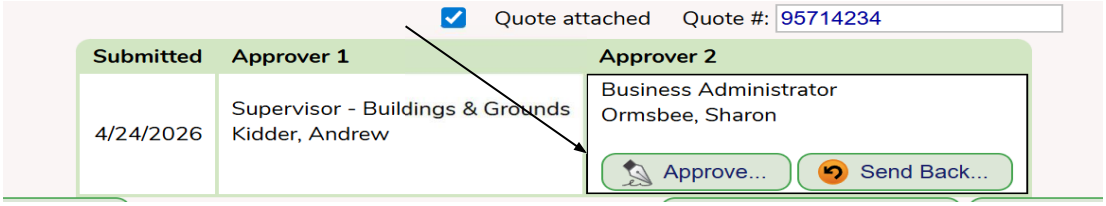


1. Upon entering the Approve Requisitions screen, ensure the ***Only for my Approval*** box is checked and the status is set to ***Waiting for Approvals***. Then, click the ***Search*** button to view all requisitions currently awaiting your approval.

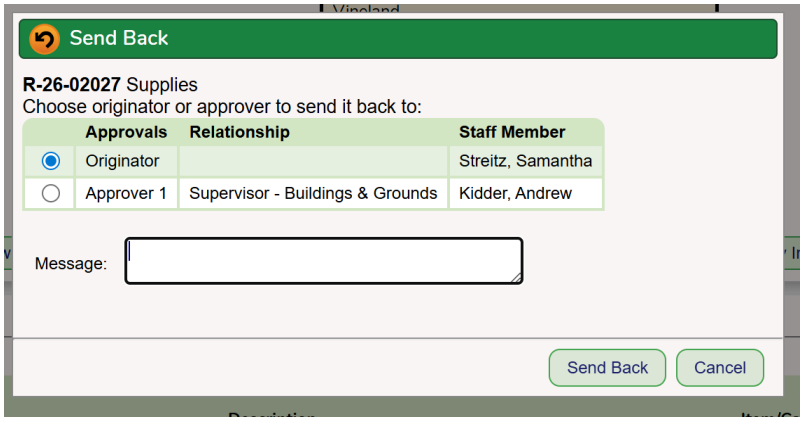
   If you wish to search for specific requisitions, you may use any of the available search filters. To view requisitions in a different status, use the status drop-down

menu to select the desired option. Leaving the status field blank will display requisitions in all statuses.

2. To approve a requisition, click on the Approve button in the Approvals column.



3. To send a requisition back to the originator, click the ***Send Back*** button in the Approvals column. Enter a brief message explaining the reason(s) for returning the requisition, then click the ***Send Back*** button. The originator will then be able to correct what was noted in the message and re-submit the requisition for approval.



1. To deny a requisition, click on the ***Deny*** button in the Actions column. Enter a reason for the denial and then click the ***Deny Requisition*** button. The ***Deny*** button should only be used when a requisition is to be permanently denied and not turned into a purchase order. The denied requisitions should be canceled.
2. Once a requisition has received all required approvals, its status will update to "Turned into a PO". At this stage, the system will display the purchase order number assigned to your requisition. The business office will then generate the purchase order and send it to the vendor – either by mail or email – depending on the vendor's specified delivery preference.

Receiving and Managing Orders

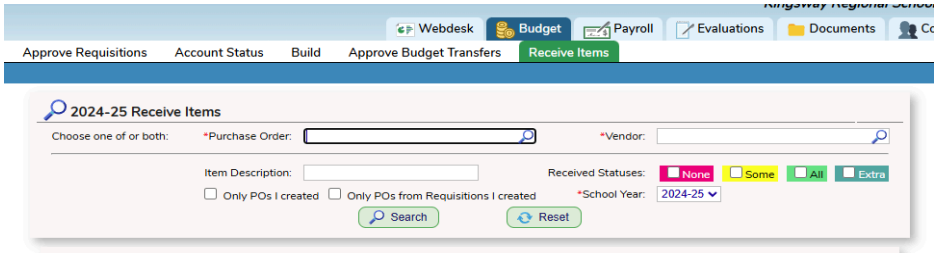
Receiving Items via the Employee Portal

The originator of a purchase order is responsible for notifying the district when items ordered have been received and/or when services associated with a purchased service have been completed.

If you created the purchase order on behalf of another employee, it is your responsibility to follow up with the individual who received the goods or services to confirm proper delivery or completion.

To ensure accurate recordkeeping and timely payment, please follow these steps when receiving goods or services:

1. Log into the Employee Portal. Click on Budget and then the Receive Items tab.



2. You will have the option of searching by Purchase Order number, Vendor, or item description. You can also limit the search to the received statutes (e.g., none, some, all, extra). **Tip –** Click on the Only POs from Requisitions I Created button and then click Search. A list of all POs and line items will display.
3. Enter the quantity received in the Qty Rcvd Now column. You can also add a note or attach a file. (Picture of damaged item, packing slip, etc.) Please upload all packing slips associated with your order. Click the ***Record Received Items*** button at the bottom of the screen.
4. To maintain accurate records and ensure timely payment to vendors, **items and services must be marked as received in the system as soon as possible after actual receipt.** Prompt and accurate receiving helps prevent delays in vendor payments and maintains compliance with audit requirements.

<u>Problems Encountered with Receipt of Goods or Services:</u>

Damaged or Incorrect Item(s)

1. Contact the vendor to report the issue and obtain their procedure for returning the damaged or incorrect item(s).
2. Return the item(s) to the vendor as instructed.
3. Notify the accounts payable office at extension 4229 to ensure proper follow-up and documentation.
4. Once replacement item(s) are received, promptly follow standard receiving procedures, including recording receipt in the portal and uploading the packing slip.

Missing Item(s)

1. Contact the vendor to report the missing item(s) and request resolution.
2. Notify the accounts payable office at extension 4229
3. Upon receipt of the missing item(s), follow the established procedures for receiving, including updating the system and uploading supporting documentation.

Backordered Item(s)

1. In the Receive Items module, record only the item(s) that were actually received.
2. Upload the packing slip and enter a comment noting the backordered item(s) and expected delivery date if known.
3. Once the backordered item(s) arrive, complete the receiving process by updating the system and uploading the packing slip.

Discontinued Item(s)

1. Notify the accounts payable office at extension 4229 to report the issue.
2. Do not contact the vendor to order a substitute item. Instead, submit a new requisition for any replacement item(s) needed.

Purchase Order Revisions and Cancellations

Revisions to a Purchase Order

If an increase to a purchase order is required, you must contact the accounts payable office. The Business Administrator will review the request and take one of the following actions based on the circumstances and justification provided:

- Approve a revision to the original purchase order, with the reason for the increase clearly documented;
- Authorize a supplemental purchase order for the additional amount;
- Cancel the original purchase order and issue a new one, if necessary for tracking or compliance purposes.

Important: Under no circumstance will a purchase order be revised in a way that changes:

- The purpose of the original purchase;
- The vendor listed on the original purchase order;
- A bid-awarded price or contract amount.

If it is determined that an increase is not justified, the purchase order will be canceled, and the goods must be returned to the vendor in accordance with district procedures.

Cancellation of a Purchase Order

All requests to cancel a purchase order must be submitted via email to the Accounts Payable Specialist at bakerl@krsd.us. The request must include a clear and detailed explanation of the reason(s) for the cancellation. Timely and accurate communication is essential to ensure proper handling and to avoid delays or discrepancies in the district's financial records.

Specialized Purchasing Guidelines

Technology Purchases

If you are planning to purchase computers, computer related equipment, software, hardware, or other forms of technology, you must contact the Chief Technology Officer (CTO) before submitting a purchase requisition. The CTO will:

- Assist in identifying approved vendors that offer competitive pricing;

- Ensure that the technical specifications align with the district's network infrastructure, compatibility, and security requirements;
- Help prevent unnecessary purchases of equipment or software that may not be supported or required.

Early coordination with the CTO ensures the purchase meets district standards, is cost-effective, and integrates seamlessly with existing systems.

Student Activity Account Purchases

Purchases made through student activity funds are exempt from the bidding process, even if they exceed the standard thresholds. However, Board of Education approval is still required for purchases over $53,000. These funds must be handled with care and are not eligible for reimbursement with District funds.

Petty Cash

The district has established petty cash funds in accordance with Board Policy #6620. These funds are intended for the immediate payment of minor, incidental expenses and not to be used to bypass the district's standard purchasing procedures. Each request for petty cash funds must be in a written document that is signed by the persons making the request; supporting documents, if any, will be attached to the request.

Acceptable uses of petty cash include:

1. Office supplies (When an immediate need arises);
2. Classroom supplies (Replacement of small educational tools);
3. Postage and mailing expenses (Certified US mail charges, FedEx, UPS, etc.);
4. Event-related supplies (Refreshments for small, school-approved student events, etc.);
5. Travel-related expenses (Tolls or local parking fees incurred during authorized district travel)

Petty cash should not be used for:

1. Personal purchases;
2. Meals, unless specifically pre-approved;
3. Gift cards or cash equivalents;
4. Technology or electronic devices;
5. Any items over the district's petty cash single transaction limit of $25.00.

Exceptions to the above are to be pre-approved, in writing, by the Business Administrator.

Petty Cash Replenishment

Petty cash custodians are responsible for ensuring that the total of cash on hand plus receipts equals the original petty cash allotment at all times.

- Petty cash funds can be replenished once a month.
- Submit all original receipts in a clearly marked envelope to the Accounts Payable Specialist, along with:
    - A summary sheet detailing each expenditure

- The budget account code to be charged for each expense

- The Accounts Payable Specialist will enter the expenditures into Genesis and issue a check to restore the petty cash fund to its original balance.

Year-End Procedures

All petty cash receipts and remaining cash MUST be returned to the Accounts Payable Specialist no later than June 15 of each school year. Petty cash funds will be re-established after July 1 for the new fiscal year in accordance with approved allocations.

Employee Reimbursements

The district strictly limits employee reimbursements to ensure compliance with Board policy, proper internal controls, and the integrity of public funds**. Employee reimbursement requisitions will only be honored under the following circumstances:**

1. Pre-Approved Tuition Reimbursement
   - Reimbursements must align with the terms and conditions outlined in the applicable collective bargaining agreement (CBA) or employment contract;
   - Prior written approval must be obtained from the Superintendent or designee before enrolling in coursework;
   - Reimbursement is contingent upon submission of required documentation, including proof of successful course completion and an official tuition payment receipt.
2. Uniform Purchases (Per CBA)
   - Reimbursement will be provided for employee uniform purchases that are required and specifically authorized by the employee's collective bargaining agreement;
   - Employees must submit receipts showing itemized purchases and demonstrate compliance with uniform specifications
3. Pre-Approved District-Related Travel
   - Travel expenses will be reimbursed only if the travel has been pre-approved by the Board of Education.
   - All expenses must be itemized and supported with original receipts. Mileage reimbursement must include documentation of travel purpose and route.
   - Please refer to the district's Travel Procedures Manual for detailed guidance on all district-related travel and expense reimbursement. The manual outlines required approvals, allowable expenses, documentation requirements, reimbursement rates, and procedures for submitting claims. Familiarity with this document is essential to ensure compliance with Board policy and avoid delays or denial of reimbursement.
4. Any exceptions to the foregoing must be expressly authorized in writing by the Business Administrator.

Field Trips

The district recognizes that field trips, used as a device for teaching and learning integral to the curriculum, are an educationally sound and important ingredient in the instructional program. As such, all field trips must be individually pre-approved by the Board of Education (Policy #2340).

A field trip is defined as any journey by a group of students away from the school premises, under the supervision of a teacher, which is an integral part of an approved course of study and conducted for the purpose of affording a first-hand educational experience not available in the classroom.

A school-sponsored trip taken by students as part of a co-curricular activity or a class trip is not a field trip. These trips are governed by Policy #5850.

Field trips intended solely for student entertainment are prohibited when utilizing district funds.

The cost of field trips may be borne by the pupils' parents or legal guardians as per N.J.S.A. 18A:36-21, with the exception of pupils in special education classes and pupils with financial hardship (Eligible for free or reduced-price lunch).

As part of the field trip planning process, please coordinate with the district's transportation department to arrange transportation. Transportation services must not be scheduled until the trip has received final approval from the Board of Education. Staff members should refrain from contacting transportation providers directly. A formal quote for transportation must be obtained through the transportation department and submitted along with the required field trip approval form(s).

All student funds collected for field trip-related expenses must be deposited into a transit account within the student activities fund. Please consult the designated school secretary who manages student activity accounts for the specific procedures related to fund collection and deposit.

When calculating the per-student cost, be sure to account for all expenses associated with the trip. These may include, but are not limited to:

- Admission fees;
- Transportation costs;
- Meals;
- Chaperone expenses;
- Any additional materials or program-related costs

Expenditures for Non-Employee Activities, Meals, and Refreshments

In accordance with N.J.A.C. 6A:23A-5.8, expenditures for non-employee activities, meals, and refreshments are permitted when aligned with applicable regulatory requirements and Board Policy #6423. District policy defines activities as events or functions sponsored or conducted for the benefit of students, dignitaries, or other non-district employees (e.g., parents), which are funded with public monies. For the purposes of this policy, dignitary is defined as notable or

prominent public figure, a high-ranking official, or an individual who holds a recognized position of honor. A dignitary shall not include school district employees or members of the Board of Education.

Allowable Expenditures

Allowable expenditures may include the following, provided they are reasonable in cost, minimal in frequency, and directly related to the educational mission or community engagement goals of the district:

1. Expenditures related to student-focused activities that are part of the instructional or extracurricular program, including field trips and other events, provided such activities are not solely for entertainment purposes. Light meals and refreshments may be included if reasonable and appropriate;
2. Expenditures related to dignitaries and non-district individuals (e.g., parents), such as light meals, refreshments, or other directly related costs. These must be minimal in frequency and justifiable in purpose;
3. Costs associated with student commencement and convocation ceremonies, including all necessary expenses to support the event;
4. Costs related to district staff participation, but only to the extent their involvement is essential to the planning, supervision, or execution of the above activities.

Prohibited Expenditures

Prohibited expenditures using public funds include, but are not limited to:

1. Receptions, dinners, or other social functions held for the purpose of honoring or recognizing district employees, such as retirement celebrations or award luncheons;
2. Meals or refreshments provided to guests at athletic events, games, or contests;
3. Purchase of alcoholic beverages under any circumstance.

<u>Reference Contacts</u>

Business Administrator (Ext. 4203)

Accounts Payable Specialist (Ext. 4229)

L-11

MEMORANDUM OF AGREEMENT
FOR THE GLOUCESTER COUNTY TITLE III CONSORTIUM
FY: 2026-27

PARTICIPATING DISTRICTS		
District Code	**District**	**Allocation**
15-0860	Clayton	8,202
15-0870	Clearview Regional	2,679
15-4940	Delsea Regional	3,212
15-1180	East Greenwich Township	1,249
15-1330	Elk Township	1,963
15-1590	Franklin Township	1,955
15-1715	Gateway Regional	887
15-2070	Harrison Township	535
15-2440	Kingsway Regional	5,519
15-2750	Logan Township	0
15-2990	Mantua Township	3,035
15-3490	National Park Borough	1,427
15-4020	Paulsboro	8,577
15-4140	Pitman	3,572
15-4880	South Harrison Township	0
15-5120	Swedesboro-Woolwich	8,734
15-5620	West Deptford Township	8,024
15-5740	Westville	1,428
	Total Consortium Funds:	**60,998**

The **18** districts listed above agree to form a consortium to jointly spend the funds for the NCLB Title III Grant for the **2026-27** school year under the following terms:

1. The **Swedesboro-Woolwich School District** will act as the Lead District for this consortium,

2. Even though all participating districts are required by the New Jersey Department of Education to combine together their local Annual Measurable Achievement Objectives (AMAO) for reporting purposes, the above districts agree, that in case they do not meet their individual district's AMAO, each district will send a letter only to the parents of the students in their district stating that they did not meet their individual district's AMAO,

3. Each district's Chief School Administrator (CSA) will sign this Memorandum of Agreement (MOA) indicating that they agree to all terms listed within this document and within the overall NCLB Title III Grant,

4. Each district's Business Administrator (BA) will sign this Memorandum of Agreement (MOA) indicating that they agree to all terms listed within this document and within the overall NCLB Title III Grant. They also agree to assist

their district's representative with the completion of accurate purchase orders and reimbursement requests,

5. Each district's representative will sign this MOA indicating that they agree to the terms listed within this document and within the overall NCLB Title III Grant. The staff members representing each district and responsible for implementing this MOA are listed below:

District	Position	Name & Email
Clayton	Curriculum	Taryn Simmons, tsimmons@claytonps.org
	Business Administrator	Fran Adler, fadler@claytonps.org
	Superintendent	Nikolaos Koutsogiannis, nkoutsogiannis@claytonps.org
Clearview Regional	Curriculum	Keith Brook, kbrook@clearviewregional.edu
	Business Administrator	Robert Miles, rmiles@clearviewregional.edu
	Superintendent	John Horchak, jhorchak@clearviewregional.edu
Delsea Regional	Curriculum	Anthony Fitzpatrick, afitzpatrick@delsearegional.us
	Business Administrator	Joseph Collins, jcollins@delsearegional.us
	Superintendent	Fran Ciociola, fciociola@delsearegional.us
East Greenwich Township	Curriculum	Lisa Giorgianni, giorgiannil@eastgreenwich.k12.nj.us
	Business Administrator	Greg Wilson, Wilsong@eastgreenwich.k12.nj.us
	Superintendent	Andrea Evans, aevans@eastgreenwich.k12.nj.us
Elk Township	Curriculum	Anthony Fitzpatrick, afitzpatrick@delsearegional.us
	Business Administrator	Joseph Collins, jcollins@delsearegional.us
	Superintendent	Piera Gravenor, pgravenor@delsearegional.us
Franklin Township	Curriculum	Jaime Doldan, jdoldan@franklintwpschools.org
	Business Administrator	Trish Birmingham tbirmingham@franklintwpschools.org
	Superintendent	Kristin Kellogg, kkellogg@franklintwpschools.org
Harrison Township	Curriculum	Lisa Heenan heenanl@harrisontwp.k12.nj.us
	Business Administrator	Chris DeSanto, desantoc@harrisontwp.k12.nj.us
	Superintendent	Missy Peretti, perettim@harrisontwp.k12.nj.us
Gateway	Curriculum	Amy Mount, amount@gatewayhs.com
	Business Administrator	Janice Grassia, jgassia@gatewayhs.com
	Superintendent	Shannon Whalen, swhalen@gatewayhs.com
Kingsway Regional	Curriculum	Patricia Calandro, calandrop@krsd.us
	Business Administrator	Sharon Ormsbee, ormsbees@krsd.us
	Superintendent	James Lavender, lavenderj@krsd.us
Logan Township	Curriculum	Jennifer Kelleher, jkelleher@logantownshipschools.org
	Business Administrator	Christian Albadine, calbadine@logan.k12.nj.us
	Superintendent	Patricia Haney, kjansen@logan.k12.nj.us
Mantua Township	Curriculum	Laura Sandy, lsandy@mantuaschools.com
	Business Administrator	Michelle Jankauskas, mjankauskas@mantuaschools.com
	Superintendent	Christine Trampe, ctrampe@mantuaschools.com
National Park Brough	Curriculum	Amy Mount, amount@gatewayhs.com
	Business Administrator	Janice Grassia, jgassia@gatewayhs.com
	Superintendent	Shannon Whalen, swhalen@gatewayhs.com
Paulsboro	Curriculum	Christine Lindenmuth, clindenm@paulsboro.k12.nj.us
	Business Administrator	Douglas McGarry, dmcgarry@paulsboro.k12.nj.us s
	Superintendent	Phillip Neff, pneff@paulsboro.k12.nj.us

MEMORANDUM OF AGREEMENT
FOR THE GLOUCESTER COUNTY TITLE III CONSORTIUM
FY: 2026-27

Pitman	Curriculum	Ryan Caltabiano,rcaltabiano@pitman.k12.nj.us
	Business Administrator	Chris Destratis, cdestratis@ptiman.k12.nj.us
	Superintendent	Robert Preston, rpreston@pitman.k12.nj.us
South Harrison Township	Curriculum	Kristi Jansen, kjansen@shsd.us
	Business Administrator	Christian Albadine, calbadine@shsd.us
	Superintendent	Steve Price, prices@shsd.us
Swedesboro-Woolwich	Curriculum	Jamie Flick, jflick@swsdk6.com
	Business Administrator	Korey Jeffries, kjeffries@swsdk6.com
	Superintendent	Jacquelyn Traini, jtraini@swsdk6.com
West Deptford	Curriculum	Shawnequa Carvalho, scarvalho@wdeptford.k12.nj.us
	Business Administrator	Steven Jakubowski, sjakubowski@weptford.k12.nj.us
	Superintendent	Brian Gismondi, bgismondi@wdeptford.k12.nj.us
Westville	Curriculum	Amy Mount, amount@gatewayhs.com
	Business Administrator	Janice Grassia, jgassia@gatewayhs.com
	Superintendent	Shannon Whalen, swhalen@gatewayhs.com

6. All participating districts agree to have a school representative attend Title III Consortium meetings periodically throughout the year. These meetings will occur immediately following the County Curriculum Consortium meetings.

7. Information including account balances will be shared with the district representatives both periodically and upon request,

8. All vouchers and/or vendor invoices submitted to the **Swedesboro-Woolwich School District** for reimbursement for expenditures related to this MOA, must be accompanied by a cover letter on district letterhead and signed by the District Business Administrator (BA) which verifies that the services listed meets one of the goals as determined by the consensus of the Title III Consortium (see below). **Once received, the Swedesboro-Woolwich School District will send an email to the representatives of the requesting district confirming receipt of the request. Without this confirmation monies have not been secured and cannot be assumed available even if the request is within the original allotment for the district,**

9. Each district will attempt, to the best of their ability, to expend the full amount of the funds allotted in this Title III grant by **May 14th** of the fiscal year so that there are no carry-over funds. Every effort should be made to contact the Swedesboro-Woolwich School District Business Administrator by the end of March in order to efficiently and accurately account for all expenditures. Should there be remaining "Carryover" funds after the aforementioned date, the money will be available to all districts to spend. This money must be spent by **September 29th, 2028**.

10. This agreement will be in effect for the **2026-2027** school year. Funds for this grant will be spent to carry out the goals listed below that benefit all consortium members equally,

MEMORANDUM OF AGREEMENT
FOR THE GLOUCESTER COUNTY TITLE III CONSORTIUM
FY: 2026-27

11. All participating districts, including the Lead District, agree to work toward meeting the following goals in regards to their English Language Learners:

a. Fund a **summer school program (ESY)** that would run for approximately 12 sessions over 6 weeks for about 3 hours per day for ELLs. Each district would run their own summer school, as long as there are funds available. All salary calculations need to include accurate breakdowns for salary and FICA.

b. Fund **after school tutoring for ELLs (ESD)** during the school year and for approximately two hours each week, as long as funds permit. All salary calculations need to include accurate breakdowns for salary and FICA.

c. Fund **translators for meetings** with parents of ELLs, on an as needed basis. Creating a list of translators will continue to be a task of the Title III Consortium. Please forward any recommendations for the translator list to the Lead, Jamie Flick of the Swedesboro-Woolwich School District; include name, language(s) spoken, and contact information (address, phone number(s), e-mail(s), fax, etc.); and/or

d. Fund **curricular materials** and **educational software**. It is most efficient if the district requesting funds for materials first confirms and/or encumber funds prior to their purchase. The LEAD will reimburse rather than submit purchase orders for materials, i.e. please purchase and then request a reimbursement.

MEMORANDUM OF AGREEMENT
FOR THE GLOUCESTER COUNTY TITLE III CONSORTIUM
FY: 2026-27

Signature Page

The signature of each district's Chief School Administrator indicates that they agree to the terms listed within this Memorandum of Agreement and within the overall No Child Left Behind Title III grant. The additional signatures of each district's Representative and Business Administrator indicate that they too agree with the terms within the MOA and the overall NCLB Title III grant. The district Representative will be responsible for implementing the MOA.

District Name: _____

District Code: 15 - _____

Curriculum Representative: _____

Signature: _____

Date: _____

Business Administrator: _____

Signature: _____

Date: _____

Superintendent: _____

Signature: _____

Date: _____

NOTE: *Please **mail** or **email** this signature page to the Swedesboro-Woolwich School District by **Thursday, October 30, 2026**.*

Swedesboro-Woolwich School District
ATTN: Korey Jeffries, Business Administrator
15 Fredrick Boulevard
Woolwich Township, NJ 08085
(856) 241-1552 ext. 1022
kjeffries@swsdk6.com

FURever As Friends Inc.

30 Olympia Ct., Woolwich Twp, NJ 08085
856-975-6710
Info@fureverasfriends.org

This agreement is between FURever As Friends, Inc, ("FAF") a 501(c)3 non-profit pet therapy organization, located at 30 Olympia Ct, Woolwich Twp., NJ, 08085 and Kingsway Middle School ("School") located at 203 Kings Highway, Woolwich Twp., NJ 08085.

Whereas FAF is a non-profit volunteer organization that offers pet therapy services, including their S.M.I.L.E. program, which promotes the enhancement of literacy skills (the "Program"), FAF and the School agree to the following:

TERM
This agreement will be in effect as of October 2025 and will be for the 2026 – 2027 school year.

FAF RESPONSIBILITIES
1. Provide the agreed upon number of therapy teams on the assigned dates of the Program.
2. Provide only certified FAF therapy teams who are in good standing.
3. Provide all current vaccination records for the therapy teams assigned to the School.
4. Provide a certificate of insurance if requested by School.
5. Notify the School in advance of any therapy team who are unable to attend a Program session and attempt to find a suitable replacement.
6. Adhere to all School policies and safety protocols.
7. Respond to any inquiries from the School or parent in a timely manner.
8. The therapy teams will report any incidents to the School and the FAF office immediately.
9. Conduct periodic evaluations with the School in an attempt to enhance or improve the Program.

SCHOOL RESPONSIBILITIES
1. Designate a School representative.
2. School representative will pre-screen all interested participants to determine if anyone is allergic or afraid of animals.
3. Secure permission slips from parent or guardian prior to the start of the Program.
4. Secure photo release forms prior to the start of the Program.
5. Maintain copies of the permission slips, photo release forms, and vaccination records.
6. Work with FAF in preparing a mutually acceptable Program schedule.
7. Educate FAF therapy teams about the School's policies and safety protocols.
8. Provide a suitable area for each FAF therapy team to conduct the Program.
9. Assist the FAF therapy teams to make the Program run in a timely manner.
10. Alert FAF of any Program schedule changes, postponements or cancellations.
11. Actively promote the Program and allow for FAF literature to be displayed at the School.

JURISDICTION AND VENUE This agreement shall be governed by the laws of the State of New Jersey. Any disputes arising hereunder shall be venued in Superior Court, Gloucester County, or the District of New Jersey.

HARASSMENT, INTIMIDATION AND BULLYING
Pursuant to P.L. 2010, c.122, all contracted service providers, defined as any organization that is a party to a contract or agreement for services with the Board, and all volunteer of contracted service providers are required to comply with the provisions of the Board's anti-bullying policy. Contracted service providers and their volunteers shall verbally report any act of harassment, intimidation or bullying of a student on the same day on which the act was witnessed, or on the same day on which reliable information that a student has been subject to harassment, intimidation or bullying was received, and shall report the same in writing within two (2) school days. All verbal and written reports of harassment, intimidation or bullying of a student shall be made to the school principal or to any school administrator or safe schools resource officer.

INDEMNIFICATION
Both Parties shall indemnify and hold the other Party harmless for any and all claims, injuries and damages, including the reimbursement of reasonable attorneys' fees and cost of litigation that may occur as a result of the provision of services to the School under this agreement, to the extent caused by the intentional act, recklessness, willful misconduct, or negligence of

either Party, and/or its principals, agents, employees and/or assigns. The paragraph sets forth the entirety of the parties obligations to one another with respect to indemnity, and shall supersede any provision to the contrary.

STUDENT AND STAFF SAFETY REQUIREMENTS

During the performance of this agreement, FAF nor any Subcontractor, where applicable, shall knowingly allow any volunteer registered pursuant to N.J.S.A. 2C:7-1, et seq. "Megan's Law," as a Tier 3 offender ("sex offenders determined to pose a relatively high risk of re-offense") or a Tier 2 offender ("sex offenders determined to pose a moderate risk of re-offense"), upon the School's propert. FAF may be required to conduct security checks on its volunteers providing Services. All volunteers of FAF providing services to the School and any Subcontractor, where applicable, may be required to wear FAF issued picture identification cards in a visible manner while working on the School's premises. During the performance of this agreement, neither FAF nor any Subcontractor, where applicable, shall knowingly allow any volunteer to enter any area of the Program where students or faculty are present, without first providing the School with a written list setting forth the identity of the volunteers. Since at no time during the performance of its services, FAF anticipates being alone with a student, no background or security check of any of its staff is required at this time. If at anytime the School requires any such background or security check, FAF may terminate this agreement if the cost is not covered by the School or FAF's staff is unable to get any such background or security checks.

LICENSE

By entering into this agreement ~~contract~~, FAF is representing that anyone providing services to the School hereunder is appropriately licensed in their trade or professional, and that no action is pending to suspend to revoke licensure. FAF understands that it has an affirmative obligation to notify the School of any change in licensure impacting any individual providing services to the School.

ANNUAL FEE

The annual School fee is $300.00 for the initial therapy team assigned to the School and $150.00 for each additional therapy team or class room assigned to the same School.

TERMINATION OF AGREEMENT

The School may terminate this agreement by providing FAF thirty (30) days advance notice and such termination notice must be submitted to the FAF office in writing. The agreement shall also terminate at the expiration of the term of this agreement and/or if the applicable annual facility fee is not paid. The annual fee is non-refundable for any reason including early termination.

By signing this agreement, the parties are stating the signee is authorized to enter into this agreement, having read and understood its intention, and shall adhere to the terms and conditions of this agreement.

Kingsway Middle School	FURever As Friends, Inc.
_____	_____
(Signature)	(Signature)
_____	_____
(Print Name)	(Print Name)
_____	_____
(Print Title)	(Print Title)
_____	_____
(Date)	(Date)

L-13a

FURever As Friends Inc.

30 Olympia Ct., Woolwich Twp, NJ 08085
856-975-6710
Info@fureverasfriends.org

This agreement is between FURever As Friends, Inc, ("FAF") a 501(c)3 non-profit pet therapy organization, located at 30 Olympia Ct, Woolwich Twp., NJ, 08085 and Kingsway High School ("School") located at 201 Kings Highway, Woolwich Twp., NJ 08085.

Whereas FAF is a non-profit volunteer organization that offers pet therapy services, including their S.M.I.L.E. program, which promotes the enhancement of literacy skills (the "Program"), FAF and the School agree to the following:

TERM
This agreement will be in effect as of October 2025 and will be for the 2026 – 2027 school year.

FAF RESPONSIBILITIES
1. Provide the agreed upon number of therapy teams on the assigned dates of the Program.
2. Provide only certified FAF therapy teams who are in good standing.
3. Provide all current vaccination records for the therapy teams assigned to the School.
4. Provide a certificate of insurance if requested by School.
5. Notify the School in advance of any therapy team who are unable to attend a Program session and attempt to find a suitable replacement.
6. Adhere to all School policies and safety protocols.
7. Respond to any inquiries from the School or parent in a timely manner.
8. The therapy teams will report any incidents to the School and the FAF office immediately.
9. Conduct periodic evaluations with the School in an attempt to enhance or improve the Program.

SCHOOL RESPONSIBILITIES
1. Designate a School representative.
2. School representative will pre-screen all interested participants to determine if anyone is allergic or afraid of animals.
3. Secure permission slips from parent or guardian prior to the start of the Program.
4. Secure photo release forms prior to the start of the Program.
5. Maintain copies of the permission slips, photo release forms, and vaccination records.
6. Work with FAF in preparing a mutually acceptable Program schedule.
7. Educate FAF therapy teams about the School's policies and safety protocols.
8. Provide a suitable area for each FAF therapy team to conduct the Program.
9. Assist the FAF therapy teams to make the Program run in a timely manner.
10. Alert FAF of any Program schedule changes, postponements or cancellations.
11. Actively promote the Program and allow for FAF literature to be displayed at the School.

JURISDICTION AND VENUE This agreement shall be governed by the laws of the State of New Jersey. Any disputes arising hereunder shall be venued in Superior Court, Gloucester County, or the District of New Jersey.

HARASSMENT, INTIMIDATION AND BULLYING
Pursuant to P.L. 2010, c.122, all contracted service providers, defined as any organization that is a party to a contract or agreement for services with the Board, and all volunteer of contracted service providers are required to comply with the provisions of the Board's anti-bullying policy. Contracted service providers and their volunteers shall verbally report any act of harassment, intimidation or bullying of a student on the same day on which the act was witnessed, or on the same day on which reliable information that a student has been subject to harassment, intimidation or bullying was received, and shall report the same in writing within two (2) school days. All verbal and written reports of harassment, intimidation or bullying of a student shall be made to the school principal or to any school administrator or safe schools resource officer.

