

**Each Teacher not to exceed 1 hr @32/hr July 3-7, 2023  
\$384**

**LS & ES Summer Enrichment Program: 12 Teachers @3 hrs instruction per day plus 45 minute prep, and 15 minutes before and after student arrival and dismissal for each teacher from July 11 - July 20, 2023 Tuesday-Thursday @ \$42/hr (if substitute is used they will be paid the same)  
\$12,096**

**Total cost \$12,480**

## March Board Meeting

Local ID	Attending School	ESY 22	Tuition SY 22/23	Aide 22/23
1002306	Deron School	-	\$59,733.96	-
1000710	Felician School for Exceptional Children	\$6,474.15	\$62,375.55	
1001558	Reverson School	\$9,032.00	\$60,211.00	ESY: 3803 RSY: 25352
1000806	David Gregory School	\$8,726.70	\$52,360.20	\$39,060.00
7006	BCSS Springboard	\$5,550.00	\$62,046.00	
487	BCSS Springboard	\$5,550.00	\$62,046.00	
1000485	Hewitt School REALM Program	\$9,032.00	\$60,211.00	ESY: 3803 RSY: 25352
20642	Forum School	\$8,341.00	\$79,020.00	
1000074	Forum School	\$8,341.00	\$79,020.00	
5375	BCSS Springboard	-	\$62,046.00	
4947	Ridgefield Memorial H.S.	-	\$43,842.00	
1000323	Sage Day High School	\$4,175.00	\$68,900.00	
1001448	SBJC Lodi Annex	\$4,050.00	\$62,046.00	
1106	Ridgefield Memorial H.S.	\$6,861.00	\$43,842.00	\$45,030.00
1001267	BCSS Blesman School	\$5,550.00	\$76,860.00	\$49,500.00
286	Alpine Learning Group	\$17,122.80	\$102,736.80	
7251	The Craig School	-	\$50,079.60	
6939	Leonia HS	\$5,619.00	\$37,874.00	
1000077	Sage Day High School	\$4,175.00	\$68,900.00	
20746	SBJC Lodi Annex	\$4,050.00	\$70,990.00	
1000620	SBJC Lodi Annex	\$4,050.00	\$58,790.00	
1001723	SBJC Maywood Annex	\$4,050.00	\$60,600.00	
1002493	Phoenix Center	-	\$68,730.81	
1002164	Windsor Learning Academy Ridgewood	\$9,732.00	\$59,365.20	
1000981	BCSS Springboard	-	\$62,046.00	
485	BCSS Crossroads Program	-	\$19,980.00	
1002957	Pascack Valley Park Academy Program	-	\$44,528.00	
1003026	BCSS New Bridges Program	-	\$80,190.00	\$49,500.00
1003067	BCSS Blesman School - start 2/6/23 - prorated tuition	-	\$76,860.00	49500 - contract pending for 1.1

Starting date 1/1/2023

Ending date 1/31/2023

Chk#	Date	Rec date	Code	Vendor name	Check Comment	Check amount
010423	H 01/04/23		4953	DEFINED CONTRIBUTION RETIREMENT PROGRAI	PERS PENSION BILL	386,557.00
011223	H 01/12/23		1159	STATE OF NJ HEALTH BENEFITS	JAN	420,629.63
011323	01/13/23		4454	VERIZON		5,642.32
013923	01/31/23		0271	PRUDENTIAL RETIREMENT(DCRP)		3,767.90
021741	01/18/23		0072	DESIGN N STITCH - ALEXANDRIA BLOUSE INC		969.75
021742	01/18/23		2727	FIRST STUDENT, INC.		469.08
021743	01/18/23		1877	FUND TIME INC		120.00
021744	H 01/31/23		6351	COSTCO	MOVIE NIGHT	267.60
068131	V 11/18/22	01/23/23	X743	SPOTIFY USA , INC		(249.00)
068305	V 12/22/22	01/20/23	0432	COLANGELO, JOSEPH		(150.00)
068308	01/09/23		0673	HASBROUCK HEIGHTS ATHLETIC		10,000.00
068309	01/10/23		T342	QUAVER ED, INC		840.00
068310	01/12/23		2978	SCHOOL ALLIANCE INSURANCE FUND		106,140.00
068311	01/12/23		3021	A.T. &T		300.75
068312	01/12/23		2222	AIR GROUP LLC		339.00
068313	01/12/23		W764	AME INC		1,020.18
068314	01/12/23		Y671	B SAFE, LLC		115.62
068315	01/12/23		9024	CABLEVISION LIGHTPATH		9,297.12
068316	01/12/23		O599	CANON FINANCIAL SERVICES,INC		5,202.89
068317	01/12/23		2213	CLASSIC SPORTS FLOORS FINISHING, INC		4,531.52
068318	01/12/23		1427	COSKEYS ELECTRONIC SYSTEMS INC.		4,378.13
068319	01/12/23		0730	DIRECT ENERGY BUSINESS		16,682.68
068320	01/12/23		5010	EI ASSOCIATES		5,775.00
068321	01/12/23		0248	GROUND PRO, INC		2,749.00
068322	01/12/23		C131	IN-LINE AIR CONDITIONING CO, INC		7,118.91
068323	01/12/23		Q684	KENCOR, INC.		252.00
068324	01/12/23		1958	MAGIC TOUCH CONSTRUCTION CO., INC		7,023.40
068325	01/12/23		1016	METRO FIRE & SAFETY CO.		280.00
068326	01/12/23		0514	MIHALITSIANOS, GERASIMOS		50.00
068327	01/12/23		B064	NORTHEASTERN INTERIOR SERVICES LLC		8,401.00
068328	01/12/23		4336	OPTIMUM		195.45
068329	01/12/23		1245	PARAMOUNT EXTERMINATING		125.00
068330	01/12/23		0227	PITNEY BOWES GLOBAL FINANCIAL SERVICES		925.05
068331	01/12/23		7069	PKF OCONNOR DAVIES, LLP		27,500.00
068332	01/12/23		5556	R&J CONTROL, INC.		525.00
068333	01/12/23		Q524	UNITED BUSINESS SYSTEMS		2,360.00
068334	01/12/23		2156	VANDERBECK, C.J. & SON INC		720.00
068335	01/12/23		1217	VENT TECH		1,275.00
068336	01/12/23		0639	VEOLIA WATER OF NEW JERSEY		1,882.43

Starting date 1/1/2023 Ending date 1/31/2023

Chk#	Date	Rec date	Code	Vendor name	Check Comment	Check amount
068337	01/12/23		4454	VERIZON		560.40
068338	01/12/23		2588	VERIZON WIRELESS		1,471.10
068341	01/13/23		4835	NEW JERSEY EZ PASS CUSTOMER SERVICE		500.00
068345	01/20/23		0432	COLANGELO, JOSEPH		150.00
068362	01/23/23		K581	STAPLES, INC / ED DATA		256.58
068363	01/23/23		X743	SPOTIFY USA , INC		249.00
068364	01/23/23		1864	HEIGHTS PIZZA		110.48
068365	01/26/23		1859	BENSI OF HASBROUCK HEIGHTS		120.00
068500	01/26/23		2388	4 DIAMOND TRANSPORTATION LLC		10,525.00
068501	01/26/23		3021	A.T. &T		270.23
068502	01/26/23		Z238	AATI		50.00
068503	01/26/23		R877	ACKATTUPATHIL; SINDHU TOM		511.00
068504	01/26/23		0016	ACKERSON DRAPERY SERVICES & DRAPERY INC		598.30
068505	01/26/23		S219	ALMSTEAD TREE AND SHRUB COMPANY, LLC		2,625.00
068506	01/26/23		1701	ALPINE LEARNING GROUP, INC.		11,985.96
068507	01/26/23		0075	AMERICAN PAPER & SUPPLY COMPANY		7,411.64
068508	01/26/23		D731	ASATOV, BOBIR		48.00
068509	01/26/23		2525	AT HOME MEDICAL		20.00
068510	01/26/23		M183	AVANT ASSESSMENT, LLC		279.30
068511	01/26/23		Z812	AVEANNA HEALTHCARE		352.30
068512	01/26/23		L212	BARRERO; ARNOLD		511.00
068513	01/26/23		1856	BCCA		600.00
068514	01/26/23		1881	BCCA		140.00
068515	01/26/23		G134	BCCA		125.00
068516	01/26/23		T363	BCWCA		175.00
068517	01/26/23		Y212	BCWCA		50.00
068518	01/26/23		0180	BERGEN COUNTY SPECIAL SERVICES		58,248.43
068519	01/26/23		1626	BERGEN COUNTY TECHNICAL SCHOOLS		97,360.85
068520	01/26/23		W940	BOATHOUSE SPORTS LTD		1,225.80
068521	01/26/23	02/09/23	Y261	BUTLER; LASHAWN		1,022.00
068522	01/26/23		M481	CASTRO;NILA		1,022.00
068523	01/26/23		1487	CCL THERAPY, LLC		12,486.25
068524	01/26/23		S628	CHEN, MEI		165.00
068525	01/26/23		F850	CICEK, HAKAN		511.00
068526	01/26/23		H744	COLDSTAT REFRIDGERATION/SSSS, LLC		214.98
068527	01/26/23		J295	CONQUER MATHEMATICS, LLC		4,080.00
068528	01/26/23		1505	DAVID GREGORY SCHOOL, INC.		7,153.35
068529	01/26/23		A916	DE LOS SANTOS; YOHAIRE		511.00
068530	01/26/23		9297	DELL MARKETING LP		155.56

Starting date 1/1/2023

Ending date 1/31/2023

Chk#	Date	Rec date	Code	Vendor name	Check Comment	Check amount
068531	01/26/23		2510	DEPALMA; DOMINICK		125.00
068532	01/26/23		2994	DERON SCHOOL OF NJ,INC.		5,062.20
068533	01/26/23		B695	EI US, LLC		215.46
068534	01/26/23		E109	ELIZABETH HIGH SCHOOL WRESTLING		45.00
068535	01/26/23		F709	FAIR LAWN HIGH SCHOOL- DISTRICT 8 WRESTL		125.00
068536	01/26/23		E591	FASTSIGNS 2158		88.04
068537	01/26/23		L383	FILE BANK INC		560.78
068538	01/26/23		0534	FLAGHOUSE, INC.		88.85
068539	01/26/23		1480	FORUM SCHOOL		18,438.00
068540	01/26/23		B005	FOX FENCE ENTERPRISES INC.		8,894.00
068541	01/26/23		2255	FUN FIT THERAPY LLC		3,008.75
068542	01/26/23		1827	GARFIELD ATHLETIC GIRLS TRACK		80.00
068543	01/26/23		9718	GOV CONNECTION INC		25,074.56
068544	01/26/23		2748	GRAINGER		1,457.76
068545	01/26/23		R020	HAWTHORNE BOARD OF EDUCATION		2,948.20
068546	01/26/23		4316	HEALY AWARDS, INC.		720.86
068547	01/26/23		4011	HEINEMANN PUBLISHING COMPANY		847.00
068548	01/26/23		E874	IXL LEARNING, INC		7,975.00
068549	01/26/23		0710	JOHNSON CONTROLS SECURITY SOLUTIONS		1,981.03
068550	01/26/23		5053	KURTZ BROS.		21.68
068551	01/26/23		7385	MACHADO LAW GROUP, LLC		5,552.00
068552	01/26/23		W504	MALAYER, ADRIANA		190.00
068553	01/26/23		O325	MALIK; HEMA		511.00
068554	01/26/23		3020	MASCHIO'S FOOD SERVICE, INC.		58,554.28
068555	01/26/23		0626	MEDCO SUPPLY COMPANY		142.10
068556	01/26/23		A265	MODERN MEMORY DESIGN		82.00
068557	01/26/23		1003	NASCO		145.84
068558	01/26/23		V885	NETELKOS, STEPHANIE		1,410.00
068559	01/26/23		Z673	NEW MILFORD STUDENT ACTIVITY FUND		200.00
068560	01/26/23		N244	NFHS		300.00
068561	01/26/23		M987	NJASL CONFERENCE REGISTRATION		357.00
068562	01/26/23		P670	NJSCHOOLJOBS		100.00
068563	01/26/23		3096	NJSIAA		425.00
068564	01/26/23		3181	NORTH JERSEY COFFEE, PAPER, AND BEVERAGI		276.34
068565	01/26/23		V403	OCEAN BREEZE PARK ALLIANCE		104.00
068566	01/26/23		0484	PASSAIC VALLEY REGIONAL HIGH SCHOOL		300.00
068567	01/26/23		S643	PAYSCHOOLS/CP-DBS,LLC		1,776.00
068568	01/26/23		1946	PETROZZINO, JANE		850.00
068569	01/26/23		1501	PHOENIX CENTER, INC.		6,913.73

Starting date 1/1/2023

Ending date 1/31/2023

Chk#	Date	Rec date	Code	Vendor name	Check Comment	Check amount
068570	01/26/23		U293	PROGRESSIVE THERAPY OF NJ		15,159.60
068571	01/26/23		2328	PSE & GCO		43,362.29
068572	01/26/23		Z784	PURESAN HOLDINGS, LLC		1,824.02
068573	01/26/23		C198	RAJKUMAR; FELSIA		1,022.00
068574	01/26/23		1372	RED-E SET GROW, LLC		2,340.00
068575	01/26/23		1358	RIDGEFIELD BOARD OF EDUCATION		23,876.40
068576	01/26/23		2066	S & S WORLDWIDE INC.		467.41
068577	01/26/23		0267	SAGE EDUCATIONAL ENTERPRISES		16,076.34
068578	01/26/23		W630	SAVVAS LEARNING COMPANY, LLC		522.48
068579	01/26/23		Q047	SCHOOLWIDE, INC		3,900.00
068580	01/26/23		M232	SCIENTIFIC BOILER WATER CONDITION CO,INC		649.83
068581	01/26/23		4360	SCUILLA; MICHAEL		1,500.00
068582	01/26/23		Z614	SERRANO, SAHARA		96.00
068583	01/26/23		0800	SHAW'S COMPLETE SECURITY		1,206.08
068584	01/26/23		A398	SJTCA		1,350.00
068585	01/26/23		2580	SMALLWOOD LOCK SUPPLY, INC.		179.75
068586	01/26/23		G601	SOCIAL STRIDES		641.25
068587	01/26/23		2322	SOUTH BERGEN JOINTURE COMM.		123,056.19
068588	01/26/23		1929	SPORTSTIME		386.00
068589	01/26/23		2070	STANS SPORTS CENTER		2,118.00
068590	V 01/26/23	01/26/23		00.0 \$ Multi Stub Void	#068591 Stub	
068591	01/26/23		K581	STAPLES, INC / ED DATA		11,666.04
068592	01/26/23		E214	THE CRAIG SCHOOL		5,689.00
068593	01/26/23		0944	THE FELICIAN SCHOOL FOR EXCEP CHILDREN		14,315.70
068594	01/26/23		W488	THERAPY ASSOCIATES ABA SERVICES LLC		11,855.00
068595	01/26/23		1961	TRAP-ZAP ENVIRONMENTAL SYSTEMS, INC		569.31
068596	01/26/23		C096	TRI-COUNTY BEHAVIORAL CARE, LLC		10,800.00
068597	01/26/23		0639	VEOLIA WATER OF NEW JERSEY		2,563.41
068598	01/26/23		K283	VIJ, GEETU		511.00
068599	01/26/23		4427	W.B. MASON CO., INC.		30.66
068600	01/26/23		0526	WAGE WORKS INC		55.25
068601	01/26/23		M704	WINDSOR BERGEN ACADEMY INC		6,488.00
068602	01/26/23		2229	ZANER BLOSER PUBLISHERS INC		208.00
068603	01/26/23		V675	ZUIDEMA INC/ZUIDEMA PORT TOILETS		475.00
131230	01/31/23		PAY	HASBROUCK HEIGHTS PAYROLL		2,063,656.03
133230	H 01/31/23		7269	HASBROUCK HEIGHTS PR AGENCY	JAN FICA	34,788.36
138230	H 01/31/23		7269	HASBROUCK HEIGHTS PR AGENCY	JAN TPAF	115,607.42
140230	H 01/31/23		2584	STATE OF NJ	SFN 2223 NP REFUND TO STATE	69,946.00
141230	H 01/31/23		M789	CIFELLI & SON GENERAL CONSTRUCTION	MOVED TO AP	(8,291.91)

Check Journal  
Rec and Unrec checks

Hasbrouck Heights Board of Ed.  
Hand and Machine checks

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Starting date 1/1/2023

Ending date 1/31/2023

Chk#	Date	Rec date	Code	Vendor name	Check Comment	Check amount
142230	H	01/31/23	M789	CIFELLI & SON GENERAL CONSTRUCTION	MOVED FROM 11000262420	8,291.91

**Fund Totals**

10	General Funds	\$123,899.33
11	GENERAL FUND	\$3,613,202.90
12	Capital Outlay	\$5,775.00
20	Special Revenue Fund	\$172,023.28
60	Enterprise Fund	\$96,058.26
95	STUDENT ACTIVITY	\$1,826.43
Total for all checks listed		\$4,012,785.20

Prepared and submitted by:

  
Board Secretary

  
Date

Starting date 7/1/2022 Ending date 1/31/2023 Fund: 10 General Funds

Assets and Resources

**Assets:**

101	Cash in bank		\$4,869,900.09
102-106	Cash Equivalents		\$2,200.00
108	Impact Aid Reserve (General)		\$0.00
109	Impact Aid Reserve (Capital)		\$0.00
111	Investments		\$0.00
112	Unamortized Premums on Investments		\$0.00
113	Unamortized Discounts on Investments		\$0.00
114	Interest Receivable on Investments		\$0.00
115	Accrued Interest on 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		\$16,267,169.00

Accounts Receivable:

132	Interfund	\$0.00	
141	Intergovernmental - State	\$1,895,520.59	
142	Intergovernmental - Federal	\$0.00	
143	Intergovernmental - Other	\$0.00	
153, 154	Other (net of estimated uncollectable of \$_____)	\$0.00	\$1,895,520.59

Loans Receivable:

131	Interfund	\$0.00	
151, 152	Other (Net of estimated uncollectable of \$_____)	\$0.00	\$0.00
161	Bond Proceeds Receivable		\$0.00
171	Inventories for Consumption		\$0.00
172	Inventories for Resale		\$0.00
181	Prepaid Expenses		\$0.00
191	Deposits		\$0.00
192	Deferred Expenditures		\$0.00
199, xxx	Other Current Assets		\$0.00

**Resources:**

301	Estimated Revenues	\$35,712,851.00	
302	Less Revenues	(\$35,647,392.48)	\$65,458.52

**Total assets and resources**

**\$23,100,248.20**



Starting date 7/1/2022 Ending date 1/31/2023 Fund: 10 General Funds

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Liabilities and Fund Equity

**Liabilities:**

401	Interfund Loans Payable	\$0.00
402	Interfund Accounts Payable	\$0.00
411	Intergovernmental Accounts Payable - State	\$0.00
412	Intergovernmental Accounts Payable - Federal	\$0.00
413	Intergovernmental Accounts Payable - Other	\$0.00
421	Accounts Payable	\$7,529.70
422	Judgments Payable	\$0.00
431	Contracts Payable	\$0.00
451	Loans Payable	\$0.00
471	Payroll Deductions and Withholdings	\$0.00
481	Deferred Revenues	\$0.00
580	Unemployment Trust Fund Liability	\$0.00
499, xxx	Other Current Liabilities	\$0.00
<b>Total liabilities</b>		<b>\$7,529.70</b>

Starting date 7/1/2022 Ending date 1/31/2023 Fund: 10 General Funds

Fund Balance:

Appropriated:

753,754 Reserve for Encumbrances \$20,201,826.72

Reserved Fund Balance:

761	Capital Reserve Account - July 1	\$3,386,903.01	
604	Add: Increase in Capital Reserve	\$3,000.00	
307	Less: Bud. w/d Cap. Reserve Eligible Costs	\$0.00	
309	Less: Bud. w/d Cap. Reserve Excess Costs	(\$1,900,000.00)	
317	Less: Bud. w/d cap. Reserve Debt Service	\$0.00	\$1,489,903.01
762	Reserve for Adult Education		\$974,201.54
763	Sale/Leaseback Reserve Account - July 1	\$0.00	
605	Add: Increase in Sale/Leaseback Reserve	\$0.00	
308	Less: Bud w/d Sale/Leaseback Reserve	\$0.00	\$0.00
764	Maintenance Reserve Account - July 1	\$200,000.00	
606	Add: Increase in Maintenance Reserve	\$500.00	
310	Less: Bud. w/d from Maintenance Reserve	(\$792,271.00)	(\$591,771.00)
765	Tuition Reserve Account - July 1	\$0.00	
311	Less: Bud. w/d from Tuition Reserve	\$0.00	\$0.00
766	Reserve for Cur. Exp. Emergencies - July 1	\$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
755	Reserve for Bus Advertising - July 1	\$0.00	
610	Add: Increase in Bus Advertising Reserve	\$0.00	
315	Less: Bud. w/d from Bus Advertising Reserve	\$0.00	\$0.00
756	Federal Impact Aid (General) - July 1	\$0.00	
611	Add: Increase in Federal Impact Aid (General)	\$0.00	
318	Less: Bud. w/d from Federal Impact Aid (Gen.)	\$0.00	\$0.00
757	Federal Impact Aid (Capital) - July 1	\$0.00	
612	Add: Increase in Federal Impact Aid (Capital)	\$0.00	
319	Less: Bud. w/d from Federal Impact Aid (Cap.)	\$0.00	\$0.00
769	Unemployment Fund - July 1	\$0.00	
	Add: Increase in Unemployment Fund	\$0.00	
678	Less: Bud. w/d from Unemployment Fund	\$0.00	\$0.00
750-752,76x	Other reserves		\$0.00

601	Appropriations	\$39,795,503.06	
602	Less: Expenditures	(\$18,501,634.89)	
	Less: Encumbrances	(\$19,511,508.57)	(\$38,013,143.46)
	Total appropriated		\$23,856,519.87

Unappropriated:

770	Fund balance, July 1	\$630,079.69
771	Designated fund balance	\$0.00
303	Budgeted fund balance	(\$1,393,881.06)

Total fund balance

\$23,092,718.50

Total liabilities and fund equity

\$23,100,248.20

Starting date 7/1/2022 Ending date 1/31/2023 Fund: 10 General Funds

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$39,795,503.06	\$38,013,143.46	\$1,782,359.60
Revenues	(\$35,712,851.00)	(\$35,647,392.48)	(\$65,458.52)
Subtotal	<u>\$4,082,652.06</u>	<u>\$2,365,750.98</u>	<u>\$1,716,901.08</u>
Change in Capital Reserve Account:			
Plus - Increase in reserve	\$3,000.00	(\$3,386,903.01)	\$3,389,903.01
Less - Withdrawal from reserve	(\$1,900,000.00)	(\$1,900,000.00)	\$0.00
Subtotal	<u>\$2,185,652.06</u>	<u>(\$2,921,152.03)</u>	<u>\$5,106,804.09</u>
Change in Sale/Leaseback Account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$2,185,652.06</u>	<u>(\$2,921,152.03)</u>	<u>\$5,106,804.09</u>
Change in Maintenance Reserve Account:			
Plus - Increase in reserve	\$500.00	(\$200,000.00)	\$200,500.00
Less - Withdrawal from reserve	(\$792,271.00)	(\$792,271.00)	\$0.00
Subtotal	<u>\$1,393,881.06</u>	<u>(\$3,913,423.03)</u>	<u>\$5,307,304.09</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>\$1,393,881.06</u>	<u>(\$3,913,423.03)</u>	<u>\$5,307,304.09</u>
Change in Tuition Reserve Account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$1,393,881.06</u>	<u>(\$3,913,423.03)</u>	<u>\$5,307,304.09</u>
Change in Bus Advertising Reserve Account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$1,393,881.06</u>	<u>(\$3,913,423.03)</u>	<u>\$5,307,304.09</u>
Change in Federal Impact Aid (General):			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$1,393,881.06</u>	<u>(\$3,913,423.03)</u>	<u>\$5,307,304.09</u>
Change in Federal Impact Aid (Capital):			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$1,393,881.06</u>	<u>(\$3,913,423.03)</u>	<u>\$5,307,304.09</u>
Less: Adjustment for prior year	\$0.00	\$0.00	\$0.00
Budgeted fund balance	<u>\$1,393,881.06</u>	<u>(\$3,913,423.03)</u>	<u>\$5,307,304.09</u>

Prepared and submitted by :

Board Secretary

Date

Starting date 7/1/2022 Ending date 1/31/2023 Fund: 10 General Funds

Revenues:		Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
00370	SUBTOTAL – Revenues from Local Sources	32,181,665	0	32,181,665	32,291,188		(109,523)
00520	SUBTOTAL – Revenues from State Sources	3,504,607	0	3,504,607	3,339,723	Under	164,884
00570	SUBTOTAL – Revenues from Federal Sources	29,079	0	29,079	16,481	Under	12,598
72180	Interest Earned on Maintenance Reserve	500	0	500	0	Under	500
Total		35,715,851	0	35,715,851	35,647,392		68,459
Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
03200	TOTAL REGULAR PROGRAMS - INSTRUCTION	10,519,647	216,075	10,735,722	5,664,944	4,958,343	112,435
10300	Total Special Education - Instruction	3,578,202	(122,976)	3,455,226	1,556,505	1,889,668	9,053
11160	Total Basic Skills/Remedial – Instruct.	215,650	0	215,650	53,211	162,119	321
12160	Total Bilingual Education – Instruction	219,533	0	219,533	109,350	108,917	1,266
17100	Total School-Sponsored Co/Extra Curricul	277,460	0	277,460	143,002	130,785	3,674
17600	Total School-Sponsored Athletics – Instr	574,170	2,283	576,453	298,676	215,886	61,890
20620	Total Summer School	83,500	(16,320)	67,180	60,966	0	6,214
29180	Total Undistributed Expenditures - Instr	3,507,737	(455,590)	3,052,147	1,084,398	1,582,146	385,603
29680	Total Undistributed Expenditures – Atten	135,755	0	135,755	78,815	56,940	0
30620	Total Undistributed Expenditures – Healt	402,230	46	402,276	162,107	175,619	64,550
40580	Total Undistributed Expend – Speech, OT,	1,080,405	1,215	1,081,620	424,132	304,591	352,897
41080	Total Undist. Expend. – Other Supp. Serv	440,805	235,449	676,254	328,257	347,997	0
41660	Total Undist. Expend. – Guidance	755,988	0	755,988	388,263	366,891	834
42200	Total Undist. Expend. – Child Study Team	992,246	33	992,279	529,609	453,287	9,383
43200	Total Undist. Expend. – Improvement of I	264,723	0	264,723	104,706	156,417	3,600
43620	Total Undist. Expend. – Edu. Media Serv.	450,301	0	450,301	228,255	204,597	17,448
44180	Total Undist. Expend. – Instructional St	8,000	0	8,000	350	0	7,650
45300	Support Serv. - General Admin	614,705	7,975	622,680	370,170	233,797	18,713
46160	Support Serv. - School Admin	1,349,669	200	1,349,869	769,245	546,183	34,440
47200	Total Undist. Expend. – Central Services	470,698	298	470,996	261,296	194,279	15,421
47620	Total Undist. Expend. – Admin. Info. Tec	211,538	22,031	233,569	146,053	47,718	39,798
51120	Total Undist. Expend. – Oper. & Maint. O	3,223,937	842,275	4,066,212	1,925,275	2,039,024	101,913
52480	Total Undist. Expend. – Student Transpor	1,120,892	72,166	1,193,058	552,773	636,152	4,133
71260	TOTAL PERSONNEL SERVICES –EMPLOYEE	5,331,418	(23,914)	5,307,504	3,154,753	2,141,335	11,416
75880	TOTAL EQUIPMENT	20,467	359,781	380,248	71,321	288,350	20,577
76260	Total Facilities Acquisition and Constr	2,262,675	49,855	2,312,530	35,201	2,270,470	6,859
Total		38,112,351	1,190,881	39,303,232	18,501,635	19,511,509	1,290,089

Starting date 7/1/2022 Ending date 1/31/2023 Fund: 10 General Funds

Revenues:				Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
00100	10-1210	Local Tax Levy		31,998,304	0	31,998,304	31,998,304		0
00190	10-1300	Total Tuition		0	0	0	21,950		(21,950)
00260	10-1910	Rents and Royalties		0	0	0	200		(200)
00300	10-1	Unrestricted Miscellaneous Revenues		180,361	0	180,361	270,734		(90,373)
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		164,884	0	164,884	0	Under	164,884
00440	10-3132	Categorical Special Education Aid		1,572,195	0	1,572,195	1,572,195		0
00460	10-3176	Equalization Aid		1,438,890	0	1,438,890	1,438,890		0
00470	10-3177	Categorical Security Aid		185,508	0	185,508	185,508		0
00540	10-4200	Medicaid Reimbursement		29,079	0	29,079	16,481	Under	12,598
72180	10-606-	Interest Earned on Maintenance Reserve		500	0	500	0	Under	500
Total				35,715,851	0	35,715,851	35,647,392		68,459

Expenditures:				Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
02000	11-105-100-101	Preschool – Salaries of Teachers		0	73,255	73,255	36,628	36,628	0
02080	11-110-___-101	Kindergarten – Salaries of Teachers		493,690	0	493,690	248,295	245,395	0
02100	11-120-___-101	Grades 1-5 – Salaries of Teachers		3,299,027	0	3,299,027	1,632,187	1,666,840	0
02120	11-130-___-101	Grades 6-8 – Salaries of Teachers		2,379,054	0	2,379,054	1,165,387	1,213,667	0
02140	11-140-___-101	Grades 9-12 – Salaries of Teachers		3,257,080	0	3,257,080	1,723,655	1,533,425	0
03000	11-190-1___-106	Other Salaries for Instruction		0	52,040	52,040	26,020	26,020	0
03020	11-190-1___-320	Purchased Professional – Educational Ser		148,300	(40,893)	107,407	65,225	4,750	37,432
03040	11-190-1___-340	Purchased Technical Services		279,800	(14,256)	265,544	162,273	63,719	39,553
03060	11-190-1___-[4-5]	Other Purchased Services (400-500 series		366,176	12,223	378,399	336,686	41,122	591
03080	11-190-1___-610	General Supplies		231,520	163,474	394,994	247,361	124,951	22,682
03100	11-190-1___-640	Textbooks		49,000	(29,339)	19,661	10,751	0	8,910
03120	11-190-1___-8	Other Objects		16,000	(429)	15,571	10,477	1,826	3,268
04500	11-204-100-101	Salaries of Teachers		140,520	0	140,520	70,260	70,260	0
04520	11-204-100-106	Other Salaries for Instruction		103,080	0	103,080	51,040	52,040	0
04600	11-204-100-610	General Supplies		1,000	0	1,000	233	47	719
04620	11-204-100-640	Textbooks		500	0	500	0	0	500
07000	11-213-100-101	Salaries of Teachers		2,450,602	0	2,450,602	1,073,301	1,377,301	0
07020	11-213-100-106	Other Salaries for Instruction		539,920	0	539,920	267,372	272,548	0
07100	11-213-100-610	General Supplies		8,000	0	8,000	972	32	6,996
08500	11-216-100-101	Salaries of Teachers		173,500	(73,255)	100,245	50,123	50,123	0
08520	11-216-100-106	Other Salaries for Instruction		104,080	(52,040)	52,040	25,770	26,270	0
08600	11-216-100-6	General Supplies		2,000	2,319	4,319	536	2,946	838
09260	11-219-100-101	Salaries of Teachers		55,000	0	55,000	16,898	38,102	0
11000	11-230-100-101	Salaries of Teachers		215,150	0	215,150	53,113	162,038	0
11100	11-230-100-610	General Supplies		500	0	500	98	81	321
12000	11-240-100-101	Salaries of Teachers		217,833	0	217,833	108,917	108,917	0
12100	11-240-100-610	General Supplies		1,500	0	1,500	434	0	1,066

Starting date 7/1/2022 Ending date 1/31/2023 Fund: 10 General Funds

Expenditures:			Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
12120	11-240-100-640	Textbooks	200	0	200	0	0	200
17000	11-401-100-1__	Salaries	252,460	0	252,460	123,500	128,960	0
17040	11-401-100-6__	Supplies and Materials	16,000	1,497	17,497	15,153	1,825	519
17060	11-401-100-8__	Other Objects	9,000	(1,497)	7,503	4,348	0	3,155
17500	11-402-100-1__	Salaries	377,170	0	377,170	201,975	175,195	0
17520	11-402-100-[3-5]	Purchased Services (300-500 series)	55,000	0	55,000	41,147	4,151	9,702
17540	11-402-100-6__	Supplies and Materials	105,000	2,283	107,283	40,974	34,430	31,879
17560	11-402-100-8__	Other Objects	37,000	0	37,000	14,580	2,110	20,310
20000	11-422-100-101	Salaries of Teachers	40,000	(14,822)	25,178	23,749	0	1,429
20020	11-422-100-106	Other Salaries of Instruction	18,000	5,070	23,070	23,070	0	0
20080	11-422-100-3__	Purchased Professional & Technical Servi	25,000	(6,568)	18,432	14,010	0	4,422
20120	11-422-100-610	General Supplies	500	0	500	138	0	362
29000	11-000-100-561	Tuition to Other LEAs within the State -	15,183	0	15,183	5,896	8,845	442
29020	11-000-100-562	Tuition to Other LEAs within the State -	714,150	(257,180)	456,970	141,350	80,693	234,927
29040	11-000-100-563	Tuition to County Voc. School District-R	633,618	54,459	688,077	239,573	448,504	0
29060	11-000-100-564	Tuition to County Voc. School District-S	444,141	(54,459)	389,682	169,511	181,189	38,682
29080	11-000-100-565	Tuition to CSSD & Regular Day Schools	481,147	(39,209)	441,938	49,298	387,016	5,624
29100	11-000-100-566	Tuition to Priv. School for the Disabled	1,111,334	(201,374)	909,960	478,770	325,262	105,928
29160	11-000-100-569	Tuition - Other	108,164	42,173	150,337	0	150,337	0
29500	11-000-211-1__	Salaries	135,755	0	135,755	78,815	56,940	0
30500	11-000-213-1__	Salaries	327,730	0	327,730	158,955	168,775	0
30540	11-000-213-3__	Purchased Professional and Technical Ser	60,000	0	60,000	1,132	4,648	54,220
30580	11-000-213-6__	Supplies and Materials	11,000	0	11,000	1,974	2,197	6,830
30600	11-000-213-8__	Other Objects	3,500	46	3,546	46	0	3,500
40500	11-000-216-1__	Salaries	225,705	0	225,705	112,853	112,853	0
40520	11-000-216-320	Purchased Professional - Educational Ser	847,700	(1,785)	845,915	308,050	190,342	347,523
40540	11-000-216-6__	Supplies and Materials	6,000	3,000	9,000	3,229	1,396	4,375
40560	11-000-216-8__	Other Objects	1,000	0	1,000	0	0	1,000
41000	11-000-217-1__	Salaries	440,805	0	440,805	221,223	219,582	0
41020	11-000-217-320	Purchased Professional - Educational Ser	0	235,449	235,449	107,034	128,415	0
41500	11-000-218-104	Salaries of Other Professional Staff	753,238	0	753,238	386,988	366,250	0
41580	11-000-218-390	Other Purchased Professional & Technical	500	(250)	250	0	0	250
41600	11-000-218-[4-5]	Other Purchased Services (400-500 series	250	(250)	0	0	0	0
41620	11-000-218-6__	Supplies and Materials	750	(295)	455	76	0	379
41640	11-000-218-8__	Other Objects	1,250	795	2,045	1,199	641	205
42000	11-000-219-104	Salaries of Other Professional Staff	861,310	0	861,310	458,257	403,053	0
42020	11-000-219-105	Salaries of Secretarial and Clerical Ass	117,936	0	117,936	68,796	49,140	0
42100	11-000-219-[4-5]	Other Purchased Services (400-500 series	4,000	0	4,000	0	0	4,000
42160	11-000-219-6__	Supplies and Materials	7,000	33	7,033	568	1,094	5,371
42180	11-000-219-8__	Other Objects	2,000	0	2,000	1,988	0	12
43020	11-000-221-104	Salaries of Other Professional Staff	259,223	0	259,223	102,806	156,417	0

Starting date 7/1/2022 Ending date 1/31/2023 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	0	0	3,000
43180 11-000-221-8__ Other Objects	2,500	0	2,500	1,900	0	600
43500 11-000-222-1__ Salaries	430,601	0	430,601	226,098	204,503	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	(500)	12,500	1,670	94	10,735
43600 11-000-222-8__ Other Objects	700	500	1,200	487	0	713
44120 11-000-223-[4-5] Other Purch. Services (400-500 series)	8,000	0	8,000	350	0	7,650
45000 11-000-230-1__ Salaries	308,886	0	308,886	180,183	128,703	0
45040 11-000-230-331 Legal Services	75,000	(10,000)	65,000	27,408	37,592	0
45060 11-000-230-332 Audit Fees	38,588	0	38,588	27,500	11,088	0
45100 11-000-230-339 Other Purchased Professional Services	0	17,975	17,975	9,041	8,934	0
45120 11-000-230-340 Purchased Technical Services	15,050	0	15,050	9,783	1,767	3,500
45140 11-000-230-530 Communications/Telephone	74,325	0	74,325	29,066	44,195	1,064
45160 11-000-230-585 BOE Other Purchased Services	2,500	0	2,500	967	0	1,533
45180 11-000-230-590 Misc Purch Services (400-500 series, O/T	61,888	0	61,888	55,477	166	6,245
45200 11-000-230-610 General Supplies	7,000	0	7,000	2,544	1,352	3,104
45260 11-000-230-890 Miscellaneous Expenditures	16,073	0	16,073	13,539	0	2,534
45280 11-000-230-895 BOE Membership Dues and Fees	15,395	0	15,395	14,662	0	733
46000 11-000-240-103 Salaries of Principals/Assistant Princip	879,866	0	879,866	513,255	366,611	0
46020 11-000-240-104 Salaries of Other Professional Staff	146,936	0	146,936	85,713	61,223	0
46040 11-000-240-105 Salaries of Secretarial and Clerical Ass	266,867	0	266,867	150,128	116,739	0
46120 11-000-240-6__ Supplies and Materials	40,000	200	40,200	14,311	1,611	24,278
46140 11-000-240-8__ Other Objects	16,000	0	16,000	5,838	0	10,162
47000 11-000-251-1__ Salaries	440,698	0	440,698	254,656	186,042	0
47040 11-000-251-340 Purchased Technical Services	16,500	0	16,500	3,660	7,360	5,480
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	298	10,298	960	877	8,461
47180 11-000-251-890 Other Objects	3,000	0	3,000	2,020	0	980
47500 11-000-252-1__ Salaries	107,038	0	107,038	62,439	44,599	0
47540 11-000-252-340 Purchased Technical Services	4,000	(4,000)	0	0	0	0
47560 11-000-252-[4-5] Other Purchased Services (400-500 series	50,000	12,387	62,387	62,386	0	1
47580 11-000-252-6__ Supplies and Materials	50,000	13,644	63,644	21,228	3,119	39,297
47600 11-000-252-8__ Other Objects	500	0	500	0	0	500
48500 11-000-261-1__ Salaries	126,531	0	126,531	73,833	52,698	0
48520 11-000-261-420 Cleaning, Repair, and Maintenance Servic	510,000	640,977	1,150,977	350,963	791,558	8,456
48540 11-000-261-610 General Supplies	15,000	(8,500)	6,500	286	4,714	1,500
48560 11-000-261-8__ Other Objects	500	0	500	0	0	500
49000 11-000-262-1__ Salaries	968,628	0	968,628	551,734	416,894	0
49020 11-000-262-107 Salaries of Non-Instructional Aides	170,230	(2,800)	167,430	44,012	123,378	40
49060 11-000-262-420 Cleaning, Repair, and Maintenance Svc.	150,000	81,690	231,690	121,457	86,983	23,250
49120 11-000-262-490 Other Purchased Property Services	55,000	0	55,000	23,818	31,182	0



