

**BILLS AND PAYMENTS  
8/19/14**

TOTAL PAYROLL	\$	2,599,814.52
TOTAL ACCOUNTS PAYABLE BILLS	\$	2,761,525.65
TOTAL CAFETERIA BILLS	\$	-
TOTAL KID'S CORNER	\$	25,364.63
TOTAL COMMUNITY EDUCATION	\$	6,135.16
TOTAL CAMP BLUE STAR	\$	<u>12,961.71</u>
GRAND TOTAL	\$	<u><u>5,405,801.67</u></u>

## August 19, 2014

<u>Fund</u>	<u>Title</u>		<u>Amount</u>
10	General Fund	\$	1,621.00
10	General Fund - Payroll	\$	212,461.68
11	Current Expense	\$	1,328,364.01
11	Current Expense - Payroll	\$	2,295,540.79
12	Capital Outlay	\$	7,492.47
13	Special Schools	\$	-
13	Special Schools - Payroll	\$	-
18	Education Jobs - Payroll	\$	-
20	Special Revenue	\$	23,066.92
20	Special Revenue - Payroll	\$	91,812.05
30	Building Projects	\$	-
40	Debt Service	\$	1,400,981.25
		\$	5,361,340.17

Starting date 6/27/2014

Ending date 6/30/2014

Cknum	Date	Rec date	Vcode	Vendor name	Check amount
900735 H	06/27/14		PAY	PAYROLL VENDOR - PAYROLL PO ONLY	\$228,763.64
400000	07/01/13		Payroll 2013 - 2014		\$228,763.64
	10-133-X - - -		*4PR315	06/27/14	\$4,377.14
	10-133-X - - -		*4PR315	06/27/14	\$334.85
	10-134-X - - -		*4PR315	06/27/14	\$726.71
	10-134-X - - -		*4PR315	06/27/14	\$9,499.44
	10-135-X - - -		*4PR315	06/27/14	\$2,043.71
	10-135-X - - -		*4PR315	06/27/14	\$156.35
	10-141-X - - -		*4PR315	06/27/14	\$3,829.65
	11-000-211-100-06-000		*4PR315	06/27/14	\$2,669.85
	11-000-213-100-06-SUB		*4PR315	06/27/14	\$300.00
	11-000-219-105-06-000		*4PR315	06/27/14	\$3,865.57
	11-000-219-110-06-000		*4PR315	06/27/14	\$600.00
	11-000-221-102-06-000		*4PR315	06/27/14	\$4,969.08
	11-000-221-104-06-000		*4PR315	06/27/14	\$2,565.00
	11-000-221-105-06-000		*4PR315	06/27/14	\$850.85
	11-000-222-177-06-TEC		*4PR315	06/27/14	\$4,208.11
	11-000-230-100-06-000		*4PR315	06/27/14	\$12,021.66
	11-000-240-103-06-000		*4PR315	06/27/14	\$30,484.78
	11-000-240-104-06-000		*4PR315	06/27/14	\$4,042.04
	11-000-240-105-06-000		*4PR315	06/27/14	\$14,327.23
	11-000-240-105-06-SUB		*4PR315	06/27/14	\$472.50
	11-000-251-100-06-000		*4PR315	06/27/14	\$11,530.70
	11-000-252-100-06-000		*4PR315	06/27/14	\$9,931.95
	11-000-261-100-06-MNT		*4PR315	06/27/14	\$10,799.97
	11-000-261-100-06-OVR		*4PR315	06/27/14	\$130.83
	11-000-262-100-06-CUS		*4PR315	06/27/14	\$37,298.05
	11-000-262-100-06-MNT		*4PR315	06/27/14	\$1,395.26
	11-000-262-100-06-OVR		*4PR315	06/27/14	\$1,693.38
	11-000-262-100-06-SEC		*4PR315	06/27/14	\$1,724.77
	11-000-262-100-06-SUB		*4PR315	06/27/14	\$1,325.00
	11-000-262-100-06-SUV		*4PR315	06/27/14	\$4,907.30
	11-000-263-100-06-000		*4PR315	06/27/14	\$1,400.28
	11-000-263-100-06-OVR		*4PR315	06/27/14	\$105.96
	11-000-270-160-06-SEC		*4PR315	06/27/14	\$1,056.19
	11-000-291-220-00-000		*4PR315	06/27/14	\$10,790.42
	11-105-100-101-06-SUB		*4PR315	06/27/14	\$80.00
	11-110-100-101-06-SUB		*4PR315	06/27/14	\$1,405.00
	11-120-100-101-06-SUB		*4PR315	06/27/14	\$10,042.50
	11-130-100-101-06-SUB		*4PR315	06/27/14	\$8,655.00
	11-190-100-106-06-SUB		*4PR315	06/27/14	\$1,080.00
	11-212-100-101-06-SUB		*4PR315	06/27/14	\$1,875.00
	11-212-100-106-06-SUB		*4PR315	06/27/14	\$2,092.50
	11-213-100-101-06-SUB		*4PR315	06/27/14	\$2,097.50
	11-214-100-101-06-SUB		*4PR315	06/27/14	\$320.00
	11-214-100-106-06-SUB		*4PR315	06/27/14	\$1,012.50
	11-215-100-101-06-SUB		*4PR315	06/27/14	\$95.00
	11-215-100-106-06-SUB		*4PR315	06/27/14	\$607.50
	11-219-100-101-06-000		*4PR315	06/27/14	\$260.40
	11-230-100-101-06-SUB		*4PR315	06/27/14	\$620.00
	11-401-100-100-06-DAV		*4PR315	06/27/14	\$968.00
	20-223-200-105-06-PRE		*4PR315	06/27/14	\$565.25
	20-223-200-200-00-PRE		*4PR315	06/27/14	\$43.26

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Starting date 6/27/2014

Ending date 6/30/2014

Cknum	Date	Rec date	Vcode	Vendor name	Check amount
900735 H	06/27/14		PAY	PAYROLL VENDOR - PAYROLL PO ONLY	\$228,763.64
400000	07/01/13		Payroll 2013 - 2014		\$228,763.64
	20-231-100-100-06-NPD		*4PR315	06/27/14	\$118.23
	20-231-100-100-06-NPH		*4PR315	06/27/14	\$236.46
	20-231-100-100-06-NPS		*4PR315	06/27/14	\$118.23
	20-231-200-200-20-NPD		*4PR315	06/27/14	\$9.20
	20-231-200-200-20-NPH		*4PR315	06/27/14	\$18.33
	20-231-200-200-20-NPS		*4PR315	06/27/14	\$9.20

<b>Fund Totals</b>
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10	GENERAL FUND	\$20,967.85
11	GENERAL CURRENT EXPENSE	\$206,677.63
20	SPECIAL REVENUE FUNDS	\$1,118.16
	<b>Total for all checks listed</b>	<b>\$228,763.64</b>

Prepared and submitted by: \_\_\_\_\_  
Board Secretary

\_\_\_\_\_ Date

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Cknum	Date	Rec date	Vcode	Vendor name	Check amount
900734 H	06/23/14		PAY	PAYROLL VENDOR - PAYROLL PO ONLY	\$1,162,847.47
400000	07/01/13		Payroll 2013 - 2014		\$1,162,847.47
	10-133-X - - -		*4PR314	06/23/14	\$24,834.02
	10-133-X - - -		*4PR314	06/23/14	\$1,899.80
	10-135-X - - -		*4PR314	06/23/14	\$62.78
	10-135-X - - -		*4PR314	06/23/14	\$820.68
	10-141-X - - -		*4PR314	06/23/14	\$59,204.88
	11-000-211-100-06-000		*4PR314	06/23/14	\$3,181.76
	11-000-211-100-06-STI		*4PR314	06/23/14	\$1,617.00
	11-000-213-100-06-000		*4PR314	06/23/14	\$13,729.84
	11-000-213-100-06-STI		*4PR314	06/23/14	\$2,442.00
	11-000-216-100-06-000		*4PR314	06/23/14	\$26,474.60
	11-000-217-100-06-000		*4PR314	06/23/14	\$33,250.64
	11-000-218-104-06-000		*4PR314	06/23/14	\$21,353.81
	11-000-219-104-06-000		*4PR314	06/23/14	\$25,362.71
	11-000-219-110-06-GLC		*4PR314	06/23/14	\$7,774.00
	11-000-219-110-06-STI		*4PR314	06/23/14	\$12,656.00
	11-000-221-104-06-000		*4PR314	06/23/14	\$3,967.29
	11-000-222-100-06-000		*4PR314	06/23/14	\$14,076.61
	11-000-223-100-06-000		*4PR314	06/23/14	\$39.00
	11-000-240-105-06-000		*4PR314	06/23/14	\$1,859.72
	11-000-262-100-06-CUS		*4PR314	06/23/14	\$4,053.76
	11-000-291-220-00-000		*4PR314	06/23/14	\$16,565.96
	11-000-291-290-00-000		*4PR314	06/23/14	\$508.40
	11-105-100-101-06-000		*4PR314	06/23/14	\$345.47
	11-105-100-101-06-STI		*4PR314	06/23/14	\$1,690.00
	11-110-100-101-06-000		*4PR314	06/23/14	\$37,422.27
	11-110-100-101-06-STI		*4PR314	06/23/14	\$845.00
	11-120-100-101-06-000		*4PR314	06/23/14	\$241,701.10
	11-120-100-101-06-STI		*4PR314	06/23/14	\$15,210.00
	11-130-100-101-06-000		*4PR314	06/23/14	\$176,922.46
	11-130-100-101-06-STI		*4PR314	06/23/14	\$8,450.00
	11-150-100-101-06-000		*4PR314	06/23/14	\$248.00
	11-190-100-106-06-000		*4PR314	06/23/14	\$15,553.31
	11-209-100-101-06-000		*4PR314	06/23/14	\$2,068.77
	11-209-100-106-06-000		*4PR314	06/23/14	\$717.76
	11-212-100-101-06-000		*4PR314	06/23/14	\$27,080.90
	11-212-100-106-06-000		*4PR314	06/23/14	\$7,769.06
	11-213-100-101-06-000		*4PR314	06/23/14	\$114,895.04
	11-214-100-101-06-000		*4PR314	06/23/14	\$4,137.55
	11-214-100-106-06-000		*4PR314	06/23/14	\$1,115.86
	11-215-100-101-06-000		*4PR314	06/23/14	\$5,473.45
	11-215-100-106-06-000		*4PR314	06/23/14	\$3,808.87
	11-219-100-101-06-000		*4PR314	06/23/14	\$2,368.40
	11-230-100-101-06-000		*4PR314	06/23/14	\$59,711.98
	11-240-100-101-06-000		*4PR314	06/23/14	\$19,609.60
	11-401-100-100-06-DAV		*4PR314	06/23/14	\$36,168.87
	11-401-100-100-06-HES		*4PR314	06/23/14	\$25,833.00
	11-401-100-100-06-SHA		*4PR314	06/23/14	\$3,666.00
	11-402-100-100-06-000		*4PR314	06/23/14	\$7,568.00
	20-223-100-101-06-PRE		*4PR314	06/23/14	\$9,783.67
	20-223-100-106-06-PRE		*4PR314	06/23/14	\$3,520.53
	20-223-200-200-00-PRE		*4PR314	06/23/14	\$269.32

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Starting date 6/23/2014

Ending date 6/30/2014

Cknum	Date	Rec date	Vcode	Vendor name	Check amount
900734 H	06/23/14		PAY	PAYROLL VENDOR - PAYROLL PO ONLY	\$1,162,847.47
400000	07/01/13		Payroll 2013 - 2014		\$1,162,847.47
	20-231-100-100-06-DAV		*4PR314	06/23/14	\$8,273.80
	20-231-100-100-06-HES		*4PR314	06/23/14	\$10,794.67
	20-231-100-100-06-SHA		*4PR314	06/23/14	\$2,907.60
	20-231-200-100-06-DAV		*4PR314	06/23/14	\$4,851.00
	20-231-200-100-06-HES		*4PR314	06/23/14	\$6,468.00
	20-231-200-100-06-SHA		*4PR314	06/23/14	\$3,234.00
	20-231-200-200-05-DAV		*4PR314	06/23/14	\$786.00
	20-231-200-200-05-HES		*4PR314	06/23/14	\$1,048.00
	20-231-200-200-05-SHA		*4PR314	06/23/14	\$385.00
	20-241-100-100-06-000		*4PR314	06/23/14	\$4,824.01
	20-241-200-200-05-000		*4PR314	06/23/14	\$346.00
	20-270-100-100-06-000		*4PR314	06/23/14	\$8,686.89
	20-270-200-200-05-000		*4PR314	06/23/14	\$553.00

Starting date 6/23/2014      Ending date 6/30/2014

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<b>Fund Totals</b>
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10	GENERAL FUND	\$86,822.16
11	GENERAL CURRENT EXPENSE	\$1,009,293.82
20	SPECIAL REVENUE FUNDS	\$66,731.49
	Total for all checks listed	\$1,162,847.47

Prepared and submitted by: \_\_\_\_\_

Board Secretary

\_\_\_\_\_

Date

Starting date 6/13/2014 Ending date 6/30/2014

Cknum	Date	Rec date	Vcode	Vendor name	Check amount
900733 H	06/13/14		PAY	PAYROLL VENDOR - PAYROLL PO ONLY	\$1,208,203.41
400000	07/01/13		Payroll 2013 - 2014		\$1,208,203.41
	10-133-X - - -		*4PR313	06/13/14	\$2,198.37
	10-133-X - - -		*4PR313	06/13/14	\$28,736.90
	10-134-X - - -		*4PR313	06/13/14	\$7,657.69
	10-134-X - - -		*4PR313	06/13/14	\$585.81
	10-135-X - - -		*4PR313	06/13/14	\$2,280.25
	10-135-X - - -		*4PR313	06/13/14	\$174.44
	10-141-X - - -		*4PR313	06/13/14	\$63,038.21
	11-000-211-100-06-000		*4PR313	06/13/14	\$5,851.61
	11-000-213-100-06-000		*4PR313	06/13/14	\$13,729.84
	11-000-213-100-06-SUM		*4PR313	06/13/14	\$143.02
	11-000-216-100-06-000		*4PR313	06/13/14	\$26,474.60
	11-000-217-100-06-000		*4PR313	06/13/14	\$33,333.14
	11-000-218-104-06-000		*4PR313	06/13/14	\$21,353.81
	11-000-219-104-06-000		*4PR313	06/13/14	\$25,362.71
	11-000-219-105-06-000		*4PR313	06/13/14	\$3,865.57
	11-000-221-102-06-000		*4PR313	06/13/14	\$4,969.08
	11-000-221-104-06-000		*4PR313	06/13/14	\$6,532.29
	11-000-221-105-06-000		*4PR313	06/13/14	\$850.85
	11-000-222-100-06-000		*4PR313	06/13/14	\$14,076.61
	11-000-222-177-06-TEC		*4PR313	06/13/14	\$4,208.11
	11-000-230-100-06-000		*4PR313	06/13/14	\$11,150.40
	11-000-240-103-06-000		*4PR313	06/13/14	\$30,484.78
	11-000-240-104-06-000		*4PR313	06/13/14	\$4,042.04
	11-000-240-105-06-000		*4PR313	06/13/14	\$16,287.83
	11-000-240-105-06-SUB		*4PR313	06/13/14	\$405.00
	11-000-251-100-06-000		*4PR313	06/13/14	\$11,954.75
	11-000-252-100-06-000		*4PR313	06/13/14	\$11,719.09
	11-000-252-100-06-OVR		*4PR313	06/13/14	\$231.73
	11-000-261-100-06-MNT		*4PR313	06/13/14	\$12,417.00
	11-000-262-100-06-CUS		*4PR313	06/13/14	\$40,871.63
	11-000-262-100-06-MNT		*4PR313	06/13/14	\$1,395.26
	11-000-262-100-06-OVR		*4PR313	06/13/14	\$2,594.52
	11-000-262-100-06-SEC		*4PR313	06/13/14	\$1,724.77
	11-000-262-100-06-SUB		*4PR313	06/13/14	\$580.00
	11-000-262-100-06-SUV		*4PR313	06/13/14	\$4,907.30
	11-000-263-100-06-000		*4PR313	06/13/14	\$1,400.28
	11-000-270-160-06-SEC		*4PR313	06/13/14	\$1,056.19
	11-000-291-220-00-000		*4PR313	06/13/14	\$17,735.84
	11-000-291-290-00-000		*4PR313	06/13/14	\$508.40
	11-105-100-101-06-000		*4PR313	06/13/14	\$345.51
	11-110-100-101-06-000		*4PR313	06/13/14	\$37,422.27
	11-110-100-101-06-SUB		*4PR313	06/13/14	\$695.00
	11-120-100-101-06-000		*4PR313	06/13/14	\$241,701.10
	11-120-100-101-06-SUB		*4PR313	06/13/14	\$7,967.50
	11-130-100-101-06-000		*4PR313	06/13/14	\$176,922.44
	11-130-100-101-06-SUB		*4PR313	06/13/14	\$7,025.00
	11-150-100-101-06-000		*4PR313	06/13/14	\$248.00
	11-190-100-106-06-000		*4PR313	06/13/14	\$15,553.41
	11-190-100-106-06-SUB		*4PR313	06/13/14	\$607.50
	11-209-100-101-06-000		*4PR313	06/13/14	\$2,068.77
	11-209-100-106-06-000		*4PR313	06/13/14	\$585.06

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Starting date 6/13/2014 Ending date 6/30/2014

Cknum	Date	Rec date	Vcode	Vendor name	Check amount
900733 H	06/13/14		PAY	PAYROLL VENDOR - PAYROLL PO ONLY	\$1,208,203.41
400000	07/01/13		Payroll 2013 - 2014		\$1,208,203.41
	11-212-100-101-06-000		*4PR313	06/13/14	\$27,080.90
	11-212-100-101-06-SUB		*4PR313	06/13/14	\$1,640.00
	11-212-100-106-06-000		*4PR313	06/13/14	\$7,769.06
	11-212-100-106-06-SUB		*4PR313	06/13/14	\$1,721.25
	11-213-100-101-06-000		*4PR313	06/13/14	\$114,895.04
	11-213-100-101-06-SUB		*4PR313	06/13/14	\$4,970.00
	11-214-100-101-06-000		*4PR313	06/13/14	\$4,137.55
	11-214-100-101-06-SUB		*4PR313	06/13/14	\$80.00
	11-214-100-106-06-000		*4PR313	06/13/14	\$1,115.86
	11-214-100-106-06-SUB		*4PR313	06/13/14	\$911.25
	11-215-100-101-06-000		*4PR313	06/13/14	\$5,473.35
	11-215-100-101-06-SUB		*4PR313	06/13/14	\$47.50
	11-215-100-106-06-000		*4PR313	06/13/14	\$3,808.73
	11-215-100-106-06-SUB		*4PR313	06/13/14	\$135.00
	11-219-100-101-06-000		*4PR313	06/13/14	\$2,108.00
	11-230-100-101-06-000		*4PR313	06/13/14	\$59,711.72
	11-230-100-101-06-SUB		*4PR313	06/13/14	\$950.00
	11-240-100-101-06-000		*4PR313	06/13/14	\$19,609.42
	11-401-100-100-06-DAV		*4PR313	06/13/14	\$45.10
	20-223-100-101-06-PRE		*4PR313	06/13/14	\$9,783.73
	20-223-100-106-06-PRE		*4PR313	06/13/14	\$3,520.57
	20-223-200-105-06-PRE		*4PR313	06/13/14	\$565.03
	20-223-200-200-00-PRE		*4PR313	06/13/14	\$312.55
	20-231-100-100-06-DAV		*4PR313	06/13/14	\$2,850.20
	20-231-100-100-06-HES		*4PR313	06/13/14	\$3,562.73
	20-231-100-100-06-NPD		*4PR313	06/13/14	\$118.23
	20-231-100-100-06-NPH		*4PR313	06/13/14	\$236.46
	20-231-100-100-06-NPS		*4PR313	06/13/14	\$118.23
	20-231-100-100-06-SHA		*4PR313	06/13/14	\$1,099.40
	20-231-200-200-20-NPD		*4PR313	06/13/14	\$9.04
	20-231-200-200-20-NPH		*4PR313	06/13/14	\$18.09
	20-231-200-200-20-NPS		*4PR313	06/13/14	\$9.04
	20-241-100-100-06-000		*4PR313	06/13/14	\$304.19
	20-270-100-100-06-000		*4PR313	06/13/14	\$1,454.91

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Starting date 6/13/2014

Ending date 6/30/2014

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Fund Totals		
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10	GENERAL FUND	\$104,671.67
11	GENERAL CURRENT EXPENSE	\$1,079,569.34
20	SPECIAL REVENUE FUNDS	\$23,962.40
	Total for all checks listed	\$1,208,203.41

Prepared and submitted by: \_\_\_\_\_

Board Secretary

\_\_\_\_\_ Date

Check Journal  
Rec and Unrec checks

HAMILTON TOWNSHIP BOARD OF ED  
Hand and Machine checks

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07/07/14 08:32

Starting date 7/1/2014 Ending date 7/8/2014

Cknum	Date	Rec date	Vcode	Vendor name	Check amount
991050 H	07/03/14		9458	HAMILTON TOWNSHIP AGENCY ACCOUNT	\$322.39
400399	07/22/13			LIFE/DISABLITY DCRP EMPLOYERS	\$322.39
	11-000-291-241-00-000			A/P DCRP 6/28 06/30/14	\$322.39

**Fund Totals**

11	GENERAL CURRENT EXPENSE	\$322.39
	Total for all checks listed	\$322.39

Prepared and submitted by: *Dimit Anich*  
Board Secretary

7/8/14  
Date

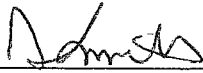
*224*

Starting date 7/10/2014 Ending date 7/10/2014

Cknum	Date	Rec date	Vcode	Vendor name	Check amount
025481	07/10/14		6157	TRAINER, ANDREA	\$6,500.00
500094	07/01/14			PARENT LEADERSHIP CONTRACT	\$6,500.00
	11-000-223-320-00-000			1ST PAY	07/10/14 \$6,500.00

**Fund Totals**

11 GENERAL CURRENT EXPENSE	\$6,500.00
Total for all checks listed	\$6,500.00

Prepared and submitted by:   
Board Secretary

7/11/14  
Date

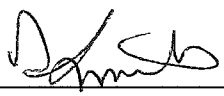
225

Starting date 7/11/2014 Ending date 7/14/2014

Cknum	Date	Rec date	Vcode	Vendor name	Check amount
991051 H	07/11/14		9458	HAMILTON TOWNSHIP AGENCY ACCOUNT	\$67.26
500114	07/02/14			EMPLOYERS SHARE DCRP-PAYROLL	\$67.26
	11-000-291-241-00-000			wire 7/11	07/11/14 \$67.26
991052 H	07/11/14		9458	HAMILTON TOWNSHIP AGENCY ACCOUNT	\$31.81
500116	07/02/14			RETIRED CIVIL UNION FICA/MEDI	\$31.81
	11-000-291-241-00-000			wire July	07/11/14 \$31.81
991053 H	07/14/14		0586	STATE OF NJ -DIV OF PENSIONS	\$603,727.93
500129	07/07/14			HEALTH BENEFITS JULY BILLING	\$603,727.93
	11-000-291-270-00-000			wire July	07/14/14 \$603,727.93

**Fund Totals**

11 GENERAL CURRENT EXPENSE \$603,827.00  
Total for all checks listed \$603,827.00

Prepared and submitted by:   
Board Secretary

7/11/14  
Date

226

Starting date 7/1/2014 Ending date 7/30/2014

Cknum	Date	Rec date	Vcode	Vendor name	Check amount
991054 H	07/15/14		1915	CHASE BANK NYC	\$1,161,675.00
500175	07/10/14			DEBT SERVICE 14/15	\$1,161,675.00
				40-701-510-834-00-000	wire 7/15 07/15/14 \$196,675.00
				40-701-510-910-00-000	wire 7/15 07/15/14 \$965,000.00
991055 H	07/15/14		0973	DEPOSITORY TRUST CO.	\$119,200.00
500179	07/10/14			DEBT SERVICE 14/15	\$119,200.00
				40-701-510-834-00-000	wire 7/15 07/15/14 \$14,200.00
				40-701-510-910-00-000	wire 7/15 07/15/14 \$105,000.00
991056 H	07/15/14		1915	CHASE BANK NYC	\$120,106.25
500176	07/10/14			DEBT SERVICE 14/15	\$120,106.25
				40-701-510-834-00-000	wire 7/15 07/15/14 \$10,106.25
				40-701-510-910-00-000	wire 7/15 07/15/14 \$110,000.00

227


Starting date 7/1/2014

Ending date 7/30/2014

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Fund Totals	
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40 DEBT SERVICE FUNDS	\$1,400,981.25
Total for all checks listed	\$1,400,981.25

Prepared and submitted by:   
Board Secretary


7/15/14  
Date

Starting date 7/17/2014 Ending date 7/31/2014

Cknum	Date	Rec date	Vcode	Vendor name	Check amount
991057 H	07/17/14		9458	HAMILTON TOWNSHIP AGENCY ACCOUNT	\$23.55
500115	07/02/14			EMPLOYERS SHARE DCRP-INSURANCE	\$23.55
	11-000-291-241-00-000			DCRP Ins 7/17/14	07/17/14 \$23.55

**Fund Totals**

11 GENERAL CURRENT EXPENSE \$23.55  
Total for all checks listed \$23.55

Prepared and submitted by:   
Board Secretary

7/23/14  
Date



Starting date 6/30/2014

Ending date 6/30/2014

Voided Between 7/1/2013 6/30/2014

Cknum	Date	Voided	Vcode	Vendor name	Check amount
024587	12/17/13	06/30/14	1368	PETER LUMBER CO.	(\$1,390.50)
408177	10/16/13			SHELVING FOR LIBRARY - HESS	(\$1,390.50)
	11-000-261-610-09-HES			*VOID*	06/30/14 (\$1,390.50)
025402	06/30/14	06/30/14		00.0 \$ Multi Stub Void	
- - - - -					
025437	06/30/14	06/30/14	1068	REED, CHRISTINE	
401520	06/26/14			TUITION REIMBURSEMENT	
	11-000-291-280-00-000			*VOID*	06/30/14 (\$780.00)
	11-000-291-280-00-000			TUITION REIMB	06/30/14 \$780.00
025439	06/30/14	06/30/14		00.0 \$ Multi Stub Void	
- - - - -					

Starting date 6/30/2014

Ending date 6/30/2014

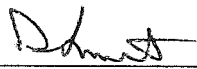
Voided Between 7/1/2013 6/30/2014

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<b>Fund Totals</b>
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11 GENERAL CURRENT EXPENSE	\$-1,390.50
Total for all checks listed	(\$1,390.50)

Prepared and submitted by: \_\_\_\_\_



Board Secretary



Date

Starting date 7/1/2014 Ending date 7/31/2014

Cknum	Date	Rec date	Vcode	Vendor name	Check amount
025482	07/18/14		1368	PETER LUMBER CO.	\$1,390.50
408177	10/16/13			SHELVING FOR LIBRARY - HESS	\$1,390.50
	11-000-261-610-09-HES		1310-225814		\$1,390.50
025483	07/18/14		1068	REED, CHRISTINE	\$780.00
401520	06/26/14			TUITION REIMBURSEMENT	\$780.00
	11-000-291-280-00-000		tuition reimb		\$780.00

**Fund Totals**

11 GENERAL CURRENT EXPENSE	\$2,170.50
Total for all checks listed	\$2,170.50

Prepared and submitted by: Daniel Inset  
Board Secretary

7/18/14  
Date

Starting date 7/1/2014 Ending date 7/31/2014

Cknum	Date	Rec date	Vcode	Vendor name	Check amount
991058 H	07/21/14		2536	HORIZON HEALTHCARE	\$30.00
500112	07/02/14	14-15 MONTHLY FSA FEE			\$30.00
	11-000-251-330-00-000			wire july	07/21/14 \$30.00

**Fund Totals**

11	GENERAL CURRENT EXPENSE	\$30.00
	Total for all checks listed	\$30.00

Prepared and submitted by: Admet  
Board Secretary

7/21/14  
Date

Starting date 7/24/2014 Ending date 7/24/2014

Cknum	Date	Rec date	Vcode	Vendor name	Check amount	
025484	07/24/14		2850	STATE OF NEW JERSEY	\$1,137.00	
500169	07/09/14			CATASTROPHIC ILLNESS FUND	\$1,137.00	
	11-000-291-290-00-000			0216000242/000-00	07/24/14	\$1,137.00

**Fund Totals**

11	GENERAL CURRENT EXPENSE	\$1,137.00
	Total for all checks listed	\$1,137.00

Prepared and submitted by:   
Board Secretary

7/24/14  
Date

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Starting date 7/25/2014      Ending date 7/25/2014

Cknum	Date	Rec date	Vcode	Vendor name	Check amount
991059 H	07/25/14		9458	HAMILTON TOWNSHIP AGENCY ACCOUNT	\$67.26
500114	07/02/14			EMPLOYERS SHARE DCRP-PAYROLL	\$67.26
	11-000-291-241-00-000			wire 7/25	07/25/14 \$67.26

**Fund Totals**

11 GENERAL CURRENT EXPENSE \$67.26  
Total for all checks listed \$67.26

Prepared and submitted by: \_\_\_\_\_  
Board Secretary

\_\_\_\_\_ Date

235

Starting date 8/19/2014

Ending date 8/19/2014

Cknum	Date	Rec date	Vcode	Vendor name	Check amount
<b>025485</b>	<b>08/19/14</b>		<b>0048</b>	<b>ACSSSD - TRANSPORTATION DEPT</b>	<b>\$154,444.24</b>
400988	11/21/13	SEPT-JUNE TRANSPORTATION ROUTE			\$16,392.10
	11-000-270-515-11-000	NOV/APR TRANS	06/30/14		\$16,392.10
401165	02/06/14	TRANSP TO KATZENBACH SCHOOL			\$440.96
	11-000-270-515-11-000	APRIL 14-00690	06/30/14		\$440.96
401574	06/30/14	TRANSPORTATION INVOICES			\$137,611.18
	11-000-100-565-08-000	14-00903	06/30/14		\$1,980.00
	11-000-270-503-11-000	MULTIPLE INV	06/30/14		\$63,329.76
	11-000-270-515-11-000	MULTIPLE INV	06/30/14		\$72,301.42
<b>025486</b>	<b>08/19/14</b>		<b>0039</b>	<b>APPLE COMPUTER INC.</b>	<b>\$2,549.94</b>
401349	04/23/14	VOLUME PURCHASE PROGRAM CREDIT			\$149.99
	11-000-217-600-08-000	4284389957	06/30/14		\$149.99
401492	06/16/14	IPAD CHARGING CART			\$2,399.95
	12-000-252-730-07-TEC	4286688390	06/30/14		\$2,399.95
<b>025487</b>	<b>08/19/14</b>		<b>1807</b>	<b>ATLANTIC CITY ELECTRIC</b>	<b>\$29,827.34</b>
400054	07/08/13	2013-2014 ELECTRIC ESTIMATED B			\$29,827.34
	11-000-262-622-00-ELE	JUNE	06/30/14		\$14.14
	11-000-262-622-00-ELE	JUNE	06/30/14		\$42.85
	11-000-262-622-01-ELE	MAY	06/30/14		\$3,954.24
	11-000-262-622-02-ELE	JUNE	06/30/14		\$165.10
	11-000-262-622-03-ELE	JUNE	06/30/14		\$11,298.79
	11-000-262-622-04-ELE	JUNE	06/30/14		\$14,352.22
<b>025488</b>	<b>08/19/14</b>		<b>0346</b>	<b>ATLANTIC COUNTY DEPT OF PUBLIC WORKS</b>	<b>\$663.37</b>
400662	08/19/13	ESTIMATED 13-14 FUEL COSTS			\$663.37
	11-000-262-610-00-VEH	JUNE FUEL	06/30/14		\$663.37
<b>025489</b>	<b>08/19/14</b>		<b>9699</b>	<b>ATLANTICARE PHYSICIAN GROUP</b>	<b>\$330.00</b>
400389	07/22/13	NEW HIRE DRUG TEST/PHYSICAL EX			\$330.00
	11-000-213-330-00-000	JUNE 11715	06/30/14		\$330.00
<b>025490</b>	<b>08/19/14</b>		<b>2397</b>	<b>BAYADA NURSES</b>	<b>\$3,430.00</b>
400938	11/05/13	NURSING SERVICES FOR 13-14			\$2,800.00
	11-000-217-300-08-000	JUNE 16-JUNE 20 CD	06/30/14		\$1,560.00
	11-000-217-300-08-000	JUNE 9-JUNE 13	06/30/14		\$1,240.00
401282	03/28/14	NURSING SVCS ON BUS TRANSP			\$630.00
	11-000-217-300-08-000	JUNE 9 - JUNE 12	06/30/14		\$630.00
<b>025491</b>	<b>08/19/14</b>		<b>0483</b>	<b>BENEFIT ANALYSIS, INC.</b>	<b>\$150.00</b>
400977	11/15/13	COBRA CONTRACTED PAYMENTS			\$150.00
	11-000-230-590-00-000	4TH QTR COBRA	06/30/14		\$150.00
<b>025492</b>	<b>08/19/14</b>		<b>0134</b>	<b>BRIDGETON BOARD OF EDUCATION</b>	<b>\$180.00</b>
401560	06/30/14	HOMEBOUND INSTRUCTION JUNE2-4			\$180.00
	11-219-100-320-08-000	1797	06/30/14		\$180.00
<b>025493</b>	<b>08/19/14</b>		<b>1087</b>	<b>CARTER, AMY</b>	<b>\$1,142.09</b>
401565	06/30/14	PROF DEV. REIMB. DISNEY			\$1,142.09
	11-000-223-500-03-TRV	PROF DEV REIMB	06/30/14		\$4.00
	20-231-200-500-03-TRV	PROF DEV REIMB	06/30/14		\$1,138.09
<b>025494</b>	<b>08/19/14</b>		<b>1101</b>	<b>COLLIER YOUTH SERVICES</b>	<b>\$3,707.34</b>
401580	06/30/14	13-14 TUITION JUNE			\$3,707.34
	11-000-100-566-08-000	13-14 TUITION JUNE	06/30/14		\$3,707.34

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Starting date 8/19/2014 Ending date 8/19/2014

