

# **HASBROUCK HEIGHTS BOARD OF EDUCATION**

**Thursday, June 17, 2021**

**Regular Meeting Agenda (Final)**

**Time: 7:30 p.m.**

## **I. A. Meeting called to order at:**

### **B. Announcement of adequate meeting:**

The New Jersey Open Public Meeting Law was enacted to insure the right to the public to have advance notice of and to attend the meetings of public bodies at which business affecting their interest is discussed or acted upon.

Pursuant to the New Jersey Open Public Meeting Act, Public Law 1975, Chapter 231, the Board Secretary caused notice of this meeting to be given to the public and the press on **January 08, 2021** Said notices was posted at the Hasbrouck Heights Municipal Building, Hasbrouck Heights Board of Education Office, Hasbrouck Heights Middle and High School, Euclid Elementary School, Lincoln Elementary School and Hasbrouck Heights School District Website.

Notice of said meeting was published under legal notice in The Record.

### **C. Roll Call**

## **II. Flag Salute**

## **III. Presentations**

### **1. Essay Contest Winners - Middle School Students:**

- a. The ELKS Lodge "Americanism Essay Contest" - D. Sickels 1<sup>st</sup> in the state, 2<sup>nd</sup> in the nation.
- b. Bergen County Prosecutor's Office and the Hasbrouck Heights Police Essay – "Why is it important for members for the community to engage with the local police department" –
  - i. 6<sup>th</sup> grade: A. Kaur 1<sup>st</sup> place, A. Chrisopoulos 3<sup>rd</sup> place
  - ii. 8<sup>th</sup> grade: A. Sokoll 1<sup>st</sup> place

### **2. Retirees: E. Anderson, L. Brinker, K. Christensen, D. Dussault, A. Ellerbrock, B. Kritzer, C. Reed.**

### **3. Staff of the Year:**

- a. Euclid – L. Brinker
- b. Lincoln – E. Caputo
- c. Middle – R. Perdomo

d. High – M. Neumann

IV. Public Hearing on Resolutions to be acted upon this meeting.

Residents are requested to state their names, addresses and subject matter. Issues raised by members of the public may or may not be responded to by the Board. All comments will be considered and a response will be forthcoming if and when appropriate. The Board asks that members of the public be courteous and mindful of the rights of other individuals when speaking. Specifically, comments regarding students and employees of the District are discouraged and will not be responded to by the Board. Students and employees have specific legal rights afforded by the laws of New Jersey. The Board bears no responsibility nor will it be liable for any comments made by members of the public. Members of the public should consider their comments in light of the legal rights of those affected or identified in their comments and be aware that they are legally responsible and liable for their comments.

V. Approval of Minutes: May 20, 2021

VI. Correspondence and Report of School Business Administrator/Board Secretary

VII. Report of the Board President

VIII. Report of the Superintendent

IX. Committee and Liaison Reports:

- A. Education/Curriculum
- B. Special Education
- C. Technology
- D. Facilities
- E. Recreation
- F. Finance
- G. Personnel
- H. Policy
- I. NJ/BCSBA
- J. Borough Council Liaison
- K. Faculty Liaison
- L. PTA Liaison

X. Resolutions:

Awards:

None

Education /Curriculum Committee

E06-01-21 Approve Monthly Superintendent Discipline Report

E06-02-21 Approve Monthly Superintendent HIB Report

E06-03-21 Approve Monthly District Calendar

E06-04-21 Approve Workshop

E06-05-21 Approve Elementary Summer Enrichment Program

E06-06-21 Approve Comprehensive Equity Plan SOA

E06-07-21 Approve the Graduates of the Class of 2021

Special Education Committee

S06-01-21 Approve Monthly OOD Placements

S06-02-21 Approve Contracted Services

S06-03-21 Approve OOD Placements 21-22 SY

S06-04-21 Approve Contracted Services

S06-05-21 Approve Special Services

S06-06-21 Approve ESY Reading Specialist

Technology Committee

None

Facilities Committee

B06-01-21 Approve Facilities Calendar

Recreation Committee

R06-01-21 Approve Field Trip Calendar

Finance Committee

F06-01-21 Approve Financial Certification

F06-02-21 Approve Actual Payroll for May

F06-03-21 Approve Estimated Payroll for June

F06-04-21 Approve Bill Authorization – June

F06-06-21 Approve Actual Bills List – April

F06-06-21 Approve Board Secretary's Report – April

F06-07-21 Approve Line Item Transfers – April

F06-08-21 Approve Purchases

F06-09-21 Approve Purchases

F06-10-21 Approve Purchases

F06-11-21 Approve Temporary Instructional Areas

## F06-12-21 Approve Transfers to Capital and Maintenance Reserves

### Personnel

P06-01-21 Approve Personnel Action  
P06-02-21 Approve Personnel Action  
P06-03-21 Approve Personnel Action  
P06-04-21 Approve Personnel Action  
P06-06-21 Approve Personnel Action  
P06-06-21 Approve Personnel Action  
P06-07-21 Approve Personnel Action  
P06-08-21 Approve Personnel Action  
P06-09-21 Approve Personnel Action  
P06-10-21 Approve Personnel Action  
P06-11-21 Approve Personnel Action  
P06-12-21 Approve Personnel Action  
P06-13-21 Approve Personnel Action  
P06-14-21 Approve Personnel Action  
P06-15-21 Approve Personnel Action

### Policy Committee:

PL06-01-21 – Approve Policies/Regulations

## XI. Old Business

## XII. New Business

## XIII. Open Public Hearing

Residents are requested to state their names, addresses and subject matter. Issues raised by members of the public may or may not be responded to by the Board. All comments will be considered and a response will be forthcoming if and when appropriate. The Board asks that members of the public be courteous and mindful of the rights of other individuals when speaking. Specifically, comments regarding students and employees of the District are discouraged and will not be responded to by the Board. Students and employees have specific legal rights afforded by the laws of New Jersey. The Board bears no responsibility nor will it be liable for any comments made by members of the public. Members of the public should consider their comments in light of the legal rights of those affected or identified in their comments and be aware that they are legally responsible and liable for their comments.

XIV. Private Session (If necessary)

XV. Adjournment

**HASBROUCK HEIGHTS BOARD OF EDUCATION  
RESOLUTIONS – June 17, 2021 (Final)**

**AWARDS AND PRESENTATIONS:**

**RESOLUTIONS:**

None

**EDUCATION/CURRICULUM COMMITTEE:**

**RESOLUTIONS:**

E06-01-21     Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2020 – 2021 school year:

Accept Monthly Discipline Report

E06-02-21     Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2020 – 2021 school year:

Accept Monthly Superintendent HIB Report and approves the actions recommended by the Superintendent for the following incidents:  
(if applicable)

2021 – HS – 0

2021 – MS - 0

2021 – LS - 0

2021 – ES - 1 investigation

Listed above are the number of investigations as of May 20, 2021

E06-03-21     Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2020-2021 school year:

The monthly district calendar

E06-04-21 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2021-2022 school year:

7/19/21 – 7/22/21 – T. Gordon – AP Summer Institute @ \$900 cost to district

E06-05-21 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2021-2022 school year:

**Amend Res: E04-05-21:**

Elementary Summer Enrichment Program – increase total hours from 33 to 40 @ \$37/hr

E06-06-21 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2021-2022 school year:

Approve the Comprehensive Equity Plan Statement of Assurance

Approve Affirmative Action Officer – J. Colangelo

E06-07-21 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2021-2022 school year:

Approve the Graduates of the Class of 2021

\*Pending the posting of final grades

**SPECIAL EDUCATION COMMITTEE:**

**RESOLUTIONS:**

S06-01-21 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following OOD Placements for the 2020– 2021 school year:

Approve OOD Placements (**Attachment A**)

S06-02-21 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve Contracted Services for the 2021 – 2022 school year:

Invo Services – Behavioral Analysts and LDTC Services as needed

**(Attachment B)**

CCL Therapy –OT Services as needed **(Attachment B)**

Fun Fit Therapy – PT Services as needed **(Attachment B)**

Careplus - Behavioral Services @ \$11,200 per month **(Contract on File)**

Arc – Transitional Services **(Contract on File)**

S06-03-21 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following OOD Placements for the 2021 – 2022 school year:

Student #1000091 – Windsor Learning Center – ESY @ \$9,990 and RSY @ \$59,940

Student #1002036 – David Gregory School – ESY @ \$8,666.40 and RSY @ \$51,998.40

Student #1000074 – Forum School – ESY @ \$8,641.71 and RSY @ \$74,071.80

Student #1000554 – Windsor School – ESY \$9,990

Student #1000077 – Sage Day – RSY @ \$66,559

Student #1000323 – Sage Day – RSY \$66,559

Student #1001609 – Windsor Learning Center – ESY @ \$9,990 and RSY \$59,940

Student #286 – Alpine School – ESY @ \$16,379.70 and RSY @ \$98,278.20

Student #20642 – Forum School – ESY @ 8,641.71 and RSY @ \$74,071.80

Student #1000806 – David Gregory School – ESY @ \$8,666.40 and RSY @ \$51,998.40

Student #4947 – Ridgefield Memorial HS – RSY @ \$43,623

Student #1002306 – Reed Academy – ESY @ \$17,715.20 and RSY @ \$103,291.20

Student #1001906 – ESY – SBJC @ \$3,900

Student #1001944 – ESY – SBJC @ \$3,900

Student #1001448 – ESY – SBJC @ \$3,900

Student #1000323 – ESY - Sage Day @ \$3,977

Student #20746 – ESY – SBJC @ \$3,900

Student #1000620 – ESY – SBJC @ \$3,900

Student #1000485 – ESY – Realm @ \$12,835

Student #1001558 – ESY – Realm @ \$12,835



S06-04-21 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2021 – 2022 school year:

BCSS IDEA Agreement (**Attachment C**)  
SBJC – ESY Preschool Class - @ \$15,600

S06-05-21 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following special services for the 2020 – 2021 school year:

Student #1000981 – 1:1 chaperone for HS prom on 6/17/21 from 6 pm to 10 pm  
@ \$22.11/hr

S06-06-21 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following special services for the 2021 – 2022 school year:

C. Drozdowski – ESY Reading Specialist @ 6 hrs/wk @ \$37/hr from 7/6/21 – 7/30/21

#### TECHNOLOGY COMMITTEE:

##### RESOLUTIONS:

None

#### FACILITIES COMMITTEE:

##### RESOLUTIONS:

B06-01-21 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2020 – 2021 school year:

Monthly Facilities Calendar

#### RECREATION COMMITTEE:

##### RESOLUTIONS:

R06-01-21 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2020-2021 school year:

District Field Trip Calendar

FINANCE COMMITTEE:

RESOLUTIONS:

- F06-01-21 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education pursuant to NJAC 6A:23-2.11-4 and upon consultation with district officials, certifies that to the best of its knowledge, no major account of funds have been over expended in violation of NJAC 6A:23-2.11(a) and that sufficient funds are available to meet the district's needs.
- F06-02-21 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the actual payroll for the month of May 2021 in the amount of \$1,869,166.98 and that the President of the Board and the School Business Administrator are hereby authorized to sign warrants up to and including the above.
- F06-03-21 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the estimated payroll for the month of June at \$1,800,000 and that the President of the Board and the School Business Administrator are hereby authorized to sign warrants up to and including the above \$1,800,000.
- F06-04-21 Be it Resolved that upon the recommendation of the Superintendent of Schools the President of the Board and the Board Secretary are hereby authorized to sign warrants for supplies and materials received and services rendered to the Hasbrouck Heights School District for the month of June.
- F06-05-21 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2020-2021 school year:

<b>Bills List for the month of</b>		<b><u>April</u></b>
Fund 10	General Fund	\$3,517,768.30
Fund 20	Special Revenue	\$ 145,283.02
Fund 30	Capital Projects	\$ 0.00
Fund 40	Debt Service	\$ 0.00
Fund 60	Enterprise	\$ 29,126.14
Fund 95	Student Activity	\$ 10,170.00
<b>Total</b>		<b>\$3,702,347.46</b>

Fund 10	Voided Checks	\$	1,100.00
Fund 20	Voided Checks	\$	0.00
Fund 60	Voided Checks	\$	0.00
Fund 95	Voided Checks	\$	290.00

**(Attachment D)**

- F06-06-21 Be it Resolved that upon the recommendation of the Superintendent of Schools the Board of Education approve the following reports in accordance with NJAC 6A:23-2.11 (a) and NJAC 6A:23-2. 11 (b).

Board Secretary's Report  
Cash Report  
Monthly Fund Transfer Report  
April 2021

**(Attachment E)**

- F06-07-21 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2020 – 2021 school year:

Approve the monthly line item transfers for April 2021

**(Attachment F)**

- F06-08-21 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following purchases for the 2020 – 2021 school year:

**State Contracted Purchases:**

PO #101572 – Dell Marketing – Technology Equipment - Contract  
#C000000005003 @ \$4,932.25  
PO #101589 – Dell Marketing – Technology Equipment – Contract  
#C000000005003 @ \$4932.25  
PO #101569 – Keyboard Consultant – Technology Equipment – Contract #17-  
food-002617DPP00111 @ \$3,768.68  
PO #101592 – Gov Connection Inc – Technology Equipment – Contract  
#NCPA-01-44 @ \$1,694.08  
PO #101591 - Howard Technology – Technology Equipment – Contract  
#NCPA 01-45 @ \$3,077.12  
PO #101590 – Howard Technology – Technology Equipment – Contract  
#NCPA 01-45 @ \$11,099  
PO #101568 – Howard Technology Solutions -Technology Equipment –  
Contract #NCPA 01-45 @ \$4342.80  
PO #101571 – Gov Connection Inc – Technology Equipment – Contract  
#NCPA01-44 @ \$1,897.39

PO #101617 – Howard Technology – Technology Equipment – Contract #NCPA 01-45  
PO #101593 – Keyboard Consultant – Technology Equipment – Contract #17-FOOD-0026617 @ \$6,680.28

F06-09-21 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following purchases for the 2021 – 2022 school year:

**Quotes Attached:**

PO #200021 – Hudson United Glass – LS Air Conditioner panels @ \$13,350  
PO #200020 – Hudson United Glass – HS Air Conditioner panels @ \$7,750  
PO #200019 – Hudson United Glass – ES Air Conditioner panels @ \$6,775

**State Contracted Purchases:**

PO #200015 – Grainger – ES Air Conditioners – Contract #19-FLEET-00566 @ \$5,628.57  
PO #200014 – Grainger – HS Air Conditioners – Contract #19-Fleet-00566 @ \$7,802.51  
PO #200013 – Grainger – LS Air Conditioners – Contract #19 –Fleet-00566 @ \$11,935.07

**ED Data Bids:**

PO #200018 – Sal Electric – ES Electrical – Bid #9740 @ \$9,315  
PO #200017 – Sal Electric – LS Electrical – Bid #9740 @ \$23,740  
PO #200016 – Sal Electric – HS Electrical – Bid #9740 @ \$11,065

**Contract Renewals:**

PO 200150 – Karl Environmental Group – AHERA Surveillance Program @ \$2,750  
PO #200151 – Strauss Esmay Assoc. – Policy Alert and Support System @ \$4,785  
PO #200152 – Educational Data Services, Inc. – Bidding Services @ \$7,130  
PO #200153 – Naviance, Inc – 3 yr. contract for Guidance Software @ \$9,500/yr for each year for a total of \$28,500  
PO #200155 – Realtime Information Tech., Inc. – Special Education Software @ \$9,919.76

F06-10-21 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following purchases for the 2020 – 2021 school year:

**Professional Services:**

PO #101613 – S & P Global, Inc - Credit Rating Fees for School Bonds @ \$13,250

PO #101615 – PFK O'Connor Davies – Audit Fees Sale of Bonds @ \$5,000

**Contract Renewal:**

PO #101620 – Realtime Information Technology – Special Education Management/IEP Writer @ \$9,190.00

F06-11-21 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2021 – 2022 school year:

**Pursuant to NJAC 6A:26-8.1**

Approve temporary instructional areas Middle/High School/Euclid School/Lincoln School

**Pursuant to NJAC 6A-26.6.3(h) 4ii**

Approve alternate toilet facilities – Euclid School and Lincoln School

**Pursuant to NJAS 6A:26.6.1**

Approve change of use of educational space – Euclid and Lincoln School

F06-12-21 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2021 – 2022 school year:

Transfer of funds to Maintenance Reserve not to exceed \$500,000

Transfer of fund to Capital Reserve not to exceed \$1,500,000

PERSONNEL COMMITTEE:

RESOLUTIONS:

- P06-01-21 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2021-2022 school year:

**CST Summer Hours:**  
**(Attachment G)**

- P06-02-21 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2021-2022 school year:

**Coaches Stipends:**  
**(Attachment H)**

- P06-03-21 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2020 - 2021 school year:

**Extra Pay:**

T. Minichiello – 6 pm to 10 pm – Senior Prom – 4/hrs @ \$22.11/hr – student#1000981

- P06-04-21 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2020 - 2021 school year:

**Long Term Replacement Substitute:**

A. Signorile – from 6/4/21 to 6/24/21 @ \$150/day @ ES for employee #0115

- P06-05-21 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2020 - 2021 school year:

**Leave of Absence:**

Employee #0022 – paid sick leave from 5/17/21 – 6/4/21

Employee #1027 – paid sick leave from 5/10/21 – 5/17/21

Employee #0014 – paid sick leave from 6/3/21 – 6/24/21

Employee #0954 – paid sick leave from 6/14/21 – 6/24/21

Amend Resolutions – P05-01-21 paid sick leave for employee ID #1133 to read 5/3/21 – 5/21/21

Amend Resolutions – P04-04-21 paid sick leave for employee ID #0057 to read return 5/24/21

Amend Resolution – P03-03-21 unpaid FMLA for employee ID #0541 to read return 6/16/21

- P06-06-21 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2020 - 2021 school year:

**Extra Pay:**

C. Lange - 6 pm to 10:30 pm for senior prom 6/16/21 @ @ \$36.59/hr

A. Lustmann - 6 pm to 10:30 pm for senior prom on 6/16/21 @ \$42.39/.hr

C. Lange – 1 hr for SAT entry of students on 6/5/21 - @ \$36.59/hr

- P06-07-21 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2021 - 2022 school year:

**Summer HS Enrichment Program:**

J. VanDam – total of 12 hrs @ which includes prep periods \$37/hr

H. Pope – total of 33 hrs which includes prep periods @ \$37/hr

G. DiTaranto – total of 24 hrs which includes prep periods @ \$37/hr

B. Shelly – total of 12 hrs which includes prep periods @ \$37/hr

- P06-08-21 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2021 - 2022 school year:

**Amendment for Visitor Monitor:**

Amend Resolution #P04-10-21 for C. Bello to start at 7:45 am instead of 8:15 am

- P06-09-21 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2021 - 2022 school year

S. Odeh, HHHS Student to complete community services hours at the Summer Keys program

P06-10-21 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2021 - 2022 school year:

**Substitutes:\***

C. Rizzo – (C) @ \$16/hr

\*Pending Paperwork

P06-11-21 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2020 - 2021 school year:

**Resignations:**

C. Tremaroli – effective 6/30/21

M. Barbone – effective 6/30/21

P06-12-21 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2021 - 2022 school year:

Amend Resolution #P04-13-21 attachment H – to add P. Hone tenure

P06-13-21 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2021 - 2022 school year:

**Amend Res: P05-11-21:**

Include N. Inglesby for CST summer meetings and remove K. Krysz

P06-14-21 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2021 - 2022 school year:

**Extra Pay:**

**Elementary Summer Enrichment Program:**

Program review – each teacher not to exceed 2 hrs @ \$32/hr July 5<sup>th</sup> thru July 9<sup>th</sup>

Summer program - each teacher receives 2 hrs instruction per day plus ½ hr prep, plus 15 minutes before and after student arrival and dismissal @ \$37/hr from July 12<sup>th</sup> thru July 29<sup>th</sup>:

S. Brander

S. Claus

L. Crabbe



A. Curtin  
C. Cuttita  
T. Edwards  
A. Georgatos  
J. Giaquinto  
N. Inglesby  
E. LaTorre  
J. Martello  
S. Netelkos  
D. Reynolds  
D. Roberston

P06-15-21 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2021-2022 school year:

C. Drozdowski – ESY Reading Specialist @ \$37/hr, not to exceed 6hrs per week from July 6th thru July 30<sup>th</sup>

J. Hricay – Athletic Trainer Summer Hours @ \$32/hr not to exceed 20 hours

#### POLICIES/REGULATIONS:

#### RESOLUTIONS:

PL06-01-21 Be it Resolved that the Hasbrouck Heights Board of Education approve first/second reading of the following new or revised policies/regulations/exhibits or by laws, attached to the minutes:  
**(Attachment I)**

#### **First Readings:**

Policy/Regulation #1649 – Federal Families First Coronavirus (Covid 19) Response Act – **ABOLISH**

Policy/Regulation #3134 – Assignment of Extra Duties

Policy/Regulation #3142 – Nonrenewal of Nontenured Teaching Staff Member

Policy/Regulation #3221 – Evaluation of Teachers

Policy/Regulation #3222 – Evaluation of Teaching Staff Members, Excluding Teachers and Administrators

Policy/Regulation #3223 – Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals

Policy/Regulation #3224 – Evaluation of Principals, Vice Principals, and Assistant Principals

Policy/Regulation #4146 – Nonrenewal of Nontenured Support Staff member

Policy/Regulation #5460.02 – Bridge Year Pilot Program

Policy/Regulation #6471 – School District Travel

Policy/Regulation #8561 – Procurement Procedures for School Nutrition Programs

**HASBROUCK HEIGHTS BOARD OF EDUCATION  
RESOLUTIONS – June 17, 2021 (Final)**

**AWARDS AND PRESENTATIONS:**

**RESOLUTIONS:**

None

**EDUCATION/CURRICULUM COMMITTEE:**

**RESOLUTIONS:**

E06-01-21     Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2020 – 2021 school year:

Accept Monthly Discipline Report

E06-02-21     Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2020 – 2021 school year:

Accept Monthly Superintendent HIB Report and approves the actions recommended by the Superintendent for the following incidents:  
(if applicable)

2021 – HS – 0

2021 – MS - 0

2021 – LS - 0

2021 – ES - 1 investigation

Listed above are the number of investigations as of May 20, 2021

E06-03-21     Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2020-2021 school year:

The monthly district calendar

## June Board Approval

Local ID	Attending School	ESY Tuition	Tuition SY 20/21
1002306	Reed Academy	\$16,711.50	\$100,269.00
1002036	David Gregory School	\$8,391.00	\$50,346.00
1000710	Felician School for Exceptional Children	\$7,128.44	\$59,295.66
1001558	Peter Cooper School	\$12,835.00	\$85,563.00
1001962	SBJC Maywood Annex	\$3,700.00	\$44,400.00
273	Ridgefield Memorial H.S.	\$6,538.00	\$41,940.00
1000806	David Gregory School	\$8,391.00	\$50,346.00
7006	Leonia H.S.	-	\$46,066.00
487	BCSS Springboard	\$5,300.00	\$61,740.00
1000485	Hewitt School REALM Program	\$12,835.00	\$85,563.00
20642	Forum School	\$8,525.79	\$73,078.20
1000074	Forum School	\$8,525.79	\$73,078.20
1002255	High Point School	\$7,794.70	\$62,696.50
5375	BCSS Springboard	-	\$61,740.00
1001448	SBJC Lodi Annex	\$3,700.00	\$57,200.00
1001476	Roy W. Brown M.S.	\$7,158.50	\$71,585.00
1106	Ridgefield Memorial H.S.	\$6,538.00	\$41,940.00
1001444	Highpoint starting	\$7,794.70	\$62,696.50
1001267	Bleshman School	\$5,300.00	\$76,860.00
1001944	Moonachie Annex	\$3,700.00	\$44,400.00
1001906	SBJC Maywood Annex	\$3,700.00	\$58,950.00
286	Alpine Learning Group	\$15,496.80	\$92,980.80
5311	Capri Training Center added 10/29/20	-	\$6,450.00
1001609	Windsor Learning Center	\$9,660.00	\$57,960.00
6939	Leonia M.S.	-	\$46,066.00
1000091	Windsor Learning Center	\$9,660.00	\$57,960.00
1000077	Sage Day High School	\$3,600.00	\$64,620.00
20746	SBJC Lodi Annex	\$3,700.00	\$69,100.00
1000554	Windsor Learning Center	\$9,660.00	\$57,960.00
1000620	SBJC Lodi Annex	\$3,700.00	\$57,200.00
7251	The Community School	-	\$45,300.60
1002483	SBJC Maywood Campus	-	\$69,100.00
1000323	Sage Day Middle School	-	\$64,620.00

## Agreement

THIS AGREEMENT is made on this 1<sup>st</sup> day of July, 2021 (the “**Effective Date**”) by and between **Invo HealthCare Associates**, 2003 S. Easton Road, Suite 308, Doylestown, PA 18901 (hereinafter referred to as “**IHC**”) and **Hasbrouck Heights School District**, 365 Boulevard, Hasbrouck Heights, NJ 07604 (hereinafter referred to as “**Agency**”).

