

WINSLOW TOWNSHIP BOARD OF EDUCATION
Regular Board of Education Meeting
Winslow Township Middle School - Cafeteria
Wednesday, November 8, 2023
7:00 p.m.
Minutes

I. **PUBLIC NOTICE** of this meeting was given to all Board Members and Associates in a notice dated **08/11/2023 and 10/31/2023**. Adequate and electronic notice of this Public Meeting has been provided specifying the time, place, and manner in which this meeting is being conducted. It was advertised in the Courier Post, posted in all schools, the Administration Office, the Municipal Building, the Library, Bud Duble Center, Edgewood Acres, Elm Town, and the Winslow Township Post Offices.

II. **MISSION STATEMENT**

The ***Mission*** of the Winslow Township School District, a large diverse and growing community, is to educate all students to become independent, life-long learners, critical thinkers and caring and confident members of their community. The district, in partnership with the community, and in a climate of cooperation and mutual respect, will provide an academic environment which values excellence and diversity, encourages students to strive for personal excellence, and assists them in acquiring the knowledge, skills and attitudes necessary to contribute positively to a rapidly changing world.

III. **ROLL CALL**

Present:	Lorraine Dredde	Joe Thomas
	Rita Martin	Kelly Thomas
	Cynthia Moore	Julie Peterson, Vice President
	Rebecca Nieves	Cheryl Pitts, President

Absent Debbie Esposito

Also Present: H. Major Poteat, Ed.D., Superintendent
Regina Chico, Assistant Business Administrator
Howard Long Jr., Esq., Solicitor (Arrived 7:12 p.m.)

IV. **PLEDGE OF ALLEGIANCE**

V. **2023-2024 DISTRICT GOALS**

(Mr. Thomas)

1. ***Student Achievement*** - Continue to implement best practices for delivering instruction to students utilizing all available and appropriate instructional models. This shall include:
 - a. Develop plans to increase the graduation rate
 - b. Decrease chronic absenteeism
 - c. Increase in benchmark scores in 4th Grade ELA (end of year)
 - d. Accountability for all district staff and stakeholders
2. ***Increase Parent/Caregiver engagement in education:***
 - a. Provide opportunities for two-way communication with district stakeholders
 - b. Implement the culture/climate survey
3. ***Market our strengths and achievements to all stakeholders to increase capacity for greater parent/caregiver/community support:***
 - a. Work with communications consortium
 - b. Continue with our public relations/marketing plan
 - c. Continue to work with the various advisory committees in the district
 - d. Focus on refining our communication methods and messages to better market our school district

VI. AWARDS/PRESENTATIONS

1. NJSLA Presentation – Dr. Poteat

Dr. Poteat gave a detailed presentation on the Spring 2023 New Jersey Student Learning Assessment (NJSLA) results. He provided organizational level summary data by grade and demographic. A question and answer session ensued.

VII. CORRESPONDENCE

None at this time.

VIII. MINUTES

A motion was made by Ms. Nieves, seconded by Ms. Moore, to approve the minutes of the following meeting:

1. Approve the following Meeting Minutes of the Board of Education:

Regular Meeting Wednesday, October 25, 2023 Open Session

Roll Call:			
Ms. Dredde	Yes	Mr. Thomas	Yes
Ms. Esposito	Absent	Ms. Thomas	Yes
Ms. Martin	Yes	Ms. Peterson	Yes
Ms. Moore	Yes	Ms. Pitts	Yes
Ms. Nieves	Yes		
Motion Carried			

IX. BOARD COMMITTEE REPORTS

Athletic Committee – Ms. Martin – None at this time. Mr. Thomas gave an update on Fall sports. The High School Football Team will be paying the Sectional Championship Game this Friday at 6:00 p.m. Women’s and men’s basketball is open for recruitment. Ms. Peterson added that she was at the last football game, and the cheerleaders and marching band performed very well.

Education Committee – Ms. Peterson – None at this time.

Operations Committee – Ms. Dredde – None at this time.

Marketing Committee – Ms. Moore – The committee met on November 1, 2023. She gave kudos to the Administration for the postings on the website and Facebook page. Topics of discussion were with the Consortium and using other social media plus the long range versus short range plans. Minutes are attached. Dr. Poteat responded that some of the plans for the website are in place for short and long term. Ms. Moore inquired if the Board would be able to see questions for the Culture Climate Survey. Dr. Poteat responded no, unless you take the survey yourself. Everything is anonymous and once the survey is taken, the information is collected by Five Star. We won’t see anything other than the results. Ms. Nieves added that there will be a virtual Chat with a Board Member scheduled for this Tuesday, November 14, 2023 at 7:00 p.m. The focus will be on parent engagement and two-way communication. Ms. Pitts added that parents’ matter.

Citizens Advisory Committee – Ms. Martin – None at this time.

Policy/HR Committee – Ms. Pitts – The committee met on Thursday, October 26, 2023. Topics of discussion were changes to new and existing policies for First Reading. Minutes are attached. The next meeting is scheduled for November 16, 2023 at 5:00 p.m. virtual. Ms. Moore inquired about changes to the policies. A discussion ensued.

X. SUPERINTENDENT’S REPORT

A motion was made by Ms. Nieves, seconded by Ms. Moore, to approve A. & B. as recommended by the Superintendent.

A. THE SUPERINTENDENT RECOMMENDS APPROVAL OF THE FOLLOWING ACTION ITEMS:

- 1. First Reading of Board Policies & Regulations **Exhibit X A: 1**

Approve the First Reading of Board Policies and Regulations as listed below and in the attached exhibits:

Policy/Regulation	Policy/Regulation Title
P 2270	Religion in the Schools
P 3161	Examination for Cause
P 3324	Right of Privacy
P 4161	Examination for Cause
P & R 5111	Eligibility of Resident/Nonresident Students
P 8500	Food Services

- 2. Second Reading & Adoption of Board Policies & Regulations **None at this time.**

- 3. Security/Fire Drills **None at this time.**

- 4. Professional Development/Workshops & Conferences **Exhibit X A: 4**

Approve Professional Development/Workshop as listed in the attached exhibit.

- 5. Field Trip(s) **Exhibit X A: 5**

Approve Field Trip(s) as listed in the attached exhibit.

- 6. Tuition Students **Exhibit X A: 6**

Approve the placement of Tuition Students, for the 2023/2024 school year, as listed in the attached exhibit.

- 7. Terminate Out-of-District Placement(s) **Exhibit X A: 7**

Approve to terminate out-of-district placements, for the 2023/2024 school year, as listed in the attached exhibit.

8. Homeless Student(s) **Exhibit X A: 8**
- Approve the placement of Homeless Students as listed in the attached exhibit.
9. Division of Child Protection & Permanency (DCP&P) **None at this time**
10. Fundraiser(s) **Exhibit X A: 10**
- Approve Fundraisers as listed below and in the attached exhibit:
- School 1
- Clothing and Shoe Donations, (2023-2024 School Year), H.S.A.
- School 2
- Jump Rope for Heart, (2/5/24-2/9/24), American Heart Association
- School 5
- Scholastic Spring Bookfair & Family Night, (3/4/24-3/8/24), H.S.A.
 - Family Holiday Shop and Craft Fair, (12/14/23), H.S.A.
- School 6
- McDonald's Dine Out Night, (12/5/23), H.S.A.
- Middle School
- 8th Grade Dance, (1/12/24), H.S.A.
 - Sparks Car Wash, (11/25/23), H.S.A.
 - Scholastic Book Fair, (10/23/23 – 10/27/23), WTMS
 - Spirit Bands, (2023-2024 School Year), Winslow Spirit Club
- High School
- Concession Sales, (2023-2024 School Year), Girls Track Team
 - Chocolate Bars and Assorted Candy Sales, (2023-2024 School Year), Class of 2024
 - Homecoming Photos Sale, (2023-2024 School Year), Class of 2024
 - Wawa Shortie Coupon Fundraiser, (2023-2024 School Year), Class of 2024
11. School 2 – Art Night
- Approval requested for School 2 to hold and Art Night on June 6, 2024 from 6:30 – 8:00 PM. All students, parents and families are invited to view the artwork of grades K-3 students. The H.S.A. will provide refreshments to the guests.
12. Middle School – Community Night
- Approval requested for Winslow Middle School to hold a Parent/Community Night on May 9, 2024 from 6:00 PM to 8:00 PM. Throughout the evening there will be performances by the band, orchestra, and chorus. There will also be several community groups, various activities and light refreshments will be served.

13. Middle School – Newspaper Club

Approval requested for Winslow Township Middle School to establish an after-school Winslow Newspaper Club. The Newspaper Club will be open to all 7th and 8th graders who show an interest in journalism, writing, editing and photo journalism. Students will write and publish articles for the “Soaring Eagle” newspaper. There is no cost to the district.

14. Middle School – Donation Acceptance

The Winslow Township Spirit Club is seeking approval to accept a donation of \$190.00 from The Winslow Middle School H.S.A. The check will be deposited into the Winslow Middle School Spirit Club account number: 96-471-050.

15. High School – Stockton University Partnership Program Agreement

Approve Winslow Township High School to participate in the 2023-2024 High School Partnership Program Agreement with Stockton University. This partnership allows students to take college-level courses and, upon graduation, become eligible for admission to the university and receive credit toward their degree for the approved courses taken while in high school.

16. PSEG Donation

Approve to accept a donation of water saving showerheads from PSEG to be distributed to Winslow Township families.

17. ARP Homeless II Application

Exhibit X A: 17

Approve to amend and submit the 2022 ARP Homeless II application in the amount of \$51,190.00.

Description - ARP Homeless II	Original Budget	Transfer Amount		Revised Budget
		To	From	
20-496-100-100-000-00	\$ 1,968.00		\$ 1,968.00	\$ -
20-496-100-600-000-00	4,500.00		961.00	3,539.00
20-496-200-200-000-00	886.00		886.00	-
20-496-200-300-000-00	6,000.00		6,000.00	-
20-496-200-500-000-00	30,000.00	\$ 15,951.00		45,951.00
20-496-200-600-000-00	7,836.00		6,136.00	1,700.00

Totals	\$ 51,190.00	\$ 15,951.00	\$ 15,951.00	\$ 51,190.00
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18. Acceptance of Donation

Approve the acceptance of donation of a school banner, from Mr. Joe Thomas (Board Member), to the WTHS TV Production Program.

B. Principal's Update

- | | |
|--|---------------------------|
| 1. Harassment, Intimidation & Bullying Report (Oct. 16-31, 2023) | Exhibit X B: 1 |
| 2. Suspension Report | None at this time. |
| 3. Ethnicity Report | None at this time. |
| 4. School Highlights | None at this time. |

Roll Call:			
Ms. Dredde	Yes	Mr. Thomas	Yes (Recuse #18)
Ms. Esposito	Absent	Ms. Thomas	Yes
Ms. Martin	Yes	Ms. Peterson	Yes
Ms. Moore	Abstain	Ms. Pitts	Yes
Ms. Nieves	Abstain		
Motion Carried			

XI. BUSINESS ADMINISTRATOR/BOARD SECRETARY'S REPORT

A motion was made by Ms. Nieves, seconded by Ms. Moore, to approve A. & B. as recommended by the Business Administrator/Board Secretary.

A. REPORTS None at this time.

B. THE BUSINESS ADMINISTRATOR/BOARD SECRETARY RECOMMENDS APPROVAL OF THE FOLLOWING ACTION ITEMS:

- | | |
|---|---------------------------|
| 1. <u>Line-Item Transfers</u> | None at this time. |
| 2. <u>Board Secretary's Report</u> | None at this time. |
| 3. <u>Reconciliation Report</u> | None at this time. |
| 4. <u>Board Secretary's Certification</u> | None at this time. |
| 5. <u>Boards' Certification</u> | None at this time. |
| 6. <u>Bill List</u> | Exhibit XI B: 6 |

- a. Approve the Vendor Bill List in the amount of \$2,480,388.80 as per the attached exhibit.
- b. Ratify the Manual Bill List in the amount of \$20,346.00 as per attached exhibit.

7. Payroll

Approve Payroll, for the month of October 2023, as listed below:

- October 13, 2023 - \$2,556,924.38
- October 30, 2023 - \$2,570,857.58

8. Disposal of School Property

Exhibit XI B: 8

Approve the Disposal of School Property listed below:

Location	Department	Description
High School	Special Ed.	(2) Fire proof file cabinets, 10+ years, locks broken (10) Vertical file cabinets, 10+ years, broken (1) Horizontal file cabinet, 10+ years, broken (6) Teacher chairs, 10+ years, broken (30) Student chairs, 10+ years, broken (1) Mobile computer stand, 10+ years, broken (1) Teacher desk, 10+ years, broken (3) Small tables, 10+ years, broken (3) Small lab tables, 10+ years, broken (2) Small student desk tables, 10+ years, broken (6) Office chairs, 10+ years, broken (1) 6 Foot folding table, 10+ years, broken (1) 2 Door metal cabinet, 10+ years, broken

9. Comprehensive Maintenance Plan, M-1

Exhibit XI B: 9

Approve the submission of the M-1 and the Comprehensive Maintenance Plan for each building as per the attached exhibits.

10. 2024-2025 Budget Preparation Calendar

Approve the 2024-2025 Budget Preparation Calendar

September 21, 2023	Meeting with Superintendent, Assistant Superintendent, Business Administrator and Director of Human Resources to discuss funding issues.
November 2, 2023	Meeting with the Leadership Team to discuss financial outlook/strategies, Comprehensive Maintenance Plan and Capital Projects for the 2024-2025 budget.
November 14, 2023	Operations Committee meeting – Discuss Budget development with Committee members.
Week of November 20, 2023	Budget Handbook and Preparation Packages distributed to Principals and Directors based on ASSA counts.
December 18, 2023	Due date for budgets and justification to be entered in Budget Software.
January 16 - 19, 2024	Business Administrator, Assistant Superintendent will meet with Principals, Directors and staff to review Budgets and recommend revisions if necessary.
January 23, 2024	Operations Committee Meeting – Discuss/update budget development.
January 25, 2024	Superintendent, Assistant Superintendent, Business Administrator and Director of Human Resources will meet to review Budget status.
February 27 2024	Operations Committee Meeting – Present/review draft Budget.
March 11– 15, 2024	Adoption and filing of the Tentative Budget to be submitted to the County Office. (May require a Special Meeting.)
April 24, 2024 – May 7, 2024	Public Hearing (May require a Special Meeting.)

11. Purchases – Educational Services Commission of New Jersey (ESCNJ)

Approve the following purchases, in the following amounts from the following approved Educational Services Commission of New Jersey (ESCNJ) vendor.

Items charged to 11-000-270-615

<u>Wolfington Body Co. Inc. – ESCNJ #22/23-24</u>		
Fittings, Tubes, Valve Kits	Transportation Supplies	\$1,271.00
<u>Wolfington Body Co. Inc. – ESCNJ #22/23-24</u>		
Battery GRPS	Transportation Supplies	\$2,385.36
<u>Wolfington Body Co. Inc. – ESCNJ #22/23-24</u>		
Parts	Transportation Supplies	\$4,535.14

Items charged to 20-378-100-600

<u>CDW Government Inc. – ESCNJ/AEPA-22G</u>		
S/R Perkins Supplies	Perkins Res 23-24 Supplies	\$8,930.95

12. Purchases – Ed Data Vendors

Approve the following purchases, in the following amounts from the following approved Ed Data vendors:

Items charged to 11-212-100-610

<u>School Specialty, LLC – Ed Data #11789</u>		
New Special Ed. Room –		
School 3	General Supplies	\$1,325.49

Items charged to 11-190-100-610

<u>Staples Contract & Commercial, LLC – Ed Data #PHL70112171</u>		
HS Supplies-Guidance	General Supplies	\$2,340.59

13. Professional Development

Approve Ms. Regina Chico, Assistant Business Administrator to attend the NJASBO workshop “Food Service Update” on November 16, 2023 from 9:00 a.m. to 12:00 p.m. The workshop will be held in person in Mt. Laurel, NJ at a cost of \$125 per person.

14. Bus Evacuation Drill Summaries – Fall 2023-2024

Exhibit XI B: 14

Approve the Transportation Department Bus Evacuation Drill Summaries for the Fall of the 2023-2024 school year, per the attached exhibits.

15. New Jersey School Boards Association – Professional Development/Board Members

WHEREAS, The Winslow Township Board of Education is required pursuant to N.J.S.A. 18A:11-12 to adopt policy and approve travel expenditures by district employees and board members using local, State, or Federal funds to ensure that travel is educationally necessary and fiscally prudent; and

WHEREAS, The Board of Education has determined that the training and informational programs sponsored by NJSBA and set forth below are directly related to and within the scope of board members’ duties; and,

WHEREAS, The Board of Education has determined that the training and informational programs sponsored by NJSBA and set forth below are directly related to and within the scope of the listed job title’s current responsibilities and the board’s professional development plan; and,

WHEREAS, The Board of Education has determined that participation in the NJSBA training and informational programs require school district travel expenditures and that this travel is critical to the instructional needs of the district and/or furthers the efficient operation of the district; and,

WHEREAS, The Board of Education has determined that the school district travel expenditures to NJSBA programs are in compliance with State travel guidelines as established by the Department of the Treasury and within the guidelines established by the federal Office of Management and Budget; except as superseded by conflicting provision of Title 18A of the New Jersey Statutes; and,

WHEREAS, The Board of Education finds that a mileage reimbursement rate equal to that of the federal Internal Revenue Service mileage reimbursement rate of \$.47 per mile is a reasonable rate; and,

WHEREAS, The Board of Education has determined that participation in the NJSBA training and informational programs are in compliance with the district policy on travel; therefore be it

RESOLVED, That the Board of Education hereby approves the attendance of the listed number of school board members and district employees at the listed NJSBA training and informational programs, and the costs of attendance including all registration fees, and statutorily authorized travel expenditures, provided that such expenditures are within the annual maximum travel expenditure amount; and, be it further

RESOLVED, That the Winslow Township Board of Education authorizes in advance, as required by statute, attendance at ***the following NJSBA training program and informational event:***

<u>Board Member Name</u>	<u>Program Name</u>	<u>Date</u>	<u>Event Cost</u>
Kelly Thomas	Mercer County SBA Hybrid Meeting (Virtual)	November 16, 2023	NC
	NJSBA Leadership Conference: Everyone Moving Forward Together! (Virtual)	November 17, 2023	\$99
	Delegate Assembly-Non-Voting (Virtual)	December 2, 2023	NC
	Camden/Gloucester County SBA Hybrid Meeting (Virtual)	December 14, 2023	NC

16. Authorize the Execution of an Agreement with the Township of Winslow for the Provision of Police Officers **Exhibit XI B: 16**

**RESOLUTION OF THE WINSLOW TOWNSHIP BOARD OF EDUCATION
 AUTHORIZING THE EXECUTION OF AN AGREEMENT WITH THE TOWNSHIP OF WINSLOW FOR
 THE PROVISION OF POLICE OFFICERS AT THE MIDDLE SCHOOL AND HIGH SCHOOL**

WHEREAS, to best ensure the safety and well-being of the students and staff of the District, the Winslow Township Board of Education (“WTBOE”) has requested from the Township of Winslow (“Township”) that it provide the services of local law enforcement officers to be assigned to the Winslow Township Middle School and Winslow Township High School to provide police security services on a full-time basis; and

WHEREAS, the WTBOE and the Township have agreed to enter into an Agreement for the performance of the aforementioned services which has been attached hereto and incorporated by reference herein; and

NOW, THEREFORE, BE IT RESOLVED, by the Winslow Township Board of Education as follows:

1. The provisions of the **WHEREAS** clauses set forth above are incorporated herein by reference and made a part hereof.
2. The WTBOE hereby approves the Agreement with the Township of Winslow to provide police officers to the Winslow Township Middle School and Winslow Township High School to provide police security services.
3. The WTBOE President, Superintendent, Business Administrator and/or their designees are hereby authorized and directed to take any and all steps necessary to effectuate the execution of the attached Agreement.

17. State Contract Vendors – 2023-2024 – Rescission

Approve the rescission of the following State Contract Vendor previously approved during July 1, 2023 to June 30, 2024. This State Contract bid has expired with the State.

Referenced State Contract Vendors

Commodity/Service	Vendor	State Contract #	Contract Expiration Date
INSPECTION OF FIRE SUPPRESSION	SIMPLEX GRINNELL LP	A83717	10/23/2023

18. State Contract Vendors – 2023-2024

RESOLUTION AUTHORIZING CONTRACTS WITH CERTAIN APPROVED STATE CONTRACT VENDORS FOR BOARDS OF EDUCATION PURSUANT TO N.J.S.A. 18:18A-10a

WHEREAS, the Winslow Township Board of Education, pursuant to N.J.S.A. 18A-18A-10a and N.J.A.C. 5:34-7.29 (c) may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and

WHEREAS, the Winslow Township Board of Education has the need on a timely basis to purchase goods or services utilizing State contracts; and

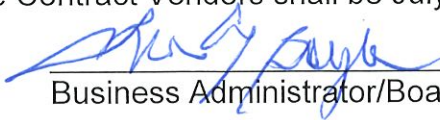
WHEREAS, the Winslow Township Board of Education, intends to enter into contracts with the attached Referenced State Contract Vendors through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current State contracts; now, therefore, be it

RESOLVED, the Winslow Township Board of Education authorizes the Purchasing Agent to purchase certain goods or services from those approved New Jersey State Contract Vendors on the attached list for the 2023-2024 school year pursuant to all conditions of the individual State contracts; and be it further

RESOLVED, that the Winslow Township Board of Education Business Administrator/Board Secretary shall certify to the availability of sufficient funds prior to the expenditure of funds for such goods or services; and be it further

RESOLVED, that the duration of the contracts between the Winslow Township Board of education and the Referenced State Contract Vendors shall be July 1, 2023 to June 30, 2024.

11.8.23
 Date Approved


 Business Administrator/Board Secretary

Referenced State Contract Vendors

Commodity/Service	Vendor Name	State Contract Number
COMPUTER EQUIPMENT, PERIPHERALS & RELATED SERVICES (expiring 01/31/24)	HP COMPANY	A89974
COMPUTER EQUIPMENT, PERIPHERALS & RELATED SERVICES (expiring 01/31/24)	CDW GOVERNMENT LLC (Authorized Dealer)	A89974
COMPUTER EQUIPMENT, PERIPHERALS & RELATED SERVICES (expiring 01/31/24)	DELL MARKETING L.P.	19-TELE-00656
COMPUTER EQUIPMENT, PERIPHERALS & RELATED SERVICES (expiring 01/31/24)	CDW GOVERNMENT LLC (Authorized Dealer)	19-TELE-00656

19. Approve the Proposal for Long-Range Facilities Plan Major (LRFP) Amendment for the Winslow Township School District **Exhibit XI B: 19**

Approve LAN Associates, the District’s Appointed Architect, to update the Winslow Township School District’s Long-Range Facilities Plan (LRFP), for the amount of \$14,674.00 per the attached exhibit. Services will include site visits/surveys, preparation of floorplans and complete the LRFP submission. Services will be charged to 11-000-230-334.

20. Gloucester County Special Services School District 2023-2024 **Exhibit XI B: 20**

Approve the Gloucester County Special Services School District contract to provide Cooperative Transportation Routing for Homeless, Non-public, Special Education, Vocational Education Transportation and Non-Public transportation as needed during the 2023-2024 school year per the attached exhibit.

21. Approve to Solicit Request for Proposal (RFP) for Professional Services

Approve to solicit RFPs for the following Professional Services:

- Engineering Services
- Construction Management Services

Roll Call:			
Ms. Dredden	Yes	Mr. Thomas	Yes
Ms. Esposito	Absent	Ms. Thomas	Yes (Recuse #15)
Ms. Martin	Yes	Ms. Peterson	Yes
Ms. Moore	Yes	Ms. Pitts	Yes
Ms. Nieves	Yes		
Motion Carried			

XII. PERSONNEL

A motion was made by Ms. Nieves, seconded by Ms. Moore, to approve A as recommended by the Superintendent.

A. THE SUPERINTENDENT RECOMMENDS APPROVAL OF THE FOLLOWING ACTION ITEMS:

1. 2023/2024 New Hires

Approve the following New Hires for the 2023/2024 school year:

	Name	Location	Position	Pro-rated Salary	Effective
A	Elly, Shabana	School No. 3	Special Ed. Teacher	\$93,729.00 MA, Step 13	1/1/2024
B	Patrizio, Bianca	Middle School	Special Ed. Teacher	\$72,105.00 BA, Step 10	1/1/2024
C	Small, Stephanie	Transportation	Bus Driver	\$32,760.00 Step 1	11/16/2023

2. Leave of Absence Requests

Approve the following Leave of Absence requests pursuant to documents filed in the Office of Human Resources:

	Staff ID #	Type of Leave	From	To	Paid/Unpaid
A	4268	Medical	11/30/2023	12/14/2023	Paid
B	4671	Medical	11/28/2023	4/28/2024	Paid
C	5331	Medical *Extended Dates	10/26/2023	11/22/2023	Paid
D	5635	Medical	11/1/2023	11/15/2023	Paid
E	5711	Medical	11/13/2023	12/8/2023	Paid
F	5892	Maternity *Extended Dates	1/1/2024	1/26/2024	Unpaid
G	6048	FMLA *Intermittent	11/1/2023	10/31/2024	Unpaid

3. Resignations

Approve the following Resignation for the 2023/2024 school year:

	Name	Location	Position	Effective
A	Molitor, Emily	School No. 3	Preschool Teacher	12/22/2023

4. Retirements

Approve the following Retirement for the 2023/2024 school year:

	Name	Location	Position	Effective
A	Moore, Wayne	Transportation	Bus Driver	2/1/2024

5. Terminations

Approve to terminate the following employee, effective October 30, 2023:

Staff #	Reason
5543	Conduct Unbecoming a Professional

6. 2023/2024 Athletic Coaches

Approve to rescind the following High School Winter Coach for the 2023/2024 school year: (11-402-100-100-402-08)

	Winter Coach	Coach Position	Stipend	Step
A	Handy, Jason	Head Girls' Basketball Coach	\$9,395.00	3

7. Substitute Bus Drivers

a. Approve to rescind the following 2023/2024 Substitute Bus Driver, on an as needed basis, at a rate of \$25.00 per run:

	Name
A	Valentino, Ryan

b. Approve the following 2023/2024 Substitute Bus Driver, on an as needed basis, at a rate of \$25.00 per run:

	Name
A	Carter, Joshua

8. 2023/2024 Non- Public Tutor

Approve Tonya Riggins as a Non-Public Tutor to service Winslow students attending St. Mary's School during the 2023/2024 school year, on an as needed basis, at a rate of \$43.73 per hour. To be paid through ESSA- Title I (20-233-100-300-000-75)

9. 2023/2024 After School Tutors

Approve the following teacher as an After School Tutor for the 2023/2024 school year, at a rate of \$43.73/hour, on an as needed basis: (20-241-100-100-000-02)

	Name	Location
A	Purcell, Ashley	School No. 2

10. Sixth Period Teacher Assignments- Leave of Absence- Amended Dates

Approve the following Middle School Leave of Absence Sixth Period Teaching Assignments for the 2023/2024 school year, effective September 13, 2023 to November 15, 2023: (11-130-100-101-105-07)

	Name	Position	Stipend (pro-rated)
A	Ferguson, Nina	English	\$8,489.00
B	Kownacki, Jennifer	English	\$8,489.00

11. Seventh Period Teacher Assignments- Leave of Absence- Amended Dates

Approve the following Middle School Leave of Absence Seventh Period Teaching Assignments for the 2023/2024 school year, effective September 13, 2023 to November 15, 2023: (11-130-100-101-105-07)

	Name	Position	Stipend (pro-rated)
A	Collier-Laster, Cartrina	English	\$8,489.00
B	Kownacki, Jennifer	English	\$8,489.00

12. Practicum Placements

a. Approve the following 2023/2024 Practicum Placements:

	College/University	Student	Cooperating Teacher	School	Dates
A	Jefferson	Barrett, Brooke	Saintilus, Jessica	School No. 4	1/10/2024- 4/26/2024 15 weeks
B	Rowan	Kopf, Heidi	Nichols, Nicole	School No. 1	1/16/2024- 4/25/2024 14 weeks
C	Stockton	Pagan, Naomi	Lemons, Lena	School No. 1	1/2/2024-4/19/2024 15 weeks

b. Approve the following 2024/2025 Practicum Placement:

	College/University	Student	Cooperating Teacher	School	Dates
A	Rowan	Kopf, Heidi	Nichols, Nicole	School No. 1	9/3/2024-12/19/2024 16 weeks

13. 2023/2024 Volunteers

Approve the following 2023/2024 High School Volunteers:

	Name	Activity/Sport
A	Alwan, Lauren	Girls' Assistant Basketball Coach
B	Pressley, Krissy	Cheerleading Assistant Coach

Roll Call:			
Ms. Dredde	Yes	Mr. Thomas	Yes
Ms. Esposito	Absent	Ms. Thomas	Yes
Ms. Martin	Yes	Ms. Peterson	Yes
Ms. Moore	Yes	Ms. Pitts	Yes
Ms. Nieves	Yes		
Motion Carried			

XIII. ADDENDUM

None at this time.