Cknum	Date	Rec date	Vcode	Vendor name	Check amount
<b>025495</b>	<b>08/19/14</b>		<b>0852</b>	<b>CONSTELLATION NEW ENERGY, INC.</b>	<b>\$1,181.09</b>
400575	07/30/13		ENERGY/GAS SUPPLIER 13-14		\$1,171.93
	11-000-262-621-04-GAS		JUNE GAS	06/30/14	\$1,171.93
400703	08/30/13		ELECTRIC SHANER STREET LAMP		\$9.16
	11-000-262-622-01-ELE		JUNE 0015930806	06/30/14	\$9.16
<b>025496</b>	<b>08/19/14</b>		<b>0791</b>	<b>COUNTY SEAT FLORIST</b>	<b>\$150.00</b>
401277	03/26/14		FLOWERS FOR GRADUATION		\$150.00
	11-000-240-610-03-000		89917	06/30/14	\$150.00
<b>025497</b>	<b>08/19/14</b>		<b>8672</b>	<b>DAVIS, BUCCO &amp; ARDIZZI</b>	<b>\$25,474.97</b>
400695	08/28/13		13-14 PROF. SVC - TAMBURRO		\$25,474.97
	11-000-230-331-00-SOL		206314 JUNE	06/30/14	\$25,474.97
<b>025498</b>	<b>08/19/14</b>		<b>0639</b>	<b>DELL COMPUTERS</b>	<b>\$8,522.14</b>
400914	10/28/13		ANNUAL SUPPORT/LICENSE RENEWAL		\$8,522.14
	11-190-100-610-07-TEC		XJ87T5XR7	06/30/14	\$8,522.14
<b>025499</b>	<b>08/19/14</b>		<b>0951</b>	<b>EGG HARBOR TWP SCHOOL DISTRICT</b>	<b>\$2,088.00</b>
401248	03/11/14		HOMELESS TUITION 13-14 YEAR		\$2,088.00
	11-000-100-561-00-000		MAY-JUNE L.C.	06/30/14	\$2,088.00
<b>025500</b>	<b>08/19/14</b>		<b>0826</b>	<b>FADEN, ARTHUR</b>	<b>\$435.46</b>
401531	06/30/14		FEB 24-JUNE 30 MILEAGE REIMB		\$435.46
	11-000-230-590-00-TRV		FEB-JUNE MILEAGE	06/30/14	\$435.46
<b>025501</b>	<b>08/19/14</b>		<b>0845</b>	<b>FIRSTENERGY SOLUTIONS CORP.</b>	<b>\$20,654.29</b>
400555	07/29/13		ELECTRIC/ENERGY ACES BILLING		\$20,654.29
	11-000-262-622-04-ELE		JUNE	06/30/14	\$20,654.29
<b>025502</b>	<b>08/19/14</b>		<b>0965</b>	<b>GALLOWAY TOWNSHIP BOARD OF EDUCATION</b>	<b>\$17,049.57</b>
401072	01/02/14		DYFS PLACEMENT TUITION		\$5,312.09
	11-000-100-561-00-000		MAY-JUNE J.J.	06/30/14	\$5,312.09
401530	06/27/14		DYFS STUDENT PLACEMENT 13-14		\$11,737.48
	11-000-100-561-00-000		TUITION B.E.	06/30/14	\$11,737.48
<b>025503</b>	<b>08/19/14</b>	<b>08/19/14</b>	<b>00.0</b>	<b>\$ Multi Stub Void</b>	
- - - - -					
<b>025504</b>	<b>08/19/14</b>		<b>0259</b>	<b>GEHRHSD</b>	<b>\$51,915.97</b>
400849	10/09/13		SPECIAL ED TRANSP ROUTES		\$6,352.61
	11-000-270-515-11-000		JUNE	06/30/14	\$6,130.68
	11-000-270-515-11-ADM		JUNE	06/30/14	\$221.93
400900	10/24/13		2013-2014 TRANSPORTATION		\$12,541.14
	11-000-270-512-03-ACT		JUNE	06/30/14	\$7,751.00
	11-000-270-512-11-ADM		JUNE	06/30/14	\$280.59
	11-000-270-515-11-000		JUNE	06/30/14	\$4,352.00
	11-000-270-515-11-ADM		JUNE	06/30/14	\$157.55
401246	03/07/14		HOMELESS TRANSP WITH PRIORITY		\$3,740.69
	11-000-270-511-11-000		JUNE O.E.	06/30/14	\$3,610.00
	11-000-270-512-11-ADM		JUNE O.E.	06/30/14	\$130.69
401247	03/07/14		JAN-JUNE STUDENT TRANS SHEPPAR		\$20,447.12
	11-000-270-511-11-000		JUNE	06/30/14	\$9,812.00
	11-000-270-512-11-ADM		JUNE	06/30/14	\$355.20
	11-000-270-513-11-000		JUNE	06/30/14	\$3,120.00
	11-000-270-513-11-ADM		JUNE	06/30/14	\$112.93

237



Rec and Unrec checks

Hand and Machine checks

07/31/14 11:32

Starting date 8/19/2014

Ending date 8/19/2014

Cknum	Date	Rec date	Vcode	Vendor name	Check amount
<b>025504</b>	<b>08/19/14</b>		<b>0259</b>	<b>GEHRHSD</b>	<b>\$51,915.97</b>
401247	03/07/14			JAN-JUNE STUDENT TRANS SHEPPAR	\$20,447.12
	11-000-270-515-11-000			JUNE	06/30/14 \$6,800.80
	11-000-270-515-11-ADM			JUNE	06/30/14 \$246.19
401365	04/29/14			HOMELESS TRANSP MAR/ EHT-DAVIE	\$2,753.37
	11-000-270-511-11-000			JUNE SA14	06/30/14 \$2,680.00
	11-000-270-512-11-ADM			JUNE SA14	06/30/14 \$73.37
401553	06/30/14			HOMELESS JUNE TRANSP	\$5,148.46
	11-000-270-511-11-000			HOMELESS JUNE	06/30/14 \$4,968.60
	11-000-270-512-11-ADM			HOMELESS JUNE	06/30/14 \$179.86
401573	06/30/14			Transportation	\$932.58
	11-000-270-511-11-000			AD DAVIES JUNE 2ND	06/30/14 \$900.00
	11-000-270-512-11-ADM			AD DAVIES JUNE 2ND	06/30/14 \$32.58
<b>025505</b>	<b>08/19/14</b>		<b>0253</b>	<b>GLOUCESTER CNTY SPEC.SERVICES</b>	<b>\$6,693.12</b>
401079	01/07/14			13-14 NON RESIDENT FEE SPEC ED	\$266.56
	11-000-100-565-08-000			JUNE FINAL	06/30/14 \$266.56
401303	04/10/14			NON RES FEE/TEACH ASSISTANT	\$6,426.56
	11-000-100-565-08-000			JUNE TEACH ASSIST	06/30/14 \$6,160.00
	11-000-100-565-08-000			JUNE MD	06/30/14 \$266.56
<b>025506</b>	<b>08/19/14</b>		<b>0590</b>	<b>GLOUCESTER CTY SPECIAL SVCS SCHOOL</b>	<b>\$918.00</b>
400795	09/27/13			EDUCATIONAL INTERPRETER	\$918.00
	11-000-217-300-08-000			JUNE C4333-14	06/30/14 \$918.00
<b>025507</b>	<b>08/19/14</b>		<b>1356</b>	<b>GRAINGER</b>	<b>\$139.05</b>
408387	06/16/14			PACKING TAPE FOR DISTRICT	\$139.05
	11-000-262-610-09-MNT			9471760679	06/30/14 \$139.05
<b>025508</b>	<b>08/19/14</b>		<b>1699</b>	<b>GRECO- ESQUIRE;LOUIS J.</b>	<b>\$1,218.00</b>
401567	06/30/14			Legal Services June 2014	\$1,218.00
	11-000-230-331-00-SOL			10685 JUNE	06/30/14 \$1,218.00
<b>025509</b>	<b>08/19/14</b>		<b>0267</b>	<b>HAMILTON TOWNSHIP FOOD SERVICE</b>	<b>\$1,019.25</b>
401555	06/30/14			WATER/FOOD FOR COVE/GRADUATION	\$591.25
	11-000-240-610-03-000			fs5101	06/30/14 \$591.25
401571	06/30/14			FOOD TITLE I SUMMER READING	\$300.00
	20-231-100-600-05-SHA			FS 5097	06/30/14 \$300.00
401575	06/30/14			NOMINATION COMMITTEE FOOD	\$18.00
	11-000-240-610-03-000			FS5037	06/30/14 \$18.00
401576	06/30/14			INCENTIVES - HESS	\$110.00
	11-000-240-610-04-000			FS5016	06/30/14 \$110.00
<b>025510</b>	<b>08/19/14</b>		<b>1024</b>	<b>HERFF JONES</b>	<b>\$924.00</b>
401352	04/23/14			GRADUATION DIPLOMAS	\$924.00
	11-000-240-610-03-000			672549/674506	06/30/14 \$924.00
<b>025511</b>	<b>08/19/14</b>		<b>1462</b>	<b>HOME DEPOT</b>	<b>\$398.94</b>
408390	06/23/14			GROUNDS SUPPLIES - HESS SCHOOL	\$113.94
	11-000-263-610-00-GND			6035322501175149	06/30/14 \$113.94
408391	06/24/14			GROUNDS EQUIPMENT PARTS	\$31.94
	11-000-263-610-00-GND			6035322501175149	06/30/14 \$31.94
408392	06/24/14			MAINT. SHOP REPAIR SUPPLIES	\$253.06
	11-000-262-610-09-MNT			6035322501175149	06/30/14 \$253.06

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<b>025512</b>	<b>08/19/14</b>		<b>2093</b>	<b>HOUGHTON MIFFLIN HARCOURT SCHOOL PUBLISH</b>	<b>\$80.85</b>
401488	06/12/14			SCIENCE READER FOR ELL	\$80.85
	20-241-100-600-05-000		950506142		\$80.85
				06/30/14	\$80.85
<b>025513</b>	<b>08/19/14</b>		<b>0314</b>	<b>IMLAY, COREY</b>	<b>\$302.56</b>
401532	06/30/14			APRIL-JUNE MILEAGE REIMB	\$302.56
	11-000-262-590-10-TRV			APRIL-JUNE	\$302.56
				06/30/14	\$302.56
<b>025514</b>	<b>08/19/14</b>		<b>0689</b>	<b>INSECT LORE</b>	<b>\$776.41</b>
400541	08/01/13			INSECTS FOR SCIENCE PROGRAM	\$776.41
	11-190-100-610-04-SSS		198406		\$776.41
				06/30/14	\$776.41
<b>025515</b>	<b>08/19/14</b>		<b>1047</b>	<b>INTERNATIONAL CTR FOR LEADERSHIP IN ED</b>	<b>\$605.00</b>
401445	06/01/14			READ 180 SUMMER CONFERENCE	\$605.00
	20-231-200-500-03-TRV			XDNQTPZ7B59	\$605.00
				06/30/14	\$605.00
<b>025516</b>	<b>08/19/14</b>		<b>0972</b>	<b>JOHNSTONE SUPPLY -PLEASANTVILLE</b>	<b>\$12.47</b>
408395	06/30/14			HVAC SUPPLIES -DAVIES SCHOOL	\$12.47
	11-000-261-610-09-DAV		010404		\$12.47
				06/30/14	\$12.47
<b>025517</b>	<b>08/19/14</b>		<b>8107</b>	<b>KRATOS PUBLIC SAFETY &amp; SECURITY SOLUTION</b>	<b>\$302.00</b>
408394	06/25/14			SECURITY ACCESS CARDS	\$302.00
	11-000-261-610-09-SEC		3185		\$302.00
				06/30/14	\$302.00
<b>025518</b>	<b>08/19/14</b>		<b>6224</b>	<b>LEARNING SCIENCES INTERNATIONAL LLC</b>	<b>\$399.00</b>
401353	04/23/14			3RD ANNUAL CONF. REGISTRATION	\$399.00
	11-000-223-500-03-TRV		9212		\$399.00
				06/30/14	\$399.00
<b>025519</b>	<b>08/19/14</b>		<b>0645</b>	<b>MONMOUTH OCEAN EDUCATIONAL SERVICES</b>	<b>\$3,983.42</b>
401039	12/09/13			CHAP 192-193 DEC-JUNE SVCS	\$174.00
	20-503-100-330-20-000			ESL NOV ADDITIONAL	\$174.00
				06/30/14	\$174.00
401062	12/18/13			IDEA-B FUNDS ST. VINCENT STUDE	\$3,809.42
	20-251-200-300-20-NP.			JUNE IDEA-B	\$3,809.42
				06/30/14	\$3,809.42
<b>025520</b>	<b>08/19/14</b>		<b>0906</b>	<b>MUNOZ-JEFFERES, YENISMAILI</b>	<b>\$114.58</b>
401564	06/30/14			MAY 28-29 MILEAGE REIMB	\$114.58
	20-241-200-500-05-TRV			MAY 28-29 MILEAGE	\$114.58
				06/30/14	\$114.58
<b>025521</b>	<b>08/19/14</b>		<b>0875</b>	<b>NEHMAD PERILLO &amp; DAVIS, P.C.</b>	<b>\$4,394.00</b>
400668	08/20/13			LEGAL SERVICES 13-14 YEAR	\$4,394.00
	11-000-230-331-00-SOL			JUNE 56486	\$4,394.00
				06/30/14	\$4,394.00
<b>025522</b>	<b>08/19/14</b>		<b>1027</b>	<b>NJAFPA WORKSHOP REGISTRATION</b>	<b>\$298.00</b>
401472	06/04/14			SPRING TRAINING REGISTRATION	\$149.00
	11-000-223-500-03-TRV			C. LUCCA	\$149.00
				06/30/14	\$149.00
407039	05/23/14			SPRING TRAINING INSTITUTE	\$149.00
	11-000-221-500-05-TRV			B. CONNOR	\$149.00
				06/30/14	\$149.00
<b>025523</b>	<b>08/19/14</b>		<b>0825</b>	<b>NJASRO</b>	<b>\$250.00</b>
401552	06/30/14			JUNE SYMPOSIUM SAFETY	\$250.00
	11-000-211-500-00-TRV			SYMPOSIUM	\$175.00
	11-000-230-590-00-TRV			SYMPOSIUM	\$75.00
				06/30/14	\$175.00
				06/30/14	\$75.00
<b>025524</b>	<b>08/19/14</b>		<b>5176</b>	<b>NWN Corporation</b>	<b>\$31,557.30</b>
401396	05/07/14			CISCO CORE NETWORK SUPPORT	\$31,557.30
	11-190-100-340-07-TEC			IN218920	\$31,557.30
				06/30/14	\$31,557.30

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<b>025525</b>	<b>08/19/14</b>		<b>0949</b>	<b>ORIENTAL TRADING CO., INC.</b>	<b>\$960.70</b>
401440	05/19/14	8TH GR.DINNER DANCE SUPPLY			\$778.76
	11-000-240-610-03-000		663838422-01	06/30/14	\$778.76
401441	05/21/14	8TH GR. GRADUATION SUPPLIES			\$181.94
	11-000-240-610-03-000		663838969-01	06/30/14	\$181.94
<b>025526</b>	<b>08/19/14</b>		<b>0856</b>	<b>OXFORD CONSULTING SERVICES INC.</b>	<b>\$420.00</b>
400620	08/12/13	13-14 PHYSICAL THERAPY SVCS			\$210.00
	11-000-219-390-08-000		JUNE 131001	06/30/14	\$210.00
400720	09/04/13	OCCUPATIONAL THERAPY 13-14			\$210.00
	11-000-219-390-08-000		JUNE 131001	06/30/14	\$210.00
<b>025527</b>	<b>08/19/14</b>		<b>1079</b>	<b>PALMER, NANCY</b>	<b>\$80.00</b>
401295	04/01/14	DEAF INTERPRETER GRADUATION			\$80.00
	11-000-240-320-03-000		INTERPRETER DEAF	06/30/14	\$80.00
<b>025528</b>	<b>08/19/14</b>		<b>1368</b>	<b>PETER LUMBER CO.</b>	<b>\$58.00</b>
408397	06/30/14	SHELVING FOR HESS SCHOOL			\$58.00
	11-000-262-610-09-MNT		1310-224350	06/30/14	\$58.00
<b>025529</b>	<b>08/19/14</b>		<b>1723</b>	<b>PETROSH BIG TOP</b>	<b>\$473.80</b>
401452	05/23/14	GR.8 FIELD TRIP/COVE/RENTALS			\$473.80
	11-000-240-500-03-000		42136	06/30/14	\$473.80
<b>025530</b>	<b>08/19/14</b>		<b>0509</b>	<b>PRESS OF ATLANTIC CITY</b>	<b>\$874.97</b>
401489	06/16/14	JOB ADVERTISEMENT JUNE 15			\$874.97
	11-000-230-590-00-000		0090842859/00908406	06/30/14	\$874.97
<b>025531</b>	<b>08/19/14</b>		<b>1427</b>	<b>QC LABORATORIES</b>	<b>\$132.00</b>
408091	08/19/13	POOL TESTING -HESS POOL			\$132.00
	11-000-262-590-10-000		JUNE 2 - JUNE 24	06/30/14	\$132.00
<b>025532</b>	<b>08/19/14</b>		<b>0535</b>	<b>RHINE;ROSEMARIE</b>	<b>\$29.76</b>
401562	06/30/14	MAY 29 MILEAGE REIMB			\$29.76
	11-000-219-592-08-TRV		MAY 29 MILEAGE	06/30/14	\$29.76
<b>025533</b>	<b>08/19/14</b>		<b>0998</b>	<b>RICOH USA, INC.</b>	<b>\$2,552.00</b>
400051	07/08/13	2013-2014 ANNUAL COPIER LEASES			\$2,552.00
	11-000-240-500-01-RNT		JUNE	06/30/14	\$178.64
	11-000-240-500-04-RNT		JUNE	06/30/14	\$918.72
	11-190-100-500-04-RNT		JUNE	06/30/14	\$1,454.64
<b>025534</b>	<b>08/19/14</b>		<b>1082</b>	<b>RIDGEWOOD BOARD OF EDUCATION</b>	<b>\$17,243.10</b>
401558	06/30/14	13-14 TUITION JAN - JUNE			\$17,243.10
	11-000-100-562-08-000		D.C. TUITION	06/30/14	\$17,243.10
<b>025535</b>	<b>08/19/14</b>		<b>0699</b>	<b>ROBERTS OXYGEN</b>	<b>\$57.50</b>
408090	08/19/13	OXYGEN SERVICE - HESS POOL			\$57.50
	11-000-262-420-10-CUS		N81091 JUNE	06/30/14	\$57.50
<b>025536</b>	<b>08/19/14</b>		<b>8700</b>	<b>SANTILLI, STEPHEN</b>	<b>\$969.21</b>
401566	06/30/14	PROF DEV. REIMB DISNEY			\$969.21
	11-000-240-500-03-TRV		PROF DEV REIMB	06/30/14	\$969.21
<b>025537</b>	<b>08/19/14</b>		<b>8868</b>	<b>SCHOLASTIC EDUCATION INSIDE SALES</b>	<b>\$7,722.54</b>
401427	05/15/14	READ180 LICENSES AND RBOOKS			\$7,722.54
	20-231-100-600-05-DAV		9032939/9016248	06/30/14	\$7,722.54

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<b>025538</b>	<b>08/19/14</b>		<b>0257</b>	<b>SCHOOL HEALTH SUPPLIES CORP.</b>	<b>\$2,350.39</b>
401504	06/20/14			VISION/HEARING SCREEN INSTRUME	\$2,350.39
	12-000-213-730-00-000		2842144-00	06/30/14	\$2,350.39
<b>025539</b>	<b>08/19/14</b>		<b>1008</b>	<b>SCHWARTZ SIMON EDELSTEIN &amp; CELSO, LLC</b>	<b>\$1,776.00</b>
401267	03/24/14			LABOR RELATIONS MARCH-JUNE 14	\$1,776.00
	11-000-230-339-00-000		145398 JUNE	06/30/14	\$1,776.00
<b>025540</b>	<b>08/19/14</b>		<b>1172</b>	<b>SIGNAL GRAPHICS</b>	<b>\$299.75</b>
401285	03/28/14			GRADUATION PROGRAMS	\$299.75
	11-000-240-610-03-000		26238	06/30/14	\$299.75
<b>025541</b>	<b>08/19/14</b>		<b>1674</b>	<b>SIMPLEX GRINNELL</b>	<b>\$510.69</b>
408396	06/25/14			FIRE ALARM REPAIR - HESS SCH.	\$510.69
	11-000-261-420-09-HES		80265322	06/30/14	\$510.69
<b>025542</b>	<b>08/19/14</b>		<b>0709</b>	<b>SMITH, DANIEL</b>	<b>\$163.78</b>
401550	06/30/14			OCTOBER - JUNE MILEAGE REIMB	\$163.78
	11-000-251-592-00-TRV		OCT-JUNE MILEAGE	06/30/14	\$163.78
<b>025543</b>	<b>08/19/14</b>		<b>1896</b>	<b>SPRINT</b>	<b>\$1,793.57</b>
400020	07/02/13			WIRELESS SVC 13-14 YEAR	\$1,793.57
	11-000-230-530-00-NEX		JUNE	06/30/14	\$1,793.57
<b>025544</b>	<b>08/19/14</b>		<b>0629</b>	<b>SRI AND ETTC</b>	<b>\$22,680.00</b>
401123	01/27/14			ONSITE MATH COACH OCT-JUNE	\$22,680.00
	11-000-223-320-00-000		20666-20667	06/30/14	\$22,680.00
<b>025545</b>	<b>08/19/14</b>		<b>2265</b>	<b>STECHEER, MARYLYNN</b>	<b>\$44.02</b>
401572	06/30/14			MAY 2-JUNE 11 MILEAGE REIMB	\$44.02
	11-000-219-592-08-TRV		MAY 2-JUN 11 MILEAG	06/30/14	\$44.02
<b>025546</b>	<b>08/19/14</b>		<b>8022</b>	<b>THE READING AND WRITING PROJECT NETWORK</b>	<b>\$2,182.37</b>
400966	11/13/13			ONGOING PROFESSIONAL DEVELOPME	\$2,182.37
	20-231-200-300-05-SHA		5003590	06/30/14	\$2,182.37
<b>025547</b>	<b>08/19/14</b>		<b>4923</b>	<b>TOTAL VIDEO PRODUCTS INC.</b>	<b>\$1,650.00</b>
401410	05/13/14			CLASS PROJECTOR REPAIRS	\$1,650.00
	11-190-100-340-07-TEC		12220	06/30/14	\$1,650.00
<b>025548</b>	<b>08/19/14</b>		<b>9281</b>	<b>TOWNSHIP OF HAMILTON POLICE DEPARTMENT</b>	<b>\$805.44</b>
401577	06/30/14			SECURITY FOR GRADUATION	\$805.44
	11-000-240-500-03-000		14-00001	06/30/14	\$805.44
<b>025549</b>	<b>08/19/14</b>		<b>0644</b>	<b>TREGO;MS. THELMA</b>	<b>\$23.56</b>
401561	06/30/14			MAY 2-17 MILEAGE REIMB	\$23.56
	11-000-219-592-08-TRV		MAY 2-17 MILEAGE	06/30/14	\$23.56
<b>025550</b>	<b>08/19/14</b>		<b>0755</b>	<b>UNITED PARCEL SERVICE</b>	<b>\$67.80</b>
400694	08/27/13			EXPRESS MAIL JULY 21 - AUG 17	\$67.80
	11-000-230-530-00-PST		E23388274	06/30/14	\$67.80
<b>025551</b>	<b>08/19/14</b>		<b>6876</b>	<b>VERIZON WIRELESS</b>	<b>\$640.56</b>
400693	08/27/13			2013-2014 IPAD2 WIRELESS	\$640.56
	11-000-230-530-00-TLP		MAY	06/30/14	\$120.12
	11-000-230-530-00-TLP		JUNE	06/30/14	\$120.12
	11-000-230-530-01-TLP		MAY	06/30/14	\$20.02
	11-000-230-530-01-TLP		JUNE	06/30/14	\$20.02
	11-000-230-530-03-TLP		MAY	06/30/14	\$160.08

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<b>025551</b>	<b>08/19/14</b>		<b>6876</b>	<b>VERIZON WIRELESS</b>	<b>\$640.56</b>
400693	08/27/13	2013-2014		IPAD2 WIRELESS	\$640.56
	11-000-230-530-03-TLP			JUNE	06/30/14 \$80.08
	11-000-230-530-04-TLP			MAY	06/30/14 \$60.06
	11-000-230-530-04-TLP			JUNE	06/30/14 \$60.06
<b>025552</b>	<b>08/19/14</b>		<b>0657</b>	<b>VINELAND BOARD OF EDUCATION</b>	<b>\$11,266.32</b>
400891	10/22/13	SEPT-JUNE		SPEC. ED TUITION	\$11,266.32
	11-000-100-562-08-000			MAY/JUNE G.M.	06/30/14 \$11,266.32
<b>025553</b>	<b>08/19/14</b>		<b>0662</b>	<b>WARDS NATURAL SCIENCE INC</b>	<b>\$634.28</b>
400249	07/16/13	DAVIES SCIENCE		MATERIAL	\$550.45
	11-190-100-610-03-SCI			8055908878/743784	06/30/14 \$550.45
400255	07/16/13	DAVIES SCIENCE		MATERIALS	\$83.83
	11-190-100-610-03-SCI			8057651374/7660164	06/30/14 \$83.83
<b>025554</b>	<b>08/19/14</b>		<b>2357</b>	<b>WETZEL;ELLEN</b>	<b>\$23.13</b>
401563	06/30/14	MARCH 6		MILEAGE REIMBURSEMENT	\$23.13
	11-000-219-592-08-TRV			MARCH 6 MILEAGE	06/30/14 \$23.13
<b>025555</b>	<b>08/19/14</b>		<b>1014</b>	<b>WHOLESALE FAVORS</b>	<b>\$170.30</b>
401299	04/02/14	RETIREMENT GIFT		PEN/KEY CHAIN	\$170.30
	11-000-230-610-00-000			90956	06/30/14 \$170.30
<b>025556</b>	<b>08/19/14</b>		<b>1871</b>	<b>WISCONSIN CENTER FOR EDUCATION RESEARCH</b>	<b>\$1,650.25</b>
401559	06/30/14	SCORING FOR		ACCESS FOR ELL	\$1,650.25
	11-190-100-610-05-TSG			IN008398	06/30/14 \$1,237.23
	20-241-100-600-05-000			IN008398	06/30/14 \$400.98
	20-242-100-600-05-000			IN008398	06/30/14 \$12.04
<b>025557</b>	<b>08/19/14</b>		<b>2494</b>	<b>XTEL COMMUNICATIONS INC</b>	<b>\$3,901.39</b>
400559	07/29/13	13-14		PHONE BILLING	\$3,901.39
	11-000-230-530-00-TLP			JUNE	06/30/14 \$391.11
	11-000-230-530-01-TLP			JUNE	06/30/14 \$453.59
	11-000-230-530-03-TLP			JUNE	06/30/14 \$1,666.62
	11-000-230-530-04-TLP			JUNE	06/30/14 \$1,390.07
<b>025558</b>	<b>08/19/14</b>		<b>0690</b>	<b>YALE SCHOOL EAST, INC.</b>	<b>\$8,609.70</b>
401579	06/30/14	MAY 9-JUNE 30		TUITION CONTRACT	\$8,609.70
	11-000-100-566-08-000			MAY 9-JUNE 30 TUITI	06/30/14 \$8,609.70
<b>025559</b>	<b>08/19/14</b>		<b>0042</b>	<b>ASCD</b>	<b>\$1,285.00</b>
500161	07/09/14	MEMBERSHIP/SUBSCRIPTION		RENEWAL	\$1,285.00
	11-000-230-890-00-000			1489730	08/19/14 \$1,285.00
<b>025560</b>	<b>08/19/14</b>		<b>0498</b>	<b>ASPEX SOLUTIONS</b>	<b>\$2,888.00</b>
500157	07/09/14	APPLITRACK ANNUAL		SERVICE	\$2,888.00
	11-000-230-590-00-000			73002	08/19/14 \$2,888.00
<b>025561</b>	<b>08/19/14</b>		<b>3777</b>	<b>CALIFON CONSULTANTS OF NJ, LLC</b>	<b>\$200.00</b>
500167	07/09/14	ANNUAL SUBSCRIPTION		RENEWAL	\$200.00
	11-000-230-590-00-000			517	08/19/14 \$200.00
<b>025562</b>	<b>08/19/14</b>		<b>9180</b>	<b>CAPSTONE PUBLISHERS</b>	<b>\$2,321.73</b>
500051	07/01/14	HESS ELA BOOKS			\$2,321.73
	11-190-100-610-04-LAL			T110045440	08/19/14 \$2,206.50
	11-190-100-610-04-LAL			T10045664	08/19/14 \$115.23

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<b>025563</b>	<b>08/19/14</b>		<b>1734</b>	<b>CARLEX, INC.</b>	<b>\$171.33</b>
500011	07/01/14			HESS SPANISH VIDEOS	\$171.33
	11-190-100-610-04-WLG		230948A		08/19/14 \$171.33
<b>025564</b>	<b>08/19/14</b>		<b>1796</b>	<b>CARROT-TOP INDUSTRIES</b>	<b>\$174.33</b>
500021	07/01/14			US FLAG/POW MIA FLAG	\$174.33
	11-000-240-610-03-000		23115800		08/19/14 \$174.33
<b>025565</b>	<b>08/19/14</b>		<b>0424</b>	<b>CDW-GOVERNMENT</b>	<b>\$549.70</b>
500019	07/01/14			OTTERBOX DEFENDER FOR IPAD	\$549.70
	11-213-100-610-08-000		MV48401		08/19/14 \$549.70
<b>025566</b>	<b>08/19/14</b>		<b>0584</b>	<b>CM3 BUILDING SOLUTIONS INC.</b>	<b>\$4,621.00</b>
508006	07/01/14			HVAC MAINT SVC CONTRACT 14-15	\$4,621.00
	11-000-261-420-09-DAV		JULY		08/19/14 \$1,754.00
	11-000-261-420-09-HES		JULY		08/19/14 \$1,389.00
	11-000-261-420-09-SHA		JULY		08/19/14 \$1,478.00
<b>025567</b>	<b>08/19/14</b>		<b>0501</b>	<b>COLIBRI SYSTEMS NORTH AMERICA, INC.</b>	<b>\$1,118.75</b>
500062	07/01/14			BOOK COVERS; JANET YUNGHANS	\$1,118.75
	11-000-222-610-04-000		8864		08/19/14 \$1,118.75
<b>025568</b>	<b>08/19/14</b>		<b>0489</b>	<b>COMCAST</b>	<b>\$14,627.20</b>
500098	07/01/14			2014-2015 ETHERNET CONNECTION	\$14,627.20
	11-190-100-500-07-TEC		JULY-AUGUST		08/19/14 \$14,627.20
<b>025569</b>	<b>08/19/14</b>		<b>0449</b>	<b>COMCAST CABLE</b>	<b>\$533.44</b>
500097	07/01/14			2014-2015 HIGH SPEED INTERNET	\$533.44
	11-190-100-500-07-TEC		JULY-AUGUST		08/19/14 \$533.44
<b>025570</b>	<b>08/19/14</b>		<b>1088</b>	<b>COMPASS ACADEMY CHARTER SCHOOL</b>	<b>\$1,121.00</b>
500117	07/03/14			Tuition payments	\$1,121.00
	10-000-100-56x-00-000		JULY/AUGUST		08/19/14 \$1,121.00
<b>025571</b>	<b>08/19/14</b>		<b>1375</b>	<b>COMPUTER SOLUTIONS, INC</b>	<b>\$10,608.00</b>
500070	07/01/14			ANNUAL SOFTWARE RENEWAL	\$10,608.00
	11-000-251-330-00-000		141154		08/19/14 \$10,608.00
<b>025572</b>	<b>08/19/14</b>		<b>0317</b>	<b>CONSTRUCTIVE PLAY THINGS</b>	<b>\$310.81</b>
500072	07/01/14			GEN ED PREK HANDS ON MATERIAL	\$310.81
	20-223-100-610-01-PRÉ		5136047600-01		08/19/14 \$310.81
<b>025573</b>	<b>08/19/14</b>		<b>1572</b>	<b>COTTRELL GRAPHICS AND</b>	<b>\$408.75</b>
401372	04/29/14			TITLE 6A CIDE BOOKS SPECIAL ED	\$408.75
	11-000-219-610-08-000		514-8		08/19/14 \$408.75
<b>025574</b>	<b>08/19/14</b>		<b>0158</b>	<b>CURRICULUM ASSOCIATES INC.</b>	<b>\$534.24</b>
500052	07/01/14			READING/WRITING WORKSHOP	\$534.24
	11-190-100-610-04-LAL		90294023		08/19/14 \$534.24
<b>025575</b>	<b>08/19/14</b>		<b>0531</b>	<b>EAI EDUCATION/ ERIC ARMIN INC</b>	<b>\$437.38</b>
401537	06/30/14			NP TITLE I- K-1	\$61.59
	20-231-100-600-20-NPS		672834		08/19/14 \$61.59
401539	06/30/14			NP TITLE I - K-1	\$213.06
	20-231-100-600-20-NPS		672547		08/19/14 \$213.06
401545	06/30/14			NP TITLE I 2-5	\$101.40
	20-231-100-600-20-NPH		672833		08/19/14 \$101.40

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<b>025575</b>	<b>08/19/14</b>		<b>0531</b>	<b>EAI EDUCATION/ ERIC ARMIN INC</b>	<b>\$437.38</b>
401548	06/30/14		NP TITLE I 6-8		\$61.33
	20-231-100-600-20-NPD			672484 08/19/14	\$61.33
<b>025576</b>	<b>08/19/14</b>		<b>1608</b>	<b>EASTERN ACOUSTICS COMPANY</b>	<b>\$210.00</b>
500196	07/10/14		AUDIOMETER CALIBRATION DISTRIC		\$210.00
	11-000-213-340-03-000			20455 08/19/14	\$155.00
	11-000-213-340-04-000			20455 08/19/14	\$55.00
<b>025577</b>	<b>08/19/14</b>		<b>0588</b>	<b>ELLISON EDUCATIONAL EQUIPMENT, INC.</b>	<b>\$41.00</b>
500035	07/01/14		SHAPES FOR CELEBRATION WALL		\$41.00
	11-190-100-610-04-SWM			2918069 08/19/14	\$41.00
<b>025578</b>	<b>08/19/14</b>		<b>0845</b>	<b>FIRSTENERGY SOLUTIONS CORP.</b>	<b>\$21,036.88</b>
500099	07/01/14		14-15 ELECTRIC/ENERGY ESTIMATE		\$21,036.88
	11-000-262-622-00-ELE		JULY	08/19/14	\$6.42
	11-000-262-622-01-ELE		JULY	08/19/14	\$5,534.02
	11-000-262-622-02-ELE		JULY	08/19/14	\$150.34
	11-000-262-622-03-ELE		JULY	08/19/14	\$15,346.10
<b>025579</b>	<b>08/19/14</b>		<b>0720</b>	<b>FRAYTAK VEISZ HOPKINS DUTHIE, P.C.</b>	<b>\$1,505.00</b>
500127	07/07/14		SHANER WINDOW REPRODUCTION COS		\$1,505.00
	11-000-230-334-00-000			4600.03 08/19/14	\$1,505.00
<b>025580</b>	<b>08/19/14</b>		<b>0238</b>	<b>GANN LAW BOOKS</b>	<b>\$791.50</b>
500004	07/01/14		2014-2015 LAW BOOKS FOR ADMIN		\$791.50
	11-000-230-610-00-000			D530768 08/19/14	\$197.86
	11-000-240-610-01-000			D530768 08/19/14	\$197.88
	11-000-240-610-03-000			D530768 08/19/14	\$197.88
	11-000-240-610-04-000			D530768 08/19/14	\$197.88
<b>025581</b>	<b>08/19/14</b>		<b>0600</b>	<b>GAYLORD BROS. INC.</b>	<b>\$585.17</b>
500063	07/01/14		BOOK REPAIR ITEMS		\$585.17
	11-000-222-610-04-000			2292568 08/19/14	\$585.17
<b>025582</b>	<b>08/19/14</b>		<b>9758</b>	<b>GLENN INSURANCE INC.</b>	<b>\$43.00</b>
500005	07/01/14		PUBLIC OFFICIAL BOND DAN SMITH		\$43.00
	11-000-251-592-00-000			644 revised 08/19/14	\$43.00
<b>025583</b>	<b>08/19/14</b>		<b>0256</b>	<b>GOPHER SPORTS EQUIPMENT</b>	<b>\$1,715.58</b>
500028	07/01/14		HESS PE EQUIPMENT/SUPPLY		\$1,715.58
	11-190-100-610-04-HPE			8787389 08/19/14	\$781.16
	11-190-100-610-04-HPE			8788762 08/19/14	\$490.99
	11-190-100-610-04-HPE			8789842 08/19/14	\$443.43
<b>025584</b>	<b>08/19/14</b>		<b>0255</b>	<b>HAMILTON PEDIATRICS</b>	<b>\$2,600.00</b>
500089	07/01/14		Physician Contract 2014-2015		\$2,600.00
	11-000-213-330-00-000			JULY/AUGUST 08/19/14	\$2,600.00
<b>025585</b>	<b>08/19/14</b>		<b>0267</b>	<b>HAMILTON TOWNSHIP FOOD SERVICE</b>	<b>\$850.00</b>
500160	07/09/14		ESY SNACKS / BEVERAGES		\$850.00
	11-212-100-610-08-SUM			FS 5096 08/19/14	\$850.00
<b>025586</b>	<b>08/19/14</b>		<b>0268</b>	<b>HAMILTON TWP MUA</b>	<b>\$9,372.51</b>
500105	07/02/14		WATER SEWER BILLING 14-15 YEAR		\$9,372.51
	11-000-262-490-01-000			JULY 08/19/14	\$741.90
	11-000-262-490-02-000			JULY 08/19/14	\$513.45
	11-000-262-490-03-000			JULY 08/19/14	\$826.25