INDEMNIFICATION
Both Parties shall indemnify and hold the other Party harmless for any and all claims, injuries and damages, including the reimbursement of reasonable attorneys' fees and cost of litigation that may occur as a result of the provision of services to the School under this agreement, to the extent caused by the intentional act, recklessness, willful misconduct, or negligence of

either Party, and/or its principals, agents, employees and/or assigns. The paragraph sets forth the entirety of the parties obligations to one another with respect to indemnity, and shall supersede any provision to the contrary.

STUDENT AND STAFF SAFETY REQUIREMENTS

During the performance of this agreement, FAF nor any Subcontractor, where applicable, shall knowingly allow any volunteer registered pursuant to N.J.S.A. 2C:7-1, et seq. "Megan's Law," as a Tier 3 offender ("sex offenders determined to pose a relatively high risk of re-offense") or a Tier 2 offender ("sex offenders determined to pose a moderate risk of re-offense"), upon the School's propert. FAF may be required to conduct security checks on its volunteers providing Services. All volunteers of FAF providing services to the School and any Subcontractor, where applicable, may be required to wear FAF issued picture identification cards in a visible manner while working on the School's premises. During the performance of this agreement, neither FAF nor any Subcontractor, where applicable, shall knowingly allow any volunteer to enter any area of the Program where students or faculty are present, without first providing the School with a written list setting forth the identity of the volunteers. Since at no time during the performance of its services, FAF anticipates being alone with a student, no background or security check of any of its staff is required at this time. If at anytime the School requires any such background or security check, FAF may terminate this agreement if the cost is not covered by the School or FAF's staff is unable to get any such background or security checks.

LICENSE

By entering into this agreement ~~contract~~, FAF is representing that anyone providing services to the School hereunder is appropriately licensed in their trade or professional, and that no action is pending to suspend to revoke licensure. FAF understands that it has an affirmative obligation to notify the School of any change in licensure impacting any individual providing services to the School.

ANNUAL FEE

The annual School fee is $300.00 for the initial therapy team assigned to the School and $150.00 for each additional therapy team or class room assigned to the same School.

TERMINATION OF AGREEMENT

The School may terminate this agreement by providing FAF thirty (30) days advance notice and such termination notice must be submitted to the FAF office in writing. The agreement shall also terminate at the expiration of the term of this agreement and/or if the applicable annual facility fee is not paid. The annual fee is non-refundable for any reason including early termination.

By signing this agreement, the parties are stating the signee is authorized to enter into this agreement, having read and understood its intention, and shall adhere to the terms and conditions of this agreement.

Kingsway High School	FURever As Friends, Inc.
_____	_____
(Signature)	(Signature)
_____	_____
(Print Name)	(Print Name)
_____	_____
(Print Title)	(Print Title)
_____	_____
(Date)	(Date)

L-15

BOROUGH OF SWEDESBORO
COUNTY OF GLOUCESTER

Borough of Swedesboro
1500 Kings Highway
Swedesboro, NJ 08085
856- 467-0202 (Phone)
856- 467-5767 (Fax)

August 18, 2026

RECEIVED
SEP 15 2025
Office of the Superintendent

Kingsway Regional Board of Education
213 Kings Highway
Swedesboro, NJ 08085

RE: 213 Kings Highway – Use of Parking Lot
For: **Swedesboro/Woolwich Day, Saturday, September 26, 2026**

Mr. Lavender;

Thank you for your support of Swedesboro-Woolwich Day over the years! Because of that support, our event has been a huge success, and we are hoping you will once again decide to be a part of this exciting community event scheduled for **September 26, 2026.**

The Borough of Swedesboro would like to request the use of the school's property at, 213 Kings Highway for our Swedesboro/Woolwich Day Event, during the hours of 7am until 6pm. We would like to use your parking lot for additional parking for our event. An additional insured Certificate of Insurance is attached. Once you have decided on whether or not to grant approval of the use of your parking lot, an email response is all that is needed. My email address is clerk@swedesboro-nj.us.

Thank You for your consideration.

Lois Yarrington

Lois Yarrington
Swedesboro Municipal Clerk
Phone: 856-467-0202 Ex 103
Email: clerk@swedesboro-nj.us

Client#: 149057 MELJIF1

ACORD™ CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 11/05/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer any rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME: MEL Underwriting Service Centr	
Conner Strong & Buckelew PO Box 99106 Camden, NJ 08101 877 861-3220	PHONE (A/C, No, Ext):	FAX (A/C, No):
	E-MAIL ADDRESS: MELrequest@connerstrong.com	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A : TRICO Municipal JIF	
INSURED Borough of Swedesboro 1500 Kings Hwy Swedesboro, NJ 08085-0056	INSURER B : Municipal Excess Liability JIF	
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY			TRI261001691	01/01/2026	01/01/2027	EACH OCCURRENCE	$500,000
	CLAIMS-MADE X OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$
							MED EXP (Any one person)	$
							PERSONAL & ADV INJURY	$
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$
	X POLICY PRO-JECT LOC						PRODUCTS - COMP/OP AGG	$
	OTHER:							$
A	AUTOMOBILE LIABILITY			TRI261001691	01/01/2026	01/01/2027	COMBINED SINGLE LIMIT (Ea accident)	$500,000
	X ANY AUTO						BODILY INJURY (Per person)	$
	OWNED AUTOS ONLY / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	X HIRED AUTOS ONLY / X NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
B	UMBRELLA LIAB X OCCUR			MEL01260187	01/01/2026	01/01/2027	EACH OCCURRENCE	$4,500,000
	X EXCESS LIAB CLAIMS-MADE						AGGREGATE	$4,500,000
	DED RETENTION $							$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			TRI261001691	01/01/2026	01/01/2027	X PER STATUTE OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y/N: N	N/A					E.L. EACH ACCIDENT	$2,000,000
	(Mandatory in NH)						E.L. DISEASE - EA EMPLOYEE	$2,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - POLICY LIMIT	$2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

RE: Use of Premises- Borough Events

The Certificate Holder is an Additional Insured on the above-referenced Commercial General Liability and Excess Liability Policies if required by written contract as respect to use of any/all premises for Borough events during the current calendar year. Does not include amusements or fireworks.

CERTIFICATE HOLDER

Kingsway Regional Board of Education
213 Kings Highway
Swedesboro, NJ 08085

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

W. Michael Fitzgerald

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ELH

L-16

State of New Jersey - DOE Student Transportation Unit
Joint Transportation Agreement

School Year 2026-2027

Host District

Host District Kingsway Regional School District

In the County of Gloucester

Joiner District

Joiner District South Harrison Township School District

In the County of Gloucester

Pursuant to official action taken at the meetings of the boards of education which are parties to this agreement, it is agreed that the host district will provide transportation services as specified herein for joiner district students in accordance with all applicable laws, rules, and regulations governing student transportation.

Students may be added or deleted as mutually agreed upon, according to the terms of any existing contract, and as approved by the participating boards of education.

It is understood and agreed by the parties to this agreement that the host district is not responsible for the transportation contractor's failure to provide the services agreed upon herein, but will make every reasonable effort to provide alternate services should such failure occur.

The joiner district agrees to pay the host district the sum specified herein which may be adjusted based on changes to the route. The cost to the joiner district will be based on actual costs.

Host District Board of Education

Board President Name _____

Signature _____

Date _____

School Business Administrator Name _____

Signature _____

Date _____

Joiner District Board of Education

Board President Name _____

Signature _____

Date _____

School Business Administrator Name _____

Signature _____

Date _____

Host District Executive County Superintendent Approval

Executive County Superintendent's Name _____

Signature _____

Date Approved _____

State of New Jersey - Department of Education
Student Transportation Unit

Joint Transportation Agreement - To and From School

Note: Cells C5, C6, and C7 autofill. Cell J8 and cells J11:K23 autocalculate.

School Year: 2026-2027

Host District: Kingsway Regional School District

Joiner District: South Harrison Township School District

Joiner District To and From School Transportation Total for Per Annum Total Route Cost: **$20,400.00**

(A) Term of the agreement (if other than the full school year)

(A) Start Date	(A) End Date	(B) Host District's Route Number	(C) Destination	(D) Contractor Code (If Applicable)	(E) Number of Host District Students	(F) Number of Joiner District Students	(G) Joiner Cost
7/1/2026	6/30/2027	KOOD.130	Creativity CoLaboratory Charter School	0928	2	1	$20,400.00

end of worksheet

POLICY

KINGSWAY REGIONAL
BOARD OF EDUCATION

5337.1 THERAPY DOG

The school district supports the use of therapy dogs for the benefit of its students subject to the conditions of this policy. Benefits from working or visiting with a therapy dog include reduced stress, improved physical and emotional well-being, low blood pressure, decreased anxiety, improved self-esteem, and normalization of the environment, increasing the likelihood of successful academic achievement by the student. Examples of activities that students may engage in with a therapy dog include petting and/or hugging the dog, speaking to the dog, giving the dog simple commands that the dog is training to respond to, and reading to the dog.

Animal Assisted Therapy is a goal-driven intervention, which is directed and/or delivered by a health, human, or education service professional and is meant to improve physical, social, emotional and/or cognitive function of an individual.

A therapy dog is a dog that has been individually trained, evaluated, and registered with his/her handler to provide animal assisted activities, animal assisted therapy and animal assisted interactions within a school or other facility. Therapy dogs are not the same as "emotional support animals" or "service animals".

The handler is an individual school district staff member or volunteer who has been individually trained, evaluated, and registered with the therapy dog to provide animal assisted activities, animal assisted therapy, and animal assisted interactions within a school or other facility.

The handler shall assume full responsibility for the therapy dog's care, behavior, and suitability for interacting with students and others in the school while the therapy dog is on school district property.

The following information will be kept current and submitted to the Board of Education:

- The proof of registration as a therapy dog handler with the individual therapy dog to be used (Note: Such registration shall be from a certified program with proof of an evaluation or certificate.)
- Proof from a licensed veterinarian that the therapy dog is in good health and has been immunized against diseases common to dogs. Such vaccinations shall be kept current and up to date at all times.
- Proof of licensure from the local dog licensing authority.
  - Copy of an insurance policy with minimum coverage as noted below that provides liability coverage, with no exclusions for animals, for the work of the handler and therapy dog while the two are on school district property
    - The limits of the policy shall be $ 1,000,000 bodily injury and property damage combined single limit of liability, which is equal to the Boards coverage. The Board of Education shall be named as an "additional insured" on all certificates of insurance. The handler's policy will be written on a primary and non-contributory basis.
  - In addition, each application must be accompanied by a completed Hold Harmless Agreement.

Therapy Dog Standards and Procedures:

Registration: The therapy dog shall have a certificate in good standing from organization or certified program that requires an evaluation of the therapy dog and handler.

Health and Vaccination: The handler shall submit proof from a licensed veterinarian that the therapy dog is in good health and has been immunized against diseases common to dogs. Such vaccinations shall be kept current and up-to-date at all times.

Licensing: The handler and therapy dog shall wear appropriate identification issued by the school district.

Health and Safety: The Board of Education shall ensure that the therapy dog does not pose a health and safety risk to any student, employee, or other person at school and that the therapy dog is brought to the school district only when properly groomed, bathed, free of illness or injury and of the temperament appropriate for working with children and others in the schools.

Control: The handler shall ensure that the therapy dog wears a collar or harness and a leash no longer than four feet and shall maintain control of the therapy dog by holding the leash at all times that the therapy dog is on school district property, including during breaks, unless holding such leash would interfere with the therapy dog's safe, effective performance of its work or tasks. However, the handler shall maintain control of the therapy dog at all times and shall not tether the therapy dog to any individual or object.

Supervision and Care of the Therapy Dog: The handler shall be solely responsible for the supervision and humane care of the therapy dog, including any feeding, exercising, and cleaning up after the therapy dog while the therapy dog is in the school building or on school property. The handler shall not leave the therapy dog unsupervised or alone on school property at any time.

Authorized Area(s): The handler shall ensure that the therapy dog has access to only such areas of the school building or properties that have been authorized by school district administrators.

Allergies and Aversions: The handler shall remove the therapy dog to a separate area, as designated by the school administrator, in such instances where any student or school employee who suffers dog allergies or aversion is present in an office, hallway, or classroom.

Record keeping: Handlers shall sign in their therapy dog upon arrival and sign him/her out on their departure.

Exclusion or removal from School District Property: A therapy dog may be excluded from school district property if a school administrator determines that: (1) The handler does not have control of the therapy dog; (2) The therapy dog is not housebroken; (3) The therapy dog presents a direct and immediate threat to others in the school; or (4) The therapy dog's presence otherwise interferes with the educational program. The handler shall immediately remove his/her therapy dog from school property when instructed to do so by a school administrator.

Unacceptable Breed List: The following breeds will not be allowed Pitbull, American Bulldog, American Bullies, or "Bully XL" dogs shall be prohibited, as shall any other

breed of dog that has been demonstrated through statistical study or the most recently available demographic statistics to present a statistically higher risk of dog bites than the general population of dogs of all breeds. Under no circumstances shall a dog with a history of biting incidents be allowed on District premises or included in the program. The Animal Owner and all handlers shall be under an affirmative, ongoing duty and obligation to inform the Superintendent of any dog bite history involving the therapy dog being considered for therapy in the schools. Any incident of biting a person on school grounds or in connection with a school-sponsored event shall be grounds for immediate disqualification of the animal and removal from school premises.

Adopted: 15 October 2026

POLICY GUIDE

[See POLICY ALERT No. 238]

8662 TRANSPORTATION BY PRIVATE OR DISTRICT-OWNED VEHICLES – TO AND FROM SCHOOL

The Board of Education may designate school personnel who are not licensed as school bus drivers to transport students between home and school in a private or district-owned vehicle with a capacity of eight or fewer passengers, excluding the driver, provided the designated school personnel meet the criteria and requirements at N.J.A.C. 6A:27-7.6(c), N.J.A.C. 6A:27-7.6(d), and this Policy.

For the purpose of this Policy, "school personnel" means any person employed by the school district pursuant to N.J.A.C. 6A:27-7.6(b)1.

For the purpose of this Policy, "designated individual" means an individual designated by the Board to transport students between home and school in a private or district-owned vehicle.

The Board requires the designated school personnel to meet, at a minimum, the following criteria pursuant to N.J.S.A. 18A:39-20.1.:

1. Be at least twenty-one years of age;

2. Possess a valid New Jersey driver's license for a minimum of three years;

3. Have completed, within the past year, a physical examination pursuant to N.J.S.A. 18A:16-2., a copy of which is on file with the district;

4. Have completed, within the past year, a criminal history background check pursuant to N.J.S.A. 18A:6-7.1.;

5. Have completed, within the past year, a Child Abuse Record Information (CARI) check that demonstrates no evidence of abuse;

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6. Have submitted, to the district, a driver history abstract that demonstrates evidence of no alcohol- or drug-related motor vehicle violations in the past five years;

7. Provide written consent to allow the district to conduct monthly motor vehicle record checks pursuant to N.J.S.A. 39:2-3.4.c.; and

8. Have completed the training required pursuant to N.J.S.A. 18A:39-19.1a.c. and N.J.S.A. 18A:39-19.2.

No later than August 15 of each year, the district shall provide, to the Executive County Superintendent, the following:

1. A list of school personnel who have been designated to provide student transportation between home and school;

2. A copy of each designated individual's driver history abstract documenting that, in the previous five years, the individual has not committed an alcohol- or drug-related motor vehicle violation, or any other motor vehicle violation, that would disqualify the individual from transporting students pursuant to Title 18A or Title 39 of the New Jersey Statutes; and

3. Documentation of automobile liability insurance for bodily injury and property damage in an amount in accordance with N.J.A.C. 6A:27-1.6(a).

School personnel shall not transport students between home and school pursuant to N.J.A.C. 6A:27-7.6(b) and this Policy if the school personnel are not included on the list required at N.J.A.C. 6A:27-7.6(d) and this Policy or if the list is not provided to the Executive County Superintendent by the August 15 due date.

A designated individual shall immediately notify the district of any alcohol- or drug-related motor vehicle violation, or any other motor vehicle violation, that would disqualify the individual from transporting students pursuant to Title 18A or Title 39 of the New Jersey Statutes, if the violation occurs in the current school year during which the individual has been designated to transport students between home and school.



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The district shall access, on a monthly basis, each designated individual's driving record to ensure the individual has not committed a disqualifying offense.

If the district discovers that a designated individual has committed a disqualifying offense, pursuant to Title 18A or Title 39 of the New Jersey Statutes, the district shall immediately notify the Executive County Superintendent of the offense and shall immediately remove the individual from the list of designated drivers.

Any vehicle used to transport students only pursuant to N.J.A.C. 6A:27-7.6(a), N.J.A.C. 6A:27-7.6(b), or this Policy shall meet all State and Federal standards and requirements specific to the vehicle and in accordance with the transported student's IEP, if applicable.

Any vehicle used to transport students only pursuant to N.J.A.C. 6A:27-7.6(a), N.J.A.C. 6A:27-7.6(b) or this Policy shall be exempt from the requirements at N.J.A.C. 6A:27-7.1, N.J.A.C. 6A:27-7.2(a), N.J.A.C. 6A:27-7.4, N.J.A.C. 6A:27-7.9, and N.J.A.C. 6A:27-11.1.

A designated individual shall be exempt from the requirements at N.J.A.C. 6A:27-11.2, N.J.A.C. 6A:27-11.3, and N.J.A.C. 6A:27-12.1 except as set forth at N.J.A.C. 6A:27-7.6.

N.J.S.A. 18A:39-20.1.
N.J.A.C. 6A:27-7.1; 6A:27-7.2; 6A:27-7.4; 6A:27-7.6; 6A:27-7.9;
6A:27-11.2; 6A:27-11.3; 6A:27-12.1

Adopted:

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POLICY

KINGSWAY REGIONAL
BOARD OF EDUCATION

8660 TRANSPORTATION BY PRIVATE VEHICLES – TO AND FROM SCHOOL-RELATED ACTIVITIES (M)

M

The Board of Education authorizes the transportation by private vehicle of students of **the** ~~this~~ district between the school and ~~a~~ school**-related activities** ~~activity~~ approved by **the** ~~this~~ Board in accordance with this **P**~~p~~olicy **and N.J.A.C. 6A:27-7.6(a).**

Any such transportation must be approved in advance and in writing by the Superintendent or designee. The writing must set forth the date, time, and reason for the transportation; the places from and to which students will be transported; the name and address of the driver; the names of the students to be transported; a brief description of the transportation vehicle; and the signature of the driver. The parent(s) ~~or legal guardian(s)~~ of a participating student will be given, on request, the name of the driver and the description of the vehicle.

No person shall be approved as driver for the transportation of students in a private vehicle who is not an employee of **the** ~~this~~ Board or the parent(s) ~~or legal guardian(s)~~ of a student enrolled in **the** ~~this~~ district and the holder of a currently valid license to operate a motor vehicle in the State of New Jersey.

[Optional

No person shall be permitted to transport students who has been convicted of a moving vehicle violation within the period of three calendar years immediately preceding the request for transportation approval.**]**

The Board may withdraw the authorization of any private vehicle driver **at any time**.

Any private vehicle used for the transportation of students must be owned by the approved driver or the spouse of the approved driver**,**~~;~~ have the capacity to hold not more than eight persons**,**~~;~~ and must conform to registration, inspection, and insurance requirements of the State of New Jersey for privately owned vehicles. Seat belts shall be worn by the driver and the passengers while the vehicle is in motion. No vehicle may be used to transport more persons than its normal load capacity.

TRANSPORTATION BY PRIVATE VEHICLES – TO AND FROM SCHOOL-RELATED ACTIVITIES (M)

The responsibility of teaching staff members for the discipline and control of students will extend to their transportation of students in a private vehicle.

Drivers who are not teaching staff members are requested to report student misconduct to the Building Principal.

Expenses incurred by drivers of private vehicles **who are employees of the Board** in the course of transporting students **may** ~~will~~ be reimbursed by the Board **upon approval of the Superintendent** ~~at the approved mileage rate and upon presentation of evidence of costs for tolls and parking fees.~~

~~The Board, pursuant to N.J.S.A. 18A:39-20.1, regarding the transportation of pupils, supports the transporting of public school pupils to and from related school activities in private vehicles, meaning one with a capacity of eight or less. The Board directs the Superintendent to establish implementing guidelines, including, but not limited to, the following:~~

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~~1. Only district employees, parent(s) or legal guardian(s), or other approved individuals may provide this service;~~

~~2. Authorized parties must comply with other State requirements with regard to licensing vehicle inspection and State-mandated insurance. They must possess a valid New Jersey (or other) driver's license with no convictions for moving violations;~~

~~3. In no event may the normal load capacity of the vehicle be exceeded;~~

~~4. The primary application of insurance shall reside with the vehicle's registered owner who is required to carry a liability limit of $300,000.00 CSL. The Board's insurance coverage shall serve as the secondary level of insurance;~~

~~5. The registered owner of the vehicle shall acknowledge in writing their acceptance of responsibility;~~

~~6. Written authorization of approval signed by the Superintendent or designee must precede the transportation activity;~~

~~7. Only licensed drivers covered within the scope of the vehicle's insurance may be permitted to operate the vehicle with pupil passengers;~~

~~8. In no event with pupils of the district be permitted or authorized to operate a vehicle with other pupil passengers under the conditions of this authorization; and~~

~~9. The district's insurance broker shall be notified of this policy.~~

N.J.S.A. 18A:16-6; 18A:25-2; 18A:39-20.1
N.J.A.C. 6A:27-7.6; 6A:27-7.7

Adopted: 23 June 2008
Revised: 22 October 2026

POLICY

KINGSWAY REGIONAL
BOARD OF EDUCATION

4216 DRESS AND GROOMING

The Board of Education believes the appearance and dress of support staff members is an important component of the educational program of this school district. The attitude of support staff members about their professional responsibilities and the importance of education in the lives of students are reflected in their dress and appearance. Accordingly, in order to create an atmosphere of respect for support staff members and an environment conducive to discipline and learning, the Board establishes the following rules for the dress of support staff members in the performance of their professional duties:

A. General Staff Attire:

Support staff should wear attire that balances professionalism while reflecting the high standards of the educational environment. Acceptable attire includes the following:

1. Clothing:

Clothing shall be clean, neat, well-maintained, and appropriately fitted, avoiding garments that are excessively tight or overly loose. Appropriate professional attire includes tailored shirts, sweaters, collared shirts, dress slacks, khakis, knee-length or longer dresses and skirts, and blazers or sport coats. Clothing shall fit properly, be free from excessive wrinkles or wear (free of rips, tears, or holes), and provide appropriate coverage of the torso and undergarments during normal workplace activities and movement ~~well-fitted, avoiding overly tight or baggy garments, ensuring a neat and professional appearance. These tailored shirts, sweaters, collared shirts, dress slacks, khakis, knee-length or longer dresses and skirts, and blazers or sport coats. Clothing should fit properly and be in good condition, free from wrinkles or excessive wear~~.

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2. Footwear:

Footwear must ~~should~~ be practical, ~~yet~~ professional and secured to the foot by an enclosed heel or a functional heel or ankle strap. Straps must be worn engaged. Backless footwear without a secured strap, including slides, flip-flops, mules, and clogs are not permitted. Clean, professional sneakers are acceptable. ~~include shoes such as loafers, flats, or dress shoes. Dress sandals or heels (with secure backs), dress boots, or clean, professional sneakers for comfort may be worn without compromising appearance.~~

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3. Accessories:

Staff may wear tasteful accessories that complement professional attire and allow for appropriate ~~to add~~ personal expression ~~to outfits~~.
Accessories should be appropriate for the educational setting, should not be excessively large or distracting, and must not interfere with safety or the performance of job responsibilities.~~The emphasis should be on understated, elegant pieces that complement the professional setting. Large or overly flashy accessories that can distract from the educational environment should be avoided.~~

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B. Unapproved Attire

To maintain a professional environment conducive to learning, certain attire is considered inappropriate during the regular workday or at school functions when the staff member is working. All clothing shall be free of large graphics, offensive language, or overly bold patterns that can detract from the professional learning environment. Unapproved items include, but is not limited to, the following:

1. Casual tops such as untailored t-shirts, strapless shirts, low-cut, cropped or midriff-baring tops;
2. Casual pants such as leggings, spandex, lounge wear, or sweatpants;
3. Jeans;
4. Beachwear of any kind;
5. Clothing that is see-through showing undergarments;
6. Hats and/or head coverings unless approved by the district for medical or religious reasons;
7. Shorts or scooter (biker-shorts-not to exceed two (2) inches above the knee);
8. Athletic sneakers;
9. Dark eyeglasses (except for documented medical reasons);
10. Skirts or dresses that are 2” above the knee; and,

11. Flip-flops, slides, clogs, or other backless shoes.

C. Special Exceptions:

The dress code allows for flexibility to accommodate various school events and activities. On designated days, such as field trips, spirit days, athletic events, or other special occasions, staff may dress more casually, provided it is still respectful and appropriate for the event. For example, on field trips, staff can wear school-branded casual wear like polo shirts and khakis to promote school unity and ensure comfort. These exceptions shall be pre-approved by the Principal or designee to ensure they align with the District's overall professional image.

D. Grooming and Cleanliness:

Support staff members are expected to maintain a clean, neat, and professional appearance that reflects their roles as educators and role models. Clothing should be clean, well maintained, and free of stains, tears, or wrinkles. Personal grooming, including hair, beards, and nails, should be kept tidy to avoid an unkempt appearance. Attention to personal hygiene is also crucial, ensuring a fresh and clean presence. This focus on grooming and cleanliness helps foster a respectful and professional atmosphere, setting a positive example for students and contributing to a conducive learning environment.

E. Employee Identification

All employees are required to wear their district-issued employee identification at all times during school/work hours.

F. Uniformed Employees

This policy aims to ensure that buildings and grounds staff, food service workers, and bus drivers maintain a professional appearance while prioritizing safety and complying with applicable OSHA standards. Each group has specific requirements based on their duties and potential hazards.

1. Custodial Staff:

   Custodians handle cleaning, waste management, and light maintenance tasks. Their attire must prioritize safety, hygiene, and comfort while allowing for mobility. Required elements include the following:



a. Uniform:

i. School-provided uniforms (e.g., shirts with the school logo) must be worn at all times. Uniforms should be clean, well-maintained, and free from stains, tears, or wrinkles to ensure both professionalism and hygiene.

ii. Long pants, khaki in color, with ankles covered, made of durable, breathable fabric (e.g., cotton or polyester) are required.

iii. Only black, red, and white shirts under the uniform shirts are acceptable.

iv. Jewelry worn must be small and simple. No large rings, dangling earrings, bracelets, or necklaces.

v. Hats and/or head coverings may not be worn unless approved by the District for medical or religious reasons.

b. Footwear:

To ensure the safety, comfort, and compliance with occupational standards, all custodial staff are required to wear footwear (closed-toe shoe or boot) that meets the following criteria:

Slip Resistance:

i. Footwear must feature slip-resistant soles designed to provide traction on a variety of surfaces, including wet and oily floors;

ii. Soles should meet or exceed industry standards for slip resistance to minimize the risk of slips and falls.

Toe Protection:

i. Footwear must include reinforced toe protection, such as steel or composite toe caps, to safeguard against impacts and compression injuries;



ii. Toe protection should comply with ANSI/ASTM safety standards (e.g., ATSM F2413).

Electrical Protection:

i. Footwear must be rated for electrical hazard (EH) protection to reduce the risk of electric shock;

ii. The footwear should meet ASTM F2413 standards for electrical insulation properties.

Waterproof:

i. Footwear must be constructed with waterproof materials to ensure durability and dryness in wet or damp environments;

ii. Waterproofing should be sufficient to protect the wearer during tasks involving water or cleaning solutions.

c. Grooming and Cleanliness:

Custodians should maintain a clean and neat appearance. Hair shall be secured away from the face during cleaning tasks to prevent interference. Beards and facial hair shall be neatly trimmed to avoid contamination risks, especially when working in areas that require sanitation.

2. Maintenance/Grounds Staff:

Maintenance/Grounds staff handle repairs, landscaping, and outdoor work. Their attire must comply with safety standards to protect them from various hazards, including exposure to machinery and outdoor elements.

a. Uniform:

i. School-provided uniforms (e.g., shirts with the school logo and work pants) must be worn at all times. Uniforms should be clean, well maintained, and free from stains, tears, or wrinkles to ensure both professionalism and hygiene.



ii. School-provided long work pants, with ankles covered, made of durable, breathable fabric (e.g., cotton or polyester) are required.

iii. Only black, red, and white shirts under the uniform shirts are acceptable.

iv. Jewelry worn must be small and simple. No large rings, dangling earrings, bracelets, or necklaces.

v. Hats and/or head coverings may not be worn inside the building unless approved by the District for medical or religious reasons.

b. Footwear:

To ensure the safety, comfort, and compliance with occupational standards, all maintenance/grounds staff are required to wear footwear (closed-toe shoe or boot) that meets the following criteria:

Slip Resistance:

i. Footwear must feature slip-resistant soles designed to provide traction on a variety of surfaces, including wet and oily floors;

ii. Soles should meet or exceed industry standards for slip resistance to minimize the risk of slips and falls.

Toe Protection:

i. Footwear must include reinforced toe protection, such as steel or composite toe caps, to safeguard against impacts and compression injuries;

ii. Toe protection should comply with ANSI/ASTM safety standards (e.g., ATSM F2413).

Electrical Protection:



i. Footwear must be rated for electrical hazard (EH) protection to reduce the risk of electric shock;

ii. The footwear should meet ASTM F2413 standards for electrical insulation properties.

Waterproof:

i. Footwear must be constructed with waterproof materials to ensure durability and dryness in wet or damp environments;

ii. Waterproofing should be sufficient to protect the wearer during tasks involving water or cleaning solutions.

c. Grooming and Cleanliness:

Clothing must be clean and free from rips or damage. Hair shall be tied back when operating machinery to prevent entanglement, complying with safety guidelines around moving parts.

3. Food Service Workers:

Food service workers handle food preparation and service, which requires compliance with hygiene and safety standards to prevent contamination and injuries.

a. Uniform:

i. School-provided uniforms (e.g. issued scrubs) must be worn at all times. Uniforms should be clean, well-maintained, and free from stains, tears, or wrinkles to ensure both professionalism and hygiene.

ii. Only black, red, and white shirts under your scrub top are acceptable.

iii. Long pants, with ankles covered, made of durable, breathable fabric (e.g., cotton or polyester) are required.



iv. Jewelry worn must be small and simple. No large rings, dangling earrings, bracelets, or necklaces.

v. Hats and/or head coverings may not be worn unless approved by the District for medical or religious reasons.

b. Footwear:

i. Cafeteria workers must wear slip-resistant, closed-toe shoes to prevent slipping in wet or greasy environments. Shoes should be designed to withstand kitchen conditions and protect from sharp objects like dropped knives or hot liquids per OSHA 29 CFR 1910.136 (Foot Protection).

c. Grooming and Cleanliness:

i. Workers must adhere to stringent hygiene practices, washing hands frequently and maintaining clean uniforms, in line with OSHA 29 CFR 1910.141 (Sanitation). Beards and facial hair must be neatly trimmed, and beard nets should be worn where applicable to prevent contamination.

4. Bus Drivers:

Bus drivers are responsible for the safe transport of students and must wear attire that ensures comfort and professionalism. They must also comply with safety standards related to emergency preparedness.

a. Uniforms:

i. School-provided uniforms (e.g., shirts with the school logo) must be worn at all times. Uniforms should be clean, well maintained, and free from stains, tears, or wrinkles to ensure both professionalism and hygiene.

ii. Pants, jeans, or shorts no shorter than 2” above the knee, must allow for easy movement and be free from excessive logos or graphics that could distract or impede the driver's ability to focus.

b. Footwear:

i. Drivers must wear closed-toe shoes or sneakers with non-slip soles to ensure stability while operating the bus and assisting students. Sandals, flip-flops, or open-toe shoes are prohibited to minimize the risk of foot injuries and ensure safe operation of the vehicle per OSHA 29 CFR 1910.136 (Foot Protection).

c. Grooming and Cleanliness:

i. Drivers should maintain a clean and tidy appearance, with long hair secured to prevent interference while driving.

5. Requirements for all Uniform Employee Groups

a. All employees must wear their school-issued identification badges at all times for security purposes

b. During colder months, employees may wear school-approved jackets or outerwear, which must be in good condition and free from excessive logos or personalization

The Building Principal or the support staff member's supervisor, as appropriate, shall determine whether a violation of this dress code has occurred and shall discuss the violation with the support staff member concerned. Where a single violation so warrants or violations recur, the principal or supervisor may enter a reprimand in the support staff member's file and may recommend other appropriate disciplinary measures.

Adopted: 27 July 2023
Revised: 23 January 2025
Revised: 15 October 2026

POLICY

KINGSWAY REGIONAL
BOARD OF EDUCATION

0162 NOTICE OF BOARD MEETINGS

The Board of Education will give notice of all meetings in accordance with law.