XIV. OPEN PUBLIC RECORDS ACT (OPRA) REQUEST

1. The Winslow Board of Education responded to the following OPRA Request between October 20, 2023 and November 2, 2023:

Received	Requested by	Document Requested	Approved	Denied
1	Christopher Cattoni American Transparency	An electronic copy of all payment transactions for fiscal year 2022-2023	✓	
2	Andrew Carlton Notionize	Access to and a copy of a listing of all Winslow Township School District full time employees' first, middle and last names, including their title/position, email address, date of hire and building/office location.	✓	

XV. INFORMATIONAL ITEMS

Dr. Poteat addressed the following information items:

- If you went on the District's website after 4:00 p.m. today, you would see that information was placed regarding the Culture Climate Survey. It lets parents know what we are doing and that it is a voluntary survey. We expect one response per school, per household and all responses will be anonymous. The survey will become available to parents on November 16, 2023. Students and staff will be taking the survey on November 15, 2023. The results from the survey will go to Five Star, and at some point, we will receive those responses. There will be a Robocall tomorrow night and on Monday in reference to the Culture Climate Survey.
- There will be a Robocall for Chat with a Board Member. Both calls are one in the same. One will be for the Culture Climate Survey and the other will be for Chat with a Board Member, to inform the parents that it is a virtual meeting. A lot of information will be available on the District's website. We plan to make additional announcements on the Culture Climate Survey as we continue to move forward. The survey for parents will be available from November 16-30, 2023. That gives parents and the community two weeks to take advantage of this opportunity. Parents cannot have more than one response since it's one response per school per household. Mr. Thomas added that he appreciates the fact that we go all in for the Culture Climate Survey, Chat with a Board Member and Community engagement. He asked that we do the same thing for the athletic department because athletics play a great part in academics. Ms. Nieves inquired about the turn around for the Culture Climate Survey results. Dr. Poteat responded that he needs to speak with the company to get a definitive answer. A discussion ensued.

XVI. OLD BUSINESS

Ms. Pitts reminded Board members to complete the Board Self-Evaluation by logging into (NJSBA), New Jersey School Board Association.

XVII. NEW BUSINESS

Mr. Thomas gave a shout out to the 9 and 10-year-old Winslow Maullers, coached by one of our alumni's, for winning the State Championship. We would like to invite them to our High School game on Friday for acknowledgment, and give them a sense of what it will feel like when they come to the Eagles nest. Ms. Nieves commended the administrators for emails that have gone out to parents. She has received a lot of email communication from both of her children's schools and wanted to remind parents who are not receiving emails, to check that the school has the correct email and make sure that the emails aren't blocked.

XVIII. PUBLIC COMMENTS (Time Limited)

The Winslow Township Board of Education highly values the input of citizens in making important decisions that affect the children of our community. We also believe in the rights of citizens to observe Board Meetings. To ensure that all of our citizens have the opportunity to attend School Board Meetings and offer comment, and to ensure that the Board can conduct the important business of the District, we ask that speakers follow the guidelines for making public comments.

Notation of Public Comments on Agenda Items – The Board President or Board Secretary will recognize those individuals in the audience who wish to make comment.

Please respect the following procedures:

1. All members of the public attending School Board Meetings must treat each other and the Board with respect.
2. State your full name and address.
3. Please limit your comments to *four minutes*.
4. Submit your questions to the Board of Education with your name, address and telephone number where you can be contacted. Your questions will be answered within a reasonable time.
5. Individuals offering citizen comment are not permitted to make personal attacks on any District employee, Board Member, other testifier or member of the public.

A motion was made by Ms. Nieves, seconded by Ms. Moore, to open the meeting for Public Comments at 8:52 p.m.

Voice Vote: All in favor

Dr. Steven Deo

Dr. Deo appreciated that we have a public forum that is broadcasted through the website. He asked if the audio issues could be addressed and he appreciated that the presentation given tonight on state testing was very comprehensive. Dr. Deo stated that the commitment to making teaching and learning the most important meaningful experience was missing. He talked about mental health as well as social and emotional learning.

Debbie Murphy

Ms. Murphy is a member of the marching band and she thanked Mr. Thomas for recognizing what the marching band does. She also wanted to let the community know that they can go on www.njsiaa.org (New Jersey State Interscholastic Athletic Association) to order tickets. The cost for tickets is \$5.00. Ms. Murphy also added that the marching band performed at Hershey Stadium on Sunday and reached a season high score of 88.3 and came in 7th place.

Wanda Glaud

Ms. Glaud congratulated the band, football team and all of the Board of Education members who won the election. She also had questions regarding the survey. Ms. Glaud asked if there will be a test run for each school to ensure there will be no technical difficulties for the parents. She also asked if a parent would be able to take the survey more than once if there are two children in the same school. Ms. Glaud also inquired how the survey is being administered to the teachers. She asked if there will be a breakdown of each question and how they will be answered. Dr. Poteat responded that they have conducted a test run and if there are any glitches, they will be addressed. He also told her that teachers' responses will be anonymous and he will not know how they responded since the answers will go directly to the dashboard. If there are two children in the same school, the parent will only be able to complete one survey and be able to address both student's experiences.

Jennifer Brittain

Ms. Brittain would like to understand and be aware of what the expectations are for students who are taking the survey. She also stated that the survey seems as though it's only being issued to the community. She's curious if there will ever be a survey that goes out to the community at large so that we can get an understanding of the culture and experience and why parents are not sending their students to the District. In regards to the Chat with a Board Member, she thanked the Board for putting that together. She did attend and appreciated the opportunity to be heard, to speak, and to get direct feedback. There were some very good suggestions and ideas that were brought up and she's curious to know what the responses were and how they will relay the feedback. Dr. Poteat responded that for the Culture Climate Survey, students were always included, from third grade to twelfth grade. The survey would not be as effective if students didn't give their opinions. This survey will not be sent to the community at large since the survey is primarily for individuals who are in the school or directly associated with the school. Ms. Nieves and Dr. Poteat responded to her question in regards to Chat with a Board Member. Dr. Poteat added that hopefully, once we get the survey results, we will be able to address concerns that the Board Members heard from parents. Dr. Poteat also explained that the recommendation for the Culture Climate Survey came to him through the community. He stated that the Citizens Advisory Committee made a recommendation and asked him to act on it. Ms. Glaud explained to the Board what Ms. Brittain was trying to ask which was; How is the survey going to be administered to a third grader and if they will be able to effectively answer those questions? Dr. Poteat explained that the survey will be administered based on grade level, so it will not be incomprehensible for them.

XIX. ADJOURNMENT OF PUBLIC COMMENTS

A motion was made by Ms. Nieves, seconded by Ms. Moore, to close the meeting for Public Comments at 9:15 p.m.

Voice Vote: All in favor

XX. EXECUTIVE SESSION

A motion was made by Ms. Nieves, seconded by Ms. Moore, to approve adoption of Executive Resolution and adjournment to Executive Session at 9:15 p.m.

WHEREAS, the Open Public Meetings Act (N.J.S.A. 10:4-6 et seq.) requires all meetings of the Winslow Township Board of Education to be held in public, except as set forth in N.J.S.A. 10:4-12(b) which provides for nine (9) types of matters that may lawfully be discussed in "Executive Session," i.e. without the public being permitted to attend; and

WHEREAS, the Winslow Township Board of Education has determined that certain issues set forth below are permitted by N.J.S.A. 10:4-12(b) to be discussed without the public in attendance shall be discussed during an Executive Session to be held on November 8, 2023 at 9:15 p.m.; and

WHEREAS, the nine (9) exceptions to public meetings set forth in N.J.S.A. 10:4-12(b) are listed below, and the items to be privately discussed that fall within such exceptions shall be identified and written, and after each exception is a space where additional information that will disclose as much information about the discussion as possible without undermining the purpose of the exception as follows:

- "(1) Any matter which, by express provision of Federal law, State statute or rule of court shall be rendered confidential or excluded from public discussion." The legal citation to the provision(s) at issue is: federal and state statute and the nature of the matter, described as specifically as possible without undermining the need for confidentiality is two student matters;
- "(2) Any matter in which the release of information would impair a right to receive funds from the federal government." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is _____;
- "(3) Any material the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including but not limited to information relative to the individual's personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publicly." The nature of the matter, described as specifically, as possible without undermining the need for confidentiality is _____;
- "(4) Any collective bargaining agreement, or the terms and conditions of which are proposed for inclusion in any collective bargaining agreement, including the negotiation of terms and conditions with employees or representatives of employees of the public body" The collective bargaining contract(s) discussed are between the public body and _____;
- "(5) Any matter involving the purchase lease or acquisition of real property with public funds, the setting of bank rates or investment of public funds where it could adversely affect the public interest if discussion of such matters were disclosed." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is _____;
- "(6) Any tactics and techniques utilized in protecting the safety and property of the public provided that their disclosure could impair such protection. Any investigations of violations or possible violations of the law." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is _____;
- "(7) Any pending or anticipated litigation or contract negotiation in which the public body is or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer." The parties to and docket numbers of each item of litigation and/or the parties to each contract discussed are pending litigation and nature of the discussion, described as specifically as possible without undermining the need for confidentiality is DelGuercio et al vs. Winslow Township Board of Education;

“(8) Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting.” The employee(s) and/or title(s) and nature of the discussion, described as specifically as possible without undermining the need for confidentiality are:

_____;

“(9) Any deliberation of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party as a result of an act of omission for which the responding party bears responsibility.” The nature of the matter, described as specifically as possible without undermining the need for confidentiality is

_____;

WHEREAS, the length of the Executive Session is estimated to be 60 minutes after which the public meeting shall reconvene and immediately adjourn.

NOW, THEREFORE, BE IT RESOLVED that the Winslow Township Board of Education will go into Executive Session for only the above stated reasons.

BE IT FURTHER RESOLVED that the Board hereby declares that its discussion of the aforementioned subject(s) will be made public at a time when the need for confidentiality no longer exists, or the public’s interest in disclosure is greater than any privacy or governmental interest being protected from disclosure.

BE IT FURTHER RESOLVED that the Board Secretary/Board Solicitor, shall read aloud enough of this resolution so that members of the public in attendance can understand, as precisely as possible, the nature of the matters that will privately discussed.

BE IT FURTHER RESOLVED that the Board Secretary, on the next business day following this meeting, shall furnish a copy of this resolution to any member of the public who requests one at the fees allowed by N.J.S.A. 47:1A-1 et seq.

Roll Call:			
Ms. Dredde	Yes	Mr. Thomas	Yes
Ms. Esposito	Absent	Ms. Thomas	Yes
Ms. Martin	Yes	Ms. Peterson	Yes
Ms. Moore	Yes	Ms. Pitts	Yes
Ms. Nieves	Yes		
Motion Carried			

XXI. ADJOURNMENT OF EXECUTIVE SESSION

A motion was made by Ms. Nieves, seconded by Ms. Moore, to close the meeting of the Executive Session at 11:08 p.m.

Voice Vote: All in favor

XXII. ADJOURNMENT

A motion was made by Ms. Nieves, seconded by Ms. Moore to adjourn the meeting at 11:08 p.m. All Ayes.

Respectfully Submitted,

Regina Chico
Assistant Business Administrator

Winslow Township School District

Policy Committee Meeting

October 26, 2023

Minutes

Present:

Ms. Cheryl Pitts, Board President, Ms. Kelly Thomas and Dr. Dorothy Carcamo, Assistant Superintendent.

The Policy Committee held a virtual meeting on Thursday, October 26, 2023 at 5:06 pm to review changes to new and existing policies and regulations to present for a first reading at the November 8, 2023 Board of Education meeting. The policies and regulations reviewed were:

Policies:

- # 2270 Religion in the Schools
- # 3161 Examination for Cause
- # 3324 Right to Privacy
- # 4161 Examination for Cause
- # 8500 Food Services
- # 5111 Eligibility of Resident/ Nonresident Students

Regulation:

- # 5111 Eligibility of Resident/ Nonresident Students

The committee continued discussion of **Policy # 5516 Use of Electronic Devices** and decided that it will continue with plans to readdress the current policy.

All policies and regulations were approved to be moved forward for 1st reading at the November 8, 2023 Board of Education meeting.

The meeting was adjourned at approximately 5:35 pm.

Winslow Township Board of Education

Marketing Committee Meeting

Wednesday, November 1, 2023 at 4:00 p.m.

Attendees: Rebecca Nieves, Dion Davis, and Cynthia Moore

Absent: Joe Thomas

1. Chat with BOE members is scheduled for Tuesday, November 14, 2023 at 7:00 pm via WebEx. The board members participating are Rebecca Nieves, Cheryl Pitts, and Cynthia Moore. There is room for one more board member. Emails have been sent to parents. Ask about having the Chat recorded for sharing. The next Chat will be held at the end of the second marking period. Virtual or in person - to be determined.
2. Kudos to the administration for the increase in postings to the district's website and Facebook page.
3. Communications Consortium - suggest use of other social media. Ask about long range vs. short range plans. Ask for update on this collaboration.

Submitted by Cynthia Moore, Chair

Winslow Township Municipal's Education Committee and
Winslow Township Board of Education Sub-Committee Meeting
3:30 p.m.
Thursday, October 26, 2023
Winslow Township Board of Education's District Office

- I. The Joint Meeting of the Winslow Township Municipal's Education Committee and Winslow Township Board of Education Sub-Committee was called to order at 3:35 p.m., October 30, 2023, Board of Education's District Office by Mrs. Pitts, Board President

- II. Attendance:
 - A. Winslow Township Board of Education Sub-Committee Members in attendance were:
Dr. H. Major Poteat, Superintendent
Mrs. Cheryl Pitts, Board President
Ms. Julie Peterson, Board Vice President
Ms. Rita Martin, Board Member
Mr. Joseph Thomas, Board Member
 - B. Winslow Township Municipal's Education Committee Members in attendance were:
Mrs. Marie Lawrence, Mayor
Mr. Joseph Gallagher, Township Administrator
Mr. Carlos Vacos, Ward II Committeeman (Chairperson of the Marketing Committee and Chairperson of the Ad-Hoc Athletic Committee)

- III. Discussion Topics:
 - A. Overview of the meetings held with the School Board Liaison Committee and Members of the Winslow Township Governing Body. The meeting addressed concerns and strategies for the Board and Township to develop better relationships and more collaborative partnerships.
 1. Shared Services
 2. Parks & Recreation
 - a) Use of facilities
 3. Relationship with various entities
 - a) Resource Officers
 - b) Fueling for district vehicles
 - c) Privatization issues
 - d) Joint Winslow Township Newsletter "Connections" (Message from the Winslow Township School District Superintendent) distributed to the residents of Winslow based on their address, along with posting on both websites (Board approved November 2012)
 - e) Lighting for Friday Night Games
 - f) Mobile Vision Van and Public Screening Van
 - g) Winslow Township Fire Department and Police Department Presentations at School Board meetings
 - B. Winslow Township Municipal Committee and Winslow Township Board of Education Special Days
 1. Winslow Township Municipal Recognition Days and Candlelight Vigils
 2. Read Across America
 3. Martin Luther King, Jr. Day of Service
 4. Juneteenth Day

5. Family Day
 6. District's Career Events
- C. Reestablish joint quarterly meetings between the Winslow Township Municipal's Education Committee and the Winslow Township Board of Education under the mission of "Winslow United," a school-municipal cooperation.
1. Rational
 - a) Working Relations
 - 1) Continue to maintain open lines of communication
 - 2) Shared Advocacy
 - 3) Joint Planning
 - 4) Collaborative Helping Those in Need
 - 5) Pride in Students
 - 6) Model Teamwork
 - b) Strengthening School-Municipal Relations
 - 1) Practical application of communications curriculum through experiential learning opportunities for our students
 - 2) Points of Interest
 - a) Scholarships
 - b) Careers
 - c) Shares Services
 - d) Municipal and School District entities work together on a "Focus on Students" day or night

IV. Next joint quarterly committee meeting will be scheduled for February 2024

V. Meeting adjourned at 4:55 p.m.

2023-2024 PROFESSIONAL DEVELOPMENT WORKSHOPS/CONFERENCES
November 8, 2023

EXHIBIT NO. XA:4

SCHOOL	STAFF	POSITION	DATE OF ACTIVITY	WORKSHOP	COST	ACCT # CHARGED
BOE	Marchelle Coleman	Supervisor of Special Education	10/27/23	Directors Meeting	n/c	n/a
HS	Kurt Marella	Principal	11/29/23-12/2/23	ACTE Career Tech Vision 2023 Virtual Conference	\$400.00	20-378-200-500-000-00
HS	Stacy Diggs	Assistant Principal	11/29/23-12/2/23	ACTE Career Tech Vision 2023 Virtual Conference	\$400.00	20-378-200-500-000-00
HS	Cindy Gary	CTE Early Childhood	11/29/23-12/2/23	ACTE Career Tech Vision 2023 Virtual Conference	\$400.00	20-378-200-500-000-00
HS	Jena Clark	Teacher	11/29/23-12/2/23	ACTE Career Tech Vision 2023 Virtual Conference	\$400.00	20-378-200-500-000-00
HS	Norman Ingram	Teacher	11/29/23-12/2/23	ACTE Career Tech Vision 2023 Virtual Conference	\$400.00	20-378-200-500-000-00
HS	Ginger Gorman	School Counselor	11/29/23-12/2/23	ACTE Career Tech Vision 2023 Virtual Conference	\$400.00	20-378-200-500-000-00
HS	Gwen Del Buono	Teacher	11/29/23-12/2/23	ACTE Career Tech Vision 2023 Virtual Conference	\$400.00	20-378-200-500-000-00
HS	Greg Safko	Teacher	11/29/23-12/2/23	ACTE Career Tech Vision 2023 Virtual Conference	\$400.00	20-378-200-500-000-00

**WINSLOW TOWNSHIP SCHOOL DISTRICT - REQUEST FOR SCHOOL FIELD TRIPS
BOARD APPROVAL DATE: Wednesday, November 8, 2023**

EXHIBIT NO. XA:5

Sch	Date of Trip	Destination (Trip Information)	Teacher/Coach	Bus(es)	# of Pupils	Departure/Return Time
1	04/15/2024	The Barnes Foundation Philadelphia, PA (Students to view a collection of artwork that features artists that are being studied)	Ms. Martin 5 Chaperones	2	69	Depart: 9:15 a.m. Return: 12:00 p.m.
2	11/21/2023	The College of NJ Trenton, NJ (Students to attend the NJ Technology Student Association High School Leadership conference)	Mr. Safko	1 mini	9	Depart: 7:30 a.m. Return: 2:30 p.m.
3	12/01/2023	Township of Winslow Municipal Building Braddock, NJ (The Jazz Band to perform at the tree lighting ceremony)	Mr. Jarvela	1 +Equip Bus	20	Depart: 6:00 p.m. Return: 9:00 p.m.
4	12/09/2023 (Saturday)	Lenape High School Medford, NJ (South Jersey Chorus rehearsal for students) Snow Date: December 16th	Mr. Doheny	1 mini	8	Depart: 12:30 p.m. Return: 5:30 p.m.
5	01/06/2024 (Saturday)	Lenape High School Medford, NJ (South Jersey Chorus rehearsal for students) Snow Date: January 13th	Mr. Doheny	1 mini	8	Depart: 12:30 p.m. Return: 5:30 p.m.
6	01/11/2024	Rowan University Glassboro, NJ (South Jersey Chorus rehearsal for students) Snow Date: January 13th	Mr. Doheny	1 mini	8	Depart: 8:00 a.m. Return: 1:30 p.m.
7	01/19/2024	Lenape High School Medford, NJ (South Jersey Chorus rehearsal for students)	Mr. Doheny	1 mini	8	Depart: 4:30 p.m. Return: 9:30 p.m.
8	01/26/2024	Washington Township High School Sewell, NJ (South Jersey Chorus rehearsal for students)	Mr. Doheny	1 mini	8	Depart: 4:30 p.m. Return: 9:30 p.m.

2023-2024

OOD PLACEMENT-BUDGET

SCHOOL	STUDENT ID#	DOB	STATE ID #	CLASS	GR	STATE & OTHER TUITION	REGULAR TUITION	ESY TUITION	RELATED SERVICES	TOTAL	BOARD AGENDA
BCSS											
05-0605-030	4141	6/24/2010	5374570426	AUT	8	\$3,772.00	\$57,010.00		\$46,675.00	\$107,457.00	11/8/23
Durand School											
IDEA	4002	4/1/2012	5162073261	AUT	5	\$67,620.00				\$67,620.00	11/8/23
Larc School											
88269001	4169	12/8/2002	6880068028		12		\$51,471.00		\$33,250.00	\$84,721.00	11/8/23
Mckinney-Vento Eligible											
HOMELESS											

EXHIBIT NO. XA:6

2023-2024 Termination of OOD Students
November 8, 2023

	Student #	Placement	Effective	Cost	Reason for Termination of Placement
A	4141	Durand Academy	10/20/23	\$103,239.00	Change in Placement

EXHIBIT: XA:8

2023-2024 HOMELESS STUDENTS

November 8, 2023

	SENDING DISTRICT	STUDENT ID	GRADE
A	Winslow Township	2744	11

WINSLOW TOWNSHIP SCHOOL DISTRICT
FUNDRAISER REQUEST

This form must be submitted and approved four (4) weeks prior to the date of the fundraiser.

School: One

Club/Organization: School One HSA

Person Submitting Request: Jessica Chandler

Date(s) of Fundraiser: Nov 2023-Dec 2024 Time of Activity: Continuous

Fundraising Activity: People are able to drop clothes/shoes off in bin to be collected monthly.

Location of Activity: Bin location to be determined by principle or board.

Cost Per Item/Person: 0 Sale Price: _____ Anticipated Profit: _____

Intended Use of Raised Funds: Student activities

Vendor Description (If Appropriate): Clothingfundraiser.com- bin is placed at School 1 for free
Company collects clothing, gives HSA check, and distributes to local areas in need.

Is there any commission or other gain to be received by school or advisor? Yes No

If Yes, please explain: _____

APPROVED BY: Administrator: [Signature] Date: 10/25/23

Superintendent/Designee: [Signature] Date: 10/25/23

OCT 25 2023

Assistant Superintendent of
Curriculum and Instruction

WINSLOW TOWNSHIP SCHOOL DISTRICT
FUNDRAISER REQUEST

This form must be submitted and approved four (4) weeks prior to the date of the fundraiser.

School: #2

Club/Organization: American Heart Association

Person Submitting Request: Allen Stowell

Date(s) of Fundraiser: 2/5/24-2/9/24 Time of Activity: During gym classes

Fundraising Activity: Jump Rope for Heart

Location of Activity: Multi-Purpose Room

Cost Per Item/Person: None Sale Price: None Anticipated Profit: None

Intended Use of Raised Funds: Students will garner pledges for jumping to use as donations to the American Heart Association.

Vendor Description (If Appropriate): Jump rope for Heart is a movement that gets kids active by practicing healthy habits.

Is there any commission or other gain to be received by school or advisor? Yes No

If Yes, please explain: _____

APPROVED BY: Administrator: [Signature] Date: 10/25/23
Superintendent/Designee: [Signature] Received Date: 10/26/23

OCT 26 2023

Revised 9/2018

Assistant Superintendent of Curriculum and Instruction

WINSLOW TOWNSHIP SCHOOL DISTRICT
FUNDRAISER REQUEST

This form must be submitted and approved four (4) weeks prior to the date of the fundraiser.

School: #5

Club/Organization: School #5 HSA

Person Submitting Request: Jennifer Brittain - HSA President

Date(s) of Fundraiser: Fair: 3/4-3/8 Fam night: 3/7 Time of Activity: during school hours & family night 6:30pm - 8pm

Fundraising Activity: Scholastic Spring Bookfair & Family Night

Location of Activity: Winslow Twp School 5 Library

Cost Per Item/Person: Various Sale Price: Various Anticipated Profit: ~40% of sales

Intended Use of Raised Funds: Profit raised from event will be used for Scholastic dollars
the HSA will be able to provide books and supplies to School 5 staff and students.

Vendor Description (If Appropriate): Scholastic Bookfairs

Is there any commission or other gain to be received by school or advisor? Yes No

If Yes, please explain: _____

APPROVED BY: Administrator: [Signature] Date: 10/25/23
Superintendent/Designee: [Signature] Date: 10/24/23

WINSLOW TOWNSHIP SCHOOL DISTRICT
FUNDRAISER REQUEST

This form must be submitted and approved four (4) weeks prior to the date of the fundraiser.