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<b>025586</b>	<b>08/19/14</b>		<b>0268</b>	<b>HAMILTON TWP MUA</b>	<b>\$9,372.51</b>
500105	07/02/14			WATER SEWER BILLING 14-15 YEAR	\$9,372.51
	11-000-262-490-04-000			JULY	
				08/19/14	\$7,290.91
<b>025587</b>	<b>08/19/14</b>		<b>0273</b>	<b>HARDWARE DISCOUNTERS, INC.</b>	<b>\$342.72</b>
408384	06/13/14			DOOR HARDWARE - SHANER SCHOOL	\$342.72
	11-000-261-610-09-SHA			14JUN147	
				08/19/14	\$342.72
<b>025588</b>	<b>08/19/14</b>		<b>2093</b>	<b>HOUGHTON MIFFLIN HARCOURT SCHOOL PUBLISH</b>	<b>\$42,713.06</b>
401487	06/12/14			SCIENCE READERS BOOKS	\$1,405.89
	20-241-100-600-05-000			950506141/950559207	
				08/19/14	\$1,405.89
401512	06/23/14			NEWCOMERS ASSESSMENT FOLDERS	\$479.51
	20-241-100-600-05-000			950567323	
				08/19/14	\$479.51
500093	07/01/14			MATH STUDENT BOOKS/WRKBOOKS	\$40,827.66
	11-190-100-610-04-MTH			950593174	
				08/19/14	\$40,827.66
<b>025589</b>	<b>08/19/14</b>		<b>1533</b>	<b>INTRUDER ALERT</b>	<b>\$3,914.00</b>
508009	07/01/14			14-15 FIRE ALARM/SECURITY/ELEV	\$3,914.00
	11-000-261-420-09-DUB			R100776-R101350	
				08/19/14	\$1,634.00
	11-000-261-420-09-HES			R100778	
				08/19/14	\$660.00
	11-000-261-420-09-SHA			R100777	
				08/19/14	\$660.00
	11-000-261-610-09-DAV			R100775	
				08/19/14	\$960.00
<b>025590</b>	<b>08/19/14</b>		<b>0324</b>	<b>J W PEPPER &amp; SON INC</b>	<b>\$438.00</b>
500047	07/01/14			CHORAL CONCERT MUSIC HESS	\$438.00
	11-190-100-610-04-MUS			01N18360	
				08/19/14	\$438.00
<b>025591</b>	<b>08/19/14</b>		<b>0918</b>	<b>KIEFER</b>	<b>\$1,007.40</b>
500030	07/01/14			HESS SWIMMING SUITS STUDENTS	\$1,007.40
	11-190-100-610-04-SWM			429762/430339	
				08/19/14	\$1,007.40
<b>025592</b>	<b>08/19/14</b>		<b>0335</b>	<b>KLT SALES &amp; SERVICE, INC.</b>	<b>\$3,749.00</b>
508003	07/01/14			GYM EQUIPMENT HESS/SHANER	\$1,750.00
	11-000-261-420-09-HES			6928	
				08/19/14	\$1,600.00
	11-000-261-420-09-SHA			6928	
				08/19/14	\$150.00
508004	07/01/14			GYM EQUIP SVC DAVIES SCHOOL	\$1,999.00
	11-000-261-420-09-DAV			6929	
				08/19/14	\$1,999.00
<b>025593</b>	<b>08/19/14</b>		<b>0340</b>	<b>LAKESHORE LEARNING MATERIALS</b>	<b>\$3,009.98</b>
401544	06/30/14			NP TITLE I 2-5	\$299.61
	20-231-100-600-20-NPH			3952930714	
				08/19/14	\$299.61
500018	07/01/14			HESS PREK SUPPLIES	\$392.91
	11-215-100-610-08-000			3726250714/37908807	
				08/19/14	\$392.91
500054	07/01/14			HESS ELA BOOKS;TAMMY WELSEY	\$1,348.11
	11-190-100-610-04-LAL			3726190714	
				08/19/14	\$1,348.11
500073	07/01/14			GEN ED PREK HANDS ON MATERIALS	\$843.41
	20-223-100-610-01-PRE			3726150714	
				08/19/14	\$843.41
500081	07/01/14			LAMINATING POUCHES HESS PREK	\$125.94
	20-223-100-610-01-PRE			3822340714	
				08/19/14	\$125.94
<b>025594</b>	<b>08/19/14</b>		<b>1077</b>	<b>MARKER BOARD PEOPLE</b>	<b>\$231.00</b>
401551	06/30/14			NP TITLE I 2-5	\$231.00
	20-231-100-600-20-NPH			186799	
				08/19/14	\$231.00

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<b>025595</b>	<b>08/19/14</b>		<b>5284</b>	<b>MAX L. COWEN</b>	<b>\$1,003.20</b>
500055	07/01/14			HESS ELA FOLDERS;TAMMY WELSEY	\$1,003.20
	11-190-100-610-04-LAL		11046		08/19/14 \$1,003.20
<b>025596</b>	<b>08/19/14</b>		<b>0307</b>	<b>MHS INC.</b>	<b>\$145.00</b>
500033	07/01/14			CONNERS QUICKSCORE	\$145.00
	11-000-218-610-04-000		1752071		08/19/14 \$145.00
<b>025597</b>	<b>08/19/14</b>		<b>1603</b>	<b>MUSIC IS ELEMENTARY</b>	<b>\$995.00</b>
500044	07/01/14			HESS MUSIC/RECORDERS	\$995.00
	11-190-100-610-04-MUS		218158		08/19/14 \$995.00
<b>025598</b>	<b>08/19/14</b>		<b>0418</b>	<b>NASCO</b>	<b>\$202.99</b>
401540	06/30/14			NP TITLE I - 2-5	\$202.99
	20-231-100-600-20-NPH		2282		08/19/14 \$202.99
<b>025599</b>	<b>08/19/14</b>		<b>0249</b>	<b>NCS PEARSON</b>	<b>\$421.67</b>
500071	07/01/14			ESIR PREK ASSESSMENT	\$421.67
	20-223-100-610-01-PRE		4423099		08/19/14 \$421.67
<b>025600</b>	<b>08/19/14</b>		<b>4897</b>	<b>NJ SCHOOL JOBS.COM</b>	<b>\$600.00</b>
500156	07/09/14			SUBSCRIPTION RENEWAL ADVERTISI	\$600.00
	11-000-230-590-00-000		5769		08/19/14 \$600.00
<b>025601</b>	<b>08/19/14</b>		<b>0963</b>	<b>NJAPSA</b>	<b>\$150.00</b>
500132	07/07/14			ANNUAL MEMBER DUES RENEWAL	\$150.00
	11-000-219-890-08-000		member1415		08/19/14 \$150.00
<b>025602</b>	<b>08/19/14</b>		<b>0446</b>	<b>NJASA</b>	<b>\$2,115.00</b>
500008	07/01/14			14-15 MEMBERSHIP RENEWAL	\$1,715.00
	11-000-230-890-00-000		CAPPELLUTI		08/19/14 \$1,715.00
500009	07/01/14			PUBLICATIONS RENEWALS	\$400.00
	11-000-230-610-00-000		14-15 RENEWAL		08/19/14 \$400.00
<b>025603</b>	<b>08/19/14</b>		<b>0731</b>	<b>NJASBO</b>	<b>\$1,165.00</b>
500159	07/09/14			membership renewal	\$1,165.00
	11-000-251-890-00-000		3170/5828		08/19/14 \$1,165.00
<b>025604</b>	<b>08/19/14</b>		<b>1811</b>	<b>NJSBA</b>	<b>\$16,435.00</b>
500130	07/07/14			BOARD ANNUAL DUES RENEWAL	\$16,435.00
	11-000-230-895-00-000		123308		08/19/14 \$16,435.00
<b>025605</b>	<b>08/19/14</b>		<b>2469</b>	<b>PEARSON EDUCATION</b>	<b>\$6,892.81</b>
500056	07/01/14			HESS ELA BOOKS;TAMMY WELSEY	\$6,892.81
	11-190-100-610-04-LAL		4023286720		08/19/14 \$6,892.81
<b>025606</b>	<b>08/19/14</b>		<b>0481</b>	<b>PETTY CASH - DANIEL SMITH</b>	<b>\$500.00</b>
500113	07/02/14			OPEN PETTY CASH 14-15	\$500.00
	10-103-X - - -			OPEN PETTY CASH	08/19/14 \$500.00
<b>025607</b>	<b>08/19/14</b>		<b>0490</b>	<b>PINELAND LEARNING CENTER, INC</b>	<b>\$5,271.00</b>
500230	07/15/14			Tuition Audit 2012-2013	\$5,271.00
	11-000-100-566-08-000		12-13 AUDIT ADJ		08/19/14 \$5,271.00
<b>025608</b>	<b>08/19/14</b>		<b>0493</b>	<b>PITNEY BOWES INC.</b>	<b>\$1,057.50</b>
500106	07/02/14			14-15 POSTAGE METER RENTAL	\$1,057.50
	11-000-230-590-00-RNT		1ST QTR PAY		08/19/14 \$1,057.50

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<b>025609</b>	<b>08/19/14</b>		<b>1404</b>	<b>QUILL CORPORATION</b>	<b>\$477.63</b>
401529	06/27/14		#2 PENCILS;LISA DAGIT		\$477.63
	11-190-100-610-03-000		4444080	08/19/14	\$80.80
	20-270-100-600-05-000		4444080	08/19/14	\$396.83
<b>025610</b>	<b>08/19/14</b>		<b>0070</b>	<b>RAYMOND GEDDES &amp; CO.</b>	<b>\$243.84</b>
500193	07/10/14		ACCELERATED READER PRIZES		\$243.84
	11-000-222-610-03-000		501331	08/19/14	\$243.84
<b>025611</b>	<b>08/19/14</b>		<b>0528</b>	<b>REALLY GOOD STUFF</b>	<b>\$621.79</b>
500015	07/01/14		HESS BSI SUPPLIES		\$484.05
	11-190-100-610-04-BSI		4727351	08/19/14	\$484.05
500057	07/01/14		HESS ELA BOOKS;TAMMY WELSEY		\$137.74
	11-190-100-610-04-LAL		4727308	08/19/14	\$137.74
<b>025612</b>	<b>08/19/14</b>		<b>3952</b>	<b>RECREATION SUPPLY COMPANY</b>	<b>\$59.70</b>
500036	07/01/14		POOL BRUSH/THERMOMETER		\$59.70
	11-190-100-610-04-SWM		273036	08/19/14	\$59.70
<b>025613</b>	<b>08/19/14</b>		<b>0504</b>	<b>RESERVE ACCT</b>	<b>\$25,360.00</b>
500123	07/07/14		POSTAGE FOR 14-15 SCHOOL YEAR		\$25,360.00
	11-000-230-530-00-PST		14161079	08/19/14	\$8,360.00
	11-000-230-530-01-PST		14161079	08/19/14	\$7,500.00
	11-000-230-530-03-PST		14161079	08/19/14	\$7,500.00
	11-000-230-530-04-PST		14161079	08/19/14	\$2,000.00
<b>025614</b>	<b>08/19/14</b>		<b>0998</b>	<b>RICOH USA, INC.</b>	<b>\$4,621.03</b>
500104	07/01/14		14-15 ANNUAL COPIER LEASES		\$4,621.03
	11-000-219-592-08-RNT		JULY	08/19/14	\$791.95
	11-000-230-590-00-RNT		JULY	08/19/14	\$388.75
	11-000-240-500-03-RNT		JULY	08/19/14	\$1,442.00
	11-000-270-593-11-000		JULY	08/19/14	\$178.07
	11-190-100-500-01-RNT		JULY	08/19/14	\$1,198.88
	11-190-100-500-03-RNT		JULY	08/19/14	\$621.38
<b>025615</b>	<b>08/19/14</b>		<b>1914</b>	<b>SCHINDLER ELEVATOR CORPORATION</b>	<b>\$9,610.92</b>
508011	07/01/14		ELEVATOR CONTRACT RENEW 14-15		\$9,610.92
	11-000-261-420-09-DAV		8103771382	08/19/14	\$2,079.00
	11-000-261-420-09-DUB		8103768259	08/19/14	\$2,301.96
	11-000-261-420-09-HES		8103768259	08/19/14	\$5,229.96
<b>025616</b>	<b>08/19/14</b>		<b>0257</b>	<b>SCHOOL HEALTH SUPPLIES CORP.</b>	<b>\$2,742.13</b>
401504	06/20/14		VISION/HEARING SCREEN INSTRUME		\$2,742.13
	12-000-213-730-00-000		2842144-01	08/19/14	\$2,742.13
<b>025617</b>	<b>08/19/14</b>		<b>1638</b>	<b>SCHOOL SPECIALTY</b>	<b>\$2,012.30</b>
401493	06/18/14		HESS ESY SPECIAL ED SUPPLY		\$45.45
	11-215-100-610-08-000		208112565193	08/19/14	\$45.45
401494	06/18/14		HESS ESY SPECIAL ED SUPPLIES		\$55.34
	11-212-100-610-08-000		208112565191	08/19/14	\$55.34
401495	06/18/14		HESS ESY SPECIAL ED SUPPLY		\$104.77
	11-215-100-610-08-000		208112561440	08/19/14	\$104.77
401496	06/18/14		HESS ESY SPECIAL ED SUPPLIES		\$52.95
	11-212-100-610-08-000		208112565195	08/19/14	\$52.95
401497	06/18/14		HESS ESY SPECIAL ED SUPPLY		\$48.54
	11-212-100-610-08-000		208112565194	08/19/14	\$48.54

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Rec and Unrec checks

Hand and Machine checks

07/31/14 11:32

Starting date 8/19/2014

Ending date 8/19/2014

<u>Cknum</u>	<u>Date</u>	<u>Rec date</u>	<u>Vcode</u>	<u>Vendor name</u>	<u>Check amount</u>
<b>025617</b>	<b>08/19/14</b>		<b>1638</b>	<b>SCHOOL SPECIALTY</b>	<b>\$2,012.30</b>
401498	06/18/14			HESS ESY SPECIAL ED SUPPLY	\$116.96
	11-214-100-610-08-000			308101942272	08/19/14 \$116.96
401541	06/30/14			NP TITLE I 2-5	\$1,032.20
	20-231-100-600-20-NPH			208112757141	08/19/14 \$1,032.20
500013	07/01/14			HESS BSI STRATEGY MATERIALS	\$49.34
	11-190-100-610-04-BSI			208112614473	08/19/14 \$49.34
500022	07/01/14			SHANER OFFICE NAME TAGS	\$62.15
	11-000-240-610-01-000			308101938637	08/19/14 \$62.15
500086	07/01/14			HEALTH REFERRAL FORMS HESS	\$328.00
	11-000-213-610-04-000			208112688589	08/19/14 \$328.00
500090	07/01/14			ACCELERATED MATH MATERIALS	\$116.60
	11-190-100-610-04-MTH			308101957624	08/19/14 \$116.60
<b>025618</b>	<b>08/19/14</b>		<b>1061</b>	<b>SCHOOLSIN</b>	<b>\$403.95</b>
500012	07/01/14			HESS MOBILE WHITEBOARDS	\$403.95
	11-000-240-610-04-000			W88675	08/19/14 \$403.95
<b>025619</b>	<b>08/19/14</b>		<b>9088</b>	<b>SOCIETY FOR HUMAN RESOURCE MGMT</b>	<b>\$185.00</b>
500067	07/01/14			MEMBERSHIP RENEWAL	\$185.00
	11-000-230-890-00-000			9005772706	08/19/14 \$185.00
<b>025620</b>	<b>08/19/14</b>		<b>0594</b>	<b>SOUTH JERSEY GAS COMPANY</b>	<b>\$3,057.43</b>
500103	07/01/14			GAS BILL 14-15 ESTIMATED	\$3,057.43
	11-000-262-621-01-GAS			JULY	08/19/14 \$77.49
	11-000-262-621-03-GAS			JULY	08/19/14 \$1,734.39
	11-000-262-621-04-GAS			JULY	08/19/14 \$1,245.55
<b>025621</b>	<b>08/19/14</b>	<b>08/19/14</b>		<b>00.0 \$ Multi Stub Void</b>	
- - - - -					
<b>025622</b>	<b>08/19/14</b>		<b>2759</b>	<b>STAPLES BUSINESS ADVANTAGE</b>	<b>\$8,767.39</b>
500007	07/01/14			FOOD SVC OFFICE SUPPLIES	\$152.14
	11-000-230-610-00-000			3236858161-162	08/19/14 \$152.14
500014	07/01/14			HESS C HALL GR. 4-5 SUPPLIES	\$1,194.50
	11-190-100-610-04-C45			3236858150-51-52-53	08/19/14 \$1,194.50
500024	07/01/14			HESS ART SUPPLIES;CARLA BURKE	\$72.35
	11-190-100-610-04-ART			3236927136	08/19/14 \$72.35
500025	07/01/14			HESS LOBBY SUPPLIES	\$178.95
	11-000-240-610-04-000			3236927137	08/19/14 \$178.95
500026	07/01/14			B HOUSE HESS SUPPLIES	\$1,043.31
	11-190-100-610-04-B45			3236858154-155	08/19/14 \$1,043.31
500032	07/01/14			SWIM GENERAL SUPPLY ORDER	\$117.27
	11-190-100-610-04-SWM			3236858156	08/19/14 \$117.27
500034	07/01/14			GUIDANCE OFFICE SUPPLIES	\$285.90
	11-000-218-610-04-000			3236858157-158	08/19/14 \$285.90
500039	07/01/14			HESS BSI SUPPLIES	\$325.17
	11-190-100-610-04-BSI			3236858166-167	08/19/14 \$325.17
500040	07/01/14			GUIDANCE SUPPLIES HESS	\$165.30
	11-000-218-610-04-000			3236806392-393	08/19/14 \$165.30
500049	07/01/14			HESS A HOUSE SUPPLIES	\$1,637.37
	11-190-100-610-04-A23			3236927142-43-44-45	08/19/14 \$1,637.37

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Rec and Unrec checks

Hand and Machine checks

07/31/14 11:32

Starting date 8/19/2014

Ending date 8/19/2014

<u>Cknum</u>	<u>Date</u>	<u>Rec date</u>	<u>Vcode</u>	<u>Vendor name</u>	<u>Check amount</u>
<b>025622</b>	<b>08/19/14</b>		<b>2759</b>	<b>STAPLES BUSINESS ADVANTAGE</b>	<b>\$8,767.39</b>
500058	07/01/14			ELA HESS READING SUPPLIES	\$879.36
	11-190-100-610-04-LAL		3236927138-39-40	08/19/14	\$879.36
500065	07/01/14			HESS LIBRARY SUPPLIES	\$159.34
	11-000-222-610-04-000		3236858159-160	08/19/14	\$159.34
500075	07/01/14			HESS PREK MATERIALS	\$161.81
	20-223-100-610-01-PRE		3236858170	08/19/14	\$161.81
500091	07/01/14			C HOUSE GENERAL SUPPLIES	\$1,165.77
	11-190-100-610-04-C23		3236858168-169	08/19/14	\$1,165.77
500092	07/01/14			HESS B HOUSE GENERAL SUPPLIES	\$1,144.48
	11-190-100-610-04-B23		3236858163-64-65	08/19/14	\$1,144.48
500120	07/03/14			SUPT OFFICE SUPPLIES	\$84.37
	11-000-230-610-00-000		3236927141	08/19/14	\$84.37
<b>025623</b>	<b>08/19/14</b>		<b>1298</b>	<b>STEPS TO LITERACY</b>	<b>\$5,003.46</b>
500059	07/01/14			BOOK SACKS;TAMMY WELSEY	\$5,003.46
	11-190-100-610-04-LAL		150952	08/19/14	\$5,003.46
<b>025624</b>	<b>08/19/14</b>		<b>0178</b>	<b>STEVE SPANGLER SCIENCE</b>	<b>\$38.98</b>
500016	07/01/14			INSTANT SNOW HESS PREK	\$38.98
	11-215-100-610-08-000		673560	08/19/14	\$38.98
<b>025625</b>	<b>08/19/14</b>		<b>0605</b>	<b>STRAUSS ESMAY ASSOCIATES LLP</b>	<b>\$4,135.00</b>
500010	07/01/14			14-15 POLICIES ACCESS FEES	\$4,135.00
	11-000-230-339-00-000		1415-171	08/19/14	\$4,135.00
<b>025626</b>	<b>08/19/14</b>		<b>4753</b>	<b>SWEETWATER SOUND INC.</b>	<b>\$4,012.24</b>
500045	07/01/14			MACBOOK/KEYBOARDS/RECEIVERS	\$4,012.24
	11-190-100-610-04-MUS		11561499	08/19/14	\$4,012.24
<b>025627</b>	<b>08/19/14</b>		<b>1341</b>	<b>THE BOOKSOURCE</b>	<b>\$2,748.12</b>
500050	07/01/14			HESS ELA BOOKS	\$2,748.12
	11-190-100-610-04-LAL		335288	08/19/14	\$2,748.12
<b>025628</b>	<b>08/19/14</b>		<b>0636</b>	<b>TOWNSHIP OF HAMILTON</b>	<b>\$3,154.00</b>
500095	07/01/14			14-15 WASTE HAULING CONTRACT	\$3,154.00
	11-000-262-420-10-CUS		JULY 14-0073	08/19/14	\$1,577.00
	11-000-262-420-10-CUS		AUGUST 14-0084	08/19/14	\$1,577.00
<b>025629</b>	<b>08/19/14</b>		<b>6157</b>	<b>TRAINER, ANDREA</b>	<b>\$3,000.00</b>
500094	07/01/14			PARENT LEADERSHIP CONTRACT	\$3,000.00
	11-000-223-320-00-000		2ND PAY	08/19/14	\$3,000.00
<b>025630</b>	<b>08/19/14</b>		<b>7712</b>	<b>TREND</b>	<b>\$36.46</b>
500037	07/01/14			HESS SWIM BULLETIN BOARD SETS	\$36.46
	11-190-100-610-04-SWM		1873788	08/19/14	\$36.46
<b>025631</b>	<b>08/19/14</b>		<b>0755</b>	<b>UNITED PARCEL SERVICE</b>	<b>\$140.85</b>
500111	07/02/14			EXPRESS MAIL 14-15 ESTIMATED	\$140.85
	11-000-230-530-00-PST		E23388274	08/19/14	\$22.60
	11-000-230-530-00-PST		e23388294	08/19/14	\$118.25
<b>025632</b>	<b>08/19/14</b>		<b>1119</b>	<b>UPSTART</b>	<b>\$177.06</b>
500066	07/01/14			BOOKMARKS INCENTIVES HESS IMC	\$177.06
	11-000-222-610-04-000		5335044	08/19/14	\$177.06

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Starting date 8/19/2014 Ending date 8/19/2014

Cknum	Date	Rec date	Vcode	Vendor name	Check amount
<b>025633</b>	<b>08/19/14</b>		<b>1542</b>	<b>V.E. RALPH EMERGENCY MEDICAL PRODUCTS</b>	<b>\$668.00</b>
500085	07/01/14			HESS NURSE BATTERIES DEFIBRILL	\$668.00
	11-000-213-610-04-000		281761		08/19/14 \$668.00
<b>025634</b>	<b>08/19/14</b>		<b>9739</b>	<b>W.B. MASON CO. INC.</b>	<b>\$3,382.59</b>
500002	07/01/14			COLOR COPY PAPER SHANER SCHOOL	\$1,566.80
	11-000-240-610-00-CPY		I19156264		08/19/14 \$1,566.80
500003	07/01/14			COLOR COPY PAPER DAVIES SCHOOL	\$1,161.40
	11-000-240-610-00-CPY		I19156629		08/19/14 \$1,161.40
500006	07/01/14			MICROWAVE FOR DAVIES KITCHEN	\$164.99
	11-000-230-610-00-000		I19110287		08/19/14 \$164.99
500107	07/02/14			COPY PAPER WHITE BD OFFICE	\$489.40
	11-000-240-610-00-CPY		I19307276		08/19/14 \$489.40
<b>025635</b>	<b>08/19/14</b>		<b>0519</b>	<b>WISCONSIN CENTER FOR EDUCATION PRODUCTS</b>	<b>\$178.00</b>
401511	06/23/14			PLACEMENT TEST FOR ELL STUDENT	\$178.00
	20-241-100-600-05-000		12545		08/19/14 \$163.44
	20-270-100-600-05-000		12545		08/19/14 \$14.56
<b>025636</b>	<b>08/19/14</b>		<b>8341</b>	<b>XEROX CAPITAL SERVICES</b>	<b>\$96.00</b>
500077	07/01/14			LIBRARY MAINT COPIER	\$96.00
	11-000-222-320-04-000		074576383	1ST QTR	08/19/14 \$96.00
<b>025637</b>	<b>08/19/14</b>		<b>2494</b>	<b>XTEL COMMUNICATIONS INC</b>	<b>\$3,289.04</b>
500100	07/01/14			14-15 PHONE BILLING ESTIMATED	\$3,289.04
	11-000-230-530-00-TLP		JULY		08/19/14 \$352.77
	11-000-230-530-01-TLP		JULY		08/19/14 \$452.53
	11-000-230-530-03-TLP		JULY		08/19/14 \$1,282.95
	11-000-230-530-04-TLP		JULY		08/19/14 \$1,200.79
<b>025638</b>	<b>08/19/14</b>		<b>0450</b>	<b>YEOMAN SERVICE</b>	<b>\$6,900.75</b>
408389	06/17/14			ELECTRONIC EQUIPMENT-HESS	\$6,900.75
	11-000-261-420-09-HES		4888		08/19/14 \$6,900.75
<b>025639</b>	<b>08/19/14</b>		<b>0693</b>	<b>ZANER-BLOSER EDUCATIONAL PUBLISHERS</b>	<b>\$8,614.27</b>
500061	07/01/14			HESS ELA HANDWRITING MATERIAL	\$8,614.27
	11-190-100-610-04-LAL		02957835		08/19/14 \$8,614.27

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Starting date 8/19/2014

Ending date 8/19/2014

<b>Fund Totals</b>
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10	GENERAL FUND	\$1,621.00
11	GENERAL CURRENT EXPENSE	\$715,676.81
12	CAPITAL OUTLAY	\$7,492.47
20	SPECIAL REVENUE FUNDS	\$23,066.92
	Total for all checks listed	\$747,857.20

Prepared and submitted by: \_\_\_\_\_  
Board Secretary

\_\_\_\_\_ Date

KIDS CORNER  
BILLS LIST  
JUNE 2014

Check #	Vendor	Amount	Exp. Category
1559	Hamilton Township Schools Café	\$ 4,750.00	Snacks
WIRES	Hamilton Township Board of Ed	20,614.63	Salaries
	TOTAL	25,364.63	
	*previously skipped		
	Recapitulation:		
	Salaries	20,614.63	
	Snacks	4,750.00	
	Refund	-	
	Misc.	-	
	Supplies	-	
	TOTAL	25,364.63	
	Difference	-	

**COMMUNITY EDUCATION  
 BILLS LIST  
 JUNE 2014**

<b>Check #</b>	<b>Vendor</b>	<b>Amount</b>	<b>Exp. Category</b>
2444	Gay Laubert	\$ 17.25	Supplies
2445	BJ's Wholesale	\$ 256.60	Supplies
2446	Void	\$ -	Void
2447	Hamilton Twp Café	\$ 212.50	Supplies
<b>WIRE</b>	<b>Hamilton Township BOE</b>	<b>\$ 5,648.81</b>	<b>Salaries</b>
		\$ 6,135.16	
	<b>Recapitulation:</b>		
	<b>Instruction</b>	\$ -	
	<b>Salaries</b>	\$ 5,648.81	
	<b>Supplies</b>	\$ 486.35	
	<b>Other</b>	\$ -	
		\$ 6,135.16	

\*PREVIOUSLY SKIPPED



**CAMP BLUE STAR  
BILLS LIST  
JUNE 2014**

Check #	Vendor	Amount	Exp. Category
1978	Sam's Club	\$ 144.92	Supplies
1979	Demario Designs	\$ 7,055.50	Supplies
1980	Twp of Hamilton	\$ 500.00	Misc.
1981	Skipped-July/August Trip	\$ -	Skipped
1982	Skipped-July/August Trip	\$ -	Skipped
1983	Sam's Club	\$ 384.07	Supplies
1984	Skipped-July/August Trip	\$ -	Skipped
1985	Twp of Hamilton	\$ 25.00	Misc.
1986	Twp of Hamilton	\$ 25.00	Misc.
1987	Wal-Mart	\$ 153.60	Supplies
1988	Sam's Club	\$ 192.97	Supplies
1989	Sam's Club	\$ 3,229.79	Supplies
1990	Wal-Mart	\$ 428.30	Supplies
1991	Home Depot	\$ 484.56	Supplies
1992	Home Depot	\$ 176.44	Supplies
1993	Wal-Mart	\$ 161.56	Supplies
WIRE	Hamilton Township BOE	\$ -	Salaries
WIRE	Community Education	\$ -	Transfer Between Accts.
	<b>TOTAL</b>	<b>12,961.71</b>	
	<b>Recapitulation:</b>		
	<b>Instruction</b>	<b>\$ -</b>	
	<b>Salaries</b>	<b>\$ -</b>	
	<b>Supplies</b>	<b>\$ 12,411.71</b>	
	<b>Other</b>	<b>\$ 550.00</b>	
		<b>\$ 12,961.71</b>	

\*PREVIOUSLY SKIPPED  
\*\*\*CORRECTION

TRAVEL APPROVAL FORM  
August 19, 2014

<u>STAFF/BOARD MEMBER</u>	<u>TITLE</u>	<u>NAME OF SEMINAR/WORKSHOP</u>	<u>LOCATION OF TRAVEL</u>	<u>DATE(S) OF TRAVEL</u>	<u>REGISTRATION COST</u>	<u>ESTIMATED OTHER COSTS</u>
Burnetta, Sue	Teacher	Implementing Rigorous Coherent Writing Curriculum	New York, NY	9/23/2014	165.00	0.00
Connor, Beth	Teacher	Implementing Rigorous Coherent Writing Curriculum	New York, NY	9/23/2014	165.00	165.00
Mulder, Laura	Guidance Counselor	How to Investigate HIB Claims	Monroe Twp, NJ	8/27/2014	150.00	15.00
Mulroney, Kristen	Teacher	2014 NJASL Fall Conference	Long Branch, NJ	10/26-10/27/2014	75.00	75.00
Newkirk, Jessica	Teacher	Implementing Rigorous Coherent Writing Curriculum	New York, NY	9/23/2014	165.00	0.00
Santilli, Stephen	Principal	2014 FEA Fall Conference	Long Branch, NJ	10/16-10/17/2014	240.00	500.00
Santilli, Stephen	Principal	2014 Edscape Conference	New Milford, NJ	10/18/2014	45.00	45.00
Southrey, Alexandra	Teacher	Implementing Rigorous Coherent Writing Curriculum	New York, NY	9/23/2014	165.00	0.00
Stecher, Marylynn	Special Edu Supervisor	2014 FEA Fall Conference	Long Branch, NJ	10/16-10/17/2014	240.00	360.00
Stecher, Marylynn	Special Edu Supervisor	32nd Annual Autism Conference	Atlantic City, NJ	10/23/2014	275.00	25.00
Yunghans, Janet	Librarian	2014 NJASL Fall Conference	Long Branch, NJ	10/26-10/27/2014	75.00	75.00

NOTE: Estimated other costs include reimbursable expenses, ie. mileage, parking, tolls, lodging and meals.  
All reimbursements will be issued according to current contract, policy, and/or state regulations.

# **LUCCA'S BAKERY INC.**

South Egg Harbor Road  
Winslow New Jersey 08095

Phone 609-561-5558

Fax 609-561-0310

May 12, 2010

Hamilton Township School District  
1876 Dr., Dennis Forman Drive  
Mayslanding ,N.J. 08330

Attention ; Mr, William Trackman,  
Food Service Director

Dear Bill,

Lucca's Bakery is currently serving Italian Rolls and Bread to your schools and the current contract will expire 8/31/14 Each year a great deal of time and effort is expected on Bids and Quotes for the subsequent year. In the intrest of saving us both time and effort I thought it appropriate to contact you to to see if you would be interested in extending the current bid or quote for an additional year to cover the 2014/2015school year.

Enclosed please find a new and reduced price list. for the up comming school year.

If you would be interested in an extension as described above please check 'YES' below, sign on the appropriate line and return this to me by *June 30th* If you have any questions please contact me at (609)561-5558.