Adequate Notice

The Board Secretary shall provide adequate notice, which means written advance notice of at least forty-eight hours, giving the time, date, location and, to the extent known, the agenda of any regular, special, or rescheduled meeting, which notice shall accurately state whether formal action may or may not be taken and which shall be prominently posted in at least one public place reserved for such or similar announcements; ~~mailed, telephoned, telegrammed, or hand delivered to at least two newspapers which newspapers shall be designated by the public body to receive such notices because they have the greatest likelihood of informing the public within the area of jurisdiction of the public body of such meetings, one of which shall be the official newspaper, where any such has been designated by the public body or if the public body has failed to so designate, where any has been designated by the governing body of the political subdivision whose geographic boundaries are coextensive with that of the public body;~~ and filed with the clerk of the municipality when the public body's geographic boundaries are coextensive with that of a single municipality, with the clerk of the county when the public body's geographic boundaries are coextensive with that of a single county, and with the Secretary of State if the public body has Statewide jurisdiction. Where annual notice or revisions thereof in compliance with N.J.S.A. 10:4-6 et seq., the Open Public Meetings Act, set forth the location of any meeting, no further notice shall be required for such meeting. The Board Secretary shall publish or advertise the legal notice of the meeting on the Board's official internet website conspicuously placed on the website's homepage in accordance with the provisions of N.J.S.A. 35:3-1 et seq. and Bylaw 0162.01.

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In accordance with N.J.S.A. 10:4-9, upon the affirmative vote of three-quarters of the members present, the Board may hold a meeting notwithstanding the failure to provide adequate notice if:

1. Such meeting is required in order to deal with matters of such urgency and importance that a delay for the purpose of providing adequate notice would be likely to result in substantial harm to the public interest; and

2. The meeting is limited to discussion of and acting with respect to such matters of urgency and importance; and

3. Notice of such meeting is provided as soon as possible following the calling of such meeting by posting written notice of the same in the public place described in N.J.S.A. 10:4.8.d., and also by notifying the two newspapers described in N.J.S.A. 10:4.8.d. by telephone, telegram, or by delivering a written notice of same to such newspapers; and

4. Either the public body could not reasonably have foreseen the need for such meeting at a time when adequate notice could have been provided or although the public body could reasonably have foreseen the need for such meeting at a time when adequate notice could have been provided, it nevertheless failed to do so.

Personal Notice of Meeting

In accordance with the provisions of N.J.S.A. 10:4-12.b.(8), the Board may exclude the public from that portion of a meeting at which the Board discusses any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance of, promotion, or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the Board, unless all the individual employees or appointees whose rights could be adversely affected request in writing that the matter or matters be discussed at a public meeting.

The Board will provide notice to the affected person that will include the date and time of the closed session meeting, the subject or subjects scheduled for discussion at the closed session meeting, and the right of the affected person to request that the discussions be conducted at a public meeting. Such notice will be given no less than forty-eight hours in advance of the closed session meeting.

A written request for public discussion must be submitted to the Board Secretary prior to the commencement of the meeting. Any such properly submitted request will be granted. In the event that one or more, but fewer than all, of a group of persons whose employment will be discussed request a public meeting, the discussion regarding the person or persons who have submitted the request will be severed from the rest and will be conducted publicly.

A discussion held in public by reason of the written request of an individual will be conducted at a regularly scheduled meeting for which annual notice has been given or at a meeting for which adequate public notice has been given in accordance with law.

Nothing in this Bylaw will permit an employee to request or the Board to grant the public discussion of tenure charges or permit the public disclosure of information regarding a student.

N.J.S.A. 10:4-~~6~~ 1et seq.~~; 10:4-8; 10:4-9~~
N.J.S.A. 18A:6-11; 18A:10-6.
N.J.S.A. 35:3-1 et seq.
N.J.A.C. 6A:32-3.1

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Adopted: ____23 June 2008
Adopted: ____27 July 2023
Revised: ____24 September 2026~~27 August 2026~~

0162.01 LEGAL NOTICES

Whenever the Board of Education is required by law or by order or rule of any court to publish or advertise a legal notice, the Board shall publish or advertise the legal notice on the Board's official internet website in accordance with the provisions of N.J.S.A. 35:3-1 et seq.

For the purpose of this Policy, "legal notice" means any resolution, official proclamation, notice, or advertisement of any sort, kind, or character, including proposals for bids on public work and otherwise, required by law or by the order or rule of any court to be published by the Board.

For the purpose of this Policy, "online news publication" means a news publication in electronic format that contains news on matters of public concern and has published news predominantly in the English language at least once per week for at least one year continuously.

The Board's official internet website shall be accessible and available to the public free of charge. A direct hyperlink to legal notices published on the Board's official internet website shall be conspicuously placed on the Board's website's homepage. The Board shall submit the hyperlink to the New Jersey Secretary of State and provide any updates thereto prior to effectuation in accordance with the provisions of N.J.S.A. 35:3-2.b.

The Board shall maintain an internet archive of legal notices that are no longer displayed, which shall be kept for at least one year. The archive shall not be subject to any records retention schedule adopted by the State Records Committee nor to the "Destruction of Public Records Law (1953)," N.J.S.A. 47:3-15 et seq. The Board shall display a legal notice on its legal notices internet webpage for at least one week from the date of initial posting, or other time period as required by law, before transferring the publication to the Board's internet archive. The Board shall initially publish an internet archive no later than July 1, 2026 and shall maintain the archive thereafter in accordance with N.J.S.A. 35:3-2.c.

The Board may, in addition to the publication on its official internet website, publish or advertise a legal notice separately on an eligible online news publication that meets the criteria of N.J.S.A. 35:3-3.b. The Board shall provide a notice in a prominent location on its official internet website if it publishes or advertises its legal notices in an online news publication and shall publish a hyperlink to the online news publication in accordance with the provisions of N.J.S.A. 35:3-2.d.



The Board, whenever required by law or by the order or rule of any court to publish or advertise a legal notice shall publish or advertise the notice in accordance with the applicable law or court order or rule. The Board shall be deemed to satisfy their legal obligations to provide a legal notice upon publication of the notice as required pursuant to N.J.S.A. 35:3-1 et seq.

Legal notices published on the Board's internet website or the internet website of an online news publication in accordance with N.J.S.A. 35:3-1 et seq. shall not be deemed defective if at least one of the following circumstances exist:

1. There is an error in the content or form of the legal notice published or advertised on the Board's internet website or online news publication due to a clerical, administrative, or any other error outside of the control of the Board whenever required by law or court order or rule to publish the legal notice;

2. There is a temporary outage, technical malfunction, disruption, or service interruption preventing the publishing, posting, or display of a legal notice on the Board's internet website or online news publication;

3. The operator of the Board's internet website or the online news publication imposes standard restrictions that prevent access to the website or online news publication;

4. The Board's internet website or the online news publication is subject to a cyberattack or cybersecurity incident, including, but not limited to, ransomware or a data breach, causing the failure to timely or accurately publish the legal notice; or

5. Any other circumstances preventing the publishing, posting, or display of a legal notice on the Board's internet website or online news publication that are outside of the control of the Board whenever required by law or court order or rule to publish the legal notice.

Starting on January 1, 2026 and at least twice per month through December 31, 2026, the Board whenever required by law or court order to rule to publish the legal notice shall provide an advertisement in an online news publication meeting the eligibility criteria at N.J.S.A. 35:3-3. that:

1. States that the complete text of each legal notice may be obtained or viewed by the public on the official internet website of the Board; and

2. Provides the hyperlink to the Secretary of State's legal notices hyperlink internet webpage established pursuant to N.J.S.A. 35:3-2.b.

N.J.S.A. 35:3-1 et seq.

Adopted: 24 September 2026

1230 SUPERINTENDENT'S DUTIES (M)

Function

The Superintendent shall serve as Chief Executive and Administrative Officer of the school ~~district~~school district by implementing policies established by the Board of Education and by discharging the duties imposed on ~~his/her~~theirtheir office by law.

Authority

The Superintendent shall be the Chief School Administrator of the school ~~district~~school district and ~~principle~~principal advisor to the Board. The Superintendent~~He/She~~ may delegate to an appropriate school official any duty not reserved to the Superintendent by law~~, but may not delegate the responsibility for duties mandated by law.~~.

Work Relationships

The Superintendent shall report directly to the Board and shall directly or indirectly supervise all persons employed by the Board.

Duties and Responsibilities

A. In the discharge of ~~his/her~~theirtheir responsibility as ~~principle~~ principal advisor to the Board, the Superintendent shall:

1. Ensure all aspects of school ~~district~~school district operation comply with Board policy and regulation, Federal and State law and school ~~district~~school district contracts;
2. Report to the Board on the needs of the school ~~district~~school district;
3. Advise the Board of any ~~changes~~ revisions or additions that should be made to its policies and regulations;
4. Provide the Board with such information as may be needed to ensure ~~the making of~~ informed decisions are made by the Board; and
5. Perform such other duties as may be assigned by the Board.

B. In the discharge of ~~his/her~~their responsibility for the implementation of the operational action plan of the ~~district~~school district, the Superintendent shall:

1. Prepare, promulgate, and maintain a manual of ~~administrative~~ Board policies and regulations;

2. Evaluate the future needs of the school ~~district~~school district and recommend a school ~~district~~school district action plan including goals, objectives, and priorities to the Board; and

~~3. Maintain written objectives to implement the district~~school district ~~action plan adopted by the Board;~~

~~4. Evaluate progress toward the attainment of the district~~school district ~~action plan and report thereon to the Board; and~~

3~~5~~. Report to the United States Department of Education and the New Jersey Separtment of Education, the New Jersey Commissioner of Education, and the Executive County Superintendent ~~on or before August 1 of each year matters relating to the schools in the manner and form prescribed by the Commissioner.~~as required.

C. In the discharge of ~~his/her~~their responsibility as the administrator of the instructional program, the Superintendent shall:

1. Establish and maintain a written instructional plan for the schools of the ~~district~~school district consistent with the educational goals adopted by the Board;

2. Coordinate the proper implementation of the instructional plan as it applies to each school in the ~~district~~school district;

3. Evaluate at least annually the effectiveness of the program of studies and recommend such changes and additions ~~as may be required~~ to improve its effectiveness;

4. Evaluate the performance of pupils in relation to other public school districts, as well as in relation to State and national standards;

5. Report periodically to the Board, as directed by the Board, on the condition of the educational program and facilities in the ~~district~~school district; and

6. Keep informed regarding current research in the field of education and inform the Board as appropriate.

D. In the discharge of ~~his/her~~their responsibility for the direction and welfare of pupils, the Superintendent shall:

1. Strive to motivate pupils to achieve their individual best;

2. Create a climate of respect for authority and discipline in each of the schools of the ~~district~~school district; and

~~3. Report to the Board at its next meeting the suspension of a pupil; and~~

34. Recommend any changes in the program of pupil management and support as necessary to respond to ~~district~~school district needs.

E. In the discharge of ~~his/her~~their responsibility for the supervision of ~~district~~school district employees, the Superintendent shall:

1. Recommend to the Board all properly certified candidates for employment, assignment, or transfer;

2. Assign staff ~~so as~~ to achieve maximum effectiveness in the attainment of educational goals;

3. Train staff ~~as necessary~~ to implement approved changes in the curriculum or instructional methods of the ~~district~~school district;

4. Evaluate the effectiveness of staff ~~members~~ in the performance of their assigned tasks;

5. Recommend changes in staffing patterns based on the evaluation of staff and program effectiveness; and

6. Discipline staff ~~as required~~ and report to the Board ~~forthwith~~ any suspension of a ~~teaching~~ staff member.

F. In the discharge of ~~his/her~~their responsibility for the maintenance of the ~~physical plant~~school building and grounds, the Superintendent shall:

1. Strive to make efficient use of ~~district~~school district resources in the daily operations of the schools;

2. Assign support staff so as to achieve maximum effectiveness from the ~~facilities~~ school building and grounds of the ~~district~~school district;

3. Train support staff as necessary to maintain the school building and grounds ~~facilities~~ and to avoid safety and environmental hazards; and

4. Evaluate the effectiveness of the ~~district~~school district's building and grounds ~~facilities~~ in housing the instructional program and recommend to the Board such changes and improvements. ~~as may be required.~~

G. In the discharge of ~~his/her~~their responsibility for the management of the ~~district~~school district business affairs, the Superintendent shall:

1. Supervise the preparation of the annual budget and recommend its adoption to the Board;

2. Implement the budget adopted by the Board;

3. Establish sufficient fiscal controls to ensure that ~~district~~school district funds are expended wisely and efficiently; and

4. Report to the Board at its next meeting any expenditure in excess of a budgeted line item.

H. In the discharge of ~~his/her~~their responsibility as liaison officer to the public, the Superintendent shall:

1. Strive to interpret the needs of the school district to the public and the concerns of the public to the Board;

2. As appropriate, involve members of the public in the review of ~~district~~school district needs, community needs, and the operation of the school district's programs;

3. Keep the public informed about the accomplishments and challenges of the school district;

4. Cooperate with the news media; and

5. Work effectively with municipal government officials and public agencies concerned with the welfare of pupils.

Evaluation Criteria

The Superintendent will be evaluated in accordance with Policy ~~No.~~ 1240 and ~~this~~ the Board-approved job description.

N.J.S.A. 18A:7A-11.; 18A:17-17.; 18A:17-18.; 18A:17-20.; 18A:17-21.; 18A:22-8.1.; 18A:27-4.1.; 18A:37-4.
N.J.A.C. 6A:8-3.1.; 6A:32-4.1.; ~~6A:32-12.2~~

~~Cross reference: Policy Guide Nos. 0132, 1220, 1240~~

Adopted: 23 June 2008
Revised: 19 September 2011
Revised: 24 September 2026

1643 FAMILY LEAVE

The Board of Education will provide family leave to staff members in accordance with the New Jersey Family Leave Act (NJFLA) and the Federal Family and Medical Leave Act (FMLA). These laws have similar and different provisions that provide different rights and obligations for a staff member and the Board.

If a staff member is eligible for leave for reasons recognized under both the FMLA and NJFLA, then the time taken shall run concurrently and be applied to both laws. The NJFLA provides twelve weeks leave in a twenty-four month period and the FMLA provides twelve weeks leave in a twelve month period

A. New Jersey Family Leave Act

1. Definitions Relative to New Jersey Family Leave Act

"Base Hours" means the hours of work for which a staff member receives compensation. Base hours shall include overtime hours for which a staff member is paid additional or overtime compensation, and hours for which a staff member receives workers' compensation benefits. Base hours shall also include hours a staff member would have worked except for having been in military service. Base hours do not include hours for when a staff member receives other types of compensation, such as administrative, personal leave, vacation, or sick leave.

"Child" means a biological, adopted, foster child, or resource family child, stepchild, legal ward, or child of a parent, including a child who becomes the child of a parent pursuant to a valid written agreement between the parent and a gestational carrier.

"Eligible employee" means any individual employed by the same employer for three ~~twelve~~ months or more, who has worked 250 ~~1,000~~ or more base hours during the preceding twelve month period.

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"Employer" includes the State, any political subdivision thereof, and all public offices, agencies, boards, or bodies.

"Family member" means a child, parent, parent-in-law, sibling, grandparent, grandchild, spouse, domestic partner, or one partner in a civil union couple, or any other individual related by blood to

a staff member, and any other individual that a staff member shows to have a close association with a staff member which is the equivalent of a family relationship.

"Health care provider" means a duly licensed health care provider or other health care provider deemed appropriate by the Director of the Division on Civil Rights in the New Jersey Department of Law and Public Safety.

"Parent" means a person who is the biological parent, adoptive parent, foster parent, resource family parent, step-parent, parent-in-law, or legal guardian, having a "parent-child relationship" with a child as defined by law, or having sole or joint legal or physical custody, care, guardianship, or visitation with a child, or who became the parent of the child pursuant to a valid written agreement between the parent and a gestational carrier.

"Serious health condition" means an illness, injury, impairment, or physical or mental condition, which requires:

a. Inpatient care in a hospital, hospice, or residential medical care facility; or

b. Continuing medical treatment or continuing supervision by a health care provider.

As used in the definition of a serious health condition, "continuing medical treatment or continuing supervision by a health care provider" means:

a. A period of incapacity (that is, inability to work, attend school, or perform regular daily activities due to a serious health condition, treatment therefore, and recovery therefrom) of more than three consecutive days, and any subsequent treatment or period of incapacity relating to the same condition, that also involves:

   (1) Treatment two or more times by a health care provider; or

(2) Treatment by a health care provider on one occasion which results in a regimen of continuing treatment under the supervision of a health care provider;

b. Any period of incapacity due to pregnancy, or for prenatal care;

c. Any period of incapacity or treatment for such incapacity due to a chronic serious health condition;

d. A period of incapacity, which is permanent or long-term, due to a condition for which treatment may not be effective (such as Alzheimer's disease, a severe stroke, or the terminal stages of a disease) where the individual is under continuing supervision of, but need not be receiving active treatment by, a health care provider; or

e. Any period of absence to receive multiple treatments (including any period of recovery therefrom) by a health care provider or by a provider of health care services under orders of, or on referral by a health care provider, either for restorative surgery after an accident or other injury, or for a condition that would likely result in a period of incapacity of more than three consecutive calendar days in the absence of medical intervention or treatment, such as cancer (chemotherapy, radiation, etc.), severe arthritis (physical therapy), or kidney disease (dialysis).

"Spouse" means a person to whom a staff member is lawfully married as defined by New Jersey law.

"State of emergency" means a natural or man-made disaster or emergency for which a state of emergency has been declared by the President of the United States or the Governor, or for which a state of emergency has been declared by a municipal emergency management coordinator.

2. Reasons for NJFLA Leave

a. A staff member may take NJFLA leave to provide care made necessary by reason of:



(1) The birth of a child of the staff member, including a child born pursuant to a valid written agreement between the staff member and the gestational carrier;

(2) The placement of a child into foster care with the staff member or in connection with adoption of such child by a staff member;

(3) The serious health condition of a family member of the staff member; or

(4) A state of emergency declared by the Governor of New Jersey, or when indicated to be needed by the Commissioner of Health – New Jersey Department of Health or other public health authority, an epidemic or communicable disease, a known or suspected exposure to the communicable disease, or efforts to prevent spread of a communicable disease which:

   (a) Requires in-home care or treatment of a child due to the closure of the school or place of care of the child of a staff member, by order of a public official due to the epidemic or other public health emergency;

   (b) Prompts the issuance by a public health authority of a determination, including by mandatory quarantine, requiring or imposing responsive or prophylactic measures as a result of illness caused by an epidemic of a communicable disease or known or suspected exposure to the communicable disease because the presence in the community of a family member in need of care by a staff member would jeopardize the health of others; or

(c) Results in the recommendation of a health care provider or public health authority, that a family member in need of care by a staff member voluntarily undergo self-quarantine as a result of suspected exposure to a communicable disease because the presence in the community of that family member in need of care by a staff member, would jeopardize the health of others.

3. Staff Member Eligibility

a. NJFLA leave may be taken for up to twelve weeks within any twenty-four month period. The NJFLA leave shall be unpaid with benefits subject to contributions required to be made by the staff member.

b. A staff member is eligible for NJFLA leave if a staff member is employed by the same Board for three ~~twelve~~ months or more, and has worked 250 ~~1,000~~ or more base hours during the preceding twelve month period.

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c. The method to determine the twenty-four month period in which the twelve weeks of NJFLA leave entitlement occurs shall be a "rolling" twenty-four month period measured backward from the date a staff member uses any leave under NJFLA.

d. This Policy shall serve as notice to all staff members of the method chosen in A.3.c. above. This method shall be applied consistently and uniformly to all staff members.

(1) If the Board transitions to another method, the Board is required to give at least sixty days' notice to all staff members and the transition must take place in such a way that staff members retain their full benefit of twelve weeks of NJFLA leave under whichever method affords the greatest benefit to a staff member.

e. The Board shall grant NJFLA leave to more than one staff member from the same family (for example, a husband and a wife, or a brother and a sister) at the same time, provided such staff members are otherwise eligible for NJFLA leave.

f. The fact that a holiday may occur within the week taken by a staff member as NJFLA leave has no effect and the week is counted as a week of NJFLA leave.

(1) However, if a staff member is out on NJFLA leave and the staff member is not regularly scheduled to work for one or more weeks, the weeks the staff member is not regularly scheduled to work do not count against their NJFLA leave entitlement.

4. Types of NJFLA Leave

a. Staff members are required to provide notice in writing for any NJFLA leave requested. In emergent circumstances, a staff member may provide the Board with oral notice when written notice is impracticable.

(1) Staff members must provide the Board written notice after submitting oral notice in emergent circumstances.

b. Consecutive NJFLA leave is NJFLA leave that is taken without interruption based upon a staff member's regular work schedule and does not include breaks in employment in which a staff member is not regularly scheduled to work.

(1) A staff member must provide the Board with notice of consecutive NJFLA leave no later than thirty days prior to the commencement of consecutive NJFLA leave, except where emergent circumstances warrant shorter notice.

(2) A staff member shall provide the Board with certification pursuant to A.5. below.

c. Intermittent NJFLA leave is NJFLA leave due to a single qualifying reason, taken in separate periods of time, broken up by periods in which the staff member returns to work.

(1) A staff member is entitled to take NJFLA leave intermittently for the birth of a child of the staff member, including a child born pursuant to a valid written agreement between the staff member and a gestational carrier or the placement of a child into foster care with the staff member or in connection with adoption of such child by the staff member.

(a) The staff member shall provide the Board with prior notice of not less than fifteen calendar days before the first day on which NJFLI benefits are paid for the intermittent NJFLA leave, unless an emergency or other unforeseen circumstance precludes prior notice.

(b) The staff member shall make a reasonable effort to schedule the intermittent NJFLA leave so as not to unduly disrupt the operations of the Board and, if possible, provide the Board, prior to the commencement of intermittent NJFLA leave, with a regular schedule of the days or days of the week on which the intermittent NJFLA leave will be taken.

(c) A staff member shall provide the Board with certification for intermittent NJFLA leave pursuant to A.5.b. below.

(2) The staff member is entitled to take intermittent NJFLA leave for the serious health condition of a family member of the staff member when medically necessary if:

(a) The total time which the intermittent NJFLA leave is taken does not exceed twelve

months if taken in connection with a single serious health condition. If the intermittent NJFLA leave is taken in connection with more than one serious health condition, the intermittent NJFLA leave must be taken within a consecutive twenty-four month period or until such time the twelve week NJFLA leave is exhausted, whichever is shorter;

(b) The staff member provides the Board with prior notice of not less than fifteen calendar days before the first day on which benefits are paid for the intermittent NJFLA leave.

(i) The staff member may provide notice less than fifteen days prior to the intermittent NJFLA leave if an emergency or other unforeseen circumstance precludes prior notice;

(c) The staff member makes a reasonable effort to schedule the intermittent NJFLA leave so as not to unduly disrupt the operations of the school district and, if possible, provide the school district, prior to the commencement of intermittent NJFLA leave, with a regular schedule of the days or days of the week on which the intermittent NJFLA leave will be taken; and

(d) The staff member provides the Board with a copy of the certification outlined in A.5.c. below.

(3) In the case of NJFLA leave taken due to an epidemic of a communicable disease, a known or suspected exposure to the communicable disease, or efforts to prevent spread of the communicable disease, the NJFLA leave may only be taken intermittently if:

(a) The staff member provides the Board with prior notice of the intermittent NJFLA leave as soon as practicable;

(b) The staff member makes a reasonable effort to schedule the NJFLA leave so as not to unduly disrupt the operations of the school district and, if possible, provide the school district prior to the commencement of the intermittent NJFLA leave, with a regular schedule of the day or days of the week on which the intermittent NJFLA leave will be taken; and

(c) A staff member provides the Board with a copy of the certification outlined in A.5.d. below.

(4) Intermittent leave taken on a reduced leave schedule is NJFLA leave due to a single qualifying reason, that is scheduled for fewer than a staff member's usual number of hours worked per workweek, but not for fewer than a staff member's usual number of hours worked per workday and may only be taken to care for the serious health condition of a family member of a staff member when medically necessary, except that:

(a) A staff member shall not be entitled to intermittent NJFLA leave on a reduced leave schedule for a period exceeding twelve consecutive months for any one period of NJFLA leave;

(b) The staff member must provide the Board with prior notice of the intermittent NJFLA leave on a reduced leave schedule as soon as practicable;



(c) A staff member shall make a reasonable effort to schedule intermittent NJFLA leave on a reduced leave schedule so as not to disrupt unduly the operations of the school district. A staff member shall provide the school district with prior notice of the care, medical treatment, or continuing supervision by a health care provider necessary due to a serious health condition of a family member, in a manner which is reasonable and practicable; and

(d) A staff member must provide the Board with a copy of the certification outlined in A.5.c. below.

d. NJFLA leave taken because of the birth or placement for adoption of a child of the staff member may commence at any time within a year after the date of the foster care placement, birth, or placement for adoption.

e. A staff member shall not, during any period of NJFLA leave, perform services on a full-time basis for any person for whom a staff member did not provide those services immediately prior to commencement of the NJFLA leave.

(1) A staff member on NJFLA leave may not engage in other full-time employment during the term of the NJFLA leave, unless such employment commenced prior to the NJFLA leave and is not otherwise prohibited by law.

(2) During the term of NJFLA leave a staff member may commence part-time employment which shall not exceed half the regularly scheduled hours worked for the Board from whom a staff member requested NJFLA leave. A staff member may continue part-time employment which commenced prior to a staff member's NJFLA leave, at the same number of hours that a staff member was regularly scheduled prior to such NJFLA leave.



(3) The Board may not maintain a policy or practice which prohibits part-time employment during the course of a NJFLA leave.

5. Certification

a. The Board shall require a staff member who requests NJFLA leave to sign a form of certification established by the Board attesting that such staff member is taking NJFLA leave in accordance with the law.

(1) The Board may not require a staff member to sign or otherwise submit a form of certification attesting to additional facts, including a staff member's eligibility for NJFLA leave.

(2) The Board may subject a staff member to reasonable disciplinary measures, depending on the circumstances, when a staff member intentionally misrepresents the reason that such staff member is taking NJFLA leave.

(3) The form of certification established by the Board shall contain a statement warning a staff member of the consequences of refusing to sign the certification or falsely certifying. Any staff member who refuses to sign the certification established by the Board may be denied the requested NJFLA leave.

(4) The Board requires that any period of NJFLA leave be supported by certification issued by a health care provider.

b. Where the certification, issued by the health care provider, is for the birth of a child of a staff member, including a child born pursuant to a valid written agreement between the staff member and a gestational carrier or the placement of a child into foster care with the staff member or in connection with adoption of such child by the staff

member, the certification need only state the date of birth or date of placement, whichever is appropriate.

c. Any period of NJFLA leave for the serious health condition of a family member of a staff member shall be supported by certification provided by a health care provider. The certification shall be sufficient if it states:

(1) The date, if known, on which the serious health condition commenced;

(2) The probable duration of the condition;

(3) The medical facts within the knowledge of the provider of the certification regarding the condition;

(4) The serious health condition warrants the participation of the staff member in providing health care to the family member, as provided in the "Family Leave Act," P.L. 1989, c.261 (C.34:11B-1 et seq.) and regulations adopted pursuant to the NJFLA;

(5) An estimate of the amount of time the staff member is needed for participation in the care of the family member;

(6) If the NJFLA leave is intermittent, a statement of the medical necessity for the intermittent NJFLA leave and the expected duration of the intermittent NJFLA leave; and

(7) If NJFLA leave is intermittent and for planned medical treatment, the dates of the treatment.

d. In any case in which the Board has reason to doubt the validity of the certification provided pursuant to A.5.c. above, the Board may require, at its own expense, that a staff member obtain an opinion regarding the serious health condition from a second health care provider designated or approved, but not employed on a regular basis, by the



Board. If the second opinion differs from the certification provided pursuant to A.5.c. above, the Board may require, at its own expense, that a staff member obtain the opinion of a third health care provider designated or approved jointly by the Board and a staff member concerning the serious health condition. The opinion of the third health care provider shall be considered to be final and shall be binding on the Board and a staff member.

e. Where the certification is for an epidemic of a communicable disease, a known or suspected exposure to the communicable disease, or efforts to prevent the spread of the communicable disease, the certification shall be sufficient if it includes:

(1) For NJFLA leave taken to provide in-home care or treatment of a child due to the closure of the school or place of care of the child of a staff member, by order of a public official due to the epidemic or other public health emergency, the date on which the closure of the school or place of care of the child of a staff member commenced and the reason for such closure;

(2) For NJFLA leave taken due to a public health authority's issuance of a determination requiring or imposing responsive or prophylactic measures as a result of illness caused by an epidemic of a communicable disease or known or suspected exposure to the communicable disease because the presence in the community of a family member in need of care by a staff member would jeopardize the health of others, the date of issuance of the determination, and the probable duration of the determination; or

(3) For NJFLA leave taken because a health care provider or public health authority recommends that a family member in need of care by a staff member voluntarily undergo self-quarantine as a result of suspected exposure to a communicable disease

because the presence in the community of that family member in need of care by a staff member would jeopardize the health of others, the date of the recommendation, the probable duration of the condition, and the medical or other facts within the health care provider or public health authority's knowledge regarding the condition.

f. The Board shall not use the certification requirements as outlined in A.5. to intimidate, harass, or otherwise discourage a staff member from requesting or taking NJFLA leave or asserting any of a staff member's rights to NJFLA leave.

6. Denial or Exemption of NJFLA Leave

a. Denial of NJFLA Leave

(1) The Board may deny NJFLA leave to a staff member if:

(a) A staff member is a salaried staff member who is among the highest paid 5% of the Board's staff members or the seven highest paid staff members of the Board, whichever is greater;

(b) The denial is necessary to prevent substantial and grievous economic injury to the Board's operations; and

(c) The Board notifies a staff member of its intent to deny the NJFLA leave at the time the Board determines that the denial is necessary.

(2) The provisions of A.6.a.(1) above shall not apply when, in the event of a state of emergency declared by the Governor of New Jersey or when indicated to be needed by the Commissioner of Health – New Jersey Department of Health or other public health

authority, the NJFLA leave is for an epidemic of a communicable disease, a known or suspected exposure to a communicable disease, or efforts to prevent spread of a communicable disease.

(3) In any case in which NJFLA leave has already commenced at the time of the notification pursuant to A.6.a.(1)(c) above, a staff member shall return to work within ten working days of the date of notification.

7. Reinstatement from NJFLA Leave

a. Upon the expiration of a NJFLA leave, a staff member shall be restored to the position such staff member held immediately prior to the commencement of the NJFLA leave. If such position has been filled, the Board shall reinstate such staff member to an equivalent position of like seniority, status, employment benefits, pay, and other terms and conditions of employment.

b. If, during NJFLA leave, the Board experiences a reduction in force or layoff and a staff member would have lost their position had a staff member not been on NJFLA leave, as a result of the reduction in force or pursuant to the good faith operation of a bona fide layoff and recall system including a system under a collective bargaining agreement where applicable, a staff member shall not be entitled to reinstatement to the former or an equivalent position. A staff member shall retain all rights under any applicable layoff and recall system, including a system under a collective bargaining agreement, as if a staff member had not taken the NJFLA leave.

8. Notice to Staff Members

a. The Board shall display the official Family Leave Act poster of the Division on Civil Rights in the New Jersey Department of Law and Public Safety (Division) in accordance with N.J.A.C. 13:8-2.2. The poster is available for printing from the Division's website.

b. Access to and/or distribution of this Policy shall serve as school district notice to staff members of their rights pursuant to N.J.A.C. 13:14-1.14.

9. Local Board of Education Practices

a. Accrued Paid NJFLA Leave

(1) Whether a staff member is required to use any other accrued leave time concurrent with NJFLA leave time will depend upon either the school district's practice or a provision in a collective bargaining agreement, if applicable.

(a) Sick leave may only be used concurrently with the NJFLA leave in accordance with the provisions of N.J.S.A. 18A:30-1 and N.J.S.A. 34:11B-3.

b. Multiple Leaves of Absence

(1) Where a Board maintains leaves of absence which provide benefits, other than health benefits, that differ depending upon the type of leave taken, the Board shall provide those benefits to a staff member on NJFLA leave in the same manner as it provides benefits to staff members who are granted other leaves of absence which most closely resemble NJFLA leave.

10. New Jersey Family Leave Insurance Program (NJFLI)

a. Board of Education staff members are eligible to apply for benefits under the NJFLI Program administered by the State of New Jersey Department of Labor and Workforce Development.

b. All applications for benefits under the NJFLI Program must be filed directly with the State of New Jersey Department of Labor and Workforce Development. The eligibility



requirements, wage requirements, benefit duration and amounts, and benefit limitations shall be in accordance with the provisions of the NJFLI Program as administered by the State of New Jersey Department of Labor and Workforce Development. A formal appeal may be submitted to the State of New Jersey Department of Labor and Workforce Development if an employee or the Board disagrees with a determination on a claim.

c. The NJFLI Program provides eligible individuals a monetary benefit and not a leave benefit. The school district administrative and related staff will comply with the State of New Jersey Department of Labor and Workforce Development requests for information in accordance with the provisions of N.J.A.C. 12:21-3.9.

d. A printed notification of staff members' rights relative to the receipt of benefits under the NJFLI Program will be posted in each of the school district worksites and in a place or places accessible to all employees at the worksite.

e. Each staff member shall receive a copy of this notification in writing at the time of the staff member's hiring, whenever the staff member provides written notice to the Superintendent of their intention to apply for benefits under the NJFLI Program, or at any time upon the first request of the staff member.