School: #5

Club/Organization: School #5 HSA

Person Submitting Request: Jennifer Brittain - HSA President

Date(s) of Fundraiser: 12/14/23 Time of Activity: 6:30pm - 8pm

Fundraising Activity: Family Holiday Shop and Craft Vendors

Location of Activity: Winslow Twp School 5 Cafeteria / Gym

Cost Per Item/Person: Various Sale Price: Various Anticipated Profit: ~40% of sales

Intended Use of Raised Funds: Profit raised from event will be used for future HSA sponsored events and supplies for School 5 students. Profit will be raised from sale of holiday items and table rental fee \$25/vendor table

Vendor Description (If Appropriate): Holiday Shop merchandice will be provided by Gifts N Things (www.gntinc.com). Local craft and small business vendors will be provided a table to sell various items

Is there any commission or other gain to be received by school or advisor? Yes No

If Yes, please explain: _____

APPROVED BY: Administrator: [Signature] Date: 10/12/23

Superintendent/Designee: [Signature] Date: 10/24/23

OCT 24 2023

Revised 9/2018

Assistant Superintendent of Curriculum and Instruction

WINSLOW TOWNSHIP SCHOOL DISTRICT FUNDRAISER REQUEST

This form must be submitted and approved four (4) weeks prior to the date of the fundraiser.

School: 6

Club/Organization: Home and School Association

Person Submitting Request: Meg Hogan

Date(s) of Fundraiser: 12/05/23 Time of Activity: 5-7pm

Fundraising Activity: McDonald's Dine Out Night

Location of Activity: McDonald's-582 Berlin-Cross Keys Rd Sicklerville

Cost Per Item/Person: _____ Sale Price: _____ Anticipated Profit: \$100

Intended Use of Raised Funds: School trips, assemblies, and activities for students.

Vendor Description (If Appropriate): _____



Is there any commission or other gain to be received by school or advisor? Yes No

If Yes, please explain: _____

APPROVED BY: Administrator: [Signature] Date: 10/23/23

Superintendent/Designee: [Signature] Date: 10/29/23

WINSLOW TOWNSHIP SCHOOL DISTRICT FUNDRAISER REQUEST

This form must be submitted and approved four (4) weeks prior to the date of the fundraiser.

School: WTMS

Club/Organization: WTMS HSA

Person Submitting Request: Lauren Lee

Date(s) of Fundraiser: 1/12/2024 Time of Activity: 6:30-8:30

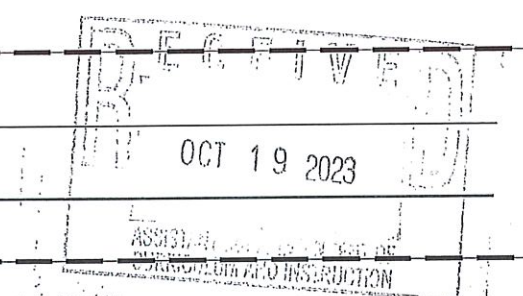
Fundraising Activity: 8th Grade Dance

Location of Activity: WTMS Cafe

Cost Per Item/Person: \$5.00 Sale Price: _____ Anticipated Profit: \$250

Intended Use of Raised Funds: Fund school related activites for the students

Vendor Description (If Appropriate): _____



Is there any commission or other gain to be received by school or advisor? Yes No

If Yes, please explain: _____

APPROVED BY: Administrator: William Hrymka Date: 10/18/23

Superintendent/Designee: Nancy Casca Date: 10/23/23

WINSLOW TOWNSHIP SCHOOL DISTRICT
FUNDRAISER REQUEST

This form must be submitted and approved four (4) weeks prior to the date of the fundraiser.

School: WTMS

Club/Organization: WTMS HSA

Person Submitting Request: Lauren Lee

Date(s) of Fundraiser: 11/25/2023 Time of Activity: 1pm-4pm

Fundraising Activity: Sparks Car Wash

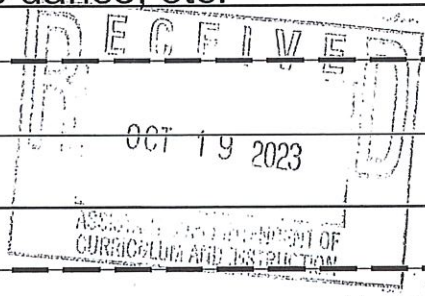
Location of Activity: 586 Cross Keys Road, Sicklerville, NJ 08081

Cost Per Item/Person: varies Sale Price: _____ Anticipated Profit: 20% of sales

Intended Use of Raised Funds: Fund school related activites for the students such as honor roll breakfast

honor society inductions, 8th grade dance, etc.

Vendor Description (If Appropriate): _____



Is there any commission or other gain to be received by school or advisor? Yes No

If Yes, please explain: _____

APPROVED BY: Administrator: William Shropshire Date: 10/11/23

Superintendent/Designee: Wendy Caser Date: 10/23/23

WINSLOW TOWNSHIP SCHOOL DISTRICT FUNDRAISER REQUEST

This form must be submitted and approved four (4) weeks prior to the date of the fundraiser.

School: Middle

Club/Organization: Winslow Spirit Club

Person Submitting Request: Kristine Miller & Jaleesa Sampson

Date(s) of Fundraiser: All year Time of Activity: breakfast & lunch periods

Fundraising Activity: Spirit bands (silicone bracelets)

Location of Activity: Cafeteria

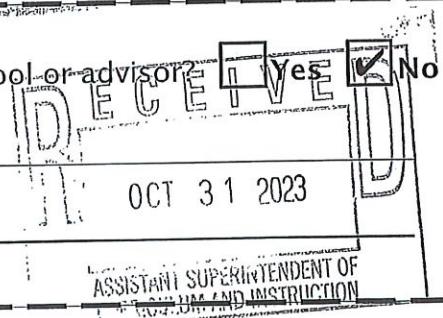
Cost Per Item/Person: \$0.40 Sale Price: \$1.00 Anticipated Profit: \$50.00

Intended Use of Raised Funds: All funds raised will go back to students in the form of prizes and rewards

Vendor Description (If Appropriate): Heavenly Promotions LLC

Is there any commission or other gain to be received by school or advisor? Yes No

If Yes, please explain: _____



APPROVED BY: Administrator: William Shroyer Date: 10/30/23

Superintendent/Designee: Norothy Carver Date: 10/31/23

WINSLOW TOWNSHIP SCHOOL DISTRICT FUNDRAISER REQUEST

This form must be submitted and approved four (4) weeks prior to the date of the fundraiser.

School: WTMS

Club/Organization: Winslow Township Middle School

Person Submitting Request: Ms. Storako

Date(s) of Fundraiser: 10/23/23-10/27/23 Time of Activity: 8:00 am-2:18 pm

Fundraising Activity: Scholastic Book Fair

Location of Activity: WTMS Library

Cost Per Item/Person: Varies Sale Price: Varies Anticipated Profit: \$1,000 in Scholastic

Intended Use of Raised Funds: Will earn Scholastic Book money to purchase books for WTMS Library

Vendor Description (If Appropriate): See Attached

Is there any commission or other gain to be received by school or advisor? Yes No

If Yes, please explain: _____

APPROVED BY: Administrator: William J. [Signature] Date: 10/23/23
Superintendent/Designee: Deidre [Signature] Date: 10/24/23

WINSLOW TOWNSHIP SCHOOL DISTRICT FUNDRAISER REQUEST

This form must be submitted and approved four (4) weeks prior to the date of the fundraiser.

School: WTHS

Club/Organization: Girls Track Team

Person Submitting Request: Shawnnika Brown

Date(s) of Fundraiser: 11/27/2023- Time of Activity: 4:45 - 5:00

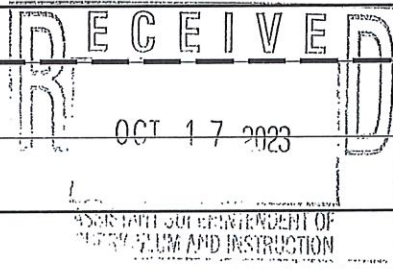
Fundraising Activity: Selling snacks, water and sports drinks after practice

Location of Activity: Rear Concession Stand

Cost Per Item/Person: varied Sale Price: varied Anticipated Profit: varied

Intended Use of Raised Funds: To offset cost for N.B. Indoor Nationals

Vendor Description (If Appropriate): _____



Is there any commission or other gain to be received by school or advisor? Yes No

If Yes, please explain: _____

APPROVED BY: Administrator: *K. Miller* Date: 10-17-23
 Superintendent/Designee: *Deborah Carson* Date: 10/17/23

WINSLOW TOWNSHIP SCHOOL DISTRICT
FUNDRAISER REQUEST

This form must be submitted and approved four (4) weeks prior to the date of the fundraiser.

School: WTHS

Club/Organization: Winslow Girls Track

Person Submitting Request: Shawnnika Brown

Date(s) of Fundraiser: Winter Girls BE Time of Activity: During basketball game

Fundraising Activity: Selling concessions during Girls Basketball Games

Location of Activity: Rear Concession Stand

Cost Per Item/Person: varied Sale Price: varied Anticipated Profit: contingent

Intended Use of Raised Funds: offset cost of New Balance Nationals

Vendor Description (If Appropriate): _____

Is there any commission or other gain to be received by school or advisor? Yes No

If Yes, please explain: _____

APPROVED BY: Administrator: K. Muller Date: 10-24-23

Superintendent/Designee: Wendy Cameron Date: 10/25/23

OCT 25 2023

Revised 9/2018

Assistant Superintendent of
Curriculum and Instruction

WINSLOW TOWNSHIP SCHOOL DISTRICT FUNDRAISER REQUEST

This form must be submitted and approved four (4) weeks prior to the date of the fundraiser.

School: HS

Club/Organization: Class of 2024 (Seniors)

Person Submitting Request: Erica Mullin and Mary Christ

Date(s) of Fundraiser: Nov 2023 - May 2024 Time of Activity: After School

Fundraising Activity: Chocolate Bars and Assorted Candy Sales

Location of Activity: E106 and M104

Cost Per Item/Person: \$1.00 Sale Price: \$2.00 Anticipated Profit: \$200.00

Intended Use of Raised Funds: all funds raised from this online fundraiser will go into Class of 2024's account for Senior class events and activities

Vendor Description (If Appropriate): TBD

Is there any commission or other gain to be received by school or advisor? Yes No

If Yes, please explain: _____

APPROVED BY: Administrator: K. Mullen Date: 10.26.23

Superintendent/Designee: N. Caron Date: 10/26/23

OCT 26 2023

WINSLOW TOWNSHIP SCHOOL DISTRICT FUNDRAISER REQUEST

This form must be submitted and approved four (4) weeks prior to the date of the fundraiser.

School: HS

Club/Organization: Class of 2024 (Seniors)

Person Submitting Request: Erica Mullin and Mary Christ

Date(s) of Fundraiser: Nov 2023 - May 2024 Time of Activity: Before and After School

Fundraising Activity: Homecoming Photos Sale

Location of Activity: E106

Cost Per Item/Person: n/a Sale Price: \$2.00 Anticipated Profit: \$100.00

Intended Use of Raised Funds: all funds raised from this online fundraiser will go into Class of 2024's account for Senior class events and activities

Vendor Description (If Appropriate): n/a

Is there any commission or other gain to be received by school or advisor? Yes No

If Yes, please explain: _____

APPROVED BY: Administrator: K. Mullin Date: 10.26.23

Superintendent/Designee: Wendy Carson Date: 10/26/23

OCT 26 2023

Assistant Superintendent of Curriculum and Instruction Revised 9/2018

WINSLOW TOWNSHIP SCHOOL DISTRICT FUNDRAISER REQUEST

This form must be submitted and approved four (4) weeks prior to the date of the fundraiser.

School: HS

Club/Organization: Class of 2024 (Seniors)

Person Submitting Request: Erica Mullin and Mary Christ

Date(s) of Fundraiser: Nov 2023 - May 2024 Time of Activity: After School

Fundraising Activity: Wawa Shortie Coupon Fundraiser

Location of Activity: E106 and M104

Cost Per Item/Person: \$4.00 Sale Price: \$6.00 Anticipated Profit: \$300.00

Intended Use of Raised Funds: all funds raised from this online fundraiser will go into Class of 2024's account for Senior class events and activities

Vendor Description (If Appropriate): Wawa Online (must purchase a minimum of 150 coupons)

Is there any commission or other gain to be received by school or advisor? Yes No

If Yes, please explain: _____

APPROVED BY: Administrator: K. Mullin Date: 10.26.23

Superintendent/Designee: Jeffrey Carson Date: 10/26/23
OCT 26 2023

Applicant: 07 5820 Winslow Township - Camden

ARP Homeless II ▾

Application: ARP Homeless II - 00-
Cycle: Amendment 1

Project Period: 4/23/2021 - 9/30/2024

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Click to Return to GMS
Access/Select Page

Click to Return to Menu List / Sign Out

Overview	Admin	Needs	Budget	Supporting Documentation	Submit	Application History	Application Print
Budget Summary	100 Instruction	200 Support Services	400 Equipment	Indirect Costs/Admin Costs			

Budget Summary

Instructions

The application has been submitted. No more updates will be saved for the application.

Function / Object	Expenditure Category	Public Amount	Total Amount
100	Instruction		
100-100	Salaries	\$0	\$0
100-300	Purchased Services	\$0	\$0
100-500	Other Purchased Services	\$0	\$0
100-600	Instructional Supplies	\$3,539	\$3,539
100-800	Other Objects	\$0	\$0
200	Support Services		
200-100	Salaries	\$0	\$0
200-200	Benefits	\$0	\$0
200-300	Prof and Tech Services	\$0	\$0
200-400	Purchased Property Services	\$0	\$0
200-500	Other Purchased Services	\$45,951	\$45,951
200-600	Supplies and Materials	\$1,700	\$1,700
200-800	Other Objects	\$0	\$0
200-860	Indirect Cost Approved Rate 4.50500% Derived Rate 0%	\$0	\$0
400	Fac. Acq. and Construction Ser.		
400-720	Building	\$0	\$0
400-731	Instructional Equipment	\$0	\$0
400-732	Non Instructional Equipment	\$0	\$0
520	Schoolwide		
520-930	Schoolwide Blended	\$0	\$0
	Program Administration		
	Program Admin	\$0	\$0
Total Budgeted		\$51,190	\$51,190

Applicant: 07 5820 Winslow Township - Camden

ARP Homeless II ▾

Application: ARP Homeless II - 00-
Cycle: Original Application

Project Period: 4/23/2021 - 9/30/2024

Printer-Friendly
Click to Return to GMS
Access/Select Page

Click to Return to Menu List / Sign Out

Overview	Admin	Needs	Budget	Submit	Application History	Application Print
Budget Summary	100 Instruction	200 Support Services	400 Equipment	Indirect Costs/Admin Costs		

Budget Summary

[Instructions](#)

The application has been approved. No more updates will be saved for the application.

Function / Object	Expenditure Category	Public Amount	Total Amount
100	Instruction		
100-100	Salaries	\$1,968	\$1,968
100-300	Purchased Services	\$0	\$0
100-500	Other Purchased Services	\$0	\$0
100-600	Instructional Supplies	\$4,500	\$4,500
100-800	Other Objects	\$0	\$0
200	Support Services		
200-100	Salaries	\$0	\$0
200-200	Benefits	\$886	\$886
200-300	Prof and Tech Services	\$6,000	\$6,000
200-400	Purchased Property Services	\$0	\$0
200-500	Other Purchased Services	\$30,000	\$30,000
200-600	Supplies and Materials	\$7,836	\$7,836
200-800	Other Objects	\$0	\$0
200-860	Indirect Cost Approved Rate 4.50500% Derived Rate 0%	\$0	\$0
400	Fac. Acq. and Construction Ser.		
400-720	Building	\$0	\$0
400-731	Instructional Equipment	\$0	\$0
400-732	Non Instructional Equipment	\$0	\$0
520	Schoolwide		
520-930	Schoolwide Blended	\$0	\$0

	Program Administration		
	Program Admin	\$0	\$0
Total Budgeted		\$51,190	\$51,190
Total Available			\$51,190
Amount Remaining			\$0

PRD 2.0 user ID: CARCAMDO075820

New Jersey Department of Education
 Send Questions to: eweghelp@doe.nj.gov

Winslow Township School District
Harassment, Intimidation & Bullying -- Board of Education Summary

HIB Incident Count by School

10/16/2023 through 10/31/2023

School	Not Investigated	Confirmed HIB	Non-HIB	Total
District Office	0	0	0	0
School #1	0	0	1	1
School #2	0	0	0	0
School #3	0	0	0	0
School #4	0	0	0	0
School #5	0	2	0	2
School #6	0	1	3	4
Winslow Township Middle School	0	0	3	3
Winslow Township High School	0	0	2	2

NOTE - Schools with no incidents will be excluded from the school based summary below.

Batch Number	1	Current Payments	\$2,239,751.22	Batch Total
0028		360 TRANSLATIONS INTERNATIONAL, INC.	\$150.00	Vend Total
	P.O. #	401804 Interpreter for CSTmtg,OOD	\$150.00	PO Total
E353		A.O.M., INC.	\$94.99	Vend Total
	P.O. #	450307 Fine Art Supplies	\$71.25 P	PO Total
	P.O. #	450322 Fine Art Supplies	\$23.74 P	PO Total
1097		ALBERT J. CARINO BOYS BASKETBALL CLUB	\$50.00	Vend Total
	P.O. #	401660 BBAL BOYS CARINO CLUB FEE 2022	\$50.00	PO Total
1199		ARAMARK	\$403,021.06	Vend Total
	P.O. #	400546 SERVICES JULY-JUNE 2023-2024	\$403,021.06 P	PO Total
E762		ARCHER & GREINER, P.C.	\$1,250.00	Vend Total
	P.O. #	402140 PROFESSIONAL SERVICES	\$1,250.00	PO Total
1206		ARCHWAY PROGRAMS INC.	\$2,203.30	Vend Total
	P.O. #	401611 OOD#9756270726	\$2,203.30 P	PO Total
D214		ASSOCIATION FOR MIDDLE LEVEL EDUCATION	\$49.99	Vend Total
	P.O. #	400043 membership W.Shropshire	\$49.99	PO Total
1241		ATCO FENCE COMPANY INC.	\$1,095.00	Vend Total
	P.O. #	400434 FENCE FOR SCHOOL 2	\$1,095.00	PO Total
1250		ATLANTIC CITY ELECTRIC	\$9,050.87	Vend Total
	P.O. #	402040 OCTOBER 2023 ELECTRIC	\$9,050.87	PO Total
0865		ATLANTIC INVESTIGATIONS, LLC	\$542.50	Vend Total
	P.O. #	401880 PRE-EMPLOYMENT TESTING	\$542.50	PO Total
1352		BAYADA HOME HEALTH CARE, INC.	\$53,061.25	Vend Total
	P.O. #	401627 Nursing Services-AB	\$1,333.75	PO Total
	P.O. #	401628 Nursing Services-RS	\$2,048.75	PO Total
	P.O. #	401629 Nursing Services-KS	\$2,310.00	PO Total
	P.O. #	401630 Nursing Services-TR	\$2,698.75	PO Total
	P.O. #	401631 Nursing Services-MK	\$2,200.00	PO Total
	P.O. #	401821 Nursing Services-CR	\$1,836.25	PO Total
	P.O. #	401822 Nursing Services-CM	\$1,690.00	PO Total
	P.O. #	401823 Nursing Services-KD	\$2,103.75	PO Total
	P.O. #	401824 Nursing Services-AB	\$1,512.50	PO Total
	P.O. #	401825 Nursing Services-RS	\$2,200.00	PO Total
	P.O. #	401891 Nursing Services-RS	\$3,891.25	PO Total
	P.O. #	401892 Nursing Services-KS	\$4,565.00	PO Total
	P.O. #	401893 Nursing Services-TR	\$4,776.25	PO Total
	P.O. #	401895 Nursing Services-CR	\$942.50 P	PO Total

Batch Count = 1

Batch Number	1	Current Payments	\$2,239,751.22	Batch Total
1352		BAYADA HOME HEALTH CARE, INC.	\$53,061.25	Vend Total
	P.O. #	401896 Nursing Services-KN	\$3,547.50	PO Total
	P.O. #	401898 Nursing Services-CM	\$4,081.25	PO Total
	P.O. #	401899 Nursing Services-BM	\$2,722.50	PO Total
	P.O. #	401900 Nursing Services-MK	\$3,396.25	PO Total
	P.O. #	401902 Nursing Services-KD	\$1,705.00	PO Total
	P.O. #	401903 Nursing Services-AB	\$3,500.00	PO Total
1376		BELMONT AND CRYSTAL SPRINGS	\$21.67	Vend Total
	P.O. #	401801 WATER COOLER RENTAL EN	\$7.24 P	PO Total
	P.O. #	401802 WATER COOLER RENTAL EL	\$14.43 P	PO Total
C426		BEN SHAFFER RECREATION INC.	\$51,135.00	Vend Total
	P.O. #	205874 WALKING PATH SCH# 4	\$51,135.00	PO Total
1421		BLACK HORSE PIKE REGIONAL SCHOOL DIST.	\$3,322.26	Vend Total
	P.O. #	401610 OOD#9893625152	\$3,322.26 P	PO Total
5800		BLICK ART MATERIALS LLC	\$69.14	Vend Total
	P.O. #	450263 Fine Art Supplies	\$69.14	PO Total
8386		BLOCK; MARC	\$100.00	Vend Total
	P.O. #	401528 boys soccer official	\$100.00	PO Total
A371		BRAUNGART INVESTORS, LLC	\$252.00	Vend Total
	P.O. #	401871 PLANTS AND CONTAINERS AT BOE	\$252.00	PO Total
1610		CAMCOR INC.	\$271.58	Vend Total
	P.O. #	401467 ATHLETIC OFF SUPP CLOCK BAGS	\$271.58	PO Total
1642		CAMDENS PROMISE CHARTER SCHOOL	\$9,916.00	Vend Total
	P.O. #	400663 2023-2024 CHARTER SCHOO;	\$9,916.00 P	PO Total
6978		CAPE PHYSICIANS ASSOCIATES, PA	\$4,350.00	Vend Total
	P.O. #	400665 SCH PHYSICIAN CONTRACT 23/24	\$4,350.00 P	PO Total
E128		CARPENTER; KATIE	\$90.00	Vend Total
	P.O. #	401970 official field hockey walnut	\$90.00	PO Total
1713		CASCADE SCHOOL SUPPLIES, INC	\$269.64	Vend Total
	P.O. #	450309 Fine Art Supplies	\$167.60 P	PO Total
	P.O. #	450314 Fine Art Supplies	\$99.04 P	PO Total
	P.O. #	450474 Teaching Aids	\$3.00 P	PO Total
1732		CDW GOVERNMENT INC.	\$3,955.48	Vend Total
	P.O. #	400941 Digital Media Receiver	\$1,342.80 P	PO Total
	P.O. #	400957 projector pointer cafe	\$30.79 P	PO Total
	P.O. #	401184 DELL SLIM - POWER ADAPTER	\$2,221.20	PO Total

Batch Number	1	Current Payments	\$2,239,751.22	Batch Total
1732		CDW GOVERNMENT INC.	\$3,955.48	Vend Total
	P.O. # 401715	adapter cafe projector	\$41.53 P	PO Total
	P.O. # 401751	HS TECH - USB CHARGING STATION	\$130.56 P	PO Total
	P.O. # 401757	HS TECH - SCANNERS	\$188.60 P	PO Total
1841		CLEMENTON BOARD OF EDUCATION	\$1,610.30	Vend Total
	P.O. # 401846	OOD#1990963947	\$1,610.30 P	PO Total
5593		COMPASS ACADEMY CHARTER SCHOOL	\$2,258.00	Vend Total
	P.O. # 400662	2023-2024 CHARTER SCHOOL	\$2,258.00 P	PO Total
1901		CONNER STRONG & BUCKELEW CO. LLC	\$20,833.30	Vend Total
	P.O. # 401108	PROFESSIONAL SERVICES	\$20,833.30 P	PO Total
2027		DAMBLY'S GARDEN CENTER	\$16.99	Vend Total
	P.O. # 305215	RUBBER MULCH	\$16.99	PO Total
V432		D'AMBROSIO; KIMBERLY	\$88.00	Vend Total
	P.O. # 401909	DOT/CDL PHYSICAL REIMBURSEMENT	\$88.00	PO Total
2094		DELTA DENTAL PLAN OF NJ	\$758.84	Vend Total
	P.O. # 402065	COBRA SEPTEMBER 2023	\$758.84	PO Total
2234		DURAND ACADEMY INC	\$7,456.15	Vend Total
	P.O. # 401249	OOD#5374570426	\$7,456.15 P	PO Total
2244		EAI EDUCATION	\$10.52	Vend Total
	P.O. # 401493	Lepre	\$10.52	PO Total
2303		EDVOCATE INC.	\$2,621.00	Vend Total
	P.O. # 400568	MONITORING SERVICES	\$2,621.00 P	PO Total
5051		ESS NORTHEAST, LLC	\$9,587.83	Vend Total
	P.O. # 401860	SUB SERVICES WE 9/30/23	\$9,587.83	PO Total
3729		ESS SUPPORT SERVICES, LLC	\$17,285.46	Vend Total
	P.O. # 401956	BUS AIDES OCTOBER PARTIAL	\$17,285.46	PO Total
2438		FILER; DONNA	\$115.00	Vend Total
	P.O. # 401851	DOT PHYSICAL REIMBURSEMENT	\$115.00	PO Total
2462		FLAGSHIP DENTAL PLANS	\$299.50	Vend Total
	P.O. # 400091	FLAGSHIP DENTAL PLAN 23-24	\$299.50 P	PO Total
G507		FOLLET CONTENT SOLUTIONS, LLC	\$3,489.62	Vend Total
	P.O. # 305870	HS LIBRARY SUPPLIES	\$3,489.62	PO Total
2665		GLOUCESTER CITY BOARD OF EDUCATION	\$2,813.60	Vend Total
	P.O. # 401256	OOD#8931319965	\$1,406.80 P	PO Total
	P.O. # 401257	OOD#2696760680	\$1,406.80 P	PO Total

Batch Count = 1

Batch Number	1	Current Payments	\$2,239,751.22	Batch Total
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2667 GLOUCESTER COUNTY SPECIAL SRVCS.