Sincerely,

**LUCCA'S BAKERY INC.**



Mary Ann Lucca

Yes, We would like to extend the new pricing for the 2014/2015 School Year

[Signature] William Trackman Date 6/19/14

[Title] Food Service Director

<b>Lucca Bakery</b>		<b>South Egg Harbor Road</b>	
<b>Phone 609-561-5558</b>		<b>Winslow, New Jersey 08095</b>	
<b>FAX 609-561-0310</b>			
<b>June 1, 2014/2015</b>			
<b>School Pricing</b>			
<b>5" Steak Rolls</b>	Doz.	<b>\$2.05</b>	
<b>5" Steak Rolls whole wheat</b>	Doz.	<b>\$2.15</b>	
<b>5" Steak Rolls multi grain</b>	Doz.	<b>\$2.25</b>	
<b>Small Kaiser</b>	Doz.	<b>\$2.05</b>	
<b>Small Kaiser whole wheat</b>	Doz.	<b>\$2.15</b>	
<b>Small Kaiser multi grain</b>	Doz.	<b>\$2.25</b>	
<b>Large Kaiser</b>	Doz.	<b>\$2.25</b>	
<b>Large Kaiser whole wheat</b>	Doz.	<b>\$2.35</b>	
<b>Large Kaiser multi grain</b>	Doz.	<b>\$2.45</b>	
<b>7" Steak Rolls</b>	Doz.	<b>\$2.25</b>	
<b>7" Steak Rolls whole wheat</b>	Doz.	<b>\$2.35</b>	
<b>7" Steak Rolls multi grain</b>	Doz.	<b>\$2.45</b>	
<b>9" Steak Rolls</b>	Doz.	<b>\$3.07</b>	
<b>9" Steak Rolls whole wheat</b>	Doz.	<b>\$3.40</b>	
<b>9" Steak Rolls multi grain</b>	Doz.	<b>\$3.60</b>	
<b>Dinner Rolls</b>	Doz.	<b>\$1.60</b>	
<b>Dinner Rolls whole wheat</b>	Doz.	<b>\$1.65</b>	
<b>Dinner Rolls multi grain</b>	Doz.	<b>\$1.75</b>	
<b>Italian Bread sliced or unsliced</b>	Loaf	<b>\$1.60</b>	
<b>Italian Bread whole wheat</b>	Loaf	<b>\$1.65</b>	
<b>Italian Bread multi grain</b>	Loaf	<b>\$1.75</b>	
<b>Pizza Shells 24x48</b>		<b>\$4.75</b>	
<b>Pizza Shells multi grain 24x48</b>		<b>\$4.85</b>	
<b>Pizza Shells whole wheat 24x48</b>		<b>\$5.10</b>	
<b>Snow Flake rolls</b>	Doz.	<b>\$2.15</b>	
<b>Snow Flake rolls whole wheat</b>	Doz.	<b>\$2.25</b>	
<b>Snow Flake rolls multi grain</b>	Doz.	<b>\$2.35</b>	
<b>Club rolls</b>	Doz.	<b>\$2.20</b>	
<b>Club rolls whole wheat</b>	Doz.	<b>\$2.25</b>	
<b>Club rolls multi grain</b>	Doz.	<b>\$2.25</b>	



**BIMBO BAKERIES USA**

**BIMBO BAKERIES USA, INC.**

**HAMILTON TOWNSHIP PUBLIC SCHOOLS  
AUTHORIZED PRODUCTS AND PRICES  
EFFECTIVE 7/1/14**

<b>PROD CODE</b>	<b>PRODUCT DESCRIPTION</b>	<b>NET PRICE</b>
836	Harvest Pride Rye Plain Bread	\$2.20
863	Maier's Italian Plain Bread	\$1.50
1024	Baker's Touch White Bread	\$1.20
2094	Baker's Touch Rye Bread (Soft)	\$1.30
2649	Plain Bag Whole Grain 6" Steak Rolls 6/Pack	\$1.74
2750	Dutch Country 12 Grain Bread	\$2.30
2800	Stroehmann Whole Grain White Bread	\$1.75
3239	Plain Bag Whole Grain White Bread	\$1.75
3242	Plain Bag Whole Grain 4" Kaiser Roll 12/Pack	\$2.10
3426	Baker's Touch Sandwich Rolls 16/Pack	\$1.76
3760	Baker's Touch Plain 6" Steak Rolls 6/Pack	\$1.29
3770	Baker's Touch Kaiser Rolls 8/Pack	\$1.60
5192	Baker's Touch 100% Whole Wheat Bread	\$1.65
5193	Baker's Touch Wheat Sandwich Rolls 16/Pack	\$2.20
5194	Baker's Touch Wheat Hot Dog Rolls 16/Pack	\$2.20
5900	Baker's Touch 8" Split Hoagie Rolls 6/Pack	\$1.50
5926	Baker's Touch Hot Dog Rolls 16/Pack	\$1.76
5928	Baker's Touch Split-Top Dinner Rolls 16/Pack	\$1.72
5987	Baker's Touch Ind 4" Seeded Sandwich Rolls 12/Pack	\$1.86
6195	Baker's Touch Wheat Bread	\$1.30
6375	Plain Bag Whole Grain Sausage Rolls 6/Pack	\$1.68
7258	Baker's Touch Breakaway Wheat Dinner Rolls	\$1.56
7259	Baker's Touch 100% Whole Wheat English Muffins 6/Pack	\$2.10
9624	Baker's Touch English Muffins 12/Pack	\$2.04

**ALL OTHER PRODUCTS ARE SOLD AT WHOLESALE PRICE.**

**HIGHLIGHTED PRODUCTS MEET THE NEW GOVERNMENT REQUIREMENTS**

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# Hamilton Township School District

1876 Dr. Dennis Foreman Drive, Mays Landing, Atlantic County, New Jersey 08330

Food Service Department  
Bill Trackman, Food Service Director  
Telephone: (609) 476-6312 or (609) 476-6134

Menu Pricing to remain the same for students as follows for 2014-15 school year  
breakfast full paid breakfast reduced Lunch full paid Lunch reduced

Shaner	1.50	.30	2.50	.40
Hess	1.50	.30	2.50	.40
Davies	1.50	.30	2.75	.40
Milk	.50c			
extra entree	1.25			
snacks - yogurt, pudding, jello	.75c			
juice	.50c			
water-8 oz	.50c			
water 16.9 oz	1.00			

Sincerely,

*William M. Trackman*

Food service Director.

All Children Can Learn!  All Children Can Succeed!

RECIPIENT OF NATIONAL BLUE RIBBON AWARD, NEW JERSEY DEPARTMENT OF EDUCATION STAR SCHOOL AND BEST PRACTICE AWARDS

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Finance-16

ATLANTIC COUNTY SPECIAL SERVICES SCHOOL DISTRICT  
"PLANTING THE SEEDS FOR SUCCESS"

Lizabeth Buoro, Superintendent  
609-625-5796 · Fax 609-625-8124

Lisa Mooney, School Business Administrator  
609-625-5687 · Fax 609-625-0496

Itinerant/Shared Services Rates  
2014/2015 School Year

- Child Study Team Services
  - Psychological counseling \$50.00 per half hour \$90.00 per hour
  - Social Work counseling \$50.00 per half hour \$90.00 per hour
  - Conferences \$50.00 per half hour \$90.00 per hour  
(IEP, Identification, Eligibility, etc.)
- Child Study Team Evaluation \$325.00 per evaluation
  - Learning Evaluation
  - Psychological Evaluation
  - Social History
- Child Study Team Per Diem Services \$400.00 per diem  
(inclusive of meetings and evaluations)
- Occupational Therapy Evaluation \$325.00 per evaluation
- Physical Therapy Evaluation \$325.00 per evaluation
- Speech/Language Therapy Evaluation \$325.00 per evaluation
- Occupational Therapy \$50.00 per half hour \$90.00 per hour
- Physical Therapy \$50.00 per half hour \$90.00 per hour
- Speech/Language Therapy \$50.00 per half hour \$90.00 per hour
- Behavioral Consultant \$50.00 per half hour \$90.00 per hour
- Occupational Therapy Assistant \$50.00 per half hour \$90.00 per hour
- Physical Therapy Assistant \$50.00 per half hour \$90.00 per hour
- Teacher (homebound instruction) \$45.00 per hour
- Special Education Teacher \$45.00 per hour
- School Nurse\* \$45.00 per hour \$350.00 per diem\*
- LPN Nurse \$35.00 per hour
- Paraprofessional \$35.00 per hour
- Sign Language Interpreter
  - ASL Certified \$60.00 per hour
  - Non-certified \$45.00 per hour

BOE Approved 6/23/14

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ITINERANT/SHARED SERVICES AGREEMENT

THIS AGREEMENT, as of the date set forth below, is entered into between BOARD OF EDUCATION OF THE SPECIAL SERVICES SCHOOL DISTRICT AND THE VOCATIONAL SCHOOL DISTRICT OF THE COUNTY OF ATLANTIC/ATLANTIC COUNTY SPECIAL SERVICES SCHOOL DISTRICT ("ACSSSD") and the \_\_\_\_\_ Board of Education ("the Local District").

ACSSSD has developed an Itinerant/Shared Services program in an effort to respond to the requests of the Local Districts for on-site therapeutic intervention. The Local District may provide for these services directly or through contracted services with outside agencies or by agreement with other boards of education. The individuals employed maintain all required licensure and certification in their respective fields.

Through this Agreement, ACSSSD shall provide to the Local District Itinerant/Shared Services for students to assist the Local District in fulfilling its responsibility in providing related services in accordance with applicable law. ACSSSD will recruit, interview and employ the professionals needed to provide Itinerant/Shared Services. Professionals will be assigned and evaluated by ACSSSD. Local Districts may not request specific services providers by name. Itinerant/Shared Services shall be provided in the local school, private school or in the student's home as necessary.

The Local District agrees to make payments for services to ACSSSD within 60 days of the billing date. In addition to direct student contact time, Districts will be billed for time spent in preparation, scheduling students, consultation with teachers, travel, documentation, therapy notes, report writing and phone calls related to student services.

1. Compensation

Charges shall be based on the following rates:

Child Study Team Services:

Psychological counseling	\$50.00 per half hour	\$90.00 per hour
Social Work counseling	\$50.00 per half hour	\$90.00 per hour
Conferences (IEP, Identification, Eligibility, etc)	\$50.00 per half hour	\$90.00 per hour

Per Diem CST services (minimum 4 hours)  
(inclusive of meetings and evaluations) \$400.00 per diem

Child Study Team Evaluation: \$325.00 per eval.

Learning Evaluation  
Psychological Evaluation  
Social History

Occupational Therapy Evaluation \$325.00 per eval.  
Physical Therapy Evaluation \$325.00 per eval.  
Speech/Language Therapy Evaluation \$325.00 per eval.

Occupational Therapy	\$50.00 per half hour	\$90.00 per hour
Physical Therapy	\$50.00 per half hour	\$90.00 per hour
Speech/Language Therapy	\$50.00 per half hour	\$90.00 per hour

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Behavioral Consultant	\$50.00 per half hour \$90.00 per hour
Occupational Therapy Assistant	\$50.00 per half hour \$90.00 per hour
Physical Therapy Assistant	\$50.00 per half hour \$90.00 per hour
Teacher (homebound)	\$45.00 per hour
Teacher (Special Education Certificate)	\$45.00 per hour
School Nurse*	\$45.00 per hour *\$350.00 per diem
LPN Nurse	\$35.00 per hour
Paraprofessional	\$35.00 per hour
Sign language Interpreter	
ASL Certified	\$60.00 per hour
Non-Certified	\$45.00 per hour

The Local District will be billed monthly. All billing will be done on half hour increments. All additional costs generated by unique requests will be borne by the Local District. No shows will be billed at half the rates listed above. The Local District must notify ACSSSD in writing to Rose Klotz and Cheryl Plotkin ([rklotz@acsssd.net](mailto:rklotz@acsssd.net); [cplotkin@acsssd.net](mailto:cplotkin@acsssd.net); or fax 609-625-0496) within 30 days of no shows or the full cost will be due.

2. Cross-Indemnification

The parties agree to indemnify and hold one another harmless for all liability and cost, including reasonable attorneys' fees, resulting from any claim due to the indemnifying party's act or omission to act under this Agreement.

3. Term

This Agreement shall be effective July 1, 2014 and shall continue through June 30, 2015.

4. Non-competition Clause

The Local District agrees that it will not enter into nor solicit any contract or agreement with any provider as a result of this agreement under the terms of this contract for one year following termination of such relationship. The parties agree that the non-competition clause contained herein is reasonable and shall abide by same.

5. Mutual Agreement

The Local District and ACSSSD agree to abide by the following:

- A. Each of the parties agree to take action, execute and deliver such additional documents as may be necessary or appropriate to carry out the terms of this Agreement.
- B. This Agreement shall be governed by, construed and interpreted under the common and statutory law of the State of New Jersey, unless superseded by any applicable Federal law or regulation.
- C. This Agreement shall be binding upon and inure to the benefit of the parties herein, their

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successors and assigns. The rights and obligations may not be assigned without prior notice.

- D. If any paragraph, portion of any paragraph or part of this Agreement is determined to be invalid, null or void for any reason whatsoever, then remaining parts or portions of this Agreement shall continue in full force and effect and shall not be affected in any way by the parts or portions determined to be invalid.

6. Entire Agreement

This Agreement contains the entire agreement between the parties as to such itinerant/shared services superseding all prior agreements or understanding of the parties relating thereto.

7. Amendments

This Agreement may be amended only by the written consent of the parties.

8. Waiver

Any term or provision of the Agreement may be waived in writing at any time by the party entitled to the benefit thereof. The failure of either party at any time to require performance of any provision of this Agreement shall not affect the right at a later time to enforce such provision. No consent or waiver by either party to any default or to any breach of a condition or term of this Agreement shall be deemed or construed to be a consent or waiver to any other breach or default.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals as of the dates set forth below:

Attest:

Dated: \_\_\_\_\_

\_\_\_\_\_  
School Business Administrator

Dated: \_\_\_\_\_

Attest:

\_\_\_\_\_  
School Business Administrator

ATLANTIC COUNTY SPECIAL  
SERVICES SCHOOL DISTRICT

\_\_\_\_\_  
Board President

Rev. 6/14 lob

Dated: \_\_\_\_\_

\_\_\_\_\_ SCHOOL DISTRICT

\_\_\_\_\_  
Board President

Dated: \_\_\_\_\_

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CAPE MAY COUNTY SCHOOLS FOR SPECIAL SERVICES Ocean Academy • Cape May County High School • Cape Educational COMPACT

### ITINERANT SERVICES AGREEMENT

THIS AGREEMENT, dated the 1<sup>st</sup> day of July 2014, between the Cape May County Special Services School District, hereinafter referred to as CMCSSSD, and the Board of Education of the HAMILTON TWP. School District, hereinafter referred to as Participating District.

WITNESSETH: The CMCSSSD agrees to serve as the Local Education Agency for the Provision of Itinerant Services. The Participating District agrees to abide by the terms and conditions as described hereinafter.

FIRST: The term of this agreement shall be for the period of July 1, 2014 through June 30, 2015.

SECOND: A. CMCSSSD agrees to recruit, interview and employ therapists, counselors and professionals needed to provide itinerant services.  
B. Professionals will be assigned and evaluated by the CMCSSSD.

THIRD: The Participating District agrees to abide by the following:  
A. Make payment for services to CMCSSSD on a prompt and timely basis. Invoices not paid within 90 days of the billing date will be assessed a 1% finance charge. If the District so desires a daily rate of compensation may be provided.  
B. In addition to direct student contact time, Districts shall be billed for time spent in preparation, scheduling students, consultation with teachers, documentation, therapy notes, report writing and phone calls related to student services.  
C. Submit necessary information on pupils requiring services on a timely basis, using established forms and timelines for these purposes.  
D. A minimum of one and a half hours shall be charged to districts who require direct services for less than that time, per location.

ITINERANT SERVICES AGREEMENT, continued

E. Name CMCSSSD as an additional insured in all liability policies held by the Participating District and provide evidence of said insurance.

FOURTH:

A. Charges to the Participating District shall be based on the following rates:

Physical Therapy/Occupational Therapy/ Speech (Individual)	\$70 per 30 minute session \$85 per 45 minute session \$105 per 1 hour session
Physical Therapy/Occupational Therapy/ Speech (small group) 2 to 3 students	\$130 per 30 minute session \$155 per 45 minute session \$195 per 1 hour session
Physical Therapy/Occupational Therapy/ Speech Evaluation	\$350
Learning Evaluation	\$350
Psychological Evaluation	\$350
Social History	\$350
Augmentative Evaluation	\$550
Conferences: IEP Conference Identification Conference Eligibility Conference Behavior Intervention Planning Conference Annual Review Conference Transition Planning Conference	\$100 per participant/per hour
Child Study Team Case Management Scheduling Case Review IEP Development	\$75 per hour
Teacher/Guidance	\$40 per 30 minute session

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**ITINERANT SERVICES AGREEMENT, continued**

One-to-One Nurse	
Licensed Practical Nurse (LPN)	\$225 per day*
Registered Nurse (RN)	\$290 per day
Transportation To and From School (LPN)	\$45 per hour
Transportation To and From School (RN)	\$50 per hour

\* A Day is defined as 6 hours, not including lunch)

**Interpreter:**

American Sign Language	
Certified (NJDDHH)	\$65 per hour
Non-Certified	\$50 per hour
Spanish	\$50 per hour

**Specialty Clinics:**

Neurological	\$495
Psychiatric	\$495

**Counseling**

Social Worker	\$95 per hour
Psychologist	\$95 per hour

Special Education Administrator \$130 per hour

Homebound Instruction \$45 per hour  
(For CMCSSD students only)

Inservice \$150 per hour

Consultation and support services for \$105 per hour  
behavior, inclusion, autism

B. All additional costs generated by unique requests will be borne by the Participating District. No shows for neurological, and psychiatric clinics will be billed at \$125.00. No shows for all other services will be billed at the rates listed above.

C. For Districts requesting the use of the therapy pool for OT or PT services, there will be an additional fee of \$35.00 per session.

**ITINERANT SERVICES AGREEMENT, continued**

- FIFTH: When services requested on the Itinerant Request form are not utilized, the District will be billed for one month's services as if the services were being utilized.
- SIXTH: The Participating District agrees that it will not enter into nor solicit any contract or agreement with any provider as a result of this agreement under the terms of this contract for one year following termination of such relationship. The parties hereto agree that the non-competition clause contained herein is reasonable and shall abide by same.
- SEVENTH: It is understood that CMCSSTD shall not be held responsible for the failure of a specialist/therapist/professional or other contract/hourly individual to provide services, but will make reasonable effort to provide alternative services should such failure occur.
- EIGHTH: When services are requested, a qualified itinerant service provider will be assigned to provide services. Sending districts may not request specific service providers, by name.
- NINTH: The Participating District and CMCSSTD agree to abide by the following:
- A. Each of the parties hereto agree to take such action and execute and deliver such additional documents as may be necessary or appropriate to effectuate the terms of this Agreement.
  - B. This Agreement shall be governed by, construed and interpreted under the common and statutory law of the State of New Jersey, unless superseded by any applicable Federal law or regulation, without regard to New Jersey's choice of law rules.
  - C. This Agreement shall be binding upon and inure to the benefit of the parties hereto, their successors and assigns. The rights and obligations hereunder may not be assigned without prior notice.
  - D. If any paragraph or portion of any paragraph or any part of this Agreement is determined to be invalid, null or void for any reason whatsoever, then remaining parts or portions of this Agreement shall continue in full force and effect and shall not be affected in any way by the parts or portions determined to be invalid.
  - E. No modification, amendment, change or discharge of any term or provision of this Agreement shall be valid or binding unless same is in writing and executed by the parties hereto with the same formalities attending to the within Agreement and provides a recital of the specific intention to amend.

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ITINERANT SERVICES AGREEMENT, continued

F. This Agreement constitutes the entire understanding between and among the parties hereto and all prior agreements, understandings and covenants are hereby terminated.

TENTH: The CMCSSTD will maintain in force, insurance against liability for injury or death of any person growing out of the performance of its professional duties. Such liability insurance coverage will be for not less than \$1,000,000.00 for each occurrence. Evidence of such insurance will be made available to the District by CMCSSTD.

This coverage only applies to services provided by salaried staff members. Independent service providers shall maintain in force professional, automobile and workmen's compensation insurance in compliance with established CMCSSTD requirements.

IN WITNESS WHEREOF, the parties of this agreement have hereunto set their signatures, the day and year first above written.

*Kathleen*

CMCSSTD Business Administrator

Date: 5/20/14

Participating District  
Business Administrator

Date: \_\_\_\_\_

*Lenora B. Kodytek*

By: \_\_\_\_\_  
CMCSSTD Board President

Date: 5/20/14

Participating District  
Board President

Date: \_\_\_\_\_



**HAMILTON TOWNSHIP SCHOOL DISTRICT  
OFFICE OF SPECIAL EDUCATION  
WILLIAM DAVIES MIDDLE SCHOOL-ADMINISTRATIVE OFFICES  
1876 DR. DENNIS FOREMAN DRIVE  
MAYS LANDING, NEW JERSEY 08330**

**Marylynn Stecher**  
Supervisor of Special Education  
609.476.6313

**Dana Kozak**  
Special Education Coach  
609.476.6107

**Mary Ellen Tatum**  
Administrative Assistant  
609.476.6314

**Memo- Commission for the Blind**

TO: Dr. Michelle Cappelluti, Superintendent of Schools  
Mr. Daniel Smith, School Business Administrator  
FROM: Marylynn Stecher, Supervisor of Special Education  
RE: Professional Services Agreement with Commission for the Blind  
DATE: July 11, 2014

As per our service agreement with the New Jersey Commission for the Blind and Visually Impaired the following students require Board of Education approval for the 2014-2015 school year:

Student	Date of Birth	Student #	Level of Service	Cost
	7/26/09		1	\$1800
	4/3/06		1	\$1800
	1/10/09		1	\$1800
	227/09		1	\$1800
			<b>Total</b>	<b>\$7200</b>

I thank you for your approval of this request.

PROFESSIONAL SERVICES AGREEMENT

THIS PROFESSIONAL SERVICES AGREEMENT (the "Agreement") is made and is effective this 1<sup>st</sup> Day of July, 2014 (the "Effective Date"), by and between Hamilton Township School District (HTSD) and The Center for Neurological and Neurodevelopmental Health, L.L.C., ("CNNH" or "Consultant").

WHEREAS, HTSD is a New Jersey school district providing special educational and related services, and is duly registered/certified/licensed by the State of New Jersey; and

WHEREAS, Consultant is experienced in providing certain professional services as described in this Agreement, and has the expertise, licensure and ability to provide such services within the Consultant's professional scope of practice, and desires to provide such services to HTSD; and

WHEREAS, HTSD desires to retain the Consultant to provide the services set forth in this Agreement; and

WHEREAS, the parties desire to enter into an agreement pursuant to which Consultant will provide such services to HTSD.

NOW, THEREFORE, in consideration of the mutual promises and the covenants contained herein, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged by each party to the other, the parties, intending to be legally bound by the terms of this Agreement, hereby agree as follows:

ARTICLE 1 - TERM OF AGREEMENT

- 1.1. Term. The initial term of Consultant's engagement under this Agreement shall be for one (1) year, automatically self-renewing on an annual basis at the end of the Term, unless terminated by either party by written notice within sixty (60) days prior to the end of the Term, or unless terminated earlier in accordance with the provisions of Article 7 of this Agreement.

ARTICLE 2 - INDEPENDENT CONTRACTOR STATUS

- 2.1. Independent Contractor. It is the express intention and understanding of the parties that Consultant is an independent contractor and not an employee, agent, joint venturer or partner of HTSD, and that the Consultant has no ownership, shares or other direct financial stake in HTSD. Nevertheless, it is understood by both parties that the Consultant will provide best efforts to ensure the success of HTSD. Consultant shall be free to exercise discretion and independent judgment as to the method and means of performance of services requested hereunder, provided such services are rendered within the Consultant's scope of practice for his/her profession, or within the legal and ethical considerations of the Consultant's licensure, certification, training or profession's standards, and in consideration of the needs and concerns of HTSD.
- 2.2. Consultant's Title and Duties. HTSD engages Consultant for the duties set forth in accordance with this Agreement and Schedule 'A'. Consultant's duties may be increased or diminished at the discretion of HTSD, and with the Consultant's agreement.

- 2.3. Conflict of Interest. Consultant and HTSD provide that they will disclose to the other party participation in any business or other activities that creates a real or perceived conflict of interest with this Agreement.
- 2.4. Taxes and Benefits. Both parties acknowledge and agree that Consultant is not an employee of HTSD for state or federal tax purposes, and that HTSD has no obligation to provide to Consultant or Consultant's agents and employees any benefits including, but not limited to Workers' Compensation, Social Security, Federal and State withholding taxes, group insurance, retirement benefits or other contributing benefits and sick leave or vacation pay, customarily provided by an employer with respect to an employee.

### ARTICLE 3 - SERVICES TO BE PROVIDED BY CONSULTANT

- 3.1. Services. Consultant will provide Services ("Services") as described in Schedule 'A', attached hereto and incorporated by reference, and as scheduled by mutual agreement of the parties, and in accordance with the needs and requirements of HTSD. Consultant agrees to provide Services independently, of quality and to the best efforts of the Consultant's ability, adhering to high moral and ethical standards, and to promote the growth and advancement of HTSD. HTSD agrees to provide Consultant the tools and working environment to accomplish the task of providing Services.

### ARTICLE 4 - COMPENSATION

- 4.1. Compensation. In consideration for the Services performed by Consultant during the Term, HTSD agrees to pay Consultant such compensation as is identified in Schedule 'A'. The parties agree that the compensation level is intended to reflect the fair market value of professional services provided and does not reflect any payments related to the value of any volume of patients treated or referred to CNNH.
- 4.2. Invoices/Reimbursable Expenses. Consultant shall submit bi-monthly invoices to HTSD for Services rendered, including reasonable documentation as may be required.
- 4.3. Payment. HTSD shall pay Consultant based on a yearly contractual amount as outlined in Schedule 'A', payable as follows: 25% upon contract signing; 25% October 1, 2014; 25% January 1, 2015; 25% on April 1, 2015. Upon termination of this Agreement, Consultant shall be entitled to payments for the Services that have been provided prior to the effective date of termination, and/or Consultant will refund a pro-rated amount to HTSD if applicable.
- 4.4. Consultant Cost and Expenses. Consultant shall be responsible for all of his/her own costs and expenses incident to the performance of consulting services provided for HTSD, including but not limited to, costs of any fees, fines, licenses, bonds or taxes required of or imposed against Consultant and all of Consultant's other general costs of doing business. HTSD will be responsible for expenses incurred by Consultant in performing Services for HTSD as specifically agreed upon by HTSD in writing or as outlined in Schedule 'A'.

### ARTICLE 5 - OBLIGATIONS OF CONSULTANT

- 5.1. Qualifications. If applicable, Consultant represents and warrants that he/she has fulfilled the requirements of licensure and/or certification and/or other necessary requirements or registrations to practice in his/her professional field, as well as for licenses/certifications held in other states, and is presently either licensed, certified or otherwise qualified in their

professional field in good standing as required by law in the State of New Jersey and possesses the knowledge and experience and competence appropriate to his or her assigned responsibilities. Consultant agrees to maintain appropriate licensure or certifications up to date, and not allow said licensure or certifications to expire. Consultant will provide evidence of the education and training that is consistent with applicable legal and regulatory requirements and organization policy, and agrees to provide evidence of licensure, certification or registration when applicable.

- 5.2. Compliance with Standards. Consultant shall at all times conduct him or herself in compliance with all applicable federal, state and local laws, rules and regulations, canons of professional ethics, the policies and procedures of HTSD; and shall carry out his/her duties as to the best of his or her ability in accordance with highest applicable professional standards of care, using his/her best independent professional judgment. Consultant must comply with all requirements of New Jersey law and regulations applicable to HTSD, including Consultant health and criminal background check requirements if requested.
- 5.3. Equipment and Supplies: HTSD will supply such equipment, instruments, and supplies typically required by the Consultant to perform Services under this Agreement. Consultant is not required to purchase or rent any equipment or supplies for HTSD unless as outline in Schedule 'A'.
- 5.4. Indemnification. Consultant shall defend, indemnify and hold HTSD harmless against any and all liability imposed or claimed, including attorney's fees and other legal expenses, arising directly from any act or omission of Consultant, or any of the Consultant's supervisees, interns, agents or others. HTSD shall defend, indemnify and hold Consultant harmless against any and all liability imposed or claimed, including attorney's fees and other legal expenses, arising directly from any act or omission of HTSD, or any of the HTSD's supervisees, interns, agents or others.
- 5.5. Insurance. Consultant shall at all times during the performance of Services under this Agreement carry and maintain in full force and effect, with such insurance company or companies which are reasonably acceptable to HTSD, professional liability insurance coverage(s) insuring Consultant and his/her supervisees, interns, agents, students, independent contractors or others, against claims which may arise out of or result from Consultant's or his/her supervisees, interns, agents, students, independent contractors or others performance or failure to perform hereunder.

#### ARTICLE 6 - OBLIGATIONS OF HTSD

- 6.1. Access to Information. HTSD shall provide Consultant with access to all documents, information and HTSD staff which is reasonably necessary to the performance of Consultant's duties under this Agreement.
- 6.2. Facilities and Support Services. HTSD agrees to provide facilities, equipment, utilities, supplies and support staff in offices of HTSD, which are reasonably required for the performance of its Services hereunder.

#### ARTICLE 7 - TERMINATION OF AGREEMENT

- 7.1. Automatic Termination. This Agreement shall immediately terminate on the occurrence of any of the following events: bankruptcy or insolvency of either party; sale of the business of either party; or death or permanent disability of the Consultant.

- 7.2. Default by Consultant. Should Consultant materially default in the performance of this Agreement or materially breach any of its provisions, which remain uncured after ten (10) business days after notice is given to Consultant, HTSD may at its option, terminate this Agreement by giving written notification to Consultant. Such termination shall be effective as of the date specified in the notice.
- 7.3. Default by HTSD. Should HTSD default in the performance of this Agreement or materially breach any of its provisions, which remain uncured after ten (10) business days after notice is given to HTSD, Consultant may terminate this Agreement by giving written notice to HTSD. Subject to Section 7.4 below, such termination shall be effective as of the date specified in the notice.
- 7.4. Failure to Pay. Should HTSD fail to pay Consultant all or any part of the compensation set forth in Article 4 and/or Schedule 'A' of this Agreement on the date due, Consultant, at the Consultant's option, may terminate this Agreement if such failure is not remedied by HTSD within thirty (30) days from the date payment is due; such termination shall be effective as of the date specified in the notice.
- 7.5. Termination Without Cause. Either party may terminate this Agreement without cause at any time upon sixty (60) days prior written notice delivered to the other party in the manner specified in Section 9.2 of this Agreement. Consultant agrees to continue to provide Services, at HTSD's discretion, and be paid for Services rendered as provided herein up to the date of termination. If it is HTSD's decision for Consultant not to provide services during the sixty (60) day period, HTSD will continue to pay Consultant the amounts specified in Schedule 'A' for this period.
- 7.6. Severance. The Consultant agrees that HTSD will not provide any Severance payments in the event of termination of this Agreement for any reason.

#### ARTICLE 8 - NON-SOLICITATION

- 8.1. Solicitation/ Business Interference. HTSD agrees that during the term of this Agreement and for the one (1) year period following the termination thereof he/she shall not, whether directly or indirectly, in any way for his/her own account or for the account of any other person, venture, firm, business, corporation or enterprise, offer employment to any employee of CNNH or attempt to induce or entice any employee or independent contractor of CNNH to leave the employ of the CNNH, unless written permission is provided by CNNH. The parties agree that the duration and scope of this restriction is reasonable and necessary to protect the parties' legitimate business interests. The parties further agree if any court or arbitrator determined that this provision, or any portion of this provision, is unenforceable because of the duration or scope of activities restricted hereunder, such court or arbitrator shall have the power to reduce such duration, area or scope to the maximum allowed by applicable law and, in its reduced form, such provisions shall then be enforced and Consultant and/or HTSD shall abide by such provision as altered. Exceptions to these stipulations can only be made by the parties in writing.
- 8.2. Confidentiality of Medical Records and HIPAA Compliance. The Consultant and HTSD agree to comply with the applicable provisions of the Administrative Simplification section of the Health Insurance Portability and Accountability Act of 1996, as codified at 42 U.S.C. 1320 through d-8 ("HIPAA"), and the requirements of any regulations promulgated thereunder including, without limitation, the federal privacy regulations as contained in 45 CFR Part 164, and the federal security standards as contained in 45 CFR Part 142 (collectively, the "Regulations"). The Consultant and HTSD shall not use or further disclose any protected health information, as defined in 45 CFR 164.504, or individually identifiable health

information, as defined in 42 U.S. C 1320d (collectively, the "Protected Health Information"), other than as permitted by this Agreement and the requirements of HIPAA or the Regulations. The Consultant and HTSD will use appropriate safeguards to prevent the use or disclosure of Protected Health Information other than as contemplated by this Agreement. The Consultant and HTSD will promptly report to either party any use or disclosures, of which the Consultant or HTSD become aware, of Protected Health Information in violation of HIPAA or the Regulations. In the event the Consultant or HTSD contract with any agents to whom the Consultant or HTSD provide Protected Health Information, the Consultant or HTSD shall include provisions in such agreements pursuant to which the Consultant or HTSD and such agents agree to the same restrictions and conditions that apply to the Consultant and HTSD with respect to Protected Health Information. The Consultant and HTSD will make their internal practices, books, and records relating to the use and disclosure of Protected Health Information available to the Secretary of Health and Human Services to the extent required for determining compliance with HIPAA and Regulations. No attorney-client, accountant-client, or other legal or equitable privilege shall be deemed to have been waived by the Consultant or HTSD by virtue of this subparagraph. The provisions of this paragraph shall survive any termination of this Agreement, including without limitation, nonrenewal.

Consultant and HTSD also agree to comply with applicable provisions of the procedural safeguards (20 U.S.C., section 1415) of the Individuals with Disabilities Education Act (IDEA) and the applicable provisions of the procedural safeguards of the Family Educational and Privacy Act (FERPA) (20 USC 1232g; 34 CFR Part 99).

- 8.3. Practice of Professional Services by Consultant. Nothing in this Agreement shall limit or restrict the Consultant's right to provide professional services for another entity.

#### ARTICLE 9 - GENERAL PROVISIONS

- 9.1. Notices. Any and all notices to be given pursuant to the terms of this Agreement must be given by United States certified mail, postage prepaid, return receipt requested, or by personal delivery, to the specific person listed below and at the following address:

If to HTSD:

Marylynn Stecher  
Supervisor of Child Study Teams  
and Special Education Programs  
Hamilton Township Public Schools  
1876 Dr. Dennis Foreman Drive  
Mays Landing, NJ 08330

If to Consultant:

Mark Mintz, M.D.  
The Center for Neurological and Neurodevelopmental Health  
250 Haddonfield-Berlin Road  
Suite 105  
Gibbsboro, New Jersey 08026

- 9.2. Governing Law. This Agreement will be governed by and construed in accordance with the laws of the State of New Jersey.
- 9.3. Use of Names and Trademarks. The parties shall not use each other's names, symbols, trademarks, or other marks currently existing or later established, unless in the usual course of completing the terms of this Agreement, in the best interests of the parties, for co-marketing purposes, or with the parties' written consent.

- 9.4. Non-Discrimination. Consultant agrees to render the services contemplated herein without regard to race, age, sex, religion, creed, color, national origin, ancestry or sexual orientation of any patient.
- 9.5. Binding Agreement. This Agreement shall be binding upon both parties and upon their respective executors, administrators, successors, and assigns. Oral changes will have no effect. The parties must agree upon changes in writing.
- 9.6. Severability. In the event that any provisions hereof shall be held to be invalid or unenforceable for any reason whatsoever, it is agreed that such invalidity or unenforceability shall not affect any other provision of this Agreement and the remaining provisions hereof shall remain in full force and effect.
- 9.7. Entire Agreement. This Agreement supersedes any and all agreements, either oral or written, between the parties hereto with respect to the rendering of services in any manner whatsoever. Each party to this Agreement acknowledges that no representations, inducements, promises, or agreements, orally or otherwise, have been made by any party, or anyone acting on behalf of any party, which is not embodied herein, and that no other agreement, statement, or promise not contained in this Agreement shall be valid or binding. Any modification of this Agreement will be effective only if it is in writing signed by the parties hereto.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the Effective Date.