(1) The written notification may be transmitted to the staff member in electronic form.

(2) Access to and/or distribution of this Policy shall serve as school district notice to staff members of their rights under the NJFLI Program.

B. Federal Family and Medical Leave Act

1. Definitions Relative to Federal Family and Medical Leave Act

"Covered Employer" means any public or private elementary or secondary school(s) regardless of the number of employees employed.

"Employee" means a staff member eligible for family and medical leave in accordance with the Federal Family and Medical Leave Act (FMLA).

"Hours of Service" means hours actually worked by the employee. It does not mean hours paid. Thus, non-working time – such as vacations, holidays, furloughs, sick leave, or other time-off (paid or otherwise) – does not count for purposes of calculating FMLA eligibility for the employee.

"Parent" means a biological, adoptive, step, or foster father or mother, or any other individual who stood in loco parentis to a staff member when a staff member has a son or daughter as defined below. This term does not include parents "in law."

"Serious health condition" means an illness, injury, impairment, or physical or mental condition that involves inpatient care in a hospital, hospice, or residential medical facility or continuing treatment by a health care provider. "Serious health condition" may include treatment of substance abuse pursuant to
29 CFR §825.119.

"Son" or "daughter" means a biological, adopted, or foster child, stepchild, a legal ward, or a child of a person standing in loco parentis, who is either under age eighteen or age eighteen or older and incapable of self-care because of a mental or physical disability at the time that FMLA leave is to commence.

"Spouse" means a husband or wife. For purposes of this definition, husband or wife refers to the other person with whom an individual entered into marriage as defined or recognized under State law in the State in which the marriage was entered into or, in the case of a marriage entered into outside of any State, if the marriage is valid in the place where entered into and could have been entered into in at least one State. This definition includes an individual in a same-sex marriage or common law marriage.

"Week" or "Workweek" means the number of days a staff member normally works each calendar week.



2. Qualifying Reasons for FMLA Leave

   a. A staff member may take FMLA leave to provide care made necessary:

      (1) For the birth of a son or daughter of a staff member and in order to care for such son or daughter;

      (2) For the placement of a son or daughter with a staff member for adoption or foster care;

      (3) In order to care for the spouse, son, daughter, or parent of a staff member if such spouse, son, daughter, or parent has a serious health condition;

      (4) For a serious health condition that makes a staff member unable to perform the functions of the position of such staff member.

   b. FMLA leave taken in relation to military service shall be in accordance with 29 CFR §825.112.

   c. Entitlement to FMLA leave taken for the birth of a son or daughter or placement of a son or daughter with a staff member for adoption or foster care shall expire at the end of the twelve month period beginning on the date of such birth or placement.

3. Staff Member Eligibility

   a. A staff member is eligible for up to twelve weeks of FMLA leave in a twelve month period.

   b. A staff member shall become eligible for FMLA leave after the staff member has been employed at least twelve months by the Board and employed for at least 1,250 hours of service during the twelve month period immediately preceding the commencement of the FMLA leave.

(1) The twelve months a staff member must have been employed need not be consecutive months pursuant to 29 CFR §825.110(b).

(2) The minimum 1,250 hours of service shall be determined according to the principles established under the Fair Labor Standards Act (FLSA) for determining compensable hours of work pursuant to 29 CFR §785.

(3) The Board shall not provide pay for FMLA leave.

c. The method to determine the twelve month period in which the twelve weeks of FMLA leave entitlement occurs will be a "rolling" twelve month period measured backward from the date a staff member uses any FMLA leave.

d. Pursuant to 29 CFR §825.201, a husband and wife both employed by the Board are limited to a combined total of twelve weeks of FMLA leave during the twelve month period if the FMLA leave is taken for the birth of a son or daughter of a staff member or to care for such son or daughter after birth; for placement of a son or daughter with a staff member for adoption or foster care or in order to care for the son or daughter after placement; or to care for a staff member's parent with a serious health condition.

4. Types of FMLA leave

a. Continuous FMLA leave is taken by staff members for a continuous period of time. Such FMLA leave is not broken up by a period of work and is continuous when a staff member is absent for three consecutive working days or more. Continuous FMLA leave may be taken for any qualifying reason.

b. Intermittent FMLA leave is FMLA leave taken in separate blocks of time due to a single qualifying reason. A reduced FMLA leave schedule is a FMLA leave schedule that reduces a staff member's usual number of working hours per workweek, or hours per workday. A reduced FMLA



leave schedule is a change in a staff member's schedule for a period of time, normally from full-time to part-time.

(1) Intermittent or reduced FMLA leave may be taken for the following qualifying reasons:

(a) For the serious health condition of the staff member or to care for a parent, son, or daughter with a serious health condition.

(i) For intermittent FMLA leave or FMLA leave on a reduced FMLA leave schedule taken for the reason outlined in B.4.b.(1)(a) above there must be a medical need for FMLA leave and it must be that such medical need can be best accommodated through an intermittent or reduced FMLA leave schedule.

(ii) The treatment regimen and other information described in the certification of a serious health condition and in the certification of a serious injury or illness, shall address the medical necessity of intermittent FMLA leave or FMLA leave on a reduced FMLA leave schedule.

(iii) Intermittent FMLA leave may be taken for a serious health condition of a parent, son, or daughter, for a staff member's own serious health condition, which requires treatment by a health care provider periodically, rather than for one continuous period of time, and may include FMLA leave of periods from an hour or more to several weeks.



(b) For planned and/or unanticipated medical treatment of a serious health condition when medically necessary.

(c) To provide care or psychological comfort to a covered family member with a serious health condition when medically necessary.

(d) For absences where a staff member or family member is incapacitated or unable to perform the essential functions of the position because of a chronic serious health condition even if he or she does not receive treatment by a health care provider.

(e) For FMLA leave taken after the birth of a healthy child or placement of a healthy child for adoption or foster care, only if the Board agrees.

(i) The Board's agreement is not required; however, for FMLA leave during which the mother has a serious health condition in connection with the birth of her child or if the newborn child has a serious health condition.

(2) If a staff member needs FMLA leave intermittently or on a reduced FMLA leave schedule for planned medical treatment, then a staff member must make a reasonable effort to schedule the treatment so as not to disrupt unduly the Board's operations.

(3) When a staff member takes FMLA leave on an intermittent or reduced FMLA leave schedule basis, the Board must account for the FMLA leave using an increment no greater than the shortest period of time that the Board uses to account for use of other forms of leave provided that it is not greater than one hour and provided further that a staff member's

FMLA leave entitlement may not be reduced by more than the amount of FMLA leave actually taken.

(a) If the Board accounts for use of leave in varying increments at different times of the day or shift, the Board may not account for FMLA leave in a larger increment than the shortest period used to account for other leave during the period in which the FMLA leave is taken.

(b) If the Board accounts for other forms of leave use in increments greater than one hour, the Board must account for FMLA leave use in increments no greater than one hour.

5. Staff Member Notice Requirements

a. A staff member eligible for FMLA leave must give at least a thirty day written advance notice to the Superintendent or designee if the need for the FMLA leave is foreseeable based on an expected birth, placement for adoption or foster care, or planned medical treatment for a serious health condition of a staff member or a family member.

(1) If thirty days is not practical, a staff member must provide notice "as soon as practicable" which means as soon as both possible and practical, taking into account all the facts and circumstances in the individual case.

(2) Where it is not possible to give as much as thirty days' notice, "as soon as practical" ordinarily would mean at least verbal notification to the Superintendent or designee within one or two business days or when the need for FMLA leave becomes known to a staff member.

(3) The written notice shall include the reasons for the FMLA leave, the anticipated duration of the FMLA leave, and the anticipated start of the FMLA leave.

(4) When planning medical treatment, a staff member must consult with the Superintendent or designee and make a reasonable effort to schedule the FMLA leave so as not to unduly disrupt the educational program, subject to the approval of the health care provider.

(a) Staff members are ordinarily expected to consult with the Superintendent or designee prior to scheduling of treatment that would require FMLA leave for a schedule that best suits the needs of the Board and a staff member.

(5) Intermittent FMLA leave or FMLA leave on a reduced FMLA leave schedule must be medically necessary due to a serious health condition or a serious injury or illness. A staff member shall advise the Board of the reasons why the intermittent/reduced FMLA leave schedule is necessary and of the schedule for treatment, if applicable.

(a) A staff member and the Board shall attempt to work out a schedule for such FMLA leave that meets a staff member's needs without unduly disrupting the Board's operations, subject to the approval of the health care provider.

(6) Where a staff member does not comply with the Board's usual notice and procedural requirements, and no unusual circumstances justify the failure to comply, FMLA-protected leave may be delayed or denied.



b. When the approximate timing of the need for FMLA leave is not foreseeable, a staff member should give notice to the Superintendent or designee for FMLA leave as soon as practicable under the facts and circumstances of the particular case.

(1) It is expected a staff member will give notice to the Superintendent or designee within no more than one or two business days of learning of the need for FMLA leave, except in extraordinary circumstances where such notice is not foreseeable.

(2) A staff member should provide notice to the Board either in person, by telephone, telegraph, fax machine, email, or other electronic means.

6. Outside Employment During FMLA Leave

a. A staff member during any period of FMLA leave is prohibited from performing any services on a full-time basis for any person for whom a staff member did not provide services immediately prior to commencement of the FMLA leave.

(1) A staff member using FMLA leave may commence part-time employment that shall not exceed half the regularly scheduled hours worked for the Board.

(2) A staff member may continue the part-time employment that commenced prior to the FMLA leave at the same number of hours that a staff member was regularly scheduled prior to such FMLA leave.

7. "Instructional Employees" Exceptions for FMLA Leave

a. "Instructional Employees" are those staff members whose principal function is to teach and instruct students in class, a small group, or in an individual setting. This term includes teachers, athletic coaches, driving instructors, and



special education assistants, such as signers for the hearing impaired.

(1) Teacher assistants or aides who do not have as their principal job actual teaching or instructing, guidance counselors, child study team members, curriculum specialists, cafeteria workers, maintenance workers, and/or bus drivers are not considered instructional staff members for the purposes of this Policy.

(2) For purposes of this Policy "Instructional Employees" shall be referred to as "Instructional Staff Members".

b. "Semester" means the school semester that typically ends near the end of the calendar year and the end of the spring each school year. The Board can have no more than two semesters in a school year.

c. FMLA leave taken at the end of the school year and continues into the beginning of the next school year is considered consecutive FMLA leave.

d. Eligible instructional staff members that need intermittent or reduced FMLA leave to care for a family member or for a staff member's own serious health condition which is foreseeable based on planned medical treatment and would be on FMLA leave more than twenty percent of the total number of working days over the period the FMLA leave would extend, the Board may:

(1) Require a staff member to take the FMLA leave for a period or periods of a particular duration, not greater than the duration of the planned treatment; or

(2) Transfer a staff member temporarily to an available alternative position for which a staff member is qualified, which has equivalent pay and benefits and which better accommodates recurring periods of

FMLA leave than does a staff member's regular position.

e. If the instructional staff member does not give the required notice for FMLA leave that is foreseeable and desires the FMLA leave to be taken intermittently or on a reduced FMLA leave schedule, the Board may require a staff member to take FMLA leave of a particular duration, or to transfer temporarily to an alternative position. Alternatively, the Board may require a staff member to delay taking the FMLA leave until the notice provision is met.

f. If an instructional staff member begins FMLA leave more than five weeks before the end of the school year, the Board may require a staff member to continue taking FMLA leave until the end of the semester if:

(1) The FMLA leave will last three weeks; and

(2) A staff member would return to work during the three-week period before the end of the semester.

g. If an instructional staff member begins FMLA leave for a purpose other than a staff member's own serious health condition during the five week period before the end of the semester, the Board may require a staff member to continue taking FMLA leave until the end of the semester if:

(1) The FMLA leave will last more than two weeks; and

(2) The staff member would return to work during the two week period before the end of the semester.

h. If an instructional staff member begins FMLA leave for a purpose other than a staff member's own serious health condition during the three week period before the end of a semester, the Board may require a staff member to continue taking FMLA leave until the end of the semester if the FMLA leave will last more than five working days.



i. An example of FMLA leave falling within the situations outlines in B.7.f., B.7.g., and B.7.h. above:

(1) If a staff member plans two weeks of FMLA leave to care for a family member which will begin three weeks before the end of the term, the Board could require a staff member to stay out on FMLA leave until the end of the term.

j. In the case of a staff member who is required to take FMLA leave until the end of an academic term, only the period of FMLA leave until a staff member is ready and able to return to work shall be charged against a staff member's FMLA leave entitlement.

k. The Board may require a staff member to stay on FMLA leave until the end of the school term. Any additional leave required by the Board to the end of the school term is not counted as FMLA leave; however:

(1) The Board shall be required to maintain a staff member's group health insurance; and

(2) The Board shall be required to restore a staff member to the same or equivalent job including other benefits at the conclusion of the leave.

8. FMLA Leave Related to Military Service

a. Definitions for FMLA related to military service shall be in accordance with 29 CFR §§825.122; .126; .127; and .310.

b. The foreign deployment of the staff member's spouse, child, or parent in accordance with 29 CFR §§825.122 and .126:

(1) The district must grant an eligible staff member up to twelve work weeks of unpaid, job-protected FMLA leave during any twelve month period for qualifying exigencies that arise when the staff

member's spouse, child, or parent is on covered active duty, or has been notified of an impending call or order to covered active duty.

c. Military caregiver FMLA leave provides care for a covered servicemember with a serious injury or illness in accordance with 29 CFR §§825.122 and .127:

(1) The district must grant up to a total of twenty-six workweeks of unpaid, job-protected FMLA leave during a "single twelve month period" to care for a covered servicemember with a serious injury or illness.

9. Verification

a. The Board shall require that a staff member's FMLA leave to care for a staff member's covered family member with a serious health condition, or due to a staff member's own serious health condition that makes a staff member unable to perform one or more of the essential functions of a staff member's position, be supported by a certification issued by the health care provider of a staff member or a staff member's family member.

(1) The Board must give written notice of a requirement for certification each time a certification is required. The Board's oral request to a staff member to furnish any subsequent certification is sufficient.

b. The Board shall require a staff member furnish certification at the time a staff member gives notice of the need for FMLA leave or within five business days thereafter, or, in the case of unforeseen FMLA leave, within five business days after the FMLA leave commences.

(1) The Board may request certification at some later date if the Board later has reason to question the appropriateness of the FMLA leave or its duration.



(2) A staff member must provide the requested certification to the Board within fifteen calendar days after the Board's request, unless it is not practicable under the particular circumstances to do so despite a staff member's diligent, good faith efforts or the Board provides more than fifteen calendar days to return the requested certification.

c. When FMLA leave is taken because of a staff member's own serious health condition, or the serious health condition of a family member, the Board shall require a staff member to obtain a medical certification from a health care provider that sets forth the following information:

(1) The name, address, telephone number, and fax number of the health care provider and type of medical practice/specialization;

(2) The approximate date on which the serious health condition commenced, and its probable duration;

(3) A statement or description of appropriate medical facts regarding the patient's health condition for which FMLA leave is requested. The medical facts must be sufficient to support the need for FMLA leave.

(a) Such medical facts may include information on symptoms, diagnosis, hospitalization, doctor visits, whether medication has been prescribed, any referrals for evaluation or treatment (physical therapy, for example), or any other regimen of continuing treatment;

(4) If a staff member is the patient, information sufficient to establish that a staff member cannot perform the essential functions of a staff member's job as well as the nature of any other work restrictions, and the likely duration of such inability;

(5) If the patient is a covered family member with a serious health condition, information sufficient to establish that the family member is in need of care, and an estimate of the frequency and duration of the FMLA leave required to care for the family member;

(6) If a staff member requests FMLA leave on an intermittent or reduced schedule basis for planned medical treatment of a staff member's or a covered family member's serious health condition, information sufficient to establish the medical necessity for such intermittent or reduced schedule FMLA leave and an estimate of the dates and duration of such treatments and any periods of recovery;

(7) If a staff member requests FMLA leave on an intermittent or reduced schedule basis for a staff member's serious health condition, including pregnancy, that may result in unforeseeable episodes of incapacity, information sufficient to establish the medical necessity for such intermittent or reduced schedule FMLA leave and an estimate of the frequency and duration of the episodes of incapacity; and

(8) If a staff member requests FMLA leave on an intermittent or reduced schedule basis to care for a covered family member with a serious health condition, a statement that such FMLA leave is medically necessary to care for the family member, which can include assisting in the family member's recovery, and an estimate of the frequency and duration of the required FMLA leave.

d. A staff member may choose to comply with the certification requirement by providing the Board with an authorization, release, or waiver allowing the Board to communicate directly with the health care provider of a staff member or his or her covered family member.



(1) It is a staff member's responsibility to provide the Board with complete and sufficient certification and failure to do so may result in the denial of FMLA leave.

e. If the Board has reason to doubt the validity of a medical certification, the Board may require a staff member to obtain a second opinion at the Board's expense.

(1) The Board may designate the health care provider to furnish the second opinion, but the selected health care provider may not be employed on a regular basis by the Board.

f. If the opinions of a staff member's and the Board's designated health care providers differ, the Board may require a staff member to obtain certification from a third health care provider, again at the Board's expense. This third opinion shall be final and binding. The third health care provider must be designated or approved jointly by the Board and the staff member.

10. Reinstatement Following FMLA Leave

a. On return from FMLA leave a staff member is entitled to be returned to the same position a staff member held when FMLA leave commenced, or to an equivalent position with equivalent benefits, pay, and other terms and conditions of employment.

(1) A staff member is entitled to such reinstatement even if a staff member has been replaced or his or her position has been restructured to accommodate for a staff member’s absence.

(2) The requirement that a staff member be restored to the same or equivalent job with the same or equivalent pay, benefits, and terms and conditions of employment does not extend to de minimis, intangible, or unmeasurable aspects of the job.



b. Denial of Reinstatement

(1) A staff member has no greater right to reinstatement or to other benefits and conditions of employment that if a staff member had been continuously employed during the FMLA leave period.

(a) The Board must be able to show that a staff member would not otherwise have been employed at the time reinstatement is requested in order to deny restoration to employment.

(2) The Board may deny job restoration to "key employees", if such denial is necessary to prevent substantial and grievous economic injury to the operations of the Board.

(a) A "key employee" is a salaried FMLA-eligible staff member who is among the highest paid ten percent of all staff members employed by the Board within seventy-five miles of a staff member's worksite.

(3) If a staff member is unable to perform an essential function of the position because of a physical or mental condition, including the continuation of a serious health condition or an injury or illness also covered by workers' compensation, a staff member has no right to restoration to another position under the FMLA.

(a) The Board's obligation may; however, be governed by the Americans with Disabilities Act, State leave law, or workers' compensation laws.

(4) A staff member who fraudulently obtains FMLA leave from the Board is not protected by FMLA's

job restoration or maintenance of health benefits provisions.

c. Intent to Return to Work

(1) The Board may require a staff member on FMLA leave to report periodically on a staff member's status and intent to return to work.

d. Fitness for Duty Certification

(1) As a condition of restoring a staff member whose FMLA leave was a result of a staff member's own serious health condition that made a staff member unable to perform a staff member's job, the Board shall require all similarly-situated staff members (i.e., same occupation, same serious health condition) who take FMLA leave for such conditions to obtain and present certification from a staff member's health care provider that a staff member is able to resume work.

(2) A staff member has the same obligations to participate and cooperate in the fitness-for-duty certification process as in the initial certification process.

11. The Board of Education Notice

a. Notice of Staff Member Rights Under FMLA

(1) The Board shall post and keep posted on its premises, in conspicuous places where staff members are employed, a notice explaining the FMLA's provisions and providing information concerning the procedures for filing complaints of violations of the FMLA with the Wage and Hour Division.

(a) The notice will be posted prominently where it can be readily seen by staff members and applicants for employment.

(b) The poster and the text will be large enough to be easily read and contain fully legible text.

(c) Electronic posting is sufficient to meet this posting requirement as long as it otherwise meets the requirements of B.11.

(2) The Board shall also provide this general notice to each staff member by including the notice in staff members' handbooks or other written guidance to staff members concerning staff member benefits or FMLA leave rights, if such written materials exist, or by distributing a copy of the general notice to each new staff member upon hiring. In either case, distribution may be accomplished electronically.

(3) Access to and/or distribution of this Policy shall serve as school district notice to staff members of their rights pursuant to 29 CFR §825 et seq.

b. Eligibility Notice

(1) When a staff member requests FMLA leave, or when the Board acquires knowledge that a staff member's FMLA leave may be for an FMLA-qualifying reason, the Board must notify the staff member of the staff member's eligibility to take FMLA leave within five business days, absent extenuating circumstances.

c. Designation Notice

(1) The Board is responsible in all circumstances for designating leave as FMLA-qualifying, and for giving notice of the designation to a staff member. The Board must notify a staff member whether the

leave will be designated and will be counted as FMLA leave within five business days absent extenuating circumstances.

(2) If the Board requires paid leave to be substituted for unpaid FMLA leave, or that paid leave taken under an existing leave plan be counted as FMLA leave, the Board must inform a staff member of this designation at the time of designating the FMLA leave.

12. Local Board of Education Practices

a. Substitution of Paid Leave

(1) Whether a staff member is required to use sick time or any other accrued leave time concurrent with FMLA leave time will depend upon either the district's practice or a provision in the district's collective bargaining agreement, if applicable.

b. Maintenance of Staff Member Benefits

(1) The Board must maintain a staff member's coverage under any group health plan on the same conditions as coverage would have been provided if a staff member had been continuously employed during the entire FMLA leave period.

C. Shared Provisions

1. Interference with Family Leave Rights

The NJFLA and the FMLA prohibit interference with a staff member's rights under the law, and with legal proceedings or inquiries relating to a staff member's rights. Unless permitted by the law, no staff member shall be required to take family leave or to extend family leave beyond the time requested. A staff member shall not be discriminated against for having exercised his/her rights under the NJFLA and the FMLA nor discouraged from the use of family leave.

2. Non-Tenured Teaching Staff

   Family leave granted to a nontenured staff member cannot extend a staff member's employment beyond the expiration of his/her employment contract.

3. Record Keeping

   The Superintendent or designee shall ensure the keeping of accurate attendance records that distinguish family leave from other kinds of leave so a staff member's entitlement to NJFLA leave and FMLA leave can be properly determined.

4. Processing of Complaints

   a. New Jersey Family Leave Act

      (1) Any complaint alleging a violation of the NJFLA shall be processed in the same manner as a complaint filed under the terms of N.J.S.A. 10:5-1 et seq. and N.J.A.C. 13:4 through the New Jersey Department of Law and Public Safety, Division on Civil Rights.

   b. Federal Family and Medical Leave Act (FMLA)

      (1) If there is a dispute between the Board and a staff member as to whether leave qualifies as FMLA leave, it should be resolved through discussion between the staff member and the Superintendent or designee. Such discussions and the decision shall be documented by the Superintendent or designee.

      (2) A staff member also may file, or have another person file on his/her behalf, a complaint with the United States Secretary of Labor. A complaint may be filed in person, by mail, or by telephone with the Wage and Hour Division, Employment Standards



Administration, U.S. Department of Labor, at any local office of the Wage and Hour Division.

(3) This Policy 1643 shall be posted on the school district website, in a manner accessible to all staff members and a hard copy shall be provided to all staff members annually prior to the beginning of the school year and upon initial employment in the school district during the school year.

29 CFR §825 et seq.
29 CFR §785
N.J.S.A. 10:5-1;
N.J.S.A. 34:11B et seq.
N.J.A.C. 13:14-1 et seq.

Adopted: 15 December 2022
-Revised: 24 September 2026

2200 CURRICULUM ~~CONTENT~~

In accordance with N.J.A.C. 6A:8-3.1, the Board of Education shall ensure curriculum and instruction are designed and delivered in such a way that all students are able to demonstrate the knowledge and skills specified by the New Jersey Student Learning Standards (NJSLS). The Board also shall ensure that appropriate instructional adaptations are designed and delivered for students with disabilities, for multilingual learners (ML), for students enrolled in alternative education programs, and for students identified as gifted and talented.

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The words and terms used in this Policy shall have the meanings as defined in N.J.A.C. 6A:8-1.3.

The Board shall encourage the active involvement of representatives from the community, including representatives from the local workforce and higher education, in the development of educational programs aligned with the NJSLS. The Board shall make all approved curriculum pacing guides and citations for core instructional materials publicly available pursuant to N.J.A.C. 6A:8-3.1(a)3.

The Board shall be responsible for the progress of all students in developing the knowledge and skills specified by the NJSLS, including all content areas not currently included in the Statewide assessment program.

The Board shall be responsible for the delivery of educational programs at all grade levels in the district using a coherent sequence of activities to prepare all students for college, careers, and civic life upon their graduation. Examples of such programs include, but are not limited to, academic programs; career and technical education programs; two-way bilingual immersion; heritage language education; and/or magnet programs. The Board shall implement educational programs that prepare all students for success in college, careers, and civic life, including, if applicable, the Kindergarten through grade eight development of academic skills integral to success in high school courses. When applicable, the Board shall provide students with access to advanced coursework. The Board shall develop, implement, and regularly evaluate strategies that identify, support, and encourage all student groups to enroll in and succeed in advanced coursework.

In accordance with N.J.A.C. 6A:8-3.2, the Board shall provide all students enrolled in the district with the opportunity to attain the goals of an NJSLS-based curriculum in an educational environment that is designed to meet their needs. The Board shall create curriculum, customize instructional adaptations, allocate

resources to provide equitable access to courses, programs, and experiences, and build student-centered learning environments that meet the NJSLS. The Board shall provide all students with disabilities an educational program aligned with the NJSLS, as well as the required individualized accommodations, instructional adaptations, and/or modifications as specified in a student's IEP or 504 plan. The Board shall be responsible for identifying students as gifted and talented and shall provide them with appropriate instructional adaptations and services as defined at N.J.S.A. 18A:35-35. The Board shall provide language instruction educational programs in accordance with N.J.A.C. 6A:15.

In accordance with N.J.A.C. 6A:8-3.3, the Board shall actively assist and support professional learning for teachers, educational services staff, and school leaders, including the district's plan and additional professional learning requirements at N.J.A.C. 6A:9C-3.

The Board shall provide to teachers, educational services staff, and school leaders professional learning on the following, when applicable:

1. The use of student and school performance data to provide insights into the strengths and areas for growth to improve the quality of instruction that students receive;

2. Evidence-based literacy instruction in accordance with N.J.S.A. 18A:6-142. through 18A:6-150.;

3. The content knowledge, instructional strategies, and collaborative skills needed to meet the needs of students with disabilities required at N.J.A.C. 6A:14;

4. The needs and educational development of students identified as gifted and talented; and

5. All additional statutory and regulatory requirements.

In accordance with N.J.A.C. 6A:8-2, the Board shall be responsible for the review and continuous improvement of curriculum and instruction based upon changes in knowledge, technology, assessment results, and modifications to the NJSLS pursuant to N.J.A.C. 6A:8-3.4(a). The Board shall design curriculum that is comprehensive and meets the developmental needs of students at each grade level through complete alignment with the NJSLS. The curriculum shall be designed to prepare students for success in higher education, careers, and civic life by

addressing essential academic subjects, fostering critical thinking, promoting social and emotional growth, and providing opportunities for creativity and contextual learning. The Board shall include interdisciplinary connections throughout the curriculum at every grade level in the district.

The Board shall annually approve a list of all programs and courses that comprise the district's curriculum and shall approve any subsequent changes in the curriculum in accordance with Policy 2220. The Superintendent or designee shall develop a procedure to address and eliminate any possible bias in the curriculum as programs, courses of study, and instructional materials that comprise the district's curriculum shall be designed to eliminate discrimination on the basis of any of the protected categories listed at N.J.A.C. 6A:7-1.1(a) and promote understanding and mutual respect between children.

In accordance with N.J.A.C. 6A:8-3.4(d), the Board shall provide educators with the time and resources to develop, review, and enhance contextual learning, supportive curricula, and instructional tools for helping students develop required knowledge and skills. The tools shall include, but are not limited to:

1. Curriculum designed and implemented to meet grade or grade-level expectations and graduation requirements;

2. List of core instructional and supplemental materials, including grade level-appropriate texts and decodable texts for emergent readers;

3. Integrated accommodations and modifications for students with disabilities; MLs; students identified as gifted and talented; students not at grade-level proficiency; and students with 504 plans;

4. Assessments, including, formative; summative; benchmark; and alternative assessments;

5. Universal literacy screeners and related instructional materials, as appropriate and as defined at, and required pursuant to, N.J.S.A. 18A:6-142. through 18A:6-150.;

6. Pacing guides; and

7. Opportunities for interdisciplinary connections and contextual learning.

The Superintendent shall establish an in-district team to develop a corrective action plan if the district is found to be in noncompliance with N.J.A.C. 6A:8-3. The in-district team shall consist, at a minimum, of district administrators, curriculum supervisor(s), and educators certified in one or more of the identified areas of noncompliance.

The corrective action plan shall include, but not be limited to, the following:

1. The curricular, policy, or programmatic changes to be implemented, including, but not limited to, changes to curriculum frameworks and other required course revisions;

2. The individual(s) responsible for addressing each change identified at N.J.A.C. 6A:8-3.5(e)1. and 1. above;

3. Specific timelines for the completion of each change identified at N.J.A.C. 6A:8-3.5(e)1. and 1. above; and

4. Alignment with, and incorporation of or references to, the relevant provisions of all applicable State and Federal plans.

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Within sixty days of the district's receipt of the Commissioner's written notification pursuant to N.J.A.C. 6A:8-3.5(c), the Superintendent shall present the corrective action plan to the Board for approval.

1. The Board shall review and approve the corrective action plan.

2. The Superintendent shall submit to the Commissioner, or the Commissioner's designee, the corrective action plan approved by the Board.

The Commissioner, or the Commissioner's designee, shall review the corrective action plan and notify the Superintendent if the plan is acceptable. The Superintendent shall implement the corrective action plan within thirty days of the Commissioner's written notification pursuant to N.J.A.C. 6A:8-3.5(g). The Commissioner, or the Commissioner's designee, shall review and verify the district's implementation of the corrective action plan.



When a corrective action plan is not submitted, it is determined by the Commissioner, or the Commissioner's designee, to be unacceptable, or it is not implemented, the Commissioner shall notify the Superintendent of the action(s) that the Commissioner intends to take pursuant to State law, rules, and regulations.

N.J.S.A. 18A:6-142. through 18A:6-150.;
18A:35-35.
N.J.A.C. 6A:8-3.1; 6A:8-3.2; 6A:8-3.3; 6A:8-3.4; 6A:8-3.5

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~~The Board of Education will provide the instruction and services mandated by law and rules as necessary for the implementation of a thorough and efficient system of free public education and such other instruction and services as the Board deems appropriate for the thorough and efficient education of the pupils of this district. The Board shall annually approve a list of all programs and courses that comprise the district's curriculum and shall approve any subsequent changes in the curriculum in accordance with Policy 2220 – Adoption of Courses.~~

~~For the purposes of this Policy "curriculum" means planned learning opportunities designed to assist pupils toward the achievement of the intended outcomes of instruction.~~

~~The curriculum will be reviewed by the Superintendent and shall, as a minimum, include the curricular mandates of N.J.S.A. 18A – Education N.J.A.C. 6A – Education and the New Jersey Student Learning Standards and the courses required by Policy No. 5460 and N.J.A.C. 6A:8-5 for high school graduation.~~

~~The Superintendent is responsible for implementing the curriculum approved by the Board.~~

~~The curriculum shall be consistent with the educational goals and objectives of this district and the New Jersey Student Learning Standards and be responsive to identified pupil needs. The Superintendent shall, in consultation with teaching staff members, assure the effective articulation of curriculum across all grade levels and among the constituent districts of the Kingsway Regional School District.~~

~~N.J.S.A. 18A:35-1 et seq.~~
~~N.J.A.C. 6A:8-1.1 et seq.; 6A:14 et seq.~~
~~New Jersey Student Learning Standards~~

Adopted: 23 June 2008
Revised: 24 May 2018
Revised: 12 September 2024
Revised: 24 September 2026

2260 EQUITY IN SCHOOL AND CLASSROOM PRACTICES COMPLAINT PROCEDURES (M)

M

In accordance with N.J.A.C. 6A:7-1.7(a), t~~T~~he Board of Education shall provide all students with equitable and bias-free access to all school facilities, courses, programs, activities, and services, regardless of the protected categories listed at N.J.A.C. 6A:7-1.1(a) by:

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1. Ensuring access to all school and classroom facilities;

2. Attaining, within each school, minority representation that approximates the district's overall minority representation. Exact apportionment is not required; the ultimate goal is a reasonable plan achieving the greatest degree of a representative balance that is feasible and consistent with sound educational values and procedures;

3. Utilizing, on an annual basis, a State approved English language proficiency assessment that evaluates a student's English language proficiency on the four domains of listening, speaking, writing, and reading for determining the eligibility and placement of students who may be identified as multilingual N.J.A.C. 6A:15-1.3(a)3.