Starting date 7/1/2022 Ending date 1/31/2023 Fund: 10 General Funds

Expenditures:			Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
49140	11-000-262-520	Insurance	206,910	28,356	235,266	235,061	200	5
49160	11-000-262-590	Miscellaneous Purchased Services	7,000	12,475	19,475	8,951	10,524	0
49180	11-000-262-610	General Supplies	175,000	12,867	187,867	141,158	44,659	2,050
49200	11-000-262-621	Energy (Natural Gas)	125,000	(3,442)	121,558	13,823	106,177	1,558
49220	11-000-262-622	Energy (Electricity)	240,000	0	240,000	130,998	109,002	0
49280	11-000-262-8__	Other Objects	16,000	0	16,000	7,365	6,126	2,508
50040	11-000-263-420	Cleaning, Repair, and Maintenance Svc.	90,000	46,343	136,343	53,666	21,888	60,788
50060	11-000-263-610	General Supplies	1,000	0	1,000	0	945	55
50080	11-000-263-8__	Other Objects	250	0	250	0	0	250
51000	11-000-266-1__	Salaries	92,444	0	92,444	46,222	46,222	0
51020	11-000-266-3__	Purchased Professional and Technical Ser	200,000	0	200,000	62,895	137,105	0
51040	11-000-266-420	Cleaning, Repair, and Maintenance Svc.	73,194	7,000	80,194	52,836	26,681	676
51060	11-000-266-610	General Supplies	1,000	27,109	28,109	5,959	21,885	265
51080	11-000-266-8__	Other Objects	250	200	450	238	200	12
52020	11-000-270-160	Sal. For Pupil Trans (Bet Home & Sch) –	40,000	0	40,000	23,417	16,583	0
52060	11-000-270-162	Sal. For Pupil Trans (Other than Bet. Ho	5,000	0	5,000	0	5,000	0
52140	11-000-270-420	Cleaning, Repair, & Maint. Services	15,000	(1,022)	13,978	5,204	5,516	3,258
52220	11-000-270-504	Contract Serv–Aid in Lieu Pymts–Charter	11,000	2,286	13,286	6,132	7,154	0
52280	11-000-270-512	Contr Serv (Oth. Than Bet Home & Sch) -	60,000	16,200	76,200	39,660	36,540	0
52300	11-000-270-513	Contr Serv (Bet. Home & Sch) – Joint Agr	18,863	165,330	184,193	88,995	95,198	0
52340	11-000-270-515	Contract Serv. (Sp Ed Stds) – Joint Agre	960,029	(110,628)	849,401	389,239	460,162	0
52440	11-000-270-615	Transportation Supplies	10,000	0	10,000	0	10,000	0
52460	11-000-270-8__	Other objects	1,000	0	1,000	126	0	874
71020	11-000-291-220	Social Security Contributions	365,000	0	365,000	198,429	166,571	0
71060	11-000-291-241	Other Retirement Contributions - PERS	424,436	0	424,436	408,524	14,033	1,879
71140	11-000-291-250	Unemployment Compensation	30,000	(28,114)	1,886	0	0	1,886
71160	11-000-291-260	Workmen's Compensation	145,000	(1,712)	143,288	140,462	0	2,826
71180	11-000-291-270	Health Benefits	4,283,249	0	4,283,249	2,318,323	1,960,333	4,593
71200	11-000-291-280	Tuition Reimbursement	40,000	(13,788)	26,212	26,212	0	0
71220	11-000-291-290	Other Employee Benefits	43,733	19,700	63,433	62,804	397	232
73080	12-140-100-73__	Grades 9-12	0	147,689	147,689	3,336	144,243	110
75080	12-4__-100-73__	School-Sponsored and Other Instructional	0	11,910	11,910	11,910	0	0
75680	12-000-252-73__	Undistributed Expenditures – Admin. Info	0	157,852	157,852	13,745	144,107	0
75720	12-000-262-73__	Undist. Expend. – Custodial Services	0	42,330	42,330	42,330	0	0
75800	12-000-270-733	School Buses - Regular	20,467	0	20,467	0	0	20,467
76080	12-000-400-450	Construction Services	2,255,817	49,855	2,305,672	35,201	2,270,470	1
76200	12-000-400-800	Other Objects	6,858	0	6,858	0	0	6,858
Total			38,112,351	1,190,881	39,303,232	18,501,635	19,511,509	1,290,089



Starting date 7/1/2022 Ending date 1/31/2023 Fund: 10 General Funds

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Starting date 7/1/2022 Ending date 1/31/2023 Fund: 20 Special Revenue Fund

Assets and Resources

**Assets:**

101	Cash in bank		(\$153,168.80)
102-106	Cash Equivalents		\$0.00
108	Impact Aid Reserve (General)		\$0.00
109	Impact Aid Reserve (Capital)		\$0.00
111	Investments		\$0.00
112	Unamortized Premums on Investments		\$0.00
113	Unamortized Discounts on Investments		\$0.00
114	Interest Receivable on Investments		\$0.00
115	Accrued Interest on 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	(\$0.83)	
143	Intergovernmental - Other	\$0.00	
153, 154	Other (net of estimated uncollectable of \$_____)	\$0.00	(\$0.83)

Loans Receivable:

131	Interfund	\$0.00	
151, 152	Other (Net of estimated uncollectable of \$_____)	\$0.00	\$0.00
161	Bond Proceeds Receivable		\$0.00
171	Inventories for Consumption		\$0.00
172	Inventories for Resale		\$0.00
181	Prepaid Expenses		\$0.00
191	Deposits		\$0.00
192	Deferred Expenditures		\$0.00
199, xxx	Other Current Assets		\$0.00

**Resources:**

301	Estimated Revenues	\$3,085,972.67	
302	Less Revenues	(\$455,949.00)	\$2,630,023.67

**Total assets and resources**

**\$2,476,854.04**

Starting date 7/1/2022 Ending date 1/31/2023 Fund: 20 Special Revenue Fund

Liabilities and Fund Equity

**Liabilities:**

101	Cash Overdraft	(\$153,168.80)
401	Interfund Loans Payable	\$0.00
402	Interfund Accounts Payable	\$0.00
411	Intergovernmental Accounts Payable - State	\$69.95
412	Intergovernmental Accounts Payable - Federal	\$0.00
413	Intergovernmental Accounts Payable - Other	\$0.00
421	Accounts Payable	\$0.00
422	Judgments Payable	\$0.00
431	Contracts Payable	\$0.00
451	Loans Payable	\$0.00
471	Payroll Deductions and Withholdings	\$0.00
481	Deferred Revenues	\$35,438.43
580	Unemployment Trust Fund Liability	\$0.00
499, xxx	Other Current Liabilities	\$16,393.31
<b>Total liabilities</b>		<b>\$51,901.69</b>

Starting date 7/1/2022 Ending date 1/31/2023 Fund: 20 Special Revenue Fund

Fund Balance:

Appropriated:

753,754 Reserve for Encumbrances \$956,715.23

Reserved Fund Balance:

761	Capital Reserve Account - July 1	\$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	
317	Less: Bud. w/d cap. Reserve Debt Service	\$0.00	\$0.00
762	Reserve for Adult Education		\$0.00
763	Sale/Leaseback Reserve Account - July 1	\$0.00	
605	Add: Increase in Sale/Leaseback Reserve	\$0.00	
308	Less: Bud w/d Sale/Leaseback Reserve	\$0.00	\$0.00
764	Maintenance Reserve Account - July 1	\$0.00	
606	Add: Increase in Maintenance Reserve	\$0.00	
310	Less: Bud. w/d from Maintenance Reserve	\$0.00	\$0.00
765	Tuition Reserve Account - July 1	\$0.00	
311	Less: Bud. w/d from Tuition Reserve	\$0.00	\$0.00
766	Reserve for Cur. Exp. Emergencies - July 1	\$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
755	Reserve for Bus Advertising - July 1	\$0.00	
610	Add: Increase in Bus Advertising Reserve	\$0.00	
315	Less: Bud. w/d from Bus Advertising Reserve	\$0.00	\$0.00
756	Federal Impact Aid (General) - July 1	\$0.00	
611	Add: Increase in Federal Impact Aid (General)	\$0.00	
318	Less: Bud. w/d from Federal Impact Aid (Gen.)	\$0.00	\$0.00
757	Federal Impact Aid (Capital) - July 1	\$0.00	
612	Add: Increase in Federal Impact Aid (Capital)	\$0.00	
319	Less: Bud. w/d from Federal Impact Aid (Cap.)	\$0.00	\$0.00
769	Unemployment Fund - July 1	\$0.00	
	Add: Increase in Unemployment Fund	\$0.00	
678	Less: Bud. w/d from Unemployment Fund	\$0.00	\$0.00
750-752,76x	Other reserves		\$0.00

601	Appropriations	\$3,085,972.67	
602	Less: Expenditures	(\$661,020.32)	
	Less: Encumbrances	(\$956,715.23)	(\$1,617,735.55)
	Total appropriated		\$2,424,952.35

Unappropriated:

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

Total fund balance

**\$2,424,952.35**

**Total liabilities and fund equity**

**\$2,476,854.04**

Starting date 7/1/2022 Ending date 1/31/2023 Fund: 20 Special Revenue Fund

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$3,085,972.67	\$1,617,735.55	\$1,468,237.12
Revenues	(\$3,085,972.67)	(\$455,949.00)	(\$2,630,023.67)
Subtotal	<u>\$0.00</u>	<u>\$1,161,786.55</u>	<u>(\$1,161,786.55)</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>\$1,161,786.55</u>	<u>(\$1,161,786.55)</u>
Change in Sale/Leaseback 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>\$1,161,786.55</u>	<u>(\$1,161,786.55)</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>\$1,161,786.55</u>	<u>(\$1,161,786.55)</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>\$1,161,786.55</u>	<u>(\$1,161,786.55)</u>
Change in Tuition 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>\$1,161,786.55</u>	<u>(\$1,161,786.55)</u>
Change in Bus Advertising 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>\$1,161,786.55</u>	<u>(\$1,161,786.55)</u>
Change in Federal Impact Aid (General):			
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>\$1,161,786.55</u>	<u>(\$1,161,786.55)</u>
Change in Federal Impact Aid (Capital):			
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>\$1,161,786.55</u>	<u>(\$1,161,786.55)</u>
Less: Adjustment for prior year	\$0.00	\$0.00	\$0.00
Budgeted fund balance	<u>\$0.00</u>	<u>\$1,161,786.55</u>	<u>(\$1,161,786.55)</u>

Prepared and submitted by :

  
Board Secretary

  
Date

Starting date 7/1/2022 Ending date 1/31/2023 Fund: 20 Special Revenue Fund

Revenues:		Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
00745	Total Revenues from Local Sources	120,000	1,450	121,450	0	Under	121,450
00770	Total Revenues from State Sources	335,000	33,836	368,836	207,974	Under	160,862
00830	Total Revenues from Federal Sources	2,237,375	358,312	2,595,687	247,975	Under	2,347,712
Total		2,692,375	393,598	3,085,973	455,949		2,630,024
Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
	(Total of Accounts W/O a Grid# Assigned)	54,000	10,869	64,869	20,045	30,623	14,201
84200	Student Activity Fund	120,000	0	120,000	0	0	120,000
88000	Nonpublic Textbooks	17,000	2,338	19,338	19,325	0	13
88020	Nonpublic Auxiliary Services	103,500	(1,648)	101,852	27,079	0	74,773
88040	Nonpublic Handicapped Services	98,500	(9,481)	89,019	13,408	0	75,611
88060	Nonpublic Nursing Services	32,000	1,152	33,152	16,408	16,408	336
88080	Nonpublic Technology Initiative	12,000	306	12,306	0	0	12,306
88136	SDA Emergent Needs & Capital Maint.	0	34,489	34,489	32,235	0	2,254
88140	Other	18,000	(1,000)	17,000	6,804	10,196	0
88740	Total Federal Projects	2,237,375	356,573	2,593,948	525,716	899,489	1,168,743
Total		2,692,375	393,598	3,085,973	661,020	956,715	1,468,237

Starting date 7/1/2022 Ending date 1/31/2023 Fund: 20 Special Revenue Fund

Revenues:	Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
00737 20-1760 Student Activity Fund Revenue	120,000	0	120,000	0	Under	120,000
00740 20-1___ Other Revenue from Local Sources	0	1,450	1,450	0	Under	1,450
00761 20-3257 SDA Emergent Needs & Capital Maint.	0	34,489	34,489	0	Under	34,489
00765 20-32___ Other Restricted Entitlements	335,000	(653)	334,347	207,974	Under	126,373
00775 20-441[1-6] Title I	88,500	77,616	166,116	26,172	Under	139,944
00780 20-445[1-5] Title II	37,500	(2,877)	34,623	0	Under	34,623
00785 20-449[1-4] Title III	24,500	16,045	40,545	0	Under	40,545
00790 20-447[1-4] Title IV	14,500	(4,500)	10,000	0	Under	10,000
00804 20-4419 ARP - IDEA Basic	98,105	0	98,105	5,997	Under	92,108
00805 20-442[0-9] I.D.E.A. Part B (Handicapped)	425,000	143,323	568,323	101,792	Under	466,531
00806 20-4541 ARP ESSER Accel. Learning Coaching Supt	146,263	0	146,263	0	Under	146,263
00807 20-4542 ARP ESSER Evidence Based Summer Enrich	40,000	0	40,000	25,114	Under	14,886
00808 20-4543 ARP ESSER Evidence Based Bynd Sch Day	40,000	0	40,000	0	Under	40,000
00809 20-4544 ARP ESSER NJTSS Mental Health Support	45,000	0	45,000	4,500	Under	40,500
00814 20-4540 ARP - ESSER	1,082,061	0	1,082,061	0	Under	1,082,061
00823 20-4634 CRRSA Act - ESSER II	91,290	99,494	190,784	84,400	Under	106,384
00824 20-4535 CRRSA Act - Learning Acceleration Grant	30,898	(11,612)	19,286	0	Under	19,286
00825 20-4___ Other	28,758	40,824	69,582	0	Under	69,582
00826 20-4536 CRRSA Act - Mental Health Grant	45,000	0	45,000	0	Under	45,000
Total	2,692,375	393,598	3,085,973	455,949		2,630,024

Expenditures:	Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
	54,000	10,869	64,869	20,045	30,623	14,201
84200 20-475-___-___ Student Activity Fund	120,000	0	120,000	0	0	120,000
88000 20-501-___-___ Nonpublic Textbooks	17,000	2,338	19,338	19,325	0	13
88020 20-50[-2-5-]___ Nonpublic Auxiliary Services	103,500	(1,648)	101,852	27,079	0	74,773
88040 20-50[-6-8-]___ Nonpublic Handicapped Services	98,500	(9,481)	89,019	13,408	0	75,611
88060 20-509-___-___ Nonpublic Nursing Services	32,000	1,152	33,152	16,408	16,408	336
88080 20-510-___-___ Nonpublic Technology Initiative	12,000	306	12,306	0	0	12,306
88136 20-492-___-___ SDA Emergent Needs & Capital Maint.	0	34,489	34,489	32,235	0	2,254
88140 20-___-___-___ Other	18,000	(1,000)	17,000	6,804	10,196	0
88500 20-___-___-___ Title I	88,500	97,805	186,305	65,430	68,708	52,167
88520 20-___-___-___ Title II	37,500	(2,929)	34,571	0	0	34,571
88540 20-___-___-___ Title III	24,500	(5,831)	18,669	0	3,768	14,901
88560 20-___-___-___ Title IV	14,500	(5,500)	9,000	3,300	0	5,700
88620 20-___-___-___ I.D.E.A. Part B (Handicapped)	425,000	143,323	568,323	176,128	294,389	97,805
88641 20-223-___-___ ARP-IDEA Basic Grant Program	90,394	0	90,394	14,990	10,323	65,081
88642 20-224-___-___ ARP-IDEA Preschool Grant Program	7,711	0	7,711	0	0	7,711
88678 20-477-___-___ CARES Act Education Stabilization Fund	26,400	(26,400)	0	0	0	0
88700 20-___-___-___ Other	2,358	68,224	70,582	69,729	479	374
88709 20-483-___-___ CRRSA Act - ESSER II Grant Program	91,290	99,494	190,784	105,832	47,478	37,474
88710 20-484-___-___ CRRSA Act - Learning Acceleration Grant	30,898	(11,612)	19,286	0	0	19,286

Starting date 7/1/2022 Ending date 1/31/2023 Fund: 20 Special Revenue Fund

Expenditures:				Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
88711	20-485-__-__	CRRSA Act - Mental Health Grant		45,000	0	45,000	4,500	39,500	1,000
88713	20-487-__-__	ARP-ESSER Grant Program		1,082,061	0	1,082,061	60,693	374,957	646,411
88714	20-488-__-__	ARP ESSER Accel. Learning Coaching Supt		146,263	0	146,263	0	0	146,263
88715	20-489-__-__	ARP ESSER Evidence Based Summer Enrich		40,000	0	40,000	25,114	14,886	0
88716	20-490-__-__	ARP ESSER Evidence Based Bynd Sch Day		40,000	0	40,000	0	0	40,000
88717	20-491-__-__	ARP ESSER NJTSS Mental Health Support		45,000	0	45,000	0	45,000	0
Total				2,692,375	393,598	3,085,973	661,020	956,715	1,468,237



Starting date 7/1/2022 Ending date 1/31/2023 Fund: 30 Capital Projects Fund

Assets and Resources

<b>Assets:</b>			
101	Cash in bank		\$755,619.43
102-106	Cash Equivalents		\$860,000.00
108	Impact Aid Reserve (General)		\$0.00
109	Impact Aid Reserve (Capital)		\$0.00
111	Investments		\$0.00
112	Unamortized Premums on Investments		\$0.00
113	Unamortized Discounts on Investments		\$0.00
114	Interest Receivable on Investments		\$0.00
115	Accrued Interest on 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
161	Bond Proceeds Receivable		\$0.00
171	Inventories for Consumption		\$0.00
172	Inventories for Resale		\$0.00
181	Prepaid Expenses		\$0.00
191	Deposits		\$0.00
192	Deferred Expenditures		\$0.00
199, xxx	Other Current Assets		\$0.00
<b>Resources:</b>			
301	Estimated Revenues	\$0.00	
302	Less Revenues	(\$98.18)	(\$98.18)
<b>Total assets and resources</b>			<b><u>\$1,615,521.25</u></b>

Starting date 7/1/2022 Ending date 1/31/2023 Fund: 30 Capital Projects Fund

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Liabilities and Fund Equity

Liabilities:

401	Interfund Loans Payable	\$0.00
402	Interfund Accounts Payable	\$0.00
411	Intergovernmental Accounts Payable - State	\$0.00
412	Intergovernmental Accounts Payable - Federal	\$0.00
413	Intergovernmental Accounts Payable - Other	\$0.00
421	Accounts Payable	\$0.00
422	Judgments Payable	\$0.00
431	Contracts Payable	\$0.00
451	Loans Payable	\$0.00
471	Payroll Deductions and Withholdings	\$0.00
481	Deferred Revenues	\$0.00
580	Unemployment Trust Fund Liability	\$0.00
499, xxx	Other Current Liabilities	\$0.00
<b>Total liabilities</b>		<b>\$0.00</b>

Starting date 7/1/2022 Ending date 1/31/2023 Fund: 30 Capital Projects Fund

Fund Balance:

Appropriated:

753,754 Reserve for Encumbrances \$3,124,950.88

Reserved Fund Balance:

761	Capital Reserve Account - July 1	\$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	
317	Less: Bud. w/d cap. Reserve Debt Service	\$0.00	\$0.00
762	Reserve for Adult Education		\$0.00
763	Sale/Leaseback Reserve Account - July 1	\$0.00	
605	Add: Increase in Sale/Leaseback Reserve	\$0.00	
308	Less: Bud w/d Sale/Leaseback Reserve	\$0.00	\$0.00
764	Maintenance Reserve Account - July 1	\$0.00	
606	Add: Increase in Maintenance Reserve	\$0.00	
310	Less: Bud. w/d from Maintenance Reserve	\$0.00	\$0.00
765	Tuition Reserve Account - July 1	\$0.00	
311	Less: Bud. w/d from Tuition Reserve	\$0.00	\$0.00
766	Reserve for Cur. Exp. Emergencies - July 1	\$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
755	Reserve for Bus Advertising - July 1	\$0.00	
610	Add: Increase in Bus Advertising Reserve	\$0.00	
315	Less: Bud. w/d from Bus Advertising Reserve	\$0.00	\$0.00
756	Federal Impact Aid (General) - July 1	\$0.00	
611	Add: Increase in Federal Impact Aid (General)	\$0.00	
318	Less: Bud. w/d from Federal Impact Aid (Gen.)	\$0.00	\$0.00
757	Federal Impact Aid (Capital) - July 1	\$0.00	
612	Add: Increase in Federal Impact Aid (Capital)	\$0.00	
319	Less: Bud. w/d from Federal Impact Aid (Cap.)	\$0.00	\$0.00
769	Unemployment Fund - July 1	\$0.00	
	Add: Increase in Unemployment Fund	\$0.00	
678	Less: Bud. w/d from Unemployment Fund	\$0.00	\$0.00
750-752,76x	Other reserves		\$0.00

601	Appropriations	\$1,562,475.44	
602	Less: Expenditures	\$0.00	
	Less: Encumbrances	(\$1,562,475.44)	(\$1,562,475.44)
	Total appropriated		\$3,124,950.88

Unappropriated:

770	Fund balance, July 1	\$53,045.81
771	Designated fund balance	\$0.00
303	Budgeted fund balance	(\$1,562,475.44)

Total fund balance

\$1,615,521.25

Total liabilities and fund equity

\$1,615,521.25

Starting date 7/1/2022 Ending date 1/31/2023 Fund: 30 Capital Projects Fund

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$1,562,475.44	\$1,562,475.44	\$0.00
Revenues	\$0.00	(\$98.18)	\$98.18
Subtotal	<u>\$1,562,475.44</u>	<u>\$1,562,377.26</u>	<u>\$98.18</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>\$1,562,475.44</u>	<u>\$1,562,377.26</u>	<u>\$98.18</u>
Change in Sale/Leaseback Account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$1,562,475.44</u>	<u>\$1,562,377.26</u>	<u>\$98.18</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>\$1,562,475.44</u>	<u>\$1,562,377.26</u>	<u>\$98.18</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>\$1,562,475.44</u>	<u>\$1,562,377.26</u>	<u>\$98.18</u>
Change in Tuition Reserve Account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$1,562,475.44</u>	<u>\$1,562,377.26</u>	<u>\$98.18</u>
Change in Bus Advertising Reserve Account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$1,562,475.44</u>	<u>\$1,562,377.26</u>	<u>\$98.18</u>
Change in Federal Impact Aid (General):			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$1,562,475.44</u>	<u>\$1,562,377.26</u>	<u>\$98.18</u>
Change in Federal Impact Aid (Capital):			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$1,562,475.44</u>	<u>\$1,562,377.26</u>	<u>\$98.18</u>
Less: Adjustment for prior year	\$0.00	\$0.00	\$0.00
Budgeted fund balance	<u>\$1,562,475.44</u>	<u>\$1,562,377.26</u>	<u>\$98.18</u>

Prepared and submitted by :

  
Board Secretary

  
Date

Starting date 7/1/2022 Ending date 1/31/2023 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	98		(98)
Total	0	0	0	98		(98)

**Expenditures:**

	Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
89200 TOTAL CAPITAL PROJECT FUNDS	0	1,562,475	1,562,475	0	1,562,475	0
Total	0	1,562,475	1,562,475	0	1,562,475	0

Starting date 7/1/2022 Ending date 1/31/2023 Fund: 30 Capital Projects Fund

**Revenues:**

	Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
99999	0	0	0	98		(98)
Total	0	0	0	98		(98)

**Expenditures:**

	Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
89080 30-000-4__-45_ Construction Services	0	1,562,475	1,562,475	0	1,562,475	0
Total	0	1,562,475	1,562,475	0	1,562,475	0

Starting date 7/1/2022 Ending date 1/31/2023 Fund: 40 Debt Service Fund

Assets and Resources

<b>Assets:</b>			
101	Cash in bank		\$37,112.50
102-106	Cash Equivalents		\$0.00
108	Impact Aid Reserve (General)		\$0.00
109	Impact Aid Reserve (Capital)		\$0.00
111	Investments		\$0.00
112	Unamortized Premums on Investments		\$0.00
113	Unamortized Discounts on Investments		\$0.00
114	Interest Receivable on Investments		\$0.00
115	Accrued Interest on 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
161	Bond Proceeds Receivable		\$0.00
171	Inventories for Consumption		\$0.00
172	Inventories for Resale		\$0.00
181	Prepaid Expenses		\$0.00
191	Deposits		\$0.00
192	Deferred Expenditures		\$0.00
199, xxx	Other Current Assets		\$0.00
<b>Resources:</b>			
301	Estimated Revenues	\$1,048,930.00	
302	Less Revenues	(\$1,037,750.00)	\$11,180.00
<b>Total assets and resources</b>			<b><u>\$48,292.50</u></b>

Starting date 7/1/2022 Ending date 1/31/2023 Fund: 40 Debt Service Fund

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Liabilities and Fund Equity

Liabilities:

401	Interfund Loans Payable	\$0.00
402	Interfund Accounts Payable	\$0.00
411	Intergovernmental Accounts Payable - State	\$0.00
412	Intergovernmental Accounts Payable - Federal	\$0.00
413	Intergovernmental Accounts Payable - Other	\$0.00
421	Accounts Payable	\$0.00
422	Judgments Payable	\$0.00
431	Contracts Payable	\$0.00
451	Loans Payable	\$0.00
471	Payroll Deductions and Withholdings	\$0.00
481	Deferred Revenues	\$0.00
580	Unemployment Trust Fund Liability	\$0.00
499, xxx	Other Current Liabilities	\$0.00
<b>Total liabilities</b>		<b>\$0.00</b>



Starting date 7/1/2022 Ending date 1/31/2023 Fund: 40 Debt Service Fund

Fund Balance:

Appropriated:

753,754 Reserve for Encumbrances \$0.00

Reserved Fund Balance:

761	Capital Reserve Account - July 1	\$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	
317	Less: Bud. w/d cap. Reserve Debt Service	\$0.00	\$0.00
762	Reserve for Adult Education		\$0.00
763	Sale/Leaseback Reserve Account - July 1	\$0.00	
605	Add: Increase in Sale/Leaseback Reserve	\$0.00	
308	Less: Bud w/d Sale/Leaseback Reserve	\$0.00	\$0.00
764	Maintenance Reserve Account - July 1	\$0.00	
606	Add: Increase in Maintenance Reserve	\$0.00	
310	Less: Bud. w/d from Maintenance Reserve	\$0.00	\$0.00
765	Tuition Reserve Account - July 1	\$0.00	
311	Less: Bud. w/d from Tuition Reserve	\$0.00	\$0.00
766	Reserve for Cur. Exp. Emergencies - July 1	\$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
755	Reserve for Bus Advertising - July 1	\$0.00	
610	Add: Increase in Bus Advertising Reserve	\$0.00	
315	Less: Bud. w/d from Bus Advertising Reserve	\$0.00	\$0.00
756	Federal Impact Aid (General) - July 1	\$0.00	
611	Add: Increase in Federal Impact Aid (General)	\$0.00	
318	Less: Bud. w/d from Federal Impact Aid (Gen.)	\$0.00	\$0.00
757	Federal Impact Aid (Capital) - July 1	\$0.00	
612	Add: Increase in Federal Impact Aid (Capital)	\$0.00	
319	Less: Bud. w/d from Federal Impact Aid (Cap.)	\$0.00	\$0.00
769	Unemployment Fund - July 1	\$0.00	
	Add: Increase in Unemployment Fund	\$0.00	
678	Less: Bud. w/d from Unemployment Fund	\$0.00	\$0.00
750-752,76x	Other reserves		\$0.00

601	Appropriations	\$1,049,494.00	
602	Less: Expenditures (\$1,000,637.50)		
	Less: Encumbrances \$0.00	(\$1,000,637.50)	\$48,856.50
	Total appropriated		\$48,856.50

Unappropriated:

770	Fund balance, July 1	\$0.00
771	Designated fund balance	\$0.00
303	Budgeted fund balance	(\$564.00)

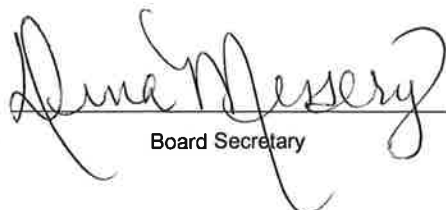
Total fund balance	\$48,292.50
<b>Total liabilities and fund equity</b>	<b>\$48,292.50</b>

Starting date 7/1/2022 Ending date 1/31/2023 Fund: 40 Debt Service Fund

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$1,049,494.00	\$1,000,637.50	\$48,856.50
Revenues	(\$1,048,930.00)	(\$1,037,750.00)	(\$11,180.00)
Subtotal	<u>\$564.00</u>	<u>(\$37,112.50)</u>	<u>\$37,676.50</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>\$564.00</u>	<u>(\$37,112.50)</u>	<u>\$37,676.50</u>
Change in Sale/Leaseback Account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$564.00</u>	<u>(\$37,112.50)</u>	<u>\$37,676.50</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>\$564.00</u>	<u>(\$37,112.50)</u>	<u>\$37,676.50</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>\$564.00</u>	<u>(\$37,112.50)</u>	<u>\$37,676.50</u>
Change in Tuition Reserve Account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$564.00</u>	<u>(\$37,112.50)</u>	<u>\$37,676.50</u>
Change in Bus Advertising Reserve Account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$564.00</u>	<u>(\$37,112.50)</u>	<u>\$37,676.50</u>
Change in Federal Impact Aid (General):			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$564.00</u>	<u>(\$37,112.50)</u>	<u>\$37,676.50</u>
Change in Federal Impact Aid (Capital):			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$564.00</u>	<u>(\$37,112.50)</u>	<u>\$37,676.50</u>
Less: Adjustment for prior year	\$0.00	\$0.00	\$0.00
Budgeted fund balance	<u>\$564.00</u>	<u>(\$37,112.50)</u>	<u>\$37,676.50</u>

Prepared and submitted by :

  
Board Secretary

  
Date

Starting date 7/1/2022 Ending date 1/31/2023 Fund: 40 Debt Service Fund

Revenues:		Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
00885	Total Revenues from Local Sources	808,775	0	808,775	808,775		0
0093A	Other	240,155	0	240,155	228,975	Under	11,180
Total		1,048,930	0	1,048,930	1,037,750		11,180
Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
89660	Total Regular Debt Service	1,049,494	0	1,049,494	1,000,638	0	48,857
Total		1,049,494	0	1,049,494	1,000,638	0	48,857

Starting date 7/1/2022 Ending date 1/31/2023 Fund: 40 Debt Service Fund

Revenues:			Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
00860	40-1210	Local Tax Levy	808,775	0	808,775	808,775		0
00890	40-3160	Debt Service Aid Type II	240,155	0	240,155	228,975	Under	11,180
Total			1,048,930	0	1,048,930	1,037,750		11,180

Expenditures:			Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
89600	40-701-510-834	Interest on Bonds	109,494	0	109,494	60,638	0	48,857
89620	40-701-510-910	Redemption of Principal	940,000	0	940,000	940,000	0	0
Total			1,049,494	0	1,049,494	1,000,638	0	48,857

Starting date 7/1/2022 Ending date 1/31/2023 Fund: 40 Debt Service Fund

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Starting date 7/1/2022 Ending date 1/31/2023 Fund: 60 Enterprise Fund

Assets and Resources

**Assets:**

101	Cash in bank		\$789,509.89
102-106	Cash Equivalents		\$0.00
108	Impact Aid Reserve (General)		\$0.00
109	Impact Aid Reserve (Capital)		\$0.00
111	Investments		\$0.00
112	Unamortized Premums on Investments		\$0.00
113	Unamortized Discounts on Investments		\$0.00
114	Interest Receivable on Investments		\$0.00
115	Accrued Interest on 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
161	Bond Proceeds Receivable		\$0.00
171	Inventories for Consumption		\$0.00
172	Inventories for Resale		\$4,399.00
181	Prepaid Expenses		\$0.00
191	Deposits		\$0.00
192	Deferred Expenditures		\$0.00
199, xxx	Other Current Assets		\$0.00

**Resources:**

301	Estimated Revenues	\$1,130,103.18	
302	Less Revenues	(\$568,234.69)	\$561,868.49

**Total assets and resources**

**\$1,355,777.38**

Starting date 7/1/2022 Ending date 1/31/2023 Fund: 60 Enterprise Fund

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Liabilities and Fund Equity

Liabilities:

401	Interfund Loans Payable	\$0.00
402	Interfund Accounts Payable	\$0.00
411	Intergovernmental Accounts Payable - State	\$0.00
412	Intergovernmental Accounts Payable - Federal	\$0.00
413	Intergovernmental Accounts Payable - Other	\$0.00
421	Accounts Payable	\$120.89
422	Judgments Payable	\$0.00
431	Contracts Payable	\$0.00
451	Loans Payable	\$0.00
471	Payroll Deductions and Withholdings	\$0.00
481	Deferred Revenues	\$105,569.00
580	Unemployment Trust Fund Liability	\$0.00
499, xxx	Other Current Liabilities	\$0.00
<b>Total liabilities</b>		<b>\$105,689.89</b>

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

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**Starting date 7/1/2022 Ending date 1/31/2023 Fund: 60 Enterprise Fund**

**Fund Balance:**

Appropriated:

753,754	Reserve for Encumbrances	\$448,619.09
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Reserved Fund Balance:

761	Capital Reserve Account - July 1	\$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
317	Less: Bud. w/d cap. Reserve Debt Service	\$0.00
762	Reserve for Adult Education	\$0.00
763	Sale/Leaseback Reserve Account - July 1	\$0.00
605	Add: Increase in Sale/Leaseback Reserve	\$0.00
308	Less: Bud w/d Sale/Leaseback Reserve	\$0.00
764	Maintenance Reserve Account - July 1	\$0.00
606	Add: Increase in Maintenance Reserve	\$0.00
310	Less: Bud. w/d from Maintenance Reserve	\$0.00
765	Tuition Reserve Account - July 1	\$0.00
311	Less: Bud. w/d from Tuition Reserve	\$0.00
766	Reserve for Cur. Exp. Emergencies - July 1	\$0.00
607	Add: Increase in Cur. Exp. Emer. Reserve	\$0.00
312	Less: Bud. w/d from Cur. Exp. Emer. Reserve	\$0.00
755	Reserve for Bus Advertising - July 1	\$0.00
610	Add: Increase in Bus Advertising Reserve	\$0.00
315	Less: Bud. w/d from Bus Advertising Reserve	\$0.00
756	Federal Impact Aid (General) - July 1	\$0.00
611	Add: Increase in Federal Impact Aid (General)	\$0.00
318	Less: Bud. w/d from Federal Impact Aid (Gen.)	\$0.00
757	Federal Impact Aid (Capital) - July 1	\$0.00
612	Add: Increase in Federal Impact Aid (Capital)	\$0.00
319	Less: Bud. w/d from Federal Impact Aid (Cap.)	\$0.00
769	Unemployment Fund - July 1	\$0.00
	Add: Increase in Unemployment Fund	\$0.00
678	Less: Bud. w/d from Unemployment Fund	\$0.00
750-752,76x	Other reserves	\$0.00
601	Appropriations	\$1,130,103.18
602	Less: Expenditures (\$505,899.27)	
	Less: Encumbrances (\$448,619.09)	(\$954,518.36)
	Total appropriated	\$624,203.91
Unappropriated:		
770	Fund balance, July 1	\$625,883.58
771	Designated fund balance	\$0.00
303	Budgeted fund balance	\$0.00
	Total fund balance	<b>\$1,250,087.49</b>
	<b>Total liabilities and fund equity</b>	<b><u>\$1,355,777.38</u></b>



Starting date 7/1/2022 Ending date 1/31/2023 Fund: 60 Enterprise Fund

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$1,130,103.18	\$954,518.36	\$175,584.82
Revenues	(\$1,130,103.18)	(\$568,234.69)	(\$561,868.49)
Subtotal	<u>\$0.00</u>	<u>\$386,283.67</u>	<u>(\$386,283.67)</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>\$386,283.67</u>	<u>(\$386,283.67)</u>
Change in Sale/Leaseback 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>\$386,283.67</u>	<u>(\$386,283.67)</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>\$386,283.67</u>	<u>(\$386,283.67)</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>\$386,283.67</u>	<u>(\$386,283.67)</u>
Change in Tuition 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>\$386,283.67</u>	<u>(\$386,283.67)</u>
Change in Bus Advertising 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>\$386,283.67</u>	<u>(\$386,283.67)</u>
Change in Federal Impact Aid (General):			
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>\$386,283.67</u>	<u>(\$386,283.67)</u>
Change in Federal Impact Aid (Capital):			
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>\$386,283.67</u>	<u>(\$386,283.67)</u>
Less: Adjustment for prior year	\$0.00	\$0.00	\$0.00
Budgeted fund balance	<u>\$0.00</u>	<u>\$386,283.67</u>	<u>(\$386,283.67)</u>

Prepared and submitted by :

  
Board Secretary

  
Date

Starting date 7/1/2022 Ending date 1/31/2023 Fund: 60 Enterprise Fund

Revenues:		Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
(Total of Accounts W/O a Grid# Assigned)		0	1,130,103	1,130,103	568,235	Under	561,868
Total		0	1,130,103	1,130,103	568,235		561,868
Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
(Total of Accounts W/O a Grid# Assigned)		0	1,130,103	1,130,103	505,899	448,619	175,585
Total		0	1,130,103	1,130,103	505,899	448,619	175,585

Starting date 7/1/2022 Ending date 1/31/2023 Fund: 60 Enterprise Fund

**Revenues:**

	Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
99999	0	1,130,103	1,130,103	568,235	Under	561,868
Total	0	1,130,103	1,130,103	568,235		561,868

**Expenditures:**

	Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
	0	240,387	240,387	69,801	100,427	70,160
99999	0	889,716	889,716	436,099	348,192	105,425
Total	0	1,130,103	1,130,103	505,899	448,619	175,585

Starting date 7/1/2022 Ending date 1/31/2023 Fund: 60 Enterprise Fund

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Starting date 7/1/2022 Ending date 1/31/2023 Fund: 95 STUDENT ACTIVITY