CONSULTANT:

By:

HTSD:

By:



\_\_\_\_\_  
Brenda MacGhee  
Director of Contracting  
The Center for Neurological  
and Neurodevelopmental Health  
Electronically signed by Brenda MacGhee on 5/20/2014

\_\_\_\_\_  
Daniel Smith  
School Business Administrator  
Hamilton Township Public Schools

SCHEDULE 'A'

The Center for Neurological and Neurodevelopmental Health (CNNH) agrees to provide the following services to Hamilton Township School District (HTSD) at the Hess School and other district schools as applicable, located in Mays Landing, NJ effective July 1, 2014 and ending June 30, 2015:

A. Behavioral and consultation services to establish a classroom within the HTSD school district, located at the Hess School, to serve children with Autism Spectrum and related disorders as specified in Attachment A.

- 1 Board Certified Behavior Analyst to provide program implementation and classroom supervision for a total of 31 days in the amount of \$ 32,240.00 (thirty-two thousand two hundred forty dollars).
- 1 Board Certified Behavior Analyst to provide Functional Behavior Analysis and attend child study meetings for a total of 14 days in the amount of \$14,560.00 (fourteen thousand five hundred sixty dollars).

B. Neurological/Neuropsychiatric Consults will be provided within the HTSD facilities; service providers for these consultations will be provided by an Advanced Practice Nurse with physician collaboration: the physician collaboration may be provided via telemedicine technologies at the discretion of Consultant" evaluations as specified in Attachment A.

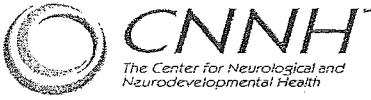
- 1 Physician to provide a total 35 evaluations in the amount of \$ 19,250.00 (nineteen thousand two hundred fifty dollars).

Any services beyond the scope of the times and costs outlined in Attachment A will be subject to additional charges for which HTSD will be responsible. The funds for Behavioral Consultation Services and Neurological/Neuropsychiatric Services not interchangeable.

2013-2014 71,000  
2014-2015 64,050  
4950 277



*Approval Form  
Service Request*



*Name of Organization:*  
*Address:*

*Name of Contact and Title of the Person Requesting Services:*  
*Contact Number:*  
*Date:*

*Name of Authorized Party:*

*Authorized Signature:*

*Date*

*Contact Number:*

*Description of Services:*

*Name of CNNH Employee Submitting Request:*

*CNNH Authorized Signature:*

*Date:*

LEGAL SERVICES AGREEMENT

THIS AGREEMENT, is made this 1<sup>st</sup> day of July, 2014, BETWEEN the Board of Education of the Township of Hamilton (the "Board") and Nehmad Perillo & Davis, PC ("NPD").

BACKGROUND

- A. The Board is desirous of retaining NPD to provide legal services to the Board.
- B. NPD has submitted a proposal which has been reviewed by the Board and its staff and has been deemed responsive and acceptable.
- C. On June 25, 2013 the Board voted to appoint Eric S. Goldstein, of NPD, as its solicitor to provide legal services.
- D. On May 6, 2014, the Board voted to re-appoint Eric S. Goldstein, of NPD, as its solicitor to provide legal services.

NOW, THEREFORE, in consideration of the Background above, the parties hereby agree as follows:

1. The Board does hereby agree to employ NPD as its Board Solicitor for the term of July 1, 2014 through June 30, 2015, in accordance with the terms set forth herein.
2. NPD does hereby agree to accept said employment aforesaid and agrees to faithfully perform the duties called for under the rules and regulations prescribed therefore by the Board and to further devote all of the time, skill and energy necessary in the performance of said duties.
3. The Board, in consideration of NPD performing its duties under such employment as stated above and in accordance with said rules and regulations, does hereby agree to pay to NPD the sum of \$130.00 per hour, for attendance at all Board meetings and general legal representation, billed monthly and payable within 30 days of receipt of a detailed invoice from NPD.
4. The Board shall pay only for actual expenses incurred by NPD and administrative work and secretarial services shall not be billed at an hourly rate. Travel time shall not be billable at all.
5. Any matters outside of the scope of general legal representation for which NPD shall provide work (if any such matter arise or exist), shall be approved in advance by the Board.

IN WITNESS WHEREOF, the parties have hereunto attached their corporate seals, caused those present to be signed by its authorized representatives on the date stated above.

BOARD OF EDUCATION OF THE TOWNSHIP OF  
HAMILTON

By: \_\_\_\_\_

ATTESTED TO

By: \_\_\_\_\_  
School Business Administrator

NEHMAD PERILLO & DAVIS, P.C.

By: \_\_\_\_\_



# Hamilton Township School District

Finance-31

1876 Dr. Dennis Foreman Drive, Mays Landing, Atlantic County, New Jersey 08330

Food Service Department  
Bill Trackman, Food Service Director  
Telephone: (609) 476-6312 or (609) 476-6134

July 21, 2014

Dear Dr. Cappelluti, Mr. Smith, and Board Members

Please consider the approval of \$300.00 opening cash from the food service account for the school year 14-15, so the cashiers can make change for patrons as required. Thank you

Sincerely,

*William M. Trackman*

Food Service Director.

All Children Can Learn!  All Children Can Succeed!

RECIPIENT OF NATIONAL BLUE RIBBON AWARD, NEW JERSEY DEPARTMENT OF EDUCATION STAR SCHOOL AND BEST PRACTICE AWARDS

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**Hamilton Township Board of Education  
Extraordinary Unspecified Service (EUS) Contract  
2014-2015**

Vendor Name: Scholastic Inc  
2270 Springlake Road, Suite 600  
Farmers Branch, Texas 75234

Description: Read 180 Program - licenses, supplies, maintenance, support  
R180 Instructional supplies - Regular Education  
R180 Instructional supplies - Special Education  
System 44 Next Generation - licenses, supplies, maintenance, support  
Scholastic Reading Inventory (SRI)  
Professional Development for System 44/R180/SMI  
Math 180 Program - licenses, supplies, maintenance, support

Initial Approval: \$ 80,000.00

Rationale:

READ 180 is a comprehensive system of curriculum, instruction, assessment, and professional development proven to raise reading achievement for struggling readers in grades 4—12.

Originally developed by Dr. Ted Hasselbring and his team at Vanderbilt University, READ 180 is now the most thoroughly researched reading intervention program in the world. Hundreds of studies, five peer-reviewed journals, and the federal government's What Works Clearinghouse, have all documented READ 180's effectiveness.

Designed for any student reading two or more years below grade level, READ 180 leverages adaptive technology to individualize instruction for students and provide powerful data for differentiation to teachers.

READ 180 is filled with engaging multimedia science and social studies content as well as literature. Respectful of students of all ages, READ 180 is available in three Stages each with unique, age-appropriate content: Stage A (Grades 4—6), Stage B (Grades 6—8), and Stage C (Grades 9 and Up).

System 44 Next Generation is a new foundational reading program for the most challenged readers in Grades 3-12+. System 44 Next Generation is proven to help students master the foundational reading skills required for success with the Common Core through explicit instruction in phonics, comprehension, and writing.

SCHOLASTIC MATH INVENTORY™ (SMI) is a Formative Assessment that Helps Teachers Make Good Decisions in the Classroom. This universal screener and formative assessment shifts the paradigm from pinpointing what student do not know to defining what students know and can do. The key shift makes the difference in keeping students successful in core instructions and meeting the Common Core State Standards.

MATH 180 is a revolutionary math intervention program for the Common Core. Designed for struggling students in grades 6 and up, the program builds students' confidence and competence in mathematics, while providing teachers with comprehensive support to ensure success.

Scholastic is a proprietary vendor for R180 as no one else can supply the services, materials or the same support without deviating from the actual program as well as its implementation.



July 21, 2014

In regards to: Bread Bid Extension For 2014-2015 School Year

Bill Trackman  
C/O Hamilton Township School District  
1876 Dr. Dennis Foreman Drive  
Mays Landing, NJ 08330

Dear Mr. Trackman:

In follow up to a previous email, attached is the Bimbo Bakeries USA, Inc. pricing for Hamilton Township School District baked products bid for the 2014-2015 School Year. Due to rising costs, we did need to increase prices. The total price increase based off of current year usage is less than 2%.

Please note: our company did change names & federal ID numbers. Our new name is Bimbo Bakeries USA, Inc. and the federal ID #75-249-1201. Nothing else has changed. Our products and depots as well as our remit to address remain the same.

We have highlighted the current items in our system that meets the new Federal School Nutrition Guidelines regarding Whole Grains.

On behalf of Bimbo Bakeries USA, Inc. thank you for your continued business.

Sincerely,



Jill Hertzler  
Sales Admin Coordinator  
Bimbo Bakeries USA, Inc.

cc: Terri Wagner  
Beth Lowe

Attachment: Two



**BIMBO BAKERIES USA**

BIMBO BAKERIES USA, INC.

**HAMILTON TOWNSHIP PUBLIC SCHOOLS  
AUTHORIZED PRODUCTS AND PRICES  
EFFECTIVE 7/1/14**

PROD CODE	PRODUCT DESCRIPTION	NET PRICE
836	Harvest Pride Rye Plain Bread	\$2.20
863	Maier's Italian Plain Bread	\$1.50
1024	Baker's Touch White Bread	\$1.20
2094	Baker's Touch Rye Bread (Soft)	\$1.30
2649	Plain Bag Whole Grain 6" Steak Rolls 6/Pack	\$1.74
2750	Dutch Country 12 Grain Bread	\$2.30
2800	Stroehmann Whole Grain White Bread	\$1.75
3239	Plain Bag Whole Grain White Bread	\$1.75
3242	Plain Bag Whole Grain 4" Kaiser Roll 12/Pack	\$2.10
3426	Baker's Touch Sandwich Rolls 16/Pack	\$1.76
3760	Baker's Touch Plain 6" Steak Rolls 6/Pack	\$1.29
3770	Baker's Touch Kaiser Rolls 8/Pack	\$1.60
5192	Baker's Touch 100% Whole Wheat Bread	\$1.65
5193	Baker's Touch Wheat Sandwich Rolls 16/Pack	\$2.20
5194	Baker's Touch Wheat Hot Dog Rolls 16/Pack	\$2.20
5900	Baker's Touch 8" Split Hoagie Rolls 6/Pack	\$1.50
5926	Baker's Touch Hot Dog Rolls 16/Pack	\$1.76
5928	Baker's Touch Split-Top Dinner Rolls 16/Pack	\$1.72
5987	Baker's Touch Ind 4" Seeded Sandwich Rolls 12/Pack	\$1.86
6195	Baker's Touch Wheat Bread	\$1.30
6375	Plain Bag Whole Grain Sausage Rolls 6/Pack	\$1.68
7258	Baker's Touch Breakaway Wheat Dinner Rolls	\$1.56
7259	Baker's Touch 100% Whole Wheat English Muffins 6/Pack	\$2.10
9624	Baker's Touch English Muffins 12/Pack	\$2.04

ALL OTHER PRODUCTS ARE SOLD AT WHOLESALE PRICE.

HIGHLIGHTED PRODUCTS MEET THE NEW GOVERNMENT REQUIREMENTS

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BIMBO FOODS, INC.  
(FORMERLY STROEHMANN BAKERIES)

HAMILTON TOWNSHIP PUBLIC SCHOOLS  
AUTHORIZED PRODUCTS AND PRICES  
EFFECTIVE 7/1/13

PROD CODE	PRODUCT DESCRIPTION	NET PRICE
836	Harvest Pride Rye Plain Bread	\$2.18
863	Maier's Italian Plain Bread	\$1.48
1024	Baker's Touch White Bread	\$1.18
2094	Baker's Touch Rye Bread (Soft)	\$1.25
2649	Plain Bag Whole Grain 6" Steak Rolls 6/Pack	\$1.71
2750	Dutch Country 12 Grain Bread	\$2.24
2800	Stroehmann Whole Grain White Bread	\$1.73
3239	Plain Bag Whole Grain White Bread	\$1.73
3242	Plain Bag Whole Grain 4" Kaiser Roll 12/Pack	\$2.07
3426	Baker's Touch Sandwich Rolls 16/Pack	\$1.72
3760	Baker's Touch Plain 6" Steak Rolls 6/Pack	\$1.23
3770	Baker's Touch Kaiser Rolls 8/Pack	\$1.56
5192	Baker's Touch 100% Whole Wheat Bread	\$1.60
5193	Baker's Touch Wheat Sandwich Rolls 16/Pack	\$2.16
5194	Baker's Touch Wheat Hot Dog Rolls 16/Pack	\$2.16
5900	Baker's Touch 8" Split Hoagie Rolls 6/Pack	\$1.44
5926	Baker's Touch Hot Dog Rolls 16/Pack	\$1.72
5928	Baker's Touch Split-Top Dinner Rolls 16/Pack	\$1.68
5987	Baker's Touch Ind 4" Seeded Sandwich Rolls 12/Pack	\$1.80
6195	Baker's Touch Wheat Bread	\$1.25
7258	Baker's Touch Breakaway Wheat Dinner Rolls	\$1.50
9624	Baker's Touch English Muffins 12/Pack	\$1.98

ALL OTHER PRODUCTS ARE SOLD AT WHOLESALE PRICE.



Finance-34



529 Cedar Lane ♦ Florence, NJ ♦ 08518 ♦ Phone 1-800-220-6455 ♦ Fax 609-499-3896

NATURALLY DELICIOUS

Hamilton Township  
1876 Dr. Dennis Foreman Dr.  
Mays Landing, NJ 08330

Dear Mr. Trackman,  
Cream-O-Land Dairy would very much like to renew your present milk contract for the coming 2014-2015 school year. We have enjoyed a very good relationship with your school over the past year and can assure you the same prompt service, quality and cleanliness of product.

At this time Cream-O-Land Dairy wishes to offer a contract renewal for 2014-2015 at the attached margin over the class 1 announced price.

If the proposal meets with the Board of Education's approval, please acknowledge your acceptance by having an authorized signatory sign where indicated and return this letter to Cream-O-Land Dairy.

If you have any further questions or if I can be of assistance, please call me at 1-800-220-6455 or fax me at 609-499-8243.

Sincerely,

Diane Van Doren

Authorized Signature

Date

Cream-O-Land is a member of the "Alliance For a Healthier Generation" promoting Healthy School Programs.

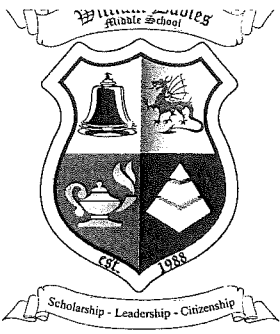
286

2014-2015  
HAMILTON TOWNSHIP

2014-15  
MARGIN

<u>1/2 PINTS</u>	
1% WHITE	0.15945
SKIM	0.16427
FF CHOCOLATE	0.17597
FF STRAWBERRY	0.17897
LACTAID	
GALLONS HVD	3.45
4OZ APPLE JUICE	0.152
4OZ FRUIT PUNCH	0.152
4 OZ ORANGE	0.168

\*\*NEW MARGIN DOES NOT INCLUDE THE CLASS 1 RAW MILK COST



# Hamilton Township School District

William Davies Middle School  
1876 Dr. Dennis Foreman Drive, Mays Landing, NJ 08330  
Telephone: (609) 476-6241 Fax: (609) 476-6250

*Policy-1*

Stephen P. Santilli  
*Lead Learner*

Russell P. Clark  
*Vice Principal*

Stephanie W. Wroniuk  
*Vice Principal*

Kevin M. Morrison  
*Vice Principal*

## Acceptance of Acceptable Use Policy

### Parent Agreement

I agree to allow my child to use his or her district issued device or bring their own personal technology (i.e. tablet, netbook, laptop, cell phone, etc.) to the William Davies Middle School to be used for instructional purposes. I understand that the student named below will be permitted to use the district issued device or personally owned device, subject to the conditions described in the following documents:

- Hamilton Township Board of Education Policies: 2360 and 2361.

District issued and personal devices are subject to these policies. For more information on these policies, please visit the Hamilton Township School District website or contact your child's school administrator.

I understand that the Hamilton Township School District is not responsible for any device or data loss, theft, damage or other associated costs of replacement or repair incurred during the school day or at home as a result of participation in this program.

I understand that Hamilton Township School District uses technological measures such as filtering to promote internet safety. Filtering limits students' ability to access harmful internet sites from any device connected to the Hamilton Township School District network, but only when this equipment is used on school property.

I understand that the purpose of allowing my student to use a district issued device or personally owned device is to access and enhance the Hamilton Township School District curriculum, and that uses unrelated to the Hamilton Township School District educational program (including but not limited to personal email, downloading of personal games or music, and installing applications) are prohibited on the school network. This policy does not allow students to use cell phones during the instructional day unless deemed appropriate by teachers and/or administrators. I agree to review the Hamilton Township School District Board Policies on the Use of Technology and the Acceptable Use of Computer Network/Computers and Resources with my student.

\_\_\_\_\_  
Parent or Guardian's Name

\_\_\_\_\_  
Parent or Guardian's Signature

\_\_\_\_\_  
Date

### STUDENT AGREEMENT

As a student of the Hamilton Township School District my signature means that I agree to follow the policies, guidelines, and procedures of Hamilton Township School District and acknowledges my understanding and acceptance of the information presented within *Board of Education Policy 2360 and 2361*.

\_\_\_\_\_  
Student's Name

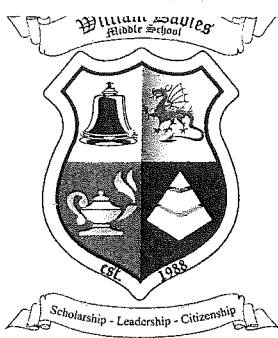
\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

**All Children Can Learn!  All Children Can Succeed!**

RECIPIENT OF NATIONAL BLUE RIBBON AWARD, NEW JERSEY DEPARTMENT OF EDUCATION STAR SCHOOL AND BEST PRACTICE AWARDS

*354*



# Hamilton Township School District

**William Davies Middle School**  
1876 Dr. Dennis Foreman Drive, Mays Landing, NJ 08330  
Telephone: (609) 476-6241 Fax: (609) 476-6250

**Stephen P. Santilli**  
*Lead Learner*

**Russell P. Clark**  
*Vice Principal*

**Stephanie W. Wroniuk**  
*Vice Principal*

**Kevin M. Morrison**  
*Vice Principal*

Dear Parent/Guardian:

The Hamilton Township School District provides the community with news and photos from our schools, and information about events, activities, achievements, etc. We do this each year through a variety of methods including printed publications, newsletters, calendars, media releases, website stories, videos (Lip Dub) and through social media.

Some examples of news we may share include honor roll lists, unique classroom activities and lessons, artistic awards and performances, academic recognitions and more. Information about your child, including his or her name, grade, age, photograph and comments may be published if he or she is part of one of these activities. In addition, photos of students taken throughout the school year may be randomly placed on the pages of the printed and web versions of district publications.

In the past, HTSD has used an "opt-in" system for our media releases. This year, the district has an "opt-out" media policy only. This means that unless your child's school has a signed "opt-out" form on file (below), your child's information and/or photo may be used in any of the prior stated media capacities.

Should you wish to "opt-out" and **NOT** permit your child's photo and/or information to be shared, please complete the form below and return it to \_\_\_\_\_ by September \_\_, 2014.

**Please note, if you permit your child's photo/information to be shared, you do NOT have to fill out this form.**

## OPT-OUT MEDIA FORM

I elect to **NOT** have the directory information/photo of my child used in district publications, media releases, on the district website or its social media page. **This form must be filled out completely to ensure that your child's information is kept private.** Please print clearly.

Child's Full Name (Printed) \_\_\_\_\_

Parent / Guardian Full Name (Printed) \_\_\_\_\_

Signature of Parent / Guardian \_\_\_\_\_ Date: \_\_\_\_\_

**All Children Can Learn!**  **All Children Can Succeed!**

RECIPIENT OF NATIONAL BLUE RIBBON AWARD, NEW JERSEY DEPARTMENT OF EDUCATION STAR SCHOOL AND BEST PRACTICE AWARDS

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# REGULATION

PROGRAM

R 2361/Page 1 of 13

## ACCEPTABLE USE OF COMPUTER NETWORK/ COMPUTERS AND RESOURCES

### R 2361 ACCEPTABLE USE OF COMPUTER NETWORK/ COMPUTERS AND RESOURCES

The school district provides computer equipment, computer services, and Internet access to its pupils and staff for educational purposes only. The purpose of providing technology resources is to improve learning and teaching through research, teacher training, collaboration, dissemination and the use of global communication resources.

For the purpose of this Policy and Regulation, "computer networks/computers" includes, but is not limited to, the school district's computer networks, computer servers, computers, tablets, chromebooks, other computer hardware and software, Internet equipment and access, and any other computer related equipment or service.

For the purpose of this Policy and Regulation, "school district personnel" shall be the person(s) designated by the Superintendent of Schools to oversee and coordinate the school district's computer networks/computer systems. School district personnel will networks and online activity, in any form necessary, to maintain the integrity of the networks, ensure proper use, and to be in compliance with Federal and State laws that regulate Internet safety.

For purposes of this Policy and Regulation, "personal technology" refers to a privately owned, wireless, and portable electronic hand-held equipment that includes, but is not limited to, existing and emerging mobile communication systems and smart technologies, portable internet devices, Personal Digital Assistants (PDAs), hand held entertainment systems or portable information technology systems that can be used for word processing, wireless Internet access, image capture/recording, sound recording and information transmitting/receiving/storing, etc. and applies specifically to students attending The William Davies Middle School

For purposes of this Policy and Regulation, "Bring Your Own Device (BYOD)" refers to students bringing their own personal technology to school for educational purposes only. This applies specifically to students attending The William Davies Middle School. Checking personal email, socializing via texts or instant messages, or otherwise engaging in personal pursuits is prohibited during the instructional day.

Due to the complex association between government agencies and computer networks/computers and the requirements of Federal and State laws, the end user of the school district's computer networks/computers must adhere to strict



# REGULATION

## HAMILTON TOWNSHIP BOARD OF EDUCATION

PROGRAM

R 2361/Page 2 of 13

### ACCEPTABLE USE OF COMPUTER NETWORK/ COMPUTERS AND RESOURCES

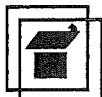
regulations. Regulations are provided to assure staff, community, pupils, and parent(s) or legal guardian(s) of pupils are aware of their responsibilities. The school district may modify these regulations at any time. The signatures of the pupil and his/her parent(s) or legal guardian(s) on a district-approved Consent and Waiver Agreement are legally binding and indicate the parties have read the terms and conditions carefully, understand their significance, and agree to abide by the rules and regulations established under Policy and Regulation 2361.

Pupils are responsible for acceptable and appropriate behavior and conduct on school district computer networks/computers. Communications on the computer networks/computers are often public in nature and policies and regulations governing appropriate behavior and communications apply. The school district's networks, Internet access, and computers are provided for pupils to conduct research, complete school assignments, and communicate with others. Access to computer networks/computers is given to pupils who agree to act in a considerate, appropriate, and responsible manner. Parent(s) or legal guardian(s) permission is required for a pupil to access the school district's computer networks/computers. Access entails responsibility and individual users of the district computer networks/computers are responsible for their behavior and communications over the computer networks/computers. It is presumed users will comply with district standards and will honor the agreements they have signed and the permission they have been granted. Beyond the clarification of such standards, the district is not responsible for the actions of individuals utilizing the computer networks/computers who violate the policies and regulations of the Board.

Computer networks/computer storage areas shall be treated in the same manner as other school storage facilities. School district personnel may review files and communications to maintain system integrity, confirm users are using the system responsibly, and ensure compliance with Federal and State laws that regulate Internet safety. Therefore, no person should expect files stored on district servers or district related services will be private or confidential.

The following prohibited behavior and/or conduct using the school district's networks/computers, includes but is not limited to, the following:

1. Sending or displaying offensive messages or pictures;
2. Using obscene language and/or accessing material or visual depictions that are obscene as defined in section 1460 of Title 18, United States Code;



ACCEPTABLE USE OF COMPUTER NETWORK/ COMPUTERS AND  
RESOURCES

3. Using or accessing material or visual depictions that are child pornography, as defined in section 2256 of Title 18, United States Code;
4. Using or accessing material or visual depictions that are harmful to minors including any pictures, images, graphic image files or other material or visual depictions that taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion;
5. Depicting, describing, or representing in a patently offensive way, with respect to what is suitable for minors, sexual acts or conduct; or taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors;
6. Cyberbullying;
7. Inappropriate online behavior, including inappropriate interaction with other individuals on social networking sites and in chat rooms;
8. Harassing, insulting, or attacking others;
9. Damaging or hacking computers, computer systems, or computer networks/computers;
10. Violating copyright laws;
11. Using another's password;
12. Trespassing in another's folders, work or files;
13. Intentionally wasting limited resources;
14. Employing the computer networks/computers for commercial purposes; and/or
15. Engaging in other activities that do not advance the educational purposes for which computer networks/computers are provided.
16. Attempting to override or bypass the Internet filtering software or other network configurations or logging in as an administrator for the purpose of bypassing or changing restrictions or settings.



## INTERNET SAFETY

### Compliance with Children's Internet Protection Act

As a condition for receipt of certain Federal funding, the school district has technology protection measures for all computers in the school district, including computers in media centers/libraries, that block and/or filter material or visual depictions that are obscene, child pornography and harmful to minors as defined in 2, 3, 4, 5, 6, and 7 above and in the Children's Internet Protection Act. The school district will certify the schools in the district, including media centers/libraries are in compliance with the Children's Internet Protection Act and the district complies with and enforces Policy and Regulation 2361.

### Compliance with Neighborhood Children's Internet Protection Act

Policy 2361 and this Regulation establish an Internet safety protection policy and procedures to address:

1. Access by minors to inappropriate matter on the Internet and World Wide Web;
2. The safety and security of minors when using electronic mail, chat rooms, and other forms of direct electronic communications;
3. Unauthorized access, including "hacking" and other unlawful activities by minors online;
4. Cyberbullying;
5. Inappropriate online behavior, including inappropriate interaction with other individuals on social networking sites and in chat rooms;
6. Unauthorized disclosures, use, and dissemination of personal identification information regarding minors; and
7. Measures designed to restrict minors' access to materials harmful to minors.





# REGULATION

# HAMILTON TOWNSHIP BOARD OF EDUCATION

PROGRAM  
R 2361/Page 5 of 13  
ACCEPTABLE USE OF COMPUTER NETWORK/ COMPUTERS AND  
RESOURCES

Notwithstanding the material or visual depictions defined in the Children's Internet Protection Act and the Neighborhood Children's Internet Protection Act, the Board shall determine Internet material that is inappropriate for minors.

The Board will provide reasonable public notice and will hold one annual public hearing during a regular monthly Board meeting or during a designated special Board meeting to address and receive public community input on the Internet safety protection policy - Policy and Regulation 2361. Any changes in Policy and Regulation 2361 since the previous year's annual public hearing will also be discussed at a meeting following the annual public hearing.

## Information Content and Uses of the System

Pupils may not publish on or over the system any information which violates or infringes upon the rights of any other person or any information which would be abusive, profane, or sexually offensive to a reasonable person, or which, without the approval of the Superintendent of Schools or designated school district personnel, contains any advertising or any solicitation to use goods or services. A pupil cannot use the facilities and capabilities of the system to conduct any business or solicit the performance of any activity, which is prohibited by law.

Because the school district provides, through connection to the Internet, access to other computer systems around the world, pupils and their parent(s) or legal guardian(s) should be advised the Board and school district personnel have no control over content. While most of the content available on the Internet is not offensive and much of it is a valuable educational resource, some objectionable material exists. Even though the Board provides pupils access to Internet resources through the district's computer networks/computers with installed appropriate technology protection measures, parents and pupils must be advised potential dangers remain and offensive material may be accessed notwithstanding the technology protection measures taken by the school district.

Pupils and their parent(s) or legal guardian(s) are advised some systems and Internet sites may contain defamatory, inaccurate, abusive, obscene, profane, sexually oriented, threatening, racially offensive, or otherwise illegal or offensive material. The Board and school district personnel do not condone the use of such materials and do not permit usage of such materials in the school environment. Parent(s) or legal guardian(s) having Internet access available to their children at home should be aware of the existence of such materials and monitor their child's



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## ACCEPTABLE USE OF COMPUTER NETWORK/ COMPUTERS AND RESOURCES

access to the school district system at home. Pupils knowingly bringing materials prohibited by Policy and Regulation 2361 into the school environment will be disciplined in accordance with Board policies and regulations and such activities may result in termination of such pupils' accounts or access on the school district's computer networks and their independent use of computers.

### On-line Conduct

Any action by a pupil or other user of the school district's computer networks/computers that is determined by school district personnel to constitute an inappropriate use of the district's computer networks/computers or to improperly restrict or inhibit other persons from using and enjoying those resources is strictly prohibited and may result in limitation on or termination of an offending person's access and other consequences in compliance with Board policy and regulation. The user specifically agrees not to submit, publish, or display any defamatory, inaccurate, abusive, obscene, profane, sexually oriented, threatening, racially offensive, or otherwise illegal or offensive material; nor shall a user encourage the use, sale, or distribution of controlled substances. Transmission of material, information or software in violation of any local, State or Federal law is also prohibited and is a breach of the Consent and Waiver Agreement.

Pupils and their parent(s) or legal guardian(s) specifically agree to indemnify the school district and school district personnel for any losses, costs, or damages, including reasonable attorneys' fees incurred by the Board relating to, or arising out of any breach of this section by the pupil.

Computer networks/computer resources are to be used by the pupil for his/her educational use only; commercial uses are strictly prohibited.

### Software Libraries on the Network

Software libraries on or through the school district's networks are provided to pupils as an educational resource. No pupil may install, upload, or download software without the expressed consent of appropriate school district personnel. Any software having the purpose of damaging another person's accounts or information on the school district computer networks/computers (e.g., computer viruses) is specifically prohibited. School district personnel reserve the right to refuse posting of files and to remove files. School district personnel further



reserve the right to immediately limit usage or terminate the pupil's access or take other action consistent with the Board's policies and regulations of a pupil who misuses the software libraries.

## Copyrighted Material

Copyrighted material must not be placed on any system connected to the computer networks/computers without authorization. Pupils may download copyrighted material for their own use in accordance with Policy and Regulation 2531 Use of Copyrighted Materials. Pupil may only redistribute copyrighted materials with the expressed written permission of the owner or authorized person. Permission must be specified in the document, on the system, or must be obtained directly from the author or authorized source.

## Public Posting Areas (Message Boards, Blogs, Social Media, Etc.)

Messages are posted from systems connected to the Internet around the world and school district personnel have no control of the content of messages posted from these other systems. To best utilize system resources, school district personnel will determine message boards, blogs, social media, etc. that are most applicable to the educational needs of the school district and will permit access to these sites through the school district computer networks. School district personnel may remove messages that are deemed to be unacceptable or in violation of Board Policies and Regulations. School district personnel further reserve the right to immediately terminate the access of a pupil who misuses these public posting areas. This online content is an extension of the classroom, and therefore is subject to these guidelines as well as the rules and regulations of The Hamilton Township School District.

## Real-time, Interactive, Communication Areas

School district personnel reserve the right to monitor and immediately limit the use of the computer networks/computers or terminate the access of a pupil who misuses real-time conference features (talk/chat/Internet relay chat).

## Electronic Mail



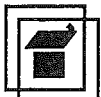
Electronic mail ("email") is an electronic message sent by or to a person in correspondence with another person having Internet mail access. The school district may or may not establish pupil email accounts. In the event the district provides email accounts, all messages sent and received on the school district computer networks/computers must have an educational purpose and are subject to review. Messages received by a district-provided email account are retained on the system until deleted by the pupil or for a period of time determined by the district. A canceled account will not retain its emails. Pupils are expected to remove old messages within fifteen days or school district personnel may remove such messages. School district personnel may inspect the contents of emails sent by a pupil to an addressee, or disclose such contents to other than the sender or a recipient when required to do so by the policy, regulation, or other laws and regulations of the State and Federal governments. The Board reserves the right to cooperate fully with local, State, or Federal officials in any investigation concerning or relating to any email transmitted or any other information on the school district computer networks/computers.

## Disk Usage

The district reserves the right to establish maximum storage space a pupil receives on the school district's system. A pupil who exceeds his/her quota of storage space will be advised to delete files to return to compliance with the predetermined amount of storage space. A pupil who remains in noncompliance of the storage space allotment after seven school days of notification may have their files removed from the school district's system. The district is not responsible for replacing lost files or reimbursing for the time and money necessary to replace those files.

## Security

Security on any computer system is a high priority, especially when the system involves many users. If a pupil identifies a security problem on the computer networks/computers, the pupil must notify the appropriate school district staff member. The pupil should not inform other individuals of a security problem. Passwords provided to pupils by the district for access to the district's computer networks/computers or developed by the pupil for access to an Internet site should not be easily guessable by others or shared with other pupils. Attempts to log in to the system using either another pupil's or person's account may result in termination of the account or access. A pupil should immediately notify the Principal or designee if a password is lost or stolen, or if they have reason to believe that someone has obtained unauthorized access to their account. Any pupil



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identified as a security risk will have limitations placed on usage of the computer networks/computers or may be terminated as a user and be subject to other disciplinary action.

## Vandalism, Lost or Stolen Computer Resources

Vandalism to any school district owned computer networks/computers may result in cancellation of system privileges and other disciplinary measures in compliance with the district's discipline code. Vandalism is defined as any malicious attempt to harm or destroy data of another user, the system, or any of the agencies or other computer networks/computers that are connected to the Internet backbone or of doing intentional damage to hardware or software on the system. This includes, but is not limited to, the uploading or creation of computer viruses. The student is responsible for the computer issued to them. If damage or loss of that school issued technology occurs, the student's parent/guardian will be responsible for reimbursement of cost to replace that technology.

## Printing

The printing facilities of the computer networks/computers should be used judiciously. Unauthorized printing for other than educational purposes is prohibited. Students will not be permitted to print from their personal technology.

## Internet Sites and the World Wide Web

Designated school district personnel may establish an Internet site(s) on the World Wide Web or other Internet locations. Such sites shall be administered and supervised by designated school district personnel who shall ensure the content of the site complies with Federal, State, and local laws and regulations as well as Board policies and regulations.

## Pictures/Recording

All students are subject to the requirements set forth in Policy 5516, Use of Electronic Communication and Recording Devices (ECRD).

## Personal Health/Safety

Student personal health and safety are of the utmost importance. Students should take frequent breaks when using a computer or personal technology for an extended period to avoid fatigue. Students should also never create usernames that



identify age, gender, location. Students should never share any identifying information over the internet such as name, age, address, phone number, photographs, or parents' names. Passwords should be kept private and never shared with anyone. When leaving a computer, students are responsible to log off so no one else can use their account.

### Google Apps for Education

HTSD provides access for students to several Google productivity products, including but not limited to Google Docs, Sites, Calendar, Maps, Groups and Picasa. These accounts are for educational purposes only and any items created or uploaded should be for a specific assignment or project assigned by a teacher at the school or in support of a school-based activity.

### Bring Your Own Device (BYOD)

#### Internet Access on School Grounds

Only the internet gateway provided by the school may be accessed while on campus. Personal technology networks and internet access, including cell phones networks and cell network adapters (3G/4G etc.) are not permitted to be used to access outside internet sources at any time. Students who use their personal technology at school must abide by the established policies regarding acceptable use of the Internet, bullying, harassment, cheating, threats, student confidentiality and other misconduct that violates school rules or causes a disruption of educational activities.