4. Utilizing bias-free multiple measures for determining the special needs of pupils with disabilities, pursuant to N.J.A.C. 6A:14-3.4;

5. Ensuring support services, including intervention and referral services and school health services pursuant to N.J.A.C. 6A:16, are available to all pupils; and

6. Ensuring a student is not discriminated against because of a medical condition. A pupil shall not be excluded from any education program or activity because of a long-term medical condition unless a physician certifies such exclusion is necessary. a. If excluded, the student shall be provided with equivalent and timely instruction that may include home instruction, without prejudice or penalty.

Pursuant to N.J.A.C. 6A:7-1.7(b), The Board on shall ensure the district's curriculum and instruction are aligned to the New Jersey Student Learning Standards (NJSLS). The Board also shall ensure its curriculum and instruction address the elimination of discrimination by narrowing the achievement and opportunity gaps, by providing equity

in educational activities and programs and by providing opportunities for pupils to interact positively with others regardless of the protected categories listed at N.J.A.C. 6A:7-1.1(a) by:

1. Ensuring there are no differential requirements for completion of course offerings or programs of study solely on the basis the protected categories listed at N.J.A.C. 6A:7-1.1(a);

2. Ensuring courses shall not be offered separately on the basis of protected categories listed at N.J.A.C. 6A:7-1.1(a)~~:~~;

   a. Portions of classes that deal exclusively with human sexuality may be conducted in separate developmentally appropriate sessions based on gender identity, provided ~~that~~ the course content for such separately conducted sessions is the same~~:~~;

3. Increasing and promoting equitable representation of all students in all classes and programs;

4. Ensuring schools demonstrate the inclusion of a multicultural curriculum in its instructional content, materials and methods, and ensuring that students understand the basic tenet of multiculturalism;

5. Ensuring the Amistad Commission Curriculum;

6. Ensuring the Commission on Holocaust Education curriculum is included in the curriculum of all elementary and secondary schools, as developmentally appropriate, pursuant to N.J.S.A. 18A:35-28; and

7. Ensuring all curricular requirements pursuant to N.J.A.C. 6A:8 and the NJSLS are taught, including any curriculum developed concerning any of the protected categories listed at N.J.A.C. 6A:7-1.1(a) or curriculum developed by any commissions constituted for the development of curriculum concerning any of the protected categories listed at N.J.A.C. 6A:7-1.1(a).

Pursuant to N.J.A.C. 6A:7-1.7(c), the Board shall ensure all students have access to adequate and appropriate counseling services.

1. When informing students about possible careers or professional or vocational opportunities, the Board shall not

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restrict or limit the options presented to students on the basis of the protected categories listed at N.J.A.C. 6A:7-1.1(a).

2. The Board shall not use tests or guidance or counseling materials that are biased or stereotyped on the basis of the protected categories listed at N.J.A.C. 6A:7-1.1(a).

Pursuant to N.J.A.C. 6A:7-1.7(d), t
~~T~~he Board shall ensure the district's physical education is in a co-educational setting that is developmentally appropriate, and does not discriminate on the basis of the protected categories listed at N.J.A.C. 6A:7-1.1(a) as follows:

1. The district shall provide separate restroom, locker room, and shower facilities on the basis of gender, but such facilities provided for pupils of each gender shall be comparable;

2. The district may choose to operate separate teams based on sex in one or more sports or single teams open competitively to members of all sexes as long as the athletic program as a whole provides equal opportunities for students of all sexes to participate in sports at comparable levels of difficulty and competency; and

3. The activities comprising such athletic programs shall receive equitable treatment, including, but not limited to, staff salaries, purchase and maintenance of equipment, quality and availability of facilities, scheduling of practice and game time, length of season, and all other related areas or matters.

N.J.S.A. **18A:35-28.;** 18A:36-20
N.J.A.C. 6A:7-1.1; 6A:7-1.3; 6A:7-1.7

Adopted: 23 June 2008
Revised: 19 September 2011
Revised: 24 May 2018
Revised: 25 July 2024
Revised: 24 September 2026

ABOLISH

2363 ~~PUPIL USE~~ OF PRIVATLEY-OWNED TECHNOLOGY

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

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 pupil at no expense to the school or school district.

ABOLISH

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

Teaching staff members must get prior approval from their immediate supervisor or Principal before allowing pupils to use privately-owned technology during instructional time.

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Pupils who use privately-owned technology in school will be given and opportunity to authenticate and access to the school district's computer intranet and internet environment. Once authenticated on the school district's Guest-Wireless all website traffic will be monitored and logged in accordance with KRSD District Policy #2361.

In the event the teaching staff member 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 pupil to use their privately-owned technology to access the Internet during instructional time will provide the pupil with a list of approved Internet sites the pupil is permitted to access. A pupil 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 pupil shall be in strict accordance with the teaching staff member's specific approval(s) and Board policies and regulations. Any violation will subject the pupil to appropriate discipline and/or grading consequences.

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

The school district assumes no responsibility for any privately-owned technology brought to school by a pupil. The pupil 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 pupil. Pupils are encouraged to purchase private insurance for loss, damage, or theft of any privately-owned technology the pupil brings to school.

ABOLISH

Adopted: 17 September 2012
Revised: 26 May 2016

2411 CAREER EDUCATION AND ACADEMIC ~~SCHOOL~~ COUNSELING

The Board of Education shall develop and implement a comprehensive system for the delivery, to all students, of guidance and academic counseling that facilitates career awareness, exploration, and preparation pursuant to N.J.A.C. 6A:8-6.1.

The words and terms used in this Policy shall have the meanings as defined in N.J.A.C. 6A:8-1.3.

A. Comprehensive System of Guidance and Academic Counseling

1. The system for the delivery, to all students, of guidance and academic counseling that facilitates career awareness, exploration, and preparation shall:

a. Be consistent with the New Jersey Student Learning Standards (NJSLS);

b. Take into consideration the 2019 American School Counselor Association's National Standards for School Counseling Programs, incorporated herein by reference, as amended and supplemented;

c. Be infused throughout the curriculum as appropriate for all students;

d. Be supported by professional learning programs;

e. Provide developmental career guidance and academic counseling, aligned with the NJSLS, designed to:

(1) Assist students in making and implementing informed educational and career choices, including opportunities to change career focus;

(2) Support students' academic attainment, career development, and personal/social development; and

(3) Develop students' understanding of the relationships among academic attainment, career development, and personal/social development; and

f. Specify the delivery format, which may include:

(1) An integrated curriculum that is based on the NJSLS and provides students with the opportunity to engage in contextual learning, service learning, and/or work-based learning to acquire information about their career interests and/or take advanced coursework linked to their career interests; and/or

(2) Specialized programs that reflect the needs of students and the community.

B. Students With Disabilities

For students with disabilities beginning at age fourteen or younger, if determined appropriate by the IEP team, the Board shall ensure that career guidance and academic counseling are coordinated with transition services provided in accordance with N.J.A.C. 6A:14-3.7.

C. Fulfillment of the NJSLS

1. In fulfillment of the NJSLS, the Board shall develop and implement the following for all students:

a. Curriculum and instructional methods that:

(1) Include the integration of technological literacy, consistent with the NJSLS;

(2) Include the integration of information literacy, consistent with the NJSLS and delivered in partnership by school library media specialists and classroom educators, pursuant to N.J.S.A. 18A:7F-4.4. through 18A:7F-4.7.;

(3) Provide an understanding of the career applications of knowledge and skills learned in the classroom; and

(4) Provide opportunities to apply knowledge and skills learned in the classroom to real or simulated career challenges.

b. A system of career development activities that:

(1) Offers the opportunity to more fully explore career interests that are linked to the NJSLS, pursuant to N.J.A.C. 6A:19 – Career and Technical Education Programs and Standards;

(2) Provides the appropriate format for offering career-development activities based on school district resources, community needs, and student interest;

(3) Identifies the delivery format, which may include:

(a) An integrated curriculum that is based on the NJSLS and provides students the opportunity to acquire information about their career interests and/or take advanced coursework linked to their career interests; or

(b) Specialized programs that reflect the needs of students and the community; and

(4) Instills the concept of the need for continuous learning throughout life.

D. Work-Based Learning Experiences

1. The Board shall offer high school students the opportunity to more actively explore career interests by participating in work-based learning experiences aligned to the NJSLS.

a. Work-based learning experiences shall give students opportunities to demonstrate and apply academic knowledge in authentic settings and to develop career and personal/social goals.

b. Students may voluntarily select work-based learning experiences that:

(1) Are co-curricular or extra-curricular activities; and

(2) Take place within the district, at a work site, or in the community, in accordance with N.J.A.C. 6A:19-6.4.

c. The Board shall ensure students participating in school-sponsored external work-based learning experiences, either paid or unpaid:

(1) Are supervised by school personnel, in accordance with N.J.A.C. 6A:9B-14.19 and 14.20; and

(2) Are in approved programs compliant with Federal and State law.

E. Enrollment in College Courses

1. The Board shall develop, implement, and regularly evaluate strategies that identify, support, and encourage students from diverse backgrounds to enroll in and succeed in college courses pursuant to N.J.A.C. 6A:8-6.2.

2. The Board may enter into a dual enrollment agreement with one or more public institutions of higher education, in accordance with N.J.S.A. 18A:61C-10., to increase the availability of college-level instruction for high school students.

3. Credits earned by students shall be accepted at all New Jersey public higher education institutions, pursuant to N.J.S.A. 18A:61C-11.

4. The Board may participate in the Twelfth Grade Postsecondary Transition Year Pilot Program, pursuant to P.L. 2023, c.272, through a competitive grant award contingent upon available funds held within the Innovation Dual Enrollment II Fund.

F. Guidance and Academic Counseling

The Board's comprehensive system for the delivery, to all students, of guidance and academic counseling that facilitates career awareness, exploration, and preparation shall involve the coordinated efforts of all teaching staff members under the leadership of certified school counselor(s).

G. Evaluation

1. The program of career education and academic counseling will be reviewed annually to determine its strengths and weaknesses. The following information to be reviewed may include, but is not limited to:

   a. An annual record of graduate placements in post-secondary situations;

   b. Assessments of past graduates as to the effectiveness of guidance services received in the high school;

   c. Results of surveys of parents and staff evaluations of guidance services;

   d. Analysis of the effectiveness of outside referrals;

   e. Assessments by persons not employed in the school district and experts in the field of career education and academic counseling;

   f. Personal evaluations of the career education and academic counseling staff members to identify weaknesses in the administration of the program; and

   g. Any additional information that assists in determining the strengths and weaknesses of the career education and academic counseling program in the district.

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~~The Board of Education requires that a planned program of school counseling be an integral part of the educational program of the schools to assist students in making and~~

~~implementing informed educational and occupational choices including academic, career, and personal/social development.~~

~~A program of school counseling, including developmental career guidance and exploration, shall be offered to all students in this school district and shall involve the coordinated efforts of all teaching staff members under the leadership of certified school counseling personnel.~~

~~The Superintendent is directed to implement a school counseling program that carries out the purposes of this Policy and:~~

1. ~~Involves teaching staff members at all appropriate levels;~~

2. ~~Honors the individuality of each student;~~

3. ~~Is integrated with the total educational program;~~

4. ~~Is coordinated with available resources of the community;~~

5. ~~Provides for cooperation of school staff with parent and shares parents' concern for the development of their children;~~

6. ~~Provides for the means of sharing information among appropriate staff members in the student's interest;~~

7. ~~Ensures all students have access to adequate and appropriate counseling services, pursuant to N.J.A.C. 6A:7-1.7(c).~~

   a. ~~When informing students about possible careers or professional or vocational opportunities, the Board shall not restrict or limit the options presented to students on the basis of the protected categories listed at N.J.A.C. 6A:7-1.1(a).~~

   b. ~~The Board shall not use tests or school counseling materials that are biased or stereotyped on the basis of the protected categories listed at N.J.A.C. 6A:7-1.1(a); and~~

8. ~~Establishes a referral system that utilizes all the aid the schools and community offer, guards the privacy of the student, and monitors the efficacy of such referrals.~~

N.J.S.A. 18A:7F-4.4. through 18A:7F-4.7.;
18A:61C-10.; 18A:61C-11.
N.J.A.C. 6A:7-1.1; 6A:7-1.3; 6A:7-1.7; 6A:8-6.1; 6A:8-6.2;
6A:19-1.1 et seq.
~~N.J.A.C. 6A:19-1.2; 6A:8-2.2~~
~~N.J.A.C. 6A:7-1.1; 6A:7-1.3; 6A:7-1.7; 6A:8-3.2~~

Adopted: 23 June 2008
Revised: 24 May 2018
Revised: 25 July 2024
Revised: 24 September 2026

3216 DRESS AND GROOMING

The Board of Education believes the appearance and dress of teaching staff members is an important component of the educational program of this school district. The attitude of teaching staff members about their professional responsibilities and the importance of education in the lives of their pupils are reflected in their dress and appearance. Accordingly, in order to create an atmosphere of respect for teaching staff members and an environment conducive to discipline and learning, the Board establishes the following rules for the dress of teaching staff members in the performance of their professional duties:

A. General Staff Attire:

Teaching staff should wear attire that balances professionalism while reflecting the high standards of the educational environment. Acceptable attire includes the following:

1. Clothing:

i. Clothing shall be clean, neat, well-maintained, and appropriately fitted, avoiding garments that are excessively tight or overly loose. Appropriate professional attire includes tailored shirts, sweaters, collared shirts, dress slacks, khakis, knee-length or longer dresses and skirts, and blazers or sport coats. Clothing shall fit properly, be free from excessive wrinkles or wear (free of rips, tears, or holes), and provide appropriate coverage of the torso and undergarments during normal workplace activities and movement.

2. Footwear:

ii. Footwear must be practical, professional, and secured to the foot by an enclosed heel or a functional heel or ankle strap. Straps must be worn engaged. Backless footwear without a secured strap, including slides, flip-flops, mules, and clogs are not permitted. Clean, professional sneakers are acceptable.

More restrictive requirements may apply in laboratories, kitchens, physical education settings, or other areas with specific safety hazards.

~~Footwear should be practical yet professional and include shoes such as loafers, flats, or dress shoes. Dress sandals or heels (with secure backs), dress~~

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~~boots, or clean, professional sneakers for comfort may be worn without compromising appearance.~~

3. Accessories:

iii. Staff may wear tasteful accessories that complement professional attire and allow for appropriate personal expression. Accessories should be appropriate for the educational setting, should not be excessively large or distracting, and must not interfere with safety or the performance of job responsibilities.

B. Physical Education Teacher Attire:

Physical education teachers should dress in a manner that is both functional and professional. Acceptable attired includes the following:

1. Clothing:

i. Collared "golf" shirts or athletic dri-fit shirts with a professional appearance shall be worn. Professional athletic pants like chinos, golf pants, or khakis may also be worn, provided they are made from quality fabric that reflect a reflect a polished look. Clothing should fit properly and be in good condition, free from wrinkles or excessive wear. When in the classroom setting, PE teachers shall abide by the standards noted above.

2. Footwear & Seasonal Wear:

ii. Athletic shoes are required for physical education teachers to ensure safety and comfort, but they should be clean and neutral in color to maintain a professional appearance. For colder weather or outdoor activities, professional-looking outerwear such as vests, lightweight jackets, or fleeces can be worn. Outerwear should be school-appropriate, preferably with subtle logos or designs, to align with the overall professional tone. In warmer weather, knee-length chinos or khaki-style shorts may be worn. Clothing should fit properly and be in good condition, free from wrinkles or excessive wear.

C. Unapproved Attire

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To maintain a professional environment conducive to learning, certain attire is considered inappropriate during the regular workday or at school functions when the staff member is working. All clothing shall be free of large graphics, offensive language, or overly bold patterns that can detract from the professional learning environment. Unapproved items include, but is not limited to, the following:

1. Casual tops such as untailored t-shirts, strapless shirts, low-cut, cropped or midriff-baring tops;
2. Casual pants such as leggings, spandex, lounge wear, or sweatpants;
3. Jeans;
4. Beachwear of any kind;
5. Clothing that is see-through showing undergarments;
6. Hats and/or head coverings unless approved by the District for medical or religious reasons;
7. Shorts or scooter (biker-shorts-not to exceed two (2) inches above the knee);
8. Athletic sneakers;
9. Dark eyeglasses (except for documented medical reasons);
10. Skirts or dresses that are 2" above the knee; and,
11. Flip-flops, slides, clogs, or other backless shoes.

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D. Special Exceptions:

The dress code allows for flexibility to accommodate various school events and activities. On designated days, such as field trips, spirit days, athletic events, or other special occasions, staff may dress more casually, provided it is still respectful and appropriate for the event. For example, on field trips, staff can wear school-branded casual wear like polo shirts and khakis to promote school unity and ensure comfort. These exceptions shall be pre-approved by the Principal or designee to ensure they align with the District's overall professional image.

E. Grooming and Cleanliness:

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Teaching staff members are expected to maintain a clean, neat, and professional appearance that reflects their roles as educators and role models. Clothing should be clean, well maintained, and free of stains, tears, or wrinkles. Personal grooming, including hair, beards, and nails, should be kept tidy to avoid an unkempt appearance. Attention to personal hygiene is also crucial, ensuring a fresh and clean presence. This focus on grooming and cleanliness helps foster a respectful and professional atmosphere, setting a positive example for students and contributing to a conducive learning environment.

F. Employee Identification

All employees are required to wear their district-issued employee identification at all times during school/work hours.

The Building Principal or the teaching staff member's supervisor, as appropriate, shall determine whether a violation of this dress code has occurred and shall discuss the violation with the teaching staff member concerned. Where a single violation so warrants or violations recur, the Principal or supervisor may enter a reprimand in the teaching staff member's file and may recommend other appropriate disciplinary measures.

~~1. Acceptable attire for teaching staff members shall include, but not be limited to, dresses, skirts, blouses, suits, sweaters, pants, and dress shirts with or without a tie; 2. Inappropriate attire within the regular school day includes, but is not limited to, the following:~~

~~a. Jeans (unless approved by the Principal or designee for a special activity or event);~~

~~b. T-shirts;~~

~~c. Strapless shirts and dresses, mid-driff shirts;~~

~~d. Sweatshirts, shorts, sweatpants, spandex clothing, workout attire;~~

~~e. Beachwear; and~~

~~f. Hats and/or head coverings unless approved by the Principal or designee for medical or religious reasons~~

~~3. The clothing and appearance of all teaching staff members shall be clean and neat;~~

~~4. No clothing may be worn that constitutes a danger to health or safety to the wearer or to others, and no clothing may be worn that interferes with the instructional program;~~

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~~The Building Principal or the teaching staff member's supervisor, as appropriate, shall determine whether a violation of this dress code has occurred and shall discuss the violation with the teaching staff member concerned. Where a single violation so warrants or violations recur, the Principal or supervisor may enter a reprimand in the teaching staff member's file and may recommend other appropriate disciplinary measures.~~

~~Physical Education Teacher Dress Code~~

~~The following guidelines were developed as an extension of the Dress and Grooming policy and it is the expectation that all physical education teachers will come to school dressed and groomed in accordance with these guidelines. When physical education teachers are exclusively assigned to health, Policy 3216 (Dress & Grooming, Teaching Staff Members) shall apply.~~

~~Upper Body:~~

~~1. Clean, neat and unwrinkled shirt~~
~~a. Preferably collared ("golf attire")~~

~~b. If not collared, must be a clean, neat athletic shirt that is not a standard T-shirt (a dri-fit short or long-sleeved shirt would be appropriate, a standard short-sleeve and/or gym shirt would not be appropriate professional attire)~~

~~c. School appropriate/professional logo/graphics~~

~~2. Clean and neat outerwear (fleeces, jackets, sweatshirts and hoodies) are only permitted while outside.~~

~~Lower Body:~~

~~1. Shorts should be no higher than mid-thigh~~
~~a. Shorts should be khaki-style (golf attire)~~

~~b. No gym shorts~~

~~c. Long pants should reflect professional, athletic attire (professional looking training pants would be appropriate; yoga pants, spandex, and sweatpants are not appropriate)~~

~~d. Athletic shoes with tie laces must be worn.~~

N.J.S.A. 18A:27-4

Adopted: 23 June 2008
Revised: 22 September2016
Revised: 27 July 2023
Revised: 24 September 2026

3420 BENEFITS

~~The Board of Education will establish benefits for teaching staff members not covered by the terms of a negotiated agreement or in an individual contract with the Board.~~

~~Health Insurance – Retirees~~

The Kingsway Regional Board of Education will allow individuals who are retiring from active service under the provisions of T.P.A.F. or P.E.R.S. and have no other means of health insurance, to participate in the group policy(ies). This applies to ~~individuals only and~~ the enrollment ~~is limited~~ to medical ~~Personal Choice~~, dental, and/or prescription.

Premiums shall be the responsibility of the individual and are payable in advance on a monthly basis. ~~There shall be~~If there is an administrative fee ~~of five percent of the premium added to the amount~~the employee shall be responsible for said fee.

Individuals wishing to participate in this program shall provide a written request to the Board in advance of retirement. If no request is made prior to retirement, the individual shall not be eligible and is deemed to waive all future rights to participate or apply for coverage.

This policy applies only to individuals who retire from active service and satisfy the eligibility requirements set forth herein. It does not apply to eligible dependents of active employees. Rights to continuation of coverage for active employees and their eligible dependents shall be governed by applicable law, including COBRA.~~This policy is not applicable to any individual employee, spouse, or dependent who is eligible under the provisions of COBRA or any retired individual, spouse, or employee who is currently enrolled as of the effective date of the adoption of this policy.~~

A copy of this policy will be provided to all individuals currently enrolled and to all individuals who retire.

N.J.S.A. 18A:6-6; 18A:16-12 et seq.; 18A:27-4

Adopted: 23 June 2008
Revised: 24 September 2026

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4420 BENEFITS

The Kingsway Regional Board of Education will allow individuals who are retiring from active service under the provisions of T.P.A.F. or P.E.R.S. and have no other means of health insurance, to participate in the group policy(ies). This applies to the enrollment to medical, dental, and/or prescription.

Premiums shall be the responsibility of the individual and are payable in advance on a monthly basis. If there is an administrative fee the employee shall be responsible for said fee.

Individuals wishing to participate in this program shall provide a written request to the Board in advance of retirement. If no request is made prior to retirement, the individual shall not be eligible and is deemed to waive all future rights to participate or apply for coverage.

This policy applies only to individuals who retire from active service and satisfy the eligibility requirements set forth herein. It does not apply to eligible dependents of active employees. Rights to continuation of coverage for active employees and their eligible dependents shall be governed by applicable law, including COBRA.

A copy of this policy will be provided to all individuals currently enrolled and to all individuals who retire.

~~The Board of Education reserves the right to establish benefits for support staff members not covered by the terms of a negotiated agreement or in an individual contract with the Board.~~

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N.J.S.A. 18A:6-6; 18A:16-12 et seq.

Adopted: 23 June 2008
Revised: 24 September 2026

5460 HIGH SCHOOL GRADUATION

For a State-endorsed diploma, the Board of Education shall develop, adopt, and implement local graduation requirements that prepare students for success in postsecondary degree programs, careers, and civic life, that are delivered by educators who are appropriately certified within each of the New Jersey Student Learning Standards (NJSLS) content areas, and that include the requirements outlined in N.J.A.C. 6A:8-5.1.

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

The words and terms used in this Policy shall have the meanings as defined in N.J.A.C. 6A:8-1.3.

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

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

1. Participation in a local program of study of not fewer than 24 credits in courses designed to meet all of the NJSLS, including, but not limited to, ~~For a State-endorsed diploma, the Board shall develop, adopt, and implement graduation requirements that prepare students for success in post-secondary degree programs, careers, and civic life in the 21st century, and that include the~~ following credits:

   a. At least four (4.0) credits in English language arts aligned to grade nine through twelve standards; ~~A graduating student must have earned a minimum of 24 credits in courses designed to meet all of the New Jersey Student Learning Standards (NJSLS) including, but not limited to, the following credits:~~

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b. At least three (3.0) credits in mathematics, including Algebra I or the content equivalent; geometry or the content equivalent; and including a third year of mathematics that builds on the concepts and skills of algebra and geometry and that prepares students for college and careers;

c. At least three (3.0) credits in evidence-based science course that develop proficiency with the full range of grades nine through twelve NJSLS for science, which shall include the disciplines of physical science; life science; earth and space sciences; and engineering, technology, and applications of science;

d. At least three (3.0) credits in social studies, including satisfaction of N.J.S.A. 18A:35-1. and 18A:35-2:. (1.0) credit in world history; and the integration of civics, economics, geography, and global content in all course offerings;

e. At least a half (0.5) credit in financial, economic, business, and entrepreneurial literacy;

f. At least four (4.0) credits in health, safety, and physical education during each year of enrollment, distributed as one hundred fifty minutes per week pursuant to N.J.S.A. 18A:35-5, 18A:35-7 and 18A:35-8;

Commented [CP1]: Mike, the model policy notes 3 and 3/4 each year

g. At least one (1.0) credit in visual and performing arts;

h. At least one (1.0) credit in world languages or student demonstration of proficiency as set forth at N.J.A.C. 6A:8-5.1(a)2v. (2) and A. 2.e. below;

i. Technological literacy, consistent with the NJSLS, integrated throughout the curriculum;

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j. At least a one (1.0) credit in a career readiness or career and technical education; and,

k. Electives as determined by the high school program sufficient to total a minimum of twenty-four (24.0) credits.

~~(1) At least four (4.0) credits in English language arts aligned to grade nine through twelve standards;~~

~~(2) At least three (3.0) credits in mathematics, including Algebra I or the content equivalent; geometry or the content equivalent; and including a third year of mathematics that builds on the concepts and skills of algebra and geometry and that prepares students for college and 21st century careers;~~

~~(3) At least three (3.0) credits in social studies, including satisfaction of N.J.S.A. 18A:35-1 and 18A:35-2; (1.0) credit in world history; and the integration of civics, economics, geography, and global content in all course offerings;~~

~~(4) At least three (3.0) credits in science, including at least one (1.0) credit in laboratory biology/life science or the content equivalent, including one additional laboratory/inquiry-based science course which shall include chemistry, environmental science, or physics, and including one additional laboratory/inquiry-based science course;~~

~~(5) At least four (4.0) credits in health, safety, and physical education during each year of enrollment, distributed as one hundred fifty minutes per week, as required by N.J.S.A. 18A:35-5, 7 and 8;~~

~~(6) At least one (1.0) credit in visual and performing arts;~~

~~(7) At least one (1.0) credit in world languages or student demonstration of proficiency as set forth in N.J.A.C. 6A:8-5.1(a)2ii(2);~~

(8) ~~At least a half (0.5) credit in financial, economic, business, and entrepreneurial literacy;~~

(9) ~~At least a half (0.5) credit in a career-based elective or program equivalent;~~

(10) ~~Technological literacy, consistent with the NJSLS, integrated throughout the curriculum;~~

(11) ~~At least one (1.0) credit in 21st century life and careers; and~~

(12) ~~Electives as determined by the high school program sufficient to total a minimum of twenty-four (24.0) credits.~~

~~B~~2. The 24-credit requirement set forth in N.J.A.C. 6A:8-5.1(a)1. and in A.1.~~a.~~ may be met ~~in whole or in part~~ through program completion of a range of experiences that enable students to pursue a variety of ~~personalized~~ individualized student learning opportunities, as follows:

1. The ~~district~~ Board may ~~shall~~ establish general policies and procedures for the implementation of ~~a process to approve~~ individualized student learning opportunities that meet ~~or exceed~~ the NJSLS, as well as any performance or competency assessment that will be used to determine student completion of programs.

~~a. Individualized student learning opportunities in all NJSLA areas include, but are not limited to the following:~~

~~(1) Independent study;~~

~~(2) Online learning;~~

~~(3) Study abroad programs;~~

~~(4) Student exchange programs; and~~

~~(5) Structured learning experiences; including, but not limited to, work-based programs, internships, apprenticeships, and service-learning experiences.~~

(1)~~b~~. Individualized student learning opportunities based upon specific instructional objectives aimed at meeting ~~or exceeding~~ the NJSLS-based courses shall:

(a) Be designed, approved, and delivered by appropriately certified educators, except as follows:

(i) For approved career and technical education programs and work-based learning experiences, individualized student learning opportunities shall be designed, approved, and supervised by appropriately certified educators in accordance with N.J.A.C. 6A:19-6.4, 6A:9B-14.19, and 6A:9B-14.20; or

(ii) For dual enrollment, individualized student learning opportunities shall be reviewed and approved by appropriately certified educators;

~~(1) Be based on student interest and career goals;~~

~~(2) Include demonstration of student competency;~~

~~(3) Be certified for completion based on the district process adopted according to N.J.A.C. 6A:8-5.1(a)2. ii. and A.1.b.(2) below; and~~

~~(4) Be on file in the school district and subject to review by the Commissioner or his/her designee.~~

(b) Include demonstration of student competency approved by appropriately certified educators;~~c. Group programs based upon specific instructional objectives aimed at meeting or exceeding the NJSLS shall be permitted and shall~~

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~~be approved in the same manner as other approved courses.~~

(c) Be certified for completion based on the Board process adopted in accordance with N.J.A.C. 6A:8-5.1(a)2.v~~ii~~. and A.2.e below; and

(d) Be on file in the district and subject to review by the Commissioner of Education or the Commissioner's designee.

(2) Group programs based upon specific instructional objectives aimed at meeting NJSLS shall be permitted pursuant to N.J.A.C. 6A:8-5.1 and shall be approved in the same manner as other approved courses.

b. A Board that establishes a process pursuant to N.J.A.C. 6A:8-5.1(a)2.i. and A.2.a. above shall:

(1) Provide programs and related assessments based on specific instructional objectives aimed at meeting the NJSLS and overseen by educators appropriately certified within each aligned content area;

(2) Approve group programs in the same manner as other courses;

(3) Provide equitable access pursuant to N.J.A.C. 6A:7 – Managing for Equity in Education;

(4) Develop policies that clearly address student safety, transportation, tuition, and fee requirements and comply with applicable laws and rules as set forth at N.J.A.C. 6A:19-14.2; and

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(5) Consider the need for procedures that are consistent with the Board's employment practices, including criminal background checks in accordance with N.J.S.A. 18A:6-7.1.

c. Coursework and experiences may bear credit for core academic courses or elective coursework. The Board may establish policies that:

(1) Allow the granting of credits for summer courses that replace traditional courses;

(2) Allow the granting of credits for work-based learning experiences, including, but not limited to, internships, apprenticeships, and service-learning;

(3) Limit opportunities to only courses that are not offered to all students by the Board; and

(4) Prioritize opportunities that are more experiential in nature and not designed to meet the course requirements at N.J.A.C. 6A:8-5.1(a)1. and A.1. above.

d. Boards that allow the granting of credit for experiences designed to supplant courses required for graduation as set forth at N.J.A.C. 6A:8-5.1(a)1. and A.1. above shall document the experiences' substantial equivalency with the identified NJSLS and locally adopted curriculum designed to meet the requirements at N.J.A.C. 6A:8-5.1(a)1. and A.1. above. The documentation shall be subject to review, in accordance with N.J.A.C. 6A:30, including the instruction and program indicators at 6A:30 Appendices A and B.

e. The Board shall establish a process for granting of credits through successful completion of assessments that verify student achievement in meeting the NJSLS at the high school level, including standards achieved by means of the

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individualized student learning opportunities set forth at N.J.A.C. 6A:8-5.1(a)2. and A.2. above. Such programs or assessments may occur all, or in part, prior to a student's high school enrollment; no such locally administered assessments shall preclude or exempt student participation in applicable Statewide assessments at grades three through twelve.

(1) The Board shall choose assessments that are aligned with the NJSLS and may include locally designed assessments.

(2) The Board shall determine if students have achieved the level of language proficiency designated as Novice-High as defined by the American Council on the Teaching of Foreign Languages (ACTFL) and recognized as fulfilling the world languages requirement of the NJSLS through either New Jersey Department of Education (NJDOE)-approved proficiency assessments or NJDOE-approved locally designed competency-based assessments;

~~2. The district shall establish a process for granting of credits through successful completion of assessments that verify student achievement in meeting or exceeding the NJSLS at the high school level, including those occurring by means of the individualized student learning opportunities enumerated as outlined in N.J.A.C. 6A:8-5.1(a)2 and A.1.b. above. Such programs or assessments may occur all or in part prior to a student's high school enrollment; no such locally administered assessments shall preclude or exempt student participation in applicable Statewide assessments at grades three through twelve.~~

~~a. The district shall choose assessments that are aligned with or exceed the NJSLS and may include locally designed assessments.~~

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~~b. The district shall choose from among the following assessment options to determine if students have achieved the level of language proficiency designated as Novice-High as defined by the American Council on the Teaching of Foreign Languages (ACTFL) and recognized as fulfilling the world languages requirement of the NJSLS:~~

~~(1) The Standards-based Measurement of Proficiency (STAMP) online assessment;~~

~~(2) The ACTFL Oral Proficiency Interview (OPI) or Modified Oral Proficiency Interview (MOPI); or~~

~~(3) New Jersey Department of Education-approved locally designed competency-based assessments.~~

(f) The ~~district~~ Board shall establish a process to approve post-secondary learning opportunities that consist of Advanced Placement (AP) courses, College-Level Examination Program (CLEP), International Baccalaureate (IB), or concurrent/dual enrollment at accredited higher education institutions. ~~or concurrent/dual enrollment at accredited higher education institutions.~~

(1)~~a~~. The ~~district~~ Board shall award credit for successful completion of an approved, accredited college course that ~~assures~~ ensures achievement of knowledge and skills that meets ~~or exceeds~~ the NJSLS.