THIS AGREEMENT is intended to describe the conditions of the Agreement under which IHC will engage its Service Providers, who in turn provide specialized therapeutic services to individuals designated by the Agency.

THE PARTIES wish to enter into an AGREEMENT and agree to the following:

1. Relationship of Parties:

The Agency understands and agrees that IHC and the service provider(s) are acting and performing as independent contractors at all times. Accordingly, nothing in this Agreement shall permit the Agency to exercise control or direction over the means or methods by which service providers perform the services for which they have been engaged. However, the Agency and the service provider(s) shall fully comply with all performance standards set forth in this Agreement, all currently approved and generally accepted professional standards governing the particular professional specialty for which service provider(s) has been engaged, and all other applicable local, state or federal rules and regulations pertaining to licensure and the provision of professional services.

IHC will be identified at the Agency’s primary provider of services identified in Exhibit A. In this regard, the Agency agrees to identify all potential service opportunities to IHC and allow IHC fourteen (14) consecutive days to accept the request for services.

2. Services:

Both parties agree that the scope of IHC’s responsibility, as set forth in the AGREEMENT, is limited to contracting with service provider(s) who will provide services for the clients of the Agency identified in Exhibit A.

3. Duties of Service Provider(s):

(a) The services provided by the service provider(s) under this AGREEMENT will be consistent with the available facilities, the service provider(s)’s professional judgment and the standards established in the Agency’s community.

(b) The service provider(s) shall maintain adequate and current records, in the manner required by the Agency, for individuals who are provided with service.

(c) The service provider(s) will furnish a professional liability insurance policy to cover herself/himself. This policy must be effective on or before the service provider(s)’s first day of work.

(d) In accordance with the State of New Jersey Department of Education Criminal History Record Checks Policy (N.J.S.A. 18A:6-7.1 et seq., N.J.S.A. 18A:39-19.1 & N.J.S.A. 18A:6-4.13 et seq.), the service provider will be responsible for submitting the appropriate documentation for the processing his/her fingerprints. IHC will supply the service provider with the necessary forms for completion and will also be responsible for completing the Transmittal Form and Employee Roster and forwarding the materials to the Department of Education.

(e) The service provider(s), under their contract, must comply with policies, rules, and regulations of the Agency.

4. Term:

This AGREEMENT shall be from July 1, 2021 to June 30, 2022. However, if IHC does not present a qualified candidate for interview within thirty (30) days from the date on which this AGREEMENT is signed, then the Agency will have the option to terminate the AGREEMENT. Notice of termination will be delivered to IHC by Certified Mail with a return receipt.

5. Fees:

(a) IHC shall be compensated for services rendered.

(b) Since IHC incurs daily expenses, IHC will receive from the Agency a guaranteed income approved by the Agency set forth in Exhibit A.

(c) IHC and Agency mutually agree that the rates in Addendum A will increase by 2% each contract year in order to align with Cost-of-Living Adjustments.

In the event that service provider(s) must travel between locations after arriving for work on a given date, billable hours will include transportation time from one location to another.

The Agency shall make payment within seventy-five (75) days of receipt of a properly prepared and submitted invoice. If the payment is not postmarked from the Agency within seventy-five (75) days of the receipt of the invoice, the Agency agrees to pay an additional 1.5% interest per month on amounts not paid, such interest being calculated beginning day seventy-six (76) from receipt of invoice. Interest should be calculated in accordance with standard accounting procedures. IHC shall bill the Agency for the interest.

Failure by the Agency to pay appropriately submitted invoice within ninety (90) days of receipt may be considered a breach of contract.

For each subsequent contract renewal, the compensation for service provider(s)'s services will be negotiated approximately one month prior to the initiation of the next contract period.

6. Duties of Agency:

(a) The Agency will provide the service provider(s) with adequate work areas and equipment, as deemed necessary by the Agency, for the service provider(s) to perform her/his job.

(b) Agency will provide support services as needed.

7. Service of Notices:

Notices served on the Agency will be served by Certified Mail with a return receipt, to the **Hasbrouck Heights School District**, 365 Boulevard, Hasbrouck Heights, NJ 07604. Notices served on IHC will be served by Certified Mail with a return receipt, to **Invo HealthCare Associates**, 2003 S. Easton Road, Suite 308, Doylestown, PA 18901.

8. Law of State to Govern:

The validity, enforceability and interpretation of any of the clauses of this AGREEMENT will be determined and governed by the substantive and procedural laws of the commonwealth of Pennsylvania.

9. Scope of AGREEMENT:

This AGREEMENT constitutes the final, complete and entire contract between the parties and supersedes all prior and contemporaneous agreements, understandings, negotiations and discussions of the parties, whether written or oral. There are no representations or other agreements included. No supplemental modification or waiver of this AGREEMENT will be binding unless executed in writing by the parties to be bound thereby.

10. Amendments:

This AGREEMENT may be amended at any time by mutual agreement of the parties. However, before any amendment will be operative or valid, it must be reduced to writing and signed by both the Agency and IHC.

11. Non-Interference, Non-Solicitation, and Restrictive Covenant:

Agency agrees that it may not during the term of this Agreement and for two (2) years after the expiration or termination of this agreement, directly or indirectly, either as agent, partner, owner, investor, adviser or consultant or in any other capacity, employ or otherwise contract for services with the following:

(a) any service provider(s) that any IHC's staff introduces to Agency, arranges for interview with Agency, or who has provided Services to Agency by or through IHC;

(b) any business entity (i.e. corporation, company partnership, association) that wishes to use any of IHC staff that has been introduced to Agency, had an arranged interview with Agency, or who has provided Services to Agency by or through IHC; and/or

(c) any current or former service provider(s) of IHC who has provided Services to Agency under the terms of this Agreement and who is associated with an independent business entity as an employee, officer, agent, partner, owner, investor, lender, director, adviser or consultant or in any other capacity.

12. Default:

The Agency will be in default if any of the following happens:

- (a) The Agency fails to make any payment when due.
- (b) The Agency breaks a promise it has made to IHC, or the Agency fails to perform promptly at the time and in the specified manner provided in this contract.
- (c) The Agency makes any representation or statement to IHC that is false or misleading in any material respect.

13. Confidential Information:

Both parties agree they will not at any time during or after termination of this AGREEMENT use or disclose any confidential information or methods to any person or entity for any purpose whatsoever without the prior written consent of the Agency and IHC.

14. Termination:

This AGREEMENT may be terminated (i) immediately upon written notice of breach of any party by the other party, or (ii) by either party upon sixty (60) days prior written notice. Notice will be delivered to the other party by Certified Mail with a return receipt.

The validity or unenforceability of any particular provision or part of this AGREEMENT will not affect any other provisions. If any provision of this contract is held to any extent invalid by any competent tribunal, that provision will be modified to make it enforceable.

THE PARTIES execute this AGREEMENT on the \_\_\_\_\_ day of \_\_\_\_\_, 2021.

**Hasbrouck Heights School District**

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

Title: \_\_\_\_\_

**Invo HealthCare Associates**

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

Matt Stringer, President



**Exhibit A**  
**Services and Fees**

<b>Service</b>	<b>Rate</b>	<b>Hours</b>
Applied Behavior Analyst	\$64.26/Hour	"as needed"
Board Certified Behavior Analyst – Dionisia Miniatis	\$110.16/Hour	"as needed"
Board Certified Behavior Analyst	\$105.06/Hour	"as needed"
Board Certified Behavior Analyst – in home services	\$140.00/Hour	"as needed"
Learning Disabilities Teacher Consultant	\$78.54/Hour	"as needed"

## INDEPENDENT CONTRACTOR AGREEMENT

THIS INDEPENDENT CONTRACTOR AGREEMENT is made as of May 10, 2021 ("hereinafter, "Agreement") by and between CCL Therapy, LLC, a New Jersey limited liability company having an address at 206 Deerlea Lane, Boonton, NJ 07005, Boonton, New Jersey 07751, [JWagner@CCL-Therapy.com](mailto:JWagner@CCL-Therapy.com) (hereinafter, "CCL THERAPY"), and the Hasbrouck Heights Board of Education, having an address at 379 Boulevard, Hasbrouck Heights, New Jersey 07604 (hereinafter, "HHBOE").

In consideration of the mutual terms and conditions hereinafter set forth, CCL THERAPY and HHBOE hereby agree as follows:

1. CCL THERAPY will provide HHBOE with Occupational Therapy Evaluations services and Occupational Therapy services on an "as needed" basis (individually and collectively, the "Services"). The Services will be provided under the supervision of Jennifer Wagner, a New Jersey State Licensed Occupational Therapist, and other New Jersey Licensed Occupational Therapists, as applicable, under her direction and supervision. The Services will be in effect from July 1, 2021 through June 30, 2022, unless terminated earlier in accordance with the terms of this Agreement. It is expressly agreed and understood that CCL Therapy shall not have the right be assigned to any particular student(s).

2. According to this Agreement, CCL THERAPY shall provide specialized services under the terms and conditions specified herein: each Occupational Therapist will be using a New Jersey State License. Each Occupational Therapist will provide related services, therapies or child study team services as prescribed under state law (N.J.A.C.6:28) and federal law (P.L. 94-142, P.L. 99-457 and Section 504 of the Rehabilitation Act), in accordance with the recommendations, goals and objectives as specified in each students' Individual Education Plan(IEP). In addition, each Occupational Therapist may be required to provide evaluations, consultations, and screening services as part of his/her responsibilities as may be required by the District in writing.

3. CCL THERAPY agrees to fully adhere to the terms of this Agreement, for which it will be paid a fee in the following manner:

Evaluations/Re-Evaluations (including documentation) "As Needed":

- \$325.00 per evaluation/reevaluation within district.
- \$350.00 per evaluation/reevaluation out of district.
- Annual Reviews at a rate of \$95.00
- IEP Meeting rate \$47.50 per half hour
- HHBOE will be billed for one fifteen minute documentation unit for a therapist working from one to four hours. HHBOE will be billed for two fifteen minute

- documentation units for a therapist working four or more hours.
- School based thirty minute treatment sessions at \$47.50
- Home based sessions to be provided at a rate of \$105.00 per 60 minutes, \$80.00 per 45 minutes, and \$60.00 per 30 minutes.
- Quarterly documentation notes to be billed for 60 minutes at a rate of \$95.00 and completed 4 times a year.
- In the event that the service provider(s) must travel between locations after arriving at work on a given date, billable hours will include transportation time from one location to another.
- If only one (1) student per building is seen, a minimum of one (1) hour will be billed unless time exceeds (1) hour.

CCL THERAPY shall be paid a fee on a monthly basis upon submission of an invoice of services provided by CCL THERAPY to HHBOE. CCL THERAPY shall provide HHBOE with a time sheet and an itemized bill with students serviced at that time indicating all hours worked. HHBOE shall pay all CCL THERAPY invoices within thirty (30) days of submission.

4. This Agreement may only be amended by mutual consent and upon signature of both parties. However, any consent, waiver, approval or authorization shall be effective if signed by the party granting or making such consent, waiver, approval or authorization.

5. In the event of any dispute between the parties concerning this Agreement, this Agreement shall be construed in accordance with the laws of the State of New Jersey and adjudicated in the courts located in the State of New Jersey, without regard to conflicts of law principles.

6. This Agreement may be executed in any number of original counterparts, all of which evidence only one agreement, and only one of which need be produced for any purpose.

7. Any notice, demand, consent, authorization or other communication (collectively a "Notice") which either party is required or may desire to give to or make upon the other party pursuant to this Agreement shall be effective and valid only if in writing, signed by the party giving such Notice, and delivered by express courier or delivery service or by registered or certified mail of the United States Postal Service, return receipt requested, addressed to the other party at the addresses set forth on the first page hereof (or to such other address or person as either party or person entitled to Notice may by Notice to the other specify). Unless otherwise specified, Notices shall be deemed given when received, but if delivery is not accepted, on the earlier of the date delivery is refused or the third day after the same is deposited with the United States Postal Service. Further, facsimile signatures, as well as PDF/scans/emails shall be deemed originals.

8. The invalidation or unenforceability in any particular circumstance of any of the provisions of this Agreement shall in no way affect any of the other provisions hereof, which shall remain in full force and effect.

9. CCL Therapy shall maintain liability insurance in the amount of \$1,000,000/\$2,000,000 per occurrence for the life of this agreement. Said insurance shall name the District as an additional insured.

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FOLLOWS]

Acknowledged and Agreed:

Hasbrouck Heights Board of Education

CCL Therapy, LLC

By: \_\_\_\_\_ By: \_\_\_\_\_ (Signature)  
(Signature)

(Printed Name) \_\_\_\_\_ Printed: Jennifer Wagner President

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Date)

## INDEPENDENT CONTRACTOR AGREEMENT

THIS INDEPENDENT CONTRACTOR AGREEMENT is made as of May 10, 2021 ("hereinafter, "Agreement") by and between Fun Fit Therapy, LLC, a New Jersey limited liability company having an address at 305 Rocky Top Road, Morganville, New Jersey 07751, ptdara@aol.com (hereinafter, "FFT"), and the Hasbrouck Heights Board of Education, having an address at 379 Boulevard, Hasbrouck Heights, New Jersey 07604 (hereinafter, "HHBOE").

In consideration of the mutual terms and conditions hereinafter set forth, FFT and HHBOE hereby agree as follows:

1. FFT will provide HHBOE with Physical Therapy Evaluations services and Physical Therapy services on an "as needed" basis (individually and collectively, the "Services"). The Services will be provided under the supervision of Dara Hochstadter, a New Jersey State Licensed Physical Therapist, and other New Jersey Licensed Physical Therapists, as applicable, under her direction and supervision. The Services will be in effect from July 1, 2021 through June 30, 2022, unless terminated earlier in accordance with the terms of this Agreement. It is expressly agreed and understood that FFT shall not have the right to be assigned to any particular student(s).
2. According to this Agreement, FFT shall provide specialized services under the terms and conditions specified herein: each Physical Therapist will be using a New Jersey State License. Each Physical Therapist will provide related services, therapies or child study team services as prescribed under state law (N.J.A.C.6:28) and federal law (P.L. 94-142, P.L. 99-457 and Section 504 of the Rehabilitation Act), in accordance with the recommendations, goals and objectives as specified in each students' Individual Education Plan(IEP). In addition, each Physical Therapist may be required to provide evaluations, consultations, and screening services as part of his/her responsibilities as may be required by the District in writing.
3. FFT agrees to fully adhere to the terms of this Agreement, for which it will be paid a fee in the following manner:

Evaluations/Re-Evaluations (including documentation) "As Needed":

- \$325.00 per evaluation/reevaluation within district
- \$350.00 per evaluation/re-evaluation out of district
  
- Annual Reviews at a rate of \$95.00

- IEP Meeting rate \$47.50 per half hour
- HHBOE will be billed for one fifteen minute documentation unit for a therapist working from one to four hours. HHBOE will be billed for two fifteen minute documentation units for a therapist working four or more hours.
- School based thirty minute treatment sessions at \$47.50
- Home based sessions to be provided at a rate of \$105.00 per 60 minutes, \$80.00 per 45 minutes, and \$60.00 per 30 minutes.
- Quarterly documentation notes to be billed for 60 minutes at a rate of \$95.00 and completed 4 times a year.
- In the event that the service provider(s) must travel between locations after arriving at work on a given date, billable hours will include transportation time from one location to another.
- If only one (1) student per building is seen, a minimum of one (1) hour will be billed unless time exceeds (1) hour.

FFT shall be paid a fee on a monthly basis upon submission of an invoice of services provided by FFT to HHBOE. FFT shall provide HHBOE with a timesheet and an itemized bill with students serviced at that time indicating all hours worked. HHBOE shall pay all FFT invoices within thirty (30) days of submission.

4. This Agreement may only be amended by mutual consent and upon signature of both parties. However, any consent, waiver, approval or authorization shall be effective if signed by the party granting or making such consent, waiver, approval or authorization.

5. In the event of any dispute between the parties concerning this Agreement, this Agreement shall be construed in accordance with the laws of the State of New Jersey and adjudicated in the courts located in the State of New Jersey, without regard to conflicts of law principles.

6. This Agreement may be executed in any number of original counterparts, all of which evidence only one agreement, and only one of which need be produced for any purpose.

7. Any notice, demand, consent, authorization or other communication (collectively a "Notice") which either party is required or may desire to give to or make upon the other party pursuant to this Agreement shall be effective and valid only if in writing, signed by the party giving such Notice, and delivered by express courier or delivery service or by registered or certified mail of the United States Postal Service, return receipt requested, addressed to the other party at the addresses set forth on the first page hereof (or to such other address or person as either party or person entitled to Notice may by Notice to the other specify). Unless otherwise specified, Notices shall be deemed given when received, but if delivery is not accepted, on the earlier of the date delivery is refused or the third day after the same is deposited with the United States Postal Service. Further, facsimile signatures, as well as PDF/scans/emails shall be deemed originals.

8. The invalidation or unenforceability in any particular circumstance of any of the provisions of this Agreement shall in no way affect any of the other provisions hereof, which shall remain in full force and effect.

9. FFT shall maintain liability insurance in the amount of \$1,000,000/\$2,000,000 per occurrence for the life of this agreement. Said insurance shall name the District as an additional insured.

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FOLLOWS]



Acknowledged and Agreed:

Hasbrouck Heights Board of Education

Fun Fit Therapy, LLC

By: \_\_\_\_\_  
(Signature)

\_\_\_\_\_

\_\_\_\_\_  
(Date)

By: \_\_\_\_\_  
(Signature)

(Printed Name) Dara Hochstadter, PT, MSPT

\_\_\_\_\_  
(Date)

### SERVICE AGREEMENT

This Service Agreement is entered into between CarePlus NJ, Inc., (herein referred to as "CPNJ") with its principal place of business located at 610 Valley Health Plaza, Paramus, New Jersey and Hasbrouck Heights School District - 379 Blvd, Hasbrouck Heights, NJ 07604 (School District). This Agreement provides guidelines under which Care Plus NJ, Inc (CPNJ) will provide in-district behavioral healthcare services.

#### I. Terms of Agreement

This Agreement shall become effective from September 1, 2021 through June 30<sup>th</sup> 2022 ("term"). This Agreement may be subject to modification as needed, and may be terminated for any reason by giving the other Party at least thirty days (30) advance written notice of its termination of the Agreement.

This document represents the complete Agreement between the Parties. Except as otherwise noted herein, the Agreement may only be modified by written Agreement signed by both Parties.

#### II. Provision of Services

Care Plus NJ and District have a shared goal of bringing state of the art behavioral healthcare services to the students and families of Hasbrouck Heights. Therefore, the services to be provided by CPNJ include, but may not be limited to the following plan designed by CPNJ specifically for the school.

*In event of circumstances necessitating virtual learning: The therapist will provide counseling, skill-development groups, collaboration, case management, professional development workshops and parent engagement sessions using virtual platforms, including Care Plus NJ's telehealth account. There will be no disruption in service provision.*

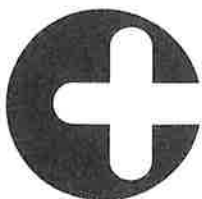
#### A. Hasbrouck Heights School District Service Plan:

1. CPNJ Staffing (for purposes of this Agreement references to "Staffing" shall mean CPNJ employees hired by CPNJ to provide services under this Agreement);

a. CPNJ will provide the placement of one clinically licensed (LCSW, LPC, LMFT) full time therapist.

2. Intern

a. CPNJ will place and supervise one masters-level intern, based on availability from local Universities and in collaboration with District's needs.



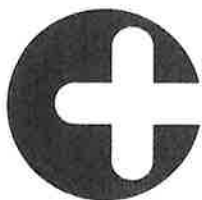
## **B. CPNJ Service Outline:**

### **1. Mental Health Support for Identified Youth:**

- a. Collaboration with identified schools' administration, faculty and staff (as defined by District) in program implementation, identification of students in need and mode of service delivery.
- b. Individual and family counseling focused on supporting students' academic success and mental health needs. Caseload for a program focused primarily on individual and family counseling is 20-25 students at any given time.
- c. Classroom observation and assistance in implementation of behavior plans to promote students' success, as needed.
- d. Crisis intervention services, as needed.
- e. Social Emotional Learning (SEL) skill-development groups/workshops for students (ex: anger management, stress management, communication skills, substance awareness, executive functioning), based on student/District need.
- f. Community outreach/in-home outreach to students/families to promote school attendance and participation in school-based services and/or link to additional resources.
- g. Case management and collaboration to ensure communication regarding the student's performance in school.
- h. Linkage for students and their family members to resources available through CPNJ and other community providers.