#### Additional Guidelines

- Teachers have the discretion to determine when students may use personal technology in the classroom. Students must immediately comply with their teachers' requests to shut down or put away personal technology.
- All personal technology must be in silent mode.
- Students may not use personal technology during any testing situation unless otherwise directed by school personnel.
- Students shall not transmit, post or otherwise publicly share photographs or videos that they have taken of any person on school grounds or in a school vehicle.
- Personal Technology shall not be used outside the classroom. (ie Café, Hallways, Lavatories)

#### Security and Damages

- Responsibility to keep a student's personal technology secure rests with the individual owner. The Hamilton Township School District, including its staff or employees, is not liable for any device stolen or damaged on campus. If a device is stolen or damaged, it will be handled administratively in compliance with district policy.



- It is recommended that students personalize their devices for easy identification and utilize protective cases.
- The Hamilton Township School District's Technology Department will not service any non-district owned technology, which includes troubleshooting, software or hardware issues. Students are responsible for securing their devices and making sure they have up-to-date anti-virus software installed, if applicable.

#### Failure to Follow B.Y.O.D. Guidelines

Misuse of personal technology in violation of these guidelines may result in the loss of access privileges, a prohibition on the use or possession of personal technology on school grounds, or other disciplinary consequences up to and including suspension and expulsion.

In exchange for the privilege of using personal technology at school students and parents/guardians acknowledge and agree to each of the following:

1. Students are responsible for adhering to The Hamilton Township School District's policies on Student Conduct and Acceptable Use of the Internet as it applies to the Use of Personal Technology.
2. Only the Internet gateway provided by the school will be accessed on school grounds. The school's network filters will be applied to the student's connection and no attempts will be made to bypass the network restrictions by using personal access to the Internet;
3. There is no expectation of personal privacy in the use of personal technology at school. The District's network administrators have the ability to identify users and monitor all B.Y.O.D. devices logged on to the network;
4. Personal technology may be searched by school personnel if there are reasonable grounds for suspecting that the search will turn up evidence that a student has violated or is violating either the law or the rules of the school;
5. The school district has the right to examine any device that is suspected of causing problems or was the source of an attack or virus infection;
6. Misuse of personal technology may result in the loss of access privileges, a prohibition on the use or possession of personal technology on school grounds, or other disciplinary consequences up to and including suspension and expulsion.

#### Violations

Violations of the Acceptable Use of Computer Networks/Computers and Resources Policy and Regulation may result in a loss of access as well as other disciplinary or legal action. Disciplinary action shall be taken as indicated in Policy and/or Regulation, 2361 Acceptable Use of Computer Networks/Computers



and Resources, 5600-, Pupil Discipline/Code of Conduct, 5610 Suspension and 5620 Expulsion as well as possible legal action and reports to the legal authorities and entities.

## Determination of Consequences for Violations

The particular consequences for violations of this Policy shall be determined by the Principal or designee. The Superintendent or designee and the Board shall determine when school expulsion and/or legal action or actions by the authorities is the appropriate course of action.

Individuals violating this Policy shall be subject to the consequences as indicated in Board Policy and Regulation 2361 and other appropriate discipline, which includes but is not limited to:

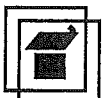
1. Use of computer networks/computers only under direct supervision;
2. Suspension of network privileges;
3. Revocation of network privileges;
4. Suspension of computer privileges;
5. Revocation of computer privileges;
6. Suspension from school;
7. Expulsion from school; and/or
8. Legal action and prosecution by the authorities.

Adopted: 17 October 2000

Revised: 5 February 2002

Revised: 5 September 2012

Revised: \_\_\_\_\_, 2014





# POLICY GUIDE

PROGRAM

2412/page 1 of 3

Home Instruction Due to Health Condition

Jun 14

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[See POLICY ALERT Nos. 96, 108, 147, 177 and 203]

## 2412 HOME INSTRUCTION DUE TO HEALTH CONDITION

The Board of Education shall will provide instructional services to an enrolled student, pupil whether a general education student pupil in Kindergarten through grade twelve or a special education student pupil age three to twenty-one, at the pupil's home or another suitable out-of-school setting when the student pupil is confined to the home or another out-of-school setting due to a temporary or chronic health condition or has a need for treatment that which precludes participation in their usual education setting, whether general or special education. These services will be provided when a pupil is determined by the school physician to need confinement at their residence or other suitable out-of-school setting and the projected need for confinement is for ten consecutive school days or fifteen cumulative school days or more during the school year.

A parent's rRequests for home instruction shall include a written determination from the student's pupil's physician documenting the projected need for the pupil's confinement at the student's to their residence or other treatment setting for more than ten consecutive school days or twenty fifteen or more cumulative school days during the school year. The written determination from the student's pupil's physician shall be forwarded to the school physician, who shall either verify the need for home instruction or provide reasons for denial. The parent(s) or legal guardian(s) shall be notified concerning the school physician's verification or reasons(s) for denial within five school days after receipt of the written determination by the student's pupil's physician.

The school district shall be responsible for the costs of providing instruction in the home or out-of-school setting either directly, or through online services, including any needed equipment, or through contract with another district Board of Education, Educational Services Commission, Jointure Commission, or approved clinic or agency. The school district shall provide instructional services within five school days after receipt of the school physician's verification or, if verification is made prior to the student's pupil's confinement, during the first week of the student's pupil's confinement to the home or out-of-school setting.

*New code eliminates requirement that teacher instruct content area - just teach certified*  
*Eliminates the number of required instruction hours for students on home instruct due to chronic health*

*Handwritten notes and symbols on the left margin, including a star and some illegible text.*



# POLICY GUIDE

PROGRAM

2412/page 2 of 3

Home Instruction Due to Health Condition

The home or out-of-school instruction shall meet the minimum standards as required in N.J.A.C. 6A:16-10.1(c). The school district shall ~~will~~ establish ~~maintain~~ a written plan for the delivery of instruction and ~~maintain a record of delivery of instructional services and student progress~~. The teacher providing instruction shall be a ~~appropriately certified teacher for the subject, grade level, and special needs~~ of the pupil pursuant to N.J.A.C. 6A:9. The teacher shall ~~provide one-on-one instruction in accordance with the requirements of N.J.A.C. 6A:16-10.1(e)3~~. The teacher shall provide instruction for the number of days and length of time sufficient to continue the student's academic progress and dependent upon the student's ability to participate. *not to exceed recommended requirements.*

For a ~~student pupil~~ with disabilities, the home instruction shall be consistent with the student's ~~pupil's~~ Individualized Education Plan (IEP) to the extent appropriate, and shall meet the Core Curriculum Content Standards pursuant to N.J.A.C. 6A:8. When the provision for home instruction for a ~~student pupil~~ with disabilities will exceed thirty consecutive school days in a school year, the IEP team shall convene a meeting to review and, if appropriate, revise the ~~student's pupil's~~ IEP.

For a ~~student pupil~~ without ~~disability disabilities~~, the home instruction shall meet the Core Curriculum Content Standards, pursuant to N.J.A.C. 6A:8 and the district's requirements of the Board for promotion to the next at that grade level. When the provision for home instruction for a ~~student pupil~~ without ~~disability disabilities~~ will exceed sixty calendar days, the school ~~physician shall~~ will refer the ~~student pupil~~ to the Child Study Team for evaluation, pursuant according to the requirements of N.J.A.C. 6A:14.

*Home Instruction Liaison*

~~The school district shall be responsible for the costs of providing instruction for pupils as required by N.J.A.C. 6A:16-10.1(b).~~

The Board reserves the right to withhold home instruction when the reason for the ~~student's pupil's~~ confinement is such as to expose a teacher to a health hazard or dangerous home situation; ~~when a parent(s) or legal guardian(s), or other responsible adult twenty-one years of age or older, who has been designated by the parent, is not present during the hours of instruction;~~ or when the condition of the ~~student pupil~~ is such as to preclude benefit from such instruction.



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# POLICY GUIDE

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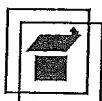
Home Instruction Due to Health Condition

Students Pupils on home instruction will be accounted for on the attendance register as required by the Department of Education. The name of a **student pupil** on home instruction will not be released at a public Board meeting or placed in a public record.

N.J.S.A. ~~18A:46-10~~ 18A:38-1 through 18A:38-25

N.J.A.C. 6A:14-4.8; 6A:14-4.9; 6A:16-10.1

Adopted:



# REGULATION GUIDE

PROGRAM

R 2412/page 1 of 4

Home Instruction Due to Health Condition

Jun 14

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[See POLICY ALERT Nos. 177 and 203]

## R 2412 HOME INSTRUCTION DUE TO HEALTH CONDITION

The Board of Education shall will provide instructional services to an enrolled student pupil whether a general education student pupil in Kindergarten through grade twelve or special education student pupil age three to twenty-one, at the pupil's home or another suitable out-of-school setting such as a hospital or rehabilitation program when the student pupil is confined to the home or another out-of-school setting due to a temporary or chronic health condition or has a need for treatment that which precludes participation in their usual education setting, whether general education or special education.

### A. Request For Home Instruction Due To A Temporary or Chronic Health Condition

1. The parent(s) or legal guardian(s) shall submit a request to the designated home instruction liaison (~~building level or central office administrator school staff member responsible for receiving home instruction requests~~) that includes a written determination from the student's pupil's physician documenting the projected need for confinement at the student's pupil's residence or other treatment setting for more than ten consecutive school days or twenty fifteen cumulative school days or more during the school year.
2. The designated HI liaison (~~same staff member identified above~~) shall forward the written determination to the school physician, who shall review the written determination and verify the need for home instruction. The school physician may contact the student's pupil's physician to secure additional information concerning the student's pupil's diagnosis or need for treatment, and shall either verify the need for home instruction or shall provide reasons for denial to the designated HI liaison (~~same staff member identified above~~).
3. The Designated HI L (~~same staff member identified above~~) shall notify the parent(s) or legal guardian(s) concerning the school physician's verification or reasons for denial within five school days after receipt of the written determination by the student's pupil's physician.



# REGULATION GUIDE

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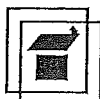
Home Instruction Due to Health Condition

## B. Providing Services

1. The school district shall provide instructional services within five school days after receipt of the school physician's verification or, if verification is made prior to the ~~student's~~ ~~pupil's~~ confinement, during the first week of the ~~student's~~ ~~pupil's~~ confinement to the home or out-of-school setting.
2. The school district shall be responsible for the costs of providing instruction in the home or out-of-school setting either directly, **through online services, including any needed equipment**, or through contract with another district Board of Education, Educational Services Commission, Jointure Commission, or approved clinic or agency pursuant to ~~N.J.A.C. 6A:14~~ for the following categories of ~~students~~ ~~pupils~~:
  - a. A ~~student~~ ~~pupil~~ who resides within the area served by this Board of Education and is enrolled in a public school program; or
  - b. A ~~student~~ ~~pupil~~ who is enrolled in a nonpublic school that is located within the area served by this Board of Education pursuant to N.J.S.A. 18A:46A-1 et seq.

## C. Minimum Standards Requirements For Home or Out-of-School Instruction

1. The district shall establish a written plan for the delivery of instruction **to continue the student's academic progress** and to maintain a record of delivery of instructional services and ~~student~~ ~~pupil~~ ~~progress for each pupil receiving home or out-of-school instruction.~~
2. **The teacher providing instruction shall be a certified teacher.**
3. **The teacher shall provide instruction for the number of days and length of time sufficient to continue the student's academic progress and dependent upon the student's ability to participate.**



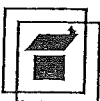
# REGULATION GUIDE

PROGRAM

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Home Instruction Due to Health Condition

- a. ~~For a pupil without disabilities whose projected confinement will exceed thirty consecutive calendar days, the \_\_\_\_\_ (same staff member identified above) shall coordinate the development of an Individualized Program Plan (IPP) for the pupil within no more than thirty calendar days from the date on which the school district received the school physician's verification that the period of confinement would likely exceed this thirty consecutive calendar day threshold.~~
2. ~~The teacher providing instruction shall be appropriately certified for the subject, grade level, and special needs of the pupil pursuant to N.J.A.C. 6A:9, Professional Licensure and Standards.~~
3. ~~The teacher shall provide one on one instruction for no fewer than five hours per week on three separate days of the week and, if the pupil is physically able, no fewer than five hours per week of additional guided learning experiences that may include the use of technology to provide audio and visual connections to the pupil's classroom.~~
  - a. ~~If home instruction is provided to pupils in a small group rather than through one on one instruction, the minimum number of hours of instruction per week for the group shall be determined by multiplying the number of pupils in the group by five hours. The hours of instruction shall be provided on no fewer than three separate days during the week.~~
4. For a **student** pupil with disabilities, the home instruction shall be consistent with the **student's** pupil's Individualized Education Plan (IEP) to the extent appropriate, and shall meet the Core Curriculum Content Standards pursuant to N.J.A.C. 6A:8, Standards and Assessment. When the provision of home instruction will exceed thirty consecutive school days in a school year, the IEP team shall convene a meeting to review and, if appropriate, revise the **student's** pupil's IEP.



# REGULATION GUIDE

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Home Instruction Due to Health Condition

5. For a **student pupil** without a disability, the home instruction shall meet the Core Curriculum Content Standards pursuant to N.J.A.C. 6A:8, ~~Standards and Assessment~~, and the ~~district's~~ requirements of the **Board of Education** for promotion to the next at that grade level. When the provision of home instruction will exceed sixty calendar days, the school physician shall refer the **student pupil** to the Child Study Team for evaluation pursuant according to the requirements N.J.A.C. 6A:14.

Issued:



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Student Pupil Intervention and Referral Services

Jun 14

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[See POLICY ALERT Nos. 120, 134, 147, 153, 172, 177 and 203]

## 2417 STUDENT PUPIL INTERVENTION AND REFERRAL SERVICES

The Board of Education directs the establishment and implementation of a coordinated system in each school building in which general education students pupils are served, a coordinated system for the planning and delivery of delivering intervention and referral services that are designed to assist students pupils who are experiencing learning, behavior, or health difficulties, and to assist staff who have difficulties in addressing students' pupils' learning, behavior, or health needs in accordance with the requirements of N.J.A.C. 6A:16-8.1 and 6A:16-8.2. The Board adopts this appropriate multidisciplinary team approach for planning and delivering the services required under N.J.A.C. 6A:16-8.

Students who are experiencing learning, behavior, or health difficulties shall be referred to the school's Intervention and Referral Services (I&RS) Team. The intervention and referral services shall be provided to aid students pupils in the general education program and, pursuant to N.J.S.A. 18A:46-18.1 et seq. and N.J.A.C. 6A:16-8.1 et seq., may be provided for students pupils who have been determined to be in need of special education programs and services pursuant to N.J.A.C. 6A:16-8.1(a). The intervention and referral services provided for students pupils who have been determined to be in need of special education programs and services shall be coordinated with the student's pupil's Individualized Education Program Team, as appropriate.

The functions of the system of intervention and referral services in each school building which general education students are served shall be pursuant to N.J.A.C. 6A:16-8.2(a) and as outlined in Regulation 2417.:

1. — Identify learning, behavior, and health difficulties of pupils;
2. — Collect thorough information on the identified learning, behavior, and health difficulties;
3. — Develop and implement action plans which provide for appropriate school or community interventions or referrals to school and community resources, based on the collected data and desired outcomes for the identified learning, behavior, and health difficulties;

*Revisions are language changes - little impact on I&RS Team functions*





# POLICY GUIDE

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Student Pupil Intervention and Referral Services

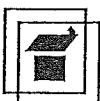
4. — Provide support, guidance, and professional development to school staff who identify learning, behavior, and health difficulties;
5. — Provide support, guidance, and professional development to school staff who participate in each building's system for planning and providing intervention and referral services;
6. — Actively involve parent(s) or legal guardian(s) in the development and implementation of intervention and referral services action plans;
7. — Coordinate the access to and delivery of school resources and services for achieving the outcomes identified in the intervention and referral services action plans;
8. — Coordinate the services of community based social and health provider agencies and other community resources for achieving the outcomes identified in the intervention and referral services action plans;

Records of all requests for assistance, all intervention and referral services action plans, and all related student information shall be maintained in accordance with Federal and State laws and regulations and New Jersey administrative code pursuant to N.J.A.C. 6A:16-8.2(a)9.

9. — Maintain records of all requests for assistance, intervention and referral services action plans, and related pupil information pursuant to N.J.A.C. 6A:16-8.2(a)9;

10.

The I&RS Team shall rReview and assess the effectiveness of the provisions of each intervention and referral services action plan in achieving the outcomes identified in each action plan and modify each action plan to achieve the outcomes, as appropriate; and.



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Student Pupil Intervention and Referral Services

11. —

At a minimum, **the I&RS Team shall** annually review the intervention and referral services action plans and the actions taken as a result of the building's system of intervention and referral services, and make recommendations to the Building Principal for improving school programs and services, as appropriate.

At the end of the school year, the Principal shall, in consultation with the I&RS Team, develop a report on the concerns and issues identified by the I&RS Team and the effectiveness of the services provided in achieving the outcomes identified in the intervention and referral services action plans. This report shall be provided to the Superintendent of Schools.

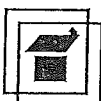
The Board of Education establishes the following guidelines for the involvement of school staff and community members in each building's system of intervention and referral services pursuant to N.J.A.C. 6A:16-8.3.

Each \_\_\_\_\_ (name of I&RS Team) will be composed of the Principal or a regular teaching staff member appointed by the Principal to act in his/her place; a regular teaching staff member; an educational services staff member; the staff member who referred a pupil in need of assistance or identified an issue requiring remediation; and such other staff members as may be required to assist the pupil or study the issue.

The \_\_\_\_\_ (name of I&RS Team) will identify pupils in need and plan for appropriate intervention or referral services and/or referral to community resources, based on desired outcomes.

When a pupil is referred to the \_\_\_\_\_ (name of I&RS Team), the team may provide support and guidance to the pupil's classroom teachers, plan and provide for appropriate interventions, coordinate access to and delivery of school services to the pupil, and coordinate the services of community members and/or community based social and health provider agencies that may aid in the development and implementation of intervention and referral services action plans.

*New*



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## Student Pupil Intervention and Referral Services

~~Parent(s) or legal guardian(s) shall be notified whenever a pupil is referred to the \_\_\_\_\_ (name of I&RS Team), except as such notice may be waived by laws protecting abused children and the confidentiality of persons seeking drug or alcohol rehabilitation. Parent(s) or legal guardian(s) shall be offered an opportunity to participate in the development and implementation of intervention and referral services action plans.~~

~~The Principal shall, in consultation with the \_\_\_\_\_ (name of I&RS Team), report to the Board at the end of the school year on the concerns and issues identified by the team and the effectiveness of the services provided in achieving the outcomes identified in the intervention and referral services action plans.~~

~~N.J.S.A. 18A:46-18.1 et seq.~~

~~N.J.A.C. 6A:14; 6A:16-8.1; 6A:16-8.2; 6A:16-8.3~~

Adopted:



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Student Pupil Intervention and Referral Services

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[See POLICY ALERT Nos. 120, 134, 147, 153, 177 and 203]

## R 2417 STUDENT PUPIL INTERVENTION AND REFERRAL SERVICES

### A. Establishment of Intervention and Referral Services

1. The Superintendent of Schools will establish and implement in each school building in which general education students are served, ~~district-wide procedures for each school building in which general education pupils are served for the~~ a coordinated system for planning and delivery of delivering intervention and referral services that are designed to assist students pupils who are experiencing learning, behavior, or health difficulties, and to assist staff who have difficulties in addressing students' pupils' learning, behavior, or health needs in accordance with the requirements of N.J.A.C. 6A:16-8.1 and 6A:16-8.2. ✓

### B. Functions of Intervention and Referral Services

1. The ~~Each Building Principal~~ <sup>and special education administrator</sup> in each school building in which general education students are served will establish an Intervention and Referral Services (I&RS) Team referred to as the \_\_\_\_\_ (name of I&RS team). The I&RS Team \_\_\_\_\_ (name of I&RS team) will be comprised of the following:
  - a1. <sup>Guidance Counselor,</sup> The Principal, or a member of the teaching staff other than a special education teaching staff member, who is appointed by the Principal to act on his/her behalf and with his/her authority, shall act as chairperson;
  - b2. A member of the Child Study Team (CST) or an educational services staff member; ✓
  - c3. The staff member who referred the student a pupil in need of assistance or identified a school issue for discussion; and ✓
  - d4. Such other school staff members as may effectively aid in the development and implementation of the assistance plan for a particular student pupil. ✓



# REGULATION GUIDE

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## Student Pupil Intervention and Referral Services

25. The district will provide support, guidance, and professional development to school staff members who participate in each school's building's system for planning and providing intervention and referral services. ✓

### C. Student Pupil Referral

1. A student pupil not known to have a disability who is experiencing learning, behavior, or health difficulties in the classroom shall be referred to the I&RS Team \_\_\_\_\_ (name of I&RS team). This referral may be made by any school staff member the classroom teacher or by the student's parent his/her parent(s) or legal guardian(s). The student's pupil's parent(s) or legal guardian(s) shall be informed of any such referral.

- a. The district will provide support, guidance, and professional development to school staff members on identifying who identify student learning, behavior, and health difficulties. ✓

2. When it appears that a referred student pupil may have a disability, the I&RS Team \_\_\_\_\_ (name of I&RS team) shall refer the student pupil to the CST for evaluation pursuant to Policy No. 2460 for a determination of the student's pupil's eligibility for special education and/or related services.

3. The I&RS Team \_\_\_\_\_ (name of I&RS team) shall consult with the student's pupil's regular classroom teacher(s), parent(s) or legal guardian(s), and any school staff member employee as appropriate to identify and collect information on the learning, behavior, and health difficulties of the student gather relevant information regarding the pupil's educational status, attendance, classroom behavior, and school conduct. ✓

4. The school nurse may be requested to shall review the student's pupil's health records and inform the Principal committee of any health condition relevant to the pupil's student's difficulties. Any information regarding any infection with HIV virus or AIDS may be released only with the written permission of the adult student pupil or the student's pupil's parent(s) or legal guardian(s). case advocate

Special education  
Students can be  
referred to  
I&RS

an evaluation  
planning meeting to  
determine if  
evaluations are  
warranted.



# REGULATION GUIDE

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Student Pupil Intervention and Referral Services

5. As appropriate, the I&RS Team \_\_\_\_\_ (~~name of I&RS team~~) may consult with community-based social and health agencies that provide services to the student pupil or the student's pupil's family. ✓
  6. The I&RS Team shall determine if the student's learning, behavior, and/or health difficulties may be helped with a written action plan.
- D. Intervention and Referral Services Action Plans
1. The I&RS Team \_\_\_\_\_ (~~name of I&RS team~~) shall ~~develop prepare and implement~~ a written action plan for referred students pupils that provide for appropriate school or community interventions or referrals to school and community resources, based on collected data and desired outcomes for the identified learning, behavior, or health difficulties who require ~~supportive services, modifications to their regular educational program, or assessment and referral to school or community-based social and/or health provider agencies.~~ ✓
  2. The intervention and referral services action plan shall:
    - a. Detail any modifications in the student's pupil's educational program which will include, but not be limited to, support and guidance to the student's teacher(s); ✓
    - b. List the persons who will implement the action plan; ✓
    - c. Include any recommendations for assessment and referral to specified school or community-based social and/or health provider agencies; ✓
    - d. Document parental notification *in the form of a summary letter* of the student's pupil's referral and any change in educational placement or the withholding of parental notification because child abuse was suspected or Federal rules mandated confidentiality in an alcohol or drug related matter; ✓

Note:  
All accepted referrals receive an action plan



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Student Pupil Intervention and Referral Services

- e. ~~Involve t~~The student's parent(s) or legal guardian(s) shall be ~~actively involved~~ in the development and implementation of any intervention and referral services action plans by being offered an opportunity to provide input in the development and implementation of the action plan~~s~~; and
- f. Identify the I&RS Team ~~committee member(s)~~ who will to coordinate the access to and delivery of school resources and services for achieving outcomes identified in the intervention and referral services action plan ~~monitor~~ and review the pupil's progress.; and
- g. Identify the I&RS Team member(s) who will coordinate the services of community-based social and health provider agencies and other community resources for achieving outcomes identified in the intervention and referral services action plan.
3. The implementation and effectiveness of each the intervention and referral services action plan shall be reviewed by the I&RS Team ~~within eight calendar weeks from the beginning of its implementation.~~ The I&RS Team committee shall consult the referring school staff member and any other school staff members ~~for his/her assessment of~~ to assess the effectiveness of the plan.
- a4. If the ~~implementation of the action plan is determined to be ineffective,~~ not achieving the identified outcomes, the plan shall be modified to achieve the outcomes, as appropriate ~~reviewed and amended as necessary.~~ If the review indicates the student may have a disability, the student pupil shall be referred to the CST. →
4. The I&RS Team may review any intervention and referral services action plan throughout the school year. However, at a minimum, the I&RS Team shall annually review all intervention and referral services action plans and the actions taken as a result of the school building's system of intervention and referral services, and make recommendations to the Principal for improving school programs and services, as appropriate.

parent interviews are typically they do not help to develop plan

based on the need of the student

Teachers must maintain data based on the agreed intervention(s) implemented in the general education classroom by the general education teacher.



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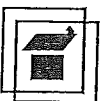
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Student Pupil Intervention and Referral Services

## E. Records and Annual Reports

1. ~~Records of all requests for assistance, intervention and referral services action plans, and related pupil information shall be maintained in accordance with Federal and State laws, pursuant to N.J.A.C. 6A:16-8.2(a)9.~~
12. At the end of the school year, the Principal shall, in consultation with the I&RS Team \_\_\_\_\_ ~~(name of I&RS team)~~ *and Special Education administrator* develop a report on the concerns and issues ~~problems~~ identified by ~~the~~ *through* I&RS Team committee ~~discussions~~ and the effectiveness of the services provided in achieving the outcomes identified ~~documented~~ in the intervention and referral services action plans. The report shall also include:
  - a. A description of the needs and issues identified through referrals to the I&RS Team committee;
  - b. An identification and analysis of significant needs and issues that could facilitate school planning for the subsequent year;
  - c. A description of activities planned in response to the needs and issues significant in school planning; and
  - d. Any other information the Principal or the I&RS Team determine would be beneficial to improving the school's system for planning and delivering intervention and referral services designed to assist students.
- 2d. The Principal's report shall be ~~provided~~ *given* to the Superintendent of Schools Board of Education and kept on file as a public record.

Issued:





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Home or Out-of-School Instruction for a General  
Education Student for Reasons Other Than a  
Temporary or Chronic Health Condition Pupils  
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[See POLICY ALERT Nos. 158, 173, 177 and 203]

2481 HOME OR OUT-OF-SCHOOL INSTRUCTION FOR A GENERAL  
EDUCATION STUDENT FOR REASONS OTHER THAN A  
TEMPORARY OR CHRONIC HEALTH CONDITION PUPILS

The Board of Education district shall will provide instructional services to an enrolled general education student pupils at the student's pupil's home or other suitable out-of-school setting under the following conditions:

- A. The student pupil is mandated by State law and rule for placement in an alternative education program for ~~violations of N.J.A.C. 6A:16-5.5 (firearm offenses) and 6A:16-5.6 (assault with weapons offenses)~~, but placement is not immediately available;
- B. The student pupil is placed on short-term or long-term suspension from participation in the general education program pursuant to ~~N.J.A.C. 6A:16-7.2 and 7.3~~; or
- C. A court order requires the student pupil receive instructional services in the home or other out-of-school setting.

The school district in which a the student pupil resides shall be is responsible for the costs of providing instruction in the home or out-of-school setting either directly, or through online services, including any needed equipment, or through contract with another Board of Education, Educational Services Commission, Jointure Commission, or approved clinic or agency. The district shall provide services no later than five school days after the student pupil has left the general education program.

The services to be provided shall meet the minimum standards as required in N.J.A.C. 6A:16-10.2(d). The district will develop an Individualized Program Plan (IPP) for the ~~delivery of instructional services and pupil progress in accordance with requirements of N.J.A.C. 6A:16-10.2(d)1.~~ The IPP shall be based upon consultation with the pupil's parent(s) or legal guardian(s) and a multi-disciplinary team of professionals with appropriate instructional and educational services credentials to assess the educational, behavioral, emotional, social, and health needs of the pupil and recommend a program to address both educational and behavioral goals. The IPP shall incorporate any prior findings and actions

*Reasons other than health.*



# POLICY GUIDE

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## Home or Out-of-School Instruction for a General Education Student for Reasons Other Than a Temporary or Chronic Health Condition Pupils

~~recommended through the school building's system of Intervention and Referral Services pursuant to N.J.A.C. 6A:16-8 and recommend placement in an appropriate educational program. The school district shall review the pupil's progress, consult with the pupil's parent(s) or legal guardian(s), and revise the IPP no less than every sixty calendar days.~~

~~The teacher(s) providing the instruction shall will be appropriately a certified teacher for the subject and grade level of the pupil. The teacher shall provide one-on-one instruction will be provided for no fewer than ten hours per week on three separate days of the week and no fewer than ten hours per week of additional guided-learning experiences that may include the use of technology to provide audio and visual connections to the student's pupil's classroom. If home instruction is provided to pupils in a small group rather than through one-on-one instruction, direct instruction, that may include guided-learning experiences, shall be provided for no fewer than twenty hours per week provided on no fewer than three separate days during the week and the pupil to teacher ratio shall not exceed 10:1.~~

~~The Pupils will receive instruction shall that meets the Core Curriculum Content Standards in accordance with N.J.A.C. 6A:8 and that meets the school Board of Education's district's requirements for promotion and graduation.~~

~~If instruction is delivered in the student's pupil's home, a parent or other adult twenty-one 21 years of age or older who has been designated by the parent shall be present during all periods of home instruction. Refusal or failure by a parent(s) or legal guardian(s) to participate in the development and revision of the pupil's IPP or to be present in the home as required may be deemed a violation of compulsory education laws, pursuant to N.J.S.A. 18A:38-25 through 31, and child neglect laws, pursuant to N.J.S.A. 9:6-1 et seq.~~

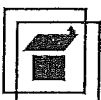
~~The \_\_\_\_\_ (administrator responsible for maintaining home instruction records) shall maintain a summary record, pursuant to N.J.A.C. 6A:16-10.2(g)1, concerning pupils receiving home or out of school instruction because they could not be placed in the setting recommended as most appropriate in the pupils' IPPs. The Superintendent shall provide the summary report annually to the County Superintendent pursuant to N.J.A.C. 6A:16-10.2(g).~~

~~N.J.S.A. 18A:38-1 through 18A:38-25~~

~~N.J.A.C. 6A:16-10.2~~

~~Adopted:~~

*Changed to certified teacher  
No change in hours.*



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Home or Out-of-School Instruction for a General  
Education Student for Reasons Other Than a  
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[See POLICY ALERT Nos. 177 and 203]

R 2481 HOME OR OUT-OF-SCHOOL INSTRUCTION FOR A GENERAL  
EDUCATION STUDENT FOR REASONS OTHER THAN A  
TEMPORARY OR CHRONIC HEALTH CONDITION PUPILS

The Board of Education shall will provide instructional services to an enrolled general education student pupil at the student's pupil's home or other suitable out-of-school setting pursuant to N.J.A.C. 6A:16-10.2.

A. Conditions For Providing Instructional Services – N.J.A.C. 6A:16-10.2(a)

1. The student pupil is mandated by State law and rule for placement in an alternative education program, for ~~violations of N.J.A.C. 6A:16-5.5 and 5.6~~ but placement is not immediately available;
2. The student pupil is placed on short-term or long-term suspension from participation in the general education program pursuant to ~~N.J.A.C. 6A:16-7.2 and 7.3~~; or
3. A court order requires the student pupil to receive instructional services in the home or other out-of-school setting.

B. Providing Services

1. The school district shall provide services no later than five school days after the student pupil has left the general education program.
2. The school district in which a student the pupil resides shall be responsible for the costs of providing instruction in the home or out-of-school setting either directly or through **online services, including any needed equipment, or through** contract with another Board of Education, Educational Services Commission, Jointure Commission, or approved clinic or agency.



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Home or Out-of-School Instruction for a General  
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## C. Standards For Home or Out-of-School Instruction

1. ~~The \_\_\_\_\_ (building level or central office administrator the school staff member responsible for these home instruction services) shall coordinate the development of an Individualized Program Plan (IPP) for delivery of instruction and maintain a record of delivery of instructional services and pupil progress.~~

1. The district shall establish a written plan for the delivery of instruction and maintain a record of delivery of instructional services and student progress.

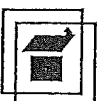
2. The teacher providing instruction shall be a certified teacher. ✓

a. ~~For a pupil expected to be on home instruction for thirty calendar days or more, the IPP shall be developed within thirty calendar days after placement;~~

(1) ~~For a pupil on short term suspension from the general education program pursuant to N.J.A.C. 6A:16-7.2, development of an IPP is not required.~~

(2) ~~For a pupil on long term suspension from the general education program pursuant to N.J.A.C. 6A:16-7.3, the IPP shall be developed within thirty days following a determination by the school district.~~

b. ~~The IPP shall be based upon consultation with the pupil's parent(s) or legal guardian(s) and a multi-disciplinary team of professionals with appropriate instructional and educational services credentials to assess the educational, behavioral, emotional, social, and health needs of the pupil and recommend a program to address both educational and behavioral goals;~~



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- e. ~~The IPP shall incorporate any prior findings and actions recommended through the school building system of Intervention and Referral Services, pursuant to N.J.A.C. 6A:16-8, Intervention and Referral Services;~~
- d. ~~The IPP shall recommend placement in an appropriate educational program, including supports for transition back to the general education setting; and~~
- e. ~~The \_\_\_\_\_ (building level or central office administrator responsible for home instruction services) shall review the pupil's progress, consult with the pupil's parent(s) or legal guardian(s), and coordinate the revision of the IPP no less than every sixty calendar days.~~
2. ~~The teacher providing instruction shall be appropriately certified for the subject and grade level of the pupil pursuant to N.J.A.C. 6A:9, Professional Licensure and Standards.~~
3. The teacher shall provide one-on-one instruction for no fewer than ten hours per week on three separate days of the week and no fewer than ten hours per week of additional guided-learning experiences that may include the use of technology to provide audio and visual connections to the ~~student's~~ pupil's classroom.
- a. ~~If home instruction is provided to pupils in a small group rather than through one on one instruction, direct instruction, that may include guided learning experiences, shall be provided for no fewer than twenty hours per week provided on no fewer than three separate days during the week and the pupil to teacher ratio shall not exceed 10:1.~~
4. The instruction shall meet the Core Curriculum Content Standards in accordance with N.J.A.C. 6A:8 and the **Board of Education's** ~~district's~~ requirements for promotion and graduation.