~~b~~3. Local student attendance requirements;

4~~c~~. Any ~~statutorily~~ other ~~mandated~~ local requirements ~~for earning a high school diploma;~~ established by the Board.

~~d~~ 5. Any statutorily mandated requirements for earning a high school diploma;

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6. For students in the graduating classes of 2026 and 2027, completion of 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, or be exempted from the requirement in accordance with procedures set forth at P.L. 2023, c.295 and P.L. 2025, c.95 pursuant to N.J.A.C. 6A:8-5.1(a)6.;

7. Pursuant to N.J.A.C. 6A:8-5.1(a)7., t~~T~~he requirement that all students demonstrate proficiency by achieving a passing score on the English Language Arts (ELA) and mathematics components of the State graduation proficiency test or through the alternative means at N.J.A.C. 6A:8-5.1(f~~h) and A.7. below~~, if applicable, or for students who take the State graduation proficiency test but do not achieve a passing score through the alternative means set forth at N.J.A.C. 6A:8-5.1(g~~e~~) and E. (i) and ~~A.6. and A.8~~ below~~:~~ and N.J.A.C. 6A:8-5.1(g) and G. below:~~.~~

~~(1) Students in the graduating classes of 2019, 2020, 2021, and 2022 shall be required to demonstrate proficiency by achieving a passing score on the high school end-of-course PARCC assessments in ELA 10 and Algebra I or through alternative means set forth at N.J.A.C. 6A:8-5.1(f), (h), and (i) and A.5., A.7., and A.8. below.~~

8.~~e~~. Pursuant to N.J.A.C. 6A:8-5.1(a)8., f~~F~~or students who have not demonstrated proficiency on the ELA and/or mathematics components of the State graduation proficiency test, the opportunity to demonstrate proficiency may be achieved by ~~for~~ the following: ~~will be provided:~~

~~(1)~~a. Remediation, as appropriate, pursuant to N.J.S.A. 18A:7C-3.; and

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~~(2)~~b. One or more additional opportunities to demonstrate proficiency on the State graduation proficiency test, pursuant to N.J.S.A. 18A:7C-6; ~~and~~

9. 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 with the opportunities at A.8. above; and

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10.~~f~~. Students graduating from an adult high school shall demonstrate proficiency in the ELA and mathematics components of the State graduation proficiency test, or through the alternative means set forth at N.J.A.C. 6A:8-5.1(e) , (f), and (g) ~~through (i)~~ and E., F., and G. ~~A.5. through A.8. below~~

~~4. In the development of Personalized Student Learning Plans according to N.J.A.C. 6A:8-3.2(a), the district shall actively encourage all students who have otherwise met the requirements for high school graduation according to N.J.A.C. 6A:8-5.1(a)1 through 3 and A.1.a. through A.1.e. above, to include in their programs of study the following additional credits:~~

~~a. (1.0) credits in mathematics during each year of enrollment, aimed at preparation for entrance into post-secondary programs or 21st century careers;~~

~~b. (1.0) credits in a laboratory science during each year of enrollment, aimed at preparation for entrance into post-secondary programs or 21st century careers;~~

~~c. (1.0) credits in social studies during each year of enrollment, aimed at preparation for entrance into post-secondary programs or 21st century careers; and~~

~~d (1.0) credits in world languages during each year of enrollment, aimed at preparation for entrance into post-secondary programs or 21st century careers.~~

~~5. The district shall provide to the Executive County Superintendent the district's graduation requirements each year they are evaluated through Quality Single Accountability Continuum (QSAC) and update the district's filed copy each time the graduation policy is revised.~~

~~B.~~ Alternative Requirements for State-Endorsed Diploma

1. Through the IEP process set forth at N.J.A.C. 6A:14-3.7 and pursuant to N.J.A.C. 6A:14-4.11, the Board may specify alternate requirements for a State-endorsed diploma for individual students with disabilities as defined at N.J.A.C. 6A:14-1.3 pursuant to N.J.A.C. 6A:8-5.1(b).

a. The Board shall specifically address any alternate requirements for graduation in a student's IEP, in accordance with N.J.A.C. 6A:14-4.11.

b. The Board shall develop and implement procedures for assessing whether a student has met the specified alternate requirements for graduation individually determined in an IEP.

C. Graduation Requirements Provided to Executive County Superintendent

The Board shall provide to the Executive County Superintendent their graduation requirements each year they are evaluated through NJQSAC and update the filed copy each time their graduation policies are revised pursuant to N.J.A.C. 6A:8-5.1(c).

D. Copy of Graduation Requirements to Students and Parents

~~6.~~ The ~~district~~ Board shall provide each student entering high school and ~~their~~ the student's parents with a copy of the ~~district's~~ Board's requirements for a State-endorsed diploma and the programs available to assist students in attaining a State-endorsed diploma, in accordance with N.J.S.A. 18A:7C-5, pursuant to N.J.A.C. 6A:8-5.1(d).~~.~~

E. Alternative Means

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1. The alternative means referenced at N.J.A.C. 6A:8-5.1(a)7. and A.7 above shall be as follows:

a. Achieve a passing score, as determined by the Commissioner of Education and approved by the State Board of Education, on a corresponding substitute competency test in ELA and/or mathematics, as applicable; and/or

b. Demonstrate proficiency through the portfolio appeals process, pursuant to N.J.S.A. 18A:7C-3.

F. Multilingual Learners (ML) Requirements for High School Graduation

All MLs shall satisfy the requirements for high school graduation. However, MLs may demonstrate they have attained State minimum levels of proficiency through passage of the portfolio appeals process in their native language, when available, and passage of a NJDOE approved English language proficiency assessment.

G. Alternate Assessment Based on Alternate Academic Achievement

Students, including students with disabilities as defined at N.J.A.C. 6A:14-1.3 or eligible pursuant to Section 504 of the Rehabilitation Act, who participate in the alternate assessment based on alternate academic achievement standards (AA-AAAS) for students with significant intellectual disabilities, are not required to participate in repeated administrations of high school assessment components required at N.J.A.C. 6A:8-4.1(c).

~~7. To ensure adequate transition to the new Statewide assessment systems, the district shall provide students in the graduating classes of 2018, 2019, 2020, 2021, and 2022 who have not demonstrated proficiency on the high school end-of-course PARCC assessments in ELA 10 and Algebra I with the opportunity to demonstrate competence through one of the alternative means set forth below:~~

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a. For the graduating classes of 2018, 2019, 2020, 2021, and 2022, students who did not take the ELA 10 and the Algebra I end-of-course PARCC assessment or who take but do not achieve a passing score on both assessments, as required by N.J.A.C. 6A:8-5.1(a)6 and A.1.f. above, may satisfy the State requirement to demonstrate proficiency in English language arts and/or mathematics in one of the following ways

(1) Achieve a passing score, as determined by the Commissioner of Education, on a corresponding substitute competency test in English language arts and/or mathematics, as applicable, or substitute a passing score on another end-of-course PARCC assessment, including ELA 9, ELA 11, Geometry, or Algebra II; or

(2) Meet the criteria of the portfolio appeals process.

8. For students in the graduating classes of 2023, 2024, and 2025, the alternative means referenced at N.J.A.C. 6A:8-5.1(a)6 and A.1.f. above shall be as follows:

a. Achieve a passing score, as determined by the Commissioner of Education and approved by the New Jersey State Board of Education, on a corresponding substitute competency test in English language arts and/or mathematics, as applicable; and/or

b. Demonstrate proficiency through the portfolio appeals process, pursuant to N.J.S.A. 18A:7C-3.

9. All English language learners (ELLs) shall satisfy the requirements for high school graduation, except ELLs may demonstrate they have attained State minimum levels of proficiency through passage of the portfolio appeals process in their native language, when available, and passage of a New Jersey Department of Education-approved, English fluency assessment.

10. Students, including students with disabilities as defined in N.J.A.C. 6A:14-1.3 or eligible under Section 504 of the Rehabilitation Act

who participate in the alternative assessment for students with disabilities, are not required to participate in repeated administrations of high school assessment components required at N.J.A.C. 6A:8-4.1(e).

11. For students in the graduating classes of 2019, 2020, 2021, and 2022, the New Jersey Department of Education (NJDOE) shall consider high school end-of-course State assessments to be equivalent to the corresponding high school end-of-course PARCC assessments.

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

1. The Board of Education shall award a State-endorsed high school diploma to prospective graduates who have met all of the requirements adopted in accordance with N.J.A.C. 6A:8-5.1(a), (c), or N.J.A.C. 6A:8-5.2(d) and A.1 above, C.1. below, or B.4. below.

2. The Board of Education shall not issue a high school diploma to any student not meeting the criteria specified in the rule provisions referenced in B.1. above.

a. The district shall provide students exiting grade twelve without a diploma the opportunity for continued high school enrollment to age twenty or until the requirements for a State-endorsed diploma have been met, whichever comes first.

b. The district shall allow any out-of-school individual to age twenty who has otherwise met all State and local graduation requirements but has failed to pass the State proficiency test to demonstrate proficiency through alternative means as set forth at N.J.A.C. 6A:8-5.1(a)6 through N.J.A.C. 6A:8-5.1(i) and in A.1.f. through A.8. above, as applicable, pursuant to the standards applicable to the student's graduating class. Students in graduating classes prior to 2018 shall demonstrate proficiency as set forth for the classes of 2018 through 2022 at N.J.A.C. 6A:8-5.1(f)1 and A.5.a. above. Upon certification of passing the test applicable to the student's class in accordance with N.J.A.C. 6A:8 and this Policy, a State-

~~endorsed diploma shall be granted by the high school of record.~~

~~3. Pursuant to N.J.A.C. 6A:20-1.4, the Commissioner of Education shall award a State-issued high school diploma based on achieving the Statewide standard score on the General Education Development test (GED) or other adult education assessments to individuals age sixteen or older who are no longer enrolled in school and have not achieved a high school credential.~~

~~4. The Commissioner of Education shall award a State-issued high school diploma to individuals age sixteen or older and no longer enrolled in high school based on official transcripts showing at least thirty general education credits leading to a degree at an accredited institution of higher education. Included in the thirty general education credits must be a minimum of fifteen credits with at least three credits in each of the five general education categories as follows: English; mathematics; science; social science; and the humanities.~~

~~5. The Board shall award a State-endorsed high school diploma to any currently enrolled student, regardless of grade level, who:~~

~~a. Has demonstrated proficiency in the State graduation proficiency test, pursuant to N.J.A.C. 6A:8-5.1(a)6 and A.1.f. above, or as set forth at N.J.A.C. 6A:8-5.1(g) and A.6. above:~~

~~(1) The Board shall award a State-endorsed high school diploma to any currently enrolled student in the graduating classes of 2019, 2020, 2021, and 2022 who has demonstrated proficiency in the high school end-of-course PARCC assessments in ELA 10 and Algebra I, or as set forth in N.J.A.C. 6A:8-5.1(f) and in A.5. above;~~

~~b. Has presented official transcripts showing at least thirty general education credits leading to a degree at an accredited institution of higher education; and~~

c. Has formally requested such early award of a State-endorsed high school diploma.

6. Pursuant to N.J.S.A. 18A:7C-7 and 18A:7E-3, the Superintendent shall report annually, to the Board of Education at a public meeting not later than September 30, and to the Commissioner of Education:

a. The total number of students graduated;

b. The number of students graduated under the substitute competency test process;

c. The number of students graduated under the portfolio appeals process;

d. The number of students receiving State-endorsed high school diplomas as a result of meeting any alternative requirements for graduation as specified in their IEP's. The total number of students denied graduation from the twelfth grade class; and if. The number of students denied graduation from the twelfth grade class solely because of failure to pass the State graduation proficiency test, substitute competency tests, or portfolio appeals process based on the provisions of N.J.A.C. 6A:8.

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

1. Through the Individualized Educational Plan (IEP) process and pursuant to N.J.A.C. 6A:14-4.11 the Board may specify alternate requirements for a State-endorsed diploma for individual students with disabilities as defined in N.J.A.C. 6A:14-1.3.

a. The district shall specifically address any alternate requirements for graduation in a student's IEP, in accordance with N.J.A.C. 6A:14-4.11.

b. The district shall develop and implement procedures for assessing whether a student with a disability has met the specified alternate requirements for graduation individually determined in an IEP.

2. The IEP of a student with a disability who enters a high school program shall specifically address the graduation requirements. The student shall meet the high school graduation requirements pursuant to N.J.A.C. 6A:8-5.1 and A. above, except as specified in the student's IEP. The IEP shall specify which requirements would qualify the student with a disability for the State-endorsed diploma issued by the Board responsible for the student's education.

3. Graduation with a State-endorsed diploma is a change of placement that requires written notice pursuant to N.J.A.C. 6A:14-2.3(f) and (g).

   a. As part of the written notice, the parent shall be provided with a copy of the procedural safeguards statement published by the NJDOE.

   b. As with any proposal to change the educational program or placement of a student with a disability, the parent may resolve a disagreement with the proposal to graduate the student by requesting mediation or a due process hearing prior to graduation.

   c. In accordance with N.J.A.C. 6A:14-3.8(d), a reevaluation shall not be required.

   d. When a student graduates or exceeds the age of eligibility, the student shall be provided a written summary of their academic achievement and functional performance prior to the date of the student's graduation or the conclusion of the school year in which the student exceeds the age of eligibility. The summary shall include recommendations to assist the student in meeting their postsecondary goals.

4. If a student with a disability attends a school other than that of the school district of residence, which is empowered to grant a diploma, the student shall have the choice of receiving the diploma of the school attended or the diploma of the school district of residence.

~~a. If the school the student is attending declines to issue a diploma to the student, the district of residence Board of Education shall issue the student a diploma if the student has satisfied all State and local graduation requirements, as specified in the student's IEP.~~

~~5. If the Board of Education grants an elementary school diploma, a student with a disability who fulfills the requirements of his or her IEP shall qualify for and receive a diploma.~~

~~6. Students with disabilities who meet the standards for graduation according to N.J.A.C. 6A:14-4.11 and this Policy have the opportunity to participate in graduation exercises and related activities on a nondiscriminatory basis.~~

~~E~~H. State Seal of Biliteracy ~~– N.J.A.C. 6A:8-5.3~~

1. The Board ~~may~~ will participate in the State Seal of Biliteracy Program and award a State Seal of Biliteracy to any student who has met all requirements for a high school diploma at ~~in~~ N.J.A.C. 6A:8-5.2 ~~and B. above~~ \ and demonstrates proficiency in the following:

   a. One or more ~~world~~ languages other than English through ~~via~~ an approved assessment approved pursuant to N.J.A.C. 6A:8-5.3(f) and H~~D~~.6. below during the student's next to last or final year of high school~~; and~~.

      (1) Pursuant to N.J.S.A. 18A:7C-15.a., a ~~foreign~~ language other than English ~~also~~ shall include, but not be limited to, American Sign Language, Latin, and Native American languages.

   b. English language arts as set forth ~~in~~ at N.J.A.C. 6A:8-5.1(a)6 andA.6 above or through a NJDOE-approved English proficiency assessment as set forth at N.J.A.C. 6A:8-5.1(f) and F. above.~~and A.1.f. above.~~

2. Pursuant to N.J.A.C. 6A:8-5.3(b), the ~~A~~ Board ~~that chooses to award the State Seal of Biliteracy~~ shall incorporate the process for awarding the State Seal of Biliteracy into ~~the developed~~this Policy

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developed,~~,~~ adopted, and implemented ~~Policy 5460 – High School Graduation~~ pursuant to N.J.A.C. 6A:8-5.1(a) and A.1. above, denoting participation in the voluntary program. Participation in the State Seal of Biliteracy Program is optional for students. The ~~A~~ Board ~~choosing to participate~~ shall submit to the Executive County Superintendent, in accordance with N.J.A.C. 6A:8-5.1(c~~d~~) and ~~A.3~~C. above, a copy of Policy 5460 – High School Graduation that reflects the option for students to participate in the State Seal of Biliteracy.

3. The Board of Education ~~shall~~ will pay the costs for related assessments. ~~and transcript insignias.~~

4. The Board ~~of Education shall do the following:~~shall:

   a. Provide the NJDOE with information regarding students who qualify for the State Seal of Biliteracy pursuant to N.J.A.C. 6A:8-5.3(a) and H~~D~~.1. above;

   b. Present each student who qualifies pursuant to H~~D~~.1. above with a ~~New Jersey Department of Education~~NJDOE-issued certificate;

   c. Include the Commissioner ~~of Education~~ developed insignia "New Jersey State Seal of Biliteracy" and the language(s) for which it was awarded on the student's transcript; and

   d. Maintain appropriate records to identify students who have earned the State Seal of Biliteracy.

5. The Board shall not award a State Seal of Biliteracy to any student who does not meet the criteria for a State Seal of Biliteracy as required at ~~in~~ N.J.A.C. 6A:8-5.3(a) and ~~D~~H.1. above and shall not include the Commissioner ~~of Education~~ developed insignia on the student's transcript.

6. A list of ~~New Jersey Department of Education~~NJDOE-approved, nationally or internationally recognized assessments and the Statewide scores necessary for a student to satisfy requirements for the State Seal of Biliteracy shall be set by a resolution approved by the ~~New Jersey~~ State Board of Education.

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a. If an approved assessment, pursuant to N.J.A.C. 6A:8-5.3(f) and ~~D~~H.6. above, does not exist for a particular language, the Board may administer a NJDOE-approved, locally designed proficiency-based assessment.

N.J.A.S. 18A:6-7.1~~7C-1~~; 18A:7C-3.; ~~18A:7C-5;~~ 18A:7C-6~~, 18A:7C-7; 18A:7C-15; 18A:7E-3 18A:35-1; 18A:35-2; 18A:35-5; 18A:35-7; 18A:35-8~~

N.J.A.C. 6A:8-4.1;~~6A:8-1.3~~; 6A:8-5.1 ~~et seq.~~; 6A:~~14-1.3~~8-5.3; 6A:9B-14.19; 6A:9B-14.20; 6A:14-1.1 et seq.;~~6A:14-2.3; 6A:14-3.7 6A:14-3.8; 6A:14-4.11; 6A:20-1.4~~

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Adopted: 23 June 2008
Revised: 22 June 2009
Revised: 21 September 2009
Revised: 24 November 2014
Revised: 25 June 2015
Revised: 26 January 2017
Revised: 20 December 2018
Revised: 26 March 2020
Revised: 25 May 2023
Revised: 24 September 2026

5461 HIGH SCHOOL DIPLOMAS

The Board of Education shall award a State-endorsed high school diploma to prospective graduates who have met all of the requirements adopted in accordance with N.J.A.C. 6A:8-5.1(a), 6A:8-5.1(b), or 6A:8-5.2(d). The Board shall not issue a high school diploma to any student who does not meet the criteria specified in the requirements adopted in accordance with N.J.A.C. 6A:8-5.1(a), 6A:8-5.1(b), or 6A:8-5.2.(d).

The words and terms used in this Policy shall have the meanings as defined in N.J.A.C. 6A:8-1.3.

The Board shall provide students exiting grade twelve without a diploma the opportunity for continued high school enrollment to age twenty or until the requirements for a State-endorsed diploma have been met, whichever comes first.

The Board shall allow any out-of-school individual to age twenty who has otherwise met all State and local graduation requirements but has failed to pass the State proficiency test to demonstrate proficiency through alternative means as set forth at N.J.A.C. 6A:8-5.1(a)6. through 6A:8-5.1(f), as applicable, pursuant to the standards applicable to the student's graduating class. Upon certification of passing the test applicable to the student's class in accordance with N.J.A.C. 6A:8, a State-endorsed diploma shall be granted by the high school of record.

Pursuant to N.J.A.C. 6A:20-1.4, the Commissioner of Education shall award a State-issued high school diploma based on achieving the Statewide standard score on a New Jersey High School Equivalency Assessment (NJHSEA) to individuals age sixteen or older who are no longer enrolled in school and have not achieved a high school credential. The Board shall provide students awarded a State-issued high school diploma pursuant to N.J.A.C. 6A:8-5.2(c) or 6A:8-5.2(d) the opportunity for continued high school enrollment to age twenty-one if eligible pursuant to the IDEA.

Pursuant to N.J.A.C. 6A:8-5.2(d), the Commissioner shall award a State-issued high school diploma to individuals age sixteen or older and no longer enrolled in high school based on official transcripts showing at least thirty general education credits leading to a degree at an accredited institution of higher education.

Included in the thirty general education credits must be a minimum of fifteen credits with at least three credits in each of the five general education categories as follows: English; mathematics; science; social science; and the humanities.

The Board shall award a State-endorsed high school diploma to any currently enrolled student, regardless of grade level, who:

1. Has demonstrated proficiency in the State graduation proficiency test, pursuant to N.J.A.C. 6A:8-5.1(a)7. or as set forth at N.J.A.C. 6A:8-5.1(e).

2. Has presented official transcripts showing at least thirty general education credits leading to a degree at an accredited institution of higher education; and

3. Has formally requested such early award of a State-endorsed high school diploma.

Pursuant to N.J.S.A. 18A:7C-7. and 18A:7E-3., the Superintendent shall report annually to the Board at a public meeting not later than September 30, and to the Commissioner:

1. The total number of students graduated;

2. The number of students graduated under the substitute competency test process;

3. The number of students graduated under the portfolio appeals process;

4. The number of students receiving State-endorsed high school diplomas as a result of meeting any alternate requirements for graduation as specified in their IEPs;

5. The total number of students denied graduation from the twelfth grade class; and

6. The number of students denied graduation from the twelfth grade class solely due to failure to pass the State graduation proficiency test, substitute competency tests, or portfolio appeals process based on the provisions of N.J.A.C. 6A:8.

N.J.S.A. 18A:7C-7.; 18A:7E-3.
N.J.A.C. 6A:8-5.1; 6A:8-5.2; 6A:20-1.4

Adopted: 24 September 2026

STUDENT USE OF INTERNET-ENABLED ~~ELECTRONIC COMMUNICATIONS AND RECORDING~~ DEVICES ~~(ECRD)~~ (M

5516 STUDENT USE OF INTERNET-ENABLED ~~ELECTRONIC COMMUNICATIONS AND RECORDING~~ DEVICES ~~(ECRD)~~ (M)

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The Board of Education prohibits student use of internet-enabled devices on school grounds during the school day in accordance with N.J.S.A. 18A:36-40b. The Board adopts this Policy and Regulation 5516 pursuant to N.J.S.A. 18A:36-40b. and the guidelines developed by the Commissioner of Education concerning student use of internet-enabled devices during regular school hours, on a school bus, or during school-sponsored events when the student is under the direct supervision of a teaching staff member or employee of the Board.

For the purpose of this Policy and Regulation 5516:

1. "Bell-to-bell" means the timeframe when the bell rings at the start of the school day until the dismissal bell rings at the end of the academic day. Bell-to-bell includes time in between class periods and lunch.

2. "Digital citizenship" means the development of thoughtful, empathetic citizens who can wrestle with important ethical questions at the intersection of technology and humanity. Model digital citizens focus on using technology to make communities better, engage respectfully online with others, and leverage technology to amplify voices and perspectives. They are careful to determine the validity of online sources of information and are always respectful of ideas different than their own.

3. "District-managed tools" means school-issued technology or platforms used for educational purposes (e.g., laptops, tablets, learning management systems, etc.).

4. "Internet-enabled device" means any device capable of connecting to the internet and accessing online content (e.g., smartphones, tablets, smartwatches, smart glasses, personal laptop, etc.), including social media applications. An internet-enabled device does not include an internet-enabled device provided by the Board when used for educational purposes.

5. "Non-internet-enabled device" means a basic communication device that is not capable of connecting to the internet or enabling

STUDENT USE OF INTERNET-ENABLED ~~ELECTRONIC COMMUNICATIONS AND~~ ~~RECORDING~~ DEVICES ~~(ECRD)~~ (M

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the user to access content on the internet (e.g., basic flip-style cell phones, two-way radio/walkie-talkie, etc.).

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

A student's use of an internet-enabled device on a school bus or during school-sponsored events when the student is under the direct supervision of a teaching staff member or employee of the Board will be in accordance with the age-appropriate and grade-level differentiated requirements outlined in Regulation 5516.

District-issued technology and sponsored platforms are permitted to be used in classrooms for educational purposes. The district may use existing information technology systems to proactively establish and monitor restrictions to the district's network. The district may utilize device management software to restrict or monitor student browsing on school-issued devices or from devices connecting to the district's Wi-Fi. **If the district chooses to use software or other technology to block students' use of their internet-enabled devices, the district may collaborate with the local municipality to determine that there are no safety or security concerns.** The Board shall notify students and parents about the monitoring practices in Policy and Regulation 2361.

The Board shall assume no responsibility for the security of or damage to a student's internet-enabled device brought onto school grounds. If a student brings

STUDENT USE OF INTERNET-ENABLED ~~ELECTRONIC COMMUNICATIONS AND~~ ~~RECORDING~~ DEVICES ~~(ECRD)~~ (M

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an internet-enabled device to school, the internet-enabled device must remain off and may be required to be stored in a storage system as indicated in Regulation 5516. An internet-enabled device required to be stored in a district storage system shall be password protected by the student so only the student owner of the internet-enabled device can use the internet-enabled device.

The district shall provide instruction aligned to the New Jersey Student Learning Standards (NJSLS) on Digital Citizenship and shall ensure classroom instructional time is entirely free of internet-enabled devices. Teachers shall not incorporate students' personal technology into lesson plans. All digital engagement shall occur through district-managed tools and devices.

The district shall communicate behavioral expectations for student use of internet-enabled devices to students and their parent(s) and reinforce these behavioral expectations throughout the school year. Communication of this Policy and Regulation 5516 may include, but not be limited to, school-wide notifications, signage, and reinforcement as part of classroom routines.

The district shall comply with all applicable State and Federal laws that protect the rights of students with disabilities or health related needs, including, but not limited to, the Individuals with Disabilities Act (IDEA) and Section 504 of the Rehabilitation Act of 1973.

Students shall be permitted to use their internet-enabled device on school grounds during the school day, on the school bus, and at school-sponsored events in the following circumstances in accordance with N.J.S.A. 18A:36-40b.:

1. To fulfill accommodations provided in a student's individualized education program (IEP);

2. To support the implementation of a 504 Plan;

3. To implement a student health plan established to monitor or address a student's health condition (upon submission by a parent of documentation from a healthcare professional indicating that the use of an internet-enabled device is necessary for the health or well-being of the student);

4. For translation services;

STUDENT USE OF INTERNET-ENABLED ~~ELECTRONIC COMMUNICATIONS AND~~ ~~RECORDING~~ DEVICES ~~(ECRD)~~ (M

5. For a student caregiver who is routinely responsible for the care or well-being of a family member;

6. When no reasonable alternative to the use of the internet-enabled device for a specific purpose exists (upon authorization by the Superintendent, Principal, or designee);

7. When required by law; and

8. In the event of an emergency.

The **Superintendent** ~~Principal~~ or designee will inform students and parents of their right to request an internet-enabled device accommodation. The parent(s) shall submit a written request to the **Superintendent** ~~Principal~~ or designee. The written request shall include, but not be limited to, supporting documentation from the student's physician, child study team, and/or any other documentation as required by the **Superintendent** ~~Principal~~ or designee as to why the student requires an internet-enabled device accommodation. The **Superintendent** ~~Principal~~ or designee shall inform the parent(s) of the approval or denial of the written request for an internet-enabled device accommodation within five school days of receiving the written request. The **Superintendent** ~~Principal~~ or designee shall base such an accommodation determination on documented **educational,** medical, developmental, **accessibility,** or other needs **or specific purposes** and review them on a regular basis.

The **Superintendent** ~~Principal~~ or designee may involve school nurses, case managers, and IEP/504 coordinators in planning for and implementing internet-enabled device accommodations. Staff responsible for implementation shall have ready access to documentation of the accommodation and shall ensure their enforcement strategies minimize disruption. The district shall develop and disseminate clear procedures to ensure staff implement internet-enabled device accommodations confidentially. Staff training may be necessary to recognize and honor valid internet-enabled device accommodations without drawing unnecessary attention to the student. Staff shall treat students with an internet-enabled device accommodation with sensitivity and dignity. As appropriate, the district may develop one-page "internet-enabled device use summaries" for staff to ensure awareness while maintaining student confidentiality.

Pursuant to N.J.A.C. 6A:16-5.1, the district has developed and implemented comprehensive plans, procedures, and mechanisms that provide for safety and security in the district's schools. School safety plans include thoughtful

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STUDENT USE OF INTERNET-ENABLED ~~ELECTRONIC COMMUNICATIONS AND~~ ~~RECORDING~~ DEVICES ~~(ECRD)~~ (M

integration of internet-enabled device procedures during emergencies or perceived threats. The district has incorporated clear expectations into school safety plans, emergency drill protocols, and staff professional development.

In the event of an unplanned emergency closure that prevents students from retrieving stored internet-enabled devices, the district shall develop and communicate a clear, centralized protocol for retrieving stored internet-enabled devices safely and efficiently once the school building is accessible.

In the event of a family emergency or for non-emergency communication, families shall contact the school's main office directly rather than reaching out to students during the school day. District staff will then follow local notification procedures to ensure the student receives the information in a timely and appropriate manner.

The district shall ensure students, parents, and school staff members are aware of this Policy and Regulation 5516 and understand how this Policy and Regulation 5516 apply to them. The Board shall include information about this Policy and Regulation 5516 in student handbooks.

District staff shall apply clear, age-appropriate consequences and use strategies to redirect students who attempt to use internet-enabled devices. Discipline and consequences shall be addressed in Regulation 5516.

No student enrolled as a student of an elementary or secondary school, knowingly and without the express written permission of the Board, its delegated authority, or any Principal, shall bring or possess any remotely activated paging device on any property used for school purposes, at any time and regardless of whether school is in session or others are present pursuant to N.J.S.A. 2C:33-19.

N.J.S.A. 2C:33-19.
N.J.S.A. 18A:36-40a.; 18A:36-40b.
Guidance for Schools on Student Use of Internet-Enabled Devices, New Jersey Department of Education, January 2026
Guidance for Schools on Student Use of Internet-Enabled Devices, Frequently Asked Questions

~~To support school environments in which students can fully engage with their classmates and their teachers, and to focus attention upon instruction, the Board of Education has~~

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~~determined the use of cell phones and other electronic communication devices by students for personal use during the school day and school activities should be limited.~~

~~As used in this Policy, "electronic communication device" includes any device with the capability to audio or video record and/or is capable of receiving or transmitting any type of communication with others. An electronic communication device includes, but is not limited to, any type of cameras; cellular and wireless telephones; pagers/beepers; laptop computers; watches; electronic readers; two-way radios; any audio or video broadcasting devices; ear buds; tablets; headphones; and any other device that allows a person to audio and/or video record and/or transmit, in either a real time or a delayed basis, video or still images, text, audio recordings; or other information.~~

~~The Board adopts Regulation 5516 and this Policy to address student use of an electronic communication device for personal use on school grounds during the school day, to also include, but not be limited to: during before and after school programs; during any co-curricular activity; and on a school bus.~~

~~Nothing in Regulation 5516 and this Policy shall prohibit a student from using an electronic communication device for a purpose documented in a classified student's Individualized Education Plan (IEP) or a plan developed under Section 504 of the "Rehabilitation Act of 1973," 29 USC 794. A student may use an electronic communication device to monitor or address a health condition with prior permission from the Principal, in consultation with the school nurse to be documented in the student's Individual Health Plan.~~

~~In addition, the Board of Education believes students and/or school staff members should not be subject to having a video or audio recording taken of any student(s) or school staff member(s) for any purpose without the consent of the student, the student's parent, and/or the school staff member. In addition to protecting the privacy rights of students and school staff members, the Board recognizes such recordings can be disruptive to the educational program. Inappropriate recordings of educational material, student assessment instruments, and/or student assessment reviews can be used to compromise the integrity of the district's educational program or lead to academic dishonesty in the event such recordings are stored and/or transmitted to other students. Therefore, the Board of Education adopts this Policy regarding student use of electronic communication and recording devices.~~

N.J.S.A. 2C:33-19

Adopted: 23 June 2008
Revised: 19 September 2011

STUDENT USE OF INTERNET-ENABLED ~~ELECTRONIC COMMUNICATIONS AND~~ ~~RECORDING~~ DEVICES ~~(ECRD)~~ (M

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Revised: 26 January 2017
Revised: 26 June 2025
Revised: 24 September 2026

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R 5516 STUDENT USE OF INTERNET-ENABLED ~~ELECTRONIC~~ ~~COMMUNICATION~~ DEVICES

The following age-appropriate and grade level differentiated provisions shall govern student use of internet-enabled devices on school grounds during the school day.