\$31,892.00 Vend Total

P.O. # 401410	OOD#4996751957	\$314.50 P	PO Total
P.O. # 401411	OOD#369301713	\$314.50 P	PO Total
P.O. # 401412	OOD#6908957297	\$4,241.50	PO Total
P.O. # 401413	OOD#4810635287	\$314.50 P	PO Total
P.O. # 401414	OOD#3453070610	\$314.50 P	PO Total
P.O. # 401415	OOD#8439880772	\$314.50 P	PO Total
P.O. # 401416	OOD#9954937077	\$314.50 P	PO Total
P.O. # 401417	OOD#6264819586	\$314.50 P	PO Total
P.O. # 401418	OOD#9431968372	\$4,241.50	PO Total
P.O. # 401420	OOD#4090696781	\$4,241.50	PO Total
P.O. # 401421	OOD#9065472826	\$4,241.50	PO Total
P.O. # 401422	OOD#5315995523	\$4,241.50	PO Total
P.O. # 401423	OOD#1359832532	\$4,241.50	PO Total
P.O. # 401424	OOD#9471843349	\$4,241.50	PO Total

3966 HEALTHCARE CONSULTANTS, INC.

\$4,560.00 Vend Total

P.O. # 401849	Nursing Services-AJ	\$2,370.00	PO Total
P.O. # 401939	Nursing Services-AJ	\$2,190.00 P	PO Total

2858 HENRY SCHEIN INC.

\$971.71 Vend Total

P.O. # 304642	supplies	\$177.89 P	PO Total
P.O. # 450328	Health and Trainer Supplies	\$252.28 P	PO Total
P.O. # 450346	Health and Trainer Supplies	\$541.54 P	PO Total

2937 HOUGHTON MIFFLIN HARCOURT SCHOOL PUB

\$27,992.00 Vend Total

P.O. # 401761	Blended online literacy progra	\$27,992.00	PO Total
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3193 KENCOR LLC

\$2,189.90 Vend Total

P.O. # 400055	ELEVATOR SERVICE AGREEMENT	\$2,069.90 P	PO Total
P.O. # 401754	SCHOOL 6 ELEVATOR	\$120.00 P	PO Total

3269 KURTZ BROS. INC

\$1,162.75 Vend Total

P.O. # 305897	Cabinets for teacher storage	\$1,162.75	PO Total
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T301 LAKESHORE LEARNING MATERIALS, LLC

\$3,650.68 Vend Total

P.O. # 305102	APR dividers	\$1,846.40 P	PO Total
P.O. # 401437	preschool items	\$1,419.30 P	PO Total
P.O. # 401438	Preschool items	\$205.02 P	PO Total
P.O. # 401639	Teaching Aid for MD room	\$179.96 P	PO Total

3330 LEAP ACADEMY UNIV. HIGH CHARTER SCHOOL

\$41,052.00 Vend Total

P.O. # 400664	2023-2024 CHARTER SCHOOL	\$41,052.00 P	PO Total
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Batch Count = 1

Batch Number	1	Current Payments	\$2,239,751.22	Batch Total
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U496	LEARNING.COM		\$750.00	Vend Total
	P.O. # 400027	Codesters - STEM Coding	\$750.00	PO Total
3357	LENAPE REGIONAL HIGH SCHOOL DISTRICT		\$72.00	Vend Total
	P.O. # 401657	XC MEET 10/3/23 - LENAPE	\$72.00	PO Total
3433	LONGSTRETH SPORTING GOODS, LLC		\$75.45	Vend Total
	P.O. # 450583	Athletic Supplies	\$75.45	PO Total
Z079	MCCLOSKEY MECHANICAL CONTRACTORS, INC		\$4,017.00	Vend Total
	P.O. # 400416	SCHOOL 4 GYM UNIT	\$4,017.00	PO Total
O046	MD BUYING GROUP, LLC		\$112.14	Vend Total
	P.O. # 450349	Health and Trainer Supplies	\$106.34	P PO Total
	P.O. # 450353	Health and Trainer Supplies	\$5.80	P PO Total
M910	MERCER CTY SPECIAL SERVICE SCHOOL DISTRI		\$416.00	Vend Total
	P.O. # 401263	OOD#3851190289	\$416.00	P PO Total
3700	MIDWEST TECHNOLOGY PRODUCTS		\$1,749.98	Vend Total
	P.O. # 400097	Sinatra	\$1,749.98	PO Total
3837	MUSIC & ARTS CENTER INC.		\$600.38	Vend Total
	P.O. # 400601	Garton-Band	\$600.38	PO Total
3848	MUSICTIME INC.		\$217.76	Vend Total
	P.O. # 400784	Orchestra/Jan	\$217.76	PO Total
3864	NASCO EDUCATION LLC		\$374.22	Vend Total
	P.O. # 400408	5th Grade Science	\$258.30	P PO Total
	P.O. # 450312	Fine Art Supplies	\$115.92	P PO Total
A343	NEW JERSEY MOTOR VEHICLE COMMISSION		\$200.00	Vend Total
	P.O. # 401877	REGISTRATIONS	\$200.00	PO Total
3999	NEW JERSEY SCHOOLS INSURANCE GROUP		\$1,206,607.63	Vend Total
	P.O. # 401431	INSURANCE 2023-2024	\$1,206,607.63	P PO Total
3991	NJ ASSOC. OF SCHOOL BUSINESS OFFICIALS		\$250.00	Vend Total
	P.O. # 401131	PD-POLICY REIEW AND UPDATES	\$125.00	PO Total
	P.O. # 401211	PD - POLICY REVIEW AND UPDATES	\$125.00	PO Total
3997	NJ PRINCIPALS AND SUPERVISORS ASSOC.		\$1,979.00	Vend Total
	P.O. # 400160	NJPSA - Floyd	\$860.00	P PO Total
	P.O. # 400253	Principal's Dues McBride	\$1,119.00	P PO Total
6466	NJSIAA		\$2,500.00	Vend Total
	P.O. # 400039	NJSIAA ANNUAL DUES	\$2,500.00	PO Total

Batch Count = 1

Batch Number	1	Current Payments	\$2,239,751.22	Batch Total
F045		NORTHEAST ELECTRICAL SERVICES, LLC	\$2,900.00	Vend Total
		P.O. # 401727 HS POLE REPAIR	\$2,900.00	PO Total
6213		PAPER CLIPS INC	\$159.70	Vend Total
		P.O. # 450247 Audio Visual Supplies	\$159.70	PO Total
4146		PAUL'S CUSTOM AWARDS & TROPHIES, INC.	\$638.00	Vend Total
		P.O. # 400588 VAL 157 FULL GOLD SUB. GREEN	\$610.00 P	PO Total
		P.O. # 401691 Nameplate Student Rep.	\$28.00 P	PO Total
Z424		PEMBERTON SUPPLY COMPANY LLC	\$3,041.60	Vend Total
		P.O. # 401230 ELECTRICAL SUPPLIES	\$3,041.60	PO Total
4173		PENN JERSEY PAPER COMPANY, LLC	\$4,490.99	Vend Total
		P.O. # 400108 WASHER/DRYER COMBOS	\$4,490.99	PO Total
Y900		PERFORMANCE HEALTH SUPPLY, LLC	\$86.25	Vend Total
		P.O. # 450330 Health and Trainer Supplies	\$86.25	PO Total
4212		PETERSON; JULIE A.	\$20.00	Vend Total
		P.O. # 402064 AC PARKING REIMBURSEMENT	\$20.00	PO Total
U488		PFLUGER; JANICE	\$88.00	Vend Total
		P.O. # 401866 CDL/DOT PHYSICAL REIMBURSEMENT	\$88.00	PO Total
4241		PHILADELPHIA EAGLES, LLC	\$300.00	Vend Total
		P.O. # 401863 S/R-Perkins F/T Admission Fee	\$300.00	PO Total
4272		PITNEY BOWES	\$322.98	Vend Total
		P.O. # 401966 POSTAGE SUPPLIES BOE	\$322.98	PO Total
4283		PLAQUES & SUCH LLC	\$302.00	Vend Total
		P.O. # 400537 ATHLETIC JR VARSITY CERTS	\$302.00	PO Total
4319		POSITIVE PROMOTIONS, INC.	\$855.00	Vend Total
		P.O. # 400654 Supplies	\$773.00	PO Total
		P.O. # 400946 Shipping cost	\$82.00 P	PO Total
0551		PRINT KREATIONS LLC	\$313.29	Vend Total
		P.O. # 400586 BOARD MEMBER 8X10 PHOTO PRINTS	\$118.29 P	PO Total
		P.O. # 401101 Visitor Labels for Main office	\$195.00 P	PO Total
4353		PRO-ED INC.	\$4,345.00	Vend Total
		P.O. # 400156 Testing protocols for CST	\$4,345.00	PO Total
4420		RANCH HOPE, INC.	\$8,640.00	Vend Total
		P.O. # 400573 OOD#9857627978	\$8,640.00 P	PO Total
4456		REALLY GOOD STUFF, LLC	\$224.00	Vend Total
		P.O. # 401669 kindergarten order	\$224.00	PO Total

Batch Count = 1

Batch Number	1	Current Payments	\$2,239,751.22	Batch Total
2992	RICOH USA, INC.		\$492.78	Vend Total
	P.O. # 400067 COPY/PRINTER ABA/ASST SUP		\$492.78 P	PO Total
C586	ROBERT H. HOOVER & SONS INC		\$1,841.78	Vend Total
	P.O. # 401585 MINI 21		\$1,841.78	PO Total
4696	SAFETY-KLEEN SYSTEMS, INC.		\$253.74	Vend Total
	P.O. # 400899 SOLVENT		\$253.74	PO Total
4792	SCHOLASTIC INC.		\$1,263.68	Vend Total
	P.O. # 400158 health		\$769.23 P	PO Total
	P.O. # 401210 science		\$494.45 P	PO Total
4796	SCHOOL HEALTH CORPORATION		\$1,108.16	Vend Total
	P.O. # 401086 Supply for MD rooms		\$167.28 P	PO Total
	P.O. # 401643 Protective supplies		\$107.07 P	PO Total
	P.O. # 450329 Health and Trainer Supplies		\$636.07 P	PO Total
	P.O. # 450351 Health and Trainer Supplies		\$197.74 P	PO Total
4804	SCHOOL NURSE SUPPLY INC.		\$1,764.04	Vend Total
	P.O. # 400378 nurse supplies		\$1,764.04	PO Total
4810	SCHOOL SPECIALTY, LLC		\$25,060.13	Vend Total
	P.O. # 305816 Teachers Storage Shelves		\$7,753.80 P	PO Total
	P.O. # 400142 Kasper/kindergarten new chairs		\$1,205.20 P	PO Total
	P.O. # 400401 earbuds for testing		\$940.00 P	PO Total
	P.O. # 400406 pencils for testing		\$170.40 P	PO Total
	P.O. # 400873 Ms. Deal supplies		\$551.66 P	PO Total
	P.O. # 400943 Supply		\$1,489.55 P	PO Total
	P.O. # 400955 offices - dry erase pens		\$7.41 P	PO Total
	P.O. # 401260 office order		\$290.80 P	PO Total
	P.O. # 401521 Sinatra		\$98.04 P	PO Total
	P.O. # 401525 test supplies		\$96.44 P	PO Total
	P.O. # 450035 General Classroom Supplies		\$59.99 P	PO Total
	P.O. # 450037 General Classroom Supplies		\$4,000.00 P	PO Total
	P.O. # 450039 General Classroom Supplies		\$77.59 P	PO Total
	P.O. # 450046 General Classroom Supplies		\$73.05 P	PO Total
	P.O. # 450047 General Classroom Supplies		\$79.95 P	PO Total
	P.O. # 450049 General Classroom Supplies		\$99.68 P	PO Total
	P.O. # 450050 General Classroom Supplies		\$74.98 P	PO Total
	P.O. # 450051 General Classroom Supplies		\$96.49 P	PO Total
	P.O. # 450115 General Classroom Supplies		\$97.19 P	PO Total
	P.O. # 450118 General Classroom Supplies		\$99.96 P	PO Total

Batch Number	1	Current Payments	\$2,239,751.22	Batch Total
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4810	SCHOOL SPECIALTY, LLC		\$25,060.13	Vend Total
P.O. #	450219	General Classroom Supplies	\$2,365.54	P PO Total
P.O. #	450231	General Classroom Supplies	\$838.71	P PO Total
P.O. #	450300	Fine Art Supplies	\$38.29	P PO Total
P.O. #	450304	Fine Art Supplies	\$12.80	P PO Total
P.O. #	450311	Fine Art Supplies	\$1,800.45	P PO Total
P.O. #	450319	Fine Art Supplies	\$2,642.16	P PO Total
R213	SEA BOX INC.		\$850.00	Vend Total
P.O. #	400347	CONTAINER RENTAL	\$850.00	P PO Total
4873	SERVICE TIRE TRUCK CENTER INC.		\$13,719.72	Vend Total
P.O. #	401433	FLEET TIRES	\$13,719.72	PO Total
5083	SOUTH JERSEY TENNIS COACHES ASSOCIATION		\$160.00	Vend Total
P.O. #	401661	SJTCA MATCH ENTRY FEE 10-2023	\$160.00	PO Total
X773	SPHERO, INC.		\$739.81	Vend Total
P.O. #	400128	STEM computer Watson	\$739.81	PO Total
5127	SPORTS PARADISE		\$516.00	Vend Total
P.O. #	400823	ATHLETIC SUPPLIES- G IND TRACK	\$516.00	PO Total
5158	STAPLES CONTRACT & COMMERCIAL LLC		\$11,666.17	Vend Total
P.O. #	400085	main office	\$1,314.38	P PO Total
P.O. #	400204	copy paper	\$1,799.60	P PO Total
P.O. #	400205	Color Cartridges	\$1,109.64	P PO Total
P.O. #	400597	Supplies for SSS	\$2,829.19	P PO Total
P.O. #	401029	STANDING DESK	\$310.29	P PO Total
P.O. #	401386	Supplies SSS office	\$268.22	P PO Total
P.O. #	401523	main office	\$149.40	P PO Total
P.O. #	401581	CALENDARS & FOLDERS	\$30.87	P PO Total
P.O. #	401583	nurse- folders	\$19.88	P PO Total
P.O. #	401963	BUSINESS OFFICE SUPPLIES	\$466.82	P PO Total
P.O. #	450383	Office/Computer Supplies	\$590.58	P PO Total
P.O. #	450395	Office/Computer Supplies	\$1,107.38	P PO Total
P.O. #	450399	Office/Computer Supplies	\$243.47	P PO Total
P.O. #	450400	Office/Computer Supplies	\$391.52	P PO Total
P.O. #	450403	Office/Computer Supplies	\$86.35	P PO Total
P.O. #	450406	Office/Computer Supplies	\$948.58	P PO Total
5207	STRAUSS ESMAY ASSOCIATES LLP		\$290.00	Vend Total
P.O. #	400950	NJ FL & FED FMLA PROF DEV.	\$145.00	PO Total
P.O. #	400951	HIB TRAINING PROGRAM	\$145.00	PO Total

Batch Number	1	Current Payments	\$2,239,751.22	Batch Total
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5221 SUCCESS BY DESIGN INC.

P.O. # 305130 student planners

\$3,134.16	Vend Total
\$3,134.16	PO Total

5234 SUPER DUPER INC

P.O. # 401794 OT-PT updated test kit

\$1,562.00	Vend Total
\$1,562.00	PO Total

5251 SWEETWATER HOLDINGS, LLC

P.O. # 400111 orchestra

\$1,269.91	Vend Total
\$1,269.91	PO Total

3119 T & T SUPPLY CO.

P.O. # 401048 MAINTENANCE SUPPLIES

\$2,615.68	Vend Total
\$2,615.68	PO Total

5279 TANNER NORTH JERSEY INC.

P.O. # 400146 wardrobe

\$1,479.50	Vend Total
\$1,479.50	PO Total

5309 TEACHER'S DISCOVERY INC

P.O. # 450490 Teaching Aids

\$3.44	Vend Total
\$3.44	PO Total

5374 THE CENTER FOR NEUROLOGICAL & NEURODEV.

P.O. # 304202 IndependNeuroPsychologi Eval

\$2,750.00	Vend Total
\$2,750.00	PO Total

5462 THE PRESS OF ATLANTIC CITY

P.O. # 400395 PN - AWARD PROF SERV 2023-24

P.O. # 401446 PN Blended Online Lit Learning

\$66.00	Vend Total
\$33.60	PO Total
\$32.40 P	PO Total

Y219 TREASURER STATE OF NJ

P.O. # 401517 SCHOOL 5 ELEVATOR VIOLATIONS

\$203.00	Vend Total
\$203.00	PO Total

5732 UNITED REFRIGERATION INC.

P.O. # 400934 MAINTENANCE SUPLIES

\$3,618.95	Vend Total
\$3,618.95	PO Total

9194 UNITED SUPPLY CORP

P.O. # 400421 Memo

P.O. # 400510 Girls LAX Athletic Supplies

P.O. # 400825 ATHLETIC SUPPLIES G IND TRACK

P.O. # 450293 Fine Art Supplies

P.O. # 450321 Fine Art Supplies

P.O. # 450561 Technology Supplies

P.O. # 450584 Athletic Supplies

P.O. # 450636 Athletic Supplies

\$762.69	Vend Total
\$98.10 P	PO Total
\$64.12 P	PO Total
\$190.68 P	PO Total
\$4.74 P	PO Total
\$23.17 P	PO Total
\$14.26 P	PO Total
\$92.40 P	PO Total
\$275.22 P	PO Total

5812 VERIZON

P.O. # 401962 OCTOBER 2023 (4) LINES

\$38.04	Vend Total
\$38.04	PO Total

O181 VERIZON FIOS

P.O. # 402111 FIOS GIGABIT INTERNET OCT

\$269.00	Vend Total
\$269.00	PO Total

K672 VEX ROBOTICS, INC.

P.O. # 400148 Lepre

\$1,567.27	Vend Total
\$1,567.27	PO Total

Batch Number	1	Current Payments	\$2,239,751.22	Batch Total
5845		VISION SERVICE PLAN - (EA)	\$166.21	Vend Total
	P.O. #	402066 COBRA SEPTEMBER 2023	\$166.21	PO Total
5819		VOORHEES HARDWARE, INC	\$2,231.04	Vend Total
	P.O. #	400776 FOOTBALL FIELD LIGHTS 8/31/23	\$1,181.04	PO Total
	P.O. #	401066 FOOTBALL FIELD LIGHTS 9/8/2023	\$1,050.00	P PO Total
5866		W.B. MASON CO, INC	\$3,904.00	Vend Total
	P.O. #	400346 copy paper	\$3,904.00	PO Total
0217		WEX INC.	\$113,975.18	Vend Total
	P.O. #	402029 FULE BILL THROUGH 10/23/2023	\$113,975.18	PO Total
6630		WINSLOW BOARD OF EDUCATION TRANSPORTATIO	\$562.50	Vend Total
	P.O. #	400010 FIELD TRIP TRANSPORTATION	\$202.50	P PO Total
	P.O. #	400011 FIELD TRIP TRANSPORTATION	\$225.00	P PO Total
	P.O. #	400030 FIELD TRIP TRANSPORTATION	\$135.00	P PO Total
6056		WINSLOW EMS FOUNDATION	\$1,200.00	Vend Total
	P.O. #	400418 Ambulance Coverage Football	\$1,200.00	PO Total
5592		WINSLOW TOWNSHIP D.M.U.	\$45,502.00	Vend Total
	P.O. #	401961 WATER/SEWER QTR 2	\$45,502.00	PO Total
6068		WINSLOW TWP BOARD OF ED-LUNCHROOM ACCT	\$525.00	Vend Total
	P.O. #	401584 CATERING SERVICES OCT 2023	\$300.00	P PO Total
	P.O. #	401820 BOE SUPPLIES	\$120.00	P PO Total
	P.O. #	401949 SNACKS EAGLES LANDING	\$35.00	P PO Total
	P.O. #	401950 SNACKS EAGLES NEST	\$70.00	P PO Total
N275		WOLF; STEVEN	\$2,999.00	Vend Total
	P.O. #	400624 GARAGE EQUIPMENT	\$2,999.00	PO Total
6166		Y.A.L.E. SCHOOL INC.	\$14,088.80	Vend Total
	P.O. #	401427 OOD#1364632113	\$7,044.40	P PO Total
	P.O. #	401442 OOD#7251885396	\$7,044.40	P PO Total
6650		ZALLIE SUPERMARKETS	\$91.59	Vend Total
	P.O. #	400698 E.N. SUPPLIES	\$44.36	PO Total
	P.O. #	400744 PROGRAM SUPPLIES EN	\$47.23	PO Total
8834		ZANER-BLOSER, INC.	\$1,755.00	Vend Total
	P.O. #	305170 shifting the balance	\$1,755.00	PO Total
Total for Report =			\$2,239,751.22	

Handwritten signature and date: 11.2.23

Batch Number	3	Before/After School	\$435.10	Batch Total
			\$144.33	Vend Total
8317	MACCARELLA; JACQUELYNN		\$144.33	PO Total
	P.O. # 401884 SEPT MILEAGE			
			\$290.77	Vend Total
3972	NEXTEL COMMUNICATIONS		\$290.77	PO Total
	P.O. # 401786 Cellular Service 9/05/23-10/04			
Total for Report =			\$435.10	

Handwritten signature and date: 11.1.23

Batch Number	4	Food Service	\$240,202.48	Batch Total
6560	SODEXO INC. & AFFILIATES		\$240,202.48	Vend Total
P.O. #	401064	BANQUET & CATERING AUGUST 2023	\$2,020.00	P PO Total
P.O. #	401953	SEPTEMBER 2023 SERVICES	\$229,935.66	PO Total
P.O. #	401955	MINIMUM WAGE DIFF SEP	\$8,246.82	P PO Total
Total for Report =			\$240,202.48	

Handwritten signature and date: 11.2.23

Check Journal
Rec and Unrec checks

Winslow Twp School District
Hand and Machine checks

11/01/23 09:40

Starting date 7/1/2023

Ending date 6/30/2024

Chk#	Date	Rec date	Code	Vendor name	Check Comment	Check amount
957125	10/20/23		6698	FUTURE BUSINESS LEADERS OF AMERICA PHI B		969.00
957126	10/20/23		6413	LITTLE TEE'S GRAPHICS		352.00
957127	10/20/23		I459	SEES CANDY SHOPS, INC.		1,050.00
957128	V 10/23/23	10/23/23	K005	MCCANNS FARM	CANCELLED TRIP	
957129	10/30/23		Y045	ORTIZ; BETHZAIDA		650.00
957130	10/30/23		P171	TWO PLUS THREE LLC		1,125.00
957131	10/30/23		6642	WORLD CLASS VACATIONS		16,200.00

Fund Totals

96	STUDENT ACTIVITY	\$20,346.00
	Total for all checks listed	\$20,346.00

11.3.23

Prepared and submitted by: *[Signature]*
Board Secretary

11.8.23
Date

Board Approved

EXHIBIT NO. X1B-8

11-8-23

WINSLOW TOWNSHIP SCHOOL DISTRICT DISPOSAL OF SCHOOL PROPERTY REQUEST

School: WTHS Department: Special Ed. Date: 10/20/23

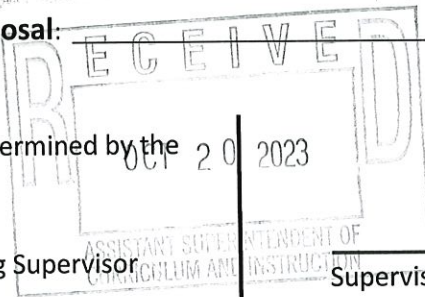
Quantity	Description	Tag or Serial #	Est. Age	Condition/Reason
2	Fire proof File Cabinets		10+Yrs	Locks broken
10	Vertical File Cabinets		10+Yrs	Broken
1	Horizontal File Cabinet		10+Yrs	Broken
6	Teacher Chairs		10+Yrs	Broken
30	Student Chairs		10+Yrs	Broken
1	Mobile Computer Stand		10+Yrs	Broken
1	Teacher Desk		10+Yrs	Broken
3	Small Tables		10+Yrs	Broken
3	Small Lab Tables		10+Yrs	Broken
2	Small Student Desk Tables		10+Yrs	Broken
6	Office Chairs		10+Yrs	Broken
1	6 Ft. Folding Table		10+Yrs	Broken
1	2 Door Metal Cabinet		10+Yrs	Broken

Location of items for disposal: _____

Action to be taken to be determined by the Board Secretary:

- Deliver items to Building Supervisor to be destroyed.
- HOLD! Item will be sold at public sale.
- Hold for administrative review.

[Signature]
Board Secretary



Signatures:

Supervisor/Department Chair

[Signature]
Principal

[Signature] 10/23/23
Superintendent/Designee

A work request (with a copy of the approved form attached) will be required for the maintenance department to transfer materials and/or equipment.

Submit requests to dispose of books to the office of the Assistant Superintendent's on the appropriate form.





NJ DEPARTMENT OF EDUCATION
SCHOOL FACILITIES

Annual Maintenance
Budget Amount Worksheet
Per N.J.A.C. 6A:26A

EXHIBIT NO: X1B.9

Form M-1

County: Camden
District Name: Winslow
District Number: 5820
Filing Date: 11.13.23

Current Area Cost Allowance per SF: \$ 143.00
District contact name: Tyra McCoy-Boyle
District contact phone: 856.767.2850
District contact e-mail: mccoxyty@winslow-schools.com

Table with columns: A (School Facility Name), B (School Number), C (Gross Building Area (GSF)), D (Building Replacement Value), E (Prior Years Actual & Current Year Budgeted expenditure), F (Min. Annual Target Expenditure for FY 24-25), G (Anticipated Budget for FY 24-25). Rows include school names like Winslow Township High School and various School #1-6, plus a District Total row.