*No change to hours.*



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## Home or Out-of-School Instruction for a General Education Student for Reasons Other Than a Temporary or Chronic Health Condition Pupils

5. ~~If instruction is delivered in the pupil's home, a parent(s) or legal guardian(s) or other adult twenty one years of age or older who has been designated by the parent(s) or legal guardian(s) shall be present during all periods of home instruction.~~
6. ~~Refusal or failure by a parent(s) or legal guardian(s) to participate in the development and revision of the pupil's IPP as required or to be present in the home as required in 5. above may be deemed a violation of compulsory education laws, pursuant to N.J.S.A. 18A:38-25 through 31, and child neglect laws, pursuant to N.J.S.A. 9:6-1 et seq.~~

### D. ~~Record Keeping~~

1. ~~The \_\_\_\_\_ (building level or central office administrator responsible for home instruction services) shall maintain a summary record concerning pupils receiving home or out of school instruction because they could not be placed in the setting recommended as most appropriate in the pupils' IPPs.~~
  - a. ~~The summary record shall provide information concerning the number of pupils categorized by age, grade and gender, the number of weeks on home instruction before placement in the recommended setting, and the reasons for delay.~~
  - b. ~~The Superintendent shall provide the summary report annually to the Executive County Superintendent of Schools.~~

Issued:



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[See POLICY MEMO No. 17]  
[See POLICY ALERT Nos. 95, 96, 139, 172, 176 and 203]

## 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 the ~~students~~ pupils enrolled in the schools of this district attend school regularly in accordance with the laws of the State. ~~The educational program offered by this district is predicated on the presence of the pupil and requires continuity of instruction and classroom participation. The regular contact of pupils with one another in the classroom and their participation in a well-planned instructional activity under the tutelage of a competent teacher are vital to this purpose.~~

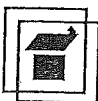
In accordance with the provisions of N.J.A.C. 6A:16-7.6, a student's absence from Attendance at school may be excused, unexcused that counts toward truancy, or unexcused that does not count toward truancy for certain absences as defined by the Board. All absences for reasons other than excused, shall be unexcused.

Students Pupils that are absent from school for any reason are responsible for the completion of assignments missed because of their absence. A ~~No~~ student pupil who is absent from school excused for observing a religious holiday shall not be deprived of an any award, or eligibility, or opportunity to compete for any an award, or deprived of the right to take an alternate test or examination opportunity that was missed because of the absence provided there is a written excuse of such absence signed by the parent to make up a test given on the religious holiday.

Prolonged or repeated absences, excused or unexcused, from school or from class, deprive the students pupil of the educational and classroom experiences deemed essential to learning and may result in retention at grade level

For districts with secondary school(s)

or loss of credit or removal from a course that would count toward the high school diploma in accordance with policies of this Board.



# POLICY GUIDE

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Attendance

~~Students~~ Pupils shall be subjected to the school district's response for unexcused absences **that account toward truancy** during the school year as outlined in N.J.A.C. 6A:16-7.68(a)4 and Regulation 5200.

~~In addition, Unexcused absences from school or from classes within the school day may shall subject a student pupil to consequences the disciplinary rules of the Board, which that may include the denial of a student's pupil's participation in co-curricular activities and/or athletic competition. Repeated absences from school Repeated truancies that interfere with efforts of this Board and its staff in the maintenance of good order and the continuity of classroom instruction and such absences may result in the removal suspension or expulsion of the any student pupil from a class or the course of study during which absences have occurred or the suspension or expulsion in accordance with Policy Nos. 5610 and 5620.~~

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 a **district improvement plan to improve student attendance pursuant to 6A:30-5.2** ~~performance objectives to improve pupil attendance pursuant to N.J.A.C. 6A:32-12.2(a)3.~~

N.J.S.A. 18A:36-14 et seq.; 18A:38-25 et seq.  
N.J.S.A. 34:2-21.1 et seq.  
N.J.A.C. 6A:16-7.68; 6A:32-8.3

Adopted:





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[See POLICY MEMO. No. 17]  
[See POLICY ALERT Nos. 95, 96, 139, 176 and 203]

## R 5200 ATTENDANCE

### A. Definitions

1. For the purposes of school attendance, a "day in session" shall be a day on which the school is open and students are under the guidance and direction of a teacher or teachers engaged in the teaching process. Days on which school is closed for such reasons as holidays, teachers' institutes, and inclement weather shall not be considered as days in session. ~~"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.~~
2. A "school day" shall consist of not less than four hours, except that one continuous session of two and one-half hours may be considered a full day of Kindergarten.
3. "A day of attendance" shall be one in which the student is present for a full day under the guidance and direction of a teacher while school is in session.
  - a. Whenever over-crowded conditions make it necessary to hold two separate sessions with a different group of students in each session, a student attending for all of either session shall be regarded as having attended for the full day. An excused absence for any reason shall not be counted as a day of attendance in the school register.
4. A "half-day class" shall be considered the equivalent of a full day's attendance only if in session for four hours or more, exclusive of recess periods or lunch periods.

Only  
Excused  
Absences:

1. Observance of religious holidays
2. Take your Child to work Day

New  
List:  
Considered  
unexcused  
absences that do not  
Count toward  
truancy.



# REGULATION GUIDE

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Attendance

## B. Attendance Recording

1. A record of the attendance of all students on roll in a school register shall be kept each day that school is in session by a teacher or other authorized person. It shall be the duty of this person to keep the attendance records according to these rules and the specific instructions issued by the Commissioner of Education.
2. No student shall be recorded as present unless the school is in session and the student so recorded is under the guidance and direction of a teacher in the teaching process.
3. A student shall be recorded as absent in the school register when not in attendance at a session of the school while a member of the school, except students excused due to religious holidays who shall be recorded as excused.
4. A student shall be recorded as either present, absent, or excused for religious observance, every day the school is in session after the student enters until the date the student is transferred to another school, transferred to an individual home instruction record, or officially leaves the school system.
5. The Commissioner 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.
6. The mere presence of a student at roll call shall not be regarded as sufficient attendance for compliance with N.J.A.C. 6A:32-8.3. In a school which is in session during both the forenoon and the afternoon, a student shall be present at least one hour during both the forenoon and the afternoon in order to be recorded as present for the full day. In a school which is in session during either the forenoon or the afternoon, a student shall be present at least two hours in the session in order to be recorded as present for the full day.



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a. ~~A pupil will be considered to have attended school if he/she has been present at least \_\_\_\_\_ hours during the school day.~~

b. ~~A Kindergarten pupil will be considered to have attended school if he/she has been present at least \_\_\_\_\_ hours during the Kindergarten session to which the pupil is assigned.~~

7e. A student pupil not present in school because of his/her participation in an approved school activity, such as a field trip, meeting, cooperative education assignment, or athletic competition will be considered to be in attendance.

## C. Excused/Unexcused Absences

1. "Excused absence" is a student's absence from school for a full day or a portion of a day for the observance of a religious holiday pursuant to N.J.S.A. 18A:36-14 through 16, for Take Your Child to Work Day, or any other absence determined to be excused by the New Jersey Department of Education.
2. "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 excused as defined above or for any unexcused absence that does not count toward truancy listed below.
3. "Unexcused absence that does not count toward truancy" is a student's absence from school for a full day or a portion of a day for the reasons listed below:

[Select one or more options below

2. ~~"Excused absence" is a pupil's absence from school for a full day or a portion of a day for one or more of the following reasons:~~

~~\_\_\_ a. The student's pupil's illness supported by a written letter from the parent upon student's return to school;~~

~~\_\_\_ b. Family illness or death, The student's required attendance in court;~~



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- ~~c.~~ Educational opportunities;
- ~~d.~~ Excused religious observances, pursuant to N.J.S.A. 18A:36-14 through 16;;
- e. 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 pursuant to N.J.A.C. 6A:16-2.3;;
- f. The student's pupil's suspension from school;;
- Family illness or death supported by a written letter from the parent upon the student's return to school;
- Visits to post-secondary educational institutions;
- ~~g.~~ The pupil's required attendance in court;
- h. Interviews with a prospective employer or with an admissions officer of an institution of higher education;;
- i. Examination for a driver's license;;
- j. Necessary and unavoidable medical or dental appointments that cannot be scheduled at a time other than the school day;;
- k. An absence for a reason not listed above, but deemed **unexcused that does not count toward truancy** excused by the Principal \_\_\_\_\_, upon a written request by the student's pupil's parent or legal guardian to the Building Principal or designee stating the reason for the absence and requesting permission for the absence to be an **unexcused excused absence that does not count toward truancy**;;
- l. \_\_\_\_\_  
\_\_\_\_\_ ;
- m. \_\_\_\_\_  
\_\_\_\_\_ .]



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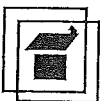
43. "Truancy" means ten or more cumulative unexcused absences that count toward truancy of a student between the ages of six and sixteen as determined by the Board's Attendance Policy and Regulation pursuant to N.J.A.C. 6A:16-7.6(a)4.iii. and the definition of school day pursuant to N.J.A.C. 6A:32-8.3. Any unexcused absence not counted toward truancy listed in C.3. above shall be an absence counted toward truancy. ~~is a pupil's absence from all or a part of the school day without the knowledge of the pupil's parent(s) or legal guardian(s). A pupil will also be considered truant if he/she:~~
- a. ~~Leaves school at lunch time without a pass,~~
  - b. ~~Leaves school without permission when school is still in session,~~
  - c. ~~Leaves class because of illness and does not report to the school nurse as directed, or~~
  - d. ~~Is present in school but is absent from class without approval. Such truancy from class is a "class cut."~~
4. ~~"Unexcused absence" is a pupil's absence for all or part of a school day for any reason other than those listed in A2 above.~~

## [Optional

- 5a. Instances of tardiness in the number established by Policy No. 5240 ~~may will constitute a single an~~ unexcused absence that counts toward truancy.]

## DB. Notice to School of a Student's Pupil's Absence

1. The parent(s) ~~or legal guardian(s)~~ or adult student pupil is requested to call the school office before **the start of the student's school day** \_\_\_\_\_ a.m. of the morning of the pupil's absence.
2. The parent(s) ~~or legal guardian(s)~~ of the student or an adult of a student pupil who **will attended the morning session**, but will not attend **the afternoon session** should call **or provide notice to the school office before the start of the afternoon session** \_\_\_\_\_ m. to give notice of the pupil's absence.



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3. The parent(s) or legal guardian(s) or adult student pupil who anticipates a future absence or anticipates that an absence will be prolonged should notify the school office \_\_\_\_\_ to arrange who will assist in the arrangement of make-up work.

## EE. Readmission to School After an Absence

1. A student pupil returning from an absence of any length of time must provide present to the \_\_\_\_\_ a written statement, that is dated and signed by the parent(s) or legal guardian(s) or adult student pupil, listing of the reasons for the absence.
2. A note explaining a student's pupil's absence for a noncommunicable illness for a period of more than \_\_\_\_\_ school days must be accompanied by a physician's statement of the student's pupil's illness with medical clearance to return to school.
3. A student 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 Policy No. 8451.

## FD. Instruction

1. Teachers shall are expected to cooperate in the preparation of home assignments for students pupils who anticipate an excused absence of \_\_\_\_\_ school days duration. The parent(s) or legal guardian(s) or adult student pupil must request such home assignments.
2. A student pupil who anticipates an excused absence due to a temporary or chronic health condition may be eligible for home instruction in accordance with Policy No. 2412. The parent(s) or legal guardian(s) or adult pupil must request home instruction.
3. Students Pupils absent for any reason are expected to make up the work missed. In grade \_\_\_\_\_ and above, Tthe parent or student pupil is responsible for requesting missed assignments and any assistance required. Teachers will provide make-up assignments as necessary.



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4. In general, ~~students~~ pupils will be allowed a reasonable amount of time as determined by the teacher \_\_\_\_\_ day(s) to make up missed work for ~~each one day of absence~~. Teachers ~~shall make reasonable accommodations to extend time for pupils~~.
5. A ~~student~~ pupil who missed a test or an exam because of an ~~excused absence~~ shall be offered an opportunity to take the test, exam, or an appropriate alternate test.

## GE. Denial of Course Credit

1. The teacher will determine the credit to be awarded a ~~student~~ pupil for make-up work, ~~subject to the rules set forth in this section~~. Where class participation is a factor in the learning process, the teacher may consider a ~~student's~~ pupil's absences in determining a final grade, except ~~excused~~ that absences for the ~~observance of a pupil's religious holiday~~ or absence for a suspension from school **will not** ~~cannot~~ adversely affect the ~~student's~~ pupil's grade. The teacher may record an incomplete grade, ~~in accordance with Regulation No. 2624~~, for a ~~student~~ pupil who has not had a full opportunity to make up missed work.

## [Optional

2. A secondary ~~student~~ pupil ~~may~~ will be dropped from a the course and or denied course credit when he/she has been absent from \_\_\_\_\_ (number, fraction, or percentage) or more of the class sessions, whatever the reason for the absence, except that ~~excused~~ absences for the ~~observance of religious holidays~~ and or absences caused by a ~~student's~~ pupil's suspension will not count toward the total.]

## [Options

\_\_\_\_ Exceptions to this rule may be made for ~~students~~ pupils whose absences are ~~excused~~ and who have demonstrated to the teacher through completion of **make-up assignments** ~~home assignments and/or home instruction~~ that they have mastered the proficiencies established for the course of study.



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- \_\_\_ a. A secondary ~~student~~ pupil who has been dropped from a course of study ~~may will~~ be assigned to an alternate program.
  
- \_\_\_ b. A secondary ~~student~~ pupil denied course credit ~~after completing the course will be permitted to~~ may attend a credit completion session to regain the denied credit, provided the ~~student~~ pupil has not been absent from the class more than \_\_\_\_\_ times.]

## [Optional

- 3. An elementary ~~student~~ pupil ~~may will~~ be retained at grade level, in accordance with Policy No. 5410, when he/she has been absent \_\_\_\_\_ (number, fraction, or percentage) or more school days, whatever the reason for the absence, except that ~~excused absences for the observance of religious holidays and during a~~ absences due to student's pupil's suspension will not count toward the total.]

## [Option

\_\_\_ Exceptions to this rule may be made for ~~students~~ pupils whose absences are excused and who have demonstrated through completion of home assignments and/or home instruction that they have mastered the proficiencies established for the assigned courses of study.]

## HF. School District Response To Unexcused Absences During the School Year That Count Toward Truancy

- 1. For up to four cumulative unexcused absences that count toward truancy, the ~~Building~~ Principal or designee shall:
  - a. Make a reasonable attempt to notify the ~~student's~~ pupil's parent or legal guardian of each unexcused absence prior to the start of the following school day;
  
  - b. ~~Make a reasonable attempt to determine~~ Conduct an investigation of the cause of the each unexcused absence, including ~~through~~ contact with the ~~student's~~ pupil's parent or legal guardian;



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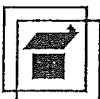
- c. ~~Identify, Develop an action plan~~ in consultation with the ~~student's pupil's~~ parents, or ~~legal guardian~~ **needed action** designed to address patterns of unexcused absences, if any, and to have the child return to school and maintain regular attendance;
  - d. Proceed in accordance with the provisions of N.J.S.A. 9:6-1 et seq. and N.J.A.C. 6A:16-1-10, if a potentially missing or abused child ~~abuse~~ situation is detected; and
  - e. Cooperate with law enforcement and other authorities and agencies, as appropriate.
2. For between five and nine cumulative unexcused absences **that count toward truancy**, the ~~Building~~ Principal or designee shall:
- a. Make a reasonable attempt to notify the ~~student's pupil's~~ parent or ~~legal guardian~~ 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**, ~~Conduct a follow up investigation,~~ including **through** contact with the ~~student's pupil's~~ parent or ~~legal guardian~~, to ~~determine the cause of each unexcused absence~~;
  - c. Evaluate the appropriateness of the ~~action taken plan~~ developed pursuant to N.J.A.C. 6A:16-7.6(a)4.i.(3) and **H.1.c. F.1.e.** above;
  - d. ~~Develop an~~ **Revise the action plan, as needed, to identify patterns of unexcused absences and to establish outcomes based upon the student's pupil's needs and specify the interventions for achieving the outcomes, supporting the pupil's patterns of unexcused absences and to specify the interventions for supporting the student's return to school and regular attendance, which** that 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;



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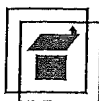
- (2) Conduct testing, assessments, or evaluations of the ~~student's~~ pupil's academic, behavioral, and health needs;
  - (3) Consider an alternate educational placement;
  - (4) Make a referral to **or coordinate with** a community-based social and health provider agency or other community resource;
  - (5) Refer to **a court or the court program pursuant to N.J.A.C. 6A:16-7.6(a)4.iv. and H.4. below** designated by the New Jersey Administrative Office of the Courts; and
  - (6) Proceed in accordance with ~~the provisions of~~ N.J.S.A. 9:6-1 et seq. and N.J.A.C. 6A:16-~~11~~10, if a potentially missing or **abused** child abuse situation is detected-; and
  - (7) **Engage the student's family.**
    - e. Cooperate with law enforcement and other authorities and agencies, as appropriate.
3. For **ten or more** cumulative unexcused absences that **count toward truancy** of ~~ten or more~~, a **student** ~~the pupil~~ between the ages of six and sixteen is truant, pursuant to N.J.S.A. 18A:38-2527, and the ~~Building~~ Principal or designee shall:
- a. ~~Make a determination regarding the need for a court mandatory referral for the truancy, per N.J.A.C. 6A:16-7.6(a)4.iv. and H.4. below to the court program required by the New Jersey Administrative Office of the Courts;~~
  - b. ~~Make a reasonable attempt to notify the pupil's parent or legal guardian of the mandatory referral;~~
  - be. Continue to consult with the parent or ~~legal guardian~~ and the involved agencies to support the **student's** pupil's return to school and regular attendance;



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- cd. Cooperate with law enforcement and other authorities and agencies, as appropriate; and
  - de. 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.
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.
54. For a student pupils with a disability disabilities, the attendance plan and its punitive and remedial procedures shall be applied, where applicable, in accordance with the student's IEP, pursuant to 20 U.S.C. §§ 1400 et seq., of N.J.A.C. 6A:16-7.8 and Policy and Regulation 5200 shall be applied, where applicable, in accordance with the pupil's Individualized Education Programs, pursuant to 20 U.S.C. §1400 et seq.; the Individuals with Disabilities Education Improvement Act; the procedural protections set forth in N.J.A.C. 6A:14; accommodation plans under 29 U.S.C. §§794 and 705(20); and individualized health care plans and individualized emergency healthcare plan pursuant to N.J.A.C. 6A:16-2.3(b)5.xii. , pursuant to N.J.A.C. 6A:16-2.3.



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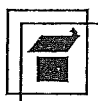
65. All receiving schools pursuant to N.J.A.C. 6A:14-7.1(a), shall act in accordance with N.J.A.C. 6A:16-7.6(a)4.i. and H.1. ~~F.1.~~ above for each ~~student~~ ~~pupil~~ with up to four cumulative unexcused absences **that count toward truancy**.

a. For each ~~student~~ ~~pupil~~ attending a receiving school with five or more cumulative unexcused absences **that count toward truancy**, the absences shall be reported to the sending school district ~~by the receiving school~~.

(1) The sending school district shall proceed in accordance with the district Board of Education's policies and procedures pursuant to N.J.A.C. 6A:16-7.6(a) and H.5. ~~F.~~ above and the provisions of N.J.A.C. 6A:16-7.6(a)4.ii. ~~through iv. and H.2. through H.5. above F.2. through F.4. above,~~ as appropriate.

## IG. Discipline

1. ~~Students~~ Pupils may be denied participation in co-curricular activities if ~~their~~ **the Board establishes** attendance ~~fails to meet the standards for participation set forth in Policy No. 2430.~~
2. ~~Students~~ Pupils may be denied participation in athletic competition if **the Board establishes** ~~their attendance fails to meet the standards for participation set forth in Board Policy No. 2431.~~
3. No ~~student~~ ~~pupil~~ 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.
4. ~~In addition to the requirements as outlined in F.3.a. through e. above, a pupil deemed truant shall be subject to appropriate pupil discipline.~~
5. ~~The absence of a pupil missing from school for unexplained reasons will be handled in accordance with Regulation No. 8464.~~



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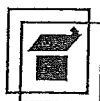
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## JH. Recording Attendance

1. Teachers must accurately record the ~~students~~ pupils present, tardy, ~~and or~~ absent each day in each session or each class. Attendance records must also record ~~students'~~ pupils' attendance at out-of-school curricular events such as field trips.
2. A record shall be maintained of each excused absence, unexcused absence that counts toward truancy, and unexcused absence that does not count toward truancy for each student ~~Teachers must classify and record each absence as excused, unexcused, or truancy.~~
3. ~~The attendance form will be delivered, no later than \_\_\_\_\_ a.m., to \_\_\_\_\_, who will verify pupil absences.~~
34. A report card will record the number of times the ~~student~~ pupil was absent and tardy in each marking period.
45. A ~~student's~~ pupil's absence for observance of a religious holiday will not be recorded as such on any transcript or application or employment form.

## KI. Appeal

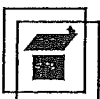
1. ~~A truant Students pupil may be subject to appropriate discipline for their school attendance record suspended or expelled for truanancies in accordance with Policy Nos. 5610 and 5620.~~
2. A ~~student~~ pupil who has been retained at grade level for excessive absences may appeal that action in accordance with Policy No. 5410.
3. A ~~student~~ pupil who has been dropped from a course and/or denied course credit for excessive absences may appeal that action in accordance with the following procedures:



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- a. The ~~student~~ ~~pupil~~ shall file a written appeal to the **Principal or designee** \_\_\_\_\_ within five school days of receiving notice of the action. The appeal should state the reasons for ~~admitted each~~ ~~absences,~~ any documentation that ~~may would reduce~~ **support reducing** the number of absences for the purposes of course credit, and reasons why the ~~student~~ ~~pupil~~ should **either** continue to be enrolled in the course ~~and/or~~ receive course credit for a class the student completed.
- b. The **Principal or designee** \_\_\_\_\_ will respond in writing no later than seven ~~school working~~ days after receiving the ~~student's~~ ~~pupil's~~ appeal.
- c. If the ~~student~~ ~~pupil~~ is not satisfied, he/she may submit a written request to the Principal for consideration by an Attendance Review Committee.
- d. On a ~~the student's~~ ~~pupil's~~ request for consideration by an **Attendance Review Committee**, the Principal shall convene an Attendance Review Committee ~~consisting of~~ \_\_\_\_\_, \_\_\_\_\_, and \_\_\_\_\_. The Attendance Review Committee shall meet informally to hear the ~~student's appeal~~ ~~pupil's reasons for reenrollment and/or credit~~. The ~~student's~~ ~~pupil's~~ parent(s) or legal guardian(s) and teacher(s) may attend the meeting.
- e. The Attendance Review Committee shall decide the appeal and inform the ~~student~~ ~~pupil~~ in writing within seven ~~school working~~ days of the meeting. ~~The committee may impose conditions on any reenrollment and may require the pupil to agree to those conditions.~~



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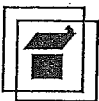
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- f. The **student pupil** may appeal an adverse decision of the Attendance Review Committee to the Superintendent, the Board of Education, and the Commissioner of Education, ~~in that order~~ and in accordance with Policy No. 5710, Pupil Grievance and N.J.S.A. 18A. An appeal Resort to the Attendance Review Committee shall be considered to have exhausted the first two steps of the grievance procedure outlined in Policy 5710.

## LJ. Attendance Records Improvement Plan

1. Attendance records for the school district and each school will be maintained and attendance rates will be calculated as required by the New Jersey Department of Education. The school district will comply with all attendance requirements and any improvement plans as required by the Department of Education. The \_\_\_\_\_ will collect attendance data from each of the schools in the district and calculate the average daily attendance rate for the district and for each school. The attendance rate shall be calculated by dividing the total number of pupil days present for all pupils by the total possible number of pupil days present for all pupils and multiplying the result by one hundred.
2. ~~When the average daily attendance rate for the district or for a school does not meet the New Jersey Department of Education requirements, performance objectives to improve pupil attendance pursuant to N.J.A.C. 6A:32-12.2(a)3 shall be developed.~~

Adopted:



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# POLICY GUIDE

Policy-11

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Automated External Defibrillators (AEDs)

Oct 02

Jun 13

M

[See POLICY ALERT Nos. 162, 170 and 199]

## 5300 AUTOMATED EXTERNAL DEFIBRILLATORS (AEDS)

The American Heart Association estimates many lives could be saved if defibrillators were more widely available. Due to technological advances, automated external defibrillators (AEDs) may be used by lay persons without any training to provide defibrillation within the first minutes of cardiac arrest thereby increasing the victim's chances of survival. In accordance with N.J.S.A. 18A:40-41.a, the Board of Education shall ensure every school in the school district has an AED as defined in N.J.S.A. 2A:62A-24. The AED shall be made available in an unlocked location on school property with an appropriate identifying sign. The AED shall be accessible during the school day and any other time when a school-sponsored athletic event or team practice is taking place in which pupils of the school district are participating. The AED shall be within reasonable proximity of the school athletic field or gymnasium, as applicable.

A team coach, licensed athletic trainer, or other designated staff member if there is no coach or licensed athletic trainer, who is present during athletic events or team practices, shall be trained in cardio-pulmonary resuscitation and the use of the AED in accordance with the provisions of N.J.S.A. 2A:62A-25.a. The school district shall be deemed to be in compliance with N.J.S.A. 2A:62A-25.a, if a State-certified emergency services provider or other certified first responder is on site at the event or practice.

Each AED in the school district shall be tested and maintained according to the manufacturer's operational guidelines. Notification shall be provided to the appropriate first aid, ambulance, rescue squad, or other appropriate emergency medical services provider regarding the AED, the type acquired, and its location in accordance with N.J.S.A. 2A:62A-25.b and c.

The school district and its employees shall be immune from civil liability in the acquisition and use of AEDs pursuant to the provisions of N.J.S.A. 2A:62A-27.

In accordance with the provisions of N.J.S.A. 18A:40-41.b, the Superintendent of Schools or designee shall establish and implement an Emergency Action Plan applicable to each school in the school district for responding to a sudden cardiac event including, but not limited to, an event in which the use of an AED may be

*Nurses  
at each  
school*





# POLICY GUIDE

PUPILS

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Automated External Defibrillators (AEDs)

necessary. The Emergency Action Plan shall be consistent with the provisions of N.J.S.A. 18A:40-41.a and, at a minimum, shall include a list of no less than five school employees, team coaches, or licensed athletic trainers who hold current certifications from the American Red Cross, American Heart Association, or other training programs recognized by the Department of Health and Senior Services in cardio-pulmonary resuscitation and in the use of an AED. This list shall be updated, if necessary, at least once in each semester of the school year. The Emergency Action Plan shall also include detailed procedures on responding to a sudden cardiac event including, but not limited to, the identification of the persons in the school who will be responsible for responding to the person experiencing the sudden cardiac event; calling 911; starting cardio-pulmonary resuscitation; retrieving and using the AED; and assisting emergency responders in getting to the individual experiencing the sudden cardiac event.

N.J.S.A. 18A:40-41.a; 18A:40-41.b

Adopted:



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Policy-12

PUPILS

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Automated External Defibrillators (AEDs)

Jun 13

M

[See POLICY ALERT No. 199]

## R 5300 AUTOMATED EXTERNAL DEFIBRILLATORS (AEDS)

### A. Automated External Defibrillator (AED)

1. Every school in the school district shall have an AED as defined in N.J.S.A. 2A:62A-24.
2. For the purposes of this Policy and Regulation, "automated external defibrillator" or "defibrillator" or "AED" means a medical device heart monitor and defibrillator that:
  - a. Has received approval of its pre-market notification filed pursuant to 21U.S.C. §360(k) from the United States Food and Drug Administration;
  - b. Is capable of recognizing the presence or absence of ventricular fibrillation or rapid ventricular tachycardia, and is capable of determining, without intervention by an operator, whether defibrillation should be performed; and
  - c. Upon determining that defibrillation should be performed, automatically charges and requests delivery of an electrical impulse to an individual's heart.

### B. Location and Availability of AED

1. The AED shall be made available in an unlocked location on school property with an appropriate identifying sign.
2. The AED shall be accessible during the school day and any other time when a school-sponsored athletic event or team practice is taking place in which pupils of the school district are participating.
3. The AED shall be within reasonable proximity of the school athletic field or gymnasium, as applicable.



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Automated External Defibrillators (AEDs)

## C. Training Requirements for Using an AED

1. A team coach, licensed athletic trainer, or other designated staff member if there is no coach or licensed athletic trainer, who is present during athletic events or team practices, shall be trained in cardio-pulmonary resuscitation and the use of the AED in accordance with the provisions of N.J.S.A. 2A:62A-25.a.
  - a. The school district shall be deemed to be in compliance with this requirement if a State-certified emergency services provider or other certified first responder is on site at the event or practice.
2. Prior to using an AED a school employee must have successfully completed and hold a current certification from the American Red Cross, American Heart Association, or other training programs recognized by the Department of Health and Senior Services in cardio-pulmonary resuscitation and the use of an AED.
  - a. The Board of Education shall not be liable for any act or omission of any lay person who uses the defibrillator in the rendering of emergency care.
3. Each AED shall be maintained and tested according to the manufacturer's operational guidelines.
4. The Principal or designee shall notify the appropriate first aid, ambulance, rescue squad, or other appropriate emergency medical services provider that the school has acquired an AED, the type acquired, and its location.
5. Prior to purchasing an AED, the Superintendent of Schools or designee will provide the prescribing licensed physician with documentation that the school district has a protocol in place to comply with the requirements of 2., 3., and 4. above.



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Automated External Defibrillators (AEDs)

## D. Immunity from Civil Liability

1. Any person who uses an AED shall request emergency medical assistance from the appropriate first aid, ambulance, or rescue squad as soon as practicable. However, a lay person who, in good faith, fails to request such emergency medical assistance shall be immune from civil liability for any personal injury that results from that failure.
2. The school district and its employees shall be immune from civil liability in the acquisition and use of AEDs pursuant to the provisions of N.J.S.A. 2A:62A-27.
  - a. Any person or entity who, in good faith, acquires or provides an AED, renders emergency care or treatment by the use of an AED, assists in or supervises the emergency care or treatment by the use of an AED, attempts to use an AED for the purpose of rendering emergency care or treatment, and who has complied with the requirements of Policy and Regulation 5300, N.J.S.A. 18A:40-41.a and b, and N.J.S.A. 2A:62A-23 through 2A:62A-27 shall be immune from civil liability for any personal injury as a result of that care or treatment, or as a result of any acts or omissions by the person or entity in providing, rendering, assisting in, or supervising the emergency care or treatment.
  - b. A person or entity providing or maintaining an AED shall not be liable for any act or omission involving the use of an AED in the rendering of emergency care by a lay person.
3. The immunity provided in 2. above shall include the prescribing licensed physician and the person or entity who provided training in cardio-pulmonary resuscitation and use of the AED.
4. N.J.S.A. 2A:62A-27 shall not immunize a person for any act of gross negligence or willful or wanton misconduct. It shall not be considered gross negligence or willful or wanton misconduct to fail to use a defibrillator in the absence of an otherwise pre-existing duty to do so.



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Automated External Defibrillators (AEDs)

## E. Emergency Action Plan

1. The Superintendent of Schools or designee shall establish and implement an Emergency Action Plan applicable to each school in the district for responding to a sudden cardiac event including, but not limited to, an event in which the use of an AED may be necessary.
  - a. The Emergency Action Plan shall be consistent with the provisions of N.J.S.A. 18A:40-41.a and, at a minimum, shall include a list of no less than five school employees, team coaches, or licensed athletic trainers in each school building who hold current certifications from the American Red Cross, American Heart Association, or other training programs recognized by the Department of Health and Senior Services in cardio-pulmonary resuscitation and in the use of the AED. This list shall be updated, if necessary, at least once in each semester of the school year.
  - b. The Emergency Action Plan shall also include detailed procedures on responding to a sudden cardiac event including, but not limited to:
    - (1) The identification of the persons in the school who will be responsible for responding to the person experiencing the sudden cardiac event;
    - (2) Calling 911;
    - (3) Starting cardio-pulmonary resuscitation;
    - (4) Retrieving and using the AED; and
    - (5) Assisting emergency responders in getting to the individual experiencing the sudden cardiac event.

Issued:



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[See POLICY ALERT No. 140, 144, 147, 176 and 203]

## 5610 SUSPENSION

The Board of Education recognizes that even the temporary exclusion of a **student pupil** from the educational program of this district is a severe sanction and one that cannot be imposed without due process.

Any **student pupil** 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 pupil** 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 Pupil 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 pupil** from the regular instructional program.

For the purposes of this Policy, "short term suspension" means a suspension for **one, but not more than** ~~a term of~~ ten consecutive school days ~~or less~~ and "long term suspension" means a suspension for more than ten consecutive school days.

~~Any pupil who is convicted or adjudicated delinquent for possession of a firearm or a crime while armed with a firearm or found knowingly in possession of a firearm on any school property, on a school bus, or at a school sponsored function shall be immediately removed from the school's regular educational program pending a hearing before the Board of Education to remove the pupil in accordance with N.J.S.A. 18A:37-8 and Policy No. 5611.~~

~~Any pupil who commits an assault, as defined pursuant to N.J.S.A. 2C:12-1, upon a pupil, teacher, administrator, Board member, or other school district employee, with a weapon, other than a firearm, on any school property, on a school bus, or at a school sponsored function must be immediately removed from the school's regular education program and placed in an alternative education school or program, pending a hearing before the Board of Education in accordance with N.J.S.A. 18A:37-2.2. and Policy 5612.~~

*Must be adopted as required by administrative Code  
6A:16-7.2 and  
6A:7.3*



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~~Any pupil who commits an assault, as defined pursuant to N.J.S.A. 2C:12-1, upon a teacher, administrator, Board member, or other school district employee, acting in the performance of his duties in a situation where his authority to so act is apparent, or as a result of the victim's relationship to an institution of public education in New Jersey, not involving the use of a weapon or firearm, shall be immediately suspended from school consistent with procedural due process pending suspension or expulsion proceedings before the Board in accordance with N.J.S.A. 18A:37-2.1.a.~~

~~Pursuant to N.J.S.A. 18A:37-2.1.b., whenever a teacher, administrator, Board member, school district employee or a labor representative on behalf of an employee makes an allegation in writing that the Board member or employee has been assaulted by a pupil, the Principal shall file a written report with the Superintendent. The Superintendent, upon receiving such report shall report the alleged assault to the Board at the next regular Board meeting; provided the name of the pupil who allegedly committed the assault; although it may be disclosed to the Board members, shall be kept confidential to the public at the Board meeting. A person failing to file a report of an alleged assault may be liable to disciplinary action.~~

**In accordance with the provisions of N.J.S.A. 18A:37-4, a student pupil may be suspended only by the Building Principal, who shall report any suspension to the Superintendent as soon as possible. The Superintendent shall report the suspension to the Board at its next regular meeting. The suspended student pupil may be reinstated by the Principal within \_\_\_\_\_ days of the suspension, or by the Superintendent prior to at any time before the second regular meeting of the Board following the suspension, unless the Board reinstates the student at the first regular meeting. or by the Board of Education at the first meeting following the suspension, except that No student pupil suspended for reasons of assault upon a person in authority may be reinstated before the Board has held a hearing, within thirty calendar days of the suspension, to consider that student's pupil's expulsion from school. At its second regular meeting after the suspension and thereafter, the Board alone may reinstate the student pupil or continue the suspension.**

## Optional

[The Board's failure to take any such action at its second regular meeting after the suspension or at any regular meeting thereafter will terminate the suspension, and the student pupil shall be readmitted to school.]



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In each instance of a short-term suspension, the ~~student pupil and their parent(s) or legal guardian(s)~~ will be provided oral or written notice of the charges and an informal hearing conducted by the Building Principal or designee in accordance with the procedures outlined in N.J.A.C. 6A:16-7.2. To the extent the ~~student's pupil's~~ presence poses a continuing danger to persons or property or an ongoing threat of disrupting the educational process, the ~~student pupil~~ may be immediately removed from the ~~student's pupil's~~ educational program and the informal hearing shall be held as soon as practical after the suspension.

In each instance of a long-term suspension, the district shall assure the rights of the ~~student pupil~~ pursuant to N.J.A.C. 6A:16-7.3.