### **2. District-Wide Supports:**

- a. School clearances for students determined at-risk to self or others following initial risk assessment by District team member. Clearances will be provided by full-time therapist (LCSW, LPC or LMFT).
- b. Four (4) parent engagement workshops.
- c. Four (4) professional development workshops. The duration of professional development workshops is 45 minutes to 2 hours, depending on the topic. Workshop topics include, but are not limited to: Mental Health 101, Suicide Prevention, Trauma Informed Classrooms, Nurtured Heart Approach, Post-COVID Social Emotional Learning, Educator Wellness, and Substance Use Trends for Educators.
- d. EduHero Call Line (201-296-5076) – Confidential support, expert information and linkage to resources is available, free of charge for District educators and staff. Monday – Friday 9AM – 5PM.
- e. MyStrength - Web and mobile tools available for CPNJ school communities with access code provided by CPNJ. MyStrength offers personalized resources to improve mood and increase use of coping strategies.



By contracting with Care Plus, the network of services and access to system partners becomes available to the students and families of your district. The following outlines just some of the critical services within our network:

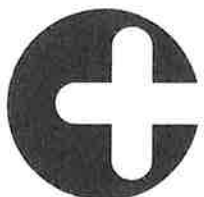
- Adolescent substance abuse prevention, assessment and Intensive Outpatient Services
- Intensive in-home therapeutic services
- Linkages to child psychiatry including evaluation and medication monitoring
- Outpatient therapy for children, adolescents and adults including family therapy
- Evidenced based groups including but not limited to: Girls' Depression, Freedom from Anxiety, LGBTQ support group, Anger Management, Social Skills, Parenting Curriculum, Food/Body Image Group
- Traumatic Loss Coalition services including prevention or post-intervention need
- Coordinated Specialty Care & NJ Promise – Wraparound therapeutic support for youth at-risk for early psychosis
- Korean American Outpatient Services

### **III. Compensation**

- A. For the behavioral healthcare and support services as described herein, the School District agrees to pay to CarePlus NJ the total sum of \$112,000.
- B. CarePlus agrees to accept payments in monthly installments. CarePlus shall submit monthly invoices to the School District in the amount of \$11,200 per month. The invoice shall include a verification of hours and services rendered. The School District shall pay such fees no later than thirty (30) days from the date of the invoice.
- C. Both Parties agree that the contract billing period shall be for a total of 10 months, running from September 2021 – June 2022.

### **IV . DEDICATED WORKSPACE**

The District will provide dedicated office space for the Care Plus therapist. At minimum, the office will be private and suitable for counseling sessions. It will include basic office furniture, a computer and telephone.



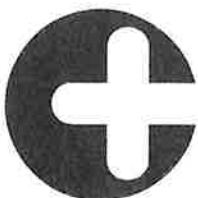
## V. Staffing Licenses/Credentials

Care Plus NJ, Inc. reserves the right to assign staff to this project as it deems appropriate. The School District reserves the right to meet the assigned staff to approve his or her placement. Care Plus will ensure that all of its staff providing services under this Agreement are adequately trained and licensed to provide the respective services. Training of CPNJ staff will cover age and situational appropriateness of services pertaining to the students served under this Agreement. CPNJ further assure the School District that:

- A. As a service provider, CarePlus NJ has and will maintain an active license and current malpractice insurance as required by the agency and the State of New Jersey to operate.
- B. All staff, providing services will receive the necessary clinical supervision needed to provide services under this Agreement.
- C. All CarePlus NJ staff, involved with servicing children under this Agreement, have undergone criminal background checks, and will be fingerprinted as required for employment and assignment under this Agreement and pursuant to the requirements of *N.J.S.A. 18A:6-7.1 to 7.5, and N.J.S.A 18A:6-7.6 to 7.13* as required by the School District.
- D. CarePlus certifies that none of its staff involved with the provision of services to students under this Agreement have been disbarred or otherwise excluded from practicing under his /her area of discipline by the State/Federal government or licensing entities. If after execution of this Agreement, CarePlus NJ should learn that a staff person providing services under this Agreement has been deemed an "ineligible person", then he/she will be removed from responsibility for, or involvement with this Agreement. In such an event, CarePlus NJ reserves the right to replace the individual with another qualified employee.

## VI. Non-Solicitation

- A. The School District agrees not to engage or solicit any of the CPNJ assigned employees, agents or representative for any other School District employment or business activity. All details of this business Agreement should be directed to the CPNJ's Senior Vice President, Nicole McQuillen or her designee. The School District agrees not to discuss payments or invoices associated thereto with any CPNJ employee assigned to provide services under this Contractual Agreement.
- B. The School District further agrees that during the term of this contract and for twelve (12) months after the termination thereof, regardless of the reason for the termination, it will not, directly or indirectly, recruit, solicit, or induce (or attempt to do so), any employee, agent or representative assigned by CPNJ to perform services under this Agreement. Nothing contained herein, however, shall be interpreted to prohibit or restrain the School District from employing an employee, agent, or representative assigned to CPNJ who seeks or pursues such employment without the input, direct or indirect, of the School District.



## **VII. Independent Contractor**

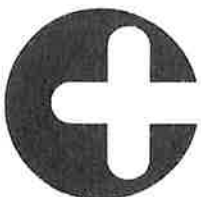
- A. CarePlus staff assigned to perform mental and behavioral health care services for students, and any other services as required to fulfill its obligations under this Agreement, shall perform such services as an independent contractor. As such, no part of this Agreement shall be construed to represent the creation of an employer/employee relationship between the Parties.
- B. Should the relationship of the Parties as independent contractors of the other be challenged by the Internal Revenue Service, the respective Party receiving such notice agrees to promptly notify the other, so that both may jointly collaborate on an appropriate response to the Internal Revenue Service.

## **VIII. Confidentiality**

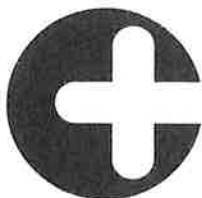
Both Parties understand that in order for CarePlus NJ staff to be able to share records and/or have any verbal or written communication regarding a student who has received a service under this Agreement, a CarePlus NJ release form signed by the student/parent must be in place. Pursuant to New Jersey state regulations, all information related to an individual's mental health treatment is protected regardless of an organization's status as a "covered entity" as defined by HIPAA and HITECH. Care Plus NJ, Inc. and the District both certify that their organizations have established policies and procedures to protect the confidentiality and integrity of the Protected Healthcare Information that may be used and disclosed between the agencies for purposes of providing services treatment under this Agreement.

## **IX. Records**

- A. CarePlus' staff will be required to keep and maintain records relating to all mental health, substance abuse and any other behavioral health care services, such as but not limited to comprehensive assessments, treatment plans and progress notes. This requirement also includes student clinical information communicated through email generated by a CarePlus NJ therapist or clinical supervisor, regardless of the medium (i.e. through use of the school email server or that of Care Plus NJ). As such these records will be deemed records of CarePlus NJ. Further the release of these records will be governed by the standards of confidentiality as established by the Division of Mental Health and Addictive Services and can only be released pursuant to N.J.A.C. 10:37-6.79 et al. as to the release of consumers who are minors, which requires a written authorization of the parent/guardian or upon court order.



- B. CarePlus agrees to abide by the limitations on disclosure and re-disclosure of personally identifiable information from education records as set forth in the Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99), 20 U.S.C. §1232g; 34 CFR § 99.33. Care Plus NJ further agrees to abide by the terms set forth in 34 CFR 99.33 (a)(2), which requires that the officers, employees and agents of a Party that receives education record information from the educational institution may use the information, but only for the purposes for which the disclosure was made. Covered data and information for purposes of this Agreement includes paper and electronic student education record information, including evaluations: 1) supplied by the School District and/or the students to the Site or 2) created by Care Plus NJ in connection with the Agreement between the Parties.
- C. Both Parties shall ensure that parents sign the necessary and appropriate Authorizations to Release any confidential mental healthcare records or school records of its students in accordance with the State and Federal regulations governing each respective Party.
- D. Pursuant to N.J.A.C.17:44-2.2, Care Plus NJ shall maintain all documentation related to services under this Agreement for a period of five years from the date of final payment. Such records shall be made available to the New Jersey Office of the State Controller upon request. Notwithstanding to the contrary, all records deemed to be mental healthcare records of students shall be retained by Care Plus NJ pursuant to N.J.A.C 10:37-6.77 for a period of five years after they reach their 18th birthday.
- X. Professional Liability Insurance**
- A. CarePlus NJ, at its own expense, will provide and maintain appropriate and adequate malpractice insurance based on hours worked for the School District in the minimum amount of \$3,000,000 for itself, and is agents, servants, employees who are acting as "Staff" pursuant to the Agreement. In addition, CarePlus shall list the School District as an additional insured on its malpractice insurance policy and provide proof of same.
- B. CarePlus NJ will provide The School District with not less than fifteen (15) days' written notice prior to any modification, expiration or cancellation of any such coverage. Prior to the modification, expiration and/or cancellation of any such coverage, the CarePlus will secure replacement of such coverage upon the same terms and conditions and furnish the School District with a certificate describing such replacement coverage.



## **XI. General Liability Insurance**

CarePlus NJ, at its own expense, will provide and maintain appropriate general liability insurance coverage in the minimum amount of \$1,000,000 per person and \$3,000,000 per accident, and such insurance shall name Hasbrouck Heights School District Board of Education as an additional insured and cover any and all liability arising out of and/or related to Care Plus NJ's rendering of services to Hasbrouck Heights School District's students. Care Plus shall also maintain Workers' Compensation insurance for all of its staff assigned to provider services under the Agreement in amount no less than the statutory minimums.

## **XII. Proof of Insurance**

CarePlus NJ shall furnish the School District with a copy of all applicable professional liability and general liability certificates of insurance prior to the rendering of services set forth herein.

## **XIII. ANTI-BULLYING BILL OF RIGHTS**

CarePlus NJ shall comply with all applicable provisions of the Anti-Bullying Bill of Rights Act, *N.J.S.A 18A: 37-13.1 et seq.*, and the anti-bullying policy of the School District. CarePlus and its staff assigned to provide services under this Agreement shall verbally report any act of harassment, intimidation or bullying of a student of the School District on the same day on which the act was witnessed, or on the same day on which reliable information that a student has been subject to harassment, intimidation or bullying was received, and shall report the same in writing, within two (2) school days. All verbal and written reports of harassment, intimidation or bullying of a student shall be made to the School principal or to any school administrator or safe schools resource officer. Reports may be made anonymously in accordance with the reporting procedures as set forth in the anti-bullying policy. The School District shall provide to CarePlus, and its staff assigned under the Agreement, a copy of the anti-bullying policy and information regarding the policy.

## **XIV. Indemnification of Parties**

- A. CarePlus NJ, Inc. agrees to indemnify and hold harmless the School District, its officers, employees, administrators and /or agents from any claim, complaint, suit, demand, cost, expense or legal fee, penalty, loss or judgment (collectively "liability"), including reasonable attorney's fees, that may at any time be made or instituted against them in any judicial or administrative court, tribunal or other forum, by anyone for the purposes of enforcing a claim for damages resulting from or relating to the services provided by CarePlus NJ or anyone acting on its behalf to Hasbrouck Heights School District students under this Agreement.
- B. The School District agrees to indemnify and hold harmless CarePlus NJ, Inc., its partners, trustees, directors, officers, employees, consultants and agents from any claim, complaint, suit, demand, cost, expense, or legal fee, penalty, loss or judgment (collectively "liability"), including reasonable attorney's fees, that may at any time be made or instituted against them in any judicial or administrative court, tribunal or other forum, by anyone for the purposes of enforcing a claim for





damages arising out of the negligence of The School District, its officers, employees, administrators and /or agents as it relates to the services provided by CarePlus NJ or anyone acting on its behalf under this Agreement.

## **XV. Severability**

If any clause or provision herein shall be adjudged invalid or unenforceable by a court of competent jurisdiction or by operation of any applicable law, it shall not affect the validity of any other clause or provision, which shall remain in full force and effect.

## **XVI. Choice of Law**

The Agreement is made under, and shall be governed and construed according to, the laws of the State of New Jersey. Each Party hereby expressly agrees to New Jersey as the sole jurisdiction in connection with any action brought or otherwise relating to this Agreement.

## **XVII. Assignment**

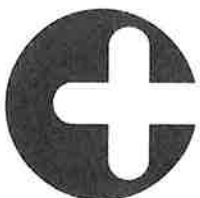
None of the provisions expressed in this Agreement shall be assigned, delegated or transferred by either Party without the prior written consent of both Parties.

## **XVIII. Amendment**

This Agreement may not be amended or modified in any of its provisions except by a subsequent written Agreement executed by duly authorized representatives of Care Plus NJ, Inc. and Hasbrouck Heights School District.

## **XIX. Termination**

- A. Either Party may cancel this Agreement by giving thirty (30) days written notice to the other of such cancellation. Should the latter occur, CPNJ will be entitled to payment for services rendered up to the time of the effective date of termination.
- B. In accordance with Sections IX and X regarding Professional and General Liability Insurance, nothing herein shall be interpreted to limit the School District's right to terminate the contract if CarePlus fails to secure replacement coverage within fifteen (15) calendar days of any expiration or cancellation of coverage.



**XX. Mandatory Equal Employment Opportunity**

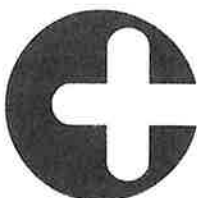
CarePlus NJ is an equal opportunity employer and as such agrees that during the performance of this contract, it will remain compliant with the equal employment directives pursuant to N.J.S.A 10:5-31 et seq. and N.J.A.C. 17:27-1.1 et. seq.

During performance of this contract, CarePlus NJ agrees to comply with P.L. 1975, c. 127, dated June 23, 1975, "Affirmative Action" and in accordance with provisions described in "Exhibit A" attached hereto. The parties to this contract agree to incorporate into this contract the mandatory language of N.J.S.A. 17:27-3.4 et seq. and N.J.S.A. 17:27-3.6, as amended and supplemented from time to time and Care Plus NJ agrees to comply fully with the terms, provisions and obligations of said Regulations. The parties to this contract further agree to incorporate into this contract the mandatory language of N.J.S.A 17:27-1.1 et seq. of the Regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq. set forth in Exhibit A as amended and supplemented from time to time and CarePlus NJ agrees to comply with all applicable federal and state laws and regulations governing employment, and shall not discriminate against any employee or applicant for employment based upon race, creed, color, national origin, ancestry, age, marital status, civil union status, domestic partnership status, affectional or sexual orientation, familial status, disability, nationality sex (including pregnancy), gender identity or expression, atypical hereditary cellular or blood trait, or genetic information. Care Plus shall furnish the Board with all necessary reports as may be required by law.

Both Parties have read, understand, and will abide by the terms and conditions of this Agreement.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Nicole McQuillen, LCSW; Senior Vice President  
Care Plus NJ, Inc.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Hasbrouck Heights School District





BERGEN COUNTY  
Special Services School District  
Services to Nonpublic Schools

327 E. Ridgewood Ave., Paramus, New Jersey 07652 • Tel. (201) 343-6000 ext. 6033

May 2021

In preparation for the 2021-2022 school year, please find our attached IDEA contract to be approved by your school district.

Please complete this contract as soon as possible and return it to our office to allow us to effectively plan implementation of the chosen services. If you have any carryover from the 2020-2021 school year, please include this on the contract.

We continue to appreciate your district's support and look forward to another successful school year.

Thank you,

Danielle Russo  
District Supervisor of Instruction

DR/mc  
Encl.



327 E. Ridgewood Ave., Paramus, New Jersey 07652 • Tel. (201) 343-6000 ext. 6011

Danielle Russo  
District Supervisor of Instruction

**ANNUAL IDEA AGREEMENT  
FOR THE SCHOOL DISTRICT OF HASBROUCK HEIGHTS  
2021-2022 SCHOOL YEAR**

This letter serves as a contract between Bergen County Special Services School District ("BCSSSD") and Hasbrouck Heights ("District") for the provision of educational services for your non-public school students through IDEA funding. This contract is predicated on the execution and implementation of a corresponding agreement between BCSSSD and the District for the purchase and provision of auxiliary and remedial services by and between the parties ("Agreement"). The terms of that Agreement are incorporated herein and made a part hereof except to the extent any are directly inconsistent with the terms of this contract.

Please check off the services below that BCSSSD will provide for your district: (See Schedule A of this agreement)

- |  |  |  |
|--|--|--|
| <input type="checkbox"/> Additional Supplemental Instruction | <input type="checkbox"/> Behaviorist                   | <input type="checkbox"/> Mobile Maker Experience |
| <input type="checkbox"/> Additional Speech Therapy           | <input type="checkbox"/> Counseling                    | <input type="checkbox"/> Other: _____            |
| <input type="checkbox"/> Occupational Therapy                | <input type="checkbox"/> Reading Specialist            |  |
| <input type="checkbox"/> Teacher of the Deaf/AVT             | <input type="checkbox"/> Assistive Technology Supports |  |
| <input type="checkbox"/> Audiologist                         | <input type="checkbox"/> Professional Development      |  |
| <input type="checkbox"/> Physical Therapy                    | <input type="checkbox"/> Social Skills                 |  |

The teachers' and/or therapists' roles in the schools will be to provide additional services through IDEA funds. The staff will be supervised and employed by BCSSSD.

The service providers will communicate and develop a cooperative relationship with the appropriate department and/or administrative staff in each school.

Hasbrouck Heights will pay Bergen County Special Services School District up to the maximum of \$\_\_\_\_\_ to be billed, following the start of services.

Additional carryover amount from previous years \$\_\_\_\_\_

**FOR BERGEN COUNTY SPECIAL  
SERVICES SCHOOL DISTRICT**

**FOR HASBROUCK HEIGHTS  
PUBLIC SCHOOL DISTRICT**

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

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

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



**BERGEN COUNTY**  
**Special Services School District**  
**Services to Nonpublic Schools**

327 E. Ridgewood Ave., Paramus, New Jersey 07652 • Tel. (201) 343-6000 ext. 6033

**Schedule A**  
**2021-2022 Rates for IDEA Services**

<b>SI/Speech.....</b>	<b>\$100/40 minute period</b>
<b>SI/Speech.....</b>	<b>\$75/30 minute period</b>
<b>Reading Specialist.....</b>	<b>\$100/30 minute period</b>
<b>OT/PT.....</b>	<b>\$85/30 minute period</b>
<b>Teacher of the Deaf/AVT.....</b>	<b>\$185/1 hour</b>
<b>Audiology.....</b>	<b>\$200/1 hour</b>
<b>Behaviorist.....</b>	<b>\$135/1 hour</b>
<b>Counseling.....</b>	<b>\$135/1 hour</b>
<b>Social Skills Training.....</b>	<b>\$200/1 hour</b>
<b>Assistive Technology Assessment.....</b>	<b>\$1,000.00</b>
<b>Assistive Technology Support.....</b>	<b>\$175/1 hour</b>
<b>Braille Facilitator.....</b>	<b>\$30/1 hour</b>
<b>Professional Development ½ day.....</b>	<b>\$800.00</b>
<b>Professional Development Full day.....</b>	<b>\$1,500.00</b>
<b>Mobile Maker Experience.....</b>	<b>TBD</b>
<b>Technology Purchase</b>	
<b>Equipment/Supplies</b>	

Check Journal  
Rec and Unrec checks

Hasbrouck Heights Board of Ed.  
Hand and Machine checks

ATTACHMENT D

Page 1 of 5  
06/17/21 08:50

Starting date 4/1/2021 Ending date 4/30/2021

Chk#		Date	Rec date	Code	Vendor name	Check Comment	Check amount
021324	V	12/18/20	04/19/21	J096	MASOPUST, ELIZABETH		(145.00)
021433		04/12/21		W369	HOOP GROUP		150.00
021434		04/14/21		0072	DESIGN N STITCH - ALEXANDRIA BLOUSE INC		466.50
021435		04/15/21		B730	BROTHERS ENTERTAINMENT		600.00
021436		04/15/21		1400	THE GRAYCLIFF		3,246.00
021437		04/16/21		1929	SPORTSTIME		1,050.00
021438		04/19/21		X272	DILAURA, STACY		145.00
021439		04/19/21		J096	MASOPUST, LYNN		145.00
021440		04/20/21		0844	HERFF JONES		4,512.50
041921	H	04/19/21		1159	STATE OF NJ HEALTH BENEFITS	APRIL HEALTH BENEFITS	372,589.91
043021		04/30/21		PAY	HASBROUCK HEIGHTS PAYROLL		1,917,600.65
043121	H	04/30/21		7269	HASBROUCK HEIGHTS PR AGENCY	APRIL FICA	31,658.91
043221	H	04/30/21		7269	HASBROUCK HEIGHTS PR AGENCY	APRIL TPAF	108,522.94
043521	H	04/30/21		0271	PRUDENTIAL RETIREMENT(DCRP)		2,452.34
065327		04/01/21		P251	BAKER & HOSTETLER LLP		118.50
065328		04/12/21		2978	SCHOOL ALLIANCE INSURANCE FUND, % PEGAS		5,000.00
065329		04/12/21		0945	THE READING & WRITING PROJECT NETWORK		17,600.00
065330		04/12/21		C407	COUNTY OF BERGEN DEPARTMENT OF PARKS AI		250.00
065331	V	04/14/21	04/14/21	1282	UNITED STATES POSTAL SERVICE	ROLLS OF STAMPS	
065332		04/16/21		1849	AMAZON.COM		260.00
065333		04/19/21		0673	HASBROUCK HEIGHTS ATHLETIC		5,000.00
065334		04/21/21		0132	A.N.D.SERVICES,INC.		786.70
065335		04/21/21		3021	A.T. &T		45.17
065336		04/21/21		1701	ALPINE LEARNING GROUP, INC.		8,264.96
065337		04/21/21		W764	AME INC		4,343.28
065338		04/21/21		0075	AMERICAN PAPER & SUPPLY COMPANY		884.86
065339		04/21/21		1173	AMOROSI; JOHN M.		134.95
065340		04/21/21		2525	AT HOME MEDICAL		20.00
065341		04/21/21		0129	ATRA JANITORIAL SUPPLY COMPANY INC.		4,268.60
065342		04/21/21		1627	BAYADA HOME HEALTH CARE, INC.		2,400.00
065343		04/21/21		3176	BERGEN COUNTY DEPARTMENT OF PARKS		75.00
065344	V	04/21/21	04/21/21		00.0 \$ Multi Stub Void	#065345 Stub	
065345		04/21/21		0180	BERGEN COUNTY SPECIAL SERVICES		72,209.65
065346		04/21/21		1626	BERGEN COUNTY TECHNICAL SCHOOLS		127,349.85
065347		04/21/21		1991	BERGEN TRACK & FIELD		900.00
065348		04/21/21		1891	BERGENFIELD BOARD OF EDUCATION		19,472.30
065349		04/21/21		1524	BH SECURITY		100.62
065350		04/21/21		1770	BSN SPORTS LLC		907.67
065351		04/21/21		9024	CABLEVISION LIGHTPATH		16,307.40