A. Grade 7 through Grade 12

1. Students in Grade 7 through Grade 12 are prohibited from using an internet-enabled device on school grounds during the school day.

2. Students in Grade 7 through Grade 12 shall store their internet-enabled device using the following storage options for internet-enabled devices during the school day. It is the student's responsibility to turn off the internet-enabled device and have the internet-enabled device password protected to prevent any unauthorized use of the device.

[Select One or More Options Below – Storage System

~~____ a. A locked pouch system – Upon entry to school, internet-enabled devices shall be placed into secure pouches which allow students to carry their internet-enabled devices but prevent their use. At the end of the school day, a school staff member will unlock each pouch and allow students to retrieve their internet-enabled devices.~~

__X__ b. A school locker or bin system – Upon entry to school, a school staff member will collect and store the internet-enabled devices in assigned lockers or bins. Students shall retrieve their internet-enabled devices at the end of the school day when the school staff member unlocks the storage unit.

~~____ c. In-class storage stations – Upon entry to school, students are expected to store their internet-enabled devices in a teacher-managed system for the entire school day and retrieve them at dismissal. These~~

~~storage stations may be locked or unlocked and include options such as numbered pockets/shelves, caddies, or lockers.~~

~~d. A student storage system – Each student who brings an internet-enabled device to school is expected to turn off their internet-enabled device and store it in their backpack, locker, or other bag throughout the entire school day.~~

[Select One Option Below – School Buses

X 3. Students in Grade 7 through Grade 12 shall be permitted to use their internet-enabled device on a school bus on their way to school at the start of the school day or on their way home from school at the end of the school day.

~~3. Students in Grade 7 through Grade 12 are prohibited from using their internet-enabled device on a school bus on their way to school or on their way home from school at the end of the school day.~~

[Select One Option Below – Before and After the Regular School Day on School Grounds

X 4. Students in Grade 7 through Grade 12 shall be permitted to use their internet-enabled device on school grounds before the start of the regular school day and on school grounds after the regular school day.

~~X 4. Students in Grade 7 through Grade 12 are prohibited from using their internet-enabled device on school grounds before the start of the regular school day and on school grounds after the regular school day.]~~

[Select One Option Below – School-Sponsored Events Off School Grounds During the School Day

X 5. Students in Grade 7 through Grade 12 shall be permitted to use their internet-enabled device during school-sponsored events off school grounds during the school day while

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under the direct supervision of a school staff member or employee of the Board (e.g. field trip) **after determining no reasonable alternative to the use of the internet-enabled device at school-sponsored events off school grounds during the school day exists** only with the **authorization** approval of the **Superintendent** Principal or designee.

~~X 5. Students in Grade 7 through Grade 12 are prohibited from using their internet-enabled device during school-sponsored events off school grounds during the school day while under the direct supervision of a school staff member or employee of the Board (e.g. field trip).]~~

[Select One Option Below – School-Sponsored Events Outside of the School Day

X 6. Students in Grade 7 through Grade 12 shall be permitted to use their internet-enabled device during school-sponsored day when students are under the direct supervision of a school staff member or employee of the Board (e.g., afterschool club meeting, sport team practice/game, etc.) only with the approval of the Principal or designee.

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~~X 6. Students in Grade 7 through Grade 12 are prohibited from using their internet-enabled device during school-sponsored events taking place outside of the school day when students are under the direct supervision of a school staff member or employee of the Board (e.g., afterschool club meeting, sport team practice/game, etc.). The supervising school staff member or employee of the Board may establish the storage method to be used for a student's internet-enabled device during school-sponsored events taking place outside of the school day when students are under the direct supervision of a school staff member or employee of the Board.~~

a. If the supervising school staff member establishes a storage method, it is the student's responsibility to

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turn off the internet-enabled device and have the internet-enabled device password protected to prevent any unauthorized use of the internet-enabled device.

[Select One Option Below – Use of Non-Internet-Enabled Devices

~~___7. Students in Grade 7 through Grade 12 shall be permitted to use non-internet-enabled devices under the direct supervision of a school staff member or employee of the Board.~~

__X_ 7. Students in Grade 7 through Grade 12 are prohibited from using non-internet-enabled devices.**]**

8. Discipline

a. School staff members shall apply clear, age-appropriate consequences and use strategies to redirect students who use internet-enabled devices in violation of this Regulation and Policy 5516.

(1) First Offense in a School Year

(a) The internet-enabled device shall be taken from the student by a school staff member or employee of the Board and turned in to the Principal or designee's office for the remainder of the school day.

(b) It is the student's responsibility to turn off the internet-enabled device and have the internet-enabled device password protected to prevent any unauthorized use of the internet-enabled device before turning the internet-enabled device in to the school staff member or employee of the Board.

(c) The student will be permitted to pick up the internet-enabled device in the Principal or designee's office at the end of the school day.

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(d) The student will have the internet-enabled device returned upon signing an acknowledgment of their first offense in a school year in violation of this Regulation and Policy 5516.

(e) ~~The following discipline will be imposed on a student for a first offense in a school year in violation of the provisions in this Regulation and Policy 5516:~~ **Student discipline will be imposed in accordance with the progression outlined in the School Student Code of Conduct.**

(2) Second Offense in a School Year

(a) The internet-enabled device shall be taken from the student by the school staff member or employee of the Board and turned in to the Principal or designee's office for the remainder of the school day.

(b) It is the student's responsibility to turn off the internet-enabled device and have the internet-enabled device password protected to prevent any unauthorized use of the internet-enabled device before turning the internet-enabled device in to the school staff member or employee of the Board.

(c) The internet-enabled device must be picked up at the Principal or designee's office by a parent at the end of the school day.

(d) If the parent cannot pick up the internet-enabled device by the end of the school day, the parent may pick up the internet-enabled device before the end of the next or any subsequent school day.

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(e) The parent shall be required to sign for receipt of the internet-enabled device with notice provided of a second offense in a school year for their child.

(f) ~~The following discipline will be imposed on a student for a second offense in a school year in violation of the provisions in this Regulation and Policy 5516.~~ **Student discipline will be imposed in accordance with the progression outlined in the School Student Code of Conduct.**

(3) Third Offense in a School Year

(a) The internet-enabled device shall be taken from the student by the school staff member or employee of the Board and turned in to the Principal or designee's office for the remainder of the school day.

(b) It is the student's responsibility to turn off the internet-enabled device and have the internet-enabled device password protected to prevent any unauthorized use of the internet-enabled device before turning the internet-enabled device in to the school staff member or employee of the Board.

(c) The internet-enabled device must be picked up at the Principal or designee's office by a parent at the end of the school day.

(d) If the parent cannot pick up the internet-enabled device by the end of the school day, the parent may pick up the internet-enabled device before the end of the next or any subsequent school day.

(e) The parent shall be required to sign for receipt of the internet-enabled device with notice provided of a third offense in a school year for their child.

(f) ~~The following discipline will be imposed on a student for a third offense in a school year in violation of the provisions in this Regulation and Policy 5516:~~ **Student discipline will be imposed in accordance with the progression outlined in the School Student Code of Conduct.**

(5) A student who violates the provisions of this Regulation and Policy 5516 more than three times during a school may be placed on an Electronic Device Support Plan for a probationary period, as determined by school administration. During this probationary period, the student may be subject to additional expectations, interventions, and monitoring regarding the possession and use of personal internet-enabled devices while on school grounds, on school buses, and during school-sponsored activities. The duration and conditions of the Electronic Device Support Plan shall be determined by school administration based on the student's individual circumstances, disciplinary history, and demonstrated compliance with the expectations of Policy 5516. Failure to comply with the terms of the Electronic Device Support Plan may result in additional disciplinary action consistent with Board policy and the Student Code of Conduct.

(a) ~~The following discipline will be imposed on a student for bringing their internet-enabled device to school after being prohibited to have their internet-enabled device on school grounds:~~ **Student discipline will be imposed in accordance with the**

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progression outlined in the School Student Code of Conduct.

~~The following provisions govern student use of electronic communication devices on school grounds.~~

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~~A. Use of Electronic Communication Devices~~

~~1. Students are permitted to use an electronic communication device during the school day as outlined in each school's student handbook.~~

~~2. Under no circumstances is a student permitted to use an electronic communication device to communicate or take videos or photographs in a restroom, locker room, shower area, or any other area where any person is removing or changing cloths and/or in any other area or location where a person has a reasonable expectation of privacy. Student use of an electronic communication device for communicating or recording is also subject to the provisions of Policy 5516 and this Regulation.~~

~~3. Students are encouraged not to bring electronic communication devices to school. If a student chooses to bring an electronic communication device(s) to school, the device(s) shall be turned off by the student and passcode protected to prevent any unauthorized use of the device. The electronic communication device shall remain in the student's backpack/book bag or locker during the school day when its use is not authorized in accordance with Policy 5516 and this Regulation.~~

~~4. A classroom or other instructional space may have a designated location where students are required to turn off, ensure the electronic communication device is passcode protected, and store the electronic communication device until the student leaves the classroom or other instructional space.~~

~~5. If a student brings an electronic communication device to school, the student assumes the risk of damage, theft, or loss of the electronic communication device. The school district is not responsible for lost, stolen, or damaged devices.~~

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~~B. Discipline~~

~~1. In the event the Principal or designee determines a student has violated Policy 5516, the student will be assigned appropriate discipline in accordance with the school's student discipline/code of conduct.~~

Issued: 26 June 2025
Revised: 24 September 2026

5561 USE OF PHYSICAL RESTRAINT AND SECLUSION

The Board of Education strives to provide a safe, caring atmosphere that supports all learners in the least restrictive environment. On occasion, during an emergency, a situation may arise making it necessary to temporarily restrain or seclude a student with a disability in accordance with N.J.S.A. 18A:46-13.4. through 13.7.

A school district, an educational services commission, or an approved private school for students with disabilities (APSSD) that utilizes physical restraint on students with disabilities shall ensure that:

1. Physical restraint is used only in an emergency in which the student is exhibiting behavior that places the student or others in immediate physical danger;

2. A student is not restrained in the prone position, unless the student's primary care physician authorizes, in writing, the use of this restraint technique;

3. Staff members who are involved in the restraint of a student receive training in safe techniques for physical restraint from an entity determined by the Board ~~of Education~~ to be qualified to provide such training, and that the training is updated at least annually;

4. The parent of a student is immediately notified when physical restraint is used on the student. This notification may be by telephone or electronic communication. A post-incident written notification report of the incident of physical restraint shall be provided to the parent within forty-eight hours of the occurrence of the incident;

5. Each incident in which physical restraint is used is carefully and continuously visually monitored to ensure it was used in accordance with established procedures set forth in this Policy and Regulation 5561 ~~Use of Physical Restraint and Seclusion Techniques for Students with Disabilities~~, developed in conjunction with the entity that trains staff in safe techniques for physical restraint, in order to protect the safety of the child and others; and

6. Each incident in which physical restraint is used is documented in writing in sufficient detail to enable staff to use this information to develop or

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improve the behavior intervention plan at the next individualized education plan (IEP) meeting.

A school district, an educational services commission, and an APSSD shall attempt to minimize the use of physical restraints through inclusion of positive behavior supports in the student's behavior intervention plans developed by the IEP team.

A school district, an educational services commission, or an APSSD that utilizes seclusion techniques on students with disabilities shall ensure that:

1. A seclusion technique is used on a student with disabilities only in an emergency in which the student is exhibiting behavior that places the student or others in immediate physical danger;

2. Each incident in which a seclusion technique is used is carefully and continuously visually monitored to ensure it was used in accordance with established procedures set forth in this Policy and Regulation 5561 ~~Use of Physical Restraint and Seclusion Techniques for Students with Disabilities~~, developed in conjunction with the entity that trains staff in safe techniques for physical restraint, in order to protect the safety of the child and others; and

3. Each incident in which a seclusion technique is used is documented in writing in sufficient detail to enable the staff to use this information to develop or improve the behavior intervention plan at the next IEP meeting.

A school district, an educational services commission, and an APSSD shall attempt to minimize the use of seclusion techniques through inclusion of positive behavior supports in the student's behavior intervention plans developed by the IEP team.

The New Jersey Department of Education shall establish guidelines for school districts, educational services commissions, and APSSDs to ensure a review process is in place to examine the use of ~~physical restraints~~physical restraints or seclusion techniques in emergency situations, and for the repeated use of these methods for an individual child, within the same classroom, or by a single individual. The review process shall include educational, clinical, and administrative personnel. Pursuant to the review process the student's IEP team may, as deemed appropriate, determine to revise the behavior intervention plan or classroom supports, and a school district, educational services commission, or APSSD may determine to revise a staff member's professional development plan pursuant N.J.S.A. 18A:46-13.7.

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The Superintendent or designee may gather input from school staff members and parents of students with disabilities on this Policy and Regulation 5561. All students with disabilities and their parents shall be afforded the procedural safeguards provided by the Individuals with Disabilities Education Act (IDEA).

The Superintendent or designee shall report all incidents of restraint and seclusion through the Student Safety Data System (SSDS). The Superintendent or designee shall annually inform parents of students with disabilities about this ~~the Board's~~ Policy and Regulation 5561 ~~regarding restraint~~regarding restraint and seclusion.

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N.J.S.A. 18A:46-13.4; 18A:46-13.5; 18A:46-13.6; 18A:46-13.7
New Jersey Department of Education Restraint and Seclusion Guidance for Students with Disabilities – July 10, 2018

Adopted: 19 September 2011
Revised: 25 July 2024
Revised: 24 September 2026

6112 REIMBURSEMENT OF FEDERAL AND OTHER GRANT EXPENDITURES **M**

The Cash Management Improvement Act (CMIA) and related Federal regulations require a State to minimize the time elapsing between the transfer of funds from the United States Treasury and the expenditure of funds for program purposes. This requirement applies to grantees such as the State of New Jersey and their sub grantees, such as a school district. The State of New Jersey and school districts must assure funds have been, or will be, spent within a minimal amount of time after having been drawn from the Federal government.

In accordance with this requirement, the New Jersey Department of Education (NJDOE) has implemented a reimbursement request system of payment. The procedures as outlined in the **NJDOE** ~~New Jersey Department of Education~~ Policies and Procedures for Reimbursement of Federal and Other Grant Expenditures shall be followed by school districts in submitting reimbursement requests. Reimbursement requests for entitlement grant awards under the Every Student Succeeds Act (ESSA), the Individuals with Disabilities Education Act (IDEA), the Strengthening Career and Technical Education for the 21st Century Act and any other program designated by the NJDOE shall be made using the NJDOE's Electronic Web-Enabled Grant (EWEG) System.

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Reimbursement requests by the School Business Administrator/Board Secretary or designee shall be made for individual titles and awards using the payment functionality of the EWEG system. Only one reimbursement request per month may be submitted for an individual title, award, or sub grant. Reimbursement requests may only be for expenditures that have already occurred or will occur within three business days of receipt of funds.

The submission of a reimbursement request constitutes a certification by the School Business Administrator/Board Secretary that the school district has previously made the appropriate expenditures and/or will make the expenditures within three business days of receipt of funds and that the expenditures are allowable and appropriate to the cost objective(s) of the sub grant.

The Superintendent s or designee is responsible for submitting an amendment application to the NJDOE for approval if a new budget category for which no funds were previously budgeted or approved has been created. The Superintendent or designee is responsible for submitting an amendment application to the NJDOE for approval if cumulative transfers among expenditure categories exceed ten percent of the total award. The Superintendent or designee is responsible for monitoring the cumulative ten percent level of fiscal change.

Reimbursement requests must be in accordance with approved grant applications. A reimbursement request may be submitted at any time after the sub grant has received final NJDOE approval. Reimbursement requests submitted at least ten business days before the end of the month but no later than the fifteenth day of the month will be reviewed and, if approved, processed for payment the first business day of the following month. School districts will normally receive payment by the fifth business day of the month and will be able to track the grant's payment history in EWEG through the payments link of the grant application.

Reimbursement requests must contain a brief description of the expenditures for which reimbursement is being requested. Individual line items need not be detailed. Expenditures must be supported by documentation at the school district level but should not be submitted to the NJDOE with a reimbursement request. The Superintendent of Schools or designee is responsible to maintain supporting documentation for seven years and for making it available to the NJDOE, the United States Department of Education, and/or their authorized representatives upon request. Documentation for salary expenditures is subject to the requirements of the Federal Uniform Grant Guidance. Documentation for all other expenditures must include evidence that the expenditures are allowable costs and of the relationship of the expenditure to the sub grant's cost objectives.

The NJDOE staff will review reimbursement requests to determine that they meet the sub grant's criteria. When a reimbursement request is approved or denied, the school district will receive an email notification through the EWEG system. Approval of a reimbursement request by NJDOE does not imply approval of the expenditures as allowable or appropriate to the sub grant's cost objectives as the approval of expenditures will continue to be processed through the final report. The School Business Administrator/Board Secretary or designee assumes responsibility for assuring that all funds requested through the EWEG system either have already been expended, or will be expended within three days of receipt of funds.

New Jersey Department of Education Policies and Procedures for Reimbursement of Federal and Other Grant Expenditures – January 2023 ~~March 2014~~

Adopted: 19 September 2011
Revised: 18 November 2021
Revised: 14 September 2023
Revised: 24 September 2026



6115.02 FEDERAL AWARDS/FUNDS INTERNAL CONTROLS-MANDATORY DISCLOSURES

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

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

A. General Reporting Requirement

1. If the total value of all Board ~~of Education~~ currently active grants, cooperative agreements, and procurement contracts from all Federal awarding agencies exceeds $10,000,000 for any period of time during the period of performance of this Federal award, then the Superintendent or designee, on behalf of the Board ~~of Education~~ as the recipient during that period of time, must maintain the currency of information reported to the SAM that is made available in the designated integrity and performance system about civil, criminal, or administrative proceedings described in B. below.

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2. This is a statutory requirement under section 872 of Public Law 110-417, as amended (41 USC 2313).

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

4. **The Superintendent or designee must disclose, in writing, any potential conflict of interest to the Federal agency or pass-through entity in accordance with the established Federal agency policies.**

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

1. The Superintendent or designee must disclose, in writing, to the Federal awarding agency or to the NJDOE~~New Jersey Department of Education~~ information required about each proceeding that:

   a. Is in connection with the award or performance of a grant, cooperative agreement, or procurement contract from the Federal g~~G~~overnment;

   b. Reached its final disposition during the most recent five-year period; and

   c. Is one of the following:

      (1) A criminal proceeding that resulted in a conviction, as defined in E. below;

      (2) A civil proceeding that resulted in a finding of fault and liability and payment of a monetary fine, penalty, reimbursement, restitution, or damages of $5,000 or more;

      (3) An administrative proceeding, as defined in E. below, that resulted in a finding of fault and liability and the payment of either a monetary fine or penalty of $5,000 or more or reimbursement, restitution, or damages in excess of $100,000; or

      (4) Any other criminal, civil, or administrative proceeding if:

         (a) It could have led to an outcome described in B.1.c.(1), (2), or (3) above of this award term and condition;

         (b) It had a different disposition arrived at by consent or compromise with an acknowledgment of fault on the school district's part; and

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(c) The requirement in this award term and condition to disclose information about the proceeding does not conflict with applicable laws and regulations.

C. Reporting Procedures

1. The Superintendent or designee shall enter in the SAM Entity Management area the information that the SAM requires about each proceeding described in B. above.

2. The Superintendent or designee does not need to submit the information a second time under assistance awards the Board ~~of Education~~ received if the Superintendent or designee already provided the information through the SAM because the Board ~~of Education~~ was required to do so under Federal procurement contracts the Board ~~of Education~~ was awarded.

D. Reporting Frequency

1. During any period of time when the Board ~~of Education~~ is subject to the requirement in A. above, the Superintendent or designee must report proceedings information through the SAM for the most recent five year period, either to report new information about any proceeding(s) the Board ~~of Education~~ has not reported previously or affirm that there is no new information to report.

2. If the Board ~~of Education~~ has Federal contract, grant, and cooperative agreement awards with a cumulative total value greater than $10,000,000, the Board ~~of Education~~ must disclose semiannually any information about the criminal, civil, and administrative proceedings.

E. Definitions

1. For the purposes of this Policy:

a. "Administrative proceeding" for the purposes of 2 CFR §200 - Appendix XII and this Policy means a non-judicial process that is adjudicatory in nature in order to make a determination of fault or liability. This includes proceedings at the Federal and State level but only in connection with performance of a Federal contract or grant. It does not include audits, site visits, corrective plans, or inspection of deliverables.

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b. "Conviction" for the purposes of 2 CFR §200 - Appendix XII and this Policy, means a judgment or conviction of a criminal offense by any court of competent jurisdiction, whether entered upon a verdict or a plea, and includes a conviction entered upon a plea of nolo contendere.

c. Total value of currently active grants, cooperative agreements, and procurement contracts includes:

(1) Only the Federal share of the funding under any Federal award with a Board ~~of Education~~ cost share or match; and

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(2) The value of all expected funding increments under a Federal award and options, even if not yet exercised.

2 CFR §200.113; 200.212

Adopted: 15 December 2022
Revised: 24 September 2026

6311 CONTRACTS FOR GOODS OR SERVICES FUNDED BY FEDERAL GRANTS

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

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

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

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

Continuation of current contracts and restrictions on subcontracting with vendors who are on the SAM list or proposed for disbarment shall be in accordance with the limitations as outlined in 2 CFR §200.

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

The applicability of the provisions of this Policy apply to covered transactions as defined in 2 CFR §3485.220. A covered transaction is any contract that is awarded by the Board of Education that is covered under 2 CFR §180.210 and the amount of the contract is expected to equal or exceed $25,000, unless the Board chooses a lower threshold.

Compliance with the provisions of 2 CFR §200 and this Policy must be demonstrated by written evidence to be maintained by the School Business Administrator/Board Secretary. Examples of evidence include printouts of searches from the SAM, imprints from an ink stamp, or Avery or similar labels affixed to purchase orders memorializing performance of this verification.

2 CFR §200
2 CFR §3485.220
2 CFR §180.210

Adopted: 19 September 2011
Revised: 15 December 2022
Revised: 14 September 2023
Revised: 24 September 2026

8561 PROCUREMENT PROCEDURES FOR SCHOOL NUTRITION PROGRAMS

The Board of Education adopts this Policy to identify their procurement plan for the United States Department of Agriculture's (USDA) School Nutrition Programs. School Nutrition Programs include, but are not limited to: the National School Lunch Program (NSLP); School Breakfast Program (SBP); Afterschool Snack Program (ASP); Special Milk Program (SMP); Fresh Fruit and Vegetable Program (FFVP); Seamless Summer Option (SSO) of the NSLP; Summer Food Service Program (SFSP); the At-Risk Afterschool Meals component of the Child and Adult Care Food Program (CACFP); and the Schools/Child Nutrition USDA Foods Program.

The Board ~~of Education~~ is ultimately responsible for ensuring all procurement procedures for any purchases by the Board ~~of Education~~ and/or a food service management company (FSMC) comply with all Federal regulations, including but not limited to: 7 CFR Parts 210, 220, 225, 226, 245, 250; 2 CFR 200; State procurement statutes and administrative codes and regulations; local Board ~~of Education~~ procurement policies; and any other applicable State and local laws.

The procurement procedures contained in this Policy will be implemented beginning immediately, until amended. All procurements must maximize full and open competition. Source documentation will be maintained by the School Business Administrator/Board Secretary or designee and will be available to determine open competition, the reasonableness, the allowability, and the allocation of costs.

The Board ~~of Education~~ intentionally seeks to prohibit conflicts of interest in all procurement of goods and services.

A. General Procurement

The procurement procedures will maximize full and open competition, transparency in transactions, comparability, and documentation of all procurement activities. The school district's plan for procuring items for use in the School Nutrition Programs is as follows:

1. The School Business Administrator/Board Secretary will ensure all purchases will be in accordance with the Federal Funds Procurement Method Selection Chart – State Agency Form #358. Formal procurement procedures will be used as required by 2 CFR 200.318 through .326 and any State and local procurement code and regulations. Informal procurement procedures (small purchase) will be required for purchases under the most restrictive small purchase threshold.

2. The following threshold amounts apply ~~procedures will be used~~ for all purchases:

Board Micro-Purchase Threshold: $15,000

Board Small Purchase Threshold: $53,000

The Board will follow formal procurement procedures for all purchases over the Small Purchase Threshold amount.

The Board will perform a cost or price analysis to determine the estimated dollar amounts for purchases and thus the required procurement method.

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~~Product/ Services~~	~~Estimated Dollar Amount~~	~~Procurement Method~~	~~Evaluation~~	~~Contract Award Type~~	~~Contract Duration/ Frequency~~

B. Micro-Purchase Procedures

1. Public/Charter Schools

Purchases of supplies or services, as defined by 2 CFR 200.67, will be awarded without soliciting competitive price quotations if the price is reasonable in accordance with N.J.S.A. 18A:18A-37(a) and below thresholds established by the State Treasurer for informal receipt of quotations. Purchases will be distributed equitably among qualified suppliers with reasonable prices. Records will be kept for micro-purchases.

2. Non-Public Schools

Purchases of supplies or services, within the Federal micro-purchase threshold ~~(the aggregate amount does not exceed the Federal micro-purchase threshold~~ as defined ~~set~~ by 2 CFR 200.67~~)~~ will be awarded without soliciting competitive price quotations if the price is reasonable. Purchases will be distributed equitably among qualified suppliers with reasonable prices. Records will be kept for micro-purchases.

~~3. Formal bid procedures will be applied on the basis of:~~

~~_x_ centralized system;~~
~~___ individual school;~~
~~___ multi-school system; and/or~~
~~___ State contract.~~

~~4. Because of the potential for purchasing more than public or non-public informal/small purchase threshold amount, or the Board approved threshold if less, it will be the responsibility of the School Business Administrator/Board Secretary to document the amounts to be purchased so the correct method of procurement will be followed.~~

C. Small Purchase Procedures

If the amount of purchases for items is less than the Board's small purchase threshold, the following small purchase procedures including quotes will be used. Quotes from a minimum number of three qualified sources will be required.

1. Written specifications will be prepared and provided to all vendors.

2. Each vendor will be contacted and given an opportunity to provide a price quote on the same specifications. A minimum of three vendors must be contacted.

3. The School Business Administrator/Board Secretary or designee will be responsible for contacting potential vendors when price quotes are needed.

4. The price quotes will receive appropriate confidentiality before award.

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5. Quotes will be awarded by the School Business Administrator/Board Secretary. Quotes will be awarded based on the lowest price.

6. The School Business Administrator/Board Secretary will be responsible for documentation of records to show selection of vendor, names of all vendors contacted, price quotes from each vendor, and written specifications.

7. The School Business Administrator/Board Secretary or designee will be responsible for documentation that the actual product specified is received.

8. Any time an accepted item is not available, the School Business Administrator/Board Secretary will select the acceptable alternate. Full documentation will be made available as to the selection of the acceptable item.

9. The School Business Administrator/Board Secretary or designee is required to sign all quote tabulations, signifying a review and approval of the selections.

D~~C~~. Formal Procurement

When a formal procurement method is required, ~~the following competitive sealed bid or an~~ Invitation for Bid (IFB) or ~~competitive proposal in the form of a~~ Request for Proposal (RFP) procedures will apply:

~~1.~~ ~~1.~~ An announcement of an IFB or a RFP will be placed in the Board designated official newspaper to publicize the intent of the Board ~~of Education~~ to purchase needed items. ~~The advertisement for bids/proposals or legal notice will be published in the official newspaper for at least one day in accordance with the provisions of N.J.S.A. 18A:18A-21.~~

a. The advertisement of the IFB or legal notice will run for one day a minimum of ten calendar days prior to the bid opening.

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b. The advertisement of the RFP or legal notice will run for one day a minimum of twenty calendar days prior to the proposal due date.

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2. An advertisement ~~in the official newspaper for at least one day~~ is required for all purchases over the school district's small purchase threshold ~~as outlined in "Federal Funds Procurement Method Section Chart – State Agency Form #358~~. The announcement(advertisement or legal notice) will contain ~~the following~~:

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   a. A general description of items to be purchased;

   b. The deadline for submission of questions and the date written responses will be provided, including addenda to bid specifications, terms, and conditions as needed;

   c. The date of the pre-bid meeting, if provided, and if attendance is a requirement for bid award;

   d. The deadline for submission of sealed bids or proposals; and

   e. The address of the location where complete specifications and bid forms may be obtained.

3. In an IFB or RFP, each vendor will be given an opportunity to bid or propose on the same specifications.

4. The developer of written specifications or descriptions for procurements will be prohibited from submitting bids or proposals for such products or services.

5. The IFB or RFP must~~will~~ clearly define the purchase conditions. The following list includes requirements, not exclusive, to be addressed in the procurement document:

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   a. Contract period;

   b. The Board ~~of Education~~ is responsible for all contracts awarded (statement);

c. Date, time, and location of IFB/RFP opening;

d. How the vendor is to be informed of bid acceptance or rejection;

e. Delivery schedule;

f. IFB r~~R~~equirements (terms and conditions) that~~the~~ bidder must fulfill in order for bid to be awarded~~evaluated~~;

g. **RFP requirements (terms and conditions) that proposer must fulfill in order for proposal to be evaluated and awarded;**

h~~g~~. Benefits to which the Board ~~of Education~~ will be entitled if the contractor cannot or will not perform as required;

i~~h~~. Statement assuring positive efforts will be made to involve minority and small business;

j~~i~~. Statement regarding the return of purchase incentives, discounts, rebates, and credits to the Board ~~of Education's~~ nonprofit school food service account;

k~~j~~. Contract provisions as required in Appendix II to 2 CFR 200;

(1) Termination for cause and convenience – contracts in excess of $10,000;

(2) Equal Opportunity Employment – "federally assisted construction contracts";

(3) Davis-Bacon Act – construction contracts in excess of $2,000;

(4) Contract work Hours and Safety Standards – contracts in excess of $100,000;

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(5) Right to inventions made under a contract or agreement – if the contract meets the definition of a "funding agreement" under 37 CFR 401.2(a);

(6) Clean Air Act – contracts in excess of $150,000;

(7) Debarment and Suspension – all Federal awarded contracts;

(8) Byrd Anti-Lobbying Amendment – contracts in excess of $100,000; and

(9) Contracts must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.

lk. Contract provisions as required in 7 CFR 210.21(f) for all cost reimbursable contracts;

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ml. Contract provisions as required in 7 CFR 210.16(a)(1-10) and 7 CFR 250.53 for food service management company contracts;

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~~m. Procuring instrument to be used are purchase orders from firm fixed prices after formal bidding;~~

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n. Price adjustment clause for renewal of multi-year contracts as defined in N.J.S.A. 18A:18A-42. – Definitions. The "index rate" means the annual percentage increase rounded to the nearest half percent in the implicit price deflator for State and local government purchases of goods and services computed and published quarterly by the U.S. Department of Commerce, Bureau of Economic Analysis;

o. Method of evaluation and type of contract to be awarded (solicitations using an IFB are awarded to the lowest responsive and responsible bidder; solicitations using a RFP are awarded to the most advantageous proposer~~bidder/offeror~~ with price as the primary factor among other factors considered);

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p. Method of award announcement and effective date (if intent to award is required by State or local procurement requirements);

q. Specific bid protest procedures including contact information of person and address and the date by which a written protest must be received;

r. Provision requiring access by duly authorized representatives of the Board ~~of Education~~, New Jersey Department of Agriculture (NJDA), ~~United States Department of Agriculture~~ (USDA~~)~~, or Comptroller General to any books, documents, papers, and records of the contractor which are directly pertinent to all negotiated contracts;

s. Method of shipment or delivery upon contract award;

t. Provision requiring contractor to maintain all required records for three years after final payment and all other pending matters (audits) are closed for all negotiated contracts;

u. Description of process for enabling vendors to receive or pick up orders upon contract award;

v. Provision requiring the contractor to recognize mandatory standards/policies related to energy efficiency contained in the Energy Policy and Conservation Act (PL 94-163);

w. Signed statement of non-collusion;

x. Signed Debarment/Suspension Certificate, clause in the contract or a copy of search results from the System for Award Management (SAM);

y. Provision requiring "Buy American" as outlined in 7 CFR Part 210.21(d)and 7 CFR Part 220.16(d) and USDA Guidance Memo SP 23-2024~~38-2017~~; ~~and~~

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z. Specifications and estimated quantities of products and services prepared by the Board~~school district~~ and provided to potential contractors desiring to submit bids/proposals for the products or services requested.

aa. The Board ~~of Education~~'s Electronic Signature Policy **(see New Jersey Uniform Electronic Signature Transaction Act, N.J.S.A. 12A:12-1 et seq.).**~~.~~

6. If any potential vendor is in doubt as to the true meaning of specifications or purchase conditions, questions may be sent to the representatives listed below. The Board's response will be provided in writing to all potential bidders or proposers within 3 business days. ~~interpretation will be provided in writing to all potential bidders by the School Business Administrator/Board Secretary or designee and will specify the deadline for all questions.~~

a. The School Business Administrator/Board Secretary will be responsible for securing all bids or proposals.

b. The School Business Administrator/Board Secretary will be responsible to ensure all Board ~~of Education~~ procurements are conducted in compliance with applicable Federal, State, and local procurement regulations.