Assets and Resources

**Assets:**

101	Cash in bank		\$172,652.41
102-106	Cash Equivalents		\$0.00
108	Impact Aid Reserve (General)		\$0.00
109	Impact Aid Reserve (Capital)		\$0.00
111	Investments		\$0.00
112	Unamortized Premums on Investments		\$0.00
113	Unamortized Discounts on Investments		\$0.00
114	Interest Receivable on Investments		\$0.00
115	Accrued Interest on 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
161	Bond Proceeds Receivable		\$0.00
171	Inventories for Consumption		\$0.00
172	Inventories for Resale		\$0.00
181	Prepaid Expenses		\$0.00
191	Deposits		\$0.00
192	Deferred Expenditures		\$0.00
199, xxx	Other Current Assets		\$0.00

**Resources:**

301	Estimated Revenues	\$180,070.01	
302	Less Revenues	(\$90,786.50)	\$89,283.51

**Total assets and resources**

**\$261,935.92**

Starting date 7/1/2022 Ending date 1/31/2023 Fund: 95 STUDENT ACTIVITY

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Liabilities and Fund Equity

**Liabilities:**

401	Interfund Loans Payable	\$0.00
402	Interfund Accounts Payable	\$0.00
411	Intergovernmental Accounts Payable - State	\$0.00
412	Intergovernmental Accounts Payable - Federal	\$0.00
413	Intergovernmental Accounts Payable - Other	\$0.00
421	Accounts Payable	\$10.00
422	Judgments Payable	\$0.00
431	Contracts Payable	\$0.00
451	Loans Payable	\$0.00
471	Payroll Deductions and Withholdings	\$0.00
481	Deferred Revenues	\$0.00
580	Unemployment Trust Fund Liability	\$0.00
499, xxx	Other Current Liabilities	\$0.00
<b>Total liabilities</b>		<b>\$10.00</b>

Starting date 7/1/2022 Ending date 1/31/2023 Fund: 95 STUDENT ACTIVITY

Fund Balance:

Appropriated:

753,754 Reserve for Encumbrances \$2,404.98

Reserved Fund Balance:

761	Capital Reserve Account - July 1	\$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	
317	Less: Bud. w/d cap. Reserve Debt Service	\$0.00	\$0.00
762	Reserve for Adult Education		\$0.00
763	Sale/Leaseback Reserve Account - July 1	\$0.00	
605	Add: Increase in Sale/Leaseback Reserve	\$0.00	
308	Less: Bud w/d Sale/Leaseback Reserve	\$0.00	\$0.00
764	Maintenance Reserve Account - July 1	\$0.00	
606	Add: Increase in Maintenance Reserve	\$0.00	
310	Less: Bud. w/d from Maintenance Reserve	\$0.00	\$0.00
765	Tuition Reserve Account - July 1	\$0.00	
311	Less: Bud. w/d from Tuition Reserve	\$0.00	\$0.00
766	Reserve for Cur. Exp. Emergencies - July 1	\$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
755	Reserve for Bus Advertising - July 1	\$0.00	
610	Add: Increase in Bus Advertising Reserve	\$0.00	
315	Less: Bud. w/d from Bus Advertising Reserve	\$0.00	\$0.00
756	Federal Impact Aid (General) - July 1	\$0.00	
611	Add: Increase in Federal Impact Aid (General)	\$0.00	
318	Less: Bud. w/d from Federal Impact Aid (Gen.)	\$0.00	\$0.00
757	Federal Impact Aid (Capital) - July 1	\$0.00	
612	Add: Increase in Federal Impact Aid (Capital)	\$0.00	
319	Less: Bud. w/d from Federal Impact Aid (Cap.)	\$0.00	\$0.00
769	Unemployment Fund - July 1	\$0.00	
	Add: Increase in Unemployment Fund	\$0.00	
678	Less: Bud. w/d from Unemployment Fund	\$0.00	\$0.00
750-752,76x	Other reserves		\$0.00
601	Appropriations	\$180,070.01	
602	Less: Expenditures (\$37,228.23)		
	Less: Encumbrances (\$2,404.98)	(\$39,633.21)	\$140,436.80
	Total appropriated		\$142,841.78
	Unappropriated:		
770	Fund balance, July 1		\$119,084.14
771	Designated fund balance		\$0.00
303	Budgeted fund balance		\$0.00
	Total fund balance		\$261,925.92
	Total liabilities and fund equity		<u>\$261,935.92</u>

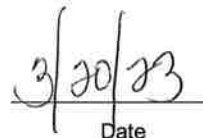
Starting date 7/1/2022 Ending date 1/31/2023 Fund: 95 STUDENT ACTIVITY

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$180,070.01	\$39,633.21	\$140,436.80
Revenues	(\$180,070.01)	(\$90,786.50)	(\$89,283.51)
Subtotal	<u>\$0.00</u>	<u>(\$51,153.29)</u>	<u>\$51,153.29</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>(\$51,153.29)</u>	<u>\$51,153.29</u>
Change in Sale/Leaseback 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>(\$51,153.29)</u>	<u>\$51,153.29</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>(\$51,153.29)</u>	<u>\$51,153.29</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>(\$51,153.29)</u>	<u>\$51,153.29</u>
Change in Tuition 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>(\$51,153.29)</u>	<u>\$51,153.29</u>
Change in Bus Advertising 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>(\$51,153.29)</u>	<u>\$51,153.29</u>
Change in Federal Impact Aid (General):			
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>(\$51,153.29)</u>	<u>\$51,153.29</u>
Change in Federal Impact Aid (Capital):			
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>(\$51,153.29)</u>	<u>\$51,153.29</u>
Less: Adjustment for prior year	\$0.00	\$0.00	\$0.00
Budgeted fund balance	<u>\$0.00</u>	<u>(\$51,153.29)</u>	<u>\$51,153.29</u>

Prepared and submitted by :

  
Board Secretary

  
Date



Starting date 7/1/2022 Ending date 1/31/2023 Fund: 95 STUDENT ACTIVITY

Revenues:		Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
(Total of Accounts W/O a Grid# Assigned)		106,333	73,737	180,070	90,787	Under	89,284
Total		106,333	73,737	180,070	90,787		89,284
Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
(Total of Accounts W/O a Grid# Assigned)		106,333	73,737	180,070	37,228	2,405	140,437
Total		106,333	73,737	180,070	37,228	2,405	140,437

Starting date 7/1/2022 Ending date 1/31/2023 Fund: 95 STUDENT ACTIVITY

Revenues:

	Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
	106,333	73,737	180,070	90,787	Under	89,284
Total	106,333	73,737	180,070	90,787		89,284

Expenditures:

	Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
	106,333	73,737	180,070	37,228	2,405	140,437
Total	106,333	73,737	180,070	37,228	2,405	140,437

# HASBROUCK HEIGHTS BOARD OF EDUCATION CASH REPORT

January 31, 2023

	Cash Balance 1/1/2023	Cash Receipts January-23	Cash Disbursements January-23	Cash Balance January-23
General Fund - 10	5,331,388.69	3,299,983.91	(3,761,472.51)	4,869,900.09
Special Revenue Fund - 20	18,854.48	0.00	(172,023.28)	(153,168.80)
Capital Projects Fund - 30	755,596.68	22.75	0.00	755,619.43
Debt Service Fund - 40	37,112.50	0.00	0.00	37,112.50
Enterprise Fund - 60	810,211.57	75,423.48	(96,125.16)	789,509.89
<b>Total</b>	<b>6,953,163.92</b>	<b>3,375,430.14</b>	<b>(4,029,620.95)</b>	<b>6,298,973.11</b>
Payroll Account	346.69	1,217,555.58	(1,217,555.58)	346.69
Payroll Agency Account	14,399.91	1,001,053.20	(999,813.48)	15,639.63
Unemployment Account	96,520.82	3,118.79	(296.28)	99,343.33
Summer Escrow Account	174,245.27	44,519.19	(465.03)	218,299.43
Flexible Spending Account	598.55	2.11	0.00	600.66
<b>Grand Total</b>	<b>7,239,275.16</b>	<b>5,641,679.01</b>	<b>(6,247,751.32)</b>	<b>6,633,202.85</b>

*Mark N. Huber*

Chief School Administrator

*3/20/23*

Date

Month / Year: 

Jan 31, 2023

03/20/23

Attachment



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)	% Change of Transfers YTD	Remaining Allowable Balance From	Remaining Allowable Balance To
			Data	Data	Col1+Col2	Col3 * .1	+ or - Data			
03200	TOTAL REGULAR PROGRAMS - INSTRUCTION	11-1XX-100-XXX	10,519,647	84,935	10,604,582	1,060,458	131,140	1.24%	1,191,598	929,318
10300 11160	Total Special Education - Instruction, Total Basic Skills/Remedial - Instruct., Total Bilingual Education - Instruction, Total Undistributed Expend - Speech, OT., Total Undist. Expend. - Other Supp. Serv	11-2XX-100-XXX 11-000-216, 217	5,534,595	1,215	5,535,810	553,581	112,473	2.03%	666,054	441,108
15180	TOTAL VOCATIONAL PROGRAMS	11-3XX-100-XXX	0	0	0	0	0	0.00%	0	0
17100 17600	Total School-Sponsored Co/Extra Curricul., Total School-Sponsored Athletics - Instr, Total Before/After School Programs, Total Summer School, Total Instructional Alternative Education, Total Other Supplemental/At-Risk Program, Total Other Alternative Education Progra, Total Other Instructional Programs - Ins	11-4XX-X00-XXX	935,130	4,832	939,962	93,996	(18,869)	-2.01%	75,127	112,865
29180	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	3,507,737	0	3,507,737	350,774	(455,590)	-12.99%	(104,816)	806,364
29680 30620	Total Undistributed Expenditures - Atten, Total Undistributed Expenditures - Health, Total Undist. Expend. - Guidance, Total Undist. Expend. - Child Study Team, Total Undist. Expend. - Edu. Media Serv.	11-000-211, 213, 218, 219, 222	2,736,520	79	2,736,599	273,660	0	0.00%	273,660	273,660
43200 44180	Total Undist. Expend. - Improvement of I, Total Undist. Expend. - Instructional St	11-000-221, 223	272,723	0	272,723	27,272	0	0.00%	27,272	27,272
45300	Support Serv. - General Admin	11-000-230-XXX	614,705	7,975	622,680	62,268	0	0.00%	62,268	62,268
46160	Support Serv. - School Admin	11-000-240-XXX	1,349,669	200	1,349,869	134,987	0	0.00%	134,987	134,987
47200 47620	Total Undist. Expend. - Central Services, Total Undist. Expend. - Admin. Info. Tec	11-000-25X-XXX	682,236	574	682,810	68,281	21,755	3.19%	90,036	46,526
51120	Total Undist. Expend. - Oper. & Maint. O	11-000-26X-XXX	3,223,937	208,905	3,432,842	343,284	633,370	18.45%	976,654	(290,086)
52480	Total Undist. Expend. - Student Transpor	11-000-270-XXX	1,120,892	0	1,120,892	112,089	72,166	6.44%	184,255	39,923
71260	TOTAL PERSONNEL SERVICES -EMPLOYEE	11-XXX-XXX-2XX	5,331,418	0	5,331,418	533,142	(23,914)	-0.45%	509,228	557,056
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 Adv. Res. for Fuel Costs, Increase in IMPACT Aid Reserve (General), Increase in IMPACT Aid Reserve (Capital)	10-607	0	0	0	0	0	0.00%	0	0
72260	TOTAL GENERAL CURRENT EXPENSE		35,829,709	308,714	36,138,423	3,613,842	472,531	1.31%	4,086,373	3,141,311

Month / Year: Jan 31, 2023

03/20/23

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)	% Change of Transfers YTD	Remaining Allowable Balance From	Remaining Allowable Balance To
			Data	Data	Col1+Col2	Col3 * .1	+ or - Data 1/31/2023			
75880	TOTAL EQUIPMENT	12-XXX-XXX-73X	20,467	340,041	360,508	36,051	19,740	5.48%	55,791	16,311
76260	Total Facilities Acquisition and Constr	12-000-4XX-XXX	2,262,675	49,855	2,312,530	231,253	0	0.00%	231,253	231,253
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		2,286,142	389,896	2,676,038	267,604	19,740	0.74%	287,344	247,864
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		38,115,851	698,610	38,814,461	3,881,446	492,271	1.27%	4,373,717	3,389,175



School Business Administrator Signature



Date

Hasbrouck Heights Board of Education									
Transfers									
Jan-23									
					Account Number	Account Description	From	To	
	11	000	100	562		Tuition Other LEAs - Special	35,500		
	11	000	252	600		Supplies and Materials		35,500	Licensing and supplies for technology
	11	000	100	566		Tuition to Private Sch Handi			
	11	000	100	569		Tuition Other (Charter School)	42,173	42,173	Tuition for charter school placements
	11	000	216	320		Purchased Prof. Educational Services			
	11	000	216	610		General Supplies	3,000	3,000	Supplies for related services
	11	000	100	565		Tuition to County Special Services			
	11	000	217	320		Purchased Prof Educational Services	23,009	23,009	One to one aide for an out of district placement
	11	000	262	107		Salaries of Non-Instructional Aides			
	11	000	262	420		Cleaning, Repairs and Maintenance Services	2,800	2,800	District wide repairs
	11	000	100	562		Tuition Other LEAs - Special			
	11	000	262	590		Miscellaneous Purchased Services	5,475	5,475	Professional services for sampling of materials
	11	000	100	562		Tuition Other LEAs - Special			
	11	000	266	420		Cleaning, Repairs and Maintenance Services	6,000	6,000	Monitoring security systems
	11	000	100	562		Tuition Other LEAs - Special			
	11	000	266	610		General Supplies	21,000	21,000	Walkie talkies for district
	11	000	270	420		Cleaning, Repairs and Maintenance Services			
	11	000	270	504		Aid In Lieu Charter Schools	1,022	1,022	Aid in Lieu for charter school students
	11	190	100	640 05		Textbooks			
	11	190	100	610 04		General Supplies	2,263	2,263	Teaching supplies for Euclid
	11	401	100	890 02		Miscellaneous Expenditure			
	11	401	100	610 02		General Supplies	300	300	Supplies for high school play

## District Regulation

**5600 - STUDENT DISCIPLINE/CODE OF CONDUCT (M)****M****A. Purpose**

The Student Code of Conduct and this Regulation are established to achieve the following purposes:

1. Foster the health, safety, social, and emotional well-being of students;
2. Support the establishment and maintenance of civil, safe, secure, supportive, and disciplined school environments conducive to learning;
3. Promote achievement of high academic standards;
4. Prevent the occurrence of problem behaviors;
5. Establish parameters for the intervention and remediation of problem student behaviors at all stages of identification; and
6. Establish parameters for school responses to violations of the code of student conduct that take into account, at a minimum, the severity of the offenses, the developmental ages of student offenders and students' histories of inappropriate behaviors in accordance with N.J.A.C. 6A:16-7.2 through 7.8, as appropriate.

**B. Expectations for Academic Achievement, Behavior, and Attendance**

All students have a responsibility to comply with State statutes and administrative codes for academic achievement, behavior, and attendance, pursuant to N.J.A.C. 6A:32-8 and 13.1.

**C. Behaviors That May Result in Suspension or Expulsion**

In accordance with the provisions of N.J.S.A. 18A:37-2, any student who is guilty of continued and willful disobedience, open defiance of the authority of any teacher or person having authority over the student, the habitual use of profanity or of obscene language, or who shall cut, deface or otherwise injure any school property, shall be liable to punishment and to suspension or expulsion from school. Conduct which shall constitute good cause for suspension or expulsion of a student guilty of such conduct shall include, but not be limited to, any of the following:

1. Continued and willful disobedience;
2. Open defiance of the authority of any teacher or person, having authority over the student;
3. Conduct of such character as to constitute a continuing danger to the physical well-being of other students;
4. Physical assault upon another student;
5. Taking, or attempting to take, personal property or money from another student, or from the student's presence, by means of force or fear;

6. Willfully causing, or attempting to cause, substantial damage to school property;
7. Participation in an unauthorized occupancy by any group of students or others of any part of any school or other building owned by any school district, and failure to leave such school or other facility promptly after having been directed to do so by the Principal or other person then in charge of such building or facility;
8. Incitement which is intended to and does result in unauthorized occupation by any group of students or others of any part of a school or other facility owned by any school district;
9. Incitement which is intended to and does result in truancy by other students;
10. Knowing possession or knowing consumption without legal authority of alcoholic beverages or controlled dangerous substances on school premises, or being under the influence of intoxicating liquor or controlled dangerous substances while on school premises; and
11. Harassment, intimidation, or bullying.

Students shall also be suspended from school for assault upon a school staff member in accordance with the provisions of N.J.S.A. 18A:37-2.1 and 2.2.

#### D. Students' Rights

Students subject to the consequences of the Student Discipline/Code of Conduct Policy and Regulation shall be informed of their rights, pursuant to N.J.A.C. 6A:16-7.1(c)3.i. through vii., that include:

1. Advance notice of behaviors that will result in suspensions and expulsions that have been identified under authority of N.J.S.A. 18A:37-2;
2. Education that supports students' development into productive citizens;
3. Attendance in safe and secure school environments;
4. Attendance at school irrespective of students' marriage, pregnancy, or parenthood;
5. Due process and appeal procedures, pursuant to N.J.A.C. 6A:3-1.3 through 1.17, N.J.A.C. 6A:4 and, where applicable, N.J.A.C. 6A:14-2.7 and 2.8, and N.J.A.C. 6A:16-7.2 through 7.5;
6. Parent notification consistent with the policies and procedures established pursuant to N.J.A.C. 6A:16-6.2(b)3 and N.J.A.C. 6A:16-7.1 through 7.8; and
7. Protections pursuant to 20 U.S.C. § 1232g, Family Educational Rights and Privacy Act; 34 CFR Part 99, Family Educational Rights and Privacy; 20 U.S.C. § 1232h, Protection of Pupil Rights; 34 CFR Part 98, Student Rights in Research, Experimental Programs and Testing; P.L. 104-191, Health Insurance Portability and Accountability Act; 45 CFR Part 160, General Administrative Requirements; 20 U.S.C. § 7165, Transfer of school disciplinary records; 42 CFR Part 2, Confidentiality of Alcohol and Drug Abuse Patient Records; N.J.S.A. 18A:40A-7.1, Confidentiality of certain information provided by pupils, exceptions; N.J.A.C. 6A:16-3.2, Confidentiality of student alcohol and other drug information; N.J.S.A. 18A:36-19, Pupil records, creation, maintenance and retention, security and access, regulations, non-liability; N.J.S.A. 2A:4A-60, Disclosure of juvenile information, penalties for disclosure; N.J.A.C. 6A:32-7, Student Records; N.J.A.C. 6A:14-2.9, Student records, as well as other existing Federal and State laws and rules pertaining to student protections.



#### E. Comprehensive Behavioral Supports

Below are behavioral supports that promote positive student development and the students' abilities to fulfill the behavioral expectations established by the Board. These behavioral supports may include, but are not limited to, the following:

##### 1. Positive Reinforcement for Good Conduct and Academic Success

A student will be provided positive reinforcement for good conduct and academic success.

##### 2. Supportive Interventions and Referral Services

A student may be referred to the school's Intervention and Referral Services Team in accordance with the provisions of N.J.A.C. 6A:16-8.1 and 8.2 and Policy and Regulation 2417.

##### 3. Remediation of Problem Behavior

The following actions may be taken to remediate problem behavior. These actions will take into account the behavior's nature, the students' developmental ages, and the students' histories of problem behaviors and performance.