Starting date 4/1/2021

Ending date 4/30/2021

Chk#	Date	Rec date	Code	Vendor name	Check Comment	Check amount
065352	04/21/21		0599	CANON FINANCIAL SERVICES,INC		5,051.05
065353	04/21/21		1487	CCL THERAPY, LLC		13,476.25
065354	04/21/21		1505	DAVID GREGORY SCHOOL, INC.		18,468.00
065355	04/21/21		1150	DELTA DENTAL		51,909.28
065356	04/21/21		G354	EXTRA INNINGS MT LAUREL DBA KTTA ENT		937.30
065357	04/21/21		V260	FENNELLY, BRYAN MD		700.00
065358	04/21/21		L383	FILE BANK INC		261.08
065359	04/21/21		1480	FORUM SCHOOL		12,991.68
065360	04/21/21		2255	FUN FIT THERAPY LLC		2,683.75
065361	04/21/21		9718	GOV CONNECTION INC		13,757.85
065362	04/21/21		4329	GUMDROP BOOKS		59.26
065363	04/21/21		U609	HASSETT, ANTHONY		160.00
065364	04/21/21		4338	HIGH POINT SCHOOL OF BERGEN COUNTY		12,878.20
065365	04/21/21		0716	HOME DEPOT		419.72
065366	04/21/21		C131	IN-LINE AIR CONDITIONING CO, INC		404.21
065367	04/21/21		0710	JOHNSON CONTROLS SECURITY SOLUTIONS		1,771.94
065368	04/21/21		R384	KEY WORLD/DBA ROMER SECURITY, LLC		54.75
065369	04/21/21		7738	KEYBOARD CONSULTANT, INC.		116.00
065370	04/21/21		1001	LANDTEK GROUP,INC.(THE)		3,750.00
065371	04/21/21		Q685	LEARN BY DOING, INC		300.00
065372	04/21/21		0874	LEONIA BOARD OF EDUCATION		568.75
065373	04/21/21		7385	MACHADO LAW GROUP, LLC		7,944.00
065374	04/21/21		1958	MAGIC TOUCH CONSTRUCTION CO., INC		4,361.53
065375	04/21/21		4644	MESSERY, DINA		50.00
065376	04/21/21		4632	MGL PRINTING SOLUTIONS		1,296.00
065377	04/21/21		0514	MIHALITSIANOS, GERASIMOS		75.00
065378	04/21/21		1584	NAPA AUTO PARTS		54.83
065379	04/21/21		1004	NASSOR ELECTRIC SUPPLY CO., INC.		88.22
065380	04/21/21		1005	NASSP		385.00
065381	04/21/21		1594	NEURODEVELOPMENTAL PEDIATRICS, LLC		600.00
065382	04/21/21		1825	NEW MILFORD ATHLETIC FUND/HS		175.00
065383	04/21/21		K598	NJIC		150.00
065384	04/21/21		4336	OPTIMUM		89.90
065385	04/21/21		1228	OTIS ELEVATOR COMPANY		2,391.18
065386	04/21/21		1619	PEARSON ASSESSMENT		523.42
065387	04/21/21		0227	PITNEY BOWES GLOBAL FINANCIAL SERVICES		925.05
065388	04/21/21		7069	PKF OCONNOR DAVIES, LLP		1,000.00
065389	04/21/21		2328	PSE & GCO		33,327.20
065390	04/21/21		5556	R&J CONTROL, INC.		175.00

Starting date 4/1/2021 Ending date 4/30/2021

Chk#	Date	Rec date	Code	Vendor name	Check Comment	Check amount
065391	04/21/21		Y346	REED ACADEMY		20,053.80
065392	04/21/21		1358	RIDGEFIELD BOARD OF EDUCATION		10,600.00
065393	04/21/21		F543	RIVERSIDE INSIGHTS		4,759.85
065394	04/21/21		M232	SCIENTIFIC BOILER WATER CONDITION CO,INC		557.00
065395	04/21/21		0800	SHAW'S COMPLETE SECURITY		1,239.20
065396	04/21/21		2322	SOUTH BERGEN JOINTURE COMM.		125,016.85
065397	04/21/21		L795	SPEAR TIP, LLC		24,690.00
065398	04/21/21		K092	SPEEDY LUBEOF MAYWOOD, INC		268.63
065399	04/21/21		2070	STANS SPORTS CENTER		1,875.00
065400	04/21/21		L336	STAPLES CONTRACT & COMM, INC/ED DATA		297.41
065401	04/21/21		0639	SUEZ WATER OF NEW JERSEY		728.86
065402	04/21/21		0944	THE FELICIAN SCHOOL FOR EXCEP CHILDREN		10,044.62
065403	04/21/21		A940	THE GILLESPIE GROUP, INC.		5,062.10
065404	04/21/21		2801	TREE-LAND NURSERY		9,825.00
065405	04/21/21		I629	UNITED SITE SERVICES		1,698.08
065406	04/21/21		4454	VERIZON		2,442.60
065407	04/21/21		4427	W.B. MASON CO., INC.		14,216.86
065408	04/21/21		2691	WINDSOR LEARNING CENTER, INC		37,674.00
065409	04/21/21		V675	ZUIDEMA INC/ZUIDEMA PORT TOILETS		665.00
065410	04/21/21		2388	4 DIAMOND TRANSPORTATION LLC		2,892.27
065411	04/22/21		K636	ALKABBAZ; NADA		95.00
065412	04/22/21		B407	BERASTAIN, GABY		53.00
065413	04/22/21		X438	CALI; DEBORAH		95.00
065414	04/22/21		P576	DALLARA, MARTINA		95.00
065415	04/22/21		Q608	GAFFNEY; SUSAN		95.00
065416	04/22/21		P795	HAUPTMAN; DARLENE		95.00
065417	04/22/21		O678	KEROLLOS; HANAN		95.00
065418	04/22/21		X925	KLOEPPING; KIM		95.00
065419	04/22/21		K596	PACHON; HENRY		95.00
065420	04/22/21		P859	PARODI; FAITH		95.00
065421	04/22/21		A354	REWADEE; KIM		95.00
065422	04/29/21		3021	A.T. &T		112.95
065423	04/29/21		0129	ATRA JANITORIAL SUPPLY COMPANY INC.		4,032.82
065424	04/29/21		0180	BERGEN COUNTY SPECIAL SERVICES		19,145.00
065425	04/29/21		0340	COMMUNITY SCHOOL		8,808.45
065426	04/29/21		Y106	CONSTELLATION NEW ENERGY, INC		786.45
065427	04/29/21		1427	COSKEYS ELECTRONIC SYSTEMS INC.		354.00
065428	04/29/21		1045	DELL		5,279.40
065429	04/29/21		5010	EI ASSOCIATES		7,125.00



Starting date 4/1/2021 Ending date 4/30/2021

Chk#	Date	Rec date	Code	Vendor name	Check Comment	Check amount
065430	04/29/21		9042	GIANCASPRO, VALERIE		50.00
065431	04/29/21		9718	GOV CONNECTION INC		5,920.00
065432	04/29/21		0716	HOME DEPOT		437.53
065433	04/29/21		1555	IMPALLI, EDNA		647.22
065434	04/29/21		C131	IN-LINE AIR CONDITIONING CO, INC		3,447.33
065435	04/29/21		U646	JOE TRIVIA		400.00
065436	04/29/21		0894	LITTLE FERRY BOARD OF ED		6,739.00
065437	04/29/21		3020	MASCHIO'S FOOD SERVICE, INC.		11,244.96
065438	04/29/21		1016	METRO FIRE & SAFETY CO.		203.00
065439	04/29/21		3181	NORTH JERSEY COFFEE, PAPER, AND BEVERAGI		116.49
065440	04/29/21		5556	R&J CONTROL, INC.		846.50
065441	04/29/21		1069	RINGWOOD BOARD OF EDUCATION		51,337.80
065442	04/29/21		4406	SCHOLZ; ROBYN		100.00
065443	04/29/21		2322	SOUTH BERGEN JOINTURE COMM.		40,035.00
065444	04/29/21		2070	STANS SPORTS CENTER		761.00
065445	04/29/21		G106	TEXTHELP, INC		145.00
065446	04/29/21		1961	TRAP-ZAP ENVIRONMENTAL SYSTEMS, INC		477.00
065447	04/29/21		2588	VERIZON WIRELESS		886.02
065448	04/29/21		0526	WAGE WORKS INC		55.25
065449	04/29/21		V675	ZUIDEMA INC/ZUIDEMA PORT TOILETS		665.00
203150	V 12/18/20	04/19/21	X272	DILAURA, STACY		(145.00)
215010	04/27/21		E119	PIZZUTO; KAREN		145.00
407210	H 04/07/21		4953	DEFINED CONTRIBUTION RETIREMENT PROGRAI	PERS PENSION	331,420.00
653310	H 04/16/21		1282	UNITED STATES POSTAL SERVICE	ROLLS OF STAMPS	1,134.50

Starting date 4/1/2021

Ending date 4/30/2021

<b>Fund Totals</b>
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10	General Funds	\$108,522.94
11	GENERAL FUND	\$3,409,245.36
20	Special Revenue Fund	\$145,283.02
60	Enterprise Fund	\$29,126.14
95	STUDENT ACTIVITY	\$10,170.00
Total for all checks listed		\$3,702,347.46

Prepared and submitted by:

  
Board Secretary

  
Date

Report of the Secretary to the Board of Education  
Hasbrouck Heights Board of Ed.

ATTACHMENT E

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Starting date 7/1/2020 Ending date 4/30/2021 Fund: 10 General Funds

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Assets and Resources

**Assets:**

101	Cash in bank		\$3,147,720.25
102 - 106	Cash Equivalents		\$2,200.00
111	Investments		\$0.00
116	Capital Reserve Account		\$0.00
117	Maintenance Reserve Account		\$0.00
118	Emergency Reserve Account		\$0.00
121	Tax levy Receivable		\$7,672,700.50

**Accounts Receivable:**

132	Interfund	\$0.00	
141	Intergovernmental - State	\$689,099.48	
142	Intergovernmental - Federal	\$0.00	
143	Intergovernmental - Other	\$0.00	
153, 154	Other (net of estimated uncollectable of \$_____)	\$0.00	\$689,099.48

**Loans Receivable:**

131	Interfund	\$0.00	
151, 152	Other (Net of estimated uncollectable of \$_____)	\$0.00	\$0.00

**Other Current Assets**

\$0.00

**Resources:**

301	Estimated revenues	\$34,095,923.00	
302	Less revenues	(\$33,766,823.94)	\$329,099.06

**Total assets and resources**

**\$11,840,819.29**

Starting date 7/1/2020 Ending date 4/30/2021 Fund: 10 General Funds

Liabilities and Fund Equity

Liabilities:

411	Intergovernmental accounts payable - state		\$0.00
421	Accounts payable		(\$1,265.62)
431	Contracts payable		\$0.00
451	Loans payable		\$0.00
481	Deferred revenues		\$36,147.40
	Other current liabilities		\$0.00
	<b>Total liabilities</b>		<b>\$34,881.78</b>

Fund Balance:

Appropriated:

753,754	Reserve for encumbrances		\$8,353,172.38
761	Capital reserve account - July	\$1,313,748.03	
604	Add: Increase in capital reserve	\$3,000.00	
307	Less: Bud. w/d cap. reserve eligible costs	(\$700,000.00)	
309	Less: Bud. w/d cap. reserve excess costs	\$0.00	\$616,748.03
764	Maintenance reserve account - July	\$200,000.00	
606	Add: Increase in maintenance reserve	\$500.00	
310	Less: Bud. w/d from maintenance reserve	(\$53,790.00)	\$146,710.00
766	Reserve for Cur. Exp. Emergencies - July	\$0.00	
607	Add: Increase in cur. exp. emer. reserve	\$0.00	
312	Less: Bud. w/d from cur. exp. emer. reserve	\$0.00	\$0.00
762	Adult education programs		\$956,885.25
750-752,76x	Other reserves		\$0.00
601	Appropriations	\$35,423,804.90	
602	Less: Expenditures	(\$26,099,902.81)	
	Less: Encumbrances	(\$7,975,580.48)	(\$34,075,483.29)
	<b>Total appropriated</b>		<b>\$11,421,837.27</b>

Unappropriated:

770	Fund balance, July 1		\$961,692.14
771	Designated fund balance		\$0.00
303	Budgeted fund balance		(\$577,591.90)
	<b>Total fund balance</b>		<b>\$11,805,937.51</b>
	<b>Total liabilities and fund equity</b>		<b><u>\$11,840,819.29</u></b>

Report of the Secretary to the Board of Education  
Hasbrouck Heights Board of Ed.

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Starting date 7/1/2020 Ending date 4/30/2021 Fund: 10 General Funds

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$35,423,804.90	\$34,075,483.29	\$1,348,321.61
Revenues	(\$34,095,923.00)	(\$33,766,823.94)	(\$329,099.06)
Subtotal	<u>\$1,327,881.90</u>	<u>\$308,659.35</u>	<u>\$1,019,222.55</u>
Change in capital reserve account:			
Plus - Increase in reserve	\$3,000.00	(\$1,313,748.03)	\$1,316,748.03
Less - Withdrawal from reserve	(\$700,000.00)	(\$700,000.00)	\$0.00
Subtotal	<u>\$630,881.90</u>	<u>(\$1,705,088.68)</u>	<u>\$2,335,970.58</u>
Change in maintenance reserve account:			
Plus - Increase in reserve	\$500.00	(\$200,000.00)	\$200,500.00
Less - Withdrawal from reserve	(\$53,790.00)	(\$53,790.00)	\$0.00
Subtotal	<u>\$577,591.90</u>	<u>(\$1,958,878.68)</u>	<u>\$2,536,470.58</u>
Change in emergency reserve account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$577,591.90</u>	<u>(\$1,958,878.68)</u>	<u>\$2,536,470.58</u>
Less: Adjustment for prior year	\$0.00	\$0.00	\$0.00
Budgeted fund balance	<u>\$577,591.90</u>	<u>(\$1,705,088.68)</u>	<u>\$2,335,970.58</u>

Prepared and submitted by :

  
Board Secretary

  
Date

Starting date 7/1/2020 Ending date 4/30/2021 Fund: 10 General Funds

Revenues:		Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
00370	SUBTOTAL – Revenues from Local Sources	31,089,563	0	31,089,563	31,042,890	Under	46,672
00520	SUBTOTAL – Revenues from State Sources	3,039,865	(53,790)	2,986,075	2,717,817	Under	268,258
00570	SUBTOTAL – Revenues from Federal Sources	19,785	0	19,785	6,116	Under	13,669
72180	Interest Earned on Maintenance Reserve	500	0	500	0	Under	500
Total		34,149,713	(53,790)	34,095,923	33,766,824		329,099

Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
03200	TOTAL REGULAR PROGRAMS - INSTRUCTION	10,472,925	(206,674)	10,266,251	7,934,096	2,115,817	216,338
10300	Total Special Education - Instruction	3,008,933	213,396	3,222,329	2,554,150	666,645	1,534
11160	Total Basic Skills/Remedial – Instruct.	198,450	12,800	211,250	168,873	42,205	172
12160	Total Bilingual Education – Instruction	178,190	0	178,190	141,824	35,223	1,143
17100	Total School-Sponsored Co/Extra Curricul	252,000	0	252,000	106,447	122,281	23,272
17600	Total School-Sponsored Athletics – Instr	552,191	7,167	559,358	422,846	112,431	24,081
20620	Total Summer School	83,500	(15,899)	67,601	39,257	24,276	4,067
29180	Total Undistributed Expenditures - Instr	3,387,461	(299,471)	3,087,990	2,239,025	742,383	106,582
29680	Total Undistributed Expenditures – Atten	125,034	0	125,034	104,420	20,614	0
30620	Total Undistributed Expenditures – Healt	346,844	0	346,844	215,927	78,284	52,633
40580	Total Undistributed Expend – Speech, OT,	1,080,335	0	1,080,335	515,627	121,046	443,662
41080	Total Undist. Expend. – Other Supp. Serv	599,343	0	599,343	426,477	99,817	73,049
41660	Total Undist. Expend. – Guidance	620,079	58,336	678,415	545,491	131,442	1,482
42200	Total Undist. Expend. – Child Study Team	882,975	0	882,975	673,493	200,716	8,766
43200	Total Undist. Expend. – Improvement of I	241,154	0	241,154	198,642	40,488	2,024
43620	Total Undist. Expend. – Edu. Media Serv.	367,684	0	367,684	288,856	64,882	13,946
44180	Total Undist. Expend. – Instructional St	8,000	0	8,000	315	2,750	4,935
45300	Support Serv. - General Admin	588,660	70,870	659,530	543,445	86,161	29,924
46160	Support Serv. - School Admin	1,230,166	0	1,230,166	987,426	209,328	33,412
47200	Total Undist. Expend. – Central Services	538,877	0	538,877	493,254	42,831	2,792
47620	Total Undist. Expend. – Admin. Info. Tec	136,702	48,753	185,455	154,604	24,764	6,087
51120	Total Undist. Expend. – Oper. & Maint. O	2,582,671	559,554	3,142,225	2,290,554	777,176	74,495
52480	Total Undist. Expend. – Student Transpor	946,999	165,518	1,112,517	775,592	281,881	55,044
71260	TOTAL PERSONNEL SERVICES –EMPLOYEE	5,560,715	(259,270)	5,301,445	4,237,264	895,331	168,850
75880	TOTAL EQUIPMENT	20,467	21,562	42,029	41,997	0	32
76260	Total Facilities Acquisition and Constr	1,035,858	950	1,036,808	0	1,036,808	0
Total		35,046,213	377,592	35,423,805	26,099,903	7,975,580	1,348,322

Starting date 7/1/2020 Ending date 4/30/2021 Fund: 10 General Funds

Revenues:				Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
00100	10-1210	Local Tax Levy		30,874,428	0	30,874,428	30,874,428		0
00190	10-1300	Total Tuition		0	0	0	25,504		(25,504)
00300	10-1___	Unrestricted Miscellaneous Revenues		212,135	0	212,135	142,959	Under	69,177
00340	10-1___	Interest Earned on Capital Reserve Funds		3,000	0	3,000	0	Under	3,000
00420	10-3121	Categorical Transportation Aid		143,130	0	143,130	143,130		0
00430	10-3131	Extraordinary Aid		268,258	0	268,258	0	Under	268,258
00440	10-3132	Categorical Special Education Aid		1,565,729	0	1,565,729	1,565,729		0
00460	10-3176	Equalization Aid		877,240	(53,790)	823,450	823,450		0
00470	10-3177	Categorical Security Aid		185,508	0	185,508	185,508		0
00540	10-4200	Medicaid Reimbursement		19,785	0	19,785	6,116	Under	13,669
72180	10-606- -	Interest Earned on Maintenance Reserve		500	0	500	0	Under	500
Total				34,149,713	(53,790)	34,095,923	33,766,824		329,099

Expenditures:				Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
02080	11-110-___-101	Kindergarten – Salaries of Teachers		520,750	(46,030)	474,720	380,086	94,634	0
02100	11-120-___-101	Grades 1-5 – Salaries of Teachers		3,226,162	(23,941)	3,202,221	2,549,964	651,707	550
02120	11-130-___-101	Grades 6-8 – Salaries of Teachers		2,419,856	(31,806)	2,388,050	1,913,769	474,281	0
02140	11-140-___-101	Grades 9-12 – Salaries of Teachers		3,301,648	(178,024)	3,123,624	2,363,325	760,299	0
02160	11-140-100-101	Salaries of Teachers		6,000	0	6,000	2,405	3,595	0
03020	11-190-1___-320	Purchased Professional – Educational Ser		146,729	(66,471)	80,258	47,452	25,600	7,206
03040	11-190-1___-340	Purchased Technical Services		258,780	1,473	260,253	137,773	6,500	115,980
03060	11-190-1___-4-5	Other Purchased Services (400-500 series		278,000	59,071	337,071	304,425	17,152	15,494
03080	11-190-1___-610	General Supplies		244,000	115,670	359,670	207,378	81,135	71,157
03100	11-190-1___-640	Textbooks		55,000	(34,600)	20,400	19,289	0	1,111
03120	11-190-1___-8__	Other Objects		16,000	(2,016)	13,984	8,230	914	4,840
04500	11-204-100-101	Salaries of Teachers		158,130	(23,290)	134,840	107,709	27,131	0
04520	11-204-100-106	Other Salaries for Instruction		72,099	0	72,099	57,679	14,420	0
04600	11-204-100-610	General Supplies		1,000	196	1,196	826	0	370
04620	11-204-100-640	Textbooks		500	(196)	304	0	0	304
07000	11-213-100-101	Salaries of Teachers		2,031,965	187,625	2,219,590	1,779,422	440,168	0
07020	11-213-100-106	Other Salaries for Instruction		437,594	24,033	461,627	377,713	83,914	0
07100	11-213-100-610	General Supplies		8,000	4,132	12,132	12,124	0	8
07140	11-213-100-8__	Other Objects		0	234	234	233	0	1
08500	11-216-100-101	Salaries of Teachers		122,480	44,330	166,810	133,448	33,362	0
08520	11-216-100-106	Other Salaries for Instruction		120,165	(24,033)	96,132	76,906	19,226	0
08600	11-216-100-6__	General Supplies		2,000	365	2,365	1,511	3	851
09260	11-219-100-101	Salaries of Teachers		55,000	0	55,000	6,580	48,420	0
11000	11-230-100-101	Salaries of Teachers		197,950	12,800	210,750	168,545	42,205	0
11100	11-230-100-610	General Supplies		500	0	500	328	0	172
12000	11-240-100-101	Salaries of Teachers		176,490	0	176,490	141,267	35,223	0
12100	11-240-100-610	General Supplies		1,500	0	1,500	557	0	943
12120	11-240-100-640	Textbooks		200	0	200	0	0	200