~~c. The following criteria will be used in awarding contracts as a result of bids/proposals. Price must be the highest weighted criteria. Examples of other possible criteria include quality, service, delivery, and availability.~~

7. In awarding a RFP, a set of award criteria in the form of a weighted evaluation sheet will be provided to each proposer~~bidder~~ in the initial RFP~~bid~~ document materials. Price alone is not the sole basis for award, but remains the primary consideration among all factors when awarding a contract. Following evaluation ~~and negotiations~~, a firm fixed price or cost reimbursable contract is awarded.

a. The contracts will be awarded to the responsible ~~bidder/~~proposer whose ~~bid or~~ proposal is responsive to the

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requestinvitation and is most advantageous to the Board of Education, price as the primary, and other factors considered. Any and all bids or proposals may be rejected in accordance with the law.

b. The School Business Administrator/Board Secretary or designee is required to sign on the bid tabulation of competitive sealed bids or the evaluation criterion score sheet of competitive proposals signifying a review and approval of the selections.

c. The School Business Administrator/Board Secretary shall review the procurement system to ensure compliance with applicable laws.

d. The School Business Administrator/Board Secretary or designee will be responsible for the documentation that the actual product specified was received.

e. Any time an accepted item is not available, the School Business Administrator/Board Secretary will select the acceptable alternate. The contractor must inform the School Business Administrator/Board Secretary within one workday if a product is not available. In the event a nondomestic agricultural product is to be provided to the Board of Education, the contractor must obtain, in advance, written approval for the product. The School Business Administrator/Board Secretary must comply with the "Buy American" Pprovision.

f. Full documentation regarding the reason an accepted item was unavailable, and the procedure used in determining acceptable alternates, will be available for audit and review. The person responsible for this documentation is the School Business Administrator/Board Secretary.

g. The School Business Administrator/Board Secretary is responsible for maintaining all procurement documentation.

8. In awarding an IFB, price is the only consideration.

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a. The contract will be awarded to the responsible bidder whose bid is responsive to the invitation and is the lowest price. Any and all bids may be rejected in accordance with the law.

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b. The School Business Administrator/Board Secretary is required to sign on the bid tabulations of competitive sealed bids.

c. The School Business Administrator/Board Secretary reviews the procurement system to ensure compliance with applicable laws.

d. The School Business Administrator/Board Secretary is responsible for documentation that the actual product specified is received.

e. Any time an accepted item is not available, the School Business Administrator/Board Secretary will select the acceptable alternate. The contractor must inform the School Business Administrator/Board Secretary within one workday if a product is not available. In the event a nondomestic agricultural product is to be provided to the Board, the contractor must obtain, in advance, written approval for the product. The School Business Administrator/Board Secretary must comply with the "Buy American" provision.

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f. Full documentation regarding the reason an accepted item was unavailable, and the procedure used in determining acceptable alternates, will be available for audit and review. The person responsible for this documentation is the School Business Administrator/Board Secretary.

g. The School Business Administrator/Board Secretary is responsible for maintaining all procurement documentation.

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~~D. Small Purchase Procedures~~

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~~If the amount of purchases for items is less than the school district's small purchase threshold as outlined in the Federal Funds Procurement Method Selection Chart – State Agency Form #358, the following small purchase procedures including quotes will be used. Quotes from a minimum number of three qualified sources will be required.~~

~~1. Written specifications will be prepared and provided to all vendors.~~

~~2. Each vendor will be contacted and given an opportunity to provide a price quote on the same specifications. A minimum of three vendors shall be contacted.~~

~~3. The School Business Administrator/Board Secretary or designee will be responsible for contacting potential vendors when price quotes are needed.~~

~~4. The price quotes will receive appropriate confidentiality before award.~~

~~5. Quotes/Bids will be awarded by the School Business Administrator/Board Secretary. Quotes/Bids will be awarded on the following criteria. Quote/Bid price must be the highest weighted criteria. Examples of other possible criteria include quality, service, delivery, and availability.~~

~~6. The School Business Administrator/Board Secretary will be responsible for documentation of records to show selection of vendor, reasons for selection, names of all vendors contacted, price quotes from each vendor, and written specifications.~~

~~7. The School Business Administrator/Board Secretary or designee will be responsible for documentation that the actual product specified is received.~~

~~8. Any time an accepted item is not available, the School Business Administrator/Board Secretary will select the acceptable alternate.~~

~~Full documentation will be made available as to the selection of the acceptable item.~~

~~9. The School Business Administrator/Board Secretary or designee is required to sign all quote tabulations, signifying a review and approval of the selections.~~

E. Noncompetitive Proposal Procedures

If items are available only from a single source when the award of a contract is not feasible under small purchase, sealed bid or competitive negotiation, noncompetitive proposal procedures will be used:

1. Written specifications will be prepared and provided to the vendor.

2. The School Business Administrator/Board Secretary will be responsible for the documentation of records to fully explain the decision to use the noncompetitive proposal. The records will be available for audit and review.

3. The School Business Administrator/Board Secretary or designee will be responsible for documentation that the actual product or service specified was received.

4. The School Business Administrator/Board Secretary will be responsible for reviewing the procedures to be certain all requirements for using single source or noncompetitive proposals are met.

~~5. The noncompetitive micro-purchase method shall be used for one-time purchases of a new food item if the amount is less than the applicable Federal or State micro-purchase threshold to determine food acceptance by students and provide samples for testing purposes. A record of noncompetitive negotiation purchase shall be maintained by the School Business Administrator/Board Secretary or designee. At a minimum, the record of noncompetitive purchases shall include: item name; dollar amount; vendor; and reason for noncompetitive procurement.~~

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5~~6~~. A member or representative of the Board of Education will approve, in advance, all procurements that result from noncompetitive negotiations.

F~~E~~. Miscellaneous Provisions

~~1. New product evaluation procedures will include a review of product labels and ingredients; an evaluation of the nutritional value; taste tests and surveys; and any other evaluations to ensure the new product would enhance the program.~~

1~~2~~. The Board ~~of Education~~ agrees the reviewing official of each transaction will be the School Business Administrator/Board Secretary.

2~~3~~. Payment will be made to the vendor when the contract has been met and verified and has met the Board ~~of Education~~'s procedures for payment. (If prompt payment is made, discounts, etc., are accepted.)

3~~4~~. Specifications will be updated as needed.

4~~5~~. If the product is not as specified, the following procedure, including, but not limited to, will take place: remove product from service; contact vendor for approved alternate product; or remove product from bid.

G~~F~~. Emergency Purchases

1. ~~1.~~ If it is necessary to make a one-time emergency procurement to continue service or obtain goods, and the public exigency or emergency will not permit a delay resulting from a competitive solicitation, the purchase must be authorized using a purchase order signed by the School Business Administrator/Board Secretary. The following emergency procedures shall ~~to~~ be followed ~~for such purchases shall be those procedures used by the school district for other emergency purchases consistent with N.J.S.A. 18A:18A-7~~.
All emergency procurements shall be approved by the School Business Administrator/Board Secretary.

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At a minimum, the following emergency procurement procedures shall be documented: ~~to include, but not be limited to: item name; dollar amount; vendor; and reason for emergency.~~

a. Item name;

b. Dollar amount;

c. Vendor; and

d. Reason for emergency.

H~~G~~. Purchasing Goods and Services – Cooperative Agreements, Agents, and Third-Party Services (Piggybacking)

1. When participating in intergovernmental and inter-agency agreements the Board ~~of Education~~ will ensure that competitive procurements are conducted in accordance with 2 CFR Part 200.318 through .326 and applicable program regulations and guidance.

2. When utilizing the services of a co-op, agent, or third party the Board ~~of Education~~ will ensure that the following conditions have been met:

   a. All procurements were subject to full and open competition and were made in accordance with Federal/State/local procurement requirements;

   b. The existing contract allows for the inclusion of additional Board of Educations that were not contemplated in the original procurement to purchase the same supplies/equipment through the original award;

   c. The specifications in the existing contract meets their needs and that the items being ordered are in the contract;

   d. The awarded contract requires all the Federally required certifications; e.g. "Buy American", debarment, restrictions on lobbying, etc.;

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e. The agency will confirm the addition of their purchasing power (goods or services) to the procurement in scope or services does not create a material change, resulting in the needs to re-procure ~~re-bid~~ the contract;

f. Administrative costs (fees) for participating in the agreement are adequately defined, necessary and reasonable, and the method of allocating the cost to the participating agencies must be specified;

g. The "Buy American" provisions are included in the procurement of food and agricultural products; and

h. The agreement includes the basis for and method of allocating each discount, rebate, or credit and how they will be returned to each participating agency when utilizing a cost-reimbursable contract.

I. The "Buy American" Act

1. The "Buy American" provision requires the Board to purchase, to the maximum amount practicable, domestic commodities or products. This provision supports the mission of the Child Nutrition Programs, which is to serve children nutritious meals and support American agriculture. Program regulations that govern this provision apply to a Board that operates the NSLP and SBP and are found at 7 CFR 210.21(d) and 7 CFR 220.16(d). The Board complies by:

a. Purchasing domestic commercial food products for the school meals programs;

b. Including "Buy American" provision language in procurement procedures, solicitations, and contracts; and

c. Tracking non-domestic commercial food purchases.

~~J~~I. Records Retention

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1. The Board ~~of Education~~ shall agree to retain all books, records, and other documents relative to the award of the contract for three years after final payment. If there are audit findings that 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. Specifically, the Board ~~of Education~~ shall maintain, at a minimum, the following documents:

   a. Written rationale for the method of procurement;

   b. A copy of the original solicitation;

   c. The selection of contract type;

   d. The bidding and negotiation history and working papers;

   e. The basis for contractor selection;

   f. Approval from the State agency to support a lack of competition when competitive bids or offers are not obtained;

   g. The basis for award cost or price;

   h. The terms and conditions of the contract;

   i. Any changes to the contract and negotiation history;

   j. Billing and payment records;

   k. A history of any contractor claims;

   l. A history of any contractor breaches; and

   ~~m. Any other documents as required by N.J.S.A. 18A:18A Public School Contracts Law.~~

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K~~J~~. Code of Conduct for Procurement

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1. All procurements must ensure there is open and free competition and adhere to the most restrictive Federal, State, and local

requirements. The Board ~~of Education~~ seeks to conduct all procurement procedures in compliance with stated regulations and to prohibit conflicts of interest and actions of employees engaged in the selection, award, and administration of contracts. All procurements will be in accordance with this Policy and all applicable provisions of N.J.S.A. 18A:18A – Public School Contracts Law.

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

3. The officers, employees, and agents of the non-Federal entity may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts. However, non-Federal entities may set standards for situations in which the financial interest is not substantial or the gift is an unsolicited item of nominal value.

4. The standards of conduct must provide for disciplinary actions to be applied for violations of such standards by officers, employees, or agents of the non-Federal entity. Based on the severity of the infraction, the penalties could include a written reprimand to their personnel file, a suspension with or without pay, or termination.

5. All questions and concerns regarding procurement solicitations, contract evaluations, and contract award, shall be directed to the School Business Administrator/Board Secretary.

L~~K~~. Food Service Management Company (FSMC)

1. In the operation of the school district's food service program, the school district shall ensure that a FSMC complies with the requirements of the Program Agreement, the school district's Free and Reduced School Lunch Policy Statement, all applicable USDA

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program policies and regulations, and applicable State and local laws. In order to operate an a la carte food service program, the FSMC shall agree to offer free, reduced price, and full price reimbursable meals to all eligible children.

2. The school district shall monitor the FSMC billing invoices to ensure compliance with Federal and State procurement regulations.

3. In accordance with N.J.S.A. 18A:18A-5a.(22), RFPs are required in all solicitations for a FSMC.

N.J.S.A. 18A:18A-1 et seq. ~~– Public School Contracts Law~~ **Formatted:** Strikethrough
New Jersey Department of Agriculture
"Procurement Procedures for School Food
Authorities" Model Policy – October 2025~~September 2018~~ **Formatted:** Strikethrough

Adopted: 27 June 2019
Revised 15 December 2022
Revised: 24 September 2026

REGULATION

Kingsway Regional
School District

Section: Program
2200. CURRICULUM CONTENT (M)
Date Created: June 2008
Date Edited: May 2025

2200. CURRICULUM CONTENT (M)

M
Courses of study and instructional materials and programs shall be designed to eliminate discrimination and promote understanding and mutual respect between children regardless of race, color, creed, age, marital status, affectional or sexual orientation, gender identity or expression, ancestry, national origin, socioeconomic status, and/or disability.

In order to eliminate possible bias in the curriculum, staff shall use the following criteria:

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A. When instructional material contains stereotypes or discriminatory statements, staff should help pupils identify the stereotypes or discriminatory statement(s) and discuss with pupils the consequences of repeated stereotyping and discriminatory statements.

B. If a particular instructional material is highly objectionable, staff should not use it,, such material should be brought to the attention of the Building Principal so that the Affirmative Action Officer can evaluate the objectionable material. Alternatively, the teacher might discuss the questionable material instead of eliminating it, depending on the makeup and maturity of the class and the purposes of the instruction.

C. Another recommended technique for handling materials that contain biases or stereotypes is to offset it by using unbiased supplementary materials.

D. Community involvement when developing instructional programs and attendant materials shall be encouraged.

Issued: 23 June 2008
Revised: 24 May 2018

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1886 Hinds Road, Suite 1, Toms River, NJ 08753
ph: (732)255-1500 fax: (732)255-1502

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2411. GUIDANCE AND COUNSELING (M)

M

A. Counseling Services

1. The purpose of guidance and counseling services is to assist pupils in self-examination, self-evaluation, and analysis of alternatives so that each pupil can benefit most fully from his/her education and life experiences.

2. Counseling services will include:

   a. Career awareness and exploration, and academic planning through consideration of personal interests, past and potential performance, and present opportunities,

   b. Personal/social development including adjustment to situational problems, understanding of the consequences of personal behavior, and referral to assistance where appropriate, and

   c. Crisis counseling to assist pupils undergoing extreme emotional reactions that disrupt immediate functioning, including post-crisis planning and referral for treatment as necessary.

3. All counseling services shall be free of bias on the basis of race, color, creed, religion, national origin, ancestry, age, marital status, affectional or sexual orientation, gender, gender identity or expression, socioeconomic status, or disability.

B. Career Awareness and Exploration

In fulfillment of the New Jersey Core Curriculum Content Standards, the school district shall provide a comprehensive program of guidance and counseling to facilitate career awareness and exploration for all pupils which shall be designed to:

1. Assist pupils in making informed educational and occupational choices;

2. Encourage pupils to maintain portfolios consisting of accomplishments related to the Cross Content Workplace Readiness Standards;

3. Develop pupil competency in self management, educational and occupational exploration and career planning;

4. Make pupils aware of the relationship among personal qualities, education, training and the world of work; and

5. Acquaint pupils with the relationship between achieving academic standards and the attainment of career goals.

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C. Consulting Services

1. The purpose of consulting services is the improvement of the instructional program and the delivery of educational services by the collaboration of those staff members responsible for the instructional program and the development of individual pupils.

2. Consulting services will include:

   a. Identification of the needs of pupils,

   b. Identification, evaluation, and program implementation of pupils with special needs,

   c. Development and implementation of preventive and supportive programs to address such problems as pupil attendance, violence, and suicide,

   d. Alerting professional staff to the purposes, functions, and availability of guidance and counseling services,

   e. Encouragement of cooperation among teaching staff members and parent in resolving individual pupil problems and addressing pupil needs,

   f. Establishment and maintenance of fruitful relationships with state and local agencies for the purpose of professional referral and the sharing of experiences,

   g. Cooperation with business and industry to facilitate pupil job placement and vocational training, and

   h. Maintenance of a library of occupational and educational information.

D. Evaluation

The program of guidance and counseling will be reviewed annually to determine its strengths and weaknesses. The following information may be gathered and analyzed in that review:

1. Annual record of graduate placements in post-secondary situations;

2. Assessments of past graduates as to the effectiveness of guidance services received in the high school;

3. Results of surveys of parent and staff evaluations of guidance services;

4. Analysis of the efficacy of outside referrals;

5. Assessments by persons not employed in the school district and expert in the field of guidance and counseling; and

6. The personal evaluations of the guidance and counseling staff members to identify weaknesses in the administration of the program.

Issued: 23 June 2008
Revised: 24 May 2018

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ph: (732)255-1500 fax: (732)255-1502

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~~R 2460.30 ADDITIONAL/COMPENSATORY SPECIAL EDUCATION AND RELATED SERVICES~~

~~The Board of Education shall provide additional or compensatory special education and related services to students with disabilities beyond the age of twenty-one pursuant to N.J.S.A. 18A:46-6.3.~~

~~As used in N.J.A.C. 18A:46-6.3(h) and this Regulation, "parent" means the natural or adoptive parent, the legal guardian, resource family parent when willing to so serve, a surrogate parent, or a person acting in the place of a parent, such as a grandparent or stepparent with whom the student lives, or a person legally responsible for the student's welfare. "Parent" shall also include an adult student who has attained the age of eighteen, who is not under legal guardianship, and who is entitled to receive special education and related services.~~

~~A. Additional Special Education and Related Services~~

~~1. Notwithstanding the provisions of N.J.S.A. 18A:46-6, N.J.S.A. 18A:46-8, or of any other law, rule, or regulation concerning the age of eligibility for special education and related services to the contrary, the Board shall:~~

~~a. In the 2021-2022 school year, provide special education and related services contained in an Individualized Education Program (IEP) to a student with disabilities who attains the age of twenty-one during the 2020-2021 school year, provided the parent of the student and the IEP team determine that the student requires additional or compensatory special education and related services, including transition services, during the 2021-2022 school year.~~

~~(1) A student receiving special education and related services pursuant to N.J.S.A. 18A:46-6.3.a. and A.1. shall not be eligible to receive such education and services beyond June 30, 2022, unless otherwise provided in a student's IEP or as ordered by a hearing officer, complaint investigation, or court of competent jurisdiction.~~

~~2. Notwithstanding the provisions of N.J.S.A. 18A:46-6, N.J.S.A. 18A:46-8, or of any other law, rule, or regulation concerning the age of eligibility for special education and related services to the contrary, the Board shall:~~

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a. In the 2022-2023 school year, provide special education and related services contained in an IEP to a student with disabilities who attains the age of twenty-one during the 2021-2022 school year, provided the parent of the student and the IEP team determine that the student requires additional or compensatory special education and related services, including transition services, during the 2022-2023 school year.

(1) A student receiving special education and related services pursuant to N.J.S.A. 18A:46-6.3.b. and A.2. shall not be eligible to receive such education and services beyond June 30, 2023, unless otherwise provided in a student's IEP or as ordered by a hearing officer, complaint investigation, or court of competent jurisdiction.

3. Notwithstanding the provisions of N.J.S.A. 18A:46-6, N.J.S.A. 18A:46-8, or of any other law, rule, or regulation concerning the age of eligibility for special education and related services to the contrary, the Board shall:

a. In the 2023-2024 school year, provide special education and related services contained in an IEP to a student with disabilities who attains the age of twenty-one during the 2022-2023 school year, provided that the parent of the student and the IEP team determine that the student requires additional or compensatory special education and related services, including transition services, during the 2023-2024 school year.

(1) A student receiving special education and related services pursuant to N.J.S.A. 18A:46-6.3.c. and A.3. shall not be eligible to receive such education and services beyond June 30, 2024, unless otherwise provided in a student's IEP or as ordered by a hearing officer, complaint investigation, or court of competent jurisdiction.

B. Rights, Privileges, and Remedies

1. A student receiving special education and related services, including transition services, pursuant to N.J.S.A. 18A:46-6.3 and this Regulation shall be afforded the same rights, privileges, and remedies provided to students with disabilities pursuant to State law, New Jersey State Board of

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~~Education regulations concerning special education, and the Federal "Individuals with Disabilities Education Act," (IDEA) 20 USC §1400 et seq.~~

2. ~~Any disputes that arise with respect to the provision or nature of services provided to a student with disabilities in the additional year as provided in accordance with N.J.S.A. 18A:46-6.3.a., b. and c., and A. above may be addressed as determined by the parent of the student with disabilities, by either:~~

   a. ~~Mediation;~~

   b. ~~A written request for a complaint investigation submitted to the Director of the Office of Special Education Policy and Dispute Resolution in the New Jersey Department of Education; or~~

   c. ~~A special education due process hearing pursuant to IDEA, N.J.S.A. 18A:46, or administrative code.~~

~~C. Funding~~

1. ~~The special education and related services, including transition services, provided to students with disabilities pursuant to the provisions of N.J.S.A. 18A:46-6.3 and this Regulation, to the extent permitted by Federal law, be paid for from the monies received by the State or a school district under the Federal "Coronavirus Aid, Relief, and Economic Security (CARES) Act," Pub.L.116-136, the Federal "Coronavirus Response and Relief Supplemental Appropriations (CRRSA) Act, 2021," Pub.L.116-260, the Federal "American Rescue Plan (ARP) Act," Pub.L.117-2, or any other Federal funding provided to address the impact of the coronavirus pandemic on elementary and secondary schools as it becomes available.~~

2. ~~To the extent the Federal funds described in N.J.S.A. 18A:46-6.3.e.(1) and C.1. above do not cover the costs borne by the school district to provide the special education and related services, including transition services, to students with disabilities pursuant to the provisions of N.J.S.A. 18A:46-6.3 and this Regulation, the State of New Jersey shall appropriate funds as necessary from the Property Tax Relief Fund to reimburse the school district for these costs.~~

~~3. The special education and related services funded pursuant to the provisions of N.J.S.A. 18A:46-6.3.e. may include, but are not limited to, the additional staff, programs, and facilities deemed necessary by the school district to provide the special education and related services, including transition services, required under N.J.S.A. 18A:46-6.~~

~~Adopted: 26 January 2023~~

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R 6115.01 FEDERAL AWARDS/-FUNDS INTERNAL CONTROLS – ALLOWABILITY OF COSTS

Expenditures must be aligned with approved budgeted items. Any changes or variations from the State-approved budget and grant application need prior approval from the State.

A. Delegation of Responsibility

When determining how the school district will spend its grant funds, the School Business Administrator/Board Secretary, will review the proposed cost to determine whether it is an allowable use of Federal grant funds before obligating and spending those funds on the proposed good or service.

B. Allowability Determinations

1. All costs supported by Federal education funds must meet the standards outlined in EDGAR, 2 CFR Part 3474 and 2 CFR Part 200, Subpart E, which are listed below. The School Business Administrator/Board Secretary, must consider these factors when making an allowability determination. A section entitled, Helpful Questions for Determining Whether Costs are Allowable, is located at the end of this Regulation.

   2 CFR Part 200 sets forth general cost guidelines that must be considered, as well as rules for specific types of items, both of which must be considered when determining whether a cost is an allowable expenditure of Federal funds. The expenditure must also be allowable under the applicable program statute (e.g., Title I of the Elementary and Secondary Education Act (ESEA), or the Carl D. Perkins Career and Technical Education Act (Perkins)), along with accompanying program regulations, nonregulatory guidance and grant award notifications.

   Restrictions in State and local rules or policy also must be considered. For example, travel and other job-related expenses incurred by employees are not allowable unless they also are in compliance with Policy and Regulation 6471 and related administrative regulations.

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Whichever allowability requirements are stricter will govern whether a cost is allowable. General allowability determination factors include the following:

a. Be Necessary and Reasonable for the performance of the Federal award. A cost is reasonable if, in its nature and amount, it does not exceed that which would be incurred by a prudent person under the circumstances prevailing at the time the decision to incur the cost was made. For example, "reasonable" means that sound business practices were followed, and purchases were comparable to market prices.

When determining reasonableness of a cost, consideration must be given to:

(1) Whether the cost is a type generally recognized as ordinary and necessary for the operation of the district or the proper and efficient performance of the Federal award.

(2) The restraints or requirements imposed by factors, such as: sound business practices; arm's-length bargaining; Federal, State and other laws and regulations; and terms and conditions of the Federal award.

(3) Market prices for comparable goods or services for the geographic area.

(4) Whether the individual incurring the cost acted with prudence in the circumstances considering responsibilities to the district, its employees, its students, the public at large, and the Federal government.

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(5) Whether the district significantly deviates from its established practices and policies regarding the incurrence of costs, which may unjustifiably increase the Federal award's cost. (2 CFR 200.404)

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Whether a cost is "necessary" will be determined based on the needs of the program. Specifically, the expenditure must be necessary to achieve an important program objective. A key aspect in determining whether a cost is necessary is whether the district can demonstrate that the cost addresses an existing need, and can prove it. For example, the school entity may deem a language skills software program necessary for a limited English proficiency program.

When determining whether a cost is necessary,consideration may be given to:

(1) Whether the cost is needed for the proper and efficient performance of the Federal award program.

(2) Whether the cost is identified in the approved budget or application.

(3) Whether there is an educational benefit associated with the cost.

(4) Whether the cost aligns with identified needs based on results and findings from a needs assessment.

(5) Whether the cost addresses program goals and objectives and is based on program data.

b. Allocable to the Federal award. A cost is allocable to the Federal award if the goods or services involved are chargeable or assignable to the Federal award in accordance with the relative benefit received. This means that the Federal grant program derived a benefit in proportion to the funds charged to the program. (2 CFR 200.405) For example, if fifty percent of a teacher's salary is paid with grant funds, then that teacher must spend at least fifty percent of their time on the grant program.

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c. Consistent with policies and procedures that apply uniformly to both Federally-financed and other activities of the school entity.

d. Conform to any limitations or exclusions set forth as cost principles in 2 CFR Part 200 or in the terms and conditions of the Federal award.

e. Consistent treatment. A cost cannot be assigned to a Federal award as a direct cost if any other cost incurred for the same purpose in like circumstances has been assigned as an indirect cost under another award.

f. Adequately documented. All expenditures must be properly documented.

g. Be calculated in accordance with generally accepted accounting principles (GAAP), unless provided otherwise in 2 CFR Part 200.

h. Not included as a match or cost-share, unless the specific Federal program authorizes Federal costs to be treated as such. Some Federal program statutes require the non-Federal entity to contribute a certain amount of non-Federal resources to be eligible for the Federal program.

i. Be the net of all applicable credits. The term "applicable credits" refers to those receipts or reduction of expenditures that operate to offset or reduce expense items allocable to the Federal award. Typical examples of such transactions are: purchase discounts; rebates or allowances; recoveries or indemnities on losses; and adjustments of overpayments or erroneous charges. To the extent that such credits accruing to or received by the State relate to the Federal award, they shall be credited to the Federal award, either as a cost reduction or a cash refund, as appropriate. (2 CFR 200.406)

C. Selected Items of Cost

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2 CFR 200, Subpart E, sets forth principles to be applied in establishing the allowability of fifty-five specific cost items (commonly referred to as Selected Items of Cost), at 2 CFR 200.420 through 200.475. These specific cost items are listed in the chart below along with the citation to the section of Subpart E addressing the allowability of that item. These principles are in addition to the other general allowability standards, and apply whether or not a particular item of cost is properly treated as direct cost or indirect (Facilities and Administration) cost. Meeting the specific criteria for a listed item does not by itself mean the cost is allowable, as it may be unallowable under other standards or for other reasons, such as restrictions contained in the terms and conditions of a particular grant or restrictions established by the State or in Board policy. If an item is unallowable for any of these reasons, Federal funds cannot be used to purchase it.

School district personnel responsible for spending Federal grant funds and for determining allowability must be familiar with and refer to the 2 CFR Part 200 selected items of cost section. These rules must be followed when charging these specific expenditures to a Federal grant. When applicable, employees must check costs against the selected items of cost requirements to ensure the cost is allowable, and also check State, district and program-specific rules.

The selected item of cost addressed in 2 CFR Part 200 includes the following:

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Item of Cost	Citation of Allowability Rule
Advertising and public relations costs	2 CFR 200.421
Advisory councils	2 CFR 200.422
Alcoholic beverages	2 CFR 200.423
Alumni activities	2 CFR 200.424
Audit services	2 CFR 200.425
Bad debts	2 CFR 200.426
Bonding costs	2 CFR 200.427
Collection of improper payments	2 CFR 200.428
Commencement and convocation costs	2 CFR 200.429

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Compensation – personal services	2 CFR 200.430
Compensation – fringe benefits	2 CFR 200.431
Conferences	2 CFR 200.432
Contingency provisions	2 CFR 200.433
Contributions and donations	2 CFR 200.434
Defense and prosecution of criminal and civil proceedings, claims, appeals, and patent infringements	2 CFR 200.435
Depreciation	2 CFR 200.436
Employee health and welfare costs	2 CFR 200.437
Entertainment costs	2 CFR 200.438
Equipment and other capital expenditures	2 CFR 200.439
Exchange rates	2 CFR 200.440
Fines, penalties, damages, and other settlements	2 CFR 200.441
Fund raising and investment management costs	2 CFR 200.442
Gains and losses on disposition of depreciable assets	2 CFR 200.443
General costs of government	2 CFR 200.444
Goods and services for personal use	2 CFR 200.445
Idle facilities and idle capacity	2 CFR 200.446
Insurance and indemnification	2 CFR 200.447
Intellectual property	2 CFR 200.448
Interest	2 CFR 200.449
Lobbying	2 CFR 200.450
Losses on other awards or contracts	2 CFR 200.451
Maintenance and repairs costs	2 CFR 200.452
Materials and supplies costs, including costs of computing devices	2 CFR 200.453
Memberships, subscriptions, and professional activity costs	2 CFR 200.454
Organization costs	2 CFR 200.455
Participant support costs	2 CFR 200.456
Plant and security costs	2 CFR 200.457
Pre-award costs	2 CFR 200.458
Professional services costs	2 CFR 200.459

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Proposal costs	2 CFR 200.460
Publication and printing costs	2 CFR 200.461
Rearrangement and reconversion costs	2 CFR 200.462
Recruiting costs	2 CFR 200.463
Relocation costs of employees	2 CFR 200.464
Rental costs of real property and equipment	2 CFR 200.465
Scholarships and student aid costs	2 CFR 200.466
Selling and marketing costs	2 CFR 200.467
Specialized service facilities	2 CFR 200.468
Student activity costs	2 CFR 200.469
Taxes (including Value Added Tax)	2 CFR 200.470
Termination costs	2 CFR 200.471
Training and education costs	2 CFR 200.472
Transportation costs	2 CFR 200.473
Travel costs	2 CFR 200.474
Trustees	2 CFR 200.475

D. Helpful Questions for Determining Whether Costs are Allowable

1. In addition to applying the cost principles and standards described above, district staff involved in expending Federal funds should ask the following questions when assessing the allowability of a particular cost:

   a. Is the proposed cost allowable under the relevant program?

   b. Is the proposed cost consistent with an approved program plan and budget?

   c. Is the proposed cost consistent with program specific fiscal rules? For example, the school entity may be required to use Federal funds only to supplement the amount of funds available from non-Federal (and possibly other Federal) sources, or only as a match for funds from non-Federal sources.

   d. Is the proposed cost consistent with EDGAR?

   e. Is the proposed cost consistent with specific conditions imposed on the grant (if applicable)?

f. Is the proposed cost consistent with the underlying needs of the program? For example, program funds must benefit the appropriate population of students for which they are allocated. This means that, for instance, funds allocated under Title III of the Elementary and Secondary Education Act (ESEA) governing language instruction programs for Limited English Proficient (LEP) students must only be spent on LEP students and cannot be used to benefit non-LEP students.

g. Will the cost be targeted at addressing specific areas of weakness that are the focus of the program, as indicated by available data?

Any questions related to specific costs should be forwarded to the School Business Administrator/Board Secretary, who shall consult with the school solicitor for clarification as appropriate.

~~A. In addition to the procedures used to determine the allow ability of costs in accordance with 2 CFR §200.403 as outlined in Policy 6115.01 and this Regulation, the following procedures will be completed by the school district for Federal awards:~~

~~1. The Superintendent of Schools will designate a grant administrator for each Federal program in the district and Federal program the Board of Education submits an application for funding.~~

~~2. The grant administrator shall complete the following responsibilities for a Federal grant submission:~~

~~a. Complete the grant application for approval by the Superintendent and the Board of Education;~~

~~b. Collaborate with the School Business Administrator/Board Secretary or designee to develop the budget to include all applicable costs;~~

~~c. Ensure all costs included on the grant application are allowable costs in accordance with 2 CFR §200.403; and~~

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~~d. Work with the School Business Administrator/Board Secretary to ensure costs meet the general criteria in order to be allowable under Federal awards as outlined in Policy 6115.01 and 2 CFR §200.403.~~

~~3. Upon approval and funding of the Federal grant program, the grant administrator will:~~

~~a. Provide professional development and training to all school staff members working in the Federal program and any additional school staff members the grant administrator determines should be provided the professional development and training to ensure all staff members are providing the services approved and required by the grant;~~

~~b. Monitor the Federal grant program to ensure the program is being administered in accordance with the requirements of the grant; and~~

~~c. Oversee the program's expenditures to ensure the grant funds are budgeted and expended in accordance with the grant application and approval.~~

~~4. Upon completion of the Federal grant program, the grant administrator will work with the School Business Administrator/Board Secretary or designee to complete any close out and final reports as required by the Federal grant.~~

Adopted: 14 September 2023
Revised: 24 September 2026