###### a. Restitution and Restoration

(1) A student may be required to make restitution for any loss resulting from the student's conduct; or

(2) A student may be required, at the discretion of the school district and when appropriate, to restore to its former condition any damaged or defaced property resulting from the student's conduct.

###### b. Counseling

(1) A student may be required to consult with school guidance counselors or Child Study Team members.

(2) The counselor will explain why the student's conduct is unacceptable to the school and damaging to the student, what the consequences of continued misconduct are likely to be, and appropriate alternative behaviors.

3) The counselor may refer the student, as appropriate, for additional counseling, evaluation, intervention, treatment, or therapy. Referrals may be made to the Child Study Team, the school's Intervention and Referral Services Team, a public or private social agency, a legal agency, or any other referral service that may assist the student.

###### c. Parent Conferences

(1) Students may be required to attend a meeting with their parent and appropriate school staff members to discuss the causes of the student's behavior, possible remediation, potential disciplinary measures, and alternative conduct.

###### d. Alternate Educational Program

(1) Students may be assigned to an alternate educational program as recommended by the student's guidance counselor, classroom teacher, Child Study Team, and/or other school staff member.

##### 4. Students with Disabilities

For students with disabilities, the remedial measures and behavioral interventions and supports shall be determined and provided pursuant to N.J.A.C. 6A:14.

F. School Responses to Violations of Behavioral Expectations

1. In accordance with the provisions of N.J.A.C. 6A:16-7.1(c)5, the Student Code of Conduct shall include a description of school responses to violations of behavioral expectations established by the Board of Education that, at a minimum are graded according to the severity of the offenses, and consider the developmental ages of the student offenders and their histories of inappropriate behavior that shall:

- a. Include a continuum of actions designed to remediate and, where necessary or required by law, to impose sanctions;
- b. Be consistent with other responses, pursuant to N.J.A.C. 6A:16-5.5;
- c. Provide for equitable application of the Code of Student Conduct without regard to race; color; religion; ancestry; national origin; nationality; sex; gender; sexual orientation; gender identity or expression; marital, domestic-partnership, or civil union; mental, physical, or sensory disability; or any other distinguishing characteristic, pursuant to N.J.S.A. 10:5-1 et seq. and
- d. Be consistent with provisions of N.J.S.A. 18A:6-1, Corporal Punishment of Students.

G. Description of School Responses

School responses to violations of behavioral expectations are listed below:

1. Admonishment/Reprimand

- a. A school staff member in authority may admonish or reprimand a student's unacceptable conduct and warn the student that additional misconduct may warrant a more severe penalty.

2. Temporary Removal from Classroom

- a. The classroom teacher may direct the student report to the office of the administrator in charge of student discipline.
- b. The teacher will complete a form that indicates the student's name and the conduct that has caused the student's removal from the teacher's room.
- c. The administrator in charge of discipline will interview the student and determine which, if any, additional consequences shall be imposed.

3. Meeting with School Administration and Parent

- a. The student's parent may be required to attend a meeting with the Principal or designee and the student to discuss the student's conduct and to ensure the parent and the student understand school rules and expectations.

4. Deprivation of Privileges

- a. Students may be deprived privileges as disciplinary sanctions when designed to maintain the order and integrity of the school environment. These privileges may include, but are not limited to:

- (1) Moving freely about the school building;
- (2) Participation in co-curricular or inter/intra-scholastic activities;
- (3) Attendance at a school-related social or sports activity;

- (4) Participation in a graduation ceremony;
- (5) Transportation to and from school on a school bus; or
- (6) Any other privilege the Building Principal or designee determines may be appropriate and consistent with Policy and Regulation 5600 and N.J.A.C. 6A:16-7.1 et seq.

#### 5. Detention

- a. A student may be required to report before or after the school day to detention. This detention may be assigned by the teacher or the Principal or designee.
- b. Transportation to detention before school or from detention after school will be the responsibility of the parent.
- c. A student may be excused from detention only for an unavoidable commitment previously made; any such excused detention must be made up on another day.

#### 6. Grade Adjustment

A student who has cheated on a test or assignment, plagiarized material, falsified sources, refused to submit assignments, or otherwise indulged in academic dishonesty or negligence may suffer a reduced grade by virtue of the disqualified work.

#### 7. In-school Suspension

- a. If the school operates an in-school suspension program, a student may be removed from his/her regular classes and required to report to the in-school suspension program.
- b. In-school suspension will not be imposed without the due process procedures set forth in Policy and Regulation 5610.

#### 8. Suspension from School

- a. A student may be denied the right to attend school for a period of time pursuant to N.J.S.A. 18A:37-2, N.J.A.C. 6A:16-7.2 and 6A:16-7.3, and Policy 5610.
- b. Suspension from school will not be imposed without the due process procedures set forth in Policy and Regulation 5610.

#### 9. Expulsion

- a. The Board may expel a general education student from school, pursuant to N.J.S.A. 18A:37-2, N.J.A.C. 6A:16-7.4, and Policy 5620.
- b. Expulsion is an extremely serious disciplinary measure and will not be imposed without the due process set forth in Policy and Regulation 5610 and Policy 5620.

#### H. Chart of Discipline

- 1. Below is a Chart of Student Discipline listing school responses to violations of behavioral expectations. These behavioral expectations and school responses include, but are not limited to:

## Pupil Discipline/Code of Conduct – Grades Six through Twelve

- Students are expected to follow directions of administrators, teachers and other staff members.
- Students are expected to display that type of behavior, which contributes positively to the overall atmosphere of the school.
- Students are expected to demonstrate respect for staff and other students.
- Students are expected to attend school free of alcohol or illegal drugs.
- Students are expected not to be in possession of or sell alcohol or drugs.
- Students are expected to respect all personal and school property.
- Students are expected to conform to dress code policy.

This list represents the minimum actions to be taken. Penalties may vary according to the severity and frequency of the offenses. Any offenses not listed here shall be dealt with on an individual basis. Age, grade, maturity, and intellectual ability play a major role in student behavior. Every discipline problem is dealt with on a case by case basis, allowing for due process. Due process plays an important role of each infraction and may determine a different outcome other than the pre-determined consequences listed below. Clearance from a medical professional may be required before a child is able to return to school as dictated above.

### STUDENT DISCIPLINE/CODE OF CONDUCT

Students are expected to comply with Board of Education Policy & Regulation 5600 – STUDENT DISCIPLINE/CODE OF CONDUCT. Nothing in Policy and Regulation 5600 shall prevent the school administration from imposing a consequence for unacceptable student conduct not listed or included in the chart of Student Discipline.

Chart of Student Discipline

Student Infraction	Offense	Action
INSUBORDINATION- Examples of this type of conduct include, but are not limited to:		
Tardiness to Class	1st offense	Teacher's Discretion

Students are expected to be in class on time.	2nd offense & Subsequent offenses	Teacher's Discretion
.	Excessive offenses	Issue referred to Administration – Central Detention(s), Saturday Detention(s) and/or Removal of Privileges
Tardiness to School	1-3 offenses 4 <sup>th</sup> 7 <sup>th</sup>  10 <sup>th</sup> 13 <sup>th</sup>  >15	Excused Central Detention 2 Central Detentions Saturday School Saturday School (creation of action plan)  Potential loss of period 1 credit (if action plan is not followed)
Failure to Report to Late Sign-In Table and/or Main Office When Late to School  If for any reason you are late to school and arrive after the first period bell, you are to report directly to the <i>Late Sign-In Table</i> for an admit-to-class slip. If you arrive after the first period bell, you are to bring one slip to the Main Office for an admittance.	Any offense	<i>Depending on Circumstance:</i>  May accrue an unexcused absence from class if not in class for a minimum of 30 minutes  May be deemed to be <i>Cutting Class</i> and subjected to disciplinary action

Failure to Attend Teacher Detention	1st offense  2nd offense    Subsequent offenses	Teacher's Discretion   Issue referred to Administration - Central Detention   Issue referred to Administration - Central Detention(s); Saturday Detention(s); In-School Suspension(s); and/or Removal of Privileges
Failure to Attend Saturday Detention without prior approval from the Administration	Any offense	1 Day of In-School Suspension
Chronic Failure to Attend Detention	Any offense	Removal of privileges and/or removal from extracurricular activities outside the school day (including but not limited to sports, field trips, chorus/band concerts, dances and proms). Length/type of removal to be determined by Administrator. Coach and/or advisors will be notified.
Left Class Without Permission (less than 10 minutes)	1st offense  2nd offense & Subsequent offenses	Teacher's Discretion   Refer Issue to Administration - Central Detention; Saturday Detention; and/or Removal of Privileges may occur
Left class without permission (more than 10 minutes)	Any offense	Refer to Administration as Cutting Class

<p>Cutting Class</p> <p>Students are expected to be present for every class in their academic program/schedule.</p> <p>If a pupil misses 10 minutes or more from a class without authorization, this will be considered as a cut. Any cutting in excess of two (2) classes on a given day will be considered truancy. Any quiz/test or classwork missed will result in a grade of "0" with no make-up. If a student loses course credit for cutting, the student must remain in the course to be eligible to make-up credit in summer school. If a student misbehaves he/she will be removed from the course and will have to make it up during the following school year, as summer school credit will not be accepted.</p>	<p>1st offense</p> <p>2nd offense</p> <p>3rd offense</p> <p>4th offense</p> <p>Subsequent</p>	<p>Saturday Detention</p> <p>1-Day In-School Suspension (loss of credit if same course)</p> <p>1-Day Out-of-School Suspension (if same course, loss of credit, removal from course, and loss of summer school credit recovery option)</p> <p>Mandatory 5 day SAP referral (SAP refusal results in OSS)</p> <p>Mandatory 10 day SAP referral (SAP refusal results in OSS)</p>
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<p>Truancy and/or Leaving School Grounds</p> <p>Students are required by law to attend school regularly. By statute, any child who repeatedly is absent without providing proper documentation for an excused absence from school or is found away from school without authorization during school hours and/or whose parent or guardian is unable to cause him/her to attend school shall be deemed to be a juvenile disorderly person and shall be proceeded against as such. A truancy report may be filed with the Bergen County Juvenile Family Crisis Intervention Unit.</p> <p>Any unexcused absence can be considered truancy. Any quiz/test or classwork missed will result in a grade of "0" with no make-up.</p>	1st offense	1- Day In-School Suspension; Removal of Privileges may occur
	2nd offense	
	Subsequent offenses	2- Days In-School Suspension; Removal of Privileges may occur (Loss of credit if same course)
		2-Days In-School Suspension and Removal of Privileges may occur with Mandatory Parent Conference and/or 5 – 10 Days SAP (Suspension Alternative Program)
		(SAP refusal results in OSS)



<p>Using a Cell Phone, IPOD or any other Electronic Devices (Policy 2363)</p> <p>Intentionally/unintentionally using an electronic device when not permitted. Cell phones may not be used at any time in locker rooms and/or bathrooms. The use of video/picture features on cell phones or watches is strictly prohibited during school hours in the school building. The only exception would be for instructional use that has been pre-approved.</p> <p>The Administration recognizes the importance of cellular phones from an emergency and safety standpoint. However, distractions (phone ringing or vibrating) to the quality of the educational program will not be tolerated. Parents and Guardians are reminded to call the school for any emergency situation and should not attempt to reach students by cell phone during the school day.</p>	<p>Middle School</p> <p>1st offense</p> <p>2nd offense</p> <p>3rd offense</p>	<p><i>Student must surrender the device to the school authorities as outlined in BOE Policy 5516. As explained in BOE Policy 5516, the device will be given to the Main Office and will be released to the parent/guardian of the student.</i></p> <p>Issue referred to Administration – Central Detention (phone returned to student at end of the day) Saturday Detention (phone returned to student at end of the day)</p> <p>Saturday Detention</p> <p>1-Day In-School Suspension (phone returned to parent; meeting with VP/Principal to discuss phone privilege in school)</p>
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<p>No student shall bring or possess a remotely activated paging device on school property without the written permission of the Principal and is only granted to student members of a volunteer fire company or first aid, ambulance or rescue squad on a case-by-case basis.</p> <p>*Students may use Electronic Devices before the start of school (prior to 7:55 A.M.), after school ends (2:39 P.M.), or during Lunch Periods, and/or Study Halls with Teacher Permission.</p>	<p>High School</p> <p>1<sup>st</sup> offense</p> <p>2<sup>nd</sup> offense</p> <p>Subsequent</p>	<p>Central Detention (electronic device(s) returned to student at end of the day)</p> <p>Saturday School (electronic device(s) returned to student at end of the day)</p> <p>1 Day In-School Suspension (electronic device(s) returned to parent; meeting with VP/Principal to discuss phone privilege in school)</p>
<p>Defying the Authority of a School Administrator</p> <p>Examples may include but are not limited to:</p> <p>Refusal to hand over an electronic device; a hat; or any personal property not permitted in school and/or change clothing when deemed a violation of District's dress code.</p>	<p>Any offense</p>	<p>Minimum 2-Days Out-of-School Suspension and 1-Day In-School Suspension may result</p>

<p>Dress Code Violation (Policy 5511)</p> <p>The Board of Education understands that dress is a reflection of individual taste, and is often part of a person's identity. Nevertheless, in order to maintain optimum conditions under which learning can take place effectively and safely, the Board of Education must establish guidelines that govern the wearing of any item that materially and substantially interferes with the operation of the school. The Board of Education promulgates the following rules not to produce conformity, but to insure a safe and effective learning environment. At the Hasbrouck Heights High School District, students are expected to be neat and clean in appearance and to dress in good taste. The following guidelines should be followed:</p> <ol style="list-style-type: none"><li>1. For health and safety, footwear must be worn at all times.</li><li>2. Garments designed to be worn as underwear may not be worn as outerwear.</li><li>3. Hats, bandanas, visors, and all other head coverings are prohibited in the school building (except for religious and medical reasons as approved by the administration).</li><li>4. Heavy chains, spiked collars or bracelets, and choke collars are not permitted.</li><li>5. Bare midriffs, strapless or backless garments, tube tops, or any other item of</li></ol>	<p>Any offense</p>	<p><i>Student will change clothing. If no clothes available, the parent will be called to provide appropriate clothing.</i></p> <p>Administration's Discretion</p>
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clothing that exposes the torso are prohibited.

6. Skirts, dresses, and shorts should not end higher than mid-thigh.

7. Any clothing or patches that have writing or pictures that include the following are not permitted:

- References to violence and weapons;
- Racist comments;
- Anti-religious references;
- Sexual connotations;
- References to tobacco, alcohol or drugs.

8. Clothing, apparel and/or accessories that may be construed as gang-related are strictly prohibited.

9. Clothing should not be worn that interferes with or disrupts the operation of the school.

No restrictions on student freedom of dress and adornment which are contrary to law and which might violate the rights of an individual student will be imposed.

Eating/Drinking in unauthorized areas (i.e. classroom)	Any offense	Teacher's Discretion
Students in the Hasbrouck Heights High School District are prohibited from bringing food, coffee, tea, soda, juice, or any other drink to school except for bag lunches brought to school in the morning to be consumed during the lunch periods. At no time should food or drink containers be carried around the building during the school day or taken to the classroom, except to be brought to the cafeteria during lunch periods.	Chronic offenses	Refer to Administration
Using an Outside Vendor to Make Deliveries to School	1st offense  Subsequent offenses	Confiscation of delivery – Warning Issued  Confiscation of delivery – Administrative Discretion - Central Detention(s); Saturday Detention(s); In-School Suspension(s); and/or Removal of Privileges
Not Following Procedures when on <i>Restricted</i> Bathroom/Locker Room & Hallway Status  Using the bathroom without a security escort while on restricted bathroom/locker room status or moving about the building without a security escort will be deemed a form of insubordination and subjected to disciplinary action as noted.	1st offense  2nd offense	Renew length of current restriction  Restricted status for the remainder of the school year and/or Removal of Privileges

<p>Refusal to wear a mask</p> <p>Students are required to wear a mask at all times when in the building, unless doing so would inhibit the student's health. Documentation must be provided by the parent to the school nurse within 3 days of the claim. The documentation provided will be reviewed by the school physician. Submission of the required documentation does not guarantee approval for mask refusal and does not allow immediate non-compliance by the student until the school physician approves the documentation provided.</p>	<p>1st offense</p> <p>2nd offense</p> <p>3rd offense</p> <p>Subsequent</p>	<p>Refer to administration Warning given to student Parent Notification (verbal or in writing)</p> <p>Refer to administration Central Detention Removal from building learning environment for 3 school days Parent Notification (verbal or in writing)</p> <p>Refer to Administration Saturday Detention Removal from building learning environment for 5 school days Parent Meeting Required Meeting with Nurse/SAC/ Counselor</p> <p>Refer to Administration ISS-OSS Removal from building learning environment for 10 days Parent Meeting Required Meeting with Nurse/SAC/Counselor</p>
<p>CONDUCT THAT IS DISRUPTIVE AND/OR DISORDERLY-Examples of this type of conduct include, but are not limited to:</p>		
<p>Minor Disruptive/Inappropriate Behavior Behavior that disrupts the learning/school environment</p>	<p>Any offense</p>	<p>Teacher's Discretion</p>

<p>Major Disruptive/Inappropriate Behavior</p> <p>Behavior that may warrant removal from class, school event/program</p> <p>The Hasbrouck Heights High School District believes students are entitled to an education free from undue disruption. Students who are willfully disrupting the educational program of others will not be tolerated.</p>	Any offense	<p>Refer to Administration - Admonishment/Reprimand; Central Detention(s); Saturday Detention(s); In-School Suspension(s); Out-of-School Suspension(s) and/or Removal of Privileges</p>
Disrespectful to student	Any offense	<p>Refer to Administration - Admonishment/Reprimand; Central Detention(s); Saturday Detention(s); In-School Suspension(s); Out-of-School Suspension(s) and/or Removal of Privileges</p>
Disrespect toward School Personnel	Any offense	<p>Refer to Administration- Penalties may vary according to the severity and frequency of the offense:</p> <p>Saturday Detention(s) to Out-of-school Suspension</p>
<p>Disorderly Behavior in Cafeteria</p> <p>Use of the cafeteria is a privilege and is to be considered as such by all who use it. Each student is responsible for keeping the area clean and neat. Students shall discard all leftovers in the</p>	Any offense	<p>Teacher's Discretion and/or Administration's Discretion – One period and/or up to one week or more of Lunch Detentions</p> <p><i>Students will eat lunch in assigned location.</i></p>

proper receptacles. Students are encouraged to recycle and support our school-wide recycling program.		
Use of Offensive Language (verbal/written/gestures)	Any offense	Refer to Administration- Penalties may vary according to the severity and frequency of the offense: Admonishment/Reprimand to Out-of-school Suspension and Counseling
<p>Inappropriate Use of Computer</p> <p>Unacceptable behavior includes, but is not limited to, falsifying credentials; using someone else's credentials; tampering with hardware, software, or supplies; plagiarism of work or files; software piracy; pornographic pictures or messages; any form or act of harassment.</p>	Any offense	<p>Penalties may vary according to the severity and frequency of the offense.</p> <p>Violations shall be subject to the consequences as indicated in Reg. 2361 and other appropriate discipline which includes but are not limited to: Supervised computer/network privileges Suspension/revocation of computer/network privileges Saturday Detention; In-school Suspension and/or Out-of-School Suspension Expulsion from school and/or legal action</p>
Misuse of Social Media	Any offense	<p>Refer to Administration- Penalties may vary according to the severity and frequency of the offense:</p> <p>In-school suspension to Out-of-school suspension 1-10 days</p>
Inappropriate physical contact	Any offense	Saturday school to out-of-school suspension
Theft/Stealing/Extortion	Any offense	In-school suspension to out-of-school suspension; restitution, possible police notification