Starting date 7/1/2020 Ending date 4/30/2021 Fund: 10 General Funds

Expenditures:			Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
17000	11-401-100-1__	Salaries	227,000	0	227,000	104,996	122,004	0
17040	11-401-100-6__	Supplies and Materials	16,000	0	16,000	986	277	14,737
17060	11-401-100-8__	Other Objects	5,000	0	5,000	400	0	4,600
17080	11-401-100-930	Transfers to Cover Deficit (Custodial)	4,000	0	4,000	65	0	3,935
17500	11-402-100-1__	Salaries	355,191	0	355,191	274,969	80,222	0
17520	11-402-100-[3-5]	Purchased Services (300-500 series)	55,000	0	55,000	29,105	15,682	10,214
17540	11-402-100-6__	Supplies and Materials	105,000	7,667	112,667	102,078	9,642	947
17560	11-402-100-8__	Other Objects	37,000	(500)	36,500	16,694	6,885	12,921
20000	11-422-100-101	Salaries of Teachers	40,000	0	40,000	33,724	6,276	0
20020	11-422-100-106	Other Salaries of Instruction	18,000	0	18,000	0	18,000	0
20080	11-422-100-3__	Purchased Professional & Technical Servi	25,000	(15,899)	9,101	5,534	0	3,567
20120	11-422-100-610	General Supplies	500	0	500	0	0	500
29000	11-000-100-561	Tuition to Other LEAs within the State -	15,000	(5,200)	9,800	0	0	9,800
29020	11-000-100-562	Tuition to Other LEAs within the State -	826,163	(314,196)	511,967	397,789	112,789	1,389
29040	11-000-100-563	Tuition to County Voc. School District-R	706,917	13,155	720,072	523,268	196,804	0
29060	11-000-100-564	Tuition to County Voc. School District-S	368,550	(13,155)	355,395	195,000	75,000	85,395
29080	11-000-100-565	Tuition to CSSD & Regular Day Schools	225,918	0	225,918	73,683	145,258	6,977
29100	11-000-100-566	Tuition to Priv. School for the Disabled	1,082,619	58,678	1,141,297	947,998	191,379	1,921
29160	11-000-100-569	Tuition - Other	162,294	(38,753)	123,541	101,287	21,154	1,100
29500	11-000-211-1__	Salaries	125,034	0	125,034	104,420	20,614	0
30500	11-000-213-1__	Salaries	272,344	0	272,344	201,875	70,469	0
30540	11-000-213-3__	Purchased Professional and Technical Ser	60,000	0	60,000	7,125	5,815	47,060
30580	11-000-213-6__	Supplies and Materials	11,000	(518)	10,482	5,057	0	5,425
30600	11-000-213-8__	Other Objects	3,500	518	4,018	1,870	2,000	148
40500	11-000-216-1__	Salaries	248,335	0	248,335	198,668	49,667	0
40520	11-000-216-320	Purchased Professional - Educational Ser	825,000	0	825,000	312,886	69,585	442,529
40540	11-000-216-6__	Supplies and Materials	6,000	0	6,000	4,073	1,794	133
40560	11-000-216-8__	Other Objects	1,000	0	1,000	0	0	1,000
41000	11-000-217-1__	Salaries	361,495	0	361,495	250,743	62,686	48,066
41020	11-000-217-320	Purchased Professional - Educational Ser	237,848	0	237,848	175,734	37,131	24,983
41500	11-000-218-104	Salaries of Other Professional Staff	617,329	58,336	675,665	544,482	131,183	0
41580	11-000-218-390	Other Purchased Professional & Technical	500	(28)	472	0	0	472
41600	11-000-218-[4-5]	Other Purchased Services (400-500 series	250	0	250	0	0	250
41620	11-000-218-6__	Supplies and Materials	750	28	778	134	259	385
41640	11-000-218-8__	Other Objects	1,250	0	1,250	875	0	375
42000	11-000-219-104	Salaries of Other Professional Staff	757,809	0	757,809	575,811	181,998	0
42020	11-000-219-105	Salaries of Secretarial and Clerical Ass	112,166	0	112,166	93,472	18,694	0
42100	11-000-219-[4-5]	Other Purchased Services (400-500 series	4,000	0	4,000	174	0	3,826
42160	11-000-219-6__	Supplies and Materials	7,000	0	7,000	2,740	24	4,236
42180	11-000-219-8__	Other Objects	2,000	0	2,000	1,295	0	705
43020	11-000-221-104	Salaries of Other Professional Staff	235,654	0	235,654	196,378	39,276	0



Starting date 7/1/2020 Ending date 4/30/2021 Fund: 10 General Funds

Expenditures:			Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
43160	11-000-221-6__	Supplies and Materials	3,000	0	3,000	210	1,212	1,578
43180	11-000-221-8__	Other Objects	2,500	0	2,500	2,054	0	446
43500	11-000-222-1__	Salaries	347,984	0	347,984	283,102	64,882	0
43560	11-000-222-[4-5]	Other Purchased Services (400-500 series	6,000	0	6,000	0	0	6,000
43580	11-000-222-6__	Supplies and Materials	13,000	0	13,000	5,624	0	7,376
43600	11-000-222-8__	Other Objects	700	0	700	130	0	570
44120	11-000-223-[4-5]	Other Purch. Services (400-500 series)	8,000	0	8,000	315	2,750	4,935
45000	11-000-230-1__	Salaries	295,144	0	295,144	245,953	49,191	0
45040	11-000-230-331	Legal Services	75,000	9,295	84,295	84,007	206	82
45060	11-000-230-332	Audit Fees	36,750	12,500	49,250	47,688	0	1,563
45100	11-000-230-339	Other Purchased Professional Services	0	49,075	49,075	34,390	14,575	110
45120	11-000-230-340	Purchased Technical Services	15,050	0	15,050	0	0	15,050
45140	11-000-230-530	Communications/Telephone	66,502	0	66,502	45,519	18,463	2,519
45160	11-000-230-585	BOE Other Purchased Services	2,500	0	2,500	199	0	2,301
45180	11-000-230-590	Misc Purch Services (400-500 series, O/T	61,615	0	61,615	55,477	3,602	2,536
45200	11-000-230-610	General Supplies	7,000	0	7,000	2,503	123	4,373
45260	11-000-230-890	Miscellaneous Expenditures	15,849	0	15,849	15,722	0	127
45280	11-000-230-895	BOE Membership Dues and Fees	13,250	0	13,250	11,987	0	1,263
46000	11-000-240-103	Salaries of Principals/Assistant Princip	789,678	0	789,678	658,065	131,613	0
46020	11-000-240-104	Salaries of Other Professional Staff	133,304	0	133,304	111,087	22,217	0
46040	11-000-240-105	Salaries of Secretarial and Clerical Ass	254,184	0	254,184	199,052	55,132	0
46120	11-000-240-6__	Supplies and Materials	40,000	0	40,000	13,432	366	26,202
46140	11-000-240-8__	Other Objects	13,000	0	13,000	5,790	0	7,210
47000	11-000-251-1__	Salaries	374,592	0	374,592	336,061	38,531	0
47040	11-000-251-340	Purchased Technical Services	11,500	5,450	16,950	13,580	3,370	0
47060	11-000-251-592	Misc. Purch. Services (400-500 Series, O	500	0	500	0	0	500
47100	11-000-251-6__	Supplies and Materials	10,000	(5,450)	4,550	2,898	930	721
47160	11-000-251-836	Interest on Bond Anticipation Notes (BAN	139,285	0	139,285	139,284	0	1
47180	11-000-251-890	Other Objects	3,000	0	3,000	1,430	0	1,570
47500	11-000-252-1__	Salaries	63,702	21,253	84,955	69,169	15,786	0
47540	11-000-252-340	Purchased Technical Services	4,000	1,000	5,000	5,000	0	0
47560	11-000-252-[4-5]	Other Purchased Services (400-500 series	34,250	8,500	42,750	40,215	1,625	910
47580	11-000-252-6__	Supplies and Materials	34,250	17,500	51,750	39,407	7,353	4,990
47600	11-000-252-8__	Other Objects	500	500	1,000	812	0	188
48500	11-000-261-1__	Salaries	112,504	0	112,504	95,003	17,501	0
48520	11-000-261-420	Cleaning, Repair, and Maintenance Servic	210,000	589,991	799,991	658,785	111,603	29,603
48540	11-000-261-610	General Supplies	15,000	7,000	22,000	6,427	0	15,573
48560	11-000-261-8__	Other Objects	500	0	500	0	0	500
49000	11-000-262-1__	Salaries	1,038,119	(25,000)	1,013,119	739,790	273,099	230
49060	11-000-262-420	Cleaning, Repair, and Maintenance Svc.	125,000	(59,000)	66,000	51,535	5,750	8,715
49120	11-000-262-490	Other Purchased Property Services	48,000	0	48,000	19,752	28,248	0

Starting date 7/1/2020 Ending date 4/30/2021 Fund: 10 General Funds

Expenditures:			Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
49140	11-000-262-520	Insurance	152,658	16,244	168,902	168,802	0	100
49160	11-000-262-590	Miscellaneous Purchased Services	5,138	611	5,749	4,760	988	0
49180	11-000-262-610	General Supplies	160,000	23,389	183,389	167,511	11,158	4,719
49200	11-000-262-621	Energy (Natural Gas)	125,000	0	125,000	53,857	71,144	0
49220	11-000-262-622	Energy (Electricity)	240,000	0	240,000	135,617	104,081	302
49280	11-000-262-8__	Other Objects	16,000	(6,663)	9,337	9,329	0	8
50040	11-000-263-420	Cleaning, Repair, and Maintenance Svc.	65,000	28,626	93,626	49,324	43,263	1,039
50060	11-000-263-610	General Supplies	1,000	(500)	500	0	0	500
50080	11-000-263-8__	Other Objects	250	1,000	1,250	1,084	0	166
51000	11-000-266-1__	Salaries	81,752	0	81,752	65,947	15,805	0
51020	11-000-266-3__	Purchased Professional and Technical Ser	130,500	(16,144)	114,356	28,568	85,432	356
51040	11-000-266-420	Cleaning, Repair, and Maintenance Svc.	55,000	(24,600)	30,400	21,399	7,964	1,037
51060	11-000-266-610	General Supplies	1,000	24,600	25,600	13,063	1,140	11,397
51080	11-000-266-8__	Other Objects	250	0	250	0	0	250
52020	11-000-270-160	Sal. For Pupil Trans (Bet Home & Sch) –	40,000	0	40,000	26,234	13,766	0
52060	11-000-270-162	Sal. For Pupil Trans (Other than Bet. Ho	5,000	0	5,000	1,377	3,623	0
52140	11-000-270-420	Cleaning, Repair, & Maint. Services	15,000	0	15,000	8,270	725	6,006
52220	11-000-270-504	Contract Serv–Aid in Lieu Pymts–Charter	8,000	0	8,000	1,300	0	6,700
52280	11-000-270-512	Contr Serv (Oth. Than Bet Home & Sch) -	60,000	0	60,000	17,366	3,020	39,614
52300	11-000-270-513	Contr Serv (Bet. Home & Sch) – Joint Agr	18,863	(18,863)	0	0	0	0
52340	11-000-270-515	Contract Serv. (Sp Ed Stds) – Joint Agre	789,136	189,381	978,517	719,473	259,044	0
52440	11-000-270-615	Transportation Supplies	10,000	(5,000)	5,000	1,297	1,703	2,000
52460	11-000-270-8__	Other objects	1,000	0	1,000	276	0	725
71020	11-000-291-220	Social Security Contributions	365,000	0	365,000	254,357	110,643	0
71060	11-000-291-241	Other Retirement Contributions - PERS	356,166	10,254	366,420	356,237	10,183	0
71140	11-000-291-250	Unemployment Compensation	30,000	(16,170)	13,830	0	0	13,830
71160	11-000-291-260	Workmen's Compensation	145,000	(31,281)	113,719	113,628	0	91
71180	11-000-291-270	Health Benefits	4,514,631	(253,354)	4,261,277	3,375,189	774,390	111,697
71200	11-000-291-280	Tuition Reimbursement	50,000	(3,565)	46,435	3,282	0	43,153
71220	11-000-291-290	Other Employee Benefits	99,918	34,846	134,764	134,570	116	78
75680	12-000-252-73_	Undistributed Expenditures – Admin. Info	0	8,899	8,899	8,899	0	0
75720	12-000-262-73_	Undist. Expend. – Custodial Services	0	12,663	12,663	12,632	0	31
75800	12-000-270-733	School Buses - Regular	20,467	0	20,467	20,466	0	1
76080	12-000-400-450	Construction Services	1,029,000	0	1,029,000	0	1,029,000	0
76180	12-000-400-780	Infrastructure	0	950	950	0	950	0
76200	12-000-400-800	Other Objects	6,858	0	6,858	0	6,858	0
Total			35,046,213	377,592	35,423,805	26,099,903	7,975,580	1,348,322

Starting date 7/1/2020 Ending date 4/30/2021 Fund: 20 Special Revenue Fund

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Assets and Resources

**Assets:**

101	Cash in bank		\$31,794.21
102 - 106	Cash Equivalents		\$0.00
111	Investments		\$0.00
116	Capital Reserve Account		\$0.00
117	Maintenance Reserve Account		\$0.00
118	Emergency Reserve Account		\$0.00
121	Tax levy Receivable		\$0.00

**Accounts Receivable:**

132	Interfund	\$0.00	
141	Intergovernmental - State	\$0.00	
142	Intergovernmental - Federal	(\$1.43)	
143	Intergovernmental - Other	\$0.00	
153, 154	Other (net of estimated uncollectable of \$_____)	(\$1,000.00)	(\$1,001.43)

**Loans Receivable:**

131	Interfund	\$0.00	
151, 152	Other (Net of estimated uncollectable of \$_____)	\$0.00	\$0.00

**Other Current Assets**

\$0.00

**Resources:**

301	Estimated revenues	\$1,372,752.22	
302	Less revenues	(\$779,745.70)	\$593,006.52

**Total assets and resources**

\$623,799.30

Starting date 7/1/2020 Ending date 4/30/2021 Fund: 20 Special Revenue Fund

Liabilities and Fund Equity

Liabilities:

411	Intergovernmental accounts payable - state	\$0.28
421	Accounts payable	\$0.00
431	Contracts payable	\$0.00
451	Loans payable	\$0.00
481	Deferred revenues	\$8,934.87
	Other current liabilities	\$9,937.42

**Total liabilities**

**\$18,872.57**

Fund Balance:

Appropriated:

753,754	Reserve for encumbrances		\$275,965.27
761	Capital reserve account - July	\$0.00	
604	Add: Increase in capital reserve	\$0.00	
307	Less: Bud. w/d cap. reserve eligible costs	\$0.00	
309	Less: Bud. w/d cap. reserve excess costs	\$0.00	\$0.00
764	Maintenance reserve account - July	\$0.00	
606	Add: Increase in maintenance reserve	\$0.00	
310	Less: Bud. w/d from maintenance reserve	\$0.00	\$0.00
766	Reserve for Cur. Exp. Emergencies - July	\$0.00	
607	Add: Increase in cur. exp. emer. reserve	\$0.00	
312	Less: Bud. w/d from cur. exp. emer. reserve	\$0.00	\$0.00
762	Adult education programs		\$0.00
750-752,76x	Other reserves		\$0.00
601	Appropriations	\$1,372,752.22	
602	Less: Expenditures	(\$767,825.49)	
	Less: Encumbrances	(\$275,965.27)	(\$1,043,790.76)
	Total appropriated		\$604,926.73

Unappropriated:

770	Fund balance, July 1	\$0.00
771	Designated fund balance	\$0.00
303	Budgeted fund balance	\$0.00

**Total fund balance**

**\$604,926.73**

**Total liabilities and fund equity**

**\$623,799.30**

Starting date 7/1/2020 Ending date 4/30/2021 Fund: 20 Special Revenue Fund

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$1,372,752.22	\$1,043,790.76	\$328,961.46
Revenues	(\$1,372,752.22)	(\$779,745.70)	(\$593,006.52)
Subtotal	<u>\$0.00</u>	<u>\$264,045.06</u>	<u>(\$264,045.06)</u>
Change in capital reserve account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$0.00</u>	<u>\$264,045.06</u>	<u>(\$264,045.06)</u>
Change in maintenance reserve account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$0.00</u>	<u>\$264,045.06</u>	<u>(\$264,045.06)</u>
Change in emergency reserve account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$0.00</u>	<u>\$264,045.06</u>	<u>(\$264,045.06)</u>
Less: Adjustment for prior year	\$0.00	\$0.00	\$0.00
Budgeted fund balance	<u>\$0.00</u>	<u>\$264,045.06</u>	<u>(\$264,045.06)</u>

Prepared and submitted by :

  
Board Secretary

  
Date

Starting date 7/1/2020 Ending date 4/30/2021 Fund: 20 Special Revenue Fund

Revenues:		Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
	(Total of Accounts W/O a Grid# Assigned)	0	50,575	50,575	50,575		0
00770	Total Revenues from State Sources	235,680	54,524	290,204	214,308	Under	75,896
00830	Total Revenues from Federal Sources	574,692	457,281	1,031,973	514,863	Under	517,111
	Total	810,372	562,380	1,372,752	779,746		593,007
Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
	(Total of Accounts W/O a Grid# Assigned)	12,400	123,871	136,271	44,930	50,826	40,515
88000	Nonpublic Textbooks	11,300	5,988	17,288	15,795	0	1,493
88020	Nonpublic Auxiliary Services	88,080	818	88,898	52,041	0	36,857
88040	Nonpublic Handicapped Services	71,600	52,150	123,750	44,374	0	79,376
88060	Nonpublic Nursing Services	20,800	7,233	28,033	23,153	4,530	351
88080	Nonpublic Technology Initiative	7,800	(7,800)	0	0	0	0
88140	Other	0	6,406	6,406	2,193	4,213	0
88740	Total Federal Projects	598,392	373,714	972,106	585,340	216,396	170,370
	Total	810,372	562,380	1,372,752	767,825	275,965	328,961

Starting date 7/1/2020 Ending date 4/30/2021 Fund: 20 Special Revenue Fund

Revenues:	Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
	0	50,575	50,575	50,575		0
00765 20-32__ Other Restricted Entitlements	235,680	54,524	290,204	214,308	Under	75,896
00775 20-441[1-6] Title I	112,576	51,168	163,744	65,798	Under	97,946
00780 20-445[1-5] Title II	23,748	20,965	44,713	4,400	Under	40,313
00785 20-449[1-4] Title III	18,368	6,074	24,442	602	Under	23,840
00790 20-447[1-4] Title IV	10,000	10,385	20,385	0	Under	20,385
00805 20-442[0-9] I.D.E.A. Part B (Handicapped)	410,000	121,237	531,237	234,393	Under	296,844
00825 20-4__ Other	0	247,452	247,452	209,670	Under	37,783
Total	810,372	562,380	1,372,752	779,746		593,007

Expenditures:	Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
	12,400	123,871	136,271	44,930	50,826	40,515
88000 20-501-__-__ Nonpublic Textbooks	11,300	5,988	17,288	15,795	0	1,493
88020 20-50[-2-5]__ Nonpublic Auxiliary Services	88,080	818	88,898	52,041	0	36,857
88040 20-50[-6-8]__ Nonpublic Handicapped Services	71,600	52,150	123,750	44,374	0	79,376
88060 20-509-__-__ Nonpublic Nursing Services	20,800	7,233	28,033	23,153	4,530	351
88080 20-510-__-__ Nonpublic Technology Initiative	7,800	(7,800)	0	0	0	0
88140 20-__-__-__ Other	0	6,406	6,406	2,193	4,213	0
88500 20-__-__-__ Title I	112,576	51,168	163,744	105,257	28,271	30,216
88520 20-__-__-__ Title II	23,748	20,965	44,713	22,000	1,000	21,713
88540 20-__-__-__ Title III	18,368	(4,612)	13,756	2,584	1,617	9,555
88560 20-__-__-__ Title IV	10,000	(1,450)	8,550	0	2,000	6,550
88620 20-__-__-__ I.D.E.A. Part B (Handicapped)	410,000	101,883	511,883	309,056	147,801	55,026
88678 20-477-__-__ CARES Act Education Stabilization Fund	0	26,400	26,400	0	0	26,400
88700 20-__-__-__ Other	0	190,488	190,488	133,872	35,707	20,909
88707 20-482-__-__ Nonpublic Technology - CRF	23,700	(11,128)	12,572	12,571	0	1
Total	810,372	562,380	1,372,752	767,825	275,965	328,961

Starting date 7/1/2020 Ending date 4/30/2021 Fund: 30 Capital Projects Fund

Assets and Resources

**Assets:**

101	Cash in bank		\$2,224,393.31
102 - 106	Cash Equivalents		\$0.00
111	Investments		\$0.00
116	Capital Reserve Account		\$0.00
117	Maintenance Reserve Account		\$0.00
118	Emergency Reserve Account		\$0.00
121	Tax levy Receivable		\$0.00

**Accounts Receivable:**

132	Interfund	\$0.00	
141	Intergovernmental - State	(\$59,829.00)	
142	Intergovernmental - Federal	\$0.00	
143	Intergovernmental - Other	\$0.00	
153, 154	Other (net of estimated uncollectable of \$_____)	\$0.00	(\$59,829.00)

**Loans Receivable:**

131	Interfund	\$0.00	
151, 152	Other (Net of estimated uncollectable of \$_____)	\$0.00	\$0.00

**Other Current Assets**

(\$6,065,000.00)

**Resources:**

301	Estimated revenues	\$0.00	
302	Less revenues	(\$2.69)	(\$2.69)

**Total assets and resources**

(\$3,900,438.38)



Starting date 7/1/2020 Ending date 4/30/2021 Fund: 30 Capital Projects Fund

Liabilities and Fund Equity

Liabilities:

411	Intergovernmental accounts payable - state		\$0.00
421	Accounts payable		\$0.00
431	Contracts payable		\$0.00
451	Loans payable		\$0.00
481	Deferred revenues		\$0.00
	Other current liabilities		\$88.00

**Total liabilities** **\$88.00**

Fund Balance:

Appropriated:

753,754	Reserve for encumbrances		\$0.00
761	Capital reserve account - July	\$0.00	
604	Add: Increase in capital reserve	\$0.00	
307	Less: Bud. w/d cap. reserve eligible costs	\$0.00	
309	Less: Bud. w/d cap. reserve excess costs	\$0.00	\$0.00
764	Maintenance reserve account - July	\$0.00	
606	Add: Increase in maintenance reserve	\$0.00	
310	Less: Bud. w/d from maintenance reserve	\$0.00	\$0.00
766	Reserve for Cur. Exp. Emergencies - July	\$0.00	
607	Add: Increase in cur. exp. emer. reserve	\$0.00	
312	Less: Bud. w/d from cur. exp. emer. reserve	\$0.00	\$0.00
762	Adult education programs		\$0.00
750-752,76x	Other reserves		\$0.00
601	Appropriations	\$0.00	
602	Less: Expenditures	\$0.00	
	Less: Encumbrances	\$0.00	\$0.00
	Total appropriated		\$0.00