Max. Maintenance Reserve Amount (4% of column D) \$ 4,556,037
Current District Maintenance Reserve Amount \$ 4,091,096

Prepared by: District School Business Administrator

Print: Tyra McCoy-Boyle
Sign: [Handwritten Signature]

Date: 11.01.23

The Winslow Township School District
 County 07 District 5820
 Comprehensive Maintenance Plan
 Report

Actual FY 223--Current FY 24--Planned FY 25

22-23 Budgeted

School Name	22-23 Actual	23-24 Budgeted	24-25 Planned
HIGH SCHOOL 10	\$44,068.05	\$85,000.00	\$385,000.00
	Localized repairs, painting, water proofing. Repair, replace frames, sash, caulk, etc. Prepare and paint walls, patch plaster. Inspect, repair, service valves, seals, etc. Repair, piping or insulation, Chemical water, treatment. Annual service and inspection of all sys.	Localized repairs, painting, water proofing. Repair, replace frames, sash, caulk, etc. Prepare and paint walls, patch plaster. Inspect, repair, service valves, seals, etc. Repair, piping or insulation, Chemical water, treatment. Annual service and inspection of all sys.	Localized repairs, painting, water proofing. Repair, replace frames, sash, caulk, etc. Prepare and paint walls, patch plaster. Inspect, repair, service valves, seals, etc. Repair, piping or insulation, Chemical water, treatment. Annual service and inspection of all sys.
MIDDLE SCHOOL 20	\$82,635.73	\$75,000.00	\$135,000.00
	Localized repairs, painting, water proofing. Repair, replace frames, sash, caulk, etc. Prepare and paint walls, patch plaster. Inspect, repair, service valves, seals, etc. Repair, piping or insulation, Chemical water, treatment. Annual service and inspection of all sys.	Localized repairs, painting, water proofing. Repair, replace frames, sash, caulk, etc. Prepare and paint walls, patch plaster. Inspect, repair, service valves, seals, etc. Repair, piping or insulation, Chemical water, treatment. Annual service and inspection of all sys.	Localized repairs, painting, water proofing. Repair, replace frames, sash, caulk, etc. Prepare and paint walls, patch plaster. Inspect, repair, service valves, seals, etc. Repair, piping or insulation, Chemical water, treatment. Annual service and inspection of all sys.
SCHOOL 1 30	\$30,562.30	\$45,000.00	\$76,000.00
	Localized repairs, painting, water proofing. Repair, replace frames, sash, caulk, etc. Prepare and paint walls, patch plaster. Inspect, repair, service valves, seals, etc. Repair, piping or insulation, Chemical water, treatment. Annual service and inspection of all sys.	Localized repairs, painting, water proofing. Repair, replace frames, sash, caulk, etc. Prepare and paint walls, patch plaster. Inspect, repair, service valves, seals, etc. Repair, piping or insulation, Chemical water, treatment. Annual service and inspection of all sys.	Localized repairs, painting, water proofing. Repair, replace frames, sash, caulk, etc. Prepare and paint walls, patch plaster. Inspect, repair, service valves, seals, etc. Repair, piping or insulation, Chemical water, treatment. Annual service and inspection of all sys.
SCHOOL 2 40	\$27,788.42	\$45,000.00	\$76,000.00
	Localized repairs, painting, water proofing. Repair, replace frames, sash, caulk, etc. Prepare and paint walls, patch plaster. Inspect, repair, service valves, seals, etc. Repair, piping or insulation, Chemical water, treatment. Annual service and inspection of all sys.	Localized repairs, painting, water proofing. Repair, replace frames, sash, caulk, etc. Prepare and paint walls, patch plaster. Inspect, repair, service valves, seals, etc. Repair, piping or insulation, Chemical water, treatment. Annual service and inspection of all sys.	Localized repairs, painting, water proofing. Repair, replace frames, sash, caulk, etc. Prepare and paint walls, patch plaster. Inspect, repair, service valves, seals, etc. Repair, piping or insulation, Chemical water, treatment. Annual service and inspection of all sys.
SCHOOL 3 50	\$41,695.61	\$45,000.00	\$76,000.00
	Localized repairs, painting, water proofing. Repair, replace frames, sash, caulk, etc. Prepare and paint walls, patch plaster. Inspect, repair, service valves, seals, etc. Repair, piping or insulation, Chemical water, treatment. Annual service and inspection of all sys.	Localized repairs, painting, water proofing. Repair, replace frames, sash, caulk, etc. Prepare and paint walls, patch plaster. Inspect, repair, service valves, seals, etc. Repair, piping or insulation, Chemical water, treatment. Annual service and inspection of all sys.	Localized repairs, painting, water proofing. Repair, replace frames, sash, caulk, etc. Prepare and paint walls, patch plaster. Inspect, repair, service valves, seals, etc. Repair, piping or insulation, Chemical water, treatment. Annual service and inspection of all sys.

The Winslow Township School District
 County 07 District 5820
 Comprehensive Maintenance Plan
 Report

Actual FY 223--Current FY 24--Planned FY 25

	22-23 Budgeted		
SCHOOL 4			
60	\$49,494.40	\$55,000.00	\$75,000.00
Localized repairs, painting, water proofing. Repair, replace frames, sash, caulk, etc. Prepare and paint walls, patch plaster. Inspect, repair, service valves, seals, etc. Repair, piping or insulation, Chemical water, treatment. Annual service and inspection of all sys.	Localized repairs, painting, water proofing. Repair, replace frames, sash, caulk, etc. Prepare and paint walls, patch plaster. Inspect, repair, service valves, seals, etc. Repair, piping or insulation, Chemical water, treatment. Annual service and inspection of all sys.	Localized repairs, painting, water proofing. Repair, replace frames, sash, caulk, etc. Prepare and paint walls, patch plaster. Inspect, repair, service valves, seals, etc. Repair, piping or insulation, Chemical water, treatment. Annual service and inspection of all sys.	Localized repairs, painting, water proofing. Repair, replace frames, sash, caulk, etc. Prepare and paint walls, patch plaster. Inspect, repair, service valves, seals, etc. Repair, piping or insulation, Chemical water, treatment. Annual service and inspection of all sys.
SCHOOL 5			
70	\$34,762.45	\$55,000.00	\$75,000.00
Localized repairs, painting, water proofing. Repair, replace frames, sash, caulk, etc. Prepare and paint walls, patch plaster. Inspect, repair, service valves, seals, etc. Repair, piping or insulation, Chemical water, treatment. Annual service and inspection of all sys.	Localized repairs, painting, water proofing. Repair, replace frames, sash, caulk, etc. Prepare and paint walls, patch plaster. Inspect, repair, service valves, seals, etc. Repair, piping or insulation, Chemical water, treatment. Annual service and inspection of all sys.	Localized repairs, painting, water proofing. Repair, replace frames, sash, caulk, etc. Prepare and paint walls, patch plaster. Inspect, repair, service valves, seals, etc. Repair, piping or insulation, Chemical water, treatment. Annual service and inspection of all sys.	Localized repairs, painting, water proofing. Repair, replace frames, sash, caulk, etc. Prepare and paint walls, patch plaster. Inspect, repair, service valves, seals, etc. Repair, piping or insulation, Chemical water, treatment. Annual service and inspection of all sys.
SCHOOL 6			
80	\$71,501.03	\$55,000.00	\$150,000.00
Localized repairs, painting, water proofing. Repair, replace frames, sash, caulk, etc. Prepare and paint walls, patch plaster. Inspect, repair, service valves, seals, etc. Repair, piping or insulation, Chemical water, treatment. Annual service and inspection of all sys.	Localized repairs, painting, water proofing. Repair, replace frames, sash, caulk, etc. Prepare and paint walls, patch plaster. Inspect, repair, service valves, seals, etc. Repair, piping or insulation, Chemical water, treatment. Annual service and inspection of all sys.	Localized repairs, painting, water proofing. Repair, replace frames, sash, caulk, etc. Prepare and paint walls, patch plaster. Inspect, repair, service valves, seals, etc. Repair, piping or insulation, Chemical water, treatment. Annual service and inspection of all sys.	Localized repairs, painting, water proofing. Repair, replace frames, sash, caulk, etc. Prepare and paint walls, patch plaster. Inspect, repair, service valves, seals, etc. Repair, piping or insulation, Chemical water, treatment. Annual service and inspection of all sys.

TOTALS ALL SCHOOLS \$382,507.99 \$460,000.00 \$1,048,000.00

SCHOOL BUS EMERGENCY EVACUATION DRILL REPORT

School Bus emergency evacuation drills shall be conducted twice each school year according to the New Jersey Administrative Code (NJAC 6A:27-11.2).

Emergency evacuation drills and safety education

EXHIBIT NO: X18:14

- (a). School administrators shall organize and conduct emergency exit drills at least twice within the school year for all students who are transported to and from school.
1. All other students shall receive school bus evacuation instruction at least once within the school year.
- (b). The school bus driver and bus aide shall participate in the emergency exit drills.
- (c). Drills shall be conducted on school property and shall be supervised by the principal or person assigned to act in a supervisory capacity.
- (d). Drills shall be documented in the minutes of the local board of education at the first board meeting following the completion of the emergency exit drill. The minutes shall include, but are not limited to, the following:
1. Date of the drill;
 2. Time of day the drill was conducted;
 3. School name;
 4. Location of the drill;
 5. Route number(s) included in the drill; and
 6. Name of school principal, or person(s) assigned, who supervised the drill.

REPORT OF THE COMPLETION OF THE SCHOOL BUS EMERGENCY EVACUATION DRILL TO THE BOARD OF EDUCATION

Date of the school bus emergency evacuation drill: October 26, 2023

Time of day the drill was conducted: 9:00 AM

School Name: Winslow Township School #1

Location of the Emergency Evacuation Drill: school driveway/parking lot

Route Number(s): 3,5,13,14,16,18,22,30,35,36,46,110,113,115,121,201,D-1,D-3

Name of the school principal/person(s) overseeing the drill: Nathan Davis, Principal

Other information relative to the emergency evacuation drill:

SCHOOL BUS EMERGENCY EVACUATION DRILL REPORT

School Bus emergency evacuation drills shall be conducted twice each school year according to the New Jersey Administrative Code (NJAC 6A:27-11.2).

Emergency evacuation drills and safety education

- (a). School administrators shall organize and conduct emergency exit drills at least twice within the school year for all students who are transported to and from school.
1. All other students shall receive school bus evacuation instruction at least once within the school year.
- (b). The school bus driver and bus aide shall participate in the emergency exit drills.
- (c). Drills shall be conducted on school property and shall be supervised by the principal or person assigned to act in a supervisory capacity.
- (d). Drills shall be documented in the minutes of the local board of education at the first board meeting following the completion of the emergency exit drill. The minutes shall include, but are not limited to, the following:
1. Date of the drill;
 2. Time of day the drill was conducted;
 3. School name;
 4. Location of the drill;
 5. Route number(s) included in the drill; and
 6. Name of school principal, or person(s) assigned, who supervised the drill.

REPORT OF THE COMPLETION OF THE SCHOOL BUS EMERGENCY EVACUATION DRILL TO THE BOARD OF EDUCATION

Date of the school bus emergency evacuation drill: October 26, 2023

Time of day the drill was conducted: 9:00 AM

School Name: Winslow Township School #2

Location of the Emergency Evacuation Drill: school driveway/parking lot

Route Number(s): 7,15,21,23,25,27,37,44,105,107,108,109,118,D-3

Name of the school principal/person(s) overseeing the drill: Christa McBride, Principal

Other information relative to the emergency evacuation drill:

SCHOOL BUS EMERGENCY EVACUATION DRILL REPORT

School Bus emergency evacuation drills shall be conducted twice each school year according to the New Jersey Administrative Code (NJAC 6A:27-11.2).

Emergency evacuation drills and safety education

- (a). School administrators shall organize and conduct emergency exit drills at least twice within the school year for all students who are transported to and from school.
1. All other students shall receive school bus evacuation instruction at least once within the school year.
- (b). The school bus driver and bus aide shall participate in the emergency exit drills.
- (c). Drills shall be conducted on school property and shall be supervised by the principal or person assigned to act in a supervisory capacity.
- (d). Drills shall be documented in the minutes of the local board of education at the first board meeting following the completion of the emergency exit drill. The minutes shall include, but are not limited to, the following:
1. Date of the drill;
 2. Time of day the drill was conducted;
 3. School name;
 4. Location of the drill;
 5. Route number(s) included in the drill; and
 6. Name of school principal, or person(s) assigned, who supervised the drill.

REPORT OF THE COMPLETION OF THE SCHOOL BUS EMERGENCY EVACUATION DRILL TO THE BOARD OF EDUCATION

Date of the school bus emergency evacuation drill: October 26, 2023

Time of day the drill was conducted: 9:00 AM

School Name: Winslow Township School #3

Location of the Emergency Evacuation Drill: school driveway/parking lot

Route Number(s): 11,20,24,34,40,42,43,61,102,106,111,114,122,200,D-1

Name of the school principal/person(s) overseeing the drill: Tamika Gilbert-Floyd, Principal

Other information relative to the emergency evacuation drill:

SCHOOL BUS EMERGENCY EVACUATION DRILL REPORT

School Bus emergency evacuation drills shall be conducted twice each school year according to the New Jersey Administrative Code (NJAC 6A:27-11.2).

Emergency evacuation drills and safety education

- (a). School administrators shall organize and conduct emergency exit drills at least twice within the school year for all students who are transported to and from school.
1. All other students shall receive school bus evacuation instruction at least once within the school year.
- (b). The school bus driver and bus aide shall participate in the emergency exit drills.
- (c). Drills shall be conducted on school property and shall be supervised by the principal or person assigned to act in a supervisory capacity.
- (d). Drills shall be documented in the minutes of the local board of education at the first board meeting following the completion of the emergency exit drill. The minutes shall include, but are not limited to, the following:
1. Date of the drill;
 2. Time of day the drill was conducted;
 3. School name;
 4. Location of the drill;
 5. Route number(s) included in the drill; and
 6. Name of school principal, or person(s) assigned, who supervised the drill.

REPORT OF THE COMPLETION OF THE SCHOOL BUS EMERGENCY EVACUATION DRILL TO THE BOARD OF EDUCATION

Date of the school bus emergency evacuation drill: October 26, 2023

Time of day the drill was conducted: 9:00 AM

School Name: Winslow Township School #4

Location of the Emergency Evacuation Drill: school driveway/parking lot

Route Number(s): 1,2,4,6,10,12,19,38,103,104,112,119,120

Name of the school principal/person(s) overseeing the drill: Lori Kelly, Principal

Other information relative to the emergency evacuation drill:

SCHOOL BUS EMERGENCY EVACUATION DRILL REPORT

School Bus emergency evacuation drills shall be conducted twice each school year according to the New Jersey Administrative Code (NJAC 6A:27-11.2).

Emergency evacuation drills and safety education

- (a). School administrators shall organize and conduct emergency exit drills at least twice within the school year for all students who are transported to and from school.
1. All other students shall receive school bus evacuation instruction at least once within the school year.
- (b). The school bus driver and bus aide shall participate in the emergency exit drills.
- (c). Drills shall be conducted on school property and shall be supervised by the principal or person assigned to act in a supervisory capacity.
- (d). Drills shall be documented in the minutes of the local board of education at the first board meeting following the completion of the emergency exit drill. The minutes shall include, but are not limited to, the following:
1. Date of the drill;
 2. Time of day the drill was conducted;
 3. School name;
 4. Location of the drill;
 5. Route number(s) included in the drill; and
 6. Name of school principal, or person(s) assigned, who supervised the drill.

REPORT OF THE COMPLETION OF THE SCHOOL BUS EMERGENCY EVACUATION DRILL TO THE BOARD OF EDUCATION

Date of the school bus emergency evacuation drill: October 25, 2023

Time of day the drill was conducted: 8:30 AM

School Name: Winslow Township School #5

Location of the Emergency Evacuation Drill: school driveway/parking lot

Route Number(s): 3,7,11,12,13,14,15,18,19,21,23,25,27,29, route numbers continued below

Name of the school principal/person(s) overseeing the drill: Dr.Nyhton Carter, Prinicpal

Other information relative to the emergency evacuation drill:

30,40,45,61,105,106,107,108,109,110,121,201,D-1,D-3

SCHOOL BUS EMERGENCY EVACUATION DRILL REPORT

School Bus emergency evacuation drills shall be conducted twice each school year according to the New Jersey Administrative Code (NJAC 6A:27-11.2).

Emergency evacuation drills and safety education

(a). School administrators shall organize and conduct emergency exit drills at least twice within the school year for all students who are transported to and from school.

1. All other students shall receive school bus evacuation instruction at least once within the school year.

(b). The school bus driver and bus aide shall participate in the emergency exit drills.

(c). Drills shall be conducted on school property and shall be supervised by the principal or person assigned to act in a supervisory capacity.

(d). Drills shall be documented in the minutes of the local board of education at the first board meeting following the completion of the emergency exit drill. The minutes shall include, but are not limited to, the following:

1. Date of the drill;
2. Time of day the drill was conducted;
3. School name;
4. Location of the drill;
5. Route number(s) included in the drill; and
6. Name of school principal, or person(s) assigned, who supervised the drill.

REPORT OF THE COMPLETION OF THE SCHOOL BUS EMERGENCY EVACUATION DRILL TO THE BOARD OF EDUCATION

Date of the school bus emergency evacuation drill: October 25, 2023

Time of day the drill was conducted: 8:30 AM

School Name: Winslow Township School #6

Location of the Emergency Evacuation Drill: school driveway/parking lot

Route Number(s): 1,2,4,5,6,10,16,20,22,24,37,42,43, route numbers contintued below

Name of the school principal/person(s) overseeing the drill: Glen Jackson, Prinicipal

Other information relative to the emergency evacuation drill:

102,103,104,115,200,D-4

SCHOOL BUS EMERGENCY EVACUATION DRILL REPORT

School Bus emergency evacuation drills shall be conducted twice each school year according to the New Jersey Administrative Code (NJAC 6A:27-11.2).

Emergency evacuation drills and safety education

(a). School administrators shall organize and conduct emergency exit drills at least twice within the school year for all students who are transported to and from school.

1. All other students shall receive school bus evacuation instruction at least once within the school year.

(b). The school bus driver and bus aide shall participate in the emergency exit drills.

(c). Drills shall be conducted on school property and shall be supervised by the principal or person assigned to act in a supervisory capacity.

(d). Drills shall be documented in the minutes of the local board of education at the first board meeting following the completion of the emergency exit drill. The minutes shall include, but are not limited to, the following:

1. Date of the drill;
2. Time of day the drill was conducted;
3. School name;
4. Location of the drill;
5. Route number(s) included in the drill; and
6. Name of school principal, or person(s) assigned, who supervised the drill.

REPORT OF THE COMPLETION OF THE SCHOOL BUS EMERGENCY EVACUATION DRILL TO THE BOARD OF EDUCATION

Date of the school bus emergency evacuation drill: October 24, 2023

Time of day the drill was conducted: 7:55 AM

School Name: Winslow Township Middle School

Location of the Emergency Evacuation Drill: school driveway/parking lot

Route Number(s): 1,2,3,4,6,7,10,11,13,14,15,16,19, route numbers continued below

Name of the school principal/person(s) overseeing the drill: William Shropshire, Prinicipal

Other information relative to the emergency evacuation drill:

21,22,23,24,25,27,30,61,102,103,104,105,106,107,109,110,111,118,119,120,121,200,201,D-2

SCHOOL BUS EMERGENCY EVACUATION DRILL REPORT

School Bus emergency evacuation drills shall be conducted twice each school year according to the New Jersey Administrative Code (NJAC 6A:27-11.2).

Emergency evacuation drills and safety education

(a). School administrators shall organize and conduct emergency exit drills at least twice within the school year for all students who are transported to and from school.

1. All other students shall receive school bus evacuation instruction at least once within the school year.

(b). The school bus driver and bus aide shall participate in the emergency exit drills.

(c). Drills shall be conducted on school property and shall be supervised by the principal or person assigned to act in a supervisory capacity.

(d). Drills shall be documented in the minutes of the local board of education at the first board meeting following the completion of the emergency exit drill. The minutes shall include, but are not limited to, the following:

1. Date of the drill;
2. Time of day the drill was conducted;
3. School name;
4. Location of the drill;
5. Route number(s) included in the drill; and
6. Name of school principal, or person(s) assigned, who supervised the drill.

REPORT OF THE COMPLETION OF THE SCHOOL BUS EMERGENCY EVACUATION DRILL TO THE BOARD OF EDUCATION

Date of the school bus emergency evacuation drill: October 23, 2023

Time of day the drill was conducted: 6:50 AM

School Name: Winslow Township High School

Location of the Emergency Evacuation Drill: school driveway/parking lot

Route Number(s): 1,2,3,4,5,6,7,10,11,13,14,15,16,18,19,20, route numbers continued below

Name of the school principal/person(s) overseeing the drill: Kurt Marella, Principal

Other information relative to the emergency evacuation drill:

21,22,23,24,25,27,28,29,30,31,32,34,35,36,40,42,43,61,102,103,104,105,106,107,108,109,110,112,115,120

200,201,D-1

AGREEMENT

THIS AGREEMENT entered on this ___ day of _____ 2023, by and between the TOWNSHIP OF WINSLOW, a duly created municipal corporation of the State of New Jersey, located at 125 S. Route 73, Braddock, New Jersey, hereinafter referred to as TOWNSHIP, and WINSLOW TOWNSHIP BOARD OF EDUCATION, located at 40 Cooper Folly Road, Atco, New Jersey, 08004 hereinafter referred to as the BOARD:

WITNESSETH

WHEREAS, the said Board of Education as aforesaid desires to retain the service of local law enforcement officer(s) employed by the Township of Winslow to participate in a program whereby Police Officer(s) are assigned to the high school and middle school to provide police related services within the above district on a full-time basis; and

WHEREAS, both parties recognize the high costs associated with a local law enforcement officer providing such services to the local school and the BOARD has agreed to compensate the Township for this cost as hereinafter set forth in this Agreement.

NOW THEREFORE, in consideration of the mutual covenants contained herein and other good and valuable consideration set forth herein, the parties do hereby agree as follows:

1. The TOWNSHIP shall, through its local police department, supply a local law enforcement officer(s) to the BOARD to provide security at the Township Middle School and Township High School:

2. **ASSIGNMENT OF OFFICERS:** The BOARD and TOWNSHIP have agreed to have (1) one police officer assigned daily to Winslow Township High School and (1) one police officer assigned daily to Winslow Township Middle School, on a full-time basis during the 2023-2024 school year, commencing September 1, 2023 and ending June 30, 2024.

3. **SELECTION OF OFFICERS:** The officer(s) shall have a minimum of three (3) years of experience. The officer(s) shall be carefully selected by the Township Chief of Police who will submit the name(s) to the Superintendent. If the Chief of Police determines that there is only one viable candidate for the School Resource Officer position, the Superintendent will interview the candidate and address any concerns regarding the selected candidate with the Chief of Police prior to finalizing the selection. If multiple candidates are selected and submitted to the Superintendent by the Chief of Police, the Superintendent will interview and select the best candidate(s) for the Board. The Township Chief of Police or his designee shall determine the uniform apparel of the day for any such officer(s) designated for assignment. At all times, Chief of Police or his designee shall direct and supervise the assigned officers, however, while the officers are in the schools, they may take directions from the Building Principal and the Superintendent of Schools for routine daily activities not related to emergency situations.

4. **PAYMENT:** In recognition that the TOWNSHIP shall share in the costs of this program, the BOARD hereby agrees to pay \$85,000.00 (31% of the total costs of both officers assigned to the BOARD) for ten months (September 2023 through June 2024). Payment for the months of September through June shall be made monthly in the amount of \$8,500.00, due and payable by the 1st of each month.

5. **FURTHER CONSIDERATION:** The BOARD agrees that as further consideration to the Township for providing this service that the TOWNSHIP and/or bonafide Winslow Township community organizations, at no cost, shall be able to have use of the school district facilities as approved by the Winslow Township School Board. Such use shall be in accordance with full compliance with Board rules and regulations that control such use.

6. **DEFAULT:** In the event payments are not made in accordance with the schedule set forth in Paragraph 4, or BOARD facilities are not made available to the TOWNSHIP and/or bonafide community organizations in accordance with Paragraph 5, the TOWNSHIP shall place the BOARD on written notice of said failure. The BOARD shall have five (5) business days to cure said default. In the event the default is not cured by the BOARD within that time period, the TOWNSHIP shall have the immediate right to terminate this AGREEMENT on written notice to the BOARD and the right to avail itself to all legal and equitable remedies for the collection of any monies due to it.

7.

8. **OFFICER TO BE EMPLOYEE OF TOWNSHIP AND NOT THE BOARD:**

Although assigned to the school on a full-time basis, the police officer(s) to be so assigned pursuant to this Agreement are employed by the TOWNSHIP and its Police Department and not by the BOARD. Such officer(s) shall remain subject to all rules and regulations of the TOWNSHIP and the police officer(s) shall not be considered a staff member of the school BOARD.

9. **HOURS:** The TOWNSHIP shall provide police officer(s) for forty (40) hours per week, except in the case of an emergency as directed by the Township Chief of Police. It is further agreed that in the event of the absence or leave of the assigned Officer(s), which persists past three days, the TOWNSHIP will provide replacement police officer(s). However, in an emergency situation, the Township Chief of Police, in his sole discretion, may remove the officers from the school for the duration of the emergency.

10. **DUTIES:** The duties to be performed at the school by such officer(s) shall be assigned by the Superintendent of Schools and/or his designee, in consultation with the Township Police chain of command.

11. **COMMUNICATIONS:** The Superintendent of Schools and the Chief of Police of Winslow Township shall maintain open communication concerning the progress and effectiveness of the program.

12. **MODIFICATION OR AMENDMENT OF AGREEMENT:** This Agreement may only be modified or amended in writing by both the BOARD and TOWNSHIP.

13. **TERMINATION:** This agreement may be terminated by either party upon not less than thirty (30) days written notice to the other.

14. This AGREEMENT shall be construed and governed in accordance with the laws of the State of New Jersey.

15. Each party represents that it has been duly authorized by appropriate Resolution to execute this AGREEMENT. A certified copy of each Resolution is attached to this AGREEMENT.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals the day
and year written below.

Winslow Township Board of Education

Attest:



Tyra McCoy-Boyle, Business Administrator/Board Secretary



Cheryl Pitts, Board President

Date: 11.8.23

Township of Winslow

Attest:

Lisa Dority, RMC Municipal Clerk

Joseph Gallagher, Administrator

Date: _____

Cost of Police Resource Officers

<u>Officer</u>	<u>2023</u> <u>Salary</u>	<u>Benefits</u>	<u>Total</u>	<u>School District</u> <u>Contribution</u>	<u>Cost</u> <u>Absorbed by</u> <u>Township</u>
Ferren	\$ 96,919.00	\$ 22,527.00	\$ 119,446.00		
Gunson	\$ 122,298.00	\$ 29,352.00	\$ 151,650.00		
			<u>\$ 271,096.00</u>	31%	<u>\$ 85,000.00</u>
					<u>\$ 186,096.00</u>

**RESOLUTION APPROVING AGREEMENT WITH THE WINSLOW
TOWNSHIP BOARD OF EDUCATION FOR POLICE OFFICERS AT THE MIDDLE
SCHOOL AND HIGH SCHOOL**

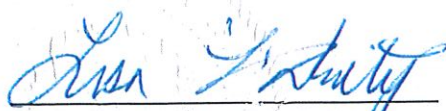
WHEREAS, the Winslow Township Board of Education has requested from the Township of Winslow that it utilize the services of local law enforcement officer(s) employed by the Township wherein said police officers would be assigned to the Winslow Township High School and Middle School to provide police security services on a full-time basis; and

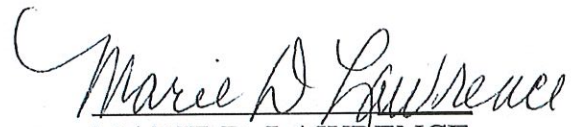
WHEREAS, both parties understand and recognize the cost and expense associated with the Township of Winslow providing local law enforcement officer(s) to provide said services to the local high school and middle school and have agreed to enter into an Agreement for the performance of these services, said Agreement attached hereto and incorporated by reference herein.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of Winslow that it hereby approves the Agreement with the Winslow Township Board of Education to assign police officers to the Winslow Township High School and Middle School to provide for police security services to those facilities.

BE IT FURTHER RESOLVED that the appropriate Township Officials are hereby authorized to execute said Agreement following the execution by the Winslow Township Board of Education.