Vandalism	<p>1<sup>st</sup> offense</p> <p>2<sup>nd</sup> offense</p>	<p>1-2 days Out-of-school suspension pending severity</p> <p>2-4 days Out-of-school suspension pending severity</p> <p>Police notification, possible charges, restoration at cost to parent</p>
Verbally threatening a staff member	<p>1<sup>st</sup> offense</p> <p>2<sup>nd</sup> offense</p>	<p>3 days Out-of-school suspension; may require psychological evaluation to return to school</p> <p>10 days Out-of-school suspension; may require psychological evaluation to return to school</p>
Verbally threatening a student	Any offense	<p>Refer to Administration- Penalties may vary according to the severity and frequency of the offense:</p> <p>In-school suspension to Out-of-school Suspension</p> <p>May require psychological evaluation to return to school</p>

<p>Possession or Use of Tobacco/Nicotine Products and/or Possession or Use of Electronic Smoking Devices (Vaping)</p> <p>Smoking or use of tobacco/nicotine products, including electronic devices in school buildings, on school grounds, or on school buses by any student enrolled in the district schools, or any guest of an enrolled student, shall not be permitted. Penalties will be enforced for all violators and apply to all forms of tobacco.</p> <p>*If a fire alarm is set off because of smoking or vaping, the school will file a complaint with Police.</p>	<p>1st offense</p> <p>2nd offense</p> <p>Subsequent offense</p>	<p><i>Any student involved in may be subjected to a diagnostic substance screening. Board of Health notification, (NJ Smoke-Free Air Act)</i></p> <p>2 Days Out-of-School Suspension, 1-Day In- School Suspension and restricted bathroom privileges for a marking period. Police notification.</p> <p>4 Days Out-of-School Suspension, 1-Day In- School Suspension and restricted bathroom privileges for a semester. Police notification.</p> <p>4 Days Out-of-School Suspension, 1-Day In- School Suspension or 5- 10 days SAP (Suspension Alternative Program) and restricted bathroom privileges for the remainder of the school year. Police notification. (SAP refusal results in OSS).</p>
<p>Possession of CDS</p>	<p>1<sup>st</sup> offense</p> <p>2<sup>nd</sup> offense</p>	<p>Out-of-school suspension 3-10 days, SAC referral, substance assessment, police notification</p> <p>Out-of-school suspension 5-10 days, SAC referral, substance assessment, police notification</p>

Use of controlled substance	1 <sup>st</sup> offense	<p>Suspended pending substance assessment; referral to SAC/community agency, police notification</p> <p>3-10 days Out-of-school suspension pending positive result; refusal assumes positive result, community service</p>
	2 <sup>nd</sup> offense	<p>Suspended pending substance assessment; referral to SAC/community agency, police notification</p> <p>5-10 days Out-of-school suspension pending positive result; refusal assumes positive result, community service</p>
Sale & Distribution of CDS	Any offense	<p>10 days Out-of-school suspension, pending expulsion meeting with SAC/Administration; police notification</p> <p>Mandatory drug screening per policy/regulation 5530</p>
ACADEMIC DISHONESTY-Examples of such conduct include, but are not limited to:		
Cheating, Plagiarism, Falsifying Sources, Assisting Others in any Form of Academic Dishonesty, etc.	Any offense	<p>Teachers will follow departmental procedures regarding "Cheating". Grade of "0" for assignment. Teacher contacts parent/guardian via phone. Violation is recorded via discipline referral</p>
<p>Examples of Academic Dishonesty include, but are NOT limited to:</p> <ul style="list-style-type: none"> <li>· Copying and submitting work without identifying the source of that work (this is called plagiarism, and includes using material from the</li> </ul>		<p>Parent/Student conference with Teacher and Supervisor if warranted.</p>

Internet without citing the source of the material)

- Providing answers or receiving answers from another student
- Downloading and printing out essays, research papers or “notes” from Internet websites without citing the source
- Copying short response or homework exercises
- Copying another student’s work during a test or quiz
- Using unauthorized notes, electronic devices or other aids during a test or quiz
- Translating text using an electronic language translation program
- Submitting another person’s work as one’s own

Students are expected to complete various assignments in order to demonstrate their mastery of the material being studied. Claiming ownership of another person’s work by submitting that work with your name on it is academically dishonest; it is cheating. Continued instances of cheating may result in a failing grade for the marking period or for the course.

SCHOOL VEHICLE MISCONDUCT & CAMPUS DRIVING MISCONDUCT- Examples of such conduct include, but are not limited to:

Bus Misconduct	1st offense	Discretion of the Administration; Admonishment/Reprimand to Out-of-School Suspension
	Subsequent offenses	<p>Bus suspension (length to be determined- marking period, semester, year)</p> <p><i>Police may be notified. The school may file a complaint with the Police. Restitution of damages if warranted.</i></p>
Driving Dangerously on School Grounds	Any offense	<p>Penalties may vary according to the severity and frequency of the offense</p> <p>Suspension of driving privileges on campus/revocation of parking may occur (length to be determined- marking period, semester, year) and disciplinary action</p> <p><i>Police notified. The school may file a complaint with the Police.</i></p>
Parking a Vehicle in an Unauthorized Space	1st offense	Suspension of driving privileges on campus/revocation of parking (length to be determined-marking period, semester, year) and Saturday Detention
	2nd offense & Subsequent offenses	Removal of Privileges and Police notified to issue summons

*Activating Fire Alarm or Extinguisher	Any offense	<p>4 Days Out-of-School Suspension 1-day In- School Suspension</p> <p><i>Police notified. Mandatory Court referral for legal action, which includes a monetary fine.</i></p>
<p>ENGAGE IN CONDUCT THAT IS VIOLENT IN NATURE- Examples of such conduct include, but are not limited to:</p>		
Arson	Any offense	<p>Out-of-School Suspension pending a BOE Suspension Hearing</p> <p><i>Police notified. May require mental health screen for re-entry to school. Mandatory court referral for legal action, which includes a monetary fine.</i></p>
Damaging school property	Any offense	<p>Penalties may vary according to the severity and frequency of the offense</p> <p>Saturday Detention; In-school Suspension and/or Out-of-School Suspension</p> <p><i>Police notified. The school may file a complaint with Police. Restitution of damages.</i></p>

<p>Fighting and/or Assault</p> <p>The Hasbrouck Heights High School District can neither condone the use of violence in any situation, nor be responsible for determining if a violent response was appropriate. Listed below are definitions of specific behaviors that will result in disciplinary action.</p> <p><i>Fighting:</i> Mutual engagement in a physical confrontation that may result in bodily injury to either party</p> <p><i>Assault:</i> A person attempts to cause or purposely, knowingly, or recklessly causes bodily injury to another.</p>	<p>Any offense</p>	<p>Penalties may vary according to the severity and frequency of the offense</p> <p>3- Days or up to 10-days Out-of-School Suspension</p> <p><i>Police notified. The school may file a complaint with Police. May require mental health screen for re-entry to school, (health screen includes psychological and/or substance evaluation(s). Mandate in-school peer conflict and/or anger management counseling.</i></p>
<p>Possession of Weapons/Firearms</p> <p>Any dangerous weapons or instrument are prohibited from being brought onto school property. Possession of any kind of weapon or instrument that may be used as a weapon will be addressed appropriately.</p>	<p>Any offense</p>	<p>Out-of-School Suspension up to 10-Days and may Incur a Longer-term Suspension Pending a BOE Suspension Hearing Police notified. The school may file a complaint with Police. May require mental health screen for re-entry to school.</p>

ENGAGE IN CONDUCT THAT ENDANGERS THE SAFETY, MORAL, HEALTH OR WELFARE OF OTHERS-

Examples of such conduct include, but are not limited to:

<p>Breach of Security Procedures</p> <p>For example: Any student causing a breach of security by allowing non-students or visitors into the school building via an exterior doorway will be subject to disciplinary action.</p>	<p>Any offense</p>	<p>Penalties may vary according to the severity and frequency of the offense</p> <p>Administration's Discretion - Admonishment/Reprimand; Warning issued; Central Detention(s); Saturday Detention(s); In- School Suspension(s); and/or Removal of Privileges</p>
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<p>Violation of Harassment, Intimidation, and Bullying (HIB) Policy Definition from NJSA: 18A:37-14: "Harassment, intimidation or bullying" means any gesture, any written, verbal or physical act, or any electronic communication, whether it be a single incident or a series of incidents, that is reasonably perceived as being motivated either by any actual or perceived characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, or a mental, physical or sensory disability, or by any other distinguishing characteristic, that takes place on school property, at any school-sponsored function, on a school bus, or off school grounds as provided for in section 16 of P.L.2010, c.122 (C.18A:37-15.3), that substantially disrupts or interferes with the orderly operation of the school or the rights of other students and that:</p> <ul style="list-style-type: none"> <li>- A reasonable person should know, under the circumstances, will have the effect of physically or emotionally harming a student or damaging the student's property, or placing a student in reasonable fear of physical or emotional harm to his person or damage to his property; Has the effect of insulting or demeaning any student or group of students; or</li> <li>· Creates a hostile educational environment for the student by interfering with a student's education or by severely or pervasively causing physical or emotional harm to the student.</li> </ul>	<p>1st offense &amp; Subsequent offenses</p>	<p>Determined by the outcome of the investigation.</p> <p>Disciplinary action may include but not limited to: Admonishment/Reprimand; Central Detention(s); Saturday Detention(s); In- school Suspension and/or Out-of-School Suspension and Counseling</p> <p><i>Police may be notified. The school may file a complaint with the Police. Mandate in-school counseling. May require psychiatric screen for re-entry to school.</i></p>
<p>Gambling</p> <p>Card playing, dice throwing or any similar activity is prohibited on school grounds.</p>	<p>Any offense</p>	<p>Penalties may vary according to the severity and frequency of the offense</p> <p>Administration's Discretion</p>

CUMULATIVE CODE OF CONDUCT INFRACTIONS		
10 Total Discipline Infractions		<p>Possible SAP Referral, counseling upon re-entry to district (SAP refusal results in OSS); Saturday Detention(s); In- school Suspension and/or Out-of-School Suspension and Counseling</p> <p>May include loss of grade level privileges pending nature and severity of infractions, to be determined by VP/Principal</p>
15 Total Discipline Infractions		<p>Possible SAP Referral, counseling upon re-entry to district (SAP refusal results in OSS); Saturday Detention(s); In- school Suspension and/or Out-of-School Suspension and Counseling</p> <p>Results in loss of all grade level privileges for the year</p>

<p>20 Total Discipline Infractions</p>		<p>Mandatory SAP Referral, counseling upon re-entry to district (SAP refusal results in OSS); Saturday Detention(s); In- school Suspension and/or Out-of-School Suspension and Counseling; Long-term suspension</p> <p>Results in loss of all grade level privileges for the year</p>
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ISS/OSS for the year (total incidents)	1st offense	1 Day Suspension from any intra/extra-curricular activities
		3 Day Suspension from any intra/extra-curricular activity
	2nd offense	5 Day Suspension from any intra/extra-curricular activities (possible loss of grade level privileges for the year)
	3rd offense	10 Day Suspension from any intra/extra-curricular activities (possible loss of grade level privileges for the year)
	4th offense	Indefinite Suspension from any intra/extra-curricular activities, loss of all grade level privileges, possible SAP referral
	5th offense	

## Description of School Responses

School responses to violations of behavioral expectations are listed below:

### 1. Admonishment/Reprimand

A school staff member in authority may admonish or reprimand a student's unacceptable conduct and warn the student that additional misconduct may warrant a more severe penalty.

### 2. Temporary Removal from Classroom

- a. The classroom teacher may request a security escort for any student and direct the student report to the office of the administrator in charge of student discipline.
- b. The teacher will complete a referral and disposition form that indicates the student's name and the conduct that has caused the student's removal from the teacher's room.
- c. The administrator in charge of discipline will interview the student and determine which, if any, additional consequences shall be imposed.

### 3. Meeting with School Administration and Parent

The student's parent may be required to attend a meeting with the Principal or designee and the student to discuss the student's conduct and to ensure the parent and the student understand school rules and expectations.

### 4. Deprivation of Privileges

Students may be deprived privileges as disciplinary sanctions when designed to maintain the order and integrity of the school environment. These privileges may include, but are not limited to:

1. Moving freely about the school building;
2. Approved late arrival to school and early dismissal from schools;
3. On-campus Parking;
4. Senior/Junior proms;
5. Utilizing bathroom and locker room facilities freely;
6. Spending free time in the cafeteria during lunch;
7. Participation in extra-curricular or inter/intra-scholastic activities;
8. Attendance at a school-related social or sports activity;
9. Participation in a graduation ceremony;
10. Transportation to and from school on a school bus; or

11. Any other privilege the Building Principal or designee determines may be appropriate and consistent with Policy and Regulation 5600 and N.J.A.C. 6A:16-7.1 et seq.

5. Detention

- a. A student may be required to report before or after the school day to detention. This detention may be assigned by the teacher or the Principal or designee.
- b. Transportation to detention before school or from detention after school will be the responsibility of the student/parent.
- c. A student may be excused from detention with prior administrative approval only for an unavoidable commitment previously made; any such excused detention must be made up on another day.
- d. Types of detentions include, but are not limited to:
  1. Teacher's Detention (length of time to be determined by teacher). Detention is served with the teacher.
  2. Central Detention (2:45 PM – 3:15 PM) High School, (2:45 PM – 3:30PM) Middle School
  3. Morning Detention (7:20 AM – 7:50 AM) High School

6. Lunch Detention

- a. A student may be required to report directly to an assigned location for his/her entire lunch period. The Building Principal or designee may assign this lunch detention.
- b. A student assigned to lunch detention may be required to bring his/her lunch to school.
- c. A student will not be permitted in the cafeteria while serving a lunch detention.

7. Saturday Detention

- a. A Saturday detention is held in an assigned area at the high school from 8:00 – 11:00 A.M.
- b. A student may be required to report to school on Saturday for a detention. The Building Principal or designee may assign this Saturday detention.
- c. Transportation to Saturday detention will be the responsibility of the student/parent.
- d. A student may be excused from Saturday detention with prior administrative approval only for an unavoidable commitment previously made; any such excused detention must be made up on another Saturday.

8. In-School Suspension & Intervention Program (ISSIP)

- a. A student may be removed from his/her regular classes and required to report to the In-school Suspension & Intervention Program.
- b. The purpose of this Program is to provide a level of discipline and intervention to address violations of behavioral expectations, which do not warrant an out-of-school suspension. The intervention development activities, counseling, and discussions with staff members that may include teachers, administrators, guidance counselors, student assistance coordinator, and Child Study Team personnel.
- c. ISSIP will begin promptly for all students; including seniors with late arrival and early dismissal at 7:55 A.M. and conclude at 2:39 P.M.
- d. A student assigned to lunch ISSIP may be required to bring his/her lunch to school.
- e. A student will not be permitted in the cafeteria while on ISSIP without staff supervision.

## 9. Grade Adjustment

A student who has cheated on a test or assignment, plagiarized material, falsified sources, refused to submit assignments, or otherwise indulged in academic dishonesty or negligence may suffer a reduced grade by virtue of the disqualified work.

## 10. Suspension from School

- a. A student may be denied the right to attend school for a period of time pursuant to N.J.S.A. 18A:37-2, N.J.A.C. 6A:16-7.2 and 6A:16-7.3, and Policy 5610.
- b. Suspension from school will not be imposed without the due process procedures set forth in Policy and Regulation 5610.

## 11. Expulsion

- a. The Board may expel a general education student from school, pursuant to N.J.S.A. 18A:37-2, N.J.A.C. 6A:16-7.4, and Policy 5620.
- b. Expulsion is an extremely serious disciplinary measure and will not be imposed without the due process set forth in Policy and Regulation 5610 and Policy 5620.

### Pupil Discipline/Code of Conduct – Grades Pre-Kindergarten through Five

- Students are expected to follow directions of administrators, teachers and other staff members.
- Students are expected to display that type of behavior, which contributes positively to the overall atmosphere of the school.
- Students are expected to demonstrate respect for staff and other students.
- Students are expected to attend school free of alcohol or illegal drugs.
- Students are expected not to be in possession of or sell alcohol or drugs.
- Students are expected to respect all personal and school property.
- Students are expected to conform to dress code policy.
- Detention is a consequence issued by the Principal for grades 3, 4, and 5 only.
- Any act not listed in this “Infraction Grid” will be handled at the discretion of the Principal.

This list represents the minimum actions to be taken. Penalties may vary according to the severity and frequency of the offenses. Any offenses not listed here shall be dealt with on an individual basis. Age, grade, maturity, and intellectual ability play a major role in student behavior. Every discipline problem is dealt with on a case by case basis, allowing for due process. Due process plays an important role of each infraction and may determine a different outcome other than the predetermined consequences listed below. Clearance from a medical professional may be required before a child is able to return to school as dictated above.

Student Infraction	Offense	Action	Comments
Disruptive Behavior	1 <sup>st</sup> offense	Teacher warning	Subsequent offense may include: ISS/OSS or Alternate Placement
	2 <sup>nd</sup> offense	Teacher must notify parent	
	3 <sup>rd</sup> offense	Referral to the Principal/Parent Notification	
	4 <sup>th</sup> offense	Referral to the Principal/Parent Notification/	
	5 <sup>th</sup> offense	Principal's Detention	
		Referral to the Principal/ Principal's Detention/ Parent Conference	



Littering on School Property	1 <sup>st</sup> offense	Referral to the Principal/Warning	
	2 <sup>nd</sup> offense	Referral to the Principal/ Parent Notification	
	3 <sup>rd</sup> offense	Referral to the Principal/Parent Notification/ Principal's Detention	
Offensive Language/Written/Gestures	1 <sup>st</sup> offense	Referral to the Principal/ Parent Notification	Subsequent offense may include: Referral to the Guidance Counselor
	2 <sup>nd</sup> offense	Referral to the Principal/Parent	
	3 <sup>rd</sup> offense	Notification/ Principal's Detention  Referral to the Principal/ Principal's Detention/ Parent Conference	

Inappropriate Physical Contact	1 <sup>st</sup> offense   2 <sup>nd</sup> offense   3 <sup>rd</sup> offense	Referral to the  Principal/  Parent Notification   Referral to the  Principal/Parent  Notification/  Principal's Detention   Referral to the  Principal/  Principal's Detention  Parent Conference	Subsequent offense may include: Referral to the Guidance Counselor
Insubordination - Refusal to Hand Over Unauthorized Device to School  Personnel/Electronics/cell phone	1 <sup>st</sup> offense   2 <sup>nd</sup> offense   Subsequent	Referral to the  Principal/  Parent Notification/  Principal's Detention   Referral to the  Principal/  Principal's Detention/  Parent Conference  Referral to the  Principal/ISS  Parent Conference	

Forging an Official Document	1 <sup>st</sup> offense   2 <sup>nd</sup> offense   3 <sup>rd</sup> offense	Referral to the Principal/ Parent Notification/ Principal's Detention Referral to the Principal/ Principal's Detention/ Parent Conference Referral to the Principal/ISS/ Parent Conference	
Theft Personal/School Property	1 <sup>st</sup> offense   2 <sup>nd</sup> offense   Subsequent	Referral to the Principal/ Parent Notification/ Principal's Detention Referral to the Principal/Principal's Detention/ Parent Conference Referral to the Principal/ISS/ Parent Conference	Police may be notified at any level of offense

Destruction of Property/ Stealing/Arson/False Alarm	1 <sup>st</sup> offense	Up to 5 Days OSS and Restitution for Damages	Police Contacted/Parent Notification
	2 <sup>nd</sup> and subsequent offense	Up to 10 Days OSS and restitution for damages	
Vandalism/Graffiti	1 <sup>st</sup> offense	Referral to the Principal/  Parent Notification/	Police may be notified at any level of offense
	2 <sup>nd</sup> offense	Principal's Detention  Referral to the Principal/ISS/  Parent Conference	Possible Restitution.
Verbally Threatening a Staff Member	1 <sup>st</sup> offense	Referral to the Principal and  Guidance Counselor/ISS/	Police may be notified at any level of offense
	2 <sup>nd</sup> offense	Parent Conference  Referral to the Principal and Guidance Counselor/OSS/  Parent Conference	Subsequent offense may include: Alternate Placement

Fighting	Any offense	Referral to the Principal and Guidance Counselor/ISS/  Parent Conference	If definite self-defense is proven, only the instigator may be punished.  Police may be notified.  Subsequent offense may include: OSS or Alternative Placement
Possession of CDS	Any offense	Indefinite suspension pending assessment and referral to S.A.C.	Police will be notified.  Subsequent offense may include:  Alternative Placement
Sale and Distribution of CDS	Any offense	May include:  10 Day OSS/  Expulsion  Referral to S.A.C.  Referral to Community Agency  Referral to CST  Police will be notified	Seller of drugs and/or controlled dangerous substances while on school property or at school-sponsored events, are to be suspended immediately pending an expulsions hearing.