The district will comply with the requirements of N.J.A.C. 6A:16-7.2 and 7.3, in addition to all the procedural protections set forth in N.J.A.C. 6A:14, for each ~~student pupil~~ with a disability who is subject to a short-term or long-term suspension.

In each instance of a short- or long-term suspension, the district shall provide academic instruction, either in school or out of school, that addresses the Core Curriculum Content Standards pursuant to N.J.A.C. 6A:8-3.1 *et seq.*, which may include a public education program provided in accordance with the provisions of N.J.A.C. 6A:16-9 or 10. These services shall be provided within five school days of the suspension. Educational services provided to a ~~student pupil~~ with a disability shall be provided consistent with the ~~student's pupil's~~ Individualized Education Program, in accordance with N.J.A.C. 6A:14. ~~At the completion of a short term suspension, the general education pupil shall be returned to the general education program.~~

**Student records are subject to challenge by parents and adult students in accordance with N.J.A.C. 6A:32-7.7 and** ~~The records of a pupil disciplined by suspension will be expunged in accordance with Policy and Regulation No. 8330. All record of a suspension will be immediately expunged if the pupil is found innocent of the charges levied.~~ The name of a disciplined ~~student pupil~~ will not appear in the agenda or minutes of a public meeting or in any public record of this district; any such ~~student pupil~~ will be designated by code.

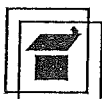
N.J.S.A. 18A:37-1 *et seq.*; 18A:37-2 *et seq.*; 18A:37-4; 18A:37-5

N.J.S.A. 18A:54-20g [vocational districts]

N.J.A.C. 6A:16-7.2; 6A:16-7.3; 6A:32-7.7; 6A:14-2.8 *et seq.*

20 U.S.C. 1415

Adopted:





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[See POLICY ALERT Nos. 176 and 203]

## R 5610 SUSPENSION PROCEDURES

### A. Short-Term Suspensions

1. In each instance of a short-term suspension, the Building Principal or designee, shall assure the rights of a **student pupil** suspended for **one, but not more than ten** ~~or fewer~~ consecutive school days by providing for the following:

a. As soon as practicable, oral or written notice of charges to the **student pupil**.

(1) When charges are denied, an explanation of the evidence forming the basis of the charges shall also **shall** be provided.

b. ~~Prior to the suspension, a~~ An informal hearing ~~prior to the suspension in~~ during which the **student pupil** is given the opportunity to present **his or her version of the events regarding his or her** ~~the pupil's side of the story regarding~~ the actions leading to the short-term suspension and is **provided notice** of the school district's actions taken pursuant to N.J.A.C. 6A:16-7.1(c)2 and 5.

(1) The informal hearing shall be conducted by a **school administrator** ~~the Building Principal or designee;~~

(2) To the extent that a **student's pupil's** presence poses a continuing danger to persons or property or an ongoing threat of disrupting the educational process, the **student pupil** may be immediately removed from the **student's pupil's** educational program and the informal hearing shall be held as soon as practical after the suspension;

(3) The informal hearing should take place even when a school staff member has witnessed the conduct forming the basis of the charge; and

(4) The informal hearing and the notice given may take place at the same time.



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- c. Oral or written notification to the ~~student's pupil's~~ parent(s) or legal guardian(s) of the ~~student's pupil's~~ removal from the ~~student's pupil's~~ educational program prior to the end of the school day on which the ~~Building Principal or designee makes the decision~~ **decides** to suspend the ~~student~~. **The notification** ~~pupil,~~ which shall include an explanation of:
- (1) The specific charges;
  - (2) The facts on which the charges are based;
  - (3) The provision(s) of the ~~pupil~~ code of ~~student~~ conduct the ~~student pupil~~ is accused of violating;
  - (4) The ~~student's pupil's~~ due process rights, pursuant to N.J.A.C. 6A:16-7.1(c)3 and N.J.A.C. 6A:16-7.2 through 7-6; and
  - (5) The terms and conditions of the suspension.
- d. Appropriate supervision of the ~~student pupil~~ while waiting for the ~~student's pupil's~~ parent(s) or legal guardian(s) to remove the ~~student pupil~~ from school during the school day; and
- e. Academic instruction, either in school or out of school, that addresses the Core Curriculum Content Standards, pursuant to ~~N.J.A.C. 6A:8-3.1,~~ which may include a public education program provided in accordance with the provisions of N.J.A.C. 6A:16-9 or 10.
- (1) ~~Services shall be provided within five school days of the suspension.~~
  - (2) ~~Educational services provided to a pupil with a disability shall be provided consistent with the pupil's Individualized Education Program in accordance with N.J.A.C. 6A:14.~~



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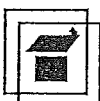
- ~~(3) — At the completion of a short term suspension, the district Board of Education shall return the general education pupil to the general education program.~~
  - (1) The student's academic instruction shall be provided within five school days of the suspension. ✓
  - (2) At the completion of a short-term suspension, the Board of Education shall return a general education student to the general education program for which he or she was suspended. ✓
  - (3) The academic instruction provided to a student with a disability shall be provided consistent with N.J.A.C. 6A:14. ✓
2. The ~~suspending Building~~ Principal ~~suspending the student~~ shall immediately report the suspension to the Superintendent, who ~~shall is required to report it to the~~ Board of Education at its next regular meeting, pursuant to N.J.S.A. 18A:37-4.
- ~~3. — A Board may deny the pupil participation in extracurricular activities, school functions, sports, or graduation exercises as disciplinary sanctions, where such measures are designed to maintain the order and integrity of the school environment.~~
3. An appeal of the Board's decision affecting the general education student's educational program shall be made to the Commissioner, in accordance with N.J.S.A. 18A:37-2.4 and N.J.A.C. 6A:3-1.3 through 1.17.
4. For a ~~student pupil~~ with a disability, the provisions set forth in ~~this section~~ N.J.A.C. 6A:16-7.2 shall be provided in addition to all procedural protections set forth in N.J.A.C. 6A:14.
- B. Long-Term Suspensions
1. In each instance of a long-term suspension, the ~~Building~~ Principal or designee shall assure the rights of a ~~student pupil~~ suspended for more than ten consecutive school days by providing the following:



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- a. ~~Immediate N~~otification to the ~~student pupil~~ of the charges, prior to the ~~student's pupil's~~ removal from school;
- b. ~~Prior to the suspension, a~~An informal hearing ~~prior to the suspension in~~ during which the ~~student pupil~~ is given the opportunity to present ~~his or her version of events the pupil's side of the story~~ regarding the ~~his or her pupil's~~ actions leading to the long-term suspension and is **provided notice** of the school district's actions taken pursuant to N.J.A.C. 6A:16-7.1(c)2 and 5;
- c. Immediate notification to the ~~student's pupil's~~ parent(s) or legal guardian(s) of the ~~student's pupil's~~ removal from school;
- d. Appropriate supervision of the ~~student pupil~~ while waiting for the ~~student's pupil's~~ parent(s) or legal guardian(s) to remove the ~~student pupil~~ from school during the school day;
- e. Written notification to the ~~parent(s) or legal guardian(s)~~ by the Superintendent or designee within two school days of the initiation of the suspension, stating:
  - (1) The specific charges;
  - (2) The facts on which the charges are based;
  - (3) The ~~student's pupil's~~ due process rights, pursuant to N.J.A.C. 6A:16-7.1(c)3 and N.J.A.C. 6A:16-7.3 6A:16-7.2 through 7.6; and
  - (4) ~~That F~~urther engagement by the ~~student pupil~~ in conduct warranting expulsion, pursuant to N.J.S.A. 18A:37-2, shall amount to a knowing and voluntary waiver of the ~~student's pupil's~~ right to a free public education, in the event that a decision to expel the ~~student pupil~~ is made by the Board, pursuant to N.J.S.A. 18A:37-2 and N.J.A.C. 6A:16-7.45.



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- (a) The Board shall request from the parent and student written acknowledgement of the notification **provided** of the provisions of ~~B.1.e.(4) above from the parent(s) or legal guardian(s) and the pupil pursuant to N.J.A.C. 6A:16-7.3(a)5.iv~~ subsequent to the removal of ~~from the student from his or her pupil's~~ educational program, pursuant to N.J.A.C. 6A:16-7.3.
- f. A list of witnesses and their statements or affidavits, if any, no later than five days prior to the formal hearing, pursuant to ~~B.1.j.~~ below;
- g. For a ~~A student~~ pupil with a disability, a manifestation determination, pursuant to N.J.A.C. 6A:14-2.8 and the Federal regulations;
- h. Information on the ~~student's~~ right of the pupil to secure an attorney and legal resources available in the community identified pursuant to N.J.A.C. 6A:16-7.1(c)78;
- i. ~~Either in- or out-of-school e~~ Educational services, ~~either in school or out of school,~~ that are comparable to those provided in the public schools for ~~students~~ pupils of similar grades and attainments, pursuant to N.J.S.A. 18A:38-25, which may include a public education program provided in accordance with the provisions of N.J.A.C. 6A:16-9 or 10.
- (1) The ~~student's~~ educational services shall be provided within five school days of the suspension.
- (2) The Board shall make decisions regarding the appropriate educational program and support services for the suspended general education student based on the Core Curriculum Content Standards and the following considerations ~~pupil, at a minimum, based on the following~~ criteria:



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- (a) A behavioral assessment or evaluation including, but not limited to, a referral to the Child Study Team, as appropriate;
  - (b) The results of any relevant testing, assessments, or evaluations of the **student pupil**;
  - (c) The **student's pupil's** academic, health, and behavioral records;
  - (d) The recommendation of the Superintendent, ~~Building~~ Principal, or other relevant school or community resource;
  - (e) Considerations of parental input; or
  - (f) Consultation with the Intervention and Referral Services Team, in accordance with N.J.A.C. 6A:16-8, as appropriate.
- (3) Educational services provided to a **student pupil** with a disability shall be provided consistent with the ~~pupil's Individualized Education Program~~, in accordance with N.J.A.C. 6A:14.
- j. A formal hearing before the Board **that shall, which,** at a minimum, ~~shall~~:
- (1) Be conducted by the Board or delegated by the Board to a Board committee, a school administrator, or an impartial hearing officer for the purpose of determining facts or making recommendations.
    - (a) **Before taking final action,** ~~t~~The Board as a whole shall receive and consider either a transcript or detailed report on ~~such the hearing before taking final action.~~



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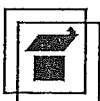
- (2) Include the opportunity for the **student pupil** to:
    - (a) Confront and cross-examine witnesses, ~~if~~ **when** there is a question of fact; and
    - (b) Present his or her own defense, and produce oral testimony or written supporting affidavits.
  - (3) Take place no later than thirty calendar days following the day the **student pupil** is suspended from the general education program; **and**
  - (4) ~~Not be subject to the provisions of the "Open Public Meetings Act," pursuant to N.J.S.A. 10:4-6; and~~
  - (45) ~~Result in a decision by the Board's decision that, which at a minimum,~~ **shall be based, at a minimum,** on the preponderance of competent and credible evidence.
- k. A written statement to the **student's pupil's** parent(s) or legal guardian(s) **regarding** of the Board's decision within five school days after the close of the hearing. **The statement shall include that includes,** at a minimum:
- (1) The charges considered;
  - (2) A summary of the documentary or testimonial evidence from both the **student pupil** and the administration that was brought before the ~~district~~ Board of Education at the hearing;
  - (3) Factual findings relative to each charge and the Board's determination of each charge;
  - (4) Identification of the educational services to be provided to the **student, pupil** pursuant to B.1.i. above;



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- (5) The terms and conditions of the suspension; and
  - (6) The right to appeal to the **Commissioner of Education** the Board's decision regarding the **student's** ~~pupil's~~ general education program, to ~~the Commissioner of Education~~ in accordance with N.J.S.A. 18A:37-2.4 and N.J.A.C. 6A:3-1.3 through 1.17.
1. If at any time it is found that the student did not commit the offense, the student shall be immediately ~~immediately~~ returned to the program from which he or she was removed ~~general education program~~ if at any time it is found that the general education pupil did not commit the offense; and
    - ~~m.~~ For a pupil with a disability found not to have committed the offense, the pupil's program shall be determined in accordance with the provisions of N.J.A.C. 6A:14.; and
    - ma. At the completion of a long-term suspension, the Board shall return the general education **student** ~~pupil~~ to the general education program.
  2. Any appeal of the Board's decision regarding the general education **student's** ~~pupil's~~ program shall be made to the Commissioner of Education, in accordance with N.J.S.A. 18A:37-2.4 and N.J.A.C. 6A:3-1.3 through 1.17.
  3. Suspension of a general education **student** ~~pupils~~ shall not be continued beyond the Board's second regularly **scheduled** meeting following the suspension, unless the Board so determines, pursuant to N.J.S.A. 18A:37-5.
    - a. The Board shall determine whether to continue the suspension, pursuant to B.1. above, based on the following criteria:
      - (1) The nature and severity of the offense;





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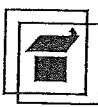
- (2) The Board's removal decision;
  - (3) The results of any relevant testing, assessments, or evaluations of the ~~student pupil~~; and
  - (4) The recommendation of the Superintendent, **after considering input from the** Principal or Director of the alternative education program or home or other **in-school or** out-of-school instruction program in which the ~~student pupil~~ has been placed.
- b. The Board shall develop and adopt policies and procedures providing for action on the continuation of ~~student pupil~~ suspensions in the event of cancellation of the first or second regular Board meeting pursuant to N.J.S.A. 18A:37-4 and 5. In this unlikely event, ~~the Superintendent will decide on appropriate instruction for the student until the Board reconvenes again~~

*in consultation w/ the Principal*  
*will decide on appropriate instruction for the student until the Board reconvenes again*  
~~{Option - Select option below or develop a local school district option~~

~~\_\_\_\_\_ a special committee of the Board, which will include the Superintendent of Schools or his/her designee, will be appointed by the Board President to make a decision on the continuation of the suspension. The committee's decision will be implemented subject to ratification of the committee's decision at the next regularly scheduled Board meeting.~~

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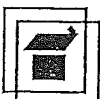
4. When the Board votes to continue ~~the suspension of a general education student's pupil suspension~~, it shall review the case, the Board, in consultation with the Superintendent, shall review the case at each subsequent Board meeting for the purpose of determining:



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- a. The status of the ~~student's~~ pupil's suspension;
  - b. The appropriateness of the ~~suspended student's~~ current educational program ~~for the suspended pupil~~; and
  - c. Whether the suspended ~~student's~~ pupil's current placement, pursuant to B.1.i. above, should continue or whether the ~~student~~ pupil should return to the general education program.
5. When the Board votes to continue ~~the suspension of a general education student's suspension~~ pupil, it shall make ~~the Board~~, in consultation with the Superintendent, shall ~~make~~ the final determination on:
- a. When the ~~student~~ pupil is prepared to return to the general education program;
  - b. Whether the ~~student~~ pupil will shall remain in an alternative education program or receive home or other in-school or out-of-school instruction, based on the criteria set forth in B.3.a.(1) through (4) above; or
  - c. Whether to initiate expulsion proceedings in accordance with N.J.S.A. 18A:37-2, N.J.A.C. 6A:16-7.4, ~~N.J.A.C. 6A:16-7.5~~ and Policy 5620.
6. The Board shall provide a general education ~~student~~ pupil suspended under N.J.A.C. 6A:16-7.3 with an appropriate educational program or ~~appropriate educational services~~, based on the criteria set forth under B.1.i.(2) above, until the ~~student~~ pupil graduates from high school or reaches the age of twenty, whichever comes first.
- a. The educational program shall be consistent with the provisions of N.J.A.C. 6A:16-9.2 and 10.2 and 6A:14-2 and 4.3, whichever is applicable; or

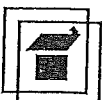


# REGULATION GUIDE

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Suspension Procedures

- b. The educational services provided, either in-school or out-of-school, shall be comparable to those provided in the public schools for **students pupils** of similar grades and attainments, pursuant to the provisions of N.J.S.A. 18A:38-25.
7. For a **student pupil** with a disability who receives a long-term suspension, the Board shall proceed in accordance with N.J.A.C. 6A:14 in determining or changing the **student's pupil's** educational placement to an interim or alternate educational setting.
  - a. All procedural protections set forth in N.J.A.C. 6A:14 and N.J.A.C. 6A:16-7.3 shall be afforded to **a each student pupil** with a disability who is subjected to a long-term suspension.
  - b. All decisions concerning the **student's pupil's** educational program or placement shall be made by the **student's pupil's** Individualized Education Program team.
  - c. The provisions of B.2. through B.6. above shall not apply to **students pupils** with disabilities.

Adopted Issued:



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# POLICY GUIDE

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Reporting Potentially Missing or Abused Children

Jun 14

M

[See POLICY MEMO No. 56]

[See POLICY ALERT Nos. 94, 97, 100, 106, 133, 169, 180 and 203]

## 8462 REPORTING POTENTIALLY MISSING OR ABUSED CHILDREN

The Board of Education recognizes early detection of missing, abused, or neglected children is important in protecting the health, safety, and welfare of all children. In recognition of the importance of early detection of missing, abused, or neglected children, the Board of Education adopts this Policy pursuant to the requirements of N.J.S.A. 18A:36-24 and 18A:36-25. The Board provides this Policy for its employees, volunteers, or interns to provide for the early detection of missing, abused, or neglected children through notification of, reporting to, and cooperation with the appropriate law enforcement and child welfare authorities pursuant to N.J.S.A. 18A:36-24 and 18A:36-25 et seq., N.J.A.C. 6A:16-11.1, and N.J.S.A. 9:6-8.10.

Employees, volunteers, or interns working in the school district shall immediately notify designated child welfare authorities of incidents of alleged missing, abused, and/or neglected children. Reports of incidents of alleged missing, abused, or neglected children shall be reported to the New Jersey State Central Registry (SCR) at 1-877 NJ ABUSE. If the child is in immediate danger a call shall be placed to 911 as well as to the SCR.

The person having reason to believe that a child may be missing or may have been abused or neglected may, ~~prior to notifying designated child welfare authorities,~~ inform the Building Principal or other designated school official(s) designee prior to notifying designated child welfare authorities if the action will not delay immediate notification. The person notifying designated child welfare authorities shall inform the Building Principal or other designated school official(s) designee of the notification, if such had not occurred prior to the notification. Notice to the Building Principal or other designated school official(s) designee need not be given when the person believes that such notice would likely endanger the reporter or student pupil involved or when the person believes that such disclosure would likely result in retaliation against the student pupil or in discrimination against the reporter with respect to his or her employment.

*Minor changes to reflect 6A:16-11.1*



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Reporting Potentially Missing or Abused Children

The Building Principal or other designated school official(s) designee upon being notified by a person having reason to believe that a child may be missing or may have been abused or neglected, must notify appropriate law enforcement authorities of incidents of potentially missing, abused, or neglected child situations. Notification to appropriate law enforcement authorities shall be made for all reports by employees, volunteers, or interns working in the school district. Confirmation by another person is not required for a school district employee, volunteer, or intern to report the suspected missing, abused, or neglected child situation.

School district officials will cooperate with designated child welfare and law enforcement authorities in all investigations of potentially missing, abused, or neglected children in accordance with the provisions of N.J.A.C. 6A:16-11.1(a)5.

The district designates <sup>the Board approved</sup> Homeless Liaison as the school district's liaison to designated child welfare authorities to act as the primary contact person between the school district and child welfare authorities with regard to general information sharing and the development of mutual training and other cooperative efforts. The district designates the Superintendent or designee as the school district's liaison to law enforcement authorities to act as the primary contact person between the school district and law enforcement authorities, pursuant to N.J.A.C. 6A:16-6.2(b)1, consistent with the Memorandum of Understanding, pursuant to N.J.A.C. 6A:16-6.2(b)13.

An employee, volunteer, or intern working in the school district who has been named as a suspect in a notification to child welfare and law enforcement authorities regarding a missing, abused, or neglected child situation shall be entitled to due process rights, including those rights defined in N.J.A.C. 6A:16-11.1(a)9.

The Superintendent or designee \_\_\_\_\_ shall provide training to school district employees, volunteers, and/or interns on the district's policy and procedures for reporting allegations of missing, abused, or neglected child situations. All new school district employees, volunteers, and/or interns working in the district shall receive the required information and training as part of their orientation.

There shall be no reprisal or retaliation against any person who, in good faith, reports or causes a report to be made of a potentially missing, abused, or neglected child situation pursuant to N.J.S.A. 9:6-8.13.



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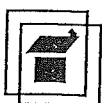
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Reporting Potentially Missing or Abused Children

Any employee, volunteer, or intern with reasonable cause to suspect or believe a student has attempted or contemplated suicide shall report such information to the Department of Children and Families, Division of Child Protection and Permanency, in a form and manner prescribed by the Division of Child Protection and Permanency pursuant to N.J.S.A. 30:9A-24.a.

N.J.S.A. 18A:36-24; 18A:36-25 et seq.  
N.J.A.C. 6A:16-11.1

Adopted:



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Reporting Potentially Missing or Abused Children

Jun 14

M

[See POLICY ALERT Nos. 97, 100, 133, 169, 180 and 203]

## R 8462 REPORTING POTENTIALLY MISSING OR ABUSED CHILDREN

### A. Definitions

1. An "abused child" as defined in N.J.S.A. 9:6-8.9, is a child under the age of eighteen years whose parent, ~~(s)~~ or legal guardian~~(s)~~, or other person having his/her custody ~~and~~ ~~of~~ control:
  - a. Inflicts or allows to be inflicted upon such child physical injury by other than accidental means which causes or creates a substantial risk of death, or serious or protracted disfigurement, or protracted impairment of physical or emotional health or protracted loss or impairment of the function of any bodily organ;
  - b. Creates or allows to be created a substantial or ongoing risk of physical injury to ~~such~~ ~~the~~ child by other than accidental means which would be likely to cause death or serious protracted disfigurement, or protracted loss or impairment of the function of any bodily organ;
  - c. Commits or allows to be committed an act of sexual abuse against the child;
  - d. Or a child whose physical, mental, or emotional condition has been impaired or is in imminent danger of becoming impaired as the result of the failure of his/her parent,~~(s)~~ or legal guardian~~(s)~~, or ~~such~~ other person having his/her custody and control, to exercise a minimum degree of care (1) in supplying the child with adequate food, clothing, shelter, education, medical, or surgical care though financially able to do so or though offered financial or other reasonable means to do so, or (2) in providing the child the proper supervision or guardianship, by unreasonably inflicting or allowing to be inflicted harm, or substantial risk thereof, including the infliction of excessive corporal punishment or using excessive physical restraint under circumstances which do not indicate that the child's behavior is harmful to himself/herself, others or property, or by any other act of similarly serious nature requiring the aid of the court;



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## Reporting Potentially Missing or Abused Children

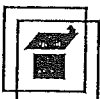
- e. Or a child who has been willfully abandoned by his/her parent(s), ~~or legal guardian(s)~~, or ~~such~~ other person having his/her custody and control; or
- f. Or a child who is in an institution as defined under N.J.S.A. 9:6-8.21 and (1) has been so placed inappropriately for a continued period of time with the knowledge that the placement has resulted and may continue to result in harm to the child's mental or physical well-being, or (2) has been willfully isolated from ordinary social contact under circumstances which indicate emotional or social deprivation.

A child shall not be considered abused under ~~this section~~ N.J.S.A. 9:6-8.9 if the acts or omissions described therein occur in a day school as defined in N.J.S.A. 9:6-8.21.

- 2. An "Intern" means a post-secondary ~~student pupil~~ or graduate ~~student~~ in a professional field gaining supervised practical experience.

### B. Indications of Child Abuse and/or Neglect

- 1. The suspicion of child abuse and/or neglect may be based on the complaints of the child or on the direct observations of the employee, volunteer, or intern. A person should suspect child abuse and/or neglect when certain conditions appear to be present. The conditions may be, but are not limited to, whenever:
  - a. There is evidence of physical injury to a ~~student pupil~~ not likely to have been caused by an accident, regardless of the ~~student's pupil's~~ explanation of the injury;
  - b. A ~~student pupil~~ complains of having been injured or having been sexually molested, with or without external signs of physical injury;
  - c. A ~~student pupil~~ appears to be malnourished;
  - d. A ~~student's pupil's~~ general condition indicates a persistent want of care, such as clothing inadequate for the weather, inadequate hygiene, lack of sleep, decayed and broken teeth, and the like;





# REGULATION GUIDE

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## Reporting Potentially Missing or Abused Children

- e. A **student pupil** complains of or indicates by other means that he/she has been subjected to threats or emotional abuse;
- f. A **student pupil** is excessively apprehensive, fearful, withdrawn, or aggressive;
- g. A **student pupil** is afraid to go home after school or arrives to school unreasonably early;
- h. A parent or the caretaker of a child admits having abused the child;
- i. The removal from school by the parent(s), ~~or legal guardian(s)~~, or other person having custody and control of the child that may be an indicator of additional grievous abuses; or
- j. School district personnel have any other **reason** ~~reasonable~~ cause to believe that a child has been subject to child abuse and/or neglect, **to include but not be limited to, physical abuse, sexual abuse, neglect, educational abuse, and educational neglect** ~~or acts of child abuse and/or neglect.~~

### C. Notification Requirements for School District Employees, Volunteers or Interns

- 1. Employees, volunteers, or interns working in the school district shall immediately notify designated child welfare authorities of incidents of alleged missing, abused, ~~and/or~~ neglected children.
  - a. The person having reason to believe that a child may be missing or may have been abused or neglected may, ~~prior to notifying designated child welfare authorities,~~ inform the ~~Building~~ Principal or **other designated school official(s)** ~~designee~~ prior to notifying designated child welfare authorities if the action will not delay immediate notification.



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Reporting Potentially Missing or Abused Children

- b. The person notifying designated child welfare authorities shall inform the ~~Building~~ Principal or **other designated school official(s) designee** of the notification, if such had not occurred prior to the notification.
    - (1) Notice to the ~~Building~~ Principal or **other designated school official(s) designee** need not be given when the person believes ~~that such~~ the notice would likely endanger the reporter or ~~student pupil~~ involved or when the person believes ~~the that such~~ disclosure would likely result in retaliation against the ~~student pupil~~ or in discrimination against the reporter with respect to his or her employment.
  2. Reports of incidents of alleged missing, abused, or neglected children shall be reported to the New Jersey State Central Registry (SCR) at 1-877 NJ ABUSE. If the child is in immediate danger a call shall be placed to 911 as well as to the SCR.
- D. School District's Notification to Law Enforcement
1. The ~~Building~~ Principal or **other designated school official(s) designee** upon being notified by a person having reason to believe that a child may be missing or may have been abused or neglected, must notify appropriate law enforcement authorities of incidents of potentially missing, abused, or neglected child situations.
    - a. ~~Any school district or building level administrative staff member, in addition to the Building Principal, is authorized by the Board to report and notify appropriate law enforcement authorities of incidents of potentially missing, abused, or neglected child situations.~~
    - a. **Notification procedures to child welfare authorities and law enforcement authorities regarding alleged incidents of missing, abused, or neglected children shall be consistent with the Memorandum of Agreement between education and law enforcement authorities pursuant to N.J.A.C. 6A:16-6.2(b)13.**



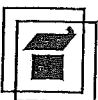
# REGULATION GUIDE

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Reporting Potentially Missing or Abused Children

- b. Notification to appropriate law enforcement authorities shall be made for all reports by employees, volunteers, or interns working in the school district.
    - (1) **The notification to appropriate law enforcement authorities on behalf of a student attending a receiving school shall be made to the law enforcement authorities identified in the receiving school's Memorandum of Agreement as required by N.J.A.C. 6A:16-6.2(b)13.**
  2. Confirmation by another person is not required for a school district employee, volunteer, or intern to report the suspected missing, abused, or neglected child situation.
- E. School District Cooperation with Designated Law Enforcement Authorities
1. The school district will cooperate with designated child welfare and law enforcement authorities in all investigations of potentially missing, abused, or neglected children.
    - a. Accommodations shall be made permitting the child welfare and law enforcement investigators to interview the **student pupil** in the presence of the **Building Principal or other designated school official(s) designee**.
      - (1) If the **student pupil** is intimidated by the presence of the school representative, the **student pupil** shall be requested to name an employee, volunteer, or intern working in the school district, whom he or she feels will be supportive, and who will be allowed to accompany the **student pupil** during the interview.
    - b. District administrative and/or supervisory staff members will assist designated child welfare and law enforcement authorities in scheduling interviews with any employee, volunteer, or intern working in the school district who may have information relevant to the investigation.



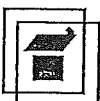
# REGULATION GUIDE

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Reporting Potentially Missing or Abused Children

- c. In accordance with N.J.A.C. 6A:16-11.1(a)5.iii., the district will release all records of the **student pupil** who is the subject of the investigation that are deemed to be relevant to the assessment or treatment of a potentially missing, abused, or neglected child pursuant to N.J.S.A. 18A:36-19, N.J.S.A. 9:8-8.40 and ~~N.J.A.C. 6A:32-7~~ and allowable under the Family Education Rights and Privacy Act (FERPA), 34 CFR Part 99.
- d. In accordance with N.J.A.C. 6A:16-11.1(a)5.iv., the district will ensure the maintenance, security, and release of all confidential information about potential missing, abused, or neglected child situations is in accordance with N.J.S.A. 18A:36-19, N.J.S.A. 9:8-8.40, and N.J.A.C. 6A:32-7.
- (1) All information regarding allegations of potentially missing, abused, or neglected children reported to authorities about an employee, volunteer, or intern working in the school district shall be considered confidential and may be disclosed only as required in order to cooperate in investigations pursuant to N.J.A.C. 6A:16-11.1(a)2. and 3. or by virtue of a Court Order. Records pertaining to such information shall be maintained in a secure location separate from other employee personnel records and accessible only to the Superintendent or designee.
- e. In accordance with N.J.A.C. 6A:16-11.1(a)5.v., the district will release the **student pupil** to child welfare authorities while school is in session when it is necessary to protect the **student pupil** or take the **student pupil** to a service provider.
- (1) Such removal shall take place only after the **Building Principal**, or **other designated school official(s) designee**, has been provided, either in advance or at the time removal is sought, with appropriate documentation that the child welfare authority has already removed, or has appropriate authority to remove, the **student pupil** from his or her home, as specified in N.J.S.A. 9:6-8.27 through 8.30.



# REGULATION GUIDE

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Reporting Potentially Missing or Abused Children

- f. The district will cooperate in the transfer of a **student pupil** who has been removed from his or her home by designated child welfare authorities for proper care and protection pursuant to N.J.S.A. 9:6-8.28 and 8.29 to another school.
- F. Due Process Rights of a School Employee, Volunteer, or Intern Named As a Suspect
1. An employee, volunteer, or intern working in the school district who has been named as a suspect in a notification to child welfare and law enforcement authorities regarding a missing, abused, or neglected child situation shall be entitled to due process rights.
  2. Temporary reassignment or suspension of an employee, volunteer, or intern working in the school district named as a suspect pursuant to N.J.A.C. 6A:16-11.1.(a)2 shall occur only if there is reason to believe that the life or health of the alleged victim or other **student pupil** is in **jeopardy imminent danger** due to continued contact between the employee, volunteer, or intern and the **student pupil**.
  3. All references to a notification to the designated child welfare authorities of a potential missing, abused, or neglected child situation involving a school district employee, shall be removed from the employee's personnel records immediately following the receipt of an official notice from child welfare authorities that the allegation was unfounded pursuant to N.J.S.A. 18A:6-7a.

Adopted:



XI-V

*New Jersey Department of Education  
School Self-Assessment for Determining Grades under the  
Anti-Bullying Bill of Rights Act (ABR)*

**STATEMENT OF ASSURANCES**

By submitting the *School Self-Assessment for Determining Grades under the ABR* (Self Assessment), the chief school administrator (CSA) assures that:

1. The school safety team (SST) had the lead role in completing the Self-Assessment.
2. The public was given the opportunity to comment on the Self-Assessment prior to district board of education (BOE) approval.
3. The BOE approved the Self-Assessment at a public meeting, prior to submission to the New Jersey Department of Education (NJDOE).
4. All information in the Self-Assessment is an accurate and complete account of the status of the school's efforts implementing the ABR at the time of submission, the SST's report, the public comment on the report, and the district BOE's review of and decision on the report.
5. The NJDOE or its authorized representatives will be provided with access to, and the right to examine, all records, books, papers, or documents related to the Self-Assessment.
6. The grade assigned by the Commissioner for the school and for the school district will be posted on the home page of the *school's* website within 10 days of its receipt from the NJDOE.
7. The grade assigned by the Commissioner for the school district and each school in the district will be posted on the home page of the *school district's* website within 10 days of its receipt from the NJDOE.
8. The BOE at a public meeting will review the grades assigned by the Commissioner for each school and the school district.

Enter BOE approval date \_\_\_/\_\_\_/\_\_\_ (MM/DD/YY)

By checking this box, the chief school administrator hereby certifies that he or she has read, understands and will satisfy the above Assurances in their entirety, and authorizes submission of the *School Self-Assessment for Determining Grades under the ABR*.

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**Overview of Activities to Fulfill Requirements of the School Self-Assessment Program to  
Determine Grades under the *Anti-Bullying Bill of Rights Act***

Note: The term CSA includes the CSLP and references to the BOE includes the charter school governing authority.

<b>Activities</b>	<b>Person(s) Responsible</b>	<b>Plan to Complete</b>
<b>Set-up usernames for this project (HIB Grades).</b> <ul style="list-style-type: none"> <li>• Each school user will need a school-level account assigned to HIB Grades. <i>Note: You do not need to create a new school-level username if this person is the same as last year.</i></li> <li>• Each CSA will need a district-level account assigned to HIB Grades.</li> </ul> <i>Note: Charter schools still require only a school-level user name.</i>	District Homeroom Administrator	
<b>Print and Review the School Self-Assessment and Guidance document.</b>	School Safety Team	
<b>Complete the hard copy of the School Self-Assessment by evaluating each indicator and reviewing supporting documentation.</b>	School Safety Team	
<b>Following district policies, request that the Self-Assessment be added to the agenda for an upcoming public BOE meeting.</b> <i>Note: Meeting must be held prior to September 30, 2014.</i>	Anti-Bullying Coordinator	
<b>Enter School Self-Assessment ratings in the HIB Grades system and select "Submit Report for District Review."</b> <i>Note: This step does not apply to charter schools.</i>	Anti-Bullying Specialist	
<b>Print a summary report of the School Self-Assessment and review ratings.</b> <i>Note: The CSA may request the school make changes.</i>	Chief School Administrator, Anti-Bullying Coordinator	
<b>Present School Self-Assessment at a public BOE meeting.</b> <i>Note: The BOE may ask for further clarification and/or supporting documentation of ratings. Each School Self-Assessment must be approved by the BOE prior to being submitted to the NJDOE.</i>	Chief School Administrator	
<b>Certify the Statement of Assurances and submit data to the NJDOE.</b>	Chief School Administrator	<b>Deadline: September 30, 2014</b>
<b>NJDOE will review data and create and issue school and district grade reports.</b>	NJDOE	To be issued in the 2014-2015 school yr
<b>Review official Grade Report at public BOE meeting.</b>	Chief School Administrator, Anti-Bullying Coordinator	After receiving official Grade Report from NJDOE
<b>Post the official Grade Report on the homepage of the school and on the homepage of the school district.</b>	District Homeroom Administrator, Webmaster	Ten days after receiving official Grade Report from NJDOE