Unappropriated:

770	Fund balance, July 1	(\$3,900,526.38)	
771	Designated fund balance		\$0.00
303	Budgeted fund balance		\$0.00
	Total fund balance		<b>(\$3,900,526.38)</b>
	<b>Total liabilities and fund equity</b>		<b><u>(\$3,900,438.38)</u></b>

Starting date 7/1/2020 Ending date 4/30/2021 Fund: 30 Capital Projects Fund

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$0.00	\$0.00	\$0.00
Revenues	\$0.00	(\$2.69)	\$2.69
Subtotal	<u>\$0.00</u>	<u>(\$2.69)</u>	<u>\$2.69</u>
Change in capital reserve account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$0.00</u>	<u>(\$2.69)</u>	<u>\$2.69</u>
Change in maintenance reserve account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$0.00</u>	<u>(\$2.69)</u>	<u>\$2.69</u>
Change in emergency reserve account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$0.00</u>	<u>(\$2.69)</u>	<u>\$2.69</u>
Less: Adjustment for prior year	\$0.00	\$0.00	\$0.00
Budgeted fund balance	<u>\$0.00</u>	<u>(\$2.69)</u>	<u>\$2.69</u>

Prepared and submitted by :

  
Board Secretary

  
Date

Starting date 7/1/2020 Ending date 4/30/2021 Fund: 30 Capital Projects Fund

Revenues:	Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
(Total of Accounts W/O a Grid# Assigned)	0	0	0	3		(3)
Total	0	0	0	3		(3)

Starting date 7/1/2020 Ending date 4/30/2021 Fund: 30 Capital Projects Fund

Revenues:	Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
99999	0	0	0	3		(3)
Total	0	0	0	3		(3)

Starting date 7/1/2020 Ending date 4/30/2021 Fund: 40 Debt Service Fund

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Assets and Resources

**Assets:**

101	Cash in bank		\$475.67
102 - 106	Cash Equivalents		\$0.00
111	Investments		\$0.00
116	Capital Reserve Account		\$0.00
117	Maintenance Reserve Account		\$0.00
118	Emergency Reserve Account		\$0.00
121	Tax levy Receivable		\$0.00

**Accounts Receivable:**

132	Interfund	\$88.00	
141	Intergovernmental - State	\$0.00	
142	Intergovernmental - Federal	\$0.00	
143	Intergovernmental - Other	\$0.00	
153, 154	Other (net of estimated uncollectable of \$_____)	\$0.00	\$88.00

**Loans Receivable:**

131	Interfund	\$0.00	
151, 152	Other (Net of estimated uncollectable of \$_____)	\$0.00	\$0.00

**Other Current Assets**

\$0.00

**Resources:**

301	Estimated revenues	\$798,305.00	
302	Less revenues	(\$798,305.00)	\$0.00

**Total assets and resources**

**\$563.67**

Starting date 7/1/2020 Ending date 4/30/2021 Fund: 40 Debt Service Fund

Liabilities and Fund Equity

**Liabilities:**

411	Intergovernmental accounts payable - state		\$0.00
421	Accounts payable		\$0.00
431	Contracts payable		\$0.00
451	Loans payable		\$0.00
481	Deferred revenues		\$0.00
	Other current liabilities		\$0.00
	<b>Total liabilities</b>		<b>\$0.00</b>

**Fund Balance:**

Appropriated:

753,754	Reserve for encumbrances		\$0.00
761	Capital reserve account - July	\$0.00	
604	Add: Increase in capital reserve	\$0.00	
307	Less: Bud. w/d cap. reserve eligible costs	\$0.00	
309	Less: Bud. w/d cap. reserve excess costs	\$0.00	\$0.00
764	Maintenance reserve account - July	\$0.00	
606	Add: Increase in maintenance reserve	\$0.00	
310	Less: Bud. w/d from maintenance reserve	\$0.00	\$0.00
766	Reserve for Cur. Exp. Emergencies - July	\$0.00	
607	Add: Increase in cur. exp. emer. reserve	\$0.00	
312	Less: Bud. w/d from cur. exp. emer. reserve	\$0.00	\$0.00
762	Adult education programs		\$0.00
750-752,76x	Other reserves		\$53,907.67
601	Appropriations	\$851,650.00	
602	Less: Expenditures	(\$851,650.00)	
	Less: Encumbrances	\$0.00	(\$851,650.00)
	<b>Total appropriated</b>		<b>\$53,907.67</b>

Unappropriated:

770	Fund balance, July 1		\$0.00
771	Designated fund balance		\$0.00
303	Budgeted fund balance		(\$53,345.00)
	<b>Total fund balance</b>		<b>\$562.67</b>
	<b>Total liabilities and fund equity</b>		<b><u>\$562.67</u></b>

Starting date 7/1/2020 Ending date 4/30/2021 Fund: 40 Debt Service Fund

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$851,650.00	\$851,650.00	\$0.00
Revenues	(\$798,305.00)	(\$798,305.00)	\$0.00
Subtotal	<u>\$53,345.00</u>	<u>\$53,345.00</u>	<u>\$0.00</u>
Change in capital reserve account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$53,345.00</u>	<u>\$53,345.00</u>	<u>\$0.00</u>
Change in maintenance reserve account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$53,345.00</u>	<u>\$53,345.00</u>	<u>\$0.00</u>
Change in emergency reserve account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$53,345.00</u>	<u>\$53,345.00</u>	<u>\$0.00</u>
Less: Adjustment for prior year	\$0.00	\$0.00	\$0.00
Budgeted fund balance	<u>\$53,345.00</u>	<u>\$53,345.00</u>	<u>\$0.00</u>

Prepared and submitted by :

  
Board Secretary

  
Date

Starting date 7/1/2020 Ending date 4/30/2021 Fund: 40 Debt Service Fund

Revenues:		Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
00885	Total Revenues from Local Sources	591,393	0	591,393	591,393		0
0093A	Other	206,912	0	206,912	206,912		0
	Total	798,305	0	798,305	798,305		0
Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
89660	Total Regular Debt Service	851,650	0	851,650	851,650	0	0
	Total	851,650	0	851,650	851,650	0	0



Starting date 7/1/2020 Ending date 4/30/2021 Fund: 40 Debt Service Fund

Revenues:			Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
00860	40-1210	Local Tax Levy	591,393	0	591,393	591,393		0
00890	40-3160	Debt Service Aid Type II	206,912	0	206,912	206,912		0
Total			798,305	0	798,305	798,305		0

Expenditures:			Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
89600	40-701-510-834	Interest on Bonds	91,650	0	91,650	91,650	0	0
89620	40-701-510-910	Redemption of Principal	760,000	0	760,000	760,000	0	0
Total			851,650	0	851,650	851,650	0	0

Starting date 7/1/2020 Ending date 4/30/2021 Fund: 60 Enterprise Fund

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Assets and Resources

**Assets:**

101	Cash in bank		\$572,881.58
102 - 106	Cash Equivalents		\$0.00
111	Investments		\$0.00
116	Capital Reserve Account		\$0.00
117	Maintenance Reserve Account		\$0.00
118	Emergency Reserve Account		\$0.00
121	Tax levy Receivable		\$0.00

**Accounts Receivable:**

132	Interfund	\$0.00	
141	Intergovernmental - State	\$0.00	
142	Intergovernmental - Federal	\$0.00	
143	Intergovernmental - Other	\$0.00	
153, 154	Other (net of estimated uncollectable of \$_____)	\$0.00	\$0.00

**Loans Receivable:**

131	Interfund	\$0.00	
151, 152	Other (Net of estimated uncollectable of \$_____)	\$0.00	\$0.00

**Other Current Assets**

\$8,239.00

**Resources:**

301	Estimated revenues	\$584,000.00	
302	Less revenues	(\$129,653.72)	\$454,346.28

**Total assets and resources**

\$1,035,466.86

Starting date 7/1/2020 Ending date 4/30/2021 Fund: 60 Enterprise Fund

Liabilities and Fund Equity

Liabilities:

411	Intergovernmental accounts payable - state	\$0.00
421	Accounts payable	\$594.00
431	Contracts payable	\$0.00
451	Loans payable	\$0.00
481	Deferred revenues	\$0.00
	Other current liabilities	\$0.00

**Total liabilities** **\$594.00**

Fund Balance:

Appropriated:

753,754	Reserve for encumbrances		\$170,392.38
761	Capital reserve account - July	\$0.00	
604	Add: Increase in capital reserve	\$0.00	
307	Less: Bud. w/d cap. reserve eligible costs	\$0.00	
309	Less: Bud. w/d cap. reserve excess costs	\$0.00	\$0.00
764	Maintenance reserve account - July	\$0.00	
606	Add: Increase in maintenance reserve	\$0.00	
310	Less: Bud. w/d from maintenance reserve	\$0.00	\$0.00
766	Reserve for Cur. Exp. Emergencies - July	\$0.00	
607	Add: Increase in cur. exp. emer. reserve	\$0.00	
312	Less: Bud. w/d from cur. exp. emer. reserve	\$0.00	\$0.00
762	Adult education programs		\$0.00
750-752,76x	Other reserves		\$0.00
601	Appropriations	\$584,000.00	
602	Less: Expenditures	(\$194,072.13)	
	Less: Encumbrances	(\$170,392.38)	(\$364,464.51)
	Total appropriated		\$389,927.87

Unappropriated:

770	Fund balance, July 1	\$644,944.99
771	Designated fund balance	\$0.00
303	Budgeted fund balance	\$0.00

**Total fund balance** **\$1,034,872.86**

**Total liabilities and fund equity** **\$1,035,466.86**

Starting date 7/1/2020 Ending date 4/30/2021 Fund: 60 Enterprise Fund

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$584,000.00	\$364,464.51	\$219,535.49
Revenues	(\$584,000.00)	(\$129,653.72)	(\$454,346.28)
Subtotal	<u>\$0.00</u>	<u>\$234,810.79</u>	<u>(\$234,810.79)</u>
Change in capital reserve account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$0.00</u>	<u>\$234,810.79</u>	<u>(\$234,810.79)</u>
Change in maintenance reserve account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$0.00</u>	<u>\$234,810.79</u>	<u>(\$234,810.79)</u>
Change in emergency reserve account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$0.00</u>	<u>\$234,810.79</u>	<u>(\$234,810.79)</u>
Less: Adjustment for prior year	\$0.00	\$0.00	\$0.00
Budgeted fund balance	<u>\$0.00</u>	<u>\$234,810.79</u>	<u>(\$234,810.79)</u>

Prepared and submitted by :

  
Board Secretary

  
Date

Starting date 7/1/2020 Ending date 4/30/2021 Fund: 60 Enterprise Fund

Revenues:		Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
(Total of Accounts W/O a Grid# Assigned)		0	584,000	584,000	129,654	Under	454,346
Total		0	584,000	584,000	129,654		454,346
Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
(Total of Accounts W/O a Grid# Assigned)		0	584,000	584,000	194,072	170,392	219,535
Total		0	584,000	584,000	194,072	170,392	219,535

Starting date 7/1/2020 Ending date 4/30/2021 Fund: 60 Enterprise Fund

**Revenues:**

	Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
99999	0	584,000	584,000	129,654	Under	454,346
Total	0	584,000	584,000	129,654		454,346

**Expenditures:**

	Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
99999	0	584,000	584,000	194,072	170,392	219,535
Total	0	584,000	584,000	194,072	170,392	219,535

Starting date 7/1/2020 Ending date 4/30/2021 Fund: 95 STUDENT ACTIVITY

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Assets and Resources

**Assets:**

101	Cash in bank		\$119,070.02
102 - 106	Cash Equivalents		\$0.00
111	Investments		\$0.00
116	Capital Reserve Account		\$0.00
117	Maintenance Reserve Account		\$0.00
118	Emergency Reserve Account		\$0.00
121	Tax levy Receivable		\$0.00

Accounts Receivable:

132	Interfund	\$0.00	
141	Intergovernmental - State	\$0.00	
142	Intergovernmental - Federal	\$0.00	
143	Intergovernmental - Other	\$0.00	
153, 154	Other (net of estimated uncollectable of \$_____)	\$0.00	\$0.00

Loans Receivable:

131	Interfund	\$0.00	
151, 152	Other (Net of estimated uncollectable of \$_____)	\$0.00	\$0.00

Other Current Assets

\$0.00

**Resources:**

301	Estimated revenues	\$157,732.85	
302	Less revenues	(\$26,011.97)	\$131,720.88

**Total assets and resources**

**\$250,790.90**

Starting date 7/1/2020 Ending date 4/30/2021 Fund: 95 STUDENT ACTIVITY

Liabilities and Fund Equity

**Liabilities:**

411	Intergovernmental accounts payable - state		\$0.00
421	Accounts payable		\$0.00
431	Contracts payable		\$0.00
451	Loans payable		\$0.00
481	Deferred revenues		\$0.00
	Other current liabilities		\$0.00
	<b>Total liabilities</b>		<b>\$0.00</b>

**Fund Balance:**

**Appropriated:**

753,754	Reserve for encumbrances		\$2,535.61
761	Capital reserve account - July	\$0.00	
604	Add: Increase in capital reserve	\$0.00	
307	Less: Bud. w/d cap. reserve eligible costs	\$0.00	
309	Less: Bud. w/d cap. reserve excess costs	\$0.00	\$0.00
764	Maintenance reserve account - July	\$0.00	
606	Add: Increase in maintenance reserve	\$0.00	
310	Less: Bud. w/d from maintenance reserve	\$0.00	\$0.00
766	Reserve for Cur. Exp. Emergencies - July	\$0.00	
607	Add: Increase in cur. exp. emer. reserve	\$0.00	
312	Less: Bud. w/d from cur. exp. emer. reserve	\$0.00	\$0.00
762	Adult education programs		\$0.00
750-752,76x	Other reserves		\$0.00
601	Appropriations	\$157,732.85	
602	Less: Expenditures	(\$53,990.72)	
	Less: Encumbrances	(\$2,535.61)	(\$56,526.33)
	<b>Total appropriated</b>		<b>\$103,742.13</b>

**Unappropriated:**

770	Fund balance, July 1		\$147,048.77
771	Designated fund balance		\$0.00
303	Budgeted fund balance		\$0.00

Total fund balance **\$250,790.90**  
**Total liabilities and fund equity** **\$250,790.90**



Starting date 7/1/2020 Ending date 4/30/2021 Fund: 95 STUDENT ACTIVITY

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$157,732.85	\$56,526.33	\$101,206.52
Revenues	(\$157,732.85)	(\$26,011.97)	(\$131,720.88)
Subtotal	<u>\$0.00</u>	<u>\$30,514.36</u>	<u>(\$30,514.36)</u>
Change in capital reserve account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$0.00</u>	<u>\$30,514.36</u>	<u>(\$30,514.36)</u>
Change in maintenance reserve account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$0.00</u>	<u>\$30,514.36</u>	<u>(\$30,514.36)</u>
Change in emergency reserve account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$0.00</u>	<u>\$30,514.36</u>	<u>(\$30,514.36)</u>
Less: Adjustment for prior year	\$0.00	\$0.00	\$0.00
Budgeted fund balance	<u>\$0.00</u>	<u>\$30,514.36</u>	<u>(\$30,514.36)</u>

Prepared and submitted by :

  
Board Secretary

  
Date

Starting date 7/1/2020 Ending date 4/30/2021 Fund: 95 STUDENT ACTIVITY

Revenues:		Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
(Total of Accounts W/O a Grid# Assigned)		134,893	22,840	157,733	26,012	Under	131,721
Total		134,893	22,840	157,733	26,012		131,721
Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
(Total of Accounts W/O a Grid# Assigned)		134,893	22,840	157,733	53,991	2,536	101,207
Total		134,893	22,840	157,733	53,991	2,536	101,207

Starting date 7/1/2020 Ending date 4/30/2021 Fund: 95 STUDENT ACTIVITY

Revenues:

	Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
	134,893	22,840	157,733	26,012	Under	131,721
Total	134,893	22,840	157,733	26,012		131,721

Expenditures:

	Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
	134,893	22,840	157,733	53,991	2,536	101,207
Total	134,893	22,840	157,733	53,991	2,536	101,207

# HASBROUCK HEIGHTS BOARD OF EDUCATION CASH REPORT

April 30, 2021

	Cash Balance 4/1/2021	Cash Receipts April-21	Cash Disbursements April-21	Cash Balance April-21
General Fund - 10	6,205,689.42	463,186.17	(3,521,155.34)	3,147,720.25
Special Revenue Fund - 20	113,608.23	63,469.00	(145,283.02)	31,794.21
Capital Projects Fund - 30	2,224,393.04	0.27	0.00	2,224,393.31
Debt Service Fund - 40	475.67	0.00	0.00	475.67
Enterprise Fund - 60	575,253.07	26,835.41	(29,206.90)	572,881.58
<b>Total</b>	<b>9,119,419.43</b>	<b>553,490.85</b>	<b>(3,695,645.26)</b>	<b>5,977,265.02</b>
Payroll Account	446.00	1,138,418.05	(1,138,418.05)	<b>446.00</b>
Payroll Agency Account	38,339.07	1,254,204.69	(1,282,869.67)	<b>9,674.09</b>
Unemployment Account	70,403.36	16,874.11	(3.23)	<b>87,274.24</b>
Summer Escrow Account	279,058.32	39,868.21	(11.74)	<b>318,914.79</b>
Flexible Spending Account	1,190.26	200.05	0.00	<b>1,390.31</b>
<b>Grand Total</b>	<b>9,508,856.44</b>	<b>3,003,055.96</b>	<b>(6,116,947.95)</b>	<b>6,394,964.45</b>

  
Chief School Administrator

6/10/21  
Date

Line	Budget Category	Account	(col 1)	(col 2)	(col 3)	(col 4)	(col 5)	(col 6)	(col 7)	(col 8)
			Original Budget	Revenues Allowed NJAC - 6A: 23A-13.3(d)	Original Budget For 10% Calc	Maximum Transfer Amount	YTD Net Transfers to of (from)	% Change YTD	Remaining Allowable Balance From	Remaining Allowable Balance To
			Data	Data	Col1+Col2	Col3 * .1	+ or - Data 4/30/2021	Col5/Col3	Col4+Col5	Col4-Col5
03200	TOTAL REGULAR PROGRAMS - INSTRUCTION	11-1XX-100-XXX	10,472,925	21,858	10,494,783	1,049,478	(228,532)	-2.18%	820,946	1,278,010
10300 11160	Total Special Education - Instruction, Total Basic	11-2XX-100-XXX	5,065,251	0	5,065,251	506,525	226,196	4.47%	732,721	280,329
12160 40580	Skills/Remedial - Instruct., Total Bilingual Education -	11-000-216, 217								
41080	Instruction, Total Undistributed Expend - Speech, OT,, Total Undist. Expend. - Other Supp. Serv									
15180	TOTAL VOCATIONAL PROGRAMS	11-3XX-100-XXX	0	0	0	0	0	0.00%	0	0
17100 17600	Total School-Sponsored Co/Extra Curricular, Total	11-4XX-X00-XXX	887,691	7,167	894,858	89,486	(15,899)	-1.78%	73,587	105,385
19620 20620	School-Sponsored Athletics - Instr, Total Before/After School									
21620 22620	Programs, Total Summer School, Total Instructional Alternative									
23620 25100	Educatio, Total Other Supplemental/At-Risk Program, Total									
	Other Alternative Education Progra, Total Other Instructional									
	Programs - Ins									
27100	Total Community Services Programs/Operat	11-800-330-XXX	0	0	0	0	0	0.00%	0	0
29180	Total Undistributed Expenditures - Instr	11-000-100-XXX	3,387,461	0	3,387,461	338,746	(299,471)	-8.84%	39,275	638,217
29680 30620	Total Undistributed Expenditures - Atten, Total Undistributed	11-000-211, 213,	2,342,616	0	2,342,616	234,262	58,336	2.49%	292,598	175,926
41660 42200	Expenditures - Health, Total Undist. Expend. - Guidance, Total	218, 219, 222								
43620	Undist. Expend. - Child Study Team, Total Undist. Expend. - Edu. Media Serv.									
43200 44180	Total Undist. Expend. - Improvement of I, Total Undist. Expend. - Instructional St	11-000-221, 223	249,154	0	249,154	24,915	0	0.00%	24,915	24,915
45300	Support Serv. - General Admin	11-000-230-XXX	588,660	14,500	603,160	60,316	56,370	9.35%	116,686	3,946
46160	Support Serv. - School Admin	11-000-240-XXX	1,230,166	0	1,230,166	123,017	0	0.00%	123,017	123,017
47200 47620	Total Undist. Expend. - Central Services, Total Undist. Expend. - Admin. Info. Tec	11-000-25X-XXX	675,579	0	675,579	67,558	48,753	7.22%	116,311	18,805
51120	Total Undist. Expend. - Oper. & Maint. O	11-000-26X-XXX	2,582,671	333,117	2,915,788	291,579	226,437	7.77%	518,016	65,142
52480	Total Undist. Expend. - Student Transpor	11-000-270-XXX	946,999	0	946,999	94,700	165,518	17.48%	260,218	(70,818)
71260	TOTAL PERSONNEL SERVICES -EMPLOYEE	11-XXX-XXX-2XX	5,560,715	0	5,560,715	556,072	(259,270)	-4.66%	296,802	815,342
72020	Total Undistributed Expenditures - Food	11-000-310-XXX	0	0	0	0	0	0.00%	0	0
72120 72122	Transfer of Property Sale Proceeds Res., Transfer of Property Sale Proceeds CDL	11-000-520-934	0	0	0	0	0	0.00%	0	0
72160	Increase in Sale/Lease-back Reserve	10-605	0	0	0	0	0	0.00%	0	0
72180	Interest Earned on Maintenance Reserve	10-606	500	0	500	50	0	0.00%	50	50
72200	Increase in Maintenance Reserve	10-606	0	0	0	0	0	0.00%	0	0
72220	Increase in Current Expense Emergency Re	10-607	0	0	0	0	0	0.00%	0	0
72240 72245	Interest Earned on Current Exp. Emergenc, Increase in Bus	10-607	0	0	0	0	0	0.00%	0	0
72246 72247	Adv. Res. for Fuel Costs, Increase in IMPACT Aid Reserve (General), Increase in IMPACT Aid Reserve (Capital)									
72260	TOTAL GENERAL CURRENT EXPENSE		33,990,388	376,642	34,367,030	3,436,703	(21,562)	-0.06%	3,415,141	3,458,265