Use of Controlled Substance/Possession/Alcohol	1 <sup>st</sup> offense	Suspended pending assessment and  Referral to S.A.C.	Police will be notified
	2 <sup>nd</sup> offense	10 Days OSS and Referral to S.A.C.	Subsequent offense may include:  Alternative Placement
Dress Code Violation  (Making appropriate changes may require students to leave school with parental consent)	All	Referral to the Principal/  Parent Notification/  Removal from class until change of clothes is available	
	1 <sup>st</sup> offense  Subsequent	Warning  Principal's Detention	
Smoking	1 <sup>st</sup> offense	Referral to the Principal/Parent Notification/Principal's Detention	Police may be notified.  Possible referral to the SAC
	2 <sup>nd</sup> offense	Referral to the Principal/  Principal's Detention/	
	3 <sup>rd</sup> offense	Parent Conference  Referral to the Principal/ISS/  Parent Conference	

Leaving School Grounds without Permission	Any offense	Police will be notified Referral to the Principal/ISS Parent Conference	Subsequent offense may include:  Alternative Placement
Weapons/Fire-arms/Zero Tolerance	Any offense	Up to 10 Days OSS/ Parents notification/ Police complaint filed	Police charges may be filed.  Possible Alternative Placement
Tardy for School		Please refer to the Elementary  School K – 5 Absences and Excuses section above	Referral to the Intervention and Referral Services Committee
Cutting Detention	1 <sup>st</sup> offense  2 <sup>nd</sup> offense	Referral to the Principal/Parent Notification/2 Principal's Detentions  Referral to the Principal/  2 Principal's Detentions/Parent Conference	Subsequent offense may include: ISS and/or OSS
Harassment/Intimidation/ Bullying (HIB)		As indicated in Policy	

2. The school responses to violations of behavioral expectations that are subject to student discipline including suspension or expulsion pursuant to N.J.S.A. 18A:37-2 outlined in a Chart of Student Discipline shall be consistent with the Board's policies and regulations/procedures on attendance, pursuant to N.J.A.C. 6A:16-7.6 and harassment, intimidation, and bullying, pursuant to N.J.A.C. 6A:16-7.7.

3. The Principal or designee will maintain a list of community-based health and social service provider agencies available to support a student and a student's family, as appropriate, and a list of legal resources available to serve the community.

4. The Board of Education may deny participation in extra-curricular activities, school functions, sports, graduation exercises, or other privileges as disciplinary sanctions when designed to maintain the order and integrity of the school environment.

5. Nothing in Policy and Regulation 5600 shall prevent the school administration from imposing a consequence for unacceptable student conduct not listed or included in a Chart of Student Discipline.

#### I. Student Conduct Away from School Grounds

1. The Building Principal or designee has the right to impose a consequence on a student for conduct away from school grounds that is consistent with the Board's Code of Student Conduct, pursuant to N.J.A.C. 6A:16-7.1.

a. This authority shall be exercised only when it is reasonably necessary for the student's physical or emotional safety, security, and well-being or for reasons relating to the safety, security, and well-being of other students, staff, or school grounds, pursuant to N.J.S.A. 18A:25-2 and 18A:37-2.

b. This authority shall be exercised only when the conduct that is the subject of the proposed consequence materially and substantially interferes with the requirements of appropriate discipline in the operation of the school.

c. Consequences for conduct away from school grounds shall be handled in accordance with the Board approved Code of Student Conduct, pursuant to N.J.A.C. 6A:16-7.1, Policy and Regulation 5600, and as appropriate, in accordance with N.J.A.C. 6A:16-7-2, 7.3, or 7.4.

2. School authorities shall respond to harassment, intimidation, or bullying that occurs off school grounds, pursuant to N.J.S.A. 18A:37-14 and 15.3 and N.J.A.C. 6A:16-1.3, 7.1, and 7.7.

#### J. School Bus Conduct

Violations of the rules regarding student conduct on school buses will be handled as follows:

1. The bus driver will report unacceptable conduct to the Principal of the school in which the student is enrolled by submission of a completed written report that includes the name of the student, the school, and the student's conduct.

2. The Principal or designee will investigate the matter, which may include meeting with the bus driver, bus aide, other students on the school bus, and the student who was reported by the bus driver.

3. The parent will be notified of the student's reported conduct.

4. The Principal or designee will make a determination if the student violated behavioral expectations and the discipline to be administered in accordance with the Code of Student Conduct.

5. If it is determined the misconduct is severe, the student may be suspended from the bus pending a conference with the parent.



#### K. Students with Disabilities

For students with disabilities, subject to Individualized Education Programs in accordance with 20 U.S.C. § 1400 et seq., the Individuals with Disabilities Educational Improvement Act, N.J.A.C. 6A:14, and accommodation plans under 29 U.S.C. §§ 794 and 705(20), student discipline and the Code of Student Conduct shall be implemented in accordance with the components of the applicable plans.

#### L. Records

1. Instances of student discipline will be recorded in the student's file in strict compliance with N.J.A.C. 6A:32-7.1 et seq. and Policy and Regulation 8330.

2. When a student transfers to a public school district from another public school district, all information in the student's record related to disciplinary actions taken against the student by the school district and any information the school district has obtained pursuant to N.J.S.A. 2A:4A-60, Disclosure of Juvenile Information; Penalties for Disclosure, shall be provided to the receiving public school district, in accordance with the provisions of N.J.S.A. 18A:36-19(a), and N.J.A.C. 6A:32-7.5.

a. The record shall be provided within two weeks of the date that the student enrolls in the receiving district.

b. Written consent of the parent or adult student shall not be required as a condition of the record transfer; however, written notice of the transfer shall be provided to the parent or the adult student.

3. When a student transfers to a private school, which includes all sectarian or nonsectarian, nonprofit, institutional day, or residential schools that provide education for students placed by their parents and that are controlled by other than public authority, all student disciplinary records with respect to suspensions or expulsions, shall be provided by the public school district of residence to the private school upon written request from the private school, in the same manner the records would be provided to a public school, pursuant to 20 U.S.C. § 6301, Title IV § 4155 of the Elementary and Secondary Education Act.

4. The Board shall not use a student's past offenses on record to discriminate against the student.

5. All student disciplinary records pursuant to N.J.A.C. 6A:16-7 shall conform with the requirements set forth in N.J.A.C. 6A:16-7.8(d).

#### M. Annual Review

The Superintendent will designate a school staff member to coordinate an annual review and update of Policy and Regulation 5600. The Superintendent's designee will:

1. Compile an annual summary report of violations of the student behavioral expectations and the associated school responses to the violations in the Student Discipline/Code of Conduct Policy and Regulation.

2. Convene a Student Discipline/Code of Conduct Committee comprised of parents, students, and community members that represent the composition of the district's schools and community to review the annual summary report and to develop recommendations, if any, to improve and update the Student Discipline/Code of Conduct Policy and Regulation.

3. The Superintendent's designee shall submit the Committee's recommendations, if any, to improve or update the Student Discipline/Code of Conduct Policy and Regulation.

4. The Superintendent will review the Committee's report with school administrators and will determine if the Student Discipline/Code of Conduct Policy and Regulation should be updated.

5. The Superintendent will recommend to the Board revisions to the Student Discipline/Code of Conduct Policy, if needed.

N. Policy and Regulation Publication and Distribution

The Student Discipline/Code of Conduct Policy and Regulation 5600, including the Chart of Student Discipline shall be disseminated annually to all school staff, students, and parents. These documents may be disseminated in handbooks, electronically, or in hard copy form. Principals will ensure these documents are made available to all students on or before the first day of each school year and to transferring students on the first day of their enrollment in this district.

Adopted: 20 November 2014

Revised: November 17, 2016

Revised: February 16, 2017

Revised: August 24, 2017

Revised: October 26, 2017

Revised: August 29, 2019

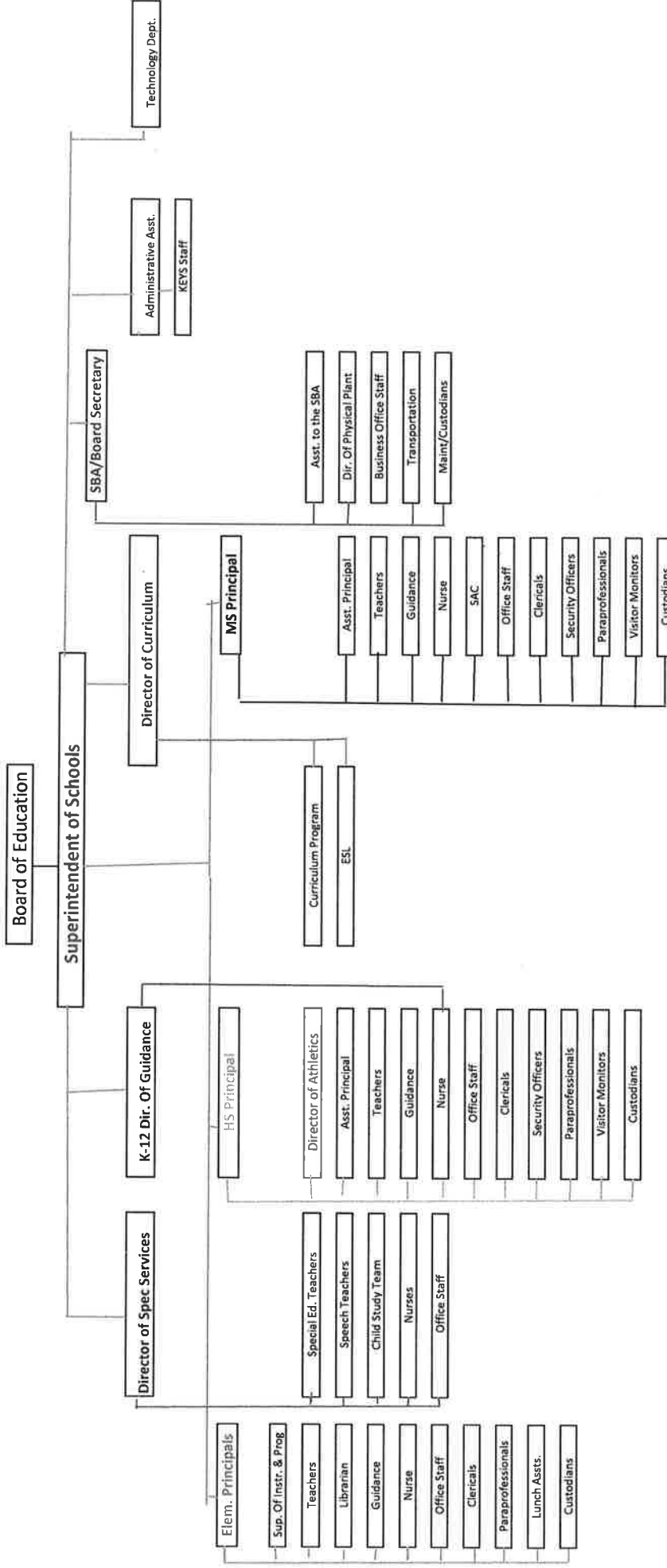
Revised: October 29, 2020

Revised: August 19, 2021

Revised (First Reading): March 23, 2023

# ORGANIZATIONAL CHART

## Hasbrouck Heights Public Schools



Approved: February 28, 2019

Revised: January 26, 2023

Revised (First Reading): February 16, 2023

Revised (Second Reading): March 23, 2023

## 5300 AUTOMATED EXTERNAL DEFIBRILLATORS (AEDS) (M)

### **M**

#### **A. Automated External Defibrillator (AED)**

1. Every school district shall have an AED, as defined in N.J.S.A. 2A:62A-24.
2. The defibrillator will be located in each building so it may be readily accessible by designated staff members that have been trained in cardiopulmonary resuscitation and the use of a defibrillation.
3. For the purpose of this Policy and Regulation, "automated external defibrillator" or "defibrillator" or "AED" means a medical device heart monitor and defibrillator that:
  - a. Has received approval of its premarket notification filed pursuant to 21U.S.C.360(k) from the United States Food and Drug Administration;
  - b. Is capable of recognizing the presence or absence of ventricular fibrillation or rapid ventricular tachycardia, and is capable of determining, without intervention by an operator, whether defibrillation should be performed; and
  - c. Upon determining that defibrillation should be performed, automatically charges and requests delivery of an electrical impulse to an individual's heart.

#### **B. Location and Availability of AED**

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

#### **D. Immunity from Civil Liability**

1. Any person who uses an AED shall request emergency medical assistance from the appropriate first aid, ambulance, or rescue squad as soon as possible. However, a lay person who, in good faith, fails to request such emergency medical assistance shall be immune from civil liability for any personal injury that results from that failure.

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

a. Any person or entity who, in good faith, acquires or provides an AED, renders emergency care or treatment by the use of an AED, assists in or supervises the emergency or treatment by the use of an AED, attempts to use an AED for the purpose of rendering emergency care or treatment, and who has complied with the requirements of Policy and Regulation 5300, N.J.S.A. 18A:40-41.a and b, and N.J.S.A. 2A:62A-23 through 2A:62A-27 shall be immune from civil liability for any personal injury as a result of that care or treatment, or as a result of any acts or omissions by the person or entity in providing, rendering, assisting in, or supervising the emergency care or treatment.

b. A person or entity providing or maintaining an AED shall not be liable for any act or omission involving the use of an AED in the rendering of emergency care by a lay person.

3. The immunity provided in 2. Above shall include the prescribing licensed physician and the person or entity who provided training in cardiopulmonary resuscitation and use of the AED.

4. N.J.S.A. 2A:62A-27 shall not immunize a person for any act of gross negligence or willful. It shall not be considered gross negligence or willful or wanton misconduct to fail to use a defibrillator in the absence of an otherwise pre-existing duty to do so.

#### E. Emergency Action Plan

1. The Superintendent of Schools or designee shall establish and implement an Emergency Action Plan applicable to each school in the district for responding to a sudden cardiac event including, but not limited to, an event in which the use of an AED may be necessary.

a. The Emergency Action Plan shall be consistent with the provisions of N.J.S.A 18A:40-41.a and, at a minimum, shall include a list of no less than five school employees, teams, coaches, or licensed athletic trainers in each school building who hold current certifications from the American Red Cross, American Heart Association, or other training programs recognized by the Department of Health and Senior Services in cardiopulmonary resuscitation and in the use of the AED. This list shall be updated, if necessary, at least once in each semester of the school year.

b. The Emergency Action Plan shall also include detailed procedures on responding to a sudden cardiac event.

#### F. Emergency Response Committee (ERC) Responsibilities

1. Coordinating equipment and accessory maintenance;
2. Maintain on file a specifications/technical information sheet for each approved AED model assigned or donated to the school;
3. Revisions of this procedure and policy as required;
4. Monitoring the effectiveness of this system;
5. Communication with medical director on issues related to medical emergency response program including post-event reviews;
6. Assist with training for emergency responders, if certified as a Basic Life Support (BLS) instructor;
7. Perform and record monthly maintenance check on AED equipment located in their building;
8. Oversee all committee responsibilities, including those under the direction of the other committee members;

9. Selection of employees for AED training and distribution of AED-trained employee lists as required.
10. Coordination of training for emergency responders;
11. Maintain all records specific to the training of emergency responders in the school district; and
12. Perform and record monthly maintenance check on AED equipment located in their building.

G. The School Physician is responsible for:

1. Providing annual medical direction for the use of the AED.
2. Writing an annual prescription for the AED.
3. Reviewing and approving guidelines for emergency procedures related to the use of AED(s) and CPR.
4. Review and evaluation of situations in which AED is used.

H. Certified CPR Staff Members

The AED Users are responsible for:

1. Receiving approval from the ERC to be an approved member of the ERC
2. Successfully complete all required training to be a ERC member including successfully completing an approved CPR and AED training program within the past two years.

I. Medical Emergency Response Team Member Responsibilities:

1. Assess scene for safety
2. Determine unresponsiveness - tap and shout, check for pulse (no more than 10 seconds)
3. Sent someone to phone 911 to activate EMS and get the AED (if not already done)
4. Give 30 chest compressions
5. Open airway and give 2 breaths
6. When AED arrives turn it on, apply electrodes and follow the prompts
7. Continue CPR as needed giving 30 compressions and two breaths until EMS arrives while continuing to follow AED prompts
8. Do not remove AED until EMS arrives

J. Equipment

The AED and first aid emergency care kit will be brought to all medical emergencies. Each AED will have one set of defibrillation electrodes pre-connected to the device and one spare set of electrodes within the AED case. One resuscitation kit will be connected to the AED unit. This kit will contain two pairs of gloves, one razor, one set of trauma shears, one hand wipe, and one facemask barrier device. The ERC designee will be responsible for ensuring that the defibrillation electrodes and the AED battery are within the expiration date listed on the equipment.

K. Medical Response Documentation

1. Internal Post Event Documentation: It is important to document each use of the medical emergency response system. The ERC designee shall submit a written record detailing the event in which the AED was used.
2. External Post Event Documentation: Medical emergencies involving the use of an AED require special documentation. Any and all patient information generated during the AED use

must be collected into the patient's confidential medical file. A copy of AED use information shall be presented to the school Physician of the AED program within a reasonable amount of time.

3. **Post Event Review:** Following each deployment of the ERC or if a volunteer responder activates an AED, a review shall be conducted to learn from the experience. The school physician shall conduct and document the post event review. All key participants in the event shall participate in the review. Included in the review shall be the identification of actions and the collection of opportunities for improvement as well as critical incident stress debriefing. A summary of the post event review shall be sent to the Superintendent of Schools and school physician. The ERC shall maintain a copy of the post event review summary.

#### Location of the AED'S

The location of the AEDs are as follows:

As of February 2018

<u>Facility</u>	<u>Location</u>
Hasbrouck Heights Jr/Sr High School	<ol style="list-style-type: none"> <li>1. Main Hallway - Next to Old Gym Entrance</li> <li>2. Nurses Office - Outside doorway</li> <li>3. 3rd Floor - Across from room 310</li> <li>4. Cafeteria - next to the kitchen</li> <li>5. Hitchcock Field - inside athletic garage</li> </ol>
Depkin Football Field	Field House - Inside ice room
Franklin Fitness Center	Wrestling Gym - Next to main entrance door
Hitchcock Field	Athletic Garage - inside on far wall
Euclid School:	<b>Lower Hallway</b>
Lincoln School:	<b>Lower Hallway</b>

AED's are checked monthly by the ERC designee to ensure each unit is operating correctly and all equipment is up-to-date.

20 November 2014

Revised: May 17, 2018

Revised (First Reading): February 16, 2023

Revised (Second Reading): March 23, 2023