ADOPTED: October 24, 2023


LISA L. DORITY, RMC
MUNICIPAL CLERK


MARIE D. LAWRENCE
MAYOR

R-2023- 325



November 1, 2023

Winslow Township School District
40 Cooper Folly Road
Atco, New Jersey 08004

Attention: Ms. Tyra McCoy-Boyle,
Business Administrator

P: 856-767-2850
E: mccoity@winslow-schools.com

Proposal for Long-Range
Facilities Plan (LRFP) Major Amendment
for Winslow Township Board of Education
LAN Ref. #2.20348.0 - #23-652

Dear Ms. McCoy-Boyle:

In accordance with your request, LAN Associates, Engineering, Planning, Architecture, Surveying, Inc. (LAN) is pleased to present our proposal for updating the Winslow Township School District's Long-Range Facilities Plan (LRFP). As you know, your last major amendment was approved on January 10, 2019 and must be updated every five (5) years. The State of New Jersey, Department of Education (NJDOE) requests that the updates be completed, especially if any capital improvement projects are being considered by the School District.

The scope of our services would include the following:

1. Obtain enrollment projections. This can be done by the NJDOE. The School District can authorize the NJDOE to perform the Cohort Survival Enrollment Projection. This information will be inputted into the LRFP by LAN.
2. Input proposed capital improvement projects into the District's Long-Range Facilities Plan. Previously LAN assisted the District with updating the capital projects in your LRFP. We will revisit the list of capital projects and associates costs with the District, modifying the list of capital projects accordingly.
3. Review / Update School District sites and assets. There are currently multiple discrepancies between the District's floor plan/spaces and the LRFP system assets/spaces, as follows:
 - a. Survey of High School interior spaces to verify all room names, function, and square footage, if required as the current LRFP inventory and building floor plan do not align.
 - b. Survey of Middle School interior spaces to verify all room names, function, and square footage, if required as the current LRFP inventory and building floor plan do not align.
 - c. Create a base floor plan to reflect Administration Building layout, function of each space, and associated square footages for entry into the LRFP inventory.

- d. Base plans for Schools 1 – 6 must be created and current room names, numbers, and square footages be verified.
- 4. Review data check report and ensure all items comply with the NJDOE requirements.
- 5. Assist School District in final submission of the major amendment to the LRFP to the NJDOE.

LAN'S FEES:

Our fee for the above scope of service includes:

Item #	Description	Fee (\$)
1	Site Visits/Surveys & Prepare Updated Floor Plans	7,814
2	Amend LRFP (input enrollment projections, update inventory/assets, amend capital projects, complete LRFP submission)	6,860
	Total Services	14,674

SCHEDULE:

Based on the need to complete this process by January 10, 2024; upon receipt of approval to proceed, LAN will promptly mobilize our team to survey the existing buildings. Concurrently the NJDOE will be contacted to perform the Cohort Survival Enrollment Projection. Upon completion of the base plan revisions, amending the LRFP will commence. LAN anticipates completing this effort within four (4) weeks after mobilizing.

INVOICING:

LAN's billing process includes issuing invoices monthly, calculated as a percentage complete for the scope outlined in this proposal.

I appreciate the opportunity to submit this proposal to the Winslow Township Board of Education. If this proposal is acceptable, please sign and return an executed copy of this proposal along with a Purchase Order referencing the same. If you have any questions or comments, please contact me directly.

Respectfully submitted,

LAN Associates, Engineering, Planning,
Architecture, Surveying, Inc. (LAN)



Ron Schwenke, AIA, LEED AP
Assistant Vice President

P:\200-AE\20300-20399\20348\20348.0\Admin\Proposal\203480Lp23-652_LRFPMajorAmendment\2023-11-01 Winslow BOE - LRFP Major Amendment - LAN Proposal 203480Lp23-652.docx 11/1/2023 2:50:00 PM

cc: Ms. Regina Chico, Assistant BA (via email: chicore@winslow-schools.com)
File #2.20348.0 - #23-652, w/att.

Accepted By:


Signature

Tyra McCoy-Boyle
Printed Name/Title

11.8.23
Date

Winslow Twp School District
Name of Organization

2023-2024 CONTRACT FOR PARTICIPATION IN COOPERATIVE TRANSPORTATION

THE GLOUCESTER COUNTY SPECIAL SERVICES SCHOOL DISTRICT, 1340 Tanyard Road, Sewell, New Jersey 08080, hereinafter referred to as Special Services School District and Winslow Twp. School District, Camden County, New Jersey, by and through Tyra McCoy-Boyle, duly authorized and appointed representative of the District Board of Education, hereinafter referred to as District, covenant and agree that:

1. Special Services School District shall provide transportation services pursuant to the 2023-2024 Gloucester County Special Services School District Transportation Guidelines annexed hereto and made an express part of this Agreement.

2. Special Services School District and District agree to be bound by the Gloucester County Special Services School District Transportation Guidelines.

3. District contracts for Cooperative Transportation Routing for Homeless, Nonpublic, Special Education, and Vocational routes.

4. District agrees to participate in the Gloucester County Special Services School District Transportation Project Services for the school year 2023-2024 which period shall not exceed twelve (12) months.

5. District acknowledges that this Agreement is not self-renewing and may be renewed only by means outlined in the Gloucester County Special Services School District Transportation Guidelines and for renewal periods not to exceed one (1) year.

President, Gloucester County Special Services School District Date

Cheryl L. Pitts 11/8/23

President, District Board of Education Date

Board Secretary, Gloucester County Special Services School District Date

Tyra McCoy-Boyle 11.8.23

Board Secretary, District Board of Education Date

SEAL

County Superintendent of Schools Date

Policy List
First Reading: November 8, 2023

Policy/ Regulation	Policy/Regulation Title
P 2270	Religion in the Schools
P 3161	Examination for Cause
P 3324	Right of Privacy
P 4161	Examination for Cause
P & R 5111	Eligibility of Resident/Nonresident Students
P 8500	Food Services

POLICY GUIDE

First Reading: November 8, 2023

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Religion in the Schools
Sep 23

2270 RELIGION IN THE SCHOOLS

The Board of Education recognizes that religious belief and disbelief are matters of personal conviction rather than governmental authority and the students of this district are protected by the First Amendment of the United States Constitution and by Article I, Paragraph 4 of the New Jersey State Constitution from the establishment of religion in the schools. The First Amendment requires public school officials to show neither favoritism toward nor hostility against religious expression such as prayer.

As a condition of receiving Elementary and Secondary Education Act of 1965 (ESEA) funds, the Board of Education must annually certify in writing to the New Jersey Department of Education that no Board policy prevents, or otherwise denies participation in, constitutionally protected prayer in public elementary and secondary schools, as detailed in the United States Department of Education's Guidance on Constitutionally Protected Prayer and Religious Expression in Public Elementary and Secondary Schools (USDOE Guidance). The Board must provide this certification to the New Jersey Department of Education by October 1 of each year during which the Board participates in an ESEA program. The USDOE Guidance provides information on the current state of the law concerning constitutionally protected prayer and religious expression in public elementary and secondary schools.

The following activities as outlined in the USDOE Guidance will be permitted upon applying the governing constitutional principles in particular public school contexts related to prayer: prayer and religious exercise during non-instructional time; organized prayer groups and activities; teachers, administrators, and other school employees; moments of silence; accommodations of prayer and religious exercise during instructional time; student assemblies and noncurricular events; prayer at graduation; and/or baccalaureate ceremonies.

The following activities as outlined in the USDOE Guidance will be permitted upon applying constitutional principles regarding religious expression other than prayer in particular public school contexts: religious literature; teaching about religion; student dress codes and policies; religious expression in class assignments and homework; and/or excusals for religious activities.



POLICY GUIDE

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Religion in the Schools

In addition to the constitutional principles outlined in this Policy and the USDOE Guidance, public schools may also be subject to requirements under Federal and State laws relevant to prayer and religious expression. Such Federal and State laws may not; however, obviate or conflict with a public school's Federal constitutional obligations described in the USDOE Guidance. The Equal Access Act, 20 U.S.C. Section 4071, is designed to ensure that student religious activities are accorded the same access to Federally funded public secondary school facilities as are student secular activities.

The United States Department of Justice has developed guidance for interpreting the Equal Access Act's requirements outlined in the USDOE Guidance in the area of general provisions, prayer service and worship exercises, means of publicized meetings, lunch-time and recess, and leadership of religious student groups.

Any issues regarding prayer and religious expression in the schools, the USDOE Guidance, and the provisions of this Policy shall be referred to the Superintendent of Schools who may consult with the Board Attorney.

U.S. Const. Amend. 1

The Equal Access Act, 20 U.S.C. Section 4071

U.S. Department of Education - Guidance on Constitutionally Protected
Prayer and Religious Expression in Public Elementary and Secondary Schools –
May 15, 2023

N.J. Const. (1947) Art. 1, para. 4

N.J.S.A. 18A:35-4.6 et seq.; 18A:36-16

Adopted:



POLICY GUIDE

First Reading: November 8, 2023

TEACHING STAFF MEMBERS
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Examination for Cause
Sep 23

3161 EXAMINATION FOR CAUSE

- A. Pursuant to N.J.S.A. 18A:16-2 and N.J.A.C. 6A:32-6.3, the Board of Education may require physical or psychiatric examinations of a teaching staff member whenever, in the judgment of the Board, a teaching staff member shows evidence of deviation from normal physical or mental health, to determine the teaching staff member's physical and mental fitness to perform, with reasonable accommodation, the position the teaching staff member currently holds, or to detect any health risk(s) to students and other employees. When the Board requires a teaching staff member to undergo a physical or psychiatric examination:
1. The Board shall provide the teaching staff member with a written statement of the reasons for the required examination; and
 2. The Board shall provide the teaching staff member with a hearing, if requested.
 - a. Notice of the teaching staff member's right to a hearing shall be provided with the statement of reasons for the required examination;
 - b. The teaching staff member must request the Board hearing, in writing, within five working days of the teaching staff member's receipt of the written statement of reasons:
 - (1) The teaching staff member shall be ordered to submit to the appropriate examination(s) by the physician or institution designated by the Board if the teaching staff member failed to timely request a hearing before the Board;
 - c. The Board hearing shall be conducted in accordance with the provisions of N.J.S.A. 18A:25-7 and will offer the teaching staff member the opportunity to appear before the Board to refute the reason(s) for the required examination(s);



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TEACHING STAFF MEMBERS

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Examination for Cause

- d. The teaching staff member shall be ordered to submit to the appropriate examination(s) by the physician or institution designated by the Board if the teaching staff member failed to persuade the Board at the hearing that the teaching staff member should not be required to submit to the appropriate examination(s); and
 - e. The determination of such a hearing shall be appealable to the Commissioner pursuant to N.J.S.A. 18A:6-9 and N.J.A.C. 6A:4 – Appeals.
3. The teaching staff member may refuse, without reprisal, to waive their right to protect the confidentiality of medical information, in accordance with P.L. 104-191, Health Insurance Portability and Accountability Act of 1996.
- B. Pursuant to N.J.S.A. 18A:16-3, the Board shall bear the cost of examinations made by a physician or institution designated by the Board. However, the teaching staff member shall bear the cost if the examination is performed by a physician or institution designated by the teaching staff member with approval of the Board.
1. If the teaching staff member submits names of physicians or institutions to the Board for consideration to complete the appropriate examination(s), the Board is not required to designate the physician or institution submitted for consideration by the teaching staff member, but shall not act unreasonably in withholding its approval of the physician or institution.
 2. The teaching staff member shall authorize the physician or institution performing the examination to immediately release the examination results to the Superintendent.
 3. All records and reports relating to any such examination shall be the property of the Board, in accordance with N.J.S.A. 18A:16-5.
 - a. Health records of teaching staff members, including computerized records, shall be secured, stored, and maintained separately from other personnel files; and



POLICY GUIDE

TEACHING STAFF MEMBERS

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Examination for Cause

- D. A teaching staff member who refuses to submit to an examination required by the Board in accordance with this Policy and has exhausted the hearing procedures established by law and this Policy shall be subject to discipline, which may include, but is not limited to, termination or certification of tenure charges to the Commissioner of Education, as applicable.

42 U.S.C.A. 12101

N.J.S.A. 18A:6-10; 18A:16-2; 18A:16-3; 18A:16-4; 18A:16-5

18A:25-7; 18A:28-5; 18A:30-1 et seq.

N.J.A.C. 6A:32-6.2; 6A:32-6.3

Adopted:



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First Reading: November 8, 2023

TEACHING STAFF MEMBERS
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Right of Privacy
Sep 23

3324 RIGHT OF PRIVACY

The Board of Education will provide facilities and school district-owned property to assist teaching staff members in their job responsibilities or for the teaching staff members' convenience. These facilities or district-owned property may include, but are not limited to, an office, a storage closet, a filing cabinet, a locker, and/or a desk. The Principal or designee may provide a teaching staff member with exclusive use and access to such facilities or school district-owned property or may require the facility or school district-owned property be shared with other staff members. The teaching staff member may be provided a lock or key by the school district or may secure the facility or school district-owned property using their own locking device with permission from the Principal or designee.

Teaching staff members should be aware their expectation of privacy in these facilities and/or the school district-owned property provided by the Board of Education is reduced by virtue of actual office practices and procedures, for searches conducted pursuant to an investigation of work-related employee misconduct, or by school district policies or regulations. In addition, teaching staff members shall have a reduced expectation of privacy in these facilities and school district-owned property if there is reasonable suspicion the teaching staff member is violating a law or school policy. Teaching staff members shall be on notice this reduced expectation of privacy may result in such facilities and/or school district-owned property being searched without a search warrant. In order to avoid exposing personal belongings to such a search, teaching staff members are discouraged from storing personal papers and effects in these facilities or school district-owned property.

The Board prohibits any audio or video recording of a teaching staff member or student by any student; other school staff member; visitor; or any other person while a teaching staff member is performing their Board-assigned job responsibilities without the prior written approval of the teaching staff member's Principal or supervisor. In addition to protecting the privacy rights of all teaching staff members, such recordings may violate the privacy rights of students and teaching staff members and can be disruptive to the educational program. The teaching staff members' Principal or supervisor's prior approval for a person to make an audio or video recording of a teaching staff member or a school-sponsored activity is not required for a school-sponsored activity that is open to parents, family members, or other members of the public to attend. Such



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TEACHING STAFF MEMBERS
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Right of Privacy

activities include, but are not limited to: curricular activities; co-curricular activities; athletic events; student programs; or any other school-sponsored activity.

A person requesting prior approval to audio or video record a teaching staff member or student that is not permitted in accordance with the provisions of this Policy, must submit a written request to the Principal. The Principal will review the written request and provide the requester with a written decision. If a written approval is not provided by the Principal to the person submitting the request prior to the requested recording date or event, the request shall be deemed denied and the audio or video recording shall not be permitted.

Any person making an audio or video recording in violation of the provisions of this Policy shall be required to immediately cease making the recording to avoid violating the privacy rights of others. Any teaching staff member found to have violated the provisions of this Policy may be subject to discipline.

Adopted:



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First Reading: November 8, 2023

SUPPORT STAFF MEMBERS
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Examination for Cause
Sep 23

4161 EXAMINATION FOR CAUSE

- A. Pursuant to N.J.S.A. 18A:16-2 and N.J.A.C. 6A:32-6.3, the Board of Education may require physical or psychiatric examinations of a support staff member whenever, in the judgment of the Board, a support staff member shows evidence of deviation from normal physical or mental health, to determine the support staff member's physical and mental fitness to perform, with reasonable accommodation, the position the support staff member currently holds, or to detect any health risk(s) to students and other employees. When the Board requires a support staff member to undergo a physical or psychiatric examination:
1. The Board shall provide the support staff member with a written statement of the reasons for the required examination; and
 2. The Board shall provide the support staff member with a hearing, if requested.
 - a. Notice of the support staff member's right to a hearing shall be provided with the statement of reasons for the required examination;
 - b. The support staff member must request the Board hearing, in writing, within five working days of the support staff member's receipt of the written statement of reasons:
 - (1) The support staff member shall be ordered to submit to the appropriate examination(s) by the physician or institution designated by the Board if the support staff member failed to timely request a hearing before the Board;
 - c. The Board hearing shall be conducted in accordance with the provisions of N.J.S.A. 18A:25-7 and will offer the support staff member the opportunity to appear before the Board to refute the reason(s) for the required examination(s);



POLICY GUIDE

SUPPORT STAFF MEMBERS

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Examination for Cause

- d. The support staff member shall be ordered to submit to the appropriate examination(s) by the physician or institution designated by the Board if the support staff member failed to persuade the Board at the hearing that the support staff member should not be required to submit to the appropriate examination(s); and
 - e. The determination of such a hearing shall be appealable to the Commissioner pursuant to N.J.S.A. 18A:6-9 and N.J.A.C. 6A:4 - Appeals.
3. The support staff member may, without reprisal, refuse to waive their right to protect the confidentiality of medical information, in accordance with P.L. 104-191, Health Insurance Portability and Accountability Act of 1996.
- B. Pursuant to N.J.S.A. 18A:16-3, the Board shall bear the cost of examinations made by a physician or institution designated by the Board. However, the support staff member shall bear the cost if the examination is performed by a physician or institution designated by the support staff member with approval of the Board.
1. If the support staff member submits names of physicians or institutions to the Board for consideration to complete the appropriate examination(s), the Board is not required to designate the physician or institution submitted for consideration by the support staff member, but shall not act unreasonably in withholding its approval of the physician or institution.
 2. The support staff member shall authorize the physician or institution performing the examination to immediately release the examination results to the Superintendent.
 3. All records and reports relating to any such examination shall be the property of the Board, in accordance with N.J.S.A. 18A:16-5.
 - a. Health records of support staff members, including computerized records, shall be secured, stored, and maintained separately from other personnel files; and



POLICY GUIDE

SUPPORT STAFF MEMBERS

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Examination for Cause

- D. A support staff member who refuses to submit to the examination required by the Board in accordance with this Policy and has exhausted the hearing procedures established by law and this Policy shall be subject to discipline, which may include, but is not limited to, termination or certification of tenure charges to the Commissioner of Education, as applicable.

42 U.S.C.A. 12101

N.J.S.A. 18A:6-10; 18A:16-2; 18A:16-3; 18A:16-4; 18A:16-5

18A:25-7; 18A:28-5; 18A:30-1 et seq.

N.J.A.C. 6A:32-6.2; 6A:32-6.3

Adopted:



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First Reading: November 8, 2023

STUDENTS

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Eligibility of Resident/Nonresident Students

Sep 23

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5111 ELIGIBILITY OF RESIDENT/NONRESIDENT STUDENTS

The Board of Education shall admit to its schools, free of charge, persons over five and under twenty years of age, pursuant to N.J.S.A. 18A:38-1, or such younger or older student as is otherwise entitled by law to a free public education.

Eligibility to Attend School – N.J.A.C. 6A:22-3.1, 3.2, and 3.3

The Board shall admit students eligible to attend school free of charge that are domiciled within the district as defined in N.J.A.C. 6A:22-3.1 and Regulation 5111 – Section B.

The Board shall also admit any student that is kept in the home of a person other than the student’s parent or guardian, and the person is domiciled in the school district and is supporting the student without remuneration as if the student were their own child in accordance with N.J.A.C. 6A:22-3.2 and Regulation 5111 – Section C.

Pursuant to N.J.S.A. 18A:38-1.c., any person who fraudulently allows a child of another person to use their residence and is not the primary financial supporter of that child and any person who fraudulently claims to have given up custody of their child to a person in another district commits a disorderly persons offense.

A student is eligible to attend school in this school district free of charge pursuant to N.J.S.A. 18A:38-1.d. if the student’s parent or guardian temporarily resides within the school district and elects to have the student attend the school district of temporary residence, notwithstanding the existence of a domicile elsewhere pursuant to N.J.A.C. 6A:22-3.1(a)4. and Regulation 5111 – Section B.

A student is eligible to attend this school district free of charge in accordance with N.J.A.C. 6A:22-3.2 and Regulation 5111 – Section C.

Notwithstanding the provisions of N.J.S.A. 18A:38-1 or any other law, rule, or regulation to the contrary, a student who moves out of the school district as a result of domestic violence, sexual abuse, or other family crises shall be permitted to remain enrolled in the school district for the remainder of the school year pursuant to N.J.S.A. 18A:38-1.1 and in accordance with the provisions of N.J.A.C. 6A:22-3.2(h) and Regulation 5111 – Section C.



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Eligibility of Resident/Nonresident Students

Except as set forth in N.J.A.C. 6A:22-3.3(b)1., immigration/visa status shall not affect eligibility to attend school. Any student who is domiciled in the school district or otherwise eligible to attend school in the school district pursuant to N.J.A.C. 6A:22-3.2 shall be enrolled without regard to, or inquiry concerning, immigration status. A student's immigration/visa status and their eligibility to attend school shall be in accordance with N.J.A.C. 6A:22-3.3(b) and Regulation 5111 – Section D.

Proof of Eligibility – N.J.A.C. 6A:22-3.4

The Board of Education shall accept a combination of forms of documentation from persons attempting to demonstrate a student's eligibility for enrollment in the school district in accordance with the provisions of N.J.A.C. 6A:22-3.4 and Regulation 5111 – Section E.

In the case of a dispute between the school district and the parent of a student in regard to the student's eligibility to enroll in the school district or to remain enrolled in the school district pursuant to the provisions of N.J.S.A. 18A:38-1, the school district may request from the New Jersey Motor Vehicle Commission (NJMVC) the parent or guardian's name and address for use in verifying a student's eligibility for enrollment in the school district in accordance with the provisions of N.J.S.A. 18A:38-1.3.

Registration Forms and Procedures for Initial Assessment – N.J.A.C. 6A:22-4.1

Registration and procedures for initial determinations of eligibility will be in accordance with N.J.A.C. 6A:22-4.1 and Regulation 5111 – Section F.

Initial eligibility determinations shall be made upon presentation of an enrollment application, and enrollment shall take place immediately except in cases of clear, uncontested denials. Enrollment shall take place immediately when an applicant has provided incomplete, unclear, or questionable information, but the applicant shall be notified that the student will be removed from the school district if defects in the application are not corrected, or an appeal is not filed, in accordance with subsequent notice to be provided pursuant to N.J.A.C. 6A:22-4.2 and Regulation 5111 – Section F.

When a student appears ineligible based on the information provided in the initial application, the school district shall issue a preliminary written notice of ineligibility, including an explanation of the right to appeal to the Commissioner



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Eligibility of Resident/Nonresident Students

of Education in accordance with N.J.A.C. 6A:22-4.1(c)2. and Regulation 5111 – Section F.

When enrollment is denied and no intent to appeal is indicated, applicants shall be advised they shall comply with compulsory education laws in accordance with N.J.A.C. 6A:22-4.1(d) and Regulation 5111 – Section F.

Enrollment or attendance at the school shall not be conditioned or denied pursuant to N.J.A.C. 6A:22-4.1(e) through (i) and Regulation 5111 – Section F.

Notices of Ineligibility – N.J.A.C. 6A:22-4.2

When a student is found ineligible to attend the school district pursuant to N.J.A.C. 6A:22 or the student’s initial application is found to be deficient upon subsequent review or investigation, the school district immediately shall provide to the applicant notice that is consistent with Commissioner-provided sample form(s) and meets requirements of N.J.A.C. 6A:22-4.2 and Regulation 5111 – Section G.

Removal of Currently Enrolled Students – N.J.A.C. 6A:22-4.3

Nothing in N.J.A.C. 6A:22-4, this Policy, and Regulation 5111 shall preclude the Board of Education from identifying through further investigation or periodic requests for revalidation of eligibility, students enrolled in the school district who may be ineligible for continued attendance due to error in initial assessment, changed circumstances, or newly discovered information pursuant to N.J.A.C. 6A:22-4.3 and Regulation 5111 – Section H.

When a student who is enrolled and attending school based on an initial eligibility determination is later determined to be ineligible for continued attendance, the Superintendent may apply to the Board for the student’s removal in accordance with the provisions of N.J.A.C. 6A:22-4.3 and Regulation 5111 – Section H.

Appeal to the Commissioner – N.J.A.C. 6A:22-5.1

An applicant may appeal to the Commissioner of Education the school district’s determination that a student is ineligible to attend its schools in accordance with N.J.A.C. 6A:22-5.1 and Regulation 5111 – Section I.



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STUDENTS

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Eligibility of Resident/Nonresident Students

Assessment and Calculation of Tuition – N.J.A.C. 6A:22-6

If no appeal to the Commissioner is filed by the parent, guardian, adult student, or district resident keeping an affidavit student following notice of an ineligibility determination, the Board of Education may assess tuition; for up to one year of a student's ineligible attendance, including the twenty-one day period provided by N.J.S.A. 18A:38-1 for appeal to the Commissioner in accordance with N.J.A.C. 6A:22-6.1 and Regulation 5111 – Section J. Tuition will be assessed and calculated in accordance with N.J.A.C. 6A:22-6.3 and Regulation 5111 – Section J.

If an appeal to the Commissioner is filed by the parent, guardian, adult student, or district resident keeping an affidavit student and the petitioner does not sustain the burden of demonstrating the student's right to attend the school district, or the petitioner withdraws the appeal, fails to prosecute, or abandons the appeal by any means other than settlement agreeing to waive or reduce tuition, the Commissioner may assess tuition in accordance with the provisions of N.J.A.C. 6A:22-6.2(a) and Regulation 5111 – Section J. Upon the Commissioner's finding that an appeal has been abandoned, the Board may remove the student from school and seek tuition in accordance with N.J.A.C. 6A:22-6.2(a)1. and Regulation 5111 – Section J.

Nonresident Students – N.J.S.A. 18A:38-3.a.

Any person not resident in the school district, if eligible except for residence, may be admitted to the schools of the district with the consent of the Board of Education upon such terms, and with payment of tuition, as the Board prescribes. The Board of Education, with the approval of the Executive County Superintendent, shall establish a uniform tuition amount for any nonresident student admitted to the schools of the district pursuant to N.J.S.A. 18A:38-3.a. The continued enrollment of any nonresident student shall be contingent upon the student's maintenance of good standards of citizenship, discipline, attendance, and payment of tuition.

Children Who Anticipate Moving to or from the District

A nonresident student whose parent or guardian anticipates school district residency and has entered a contract to buy, build, or rent a residence in this school district may be enrolled with payment of a tuition rate approved by the



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STUDENTS

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Eligibility of Resident/Nonresident Students

Executive County Superintendent for a period of time not greater than two weeks prior to the anticipated date of residency.

Students whose parent or guardian have moved away from the school district on or after April 28th and twelfth grade students whose parent or guardian have moved away from the school district on or after April 28th will be permitted to finish the school year in this school district with payment of a tuition rate as approved by the Executive County Superintendent.

F-1 Visa Students

The school district is not required to, but may permit the attendance of F-1 Visa students into the school district only with the payment of full tuition and a signed tuition contract. The district may require advance payment of full tuition before providing the requested I-20 Form, in accordance with the provisions of Federal regulation 8 CFR 214.3. A F-1 Visa is granted to a foreign student through an application process that must include, but is not limited to, signed approval by the receiving school district exhibiting the receiving school district will accept the foreign student for enrollment and the foreign student's proof of financial means to pay the full tuition to the receiving school district for the academic year. The host family must be domiciled in the school district and shall submit a request to the Superintendent of Schools with supporting documentation as determined by the Superintendent or designee. A student with a F-1 Visa must be approved by the Board for attendance in the school district. The student's continued attendance in the school district shall be conditioned on a satisfactory attendance and disciplinary record.