Line	Budget Category	Account	(col 1)	(col 2)	(col 3)	(col 4)	(col 5)	(col 6)	(col 7)	(col 8)
			Original Budget	Revenues Allowed NJAC - 6A: 23A-13.3(d)	Original Budget For 10% Calc	Maximum Transfer Amount	YTD Net Transfers to / (from) 4/30/2021	% Change YTD	Remaining Allowable Balance From	Remaining Allowable Balance To
75880	TOTAL EQUIPMENT	12-XXX-XXX-73X	20,467	0	20,467	2,047	21,562	105.35%	23,609	(19,515)
76260	Total Facilities Acquisition and Constr	12-000-4XX-XXX	1,035,858	950	1,036,808	103,681	0	0.00%	103,681	103,681
76320	Capital Reserve - Transfer to Capital Pr	12-000-4XX-931	0	0	0	0	0	0.00%	0	0
76340	Capital Reserve - Transfer to Debt Servi	12-000-4XX-933	0	0	0	0	0	0.00%	0	0
76360	Increase in Capital Reserve	10-604	0	0	0	0	0	0.00%	0	0
76380 76385	Interest Deposit to Capital Reserve, IMPACT Aid Reserve (Cap) Tr to Cap Proj	10-604	3,000	0	3,000	300	0	0.00%	300	300
76400	TOTAL CAPITAL OUTLAY		1,059,325	950	1,060,275	106,028	21,562	2.03%	127,590	84,466
83080	TOTAL SPECIAL SCHOOLS	13-XXX-XXX-XXX	0	0	0	0	0	0.00%	0	0
84000 84005	Transfer of Funds to Charter Schools, Transfer of Funds to Renaiss Schools	10-000-100-56X	0	0	0	0	0	0.00%	0	0
84020	General Fund Contrib. to School-based Bu	10-000-520-930	0	0	0	0	0	0.00%	0	0
84060	GENERAL FUND GRAND TOTAL		35,049,713	377,592	35,427,305	3,542,730	0	0.00%	3,542,730	3,542,730

School Business Administrator Signature

6/17/21

Date



<b>2021</b>	<b>Current Rate</b>	<b>July 1st Rate</b>	<b>Approved Hrs not to exceed</b>
Ciraco, Lisa	\$87.42	\$88.25	50
Baptista, Katie	\$86.69	\$87.52	50
Montalto-Philp, Maria	\$71.81	\$79.27	50
Gallina, Angela		\$49.29	50
Tacinelli, Courtney	\$61.16	\$73.04	50
Kristin Costello	\$86.69	\$88.77	50



COACHES	APPOINTMENTS 21-22	Total Salary
FALL		
CHEERLEADING - CO HEAD	JENNA GIAQUINTO	\$ 2,215.00
CHEERLEADING - CO HEAD	GABRIELLA MUSIC DITARANTO	\$ 2,215.00
CHEERLEADING - CO ASST.	JENNA GIAQUINTO	\$ 1,287.50
CHEERLEADING - CO ASST.	GABRIELLA MUSIC DITARANTO	\$ 1,287.50
CROSS COUNTRY - HEAD	MIKE RYAN	\$ 5,999.00
CROSS COUNTRY- ASST	LEIGHANN RUROEDE	\$ 4,468.00
FOOTBALL - HEAD	BRIAN ILLE	\$ 9,694.00
FOOTBALL - ASST.	ROCKY MINICHIELLO	\$ 7,189.00
FOOTBALL - ASST.	TOMMY BRENNAN	\$ 6,491.00
FOOTBALL - ASST.	COREY LANGE	\$ 6,491.00
FOOTBALL - ASST.	SEAN MANSFIELD	\$ 6,491.00
FOOTBALL - ASST.	DIMITRI FORDE (50/50 SPLIT)	\$ 3,058.00
FOOTBALL - ASST.	JOE CRABBE (50/50 SPLIT)	\$ 3,058.00
SOCCER - BOYS - HEAD	PEDRO MARTINEZ	\$ 6,713.00
SOCCER - BOYS - ASST.	JUSTIN MCCANN	\$ 4,819.00
SOCCER - BOYS - ASST.	JOHN MARTINEZ	\$ 5,644.00
SOCCER - GIRLS - HEAD	CLAUDIO FONTALVO	\$ 6,338.00
SOCCER - GIRLS - ASST.	ANDRES GIGLIO	\$ 5,271.00
SOCCER - GIRLS - ASST.	JEN KELLER	\$ 5,644.00
TENNIS - GIRLS - HEAD (FALL)	SUZANNE CAINES	\$ 5,999.00
TENNIS - GIRLS - ASST. (FALL)	VANESSA MCCUE	\$ 4,468.00
VOLLEYBALL - GIRLS - HEAD	JACKIE FERRANTI	\$ 6,713.00
VOLLEYBALL - GIRLS - ASST	RACHEL DALLARA (50/50 SPLIT)	\$ 2,445.50
VOLLEYBALL - GIRLS - ASST	JENNIFER VARGA (50/50 SPLIT)	\$ 2,256.50
VOLLEYBALL - GIRLS - ASST	open	\$ -
VOLLEYBALL - MS	CHRISTINE WARREN	\$ 1,414.00

COACHES	APPOINTMENTS 21-22	Total Salary
<b>WINTER</b>		
BASKETBALL - BOYS - HEAD	MICHAEL CEBULA	\$ 8,552.00
BASKETBALL - BOYS - ASST.	JOE CRABBE	\$ 5,271.00
BASKETBALL - BOYS - ASST.	FRANK AVELLA	\$ 5,644.00
BASKETBALL - GIRLS - HEAD	MIKE KILGALLEN	\$ 8,122.00
BASKETBALL - GIRLS - ASST.	JACKIE FERRANTI	\$ 5,644.00
BASKETBALL - GIRLS - ASST.	JOHN VAN DAM	\$ 5,644.00
BOWLING - HEAD	DAVE RISPOLI	\$ 4,338.00
SWIM TEAM - HEAD	COOP	\$ -
SWIM TEAM - ASST	COOP	\$ -
INDOOR TRACK - HEAD	ROB BRADY	\$ 6,866.00
INDOOR TRACK - ASST.	MIKE RYAN	\$ 3,495.00
INDOOR TRACK - ASST.	JOHN VALENTI	\$ 3,495.00
WRESTLING - HEAD	KURT FREUND	\$ 8,122.00
WRESTLING - ASST.	open	\$ -
WRESTLING - ASST.	EVAN DOLAN	\$ 5,644.00
<b>SPRING</b>		
BASEBALL - HEAD	PAT GABRIELE	\$ 7,745.00
BASEBALL - ASST.	JOE CRABBE	\$ 5,271.00
BASEBALL - ASST.	CRAIG LABIANCO	\$ 5,644.00
SOFTBALL - HEAD	JACKIE FERRANTI	\$ 7,917.00
SOFTBALL - ASST.	KURT FREUND	\$ 5,644.00
SOFTBALL - ASST.	JEN KELLER	\$ 5,644.00
TRACK - HEAD / COORD	ROB BRADY	\$ 12,315.50
TRACK - ASST.	MIKE RYAN	\$ 6,074.00
TRACK - ASST.	DILLON FISCHER	\$ 4,513.00
TRACK - ASST.	JOHN VALENTI	\$ 6,342.00
TRACK - ASST.	JOHN D'AMATO (50/50 SPLIT)	\$ 2,822.00
TRACK - ASST.	JESSICA SARUBBI (50/50 SPLIT)	\$ 2,822.00
TENNIS - BOYS - HEAD (SPRING)	SUZANNE CAINES	\$ 6,697.00
TENNIS - BOYS - ASST. (SPRING)	BILL THORNE	\$ 4,468.00
GOLF - HEAD COACH	DAN PIGNATIELLO	\$ 5,999.00

COACHES	APPOINTMENTS 21-22	Total Salary
<b>VOLUNTEERS</b>		
ZACH COCOZZO	TRACK (Winter and Spring)	
LEIGH ANN RUROEDE	TRACK (Winter and Spring)	
TOM HUGHES	TRACK (Winter and Spring)	
LUCAS SYDCSIAS	TRACK (Winter and Spring)	
ADAM STAVISH	TRACK (Winter and Spring)	
SCOTT TUZZO	TRACK (Winter and Spring)	
ALEX DAUS	TRACK (Winter and Spring)	
ANTONIO GRECO	GOLF	
JOHN D'AMATO	TRACK (Winter)	
JESSICA SARUBI	TRACK (Winter) and Volleyball	
CORINNE MILLER	VOLLEYBALL	
JOE FISCHER	FOOTBALL	
MICHAEL AMENDOLA	FOOTBALL	
RAY SCALVINO	FOOTBALL	
PAT CAMPEN	FOOTBALL	
BRANDON IRIBARNE	FOOTBALL/BASEBALL	
ZACH GILLIGAN	BASEBALL	
CHARLIE MCCARTHY	BOYS BASKETBALL	
KEITH MLENAK	BOYS BASKETBALL	
AJ CAPRIO	FOOTBALL	
<b>SPORTS CLINICIANS</b>		

# POLICY GUIDE

ADMINISTRATION  
1649/page 1 of 15  
Federal Families First Coronavirus  
(COVID-19) Response Act  
June 20  
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[See POLICY ALERT No. 220]

## 1649 FEDERAL FAMILIES FIRST CORONAVIRUS (COVID-19) RESPONSE ACT

The Federal Families First Coronavirus (COVID-19) Response Act (FFCRA) includes the Emergency Family and Medical Leave Expansion Act (EFMLEA) and the Emergency Paid Sick Leave Act (EPSLA). The EFMLEA expands the Federal Family and Medical Leave Act (FMLA) and the EPSLA provides employees with paid sick leave for specified reasons related to COVID-19.

The provisions of the FFCRA shall apply from April 1, 2020 through December 31, 2020.

### A. Emergency Family and Medical Leave Expansion Act (EFMLEA)

#### 1. Definitions - For the purposes of the EFMLEA:

- a. "Eligible employee" means an employee who has been employed for at least thirty calendar days by the employer with respect to whom leave is requested.
- b. "Employer" means any employer with fewer than five hundred employees.
- c. "Qualifying need related to a public health emergency" means with respect to leave, the employee is unable to work (or telework) due to a need for leave to care for the son or daughter under eighteen years of age of such employee if the school or place of care has been closed, or the child care provider of such son or daughter is unavailable, due to a public health emergency.
- d. "Public Health Emergency" means an emergency with respect to COVID-19 declared by a Federal, State, or local authority.

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# POLICY GUIDE

- e. “Child care provider” means a provider who receives compensation for providing child care services on a regular basis, including an ‘eligible child care provider’ (as defined in section 658P of the Child Care and Development Block Grant Act of 1990 (42 U.S.C. 9858n)).
- f. “School” means an ‘elementary school’ or ‘secondary school’ as such terms are defined in section 8101 of the Elementary and Secondary Education Act of 1965 (20 U.S.C. 7801).

## 2. Relationship to Paid EFMLEA Leave

The FFCRA includes the Emergency Family and Medical Leave Expansion Act (EFMLEA) that amended the Federal Family and Medical Leave Act of 1993 (29 U.S.C. 2611 et seq. to provide leave to an eligible employee because of a qualifying need related to a public health emergency with respect to COVID-19 - (U.S.C. 2612(a)(1)(F)).

- a. Leave for Initial Ten Days
  - (1) The first ten days of this FMLA leave for an eligible employee shall be unpaid.
  - (2) If the first ten days of this FMLA leave are unpaid, an employee may elect to substitute any accrued vacation leave, personal leave, or emergency paid sick leave provided by the EPSLA for the initial ten days under the EFMLEA in accordance with 29 U.S.C. 2612(d)(2)(B).
  - (3) An employee may not use sick leave under N.J.S.A. 18A:30-1 for a qualifying need related to a public health emergency. However, an employee receiving sick leave under the provisions of N.J.S.A. 18A:30-1 may only use sick leave because of personal disability due to illness or injury, or because the employee has been excluded from school by the school district’s medical authorities on account of contagious disease or of being quarantined for such a disease in his or her immediate household.



# POLICY GUIDE

## b. Paid Leave for Subsequent Days

- (1) An employer shall provide paid leave for each day of leave under the EFMLEA that an employee takes after taking such leave for ten days.
- (2) The paid leave for an employee shall be calculated based on:
  - (a) An amount that is not less than two-thirds of an employee's regular rate of pay (as determined under section 7(e) of the Fair Labor Standards Act of 1938 (29 U.S.C. 207(e)); and
  - (b) The number of hours the employee would otherwise be normally scheduled to work (or the number of hours calculated under A.2.(b)(4) below).
- (3) In no event shall such paid leave exceed \$200.00 per day and \$10,000.00 in the aggregate.
- (4) Varying Schedule Hours Calculation – In the case of an employee whose schedule varies from week to week to such an extent that an employer is unable to determine with certainty the number of hours the employee would have worked if such employee had not taken leave under the EFMLEA, the employer shall use the following in place of such number:
  - (a) Subject to A.2.b.(4)(b) below, a number equal to the average number of hours that the employee was scheduled per day over the six-month period ending on the date on which the employee takes such leave, including hours for which the employee took leave of any type.
  - (b) If the employee did not work over such period, the reasonable expectation of the employee at the time of hiring of the average number of hours per day that the employee would normally be scheduled to work.



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## c. Employee Notice to Employer

- (1) In any case where the necessity for leave under the EFMLEA for the purpose of a qualifying need related to a public health emergency is foreseeable, an employee shall provide the employer with such notice of leave as is practicable.
  - (a) A request for such leave that is foreseeable shall be submitted to the Superintendent, 30 days prior to commencing the leave.
  - (b) A need for such leave that is not foreseeable shall be submitted to the Superintendent within one business day of the first day of the leave being taken by the employee.
  - (c) The employee shall provide to the Superintendent the name of the employee's child, the name of the school, place of care, or child care provider that has closed or become unavailable, and a statement that no other suitable person is available to care for the child.

## d. Restoration to Position

- (1) The employee shall be restored to the same or equivalent position held by the employee when the leave commenced pursuant to 29 CFR 825.214. The requirement to restore the employee to the same or equivalent position held when the leave commenced does not apply to an employer who employs fewer than twenty-five employees if all four of the following conditions are met:
  - (a) The employee takes leave under the EFMLEA.
  - (b) The position held by the employee when the leave commenced does not exist due to economic conditions or other changes in operating conditions of the employer:



# POLICY GUIDE

- i. That affect employment; and
    - ii. Are caused by a public health emergency during the period of leave.
  - (c) The employer makes reasonable efforts to restore the employee to a position equivalent to the position the employee held when the leave commenced with equivalent employment benefits, pay, and other terms and conditions of employment.
  - (d) If the reasonable efforts of the employer under A.2.d.(1)(c) above fail, the employer makes reasonable efforts during the period described in A.2.d.(2) below to contact the employee if an equivalent position described in A.2.d.(1)(c) above becomes available.
- (2) Contact Period
- (a) The period described under A.2.d. above is the one-year period beginning on the earlier of:
    - i. The date on which the qualifying need related to a public health emergency concludes; or
    - ii. The date that is twelve weeks after the date on which the employee's leave under the EFMLEA commences.

## B. Emergency Paid Sick Leave Act (EPSLA)

The FFCRA includes the EPSLA, which provides paid sick time to an employee to the extent the employee is unable to work or (telework) due to a need related to COVID-19. The paid sick time provided by the EPSLA and outlined in B.1. below cannot be taken with any other paid leave time provided by the employer.

### 1. Definitions





# POLICY GUIDE

a. For purposes of the EPSLA and this Policy:

- (1) “Employee” means an individual who is employed by a private employer with fewer than five hundred employees and public employers with at least one employee.
- (2) “Employer” means a private person or entity that employs fewer than five hundred employees and public employers that employ at least one employee.
  - (a) “Covered employer” includes any person engaged in commerce or in any industry or activity affecting commerce that:
    - i. In the case of a private entity or individual, employs fewer than five hundred employees; and
    - ii. In the case of a public agency or any other entity that is not a private entity or individual, employs one or more employees.
  - (b) “Covered employer” also includes:
    - i. Any person acting directly or indirectly in the interest of an employer in relation to an employee (within the meaning of such phrase in section 3(d) of the Fair Labor Standards Act of 1938 (29 U.S.C. 203(d)); and
    - ii. Any successor in interest of an employer; and any “public agency”, as defined in section 3(x) of the Fair Labor Standards Act of 1938 (29 U.S.C. 203(x)).
  - (c) “Covered employer” also includes any “public agency” as defined in section 3(x) of



# POLICY GUIDE

the Fair Labor Standards Act of 1938  
(29 U.S.C. 203(x)).

- (3) “Employ” and “State” have the meanings given such terms in section 3 of the Fair Labor Standards Act of 1938 (29 U.S.C. 203).
- (4) “Health care provider” and “son or daughter” have the meanings given such terms in section 101 of the Family and Medical Leave Act of 1993 (29 U.S.C. 2611).
- (5) “Paid sick time” means an increment of compensated leave that:
  - (a) Is provided by an employer for use during an absence from employment for a reason described in any paragraph of B.2.a. below; and
  - (b) Is calculated based on the employee’s required compensation under B.1.a.(6) below and the number of hours the employee would otherwise be normally scheduled to work (or the number of hours calculated under (B.1.a.(7) below), except that in no event shall such paid sick time exceed:
    - i. \$511.00 per day and \$5,110.00 in the aggregate for a use described in B.2.a.(1), (2), or (3) below; and
    - ii. \$200.00 per day and \$2,000.00 in the aggregate for a use described in B.2.a.(4), (5), or (6) below.
- (6) “Required Compensation” subject to B.1.a.(5)(b) above, the employee’s “required compensation” shall be not less than the greater of the following:
  - (a) The employee’s regular rate of pay (as determined under section 7(e) of the Fair Labor Standards Act of 1938 (29 U.S.C. 207(e)).



# POLICY GUIDE

- (b) The minimum wage rate in effect under section 6(a)(1) of the Fair Labor Standards Act of 1938 (29 U.S.C. 206(a)(1)).
- (c) The minimum wage rate in effect for such employee in the applicable State or locality, whichever is greater, in which the employee is employed.

Subject to B.1.a.(5)(b) above, with respect to any paid sick time provided for any use described in B.2.a.(4), (5), or (6) below, the employee's required compensation shall be two-thirds of the amount described in B.1.a.(6) above.

- (7) "Varying Schedule Hours Calculation" means in the case of a part-time employee described in B.3.b.(2) below whose schedule varies from week to week to such an extent that an employer is unable to determine with certainty the number of hours the employee would have worked if such employee had not taken paid sick time under B.2.a. below, the employer shall use the following in place of such number:

- (a) Subject to clause B.1.a.(7)(b) below, a number equal to the average number of hours that the employee was scheduled per day over the six-month period ending on the date on which the employee takes the paid sick time, including hours for which the employee took leave of any type.
- (b) If the employee did not work over such period, the reasonable expectation of the employee at the time of hiring of the average number of hours per day that the employee would normally be scheduled to work.

## 2. Paid Sick Leave Requirement

- a. An employer shall provide to each employee employed by the employer paid sick time to the extent that the employee



# POLICY GUIDE

is unable to work (or telework) due to a need for leave because:

- (1) The employee is subject to a Federal, State, or local quarantine or isolation order related to COVID-19.
- (2) The employee has been advised by a health care provider to self-quarantine due to concerns related to COVID-19.
- (3) The employee is experiencing symptoms of COVID-19 and seeking a medical diagnosis.
- (4) The employee is caring for an individual who is subject to an order as described in B.2.a.(1) above or has been advised as described in B.2.a.(2) above.
- (5) The employee is caring for a son or daughter of such employee if the school or place of care of the son or daughter has been closed, or the child care provider of such son or daughter is unavailable, due to COVID-19 precautions.
- (6) The employee is experiencing any other substantially similar condition specified by the Secretary of Health and Human Services in consultation with the Secretary of the Treasury and the Secretary of Labor.

### 3. Duration of Paid Sick Time

- a. An employee shall be entitled to paid sick time for an amount of hours determined under B.3.b. below.
- b. The amount of hours of paid sick time to which an employee is entitled shall be as follows:
  - (1) For full-time employees, eighty hours.
  - (2) For part-time employees, a number of hours equal to the number of hours that such employee works, on average, over a two-week period.
- c. Paid sick time under the EPSLA shall not carry over from one year to the next.



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## 4. Employer's Termination of Paid Sick Time

- a. Paid sick time provided to an employee under the EPSLA shall cease beginning with the employee's next scheduled work shift immediately following the termination of the need for paid sick time under B.2.a. above.

## 5. Prohibition

- a. An employer may not require, as a condition of providing paid sick time under the EPSLA, that the employee involved search for or find a replacement employee to cover the hours during which the employee is using paid sick time.

## 6. Use of Paid Sick Time

- a. The paid sick time under B.2.a. above shall be available for immediate use by the employee for the purposes described in the EPSLA, regardless of how long the employee has been employed by an employer.
- b. Sequencing Leave Time
  - (1) An employee may first use the paid sick time under B.2.a. above for the purposes described in the EPSLA.
  - (2) An employer may not require an employee to use other paid leave provided by the employer to the employee before the employee uses the paid sick time under B.2.a. above.

## 7. Notice

- a. Each employer shall post and keep posted, in conspicuous places on the premises of the employer where notices to employees are customarily posted, a notice, to be prepared or approved by the Secretary of Labor, of the requirements described in the EPSLA.
- b. Not later than seven days after the date of enactment of this Act, the Secretary of Labor shall make publicly available a



# POLICY GUIDE

model of a notice that meets the requirements of B.7.a. above.

## 8. Prohibited Acts

a. It shall be unlawful for any employer to discharge, discipline, or in any other manner discriminate against any employee who:

- (1) Takes leave in accordance with the EPSLA; and
- (2) Has filed any complaint or instituted or caused to be instituted any proceeding under or related to the EPSLA (including a proceeding that seeks enforcement of the EPSLA), or has testified or is about to testify in any such proceeding.

## 9. Enforcement

a. Unpaid Sick Leave - An employer who violates B.2. through B.6. of this Policy shall:

- (1) Be considered to have failed to pay minimum wages in violation of section 6 of the Fair Labor Standards Act of 1938 (29 U.S.C. 206); and
- (2) Be subject to the penalties described in sections 16 and 17 of the Fair Labor Standards Act of 1938 (29 U.S.C. 216; 217) with respect to such violation.

b. Unlawful Termination - An employer who willfully violates B.8. above shall:

- (1) Be considered to be in violation of section 15(a)(3) of the Fair Labor Standards Act of 1938 (29 U.S.C. 215(a)(3)); and
- (2) Be subject to the penalties described in sections 16 and 17 of the Fair Labor Standards Act of 1938 (29 U.S.C. 216; 217) with respect to such violation.