J-1 Visa Students

The school district is not required to, but may permit the attendance of J-1 Visa students into the school district. The host family must be domiciled in the school district and shall submit a request to the Superintendent of Schools with supporting documentation as determined by the Superintendent or designee. A student with a J-1 Visa must be approved by the Board for attendance in the school district and shall not pay tuition. The student's continued attendance in the school district shall be conditioned on a satisfactory attendance and disciplinary record.



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STUDENTS

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Eligibility of Resident/Nonresident Students

N.J.S.A. 18A:38-1; 18A:38-1.1; 18A:38-1.3; 18A:38-3;
18A:38-3.1; 18A:7B-12

N.J.A.C. 6A:14-3.3; 6A:17-2.1 et seq.; 6A:22-1.1 et seq.
8 CFR 214.3

Adopted:



REGULATION GUIDE

First Reading: November 8, 2023

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Eligibility of Resident/Nonresident Students
Sep 23
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R 5111 ELIGIBILITY OF RESIDENT/NONRESIDENT STUDENTS

A. Definitions - N.J.A.C. 6A:22-1.2

1. “Affidavit student” means a student attending, or seeking to attend, school in a district pursuant to N.J.S.A. 18A:38-1.b and N.J.A.C. 6A:22-3.2(a).
2. “Appeal” means contested case proceedings before the Commissioner of Education pursuant to N.J.A.C. 6A:3, Controversies and Disputes.
3. “Applicant” means a parent, guardian, or a resident supporting an affidavit student who seeks to enroll a student in a school district; or an unaccompanied homeless youth or adult student who seeks to enroll in a school district.
4. “Commissioner” means the Commissioner of Education or their designee.
5. “Guardian” means a person to whom a court of competent jurisdiction has awarded guardianship or custody of a child, provided that a residential custody order shall entitle a child to attend school in the residential custodian’s school district unless it can be proven that the child does not actually live with the custodian. “Guardian” also means the Department of Children and Families for purposes of N.J.S.A. 18A:38-1.e.

B. Students Domiciled in the District – N.J.A.C. 6A:22-3.1

1. A student over five and under twenty years of age pursuant to N.J.S.A. 18A:38-1, or such younger or older student as is otherwise entitled by law to a free public education, is eligible to attend school in this school district if the student is domiciled within the district:



REGULATION GUIDE

STUDENTS

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Eligibility of Resident/Nonresident Students

- a. A student is domiciled in the school district when the student is the child of a parent or guardian whose domicile is located within the school district.
 - (1) When a student's parents or guardians are domiciled within different school districts and there is no court order or written agreement between the parents designating the school district of attendance, the student's domicile is the school district of the parent or guardian with whom the student lives for the majority of the school year. N.J.A.C. 6A:22-3.1(a)1. and B.1.a. above shall apply regardless of which parent has legal custody.
 - (2) When a student's physical custody is shared on an equal-time, alternating week/month, or other similar basis so the student is not living with one parent or guardian for a majority of the school year and there is no court order or written agreement between the parents designating the school district of attendance, the student's domicile is the present domicile of the parent or guardian with whom the student resided on the last school day prior to October 16 preceding the application date.
 - (a) When a student resided with both parents or guardians, or with neither parent or guardian, on the last school day prior to the preceding October 16, the student's domicile is the domicile of the parent or guardian with whom the parents or guardians indicate the student will be residing on the last school day prior to the ensuing October 16. When the parents or guardians do not designate or cannot agree upon the student's likely residence as of that date, or if on that date the student is not residing with the parent or guardian previously indicated, the student shall attend school in the school



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district of domicile of the parent or guardian with whom the student actually lives as of the last school day prior to October 16.

- (b) When the domicile of a student with disabilities as defined in N.J.A.C. 6A:14 cannot be determined pursuant to N.J.A.C. 6A:22-3.1, nothing shall preclude an equitable determination of shared responsibility for the cost of such student's out-of-district placement.
- (3) When a student is living with a person other than a parent or guardian, nothing in N.J.A.C. 6A:22-3.1 is intended to limit the student's right to attend school in the parent or guardian's school district of domicile pursuant to the provisions of N.J.A.C. 6A:22, Policy 5111, and this Regulation.
- (4) No school district shall be required to provide transportation for a student residing outside the school district for all or part of the school year unless transportation is based upon the home of the parent or guardian domiciled within the school district or otherwise required by law.
- b. A student is domiciled in the school district when the student has reached the age of eighteen or is emancipated from the care and custody of a parent or guardian and has established a domicile within the school district.
- c. A student is domiciled in the school district when the student has come from outside the State and is living with a person domiciled in the school district who will be applying for guardianship of the student upon expiration of the six-month "waiting period" of State residency required pursuant to N.J.S.A. 2A:34-54 ("home state" definition)



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and 2A:34-65.a(1). However, a student may later be subject to removal proceedings if application for guardianship is not made within a reasonable period of time following expiration of the mandatory waiting period or if guardianship is applied for and denied.

- d. A student is domiciled in the school district when the student's parent or guardian resides within the school district on an all-year-round basis for one year or more, notwithstanding the existence of a domicile elsewhere.
 - e. A student is domiciled in the school district if the Department of Children and Families is acting as the student's guardian and has placed the student in the school district.
2. When a student's dwelling is located within two or more school districts, or bears a mailing address that does not reflect the dwelling's physical location within a municipality, the school district of domicile for school attendance purposes shall be the municipality to which the majority of the dwelling's or unit's property tax is paid.
- a. When property tax is paid in equal amounts to two or more municipalities and there is no established assignment for students residing in the affected dwellings, the school district of domicile for school attendance purposes shall be determined through assessment of individual proofs of eligibility provided pursuant to N.J.A.C. 6A:22-3.4 and E. below.
 - b. N.J.A.C. 6A:22-3.1(b) and B.2. above shall not preclude the attendance of currently enrolled students who were permitted to attend the school district prior to December 17, 2001.



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3. When a student's parent or guardian elects to exercise such entitlement, nothing in N.J.A.C. 6A:22-3.1 shall exclude a student's right to attend the school district of domicile although the student is qualified to attend a different school district pursuant to N.J.S.A. 18A:38-1.b. or the temporary residency (less than one year) provision of N.J.S.A. 18A:38-1.d.
 4. Notwithstanding the provisions of N.J.S.A. 18A:38-1 or any other section of law to the contrary, a child who is domiciled within the school district and resides with a parent or guardian who is a member of the New Jersey National Guard or a member of the reserve component of the armed forces of the United States who is ordered into active military service in any of the armed forces of the United States in a time of war or national emergency, shall be permitted to remain enrolled in the school district in which the child is domiciled at the time of the parent or guardian being ordered into active military service, regardless of where the child resides during the period of active duty. The school district shall not be responsible for providing transportation for the child if the child lives outside of the district. Following the return of the child's parent or guardian from active military service, the child's eligibility to remain enrolled in the school district pursuant to N.J.S.A. 18A:38-3.1 shall cease at the end of the current school year unless the child is domiciled in the school district.
- C. Other Students Eligible to Attend School – N.J.A.C. 6A:22-3.2
1. A student over five and under twenty years of age pursuant to N.J.S.A. 18A:38-1, or such younger or older student as is otherwise entitled by law to a free public education, is eligible to attend school in this school district pursuant to N.J.S.A. 18A:38-1.b. if that student is kept in the home of a person other than the student's parent or guardian, and the person is domiciled in the school district and is supporting the student without remuneration as if the student were their own child.
 - a. A student is not eligible to attend this school district pursuant to N.J.A.C. 6A:22-3.2(a) and C.1. above unless:



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- (1) The student's parent or guardian has filed, together with documentation to support its validity, a sworn statement that the parent or guardian is not capable of supporting or providing care for the student due to family or economic hardship and that the student is not residing with the other person solely for the purpose of receiving a free public education; and
 - (2) The person keeping the student has filed, if so required by the Board of Education:
 - (a) A sworn statement that the person is domiciled within the school district, is supporting the child without remuneration and intends to do so for a longer time than the school term, and will assume all personal obligations for the student pertaining to school requirements; and
 - (b) A copy of their lease if a tenant, a sworn landlord's statement if residing as a tenant without a written lease, or a mortgage or tax bill if an owner.
- b. A student shall not be deemed ineligible under N.J.A.C. 6A:22-3.2 because required sworn statement(s) cannot be obtained when evidence is presented that the underlying requirements of the law are being met, notwithstanding the inability of the resident or student to obtain the sworn statement(s).
- c. A student shall not be deemed ineligible under N.J.A.C. 6A:22-3.2 when evidence is presented that the student has no home or possibility of school attendance other than with a school district resident who is not the student's parent or guardian, but is acting as the sole caretaker and supporter of the student.



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- d. A student shall not be deemed ineligible under N.J.A.C. 6A:22-3.2 solely because a parent or guardian gives occasional gifts or makes limited contributions, financial or otherwise, toward the student's welfare provided the resident keeping the student receives from the parent or guardian no payment or other remuneration for regular maintenance of the student.
 - e. Pursuant to N.J.S.A. 18A:38-1.c., any person who fraudulently allows a child of another person to use their residence and is not the primary financial supporter of that child and any person who fraudulently claims to have given up custody of their child to a person in another school district commits a disorderly persons offense.
2. A student over five and under twenty years of age pursuant to N.J.S.A. 18A:38-1, or such younger or older student as is otherwise entitled by law to a free public education, is eligible to attend school in this school district pursuant to N.J.S.A. 18A:38-1.b. if the student is kept in the home of a person domiciled in the school district, who is not the parent or guardian and the parent or guardian is a member of the New Jersey National Guard or the reserve component of the United States armed forces and has been ordered into active military service in the United States armed forces in time of war or national emergency.
 - a. Eligibility under N.J.A.C. 6A:22-3.2(b) and C.2. above shall cease at the end of the school year during which the parent or guardian returns from active military duty.
3. A student over five and under twenty years of age pursuant to N.J.S.A. 18A:38-1, or such younger or older student as is otherwise entitled by law to a free public education, is eligible to attend school in this school district pursuant to N.J.S.A. 18A:38-1.d. if the student's parent or guardian temporarily resides within the school district and elects to have the student attend the school district of temporary residence, notwithstanding the existence of a domicile elsewhere.



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- a. When required by the Board, the parent or guardian shall demonstrate the temporary residence is not solely for purposes of the student attending the school district of temporary residence;
 - b. When one of a student's parents or guardians temporarily resides in a school district while the other is domiciled or temporarily resides elsewhere, eligibility to attend school shall be determined in accordance with N.J.A.C. 6A:22-3.1(a)1.i. However, no student shall be eligible to attend school based upon a parent or guardian's temporary residence in a school district unless the parent or guardian demonstrates, if required by the Board, the temporary residence is not solely for purposes of a student's attending the school district.
4. A student over five and under twenty years of age pursuant to N.J.S.A. 18A:38-1, or such younger or older student as is otherwise entitled by law to a free public education, is eligible to attend school in this school district pursuant to N.J.S.A. 18A:38-1.f. if the student's parent or guardian moves to another school district as the result of being homeless, subject to the provisions of N.J.A.C. 6A:17-2 - Education of Homeless Children.
 5. A student over five and under twenty years of age pursuant to N.J.S.A. 18A:38-1, or such younger or older student as is otherwise entitled by law to a free public education, is eligible to attend school in this school district pursuant to N.J.S.A. 18A:38-2 if the student is placed by court order or by a society, agency, or institution in the home of a school district resident pursuant to N.J.S.A. 18A:38-2. As used in this section, "court order" shall not encompass orders of residential custody under which claims of entitlement to attend a school district are governed by provisions of N.J.S.A. 18A:38-1 and the applicable standards set forth in N.J.A.C. 6A:22.



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6. A student over five and under twenty years of age pursuant to N.J.S.A. 18A:38-1, or such younger or older student as is otherwise entitled by law to a free public education, is eligible to attend school in this school district pursuant to N.J.S.A. 18A:38-3.b. if the student previously resided in the school district and if the parent or guardian is a member of the New Jersey National Guard or the United States reserves and has been ordered to active service in time of war or national emergency, resulting in the relocation of the student out of the school district. A school district admitting a student pursuant to N.J.S.A. 18A:38-3.b. shall not be obligated for transportation costs.
7. A student over five and under twenty years of age pursuant to N.J.S.A. 18A:38-1, or such younger or older student as is otherwise entitled by law to a free public education, is eligible to attend the school district pursuant to N.J.S.A. 18A:38-7.7 et seq. if the student resides on Federal property within the State.
8. In accordance with N.J.S.A. 18A:38-1.1, a student who is not considered homeless under N.J.S.A. 18A:7B-12 and who moves to a new school district during the academic year as a result of a family crisis shall be permitted to remain enrolled in the original school district of residence for the remainder of the school year without the payment of tuition. A student attending an academic program during the summer, who is otherwise eligible except for the timing of the move, shall be permitted to remain in the school district for the remainder of the summer program if it is considered an extension of the preceding academic year.
 - a. For purposes of N.J.A.C. 6A:22-3.2(h), Policy 5111, and this Regulation, “family crisis” shall include, but not be limited to:
 - (1) An instance of abuse such as domestic violence or sexual abuse;
 - (2) A disruption to the family unit caused by death of a parent or guardian; or



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- (3) An unplanned displacement from the original residence such as fire, flood, hurricane, or other circumstances that render the residence uninhabitable.
- b. Upon notification of the move by the parent or guardian, the original school district of residence shall allow the student to continue attendance and shall provide transportation services to and from the student's new domicile in accordance with N.J.S.A. 18A:39-1. The original school district of residence may request from the parent or guardian and may review supporting documentation about the reason(s) for the move; however, any such review shall not interrupt the student's continued enrollment in the school district and in the current school of attendance with the provision of transportation.
 - (1) Examples of documentation include, but are not limited to, newspaper articles, insurance claims, police or fire reports, notes from health professionals, custody agreements, or any other legal document.
- c. If the parent or guardian or the relevant documentation indicates the child is homeless pursuant to N.J.S.A. 18A:7B-12, the school district liaison shall assume the coordination of enrollment procedures pursuant to N.J.A.C. 6A:17-2.5 and the student shall not be eligible for enrollment under N.J.S.A. 18A:38-1.1.
- d. If the original school district of residence determines the situation does not meet the family crisis criteria outlined in C.8.a. above, the Superintendent or designee shall notify the parent or guardian in writing. The notification shall inform the parent or guardian of their right to appeal the decision within twenty-one calendar days of the parent's or guardian's receipt of the notification, and shall state that if such appeal is denied, the parent or guardian may be assessed the costs for transportation provided to the new residence during the period of ineligible attendance. It



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shall also state whether the parent or guardian is required to withdraw the student by the end of the twenty-one day appeal period in the absence of an appeal.

- (1) The parent or guardian may appeal by submitting the request in writing with supporting documentation to the Executive County Superintendent of the county in which the original school district of residence is situated.
 - (2) Within thirty calendar days of receiving the request and documentation, the Executive County Superintendent shall issue a determination whether the situation meets the family crisis criteria at C.8.a. above. The original school district of residence shall continue to enroll the student and provide transportation to the current school of attendance in accordance with N.J.S.A. 18A:39-1 until the determination is issued.
 - (3) If the Executive County Superintendent determines the situation does not constitute a family crisis, the school district may submit to the Executive County Superintendent for approval the cost of transportation to the ineligible student's new domicile. The Executive County Superintendent shall certify the transportation costs to be assessed to the parent or guardian for the period of ineligible attendance.
- e. When the original school district of residence determines the situation constitutes a family crisis pursuant to N.J.S.A. 18A:38-1.1, the Superintendent or designee shall immediately notify the parent or guardian in writing.
- (1) When the original school district of residence anticipates the need to apply for reimbursement of transportation costs, it shall send to the Executive County Superintendent a request and documentation



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of the family crisis for confirmation the situation meets the criteria at C.8.a. above.

- (1) When the original school district of residence anticipates the need to apply for reimbursement of transportation costs, it shall send to the Executive County Superintendent a request and documentation of the family crisis for confirmation the situation meets the criteria at C.8.a. above.
 - (2) Within thirty days of receiving the school district's request and documentation, the Executive County Superintendent shall issue a determination of whether the situation meets the criteria for a family crisis. The original school district of residence shall continue to enroll the student and provide transportation to the current school of attendance in accordance with N.J.S.A. 18A:39-1 until the determination is issued, and shall not be reimbursed for additional transportation costs unless the Executive County Superintendent determines the situation is a family crisis or as directed by the Commissioner upon appeal.
- f. In providing transportation to students under N.J.S.A. 18A:38-1.1, the Board shall use the most efficient and cost-effective means available and in conformance with all laws governing student transportation.
- g. At the conclusion of the fiscal year in which the Executive County Superintendent has determined the situation constitutes a family crisis, the original school district of residence may apply to the Executive County Superintendent for a reimbursement of eligible costs for transportation services.
- (1) Eligible costs shall include transportation for students who are required to be transported pursuant to N.J.S.A. 18A:39-1.



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- a. However, the provisions of N.J.S.A. 18A:38-1 and N.J.A.C. 6A:22 shall not apply to students who have obtained, or are seeking to obtain, a Certificate of Eligibility for Nonimmigrant Student Status (INS Form I-20) from the school district in order to apply to the INS for issuance of a visa for the purpose of limited study on a tuition basis in a United States public secondary school ("F-1" Visa).

3. F-1 Visa Students

The school district is not required to, but may permit the attendance of F-1 Visa students into the school district only with the payment of full tuition and a signed tuition contract. The district may require advance payment of full tuition before providing the requested I-20 Form, in accordance with the provisions of Federal regulation 8 CFR 214.3. A F-1 Visa is granted to a foreign student through an application process that must include, but is not limited to, signed approval by the receiving school district exhibiting the receiving school district will accept the foreign student for enrollment and the foreign student's proof of financial means to pay the full tuition to the receiving school district for the academic year. The host family must be domiciled in the school district and shall submit a request to the Superintendent of Schools with documentation as determined by the Superintendent or designee. A student with a F-1 Visa must be approved by the Board for attendance in the school district. The student's continued attendance in the school district shall be conditioned on a satisfactory attendance and disciplinary record.

4. J-1 Visa Students

The school district is not required to, but may permit the attendance of J-1 Visa students into the school district. The host family must be domiciled in the school district and shall submit a request to the Superintendent of Schools with documentation as determined by the Superintendent or designee. A student with a J-1 Visa must be approved by the Board for attendance in the school district and shall not pay tuition. The student's continued



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attendance in the school district shall be conditioned on a satisfactory attendance and disciplinary record.

E. Proof of Eligibility – N.J.A.C. 6A:22-3.4

1. The Board of Education shall accept a combination of any of the following or similar forms of documentation from persons attempting to demonstrate a student's eligibility for enrollment in the school district:
 - a. Property tax bills; deeds; contracts of sale; leases; mortgages; signed letters from landlords; and other evidence of property ownership, tenancy, or residency;
 - b. Voter registrations; licenses; permits; financial account information; utility bills; delivery receipts; and other evidence of personal attachment to a particular location;
 - c. Court orders; State agency agreements; and other evidence of court or agency placements or directives;
 - d. Receipts; bills; cancelled checks; insurance claims or payments; and other evidence of expenditures demonstrating personal attachment to a particular location, or to support the student;
 - e. Medical reports; counselor or social worker assessments; employment documents; unemployment claims; benefit statements; and other evidence of circumstances demonstrating family or economic hardship, or temporary residency;
 - f. Affidavits, certifications and sworn attestations pertaining to statutory criteria for school attendance, from the parent, guardian, person keeping an affidavit student, adult student, person(s) with whom a family is living, or others, as appropriate;
 - g. Documents pertaining to military status and assignment; and



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verifying a student's eligibility for enrollment in the school district. The NJMVC shall disclose to a school district the information requested in accordance with procedures established by the NJMVC. However, the school district shall not condition enrollment in the district on immigration status or on the fact that the NJMVC does not have the name or address of the parent on file.

F. Registration Forms and Procedures for Initial Assessment – N.J.A.C. 6A:22-4.1

1. The Board of Education shall use Commissioner-provided registration forms pursuant to N.J.A.C. 6A:22-4.1(a), or locally developed forms that:
 - a. Are consistent with the Commissioner-provided forms;
 - b. Do not seek information prohibited by N.J.A.C. 6A:22-4 or any other provision of statute or rule;
 - c. Summarize, for the applicant's reference, the criteria for attendance set forth in N.J.S.A. 18A:38-1, and specify the nature and form of any sworn statement(s) to be filed;
 - d. Clearly state the purpose for which the requested information is being sought in relation to the criteria; and
 - e. Notify applicants that an initial eligibility determination is subject to a more thorough review and evaluation, and that an assessment of tuition is possible if an initially admitted applicant is later found ineligible.
2. The Board shall make available sufficient numbers of registration forms and trained registration staff to ensure prompt eligibility determinations and enrollment. Enrollment applications may be taken by appointment, but appointments shall be promptly scheduled and shall not unduly defer a student's attendance at school.
 - a. If the school district uses separate forms for affidavit student applications rather than a single application form for all types of enrollment, affidavit student forms shall



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comply in all respects with N.J.A.C. 6A:22-4.1(a) and G.1. above. When affidavit student forms are used, the school district shall provide them to any person attempting to register a student of whom they are not the parent or guardian, even if not specifically requested.

- (1) The Board or its agents shall not demand or suggest that guardianship or custody must be obtained before enrollment will be considered for a student living with a person other than the parent or guardian since such student may qualify as an affidavit student.
 - (2) The Board or its agents shall not demand or suggest that an applicant seeking to enroll a student of whom the applicant has guardianship or custody produce affidavit student proofs.
- b. A district-level administrator designated by the Superintendent shall be clearly identified to applicants and available to assist persons who experience difficulties with the enrollment process.
3. Initial eligibility determinations shall be made upon presentation of an enrollment application, and enrollment shall take place immediately except in cases of clear, uncontested denials.
- a. Enrollment shall take place immediately when an applicant has provided incomplete, unclear, or questionable information, but the applicant shall be notified that the student will be removed from the school district if defects in the application are not corrected, or an appeal is not filed, in accordance with subsequent notice to be provided pursuant to N.J.A.C. 6A:22-4.2 and G. below.
 - b. When a student appears ineligible based on information provided in the initial application, the school district shall issue a preliminary written notice of ineligibility, including an explanation of the right to appeal to the Commissioner of Education. Enrollment shall take place immediately if the applicant clearly indicates disagreement with the school



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district's determination and intent to appeal to the Commissioner.

- (1) An applicant whose student is enrolled pursuant to N.J.A.C. 6A:22-4.1(c)2.i. and F.3.b. above shall be notified that the student will be removed without a hearing before the Board if no appeal is filed within the twenty-one day period established by N.J.S.A. 18A:38-1.
4. When enrollment is denied and no intent to appeal is indicated, applicants shall be advised they shall comply with compulsory education laws. When the student is between the ages of six and sixteen, applicants also shall be asked to complete a written statement indicating the student will be attending school in another school district or nonpublic school, or receiving instruction elsewhere than at a school pursuant to N.J.S.A. 18A:38-25. In the absence of the applicant's written statement that the student will be attending school in another school district or nonpublic school, or receiving instruction elsewhere than at a school, designated staff shall report to the school district of actual domicile or residence, or the Department of Children and Families, a potential instance of "neglect" for purposes of ensuring compliance with compulsory education laws, N.J.S.A. 9:6-1. Staff shall provide the school district or the Department of Children and Families with the student's name, the name(s) of the parent/guardian/resident, and the student's address to the extent known. Staff shall also indicate admission to the school district has been denied based on residency or domicile, and there is no evidence of intent to arrange for the child to attend school or receive instruction elsewhere.
5. Enrollment or attendance in the school district shall not be conditioned on advance payment of tuition in whole or part when enrollment is denied and an intent to appeal is indicated, or when enrollment is provisional and subject to further review or information.
6. The Board shall ensure the registration process identifies information suggesting an applicant may be homeless so procedures may be implemented in accordance with N.J.A.C. 6A:17-2 - Education of Homeless Children.



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7. Enrollment or attendance in the school district shall not be denied based upon absence of a certified copy of the student's birth certificate or other proof of their identity as required within thirty days of initial enrollment, pursuant to N.J.S.A. 18A:36-25.1.
 8. Enrollment in the school district shall not be denied based upon the absence of student medical information. However, actual attendance at school may be deferred until the student complies with student immunization rules set forth in N.J.A.C. 8:57-4.
 9. When enrollment in the school district, attendance at school, or the receipt of educational services in the regular education program appears inappropriate, the student shall not be denied based upon the absence of a student's prior educational record. However, the applicant shall be advised the student's initial educational placement may be subject to revision upon the school district's receipt of records or further assessment of the student.
- G. Notices of Ineligibility – N.J.A.C. 6A:22-4.2
1. When a student is found ineligible to attend the school district pursuant to N.J.A.C. 6A:22, Policy 5111, and this Regulation or the student's initial application is found to be deficient upon subsequent review or investigation, the school district shall immediately provide notice to the applicant that is consistent with Commissioner-provided sample form(s) and meets the requirements of N.J.A.C. 6A:22-4.2 and F. above and H. below.
 - a. Notices shall be in writing; in English and in the native language of the applicant; issued by the Superintendent; and directed to the address at which the applicant claims to reside.
 2. Notices of ineligibility shall include:
 - a. In cases of denial, a clear description of the specific basis on which the determination of ineligibility was made:
 - (1) The description shall be sufficient to allow the applicant to understand the basis for the decision and determine whether to appeal; and



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- (2) The description shall identify the specific subsection of N.J.S.A. 18A:38-1 under which the application was decided.
- b. In cases of provisional eligibility, a clear description of the missing documents or information that still must be provided before a final eligibility status can be attained under the applicable provision of N.J.S.A. 18A:38-1;
 - c. A clear statement of the applicant's right to appeal to the Commissioner of Education within twenty-one days of the notice date, along with an informational document provided by the Commissioner describing how to file an appeal;
 - d. A clear statement of the student's right to attend school for the twenty-one day period during which an appeal can be made to the Commissioner. It also shall state the student will not be permitted to attend school beyond the twenty-first day following the notice date if missing information is not provided or an appeal is not filed;
 - e. A clear statement of the student's right to continue attending school while an appeal to the Commissioner is pending;
 - f. A clear statement that, if an appeal is filed with the Commissioner and the applicant does not sustain the burden of demonstrating the student's right to attend the school district, or the applicant withdraws the appeal, fails to prosecute or abandons the appeal by any means other than settlement, the applicant may be assessed, by order of the Commissioner enforceable in Superior Court, tuition for any period of ineligible attendance, including the initial twenty-one day period and the period during which the appeal was pending before the Commissioner;
 - g. A clear statement of the approximate rate of tuition, pursuant to N.J.A.C. 6A:22-6.3, J.2. and J.3. below, that an applicant may be assessed for the year at issue if the applicant does not prevail on appeal, or elects not to appeal:



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- (1) If removal is based on the student's move from the school district, the notice of ineligibility shall also provide information as to whether district Policy permits continued attendance, with or without tuition, for students who move from the school district during the school year.
 - h. The name of a contact person in the school district who can assist in explaining the notice's contents; and
 - i. When no appeal is filed, notice that the parent or guardian shall still comply with compulsory education laws. In the absence of a written statement from the parent or guardian that the student will be attending school in another school district or non-public school, or receiving instruction elsewhere than at a school, school district staff shall notify the school district of actual domicile/residence, or the Department of Children and Families, of a potential instance of "neglect" pursuant to N.J.S.A. 9:6-1. For purposes of facilitating enforcement of the State compulsory education requirement (N.J.S.A. 18A:38-25), staff shall provide the student's name, the name(s) of the parent/guardian/resident, address to the extent known, denial of admission based on residency or domicile, and absence of evidence of intent to attend school or receive instruction elsewhere.
- H. Removal of Currently Enrolled Students – N.J.A.C. 6A:22-4.3
 1. Nothing in N.J.A.C. 6A:22-4, Policy 5111, and this Regulation shall preclude the Board of Education from identifying through further investigation or periodic requests for revalidation of eligibility, students enrolled in the school district who may be ineligible for continued attendance due to error in initial assessment, changed circumstances, or newly discovered information.
 2. When a student who is enrolled and attending school based on an initial eligibility determination is later determined to be ineligible for continued attendance, the Superintendent may apply to the Board for the student's removal.