## 10. Rules of Construction

a. Nothing in the EPSLA shall be construed:



# POLICY GUIDE

- (1) To in any way diminish the rights or benefits that an employee is entitled to under any:
  - (a) Other Federal, State, or local law;
  - (b) Collective bargaining agreement; or
  - (c) Existing employer policy; or
- (2) To require financial or other reimbursement to an employee from an employer upon the employee's termination, resignation, retirement, or other separation from employment for paid sick time under the EPSLA that has not been used by such employee.

## 11. Guidelines

- a. Not later than fifteen days after the date of the enactment of the EPSLA, the Secretary of Labor shall issue guidelines to assist employers in calculating the amount of paid sick time under the EPSLA.

## 12. Reasonable Notice

- a. After the first workday (or portion thereof) an employee receives paid sick time under the EPSLA, an employer may require the employee to follow reasonable notice procedures in order to continue receiving such paid sick time.
- b. The request for such leave shall be submitted to the Superintendent who may request documentation from the employee in support of the emergency paid sick leave.
- c. The documentation shall include a signed statement containing the following information: the employee's name; the date(s) for which leave is requested; the COVID-19 qualifying reason for leave; and a statement representing that the employee is unable to work or telework because of the COVID-19 qualifying reason.
- d. An employee requesting to take emergency paid sick leave under the EPSLA or the EFMLEA to care for his or her



# POLICY GUIDE

child must provide the following information: the name of the child being care for; the name of the school; place of care; or child care provider that closed or became unavailable due to COVID-19 reasons; and a statement representing that no other suitable person is available to care for the child during the period of requested leave.

## 13. Regulatory Authorities

- a. The Secretary of Labor shall have the authority to issue regulations for good cause under sections 553(b)(B) and 553(d)(A) of Title 5, United States Code:
  - (1) To exempt small businesses with fewer than fifty employees from the requirements of B.2.a.5. when the imposition of such requirements would jeopardize the viability of the business as a going concern; and
  - (2) As necessary, to carry out the purposes of the EPSLA, including to ensure consistency between the EPSLA and Division C and Division G of the FFCRA.

H.R. 6201: Families First Coronavirus (COVID-19) Response Act  
N.J.S.A. 18A:30-1

Approved: August 20, 2020  
Abolished: June 17, 2021





# POLICY GUIDE

TEACHING STAFF MEMBERS

3134/page 1 of 2

Assignment of **Extra Additional Duties**

May 21

[See **POLICY ALERT No. 223**]

## 3134 ASSIGNMENT OF EXTRA ADDITIONAL DUTIES

The professional responsibilities of teaching staff members include such extra duties as may be assigned by the **Superintendent or designee Board of Education**. The **Superintendent or designee will, in accordance with the Board of Education's managerial prerogative, Board will appoint assign** teaching staff members to extra duties ~~positions that are in accordance with applicable law and any collective bargaining agreement including, but not necessarily limited to, the positions of department chairperson, account treasurer, co-curricular activity advisor, athletic coach, monitor, and chaperone.~~

**All aspects of assignment to, retention in, dismissal from, and any terms and conditions of employment concerning extra-curricular activities shall be deemed mandatory subjects for collective negotiations in accordance with the provisions of N.J.S.A. 34:13A-23.**

~~A teaching staff member who requests appointment to an extra duty position may be given preference over other candidates for the position. Wherever possible, the Board will fill athletic coaching positions with physical education teachers.~~

~~Any teaching staff member appointed to an extra duty position is expected to serve unless excused for extenuating circumstances. A member's refusal to serve or resignation from extra duty service without permission may constitute an act of insubordination subject to discipline.~~

~~A teaching staff member can accrue no tenure or seniority rights in an extra duty position and is not entitled to reappointment to an extra duty position.~~

Performance in **any an extra duties duty position may will** be considered in a teaching staff member's evaluation, ~~in determining whether to renew a nontenured member, and in determining which of two or more tenured members with identical seniority entitlements will be retained in a reduction in force.~~



# POLICY GUIDE

TEACHING STAFF MEMBERS

3134/page 2 of 2

Assignment of **Extra** ~~Additional~~ Duties

~~The Superintendent will inform the Board of extra-duty positions required for the implementation of the district's program, post notice of vacancies in those positions, and recommend appointments to those positions.~~

N.J.S.A. 18A:27-4

**N.J.S.A. 34:13A-23**

~~Cross reference: Policy Guide No. 3270~~

Revised (First Reading): June 17, 2021

Adopted:



# POLICY GUIDE

## TEACHING STAFF MEMBERS

3142/page 1 of 2

Nonrenewal of Nontenured Teaching Staff Member

May 21

[See POLICY ALERT Nos. 166, 175, 201 and 223]

### 3142 NONRENEWAL OF NONTENURED TEACHING STAFF MEMBER

The Board of Education recognizes its obligation to employ only those staff members best trained and equipped to meet the educational needs of the students of this district. The Board shall discharge that obligation by retaining in service only those nontenured teaching staff members who meet those standards. The Board will renew the employment contract of a **nontenured** teaching staff member only upon the recommendation of the Superintendent and by a recorded roll call majority vote of the full membership of the Board. The Board shall not withhold its approval for arbitrary and capricious reasons. A nontenured teaching staff member who is not recommended for renewal by the Superintendent is deemed nonrenewed.

When the nontenured teaching staff member's performance does not meet the standards of the **school** district, the Superintendent shall recommend not to renew the teaching staff member's contract. Prior to notifying the nontenured teaching staff member of the nonrenewal, the Superintendent will notify the Board of the recommendation not to renew the nontenured teaching staff member's contract and the reasons for the recommendation. The Superintendent may notify the Board in a written notice or in executive session at a full Board Meeting. In the event the Board is notified in executive session, the Superintendent will comply with the requirements of the Open Public Meetings Act and provide reasonable notice to the nontenured teaching staff member their employment will be discussed in executive session in order for the nontenured teaching staff member to exercise their statutory right to request a public discussion.

**On or before May 15 of each year, each nontenured teaching staff member continuously employed by a Board of Education since the preceding September 30 shall receive a written notice from the Superintendent that such employment will not be offered if the Superintendent recommends the nontenured teaching staff member not be renewed. ~~The Superintendent shall notify each nontenured teaching staff member to whom reemployment will not be offered of such nonrenewal in writing on or before May 15.~~ Any nontenured teaching staff member receiving ~~who received~~ written notice that a teaching contract for the succeeding school year will not be offered may, within fifteen calendar days of receiving such notification thereafter, request in writing**



# POLICY GUIDE

## TEACHING STAFF MEMBERS

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### Nonrenewal of Nontenured Teaching Staff Member

a statement of the reasons for ~~nonrenewal~~ **such non-employment which shall be given to the nontenured staff member in writing within thirty calendar days after the receipt of such request** ~~The Superintendent will provide a written statement of reasons within thirty days after the receipt of any such request.~~

Whenever the nontenured teaching staff member has requested in writing and received a written statement of reasons for non-reemployment **pursuant to N.J.S.A. 18A:27-3.2**, the nontenured teaching staff member **may request in writing** ~~shall have the right to~~ an informal appearance before the Board. **The written request shall be submitted to the Board within ten calendar days of the nontenured teaching staff member's receipt of the Board's statement of reasons. The informal appearance shall be scheduled within thirty calendar days from the nontenured teaching staff member's receipt of the Board's statement of reasons to permit the staff member an opportunity to convince the members of the Board to offer reemployment. The staff member must request the appearance before the Board within ten calendar days of the nontenured teaching staff member's receipt of the statement of reasons. The informal appearance before the Board shall be held in accordance with the provisions of N.J.A.C. 6A:10-8.1.**

The Board is not required to offer reemployment or vote on reemployment after an informal appearance with a nontenured teaching staff member who was not recommended for reemployment by the Superintendent. The Board may, with a majority vote of its full membership in public session and without the recommendation of the Superintendent, offer the nontenured teaching staff member reemployment after the informal appearance before the Board. **Within three working days following the informal appearance, the Board shall notify the affected nontenured teaching staff member, in writing, of its final determination** ~~The nontenured teaching staff member will be notified of the Board's final determination within three days following the informal appearance before the Board.~~

N.J.S.A. 18A:27-3.1; 18A:27-3.2; 18A:27-4.1; 18A:27-10 et seq.  
N.J.A.C. 6A:10-~~98~~.1

Revised (First Reading): June 17, 2021



# REGULATION GUIDE

## TEACHING STAFF MEMBERS

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Nonrenewal of Nontenured Teaching Staff Member

May 21

[See POLICY ALERT Nos. 166, 175, 201 and 223]

### R 3142 NONRENEWAL OF NONTENURED TEACHING STAFF MEMBER

#### A. Evaluations

1. Each nontenured teaching staff member shall be evaluated in strict compliance with ~~statute~~, N.J.S.A. 18A:27-3.1, ~~rules of the State Board of Education~~, N.J.A.C. 6A:10-1.1 et seq., and the policies and procedures of this district.

#### B. Nonrenewal Recommendation

1. When a nontenured teaching staff member's performance does not meet the standards of the ~~school~~ district, **employment will not be offered to the nontenured teaching staff member for the succeeding** ~~Principal or the nontenured teacher's immediate supervisor shall recommend to the Superintendent that the teaching staff member should not be reemployed in the following school year.~~
2. **On or before May 15 of each year, each nontenured teaching staff member continuously employed by a Board of Education since the preceding September 30 shall receive a written notice from the Superintendent that such employment will not be offered if the Superintendent recommends the nontenured teaching staff member not be renewed** ~~The nontenured teaching staff member shall be informed by the Superintendent of Schools, in writing, that employment for the next succeeding school year will not be offered. This written notice shall be provided to the nontenured teaching staff member on or before May 15.~~
3. A recommendation by the Superintendent **to not renew for nonrenewal a nontenured teaching staff member's contract for the succeeding school year** may be based upon the nontenured teaching staff member's **observations**, evaluations, job performance, or any factor affecting his/her employment in **the this** ~~school~~ district.



# REGULATION GUIDE

## TEACHING STAFF MEMBERS

R 3142/page 2 of 6

### Nonrenewal of Nontenured Teaching Staff Member

4. A nNontenured teaching staff members' **employment** contracts can ~~only~~ be renewed **only** upon the Superintendent's recommendation and a **recorded roll call** majority vote of the full **membership of the** Board. The Board **shall** ~~may~~ not withhold its approval for arbitrary and capricious reasons.

#### C. Nonrenewal Action

1. **Prior to notifying the nontenured teaching staff member of the nonrenewal, the Superintendent shall notify the Board of the recommendation not to renew the nontenured teaching staff member's contract and the reasons for the recommendation.** ~~The Superintendent will notify Board members of the recommendation not to renew a nontenured teaching staff member's contract before notifying the nontenured teaching staff member of the recommendation to not renew.~~ The Superintendent may notify the Board members of the recommendation not to renew the nontenured teaching staff member's contract and the reasons for the recommendation in a written notice to the Board prior to May 15. ~~In or in the alternative, the Superintendent may notify the Board members of the recommendation not to renew a nontenured teaching staff member in an executive session. Using this option~~ **If notification is provided to the Board in executive session,** the Superintendent and the Board will meet in executive session prior to May 15 to review the Superintendent's recommendation(s) ~~for nonrenewal of nontenured teaching staff members.~~
  - a. Notice of the executive session shall be given in accordance with N.J.S.A. 10:4-13 and individual notice shall be given, not less than forty-eight hours in advance of the meeting, to those nontenured teaching staff members whose possible nonrenewal will be discussed at the meeting. If any such **nontenured teaching staff member employee** requests the discussion take place in public, the recommendation for his/her nonrenewal will be severed from any other nonrenewal recommendation(s) and will be scheduled for discussion at a public meeting prior to May 15.



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## TEACHING STAFF MEMBERS

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### Nonrenewal of Nontenured Teaching Staff Member

2. A nontenured teaching staff member not recommended for renewal by the Superintendent is deemed not renewed. A Board's of **Education** vote is not required on the Superintendent's recommendation(s) to not renew a nontenured teaching staff member's contract.
- D. Notice of Nonrenewal
1. ~~Notice of the Superintendent's decision not to renew shall be given to each nontenured teaching staff member not recommended for renewal on or before May 15 in accordance with N.J.S.A. 18A:27-10. The Board may delegate the Superintendent or the Board Secretary to give the written notice of nonrenewal.~~
  12. The nonrenewal notice shall be ~~in writing and~~ provided to the nontenured teaching staff member not recommended for renewal **by the Superintendent** on or before May 15. If hand delivered, a record shall be made of the date on which delivery was made. If sent by mail, the notice shall be sent registered mail, return receipt requested, to the nontenured teaching staff member's address of record.
- E. Request for Statement of Reasons
1. **Any nontenured teaching staff member receiving notice that a teaching contract for the succeeding school year will not be offered may, within fifteen calendar days thereafter, request in writing, a statement of the reasons for such non-employment which shall be given to the nontenured teaching staff member in writing within thirty calendar days after the receipt of such request. A nonrenewed teaching staff member will be given a written statement of the reasons for which he/she was not renewed provided the teaching staff member's request for a statement of reasons has been received by the Superintendent within fifteen calendar days after the teaching staff member received written notice of his/her nonrenewal. N.J.S.A. 18A:27-3.2.**



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### Nonrenewal of Nontenured Teaching Staff Member

2. The statement of reasons for a nonrenewal will set forth, with as much particularity as possible, the precise reasons for the nonrenewal. Where the nonrenewal is based on performance deficiencies recorded in the **nontenured employee's teaching staff member's observations and evaluations** and the **nontenured teaching staff member employee** has been given a copy of those **observations and evaluations**, the statement of reasons may incorporate the **observations and evaluations** by reference.
3. The **written** statement of reasons will be prepared by the Superintendent ~~and shall be delivered to the employee who requested it within thirty calendar days after the receipt of the employee's request.~~

#### F. Nonrenewal Appearance

1. **Whenever the nontenured teaching staff member has requested in writing and received a written statement of reasons for non-reemployment pursuant to N.J.S.A. 18A:27-3.2, the nontenured teaching staff member may request in writing an informal appearance before the Board. The written request shall be submitted to the Board within ten calendar days of the nontenured teaching staff member's receipt of the Board's statement of reasons. A teaching staff member who has requested a statement of reasons for non-reemployment pursuant to N.J.S.A. 18A:27-3.2, will be granted an informal appearance before the Board to discuss those reasons, provided that he/she had submitted to the Superintendent a written request for such an appearance no later than ten calendar days after the nontenured teaching staff member's receipt of the written statement of reasons. N.J.A.C. 6A:10-8.1(a).**
2. **The A-date for the informal appearance shall be scheduled within thirty calendar days from the nontenured teaching staff member's receipt of the Board's statement of reasons. The appearance shall be conducted at an executive session for which notice has been given in accordance with N.J.S.A. 10:4-13.**





# REGULATION GUIDE

## TEACHING STAFF MEMBERS

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### Nonrenewal of Nontenured Teaching Staff Member

3. The Board will **exercise discretion in determining** ~~determine~~ a reasonable length of time **for the proceeding to be devoted to the appearance**, depending upon each instance's specific circumstances.
4. The proceeding of an informal appearance before the Board may be conducted **in executive session** pursuant to N.J.S.A. 10:4-12(b)(8). **If conducted in executive session, notice must be given in accordance with N.J.S.A. 10:4-13.**
53. **The Board shall provide the nontenured teaching staff member adequate written notice regarding the date and time of the informal appearance.** ~~The teaching staff member requesting the appearance shall be given written notice, no later than forty-eight hours in advance of the meeting at which it is scheduled, of the date, time, place, and duration of the appearance.~~
64. **The nontenured teaching staff member's appearance before the Board shall not be an adversary proceeding. The purpose of the appearance shall be to provide the nontenured teaching staff member the opportunity to convince Board of Education members to offer reemployment.** ~~The purpose of the appearance shall be to permit the nonrenewed teaching staff member to convince the members of the Board to offer reemployment. To those ends, the appearance shall be informally conducted. This appearance provides a mechanism by which the nontenured teaching staff member, whose renewal has not been recommended by the Superintendent, can appeal to the Board, on which the Superintendent sits as a non-voting member pursuant to N.J.S.A. 18A:17-20.~~
7. The proceeding of an informal appearance before the Board shall be conducted with the President of the Board presiding ~~and the appearance shall not be an adversary proceeding.~~
85. The **nontenured** teaching staff member may be represented by an attorney or by one individual of his/her choosing. ~~He/She~~ **The nontenured teaching staff member** may present, **on his or her behalf**, witnesses ~~to testify on his/her behalf. Witnesses who do~~



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## TEACHING STAFF MEMBERS

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### Nonrenewal of Nontenured Teaching Staff Member

not need to present testimony under oath and ~~their statements may be recorded. The~~ **shall not be cross-examined by the Board** ~~will hear witnesses and shall not cross-examine them.~~ Witnesses **shall** ~~will~~ be called **one at a time** into the meeting to address the Board ~~one at a time~~ and shall be excused from the meeting after making their statements.

#### G. Final Determination

1. ~~A nontenured teaching staff member not recommended for renewal by the Superintendent is deemed not renewed.~~ A Board vote is not required on the Superintendent's recommendation(s) to not renew a nontenured teaching staff member. However, after an informal appearance before the Board, the Superintendent may make a recommendation for reemployment **of the nontenured teaching staff member** to the voting members of the Board. ~~The voting members of the Board, by a majority vote of the full Board in public session, must approve the reemployment based on the Superintendent's recommendation.~~ **If the Superintendent recommends the nontenured teaching staff member for reemployment, the voting members of the Board must, by a majority vote of the full Board at a public session, approve or not approve the Superintendent's recommendation for reemployment.**
2. The Board may, with a majority vote of its full membership in public session and without the recommendation of the Superintendent, offer the **nontenured** teaching staff member reemployment after the informal appearance before the Board.
3. **Within three working days following the informal appearance, the Board shall notify the affected nontenured teaching staff member, in writing, of its final determination. The Board may delegate notification of its final determination to the Superintendent or Board Secretary.** ~~The final determination will be delivered to the teaching staff member, in writing, no later than three days following the informal appearance. The Board may delegate the Superintendent or the Board Secretary to deliver the final determination.~~

Revised (First Reading): June 17, 2021



# POLICY GUIDE

TEACHING STAFF MEMBERS

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Evaluation of Teachers

May 21

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[See POLICY ALERT Nos. 172, 181, 201, 207, 212 and 223]

## 3221 EVALUATION OF TEACHERS

The Board of Education recognizes the importance of teacher effectiveness to further the development of a professional corps of educators and to increase student achievement. The Board of Education adopts Policy and Regulation 3221 for the evaluation of teachers consistent with the Teacher Effectiveness and Accountability for the Children of New Jersey Act (TEACHNJ) and the AchieveNJ administrative codes. This Policy and Regulation provides the provisions and requirements for teacher evaluations consistent with TEACHNJ and AchieveNJ.

For the purposes of Policy and Regulation 3221, “teacher” means a teaching staff member who holds the appropriate standard, provisional, or emergency instructional certificate issued by the Board of Examiners and is assigned a class roster of students for at least one particular course.

~~The rules in N.J.A.C. 6A:10 — Educator Effectiveness shall not override any conflicting provision(s) of collective bargaining agreements or other employment contracts in effect on July 1, 2013 and n~~No collective bargaining agreement entered into after July 1, 2013, shall conflict with the educator evaluation system established pursuant to N.J.A.C. 6A:10-1.1 et seq. or any other specific statute or regulation, nor shall topics subject to bargaining involve matters of educational policy or managerial prerogatives. All information contained in annual performance reports and all information collected, compiled, and/or maintained by employees for the **purpose of conducting the educator** evaluation process pursuant to N.J.A.C. 6A:10-1.1 et seq., **including, but not limited to, digital records**, shall be confidential and shall not be subject to public inspection or copying pursuant to the Open Public Records Act, N.J.S.A. 47:1A-1 et seq.

The Board shall annually adopt evaluation rubrics for **all** teachers which shall be submitted to the Commissioner of Education by **August June 1** for approval by August **15 +** of each year. The evaluation rubrics shall have four defined annual ratings: ineffective, partially effective, effective, and highly effective. The Board shall meet the requirements as outlined in N.J.A.C. 6A:10-2.2(a) for the annual evaluation of teachers and shall ensure the training procedures as outlined in N.J.A.C. 6A:10-2.2(b) are followed when implementing the evaluation rubrics for all teachers. A District Evaluation Advisory Committee **may shall** be established in accordance with the requirements of N.J.A.C. 6A:10-2.3.



# POLICY GUIDE

## TEACHING STAFF MEMBERS

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### Evaluation of Teachers

The minimum requirements for the evaluation procedures for teachers as outlined in N.J.A.C. 6A:10-2.4 shall be followed. For each teacher rated ineffective or partially effective on the annual summative evaluation rating, as measured by the evaluation rubrics, a corrective action plan shall be developed in accordance with the provisions of N.J.A.C. 6A:10-2.5. A School Improvement Panel shall be established in accordance with N.J.A.C. 6A:10-3.1 and with the responsibilities outlined in N.J.A.C. 6A:10-3.2.

The components of the teacher evaluation rubric as described in N.J.A.C. 6A:10-4.1 shall apply to teachers. Measures of student achievement, as outlined in N.J.A.C. 6A:10-4.2, shall be used to determine impact on student learning. Teacher observations shall be conducted in accordance with the provisions of N.J.A.C. 6A:10-4.4 **and N.J.S.A. 18A:27-3.1**. Observers shall conduct the observations pursuant to N.J.S.A. 18A:6-123.b.(8) and N.J.A.C. 6A:10-2.5 and 3.2, and they shall be trained pursuant to N.J.A.C. 6A:10-2.2(b).

The teacher practice instrument approved by the Department of Education shall meet the criteria as outlined in N.J.A.C. 6A:10-7.2.

The Superintendent shall annually notify all teachers of the adopted evaluation policies and procedures/regulations no later than October 1. If a teacher is hired after October 1, the Superintendent shall notify the teacher of the policies and procedures/regulations at the beginning of his or her employment. All teachers shall be notified of amendments to the policy and procedures/regulations within ten teacher working days of adoption.

N.J.S.A. 18A:6-117 et seq.; **N.J.S.A. 18A:27-3.1**

N.J.A.C. 6A:10-1.1 through 1.4; 6A:10-2.1 through 2.5

N.J.A.C. 6A:10-3.1 and 3.2; N.J.A.C. 6A:10-4.1 through 4.4

N.J.A.C. 6A:10-7.1 and 7.2

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