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- a. The Superintendent shall issue a preliminary notice of ineligibility meeting the requirements of N.J.A.C. 6A:22-4.2 and G. above. However, the notice shall also provide for a hearing before the Board prior to a final decision on removal.
3. No student shall be removed from school unless the parent, guardian, adult student, or resident keeping an affidavit student, has been informed of their entitlement to a hearing before the Board.
 4. Once the hearing is held, or if the parent, guardian, adult student, or resident keeping an affidavit student, does not respond within the designated time frame to the Superintendent's notice or appear for the hearing, the Board shall make a prompt determination of the student's eligibility and shall immediately provide notice in accordance with N.J.A.C. 6A:22-4.2 and G. above.
 5. Hearings required pursuant to N.J.A.C. 6A:22-4.3 may be conducted by the full Board or a Board committee, at the discretion of the full Board. If the hearing is conducted by a Board Committee, the Committee shall make a recommendation to the full Board for action. However, no student shall be removed except by vote of the Board taken at a meeting duly convened and conducted pursuant to N.J.S.A. 10:4-6 et seq., the Open Public Meetings Act.
- I. Appeal to the Commissioner – N.J.A.C. 6A:22-5.1
1. An applicant may appeal to the Commissioner of Education a school district determination that a student is ineligible to attend its schools. Appeals shall be initiated by petition, which shall be filed in accordance with N.J.S.A. 18A:38-1 and N.J.A.C. 6A:3-8.1 and shall proceed as a contested case pursuant to N.J.A.C. 6A:3.
 - a. Pursuant to N.J.S.A. 18A:38-1.b.(1), appeals of affidavit student ineligibility determinations shall be filed by the resident keeping the student.
- J. Assessment and Calculation of Tuition – N.J.A.C. 6A:22-6



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1. If no appeal to the Commissioner is filed by the parent, guardian, adult student, or school district resident keeping an affidavit student following notice of an ineligibility determination, the Board of Education may assess tuition for up to one year of a student's ineligible attendance, including the twenty-one day period provided by N.J.S.A. 18A:38-1 for appeal to the Commissioner.
 - a. If the responsible party does not pay the tuition assessment, the Board may petition the Commissioner pursuant to N.J.A.C. 6A:3 for an order assessing tuition, enforceable in accordance with N.J.S.A. 2A:58-10 through recording, upon request of the Board pursuant to N.J.A.C. 6A:3-12, on the judgment docket of the Superior Court, Law Division.

2. If an appeal to the Commissioner is filed by the parent, guardian, adult student, or school district resident keeping an "affidavit" student and the petitioner does not sustain the burden of demonstrating the student's right to attend the school district, or the petitioner withdraws the appeal, fails to prosecute, or abandons the appeal by any means other than settlement agreeing to waive or reduce tuition, the Commissioner may assess tuition for the period during which the hearing and decision on appeal were pending, and for up to one year of a student's ineligible attendance in a school district prior to the appeal's filing and including the twenty-one day period to file an appeal.
 - a. Upon the Commissioner's finding that an appeal has been abandoned, the Board may remove the student from school and seek tuition for up to one year of ineligible attendance pursuant to N.J.A.C. 6A:22-6.1(a) and J.1. above plus the period of ineligible attendance after the appeal was filed. If the record of the appeal includes a calculation reflecting the tuition rate(s) for the year(s) at issue, the per diem tuition rate for the current year and the date on which the student's ineligible attendance began, the Commissioner may order payment of tuition as part of their decision. In doing so, the Commissioner shall consider whether the ineligible attendance was due to the school district's error. If the record does not include such a calculation and the Board has filed a counterclaim for tuition, the counterclaim shall



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proceed to a hearing notwithstanding that the petition has been abandoned.

- b. An order of the Commissioner assessing tuition is enforceable through recording, upon request of the Board pursuant to N.J.A.C. 6A:3-12, on the judgment docket of the Superior Court, Law Division, in accordance with N.J.S.A. 2A:58-10.
3. Tuition assessed pursuant to the provisions of N.J.A.C. 6A:22-6 shall be calculated on a per-student basis for the period of a student's ineligible enrollment, up to one year, by applicable grade/program category and consistent with the provisions of N.J.A.C. 6A:23A-17.1. The individual student's record of daily attendance shall not affect the calculation.
4. Nothing in N.J.A.C. 6A:22, Policy 5111, and this Regulation shall preclude an equitable determination by the Board or the Commissioner that tuition shall not be assessed for all or part of any period of a student's ineligible attendance in the school district when the particular circumstances of a matter so warrant. In making the determination, the Board or Commissioner shall consider whether the ineligible attendance was due to the school district's error.

Adopted:



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First Reading: November 8, 2023

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The Board of Education shall make school lunch available to all students enrolled in a school in the district unless less than five percent of enrolled students in the school are Federally eligible for a free or reduced price lunch in accordance with N.J.S.A. 18A:33-4. School lunches made available pursuant to N.J.S.A. 18A:33-4 and this Policy shall meet minimum nutritional standards, established by the Department of Education.

Free or reduced price breakfast and lunch, as required, shall be offered, under a school lunch program, school breakfast program, or a breakfast after the bell program, to all enrolled students who are determined to be Federally eligible for free or reduced price meals. As provided by N.J.S.A. 18A:33-4.a.(3) and N.J.S.A. 18A:33-14a.a.(2), any student who is eligible for a reduced price lunch and breakfast, pursuant to Federal income eligibility standards and criteria, shall not be required to pay for such lunch or breakfast. Free lunch or breakfast shall also be offered to each enrolled student who is Federally ineligible for free or reduced price meals, but who has an annual household income that is not less than one hundred and eighty-six percent, and not more than one hundred ninety-nine percent, of the Federal poverty level, as determined pursuant to N.J.S.A. 18A:33-21b1.

- A. Breakfast Program – N.J.S.A. 18A:33-10; 18A:33-10.1; 18A:33-11; 18A:33-11.1; 18A:33-11.3; 18A:33-14a.

If twenty percent or more of the students enrolled in a school in the district on October 1 of the preceding school year were Federally eligible for free or reduced price meals under the National School Lunch Program or the Federal School Breakfast Program, the district shall establish a school breakfast program in the school in accordance with the provisions of N.J.S.A. 18A:33-10.

Notwithstanding the provisions of N.J.S.A. 18A:33-10 to the contrary, if ten percent or more of the students enrolled in a school in the district on October 1 of the preceding school year were Federally eligible for free or reduced price meals under the National School Lunch Program or the Federal School Breakfast Program the district shall establish a breakfast program in accordance with the provisions of N.J.S.A. 18A:33-10.1.



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If seventy percent or more of the students enrolled in a school in the district on or before the last school day before October 16 of the preceding school year were Federally eligible for free or reduced price meals under the National School Lunch Program or the Federal School Breakfast Program, the district shall establish a breakfast after the bell program pursuant to N.J.S.A. 18A:33-11.3.

In accordance with N.J.S.A. 18A:33-11, in implementing a school lunch program, pursuant to 18A:33-4 et seq., a school breakfast program, pursuant N.J.S.A. 18A:33-9 et seq., or N.J.S.A. 18A:33-10.1, or a breakfast after the bell program, pursuant to N.J.S.A. 18A:33-11.1 or N.J.S.A. 18A:33-11.3, the district shall:

1. Publicize, to parents and students, the availability of the respective school meals program, as well as the various ways in which a student may qualify to receive free or reduced price meals under the program, as provided by N.J.S.A. 18A:33-4 and N.J.S.A. 18A:33-14a;
2. Make every effort to ensure that subsidized students are not recognized as program participants, by the student body, faculty, or staff, in a manner that is different from the manner in which unsubsidized students are recognized as program participants. Such efforts shall include, but need not be limited to, the establishment of a neutral meal plan or voucher system that does not make a distinction between subsidized and unsubsidized students; and
3. Make every effort to:
 - a. Facilitate the prompt and accurate identification of categorically eligible students who may be certified to participate in the program, on a subsidized basis, without first submitting an application therefore, and, whenever an application is required to establish eligibility for subsidized meals, encourage students and their families to submit a subsidized school meals application for that purpose;



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- b. Facilitate and expedite, to the greatest extent practicable, the subsidized school meals application and income-eligibility determination processes that are used, by the district, to certify a student for free or reduced price school meals on the basis of income, and assist parents in completing the school meals application; and
- c. Encourage students who are neither categorically eligible nor income-eligible for free or reduced price school meals to nonetheless participate, on a paid and unsubsidized basis, in the program.

If the district participates in the Federal School Breakfast Program, the district is encouraged to increase the number of students participating in the program by establishing a breakfast after the bell program that incorporates school breakfast into the first-period classroom or the first few minutes of the school day pursuant to N.J.S.A. 18A:33-11.1.

Pursuant to N.J.S.A. 18A:33-14a., school breakfasts made available to students under a school breakfast program or a breakfast after the bell program shall meet minimum nutritional standards, established by the New Jersey Department of Education.

The State of New Jersey shall provide funding to each school in the district if the school operates a School Breakfast Program or a breakfast after the bell program, as may be necessary to reimburse the costs associated with the school's provision of free breakfasts, pursuant to N.J.S.A. 18A:33-14a.b., to students who are Federally ineligible for free or reduced price meals.

- B. Summer Food Service Program – N.J.S.A. 18A:33-23; 18A:33-24; 18A:33-25; 18A:33-26

In accordance with N.J.S.A. 18A:33-24, if fifty percent or more of the students enrolled in the school district on or before the last school day before October 16 of the preceding school year were Federally eligible for free or reduced price meals under the National School Lunch Program or the Federal School Breakfast Program, the district shall become a sponsor or site under the Federal Summer Food Service Program or apply for a waiver pursuant to N.J.S.A. 18A:33-26.



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In accordance with N.J.S.A. 18A:33-23, the district shall notify each student enrolled and the student's parent of the availability of, and criteria of eligibility for, the summer meals program and the locations in the district where the summer meals are available. The district shall provide this notification by distributing flyers provided by the New Jersey Department of Agriculture pursuant to subsection N.J.S.A. 18A:33-23.c. The district may also provide electronic notice of the information through the usual means by which the district communicates with parents and students electronically.

Pursuant to N.J.S.A. 18A:33-26.a., the New Jersey Department of Agriculture may grant a waiver of the requirements of N.J.S.A. 18A:33-24 et seq. To be granted a waiver, the district must show that it lacks the staff, facilities, or equipment to sponsor the Federal Summer Food Service Program, or the means to finance the hiring or acquisition of such staff, facilities, or equipment. The New Jersey Department of Agriculture also may grant a waiver for one year to the district if a different sponsor currently runs the Federal Summer Food Service Program within the district's community.

Pursuant to N.J.S.A. 18A:33-26.b., the district shall report to the New Jersey Department of Agriculture, in the manner prescribed by the New Jersey Department of Agriculture, its reasons for requesting a waiver of the requirements of N.J.S.A. 18A:33-24 et seq. The report shall include, but need not be limited to, a description of the specific impediments to implementing the program and actions that could be taken to remove those impediments or, where applicable, the identification of the sponsor that currently runs the program within the same community.

C. Information Provided to Parents Regarding the National School Lunch Program and the Federal School Breakfast Program – N.J.S.A. 18A:33-21b1

1. At the beginning of each school year, or upon initial enrollment, in the case of a student who enrolls during the school year, the school shall provide each student's parent with:
 - a. Information on the National School Lunch Program and the Federal School Breakfast Program, including, but not limited to, information on the availability of free or reduced price meals for eligible students, information on the



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application and determination processes that are used to certify eligible students for subsidized school meals, and information on the rights that are available to students and their families under N.J.S.A. 18A:33-21b1 and N.J.S.A.18A:33-21; and

- b. A school meals application form, as well as instructions for completing the application, and, as necessary, assistance in completing the application.
2. The school meals information and application provided to parents, pursuant to N.J.S.A. 18A:33-21b1.a. shall:
 - a. Be communicated in a language that the parent understands;
 - b. Specify the limited purposes for which collected personal data may be used, as provided by N.J.S.A. 18A:33-21b1.c.; and
 - c. Be submitted to the parent either in writing or electronically. In the latter case, the school district shall use the usual means by which it communicates with parents electronically.
 3. A school meals application that is completed by a parent shall be confidential, and shall not be used or shared by the student's school or school district, except as may be necessary to:
 - a. Determine whether a student identified in the application is eligible for free or reduced price school meals;
 - b. Determine whether the school or school district is required, by N.J.S.A. 18A:33-11.3 or by N.J.S.A. 18A:33-24, to establish a breakfast after the bell program, or to participate as a sponsor or site in the Federal Summer Meals Service Program;



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- c. Ensure that the school receives appropriate reimbursement, from the State and Federal governments, for meals provided to eligible students, free of charge, through a school lunch program, a school breakfast program, a breakfast after the bell program, a summer meals program, or an emergency meals distribution program; and
- d. Facilitate school aid determinations under the “School Funding Reform Act of 2008,” N.J.S.A. 18A:7F-43 et seq.

D. Free or Reduced Price Meals’ Application Process – 7 CFR 245

School meals applications shall be reviewed in a timely manner. An eligibility determination will be made, the family will be notified of its status, and the status will be implemented as soon as possible within ten operating days of receipt of the completed application pursuant to 7 CFR 245.6(c)(6). Any student found eligible shall be offered free or reduced price meals or free milk immediately upon the establishment of their eligibility and shall continue to receive such meals during the pendency of any inquiry regarding their eligibility in accordance with the requirements of the Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture. Carry-over of previous year’s eligibility for students shall be in accordance with the requirements of the Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture.

In accordance with 7 CFR 245.6(c)(1) and (2), eligibility for free or reduced price meals, as determined through an approved application or by direct certification, must remain in effect for the entire school year and for up to thirty operating days in the subsequent school year. Prior to the processing of an application or the completion of direct certification procedures for the current school year, children from households with approved applications or documentation of direct certification on file from the preceding year, shall be offered reimbursable free and reduced price meals, as appropriate.

In accordance with 7 CFR 245.6(c)(6)(iii), children from households that notify the local educational agency that they do not want free or reduced price benefits must have their benefits discontinued as soon as possible.



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Pursuant to 7 CFR 245.6(c)(7), if the district receives an incomplete school meals application or a school meals application that does not meet the eligibility criteria for free or reduced priced benefits, the school meals application must be denied. The district shall document and retain the denied school meals application and reasons for ineligibility for three years in accordance with 7 CFR 245.6(e).

In accordance with 7 CFR 245.6(c)(7), parents of students who are denied benefits must receive prompt, written notification of their denial. The notification may be provided by mail or e-mail to the individual who signed the school meals application. Posting the denial on the “notification” page of an online system does not meet this requirement. Likewise, informing the parent of denial via telephone does not meet this requirement. If the district uses an automated telephone information system to notify parents of denied benefits, the district must also provide the parents with written notification of the denial. The notification must provide the: reason for denial of benefits; right to appeal; instructions on how to appeal; and ability to reapply for free and reduced price benefits at any time during the school year.

In accordance with 7 CFR 245.6(e), the district shall record the eligibility determination and notification in an easily referenced format. The record shall include the: denial date; reason for denial; date the denial notice was sent; and signature or initials of the determining official (may be electronic, where applicable).

Any parents of students who have benefits that are to be reduced or terminated must be given ten calendar days’ written notice of the change prior to the date the change will go into effect pursuant to 7 CFR 245.6a(j). The first day of the advance notice period shall be the day the notice is sent. The notice of adverse action may be sent via mail or to the e-mail address of the parent. The district shall notify the household of adverse action by phone only.

Pursuant to 7 CFR 245.6a(j), the notice of adverse action must advise the parents of: change in benefits; reasons for the change; an appeal must be filed within the ten calendar days advance notice period to ensure continued benefits while awaiting a hearing and decision; instructions on how to appeal; and the parents may reapply for benefits at any time during the school year.



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If the district participates in any National School Lunch Program, School Breakfast Program, or provides free milk under the Special Milk Program, the district shall submit to the New Jersey Department of Agriculture a free and reduced price policy statement pursuant to 7 CFR 245.10.

In accordance with 7 CFR 245.1(b), the district shall avoid any policy or practice leading to the overt identification of students receiving free or reduced price meal benefits. Overt identification is any action that may result in a child being recognized as potentially eligible for or certified for free or reduced price school meals. Unauthorized disclosure or overt identification of students receiving free and reduced price meal benefits is prohibited. The district shall ensure that a child's eligibility status is not disclosed at any point in the process of providing free and reduced price meals, including: notification of the availability of free and reduced price benefits; certification and notification of eligibility; provision of meals in the cafeteria; and the point of service. In addition, the district shall ensure students who receive free and reduced price benefits are not overtly identified when they are provided additional services under programs or activities available to low-income students based on their eligibility for free and reduced price meals.

Pursuant to 7 CFR 245.2, disclosure means revealing or using individual student's program eligibility information obtained through the free and reduced price meal or free milk eligibility process for a purpose other than the purpose for which the information was obtained. Disclosure includes, but is not limited to, access, release, or transfer of personal data about students by means of print, tape, microfilm, microfiche, electronic communication, or any other means. It includes eligibility information obtained through the school meals application or through direct certification.

If the district accepts both cash and electronic payments, the district shall ensure students are not overtly identified through the method of payment pursuant to 7 CFR 245.8(b). To the maximum extent practicable, the district must ensure the sale of non-program foods and the method of payment for non-program foods do not inadvertently result in students being identified by their peers as receiving free and reduced price benefits.

The School Business Administrator/Board Secretary or designee will verify applications of those eligible for free or reduced price meals in accordance with the requirements of the Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture.



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E. Meal Charge Program – N.J.S.A. 18A:33-21

The Board of Education provides a meal charge program to permit unsubsidized students in the district to charge for breakfast or lunch. Collection of any payment for a meal charge program account that is in arrears shall be addressed in accordance with provisions of this Policy.

“Unsubsidized student” means a student who is neither categorically eligible nor income-eligible for free or reduced price school meals, and who is, consequently, required to pay for any such meals that are served to the student under the National School Lunch Program or the Federal School Breakfast Program.

The Board of Education recognizes a student may not have breakfast or lunch (meal), as applicable, or money to purchase a meal at school on a school day causing the student’s meal charge account to fall into arrears. The district shall contact the student’s parent to provide notice of the arrearage and shall provide the parent with a period of ten school days to pay the amount due. If the student’s parent has not made full payment by the end of the designated ten school day period, then the district shall again contact the student’s parent to provide notice of any action to be taken by the school district in response to the arrearage.

A parent who has received a second notice their child’s meal bill is in arrears and who has not made payment in full within one week from the date of the second notice may be requested to meet with the Principal or designee to discuss and resolve the matter.

A parent’s refusal to meet with the Principal or designee or take other steps to resolve the matter may be indicative of more serious issues in the family or household. However, when a parent’s routine failure to provide breakfast or lunch is reasonably suspected to be indicative of child neglect, the Principal or designee shall immediately report such suspicion to the Department of Children and Families, Division of Child Protection and Permanency as required in N.J.S.A. 9:6-8.10. Such reporting shall not be delayed to accommodate a parent’s meeting with the Principal or designee.

A school district shall report at least biannually to the New Jersey Department of Agriculture the number of students who are denied school



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breakfast or school lunch in accordance with N.J.S.A. 18A:33-21.a.(2) and this Policy.

Nothing in N.J.S.A. 18A:33-21 or this Policy shall be construed to require the district to deny or restrict the ability of an unsubsidized student to access school breakfast or school lunch when the student's school breakfast or school lunch bill is in arrears.

The school or school district shall not:

1. Publicly identify or stigmatize an unsubsidized student who cannot pay for a school breakfast or a school lunch or whose school breakfast or school lunch bill is in arrears. (For example, by requiring the student to sit at a separate table or by requiring that the student wear a wristband, hand stamp, or identifying mark, or by serving the student an alternative meal);
2. Require an unsubsidized student, who cannot pay for a school breakfast or a school lunch or whose school breakfast or school lunch bill is in arrears to do chores or other work to pay for the school breakfast or school lunch;
3. Require an unsubsidized student to discard a school breakfast or school lunch after it has been served because of the student's inability to pay for a school breakfast or school lunch or because money is owed for previously provided meals;
4. Prohibit an unsubsidized student, or sibling of such a student, from attending or participating in non-fee-based extracurricular activities, field trips, or school events, from receiving grades, official transcripts, or report cards, or from graduating or attending graduation events, solely because of the student's unresolved meal debt; or
5. Require the parent of an unsubsidized student to pay fees or costs in excess of the actual amounts owed for meals previously served to the student.

If an unsubsidized student owes money for the equivalent of five or more school meals, the Principal or designee shall:



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1. Determine whether the student is categorically eligible or income-eligible for free or reduced price meals, by conducting a review of all available records related to the student, and by making at least two attempts, not including the initial attempt made pursuant to N.J.S.A. 18A:33-21.c.(2), to contact the student's parent and have the parent fill out a school meals application; and
2. Contact the parent of the unsubsidized student to offer assistance with respect to the completion of the school meals application; and to determine if there are other issues in the household that have caused the student to have insufficient funds to purchase a school breakfast or school lunch; and to offer any other appropriate assistance.

The school district shall direct communications about a student's school breakfast or school lunch bill being in arrears to the parent and not to the student. Nothing in N.J.S.A. 18A:33-21 shall prohibit the school district from sending a student home with a letter addressed to a parent.

Notwithstanding the provisions of N.J.S.A. 18A:33-21 and the provisions of any other law, rule, or regulation to the contrary, an unsubsidized student shall not be denied access to a school meal, regardless of the student's ability to pay or the status of the student's meal arrearages, during any period of time in which the school is making a determination, pursuant to N.J.S.A. 18A:33-21.c., as to whether the student is eligible for, and can be certified to receive, free or reduced price meals.

If the student's meal bill is in arrears, but the student has the money to purchase a meal on a subsequent school day, the student will be provided a meal with payment and the food service program will not use the student's payment to repay previously unpaid charges if the student intended to use the money to purchase that school day's meal.

Students receiving free meals will not be denied a meal even if they accrued a negative balance from other purchases in the cafeteria.

The school district may post this Policy on the school district's website provided there is a method in place to ensure this Policy reaches all households without access to a computer or the Internet.



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F. Provision of Meals to Homeless Children – N.J.S.A. 18A:33-21c.

The district's liaison for the education of homeless children shall coordinate with district personnel to ensure that a homeless student receives free school meals and is monitored according to district policies pursuant to N.J.S.A. 18A:33-21c.

G. Provision of School Meals During Period of School Closure – N.J.S.A. 18A:33-27.2

In the event the Board is provided a written directive, by either the New Jersey Department of Health or the health officer of the jurisdiction, to institute a public health-related closure due to the COVID-19 epidemic, the district shall implement a program, during the period of the school closure, to provide school meals, at meal distribution sites designated pursuant to N.J.S.A. 18A:33-27.2.b., to all students enrolled in the district who are either categorically eligible or income-eligible for free or reduced price school meals.

In the event of an emergency closure, as described in N.J.S.A. 18A:33-27.2.a., the district shall identify one or more school meal distribution sites that are walkable and easily accessible to students in the district. The district shall collaborate with county and municipal government officials in identifying appropriate sites. A school meals distribution site may include, but need not be limited to: faith-based locations; community centers, such as YMCAs; and locations in the district where meals are made available through a summer meals program. In a district that includes high density housing, the district shall make every effort to identify a school meal distribution site in that housing area.

The district shall identify students enrolled in the district who are categorically eligible or income-eligible for free or reduced price meals, and for whom a school meal distribution site, identified pursuant to N.J.S.A. 18A:33-27.2.b., is not within walking distance. In the case of these students, the district shall distribute the school meals to the student's residence or to the student's bus stop along an established bus route, provided that the student or the student's parent is present at the bus stop for the distribution. Food distributed pursuant to N.J.S.A. 18A:33-27.2.c. may include up to a total of three school days' worth of food per delivery.



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The district may use school buses owned and operated by the district to distribute school meals pursuant to N.J.S.A. 18A:33-27.2. If the district does not own and operate its own buses, the district may contract for the distribution of school meals, and these contracts shall not be subject to the public bidding requirements established pursuant to the “Public School Contracts Law,” N.J.S.A. 18A:18A-1 et seq.

The district shall collaborate, as feasible, with other districts and with local government units to implement the emergency meals distribution program, as required by N.J.S.A. 18A:33-27.2, in order to promote administrative and operational efficiencies and cost savings.

School lunches and breakfasts that are made available, through an emergency meals distribution program operating pursuant to N.J.S.A. 18A:33-27.2, shall be provided to eligible students, free of charge, in accordance with the provisions of N.J.S.A. 18A:33-4.a. and N.J.S.A. 18A:33-14a.

H. Statement of Compliance

All food service programs shall be operated pursuant to 7 CFR 245, as appropriate, and this Policy.

N.J.S.A. 18A:18A-42.1; 18A:33-4; 18A:33-5; 18A:33-10;
18A:33-10.1; 18A:33-11; 18A:33-11.1; 18A:33-11.2;
18A:33-11.3; 18A:33-14a.; 18A:33-21; 18A:33-21a.;
18A:33-21b1; 18A:33-21c.; 18A:33-23; 18A:33-24;
18A:33-25; 18A:33-26; 18A:33-27.2; 18A:58-7.1;
18A:58-7.2

N.J.A.C. 2:36

N.J.A.C. 6A:23-2.6 et seq.

N.J.A.C. 8:24-2.1 through 7.5

7 C.F.R. 210.1 et seq.

Adopted:

