

# THE ENGLEWOOD BOARD OF EDUCATION

## AGENDA – PUBLIC MEETING

February 16, 2017

6:30 p.m.

A Public Meeting of the Board of Education will be held this day opening in Room 311 at Dr. John Grieco Elementary School; immediately moving to closed session and returning to open session at 8 p.m. in the Cafeteria. The order of business and agenda for the meeting are:

### I. CALL TO ORDER

### II. OPEN PUBLIC MEETING STATEMENT – Board of Education President

The New Jersey Open Public Meetings Law was enacted to insure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interests is discussed and acted upon. In accordance with the provisions of this act, the Board of Education has caused notice of this meeting to be posted in the Board Office, City Clerk's Office, Public Library, and all Englewood public schools and e-mailed or faxed to the Record, Suburbanite, Co-Presidents of the ETA and EAA, Presidents of parent-teacher organizations and any person who has requested individual notice and paid the required fee.

### III. ROLL CALL Kim Donaldson, Angela Midgette-David, Elisabeth Schwartz, Molly Craig-Berry, George Garrison, III, Glenn Garrison, Betty Griffin, Henry Pruitt, Stephen Brown

### IV. PLEDGE OF ALLEGIANCE

### V. CLOSED SESSION AS NECESSARY *(Use this resolution to identify the qualified matters to be discussed)*

WHEREAS, the Open Public Meetings Act, N.J.S.A.10:4-12, permits the Board of Education to meet in closed session to discuss certain matters, now, therefore be it

RESOLVED, the Board of Education adjourns to closed session to discuss: (select one or more)

- 1) *a matter rendered confidential by federal or state law*
- 2) *a matter in which release of information would impair the right to receive government funds*
- 3) *material the disclosure of which constitutes an unwarranted invasion of individual privacy*
- 4) *a collective bargaining agreement and/or negotiations related to it*
- 5) *a matter involving the purchase, lease, or acquisition of real property with public funds*
- 6) *protection of public safety and property and/or investigations of possible violations or violations of law*
- 7) *pending or anticipated litigation or contract negotiation and/or matters of attorney-client privilege*
- 8) *specific prospective or current employees unless all who could be adversely affected request an open session*
- 9) *deliberation after a public hearing that could result in a civil penalty or other loss*

and be it

FURTHER RESOLVED, the minutes of this closed session be made public when the need for confidentiality no longer exists.

### VI. APPROVAL OF MINUTES

TAB-1

January 19, 2017 – Regular Board Meeting and Closed Session

**VII. BOARD SECRETARY REPORT:**

**TAB-2**

WHEREAS, in compliance with N.J.A.C. 6:23-2.2h, the Board of Education has received the report of the School Treasurer for the month of December 2016 and Board Secretary's report for the month of December 2016; and

FUND	CASH BALANCE		APPROPRIATIONS	ENCUMBRANCES	EXPENDITURES	FUND BALANCE
General Current Expense Fund	\$12,506,603.01		\$68,816,812.68	\$ 39,420,345.57	\$26,955,174.04	\$ 2,441,293.07
(10),(11),(18) Current Expense			\$65,802,740.68	\$38,684,759.81	\$25,474,444.02	\$ 1,643,536.85
(12) Capital Outlay			\$ 3,014,072.00	\$ 735,585.76	\$ 1,480,730.02	\$ 797,756.22
(13) Special Schools						
Capital Reserve						
(20) Special Revenue Fund	\$ 1,081,898.03		\$ 4,225,146.00	\$ 2,033,731.09	\$ 1,387,042.02	\$ 804,372.89
(30) Capital Projects Fund	\$ (1,011,519.85)		\$ 1,920,644.12	\$ 328,123.81	\$ 1,245,506.17	\$ 347,014.14
(40) Debt Service Fund	\$ 914,990.79		\$ 1,816,157.00		\$ 506,156.00	\$ 1,310,001.00
(50) Enterprise Fund	\$ 160,601.04					
(1) NET Payroll	\$ (13,491.76)					
(60) Enterprise Fund	\$ 142,288.21					
<b>TOTAL</b>	<b>\$13,781,369.47</b>		<b>\$76,778,759.80</b>	<b>\$41,782,200.47</b>	<b>\$30,093,878.23</b>	<b>\$ 4,902,681.10</b>

WHEREAS, in compliance with N.J.A.C.6: 23-2.11(c)3 the secretary has certified that, as of the date of the reports, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the district Board of Education, now, therefore, be it

RESOLVED, the Board of Education accepts the above-referenced reports and certifications and orders that they be attached to and made part of the record of this meeting, and be it

FURTHER RESOLVED, in compliance with N.J.A.C.6: 23-2.11(c)4, the Board of Education certifies that, after review of the secretary's monthly financial report (appropriation section) and upon consultation with the appropriate district officials, to the best of its knowledge, no major account or fund has been overexpended in violation of N.J.A.C.6: 23-2.8(a)(1).

**VIII. COMMITTEE REPORT(S)**

**IX. SUPERINTENDENT'S REPORT**

**X. REVIEW OF CONSENT AGENDA**

(The following resolutions are presented for your consideration pursuant to Board of Education Bylaw 164.)

**Administration**                    **17-A-59 through 17-A-67**  
**Finance**                                **17-F-76 through 17-F-85**  
**Personnel**                              **17-P-69 through 17-P-74**

Section	Section	Topic	Page	Tab
<b>Administration</b>	17-A-59	Approval – Report of Student Suspensions	4	
	17-A-60	Approval – Superintendent’s Harassment, Intimidation and Bullying Report	4	
	17-A-61	Approval – Field Trips	4	3
	17-A-62	Approval – District Enrollment in Schools	5	
	17-A-63	Approval – Purchased Services 2016-2017	5	
	17-A-64	Approval – Second Reading and Final Adoption of BOE Policies	6	4
	17-A-65	Approval – First Reading of Board of Education Policies	6	5
	17-A-66	Approval – Janis Dismus Middle School Corrective Action Plan Referred to as the ESEA Accountability Action Plan – 2016 Participation Rate and Assurances	7	6
	17-A-67	Approval – Dwight Morrow High School Corrective Action Plan Referred to as the ESEA Accountability Action Plan – 2016 Participation Rate and Assurances	7	7
<b>Finance</b>	17-F-76	Approval – Staff and BOE Travel	8	8
	17-F-77	Approval – Line Item Transfers	8	9
	17-F-78	Approval – Bills List	8	10
	17-F-79	Approval – Cancellation of Outstanding Checks	9	
	17-F-80	Approval – Bus Route – North Hudson Academy – First Student	10	
	17-F-81	Approval – Temporary Room Application and Toilet Waiver	10	11
	17-F-82	Approval – Confucius Grant	10	
	17-F-83	Approval – Acceptance of Donation from PNC Bank	10	
	17-F-84	Approval – Acceptance of Early Childhood Development Plan and Estimated Funds for 2017-2018	10	
	17-F-85	Approval – EnerNOC Energy Management Agreement	11	12
<b>Personnel</b>	17-P-69	Approval – 2016-2017 Contracted Appointments	12	
	17-P-70	Approval – 2016-2017 Employment of Personnel: Full-Time, Non-Guide, Part-Time Employees and Substitutes	12	
	17-P-71	Approval – 2016-2017 Extra Compensation Positions	12-13	
	17-P-72	Approval - 2016-2017 Salary Adjustments, Reclassifications & Transfers	15	
	17-P-73	Approval – Student Teacher, Practicum or Internship Placement(s)	15-16	
	17-P-74	Approval – Retirement, Resignations, Leaves of Absence, Terminations	16	

**XI. PRIVILEGE OF THE FLOOR****XII. APPROVAL OF CONSENT AGENDA**

- Motion to approve the consent agenda: \_\_\_\_\_ Second: \_\_\_\_\_
- Board Discussion
- Vote

**XIII. OLD/NEW BUSINESS****XIV. ADJOURNMENT**

**ADMINISTRATION**

**17-A-59 APPROVAL - REPORT OF STUDENT SUSPENSIONS**

WHEREAS, school principals have reported to the Superintendent of Schools that during the month of **January 2017** they have imposed disciplinary suspensions on certain students pursuant to N.J.S.A. 18A:37-2; and

BE IT RESOLVED, that the Board of Education acknowledges that this report has been filed with the Secretary and constitutes a report to the Board of Education in compliance with N.J.S.A. 18A:37-4:

<b>Number of Suspensions</b>	<b>January '17</b>
<b>High School</b>	<b>10</b>
<b>Middle School</b>	<b>6</b>
<b>McCloud Elementary School</b>	<b>4</b>
<b>Grieco Elementary School</b>	<b>1</b>
<b>Quarles Elementary School</b>	<b>-</b>
<b>Total Suspensions:</b>	<b>21</b>

<b>Number of Suspensions</b>	<b>January '16</b>
<b>High School</b>	<b>7</b>
<b>Middle School</b>	<b>5</b>
<b>McCloud Elementary School</b>	<b>5</b>
<b>Grieco Elementary School</b>	<b>1</b>
<b>Quarles Elementary School</b>	<b>-</b>
<b>Total Suspensions:</b>	<b>18</b>

**17-A-60 APPROVAL – SUPERINTENDENT’S HARASSMENT, INTIMIDATION AND BULLYING REPORT**

BE IT RESOLVED, that the Board of Education approves the Superintendent’s determination and actions taken for all reported incidents of Harassment, Intimidation and Bullying as discussed at the **February 16, 2017** closed session meeting.

**17-A-61 APPROVAL – FIELD TRIPS**

**TAB-3**

BE IT RESOLVED, upon recommendation of the Superintendent of Schools, that the Board of Education confirms the following field trips subject to the Principals compiling a list of students/faculty/chaperones together with parental permission forms, insurance, etc.:

**17-A-62 APPROVAL – DISTRICT ENROLLMENT IN SCHOOLS**

	30-Sep-16	15-Oct-16	31-Oct-16	30-Nov-16	31-Dec-16	31-Jan-17	YTD Diff.
Academies	483	485	485	485	479	479	-4
DMHS	573	569	573	571	572	571	-2
EAGLE	39	37	37	36	35	33	-6
DMHS Total	1,095	1,091	1,095	1,092	1,086	1,083	-12
JDMS	379	383	381	378	379	382	3
McCloud	577	582	577	579	579	582	5
Grieco	596	600	595	603	601	610	14
Quarles	424	432	425	428	431	441	17
In-District Total	3,071	3,088	3,073	3,080	3,076	3,098	27

**17-A-63 APPROVAL – PURCHASED SERVICES 2016 – 2017**

WHEREAS, the district requires specialized services to satisfy educational and business requirements, BE IT RESOLVED, the Englewood Board of Education authorizes the president and secretary to enter into agreement with the listed individuals and/or organizations, subject to attorney review of any applicable agreement both as to content and form:

Name	Service / Dates	Budget	Max. Fees
North Hudson Academy	Tuition Student (#150301) January 2017 - June 2017	11-000-100-566-40-000-000	\$21,179.28
Benway/HoHoKus	Tuition Student (#144945) February 2017 - June 2017	11-000-100-566-40-000-000	\$39,322.00
YCS-George Washington School	1:1 Aide(Correction to amount January- Res.#17-A-55) Student (#153293) December 14, 2016 - June 2017	11-000-100-566-40-000-000	\$23,457.52
The Profiles Series	The Profiles Series on Education will feature segment creating a quality programming for the ESPD in which will inform, educate and enlighten viewers nationwide.	11-000-221-500-60-000-000	\$19,900.00
Jason Baynes, M.D.	Annual school and sports physicals, orthopedic review and treatment as needed, attendance at sporting events September 2016 - June 2017	11-402-100-500-20-000-000	\$12,000.00 max fees

**17-A-64                    APPROVAL – SECOND READING AND FINAL ADOPTION OF BOE POLICIES                    TAB-4**

WHEREAS, these policies has been presented at a public Board of Education meeting for review and comment by Board members and community members, be it

BE IT RESOLVED, that the Board of Education approves the following attached Board of Education policies:

<b>Number</b>	<b>Policy</b>
R 5116	EDUCATION OF HOMELESS CHILDREN
5116	EDUCATION OF HOMELESS CHILDREN
8330	STUDENT RECORDS- <b>M</b>
R 8330	STUDENT RECORDS- <b>M</b>
1510	AMERICANS WITH DISABILITIES ACT- <b>M</b>
R 1510	AMERICANS WITH DISABILITIES ACT- <b>M</b>

**17-A-65                    APPROVAL – FIRST READING OF BOARD OF EDUCATION POLICIES                    TAB-5**

LET IT BE RESOLVED, that the Board of Education discusses and entertains oral or written public comment on the following attached Board of Education policy and agrees to consider adoption of this policy at the forthcoming Board of Education:

<b>Number</b>	<b>Policy</b>
2415.30	TITLE I – EDUCATIONAL STABILITY FOR CHILDREN IN FOSTER CARE <b>(M)</b>
2418	SECTION 504 OF THE REHABILITATION ACT OF 1973 –STUDENTS <b>(M)</b>
R 2418	SECTION 504 OF THE REHABILITATION ACT OF 1973 –STUDENTS <b>(M)</b>
5561	USE OF PHYSICAL RESTRAINT
R 5561	USE OF PHYSICAL RESTRAINT

**17-A-66                    APPROVAL – JANIS DISMUS MIDDLE SCHOOL CORRECTIVE ACTION PLAN                    TAB-6**  
**REFERRED TO AS THE ESEA ACCOUNTABILITY ACTION PLAN – 2016**  
**PARTICIPATION RATE AND ASSURANCES**

WHEREAS, for the current school year, districts and schools that did not meet the participation rate target of 95% for each subgroup are required to develop a board-approved corrective action plan, referred to as the ESEA Accountability Action Plan - 2016 Participation Rate and Assurances, to address factors leading to low student participation rates,

WHEREAS, the receipt of these assurances will confirm the district’s continuing efforts to work with its low-performing students, to support the development of an action plan for participation rate, a toolkit, which includes a template for the action steps and the required assurance signature page, is posted on the ESEA Waiver Accountability webpage. The toolkit provides a step-by-step guide to develop your action plan, individual handouts for parents and web links to NJDOE and other resources focusing on the content, use and value of state assessments,

WHEREAS, the students identified at Janis Dimus Middle School as not meeting participation rate of 95% in Mathematics are Schoolwide, Blacks and Students with Disabilities. Subgroups not meeting participation rate of 95% in English Language Arts are Schoolwide, Blacks and Students with Disabilities and Economically Disadvantaged.

BE IT RESOLVED, that the Board of Education approves the Superintendent’s ESEA Accountability Action Plan - 2016 Participation Rate and Assurances to be submitted to the county office.

**17-A-67                    APPROVAL – DWIGHT MORROW HIGH SCHOOL CORRECTIVE ACTION PLAN                    TAB-7**  
**REFERRED TO AS THE ESEA ACCOUNTABILITY ACTION PLAN – 2016**  
**PARTICIPATION RATE AND ASSURANCES**

WHEREAS, for the current school year, districts and schools that did not meet the participation rate target of 95% for each subgroup are required to develop a board-approved corrective action plan, referred to as the ESEA Accountability Action Plan - 2016 Participation Rate and Assurances, to address factors leading to low student participation rates,

WHEREAS, the receipt of these assurances will confirm the district’s continuing efforts to work with its low-performing students; to support the development of an action plan for participation rate, a toolkit, which includes a template for the action steps and the required assurance signature page is posted on the ESEA Waiver Accountability webpage. The toolkit provides a step-by-step guide to develop your action plan, individual handouts for parents and web links to NJDOE and other resources focusing on the content, use and value of state assessments,

WHEREAS, the students identified at Dwight Morrow High School as subgroups not meeting participation rate of 95% in English Language Arts are Blacks and Students with Disabilities. Subgroups not meeting participation rate of 95% in Mathematics are Schoolwide, Whites, Blacks, Hispanics, Students with Disabilities and Economically Disadvantaged

BE IT RESOLVED, that the Board of Education approves the Superintendent’s ESEA Accountability Action Plan - 2016 Participation Rate and Assurances to be submitted to the county office.

**FINANCE**

**17-F-76                    APPROVAL – STAFF AND BOE TRAVEL                    TAB-8**

WHEREAS, the Englewood Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, the Englewood Board of Education establishes, for regular district business day travel only, an annual school year threshold of \$1,000 per staff/Board member where prior Board approval shall not be required unless this threshold for a staff/Board member is exceeded in a given school year; and

RESOLVED, the Englewood Board of Education approves all travel not in compliance with N.J.A.C. 6A:23N-1.1 et seq. as being necessary and unavoidable as per noted on the attached list; and

FURTHER RESOLVED, the Englewood Board of Education approves the travel and related expense reimbursement as listed on the attached.

**17-F-77                    APPROVAL – LINE ITEM TRANSFERS                    TAB-9**

RESOLVED, the Englewood Board of Education approves the attached list of December 2016 budget transfers within the 2016-2017 budget pursuant to Policy 6422M.

**17-F-78                    APPROVAL – BILLS LIST                    TAB-10**

RESOLVED, the Board of Education approves payment of the attached bills in the total amount of \$5,371,164.91

**17-F-79 CANCELLATION OF OUTSTANDING CHECKS**

WHEREAS, District checking account records list outstanding checks at least two years old, in the amount of \$46,737.73 and

WHEREAS, through confirmation with the District’s audit firm of Lerch, Vinci, and Higgins, it has been determined these outstanding checks may be cancelled, with the resulting moneys accounted for as miscellaneous income in the 2016-2017 financial records, now

BE IT RESOLVED, upon the recommendation of the Superintendent and the Business Administrator that checks as per the attached listing be cancelled, with documentation of said checks, and the payees be kept on file in the Business Office should demand for payment be made in the future; and the resulting funds be recognized as miscellaneous revenue.

Payroll Agency		Payroll		General Fund	
Check #	Amount	Check #	Amount	Check #	Amount
155	\$ 170.00	124757	\$182.17	33161	\$442.00
189	170.00	125286	67.74	33209	442.00
197	24.24	130125	1,426.25	33220	442.00
201	129.20	130126	521.10	33279	33.00
263	106.40	130496	707.29	34202	186.00
297	160.00	130518	765.97	34886	584.00
415	27.98	130701	361.34	35307	50.00
592	170.00	134432	1,030.99	37166	995.00
615	861.74	134916	90.33	37340	11,130.00
789	160.00	137633	245.31	37628	442.00
865	2,746.94	137654	430.85		
867	160.00	137678	165.49		
946	80.00	137746	263.58		
1030	140.00	137762	413.49		
1180	150.00	137768	232.08		
1271	150.00	137773	431.60		
1340	1,470.00	137777	432.75		
1351	150.00	137805	1,188.13		
1406	150.00	137847	416.43		
1602	50.00	137848	1,591.01		
1630	305.78	137916	434.23		
1644	50.00	137955	422.32		
2028	140.00	138385	2,049.24		
		138612	207.31		
		137893	83.42		
		140795	1,676.99		
		142882	1,580.40		
		143108	2,277.17		
		143149	724.39		
		143345	2,170.68		
		143362	454.72		
		143364	634.66		
		143371	90.34		
		143407	499.68		
Total	\$7,722.28		\$ 24,269.45		\$14,746.00



**17-F-85**

**APPROVAL – ENERNOC ENERGY MANAGEMENT AGREEMENT**

**TAB-12**

WHEREAS, the Englewood Public School District seeks to monitor utility usage for efficiency; now

THEREFORE BE IT RESOLVED, the Englewood Board of Education approves and authorizes the Business Administrator to execute the attached agreement with EnerNOC located at One Marina Park Drive, Suite 400, Boston, MA 02210 at no cost to the Board.

**PERSONNEL**

**17-P-69 APPROVAL – 2016-2017 CONTRACTED APPOINTMENTS**

WHEREAS, the Superintendent of Schools, after considering the recommendation of his administrative staff which included consideration of experience, credentials, and references for the following candidates for employment in the school district, has determined that the appointment of these individuals is appropriate and in the best interest of the school district, be it

RESOLVED, upon recommendation of the Superintendent of Schools, that the following individuals be appointed to the positions indicated, as provided by the budget, in accord with terms of the employment specified:

Note: Appointment of new personnel to the District is provisional subject to:

1. Authorization from the State Department regarding a criminal background check and/or authorization from the Bergen County Superintendent’s Office for emergent hiring.
2. A medical examination including satisfactory results of the Mantoux tuberculin skin test.

*N = New                      R = Replacement                      RI = Reinstatement*

School Codes:	Grieco (04)	JDMS (10)	A@E (30)	DMHS (20)
Out-of-District (OOD)	Eagle Wings (05)	Central Office (60)	Quarles (01)	McCloud (03)

**Instructional Appointments**

Name	Certification	Initial Loc	All salaries per annum unless noted	10 month	Effective Dates <sup>2</sup>	Budget Code
Farrell, Kerry (N)	CEAS: Teacher of Students w/ Disabilities	(01)	BA, Step 1-2 \$54,060 pro rata	10	02/27/17-06/30/17	11-212-100-101-40-000-000
Hoyos, Laura <sup>1</sup> (R:G.F.)	CEAS: Teacher of Art	(20)	BA, Step 1-2 \$54,060 pro rata	10	03/01/17-06/30/17	11-140-100-101-98-000-000 11-140-100-101-77-101-000

<sup>1</sup>Leave Replacement/Non-Tenurable

**17-P-70 APPROVAL - 2016-2017 EMPLOYMENT OF PERSONNEL: FULL-TIME, NON-GUIDE, PART-TIME EMPLOYEES AND SUBSTITUTES**

WHEREAS, the Superintendent of Schools, after considering the recommendation of his administrative staff which included consideration of experience, credentials, and references for the following candidates for employment in the school district, has determined that the appointment of these individuals is appropriate and in the best interest of the school district, be it

RESOLVED, upon recommendation of the Superintendent of Schools, that the following individuals be appointed to the positions indicated, as provided by the budget, in accord with terms of the employment specified:

Note: Appointment of new personnel to the District is provisional subject to:

1. Authorization from the State Department regarding a criminal background check and/or authorization from the Bergen County Superintendent’s Office for emergent hiring.
2. A medical examination including satisfactory results of the Mantoux tuberculin skin test.

Name	Position	Loc	Salary/Budget	Effective Dates
Corizzi, Ashley	Per-diem Substitute Teacher Standard: Elementary School Teacher K-6	District	\$100 - \$110 per diem, Budget Code: Dependent upon location	2016-2017
Diggs, Michelle	Per-diem Substitute Teacher Substitute Certification	District	\$100 - \$110 per diem, Budget Code: Dependent upon location	2016-2017
Farrell, Kerry	Per-diem Substitute Teacher Standard: Teacher of Students with Disabilities	District	\$100 - \$110 per diem, Budget Code: Dependent upon location	2016-2017
Gillespie, Lisa (R-R.W.)	Security Officer Part-time (NJ SORA Certificate)	District	\$17.14 ph, Non-Guide (max. 25 hours p/w) Budget Code: 11-000-266-100-60-101-000	02/17/17-06/30/17
Goodreau, Theodore	Per-diem Substitute Teacher CEAS: Elementary School Teacher K-5	District	\$100 - \$110 per diem, Budget Code: Dependent upon location	2016-2017
Jimenez, Maryori	Per-diem Substitute Teacher Standard: Teacher of Pre-K-Grade 3	District	\$100 - \$110 per diem, Budget Code: Dependent upon location	2016-2017
Katsogiannos, Cassandra	Per-diem Substitute Teacher CEAS: Elementary School Teacher K-6	District	\$100 - \$110 per diem, Budget Code: Dependent upon location	2016-2017
Kinneary, Eileen	Per-diem Substitute Teacher Standard: Teacher of Art	District	\$100 - \$110 per diem, Budget Code: Dependent upon location	2016-2017
Lewis, Octavia	Per-diem Substitute Teacher Substitute Certification	District	\$100 - \$110 per diem, Budget Code: Dependent upon location	2016-2017
Mosquea, Emmy	Per-diem Substitute Teacher Substitute Certification	District	\$100 - \$110 per diem, Budget Code: Dependent upon location	2016-2017
Zimman, Jeremy	Per-diem Substitute Teacher Substitute Certification	District	\$100 - \$110 per diem, Budget Code: Dependent upon location	2016-2017

**17-P-71 2016-2017 EXTRA COMPENSATION POSITIONS**

WHEREAS, the Superintendent of Schools has recommended that certain Board of Education employees be compensated for additional duties or responsibilities, be it

RESOLVED, the Board of Education approves the following assignments and payments for services rendered as indicated:

<b>McCloud Elementary School - Extended Day Program</b>					
Name	Assignment	Rate	Max	Effective Dates	Budget Account
Pennington, James	Extended Day Teacher	\$30.50	100	02/17/17 - 05/12/17	11-120-100-101-67-103-000

<b>SPRING SPORTS 2017</b>					
<b>Name</b> Last name, First Name	<b>Assignment</b> Name of program	<b>Rate</b> Hourly/ Per diem	<b>Max</b> Hours/ Days	<b>Effective Dates</b>	<b>Budget Account</b>
Altilio, Antonietta	Assistant Track Coach	\$4,725.00		Spring 2017	11-402-100-100-77-101-000
Buzzerio, Anthony	Head Golf Coach	\$6,615.00		Spring 2017	11-402-100-100-77-101-000
Cardenas, Justin	Assistant Baseball Coach	\$4,725.00		Spring 2017	11-402-100-100-77-101-000
Dudsak, Marc	Head Softball Coach	\$6,615.00		Spring 2017	11-402-100-100-77-101-000
Eisler, Andrew	Assistant Boys Tennis Coach	\$4,725.00		Spring 2017	11-402-100-100-77-101-000
Epps, Mike	Assistant Track Coach	\$4,725.00		Spring 2017	11-402-100-100-77-101-000
LaRusso, John	Assistant Softball Coach	\$4,725.00		Spring 2017	11-402-100-100-77-101-000
Lawrence, Matthew	Assistant Baseball Coach	\$4,725.00		Spring 2017	11-402-100-100-77-101-000
Lugones, Mario	Head Baseball Coach	\$6,615.00		Spring 2017	11-402-100-100-77-101-000
Martin, Jared	Assistant Softball Coach – MS	\$1,575.00		Spring 2017	11-402-100-100-76-101-000
Medina, Carlos	Coaches Aide (Baseball)	Volunteer		Spring 2017	11-402-100-100-77-101-000
Miller, Joshua	Assistant Baseball Coach - HS	\$4,725.00		Spring 2017	11-402-100-100-77-101-000
Moyle, Brian	Head Baseball Coach – MS	\$3,150.00		Spring 2017	11-402-100-100-76-101-000
Piccinich, Kristin	Assistant Softball Coach – MS	\$1,575.00		Spring 2017	11-402-100-100-76-101-000
Prescott, John	Assistant Track Coach	\$4,725.00		Spring 2017	11-402-100-100-77-101-000
Sahagian, Greg	Coaches Aide (Baseball)	Volunteer		Spring 2017	11-402-100-100-77-101-000
Scott, Jamayla	Head Track Coach	\$7,560.00		Spring 2017	11-402-100-100-77-101-000
Sperber, Jana	Head Boys Tennis Coach	\$6,615.00		Spring 2017	11-402-100-100-77-101-000
Torre, Adriano	Assistant Baseball Coach	\$4,725.00		Spring 2017	11-402-100-100-77-101-000

<b>Name</b>	<b>Assignment</b>	<b>Rate</b>	<b>Effective Dates</b>	<b>Budget Account</b>
Gordon, Adele	Nurse - Field Trip Coverage	\$30.50 p/h	March 24, 2017	11-000-213-100-67-103-000
Norell, Nancy	Nurse - Kindergarten Registration	\$30.50 p/h	March 7, 8, & 9, 2017	11-000-213-100-67-103-000
McCrossen, Debra	Nurse - Kindergarten Registration	\$30.50 p/h	March 7, 8, & 9, 2017	11-000-213-100-67-103-000

<b>DMHS SATURDAY PARCC TUTORS - February 2017 - April 2017</b>					
<b>Name</b>	<b>Assignment</b>	<b>Rate</b>	<b>Max Hrs.</b>	<b>Effective Dates</b>	<b>Budget Account</b>
Buzzerio, Anthony	PARCC Lead Tutor	\$30.50	35	Feb. - Apr.	20-231-100-100-66-103-000
Corrizzi, Thomas	PARCC Tutor	\$30.50	30	Feb. - Apr.	20-231-100-100-66-103-000
Cross, Odette	PARCC Tutor	\$30.50	30	Feb. - Apr.	20-231-100-100-66-103-000
Hellegers, Michael	PARCC Lead Tutor	\$30.50	35	Feb. - Apr.	20-231-100-100-66-103-000
Markert, Daniel	PARCC Sub. Tutor	\$30.50	30	Feb. - Apr.	20-231-100-100-66-103-000
Rodriguez, Luis	PARCC Tutor	\$30.50	30	Feb. - Apr.	20-231-100-100-66-103-000
Smith, Michelle	PARCC Tutor	\$30.50	30	Feb. - Apr.	20-231-100-100-66-103-000

<b>JDMS PARCC TUTORS - February 2017 - April 2017</b>					
<b>Name</b>	<b>Assignment</b>	<b>Rate</b>	<b>Max Hrs.</b>	<b>Effective Dates</b>	<b>Budget Account</b>
Abruzzese, Windsor	PARCC Lead Tutor	\$30.50	50	Feb. - Apr.	11-130-100-101-67-103-000
Baird, Desiree	PARCC Tutor	\$30.50	30	Feb. - Apr.	11-130-100-101-67-103-000
Contreras-Perez, Christina	PARCC Tutor	\$30.50	30	Feb. - Apr.	11-130-100-101-67-103-000
DeEsposito, Carmen	PARCC Tutor	\$30.50	30	Feb. - Apr.	11-130-100-101-67-103-000
Dimino, Carissa	PARCC Sub. Tutor	\$30.50	15	Feb. - Apr.	11-130-100-101-67-103-000

Dixon, Angela	PARCC Tutor	\$30.50	30	Feb. - Apr.	11-130-100-101-67-103-000
Drakeford, Ronda	PARCC Tutor	\$30.50	30	Feb. - Apr.	11-130-100-101-67-103-000
Forman, Jeff	PARCC Tutor	\$30.50	30	Feb. - Apr.	11-130-100-101-67-103-000
Kleinman, Tobey	PARCC Tutor	\$30.50	30	Feb. - Apr.	11-130-100-101-67-103-000
Mazza, Marietta	PARCC Tutor	\$30.50	30	Feb. - Apr.	11-130-100-101-67-103-000
Mika, Julie	PARCC Tutor	\$30.50	30	Feb. - Apr.	11-130-100-101-67-103-000
Mina, Jennifer	PARCC Tutor	\$30.50	30	Feb. - Apr.	11-130-100-101-67-103-000
Mitchell, Basheba	PARCC Tutor	\$30.50	30	Feb. - Apr.	11-130-100-101-67-103-000
Motyka, Joffin-Mari	PARCC Tutor	\$30.50	30	Feb. - Apr.	11-130-100-101-67-103-000
Otokiti, Christine	PARCC Tutor	\$30.50	30	Feb. - Apr.	11-130-100-101-67-103-000
Pepe, Alicia	PARCC Tutor	\$30.50	30	Feb. - Apr.	11-130-100-101-67-103-000
Pugh, Carroll	PARCC Tutor	\$30.50	30	Feb. - Apr.	11-130-100-101-67-103-000
Robinson, Dean	PARCC Tutor	\$30.50	30	Feb. - Apr.	11-130-100-101-67-103-000
Sabella, Annette	PARCC Sub. Tutor	\$30.50	15	Feb. - Apr.	11-130-100-101-67-103-000
Sheridan, Samantha	PARCC Tutor	\$30.50	30	Feb. - Apr.	11-130-100-101-67-103-000
Thomas, Anthony	PARCC Tutor	\$30.50	30	Feb. - Apr.	11-130-100-101-67-103-000
Thompson, Mark	PARCC Tutor	\$30.50	30	Feb. - Apr.	11-130-100-101-67-103-000
Tisdale, Christopher	PARCC Tutor	\$30.50	30	Feb. - Apr.	11-130-100-101-67-103-000
Waldeck, Erika	PARCC Tutor	\$30.50	30	Feb. - Apr.	11-130-100-101-67-103-000

**17-P-72 APPROVAL - 2016-2017 SALARY ADJUSTMENTS, RECLASSIFICATIONS & TRANSFERS**

RESOLVED, upon recommendation of the Superintendent of Schools, that the following reclassification(s) be approved as provided by the budget:

Name	From	To
Brown, Crystal	Per-Diem Substitute Teacher, \$100 per diem	Long-Term Substitute Teacher, \$270.30 per diem Effective: December 22, 2016 - February 6, 2017
Corizzi, Ashley <sup>1</sup> (R-J.C.)	Standard: Elementary School Teacher K-6 BA, Step 1-2, \$54,060 pro rata Dates: 11/21/16-02/03/17. 11-120-100-101-74-101-000	Standard: Elementary School Teacher K-6 BA, Step 1-2, \$54,060 pro rata Dates: 11/21/16-02/17/17 11-120-100-101-74-101-000
Hillary, Tessa	Per-Diem Substitute Teacher, \$100 per diem	Long-Term Substitute Teacher, \$270.30 per diem Effective: January 9, 2017 - February 6, 2017
Ortiz, Gina	Per-Diem Substitute Teacher, \$100 per diem	Long-Term Substitute Teacher, \$270.30 per diem Effective: January 24, 2017 - February 28, 2017

<sup>1</sup>Board Approved Resolution #17-P-50 November 17, 2016 - Revised From/To Dates

**17-P-73 APPROVAL – STUDENT TEACHER, PRACTICUM OR INTERNSHIP PLACEMENT(S)**

WHEREAS, the principal and/or department director to the assigned school has recommended that the following student(s) be approved for a student teaching, practicum or internship, be it

RESOLVED, that the name(s) listed below be approved for a student teaching, practicum or internship placement, with no compensation, subject to the dates indicated.

RESOLVED the Board Secretary shall give notice to this student regarding this approval as soon as possible.

NAME	COLLEGE	DATES	LOC	INSTRUCTOR	CONCENTRATION	TYPE
Monroy, Daniella	University of Phoenix	02/20/17-05/31/17	McCloud	TBD	Elementary Education	Student Teacher

**17-P-74 APPROVAL - RETIREMENT, RESIGNATIONS, LEAVES OF ABSENCE, TERMINATIONS**

RESOLVED, that the Englewood Board of Education hereby approves the following:

<i>School Codes:</i>	<i>Grieco (04)</i>	<i>JDMS (10)</i>	<i>A@E (30)</i>	<i>DMHS (20)</i>
<i>Out-of-District (OOD)</i>	<i>Eagle Wings (05)</i>	<i>Central Office (60)</i>	<i>Quarles (01)</i>	<i>McCloud (03)</i>

**Leaves of Absence**

<b>Name</b>	<b>Notice/Position</b>	<b>Effective Date(s)</b>
Bickoff, Robin (01)	Paid Medical Leave of Absence, Unpaid Medical Leave of Absence Elementary School Teacher	April 14, 2017 - May 29, 2017 May 30, 2017 - June 30, 2017
DiBartolomeo, Christina <sup>1</sup> (03)	Paid Medical Leave of Absence, Unpaid Medical Leave of Absence Elementary School Teacher	January 13, 2017 - February 14, 2017 February 15, 2017 - April 28, 2017
Frangiosa, Grace (20)	Paid Medical Leave of Absence, Unpaid Medical Leave of Absence Teacher of Art	March 6, 2017 - April 3, 2017 April 4, 2017 - May 31, 2017
Harper, Stephanie (05)	Paid Medical Leave of Absence, Teacher of Students w/ Disabilities	December 21, 2016 - February 3, 2017
Panarese, Melanie (20)	Paid Medical Leave of Absence, Unpaid Medical Leave of Absence Elementary School Teacher	March 6, 2017 - April 11, 2017 April 12, 2017 - May 31, 2017
Russell, Lillie (20)	Paid Medical Leave of Absence Accountant	January 25, 2017 - February 21, 2017
Sanchez, Luis (20)	Paid Medical Leave of Absence, Guidance Counselor	January 20, 2017 - February 2, 2017

<sup>1</sup>Revised dates

**Retirement**

<b>Name</b>	<b>Notice/Position</b>	<b>Effective Date(s)</b>
Mary Jane Murray (03)	Elementary School Teacher	June 30, 2017

# Englewood Board of Education

February 16, 2017

## Administration - ADDENDUM

**17-A-68      APPROVAL – FIELD TRIP**

BE IT RESOLVED, upon recommendation of the Superintendent of Schools, that the Board of Education confirms the following field trips subject to the Principals compiling a list of students/faculty/chaperones together with parental permission forms, insurance, etc.:

<b>JDMS</b> <b>Grades:</b> <b>7&amp;8</b>	<b>(Math E Magic )</b> <b>@bergenPAC</b> <b>Englewood, NJ</b> <b>Purpose:</b> In preparation for the PARCC, our school will be introduced to a fun format where students practice classroom skills, math facts and problem solving.	March 7, 2017	Students: 384  Chaperones/ Teachers	Admission: FREE  Walking Trip  <b>Overall Cost of Trip:</b>  <b>Final Cost to District:</b>	<u>\$0</u>   <u>\$0</u>  <u>\$0</u>
<b>Grieco</b> <b>Grades:</b> <b>2&amp;3</b>	<b>Dwight Morrow HS</b> <b>Dizzy Gillespie</b> <b>Englewood, NJ</b> <b>Purpose:</b> To engage students in learning about Black History through performances in the fine arts.	February 28, 2017	Students: 36  Chaperones/ Teachers	Transportation District Bus 11-000-270-512-05-220-000  <b>Overall Cost of Trip:</b>  <b>Final Cost to District:</b>	<u>\$90</u>   <u>\$90</u>  <u>\$90</u>

**Englewood Board of Education**

**Agenda**

**February 16, 2017**

**BOARD - ADDENDUM**

**17-B-08            APPROVAL – AFFIRMATIVE ACTION COMPLAINT 2016/2017 #1**

BE IT RESOLVED, that the Englewood Board of Education approves the findings and recommendations set forth in the Investigation Report, issued in response to Affirmative Action Complaint #2016/2017 #1 as discussed at the February 16, 2017 Board of Education Meeting and directs the Administration and Business Administrator to take all actions recommended in the report and send the appropriate notices to all parties.

**Englewood Board of Education**

**Agenda**

**February 16, 2017**

**BOARD - ADDENDUM**

**17-B-09            APPROVAL – AFFIRMATIVE ACTION COMPLAINT 2016/2017 #2**

BE IT RESOLVED, that the Englewood Board of Education approves the findings and recommendations set forth in the Investigation Report, issued in response to Affirmative Action Complaint #2016/2017 #2 as discussed at the February 16, 2017 Board of Education Meeting and directs the Administration and Business Administrator to take all actions recommended in the report and send the appropriate notices to all parties.

## RESOLUTION 17-B-10

**WHEREAS**, in or about November 2015, teachers and counselors came to the Superintendent complaining about irregularities in the District's existing grading/transcript software suite; and

**WHEREAS**, in recognition of the issues raised by staff, the Superintendent, in consultation with others, analyzed and ultimately selected Genesis Student Information System to replace the existing PowerSchool Student Information System to go "live" on or about July 1, 2016; and

**WHEREAS**, in the fall/winter of 2016, numerous staff, parents and students raised concerns that high school students' grade point averages and credit values may have been altered during the migration of data from PowerSchool Student Information System to Genesis Student Information System after July 2016; and

**WHEREAS**, in response to the concerns and the complexity of the problem presented, the Superintendent contacted the Bergen County Executive County Superintendent seeking guidance relative to the issues being raised; and

**WHEREAS**, the Bergen County Executive County Superintendent recommended that the District use an independent entity/group of New Jersey licensed educators that have substantial work experience in guidance, student counseling and regulations related to New Jersey State graduation and other relevant requirements to perform an audit of the migration of data to the new system for the purpose of determining the source of the problems (the Audit) and recommended that the District appoint Pitt Bull Secure Technologies (PST) to conduct the Audit; and

**WHEREAS**, on or about December 15, 2016, the Superintendent updated the Board on the matter and the Board subsequently approved PST to conduct an Audit of the grading, transcripts, scheduling and graduation records of the Dwight Morrow High School (including the Eagle/alternative program) and the Academies @ Englewood from 2015 through 2017 graduating classes (the Audit); and

**WHEREAS**, PST, in consultation with the Superintendent and other Board staff and representatives reviewed extensive documentation and data, including PowerSchool and Genesis student transcripts, PowerSchool report cards, PowerSchool and Genesis student schedules, PowerSchool data change logs, Independent Study records, grade change forms, transfer transcript review forms, GradPoint Summer School and Eagle/Alternative records, e-mail correspondence, NJ SMART submissions and Board policies; and

**WHEREAS**, on or about January 19, 2017, the Superintendent and the Board Attorney updated the Board on the matter and the on-going work of PST; and

**WHEREAS**, on or about February 3, 2017, PST provided the Superintendent and the Board Attorney with a draft report evidencing that there has been a wide-spread failure to properly account for student graduation requirements and grades that is contrary to Board policy and education statute and code independent of the migration to the new system, that once corrected will positively impact the entire student body at the High Schools, including a large number of current seniors set to graduate in June of 2017; and

**WHEREAS**, upon receipt of such information, the Superintendent contacted the New Jersey Department of Education (DOE) to self-report the possibility of improprieties and request further guidance; and

**WHEREAS**, the DOE (by and through the Bergen County Executive County Superintendent) directed that the Board take the following actions: (i) develop a corrective action plan to ensure that as many of the affected 2017 seniors as possible would graduate and use (to the extent possible) an outside consultant to oversee the process; (ii) the District must submit the final Audit report/District investigation to the County Superintendent's Office as soon as the investigation is complete; (iii) cooperate with a pending Office of Fiscal Accountability and Compliance (OFAC) investigation to be conducted and to fully comply with all directives made to the District by OFAC; and (iv) take any and all necessary steps to assure that such a systemic failure never occurs again; and

**WHEREAS**, on February 6, 2017, the Director of OFAC e-mailed a letter to the District stating that OFAC will review "the Englewood Public School District's high school student transcript records with respect to the allocation of credit hours and other irregularities concerning student records." OFAC ordered the District to "immediately secure and safeguard all transcript and personnel documents concerning this matter, including all electronic records and electronic e-mails." (the letter is attached); and

**WHEREAS**, on or about February 15, 2017, PST submitted its Audit Report to the administration; and

**WHEREAS**, while the Audit findings reveal that District staff have failed to uphold the minimum required standards of New Jersey Department of Education and Board policy (along with a host of other remarkable deficits), the Audit expressly stated that a number of problem areas were not extensively examined, including (but not limited to): (i) needing a review of the Eagle/Alternative program for compliance purposes; (ii) a more systematic assessment of a larger sample of transfer students' records; and (iii) a more comprehensive examination of individual course review for each graduate from the classes of 2014, 2015 and 2016, as it is "highly plausible that several students from the aforementioned school years graduated with 130 credits, but did not receive minimum required seat time in physical education, health and safety"; and

**WHEREAS**, given the fact that additional "problem areas" still persist, a continued examination of the High Schools, and perhaps elsewhere within the District, is needed so that the District can develop and implement a fully articulated Corrective Action Plan outlining the measures that will be taken to ensure compliance with applicable statute/code and Board policy to remedy the identified deficiencies;

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Education for the City of Englewood, that the following actions are hereby approved:

1. Employee Number 4422, 4112, 5888, 4574, 4232, 6728, 6249, 5280, 5334, and 6101 are hereby placed on a paid administrative leave effective immediately until the completion of the internal investigation and shall surrender all District property (including swipe cards, keys and computers);
2. All employees placed on administrative leave shall not contact any staff, parents or students during the pendency of this matter and shall not attend any Board sanctioned events or return to any school, with the exception of participating in the continuing investigation (including interviews) as directed by the Superintendent and/or Board Attorney;
3. To prevent any disruption of building and educational supervisory responsibilities, and to avoid any potential interruption of guidance and counseling services provided to students, until such time as the investigation is completed and corrective actions implemented, the following staff shall be appointed as follows:
  - a. Effective February 17, 2017, Dorian Milteer is assigned as Acting Principal for Dwight Morrow High School;
  - b. Effective February 17, 2017, John Jasinski is assigned as Acting Vice Principal for Dwight Morrow High School (VP Step 1);
  - c. Effective February 17, 2017, David Murphy is assigned as Acting Vice Principal/Site Administrator for the Eagle/Alternative school Program (regular salary);
  - d. Effective February 17, 2017, Jeanette Widensky is assigned as Supervisor of Instruction at McCloud School (Supervisor Step 1);
  - e. Effective February 17, 2017, Jamie Ciofalo is appointed as Acting Director of Guidance (per diem rate of \$660 pursuant to a contract to be executed) to oversee all guidance activities, conduct the remaining internal investigation and to develop a corrective action plan to ensure that as many of the affected 2017 seniors as possible will graduate on time;
  - f. Effective February 27, 2017, the following individuals are appointed to serve as Acting Guidance Counselors for the Dwight Morrow High School, Academies@Englewood and the Eagle/Alternative school Program – Rachel Cohen, Dan Piekarz, Denise Astuto, Kim Minarovich, Sapphire Toussaint and Brittany Lonsdale at the per diem rate of \$150.00 (pursuant to consulting agreements to be executed and pending proof of proper credentials, criminal background checks, finger printing and other legal requirements);

- g. Effective February 18, 2017 through June 30, 2017, Dennis Rossi shall be appointed as an educational consultant at the rate of \$550 per day (not to exceed 60 days and pursuant to a contract to be executed) for the express and limited purpose of developing and implementing the corrective action plan needed to ensure that as many of the affected 2017 seniors as possible will meet the mandatory State and/or local graduation requirements at the conclusion of the 2016/2017 school year;
  - h. Effective February 18 through 25, 2017, a team of school counseling consultants shall be retained at the rate of \$20/hour (not to exceed \$10,000) for the purpose of reviewing Class of 2017 transcripts for graduation compliance;
4. The Superintendent is directed to send the PST Audit to the Bergen County Executive County Superintendent Office as directed; the Board further directs PST to complete its audit (including review and examination of the "problem areas" remaining unresolved as referenced in the PST Audit) at a cost not to exceed \$12,000 on or before April 27, 2017;
  5. The administration and all staff are hereby directed to fully and completely cooperate with the completion of the post-Audit examination of student records and any and all activities conducted by OFAC;
  6. Upon completion of the internal examination, the Superintendent is to present an Action Plan to the Englewood Board of Education (in no event later than April 27, 2017) sufficient to assure that such a systemic failure never occurs again and recommend (as appropriate) personnel actions, revisions of policy, adoption of regulations needed to accomplish the Action Plan;
  7. Upon adoption of the Action Plan, the administration will coordinate with the DOE and/or OFAC to make sure the Action Plan is aligned with the corrective actions required by those agencies; and
  8. The administration and attorney are directed to take all actions needed to satisfy the intent and purpose of this Resolution, and implementation of the Action Plan and all corrective actions directed to be taken by the DOE/OFAC.



State of New Jersey  
DEPARTMENT OF EDUCATION  
PO Box 500  
TRENTON, NJ 08625-0500

CHRIS CHRISTIE  
Governor

KIM GUADAGNO  
Lt. Governor

KIMBERLEY HARRINGTON  
Acting Commissioner

February 6, 2017

Mr. Robert L. Kravitz, Superintendent  
Englewood Public School District  
274 Knickerbocker Rd.  
Englewood, NJ 07631

Dear Mr. Kravitz:

SUBJECT: Student Records/ Course Credit Review - OFAC Case #INV-008-17

The New Jersey Department of Education, Office of Fiscal Accountability and Compliance (OFAC) will conduct a review of the Englewood Public School District's high school student transcript records with respect to the allocation of credit hours and other irregularities concerning student records. The OFAC's determination to conduct a review was prompted by information received from the Bergen County Interim Executive Superintendent concerning the aforementioned matter.

At a later date, an OFAC representative will contact your office to schedule the start of the review.

Prior to further contact from the OFAC, you are directed immediately to secure and safeguard all transcript and personnel documents concerning this matter, including all electronic records and electronic emails.

Should you have any questions, please contact Thomas C. Martin, Manager, Investigations Unit, at (609) 633-9615.

Sincerely,

Robert J. Cicchino, Director  
Office of Fiscal Accountability and Compliance

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c: Robert Bumpus  
Christopher Huber  
Michael Yapple  
Thomas C. Martin  
Norah Peck

[www.nj.gov/education](http://www.nj.gov/education)

**THE ENGLEWOOD BOARD OF EDUCATION  
MINUTES – PUBLIC MEETING  
January 19, 2017 6:30 p.m.**

The meeting was called to order at 6:36 p.m. and the NJ Open Public Meeting Statement was read by Mark Tabakin, Board Attorney

Present: Kim Donaldson (arrived at 7:10 p.m.), Angela Midgette-David, Elisabeth Schwartz, Molly Craig-Berry, George Garrison, III (left the meeting at 7:30 p.m.), Glenn Garrison (arrived at 6:50 p.m.), Betty Griffin, Henry Pruitt, Stephen Brown

Also Present: Robert Kravitz, Superintendent of Schools, Cheryl Balletto, Business Administrator/  
Board Secretary, Mark Tabakin, Board Attorney

Motion by Mr. Pruitt, seconded by Mr. George Garrison, III to enter closed session.

CLOSED SESSION AS NECESSARY (*Use this resolution to identify the qualified matters to be discussed*)

WHEREAS, the Open Public Meetings Act, N.J.S.A.10:4-12, permits the Board of Education to meet in closed session to discuss certain matters, now, therefore be it

RESOLVED, the Board of Education adjourns to closed session to discuss: (select one or more)

- 1) *a matter rendered confidential by federal or state law*
- 2) *a matter in which release of information would impair the right to receive government funds*
- 3) *material the disclosure of which constitutes an unwarranted invasion of individual privacy*
- 4) *a collective bargaining agreement and/or negotiations related to it*
- 5) *a matter involving the purchase, lease, or acquisition of real property with public funds*
- 6) *protection of public safety and property and/or investigations of possible violations or violations of law*
- 7) *pending or anticipated litigation or contract negotiation and/or matters of attorney-client privilege*
- 8) *specific prospective or current employees unless all who could be adversely affected request an open session*
- 9) *deliberation after a public hearing that could result in a civil penalty or other loss*

and be it

FURTHER RESOLVED, the minutes of this closed session be made public when the need for confidentiality no longer exists.

Motion by Mr. Pruitt, seconded by Ms. Griffin to reconvene to public meeting.

**APPROVAL OF MINUTES**

Motion by Mr. Pruitt, seconded by Mr. Glenn Garrison to approve Board minutes.

December 15, 2016 – Regular Board Meeting and Closed Session  
January 5, 2017 – Annual Organization Meeting

The December 15, 2016 Board minutes passed by a unanimous vote with those Board members present. The January 5, 2017 Board minutes passed by a majority vote with Ms. Craig-Berry abstaining.

**BOARD SECRETARY REPORT:**

Motion by Mr. Pruitt; seconded by Mr. Glenn Garrison.

The Board Secretary Report passed by a unanimous vote with those Board members present.

WHEREAS, in compliance with N.J.A.C. 6:23-2.2h, the Board of Education has received the report of the School Treasurer for the month of November 2016 and Board Secretary's report for the month of November 2016; and

<b>FUND</b>	<b>CASH BALANCE</b>	<b>APPROPRIATIONS</b>	<b>ENCUMBRANCES</b>	<b>EXPENDITURES</b>	<b>FUND BALANCE</b>
General Current Expense Fund	\$ 10,146,320.48	\$ 68,816,812.68	\$ 45,440,149.28	\$20,899,847.87	\$ 2,476,815.53
(10),(11),(18) Current Expense		\$ 65,802,740.68	\$44,706,129.74	\$19,427,435.85	\$ 1,669,175.09
(12) Capital Outlay		\$ 3,014,072.00	\$ 734,019.54	\$ 1,472,412.02	\$ 807,640.44
(13) Special Schools					
Capital Reserve					
(20) Special Revenue Fund	\$ 184,738.62	\$ 4,225,146.42	\$ 2,364,006.62	\$ 1,035,243.19	\$ 825,896.61
(30) Capital Projects Fund	\$ (1,008,912.39)	\$ 1,541,928.60	\$ 296,422.43	\$ 1,245,506.17	\$ -
(40) Debt Service Fund	\$ 583,574.82	\$ 1,816,157.00		\$ 506,156.26	\$ 1,310,000.74
(50) Enterprise Fund	\$ 58,012.89				
(1) NET Payroll	\$ 130,750.91				
(60) Enterprise Fund	\$ (15,903.40)				
<b>TOTAL</b>	<b>\$ 10,078,581.93</b>	<b>\$ 76,400,044.70</b>	<b>\$48,100,578.33</b>	<b>\$23,686,753.49</b>	<b>\$ 4,612,712.88</b>

WHEREAS, in compliance with N.J.A.C.6: 23-2.11(c)3 the secretary has certified that, as of the date of the reports, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the district Board of Education, now, therefore, be it

RESOLVED, the Board of Education accepts the above-referenced reports and certifications and orders that they be attached to and made part of the record of this meeting, and be it

FURTHER RESOLVED, in compliance with N.J.A.C.6: 23-2.11(c)4, the Board of Education certifies that, after review of the secretary's monthly financial report (appropriation section) and upon consultation with the appropriate district officials, to the best of its knowledge, no major account or fund has been overexpended in violation of N.J.A.C.6: 23-2.8(a)(1).

**COMMITTEE REPORT(S)**

None

**SUPERINTENDENT'S REPORT**

HIB State Report

Mr. Andrew Parente of Lerch, Vinci & Higgins presented the June 2015 Audit Report.

## OPENED THE PRIVILEGE OF THE FLOOR

*Ms. Walker* – The last meeting in December was the most distressing Board Meeting I have ever attended. I've never seen our children so upset. The children were crying about their future.

*Mr. Kravitz* – We are well aware of the issues that affect all of our children. We are making sure that no one gets hurt. We do not want any child affected by the transcript issues.

*Mr. Brown* – The Board has been briefed about the transcript issues. There are a lot of underlying issues. I think we are on the right track to resolving those points in the long term and the short term.

Motion by Mr. Pruitt, seconded by Ms. Berry to approve consent agenda as amended.

## BOARD DISCUSSION

*Mr. Pruitt* – Tab 3 Mackay Park Ice Rink - It says the children are going to walk. I think we should be sensitive about the temperature since it is a February trip. We might need a district bus.

*Mr. Glenn Garrison* – Seven requests for tuition for out-of-district placement. That sounds like a lot for the middle of the school year. Are they new students?

*Mr. Kravitz* – Some were in district and these were the appropriate placements after several attempts to move them to other locations.

*Mr. Brown* – 17-F-69 American Recovery Reinvestment Act – These are monies that will be distributed from the state to our district.

**REVIEW OF CONSENT AGENDA**

(The following resolutions are presented for your consideration pursuant to Board of Education Bylaw 164.)

Roll Call Vote on the Consent Agenda – yes to all except:

**Mr. Brown – 17-A-55 – Purchased Services Profile Series is pulled; 17-A-53 Field Trips – Fort Lee Historic Park is pulled.**

Resolution #	Topic	Kim Donaldson	Angela Midgette-David	Elisabeth Schwartz	Molly Craig-Berry	Glenn Garrison	Betty Griffin	Henry Pruitt	Stephen Brown
17-B-07	Approval – Commending the Efforts of Past and Current School Board Members in Englewood, NJ and throughout the State During School Board Recognition Month and Urging the Public to Support Efforts to Improve Education								
17-A-51	Approval – Report of Student Suspensions								
17-A-52	Approval – Superintendent’s Harassment, Intimidation and Bullying Report								
17-A-53*	Approval – Field Trips							**	
17-A-54	Approval – District Enrollment in Schools								
17-A-55***	Approval – Purchased Services 2015-2016								
17-A-56	Approval – Second Reading and Final Adoption of BOE Policies								
17-A-57	Approval – First Reading of Revised Board of Education Policies								
17-A-58	Approval – 2017-2018 School Calendar								
17-F-63	Approval – Staff and BOE Travel								
17-F-64	Approval – Line Item Transfers								
17-F-65	Approval – Bills List								
17-F-66	Approval – Auditors for 2016-2017 Fiscal Year								
17-F-67	Approval – ARCO Change Order #1								
17-F-68	Approval – First Student, Inc. Transportation Contracts								
17-F-69	Approval – Acceptance of Monies from American Recovery and Reinvestment (ARRA)								
17-F-70	Approval – Change Order – Framan Mechanical, Inc.								
17-F-71	Approval – Cancellation of Interfund								
17-F-72	Approval – 2016-2017 Revised Salaries of Full-Time Staff Paid with NCLB Funds								
17-F-73	Approval – Acceptance of Audit and Corrective Action Plan								
17-F-74	Approval – Capital Reserve Withdrawal								
17-F-75	Approval – Proposed Expenditures for Nonpublic Schools – Nonpublic Security Program (2016-2017)								
17-P-63	Approval – 2016-2017 Contracted Appointments								
17-P-64	Approval – 2016-2017 Employment of Personnel: Full-Time, Non-Guide, Part-Time Employees And Substitutes								
17-P-65	Approval – 2016-2017 Extra Compensation Positions								
17-P-66	Approval – 2016-2017 Salary Adjustments, Reclassifications & Transfers								
17-P-67	Approval – Student Teacher, Practicum or Internship Placement(s)								
17-P-68	Approval – Retirement, Resignations, Leaves of Absence, Terminations								
17-P-69	Approval – Settlement Agreement								

\*17-F-53 – Field Trip to Mackay Park Ice Rink amended to include a bus, if necessary; Fort Lee Historic Park pulled.

\*\*17-A-53 - Mr. Pruitt abstains on Mackay Park Ice Rink only

\*\*\*17-A-55 – Purchased Services - The Profiles Series pulled

**OLD/NEW BUSINESS**

None

Motion to adjourn at 8:32 p.m. by Mr. Pruitt; seconded by Mr. Glenn Garrison.

**BOARD**

**17-B-07 APPROVAL – COMMENDING THE EFFORTS OF PAST AND CURRENT SCHOOL BOARD MEMBERS IN ENGLEWOOD, NJ AND THROUGHOUT THE STATE DURING SCHOOL BOARD RECOGNITION MONTH AND URGING THE PUBLIC TO SUPPORT EFFORTS TO IMPROVE EDUCATION**

WHEREAS, The New Jersey School Boards Association has declared January 2017 to be School Board Recognition Month, a time that all residents might acknowledge the contributions made by our local school board members; and

WHEREAS, The Englewood, NJ Board of Education is one of more than 581 local school boards in New Jersey, which sets policies and oversees operations for public school districts; and

WHEREAS, The Englewood, NJ Board of Education embraces the goal of high-quality education for all New Jersey public school students; and

WHEREAS, New Jersey's local school boards help determine the educational goals for approximately 1.4 million children in pre-kindergarten through 12<sup>th</sup> grade; and

WHEREAS, New Jersey's 5,000 local school board members, who receive no remuneration for their services, act as advocates for public school students as they work with administrators, teachers and parents for the betterment of public education; and

WHEREAS, School boards strive to provide the resources necessary to meet the needs of all students, including those with special needs; and

WHEREAS, Board of education provide accountability to the public; they communicate the needs of the school district to the public; and they convey to school administrators the public's expectations for the schools; and

WHEREAS, New Jersey can take pride in its schools, which rank among the nation's best in key achievement indicators such as the National Assessment of Educational Progress scores, and the preparation for college through advanced placement offerings and SAT assessments; Now, therefore, be it

RESOLVED, That the Englewood, NJ Board of Education, does hereby recognize the services of past and current school board members in the City of Englewood and throughout New Jersey as we join communities statewide in observing January 2017 as SCHOOL BOARD RECOGNITION MONTH; and be it further

RESOLVED, That the Englewood, NJ Board of Education urges all New Jersey citizens to work with their local boards of education and public school staffs toward the advancement of our children's education.

## ADMINISTRATION

### 17-A-51 APPROVAL - REPORT OF STUDENT SUSPENSIONS

WHEREAS, school principals have reported to the Superintendent of Schools that during the month of **December 2016** they have imposed disciplinary suspensions on certain students pursuant to N.J.S.A. 18A:37-2; and

BE IT RESOLVED, that the Board of Education acknowledges that this report has been filed with the Secretary and constitutes a report to the Board of Education in compliance with N.J.S.A. 18A:37-4:

Number of Suspensions	December '16
High School	13
Middle School	11
McCloud Elementary School	1
Grieco Elementary School	-
Quarles Elementary School	-
<b>Total Suspensions:</b>	<b>25</b>

Number of Suspensions	December '15
High School	10
Middle School	5
McCloud Elementary School	-
Grieco Elementary School	3
Quarles Elementary School	-
<b>Total Suspensions:</b>	<b>18</b>

### 17-A-52 APPROVAL – SUPERINTENDENT’S HARASSMENT, INTIMIDATION AND BULLYING REPORT

BE IT RESOLVED, that the Board of Education approves the Superintendent’s determination and actions taken for all reported incidents of Harassment, Intimidation and Bullying as discussed at the **January 19, 2017** closed session meeting.

### 17-A-53 APPROVAL – FIELD TRIPS

TAB-3

BE IT RESOLVED, upon recommendation of the Superintendent of Schools, that the Board of Education confirms the following field trips subject to the Principals compiling a list of students/faculty/chaperones together with parental

Permission forms, insurance, etc.:

**17-A-54 APPROVAL – DISTRICT ENROLLMENT IN SCHOOLS**

	30-Sep-16	15-Oct-16	31-Oct-16	30-Nov-16	31-Dec-16	YTD Diff.
Academies	483	485	485	485	479	-4
DMHS	573	569	573	571	572	-1
EAGLE	39	37	37	36	35	-4
DMHS Total	1,095	1,091	1,095	1,092	1086	-9
JDMS	379	383	381	378	379	0
McCloud	577	582	577	579	579	2
Grieco	596	600	595	603	601	5
Quarles	424	432	425	428	431	7
In-District Total	3,071	3,088	3,073	3,080	3076	5

**17-A-55 APPROVAL – PURCHASED SERVICES 2016 – 2017**

WHEREAS, the district requires specialized services to satisfy educational and business requirements, BE IT RESOLVED, the Englewood Board of Education authorizes the president and secretary to enter into agreement with the listed individuals and/or organizations, subject to attorney review of any applicable agreement both as to content and form:

Name	Service / Dates	Budget	Max. Fees
Windsor Prep	Tuition/partial Student (#151236) January 3, 2017-January 6, 2017	11-000-100-566-40-000-000	\$2,934.10
Windsor Prep	Tuition Student (#153368) January 3, 2017 - June 2017	11-000-100-566-40-000-000	\$53,694.03 pro-rated
Legacy Treatment/Mary A. Dobbins School	Tuition Student (#144344) January 3, 2017 - June 2017	11-000-100-566-40-000-000	\$47,307.60 pro-rated
Franklin Township Public Schools/Greenbrook Academy	Tuition Student (#144560) September 30, 2016 -June 2017	11-000-100-562-40-000-000	\$73,627.20 pro-rated
Benway School	Tuition Student (#145140) January9, 2017 - June 2017	11-000-100-566-40-000-000	\$69,484.86 pro-rated
YCS-George Washington School	1:1 Aide/Addendum to Tuition Student (#153293) December 14, 2016 - June 2017	11-000-100-566-40-000-000	\$14,300.00
YCS-Fort Lee Campus	Tuition Student (#144424) January 6, 2017 - June 2017	11-000-100-566-40-000-000	\$51,724.80 pro-rated
The Profiles Series	The Profiles Series on Education will feature segment creating a quality programming for the ESPD in which will inform, educate and enlighten viewers nationwide.	11-000-221-500-60-000-000	\$19,900.00
General Healthcare Resources, Inc.	Nursing Services Related Services (OT/PT/Speech) 2016 - 2017	11-000-213-500-40-000-000 11-000-216-320-40-000-000	\$50 RN; \$40 LPN \$75 PT & OT;\$78 Speech (per diem rates)

17-A-56

**APPROVAL – SECOND READING AND FINAL ADOPTION OF BOE POLICIES**

TAB-4

WHEREAS, these policies has been presented at a public Board of Education meeting for review and comment by Board members and community members, be it

BE IT RESOLVED, that the Board of Education approves the following attached Board of Education policies:

<b>Number</b>	<b>Policy</b>
8454	Management of Pediculosis- New
7481	UNMANNED AIRCRAFT SYSTEMS (UAS also known as DRONES)-New
5330.01	ADMINISTRATION OF MEDICAL MARIJUANA - <b>M</b>
R 5330.01	ADMINISTRATION OF MEDICAL MARIJUANA - <b>M</b>
5615	SUSPECTED GANG ACTIVITY
8820	OPENING EXERCISES/CEREMONIES
0167	PUBLIC PARTICIPATION IN BOARD MEETINGS
R 2431.2	MEDICAL EXAMINATION PRIOR TO PARTICIPATION ON A SCHOOL-SPONSORED INTERSCHOLASTIC OR INTRAMURAL TEAM OR SQUAD- <b>M</b>

17-A-57

**APPROVAL – FIRST READING OF BOARD OF EDUCATION POLICIES**

TAB-5

LET IT BE RESOLVED, that the Board of Education discusses and entertains oral or written public comment\* on the following attached Board of Education policy and agrees to consider adoption of this policy at the forthcoming Board of Education meeting,

<b>Number</b>	<b>Policy</b>
R 5116	EDUCATION OF HOMELESS CHILDREN
5116	EDUCATION OF HOMELESS CHILDREN
8330	STUDENT RECORDS- <b>M</b>
R 8330	STUDENT RECORDS- <b>M</b>
1510	AMERICANS WITH DISABILITIES ACT- <b>M</b>
R 1510	AMERICANS WITH DISABILITIES ACT- <b>M</b>

17-A-58

**APPROVAL – 2017-2018 SCHOOL CALENDAR**

TAB-6

BE IT RESOLVED, that the Board of Education approves the attached 2017-2018 school calendar for the 2017-2018 school year.

**FINANCE**

**17-F-63 APPROVAL – STAFF AND BOE TRAVEL**

**TAB-07**

WHEREAS, the Englewood Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, the Englewood Board of Education establishes, for regular district business day travel only, an annual school year threshold of \$1,000 per staff/Board member where prior Board approval shall not be required unless this threshold for a staff/Board member is exceeded in a given school year; and

RESOLVED, the Englewood Board of Education approves all travel not in compliance with N.J.A.C. 6A:23N-1.1 et seq. as being necessary and unavoidable as per noted on the attached list; and

FURTHER RESOLVED, the Englewood Board of Education approves the travel and related expense reimbursement as listed on the attached.

**17-F-64 APPROVAL – LINE ITEM TRANSFERS**

**TAB-8**

RESOLVED, the Englewood Board of Education approves the attached list of November 2016 budget transfers within the 2016-2017 budget pursuant to Policy 6422M.

**17-F-65 APPROVAL – BILLS LIST**

**TAB-9**

RESOLVED, the Board of Education approves payment of the attached bills in the total amount of \$7,808,974.03

**17-F-66 APPROVAL – AUDITORS FOR 2016-2017 FISCAL YEAR**

WHEREAS, the Englewood Public School District is required by Statute and Administrative Code to undergo an audit of its financial records and bookkeeping each year, now

BE IT RESOLVED, that the Englewood Board of Education appoints Lerch, Vinci & Higgins, LLP, 17-17 Route 208, Fair Lawn, New Jersey 07410 as auditor for the Englewood Board of Education for school year 2016-2017 at the following fees and rates per hour for professional services:

Statutory Annual Audit and Preparation of CAFRA \$51,600

Standard Billing Rates:

Partners	\$140-\$170 per hour
Managers	\$110-\$130 per hour
Senior Accounts/Supervisors	\$85-\$105 per hour
Staff Accountants	\$70 -\$80 per hour
Other Personnel	\$45 per hour

**17-F-67 APPROVAL – ARCO CHANGE ORDER #1**

WHEREAS, the roof replacement project for Dwight Morrow High School South Building is complete; now

THEREFORE BE IT RESOLVED, THE Englewood Board of Education approves a change order credit of \$25,000 toward the ARCO contract.

**17-F-68 APPROVAL – FIRST STUDENT, INC. TRANSPORTATION CONTRACTS**

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Englewood Board of Education for the 2016-2017 school year does extend the contracts to First Student Inc. per NJSA 18:18A-42 on the following routes:

School	Route#	2015-2016 Per Diem	CPI Increase	2016-2017 Per Diem	2016-2017 Contract
Quarles	1	\$201.47	0.57%	\$202.68	\$36,482.40
Quarles	2	\$193.99	0.57%	\$195.10	\$35,118.00
Quarles	3	\$201.47	0.57%	\$202.68	\$36,482.40
Quarles	4	\$201.47	0.57%	\$202.68	\$36,482.40
Quarles	16	\$216.01	0.57%	\$217.24	\$39,103.20
Quarles	85B	\$187.35	0.57%	\$188.42	\$33,915.60
Quarles	7	\$187.35	0.57%	\$188.42	\$33,915.60
Quarles	8	\$187.35	0.57%	\$188.42	\$33,915.60
Quarles Spec. Ed.	133	\$165.09	0.57%	\$166.03	\$29,885.40
Quarles Spec. Ed.	133 (Q)	\$165.09	0.57%	\$166.03	\$29,885.40
Quarles Spec. Ed.	133 (Q2)	\$165.09	0.57%	\$166.03	\$29,885.40
Grieco	A (Q) 3	\$197.05	0.57%	\$198.17	\$35,670.60
Grieco	5	\$216.01	0.57%	\$217.24	\$39,103.20
Grieco	8	\$216.01	0.57%	\$217.24	\$39,103.20
Grieco	2PK	\$95.06	0.57%	\$95.60	\$17,208.00
Grieco	1PK	\$95.06	0.57%	\$95.60	\$17,208.00
Grieco	B (Q) 4	\$197.05	0.57%	\$198.17	\$35,670.60
Grieco Spec. Ed.	9AB	\$171.23	0.57%	\$172.21	\$30,997.80
Grieco Spec. Ed.	9AB-2	\$85.62	0.57%	\$86.11	\$15,499.80
McCloud	7	\$193.99	0.57%	\$195.10	\$35,118.00
McCloud	9	\$193.99	0.57%	\$195.10	\$35,118.00
McCloud	132	\$165.09	0.57%	\$166.03	\$29,885.40
McCloud	10	\$216.01	0.57%	\$217.24	\$39,103.20
McCloud	112	\$216.01	0.57%	\$217.24	\$39,103.20
McCloud Spec. Ed.	131 (Q)	\$171.23	0.57%	\$172.21	\$30,997.80
McCloud Spec. Ed.	132 (Q)	\$85.61	0.57%	\$86.10	\$15,498.00
JEDMS	111	\$216.00	0.57%	\$217.23	\$39,101.40
JEDMS Spec. Ed.	131	\$171.23	0.57%	\$172.21	\$30,997.80
DMHS	121	\$216.00	0.57%	\$217.23	\$39,101.40
DMHS Spec. Ed.	134	\$171.23	0.57%	\$172.21	\$30,997.80
Frisch School	33	\$131.20	0.57%	\$131.95	\$23,751.00
Frisch School	33 (Q)	\$131.20	0.57%	\$131.95	\$23,751.00

Paramus Catholic	34	\$129.67	0.57%	\$130.41	\$23,473.80
Total					\$1,041,530.40

**17-F-69 APPROVAL – ACCEPTANCE OF MONIES FROM AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA)**

WHEREAS, Englewood Public Schools has received payment on December 13, 2016 of federal American Recovery and Reinvestment Act (ARRA) – Special Education Medicaid Initiative (SEMI) funds from Treasury; now

BE IT RESOLVED , that the Englewood Board of Education hereby approves the acceptance of monies in the amount of \$7,423.47 to be appropriated in the 2016/2017 school year.

**17-F-70 APPROVAL – CHANGE ORDER – FRAMAN MECHANICAL, INC.**

WHEREAS, it has been necessary install (4) radiators and associated bracketing in classroom 225/226; now

THEREFORE BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, the Englewood Board of Education approve change order #7 to Framan Mechanical Inc. in the amount of \$12,779.98.

**17-F-71 APPROVAL – CANCELLATION OF INTERFUND**

WHEREAS, in the 2014-2105 school year an unemployment interfund was created in the amount of \$280,000; now

BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, the Englewood Board of Education authorizes and approves the cancellation of the unemployment interfund in the amount of \$280,000 and return the funds to the general fund.

**17-F-72 APPROVAL – 2016-2017 REVISED SALARIES OF FULL-TIME STAFF PAID WITH NCLB FUNDS**

WHEREAS, The Englewood Board of Education receives funding from NCLB Title I, and;

WHEREAS, a plan has been developed to address this issue by the school administration in concert with the NJDOE Regional Achievement Center, and,

BE IT RESOLVED, the Englewood Board of Education approves the funding of the following positions with the use of NCLB Title I funds in the following detail:

NCLB Title 1 and Regional Achievement Center Funding

DMHS – Focus School	Michelle Smith	\$71,555	100%
DMHS – Focus School	Latoya Watt	\$59,655	100%

NCLB Title 1 Funding

McCloud	Iliana Cruz	\$72,055	100%
JDMS	Samantha Sheridan	\$60,000	67%

Title IIA Funding

District	Teresa DiVincent	\$105,833	100%
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\$369,098

17-F-73

**APPROVAL – ACCEPTANCE OF 2015-2016 AUDIT REPORT AND  
ADOPTION OF CORRECTIVE ACTION PLAN**

TAB-10

WHEREAS, N.J.S.A. 18A:23-1 requires that Boards of Education have an audit conducted by an independent Certified Public Accountant on an annual basis; and

WHEREAS, the Englewood Board of Education has reviewed the 2015-2016 audit report and the recommendations contained in the audit report, for the period July 1, 2015 through June 30, 2016 as prepared by its auditor Lerch, Vinci & Higgins, LLP; and

WHEREAS, the Board has reviewed the individual corrective actions to these recommendations outlined below, now therefore,

BE IT RESOLVED, that the Englewood Board of Education, upon the recommendation of the Superintendent of Schools, hereby accepts the 2015-2016 annual audit report and adopts the responses to these recommendations as set forth in the Corrective Action Plan and authorizes the submission of the Corrective Action Plan.

RECOMMENDATION NUMBER	CORRECTIVE ACTION REQUIRED BY THE BOARD	METHOD OF IMPLEMENTATION	PERSON RESPONSIBLE FOR IMPLEMENTATION	COMPLETION DATE OF IMPLEMENTATION
1	Vision benefits bill be reviewed on a monthly basis to ensure only active and eligible employees with the District are receiving benefits.	The Business Administrator will create a process in which the human resource department review all benefit bills on a monthly basis to ensure only active and eligible employees are receiving benefits.	Business Administrator Human Resource Director	3/1/2017
2	Health Benefit waiver opt-out payment be calculated net of the employee health benefit contribution.	The Business Administrator will develop a template for the Human Resource Department to calculate waiver opt-out payments.	Business Administrator Human Resource Director	6/30/17
3	Certain bills for energy service providers were not recorded in the District records at year end. We noted the bills were not turned over to the business office in a timely manner in order to be included in year end close.	The Business Administrator will verify with the Director of Facilities that all energy service provider bills are submitted to the Business Office in a timely fashion	Business Administrator Director of Facilities	3/1/2017
4	Our audit revealed a balance due at 6/30/16 from the City for 2016 tax levy in the amount of \$4,394,223.	The amount has been collected and therefore no corrective action is warranted.	N/A	N/A

5	Our review of Capital Projects fund revealed a certain project was over expended at 6/30/2016 in the amount of \$25,145.	The Business Administrator will transfer \$25,145 from the Capital Reserve Fund.	Business Administrator	2/1/2017
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RECOMMENDATION NUMBER	CORRECTIVE ACTION REQUIRED BY THE BOARD	METHOD OF IMPLEMENTATION	PERSON RESPONSIBLE FOR IMPLEMENTATION	COMPLETION DATE OF IMPLEMENTATION
6	The Athletic Scholarship account revealed that checks issued contained only one signature.	The Business Administrator will ensure that the Athletic Account will have three signatures on all checks.	Business Administrator	4/1/2017
7	Our audit of purchases and procedures found the District is not in compliance with school purchasing law.	The Business Administrator will enforce internal controls and purchasing procedures to ensure the District is in compliance with school purchasing law.	Business Administrator	6/30/2017
8	Accounts Receivable balances in the amount of \$209,000 due from students in the Food Service Fund at 6/30/2016.	The Business Administrator will continue to enforce the Board policy and new student food service procedures. In addition, the Business Administrator will ensure any prior year uncollected balances will be cleared by year-end.	Business Administrator	6/30/2017
9	The billing and accounts receivable ledger for the After School Child Care Program be updated to reflect each monthly payment.	The Business Administrator will create and review monthly spreadsheets to ensure all payments are recorded.	Business Administrator After Care Records Clerk	3/31/2017
10	The District's ASSA revealed several discrepancies between the ASSA counts, district workpaper and supporting District records.	The Business Administrator will review the submitted ASSA and compare to District records. The new student database system will be maintained properly to accurately reflect enrollment information. Student information systems will be synchronized.	Business Administrator Student Database Specialist	6/31/2017

**17-F-74 APPROVAL – CAPITAL RESERVE WITHDRAWAL**

WHEREAS, the Heating Project for the South Building had change orders for unforeseeable conditions and additional funds were required; now

THEREFORE BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, the Englewood Board of Education authorizes and approves the Business Administrator withdraw \$25,145 from the Capital Reserve Account to the Dwight Morrow-South Building Heating Project.

**17-F-75 APPROVAL – PROPOSED EXPENDITURES FOR NONPUBLIC SCHOOLS – NONPUBLIC SECURITY PROGRAM (2016-2017)**

BE IT RESOLVED that the Englewood Board of Education (EBOE), as set forth in the New Jersey Department of Education (NJDOE) Nonpublic School Security Program Guidelines (2016-2017), must agree on the security services, equipment, or technology that will be provided to the nonpublic schools within the Englewood Public School District.

BE IT RESOLVED that designated staff members of the EBOE met with administrators of each nonpublic school within its jurisdiction and reached agreement on the security services, equipment, or technology to be provided as set forth below:

- **Yeshiva Ohr Simcha Englewood** – will spend its entitlement **(\$2,750.00)** to purchase security locks on doors and windows to protect the safety of students, administrators and property.
- **Dwight-Englewood School** – will spend its entitlement **(\$45,900.00)** to purchase ten (10) security cameras **(\$20,000.00)** and upgrade the security gates control system as well as the remote access server **(\$25,900.00)**.
- **Ability School Inc.** – will spend its entitlement **(\$2,200.00)** to purchase: 1) two monitors for security cams which will be placed in administrative offices; 2) staff IDs; and 3) services and materials to improve security with respect to the “buzz in system” at the main/front door entrance of the facility.
- **The Elisabeth Morrow School** – will spend its entitlement **(\$18,000.00)** to purchase 35 two-way high band radios **(\$8,900.00)** in order to ensure communications capabilities between classroom teachers/students and school administrators. ***(Note: In the context of allowable expenditures, a decision on spending for the remaining \$9,100.00 will be made available for Board approval at the next regularly scheduled Board meeting to be held on February 16, 2017).***
- **First Presbyterian Preschool & Kindergarten** – will spend its entitlement **(\$450.00)** to purchase safety window shades that can be used in emergencies situations such as lockdowns.
- **Moriah School** – will spend its entitlement **(\$31,300.00)** to upgrade the school’s PA system located throughout various buildings and the campus to ensure that all announcements, alarms, and safety drills are properly heard by students and faculty.

BE IT FURTHER RESOLVED that members of the EBOE hereby approve the anticipated expenditures on behalf of each of the above-mentioned nonpublic schools and directs the Business Administrator/Board Secretary to establish the appropriate accounts in accordance with GAAP 34 to monitor expenditures accordingly.

**PERSONNEL**

**17-P-63 APPROVAL – 2016-2017 CONTRACTED APPOINTMENTS**

WHEREAS, the Superintendent of Schools, after considering the recommendation of his administrative staff which included consideration of experience, credentials, and references for the following candidates for employment in the school district, has determined that the appointment of these individuals is appropriate and in the best interest of the school district, be it

RESOLVED, upon recommendation of the Superintendent of Schools, that the following individuals be appointed to the positions indicated, as provided by the budget, in accord with terms of the employment specified:

Note: Appointment of new personnel to the District is provisional subject to:

1. Authorization from the State Department regarding a criminal background check and/or authorization from the Bergen County Superintendent's Office for emergent hiring.
2. A medical examination including satisfactory results of the Mantoux tuberculin skin test.

*N = New                      R = Replacement                      RI = Reinstatement*

<i>School Codes:</i>	<i>Grieco (04)</i>	<i>JDMS (10)</i>	<i>A@E (30)</i>	<i>DMHS (20)</i>
<i>Out-of-District (OOD)</i>	<i>Eagle Wings (05)</i>	<i>Central Office (60)</i>	<i>Quarles (01)</i>	<i>McCloud (03)</i>

**Instructional Appointments**

<b>Name</b>	<b>Certification</b>	<b>Initial Loc</b>	<b>All salaries per annum unless noted</b>	<b>10 month</b>	<b>Effective Dates<sup>2</sup></b>	<b>Budget Code</b>
Conte, Catherine (R: M.C.)	Standard: Teacher of Health & Physical Education	(20)	BA, Step 1-2 \$54,060 pro rata	10	01/20/17- 06/30/17	11-140-100-101-98-000-000 11-140-100-101-77-101-000

**17-P-64 APPROVAL - 2016-2017 EMPLOYMENT OF PERSONNEL: FULL-TIME, NON-GUIDE, PART-TIME EMPLOYEES AND SUBSTITUTES**

WHEREAS, the Superintendent of Schools, after considering the recommendation of his administrative staff which included consideration of experience, credentials, and references for the following candidates for employment in the school district, has determined that the appointment of these individuals is appropriate and in the best interest of the school district, be it

RESOLVED, upon recommendation of the Superintendent of Schools, that the following individuals be appointed to the positions indicated, as provided by the budget, in accord with terms of the employment specified:

Note: Appointment of new personnel to the District is provisional subject to:

1. Authorization from the State Department regarding a criminal background check and/or authorization from the Bergen County Superintendent's Office for emergent hiring.
2. A medical examination including satisfactory results of the Mantoux tuberculin skin test.

<b>Name</b>	<b>Position</b>	<b>Loc</b>	<b>Salary/Budget</b>	<b>Effective Dates</b>
Brown, Lancelot	In-School Suspension Coordinator NJ Substitute Credential	(20)	\$35,000 pro rata Non-Guide Budget Code:	01/20/17 - 06/30/17
Harvey-Chambers, Michelle	Per-diem Substitute Teacher CEAS: Elementary School Teacher	District	\$100 - \$110 per diem, Budget Code: Dependent upon location	01/23/17 - 06/30/17
Lester, Hubert	Per-diem Substitute Teacher CEAS: Elementary School	District	\$100 - \$110 per diem, Budget Code: Dependent upon location	01/23/17 - 06/30/17

	Teacher			
Lopez, Melissa	Per-diem Substitute Teacher NJ Substitute Credential	District	\$100 - \$110 per diem, Budget Code: Dependent upon location	01/23/17 - 06/30/17
Nicolas, Latief	Per-diem Substitute Teacher NJ Substitute Credential	District	\$100 - \$110 per diem, Budget Code: Dependent upon location	01/23/17 - 06/30/17
Patel, Ankita	Per-diem Substitute Teacher NJ Substitute Credential	District	\$100 - \$110 per diem, Budget Code: Dependent upon location	01/23/17 - 06/30/17

**17-P-65 2016-2017 EXTRA COMPENSATION POSITIONS**

WHEREAS, the Superintendent of Schools has recommended that certain Board of Education employees be compensated for additional duties or responsibilities, be it

RESOLVED, the Board of Education approves the following assignments and payments for services rendered as indicated:

<b>McCloud Elementary School - Extended Day Program</b>					
<b>Name</b>	<b>Assignment</b>	<b>Rate</b>	<b>Max</b>	<b>Effective Dates</b>	<b>Budget Account</b>
Atamian, Gary	Extended Day Teacher	\$30.50	100	01/20/17 - 05/12/17	11-120-100-101-67-103-000
Barrientos, Yackelin	Bilingual Extended Day Teacher	\$30.50	100	01/20/17 - 05/12/17	11-240-100-101-67-103-000
Bianchi, Allison	Extended Day Teacher	\$30.50	100	01/20/17 - 05/12/17	11-120-100-101-67-103-000
Castle, Tara	Extended Day Teacher	\$30.50	100	01/20/17 - 05/12/17	11-120-100-101-67-103-000
Clarke, Ryan	Extended Day Teacher	\$30.50	100	01/20/17 - 05/12/17	11-120-100-101-67-103-000
Francisco, Elizabeth	Bilingual Extended Day Teacher	\$30.50	100	01/20/17 - 05/12/17	11-240-100-101-67-103-000
Ghizzone, Marisol	Extended Day Teacher	\$30.50	100	01/20/17 - 05/12/17	11-120-100-101-67-103-000
Jones, Mitzu	Extended Day Teacher	\$30.50	100	01/20/17 - 05/12/17	11-120-100-101-67-103-000
Karoutsos, Jessica	Extended Day Teacher	\$30.50	100	01/20/17 - 05/12/17	11-120-100-101-67-103-000
Katsogiannos, Cassandra	Extended Day Teacher	\$30.50	100	01/20/17 - 05/12/17	11-120-100-101-67-103-000
Lupardi, Amy	Extended Day Lead Teacher	\$30.50	120	01/20/17 - 05/12/17	11-120-100-101-67-103-000
Persaud, Christine	Extended Day Teacher	\$30.50	100	01/20/17 - 05/12/17	11-120-100-101-67-103-000
Proda, Lauren	Extended Day Teacher	\$30.50	100	01/20/17 - 05/12/17	11-120-100-101-67-103-000
Widensky, Janet	Extended Day Teacher	\$30.50	100	01/20/17 - 05/12/17	11-120-100-101-67-103-000
Winfree, Jazmin	Extended Day Teacher	\$30.50	100	01/20/17 - 05/12/17	11-120-100-101-67-103-000

<b>Greico Elementary School - Extended Day Program</b>					
<b>Name</b>	<b>Assignment</b>	<b>Rate</b>	<b>Max</b>	<b>Effective Dates</b>	<b>Budget Account</b>
Alleyne, Eric	Extended Day Teacher	\$30.50	100	01/20/17 - 05/12/17	20-231-100-100-66-103-005

Cohen, Erica	Extended Day Teacher	\$30.50	100	01/20/17 - 05/12/17	20-231-100-100-66-103-005
Croce, Angelina	Extended Day Teacher	\$30.50	100	01/20/17 - 05/12/17	20-231-100-100-66-103-005
Daniels, Nicole	Extended Day Teacher	\$30.50	100	01/20/17 - 05/12/17	20-231-100-100-66-103-005
DeLuca, Margret	Extended Day Teacher	\$30.50	100	01/20/17 - 05/12/17	20-231-100-100-66-103-005
Generoso, Monica	Extended Day Teacher	\$30.50	100	01/20/17 - 05/12/17	20-231-100-100-66-103-005
Green, Daj'Kyia	Extended Day Teacher	\$30.50	100	01/20/17 - 05/12/17	20-231-100-100-66-103-005
Heredia, Diana	Extended Day Teacher	\$30.50	100	01/20/17 - 05/12/17	20-231-100-100-66-103-005
Hunter, Akiba	Extended Day Teacher	\$30.50	100	01/20/17 - 05/12/17	20-231-100-100-66-103-005
Jano, Jacquelyn	Extended Day Teacher	\$30.50	100	01/20/17 - 05/12/17	20-231-100-100-66-103-005
Keenan, Angela	Extended Day Teacher	\$30.50	100	01/20/17 - 05/12/17	20-231-100-100-66-103-005
Leahy, Nina	Extended Day Teacher	\$30.50	100	01/20/17 - 05/12/17	20-231-100-100-66-103-005
Meeks, Maria	Extended Day Teacher	\$30.50	100	01/20/17 - 05/12/17	20-231-100-100-66-103-005
Mitchell, Basheba	Extended Day Teacher	\$30.50	100	01/20/17 - 05/12/17	20-231-100-100-66-103-005
Mittman, Barbara	Extended Day Teacher	\$30.50	100	01/20/17 - 05/12/17	20-231-100-100-66-103-005
Monllor, Joshua	Extended Day Teacher	\$30.50	100	01/20/17 - 05/12/17	20-231-100-100-66-103-005
Murray, Katelyn	Extended Day Teacher	\$30.50	100	01/20/17 - 05/12/17	20-231-100-100-66-103-005
Ortiz, Gina	Extended Day Teacher	\$30.50	100	01/20/17 - 05/12/17	20-231-100-100-66-103-005
Romano, Nicole	Extended Day Teacher	\$30.50	120	01/20/17 - 05/12/17	20-231-100-100-66-103-005
Taylor, Lesley	Extended Day Teacher	\$30.50	100	01/20/17 - 05/12/17	20-231-100-100-66-103-005

Name	Assignment	Rate	Effective Dates	Budget Account
Winfree, Jazmin	Winter Cheerleading	\$2,362.50	2016-2017 WINTER SEASON	11-402-100-100-77-101-000
Navarro, Leidy	Common Area Coverage - Substitute	\$30.50 p/h	16-17 SY	11-120-100-101-67-103-000

After-Care Program Staff – All staff subject to hire contingent upon student enrollment.					
Name	Assignment	Rate	Max	Effective Dates	Budget Account
Caraballo, Risory	EPSD After School Child Care Program	\$30.50 ph	300 hrs.	01/23/17-06/30/17	60-057-100-100-000
McCain, Tracey	EPSD After School Child Care Program	\$30.50 ph	300 hrs.	01/23/17-06/30/17	60-057-100-100-000

**TRANSFERS**

RESOLVED, upon recommendation of the Superintendent of Schools, that the following reclassification(s) be approved as provided by the budget:

<b>Name</b>	<b>From</b>	<b>To</b>
Dawlabani, Justin	School Psychologist, DMHS/AE MA, Step 1-2, \$57,810 pro rata Effective: 12/19/16-06/30/17	School Psychologist, DMHS/AE MA+30, Step 1-2, \$69,060 pro rata Effective: 12/19/16-06/30/17
Rodenberg, Shannon (R: C.P.) (10)	Per-Diem Substitute Teacher, \$100 per diem	Long-Term Substitute Teacher, \$270.30 per diem Effective: 12/08/16-01/13/17

**17-P-67 APPROVAL – STUDENT TEACHER, PRACTICUM OR INTERNSHIP PLACEMENT(S)**

WHEREAS, the principal and/or department director to the assigned school has recommended that the following student(s) be approved for a student teaching, practicum or internship, be it

RESOLVED, that the name(s) listed below be approved for a student teaching, practicum or internship placement, with no compensation, subject to the dates indicated.

RESOLVED the Board Secretary shall give notice to this student regarding this approval as soon as possible.

<b>NAME</b>	<b>COLLEGE</b>	<b>DATES</b>	<b>LOC</b>	<b>INSTRUCTOR</b>	<b>CONCENTRATION</b>	<b>TYPE</b>
Blanchard, Richard	Montclair University	02/01/17-05/31/17	DMHS	Alexa Rodsan	Mathematics	Student Teacher
Cubias, Cruz	Montclair University	02/01/17-05/31/17	DMHS	Stephen Hanson	Social Studies	Student Teacher
Garrett, Kristen	William Paterson	02/01/17-05/31/17	McCloud	Brandi Lewis	Elementary K-6	Practicum Student
Grevalis, Kayla	Montclair University	02/01/17-05/31/17	DMHS	Shannon Arrieta	Health & Physical Education (Secondary)	Student Teacher
Meyers, Joseph	William Paterson	02/01/17-05/31/17	McCloud	Peyton Fischer	Elementary K-6	Practicum Student
Ryanne, Doran	William Paterson	02/01/17-05/31/17	McCloud	Margaret Gilroy	Elementary K-6	Student Teacher
Sanchez, Maribely	William Paterson	02/01/17-05/31/17	JDMS	Alicia Pepe	English Grades 6-8	Practicum Student
Tunney, John	Montclair University	02/01/17-05/31/17	DMHS	Jose Garrigo	Social Studies	Student Teacher

**17-P-68 APPROVAL - RETIREMENT, RESIGNATIONS, LEAVES OF ABSENCE, TERMINATIONS**

RESOLVED, that the Englewood Board of Education hereby approves the following:

<i>School Codes:</i>	<i>Grieco (04)</i>	<i>JDMS (10)</i>	<i>A@E (30)</i>	<i>DMHS (20)</i>
<i>Out-of-District (OOD)</i>	<i>Eagle Wings (05)</i>	<i>Central Office (60)</i>	<i>Quarles (01)</i>	<i>McCloud (03)</i>

**Leaves of Absence**

<b>Name</b>	<b>Notice/Position</b>	<b>Effective Date(s)</b>
DiBartolomeo, Christina (03)	Paid Medical Leave of Absence, Unpaid Personal Medical Leave of Absence Elementary School Teacher	January 30, 2017 - March 2, 2017 March 3, 2017 - April 28, 2017
Pribula, Andrea (20)	Paid Medical Leave of Absence Unpaid Medical Leave of Absence Athletic Trainer	February 13, 2017 - April 5, 2017 April 6, 2017 - April 12, 2017
Skinner, Caroline (03)	Paid Medical Leave of Absence, Paid Personal Leave of Absence, Elementary School Teacher	December 15, 2016 - January 27, 2017 January 30, 2017 - March 15, 2017
Steelman, Amanda (10)	Paid Medical Leave of Absence, Unpaid Personal Medical Leave of Absence Elementary School Teacher	February 27, 2017 - March 23, 2017 March 24, 2017 - April 28, 2017

**Resignations**

<b>Name</b>	<b>Notice/Position</b>	<b>Effective Date(s)</b>
Catena, Marisa	Teacher of Dance	January 20, 2017
Smith, Erin	Teacher of Students w/ Disabilities	January 17, 2017

**Retirement**

<b>Name</b>	<b>Notice/Position</b>	<b>Effective Date(s)</b>
Russell, Lillie	School Accountant	June 30, 2017

**Declination**

<b>Name</b>	<b>Notice/Position</b>	<b>Effective Date(s)</b>
Bogner, Jin (20)	Declination, Winter Cheerleading Coach	2016-2017 School Year <i>Previously approved Res#17-P-52 11/17/16</i>

**17-P-69 APPROVAL – SETTLEMENT AGREEMENT**

APPROVE, upon the recommendation of the Superintendent of Schools, the Englewood Board of Education approves the Settlement Agreement with Employee #5216 pursuant to the terms of the Agreement and authorize the Board President and Board Secretary to execute the agreement.

**REPORT OF THE TREASURER  
TO THE BOARD OF EDUCATION**

District of Englewood

All Funds

For The Month Ending:

12/31/2016

**CASH REPORT**

FUNDS	(1) Beginning Cash Balance	(2) Cash Receipts This Month	(3) Cash Disbursements This Month	(4) Ending Cash Balances (1) + (2) - (3)
<b>GOVERNMENTAL FUNDS</b>				
General Fund - Fund 10	\$10,146,320.48	\$9,681,196.88	\$7,320,914.35	\$12,506,603.01
Special Revenue Fund - Fund 20	\$184,738.62	\$1,248,958.24	\$351,798.83	\$1,081,898.03
Capital Projects Fund - Fund 30	(\$1,008,912.39)	\$241.81	\$2,849.27	(\$1,011,519.85)
Debt Service Fund 40	\$583,574.82	\$331,415.97		\$914,990.79
<b>Total Governmental Funds</b>	\$9,905,721.53	\$11,261,812.90	\$7,675,562.45	\$13,491,971.98
<b>Enterprise Fund - Fund 50</b>	\$58,012.89	\$326,214.36	\$223,626.21	\$160,601.04
<b>Enterprise Fund - Fund 60</b>	\$130,750.91	\$53,015.96	\$41,478.66	\$142,288.21
<b>Payroll Account (Net)</b>	(\$15,903.40)	\$1,883,103.40	\$1,880,691.76	(\$13,491.76)
<b>Total All Funds</b>	\$10,078,581.93	\$13,524,146.62	\$9,821,359.08	\$13,781,369.47

Prepared and Submitted By:

*Robert R. Brown, CPA*

Robert R. Brown, CPA  
Treasurer of School Moneys

Bank Reconciliation

Bank Name	See Below
Account Number	See Below
Statement Date	12/31/2016
Fund/Funds	

Prepared by: Robert R. Brown  
 Date: 12/31/2016

1				Balance per Bank:			
				Capital One Referendum #00007047886222	\$815,821.97		
				Capital One #00007047886230	\$11,746,749.97		
				Capital One Compensating Balance #00007527021191	\$1,500,000.00		
				Capital One Payroll #7047886141	\$40,838.64		
				Petty Cash	\$1,300.00		
				<b>Sub Total Balance Per Banks</b>			<b>\$14,104,710.58</b>
				Reconciling Items:			
				Additions:			
				Date	Amount		
2a				Unlocated Difference	\$228.92		
2b				Fund 50 Adjustment	\$588.38		
2c							
2d							
2				Total D.I.T.'s & Other	\$817.30		
3				Total Additions		\$ 817.30	
				Deductions:			
				Outstanding Checks			
4					(\$324,158.41)		
5							
6				Total Deductions		(\$324,158.41)	
7				Net Reconciling Items			<b>(\$323,341.11)</b>
8				Adjusted Balance per Bank as of:	12/31/2016		<b>\$13,781,369.47</b>
9				Balance per Board Secretary's Records as of:	12/31/2016		<b>\$13,781,369.47</b>
				Reconciling Items:			
				Additions:			
10				Interest Earned			
11				Other			
12				Total Additions		\$0.00	
				Deductions:			
13				Bank Charges			
14				Other			
15				Total Deductions		\$0.00	
16				Net Reconciling Items			<b>\$0.00</b>
17				Adjusted Board Secretary's Balance as of:	12/31/2016		<b>\$13,781,369.47</b>

REPORT OF THE SECRETARY  
 TO THE BOARD OF EDUCATION  
 Englewood Public School District  
 General Fund - Fund 10  
 Interim Balance Sheet  
 For 6 Month Period Ending 12/31/2016

ASSETS AND RESOURCES

--- A S S E T S ---		
101	Cash in bank	\$11,005,302.21
102-107	Cash and cash equivalents	\$1,501,300.00
121	Tax levy receivable	\$21,417,804.05
	Accounts receivable:	
132	Interfund	\$1,181,876.52
141	Intergovernmental - State	\$3,504,263.58
142	Intergovernmental - Federal	\$34,332.05
153,154	Other (net of est uncollectible of \$ _____)	\$38,462.05
	Other Current Assets	\$0.00

--- R E S O U R C E S ---		
301	Estimated Revenues	\$62,539,372.00
302	Less Revenues	(\$53,695,087.66)
		<u>\$8,844,284.34</u>
	Total assets and resources	<u>\$47,527,624.80</u>

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Englewood Public School District  
General Fund - Fund 10  
Interim Balance Sheet  
For 6 Month Period Ending 12/31/2016

LIABILITIES AND FUND EQUITY

--- LIABILITIES ---	
421 Accounts Payable	\$645,230.27
Other current liabilities	\$449,743.15
	\$1,094,973.42

TOTAL LIABILITIES

FUND BALANCE

--- A P P r o p r i a t e d ---	
753 Reserve for Encumbrances - Current Year	\$39,310,334.72
754 Reserve for Encumbrance - Prior Year	(\$1,766,385.03)
Reserved fund balance:	
761 Capital reserve account -	\$2,559,005.00
765 Reserve for Tuition Payments	\$700,000.00
766 Reserve for Current Expense Emergencies	\$602,000.00
764 Reserve for Maintenance	\$1,007,700.00

760 Reserved Fund Balance	\$598,748.00
601 Appropriations	\$68,816,812.68
602 Less : Expenditures	\$26,955,174.04
603 Encumbrances	\$39,420,345.57 (\$66,375,519.61)
	\$2,441,293.07

Total Appropriated \$45,452,695.76

--- U n a p p r o p r i a t e d ---	
770 Unreserved Fund Balance -	\$6,115,313.32
303 Budgeted Fund Balance	(\$5,135,357.70)

TOTAL FUND BALANCE	\$46,432,651.38
TOTAL LIABILITIES AND FUND EQUITY	\$47,527,624.80

Englewood Public School District  
 General Fund - Fund 10  
 Interim Balance Sheet  
 For 6 Month Period Ending 12/31/2016

RECAPITULATION OF FUND BALANCE:	Budgeted	Actual	Variance
Appropriations	\$68,816,812.68	\$66,375,519.61	\$2,441,293.07
Revenues	(\$62,539,372.00)	(\$53,695,087.66)	(\$8,844,284.34)
	<u>\$6,277,440.68</u>	<u>\$12,680,431.95</u>	<u>(\$6,402,991.27)</u>
	<u>(\$1,142,082.98)</u>	<u>(\$1,142,082.98)</u>	
Less: Adjust for prior year encumb.			
Budgeted Fund Balance	<u>\$5,135,357.70</u>	<u>\$11,538,348.97</u>	<u>(\$6,402,991.27)</u>
Reconciliation of Budgeted Fund Balance by SubFund			
Fund 10 (Includes 10, 11, 12, and 13)	\$5,135,357.70	\$11,538,348.97	(\$6,402,991.27)
Fund 18 (Restricted ED JOBS)	\$0.00	\$0.00	\$0.00
Fund 19 (Restricted FEMA Block Grants)	\$0.00	\$0.00	\$0.00
TOTAL Budgeted Fund Balance	<u>\$5,135,357.70</u>	<u>\$11,538,348.97</u>	<u>(\$6,402,991.27)</u>

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Englewood Public School District  
GENERAL FUND - FUND 10  
INTERIM STATEMENTS COMPARING

BUDGET REVENUE WITH ACTUAL TO DATE AND  
APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE  
For 6 Month Period Ending 12/31/2016

	BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
*** REVENUES/SOURCES OF FUNDS ***				
1XXX From Local Sources	\$52,348,657.00	\$46,891,411.47		\$5,457,245.53
3XXX From State Sources	\$10,109,835.00	\$6,680,993.60		\$3,428,841.40
4XXX From Federal Sources	\$80,880.00	\$93,012.59		(\$12,132.59)
TOTAL REVENUE/SOURCES OF FUNDS	\$62,539,372.00	\$53,665,417.66		\$8,873,954.34
*** EXPENDITURES ***				
---				
--- CURRENT EXPENSE ---				
11-1XX-100-XXX Regular Programs - Instruction	\$16,882,624.12	\$6,726,338.84	\$9,995,157.19	\$161,128.09
11-2XX-100-XXX Special Education - Instruction	\$7,249,447.92	\$2,301,165.34	\$4,915,422.75	\$32,859.83
11-240-100-XXX Bilingual Education - Instruction	\$1,822,200.55	\$786,911.11	\$1,014,815.55	\$20,473.89
11-401-100-XXX School-Spon. Cocurr. Acti-Instr	\$162,900.00	\$70,906.98	\$80,177.94	\$11,815.08
11-402-100-XXX School-Spons. Athletics - Instruction	\$899,300.00	\$218,536.32	\$475,925.79	\$204,837.89
---				
--- UNDISTRIBUTED EXPENDITURES ---				
11-000-100-XXX Instruction	\$4,894,771.00	\$1,079,834.21	\$3,692,227.67	\$122,709.12
11-000-211-XXX Attendance and Social Work Services	\$712,064.54	\$320,374.83	\$391,689.06	\$0.65
11-000-213-XXX Health Services	\$693,234.65	\$265,502.79	\$369,494.96	\$58,236.90
11-000-216-XXX Speech, OT,PT & Related Svcs	\$1,919,959.76	\$633,554.37	\$1,227,550.16	\$58,855.23
11-000-217-XXX Other Support Serv - Students Extra Svcs	\$15,000.00	\$0.00	\$0.00	\$15,000.00
11-000-218-XXX Guidance	\$601,109.57	\$262,167.73	\$320,751.98	\$18,189.86
11-000-219-XXX Child Study Teams	\$1,422,442.76	\$533,132.08	\$827,868.56	\$61,442.02
11-000-221-XXX Improv of Inst. - Instruc Staff	\$510,011.00	\$307,654.38	\$154,598.77	\$47,757.85
11-000-222-XXX Educational Media Serv/School Library	\$1,776,789.07	\$1,275,852.86	\$402,676.39	\$98,259.82
11-000-223-XXX Instructional Staff Training Services	\$185,505.00	\$43,427.28	\$84,135.72	\$57,942.00
11-000-230-XXX Supp. Serv.-General Administration	\$1,296,665.76	\$597,583.26	\$565,035.92	\$134,047.58
11-000-240-XXX Supp. Serv.-School Administration	\$3,011,442.32	\$1,192,651.48	\$1,797,112.43	\$21,668.41
11-000-25X-XXX Central Serv & Admin. Inform. Tech.	\$1,271,735.35	\$596,762.50	\$653,788.51	\$21,184.34
11-000-261-XXX Require Maint. for School Facilities	\$613,103.70	\$262,518.01	\$255,724.78	\$94,860.91
11-000-262-XXX Custodial Services	\$4,725,805.40	\$2,362,638.19	\$2,142,751.91	\$220,416.30
11-000-263-XXX Care and Upkeep of Grounds	\$51,700.00	\$19,450.00	\$28,300.00	\$3,950.00
11-000-266-XXX Security	\$621,746.95	\$295,387.93	\$322,564.49	\$3,794.53
11-000-270-XXX Student Transportation Services	\$3,861,269.26	\$717,033.76	\$3,078,268.00	\$65,967.50
11-XXX-XXX-2XX Allocated and Unallocated Benefits	\$8,253,112.00	\$9,453,283.77	\$4,691,689.18	\$108,139.05
TOTAL GENERAL CURRENT EXPENSE	\$63,453,942.68	\$24,322,678.02	\$37,487,727.81	\$1,643,536.85
EXPENDITURES/USES OF FUNDS				

REPORT OF THE SECRETARY  
 TO THE BOARD OF EDUCATION  
 Englewood Public School District  
 GENERAL FUND - FUND 10

INTERIM STATEMENTS COMPARING

BUDGET REVENUE WITH ACTUAL TO DATE AND

APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE  
 For 6 Month Period Ending 12/31/2016

	APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE
*** EXPENDITURES - cont'd ***				
*** CAPITAL OUTLAY ***				
12-XXX-XXX-73X Equipment	\$108,400.00	\$17,255.50	\$88,977.70	\$2,166.80
12-000-4XX-XXX Facilities acquisition & constr. serv.	\$2,905,672.00	\$1,463,474.52	\$646,608.06	\$795,589.42
TOTAL CAP OUTLAY EXPEND./USES OF FUNDS	\$3,014,072.00	\$1,480,730.02	\$735,585.76	\$797,756.22
10-000-100-56X Transfer of Funds to Charter Schools	\$2,348,798.00	\$1,151,766.00	\$1,197,032.00	.00
TOTAL GENERAL FUND EXPENDITURES	\$68,816,812.68	\$26,955,174.04	\$39,420,345.57	\$2,441,293.07

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Englewood Public School District

GENERAL FUND - FUND 10

SCHEDULE OF REVENUES

ACTUAL COMPARED WITH ESTIMATED

For 6 Month Period Ending 12/31/2016

	ESTIMATED	ACTUAL	UNREALIZED
<b>--- LOCAL SOURCES ---</b>			
1210 Local Tax Levy	\$50,778,757.00	\$46,547,193.91	\$4,231,563.09
1320 Tuition from IEAs Within State	\$600,000.00	\$93,024.26	\$506,975.74
1420-1440 Transp Fees from Other IEAs		\$30,532.52	(\$30,532.52)
1910 Rents and Royalties	\$350,000.00	\$169,580.22	\$180,419.78
1XXX Miscellaneous	\$619,900.00	\$51,080.56	\$568,819.44
TOTAL	<u>\$52,348,657.00</u>	<u>\$46,891,411.47</u>	<u>\$5,457,245.53</u>
<b>--- STATE SOURCES ---</b>			
3116 School Choice Aid	\$4,324,509.00	\$944,554.60	\$3,379,954.40
3121 Categorical Transportation Aid	\$687,644.00	\$687,644.00	.00
3131 Extraordinary Aid	\$460,000.00	\$460,000.00	.00
3132 Categorical Special Education Aid	\$1,813,061.00	\$1,813,061.00	.00
3177 Categorical Security	\$977,741.00	\$928,854.00	\$48,887.00
3178 Adjustment Aid	\$1,754,930.00	\$1,754,930.00	.00
3190 Other Unrestricted State Aid	\$91,950.00	\$91,950.00	.00
TOTAL	<u>\$10,109,835.00</u>	<u>\$6,680,993.60</u>	<u>\$3,428,841.40</u>
<b>--- FEDERAL SOURCES ---</b>			
4200 Medicaid Reimbursement	\$80,880.00	\$85,589.12	(\$4,709.12)
4210 ARRA/SEMI Revenue		\$7,423.47	(\$7,423.47)
TOTAL	<u>\$80,880.00</u>	<u>\$93,012.59</u>	<u>(\$12,132.59)</u>
<b>--- OTHER FINANCING SOURCES ---</b>			
TOTAL REVENUES/SOURCES OF FUNDS	<u>\$62,539,372.00</u>	<u>\$53,665,417.66</u>	<u>\$8,873,954.34</u>

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Englewood Public School District  
GENERAL FUND - FUND 10  
STATEMENT OF APPROPRIATIONS  
COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
For 6 Month Period Ending 12/31/2016

	Appropriations	Expenditures	Encumbrances	Available Balance
*** GENERAL CURRENT EXPENSE ***				
--- Regular Programs - Instruction ---				
11-110-100-101 Kindergarten - Salaries of Teachers	\$1,229,332.14	\$466,376.83	\$762,955.31	.00
11-120-100-101 Grades 1-5 - Salaries of Teachers	\$4,448,771.48	\$1,697,104.52	\$2,751,666.96	.00
11-130-100-101 Grades 6-8 - Salaries of Teachers	\$3,018,879.13	\$1,201,054.33	\$1,817,824.80	.00
11-140-100-101 Grades 9-12 - Salaries of Teachers	\$6,534,602.74	\$2,547,638.95	\$3,986,963.79	.00
--- Regular Programs - Home Instruction ---				
11-150-100-101 Salaries of Teachers	\$38,219.75	\$12,703.25	\$25,516.50	\$0.00
11-150-100-320 Purchased Prof.-Ed. Services	\$26,434.76	\$225.03	\$2,000.00	\$24,209.73
11-150-100-610 General Supplies	\$1,000.00	.00	.00	\$1,000.00
--- Regular Programs - Undistr. Instruction ---				
11-190-100-320 Purchased Prof.-Ed. Services	\$13,740.00	\$6,740.00	\$2,000.00	\$5,000.00
11-190-100-500 Other Purch. Serv. (400-500 series)	\$656,171.06	\$133,419.36	\$521,900.75	\$850.95
11-190-100-610 General Supplies	\$483,860.31	\$275,359.44	\$98,441.25	\$110,079.61
11-190-100-640 Textbooks	\$417,792.75	\$385,717.13	\$14,387.82	\$17,687.80
11-190-100-800 Other Objects	\$13,800.00	.00	\$11,500.00	\$2,300.00
TOTAL	\$16,882,624.12	\$6,726,338.84	\$9,995,157.19	\$161,128.09
--- SPECIAL EDUCATION - INSTRUCTION ---				
Learning and/or Language Disabilities:				
11-204-100-101 Salaries of Teachers	\$1,321,870.33	\$519,176.95	\$802,693.38	\$0.00
11-204-100-320 Purchased Prof.-Ed. Services	\$35,000.00	\$7,230.00	\$15,770.00	\$12,000.00
11-204-100-500 Other Purch. Serv. (400-500 series)	\$250,000.00	.00	\$250,000.00	.00
11-204-100-610 General Supplies	\$3,172.50	\$477.42	.00	\$2,695.08
11-204-100-800 Other Objects	\$500.00	.00	.00	\$500.00
TOTAL	\$1,610,542.83	\$526,884.37	\$1,068,463.38	\$15,195.08
Multiple Disabilities:				
11-212-100-101 Salaries of Teachers	\$1,081,063.92	\$467,867.77	\$613,196.15	\$0.00
11-212-100-320 Purchased Prof.-Ed. Services	\$5,000.00	.00	.00	\$5,000.00
11-212-100-500 Other Purch. Serv. (400-500 series)	\$1,380,000.00	.00	\$1,380,000.00	.00
11-212-100-610 General Supplies	\$7,400.00	.00	\$419.18	\$6,980.82
TOTAL	\$2,473,463.92	\$467,867.77	\$1,993,615.33	\$11,980.82
Resource Room/Resource Center:				
11-213-100-101 Salaries of Teachers	\$1,957,061.80	\$756,934.40	\$1,200,127.40	\$0.00
11-213-100-500 Other Purch. Serv. (400-500 series)	\$300,000.00	.00	\$300,000.00	.00
11-213-100-610 General supplies	\$3,988.31	\$1,634.38	.00	\$2,353.93
TOTAL	\$2,261,050.11	\$758,568.78	\$1,500,127.40	\$2,353.93
Preschool Disabilities - Full-Time:				
11-216-100-101 Salaries of Teachers	\$573,991.06	\$230,207.34	\$343,783.72	\$0.00
11-216-100-500 Other Purch.Serv. (400-500 series)	\$327,070.00	\$317,637.08	\$9,432.92	.00
11-216-100-600 General Supplies	\$2,930.00	.00	.00	\$2,930.00
11-216-100-800 Other Objects	\$400.00	.00	.00	\$400.00
TOTAL	\$904,391.06	\$547,844.42	\$353,216.64	\$3,330.00

Englewood Public School District  
 GENERAL FUND - FUND 10  
 STATEMENT OF APPROPRIATIONS  
 COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
 For 6 Month Period Ending 12/31/2016

	Appropriations	Expenditures	Encumbrances	Available Balance
TOTAL SPECIAL ED - INSTRUCTION	\$7,249,447.92	\$2,301,165.34	\$4,915,422.75	\$32,859.83
--- Bilingual Education-Instruction ---				
11-240-100-101 Salaries of Teachers	\$1,588,700.55	\$586,911.11	\$1,001,789.44	\$0.00
11-240-100-500 Other Purch. Serv. (400-500 series)	\$200,000.00	\$200,000.00	.00	.00
11-240-100-610 General Supplies	\$33,441.23	.00	\$13,026.11	\$20,415.12
11-240-100-640 Textbooks	\$58.77	.00	.00	\$58.77
TOTAL	\$1,822,200.55	\$786,911.11	\$1,014,815.55	\$20,473.89
--- School spons.cocurricular activities-Instruction ---				
11-401-100-100 Salaries	\$122,475.00	\$41,895.00	\$79,705.00	\$875.00
11-401-100-500 Purchased Services (300-500 series)	\$16,686.00	\$8,860.70	.00	\$7,825.30
11-401-100-600 Supplies and Materials	\$23,739.00	\$20,151.28	\$472.94	\$3,114.78
TOTAL	\$162,900.00	\$70,906.98	\$80,177.94	\$11,815.08
--- School sponsored athletics-Instruct. ---				
11-402-100-100 Salaries	\$474,200.00	\$133,079.00	\$341,121.00	.00
11-402-100-500 Purchased Services (300-500 series)	\$282,777.73	\$39,364.39	\$104,208.38	\$139,204.96
11-402-100-600 Supplies and Materials	\$142,322.27	\$46,092.93	\$30,596.41	\$65,632.93
TOTAL	\$899,300.00	\$218,536.32	\$475,925.79	\$204,837.89
--- UNDISTRIBUTED EXPENDITURES ---				
--- Instruction ---				
11-000-100-561 Tuition to Other LEAs within State Regular	\$104,500.00	\$23,723.50	\$71,205.70	\$9,570.80
11-000-100-562 Tuition to Other LEAs within State Special	\$416,374.00	\$138,741.35	\$277,632.15	\$0.50
11-000-100-563 Tuition to Co.Voc.School Dist.-reg.	\$275,000.00	\$106,704.00	\$118,296.00	\$50,000.00
11-000-100-564 Tuition to Co.Voc. School Dist.-spec.	\$409,320.00	\$122,796.00	\$286,524.00	.00
11-000-100-565 Tuition to Co.Spec.Serv. & Reg. Day schls	\$1,983,862.00	\$83,013.45	\$1,860,810.55	\$40,038.00
11-000-100-566 Tuition to Priv Sch for Disbl w/i State	\$1,640,122.00	\$600,481.91	\$1,019,980.07	\$19,660.02
11-000-100-568 Tuition - State Facilities	\$35,593.00	.00	\$35,398.00	\$195.00
11-000-100-569 Tuition - Other	\$30,000.00	\$4,374.00	\$22,381.20	\$3,244.80
TOTAL	\$4,894,771.00	\$1,079,834.21	\$3,692,227.67	\$122,709.12
--- Attendance and social work services ---				
11-000-211-100 Salaries	\$88,731.00	\$43,365.44	\$45,365.56	.00
11-000-211-172 Sal.of Family Support Teams	\$466,430.62	\$192,455.52	\$273,975.10	.00
11-000-211-173 Sal. of Family Liaisons/Comm. Prnt Inv. Spec.	\$155,554.71	\$83,679.12	\$71,875.59	.00
11-000-211-600 Supplies and Materials	\$1,348.21	\$874.75	\$472.81	\$0.65
TOTAL	\$712,064.54	\$320,374.83	\$391,689.06	\$0.65
--- Health services ---				
11-000-213-100 Salaries	\$441,239.90	\$178,284.54	\$262,955.36	.00
11-000-213-300 Purchased Prof. & Tech. Svc.	\$234,481.75	\$81,639.23	\$104,349.52	\$48,493.00
11-000-213-500 Other Purchd. Serv.(400-500 series)	\$3,390.00	\$214.80	\$580.00	\$2,595.20
11-000-213-600 Supplies and Materials	\$12,823.00	\$5,364.22	\$1,610.08	\$5,848.70
11-000-213-800 Other Objects	\$1,300.00	.00	.00	\$1,300.00
TOTAL	\$693,234.65	\$265,502.79	\$369,494.96	\$58,236.90
--- Speech, OT,PT & Related Svcs ---				
11-000-216-100 Salaries	\$772,680.60	\$301,072.24	\$471,608.36	.00

Englewood Public School District  
 GENERAL FUND - FUND 10  
 STATEMENT OF APPROPRIATIONS  
 COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
 For 6 Month Period Ending 12/31/2016

	Appropriations	Expenditures	Encumbrances	Available Balance
11-000-216-320 Purchased Prof. Ed. Services	\$1,138,171.16	\$330,909.10	\$754,629.06	\$52,633.00
11-000-216-600 Supplies and Materials	\$9,108.00	\$1,573.03	\$1,312.74	\$6,222.23
<b>TOTAL</b>	<b>\$1,919,959.76</b>	<b>\$633,554.37</b>	<b>\$1,227,550.16</b>	<b>\$58,855.23</b>
--- Other support services - Students - Extra Srvc				
11-000-217-320 Purchased Prof. Ed. Services	\$15,000.00	.00	.00	\$15,000.00
<b>TOTAL</b>	<b>\$15,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$15,000.00</b>
--- Guidance ---				
11-000-218-104 Salaries Other Prof. Staff	\$433,859.57	\$180,899.07	\$252,960.50	.00
11-000-218-320 Purchased Prof. - Ed. Services	\$3,000.00	.00	\$1,397.00	\$1,603.00
11-000-218-500 Other Purchased Services (400-500 series)	\$110,500.00	\$65,212.77	\$42,241.63	\$3,045.60
11-000-218-600 Supplies and Materials	\$26,750.00	\$4,055.89	\$12,152.85	\$10,541.26
11-000-218-800 Other Objects	\$27,000.00	\$12,000.00	\$12,000.00	\$3,000.00
<b>TOTAL</b>	<b>\$601,109.57</b>	<b>\$262,167.73</b>	<b>\$320,751.98</b>	<b>\$18,189.86</b>
--- Child Study Teams ---				
11-000-219-104 Salaries Other Prof. Staff	\$1,104,521.30	\$449,253.65	\$655,267.65	.00
11-000-219-105 Sal. Secr. & Clerical Asst.	\$65,691.46	\$34,381.04	\$31,310.42	.00
11-000-219-320 Purchased Prof. - Ed. Services	\$202,680.00	\$46,680.00	\$96,356.00	\$59,644.00
11-000-219-592 Misc Purch Ser(400-500 O/than Resid costs)	\$41,050.00	\$0.00	\$40,699.00	\$351.00
11-000-219-600 Supplies and Materials	\$8,000.00	\$2,817.39	\$4,235.59	\$947.02
11-000-219-800 Other Objects	\$500.00	.00	.00	\$500.00
<b>TOTAL</b>	<b>\$1,422,442.76</b>	<b>\$533,132.08</b>	<b>\$827,868.66</b>	<b>\$61,442.02</b>
--- Improv. of instr. Serv. ---				
11-000-221-102 Salaries Superv. of Instr.	\$288,469.00	\$154,918.57	\$133,550.43	.00
11-000-221-500 Other Purchased Services (400-500 series)	\$209,742.00	\$149,441.10	\$20,000.00	\$40,300.90
11-000-221-600 Supplies and Materials	\$11,800.00	\$3,294.71	\$1,048.34	\$7,456.95
<b>TOTAL</b>	<b>\$510,011.00</b>	<b>\$307,654.38</b>	<b>\$154,598.77</b>	<b>\$47,757.85</b>
--- Educational media serv./sch.library ---				
11-000-222-100 Salaries	\$375,233.16	\$176,297.19	\$198,935.97	.00
11-000-222-500 Other Purchased Services (400-500 series)	\$818,958.91	\$600,612.65	\$143,053.07	\$75,293.19
11-000-222-600 Supplies and Materials	\$592,597.00	\$498,943.02	\$60,687.35	\$22,966.63
<b>TOTAL</b>	<b>\$1,776,789.07</b>	<b>\$1,275,852.86</b>	<b>\$402,676.39</b>	<b>\$98,259.82</b>
--- Instructional Staff Training Services ---				
11-000-223-104 Salaries Other Prof. Staff	\$124,105.00	\$42,333.28	\$81,771.72	.00
11-000-223-320 Purchased Prof. - Ed. Services	\$47,400.00	\$365.00	\$150.00	\$46,885.00
11-000-223-500 Other Purchased Services (400-500 series)	\$14,000.00	\$729.00	\$2,214.00	\$11,057.00
<b>TOTAL</b>	<b>\$185,505.00</b>	<b>\$43,427.28</b>	<b>\$84,135.72</b>	<b>\$57,942.00</b>
--- Support services-general administration ---				
11-000-230-100 Salaries	\$504,001.00	\$281,481.19	\$222,519.81	\$0.00
11-000-230-331 Legal Services	\$93,013.00	\$44,749.44	\$29,956.76	\$18,306.80
11-000-230-332 Audit Fees	\$101,600.00	.00	\$50,784.00	\$50,816.00
11-000-230-339 Other Purchased Prof. Svc.	\$24,067.00	\$20,067.00	.00	\$4,000.00

Englewood Public School District  
 GENERAL FUND - FUND 10  
 STATEMENT OF APPROPRIATIONS  
 COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
 For 6 Month Period Ending 12/31/2016

	Appropriations	Expenditures	Encumbrances	Available Balance
11-000-230-530 Communications/Telephone	\$256,000.00	\$81,231.72	\$130,596.34	\$44,171.94
11-000-230-585 BOE Other Purchased Prof. Svc.	\$4,000.00	\$3,874.70	.00	\$125.30
11-000-230-590 Other Purchased Services	\$33,583.00	\$19,237.43	\$11,848.29	\$2,497.28
11-000-230-610 General Supplies	\$10,047.76	\$3,411.05	\$2,681.13	\$3,955.58
11-000-230-820 Judgments Against. School District.	\$209,000.00	\$108,000.00	\$101,000.00	.00
11-000-230-890 Misc. Expenditures	\$32,355.00	\$10,619.02	\$15,586.89	\$6,149.09
11-000-230-895 BOE Membership Dues and Fees	\$29,000.00	\$24,911.71	\$62.70	\$4,025.59
TOTAL	\$1,296,666.76	\$597,583.26	\$565,035.92	\$134,047.58
---- Support services-school administration ----				
11-000-240-103 Salaries Princ./Asst. Princ.	\$2,493,118.73	\$1,177,132.25	\$1,315,986.48	.00
11-000-240-500 Other Purchased Services	\$473,661.00	.00	\$470,000.00	\$3,661.00
11-000-240-600 Supplies and Materials	\$40,862.59	\$14,189.92	\$11,125.95	\$15,546.72
11-000-240-800 Other Objects	\$3,800.00	\$1,339.31	.00	\$2,460.69
TOTAL	\$3,011,442.32	\$1,192,661.48	\$1,797,112.43	\$21,668.41
---- Central Services ----				
11-000-251-100 Salaries	\$859,790.27	\$423,916.41	\$435,873.86	.00
11-000-251-330 Purchased Prof. Services	\$35,400.00	\$20,404.00	\$14,974.00	\$22.00
11-000-251-340 Purchased Technical Services	\$101,076.20	\$39,731.83	\$60,344.08	\$1,000.29
11-000-251-592 Misc Pur Serv (400-500 series)	\$7,100.00	\$405.92	\$6,600.00	\$93.08
11-000-251-600 Supplies and Materials	\$18,923.88	\$4,925.04	\$12,458.22	\$1,540.62
11-000-251-89X Other Objects	\$24,189.00	\$1,550.68	\$4,109.97	\$18,528.35
TOTAL	\$1,046,479.35	\$490,934.88	\$534,360.13	\$21,184.34
--- Admin. Info. Technology ---				
11-000-252-100 Salaries	\$224,831.00	\$105,827.62	\$119,003.38	.00
11-000-252-500 Other Pur Serv. (400-500 series)	\$425.00	.00	\$425.00	.00
TOTAL	\$225,256.00	\$105,827.62	\$119,428.38	\$0.00
TOTAL Cent. Svcs. & Admin IT	\$1,271,735.35	\$596,762.50	\$653,788.51	\$21,184.34
--- Required Maint.for School Facilities ---				
11-000-261-100 Salaries	\$70,247.05	\$35,123.52	\$35,123.53	.00
11-000-261-420 Cleaning, Repair & Maint. Svc.	\$542,856.65	\$227,394.49	\$220,601.25	\$94,860.91
TOTAL	\$613,103.70	\$262,518.01	\$255,724.78	\$94,860.91
--- Custodial Services ---				
11-000-262-1XX Salaries	\$126,646.77	\$63,323.28	\$63,323.49	\$0.00
11-000-262-420 Cleaning, Repair & Maint. Svc.	\$1,948,000.00	\$793,234.04	\$1,096,887.65	\$57,878.31
11-000-262-441 Rental of Land & Bldgs Other Than Lease	\$170,096.00	\$122,741.28	\$47,258.72	\$96.00
11-000-262-490 Other Purchased Property Svc.	\$243,800.00	\$70,179.43	\$141,010.49	\$32,610.08
11-000-262-520 Insurance	\$407,500.00	\$403,162.84	.00	\$4,337.16
11-000-262-590 Misc. Purchased Services	\$453,082.00	\$398,493.90	\$30,046.67	\$24,541.43
11-000-262-610 General Supplies	\$277,181.63	\$81,314.39	\$111,365.44	\$84,501.80
11-000-262-622 Energy (Electricity)	\$1,070,000.00	\$423,589.03	\$644,739.70	\$1,671.27
11-000-262-8XX Other Objects	\$29,500.00	\$6,600.00	\$8,119.75	\$14,780.25

Englewood Public School District  
GENERAL FUND - FUND 10  
STATEMENT OF APPROPRIATIONS  
COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
For 6 Month Period Ending 12/31/2016

	Appropriations	Expenditures	Encumbrances	Available Balance
---				
--- Care and Upkeep of Grounds ----				
11-000-263-420 Cleaning, Repair, & Maintenance Serv.	\$42,000.00	\$12,200.00	\$26,800.00	\$3,000.00
11-000-263-610 General Supplies	\$9,700.00	\$7,250.00	\$1,500.00	\$950.00
TOTAL	\$4,725,806.40	\$2,362,638.19	\$2,142,751.91	\$220,416.30
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--- Security ----				
11-000-266-100 Salaries	\$594,746.95	\$282,128.64	\$312,618.31	.00
11-000-266-300 Purchased Prof. & Tech. Svc.	\$3,794.00	.00	.00	\$3,794.00
11-000-266-420 Cleaning, Repair, & Maintenance Serv.	\$6,000.00	\$6,000.00	.00	.00
11-000-266-610 General Supplies	\$17,206.00	\$7,259.29	\$9,946.18	\$0.53
TOTAL	\$51,700.00	\$19,450.00	\$28,300.00	\$3,950.00
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TOTAL	\$621,746.95	\$295,387.93	\$322,564.49	\$3,794.53
TOTAL Oper & Maint of Plant Services	\$6,012,357.05	\$2,939,994.13	\$2,749,341.18	\$323,021.74
---				
--- Student transportation services ---				
11-000-270-160 Sal Pupil Trans (Bet Home & Sch)--reg	\$53,632.80	\$26,816.16	\$26,816.64	.00
11-000-270-162 Sal Pupil Trans.Other than Bet Home & Sch	\$183,947.00	\$67,630.50	\$116,316.50	.00
11-000-270-420 Cleaning, Repair & Maint. Svc.	\$40,000.00	\$15,543.77	\$24,220.93	\$235.30
11-000-270-511 Contract Svc (btw Home & Sch.)--vendors	\$1,651,478.60	\$317,301.30	\$1,316,827.30	\$17,350.00
11-000-270-512 Contract Svc (other btw home & sch)--vndrs	\$67,676.50	\$10,650.00	\$17,310.00	\$39,716.50
11-000-270-514 Contract Svc (Sp Ed.)--vendors	\$459,120.00	\$198,051.83	\$261,067.87	\$0.30
11-000-270-515 Contract Svc (Sp Ed.)--joint agreements	\$743,922.96	\$79,538.89	\$664,307.03	\$77.04
11-000-270-503 Contr Svc-Aid in Lieu Paymnts-Non Pub Sch	\$251,491.40	.00	\$249,302.86	\$2,188.54
11-000-270-593 Misc. Purchased Svc. - Transp.	\$405,000.00	\$150.00	\$400,000.00	\$4,850.00
11-000-270-615 Transportation Supplies	\$3,500.00	\$713.33	\$1,536.67	\$1,250.00
11-000-270-800 Misc. Expenditures	\$1,500.00	\$637.98	\$562.20	\$299.82
TOTAL	\$3,861,269.26	\$717,033.76	\$3,078,268.00	\$65,967.50
11-XXX-XXX-220 Social Security Contributions	\$435,000.00	\$163,260.58	\$245,790.40	\$25,949.02
11-XXX-XXX-241 Other Retirement Contrib. - PERS	\$70,000.00	.00	.00	\$70,000.00
11-XXX-XXX-248 Other Retirement - Deferred PERS	\$5,000.00	.00	.00	\$5,000.00
11-XXX-XXX-260 Workman's Compensation	\$317,100.00	\$138,616.81	\$171,293.16	\$7,190.03
11-XXX-XXX-270 Health Benefits	\$7,276,012.00	\$3,140,375.03	\$4,135,636.97	.00
11-XXX-XXX-290 Other Employee Benefits	\$150,000.00	\$11,031.35	\$138,968.65	.00
TOTAL	\$8,253,112.00	\$3,453,283.77	\$4,691,689.18	\$108,139.05
Total Undistributed Expenditures	\$36,437,470.09	\$14,218,819.43	\$21,006,228.59	\$1,212,422.07
*** TOTAL CURRENT EXPENSE EXPENDITURES ***	\$63,453,942.68	\$24,322,678.02	\$37,487,727.81	\$1,643,536.85
*** TOTAL CURRENT EXPENSE EXPENDITURES & TRANSFERS ***	\$63,453,942.68	\$24,322,678.02	\$37,487,727.81	\$1,643,536.85

Englewood Public School District  
 GENERAL FUND - FOND 10  
 STATEMENT OF APPROPRIATIONS  
 COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
 For 6 Month Period Ending 12/31/2016

	Appropriations	Expenditures	Encumbrances	Available Balance
*** C A P I T A L O U T L A Y ***				
--- E Q U I P M E N T ---				
Undistributed expenses				
12-000-100-730 Instruction	\$91,144.50	.00	\$88,977.70	\$2,166.80
12-000-261-730 Undist. Exp.-Req. Maint. Schl Facilities	\$17,255.50	\$17,255.50	.00	.00
Undist. Exp. - Non-instructional Services				
TOTAL				
12-000-400-334 Facilities acquisition and construction services ---	\$108,400.00	\$17,255.50	\$88,977.70	\$2,166.80
12-000-400-334 Architectural/Engineering Services	\$122,320.00	\$107,267.94	\$15,051.84	\$0.22
12-000-400-450 Construction Services	\$2,098,580.00	\$1,356,206.58	\$446,784.22	\$295,589.20
12-000-400-722 Bldgs. Other than Lease Purch. Agree.	\$500,000.00	.00	.00	\$500,000.00
12-000-400-800 Other objects	\$184,772.00	.00	\$184,772.00	.00
Sub Total	\$2,905,672.00	\$1,463,474.52	\$646,608.06	\$795,589.42
TOTAL				
TOTAL CAPITAL OUTLAY EXPENDITURES	\$3,014,072.00	\$1,480,730.02	\$735,585.76	\$797,756.22

Englewood Public School District  
 GENERAL FUND - FUND 10  
 STATEMENT OF APPROPRIATIONS  
 COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
 For 6 Month Period Ending 12/31/2016

	Appropriations	Expenditures	Encumbrances	Available Balance
*** EDUCATION JOBS FUND **				
*** FEMA COMMUNITY DEVELOPMENT BLOCK GRANT ***				
10-000-100-56X Transfer of Funds to Charter Schls.	\$2,348,798.00	\$1,151,766.00	\$1,197,032.00	.00
TOTAL GENERAL FUND EXPENDITURES	\$68,816,812.68	\$26,955,174.04	\$39,420,345.57	\$2,441,293.07

REPORT OF THE SECRETARY CERTIFICATION PAGE  
TO THE BOARD OF EDUCATION  
Englewood Public School District  
General Fund - Fund 10

For 6 Month Period Ending 12/31/2016

I, \_\_\_\_\_, Board Secretary/Business Administrator  
certify that no line item account has encumbrances and expenditures,  
which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23A-16.10(c)3.

\_\_\_\_\_  
Board Secretary/Business Administrator

\_\_\_\_\_  
Date

All Accounts in the Expense Account File appear to be included in the details of THE REPORT OF THE SECRETARY

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REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Englewood Public School District  
Special Revenue Fund - Fund 20  
Interim Balance Sheet  
For 6 Month Period Ending 12/31/16

ASSETS AND RESOURCES

--- A S S E T S ---

101	Cash in bank	\$1,081,898.03
	Accounts receivable:	
142	Intergovernmental - Federal	\$866,869.00
143	Intergovernmental - Other	\$864.00
		<u>\$867,733.00</u>

--- R E S O U R C E S ---

301	Estimated Revenues	\$4,225,146.42
302	Less Revenues	(\$1,053,683.11)
		<u>\$3,171,463.31</u>

Total assets and resources

\$5,121,094.34

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Englewood Public School District  
Special Revenue Fund - Fund 20  
Interim Balance Sheet  
For 6 Month Period Ending 12/31/16

LIABILITIES AND FUND EQUITY

<u>---</u> <u>L I A B I L I T I E S</u> <u>---</u>		
411	Intergovernmental accounts payable - State	\$44,508.00
412	Intergovernmental accounts payable - Federal	\$101,740.00
421	Accounts Payable	\$210,583.69
481	Deferred revenues	\$719,741.70
	Other current liabilities	\$1,299,784.56
	<u>TOTAL LIABILITIES</u>	<u>\$2,376,357.95</u>

F U N D   B A L A N C E

--- A p p r o p r i a t e d ---

753	Reserve for encumbrances - Current Year	\$2,033,731.09
754	Reserve for encumbrances - Prior Year	(\$93,368.01)
601	Appropriations	\$4,225,146.42
602	Less: Expenditures	\$1,387,042.02
603	Encumbrances	\$2,033,731.09 (\$3,420,773.11)
		<u>\$804,373.31</u>

TOTAL FUND BALANCE

\$2,744,736.39

TOTAL LIABILITIES AND FUND EQUITY

\$5,121,094.34

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Englewood Public School District  
Special Revenue Fund - Fund 20  
INTERIM STATEMENTS COMPARING

BUDGET REVENUE WITH ACTUAL TO DATE AND  
APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE  
For 6 Month Period Ending 12/31/16

	BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
1XXX From Local Sources	\$17,728.94	\$3,580.00		\$14,148.94
3XXX From State Sources	\$2,016,451.48	\$973,461.11		\$1,042,990.37
4XXX From Federal Sources	\$2,190,966.00	\$66,411.00		\$2,124,555.00

TOTAL REVENUE/SOURCES OF FUNDS

	\$4,225,146.42	\$1,043,452.11		\$3,181,694.31
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\*\*\* EXPENDITURES \*\*\*

LOCAL PROJECTS:

STATE PROJECTS:				AVAILABLE BALANCE
Preschool Education Aid	\$57,048.92	\$25,295.14	\$2,254.55	\$29,499.23
Nonpublic textbooks	\$1,214,565.50	\$632,402.15	\$520,640.11	\$61,523.24
Nonpublic auxiliary services	\$16,266.00	\$358.32	\$8,741.68	\$7,166.00
Nonpublic handicapped services	\$315,574.00	\$63,526.19	\$246,554.81	\$5,493.00
Nonpublic nursing services	\$181,080.00	\$50,979.24	\$130,100.76	.00
Nonpublic Technology Aid	\$46,332.00	\$12,661.91	\$1,440.00	\$32,230.09
Other State Projects	\$100,600.00	\$0.00	\$0.00	\$100,600.00

TOTAL STATE PROJECTS

	\$1,977,131.50	\$814,234.14	\$920,780.71	\$242,116.65
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FEDERAL PROJECTS:

NCLB Title I - Part A/D	\$821,205.00	\$249,106.92	\$210,063.87	\$362,034.21
I.D.E.A. Part B (Handicapped)	\$1,085,600.00	\$231,269.26	\$839,594.21	\$14,736.53
NCLB Title II - Part A/D	\$161,087.00	\$22,241.04	\$38,903.80	\$99,942.16
NCLB Title III - English Language Enhancement	\$97,574.00	\$44,895.52	\$20,772.95	\$31,905.53
Vocational Education	\$25,500.00	.00	\$1,361.00	\$24,139.00
Other Federal Projects	\$0.00	\$0.00	\$0.00	\$0.00

TOTAL FEDERAL PROJECTS

	\$2,190,966.00	\$547,512.74	\$1,110,695.83	\$532,757.43
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\*\*\* TOTAL EXPENDITURES \*\*\*

	\$4,225,146.42	\$1,387,042.02	\$2,033,731.09	\$804,373.31
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REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Englewood Public School District  
SPECIAL REVENUE - FUND 20  
SCHEDULE OF REVENUES  
ACTUAL COMPARED WITH ESTIMATED  
For 6 Month Period Ending 12/31/16

	ESTIMATED	ACTUAL	UNREALIZED
--- LOCAL SOURCES ---			
1XXX Other Revenue from Local Sources	\$17,728.94	\$3,580.00	\$14,148.94
Total Revenues from Local Sources	<u>\$17,728.94</u>	<u>\$3,580.00</u>	<u>\$14,148.94</u>
--- STATE SOURCES ---			
3218 Preschool Education Aid	\$1,214,565.50	\$602,738.00	\$611,827.50
32XX Other Restricted Entitlements	\$801,885.98	\$370,723.11	\$431,162.87
Total Revenue from State Sources	<u>\$2,016,451.48</u>	<u>\$973,461.11</u>	<u>\$1,042,990.37</u>
--- FEDERAL SOURCES ---			
4411-16 Title I	\$821,205.00	.00	\$821,205.00
4451-55 Title II	\$161,087.00	.00	\$161,087.00
4491-94 Title III	\$97,574.00	.00	\$97,574.00
4420-29 I.D.E.A. Part B (Handicapped)	\$1,085,600.00	\$66,411.00	\$1,019,189.00
4430-39 Vocational Education	\$25,500.00	.00	\$25,500.00
Total Revenues from Federal Sources	<u>\$2,190,966.00</u>	<u>\$66,411.00</u>	<u>\$2,124,555.00</u>
TOTAL REVENUES/SOURCES OF FUNDS	<u>\$4,225,145.42</u>	<u>\$1,043,452.11</u>	<u>\$3,181,694.31</u>

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Englewood Public School District  
Special Revenue Fund - Fund 20  
STATEMENT OF APPROPRIATIONS - RESTRICTED STATE ENTITLEMENTS  
COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
For 6 Month Period Ending 12/31/16

	Appropriations	Expenditures	Encumbrances	Available Balance
State Projects:				
PRESCHOOL EDUCATION AID				
--- Preschool Education Aid - Instruction ---				
20-218-100-101 Salaries of Teachers	\$822,100.50	\$313,082.20	\$509,018.30	.00
20-218-100-500 Other purchased servs. (400-500 series)	\$305,000.00	\$305,000.00	.00	.00
20-218-100-600 General Supplies	\$40,000.00	\$14,319.95	\$11,621.81	\$14,058.24
TOTAL Instruction	\$1,167,100.50	\$632,402.15	\$520,640.11	\$14,058.24
--- Preschool Education Aid - Support Services ---				
20-218-200-511 Contr. Trans. Serv. (Bet. Home & Sch)	\$47,465.00	.00	.00	\$47,465.00
TOTAL Support Services	\$47,465.00	\$0.00	\$0.00	\$47,465.00
TOTAL PRESCHOOL EDUCATION AID	\$1,214,565.50	\$632,402.15	\$520,640.11	\$61,523.24
Other State Projects:				
PRESCHOOL EXPANSION GRANT				
TOTAL OTHER STATE PROJECTS	\$1,214,565.50	\$632,402.15	\$520,640.11	\$61,523.24
20-XXX-XXX-XXX All Other State/Fed/Loc Projects	\$3,010,580.92	\$754,639.87	\$1,513,090.98	\$742,850.07
TOTAL EXPENDITURE	\$4,225,146.42	\$1,387,042.02	\$2,033,731.09	\$804,373.31

REPORT OF THE SECRETARY CERTIFICATION PAGE  
TO THE BOARD OF EDUCATION  
Englewood Public School District

Special Revenue Fund - Fund 20  
For 6 Month Period Ending 12/31/16

I, \_\_\_\_\_, Board Secretary/Business Administrator  
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which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23A-16.10(c)3.

\_\_\_\_\_  
Board Secretary/Business Administrator

\_\_\_\_\_  
Date

All Accounts in the Expense Account File appear to be included in the details of THE REPORT OF THE SECRETARY

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REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Englewood Public School District  
Capital Projects Fund - Fund 30  
Interim Balance Sheet  
For 6 Month Period Ending 12/31/16

ASSETS AND RESOURCES

----	A S S E T S ----	
101	Cash in bank	(\$1,011,519.85)
	Accounts receivable:	
140	Intergovernmental - Accts. Recvble.	\$807,996.00
141	Intergovernmental - State	\$854,951.00
		\$1,662,947.00
----	R E S O U R C E S ----	
302	Less Revenues	(\$1,434.22)
	Total assets and resources	\$649,992.93

REPORT OF THE SECRETARY  
 TO THE BOARD OF EDUCATION  
 Englewood Public School District

Capital Projects Fund - Fund 30  
 Interim Balance Sheet  
 For 6 Month Period Ending 12/31/16

LIABILITIES AND FUND EQUITY

FUND BALANCE

--- A P P R O P R I A T E D ---

754	Reserve for encumbrances - Prior Year	\$328,123.81
601	Appropriations	\$1,920,644.12
602	Less : Expenditures	\$1,245,506.17
603	Encumbrances	\$328,123.81 (\$1,573,629.98)
		<u>\$347,014.14</u>

Total Appropriated

\$675,137.95

--- U n a p p r o p r i a t e d ---

770	Fund balance	\$353,570.50
303	Budgeted Fund Balance	(\$378,715.52)

TOTAL FUND BALANCE

\$649,992.93

TOTAL LIABILITIES AND FUND EQUITY

\$649,992.93

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Englewood Public School District

Capital Projects Fund - Fund 30  
INTERIM STATEMENTS COMPARING

BUDGET REVENUE WITH ACTUAL TO DATE AND  
APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE  
For 6 Month Period Ending 12/31/16

	BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
*** REVENUES/SOURCES OF FUNDS ***				
Other	\$0.00	\$1,434.22		(\$1,434.22)
TOTAL REVENUE/SOURCES OF FUNDS	\$0.00	\$1,434.22		(\$1,434.22)
*** EXPENDITURES ***				
----				
---- Facilities acquisition and constr. serv. ----				
30-000-4XX-331 Legal services	\$2,328.46	.00	.00	\$2,328.46
30-000-4XX-334 Architectural/Engineering Services	\$12,000.00	\$5,400.00	\$6,600.00	.00
30-000-4XX-390 Other purchased prof. & tech. serv.	\$9.95	.00	.00	\$9.95
30-000-4XX-450 Construction services	\$1,894,689.80	\$1,240,106.17	\$321,523.81	\$333,059.82
30-000-4XX-610 Supplies & Materials	\$11,615.91	.00	.00	\$11,615.91
Total fac.acq.and constr. serv.	\$1,920,644.12	\$1,245,506.17	\$328,123.81	\$347,014.14
TOTAL EXPENDITURES	\$1,920,644.12	\$1,245,506.17	\$328,123.81	\$347,014.14
*** TOTAL EXPENDITURES AND TRANSFERS	\$1,920,644.12	\$1,245,506.17	\$328,123.81	\$347,014.14

REPORT OF THE SECRETARY CERTIFICATION PAGE  
TO THE BOARD OF EDUCATION  
Englewood Public School District

Capital Projects Fund - Fund 30  
For 6 Month Period Ending 12/31/16

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which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23A-16.10(c)3.

\_\_\_\_\_  
Board Secretary/Business Administrator

\_\_\_\_\_  
Date

All Accounts in the Expense Account File appear to be included in the details of THE REPORT OF THE SECRETARY

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REPORT OF THE SECRETARY  
 TO THE BOARD OF EDUCATION  
 Englewood Public School District  
 Debt Service Fund - Fund 40  
 Interim Balance Sheet  
 For 6 Month Period Ending 12/31/16

ASSETS AND RESOURCES

--- A S S E T S ---		
101	Cash in bank	\$914,990.79
121	Tax levy receivable	\$734,274.66
--- R E S O U R C E S ---		
301	Estimated Revenues	\$1,816,157.00
302	Less Revenues	(\$1,902,343.58)
	Total assets and resources	<u>\$1,563,078.87</u>

REPORT OF THE SECRETARY  
 TO THE BOARD OF EDUCATION  
 Englewood Public School District

Debt Service Fund - Fund 40  
 Interim Balance Sheet  
 For 6 Month Period Ending 12/31/16

LIABILITIES AND FUND EQUITY

FUND BALANCE

--- A p p r o p r i a t e d ---

753 Reserve for encumbrances - Current Year \$253,078.13  
 Reserved fund balance:

601 Appropriations \$1,816,157.00  
 602 Less : Expenditures \$253,078.13  
 603 Encumbrances (\$506,156.26)

\$1,310,000.74

Total Appropriated

\$1,563,078.87

--- U n a p p r o p r i a t e d ---

TOTAL FUND BALANCE \$1,563,078.87  
 TOTAL LIABILITIES AND FUND EQUITY \$1,563,078.87

RECAPITULATION OF FUND BALANCE:

	Budgeted	Actual	Variance
Appropriations	\$1,816,157.00	\$506,156.26	\$1,310,000.74
Revenues	(\$1,816,157.00)	(\$1,902,343.58)	\$86,186.58
	\$0.00	(\$1,396,187.32)	\$1,396,187.32

--- Change in Maint. / Capital reserve account ---

Subtotal	\$0.00	(\$1,396,187.32)	\$1,396,187.32
Less: Adjust for prior year encumb.	\$0.00	\$0.00	

Budgeted Fund Balance	\$0.00	(\$1,396,187.32)	\$1,396,187.32
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REPORT OF THE SECRETARY  
 TO THE BOARD OF EDUCATION  
 Englewood Public School District

Debt Service Fund - Fund 40

INTERIM STATEMENTS COMPARING

BUDGET REVENUE WITH ACTUAL TO DATE AND

APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE

For 6 Month Period Ending 12/31/16

	BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
*** REVENUES/SOURCES OF FUNDS ***				
--- Local Sources ---				
1210 Local tax levy	\$1,816,157.00	\$1,902,343.58		(\$86,186.58)
Total Local Sources	\$1,816,157.00	\$1,902,343.58		(\$86,186.58)
TOTAL REVENUE/SOURCES OF FUNDS	\$1,816,157.00	\$1,902,343.58		(\$86,186.58)

REPORT OF THE SECRETARY  
 TO THE BOARD OF EDUCATION  
 Englewood Public School District

Debt Service Fund - Fund 40  
 INTERIM STATEMENTS COMPARING  
 BUDGET REVENUE WITH ACTUAL TO DATE AND  
 APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE  
 For 6 Month Period Ending 12/31/16

	APPROPRIATIONS	EXPENDITURES/Enc.	AVAILABLE BALANCE
*** EXPENDITURES ***			
--- Debt Service - Regular ---			
40-701-510-834 Interest on Bonds	\$506,157.00	\$506,156.26	\$0.74
40-701-510-910 Redemption of Principal	\$1,310,000.00	.00	\$1,310,000.00
TOTAL	\$1,816,157.00	\$506,156.26	\$1,310,000.74
TOTAL USES OF FUNDS BEFORE TRANSFERS	\$1,816,157.00	\$506,156.26	\$1,310,000.74
*** TOTAL USES OF FUNDS ***	\$1,816,157.00	\$506,156.26	\$1,310,000.74

REPORT OF THE SECRETARY CERTIFICATION PAGE  
TO THE BOARD OF EDUCATION

Englewood Public School District  
Debt Service Fund - Fund 40

For 6 Month Period Ending 12/31/16

I, \_\_\_\_\_, Board Secretary/Business Administrator  
certify that no line item account has encumbrances and expenditures,  
which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23A-16.10(c)3.

\_\_\_\_\_  
Board Secretary/Administrator

\_\_\_\_\_  
Date

All Accounts in the Expense Account File appear to be included in the details of THE REPORT OF THE SECRETARY

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<b>JDMS Grade: 8</b>	<b>Madame Tussauds Wax Museum New York, NY</b> <b>Purpose:</b> To provide students with a perspective on how wax museums look from the artwork and biographies in preparation with the JDMS annual Living Wax Museum in May.	March 3, 2017	Students: 210  Chaperones/ Teachers	<b>Paid by Students Admission:</b>  <b>Paid by District:</b> Nurse: 11-000-213-100-80-102-000 <b>Transportation:</b> First Student Bus 11-000-270-512-10-220-000 <b>Overall Cost of Trip:</b>  <b>Final Cost to District:</b>	<u>\$3510</u>  <u>\$150</u>  <u>\$1500</u> <u>\$5160</u>  <u>\$150</u>
<b>DMAE Grades: 10-12</b>	<b>Bergen County Teen Art Festival Paramus, NJ</b> <b>Purpose:</b> Students will be able to perform and show off their artistic talents.	May 19, 2017	Students: 40  Chaperones/ Teachers	<b>Paid by District:</b> Subs: 11-140-100-101-98-102-000 <b>Transportation:</b> 11-000-270-512-20-221-000 <b>Overall Cost of Trip:</b>  <b>Final Cost to District:</b>	<u>\$440</u>  <u>\$200</u> <u>\$640</u>  <u>\$640</u>
<b>DMAE Grades: 11-12</b>	<b>Lillian Booth Actors Home Englewood, NJ</b> <b>Purpose:</b> Students from the Bergen County Teen Arts Festival will perform.	February 17, 2017	Students: 15  Chaperones/ Teachers	<b>Paid by District:</b> Subs: 11-140-100-101-98-102-000 <b>Overall Cost of Trip:</b>  <b>Final Cost to District:</b>	<u>\$110</u> <u>\$110</u>  <u>\$110</u>
<b>Grieco Grade: 2</b>	<b>Flat Rock Brook Nature Center Englewood, NJ</b> <b>Purpose:</b> To expose students to different habitats and meet the needs of different plants and animals.	May 5, May 9, May 11, 2017	Students: 187  Chaperones/ Teachers	<b>Paid by District:</b> Nurse: 11-000-213-100-60-102-000 <b>Transportation:</b> 11-000-270-512-05-000-000 <b>Overall Cost of Trip:</b>  <b>Final Cost to District:</b>	<u>\$150</u>  <u>\$750</u> <u>\$900</u>  <u>\$900</u>
<b>DMAE Grades: 11-12</b>	<b>Monroe College New Rochelle, NY</b> <b>Purpose:</b> To visit and tour Monroe College. Seniors will be taking a placement test.	March 1, 2017	Students: 40  Chaperones/ Teachers	<b>Paid by District:</b> Subs: 11-140-100-101-98-102-000 <b>Transportation:</b> Monroe College providing bus <b>Overall Cost of Trip:</b>  <b>Final Cost to District:</b>	<u>\$110</u>  <u>\$110</u>  <u>\$110</u>
<b>Quarles Grade: K</b>	<b>Public Library Englewood, NJ</b> <b>Purpose:</b> To become familiar with the library as an educational resource.	May 2, 2017	Students: 15  Chaperones/ Teachers	<b>Transportation:</b> Walking Trip	<u>\$0</u>
<b>Quarles Grade: K</b>	<b>Public Library Englewood, NJ</b> <b>Purpose:</b> To become familiar with the library as an educational resource.	May 3, 2017	Students: 17  Chaperones/ Teachers	<b>Transportation:</b> Walking Trip	<u>\$0</u>
<b>Quarles Grade: K</b>	<b>Public Library Englewood, NJ</b> <b>Purpose:</b> To become familiar with the library as an educational resource.	May 9, 2017	Students: 15  Chaperones/ Teachers	<b>Transportation:</b> Walking Trip	<u>\$0</u>

<b>Quarles</b> <b>Grade: K</b>	<b>Public Library</b> <b>Englewood, NJ</b> <b>Purpose:</b> To become familiar with the library as an educational resource.	April 25, 2017	Students: 16  Chaperones/ Teachers	<b>Transportation:</b> Walking Trip	<u>\$0</u>
<b>Quarles</b> <b>Grade: K</b>	<b>Catch Air</b> <b>Paramus, NJ</b> <b>Purpose:</b> Students will engage appropriately in activities with students and peers. Develop gross-motor skills.	March 23, 2017	Students: 25  Chaperones/ Teachers	<b>Paid by Students</b> <b>Admission:</b> Fundraiser <b>Paid by District:</b> Nurse: 11-000-213-100-67-103-000 <b>Transportation:</b> First Student Bus 11-000-270-512-02-220-000 <b>Overall Cost of Trip:</b>  <b>Final Cost to District:</b>	<u>\$150</u>  <u>\$225</u>  <u>\$375</u>  <u>\$375</u>
<b>Quarles</b> <b>Grade: K</b>	<b>Park/Pizza Hudson St.</b> <b>Englewood, NJ</b> <b>Purpose:</b> To practice social skills in public setting and become familiar with the community.	May 19, 2017 Rain date: 6/2/17	Students: 25  Chaperones/ Teachers	<b>Transportation:</b> Walking Trip	<u>\$0</u>
<b>Quarles</b> <b>Grade:</b> <b>Pre-K</b>	<b>Turtle Back Zoo</b> <b>West Orange, NJ</b> <b>Purpose:</b> To observe a variety of animals and their habitats.	May 26, 2017	Students: 14  Chaperones/ Teachers	<b>Paid by Students</b> <b>Admission:</b> \$10 each  <b>Paid by District:</b> Nurse: 11-000-213-100-67-103-000 <b>Transportation:</b> First Student Bus 11-000-270-512-02-220-000 <b>Overall Cost of Trip:</b>  <b>Final Cost to District:</b>	<u>\$140</u>  <u>\$150</u>  <u>\$300</u>  <u>\$590</u>  <u>\$450</u>
<b>Quarles</b> <b>Grade:</b> <b>Pre-K</b>	<b>Van Saun Park</b> <b>Paramus, NJ</b> <b>Purpose:</b> The zoo will develop in children an appreciation and respect for animal life.	June 1, 2017	Students: 72  Chaperones/ Teachers	<b>Paid by Students</b> <b>Admission:</b> 11-190-100-500-02-000-000 <b>Paid by District:</b> Nurse: 11-000-213-100-67-103-000 <b>Transportation:</b> First Student Bus 11-000-270-512-02-220-000 <b>Overall Cost of Trip:</b>  <b>Final Cost to District:</b>	<u>\$360</u>  <u>\$150</u>  <u>\$400</u>  <u>\$910</u>  <u>\$550</u>
<b>Quarles</b> <b>Grade:</b> <b>Pre-K</b>	<b>Van Saun Park</b> <b>Paramus, NJ</b> <b>Purpose:</b> The zoo will develop in children an appreciation and respect for animal life.	May 26, 2017	Students: 28  Chaperones/ Teachers	<b>Paid by Students</b> <b>Admission:</b> 11-190-100-500-02-000-000 <b>Paid by District:</b> Nurse: 11-000-213-100-67-103-000 <b>Transportation:</b> First Student Bus 11-000-270-512-02-220-000 <b>Overall Cost of Trip:</b>  <b>Final Cost to District:</b>	<u>\$168</u>  <u>\$150</u>  <u>\$200</u>  <u>\$518</u>  <u>\$350</u>

# REGULATION

## NEW DISTRICT BOARD OF EDUCATION

ADMINISTRATION  
R 1510/page 1 of 18  
Americans with Disabilities Act  
M

### R 1510 AMERICANS WITH DISABILITIES ACT

The Board of Education will comply with the requirements of the Americans with Disabilities Act of 1990, including changes made by the ADA Amendments Act of 2008 (hereafter referred to as the "Act.")

#### A. Definitions

1. "Act" means the Americans with Disabilities Act of 1990, as amended by the ADA Amendments Act of 2008.
2. "Auxiliary aids and services" are identified based on the context of the communication and the individual's disability. 28 CFR §35.104

They include, but are not limited to:

- a. Effective methods of making aurally delivered information available to individuals who are deaf or hard of hearing;
  - b. Effective methods of making visually delivered materials available to individuals who are blind or have low vision;
  - c. Acquisition or modification of equipment or devices or similar services and actions; and
  - d. Other similar services and actions.
3. "Board" means the Board of Education of this school district.
  4. "Companion" means a family member, friend, or associate of an individual seeking access to a service, program, or activity of a school district, who, along with such individual, is an appropriate person with whom the district should communicate.
  5. "Complete complaint" means a written statement, signed by the complainant or someone authorized to do so on his/her behalf, containing the complainant's name and address and describing the public entity's alleged discriminatory action in sufficient detail to inform the agency of the nature and date of the alleged violation. 28 CFR §35.104



# REGULATION

## NEW DISTRICT BOARD OF EDUCATION

ADMINISTRATION

R 1510/page 2 of 18

Americans with Disabilities Act

6. "Current illegal use of drugs" means illegal use of drugs that occurred recently enough to justify a reasonable belief that a person's drug use is current or that continuing use is a real and ongoing problem.
7. "Direct threat" means a significant risk to the health or safety of others that cannot be eliminated by a modification of policies, practices or procedures, or by the provision of auxiliary aids or services. 28 CFR §35.139
8. "Disability" means, with respect to an individual, that the individual meets one or more of the following three prongs:
  - a. A physical or mental impairment that substantially limits one or more of the major life activities of such individual;
  - b. A record of such an impairment; or
  - c. Being regarded as having such an impairment.
9. "District" means this school district.
10. "District Coordinator" means the district official responsible for the coordination of activities relating to compliance with the Act.
11. "Drug" means a controlled substance, as defined in schedules I through V of Section 202 of the Controlled Substances Act. 21 U.S.C. §812
12. "Employee" means an individual employed by the Board.
13. "Essential functions of the employment position" are based upon the employer's judgment and can include an employer's written description, prepared before advertising or interviewing applicants for the job.
14. "Existing facility" means a facility in existence on any given date, newly constructed or altered.
15. "Facility" means all or any portion of buildings, property, or structures, including the site where the building, property, structure, or equipment is located.
16. "Illegal use of drugs" means the use of one or more drugs, the possession or distribution of which is unlawful under the Controlled Substances Act. 21 U.S.C. §812



17. "Individual with a disability" means a person who has a disability and does not include an individual currently engaging in the illegal use of drugs, when the district acts on the basis of such use.
18. "Major life activities" means those of central importance to daily life and include, but are not limited to, functions such as: caring for one's self, performing manual tasks, walking, seeing, hearing, eating, sitting, reaching, writing, standing, reaching, lifting, sleeping, bending, speaking, breathing, reading, concentrating, thinking, communicating, interacting with others, learning, and working. "Major life activities" also includes physical or mental impairments that substantially limit the operation of a major bodily function, including, but not limited to: functions of the immune system, special sense organs and skin, normal cell growth, and digestive, genitourinary, bowel, bladder, neurological, brain, respiratory, circulatory, cardiovascular, endocrine, hemic, lymphatic, musculoskeletal, reproductive systems, and the operation of an individual organ within a body system. 28 CFR §35.108; 28 CFR §36.105
19. "Mitigating measures" means steps taken to eliminate or reduce the symptoms or impact of an impairment. "Mitigating measures" include, but are not limited to: medication; medical equipment/appliances; mobility devices; low vision devices (not including ordinary eyeglasses or contact lenses); prosthetics (including limbs and devices); hearing aids, cochlear implants, or other implantable hearing devices; oxygen therapy equipment and supplies; the use of assistive technology; reasonable modifications or auxiliary aids or services; learned behavioral or adaptive neurological modifications; and psychotherapy, behavioral, or physical therapies. 42 U.S.C. 126 §12102
  - a. Mitigating measures, must not be used when determining whether an impairment is a disability except for the use of corrective eyeglasses or contact lenses. Mitigating measures may be considered in assessing whether someone is entitled to reasonable accommodation or poses a direct threat.
20. "Office for Civil Rights" (OCR) means the United States Department of Education Office for Civil Rights.
21. "Other power-driven mobility device" means any mobility device powered by batteries, fuel, or other engines used by individuals with mobility disabilities for the purpose of locomotion, including any mobility device designed to operate in areas without defined pedestrian routes, but that is not a wheelchair. 28 CFR §35.104



22. "Physical or mental impairment" means any physiological disorder or condition such as, cosmetic disfigurement or anatomical loss affecting one or more body systems, such as neurological, musculoskeletal, special sense organs, respiratory (including speech organs), cardiovascular, reproductive, digestive, genitourinary, immune, circulatory, hemic and lymphatic, skin, and endocrine; or any mental or psychological disorder such as intellectual disability, organic brain syndrome, emotional or mental illness, and specific learning disabilities. 28 CFR §35.108(b)(2) and 28 CFR§36.105(b)4
- a. Physical or mental impairments may include, but are not limited to: contagious and noncontagious diseases and conditions; orthopedic, visual, speech, and hearing impairments; cerebral palsy, epilepsy, muscular dystrophy, multiple sclerosis, cancer, heart disease, diabetes, intellectual disability, emotional illness, dyslexia and other specific learning disabilities, Attention Deficit Hyperactivity Disorder (ADHD), Human Immunodeficiency Virus (HIV) (whether symptomatic or asymptomatic), tuberculosis, drug addiction, and alcoholism.
  - b. Physical or mental impairments do not include: transvestism; transsexualism; homosexuality or bisexuality; gender identity disorders; sexual behavior disorders; pedophilia; exhibitionism; environmental, cultural, and economic disadvantages; pregnancy; physical characteristics; personality traits or behaviors; normal deviations in height, weight, or strength; compulsive gambling; kleptomania; pyromania; and psychoactive substance use disorders resulting from current illegal use of drugs.
  - c. An impairment that is episodic or in remission may be considered a "disability" if it would substantially limit a major life activity when active.
  - d. Not all impairments are disabilities.
23. "Public entity" means this Board of Education.
24. "Qualified individual" for the purposes of employment, means an individual who, with or without reasonable accommodation, can perform the essential functions of the employment position (based upon the employer's judgment) that such individual holds or desires. An employer's written description, prepared before advertising or interviewing applicants for the job, shall be considered evidence of the essential functions of the job. 42 U.S.C. 126 §12111(8)



25. "Reasonable accommodation" may include making existing facilities used by employees readily assessable to and usable by individuals with disabilities and job restructuring, part-time modified work schedules, reassignment to a vacant position, acquisition or modification of equipment or devices, appropriate adjustment or modifications of examinations, training materials or policies, the provision of qualified readers or interpreters, and other similar accommodations for individuals with disabilities.
26. "Record of such an impairment" means the individual has a history of, or has been misclassified as having a mental or physical impairment that substantially limits one or more major life activities.
27. "Regarded as having an impairment" means the individual establishes that he or she has been subjected to a prohibited action under the Act because of an actual or perceived physical or mental impairment, whether or not that impairment substantially limits or is perceived to substantially limit a major life activity.
- a. For this prong only, the public entity must demonstrate the impairment is or would be both transitory (lasting or expected to last six months or less) and minor to show an individual is not regarded as having such an impairment. 42 U.S.C. 126 §12102(3)(B)
- b. A public entity is not required to provide a reasonable modification to an individual meeting the definition of "disability" solely under the "regarded as" prong.
28. "Substantially limits" means the extent to which the impairment limits an individual's ability to perform a major life activity as compared to most people in the general population, whether or not an individual chooses to forgo mitigating measures. 42 U.S.C. 126 §12102(4); 28 CFR §35.108(d); 28 CFR §35.105(d) The rules of construction when determining whether an impairment substantially limits performance of a major life activity include:
- a. That it is broadly construed in favor of expansive coverage, to the maximum extent permitted under the Act.
- b. That it does not demand extensive analysis.
- c. That it substantially limits one major life activity, but not necessarily other major life activities.



# REGULATION

## NEW DISTRICT BOARD OF EDUCATION

ADMINISTRATION  
R 1510/page 6 of 18  
Americans with Disabilities Act

- d. That it may be episodic or in remission, as long as the impairment would substantially limit a major life activity when active.
  - e. That it need not prevent, or significantly or severely restrict, an individual from performing a major life activity.
  - f. That it requires an individualized assessment which does not create an “inappropriately high level of limitation” and is based upon the conditions, manner, or duration under which the individual can perform the major life activity 42 U.S.C. 12102(4)(B).
  - g. That it generally will not require scientific, medical, or statistical evidence (although such evidence can be required where appropriate evidence that can be considered may include statements or affidavits of affected individuals and school records).
  - h. That the determination is made without regard to ameliorative effects of mitigating measures, except for the use of ordinary eyeglasses or contact lenses intended to fully correct visual acuity or eliminate refractive error. Non-ameliorative effects, such as the negative side effects of medication or a medical procedure, may also be considered.
  - i. That the effects of an impairment lasting or expected to last less than six months can be substantially limiting for establishing a disability under the first two prongs: “actual disability” or “record of”.
29. “Undue hardship” means an action requiring significant difficulty or expense when considered in light of factors which include: the nature and cost of the needed accommodation; the overall financial resources of the district or facility providing the reasonable accommodation; the size of the district with respect to the number of employees; effect on expenses and resources, or the impact otherwise of accommodation upon the operation of the facilities; and the type/location of facilities. 42 U.S.C. 126 §12111 (10)
30. “Wheelchair” means a manually operated or power-driven device designed primarily for use by an individual with a mobility disability.



# REGULATION

## NEW DISTRICT BOARD OF EDUCATION

ADMINISTRATION  
R 1510/page 7 of 18  
Americans with Disabilities Act

### B. General Requirements

#### 1. Prohibitions Against Discrimination

a. Discrimination is prohibited against a qualified individual on the basis of a disability. Such individual will not be excluded from participation in or denied the benefits of district services, programs, or activities or be subjected to discrimination by the district in accordance with 28 CFR §35.130. The district must ensure that:

- (1) When services, programs, and activities are viewed in their entirety, they are accessible to and usable by individuals with disabilities; and
- (2) Access to services, programs, and activities is provided in an integrated setting unless separate programs are necessary to ensure equal benefits.

b. The district is not required to take any action that would result in a fundamental alteration of the nature of the program or activity or undue financial or administrative burden. However, claiming undue burden still requires the district to provide access through means that would not result in a fundamental alteration or undue financial or administrative burden.

#### 2. Direct Threat - 28 CFR §35.139

a. The district is not required to permit an individual to participate in or benefit from the district's services, programs, or activities when that individual poses a direct threat to the health or safety of others.

b. To determine whether an individual poses a direct threat to the health or safety of others, the district must make an individualized assessment, based on reasonable judgment that relies on current medical knowledge or on the best available objective evidence to ascertain:

- (1) The nature, duration, and severity of the risk;
- (2) The probability that the potential injury will actually occur; and
- (3) Whether reasonable modifications of policies, practices, or procedures or the provision of auxiliary aids or services will mitigate the risk.



3. Illegal Use of Drugs - 28 CFR §35.131
  - a. The district will not discriminate on the basis of past illegal use of drugs against an individual who is not engaging in current illegal use of drugs and who:
    - (1) Has successfully completed a supervised drug rehabilitation program or has otherwise been rehabilitated successfully;
    - (2) Is participating in a supervised rehabilitation program; or
    - (3) Is erroneously regarded as engaging in such use.
  - b. While the Act does not prohibit discrimination against an individual based on that individual's current illegal use of drugs, the district will not deny health services or services provided in connection with drug rehabilitation to an individual on the basis of that individual's current illegal use of drugs, if the individual is otherwise entitled to such services.
  - c. The Act does not prohibit the district from adopting or administering reasonable policies or procedures, including but not limited to drug testing, designed to ensure that an individual who formerly engaged in the illegal use of drugs is not now engaging in current illegal use of drugs.
- C. Personal Devices and Services
  1. The district will permit individuals with mobility disabilities to use wheelchairs and manually powered mobility aids such as walkers, crutches, canes, braces, or other similar devices designed for use by individuals with mobility disabilities in any areas open to pedestrian use. 28 CFR §35.137
  2. The district will make reasonable modifications to permit the use of other power-driven mobility devices by individuals with mobility disabilities unless the district can demonstrate that the power-driven device cannot be operated in accordance with legitimate safety requirements pursuant to 28 CFR §35.137. The district will not ask an individual using a wheelchair or other power-driven mobility device questions about the nature and extent of the individual's disability. The district may require the individual to provide credible assurance that the device is required because of the person's disability.



# REGULATION

## NEW DISTRICT BOARD OF EDUCATION

ADMINISTRATION  
R 1510/page 9 of 18  
Americans with Disabilities Act

3. The district is not required to provide individuals with disabilities personal devices, such as wheelchairs; individually prescribed devices such as prescription eyeglasses or hearing aids; readers for personal use or study; or services of a personal nature including assistance in eating, toileting, or dressing pursuant to 28 CFR §35.135.
- D. Employment - 42 U.S.C. 126 §12112
1. Discrimination in Employment
    - a. The Board will not discriminate against a qualified individual on the basis of disability in regard to job application procedures; hiring, advancement, or discharge; compensation; job training; and other terms, conditions, and privileges of employment.
    - b. Applicants and employees working for or applying to work for the district who qualify for a job and are able to perform the essential functions of that job are entitled to reasonable accommodations provided that such accommodations do not pose undue hardship for the district.
    - c. Nothing in the Act shall be construed to preempt, modify, or amend any State, county, or local law, ordinance, or regulation as outlined in N.J.A.C. 6A:32-4.1 et seq.
    - d. The school district may not, on the basis of disability:
      - (1) Limit, segregate, or classify a qualified individual in a way that adversely affects his/her opportunities or status of such employee, applicant, or participant in a contractual or other arrangement;
      - (2) Utilize standards, criteria, or methods of administration that have the effect of discrimination on the basis of disability or perpetuate the discrimination of others subject to common administrative control;
      - (3) Exclude or otherwise deny equal jobs or benefits to a qualified individual because of the known disability of an individual with whom the qualified individual is known to associate or have a relationship;



# REGULATION

# NEW DISTRICT BOARD OF EDUCATION

ADMINISTRATION  
R 1510/page 10 of 18  
Americans with Disabilities Act

- (4) Fail to make reasonable accommodations to known physical or mental limitations of an otherwise qualified individual with a disability or deny employment opportunities to such qualified individual unless the district can demonstrate that the accommodation would impose undue hardship to district operations;
  - (5) Use qualification standards, employment tests, or other selection criteria that screen out or tend to screen out individuals with disabilities unless the standard, test, or other selection criteria, as used by the district, is shown to be job-related for the position in question and consistent with business necessity; and/or
  - (6) Select and administer tests concerning employment to otherwise qualified individuals who possess impaired sensory, manual, or speaking skills, unless done in an effective manner to ensure that, when such tests are administered to a job applicant or employee who has a disability that impairs sensory, manual, or speaking skills, the test results accurately reflect the skills, aptitude, or other factors such tests purport to measure rather than reflecting the impaired sensory, manual, or speaking skills of the employee or applicant (except where such skills are the factors that the test purports to measure).
2. Medical Examinations and Inquiries - (42 U.S.C. 126 §12112)
- a. Pre-employment
    - (1) Prohibited examination or inquiries:
      - (a) Whether such an applicant is an individual with a disability; or
      - (b) The nature or severity of such disability.
    - (2) Acceptable inquiry:
      - (a) The ability of an applicant to perform job-related functions.



# REGULATION

## NEW DISTRICT BOARD OF EDUCATION

ADMINISTRATION  
R 1510/page 11 of 18  
Americans with Disabilities Act

- b. Employment Entrance Examinations
  - (1) The district may require a medical examination after an offer of employment has been made to a job applicant and prior to the commencement of the employment duties of such applicant, and may condition an offer of employment on the results of such examination, if:
    - (a) All entering employees are subject to such an examination regardless of disability;
    - (b) Information obtained regarding the medical condition or history of the applicant is collected and maintained on separate forms and in separate medical files and is treated as a confidential medical record, except that:
      - i. Supervisors and managers may be informed regarding necessary restrictions on work or duties of the employees and necessary accommodations;
      - ii. First aid and safety personnel may be informed, when appropriate, if the disability might require emergency treatment; and
      - iii. Government officials investigating compliance with this Act, will be provided relevant information on request.
  - (2) The results of such examination shall only be used in accordance with these provisions.
- c. Examination and Inquiry:
  - (1) Prohibited examinations and inquiries:
    - (a) The district will not require a medical examination and will not make inquiries of an employee as to whether such employee is an individual with a disability or as to the nature or severity of the disability, unless such examination or inquiry is shown to be job-related and consistent with business necessity.



# REGULATION

# NEW DISTRICT BOARD OF EDUCATION

ADMINISTRATION  
R 1510/page 12 of 18  
Americans with Disabilities Act

- (2) Acceptable examinations and inquiries:
  - (a) The district may conduct voluntary medical examinations, including voluntary medical histories, which are part of an employee health program available to employees in the district.
  - (b) The district may make inquiries into the ability of an employee to perform job-related functions.
3. Defenses - 42 U.S.C. 126 §12113
  - a. Qualification Standards
    - (1) It may be a defense to a charge of discrimination under the Act that an alleged application of qualification standards, tests, or selection criteria that screen out, tend to screen out, or otherwise deny a job or benefit to an individual with a disability has been shown to be job-related and consistent with business necessity, and such performance cannot be accomplished by reasonable accommodation, as required under the Act.
      - (a) The term "qualification standards" may include a requirement that an individual will not pose a direct threat to the health or safety of other individuals in the workplace.
      - (b) Notwithstanding 42 U.S.C. 126 §12102 (4)(E)(ii), the Board will not use qualification standards, employment tests, or other selection criteria based on an individual's uncorrected vision unless the standard, test, or other selection criteria, as used by the covered entity, is shown to be job-related for the position in question and consistent with business necessity.
  - b. Infectious and Communicable Diseases
    - (1) In any case in which an individual has an infectious or communicable disease included on the list developed by the United States Secretary of Health and Human Services in accordance with the Act, and which cannot be eliminated by reasonable accommodation, and that is transmitted to others through the handling of food, the Board and its administration may refuse to assign or allow such individual to continue to work in a job involving food handling.



# REGULATION

## NEW DISTRICT BOARD OF EDUCATION

ADMINISTRATION  
R 1510/page 13 of 18  
Americans with Disabilities Act

- c. Illegal Use of Drugs and Alcohol - 42 U.S.C. 126 §12114
  - (1) An individual with a disability shall not include any employee or applicant who is currently engaging in the illegal use of drugs, with exceptions noted in section B.3. of this Regulation.
  - (2) The Board will hold an employee who engages in the illegal use of drugs or who is an alcoholic to the same qualification standards for employment or job performance and behavior as other employees, even if any unsatisfactory performance or behavior is related to the drug use or alcoholism of such employee.
- d. Drug Testing
  - (1) For the purposes of the Act, a test to determine the illegal use of drugs will not be considered a medical examination.
  - (2) No provision of the Act shall be construed to encourage, prohibit, or authorize the conducting of drug testing for the illegal use of drugs by job applicants or employees or making employment decisions based on such test results.

### E. Program Accessibility

#### 1. Discrimination Prohibited

- a. Except as otherwise provided in 28 CFR §35.150, no qualified individual with a disability will, because the district's facilities are inaccessible to or unusable by individuals with disabilities, including inside or outside access to such facilities, may be excluded from participation in, or be denied the benefits of the services, programs, or activities of the district, or be subjected to discrimination by the district.
- b. The district will maintain facilities and equipment required by the Act to be readily accessible to and usable by individuals with disabilities. This provision does not prohibit isolated or temporary interruptions in service or access due to maintenance or repairs. 28 CFR §35.133
  - (1) In regard to existing facilities, the district will operate each service, program, or activity so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.



- (a) The district is not required to fundamentally alter the nature of a service, program, or activity, or assume undue financial or administrative burdens, or take any action threatening the historic significance of a historic property and has the burden of proving that compliance with the Act would result in such alterations or burdens. 28 CFR §35.150(a)
  - (b) Should the Board and Superintendent of Schools or his/her designee determine, after considering all resources available, that compliance would result in such alteration or burden, a written statement of reasons must accompany such a determination.
  - (c) The Board will take any other action, including, but not limited to redesign or acquisition of equipment, or reassignment of services or staff, that would not result in such alteration or burden, but would, nevertheless, ensure that individuals with disabilities receive the benefits/services provided by the district.
- (2) In regard to new construction and alterations, each facility or part of a facility constructed by, on behalf of, or for the use of the district will be designed and constructed in such manner, in accordance with 28 CFR §35.151, that the facility or part of the facility is readily accessible to and usable by individuals with disabilities.
- (a) Full compliance with the requirements of 28 CFR §35.151 is not required where the district can demonstrate that it is structurally impracticable to meet the requirements.
  - (b) If providing accessibility in conformance with 28 CFR §35.151 to individuals with certain disabilities (e.g., those who use wheelchairs) would be structurally impracticable, accessibility shall nonetheless be ensured to persons with other types of disabilities, (e.g., those who use crutches or who have sight, hearing, or mental impairments) in accordance with 28 CFR §35.151.



F. Communications - 28 CFR §35.160

1. The district will take appropriate steps to ensure that communications with applicants, participants, members of the public, and companions with disabilities are as effective as communications with others.
2. The district will furnish appropriate auxiliary aids and services where necessary to afford individuals with disabilities, including applicants, participants, companions, and members of the public, an equal opportunity to participate in and enjoy the benefits of a service, program, or activity conducted by the district.
  - a. Auxiliary aids and services will be provided in accessible formats, in a timely manner, and in such a way as to protect the privacy and independence of the individual with a disability.
  - b. The district will not require an individual with a disability to bring another individual to interpret with a disability. The district will not rely on an adult accompanying an individual with a disability or on a minor child to interpret or facilitate communication, except in an emergency involving an imminent threat to the safety or welfare of an individual or the public where there is no interpreter available; or where the individual with a disability specifically requests that the accompanying adult interprets or facilitates communication, the accompanying adult agrees to provide such assistance, and reliance on that adult is appropriate under the circumstances.
3. Where the district communicates by telephone with applicants and beneficiaries who are deaf, hard of hearing, or who have speech impairments, text telephones (TTYs) or equally effective telecommunications systems equipped with emergency service access will be used to communicate, in the same time and manner as with other telephone systems (including automated systems). 28 CFR §35.161
4. The district will ensure that interested persons, including persons with impaired vision or hearing, can obtain information as to the existence and location of accessible services, activities, and facilities, including signage at all inaccessible facility entrances. 28 CFR §35.163



# REGULATION

## NEW DISTRICT BOARD OF EDUCATION

ADMINISTRATION  
R 1510/page 16 of 18  
Americans with Disabilities Act

- G. Grievance Procedure - 28 CFR §35.107(b)
1. A complainant who believes that he/she has been harmed or adversely affected by a discriminatory practice or act prohibited by law and/or policy shall first discuss the matter with his/her immediate supervisor in an attempt to resolve the matter informally.
  2. If the matter is not resolved to the satisfaction of the complainant within thirty working days, the complainant may submit a written complaint to the District Coordinator. The complaint will include:
    - a. The complainant's name and address;
    - b. The specific act or practice of which the complainant complains;
    - c. The employee, if any, responsible for the allegedly discriminatory act;
    - d. Results of discussions conducted in accordance with paragraph G.1. above; and
    - e. Reasons why those results are not satisfactory.
  3. The District Coordinator will investigate the matter informally and will respond to the complainant in writing no later than seven working days after receipt of the written complaint. A copy of the complaint and the response will be forwarded to the Superintendent.
  4. The response of the District Coordinator may be appealed to the Superintendent in writing within three working days after it has been received by the complainant. The appeal will include the original complaint, the response to the complaint, and the complainant's reason for rejecting the response. A copy of the appeal must be given to the staff member alleged to have acted discriminatorily.
  5. On his/her timely request (that is, submitted before the expiration of the time within which the Superintendent must render a decision), the complainant will be given an informal hearing before the Superintendent, at a time and place convenient to the parties, but no later than seven working days after the request for a hearing has been submitted. The Superintendent may also require at the hearing the presence of the staff member charged with a discriminatory act and any other person with knowledge of the complained act.
  6. The Superintendent will render a written decision in the matter no later than seven working days after the appeal was filed or the hearing was held, whichever occurred later. Copies of the decision will be given to all parties.



7. The complainant may appeal the Superintendent's decision to the Board by filing a written appeal with the School Business Administrator/Board Secretary no later than three working days after receipt of the Superintendent's decision. The appeal shall include:
  - a. The original complaint;
  - b. The response to the complaint;
  - c. The Superintendent's decision;
  - d. A transcript of the hearing, if one has been made, or a summary of the hearing to which all parties have consented; and
  - e. The complainant's reason for believing the Superintendent's decision should be changed.
8. If a staff member is charged with a discriminatory act, the Board will provide a copy of the appeal to that staff member.
9. The Board will review all papers submitted and may render a decision on the basis of the proceedings below. If the complainant so requests, the Board may convene a hearing, at which all parties may be represented by counsel and may present and examine witnesses, who will testify under oath.
10. The Board will render a written decision no later than forty-five calendar days after the appeal was filed or the hearing held, whichever occurred later. Copies of the decision will be given to all parties.
11. The complainant will be informed of his/her right to appeal the Board's decision to the:

U.S. Department of Justice  
950 Pennsylvania Avenue, NW  
Civil Rights Division  
Disability Rights Section – 1425 NYAV  
Washington, D.C. 20530
12. An individual who believes he or she or a specific class of individuals has been subjected to discrimination on the basis of disability by the district may, by himself/herself, or an authorized representative, at any time, file a complaint directly with OCR.



# REGULATION

## NEW DISTRICT BOARD OF EDUCATION

ADMINISTRATION  
R 1510/page 18 of 18  
Americans with Disabilities Act

13. Record:
- a. The record of any complaint processed in accordance with this procedure will be maintained in a file kept by the District Coordinator.
  - b. A copy of the decision rendered at the highest level of appeal will be kept in the employee's personnel file.

Issued: 21 July 2005  
Revised:



### 1510 AMERICANS WITH DISABILITIES ACT

It is the policy of the Board of Education that no qualified individual with a disability will, on the basis of disability, be excluded from participation in, be denied the benefits of, or be subjected to discrimination in employment or under any program, activity, or services sponsored by this Board. The Board will comply with the Americans with Disabilities Act of 1990, as amended by the Americans with Disabilities Amendments Act of 2008 (hereafter referred to as the Act).

Notice of Board Policy 1530 – Equal Educational Opportunities and Board Policy 5750 – Equal Educational Opportunity will be included in the Board policy manual, posted throughout the district, and referenced in any district statement regarding the availability of employment positions or educational services.

#### Employment

No employee or candidate for employment will be discriminated against in recruitment, hiring, advancement, discharge, compensation, job training, transfer, or any other term, condition, or privilege of employment solely on the basis of a disability, provided the employee or candidate can, with or without reasonable accommodation, perform the essential functions of the position sought or held.

No candidate for employment will be required to answer a question or submit to an examination regarding a disability except as such disability relates directly to perform job-related functions. No candidate will be discriminated against on the basis of a disability that is not directly related to the essential function of the position for which he/she has applied.

Reasonable accommodations, not directly affecting the educational and/or instructional program, will be made to accommodate employment conditions to the needs of qualified individuals with disabilities, such accommodations may include, but are not limited to: making existing facilities used by employees readily assessable to and usable by individuals with disabilities, job restructuring, part-time modified work schedules, reassignment to a vacant position, acquisition or modification of equipment or devices, appropriate adjustment or modifications of examinations, training materials or policies, the provision of qualified readers or interpreters, and other similar accommodations for individuals with disabilities.

The district will furnish appropriate auxiliary aids and services where necessary to afford individuals with disabilities an equal opportunity to participate in and enjoy the benefits of a service, program, or activity conducted by the district.



### Facilities Maintenance and Accessibility

No qualified individual with a disability will, because of the school district's facilities being inaccessible or unusable by disabled persons, be denied the benefits of, be excluded from participation in or otherwise be subjected to discrimination under any program or activity offered by the Board. No new facilities will be constructed that do not fully comply with the Act. Alterations to existing facilities or part thereof, will be altered in such a manner to the maximum extent feasible, that the facilities are readily accessible and usable by individuals with disabilities who have a need to access Board facilities.

The district will maintain facilities and equipment required by the Act to be readily accessible to and usable by persons with disabilities.

### Service, Program, and Activity Access

The district will make reasonable accommodations so that services, programs, and activities are readily accessible and usable by qualified individuals with disabilities. The district is not required to provide personal devices or services of a personal nature to qualified individuals with disabilities.

### Evaluation and Compliance

The Superintendent or designee will evaluate district programs and practices on nondiscrimination, in accordance with law, and will report to the Board accordingly. Assurances of compliance will be submitted as required by law.

The district, with the assistance of interested persons, who may include individuals with disabilities or members of organizations representing individuals with disabilities, or other interested community members and staff, will evaluate its current services, policies, practices, and the effects thereof with regard to the requirements of the Act and make necessary modifications to meet the Act requirements. If such modifications would result in a fundamental alteration of the nature of the affected program or activity, or undue financial or administration burden, the district will provide access through means which would not result in a fundamental alteration or undue financial or administrative burden. 28 CFR §35.150(a)

For a period of at least three years following completion of the self-evaluation, the district will maintain on file, available for public inspection, a list of those interested persons consulted, a description of the areas examined and problems identified, and modifications made.



# POLICY

## NEW DISTRICT BOARD OF EDUCATION

ADMINISTRATION

1510/page 3 of 3

Americans with Disabilities Act

Enforcement - 28 CFR §35.107

The Board will designate the Facilities Management as district coordinator for matters dealing with ADA compliance. The district coordinator can be contacted at the following address or telephone number:

Grievance procedures are outlined in Regulation 1510.

Guarantee of Rights

The Board will not interfere, directly or indirectly, with any person's exercise or enjoyment of the rights protected by the Act.

The Board will not discriminate against any person for that person's opposition to any act or practice made unlawful by law or this Policy or for that person's participation in any manner in an investigation or proceeding arising under the Act.

The district is not required to permit an individual to participate in or benefit from the district's services, programs, or activities when that individual poses a direct threat to the health or safety of others.

Notice

Policy and Regulation 1510 will be available to any member of the public in the district's Policy and Regulation Manual.

42 U.S.C. 12101 (Americans with Disabilities Act of 1990, as amended)

N.J.S.A. 10:5-1 et seq.

N.J.S.A. 18A:18A-17

N.J.A.C. 6A:14-1 et seq.

34 CFR Part 104

Adopted:

Adopted: 20 November 2003

Revised: 21 July 2005

Revised:



## R 8330 STUDENT RECORDS

### A. Definitions (N.J.A.C. 6A:32-2.1)

1. "Access" means the right to view, make notes, and/or reproduce a student record.
2. "Adult student" means a person who is at least eighteen years of age, or is attending an institution of postsecondary education, or is an emancipated minor.
3. "Mandated student records" means student records that school districts compile pursuant to State statute, regulation, or authorized administrative directive.
4. "Parent" means the natural or adoptive parent, legal guardian, surrogate appointed according to N.J.A.C. 6A:14-2.2, or a person acting in place of a parent (such as a grandparent or stepparent with whom the student lives or a person legally responsible for the student's welfare). Unless parental rights have been terminated by a court of appropriate jurisdiction, the parent retains all rights under N.J.A.C. 6A:32. In addition, a foster parent may act as a parent under the provisions of N.J.A.C. 6A:32 if the parent's authority to make educational decisions on the student's behalf has been terminated by a court of appropriate jurisdiction.
5. "Permitted student records" means records that the Board of Education has authorized, by resolution adopted at a regular public meeting, to be collected to promote the educational welfare of students.
6. "Student record" means information related to an individual student gathered within or outside the school district and maintained within the school district regardless of the physical form in which it is maintained. Essential in this definition is the idea that any information that is maintained for the purpose of second-party review is considered a student record. Therefore, information recorded by certified school personnel solely as a memory aid and not for the use of a second party is excluded from this definition.
7. "Student information directory" means a publication of the Board of Education that includes information relating to a student. It shall be used only by authorized school district personnel and for designated official use by judicial, law enforcement, and medical personnel and not for general public consumption. The information shall be the student's: name; grade level; date and place of birth; dates of attendance; major field of study; participation in officially recognized activities; weight and height relating to athletic team membership; degrees; awards; the most recent educational agency attended by the student; and other similar information.



# REGULATION

# NEW DISTRICT BOARD OF EDUCATION

OPERATIONS  
R 8330/page 2 of 13  
Student Records

## B. General Considerations (N.J.A.C. 6A:32-7.1)

1. The Board of Education shall compile and maintain student records and regulate access, disclosure, or communication of information contained in educational records in a manner that assures the security of such records in accordance with the provisions of N.J.A.C. 6A:32-7.1. et seq.
2. Student records shall contain only such information as is relevant to the education of the student and is objectively based on the personal observations or knowledge of the certified school personnel who originate(s) the record.
3. The school district shall provide annual, written notification to parents, adult students, and emancipated minors of their rights in regard to student records and student participation in educational, occupational, and military recruitment programs. Copies of the applicable State and Federal laws and local policies shall be made available upon request. The school district shall make every effort to notify parents and adult students in their dominant language.
4. A non-adult student may assert rights of access only through his or her parents. However, nothing in N.J.A.C. 6A:32-7 et seq. or in Policy or Regulation 8330 shall be construed to prohibit certified school personnel from disclosing at their discretion student records to non-adult students or to appropriate persons in connection with an emergency, if such knowledge is necessary to protect the health or safety of the student or other persons.
5. The parent or adult student shall have access to their own records and have access to or be specifically informed about only that portion of another student's record that contains information about his or her own child or himself or herself.
6. The Superintendent or designee shall require all permitted student records of currently enrolled students to be reviewed annually by certified school personnel to determine the education relevance of the material contained therein. The reviewer shall cause data no longer descriptive of the student or educational program to be deleted from the records except that prior notice shall be given for classified students in accordance with N.J.A.C. 6A:14, Special Education. Such information shall be disposed of and not be recorded elsewhere. No record of any such deletion shall be made.
7. No liability shall be attached to any member, officer, or employee of the Board of Education permitting access or furnishing student records in accordance with N.J.A.C. 6A:32-7.1 et seq.



# REGULATION

## NEW DISTRICT BOARD OF EDUCATION

OPERATIONS  
R 8330/page 3 of 13  
Student Records

8. When the parent's or adult student's dominant language is not English or the parent or adult student is deaf, the school district shall provide interpretation of the student records in the dominant language of the parents or adult student.
  9. Student health records shall be maintained separately from other student records and handled, according to the requirements of N.J.A.C. 6A:32-7.1 et seq., until such time as graduation or termination, whereupon the health history and immunization record shall be removed from the student's health record and placed in the student's mandated record.
- C. School Contact Directory for Official Use (N.J.A.C. 6A:32-7.2)
1. The Board of Education shall compile and maintain a school contact directory for official use that is separate and distinct from the student information directory.
    - a. School personnel shall provide information from the school contact directory for official use only to judicial and law enforcement personnel, and to medical personnel currently providing services to the student in question.
    - b. Upon request from a court, other judicial agency, law enforcement agency, or medical service provider currently providing services to the student in question, school personnel shall promptly verify the enrollment of a student and provide the requester with all information about that student that is contained in the school contact directory for official use.
  2. To exclude any information from the school contact directory for official use, the parent, adult student, or emancipated minor shall notify the Superintendent or designee in writing.
- D. Mandated and Permitted Student Records (N.J.A.C. 6A:32-7.3)
1. Mandated student records shall include the following:
    - a. The student's name, address, telephone number, date of birth, name of parent(s), gender, standardized assessment results, grades, attendance, classes attended, grade level completed, year completed, and years of attendance;
    - b. Record of daily attendance;
    - c. Descriptions of student progress according to the system of student evaluation used in the school district;



# REGULATION

# NEW DISTRICT BOARD OF EDUCATION

OPERATIONS  
R 8330/page 4 of 13  
Student Records

- d. History and status of physical health compiled in accordance with State regulations, including results of any physical examinations given by qualified school district employees and immunizations;
  - e. Records pursuant to rules and regulations regarding the education of students with disabilities; and
  - f. All other records required by N.J.A.C. 6A.
2. Permitted student records are those student records not mandated pursuant to N.J.A.C. 6A:32-7.3, but authorized by the Board to promote the student's educational welfare and include the following as authorized by this Board upon adoption of Policy and Regulation 8330. These records may include, but are not limited to:
- a. Personally authenticated observations, assessments, ratings, and anecdotal reports recorded by teaching staff members in the performance of their professional responsibilities and intended for review by another person, provided the record is dated and signed by the originator. Information recorded solely as a memory aid for the originator becomes a student's record when it is reviewed by any other person, including a substitute;
  - b. Information, scores, and results obtained from standardized tests or by approved tests conducted by professional personnel;
  - c. Educationally relevant information provided by the parent, adult student, or emancipated minor regarding the student's achievements or school activities;
  - d. Any correspondence with the student and/or the student's parents;
  - e. Driver education certificate;
  - f. Emergency notification form;
  - g. New student registration form;
  - h. Withdrawal or transfer form;
  - i. Change of schedule form;
  - j. Records of disciplinary infractions, penalties, and disciplinary hearings;



- k. Records of the student's co-curricular and athletic activities and achievements;
- l. Class rank;
- m. Awards and honors;
- n. Notations of additional records maintained in a separate file;
- o. The statement from a student's parent, adult student, or emancipated minor regarding a contested portion of the record;
- p. Entries indicating review of the file by an authorized person;

E. Maintenance and Security of Student Records (N.J.A.C. 6A:32-7.4)

1. The Superintendent or designee shall be responsible for the security of student records maintained in the school district and shall devise procedures/regulations for assuring that access to such records is limited to authorized persons. Policy and Regulation 8330 assures that access to such records is limited to authorized persons.
2. Records for each individual student may be stored either electronically or in paper format. When student records are stored electronically, proper security and backup procedures shall be administered.
3. Student health records, whether stored on paper or electronically, shall be maintained separately from other student records, until such time as graduation or termination whereupon the health history and immunization record shall be removed from the student's health record and placed in the student's mandated record.



4. Records shall be accessible during the hours in which the school program is in operation.
  5. Mandated student records required as part of programs established through State-administered entitlement or discretionary funds from the U.S. Department of Education shall be maintained for a period of five years after graduation, termination from the school district, or age twenty-three, whichever is longer, and shall be disposed of in accordance with N.J.S.A. 47:3-15 et seq.
  6. Any district website shall not disclose any personally identifiable information about a student, in accordance with N.J.S.A. 18A:36-35.
- F. Access to Student Records (N.J.A.C. 6A:32-7.5)
1. Only authorized organizations, agencies, or persons as defined in N.J.A.C. 6A:32-7.5 shall have access to student records, including student health records. Access to student records shall be provided to persons authorized such access under N.J.A.C. 6A:32-7.1 et seq. within ten days of a request, but prior to any review or hearing conducted in accordance with N.J.A.C. 6A.
  2. The school district shall control access to, disclosure of, and communication regarding information contained in student health records to assure access only to people permitted by Federal and State statute and regulations or stated in N.J.A.C. 6A:32-7.5(e) and section G. below.
  3. The school district may charge a reasonable fee for reproduction of student records, not to exceed the schedule of costs set forth in N.J.S.A. 47:1A-5, provided that the cost does not effectively prevent the parents or adult students from exercising their rights under N.J.A.C. 6A:32-7 or other Federal and State rules and regulations regarding students with disabilities, including N.J.A.C. 6A:14.
  4. Access to and disclosure of a student health record shall meet the requirements of the Family Education Rights and Privacy Act, 34 C.F.R. Part 99 (FERPA).
- G. Authorized Organizations, Agencies, and Persons with Access to Student Records (N.J.A.C. 6A:7.5(e))
- Access shall include only the following:
1. A student who has the written permission of a parent and the parent of a student under the age of eighteen whether the child resides with the parent except per N.J.S.A. 9:2-4:



# REGULATION

## NEW DISTRICT BOARD OF EDUCATION

OPERATIONS  
R 8330/page 7 of 13  
Student Records

- a. The place of residence shall not be disclosed; and
  - b. Access shall not be provided if denied by a court.
2. Students at least sixteen years of age who are terminating their education in the school district because they will graduate secondary school at the end of the term or no longer plan to continue their education;
  3. An adult student and parent who has the written permission of an adult student, except that the parent shall have access without consent of the student as long as the student is financially dependent on the parent and enrolled in the public school system or if the student has been declared legally incompetent by a court of appropriate jurisdiction. The parent of the financially dependent adult student may not disclose information contained in the adult student's record to a second or third party without the consent of the adult student;
  4. Certified school district personnel who are assigned educational responsibility for the student shall have access to the general student record but not to the student health record except under conditions permitted in N.J.A.C. 6A:16-2.4;
  5. Certified educational personnel who have assigned educational responsibility for the student and who are employed by agencies listed below shall have access to the general student record, but not to the student health record except under conditions permitted in N.J.A.C. 6A:16-2.4:
    - a. An approved private school for the disabled;
    - b. A State facility;
    - c. Accredited nonpublic schools in which students with educational disabilities have been placed according to N.J.S.A. 18A:46-14; or
    - d. Clinics and agencies approved by the Department of Education.
  6. To fulfill its legal responsibility, the Board of Education shall have access through the Superintendent or designee to information contained in a student's record. Information shall be discussed in executive session unless otherwise requested by the parent or adult student;



# REGULATION

## NEW DISTRICT BOARD OF EDUCATION

OPERATIONS  
R 8330/page 8 of 13  
Student Records

7. Secretarial and clerical personnel under the direct supervision of certified school personnel shall be permitted access to portions of the record to the extent necessary for the entry and recording of data and the conducting of routine clerical tasks. Access shall be limited only to student files in which such staff are directed to enter or record information, and shall cease when the specific assigned task is completed;
8. Accrediting organizations in order to carry out their accrediting functions;
9. The Commissioner of Education and New Jersey Department of Education staff members who are assigned responsibility that necessitates the review of such records;
10. Officials of other district Boards of Education within the State of New Jersey or other educational agencies or institutions where the student is placed, registered, or seeks to enroll subject to the following conditions:
  - a. Original mandated student records that schools have been directed to compile by New Jersey statute, regulation, or authorized administrative directive shall be forwarded to the receiving school district with written notification to the parent or adult student;
  - b. Original mandated student records that a Board of Education has required shall be forwarded to the receiving school district only with the written consent of the parent or adult student, except where a formal sending-receiving relationship exists between the school districts;
  - c. All records to be forwarded, including disciplinary records as specified in N.J.S.A. 18A:36-19(a), shall be sent to the Superintendent or designee of the school district to which the student has transferred within ten school days after the transfer has been verified by the requesting school district;
  - d. The Superintendent or designee shall request in writing all student records from the school district of last attendance within two weeks from the date that the student enrolls in the new school district;
  - e. Upon request, the Superintendent or designee of the school district of last attendance shall provide a parent(s) or an adult student with a copy of the records disclosed to other educational agencies or institutions; and



# REGULATION

## NEW DISTRICT BOARD OF EDUCATION

OPERATIONS  
R 8330/page 9 of 13  
Student Records

- f. Proper identification, such as a certified copy of the student's birth certificate or other proof of the child's identity pursuant to N.J.S.A. 18A:36-25.1, shall be requested at the time of enrollment in a new school district.
11. Officials of the United States Department of Education assigned responsibilities that necessitate review of such records;
12. Officers and employees of a State agency responsible for protective and investigative services for students referred to that agency, pursuant to N.J.S.A. 9:6-8.40. Wherever appropriate, the Board of Education shall ask the State agency for its cooperation in sharing the findings of an investigation;
13. Agency caseworkers or other representatives of a State or local child welfare agency who have the right to access a student's case plan when the agency or organization is legally responsible, in accordance with State law, for the care and protection of the student, consistent with 20 U.S.C. § 1232g(b)(1)(L);
14. Organizations, agencies, and persons from outside the school if they have the written consent of the parent or adult student. Organizations, agencies, and persons shall not transfer student record information to a third party without the written consent of the parent or adult student;
15. Organizations, agencies, and individuals outside the school, other than those specified in N.J.A.C. 6A:32-7.5, upon the presentation of a court order;
16. Bona fide researchers who explain to the Superintendent the nature of the research project and the relevance of the records sought. Researchers shall also satisfy the Superintendent or designee that the records will be used under strict conditions of anonymity and confidentiality. Such assurance shall be received in writing by the Superintendent prior to the release of information to the researcher;
17. Nothing in N.J.A.C. 6A:32-7.1 et seq. and Policy and Regulation 8330 shall be construed to prohibit school personnel from disclosing information contained in the student health record to students or adults in connection with an emergency, if such knowledge is necessary to protect the immediate health or safety of the student or other persons; and
18. In complying with N.J.A.C. 6A:32-7.1 et seq., individuals shall adhere to requirements pursuant to N.J.S.A. 47:1A-1 et seq. - the Open Public Records Act (OPRA) and 20 U.S.C. § 1232g, 34 CFR Part 99 - the Family Educational Rights and Privacy Act (FERPA).



H. Conditions for Access to Student Records (N.J.A.C. 6A:32-7.6)

All authorized organizations, agencies, and persons defined in N.J.A.C. 6A:32-7.1 et seq. as listed below shall have access to the records of a student, subject to the following conditions:

1. No student record shall be altered or disposed of during the time period between a request to review the record and the actual review of the record.
2. Authorized organizations, agencies, and persons from outside the school whose access requires the consent of parents or adult students shall submit to the Superintendent or designee the request in writing together with any required authorization.
3. The Superintendent or designee shall be present during the period of inspection to provide interpretation of the records where necessary and to prevent their alteration, damage, or loss. In every instance of inspection of student records by persons other than parents, student, or individuals who have assigned educational responsibility for the individual student, an entry shall be made in the student's record of the name(s) of persons granted access, the reason access was granted, the time and circumstances of inspection, the records studied, and the purposes for which the data will be used.
4. Prior to disclosure of student records to organizations, agencies, or persons outside the school district pursuant to a court order, the Superintendent or designee shall give the parent or adult student at least three days' notice of the name of the requesting agency and the specific records requested unless otherwise judicially instructed. Such notification shall be provided in writing, if practicable. Only records related to the specific purpose of the court order shall be disclosed.
  - a. Notice to the parent shall not be required when he or she is party to a court proceeding involving child abuse and neglect or dependency matters, consistent with 20 U.S.C. § 1232g(b)(2)(B).
5. A record may be withheld from a parent or from an adult student only when the school district obtains a court order or is provided with evidence that there is a court order revoking the right to access. Only that portion of the record designated by the court shall be withheld. When the district has or obtains evidence of such court order, the parent or adult student shall be notified in writing within five days of his or her request that access to the record has been denied and that the person has the right to appeal this decision to the court issuing the order.



# REGULATION

## NEW DISTRICT BOARD OF EDUCATION

OPERATIONS  
R 8330/page 11 of 13  
Student Records

- I. Rights of Appeal for Parents and Adult Students (N.J.A.C. 6A:32-7.7)
  1. Student records are subject to challenge by parents and adult students on grounds of inaccuracy, irrelevancy, impermissive disclosure, inclusion of improper information, or denial of access to organizations, agencies, and persons. The parent or adult student may seek to: expunge inaccurate, irrelevant, or otherwise improper information from the student record; insert additional data as well as reasonable comments as to the meaning and/or accuracy of the records; and/or request an immediate stay of disclosure pending final determination of the challenge procedure as described in N.J.A.C. 6A:32-7.
  2. To request a change in the record or to request a stay of disclosure pending final determination of the challenged procedure, the process shall be as follows:
    - a. A parent or adult student shall notify in writing the Superintendent of the specific issues relating to the student record.
    - b. Within ten school days of notification, the Superintendent or designee shall notify the parent or adult student of the school district's decision.
    - c. If the school district disagrees with the request, the Superintendent or designee shall meet with the parent or adult student to resolve the issues set forth in the appeal.
    - d. If the matter is not satisfactorily resolved, the parent or adult student has ten school days to appeal this decision to the Board of Education.
    - e. If an appeal is made to the Board of Education, a decision shall be rendered within twenty school days. The decision of the Board of Education may be appealed to the Commissioner pursuant to N.J.S.A. 18A:6-9 and N.J.A.C. 6A:3, Controversies and Disputes.
    - f. At all stages of the appeal process, the parent or adult student shall be afforded a full and fair opportunity to present evidence relevant to the issue. A record of the appeal proceedings and outcome shall be made a part of the student's record with copies made available to the parent or adult student.
  3. Appeals relating to student records of students with disabilities shall be processed in accordance with the requirements of I.2. above.



4. Regardless of the outcome of any appeal, a parent or adult student shall be permitted to place in the student record a statement commenting upon the information in the student record or setting forth any reasons for disagreement with the decision made in the appeal.
  - a. Such statements shall be maintained as part of the student record as long as the contested portion of the record is maintained. If the contested portion of the record is disclosed to any party, the statement commenting upon the information shall also be disclosed to that party.
- J. Retention and Disposal of Student Records (N.J.A.C. 6A:32-7.8)
  1. A student's record is considered to be incomplete and not subject to the provisions of the Destruction of Public Records Law, N.J.S.A. 47:3-15 et seq., while the student is enrolled in the school district.
    - a. The school district shall retain the student health record and the health history and immunization record according to the School District Records Retention Schedule, as determined by the New Jersey State Records Committee.
  2. Student records of currently enrolled students, other than the records that must be maintained for one hundred years as described in N.J.A.C. 6A:32-7.8(e) and 5. below, may be disposed of after the information is no longer necessary to provide educational services to a student.
    - a. Such disposition shall be accomplished only after written parental or adult student notification and written parental or adult student permission has been granted or after reasonable attempts of such notification and reasonable attempts to secure parental or adult student permission have been unsuccessful.
  3. Upon graduation or permanent departure of a student from the school district:
    - a. The parent or adult student shall be notified in writing that a copy of the entire student record will be provided to them upon request.
    - b. Information in student records, other than that described in N.J.A.C. 6A:32-7.8(e) and 5. below, may be disposed of, but only in accordance with the Destruction of Public Records Law, N.J.S.A. 47:3-15 et seq.



- c. Such disposition shall be accomplished only after written parental or adult student notification and written parental or adult student permission has been granted, or after reasonable attempts at such notification and reasonable attempts to secure parental or adult student permission have been unsuccessful and prior written authorization has been obtained from the New Jersey State Records Committee in the New Jersey Department of State.
4. No additions shall be made to the record after graduation or permanent departure without the prior written consent of the parent or adult student.
5. The New Jersey public school district of last enrollment, graduation, or permanent departure of the student from the school district shall keep for one hundred years a mandated record of a student's name, date of birth, name of parents, gender, health history and immunization, standardized assessment results, grades, attendance, classes attended, grade level completed, year completed, and years of attendance.

Adopted: 27 March 2003

Revised:

Issued:



### 8330 STUDENT RECORDS

The Board of Education believes that information about individual students must be compiled and maintained in the interest of the student's educational welfare and advancement. The Board will strive to balance the student's right to privacy against the district's need to collect, retain, and use information about individual students and groups of students. The Board authorizes the establishment and maintenance of student files that include only those records mandated by law, rules of the State Board of Education, authorized administrative directive, and those records permitted by this Board.

The Superintendent shall prepare, present to the Board for approval, and distribute regulations that implement this Policy and conform to applicable State and Federal law and rules of the State Board of Education.

#### General Considerations

The Board of Education shall compile and maintain student records and regulate access, disclosure, or communication of information contained in educational records in a manner that assures the security of such records in accordance with the provisions of N.J.A.C. 6A:32-7.1 et seq. Student records shall contain only such information as is relevant to the education of the student and is objectively based on the personal observations or knowledge of the certified school personnel who originate(s) the record. The school district shall provide annual, written notification to parents, adult students, and emancipated minors of their rights in regard to student records and student participation in educational, occupational, and military recruitment programs. Copies of the applicable State and Federal laws and local policies shall be made available upon request. The school district shall make every effort to notify parents and adult students in their dominant language.

Nothing in this Policy shall be construed to prohibit certified school personnel from disclosing student records to non-adult students or to appropriate persons in connection with an emergency, if such knowledge is necessary to protect the health or safety of the student or other persons.

No liability shall be attached to any member, officer, or employee of the Board of Education permitting access or furnishing student records in accordance with N.J.A.C. 6A:32-7.1 et seq.



### Student Information Directory

A student information directory is a publication of the Board of Education that includes information relating to a student as defined in N.J.A.C. 6A:32-2.1. This information includes: name; grade level; date and place of birth; dates of school attendance; major field of study; participation in officially recognized activities; weight and height relating to athletic team membership; degrees; awards; the most recent educational agency attended by the student; and other similar information. The student information directory shall be used only by authorized school district personnel and for designated official use by judicial, law enforcement, and medical personnel and not for general public consumption. In the event the school district publishes a student information directory, the Superintendent or designee will provide a parent or adult student a ten-day period to submit to the Superintendent a written statement prohibiting the school district from including any or all types of information about the student in any student information directory before allowing access to such directory to educational, occupational, and military recruiters pursuant to N.J.S.A. 18A:36-19.1 and P.L. 107-110 sec. 9528, Armed Forces Recruiter Access to Students and Student Recruiting Information of the No Child Left Behind Act of 2001.

### School Contact Directory for Official Use

A school contact directory for official use is a compilation by the school district that includes the following information for each student: name; address; telephone number; date of birth; and school enrollment. The district shall compile and maintain a school contact directory for official use that is separate and distinct from the student information directory. The student contact directory may be provided for official use only to judicial and law enforcement personnel, and to medical personnel currently providing services to the student in question. To exclude any information from the school contact directory for official use the parent, adult student, or emancipated minor shall notify the Superintendent or designee in writing.

### Mandated and Permitted Student Records

Mandated student records are those records school districts have been directed to compile by State statute, regulations, or authorized administrative directive in accordance with N.J.A.C. 6A:32-7.3.

Permitted student records are those student records not mandated pursuant to N.J.A.C. 6A:32-7.3, but authorized by the Board to promote the student's educational welfare. The Board shall authorize the permitted records to be collected by adopting Policy and Regulation 8330, which will list such permitted records.



### Maintenance and Security of Student Records

The Superintendent or designee shall be responsible for the security of student records maintained in the school district. Policy and Regulation 8330 assure that access to such records is limited to authorized persons.

Records for each individual student may be stored electronically or in paper format. When student records are stored electronically, proper security and back-up procedures shall be administered.

Student health records, whether stored on paper or electronically, shall be maintained separately from other student records, until such time as graduation or termination, whereupon the health history and immunization record shall be removed from the student's health record and placed in the student's mandated record. Records shall be accessible during the hours in which the school program is in operation.

Any district internet website shall not disclose any personally identifiable information about a student without receiving prior written consent from the student's parent, in accordance with the provisions of N.J.S.A. 18A:36-35. Personally identifiable information means student names; student photos; student addresses; student e-mail addresses; student phone numbers; and locations and times of class trips.

### Access to Student Records

Only authorized organizations, agencies, or persons as defined in N.J.A.C. 6A:32-7.5 shall have access to student records, including student health records. Access to student records shall be provided to persons authorized such access under N.J.A.C. 6A:32-7.1 et seq. within ten days of a request, but prior to any review or hearing conducted in accordance with N.J.A.C. 6A.

The district shall control access to, disclosure of, and communication regarding information contained in student health records to assure access only to people permitted by Federal and State statute and regulations in accordance with N.J.A.C. 6A:32-7.5.

The district may charge a reasonable fee for reproduction of student records, not to exceed the schedule of costs set forth in N.J.S.A. 47:1A-5, provided that the cost does not effectively prevent the parents or adult students from exercising their rights under N.J.A.C. 6A:32-7 or other Federal and State rules and regulations regarding students with disabilities, including N.J.A.C. 6A:14.



Access to and disclosure of a student's health record shall meet the requirements of the Family Education Rights and Privacy Act, 34 C.F.R. Part 99 (FERPA).

Only authorized organizations, agencies, or persons as defined in N.J.A.C. 6A:32-7.5 shall have access to student records, including student health records.

Nothing in N.J.A.C. 6A:32-7.1 et seq. or in Policy and Regulation 8330 shall be construed to prohibit school personnel from disclosing information contained in the student health record to students or adults in connection with an emergency, if such knowledge is necessary to protect the immediate health or safety of the student or other persons.

In complying with N.J.A.C. 6A:32-7 – Student Records, individuals shall adhere to requirements pursuant to N.J.S.A. 47:1A-10, the Open Public Records Act (OPRA) and 34 CFR Part 99, the Family Educational Rights and Privacy Act (FERPA).

#### Conditions for Access to Student Records

All authorized organizations, agencies, and persons defined in N.J.A.C. 6A:32-7.1 et seq. shall have access to the records of a student subject to conditions outlined in N.J.A.C. 6A:32-7.6(a).

#### Rights of Appeal for Parents and Adult Students

Student records are subject to challenge by parents and adult students on the grounds of inaccuracy, irrelevancy, impermissible disclosure, inclusion of improper information or denial of access to organizations, agencies, and persons in accordance with N.J.A.C. 6A:32-7.7(a).

To request a change in the record or to request a stay of disclosure pending final determination of the challenged procedure, the parent or adult student shall follow the procedures pursuant to N.J.A.C. 6A:32-7.7(b).

Appeals relating to student records for students with disabilities shall be processed in accordance with the requirements of N.J.A.C. 6A:32-7.7(b).

Regardless of the outcome of any appeal, a parent or adult student shall be permitted to place in the student record a statement commenting upon the information in the student record or setting forth any reasons for disagreement with the decision made in the appeal. Such statements shall be maintained as part of the student record as long as the contested portion of the record is maintained. If the contested portion of the record is disclosed to any party, the statement commenting upon the information shall also be disclosed to that party.



### Retention and Disposal of Student Records

A student record is considered to be incomplete and not subject to the provisions of the Destruction of Public Records Law, N.J.S.A. 47:3-15 et seq., while the student is enrolled in the school district. The school district shall retain the student health record and the health history and immunization record according to the School District Records Retention Schedule, as determined by the New Jersey State Records Committee.

Student records of currently enrolled students, other than that described in N.J.A.C. 6A:32-7.8(e), may be disposed of after the information is no longer necessary to provide educational services to a student and in accordance with the provisions of N.J.A.C. 6A:32-7.8(b).

Upon graduation or permanent departure of a student from the school district, the parent or adult student shall be notified in writing that a copy of the entire student record will be provided to them upon request. Information in student records, other than that described in N.J.A.C. 6A:32-7.8(e), may be disposed of, but only in accordance with the Destruction of Public Records Law, N.J.S.A. 47:3-15 et seq. Such disposition shall be in accordance with the provisions of N.J.A.C. 6A:32-7.8(c)2.

No additions shall be made to the record after graduation or permanent departure without the prior written consent of the parent or adult student.

In accordance with N.J.A.C. 6A:32-7.8(e), the New Jersey public school district of last enrollment, graduation, or permanent departure of the student from the school district shall keep for 100 years a mandated record of a student's name, date of birth, name of parents, gender, health history and immunization, standardized assessment results, grades, attendance, classes attended, grade level completed, year completed, and years of attendance.

N.J.S.A. 18A:36-19; 18A:36-19.1; 18A:40-4; 18A:40-19  
N.J.A.C. 6A:32-7.1; 6A:32-7.2; 6A:32-7.3; 6A:32-7.4;  
6A:32-7.5; 6A:32-7.6; 6A:32-7.7; 6A:32-7.8

Adopted: 27 March 2003  
Revised:



# REGULATION

## NEW DISTRICT BOARD OF EDUCATION

STUDENTS  
R 5116/page 1 of 7  
Education of Homeless Children

### R 5116 EDUCATION OF HOMELESS CHILDREN

#### A. Definitions (N.J.A.C. 6A:17-1.2)

1. "School district liaison for the education of homeless children" means the person identified in the school district that facilitates all activities needed to ensure the enrollment and attendance of homeless children.
2. "School district of residence" for a homeless child means the school district in which the parent of a homeless child resided prior to becoming homeless. It may not be the school district in which the student currently resides. This is synonymous with the term "school district of origin" referenced in the McKinney-Vento Homeless Education Assistance Act. "School district of residence" for a student in a State facility means the school district in which the parent with whom the student lived prior to placement in a State facility currently resides pursuant to N.J.S.A. 18A:7B-12.b.
3. "Homeless child" means a child or youth who lacks a fixed, regular, and adequate residence, pursuant to N.J.S.A. 18A:7B-12 and N.J.A.C. 6A:17-2.2.
4. "Immediate" or "immediately" means at the instant the need for placement is made known.
5. "Parent" means the natural or adoptive parent, legal guardian, foster parent, surrogate parent, or person acting in the place of a parent such as the person with whom the child legally resides or a person legally responsible for the child's welfare.
6. "Superintendent" means Superintendent and/or Chief School Administrator.

#### B. Determination of Homelessness (N.J.A.C. 6A:17-2.2)

1. The Board of Education shall determine that a child is homeless for the purposes of N.J.A.C. 6A:17-2 when he or she resides in any of the following:
  - a. A publicly or privately operated shelter designed to provide temporary living accommodations, including: hotels or motels; congregate shelters, including domestic violence and runaway shelters; transitional housing; and homes for adolescent mothers;



# REGULATION

## NEW DISTRICT BOARD OF EDUCATION

STUDENTS  
R 5116/page 2 of 7  
Education of Homeless Children

- b. A public or private place not designated for or ordinarily used as a regular sleeping accommodation, including: cars or other vehicles including mobile homes; tents or other temporary shelters; parks; abandoned buildings; bus or train stations; or temporary shelters provided to migrant workers and their children on farm sites;
  - c. The residence of relatives or friends where the homeless child resides out of necessity because his or her family lacks a regular or permanent residence of its own;
  - d. Substandard housing; or
  - e. Any temporary location wherein children and youth are awaiting foster care placement.
- C. Responsibilities of the School District of Residence (N.J.A.C. 6A:17-2.3)
- 1. The school district of residence for a homeless child is responsible for the education of the child and shall:
    - a. Determine the school district in which the child shall be enrolled after consulting with the parent pursuant to N.J.A.C. 6A:17-2.5;
    - b. Pay the cost of tuition pursuant to N.J.S.A. 18A:38-19, when the child attends school in another school district; and
    - c. Provide for transportation for the child pursuant to N.J.A.C. 6A:27-6.2.
  - 2. The determination of the homeless child's school district of residence shall be made by the Superintendent of the school district of residence or designee pursuant to N.J.A.C. 6A:17-2.4 based upon information received from the parent, the Department of Human Services or the Department of Children and Families, a shelter provider, another school district, an involved agency, or a case manager.
  - 3. The district Board of Education identified in accordance with N.J.S.A. 18A:7B-12 as the school district of residence for a homeless child shall be the school district of residence until the parent establishes a permanent residence. Financial responsibility will remain with the homeless child's school district of residence until the family is deemed domiciled in another jurisdiction, pursuant to N.J.S.A. 18A:38-1.d.



- D. Designation of School District Liaisons and Their Responsibilities (N.J.A.C. 6A:17-2.4)
1. The Superintendent identifies the district liaison for the education of homeless children. The school district liaison shall:
    - a. Facilitate communication and cooperation between the school district of residence and the school district where the homeless child resides;
    - b. Develop procedures to ensure a homeless child residing in the school district is enrolled and attending school pursuant to N.J.A.C. 6A:17-2.5;
    - c. Ensure homeless families, children, and youth receive educational services for which they are eligible, including Head Start and Even Start programs, preschool programs administered by the local education agency, and referrals to health care, dental, mental health, and other appropriate services;
    - d. Inform parents of homeless children and youth of the educational and related opportunities available to their children and ensure that they are provided with meaningful opportunities to participate in the education of their children;
    - e. Ensure that public notice of the educational rights of homeless children and youth is disseminated where such children receive services, such as schools, family shelters, and soup kitchens;
    - f. Ensure enrollment disputes are resolved pursuant to N.J.A.C. 6A:17-2.7;
    - g. Ensure the parent of a homeless child or youth, or any unaccompanied youth, is fully informed of all transportation services, including transportation to the school district of residence, and is assisted in accessing transportation to the school selected under N.J.A.C. 6A:17-2.5;
    - h. Assist the parent to obtain the homeless child or youth's medical records or required immunizations; and
    - i. Assist an unaccompanied youth to ensure he or she is enrolled and is receiving all services pursuant to N.J.A.C. 6A:17.



# REGULATION

## NEW DISTRICT BOARD OF EDUCATION

STUDENTS  
R 5116/page 4 of 7  
Education of Homeless Children

2. When a homeless child resides in a school district, the district liaison shall notify the liaison of the school district of residence within twenty-four hours of receiving notification from the parent, the Department of Human Services or the Department of Children and Families, a shelter director, an involved agency, or a case manager.
  3. Upon notification of the need for enrollment of a homeless child, the liaison in the school district of residence shall coordinate enrollment procedures immediately based upon the best interest of the child pursuant to N.J.A.C. 6A:17-2.5(b).
- E. School District Enrollment (N.J.A.C. 6A:17-2.5)
1. The Superintendent of the school district of residence or designee shall decide in which district the homeless child shall be enrolled as follows:
    - a. Enroll the homeless child in the school district of residence to the extent feasible, except when doing so is contrary to the wishes of the homeless child's parent;
    - b. Continue the homeless child's education in the school district of last attendance if it is not the school district of residence; or
    - c. Enroll the homeless child in the school district where the child resides.
  2. The Superintendent of the school district of residence or designee shall decide the school district of enrollment of a homeless child based on what is determined to be in the best interest of the child after considering:
    - a. The enrollment of the homeless child in the school district of residence to the extent feasible, except when doing so is contrary to the wishes of the child's parent.
    - b. The continuity of the child's educational program;
    - c. The eligibility of the child for special instructional programs, including but not limited to bilingual, gifted and talented, special education, early childhood, and career and technical education programs; and
    - d. The distance, travel time, and safety factors in coordinating transportation services from the residence to the school.
  3. The Superintendent of the school district of residence or designee shall determine the child's school district enrollment immediately after consultation with the parent. The school district of residence shall adhere to the following procedures:



# REGULATION

## NEW DISTRICT BOARD OF EDUCATION

STUDENTS  
R 5116/page 5 of 7  
Education of Homeless Children

- a. Enrollment decisions shall be made immediately upon notification of the need for enrollment. When the decision is made, the child will be enrolled immediately. If a dispute arises regarding enrollment of a homeless child, the homeless child shall be immediately enrolled in the school district in which enrollment is sought by the parent, pending resolution of the dispute pursuant to N.J.A.C. 6A:17-2.7.
  - b. Consultation with the parent regarding the enrollment decision and the right to appeal the decision shall be documented in writing.
  - c. A decision to enroll a homeless child in a school district other than the school district of residence or the school district requested by the parent shall be explained in writing and provided to the parent.
4. When a decision is made to enroll the child in a school district other than the school district of residence, the Superintendent or designee of the school district of residence shall forward to the new school district all relevant school and health records consistent with the provisions of N.J.A.C. 6A:32, School District Operations.
  5. When a homeless child with a disability is enrolled in a school district other than the school district of residence, the school district of enrollment shall treat the student as a transfer student pursuant to N.J.A.C. 6A:14, Special Education.
  6. When the school district of residence for a homeless child cannot be determined, the Superintendent or designee of the school district in which the child currently resides shall enroll the child immediately in the school district of the current residence or the school district of last attendance.
  7. The school district selected pursuant to N.J.A.C. 6A:17-2 shall immediately enroll the homeless child or youth, even if the child or youth is unable to produce records normally required for enrollment such as previous academic records, medical records, proof of residency, or other documentation.
  8. Enrollment in the school district of residence, the school district of last attendance if not the school district of residence, or the school district where the child resides shall continue for the duration of homelessness, including when a family becomes homeless between academic years, and also for the remainder of the academic year if the homeless child becomes permanently housed during the academic year.



# REGULATION

## NEW DISTRICT BOARD OF EDUCATION

STUDENTS  
R 5116/page 6 of 7  
Education of Homeless Children

- F. Parental Rights (N.J.A.C. 6A:17-2.6)
1. Unless parental rights have been terminated by a court of competent jurisdiction, the parent retains all rights under N.J.A.C. 6A:17-2.1 et seq.
- G. Disputes and Appeals (N.J.A.C. 6A:17-2.7)
1. When a dispute occurs regarding the determination of homelessness or the determination of the school district of enrollment made by the school district of residence, the Superintendent(s) or designee(s) of the involved school district(s) or the child's parent(s) shall immediately notify the Executive County Superintendent of Schools, who, in consultation with the Department's McKinney-Vento Homeless Education Coordinator or designee, shall immediately decide the child's status. If a dispute remains between the parent and the involved school district(s) following the Executive County Superintendent's determination, the parent or the involved district Board(s) of Education may appeal to the Commissioner of Education for a determination pursuant to N.J.A.C. 6A:3, Controversies and Disputes.
  2. When a school district designated as the school district of residence disputes its designation as the school district of residence, or where no designation can be agreed upon by the involved school districts, the Superintendent(s) or designee(s) of the involved school districts shall immediately notify the Executive County Superintendent of Schools, who shall make a determination immediately, if possible, but no later than within forty-eight hours.
    - a. If the dispute regarding determination of district of residence does not involve the determination of homelessness and/or district enrollment, the school district disputing the Executive County Superintendent's determination may appeal to the Department of Education pursuant to N.J.A.C. 6A:23A-19.2(d), (e), and (f), and request a determination from the Division of Administration and Finance.
    - b. If an appeal of a determination of district of residence also includes an appeal of the determination of homelessness and/or school district of enrollment, the appeal shall be submitted to the Commissioner pursuant to N.J.A.C. 6A:3, Controversies and Disputes.
  3. Any dispute or appeal shall not delay the homeless child's immediate enrollment or continued enrollment in the school district. The homeless child shall be enrolled in the school district in which enrollment or continued enrollment is sought by the parent, pending resolution of the dispute or appeal.



# REGULATION

## NEW DISTRICT BOARD OF EDUCATION

STUDENTS  
R 5116/page 7 of 7  
Education of Homeless Children

4. Disputes and appeals involving the services provided to a homeless child with a disability shall be made pursuant to N.J.A.C. 6A:14.
- H. Tuition (N.J.A.C. 6A:17-2.8)
1. When the homeless child is enrolled in a school district other than the school district of residence, the school district of residence shall pay to the school district of enrollment the tuition costs pursuant to N.J.S.A. 18A:38-19 until the parent establishes a permanent residence or is deemed domiciled in another jurisdiction pursuant to N.J.S.A. 18A:38-1.d. At that time, the school district of residence shall no longer pay tuition to the school district of enrollment.
  2. The school district of residence shall list the child on its annual Application for State School Aid (ASSA) pursuant to N.J.S.A. 18A:7F-33 until the parent establishes a permanent residence or is deemed domiciled in another jurisdiction pursuant to N.J.S.A. 18A:38-1.d. At that time, the school district of residence shall no longer list the student on its ASSA.
  3. The State shall assume fiscal responsibility for the tuition of the child pursuant to N.J.S.A. 18A:7B-12.1 and shall pay the tuition to the school district in which the child is currently enrolled until the parent establishes a permanent residence or is deemed domiciled in another jurisdiction pursuant to N.J.S.A. 18A:38-1.d, under the following circumstances:
    - a. If the school district of residence cannot be determined for the homeless child;
    - b. If the school district of residence is outside of the State; or
    - c. If a child resides in a Department of Community Affairs-licensed emergency shelter or transitional living facility due to domestic violence for more than a year combined for the duration of the placement pursuant to N.J.S.A. 18A:7B-12.d.
      - (1) When the State assumes fiscal responsibility for the tuition of a homeless child, the State shall pay to the school district in which the child is enrolled the weighted base per pupil amount calculated pursuant to N.J.S.A. 18A:7F-49, and the appropriate security and special education categorical aids per pupil pursuant to N.J.S.A. 18A:7F-55 and 56.

Issued:



### 5116 EDUCATION OF HOMELESS CHILDREN

The Board of Education will admit and enroll homeless children in accordance with Federal and State laws and New Jersey Administrative Code. The Board of Education adopts this Policy to be in compliance with law and administrative code to ensure the enrollment of homeless children in school and to respond to appeals made by parents or other parties related to the enrollment of homeless children.

The Board of Education shall determine that a child is homeless when he or she resides in a publicly or privately operated shelter designed to provide temporary living accommodations, including: hotels or motels; congregate shelters, including domestic violence and runaway shelters; transitional housing; and homes for adolescent mothers. A child is also determined homeless when he or she resides in a public or private place not designated for or ordinarily used as a regular sleeping accommodation, including: cars or other vehicles including mobile homes; tents or other temporary shelters; parks; abandoned buildings; bus or train stations; temporary shelters provided to migrant workers and their children on farm sites; and the residence of relatives or friends where the homeless child resides out of necessity because his or her family lacks a regular or permanent residence of its own. A child is also determined homeless when he or she resides in substandard housing or any temporary location wherein children and youth are awaiting foster care placement.

The school district of residence for a homeless child is responsible for the education of the child and shall assume all responsibilities as required in N.J.A.C. 6A:17-2.3. The school district of residence for a homeless child means the school district in which the parent of a homeless child resided prior to becoming homeless.

The school district liaison for the education of homeless children will be designated by the Superintendent of Schools. The liaison will facilitate communication and cooperation between the school district of residence and the school district where the homeless child resides and shall assume all responsibilities as outlined in N.J.A.C. 6A:17-2.4(a).

When a homeless child resides in a school district, the school district liaison shall notify the liaison of the school district of residence within twenty-four hours of receiving notification from the parent, the Department of Human Services or the Department of Children and Families, a shelter director, an involved agency, or a case manager. Upon notification of the need for enrollment of a homeless child, the liaison in the school district of residence shall coordinate enrollment procedures immediately based upon the best interest of the child pursuant to N.J.A.C. 6A:17-2.5(b).



The Superintendent of the school district of residence or designee shall decide in which school district the homeless child shall be enrolled in accordance with the provisions of N.J.A.C. 6A:17-2.5.

Unless parental rights have been terminated by a court of competent jurisdiction, the parent retains all rights under N.J.A.C. 6A:17-2.1 et seq.

When a dispute occurs regarding the determination of homelessness or the determination of the school district of enrollment made by the school district of residence, the Superintendent(s) or the designee(s) of the involved district(s) or the child's parent(s) shall immediately notify the Executive County Superintendent of Schools, who, in consultation with the Department of Education's McKinney-Vento Homeless Education Coordinator or designee, shall immediately decide the child's status. If a dispute remains between the parent and the involved school district(s) following the Executive County Superintendent's determination, the parent or the involved district Board(s) of Education may appeal to the Commissioner of Education for determination pursuant to N.J.A.C. 6A:3, Controversies and Disputes.

When a school district designated as the school district of residence disputes its designation as the school district of residence, or where no designation can be agreed upon by the involved school districts, the Superintendent(s) or designee(s) of the involved school districts shall immediately notify the Executive County Superintendent of Schools, who shall immediately make a determination, if possible, but no later than within forty-eight hours.

If the dispute regarding determination of district of residence does not involve the determination of homelessness and/or district enrollment, the school district disputing the Executive County Superintendent's determination may appeal to the Department of Education pursuant to N.J.A.C. 6A:23A-19.2(d), (e), and (f) and request a determination from the Division of Administration and Finance. If an appeal of a determination of district of residence also includes an appeal of the determination of homelessness and/or school district of enrollment, the appeal shall be submitted to the Commissioner of Education pursuant to N.J.A.C. 6A:3, Controversies and Disputes.

Any dispute or appeal shall not delay the homeless child's immediate enrollment or continued enrollment in the school district. The homeless child shall be enrolled in the school district in which enrollment or continued enrollment is sought by the parent, pending resolution of the dispute or appeal. Disputes and appeals involving the services provided to a homeless child with a disability shall be made pursuant to N.J.A.C. 6A:14.



# POLICY

## NEW DISTRICT BOARD OF EDUCATION

STUDENTS  
5116/page 3 of 3  
Education of Homeless Children

Financial responsibility, including the payment of tuition for the homeless child, will be in accordance with N.J.A.C. 6A:17-2.8. The school district of residence shall list the child on its annual Application for State School Aid (ASSA) pursuant to N.J.S.A. 18A:7F-33 until the parent establishes a permanent residence or is deemed domiciled in another jurisdiction pursuant to N.J.S.A. 18A:38-1.d. At that time, the school district of residence shall no longer list the student on its ASSA. The State shall assume fiscal responsibility for the tuition of the child pursuant to N.J.S.A. 18A:7B-12.1 and shall pay the tuition to the school district in which the child is currently enrolled until the parent establishes a permanent residence or is deemed domiciled in another jurisdiction pursuant to N.J.S.A. 18A:38-1.d. under the circumstances outlined in N.J.A.C. 6A:17-2.8(c).

N.J.S.A. 18A:7B-12; 18A:7B-12.1  
N.J.A.C. 6A:17-2.1 et seq.

Adopted: 16 August 2007  
Revised:

Adopted:

STUDENTS



## TITLE I – EDUCATIONAL STABILITY FOR CHILDREN IN FOSTER CARE (M)

2415.30

### TITLE I – EDUCATIONAL STABILITY FOR CHILDREN IN FOSTER CARE (M)

The Federal Every Student Succeeds Act (ESSA), which reauthorized the Elementary and Secondary Education Act (ESEA), initiated protections for children in foster care that further enhanced the requirements of the Fostering Connections to Success and Increasing Adoptions Act of 2008 (Fostering Connections Act). These provisions require school districts to work with child welfare agencies to ensure the educational stability of children in foster care. New Jersey statutes support and implement Federal legislation and require New Jersey's child welfare agencies and school districts to collaborate and to keep children placed in foster care in the same school when their living placements change if remaining in that school is in the child's best interest. The educational stability of children in foster care is the joint responsibility of both the educational and child welfare systems.

The Superintendent or designee shall be designated as the Board of Education's point of contact person for all matters related to the educational stability for children in foster care. The point of contact person for the school district shall not be the same person designated as the school district liaison for the education of homeless children.

For the purpose of this Policy, "child welfare agency" shall be the New Jersey Department of Children and Families.

For the purpose of this Policy, "foster care" means twenty-four hour substitute care for children placed away from their parents and for whom the child welfare agency has placement and care responsibility. This includes, but is not limited to, placements in foster family homes, foster homes of relatives, group homes, emergency shelters, residential facilities, child care institutions, and pre-adoptive homes.

For the purpose of this Policy, "school of origin" is the school district in which the child is enrolled at the time of placement in foster care or the school district of residence as per N.J.S.A. 30:4C-26 and N.J.S.A. 18A:7B-12.

A child in foster care shall remain in his/her school of origin if it is determined to be in the best interest of the child for the duration of time in foster care.

If a student attending the school district in accordance with the provisions of N.J.S.A. 18A:38-1 et seq. is placed in foster care, the school district contact person will



## TITLE I – EDUCATIONAL STABILITY FOR CHILDREN IN FOSTER CARE (M)

collaborate with child welfare agencies to determine whether it is in the child's best interest to remain in the school district taking into consideration all factors relating to the child's best interest. These factors shall include the appropriateness of the current educational setting and proximity of placement (ESEA Section 1111(g)(1)(E)(i)). These factors may include, but are not limited to:

1. Preferences of the child;
2. Preferences of the child's parent(s) or educational decision maker(s);
3. The child's attachment to the school, including meaningful relationships with staff and peers;
4. The proximity of the resource family home to the child's present school;
5. The age and grade level of the child as it relates to the other best-interest factors;
6. The needs of the child, including social adjustment and well-being;
7. The child's performance, continuity of education, and engagement in the school the child presently attends;
8. The child's special education programming if the child is classified;
9. The point of time in the school year;
10. The child's permanency goal and likelihood of reunification;
11. The anticipated duration of the placement;
12. Placement of the child's sibling(s);
13. Influence of the school climate on the child, including safety;
14. The availability and quality of the services in the school to meet the child's educational and socioemotional needs;
15. History of school transfers and how they have impacted the child;



## TITLE I – EDUCATIONAL STABILITY FOR CHILDREN IN FOSTER CARE (M)

16. How the length of the commute would impact the child, based on the child's developmental stage;
17. Whether the child is a student with a disability under the Individuals with Disabilities Act (IDEA) who is receiving special education and related services or a student with a disability under Section 504 who is receiving special education or related aids and services and, if so, the availability of those required services in a school other than the school of origin; and
18. Whether the child is an English language learner (ELL) and is receiving language services, and, if so, the availability of those required services in a school other than the school of origin, consistent with Title VI and the Equal Educational Opportunities Act of 1974 (EEOA).

The school district's point of contact person will discuss these factors and will make every effort to gather meaningful input and participation from the relevant parties, including appropriate school personnel, in the best-interest determination.

Eligible students with disabilities retain their right to receive a free appropriate public education in the least restrictive environment. When making a best-interest determination regarding the educational placement of a student with a disability under IDEA and Section 504, the Board must ensure that all required special education and related services are provided in the least restrictive placement where the child's unique needs, as described in the student's Individualized Education Program (IEP) or Section 504 Plan, can be met. The school district will identify and assess all potential ELL students and provide all ELL students, including ELL students in foster care, with a language assistance program that is educationally sound and proven successful. When a best-interest determination is made for an ELL student in foster care, the Board of Education will comply with its obligations under Title VI and the EEOA.

To the extent feasible, a child shall remain in his/her school of origin until a final best-interest determination is made. The child welfare agency will notify the school district of origin of the child's school placement after collaboration with the Board of Education's point of contact person and after the child's best-interest determination has been made. If a change of school is recommended by the child welfare agency, the new school shall immediately contact the school of origin to obtain relevant academic and other records of the foster care child. The financial responsibility for the payment of tuition for a foster care child placed outside the school district of origin and attending school outside the school district of origin shall be determined by the Commissioner of Education in accordance with N.J.S.A. 18A:7B-12 – Determination of District of Residence.



## TITLE I – EDUCATIONAL STABILITY FOR CHILDREN IN FOSTER CARE (M)

A foster care child who has been placed in this district and exits foster care during the school year **will be** permitted to continue in this school district for the remainder of the school year as long as it is within the time frame set forth in Policy 5111.

In the event there is a disagreement regarding school placement for a child in foster care, the school district will comply with the legal requirements for resolving the dispute. A parent can appeal a best-interest determination whenever the child changes schools.

Children placed in foster care outside the school district of origin, attending a school in that district, will be provided transportation to and from school in accordance with N.J.A.C. 6A:27-6.1 et seq. and the Transportation Policy of that district. The district of origin is financially responsible for transportation costs to and from school.

Children placed in foster care outside the school district of origin, but remaining in a school within the school district of origin, shall receive transportation to and from school on a “cost-efficient” manner and in accordance with Section 475(4)(A) of the Social Security Act for the duration of the time the child is in foster care. The district of origin is financially responsible for transportation costs to and from school.

The cost of transportation shall not be considered when determining the best interest of the child.

Section 475(4)(A) of the Social Security Act provides guidance on “cost-effective” transportation as it relates to the cost of reasonable travel for foster care children placed outside the school district of origin to their school of origin indicating: the child may be dropped off at a bus stop just within the school district of origin to be transported to a school in the district of origin; the school district may offer a public transportation option; the foster care parents or other families may be willing to drive the child to school in the school district of origin; the school district may utilize pre-existing bus routes or stops close to the out-of-district foster care placement that cross school district boundaries; or the foster care child may be eligible for transportation under other Federal or State requirements.

In the event there is a disagreement regarding transportation for a child in foster care, the school district will comply with the New Jersey Department of Education requirements for resolving the dispute. The Board of Education shall provide or arrange for adequate and appropriate transportation for foster care children while any disputes are being resolved.

In all cases regarding student data and records, the Board of Education will comply with all statutory requirements to protect student privacy, including Family Education Rights



## TITLE I – EDUCATIONAL STABILITY FOR CHILDREN IN FOSTER CARE (M)

and Privacy Act (FERPA), and all other privacy requirements under Federal laws, State statutes, and administrative codes.

N.J.S.A. 18A:7B-12

N.J.S.A. 30:4C-26

New Jersey Department of Education Memorandum dated October 4, 2016 –  
Ensuring Educational Stability for Children in Foster Care United States Departments of  
Education and Health and Human Services – Non- Regulatory Guidance - Ensuring  
Educational Stability for Children in Foster Care – June 23, 2016

Adopted:



## R 2418 SECTION 504 OF THE REHABILITATION ACT OF 1973 - STUDENTS

It is the policy of the Board of Education that no qualified student with a disability will, solely on the basis of disability, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity sponsored by this Board. The Board will also comply with the Individuals with Disabilities Education Act through the implementation of Policy 2460 and Regulations 2460 through 2460.16.

### A. Definitions

1. “Accommodation” means a change in the educational setting, instructional strategies, materials, and/or supplementary/related aids and services that does not significantly alter the content of the curriculum or level of expectation for a student’s performance, but which allows the student to access the regular general education curriculum.
2. “Act” means the Rehabilitation Act of 1973.
3. “Aids and Services” means aids and services designed to meet the individual student’s educational needs to the same extent as the needs of students without disabilities are met. 34 CFR §104.33
4. “Board” means the Board of Education of this school district.
5. “Complainant” means a parent of a student with a disability who files a grievance in accordance with the grievance procedure.
6. “Day” means either calendar or working day, as specified in the Act.
7. “Disability” means, with respect to an individual, that the individual meets one or more of the following three prongs:
  - a. A physical or mental impairment that substantially limits one or more of the major life activities of such individual;
  - b. A record of such an impairment; or
  - c. Being regarded as having such an impairment.



SECTION 504 OF THE REHABILITATION ACT OF 1973 – STUDENTS (M)

8. “District” means this school district.
9. “District 504 Coordinator” means the district official responsible for the coordination of activities relating to compliance with the Act.
10. “FAPE” means free appropriate public education. FAPE consists of the provision of regular or special education and related aids and services designed to meet the educational needs of a student with a disability to the same extent as the needs of non-disabled students are met.
11. “Grievance” means an unresolved problem concerning the interpretation or application of law and regulations regarding discrimination by reason of a disability by an officer or employee of this district.
12. “Individuals with Disabilities in Education Act” (IDEA) identifies eligible children and young adults who have specific types of disabilities and, thus, require special education and related services. If they qualify, students receiving services through IDEA may also be eligible for services under Section 504 and ADA.
13. “Major life activities” means those of central importance to daily life and include, but are not limited to, functions such as: caring for one's self, performing manual tasks, walking, seeing, hearing, eating, sitting, writing, standing, reaching, lifting, sleeping, bending, speaking, breathing, reading, concentrating, thinking, communicating, interacting with others, learning, and working. “Major life activities” also include physical or mental impairments that substantially limit the operation of a major bodily function, including, but not limited to: functions of the immune system, special sense organs and skin, normal cell growth, and digestive, genitourinary, bowel, bladder, neurological, brain, respiratory, circulatory, cardiovascular, endocrine, hemic, lymphatic, musculoskeletal, reproductive systems, and the operation of an individual organ within a body system. 28 CFR §35.108; 28 CFR §36.105
14. “Mitigating measures” means steps taken to eliminate or reduce the symptoms or impact of an impairment. “Mitigating measures” include, but are not limited to: medication; medical equipment/appliances; mobility devices; low vision devices (not including ordinary eyeglasses or contact lenses); prosthetics (including limbs and devices); hearing aids,



SECTION 504 OF THE REHABILITATION ACT OF 1973 – STUDENTS (M)

cochlear implants, or other implantable hearing devices; oxygen therapy equipment and supplies; the use of assistive technology; reasonable modifications or auxiliary aids or services; learned behavioral or adaptive neurological modifications; and psychotherapy, behavioral, or physical therapies. 42 U.S.C. 126 §12102

- a. Mitigating measures, must not be used when determining whether an impairment is a disability except for the use of corrective eyeglasses or contact lenses. Mitigating measures may be considered in assessing whether someone is entitled to reasonable accommodation or poses a direct threat.
15. “Physical or mental impairment” means any physiological disorder or condition such as, cosmetic disfigurement or anatomical loss affecting one or more body systems, such as neurological, musculoskeletal, special sense organs, respiratory (including speech organs), cardiovascular, reproductive, digestive, genitourinary, immune, circulatory, hemic and lymphatic, skin, and endocrine; or any mental or psychological disorder such as intellectual disability, organic brain syndrome, emotional or mental illness, and specific learning disabilities. 28 CFR §35.108(b)(2) and 28 CFR§36.105(b)4
- a. Physical or mental impairments may include, but are not limited to: contagious and noncontagious diseases and conditions; orthopedic, visual, speech, and hearing impairments; cerebral palsy; epilepsy; muscular dystrophy; multiple sclerosis; cancer; heart disease; diabetes; intellectual disability; emotional illness; dyslexia and other specific learning disabilities; Attention Deficit Hyperactivity Disorder (ADHD); Human Immunodeficiency Virus (HIV) (whether symptomatic or asymptomatic); tuberculosis; drug addiction; and alcoholism.
  - b. Physical or mental impairments do not include: transvestism; transsexualism; homosexuality or bisexuality; gender identity disorders; sexual behavior disorders; pedophilia; exhibitionism; environmental, cultural, and economic disadvantages; pregnancy; physical characteristics; personality traits or behaviors; normal deviations in height, weight, or strength; compulsive gambling; kleptomania; pyromania; and psychoactive substance use disorders resulting from current illegal use of drugs.



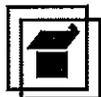
SECTION 504 OF THE REHABILITATION ACT OF 1973 – STUDENTS (M)

- c. An impairment that is episodic or in remission may be considered a “disability” if it would substantially limit a major life activity when active.
  - d. Not all impairments are disabilities.
16. “Qualified student with a disability” means a student with a disability at the preschool, elementary, or secondary level, who is: (1) of an age at which students without disabilities are provided educational services; (2) of an age at which it is mandatory under State law to provide educational services to students with disabilities; or (3) a student to whom a State is required to provide a free appropriate public education under the Individuals with Disabilities Education Act (IDEA).
17. “Record of such an impairment” means has a history of, or has been misclassified as having a mental or physical impairment that substantially limits one or more major life activities.
18. “Regarded as having an impairment” means the individual establishes that he or she has been subjected to a prohibited action because of an actual or perceived physical or mental impairment, whether or not that impairment substantially limits or is perceived to substantially limit a major life activity.
- a. For this prong only, the public entity must demonstrate the impairment is or would be both transitory (lasting or expected to last six months or less) and minor to show an individual is not regarded as having such an impairment. 42 U.S.C. 126 §12102(3)(B)
  - b. A public entity is not required to provide a reasonable modification to an individual meeting the definition of “disability” solely under the “regarded as” prong.
19. “Section 504” means Section 504 of the Act.
20. “Student” means an individual enrolled in any formal educational program provided by the school district.



SECTION 504 OF THE REHABILITATION ACT OF 1973 – STUDENTS (M)

21. “Substantially limits” means the extent to which the impairment limits a student’s ability to perform a major life activity as compared to most people in the general population, whether or not an individual chooses to forgo mitigating measures. 42 U.S.C. 126 §12102 (4); 28 CFR §35.108(d); 28 CFR §35.105(d) The rules of construction when determining whether an impairment substantially limits a student in a major life activity include:
- a. That it is broadly construed in favor of expansive coverage, to the maximum extent permitted under the Act.
  - b. That it does not demand extensive analysis.
  - c. That it substantially limits one major life activity, but not necessarily other major life activities.
  - d. That it may be episodic or in remission, as long as the disability would substantially limit a major life activity when active.
  - e. That it need not prevent, or significantly or severely restrict, an individual from performing a major life activity.
  - f. That it requires an individualized assessment which does not create an “inappropriately high level of limitation” and is based upon the conditions, manner, or duration under which the individual can perform the major life activity 42 U.S.C. 12102(4)(B).
  - g. That it generally will not require scientific, medical, or statistical evidence (although such evidence can be required where appropriate - evidence that can be considered may include statements or affidavits of affected individuals and school records).
  - h. That the determination is made without regard to ameliorative effects of mitigating measures, except for the use of ordinary eyeglasses or contact lenses intended to fully correct visual acuity or eliminate refractive error. Non-ameliorative effects, such as the negative side effects of medication or a medical procedure, may also be considered.



## SECTION 504 OF THE REHABILITATION ACT OF 1973 – STUDENTS (M)

- i. That the effects of an impairment lasting or expected to last less than six months can be substantially limiting for establishing a disability under the first two prongs: “actual disability” or “record of”.
- B. District 504 Coordinator - 34 C.F.R. §104.7(a)
1. The District 504 Coordinator will be responsible for the initial evaluation of all allegations, reasonable accommodations (if required), and re-evaluations.
  2. The District 504 Coordinator will comply with the mediation and due process requirements pursuant to N.J.A.C. 6A:14-2.6 and 6A:14-2.7 where applicable in cases arising from Section 504.
- C. Educational Program
1. General:
    - a. The Board will not, on the basis of a disability, exclude a student with a disability from a program or activity and will take into account the needs of such student in determining the aid, benefits, or services to be provided under a program or activity.
    - b. Identification for special education services under IDEA and accommodations under Section 504 are not mutually exclusive.
    - c. Students not otherwise eligible for special education programs and/or related services pursuant to N.J.A.C. 6A:14-1 et seq. may be referred to the District 504 Coordinator by the parent or staff member.
    - d. The Board will provide reasonable accommodation(s) to students with disabilities notwithstanding any program and/or related services required pursuant to N.J.A.C. 6A:14-1 et seq.
- D. Free Appropriate Public Education (FAPE) - 34 CFR §104.33
1. FAPE must be provided without cost to the student’s parent, except for those fees imposed on a parent of a non-disabled student.



SECTION 504 OF THE REHABILITATION ACT OF 1973 – STUDENTS (M)

2. The district may place a student with a disability in or refer such student to a program other than one it operates as its means of carrying out the provisions of this Regulation.
  - a. The district will continue to maintain responsibility for ensuring the requirements of the Act are met in respect to any student with a disability so placed or referred.
  - b. The district will ensure adequate transportation to and from the program, provided at no greater cost than would be incurred by the parent if the student were placed in a program operated by the district.
    - (1) The administration will consider the proximity of any alternative setting to the student's home.
    - (2) If a public or private residential placement is necessary to provide FAPE to a student with a disability, the placement, including non-medical care, room, and board, shall be provided at no cost to his/her parent.
- E. Evaluation and Placement - 34 CFR §104.35
  1. The Board will establish standards and procedures for initial evaluations and periodic re-evaluations of students who need or are believed to need special education and/or related services on the basis of disability.
    - a. Section 504 evaluations may encompass record and work sample review; direct observation in the natural setting; interviews with the student, parent, and school personnel; and/or administration of assessment measures. They do not include independent evaluations.
    - b. It may be determined that additional data is required, including the administration of formal standardized instruments and data on conditions in remission or episodic in nature. Tests and other evaluation materials must meet the following criteria:



SECTION 504 OF THE REHABILITATION ACT OF 1973 – STUDENTS (M)

- (1) Validated for the specific purpose for which they are used and administered by trained personnel;
    - (2) Tailored to assess specific areas of educational need and not merely those designed to provide a single intelligence quotient; and
    - (3) Accurately reflect aptitude or achievement or whatever else the tests purport to measure, rather than the student's impaired sensory, manual, or speaking skills (unless the test is designed to measure these particular factors).
  2. In interpreting evaluation data and in making placement decisions, the district will:
    - a. Draw information from a variety of sources, including, but not limited to: aptitude and achievement tests, medical evaluations, teacher recommendations, physical condition, social and cultural background, and adaptive behavior;
    - b. Establish procedures to ensure that information obtained from all such sources is documented and carefully considered;
    - c. Ensure that placement decisions are made by a group of persons, including persons knowledgeable about the student, the meaning of the evaluation data, and placement options; and
    - d. Ensure that placement decisions are made in conformity with this Regulation and 34 CFR §104.34.
  3. The District 504 Coordinator will establish timelines for re-evaluations of students receiving reasonable accommodation(s). A parent may request a re-evaluation at any time upon written request to the District 504 Coordinator.
  4. Copies of requests for evaluation and related documents will be maintained in a designated Section 504 file folder placed in the student's cumulative record.
- F. Section 504 and Special Education



## SECTION 504 OF THE REHABILITATION ACT OF 1973 – STUDENTS (M)

1. A student who qualifies for Section 504 services may not qualify for special education under IDEA; likewise, a student who qualifies under IDEA may not qualify under Section 504.
2. A referral for a Section 504 evaluation may be made concurrently with a pending special education evaluation. In such instances, the Section 504 evaluation should be conducted during the same timeline utilized for the special education assessment. Generally, the Section 504 evaluation should be conducted in less than sixty days.
3. If a student is found eligible under Section 504 prior to the special education team's findings, a Section 504 Accommodation Plan will be developed pending the special education team's findings. If the student is then found eligible for special education, an Individualized Education Program (IEP) will be developed and the IEP team can incorporate into the IEP any accommodations/services provided in the Section 504 Accommodation Plan.
4. A separate Section 504 team meeting will be convened when a student is identified as eligible for special education and no longer requires accommodations/services under Section 504.
5. When an IEP team determines a student is not eligible or no longer eligible for special education, there may be circumstances when a Section 504 referral for evaluation may be appropriate and should be considered. The IEP team may document the student is being referred for a Section 504 evaluation, and the eligibility evaluation shall be addressed in a separate Section 504 team meeting.

### G. Section 504 Accommodation Plan

1. The District 504 Coordinator will assist in organizing a team of individuals responsible for receiving referral documents; securing evaluation information; and determining eligibility and appropriate accommodations, related aids or services for eligible students with disabilities. The team must be comprised of people who:
  - a. Are knowledgeable about the student;



SECTION 504 OF THE REHABILITATION ACT OF 1973 – STUDENTS (M)

- b. Understand the meaning of evaluation data; and
  - c. Are familiar with placement options.
2. The District 504 Coordinator, based on the evaluation of the student eligible for services under Section 504, will prepare a Section 504 Accommodation Plan which may include as relates to the student:
- a. Name;
  - b. Date of birth;
  - c. Current educational placement;
  - d. Name of the District 504 Coordinator preparing the Section 504 Accommodation Plan;
  - e. Disabling condition:
    - (1) Major life activity impaired;
    - (2) Educational impact; and
    - (3) Impact on related educational progress.
  - f. Accommodation (as appropriate):
    - (1) Physical and learning environment;
    - (2) Instructional;
    - (3) Behavioral;
    - (4) Evaluation;
    - (5) Medical; and/or
    - (6) Transportation.
  - g. Other:



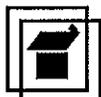
SECTION 504 OF THE REHABILITATION ACT OF 1973 – STUDENTS (M)

- (1) List of individuals participating in the development of the plan, along with their titles and the date(s) of their participation.
  - (2) Certification by the student's parent that he or she has participated in the development of the plan and provided consent to its implementation.
  - (3) A waiver of the fifteen days' notice prior to the implementation of the plan by the parent if the plan is to be implemented sooner than the fifteen days.
3. A Section 504 Accommodation Plan should not:
  - a. Modify the curriculum;
  - b. Exempt a student from a course or subject required for graduation;
  - c. Alter the level of expectation for a student's performance;
  - d. Provide an extended time accommodation only for standardized testing when it is not required as part of the regular program of evaluation;
  - e. Include any testing accommodations unless authorized by the testing agency; and
  - f. Assign responsibility for implementing Section 504 accommodations to another student.
4. A Section 504 Accommodation Plan should:
  - a. Directly relate to a student's identified needs;
  - b. Be specific, measurable, and tailored to meet students' identified needs to allow for consistent implementation;



SECTION 504 OF THE REHABILITATION ACT OF 1973 – STUDENTS (M)

- c. Be written to incorporate specific symptoms, behavior, or triggers that elicit implementation of the accommodation or service if required only occasionally; and
    - d. Clearly state how much extended time is required based upon a student's identified needs, if the Section 504 team determines such an accommodation is appropriate.
  - 5. Students needing medication:
    - a. Not all students needing medication administered by school staff will require a Section 504 Accommodation Plan. It is not necessary to qualify a student as having a disability that substantially limits a major life activity under Section 504 in order to provide a service that schools perform for all general education students.
    - b. A Section 504 referral with the potential for a subsequent Section 504 Accommodation Plan is appropriate when a student is found to have a disability that substantially limits a major life activity and needs medication administered on a systematic basis to receive equal access to the educational program.
- H. Nonacademic/Extracurricular Services - 34 CFR §104.37
  - 1. Nonacademic and Extracurricular Services may include counseling, physical recreational athletics, transportation, health services, recreational activities, special interest groups or school clubs, and/or referrals to agencies which provide assistance to students with disabilities and student employment.
  - 2. The Board and administration will ensure that students with disabilities are not counseled toward more restrictive career objectives than are nondisabled students with similar interests and abilities.
  - 3. The Board will provide to students with disabilities equal opportunity as afforded nondisabled students for participation in physical education courses, athletics, and similar programs and activities.



SECTION 504 OF THE REHABILITATION ACT OF 1973 – STUDENTS (M)

- a. The district may offer students with disabilities physical education and athletic activities that are separate or different from those offered to nondisabled students only if the separation or differentiation is consistent with the requirements of 34 CFR §104.34 and only if no student with a disability is denied the opportunity to compete or to participate.
- I. Grievance Procedure - 34 CFR §104.7(b)
    1. This grievance procedure shall apply to a student with a disability alleging discrimination under the provisions of Section 504 of the Rehabilitation Act of 1973.
    2. The parent who believes his or her child has a valid basis for a grievance under Section 504 shall file an informal complaint in writing with the District 504 Coordinator stating the specific facts of the grievance and the alleged discriminatory act.
    3. The District 504 Coordinator will make reasonable efforts to resolve the matter informally by reviewing the grievance with appropriate staff including, but not limited to: the Principal, Child Study Team staff, and/or classroom teacher(s).
    4. The District 504 Coordinator will investigate and document the complaint including dates of meetings, dispositions, and date(s) of dispositions. The District 504 Coordinator will provide a written decision to the complainant within seven working days of the written complaint.
    5. If the complainant is not satisfied with the District 504 Coordinator's written decision, the complainant may appeal the decision in writing, setting out the circumstances that give rise to the alleged grievance. This written appeal must be filed with the District 504 Coordinator within three working days of the complainant's receipt of the written decision. The written appeal must state the basis for the appeal and the remedy sought by the complainant.
    6. The District 504 Coordinator will appoint a qualified hearing officer within seven working days of the receipt of the written appeal. The hearing officer will conduct a hearing within seven working days of receipt of the written appeal. The hearing officer will give the parent a



SECTION 504 OF THE REHABILITATION ACT OF 1973 – STUDENTS (M)

full and fair opportunity to present evidence relevant to the issues raised under the initial grievance. The parent may, at his or her own expense, be assisted or represented by individuals of their choice, including legal counsel. The hearing officer will present a written decision to the District 504 Coordinator and aggrieved individual within seven working days of the hearing.

7. The complainant may file a written appeal to the Board if not satisfied with the hearing officer's decision provided the written appeal is submitted to the Superintendent within three working days of the complainant's receipt of the hearing officer's written decision. The Board may, but is not required to, conduct a Board hearing on the appeal.
8. The complainant may request mediation and due process in accordance with N.J.A.C. 6A:14-2.6 and 2.7 if unsatisfied with the written decision of the Board. If specifically requested by the parent, the aforementioned N.J.A.C. 6A:14-2.6 and 2.7 grievance procedures must be followed.

Adopted:



## 5561 USE OF PHYSICAL RESTRAINT

The Board of Education strives to provide a safe, caring atmosphere that supports all learners in the least restrictive environment. On occasion, during an emergency, a situation may arise making it necessary to temporarily restrain a student. An emergency is defined as a situation in which the student's behavior poses a threat of imminent, serious physical harm to the student or others or imminent, serious property destruction.

In accordance with N.J.S.A. 18A:6-1, no person employed or engaged in school or educational instruction, whether public or private, shall inflict or cause to be inflicted corporal punishment upon a student attending such school or institution. However, any such person may, within the scope of his/her employment, use and apply such amounts of force as is reasonable and necessary: to quell a disturbance, threatening physical injury to others; to obtain possession of weapons or other dangerous objects upon the person or within the control of a student, for the purpose of self-defense; and for the protection of persons or property. Any such acts, as above, shall not be construed to constitute corporal punishment within the meaning and intent of N.J.S.A. 18A:6-1.

“Physical restraint” means holding a student or otherwise restricting his/her movements. Physical restraint shall include the use of specific, planned techniques and shall only be used with reasonable limitations by school staff members who shall receive training in the use of physical restraint. Classroom and security interventions should be implemented, when possible, prior to the use of any physical restraint. The use of physical restraint shall be limited to only those circumstances and situations where other interventions are not possible or have been unsuccessful.

A student shall be released from physical restraint immediately upon a determination by the school staff member administering the restraint that the student is no longer in imminent danger of causing harm to him/herself, others, or imminent property destruction. The Principal or designee will notify the parent/legal guardian in the event an emergency existed and physical restraint was used on their child. The student shall be examined by the school nurse after any physical restraint.

N.J.S.A. 18A:6-1

Adopted:



## R 5561 USE OF PHYSICAL RESTRAINT

### A. Definitions

“Physical restraint” means holding a student or otherwise restricting his/her movements.

### B. Physical Restraint Limitations

Physical restraint shall only be used by a school staff member in an emergency situation with the following limitations:

1. Limited to the use of only the reasonable force needed;
2. Discontinued immediately when the emergency no longer exists;
3. Implemented in such a way as to protect the health and safety of the student and others; and
4. Not deprive the student of basic human necessities.

### C. Physical Restraint Training Requirements

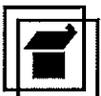
The training requirements on the use of physical restraint shall be as follows:

1. Building level administrators and school staff members designated by the Principal likely to be confronted with the need to use physical restraint shall be trained on the use of physical restraint.
  - a. If, in the event of an emergency, a person(s) who has not received training uses physical restraint, training for the person(s) that used such restraint shall occur within thirty days of the incident.
2. Training must include techniques of prevention and de-escalation, as well as alternatives to physical restraint.
3. Training must include current professionally accepted practices and standards regarding behavior management and use of physical restraint.



D. Interventions

1. Classroom interventions may include, but not be limited to, the following strategies:
  - a. The staff member may ignore the behavior;
  - b. The staff member may redirect the student to a task with verbal or non-verbal prompts or gestures. Proximity helps, as may the use of gentle humor, when appropriate;
  - c. The staff member shall be clear, polite, and respectful when requesting the targeted behavior. The staff member may make eye contact and tell the student what to do such as “I can’t teach when you are talking, throwing things, ...” or “Please stop and listen, read, write, ...” The staff member should remind the student of consequences and rewards if they comply with the staff member’s request;
  - d. The staff member shall be polite at all times. The staff member may repeat steps a. through c. above and/or quietly give the student adequate wait time. Sometimes if the staff member moves on with the lesson the student may comply after the initial confrontation;
  - e. The staff member may advise the student to proceed to a time-out area in the classroom for a limited time (elementary and middle school); and
  - f. If classroom removal is required, the staff member shall follow school discipline procedures for notification and request for assistance if necessary.
2. Security interventions may include, but are not limited to, the staff member:
  - a. Standing quietly in the doorway and asking the student to accompany the staff member;



- b. Informing the student of the violation of the school discipline code and procedure and assure the student they have the choice to leave the classroom quietly; and/or
- c. Using a minimal and gentle hold on arm to remove the student.

E. Use of Physical Restraint

1. If the student's behavior reaches the level defined as an emergency, physical restraint may be needed.
2. If necessary, the staff member may utilize approved physical restraint, using the least amount of force necessary.
3. If necessary, the staff member shall restrain the student until the emergency no longer exists (i.e. the student stops punching, kicking, spitting, damaging property, etc.).
4. The staff member shall immediately contact the appropriate administrator and school nurse and complete a written report on the physical restraint the staff member used during the emergency situation.
5. If physical restraint is used, the Principal or designee shall attempt to notify the parent/legal guardian by telephone of the use of physical restraint on the day it occurs and written notification of the incident shall be mailed to the parent within one school day after the use of physical restraint.
6. Written documentation, including the Principal's or designee's report and any staff member's report regarding the incident and the use of physical restraint shall be placed in the student's school file.
7. The use of physical restraint is subject to the following requirements:
  - a. The student must possess a physical risk to him/herself, or others;
  - b. Physical restraint techniques shall consider the student's medical conditions and shall be modified as necessary;



- c. Staff applying physical restraint shall have been trained in the safe application of physical restraint;
- d. Students will not be subjected to physical restraint for using profanity or other verbal displays or disrespect, or for non-compliance. A verbal threat will not be considered as constituting a physical danger unless a student also demonstrates a means of or intent to carry out the threat;
- e. In determining whether a student who is being physically restrained should be removed from the area where the restraint was initiated, the supervising staff should consider the potential for injury to the student, the student's need for privacy, and the educational and emotional well-being of the other students in the vicinity;
- f. A student shall be released from physical restraint immediately upon a determination by the staff member administering the restraint that the student is no longer in imminent danger of causing harm to him/herself, others, or imminent property destruction; and
- g. The student shall be examined by the school nurse after any restraint.

Issued:



## SECTION 504 OF THE REHABILITATION ACT OF 1973 -STUDENTS (M)

### 2418 SECTION 504 OF THE REHABILITATION ACT OF 1973 -STUDENTS

The Board will comply with Section 504 of the Rehabilitation Act of 1973, the purpose of which is to eliminate discrimination on the basis of disability in any program or activity receiving Federal financial assistance.

#### Guarantee of Rights

The Board will provide a free appropriate public education to each student with a disability regardless of the nature or severity of the disability.

The Board will make reasonable accommodations to ensure that no student with a disability, solely on the basis of the disability, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity sponsored by this Board, including participation in non-academic and extracurricular services and activities.

The administration will undertake to identify and locate all students with disabilities between the ages of three and twenty-two, who are residing within the district, but not receiving a public school education. The administration will take steps to notify such students and their parents of the district's duty to provide accommodations for students with disabilities as well as procedures to determine eligibility for such accommodations.

#### Educational Setting

The Board will ensure that a student with a disability participates with nondisabled students in activities and services to the maximum extent appropriate to the needs of the student with a disability.

The school administration will place a student with a disability in the regular educational environment within the district unless the district demonstrates that the education of the student with a disability in the regular environment with the use of supplementary aids and services cannot be achieved satisfactorily.

#### Evaluation and Placement

The Board will establish standards and procedures for initial evaluations and periodic re-evaluations of students who need or are believed to need accommodations, special education, and/or related services because of a disability. Evaluations may include, but are not limited to, a review of work samples, direct observation, interviews, and/or administration of assessment measures.



## SECTION 504 OF THE REHABILITATION ACT OF 1973 -STUDENTS (M)

### Enforcement

The Superintendent or designee is designated by the Board as the District 504 Coordinator for matters dealing with Section 504 of the Rehabilitation Act of 1973.

### Procedural Safeguards

The district will establish and implement a system of procedural safeguards with respect to the identification, evaluation, or provision of services under Section 504. This system includes notice, an opportunity for the parent to examine relevant records, an impartial hearing with the opportunity for participation by the parent and representation by counsel, and a review procedure. These procedural safeguards shall be in accordance with N.J.A.C. 6A:14 et seq., Policy 2460, Regulation 2460.8, and/or the grievance procedures outlined in Regulation 2418.

### Notice

The Board will notify members of the community that the Board does not discriminate on the basis of a disability in violation of Section 504 of the Rehabilitation Act of 1973. Policy and Regulation 2418 may be reprinted in part or in full and distributed to serve as adequate notice.

### State or Local Law

The obligation to comply with the Rehabilitation Act of 1973 is not obviated or alleviated by the existence of any State or local law or other requirement that, on the basis of disability, imposes prohibitions or limits upon the eligibility of a student with a disability to receive services.

29 U.S.C. 794 (Section 504 Rehabilitation Act of 1973)

20 U.S.C. 1401 et seq. (Individuals with Disabilities Education Act)

42 U.S.C. 12101 (Americans with Disabilities Act of 1990, as amended)

Adopted:



**2016 ESEA Accountability Action Plan  
Participation Rate/Graduation Rate/Attendance Rate**

<b>County Code:</b> 03	<b>LEA Code:</b> 1370
<b>County Name:</b> Bergen	<b>LEA Name:</b> Englewood City Public School

The 2016 *Elementary and Secondary Education Act (ESEA)* Accountability Profiles provide data on districts' and schools' progress toward statewide standards on graduation rate, attendance rate and assessment participation rate. Specifically, all students and student subgroups, at both the school-level and district-level, must meet the following standards:

- The assessment participation rate goal of 95%, and
- The attendance rate goal of 90 percent (elementary and middle schools) or
- The five-year cohort graduation rate of 85 percent.

Any district and any school that did not meet the accountability indicators for the metrics above must develop a board-approved corrective action plan to articulate the actions the school and/or district will implement to address the factors impacting participation rate, graduation rate and/or attendance rate. **Districts/schools are required to:**

- 1) **complete this action plan;**
- 2) **submit Page 1, with the required signatures below, to the county office of education.**

Instructions for completing page 2 of this action plan and resources are in the document entitled, *ESEA Accountability Action Plan Development Guide*, available on the ESEA Accountability web page at <http://www.nj.gov/education/title1/accountability/progress/16>.

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**ESEA Accountability Action Plan Assurances-Participation Rate/Graduation Rate/Attendance Rate**

The district must review and sign the assurances below and fax a signed copy of this page to its local County Office of Education.

**The signature of the district's Chief School Administrator and President of the Board of Education below assures that** for all school's not attaining the participation rate, district and school officials have:

- Reviewed each school's *Preliminary 2016 ESEA Accountability Profiles* located on the New Jersey Department of Education's web page at <http://www.nj.gov/education/title1/accountability/progress/16> with the appropriate stakeholders; and
- Documented the district's and each school's efforts to implement strategies to increase the assessment participation rate, graduation rate and/or attendance rate for all affected student subgroups.

<b>Chief School Administrator's Name</b>	<b>Mr. Robert Kravitz, Superintendent</b>
<b>Chief School Administrator's Signature</b>	
<b>Date:</b>	

<b>Board President's Name</b>	<b>Mr. Stephen Brown</b>
<b>Board President's Signature</b>	
<b>Date:</b>	

**2016 ESEA Accountability Action Plan  
Participation Rate/Graduation Rate/Attendance Rate**

**DISTRICT/SCHOOL CODE: 1370/076**      **SCHOOL NAME: Englewood Public School District**

**Subgroup(s) Not Meeting**  
 Participation Rate of 95%  
 Attendance Rate of 90%  
 Five-Year Cohort Graduation Rate of 85%

**Strategy(ies) to be implemented:**  
 See Action Steps below for **MATHEMATICS (MATH)**

Total Population     Black     Hispanic     White     American Indian     Asian     Two or More Races  
 Students with Disabilities     Limited English Proficient Students     Economically Disadvantaged

Action Steps	Person(s) Responsible	Resources Needed*	Completion Date
1. Establish a weekly team meeting to identify the origin of our low participation rate and create actionable steps that include strategies to improve communication with families and JDM/S educators regarding the value of having all students accurately assessed and accounted for in the statewide system.	Principal & Admin Team	Coordinated Schedules (Mondays @ 9:00AM)	February 13, 2017
2. Ensure that parents and guardians have accurate information regarding the PARCC Assessment. This information will include the distribution of approved literature released by the NJDOE and PARCC. This information will be mailed home and emailed to parents.	Principal & Admin Team	NJ DOE Website Resources for Parents: <a href="http://www.state.nj.us/education/assessment/parents/">http://www.state.nj.us/education/assessment/parents/</a>  PARCC Parent Resources: <a href="http://www.parcconline.org/resources/parent-resources">http://www.parcconline.org/resources/parent-resources</a>	May 2, 2017
3. Review and analyze 2016 PARCC Attendance data. Have guidance counselor's reach out to the families of children who refused to take the	Principal, Admin Team & Guidance	NJ DOE Website Resources for Parents:	May 2, 2017

**2016 ESEA Accountability Action Plan**

**Participation Rate/Graduation Rate/Attendance Rate**

	<p>PARCC last year and still attend JDMS. Provide said families with various resources regarding the PARCC and stress the importance of the statewide assessment.</p>		<p><a href="http://www.state.nj.us/education/assessment/parents/">http://www.state.nj.us/education/assessment/parents/</a></p> <p>PARCC Parent Resources: <a href="http://www.parcconline.org/resources/parent-resources">http://www.parcconline.org/resources/parent-resources</a></p> <p>Access to Genesis</p> <p>May 2, 2017</p>
4	<p>Ensure newly implemented student data program (Genesis) has updated and accurate email contact information.</p>	<p>JDMS Secretaries &amp; Registrar</p>	<p>May 2, 2017</p>
5	<p>Post aforementioned information via the school's website (jdms.epsd.org) in addition to the distribution of literature regarding the PARCC.</p>	<p>JDMS Secretaries &amp; Caryn Furst</p>	<p>May 2, 2017</p>
6	<p>JDMS will host a PARCC informational session for Parents on the evening of March 8, 2017 at 6:30PM in the JDMS Library. During this session JDMS will create an environment where parents/guardians can ask questions they have regarding the assessment as well as express their concerns.</p>	<p>Principal, Admin Team, Facilities &amp; Guidance</p>	<p>May 2, 2017</p> <p>Permission from Superintendent JDMS Media Center, Printed materials, Overhead projector and Internet access</p>

**Notes:**

- Title I funds used to support the plan must be used to supplement, and not supplant state and local funds.
- Use a separate sheet for each indicator (participation rate, attendance rate or graduation rate) not met.

**2016 ESEA Accountability Action Plan  
Participation Rate/Graduation Rate/Attendance Rate**

<b>DISTRICT CODE: 1370</b>	<b>DISTRICT NAME: Englewood Public School District</b>
Subgroup(s) Not Meeting <input checked="" type="checkbox"/> Participation Rate of 95% <input type="checkbox"/> Attendance Rate of 90% <input type="checkbox"/> Five-Year Cohort Graduation Rate of 85%	<input type="checkbox"/> Total Population <input checked="" type="checkbox"/> Black <input type="checkbox"/> Hispanic <input type="checkbox"/> White <input type="checkbox"/> American Indian <input type="checkbox"/> Asian <input type="checkbox"/> Two or More Races <input checked="" type="checkbox"/> Students with Disabilities <input type="checkbox"/> Limited English Proficient Students <input checked="" type="checkbox"/> Economically Disadvantaged
<b>Strategy(ies) to be implemented:</b>	<b>See Action Steps below for ENGLISH LANGUAGE ARTS (ELA)</b>

Action Steps	Person(s) Responsible	Resources Needed*	Completion Date
1 Establish a weekly team meeting to identify the origin of a low participation rate and create actionable steps that include strategies to improve communication with families and JDMS educators regarding the value of having all students accurately assessed and accounted for in the statewide system.	Principal & Admin Team	Coordinated Schedules (Mondays @ 9:00AM)	May 2, 2017
2 Ensure that parents and guardians have accurate information regarding the PARCC Assessment. This information will include the distribution of approved literature released by the NJDOE and PARCC. This information will be mailed home and emailed to parents.	Principal & Admin Team	NJ DOE Website Resources for Parents: <a href="http://www.state.nj.us/education/assessment/parents/">http://www.state.nj.us/education/assessment/parents/</a> PARCC Parent Resources: <a href="http://www.parcconline.org/resources/parent-resources">http://www.parcconline.org/resources/parent-resources</a>	May 2, 2017
3 Review and analyze 2016 PARCC Attendance data. Have guidance counselor's reach out to the families of children who refused to take the	Principal, Admin Team & Guidance	NJ DOE Website Resources for Parents:	May 2, 2017

**2016 ESEA Accountability Action Plan  
Participation Rate/Graduation Rate/Attendance Rate**

	<p>PARCC last year and still attend JDMS. Provide said families with various resources regarding the PARCC and stress the importance of the statewide assessment.</p>		<p><a href="http://www.state.nj.us/education/assessment/parents/">http://www.state.nj.us/education/assessment/parents/</a>  PARCC Parent Resources: <a href="http://www.parcconline.org/resources/parent-resources">http://www.parcconline.org/resources/parent-resources</a></p>	
4	<p>Ensure newly implemented student data program (Genesis) has updated and accurate email contact information.</p>	<p>JDMS Secretaries &amp; Registrar</p>	<p>Access to Genesis</p>	<p>May 2, 2017</p>
5	<p>Post aforementioned information via the school's website (jdms.epsd.org) in addition to the distribution of literature regarding the PARCC.</p>	<p>JDMS Secretaries &amp; Caryn Furst</p>	<p>Permission from Superintendent</p>	<p>May 2, 2017</p>
6	<p>JDMS will host a PARCC informational session for Parents on the evening of March 8, 2017 at 6:30PM in the JDMS Library. During this session JDMS will create an environment where parents/guardians can ask questions they have regarding the assessment as well as express their concerns.</p>	<p>Principal, Admin Team, Facilities &amp; Guidance</p>	<p>JDMS Media Center, Printed materials, Overhead projector and internet access</p>	<p>May 2, 2017</p>

**Notes:**

- Title I funds used to support the plan must be used to supplement, and not supplant state and local funds.
- Use a separate sheet for each indicator (participation rate, attendance rate or graduation rate) not met.

**2016 ESEA Accountability Action Plan  
Participation Rate/Graduation Rate/Attendance Rate**

<b>County Code: 03</b>	<b>LEA Code: 1370</b>
<b>County Name: Bergen</b>	<b>LEA Name: Englewood City Public Schools</b>

The 2016 *Elementary and Secondary Education Act (ESEA)* Accountability Profiles provide data on districts' and schools' progress toward statewide standards on graduation rate, attendance rate and assessment participation rate. Specifically, all students and student subgroups, at both the school-level and district-level, must meet the following standards:

- The assessment participation rate goal of 95%, and
- The attendance rate goal of 90 percent (elementary and middle schools) or
- The five-year cohort graduation rate of 85 percent.

Any district and any school that did not meet the accountability indicators for the metrics above must develop a board-approved corrective action plan to articulate the actions the school and/or district will implement to address the factors impacting participation rate, graduation rate and/or attendance rate. **Districts/schools are required to:**

- 1) complete this action plan;**
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**ESEA Accountability Action Plan Assurances-Participation Rate/Graduation Rate/Attendance Rate**

The district must review and sign the assurances below and fax a signed copy of this page to its local County Office of Education.

**The signature of the district's Chief School Administrator and President of the Board of Education below assures that** for all school's not attaining the participation rate, district and school officials have:

- Reviewed each school's *Preliminary 2016 ESEA Accountability Profiles* located on the New Jersey Department of Education's web page at <http://www.nj.gov/education/title1/accountability/progress/16> with the appropriate stakeholders; and
- Documented the district's and each school's efforts to implement strategies to increase the assessment participation rate, graduation rate and/or attendance rate for all affected student subgroups.

Chief School Administrator's Name	Mr. Robert Kravitz
Chief School Administrator's Signature	
Date:	

Board President's Name	Mr. Stephan Brown
Board President's Signature	
Date:	

**2016 ESEA Accountability Action Plan**  
**Participation Rate/Graduation Rate/Attendance Rate**

<b>DISTRICT CODE: 1370</b>	<b>DISTRICT NAME: Englewood City Schools</b>
<b>Subgroup(s) Not Meeting - ENGLISH</b> <input type="checkbox"/> Participation Rate of 95% <input type="checkbox"/> Attendance Rate of 90% <input type="checkbox"/> Five-Year Cohort Graduation Rate of 85%	<input type="checkbox"/> Total Population <input checked="" type="checkbox"/> <b>Black</b> <input type="checkbox"/> Hispanic <input type="checkbox"/> White <input type="checkbox"/> American Indian <input type="checkbox"/> Asian <input type="checkbox"/> Two or More Races <input checked="" type="checkbox"/> <b>Students with Disabilities</b> <input type="checkbox"/> Limited English Proficient Students <input type="checkbox"/> Economically Disadvantaged
<b>Strategy(ies) to be implemented:</b>	<b>Action Steps for Participation in English</b>

Action Steps		Person(s) Responsible	Resources Needed*	Completion Date
1	Our goal is to identify the root causes of not meeting the targeted 95% participation in ELA, and create an Action plan with strategies to improve communication with families, students, and staff regarding the importance of having all students participate in the assessment system.	Principal and Admin Team	PARCC Data	2/7/17
2	Review and analyze data	Principal and Admin Team	PARCC Data	2/7/17
3	<b>Identify Patterns:</b> Identify students, subgroups, tested grades and tested areas, as well as courses in which students participated in the 2016 administration of the PARCC. Determine if the problem is focused on a specific subpopulation. Was there a greater number of students missing the math or ELA components?	Principal and Admin Team	PARCC Data	2/7/17
4	<b>Identify Root Causes:</b> Did we have a larger number of students from one program than another that did not participate in the testing (i.e.: DM comprehensive, Academies@Englewood, Eagle)?	Principal and Admin Team	PARCC Data	2/7/17
5	<b>Compare Data from 2015 to 2016:</b> Were there areas of improvement or additional areas of concern? Comparing the data from the ESEA Accountability School Level Profiles from the 2015 to the 2016 school year, the following data was noted:	Principal and Admin Team	PARCC Data	2/7/17

**2016 ESEA Accountability Action Plan**  
**Participation Rate/Graduation Rate/Attendance Rate**

	<p>Participation in English            2015    2016    Missed by</p> <p>Met Participation Schoolwide      NO      YES      ---</p> <p>Participation – White                NO      YES      ---</p> <p>Participation – Black                NO      NO      4 students (93%)</p> <p>Participation – Hispanic            NO      YES      ---</p> <p>Participation – Asian                NO      YES      ---</p> <p>Participation – Disabilities        NO      NO      5 students (87%)</p> <p>Participation – Econ Disadv        NO      YES      ---</p>			
6	<p><b>What does the data reveal?</b> It was the observation of the high school administration that a large number of students from the Alternate High School (Eagle) did not participate in the PARCC in the spring, 2015. The totals include the following:</p> <ul style="list-style-type: none"> <li>• Of the 51 students who were required to test, 14 tested.</li> <li>• Of the 30 students who should have tested in ELA, 10 tested.</li> <li>• 14 Black students from Eagle did not test in ELA</li> <li>• 10 Students w/Disabilities from Eagle did not test in ELA</li> </ul> <p>The data reveals that less the PARTICIPATION RATE FOR ELA would have been met had less than 50% of the Eagle students tested in ELA, the PARTICIPATION GOAL would have been met 100%.</p>	Principal and Admin Team	PARCC Data	2/7/17
7	<p><b>Recommendations to Remediation to the Superintendent:</b></p> <ul style="list-style-type: none"> <li>• The DM Administrative Team will meet with the Eagle team consisting of the Principal and Lead Counselor to review the data presented.</li> <li>• Arrange a meeting time with the students to determine why they did not participate in the PARCC last year.</li> <li>• Recommend that our Eagle students test AT THE EAGLE facility, since it serves as their “home” location, thus ensuring a more positive testing environment.</li> </ul>	Principal and Admin Team	Data Review Study	2/9/17

**2016 ESEA Accountability Action Plan**  
**Participation Rate/Graduation Rate/Attendance Rate**

**Notes:**

- Title I funds used to support the plan must be used to supplement, and not supplant state and local funds.
- Use a separate sheet for each indicator (participation rate, attendance rate or graduation rate) not met.

<b>DISTRICT CODE: 1370</b>	<b>DISTRICT NAME: Englewood City Schools</b>
<b>Subgroup(s) Not Meeting - MATH</b> <input type="checkbox"/> Participation Rate of 95% <input type="checkbox"/> Attendance Rate of 90% <input type="checkbox"/> Five-Year Cohort Graduation Rate of 85%	<input checked="" type="checkbox"/> <b>Total Population</b> <input checked="" type="checkbox"/> <b>Black</b> <input type="checkbox"/> Hispanic <input checked="" type="checkbox"/> <b>White</b> <input type="checkbox"/> American Indian <input type="checkbox"/> Asian <input type="checkbox"/> Two or More Races <input checked="" type="checkbox"/> <b>Students with Disabilities</b> <input type="checkbox"/> Limited English Proficient Students <input checked="" type="checkbox"/> <b>Economically Disadvantaged</b>
<b>Strategy(ies) to be implemented:</b>	<b>Action Steps for Participation in Mathematics</b>

	<b>Action Steps</b>	<b>Person(s) Responsible</b>	<b>Resources Needed*</b>	<b>Completion Date</b>
1	Our goal is to identify the root causes of not meeting the targeted 95% participation in math, and create an Action plan with strategies to improve communication with families, students, and staff regarding the importance of having all students participate in the assessment system.	Principal and Admin Team	PARCC Data	2/7/17
2	Review and analyze data	Principal and Admin Team	PARCC Data	2/7/17
3	<b>Identify Patterns:</b> Identify students, subgroups, tested grades and tested areas, as well as courses in which students participated in the 2016 administration of the PARCC. Determine if the problem is focused on a specific subpopulation. Was there a greater number of students missing the math or ELA components?	Principal and Admin Team	PARCC Data	2/7/17
4	<b>Identify Root Causes:</b> Did we have a larger number of students from one program than another that did not participate in the testing (i.e.: DM comprehensive, Academies@Englewood, Eagle)?	Principal and Admin Team	PARCC Data	2/7/17
5	<b>Compare Data from 2015 to 2016:</b> Were there areas of improvement or additional areas of concern? Comparing the data from the ESEA	Principal and Admin Team	PARCC Data	2/7/17

**2016 ESEA Accountability Action Plan**  
**Participation Rate/Graduation Rate/Attendance Rate**

	<p>Accountability School Level Profiles from the 2015 to the 2016 school year, the following data was noted:</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 20%;">Participation in Math</td> <td style="width: 10%;">2015</td> <td style="width: 10%;">2016</td> <td style="width: 10%;">Missed by</td> <td style="width: 50%;"></td> </tr> <tr> <td>Met Participation Schoolwide</td> <td>NO</td> <td>NO</td> <td>20 students</td> <td>(90%)</td> </tr> <tr> <td>Participation – White</td> <td>NO</td> <td>NO</td> <td>1 student</td> <td>(94%)</td> </tr> <tr> <td>Participation – Black</td> <td>NO</td> <td>NO</td> <td>20 students</td> <td>(84%)</td> </tr> <tr> <td>Participation – Hispanic</td> <td>NO</td> <td>YES</td> <td>---</td> <td></td> </tr> <tr> <td>Participation – Asian</td> <td>NO</td> <td>YES</td> <td>----</td> <td></td> </tr> <tr> <td>Participation – Disabilities</td> <td>NO</td> <td>NO</td> <td>5 students</td> <td>(86%)</td> </tr> <tr> <td>Participation – Econ Disadv</td> <td>NO</td> <td>NO</td> <td>11 students</td> <td>(90%)</td> </tr> </table>	Participation in Math	2015	2016	Missed by		Met Participation Schoolwide	NO	NO	20 students	(90%)	Participation – White	NO	NO	1 student	(94%)	Participation – Black	NO	NO	20 students	(84%)	Participation – Hispanic	NO	YES	---		Participation – Asian	NO	YES	----		Participation – Disabilities	NO	NO	5 students	(86%)	Participation – Econ Disadv	NO	NO	11 students	(90%)			
Participation in Math	2015	2016	Missed by																																									
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6	<p><b>What does the data reveal?</b> It was the observation of the high school administration that a large number of students from the Alternate High School (Eagle) did not participate in the PARCC in the spring 2015. The totals include the following:</p> <ul style="list-style-type: none"> <li>• Of the 51 students who were required to test, 14 tested</li> <li>• Of the 44 students who should have tested in Math, 9 tested</li> <li>• 30 Black students from Eagle did not test in Math</li> <li>• 9 students w/Disabilities from Eagle did not test in Math</li> <li>• 22 econ disadvantaged Eagle students did not test in Math</li> </ul> <p>The data reveals that less the PARTICIPATION RATE FOR MATH would have been met had the Eagle students tested in math, citing the numbers above who did not sit for the test.</p>	Principal and Admin Team	PARCC Data	2/7/17																																								
7	<p><b>Recommendations to Remediation to the Superintendent:</b></p> <ul style="list-style-type: none"> <li>• The DM Administrative Team will meet with the Eagle team consisting of the Principal and Lead Counselor to review the data presented.</li> <li>• Arrange a meeting time with the students to determine why they did not participate in the PARCC last year.</li> </ul>	Principal and Admin Team	Review of Data Study	2/9/17																																								

**2016 ESEA Accountability Action Plan**  
**Participation Rate/Graduation Rate/Attendance Rate**

	<ul style="list-style-type: none"><li>• Recommend that our Eagle students test AT THE EAGLE facility, since it serves as their “home” location, thus ensuring a more positive testing environment.</li></ul>			
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**2016 ESEA Accountability Action Plan  
Participation Rate/Graduation Rate/Attendance Rate**

<b>DISTRICT/SCHOOL CODE: 1370</b>	<b>SCHOOL NAME: ENGLEWOOD CITY SCHOOLS</b>
<b>Subgroup(s) Not Meeting -</b> <input type="checkbox"/> <b>Five-Year Cohort Graduation Rate of 85%</b>	<input type="checkbox"/> Total Population <input type="checkbox"/> Black <input checked="" type="checkbox"/> <b>Hispanic</b> <input type="checkbox"/> White <input type="checkbox"/> American Indian <input type="checkbox"/> Asian <input type="checkbox"/> Two or More Races <input checked="" type="checkbox"/> <b>Students with Disabilities</b> <input type="checkbox"/> Limited English Proficient Students <input checked="" type="checkbox"/> <b>Economically Disadvantaged</b>
<b>Strategy(ies) to be implemented:</b>	

	<b>Action Steps</b>	<b>Person(s) Responsible</b>	<b>Resources Needed*</b>	<b>Completion Date</b>
1	Our goal is to identify the root causes of not meeting the targeted 81% FOUR YEAR GRADUATION REQUIREMENT, and create an Action plan with strategies to improve communication with families, students, and staff regarding the importance of having all students meet the four-year graduation requirement.	Principal, Admin Team, Director of Guidance and Director of Special Education	Graduation Data	March 1, 2017
2	Review and Analyze Data	Principal, Admin Team, Director of Guidance and Director of Special Education	Graduation Data	March 1, 2017
3	Identify the subgroups not meeting the Four-Year Graduation Requirement	Principal, Admin Team, Director of Guidance and Director of Special Education	Graduation Data	March 1, 2017
4	What does the data re: FOUR YEAR GRADUATION RATE reveal? <ul style="list-style-type: none"> <li>Schoolwide Goal was met (82.03%)</li> <li>White students Goal was met (94.29%)</li> <li>Black students Goal was met (84.07%)</li> <li>Hispanic Goal was not met (80.20)</li> <li>Asian students Goal was met (100%)</li> <li>Students w/Disab Goal was not met (68.2%)</li> <li>Econ Disadvant Goal was not met???? (81.2%)</li> </ul>	Principal, Admin Team	Graduation Data	February 8, 2017
5	Recommendations: <ul style="list-style-type: none"> <li>Review the NJSMART Data reflecting 81.2% of Econ Disad students not meeting the Four-Year Graduation</li> </ul>	Principal, Admin Team	Graduation Data	March 1, 2017

**2016 ESEA Accountability Action Plan**  
**Participation Rate/Graduation Rate/Attendance Rate**

	<p>Requirement. The ESEA Data indicates that we did not meet the goal; yet, the data in NJSMART reflects that we did meet the goal.</p> <ul style="list-style-type: none"> <li>• Meet with the Director of Special Education to determine the effectiveness of our programs in meeting the Four-Year Graduation Requirement.</li> <li>• Our 5-Year Graduation data is 87.38. How many classified students make up the 5-year graduation numbers?</li> <li>• Meet with the District ESL-Bilingual Supervisor to review procedures for placing incoming students in ESL or Bilingual, and review the exit criteria as well as DECLINATION OF SERVICES, which puts our students at a huge disadvantage when taking the PARCC, thereby not meeting the graduation test proficiency requirement.</li> </ul>	<p>Principal, Admin Team, Director of Special Education, Supervisor of ESL &amp; Bilingual Services</p>		
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**Notes:**

- Title I funds used to support the plan must be used to supplement, and not supplant state and local funds.
- Use a separate sheet for each indicator (participation rate, attendance rate or graduation rate) not met.

**February 16, 2017  
Staff/Board Travel**

PURPOSE	DESTINATION	DATE	NAME	BUDGET CODE	REGISTRATION	TRAVEL/ ACCOMODATIONS	SUBSTITUTE	TOTAL
School Dude University	Durham, NC	4/30-5/1/17	Mike Hunken	11-000-262-800-71-000-000	\$795.00	\$744.00	\$0.00	\$1,539.00
Lochinvar Training on Boilers for High School North & South	Lebanon, TN	6/7-6/10/17	Mike Hunken	11-000-262-800-71-000-000	\$200.00	\$576.00	\$0.00	\$776.00
Good Ideas in Teaching Pre-Calculus	Rutgers University East Brunswick, NJ	3/17/2017	Kathleen Duda	11-000-223-580-20-000-000 11-140-100-101-80-102-000	\$165.00	\$40.72	\$100.00	\$305.72
			Dorothy McClelland	11-000-223-580-20-000-000 11-140-100-101-80-102-000	\$165.00	\$40.72	\$100.00	\$305.72
			Susana Kanyi	11-000-223-580-98-000-000 11-140-100-101-80-102-000	\$165.00	\$40.72	\$110.00	\$315.72
Decrease Attention-Getting & Tantrum Behaviors - Practical Solutions (PK-3rd Gr.)	Institute for Educational Development Newark, NJ	3/30/2017	Marianne Cane	11-000-223-580-02-000-000 11-110-100-101-80-102-000	\$245.00	\$22.22	\$100.00	\$367.22
SmartBoard for Intermediate Users	Bergen County ETTC	4/28/2017	Gina Cerrato	20-270-200-590-66-000-000	\$100.00	\$2.23	\$0.00	\$102.23
			Christine Schuck	11-120-100-101-80-102-000	\$100.00	\$5.77	\$100.00	\$205.77
Trauma Competency Conference	Sheraton Edison Edison, NJ	3/13 & 3/14/17	Sandra Carlisle	11-000-219-580-40-000-000	\$389.00	\$0.00	\$0.00	\$389.00
Coping & Accountability: Practical Strategies for Working with Behavioral & Emotional Challenges	Westbridge Academy Bloomfield, NJ	3/31/2017	Sandra Carlisle					No charge to District
			Grace Haughton					No charge to District
			Elaine Kaufman					No charge to District

**February 16, 2017  
Staff/Board Travel**

PURPOSE	DESTINATION	DATE	NAME	BUDGET CODE	REGISTRATION	TRAVEL/ ACCOMODATIONS	SUBSTITUTE	TOTAL
NJSBA Governance I - New Board Member Orientation Weekend	Chauncey Conference Center Princeton, NJ	3/10-3/12/17	Kim Donaldson	11-000-230-585-63-000-000	\$0.00	\$53.22	\$0.00	\$53.22
			Angela Midgette-David	11-000-230-585-63-000-000	\$0.00	\$53.22	\$0.00	\$53.22
			Elisabeth Schwartz	11-000-230-585-63-000-000	\$0.00	\$53.22	\$0.00	\$53.22
NJAFPA Spring Training Institute - Title III guidance for the end of the school year	Ocean Place Resort & Spa Long Branch, NJ	5/5/2017	Mercedes Tellez-Gil	20-241-200-500-66-000-000	\$149.00	\$30.03	\$0.00	\$179.03
NJ-FLENJ - Preparing next generation of WL Teachers	FLENJ Monroe Township, NJ	3/16/2017	Mercedes Tellez-Gil	20-241-200-500-66-000-000	\$175.00	\$12.85	\$0.00	\$187.85
Reflex Development Testing & Integration Techniques for Clinical Application	Lakewood, NJ	3/8/2017	Kelly Knight	11-000-219-580-40-000-000	\$225.00	\$0.00	\$0.00	\$225.00
2017 Teacher's Institute (sponsored by Asia Society). Developing communicative skills through student- centered learning.	Courtyard New York LaGuardia Airport	2/2-2/4/17	Zishan Huang	20-044-200-500-66-000-000	\$0.00	\$350.00	\$200.00	\$550.00
			Lihyun Chao	20-044-200-500-66-000-000	\$0.00	\$350.00	\$200.00	\$550.00
ESCNJ "Vendor Expo"	Garden State Exhibit & Convention Center Somerset, NJ	5/12/2017	Cheryl Balletto	11-000-230-585-63-000-000	\$0.00	\$29.88	\$0.00	\$29.88
CPR Instructors Course	Lifesavers, Inc. Fairfield, NJ	3/17/2017	Shannon Arrieta	11-000-223-580-20-000-000 11-140-100-101-80-102-000	\$275.00	\$0.00	\$100.00	\$375.00



# Englewood Public School District

## Monthly Transfer Report

va\_s1701  
01/01/2017

Budget Category	Accounts	Original Budget	Revenues Allowed + Pr Yr Reserve	Orig + Rvnues Allowed + Pr Yr Reserve	Maximum Transfer Out Allowed	YTD Net Transfers	% change of Transfers	Remaining Transfers Out Allowed	Account Balance
Regular Programs	11-1XX-100-XXX 12-1XX-100-XXX 13-1XX-100-XXX 15-1XX-100-XXX 18-1XX-100-XXX	16,423,126.62	37,189.38	16,460,316.00	1,646,031.60	422,308.12	2.57	2,068,339.72	161,574.36
Special Education, Basic Skills/Remedial and Bilingual Instruction and Speech/OT/PT and Ex	1X-2XX-100-XXX 1X-000-216-XXX 1X-000-217-XXX	10,786,033.60	289,353.97	11,075,387.57	1,107,538.76	( 68,779.34)	-0.62	1,038,759.42	125,416.55
Vocational Programs-Local	1X-3XX-100-XXX	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
School-Spon. Co/Extra-Curr. Activities, School Sponsored Athletics, and Other Instructiona	11-4XX-100-XXX 11-4XX-200-XXX 12-4XX-100-XXX 15-4XX-100-XXX 15-4XX-200-XXX	1,023,800.00	34,800.00	1,058,600.00	105,860.00	3,600.00	0.34	109,460.00	216,652.97
Community Services Programs/Operations	1X-800-330-XXX	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>UNDISTRIBUTED EXPENDITURES</b>		<b>28,232,960.22</b>	<b>361,343.35</b>	<b>28,594,303.57</b>					<b>503,643.88</b>
Tuition	11-000-100-XXX 16-000-100-XXX 17-000-100-XXX 18-000-100-XXX	5,064,681.00	26,715.00	5,091,396.00	509,139.60	( 196,625.00)	-3.86	312,514.60	122,709.12
Attendance and Social Work, Health, Guidance, Child Study Teams, Education Media Services/	1X-000-211-XXX 1X-000-213-XXX 1X-000-218-XXX 1X-000-219-XXX 1X-000-222-XXX	4,772,035.71	177,128.96	4,949,164.67	494,916.47	256,475.92	5.18	751,392.39	235,066.11
Improvement of Instruction Services and Instructional Staff Training Services	1X-000-221-XXX 1X-000-223-XXX	890,683.00	72,000.00	962,683.00	96,268.30	( 267,167.00)	-27.75	0.00	105,610.36
General Administration	1X-000-230-XXX	954,752.00	52,247.76	1,006,999.76	100,699.98	289,667.00	28.77	390,366.98	134,037.58
School Administration	1X-000-240-XXX	3,177,295.00	6,223.59	3,183,518.59	318,351.86	( 172,076.27)	-5.41	146,275.59	21,668.41
Central Services & Administrative Information Technology	1X-000-25X-XXX	1,095,570.00	4,089.08	1,099,659.08	109,965.91	172,076.27	15.65	282,042.18	21,184.34
Operation and Maintenance of Plant Services	1X-000-26X-XXX	6,202,336.77	22,812.28	6,225,149.05	622,514.91	( 212,792.00)	-3.42	409,722.91	323,021.74
Student Transportation Services	1X-000-270-XXX	3,673,985.00	23,622.96	3,697,607.96	369,760.80	163,661.30	4.43	533,422.10	65,383.11

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01/01/2017

# Englewood Public School District Monthly Transfer Report

Budget Category	Accounts	Original Budget	Revenues Allowed + Pr Yr Reserve	Orig + Rvnues Allowed + Pr Yr Reserve	Maximum Transfer Out Allowed	YTD Net Transfers	% change of Transfers	Remaining Transfers Out Allowed	Account Balance
Personal Services-Employee Benefits	1X-XXX-XXX-2XX	8,643,861.00	0.00	8,643,861.00	864,386.10	( 390,749.00)	-4.52	473,637.10	108,139.05
Food Services	11-000-310-XXX	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Transfer Property Sale Proceedes to Debt Service Reserve	11-000-520-934	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Transfer from General Fund Surplus to Debt Service Fund to Repay CDL	11-000-520-936	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>TOTAL GENERAL CURRENT EXPENSE</b>		<b>34,475,199.48</b>	<b>384,839.63</b>	<b>34,860,039.11</b>					<b>1,136,819.82</b>
Equipment	12-XXX-XXX-73X 15-XXX-XXX-73X	108,000.00	0.00	108,000.00	10,800.00	400.00	0.37	11,200.00	6,891.80
Facilities Acquisition and Construction Services	12-000-4XX-XXX	2,509,772.00	395,900.00	2,905,672.00	0.00	0.00	0.00	0.00	795,589.82
Capital Reserve-Transfer to Capital Expend. Fund	12-000-4XX-931	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Capital Reserve-Transfer to Repayment of Debt	12-000-4XX-933	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>TOTAL CAPITAL EXPENDITURES</b>		<b>2,617,772.00</b>	<b>395,900.00</b>	<b>3,013,672.00</b>					<b>802,481.62</b>
<b>TOTAL SPECIAL SCHOOLS</b>	13-XXX-XXX-XXX	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Transfer of Funds to Charter Schools	10-000-100-56X	2,348,798.00	0.00	2,348,798.00	234,879.80	0.00	0.00	234,879.80	0.00
General Fund Contribution to School Based Budgets	10-000-520-930	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>OPERATING BUDGET GRAND TOTAL</b>		<b>67,674,729.70</b>	<b>1,142,082.98</b>	<b>68,816,812.68</b>					<b>2,442,945.32</b>

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

\_\_\_\_\_  
Date

<b>BUDGET TRANSFER DECEMBER, 2016</b>				
<b>DATE</b>	<b>ACCOUNT</b>	<b>FROM</b>	<b>TO</b>	<b>DESCRIPTION</b>
12/23/16	11-000-251-890-63-000-000	\$ 2,000.00		Central Services - Miscellaneous Expenditure
12/23/16	11-000-251-600-63-000-000		\$ 2,000.00	Central Services - Supplies and Materials
12/23/16	11-000-221-102-64-101-000	\$ 10,942.00		Improvement of Instruction Services - Salaries of Supervisors of Instruction
12/23/16	11-000-221-500-64-000-000		\$ 10,942.00	Improvement of Instruction Services - Other Purchased Services
12/23/16	11-000-100-561-63-241-000	\$ 20,000.00		Instruction - Tuition to Other LEAs within the State - Regular
12/23/16	11-000-100-561-63-000-000		\$ 20,000.00	Instruction - Tuition to Other LEAs within the State - Regular
12/23/16	11-190-100-610-02-000-000	\$ 850.00		Regular Programs - Instruction - General Supplies
12/23/16	11-190-100-500-02-000-000		\$ 850.00	Regular Programs - Instruction - Other Purchased Services
12/23/16	11-240-100-610-64-101-000	\$ 58.77		Bilingual Education - Instruction - General Supplies
12/23/16	11-240-100-640-64-000-000		\$ 58.77	Bilingual Education - Instruction - Textbooks
12/23/16	11-000-291-270-63-450-000	\$ 24,226.00		Personnel Services - Unallocated Employee Benefits - Health Benefits
12/23/16	11-000-100-562-40-000-000		\$ 21,995.00	Instruction - Tuition to Other LEAs within the Sate - Special Education
12/23/16	11-190-100-500-10-000-000		\$ 2,231.00	Regular Programs - Instruction - Other Purchased Services
12/23/16	11-190-100-610-98-000-000	\$ 289.00		Regular Programs - Instruction - General Supplies
12/23/16	11-190-100-500-98-000-000		\$ 289.00	Regular Programs - Instruction - Other Purchased Services
12/01/16	30-917-400-454-20-000-002	\$ 31,701.38		SDA Grant Phase II - Facilities Acquisition and Construction Services - Contingency
12/01/16	30-917-400-450-20-000-000		\$ 31,701.38	SDA Grant Phase II - Facilities Acquisition and Construction Services - Construction Services
	<b>TOTAL</b>	<b>\$ 90,067.15</b>	<b>\$ 90,067.15</b>	

# Englewood Public School District

## Bills And Claims Report By Vendor Name

for Batches 60,61 and Check Date is from 02/01/2017 to 02/28/2017

va\_bill5.10272014  
01/01/2017

Vendor # / Name	PO #	Account # / Description	Inv #	Check Type *	Check Description or Multi Remit To Check Name	Check #	Check Amount
<b>Unposted Checks</b>							
A&A RIDGEWOOD REGISTERED PROF ASSOC/ 1000	17-01586	11-000-213-320-40-000-000/ HEALTH - ED SERVICES		CP	DEC 2016	39255	6,554.05
ABROMAVAGE, STAN/ 8788	17-1364	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39256	79.00
	17-1366	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39256	79.00
<b>Total for ABROMAVAGE, STAN/ 8788</b>							<b>\$158.00</b>
ACAMPORA, GRACE/ 8787	17-1349	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39257	137.00
	17-1355	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39257	58.00
	17-1361	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39257	216.00
	17-1373	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39257	58.00
<b>Total for ACAMPORA, GRACE/ 8787</b>							<b>\$469.00</b>
ACAMPORA, ROSE/ 8761	17-1305	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39258	195.00
	17-1293	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39258	116.00
<b>Total for ACAMPORA, ROSE/ 8761</b>							<b>\$311.00</b>
ACAMPORA, WILLIAM/ 7477	17-1296	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39259	137.00
	17-1331	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39259	195.00
<b>Total for ACAMPORA, WILLIAM/ 7477</b>							<b>\$332.00</b>
ALLIANCE COMMERCIAL PEST CONTROL, INC./ 7989	17-01111	11-000-261-420-71-505-000/ EXTERMINATION SVCS		CP	#339689,337906,339454339803	39260	311.00
AMERICAN PAPER & SUPPLY COMPANY/ 5732	17-01302	11-000-262-610-71-602-000/ CLEANING SUPPLIES		CP	VARIOUS INVOICES	39261	8,332.16
AMERICAN TIME & SIGNAL/ 6294	17-02124	11-000-262-610-71-604-000/ FIRE/BELL SUPPLIES		CF	INV #775332	39262	1,836.40
APPLE COMPUTER INC./ 1177	17-02303	11-000-222-600-68-000-000/ SUPPLIES AND MATERIALS		CF	INV #4425038234,4424922824	39263	1,912.00
	17-02333	20-253-100-600-40-000-000/ GENERAL SUPPLIES		CF	INV #4425505873	39263	1,912.00
<b>Total for APPLE COMPUTER INC./ 1177</b>							<b>\$3,824.00</b>
ARCO CONSTRUCTION, INC/ 8576	17-01104	12-000-400-450-20-000-000/ CONSTRUCTION SERVICES		CP	APPLICATION #2	39264	411,900.00

\* CF -- Computer Full CP - Computer Partial HF - Hand Check Full HP - Hand Check Partial

# Englewood Public School District

## Bills And Claims Report By Vendor Name

for Batches 60,61 and Check Date is from 02/01/2017 to 02/28/2017

va\_bill5.10272014  
01/01/2017

Vendor # / Name	PO #	Account # / Description	Inv #	Check Type *	Check Description or Multi Remit To	Check Name	Check #	Check Amount
<b>Unposted Checks</b>								
ATLANTIC BUSINESS PRODUCTS/ 1226	17-01614	11-000-251-340-63-000-000/ CENTRAL SVCS TECH SVC		CP	INV #CNIN606898		39265	1,532.71
AUTOMATIC TEMPERATURE CNTRL SVC. INC./ 5196	17-01226	11-000-261-420-71-538-000/ JOHNSON CONTROL CONT		CP	INV #P7049		39266	177.55
AUTOZONE NORTHEAST, INC./ 6216	17-01213	11-000-262-420-71-549-000/ VEHICLE REPAIRS		CP	VARIOUS INVOICES		39267	640.72
BABE'S TAXI/ 1263	17-01403	11-000-270-514-40-000-000/ TRANS SPECIAL VENDORS		CP	INV #0000017342		39268	1,361.54
BALLETTO, CHERYL - PETTY CASH/ 8365	17-02271	11-000-270-800-63-000-000/ MISCELLANEOUS EXPENDITUR		CF	MISCELLANEOUS EXPENDITUR		39269	62.20
BARNES & NOBLE BOOKSELLERS/ 4731	17-02245	11-240-100-610-64-101-000/ GENERAL SUPPLIES		CF	INV #3396189		39270	102.16
	17-02278	11-240-100-610-64-101-000/ GENERAL SUPPLIES		CF	INV #3398904		39270	458.85
	17-02316	11-240-100-610-64-101-000/ GENERAL SUPPLIES		CF	INV #3406897		39270	88.43
					<b>Total for BARNES &amp; NOBLE BOOKSELLERS/ 4731</b>			<b>\$649.44</b>
BARSUK, ED/ 7506	17-1365	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS		39271	79.00
BASILE, DAN/ 8774	17-1303	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS		39272	79.00
	17-1369	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS		39272	79.00
					<b>Total for BASILE, DAN/ 8774</b>			<b>\$158.00</b>
BAUVILLE/ 1302	17-01143	11-000-218-600-03-000-000/ GUIDANCE SUPPLIES		CF	INV #3081608		39273	933.06
BECKERS SCHOOL SUPPLIES/ 1325	17-01934	20-241-100-600-66-000-000/ TITLE III SUPPLIES		CP	INV #1437872-IN		39274	192.59
BENJAMIN BROS. INC./ 4757	17-01227	11-000-262-610-71-610-000/ MISC SUPPLIES		CP	VARIOUS INVOICES		39275	538.34
BENWAY SCHOOL/ 1404	17-02308	11-000-100-569-40-227-000/ TUITION ADJUSTMENTS		CF	INV # ENGLE-REBII1		39276	853.68
BERGEN ARTS AND SCIENCES CHARTER SCHOOL/ 7162	17-01564	10-000-100-561-63-238-000/ TRANSFER OF FUNDS TO CHA		CP	FEB 2016		39277	286.00
BERGEN CNTY SPECIAL SERV/ 1407	17-01638	20-502-100-300-40-000-000/ NON PUB AUX COMP ED		CP	INV #S201600133		39278	895.80

\* CF -- Computer Full CP - Computer Partial HF - Hand Check Full HP - Hand Check Partial

# Englewood Public School District

## Bills And Claims Report By Vendor Name

for Batches 60,61 and Check Date is from 02/01/2017 to 02/28/2017

va\_bill5.10272014  
01/01/2017

Vendor # / Name	PO #	Account # / Description	Inv #	Check Type *	Check Description or Multi Remit To Check Name	Check #	Check Amount
<b>Unposted Checks</b>							
BERGEN CNTY SPECIAL SERV/ 1407		20-506-100-300-40-000-000/ NON PUB HAND SUPPL INSTR		CP	INV #S201600133	39278	9,024.05
		20-507-100-300-40-229-000/ NON PUB EXAM & CLASS		CP	INV #S201600133	39278	10,078.88
		20-507-100-300-40-230-000/ NON PUB EXAM & CLASS		CP	INV #S201600133	39278	1,444.00
		20-508-100-300-40-000-000/ NON PUB CORRECTIVE SPEEC		CP	INV #S201600133	39278	8,923.35
	17-02024	20-503-100-300-40-000-000/ NON PUB AUX ESL		CP	INV #S201600075	39278	456.75
		20-503-100-300-40-000-000/ NON PUB AUX ESL		CP	INV #S201600133	39278	548.10
		<b>Total for BERGEN CNTY SPECIAL SERV/ 1407</b>					<b>\$31,370.93</b>
BERGEN COUNTY SPECIAL SERVICES/ 1388	17-02272	11-000-216-320-40-000-000/ PURCHASED PROFESSIONAL -		CF	#M201600598,M201600787	39279	340.00
BERGEN COUNTY TECHNICAL SCHOOL/ 1377	17-01170	11-000-100-563-77-000-000/ TUITION VOCATIONAL REG		CP	INV #V201600401	39280	33,592.00
	17-01805	11-000-100-564-40-000-000/ TUITION VOCATIONAL SPEC		CP	INV #V201600401	39280	38,658.05
		<b>Total for BERGEN COUNTY TECHNICAL SCHOOL/ 1377</b>					<b>\$72,250.05</b>
BEYOND PLAY/ 3655	17-02173	20-250-100-600-40-000-000/ GENERAL SUPPLIES		CF	INV #567854	39281	120.86
BIELIUNAS, JOHN/ 7485	17-1316	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39282	58.00
	17-1348	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39282	58.00
	17-1295	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39282	116.00
		<b>Total for BIELIUNAS, JOHN/ 7485</b>					<b>\$232.00</b>
BLICK ART MATERIALS/ 5120	17-01928	20-060-100-600-66-710-000/ ASIA SUPPLIES		CF	INV #7096269,7163268	39283	64.45
BOOKER, AREE/ 8448	17-02056	11-000-270-503-30-000-000/ AID IN LIEU NON PUBLIC		CP	1ST HALF...JAN 2017	39284	442.00
BOSLAND'S LEARNING PLUS/ 1446	17-60552	11-190-100-610-03-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #12864	39285	12.99
BOTTARI, JOE/ 7284	17-1320	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39286	58.00
BROWN, MICHAEL/ 1462	17-1344	11-000-251-890-63-000-000/ CENTRAL SVC OTHER OBJECT		CF	CENTRAL SVC OTHER OBJECT	39287	419.46

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# Englewood Public School District

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va\_bill5.10272014  
01/01/2017

Vendor # / Name	PO #	Account # / Description	Inv #	Check Type *	Check Description or Multi Remit To Check Name	Check #	Check Amount
<b>Unposted Checks</b>							
BROWN, SHARVEZ J./ 7475	17-1304	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39288	79.00
BSN SPORTS / SPORT SUPPLY GROUP, INC./ 3714	17-02009	11-402-100-600-20-000-000/ ATHLETICS		CF	INV #98643987	39289	1,595.00
BURKE, MICHAEL/ 8501	17-1362	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39290	58.00
BURKE, ROBERT/ 7489	17-1309	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39291	79.00
BUTLER ENGINEERING ASSOC. INC./ 1485	17-01579	11-000-261-420-71-510-000/ HVAC MAINTENANCE		CF	INV #29863	39292	2,600.00
CALOCINO, PAUL/ 7318	17-1358	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39293	58.00
	17-1367	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39293	137.00
<b>Total for CALOCINO, PAUL/ 7318</b>							<b>\$195.00</b>
CARTRIDGE WORLD OF RAMSEY CO-OP NJ/ 5471	17-02317	11-000-251-890-63-000-000/ CENTRAL SVC OTHER OBJECT		CF	INV #134144	39294	279.97
CATAPULT LEARNING, LLC./ 4072	17-01405	20-509-200-330-28-000-000/ NON PUB NURSE SERV		CP	DEC. 2016	39295	336.96
		20-509-200-330-32-000-000/ NON PUB NURSE SERV		CP	DEC. 2016	39295	7,413.12
		20-509-200-330-33-000-000/ NON PUB NURSE SERV		CP	DEC. 2016	39295	2,779.92
		20-509-200-330-34-000-000/ PURCHASED PROFESSIONAL-E		CP	DEC 2016	39295	162.87
		20-509-200-330-35-000-000/ NON PUB NURSE SERV		CP	DEC. 2016	39295	8,985.60
		20-509-200-330-36-000-000/ NON PUB NURSE SERV		CP	DEC. 2016	39295	168.48
<b>Total for CATAPULT LEARNING, LLC./ 4072</b>							<b>\$19,846.95</b>
CDW-G/ 4584	17-02252	20-510-100-600-35-000-000/ GENERAL SUPPLIES		CF	INV #GMN0806	39296	1,440.00
CHAPEL HILL ACADEMY/ 8645	17-01799	11-000-100-566-40-000-000/ TUTION PSD IN STATE		CP	INV #02087,AIDE 1617205	39297	8,640.00
CHATMAN, MICHAEL/ 8439	17-1332	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39298	116.00
CHAUDHRY, OMAR/ 8441	17-02411	11-000-270-503-30-000-000/ AID IN LIEU NON PUBLIC		CP	1ST HALF JAN 2017	39299	127.66

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# Englewood Public School District

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01/01/2017

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<b>Unposted Checks</b>							
CHIDO, KEVIN/ 7850	17-1360	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39300	58.00
CHISHOLM, BRAWLEY/ 8749	17-1301	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39301	45.00
	17-1313	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39301	90.00
<b>Total for CHISHOLM, BRAWLEY/ 8749</b>							<b>\$135.00</b>
CINTAS CORPORATION NO.2/ 8483	17-01246	11-000-262-610-71-610-000/ MISC SUPPLIES		CP	INV #5007097106	39302	88.63
CLARK, GERRY/ 7902	17-1307	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39303	116.00
COLON, JR. , MIGUEL/ 7427	17-1291	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39304	116.00
COMET LAW OFFICES/ 8785	17-02404	11-000-230-331-63-401-000/ GENERAL ADMIN LEGAL FEES		CF	GENERAL ADMIN LEGAL FEES	39305	5,000.00
CONBOY, MARY ANN/ 8163	17-1299	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39306	79.00
COOPER ELECTRIC SUPPLY COMPANY, INC./ 8562	17-01266	11-000-262-610-71-603-000/ ELECTRICAL SUPPLIES		CP	#S027911834.001,S027781852.001	39307	173.43
CRESKILL BOARD OF EDUCATION/ 1749	17-01503	20-253-100-500-40-000-000/ OTHER PURCHASED SERVICES		CP	FEB. 2017 TUITION	39308	2,879.70
	17-02300	11-000-100-569-40-227-000/ TUITION ADJUSTMENTS		CF	TUITION ADJUSTMENTS	39308	3,901.00
<b>Total for CRESKILL BOARD OF EDUCATION/ 1749</b>							<b>\$6,780.70</b>
DE LAMATER, JOHN/ 7319	17-1327	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39309	58.00
DIAMOND ROCK WATER COMPANY/ 6466	17-01273	11-000-262-610-71-610-000/ MISC SUPPLIES		CP	INV #801935	39310	178.50
DISTRIBUTED WEBSITE CORPORATION/ 7021	17-02340	11-402-100-500-20-000-000/ ATHLETICS		CF	INV #28797	39311	399.00
EAST COAST FIRE SYSTEMS/ 1633	17-01323	11-000-261-420-71-507-000/ FIRE EXTINGUISHERS		CP	INV #19928,19929,19930,19931	39312	502.00
EAST HILL FLORALS/ 1966	17-01913	11-190-100-610-20-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #10167	39313	138.50

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va\_bill5.10272014  
01/01/2017

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<b>Unposted Checks</b>							
EAST HILL FLORALS/ 1966		11-190-100-610-98-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #10167	39313	138.50
<b>Total for EAST HILL FLORALS/ 1966</b>							<b>\$277.00</b>
EASTWICK COLLEGE- HACKENSACK CAMPUS/ 6278	17-01732	11-190-100-500-07-000-000/ REG PROGRAM-UNDISTRIBUTE		CP	JAN. 2017	39314	7,700.00
ECLC OF N.J./ 1975	17-01444	11-000-100-566-40-000-000/ TUTION PSD IN STATE		CP	DEC 2016	39315	878.32
ELECTRONIX EXPRESS/ 2021	17-02377	11-190-100-610-20-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #536542	39316	4.55
	17-60505	11-190-100-610-20-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #526341525239	39316	452.32
<b>Total for ELECTRONIX EXPRESS/ 2021</b>							<b>\$456.87</b>
ENGLEWOOD ON THE PALISADES/ 2045	17-01508	10-000-100-561-63-238-000/ TRANSFER OF FUNDS TO CHA		CP	FEB 2017	39317	155,722.00
ENGLEWOOD POLICE DEPARTMENT/ 2048	17-02301	11-402-100-500-20-000-000/ ATHLETICS		CF	INV #660, 640, 663	39318	1,860.00
EPIC HEALTH SERVICES INC./ 6911	17-01621	11-000-213-320-40-000-000/ HEALTH - ED SERVICES		CP	INV #616456,622306,616477	39319	8,307.50
EPLUS TECHNOLOGY/ 5645	16-02381	11-000-261-420-71-519-000/ SECURITY ALARMS		CF	INV #V1942426	39320	5,000.00
ERNEST HAUPT LLC/ 5926	17-01310	50-910-310-500-63-000-000/ FOOD SERVICES		CP	INV #2015015	39321	150.00
FIRST STUDENT INC. 1309/ 2155	17-01820	11-402-100-500-20-000-000/ ATHLETICS		CP	INV #11303458	39322	4,162.79
	17-01735	11-000-270-511-74-000-000/ TRANS HOME AND SCHOOL		CF	INV #11311220	39322	1,633.50
		11-000-270-511-84-000-000/ TRANS HOME AND SCHOOL		CP	INV #11311220	39322	100,333.80
	17-02341	11-000-270-512-10-220-000/ FIELD TRIPS		CF	INV #11298650	39322	75.00
	17-02307	11-000-270-512-20-221-000/ FIELD TRIPS		CF	INV #11307131	39322	400.00
	17-02292	11-000-270-512-98-221-000/ FIELD TRIPS		CF	INV #11307001	39322	200.00
	17-01889	11-000-270-512-02-220-000/ FIELD TRIPS		CF	INV #11285063	39322	200.00
	17-01986	11-000-270-512-20-221-000/ FIELD TRIPS		CF	INV #11293721	39322	700.00
<b>Total for FIRST STUDENT INC. 1309/ 2155</b>							<b>\$107,705.09</b>

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# Englewood Public School District

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01/01/2017

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<b>Unposted Checks</b>							
FIRST STUDENT PRINCIPAL BUS CO/ 2157	17-01969	11-000-270-512-03-220-000/ FIELD TRIPS		CF	INV #11291804	39323	1,000.00
FOUNDATION FOR EDUCATIONAL ADM/ 2179	17-02249	11-000-230-590-69-000-000/ GEN ADMIN OTHER SVC		CF	INV #29988,29989,29990,29991	39324	300.00
FRAMAN MECHANICAL, INC/ 8515	16-02186	30-917-400-450-20-000-000/ SDA CONSTRUCTION SERVICE		CP	APPLICATION #10	39325	43,933.38
FREY SCIENTIFIC CO./ 2195	17-60523	11-190-100-610-20-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #202501329471	39326	42.07
FRONTLINE TECHNOLOGIES GROUP LLC/ 5201	17-02250	11-000-230-590-69-000-000/ GEN ADMIN OTHER SVC		CF	INV #INVUS64040	39327	320.14
	17-01774	11-000-230-590-69-000-000/ GEN ADMIN OTHER SVC		CF	INV #INVUS51782	39327	10,372.40
					<b>Total for FRONTLINE TECHNOLOGIES GROUP LLC/ 5201</b>		<b>\$10,692.54</b>
FURST & ASSOCIATES, INC./ 6796	17-02005	11-000-222-500-68-000-000/ ED MEDIA TECH SERVICE		CP	JAN 2017	39328	2,970.00
GAGLIANO, STEVE/ 7507	17-1318	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39329	79.00
GAINES, LANCE/ 8161	17-1319	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39330	79.00
GARCIA, MERCEDES/ 2228	17-01412	11-000-219-320-40-000-000/ CHILD STUDY TEAM SVCS		CP	DEC 2016 EVALS	39331	900.00
GARCIA, RICHARD/ 2231	17-01413	11-000-219-320-40-000-000/ CHILD STUDY TEAM SVCS		CP	DEC - JAN... EVALS	39332	1,350.00
GARDEN STATE ENVIRONMENTAL, INC./ 8538	17-01497	11-000-262-590-71-558-000/ MISC PURCHASED SVCS		CP	INV #13175	39333	1,100.00
GENERAL PLUMBING/ 7480	17-01297	11-000-262-610-71-612-000/ PLUMBING/HEAT SUPPLIES		CP	VARIOUS INVOICES	39334	415.07
GENESIS EDUCATIONAL SERVICES/ 8532	17-02166	11-000-222-500-68-000-000/ ED MEDIA TECH SERVICE		CF	INV #16-607	39335	350.00
GOMEZ, ALEX/ 8759	17-1354	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39336	237.00

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# Englewood Public School District

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<b>Unposted Checks</b>							
GOMEZ, ALEX/ 8759	17-1264	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39336	126.00
<b>Total for GOMEZ, ALEX/ 8759</b>							<b>\$363.00</b>
GOODYEAR AUTO SERVICE CENTER/ 5596	17-01552	11-000-270-615-63-000-000/ TRANSPORTATION SUPPLIES		CP	INV #231102,231434	39337	296.00
GOVCONNECTION, INC./ 5400	17-02283	11-000-222-500-68-000-000/ ED MEDIA TECH SERVICE		CF	INV #54503629	39338	34.47
GRIBBON, BRIAN/ 7750	17-1350	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39339	79.00
GRIBBON, KEVIN/ 8762	17-1323	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39340	58.00
HELD, JOE/ 7435	17-1368	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39341	79.00
HOELAND, TOM/ 7425	17-1329	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39342	79.00
HOHOKUS SCHOOL OF TRADE/ 5762	17-01733	11-190-100-500-07-000-000/ REG PROGRAM-UNDISTRIBUTE		CP	JAN 2017 TUITION	39343	1,100.00
HOUGHTON MIFFLIN/ 2507	17-02304	20-270-200-300-66-000-000/ TITLE II ED SVC N/P		CF	INV #952911085	39344	2,950.00
	17-01704	20-270-200-300-66-000-000/ TITLE II ED SVC N/P		CF	INV #952889688,952889944	39344	7,950.00
<b>Total for HOUGHTON MIFFLIN/ 2507</b>							<b>\$10,900.00</b>
HOUGHTON MIFFLIN HARCOURT/ 2144	17-01345	20-501-100-640-32-000-000/ N.P. TEXTBOOKS		CF	INV #952506675	39345	303.30
HOUGHTON MIFFLIN HARCOURT/ 6929	17-02305	11-000-219-600-40-000-000/ CHILD STUDY TEAM SUPPLY		CF	INV #952903519	39346	287.76
HOWARD INDUSTRIES, INC./ 6469	17-01953	11-000-222-600-68-000-000/ SUPPLIES AND MATERIALS		CP	VARIOUS INVOICES	39347	894.00
	17-02222	11-000-222-600-68-000-000/ SUPPLIES AND MATERIALS		CF	INV #17-00304855	39347	13,821.00
	17-01577	11-000-222-600-68-000-000/ SUPPLIES AND MATERIALS		CP	INV #17-00778975	39347	185.99
<b>Total for Howard Industries, Inc./ 6469</b>							<b>\$14,900.99</b>
INNOVATIVE TRANSPORTATION LLC/ 8631	17-01573	11-000-270-511-63-000-000/ TRANS - DISPLACED		CP	JAN 2017	39348	1,322.00
INSTITUTE FOR EDUCATIONAL DEVELOPEMENT/ 4373	17-02259	11-000-223-580-02-000-000/ STAFF TRAINING TRAVEL		CF	INV #4715866	39349	490.00

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Run on 02/10/2017 at 02:06:03 PM

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<b>Unposted Checks</b>							
J.W. PEPPER & SON INC/ 2718	17-02280	11-401-100-600-20-000-000/ COCURRICULAR ACTIVITIES		CP	INV #01R39543	39350	338.94
JEWEL ELECTRIC SUPPLY CO./ 2659	17-01253	11-000-262-610-71-603-000/ ELECTRICAL SUPPLIES		CP	INV #243662,244137	39351	912.00
JOHNSON CONTROLS/ 2685	17-02258	11-000-261-420-71-513-000/ PLUMBING/HEATING		CF	INV #1-43371845833	39352	359.80
KALLEN & LEMELSON/ 7910	16-02181	30-917-400-334-20-000-000/ SDA ARCHIT/ENGINEERING		CP	INV #6099.01 J	39353	1,800.00
KENNELLY, FRANK/ 8778	17-1315	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39354	58.00
KONE, INC/ 6365	17-01491	11-000-261-420-71-528-000/ ELEVATOR REPAIRS		CP	INV #1157338624	39355	519.15
KUSNIC, DANNY/ 8784	17-1342	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39356	79.00
LAKESHORE/ 2269	17-02268	11-240-100-610-64-101-000/ GENERAL SUPPLIES		CF	INV #5193310117	39357	572.68
LAKESHORE LEARNING MATERIALS/ 4766	17-60605	11-190-100-610-05-000-000/ GENERAL SUPPLIES		CF	INV #4159900816	39358	67.45
	17-60607	11-190-100-610-05-000-000/ GENERAL SUPPLIES		CF	INV #4159810816	39358	44.97
	17-60671	11-190-100-610-02-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #4333690816	39358	148.45
	17-01864	20-241-100-600-66-000-000/ TITLE III SUPPLIES		CF	INV #2497031116	39358	240.23
	17-01866	20-241-100-600-66-000-000/ TITLE III SUPPLIES		CF	INV #2496801116	39358	251.07
	17-01897	20-241-100-600-66-000-000/ TITLE III SUPPLIES		CP	INV #2900291116	39358	174.03
					<b>Total for LAKESHORE LEARNING MATERIALS/ 4766</b>		<b>\$926.20</b>
LAREZZA, PATRICIA/ 8159	17-1347	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39359	58.00
LAUDUCCI, BRIAN/ 8216	17-1321	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39360	79.00
LAWRENCE, REGGIE/ 7278	17-1333	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39361	116.00
	17-1294	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39361	116.00
					<b>Total for LAWRENCE, REGGIE/ 7278</b>		<b>\$232.00</b>
LEARNING A-Z/ 5710	17-01956	20-501-100-640-32-000-000/ N.P. TEXTBOOKS		CF	INV #1736731	39362	329.85

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<b>Unposted Checks</b>							
LEARNING A-Z/ 5710	17-01983	20-501-100-640-32-000-000/ N.P. TEXTBOOKS		CF	INV #1738603	39362	219.90
					<b>Total for LEARNING A-Z/ 5710</b>		<b>\$549.75</b>
LEONIA BOARD OF EDUCATION/ 3614	17-01414	11-000-216-320-40-000-000/ PURCHASED PROFESSIONAL -		CP	NOV - DEC 2016 #17-00067	39363	780.00
LERCH, VINCI & HIGGINS/ 5839	17-02314	11-000-230-332-63-000-000/ GEN ADMIN AUDIT FEES		CF	INV #77492	39364	184.00
LEVINE, JULIAN/ 7877	17-1334	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39365	116.00
LUBIN, KATLYNE - MD, MPH, FAAP/ 3664	17-01415	11-000-219-320-40-000-000/ CHILD STUDY TEAM SVCS		CP	INV #1331	39366	300.00
LUCIANI, MICHAEL/ 8777	17-1314	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39367	58.00
LUSTIG, RICH/ 8769	17-1285	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39368	79.00
MAGDA, TED/ 7413	17-1357	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39369	116.00
MATHUSEK SPORT FLOORS/ 3021	17-02003	11-402-100-500-20-000-000/ ATHLETICS		CF	INV #5241	39370	600.00
MAUPAI, TODD/ 8783	17-1330	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39371	79.00
MC MANUS, DONALD/ 7840	17-1356	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39372	116.00
MEADOWBROOK ASSOCIATES, LP/ 6282	17-01602	11-000-262-420-71-549-000/ VEHICLE REPAIRS		CP	INV #169743,174478,178110	39373	657.92
MEZZATESTA, GLEN/ 7289	17-1325	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39374	79.00
MGL PRINTING SOLUTIONS/ 3085	17-02286	11-000-251-600-63-000-000/ CENTRAL SVCS SUPPLIES		CF	INV #142858	39375	2,196.00
	17-01277	11-000-251-600-63-000-000/ CENTRAL SVCS SUPPLIES		CF	INV #139602	39375	2,229.00
	17-02375	11-000-251-600-63-000-000/ CENTRAL SVCS SUPPLIES		CF	INV #143936	39375	269.00
					<b>Total for MGL PRINTING SOLUTIONS/ 3085</b>		<b>\$4,694.00</b>
MIELE SANITATION/ 4803	17-01245	11-000-261-420-71-524-000/ DUMPSTERS/WASTE		CP	INV #20501481	39376	600.00
MILLER & CHITTY COMPANY INC./ 5342	17-02312	11-000-261-420-71-503-000/ MAINTENANCE BOILER		CF	INV #193941,193942	39377	840.00

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# Englewood Public School District

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va\_bill5.10272014  
01/01/2017

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<b>Unposted Checks</b>							
MILTEER, DORIAN/ 3106	17-1343	20-270-200-500-66-000-000/ TITLE II OTHER SVC		CF	TITLE II OTHER SVC	39378	327.94
MISSION ONE EDUCATIONAL STAFFING SERV LL/ 7338	17-01721	11-000-240-500-63-722-000/ MISSION ONE		CP	INV #INV019770,020388,020972	39379	36,940.75
	17-01194	11-190-100-500-63-723-000/ DELTA -T		CP	VARIOUS INVOICES	39379	135,599.79
		11-204-100-500-63-723-000/ DELTA - T		CF	VARIOUS INVOICES	39379	129,540.58
<b>Total for MISSION ONE EDUCATIONAL STAFFING SERV LL/ 7338</b>							<b>\$302,081.12</b>
MUNICIPAL CAPITAL CORP/ 6893	17-02026	11-000-262-490-63-202-000/ OTHER PURCHASED PROPERTY		CP	INV #1895310117, LEASE #9078	39380	1,836.09
	17-01529	11-000-262-490-63-202-000/ OTHER PURCHASED PROPERTY		CP	INV #1895310117, LEASE #12519	39380	1,139.99
<b>Total for MUNICIPAL CAPITAL CORP/ 6893</b>							<b>\$2,976.08</b>
NASCO/ 2537	17-60536	11-190-100-610-05-000-000/ GENERAL SUPPLIES		CF	INV #70377	39381	10.00
	17-60444	11-190-100-610-03-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #70253,139998	39381	557.31
		11-190-100-610-02-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #75147	39381	27.00
	17-60533	11-190-100-610-03-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #77548,82697	39381	44.47
	17-60327	11-190-100-610-03-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #75162	39381	39.54
	17-60233	11-190-100-610-03-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #75112	39381	80.85
<b>Total for NASCO/ 2537</b>							<b>\$759.17</b>
NATIONAL ART & SCHOOL SUPPLIES INC./ 8594	17-60234	11-190-100-610-03-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #670791	39382	134.84
	17-60285	11-190-100-610-05-000-000/ GENERAL SUPPLIES		CF	INV #670786	39382	24.25
	17-60545	11-190-100-610-03-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #670793	39382	6.30

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# Englewood Public School District

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va\_bill5.10272014  
01/01/2017

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<b>Unposted Checks</b>							
NATIONAL ART & SCHOOL SUPPLIES INC./ 8594	17-60555	11-190-100-610-03-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #670792	39382	4.35
					<b>Total for NATIONAL ART &amp; SCHOOL SUPPLIES INC./ 8594</b>		<b>\$169.74</b>
NATIONAL SCHOOL PRODUCTS/ 3240	17-02247	11-240-100-610-64-101-000/ GENERAL SUPPLIES		CF	INV #113770,113677	39383	995.48
	17-02270	11-240-100-610-64-101-000/ GENERAL SUPPLIES		CF	INV #113678	39383	546.77
					<b>Total for NATIONAL SCHOOL PRODUCTS/ 3240</b>		<b>\$1,542.25</b>
NJ SCHOOL BOARDS INSURANCE GROUP/ 3320	17-02226	11-000-291-260-63-000-000/ WORKER'S COMP INS		CP	INV #CON-0000019632, 19433	39384	51,651.68
NJ SCHOOL BUILDING & GROUNDS ASSOC/ 3322	17-02027	11-000-262-590-71-558-000/ MISC PURCHASED SVCS		CF	MEM DUES..MIKE HUNKEN	39385	250.00
NJASA/ 3319	17-02265	20-270-200-500-66-000-000/ TITLE II OTHER SVC		CF	TECHSPO 2017...D. MILTEER	39386	425.00
NJSBGA/ 8503	17-02255	11-000-262-800-71-000-000/ OTHER OBJECTS		CF	REG ID #98247370..M HUNKEN	39387	280.00
NORTH HUDSON ACADEMY/ 2573	17-02309	11-000-100-569-40-227-000/ TUITION ADJUSTMENTS		CF	TUITION ADJUSTMENTS	39388	1,029.00
NORTH JERSEY MEDIA GROUP/ 3344	17-02338	11-000-230-890-63-000-000/ GEN ADMIN OTHER OBJECTS		CF	AD #0004108452	39389	112.89
NORTH JERSEY MEDIA GROUP INC./ 3345	17-02342	11-000-230-590-69-000-000/ GEN ADMIN OTHER SVC		CF	AD #0004104271	39390	855.75
NORTHEAST STAGE/ 4652	17-01271	11-000-262-590-71-558-000/ MISC PURCHASED SVCS		CF	INV #9964	39391	1,400.00
NORTHEASTERN TECHNOLOGIES GROU/ 3349	17-02007	11-000-213-500-40-000-000/ OTHER PURCHASED SERVICES		CF	INV #947471	39392	235.00
NORTHERN VALLEY REGIONAL H.S./ 4229	17-01418	11-000-216-320-40-000-000/ PURCHASED PROFESSIONAL -		CP	OT/PT #2016-2017	39393	1,860.00
NOW DOCS INTERNATIONAL, INC./ 4621	17-02313	11-000-251-600-63-000-000/ CENTRAL SVCS SUPPLIES		CF	INV #61195	39394	325.00

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# Englewood Public School District

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va\_bill5.10272014  
01/01/2017

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<b>Unposted Checks</b>							
NUTILE, ROBERT/ 7441	17-1363	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39395	79.00
O DIBELLA MUSIC INC./ 2603	17-01208	11-000-262-490-03-224-000/ MUSIC REPAIRS		CP	INV #1153052	39396	151.21
ON-SITE FLEET SERVICE, INC./ 6789	17-01307	11-000-270-420-63-000-000/ CLEANING, REPAIR, & MAIN		CP	VARIOUS INVOICES	39397	9,489.40
PALMORE, BARRY/ 7436	17-1328	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39398	79.00
PALOZZOLA, JULIA/ 8780	17-1336	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39399	116.00
PASCACK VALLEY REG H.S. DSTRCT/ 4978	17-01629	11-000-100-562-40-000-000/ TUITION IN STATE SPECIAL		CP	JAN - FEB 2017	39400	15,019.80
PASCACK VALLEY COUNCIL-REGION III/ 7821	17-01419	11-000-216-320-40-000-000/ PURCHASED PROFESSIONAL -		CP	OT BILLING 11/15-12/14	39401	418.99
PASI, JIM/ 8781	17-1339	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39402	116.00
PASSAIC ARTS AND SCIENCE CHARTER SCHOOL/ 8544	17-01563	10-000-100-561-63-238-000/ TRANSFER OF FUNDS TO CHA		CP	FEB 2017	39403	2,078.00
PASSON'S SPORTS & US GAMES, BSN SPORTS/ 8591	17-60461	11-190-100-610-05-000-000/ GENERAL SUPPLIES		CF	INV #98208792	39404	367.89
	17-60458	11-190-100-610-10-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #98170142	39404	141.22
	17-60457	11-190-100-610-20-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #98169074	39404	196.25
	17-60442	11-190-100-610-03-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #98224183	39404	1,325.22
					<b>Total for PASSON'S SPORTS &amp; US GAMES, BSN SPORTS/ 8591</b>		<b>\$2,030.58</b>
PEARSON ASSESSMENTS/ 6738	17-02275	11-000-221-600-64-000-000/ IMPVT OF INST SUPPLIES		CF	INV #4024911621	39405	909.39
PEARSON EDUCATION/ 3471	17-02236	20-270-200-300-66-000-000/ TITLE II ED SVC N/P		CF	INV #10999836	39406	2,800.00

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# Englewood Public School District

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va\_bill5.10272014  
01/01/2017

Vendor # / Name	PO #	Account # / Description	Inv #	Check Type *	Check Description or Multi Remit To Check Name	Check #	Check Amount
<b>Unposted Checks</b>							
PEARSON EDUCATION/ 6354	17-01706	20-501-100-640-32-000-000/ N.P. TEXTBOOKS		CF	INV #4024840730	39407	309.50
	17-01399	20-501-100-640-32-000-000/ N.P. TEXTBOOKS		CF	INV #4024750916	39407	471.71
	17-01358	20-501-100-640-32-000-000/ N.P. TEXTBOOKS		CF	INV #4024759178	39407	412.68
<b>Total for PEARSON EDUCATION/ 6354</b>							<b>\$1,193.89</b>
PEREZ, RAY/ 7412	17-1371	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39408	58.00
PERSEUS DISTRIBUTION/ 5900	17-02017	20-501-100-640-32-000-000/ N.P. TEXTBOOKS		CF	INV #14900861	39409	284.76
PHIPPS, CARL/ 7241	17-1372	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39410	58.00
PITT BULL SECURE TECHNOLOGIES, INC./ 8748	17-02273	11-000-218-500-20-000-000/ OTHER PURCHASED SERVICES		CF	INV #03575719	39411	16,500.00
POMPTONIAN FOOD SERVICE/ 3536	17-01222	50-910-310-500-63-000-000/ FOOD SERVICES		CP	JAN 2017, 02/03 week	39412	188,370.16
PRESTIGE/ 8668	17-01825	11-000-100-561-63-000-000/ TUITION TO OTHER LEAS WI		CP	INV #1076	39413	11,500.00
PRITCHARD INDUSTRIES/ 4537	17-01216	11-000-263-420-71-521-000/ SNOW REMOVAL		CP	INV #0020012571	39414	2,594.96
	17-01215	11-000-262-420-71-500-000/ CUST/MAINT EXTRA HOURS		CP	INV #0020012572	39414	939.36
<b>Total for PRITCHARD INDUSTRIES/ 4537</b>							<b>\$3,534.32</b>
PUBLIC SERVICE ELECTRIC & GAS/ 2672	17-01493	11-000-262-622-71-516-000/ ELECTRICITY		CP	VARIOUS ACCOUNTS	39415	88,246.08
R.D. SALES, LLC./ 3630	17-01256	11-000-261-420-71-526-000/ LOCKSMITH SERVICES		CP	VARIOUS INVOICES	39416	2,792.50
	17-01258	11-000-261-420-71-519-000/ SECURITY ALARMS		CP	INV #DH12510,12521,12460	39416	1,794.00
<b>Total for R.D. SALES, INC./ 3630</b>							<b>\$4,586.50</b>
RAPP, JIM/ 7256	17-1317	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39417	216.00
REALLY GOOD STUFF/ 6385	17-01900	20-241-100-600-66-000-000/ TITLE III SUPPLIES		CF	INV #5849434	39418	150.86
	17-01902	20-241-100-600-66-000-000/ TITLE III SUPPLIES		CF	INV #5853713	39418	164.15
	17-01860	20-241-100-600-66-000-000/ TITLE III SUPPLIES		CF	INV #5834783	39418	220.97
	17-60624	11-190-100-610-05-000-000/ GENERAL SUPPLIES		CF	INV #5671146	39418	8.87

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Run on 02/10/2017 at 02:06:03 PM



# Englewood Public School District

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REALLY GOOD STUFF/ 6385	17-60546	11-190-100-610-03-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #5671143	39418	18.23
							<b>\$563.08</b>
<b>Total for REALLY GOOD STUFF/ 6385</b>							
RIDDELL/ ALL AMERICAN/ 3698	17-02171	11-402-100-500-20-000-000/ ATHLETICS		CF	INV #98868925	39419	137.55
RIDGEFIELD BOARD OF ED./ 2712	17-02299	11-000-100-569-40-227-000/ TUITION ADJUSTMENTS		CF	TUITION ADJUSTMENTS	39420	179.52
RIERA, GERRY/ 7863	17-1335	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39421	116.00
RIVERA, JESUS/ 8165	17-1289	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39422	116.00
	17-1374	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39422	58.00
							<b>\$174.00</b>
<b>Total for RIVERA, JESUS/ 8165</b>							
ROB'S CARPET AND FLOORING/ 8745	17-02297	11-000-261-420-71-518-000/ FLOOR REPAIRS		CF	INV #5959	39423	3,900.00
ROONEY, TIM/ 8782	17-1341	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39424	79.00
ROSENFELD, JAY/ 7875	17-1346	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39425	79.00
ROTO-ROOTER/ 4376	17-01217	11-000-261-420-71-513-000/ PLUMBING/HEATING		CP	INV #000383469,000383480	39426	200.00
RUPINSKI, CHUCK/ 8241	17-1340	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39427	79.00
RUSAK, SCOTT/ 8756	17-1292	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39428	79.00
SCHEFFLER, PETER/ 7856	17-1297	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39429	58.00
	17-1306	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39429	116.00
	17-1338	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39429	116.00
							<b>\$290.00</b>
<b>Total for SCHEFFLER, PETER/ 7856</b>							
SCHOLASTIC/ 5291	17-01667	20-501-100-640-32-000-000/ N.P. TEXTBOOKS		CF	INV #13957326	39430	114.23
SCHOLASTIC INC./ 2763	17-01374	20-501-100-640-35-000-000/ N.P TEXTBOOKS		CF	INV #M5973606	39431	1,681.02
SCHOOL HEALTH SUPPLY CO/ 2768	17-01942	11-000-213-600-03-000-000/ HEALTH SUPPLIES		CF	INV #3235243-00-01	39432	692.97

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<b>Unposted Checks</b>							
SCHOOL SPECIALTY/ 6612	17-60549	11-190-100-610-03-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #208116855074	39433	14.15
SCHOOL SPECIALTY INC/ 2770	17-02018	11-190-100-610-05-000-000/ GENERAL SUPPLIES		CF	INV #308102665430	39434	295.18
	17-01921	11-190-100-610-02-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #308102653654	39434	518.94
		20-218-100-600-02-000-000/ PRESCHOOL SUPPLIES		CF	INV #308102653654	39434	518.94
					<b>Total for SCHOOL SPECIALTY INC/ 2770</b>		<b>\$1,333.06</b>
SCHOOL SPECIALTY / ABILITATION/ 8610	17-02296	60-057-100-600-03-000-000/ SUPPLIES AND MATERIALS		CF	INV #208117744593	39435	319.50
SCHOOL SPECIALTY ED ESSENTIALS/ 4964	17-60215	11-190-100-610-02-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #308102557586	39436	27.95
SCHOOL SPECIALTY, INC/SPORTIME/ 8592	17-60443	11-190-100-610-03-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #308102590304	39437	1,510.75
SFERRAZZA, BOB/ 8771	17-1287	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39438	79.00
SHALHOUB, GEORGE/ 8171	17-1351	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39439	79.00
SHARP ELEVATOR COMPANY, INC./ 3882	17-01335	11-000-261-420-71-528-000/ ELEVATOR REPAIRS		CP	INV #38459, 38286MAINT	39440	1,045.00
SOUTH BERGEN JOINTURE COMMISSION/ 3957	17-01404	11-000-270-515-40-000-000/ TRANS SPEC JOINTURE		CP	INV #51542	39441	76,054.14
	17-01622	20-253-200-300-40-000-000/ PURCHASED PROFESSIONAL A		CP	VARIOUS INVOICES	39441	58,448.62
	17-02025	11-000-270-503-30-000-000/ AID IN LIEU NON PUBLIC		CF	INV #51718	39441	10,253.69
		11-000-270-511-63-000-000/ TRANS - DISPLACED		CP	INV #51718	39441	79,504.84
					<b>Total for SOUTH BERGEN JOINTURE COMMISSION/ 3957</b>		<b>\$224,261.29</b>
SPECTROTTEL/ 8624	17-01510	11-000-230-530-71-615-000/ COMMUNICATION TELEPHONE		CP	CUST #346472	39442	5,593.26

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<b>Unposted Checks</b>							
SPENCE, DARRYL/ 8773	17-1290	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39443	79.00
SPORTS TIME, INC/ 3972	17-02287	50-910-310-500-63-000-000/ FOOD SERVICES		CF	INV #1639730	39444	6,300.00
STANDARDS SOLUTION LLC/ 7456	17-02234	11-000-221-500-64-000-000/ IMPVT OF INST OTHER SVC		CF	INV #2305	39445	20,000.00
STAPLES ADVANTAGE/ 6570	17-02004	11-000-221-600-64-000-000/ IMPVT OF INST SUPPLIES		CF	INV #3326380775	39446	41.98
STAPLES BUSINESS ADVANTAGE/ 7161	17-02254	11-190-100-610-05-000-000/ GENERAL SUPPLIES		CF	INV #3317724510	39447	67.38
STAPLES CONTRACT & COMMERCIAL, INC./ 8593	17-60371	11-190-100-610-03-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #3313922883	39448	474.48
STEIN, MICHAEL/ 8775	17-1311	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39449	58.00
TAYLOR RENTAL/ 4097	17-01854	11-000-218-500-20-000-000/ OTHER PURCHASED SERVICES		CF	INV #110386-3	39450	1,232.50
TEEL, DANIEL/ 8151	17-1308	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39451	79.00
TEQUIPMENT, INC/ 7647	17-02246	12-000-100-731-05-000-000/ INST EQUIP - GRIECO		CF	INV #104811	39452	49,000.00
THE BOOKSOURCE/ 6297	17-01263	11-190-100-610-03-000-000/ REG PROGRAM-UNDISTRIBUTE		CP	INV #561497,554335	39453	247.08
THE CTC ACADEMY, INC./ 4223	17-01443	11-000-100-566-40-000-000/ TUTION PSD IN STATE		CP	FEB 2017	39454	6,513.89
	17-02224	11-000-100-566-40-000-000/ TUTION PSD IN STATE		CP	FEB 2017	39454	1,870.00
<b>Total for THE CTC ACADEMY, INC./ 4223</b>							<b>\$8,383.89</b>
THE FORUM SCHOOL/ 2917	17-02306	11-000-100-569-40-227-000/ TUITION ADJUSTMENTS		CF	TUITION ADJUSTMENTS	39455	9,609.00
THE PHOENIX CENTER/ 8008	17-02315	11-000-100-569-40-227-000/ TUITION ADJUSTMENTS		CF	TUITION ADJUSTMENTS	39456	4,407.00
THE SHERWIN-WILLIAMS CO./ 4603	17-01209	11-000-262-610-71-611-000/ PAINT SUPPLIES		CP	INV #0647-9,0618-0	39457	921.62
THOMAS, CASEY/ 8461	17-1302	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39458	79.00

\* CF -- Computer Full CP - Computer Partial HF - Hand Check Full HP - Hand Check Partial

Run on 02/10/2017 at 02:06:03 PM

# Englewood Public School District

## Bills And Claims Report By Vendor Name

for Batches 60,61 and Check Date is from 02/01/2017 to 02/28/2017

va\_bill5.10272014  
01/01/2017

Vendor # / Name	PO #	Account # / Description	Inv #	Check Type *	Check Description or Multi Remit To	Check Name	Check #	Check Amount
<b>Unposted Checks</b>								
THOMAS, CHARLES/ 8192	17-1298	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS		39459	58.00
TIME FOR KIDS/ 4244	17-01896	20-241-100-600-66-000-000/ TITLE III SUPPLIES		CF	ACCT #3424768673		39460	200.70
	17-01884	20-241-100-600-66-000-000/ TITLE III SUPPLIES		CP	ACCT #3424768673		39460	297.54
<b>Total for TIME FOR KIDS/ 4244</b>								<b>\$498.24</b>
TOLOMEO, JIM/ 7687	17-1324	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS		39461	137.00
	17-1337	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS		39461	116.00
<b>Total for TOLOMEO, JIM/ 7687</b>								<b>\$253.00</b>
TOOLEN, JAMES/ 8776	17-1312	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS		39462	58.00
TRIUMPH LEARNING / COACH BOOKS/ 4830	17-02311	20-231-100-600-66-000-005/ TITLE I - SUPPLIES/MATER		CF	INV #IR067112		39463	4,721.65
	17-02343	11-240-100-610-64-101-000/ GENERAL SUPPLIES		CF	INV #IR067114		39463	240.99
<b>Total for Triumph Learning / Coach Books/ 4830</b>								<b>\$4,962.64</b>
TROXELL COMMUNICATIONS, INC./ 4270	17-60217	11-190-100-610-60-224-000/ GENERAL SUPPLIES - MUSIC		CF	INV #912548		39464	2,255.00
TURNER, STEVE/ 7515	17-1300	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS		39465	79.00
TURTLE BACK ZOO/ 7166	17-02369	11-000-270-512-02-220-000/ FIELD TRIPS		CF	FIELD TRIPS		39466	9.00
	16-02402	P2-218-200-516-02-000-000/ PRESCHOOL FIELD TRIPS		CF	TRIP 4/25/16		39466	711.00
	16-02538	P2-218-200-516-02-000-000/ PRESCHOOL FIELD TRIPS		CF	TRIP 6/6/2016		39466	333.00
<b>Total for TURTLE BACK ZOO/ 7166</b>								<b>\$1,053.00</b>
UNIQUE PHOTO, INC./ 6651	17-02214	11-190-100-610-20-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #280484		39467	1,053.00
VELEZ FOUNES, GLADYS/ 8709	17-02072	11-000-270-503-30-000-000/ AID IN LIEU NON PUBLIC		CF	AID IN LIEU NON PUBLIC		39468	186.58
VERIZON/ 1329	17-01176	11-000-230-530-71-615-000/ COMMUNICATION TELEPHONE		CP	ACCT #201 862-1403 600 90Y		39469	8,801.93
VERIZON WIRELESS/ 3759	17-01268	11-000-261-420-71-512-000/ PAGING SERVICES		CP	ACCT #586021457-00001		39470	725.21

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# Englewood Public School District

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01/01/2017

Vendor # / Name	PO #	Account # / Description	Inv #	Check Type *	Check Description or Multi Remit To Check Name	Check #	Check Amount
<b>Unposted Checks</b>							
VOLMAR, MIKE/ 7847	17-1326	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39471	79.00
VON FISCHER, RICHARD JR./ 8201	17-1370	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39472	58.00
W.W. GRAINGER INC/ 2060	17-01206	11-000-262-610-71-610-000/ MISC SUPPLIES		CP	VARIOUS INVOICES	39473	1,881.94
WAACK, RON/ 7372	17-1310	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39474	116.00
	17-1353	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39474	237.00
<b>Total for WAACK, RON/ 7372</b>							<b>\$353.00</b>
WALSH-MERKEL, ROBYN MA, CCC-SLP/ 4740	17-01416	11-204-100-320-40-000-000/ SPEC ED-LEARN & LANG DIS		CP	JAN 2017 EVALS	39475	675.00
WARREN, TESHAWN/ 7185	17-1352	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39476	180.00
WB MASON CO., INC./ 5743	17-60236	11-190-100-610-03-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #137384965,138071237	39477	165.70
	17-01991	11-000-218-600-98-000-000/ SUPPLIES AND MATERIALS		CF	INV #140017459	39477	1,419.91
	17-01990	11-000-218-600-20-000-000/ GUIDANCE SUPPLIES		CF	INV #140480075	39477	1,512.62
	17-02216	11-000-219-600-40-000-000/ CHILD STUDY TEAM SUPPLY		CF	INV #140480768	39477	1,488.24
<b>Total for WB MASON CO., INC./ 5743</b>							<b>\$4,586.47</b>
WEINER LAW GROUP/ 4452	17-02331	11-000-230-331-40-403-000/ LEGAL SERV - SPECIAL ED		CF	INV #199410,199414,199415	39478	8,608.98
		11-000-230-331-63-401-000/ GENERAL ADMIN LEGAL FEES		CF	INV #199411,199412,199413	39478	280.00
<b>Total for WEINER LAW GROUP/ 4452</b>							<b>\$8,888.98</b>
WINDSOR BERGEN ACADEMY, INC./ 8422	17-01452	11-000-100-566-40-000-000/ TUTION PSD IN STATE		CP	FEB 2017	39479	5,410.26
WINDSOR PREP. INC/ 4501	17-01455	20-253-100-500-40-000-000/ OTHER PURCHASED SERVICES		CP	OCT-NOV2016, FEB 2017	39480	62,496.33
WINGATE, JULIUS/ 8772	17-02399	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39481	137.00
WMB COMMUNICATIONS, LLC/ 4674	17-02066	11-000-222-500-68-000-000/ ED MEDIA TECH SERVICE		CF	INV #2016506	39482	5,975.00

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**Englewood Public School District**  
**Bills And Claims Report By Vendor Name**  
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va\_bill5.10272014  
01/01/2017

Vendor # / Name	PO #	Account # / Description	Inv #	Check Type *	Check Description or Multi Remit To Check Name	Check #	Check Amount
<b>Unposted Checks</b>							
YOUR WAY CONSTRUCTION INC/ 8575	17-02330	12-000-400-450-20-000-000/ CONSTRUCTION SERVICES		CF	APPLICATION #3 FINAL	39483	9,884.22
ZULAUF, CHARLES/ 8770	17-1286	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39484	79.00
	17-1345	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	39484	79.00
				Total for ZULAUF, CHARLES/ 8770			\$158.00
						Total for Unposted Checks	\$2,171,357.58

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# Englewood Public School District

## Bills And Claims Report By Vendor Name

for Batches 60,61 and Check Date is from 02/01/2017 to 02/28/2017

va\_bill5.10272014  
01/01/2017

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*Resolution that the list of claims for goods received and services rendered and certified to be correct by the Business Administrator, be approved for payment and further that the Secretary's and Treasurer's financial reports be accepted as filed.*

Fund Summary		Fund	Sub Fund	Computer Checks	Computer Checks Non/AP	Hand Checks	Hand Checks Non/AP	Total Checks
	10	10		\$158,086.00				\$158,086.00
	10	11		\$1,096,277.86				\$1,096,277.86
	10	12		\$470,784.22				\$470,784.22
	Fund 10	TOTAL		\$1,725,148.08				\$1,725,148.08
	20	20		\$204,292.46				\$204,292.46
	20	P2		\$1,044.00				\$1,044.00
	Fund 20	TOTAL		\$205,336.46				\$205,336.46
	30	30		\$45,733.38				\$45,733.38
	50	50		\$194,820.16				\$194,820.16
	60	60		\$319.50				\$319.50
	GRAND	TOTAL		\$2,171,357.58	\$0.00	\$0.00	\$0.00	\$2,171,357.58

Chairman Finance Committee

Member Finance Committee

# Englewood Public School District

## Bills And Claims Report By Account Number

for Batch 58 and Check Date is from 01/01/2017 to 01/31/2017

va\_bill1.10272014  
01/01/2017

Account # / Description	PO #	Inv #	Vendor # / Name	Check Type *	Check Description or Multi Remit To Check Name	Check#	Check Amount
<b>POSTED CHECKS</b>							
11-000-100-562-40-000-000/ TUITION IN STATE SPECIAL	17-02293		8312 / WEISFOGEL, AVI DR.	CF	SETTLEMENT AGREEMENT	39109	22,033.00
11-000-230-530-71-615-000/ COMMUNICATION TELEPHONE	17-01176		1329 / VERIZON	CP	VARIOUS ACCOUNTS	39108	1,786.50
11-000-262-800-71-000-000/ OTHER OBJECTS	17-1322		2530 / HUNKEN, MICHAEL	CF	OTHER OBJECTS	39110	443.80
<b>Total for Posted Checks</b>							<b>\$24,263.30</b>

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# Englewood Public School District

## Bills And Claims Report By Account Number

for Batch 58 and Check Date is from 01/01/2017 to 01/31/2017

va\_bill1.10272014  
01/01/2017

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*Resolution that the list of claims for goods received and services rendered and certified to be correct by the Business Administrator, be approved for payment and further that the Secretary's and Treasurer's financial reports be accepted as filed.*

Fund Summary	Fund Category	Sub Fund	Computer Checks	Computer Checks Non/AP	Hand Checks	Hand Checks Non/AP	Total Checks
	10	11	\$24,263.30				\$24,263.30
	GRAND	TOTAL	\$24,263.30	\$0.00	\$0.00	\$0.00	\$24,263.30

Chairman Finance Committee

Member Finance Committee

# Englewood Public School District

## Bills And Claims Report By Account Number

JANUARY 31, 2017 PAYROLL

va\_bill1.10272014  
01/01/2017

Account # / Description	PO #	Inv #	Vendor # / Name	Check Type *	Check Description or Multi Remit To Check Name	Check#	Check Amount
<b>UNPOSTED CHECKS</b>							
11-000-211-100-60-101-000/ SALARIES	17-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES	15	3,572.12
11-000-211-172-07-000-000/ SALARIES	17-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES	15	7,455.25
11-000-211-172-60-000-000/ SALARIES	17-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES	15	5,207.90
11-000-211-172-73-000-000/ SALARIES	17-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES	15	1,776.38
11-000-211-172-76-000-000/ SALARIES	17-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES	15	4,427.91
11-000-211-172-77-000-000/ SALARIES	17-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES	15	3,587.27
11-000-211-172-85-000-000/ SALARIES	17-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES	15	1,776.37
11-000-211-173-60-101-000/ SALARIES	17-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES	15	5,564.75
11-000-211-173-67-103-000/ SALARIES	17-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES	15	3,465.00
11-000-213-100-67-103-000/ SALARIES	17-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES	15	306.75
11-000-213-100-73-101-000/ HEALTH SALARIES	17-0010		4614 / E.B.O.E.- PAYROLL	HP	HEALTH SALARIES	15	3,903.00
11-000-213-100-74-101-000/ HEALTH SALARIES	17-0010		4614 / E.B.O.E.- PAYROLL	HP	HEALTH SALARIES	15	2,852.75
11-000-213-100-76-101-000/ HEALTH SALARIES	17-0010		4614 / E.B.O.E.- PAYROLL	HP	HEALTH SALARIES	15	2,802.75
11-000-213-100-77-101-000/ HEALTH SALARIES	17-0010		4614 / E.B.O.E.- PAYROLL	HP	HEALTH SALARIES	15	2,146.70
11-000-213-100-85-101-000/ HEALTH SALARIES	17-0010		4614 / E.B.O.E.- PAYROLL	HP	HEALTH SALARIES	15	6,676.51
11-000-213-100-98-101-000/ HEALTH SALARIES	17-0010		4614 / E.B.O.E.- PAYROLL	HP	HEALTH SALARIES	15	2,146.70
11-000-216-100-40-101-000/ RELATED SERVICES SALARY	17-0010		4614 / E.B.O.E.- PAYROLL	HP	RELATED SERVICES SALARY	15	37,634.03
11-000-218-104-76-101-000/ GUIDANCE SALARY	17-0010		4614 / E.B.O.E.- PAYROLL	HP	GUIDANCE SALARY	15	8,076.15
11-000-218-104-77-101-000/ GUIDANCE SALARY	17-0010		4614 / E.B.O.E.- PAYROLL	HP	GUIDANCE SALARY	15	12,337.15
11-000-219-104-40-101-000/ CHILD STUDY TEAM SALARY	17-0010		4614 / E.B.O.E.- PAYROLL	HP	CHILD STUDY TEAM SALARY	15	56,991.55
11-000-219-105-40-101-000/ CHILD STUDY TEAM SEC	17-0010		4614 / E.B.O.E.- PAYROLL	HP	CHILD STUDY TEAM SEC	15	2,860.10
11-000-221-102-64-101-000/ IMPVT OF INSTRUCTION SAL	17-0010		4614 / E.B.O.E.- PAYROLL	HP	IMPVT OF INSTRUCTION SAL	15	5,520.83
11-000-221-102-65-101-000/ IMPVT OF INSTRUCTION SAL	17-0010		4614 / E.B.O.E.- PAYROLL	HP	IMPVT OF INSTRUCTION SAL	15	5,412.50
11-000-222-100-60-101-000/ ED MEDIA SALARY	17-0010		4614 / E.B.O.E.- PAYROLL	HP	ED MEDIA SALARY	15	6,864.29
11-000-222-100-60-104-000/ SALARIES	17-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES	15	1,565.51

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**Englewood Public School District**  
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 JANUARY 31, 2017 PAYROLL

va\_bill1.10272014  
 01/01/2017

Account # / Description	PO #	Inv #	Vendor # / Name	Check Type *	Check Description or Multi Remit To Check Name	Check#	Check Amount
<b>UNPOSTED CHECKS</b>							
11-000-222-100-73-101-000/ SALARIES	17-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES	15	2,145.08
11-000-222-100-74-101-000/ SALARIES	17-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES	15	1,855.76
11-000-222-100-76-101-000/ ED MEDIA SALARY	17-0010		4614 / E.B.O.E.- PAYROLL	HP	ED MEDIA SALARY	15	1,983.83
11-000-222-100-77-101-000/ ED MEDIA SALARY	17-0010		4614 / E.B.O.E.- PAYROLL	HP	ED MEDIA SALARY	15	2,039.71
11-000-230-100-61-101-000/ GENERAL ADMIN SALARY	17-0010		4614 / E.B.O.E.- PAYROLL	HP	GENERAL ADMIN SALARY	15	10,646.41
11-000-230-100-62-101-000/ GENERAL ADMIN - SALARY	17-0010		4614 / E.B.O.E.- PAYROLL	HP	GENERAL ADMIN - SALARY	15	86,083.33
11-000-230-100-67-103-000/ GENERAL ADMIN SALARY	17-0010		4614 / E.B.O.E.- PAYROLL	HP	GENERAL ADMIN SALARY	15	81.83
11-000-240-103-07-101-000/ SCHOOL ADMIN SALARY	17-0010		4614 / E.B.O.E.- PAYROLL	HP	SCHOOL ADMIN SALARY	15	6,554.16
11-000-240-103-40-101-000/ SCHOOL ADMIN SALARY	17-0010		4614 / E.B.O.E.- PAYROLL	HP	SCHOOL ADMIN SALARY	15	6,175.00
11-000-240-103-60-101-000/ SALARIES OF PRINCIPALS/A	17-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES OF PRINCIPALS/A	15	10,625.00
11-000-240-103-73-101-000/ SCHOOL ADMIN SALARY	17-0010		4614 / E.B.O.E.- PAYROLL	HP	SCHOOL ADMIN SALARY	15	11,217.04
11-000-240-103-74-101-000/ SCHOOL ADMIN SALARY	17-0010		4614 / E.B.O.E.- PAYROLL	HP	SCHOOL ADMIN SALARY	15	12,061.36
11-000-240-103-75-101-000/ SCHOOL ADMIN SALARY	17-0010		4614 / E.B.O.E.- PAYROLL	HP	SCHOOL ADMIN SALARY	15	10,916.66
11-000-240-103-76-101-000/ SCHOOL ADMIN SALARY	17-0010		4614 / E.B.O.E.- PAYROLL	HP	SCHOOL ADMIN SALARY	15	17,025.37
11-000-240-103-77-101-000/ SCHOOL ADMIN SALARY	17-0010		4614 / E.B.O.E.- PAYROLL	HP	SCHOOL ADMIN SALARY	15	18,329.16
11-000-240-103-98-101-000/ SALARIES OF PRINCIPALS/A	17-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES OF PRINCIPALS/A	15	11,410.22
11-000-251-100-63-000-000/ CENTRAL SERVICE SALARY	17-0010		4614 / E.B.O.E.- PAYROLL	HP	CENTRAL SERVICE SALARY	15	26,094.53
11-000-251-100-69-000-000/ CENTRAL SERVICES SALARY	17-0010		4614 / E.B.O.E.- PAYROLL	HP	CENTRAL SERVICES SALARY	15	5,193.54
11-000-252-100-68-000-000/ SALARIES	17-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES	15	9,916.19
11-000-261-100-71-101-000/ SALARIES	17-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES	15	2,926.96
11-000-262-104-71-000-000/ SALARIES	17-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES	15	5,276.94
11-000-266-100-60-101-000/ SECURITY SALARIES	17-0010		4614 / E.B.O.E.- PAYROLL	HP	SECURITY SALARIES	15	27,148.22
11-000-270-160-60-000-000/ SAL. FOR PUPIL TRANS(BET	17-0010		4614 / E.B.O.E.- PAYROLL	HP	SAL. FOR PUPIL TRANS(BET	15	2,234.68
11-000-270-162-60-000-000/ SAL. FOR PUPIL TRANS(BET	17-0010		4614 / E.B.O.E.- PAYROLL	HP	SAL. FOR PUPIL TRANS(BET	15	8,965.56
11-110-100-101-67-103-000/ PRESCHOOL/KINDERGARTEN -	17-0010		4614 / E.B.O.E.- PAYROLL	HP	PRESCHOOL/KINDERGARTEN -	15	200.00
11-110-100-101-80-102-000/ REG PROGRAM-PRESCH/KINDE	17-0010		4614 / E.B.O.E.- PAYROLL	HP	REG PROGRAM-PRESCH/KINDE	15	1,400.00

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 01/01/2017

Account # / Description	PO #	Inv #	Vendor # / Name	Check Type *	Check Description or Multi Remit To Check Name	Check#	Check Amount
<b>UNPOSTED CHECKS</b>							
11-110-100-101-84-101-000/ PRESCHOOL/KINDERGARTEN -	17-0010		4614 / E.B.O.E.- PAYROLL	HP	PRESCHOOL/KINDERGARTEN -	15	4,941.12
11-110-100-101-85-101-000/ REG PROGRAM-PRESCH/KINDE	17-0010		4614 / E.B.O.E.- PAYROLL	HP	REG PROGRAM-PRESCH/KINDE	15	51,695.48
11-120-100-101-67-103-000/ REG PROGRAM-GRADES 1-5	17-0010		4614 / E.B.O.E.- PAYROLL	HP	REG PROGRAM-GRADES 1-5	15	250.00
11-120-100-101-73-101-000/ REG PROGRAM-GRADES 1-5	17-0010		4614 / E.B.O.E.- PAYROLL	HP	REG PROGRAM-GRADES 1-5	15	62,761.35
11-120-100-101-73-710-000/ GRADES 1-5 - SALARIES OF	17-0010		4614 / E.B.O.E.- PAYROLL	HP	GRADES 1-5 - SALARIES OF	15	2,351.80
11-120-100-101-74-101-000/ REG PROGRAM-GRADES 1-5	17-0010		4614 / E.B.O.E.- PAYROLL	HP	REG PROGRAM-GRADES 1-5	15	123,498.41
11-120-100-101-74-710-000/ GRADES 1-5 - SALARIES OF	17-0010		4614 / E.B.O.E.- PAYROLL	HP	GRADES 1-5 - SALARIES OF	15	5,879.50
11-120-100-101-80-102-000/ REG PROGRAM-GRADES 1-5	17-0010		4614 / E.B.O.E.- PAYROLL	HP	REG PROGRAM-GRADES 1-5	15	5,450.00
11-130-100-101-67-103-000/ REG PROGRAM-GRADES 6-8	17-0010		4614 / E.B.O.E.- PAYROLL	HP	REG PROGRAM-GRADES 6-8	15	587.06
11-130-100-101-73-101-000/ GRADES 6-8 - SALARIES OF	17-0010		4614 / E.B.O.E.- PAYROLL	HP	GRADES 6-8 - SALARIES OF	15	11,333.00
11-130-100-101-74-101-000/ GRADES 6-8 - SALARIES OF	17-0010		4614 / E.B.O.E.- PAYROLL	HP	GRADES 6-8 - SALARIES OF	15	12,906.35
11-130-100-101-76-101-000/ REG PROGRAM-GRADES 6-8	17-0010		4614 / E.B.O.E.- PAYROLL	HP	REG PROGRAM-GRADES 6-8	15	112,617.45
11-130-100-101-80-102-000/ REG PROGRAM-GRADES 6-8	17-0010		4614 / E.B.O.E.- PAYROLL	HP	REG PROGRAM-GRADES 6-8	15	7,535.70
11-140-100-101-07-101-000/ REG PROGRAM-GRADES 9-12	17-0010		4614 / E.B.O.E.- PAYROLL	HP	REG PROGRAM-GRADES 9-12	15	13,117.70
11-140-100-101-67-103-000/ REG PROGRAM-GRADES 9-12	17-0010		4614 / E.B.O.E.- PAYROLL	HP	REG PROGRAM-GRADES 9-12	15	7,785.40
11-140-100-101-77-101-000/ REG PROGRAM-GRADES 9-12	17-0010		4614 / E.B.O.E.- PAYROLL	HP	REG PROGRAM-GRADES 9-12	15	137,444.72
11-140-100-101-80-102-000/ REG PROGRAM-GRADES 9-12	17-0010		4614 / E.B.O.E.- PAYROLL	HP	REG PROGRAM-GRADES 9-12	15	9,420.00
11-140-100-101-98-000-000/ REG PROGRAM-GRADES 9-12	17-0010		4614 / E.B.O.E.- PAYROLL	HP	REG PROGRAM-GRADES 9-12	15	164,727.52

\* CF -- Computer Full CP - Computer Partial HF - Hand Check Full HP - Hand Check Partial

# Englewood Public School District

## Bills And Claims Report By Account Number

JANUARY 31, 2017 PAYROLL

va\_bill1.10272014  
01/01/2017

Account # / Description	PO #	Inv #	Vendor # / Name	Check Type *	Check Description or Multi Remit To Check Name	Check#	Check Amount
<b>UNPOSTED CHECKS</b>							
11-204-100-101-40-101-000/ SPEC ED-LEARN & LANG DIS	17-0010		4614 / E.B.O.E.- PAYROLL	HP	SPEC ED-LEARN & LANG DIS	15	67,547.20
11-204-100-101-80-102-000/ SLD - SUBSTITUTES	17-0010		4614 / E.B.O.E.- PAYROLL	HP	SLD - SUBSTITUTES	15	300.00
11-212-100-101-40-101-000/ MULTIPLE DISABILITIES	17-0010		4614 / E.B.O.E.- PAYROLL	HP	MULTIPLE DISABILITIES	15	50,899.55
11-212-100-101-80-102-000/ MD SUBSTITUTES	17-0010		4614 / E.B.O.E.- PAYROLL	HP	MD SUBSTITUTES	15	100.00
11-213-100-101-40-101-000/ RESOURCE ROOM/CENTER	17-0010		4614 / E.B.O.E.- PAYROLL	HP	RESOURCE ROOM/CENTER	15	96,463.06
11-213-100-101-80-102-000/ RESOURCE ROOM SUBS	17-0010		4614 / E.B.O.E.- PAYROLL	HP	RESOURCE ROOM SUBS	15	300.00
11-216-100-101-40-101-000/ SPEC ED-PRE HANDI FULL T	17-0010		4614 / E.B.O.E.- PAYROLL	HP	SPEC ED-PRE HANDI FULL T	15	28,810.64
11-216-100-101-80-102-000/ PRESCHOOL DIS SUBS	17-0010		4614 / E.B.O.E.- PAYROLL	HP	PRESCHOOL DIS SUBS	15	300.00
11-240-100-101-73-101-000/ BILINGUAL ED	17-0010		4614 / E.B.O.E.- PAYROLL	HP	BILINGUAL ED	15	13,469.13
11-240-100-101-74-101-000/ BILINGUAL ED	17-0010		4614 / E.B.O.E.- PAYROLL	HP	BILINGUAL ED	15	40,771.62
11-240-100-101-76-101-000/ BILINGUAL ED	17-0010		4614 / E.B.O.E.- PAYROLL	HP	BILINGUAL ED	15	4,411.87
11-240-100-101-77-101-000/ BILINGUAL ED	17-0010		4614 / E.B.O.E.- PAYROLL	HP	BILINGUAL ED	15	8,711.06
11-240-100-101-80-102-000/ BILINGUAL ED SUBS	17-0010		4614 / E.B.O.E.- PAYROLL	HP	BILINGUAL ED SUBS	15	1,300.00
11-240-100-101-84-101-000/ SALARIES OF TEACHERS	17-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES OF TEACHERS	15	3,364.50
11-240-100-101-85-101-000/ BILINGUAL ED	17-0010		4614 / E.B.O.E.- PAYROLL	HP	BILINGUAL ED	15	5,207.90
11-402-100-100-77-101-000/ ATHLETICS	17-0010		4614 / E.B.O.E.- PAYROLL	HP	ATHLETICS	15	1,536.25
20-044-100-100-66-000-000/ CONFUCIUS SAL OF TEACHER	17-0010		4614 / E.B.O.E.- PAYROLL	HP	CONFUCIUS SAL OF TEACHER	15	167.75
20-218-100-101-02-000-000/ PRESCHOOL SAL OF TEACH	17-0010		4614 / E.B.O.E.- PAYROLL	HP	PRESCHOOL SAL OF TEACH	15	38,219.65
20-218-100-101-80-102-000/ PRESCHOOL SAL OF TEACH	17-0010		4614 / E.B.O.E.- PAYROLL	HP	PRESCHOOL SAL OF TEACH	15	2,800.00
20-231-100-100-66-000-003/ TITLE I - SALARY TEACHER	17-0010		4614 / E.B.O.E.- PAYROLL	HP	TITLE I - SALARY TEACHER	15	3,602.75
20-231-100-100-66-000-010/ TITLE I - TEACHER SALARY	17-0010		4614 / E.B.O.E.- PAYROLL	HP	TITLE I - TEACHER SALARY	15	3,013.93
20-231-100-100-66-724-020/ TITLE I FOCUS TEACH SAL	17-0010		4614 / E.B.O.E.- PAYROLL	HP	TITLE I FOCUS TEACH SAL	15	6,560.50
20-270-200-100-66-000-000/ TITLE II - SALARY	17-0010		4614 / E.B.O.E.- PAYROLL	HP	TITLE II - SALARY	15	5,291.66
60-057-100-100-02-000-000/ SALARIES - QUARLES	17-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES - QUARLES	15	2,935.39
60-057-100-100-03-000-000/ SALARIES - MCCLLOUD	17-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES - MCCLLOUD	15	1,807.84
60-057-100-100-05-000-000/ SALARIES - GRIECO	17-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES - GRIECO	15	6,726.81
<b>Total for Unposted Checks</b>							<b>\$1,622,358.38</b>

\* CF -- Computer Full CP - Computer Partial HF - Hand Check Full HP - Hand Check Partial

# Englewood Public School District

## Bills And Claims Report By Account Number

JANUARY 31, 2017 PAYROLL

va\_bill1.10272014  
01/01/2017

*Resolution that the list of claims for goods received and services rendered and certified to be correct by the Business Administrator, be approved for payment and further that the Secretary's and Treasurer's financial reports be accepted as filed.* Run on 02/02/2017 at 08:59:42 AM

Fund Summary	Fund Category	Sub Fund	Computer Checks	Computer Checks Non/AP	Hand Checks	Hand Checks Non/AP	Total Checks
	10	11			\$1,551,232.10		\$1,551,232.10
	20	20			\$59,656.24		\$59,656.24
	60	60			\$11,470.04		\$11,470.04
	GRAND	TOTAL	\$0.00	\$0.00	\$1,622,358.38	\$0.00	\$1,622,358.38

Chairman Finance Committee

Member Finance Committee

# Englewood Public School District

## Bills And Claims Report By Account Number

FEBRUARY 15, 2017 PAYROLL

va\_bill1.10272014  
01/01/2017

Account # / Description	PO #	Inv #	Vendor # / Name	Check Type *	Check Description or Remit To	Check Name	Check#	Check Amount
<b>UNPOSTED CHECKS</b>								
11-000-211-100-60-101-000/ SALARIES	17-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES		16	3,572.12
11-000-211-172-07-000-000/ SALARIES	17-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES		16	7,455.25
11-000-211-172-60-000-000/ SALARIES	17-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES		16	5,207.90
11-000-211-172-73-000-000/ SALARIES	17-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES		16	1,776.38
11-000-211-172-76-000-000/ SALARIES	17-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES		16	4,427.91
11-000-211-172-77-000-000/ SALARIES	17-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES		16	3,937.27
11-000-211-172-85-000-000/ SALARIES	17-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES		16	1,776.37
11-000-211-173-60-101-000/ SALARIES	17-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES		16	5,564.75
11-000-211-173-67-103-000/ SALARIES	17-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES		16	1,816.50
11-000-213-100-60-102-000/ HEALTH SERVICES SALARY	17-0010		4614 / E.B.O.E.- PAYROLL	HP	HEALTH SERVICES SALARY		16	450.00
11-000-213-100-67-103-000/ SALARIES	17-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES		16	600.00
11-000-213-100-73-101-000/ HEALTH SALARIES	17-0010		4614 / E.B.O.E.- PAYROLL	HP	HEALTH SALARIES		16	3,903.00
11-000-213-100-74-101-000/ HEALTH SALARIES	17-0010		4614 / E.B.O.E.- PAYROLL	HP	HEALTH SALARIES		16	2,852.75
11-000-213-100-76-101-000/ HEALTH SALARIES	17-0010		4614 / E.B.O.E.- PAYROLL	HP	HEALTH SALARIES		16	2,802.75
11-000-213-100-77-101-000/ HEALTH SALARIES	17-0010		4614 / E.B.O.E.- PAYROLL	HP	HEALTH SALARIES		16	2,146.70
11-000-213-100-85-101-000/ HEALTH SALARIES	17-0010		4614 / E.B.O.E.- PAYROLL	HP	HEALTH SALARIES		16	6,676.51
11-000-213-100-98-101-000/ HEALTH SALARIES	17-0010		4614 / E.B.O.E.- PAYROLL	HP	HEALTH SALARIES		16	2,146.70
11-000-216-100-40-101-000/ RELATED SERVICES SALARY	17-0010		4614 / E.B.O.E.- PAYROLL	HP	RELATED SERVICES SALARY		16	37,634.03
11-000-218-104-67-103-000/ SALARIES OF OTHER PROFES	17-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES OF OTHER PROFES		16	91.50
11-000-218-104-76-101-000/ GUIDANCE SALARY	17-0010		4614 / E.B.O.E.- PAYROLL	HP	GUIDANCE SALARY		16	8,076.15
11-000-218-104-77-101-000/ GUIDANCE SALARY	17-0010		4614 / E.B.O.E.- PAYROLL	HP	GUIDANCE SALARY		16	12,337.15
11-000-219-104-40-101-000/ CHILD STUDY TEAM SALARY	17-0010		4614 / E.B.O.E.- PAYROLL	HP	CHILD STUDY TEAM SALARY		16	55,866.55
11-000-219-105-40-101-000/ CHILD STUDY TEAM SEC	17-0010		4614 / E.B.O.E.- PAYROLL	HP	CHILD STUDY TEAM SEC		16	2,893.81
11-000-221-102-64-101-000/ IMPVT OF INSTRUCTION SAL	17-0010		4614 / E.B.O.E.- PAYROLL	HP	IMPVT OF INSTRUCTION SAL		16	5,520.83
11-000-221-102-65-101-000/ IMPVT OF INSTRUCTION SAL	17-0010		4614 / E.B.O.E.- PAYROLL	HP	IMPVT OF INSTRUCTION SAL		16	5,412.50

\* CF -- Computer Full CP - Computer Partial HF - Hand Check Full HP - Hand Check Partial

**Englewood Public School District**  
**Bills And Claims Report By Account Number**  
 FEBRUARY 15, 2017 PAYROLL

va\_bill1.10272014  
 01/01/2017

Account # / Description	PO #	Inv #	Vendor # / Name	Check Type *	Check Description or Multi Remit To Check Name	Check#	Check Amount
<b>UNPOSTED CHECKS</b>							
11-000-222-100-60-101-000/ ED MEDIA SALARY	17-0010		4614 / E.B.O.E.- PAYROLL	HP	ED MEDIA SALARY	16	6,864.29
11-000-222-100-60-104-000/ SALARIES	17-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES	16	1,872.94
11-000-222-100-73-101-000/ SALARIES	17-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES	16	2,145.08
11-000-222-100-74-101-000/ SALARIES	17-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES	16	1,855.76
11-000-222-100-76-101-000/ ED MEDIA SALARY	17-0010		4614 / E.B.O.E.- PAYROLL	HP	ED MEDIA SALARY	16	1,983.83
11-000-222-100-77-101-000/ ED MEDIA SALARY	17-0010		4614 / E.B.O.E.- PAYROLL	HP	ED MEDIA SALARY	16	2,039.71
11-000-230-100-61-101-000/ GENERAL ADMIN SALARY	17-0010		4614 / E.B.O.E.- PAYROLL	HP	GENERAL ADMIN SALARY	16	10,778.11
11-000-230-100-62-101-000/ GENERAL ADMIN - SALARY	17-0010		4614 / E.B.O.E.- PAYROLL	HP	GENERAL ADMIN - SALARY	16	6,583.33
11-000-230-100-67-103-000/ GENERAL ADMIN SALARY	17-0010		4614 / E.B.O.E.- PAYROLL	HP	GENERAL ADMIN SALARY	16	229.11
11-000-240-103-07-101-000/ SCHOOL ADMIN SALARY	17-0010		4614 / E.B.O.E.- PAYROLL	HP	SCHOOL ADMIN SALARY	16	6,554.16
11-000-240-103-40-101-000/ SCHOOL ADMIN SALARY	17-0010		4614 / E.B.O.E.- PAYROLL	HP	SCHOOL ADMIN SALARY	16	6,175.00
11-000-240-103-60-101-000/ SALARIES OF PRINCIPALS/A	17-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES OF PRINCIPALS/A	16	10,625.00
11-000-240-103-73-101-000/ SCHOOL ADMIN SALARY	17-0010		4614 / E.B.O.E.- PAYROLL	HP	SCHOOL ADMIN SALARY	16	11,217.04
11-000-240-103-74-101-000/ SCHOOL ADMIN SALARY	17-0010		4614 / E.B.O.E.- PAYROLL	HP	SCHOOL ADMIN SALARY	16	12,061.36
11-000-240-103-75-101-000/ SCHOOL ADMIN SALARY	17-0010		4614 / E.B.O.E.- PAYROLL	HP	SCHOOL ADMIN SALARY	16	10,916.66
11-000-240-103-76-101-000/ SCHOOL ADMIN SALARY	17-0010		4614 / E.B.O.E.- PAYROLL	HP	SCHOOL ADMIN SALARY	16	17,025.37
11-000-240-103-77-101-000/ SCHOOL ADMIN SALARY	17-0010		4614 / E.B.O.E.- PAYROLL	HP	SCHOOL ADMIN SALARY	16	18,329.16
11-000-240-103-98-101-000/ SALARIES OF PRINCIPALS/A	17-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES OF PRINCIPALS/A	16	11,410.22
11-000-251-100-63-000-000/ CENTRAL SERVICE SALARY	17-0010		4614 / E.B.O.E.- PAYROLL	HP	CENTRAL SERVICE SALARY	16	26,334.63
11-000-251-100-69-000-000/ CENTRAL SERVICES SALARY	17-0010		4614 / E.B.O.E.- PAYROLL	HP	CENTRAL SERVICES SALARY	16	6,252.89
11-000-252-100-68-000-000/ SALARIES	17-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES	16	9,916.19
11-000-261-100-71-101-000/ SALARIES	17-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES	16	2,926.96
11-000-262-104-71-000-000/ SALARIES	17-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES	16	5,276.94
11-000-266-100-60-101-000/ SECURITY SALARIES	17-0010		4614 / E.B.O.E.- PAYROLL	HP	SECURITY SALARIES	16	28,554.91
11-000-270-160-60-000-000/ SAL. FOR PUPIL TRANS(BET	17-0010		4614 / E.B.O.E.- PAYROLL	HP	SAL. FOR PUPIL TRANS(BET	16	2,234.68
11-000-270-162-60-000-000/ SAL. FOR PUPIL TRANS(BET	17-0010		4614 / E.B.O.E.- PAYROLL	HP	SAL. FOR PUPIL TRANS(BET	16	9,332.78
11-110-100-101-67-103-000/ PRESCHOOL/KINDERGARTEN -	17-0010		4614 / E.B.O.E.- PAYROLL	HP	PRESCHOOL/KINDERGARTEN -	16	300.00

\* CF -- Computer Full CP - Computer Partial HF - Hand Check Full HP - Hand Check Partial

**Englewood Public School District**  
**Bills And Claims Report By Account Number**  
 FEBRUARY 15, 2017 PAYROLL

va\_bill1.10272014  
 01/01/2017

Account # / Description	PO #	Inv #	Vendor # / Name	Check Type *	Check Description or Multi Remit To Check Name	Check#	Check Amount
<b>UNPOSTED CHECKS</b>							
11-110-100-101-80-102-000/ REG PROGRAM-PRESCH/KINDE	17-0010		4614 / E.B.O.E.- PAYROLL	HP	REG PROGRAM-PRESCH/KINDE	16	1,500.00
11-110-100-101-84-101-000/ PRESCHOOL/KINDERGARTEN -	17-0010		4614 / E.B.O.E.- PAYROLL	HP	PRESCHOOL/KINDERGARTEN -	16	4,941.12
11-110-100-101-85-101-000/ REG PROGRAM-PRESCH/KINDE	17-0010		4614 / E.B.O.E.- PAYROLL	HP	REG PROGRAM-PRESCH/KINDE	16	51,695.48
11-120-100-101-67-103-000/ REG PROGRAM-GRADES 1-5	17-0010		4614 / E.B.O.E.- PAYROLL	HP	REG PROGRAM-GRADES 1-5	16	3,928.25
11-120-100-101-73-101-000/ REG PROGRAM-GRADES 1-5	17-0010		4614 / E.B.O.E.- PAYROLL	HP	REG PROGRAM-GRADES 1-5	16	61,950.45
11-120-100-101-73-710-000/ GRADES 1-5 - SALARIES OF	17-0010		4614 / E.B.O.E.- PAYROLL	HP	GRADES 1-5 - SALARIES OF	16	2,351.80
11-120-100-101-74-101-000/ REG PROGRAM-GRADES 1-5	17-0010		4614 / E.B.O.E.- PAYROLL	HP	REG PROGRAM-GRADES 1-5	16	122,932.90
11-120-100-101-74-710-000/ GRADES 1-5 - SALARIES OF	17-0010		4614 / E.B.O.E.- PAYROLL	HP	GRADES 1-5 - SALARIES OF	16	5,879.50
11-120-100-101-80-102-000/ REG PROGRAM-GRADES 1-5	17-0010		4614 / E.B.O.E.- PAYROLL	HP	REG PROGRAM-GRADES 1-5	16	13,250.00
11-130-100-101-67-103-000/ REG PROGRAM-GRADES 6-8	17-0010		4614 / E.B.O.E.- PAYROLL	HP	REG PROGRAM-GRADES 6-8	16	742.08
11-130-100-101-73-101-000/ GRADES 6-8 - SALARIES OF	17-0010		4614 / E.B.O.E.- PAYROLL	HP	GRADES 6-8 - SALARIES OF	16	13,479.63
11-130-100-101-74-101-000/ GRADES 6-8 - SALARIES OF	17-0010		4614 / E.B.O.E.- PAYROLL	HP	GRADES 6-8 - SALARIES OF	16	12,906.35
11-130-100-101-76-101-000/ REG PROGRAM-GRADES 6-8	17-0010		4614 / E.B.O.E.- PAYROLL	HP	REG PROGRAM-GRADES 6-8	16	112,489.45
11-130-100-101-80-102-000/ REG PROGRAM-GRADES 6-8	17-0010		4614 / E.B.O.E.- PAYROLL	HP	REG PROGRAM-GRADES 6-8	16	5,610.00
11-140-100-101-07-101-000/ REG PROGRAM-GRADES 9-12	17-0010		4614 / E.B.O.E.- PAYROLL	HP	REG PROGRAM-GRADES 9-12	16	13,117.70
11-140-100-101-67-103-000/ REG PROGRAM-GRADES 9-12	17-0010		4614 / E.B.O.E.- PAYROLL	HP	REG PROGRAM-GRADES 9-12	16	7,885.00
11-140-100-101-77-101-000/ REG PROGRAM-GRADES 9-12	17-0010		4614 / E.B.O.E.- PAYROLL	HP	REG PROGRAM-GRADES 9-12	16	132,517.79
11-140-100-101-80-102-000/ REG PROGRAM-GRADES 9-12	17-0010		4614 / E.B.O.E.- PAYROLL	HP	REG PROGRAM-GRADES 9-12	16	5,900.00

\* CF -- Computer Full CP - Computer Partial HF - Hand Check Full HP - Hand Check Partial

# Englewood Public School District

## Bills And Claims Report By Account Number

FEBRUARY 15, 2017 PAYROLL

va\_bill1.10272014  
01/01/2017

Account # / Description	PO #	Inv #	Vendor # / Name	Check Type *	Check Description or Multi Remit To Check Name	Check#	Check Amount
<b>UNPOSTED CHECKS</b>							
11-140-100-101-98-000-000/ REG PROGRAM-GRADES 9-12	17-0010		4614 / E.B.O.E.- PAYROLL	HP	REG PROGRAM-GRADES 9-12	16	162,916.18
11-150-100-101-40-101-000/ HOME INSTRUCTION	17-0010		4614 / E.B.O.E.- PAYROLL	HP	HOME INSTRUCTION	16	3,690.50
11-204-100-101-40-101-000/ SPEC ED-LEARN & LANG DIS	17-0010		4614 / E.B.O.E.- PAYROLL	HP	SPEC ED-LEARN & LANG DIS	16	66,101.95
11-212-100-101-40-101-000/ MULTIPLE DISABILITIES	17-0010		4614 / E.B.O.E.- PAYROLL	HP	MULTIPLE DISABILITIES	16	50,899.55
11-213-100-101-40-101-000/ RESOURCE ROOM/CENTER	17-0010		4614 / E.B.O.E.- PAYROLL	HP	RESOURCE ROOM/CENTER	16	96,831.21
11-216-100-101-40-101-000/ SPEC ED-PRE HANDI FULL T	17-0010		4614 / E.B.O.E.- PAYROLL	HP	SPEC ED-PRE HANDI FULL T	16	28,810.64
11-240-100-101-67-103-000/ SALARIES OF TEACHERS	17-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES OF TEACHERS	16	205.88
11-240-100-101-73-101-000/ BILINGUAL ED	17-0010		4614 / E.B.O.E.- PAYROLL	HP	BILINGUAL ED	16	13,469.13
11-240-100-101-74-101-000/ BILINGUAL ED	17-0010		4614 / E.B.O.E.- PAYROLL	HP	BILINGUAL ED	16	40,771.62
11-240-100-101-76-101-000/ BILINGUAL ED	17-0010		4614 / E.B.O.E.- PAYROLL	HP	BILINGUAL ED	16	4,411.87
11-240-100-101-77-101-000/ BILINGUAL ED	17-0010		4614 / E.B.O.E.- PAYROLL	HP	BILINGUAL ED	16	8,711.06
11-240-100-101-84-101-000/ SALARIES OF TEACHERS	17-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES OF TEACHERS	16	3,364.50
11-240-100-101-85-101-000/ BILINGUAL ED	17-0010		4614 / E.B.O.E.- PAYROLL	HP	BILINGUAL ED	16	5,207.90
11-402-100-100-77-101-000/ ATHLETICS	17-0010		4614 / E.B.O.E.- PAYROLL	HP	ATHLETICS	16	840.00
20-218-100-101-02-000-000/ PRESCHOOL SAL OF TEACH	17-0010		4614 / E.B.O.E.- PAYROLL	HP	PRESCHOOL SAL OF TEACH	16	38,219.65
20-218-100-101-80-102-000/ PRESCHOOL SAL OF TEACH	17-0010		4614 / E.B.O.E.- PAYROLL	HP	PRESCHOOL SAL OF TEACH	16	1,800.00
20-231-100-100-66-000-003/ TITLE I - SALARY TEACHER	17-0010		4614 / E.B.O.E.- PAYROLL	HP	TITLE I - SALARY TEACHER	16	3,602.75
20-231-100-100-66-000-010/ TITLE I - TEACHER SALARY	17-0010		4614 / E.B.O.E.- PAYROLL	HP	TITLE I - TEACHER SALARY	16	3,013.93
20-231-100-100-66-103-005/ TITLE I - SAL EXTRA COMP	17-0010		4614 / E.B.O.E.- PAYROLL	HP	TITLE I - SAL EXTRA COMP	16	2,546.77
20-231-100-100-66-724-020/ TITLE I FOCUS TEACH SAL	17-0010		4614 / E.B.O.E.- PAYROLL	HP	TITLE I FOCUS TEACH SAL	16	6,560.50
20-241-100-100-66-000-000/ TITLE III SAL OF TEACH	17-0010		4614 / E.B.O.E.- PAYROLL	HP	TITLE III SAL OF TEACH	16	701.50
20-270-200-100-66-000-000/ TITLE II - SALARY	17-0010		4614 / E.B.O.E.- PAYROLL	HP	TITLE II - SALARY	16	5,291.66
60-057-100-100-02-000-000/ SALARIES - QUARLES	17-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES - QUARLES	16	6,586.97
60-057-100-100-03-000-000/ SALARIES - MCCLOUD	17-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES - MCCLOUD	16	3,854.90
60-057-100-100-05-000-000/ SALARIES - GRIECO	17-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES - GRIECO	16	6,956.04
<b>Total for Unposted Checks</b>							<b>\$1,553,185.65</b>

\* CF -- Computer Full CP - Computer Partial HF - Hand Check Full HP - Hand Check Partial

**Englewood Public School District**  
**Bills And Claims Report By Account Number**  
**FEBRUARY 15, 2017 PAYROLL**

va\_bill1.10272014  
 01/01/2017

*Resolution that the list of claims for goods received and services rendered and certified to be correct by the Business Administrator, be approved for payment and further that the Secretary's and Treasurer's financial reports be accepted as filed.* Run on 02/08/2017 at 11:40:16 AM

Fund Summary		Fund Category	Sub Fund	Computer Checks	Computer Checks Non/AP	Hand Checks	Hand Checks Non/AP	Total Checks
		10	11			\$1,474,050.98		\$1,474,050.98
		20	20			\$61,736.76		\$61,736.76
		60	60			\$17,397.91		\$17,397.91
		GRAND	TOTAL	\$0.00	\$0.00	\$1,553,185.65	\$0.00	\$1,553,185.65

Chairman Finance Committee

Member Finance Committee

**INITIAL APPLICATION FOR TEMPORARY INSTRUCTIONAL SPACE**

**2016 – 2017 SCHOOL YEAR**

Please check one:

Date of Application: 2/6/17  
(Date)

- In an existing school building
- Off-Site
- Trailers

District: Englewood

School or Building: Quarles

Address of School: 186 Davison Place

Room Location/Number (be specific) B-1 State Approved Use: Art  
 Basement  1<sup>st</sup> Floor  2<sup>nd</sup> Floor  Other

Dimensions: Length: 33 ft. Width: 22 ft. Ceiling height: 15 ft. 0 in.  
 Total Area: 726 square feet NET Area: \_\_\_\_\_ square feet

Grade Level(s): Kindergarten Instructional Activity(s): Self-Contained

Maximum number of students and teachers/aides (total) at one time: 10 students 3 aides

Building construction: Lavatory Facilities: Drinking Fountain: Lighting at 50 foot-candles:  
 Frame \_\_\_\_\_ Yes  No  Yes  No  Yes  No

Ventilation: Tempered Air  Exhaust Fan  Window  Other (specify) roof top HVAC

Fire/Smoke detection device in room: Yes  No

Exits from room: How many 2 To Outside  To Hallway  Other \_\_\_\_\_

Reason(s) for the need to use this temporary instructional area: enrollment growth of students

What improvements will be made to this space prior to September 1 of the next school year?

none - only temporary for March 1, 2017 - 6/30/17.

The Board of Education approved this initial temporary application for the 2016-2017 school year on \_\_\_\_\_ (Date).

**\*\*\*A COPY OF RESOLUTION FROM MINUTES MUST BE ATTACHED\*\*\***

Certified by: \_\_\_\_\_ (Chief School Administrator) (Date)

\_\_\_\_\_  
(School Business Administrator) (Date)

**FOR EXECUTIVE COUNTY SUPERINTENDENT'S USE ONLY:**

Date of Inspection by County Office: \_\_\_\_\_ Inspected by: \_\_\_\_\_

Included in Long-Range Facility Plan: Yes  No

For the 2016 - 2017 school year, approval: is granted  is not granted

subject to the following conditions: \_\_\_\_\_

\_\_\_\_\_  
(Executive County Superintendent) (Date)

**EDUCATIONAL DESCRIPTION FOR CHANGE OF USE OF ART ROOM TO A SELF CONTAINED KINDERGARTEN**

The Englewood Board of Education is requesting a temporary change of use for 3/1/2017 through 6/30/2017. The district would change the art room to a self contained Kindergarten classroom. There is an increase in classified students and behavioral issues. The art special would continue as Art on a Cart.

and  
exit

reading/  
play  
area

chalkboard

student  
table

teacher's  
desk

student  
group  
table

entrance

**TOILET ROOM FACILITIES FOR EARLY INTERVENTION, PRE-  
KINDERGARTEN AND KINDERGARTEN CLASSROOMS**  
**2016- 2017 SCHOOL YEAR**

**A separate form is required for each school building**

SCHOOL NAME Quarles

DISTRICT NAME Englewood

ROOM NUMBER(S) B-1

COUNTY NAME Bergen

To: Executive County Superintendent:

Our school district elects to use the alternate method of compliance in accordance with N.J.A.C. 6A:26-6.3 (h) 4ii and iii by providing toilet rooms adjacent to or outside the classroom in lieu of individual toilet rooms in each classroom. Our school children shall be supervised in the following manner:

The self contained kindergarten  
students would be escorted by an  
aide to the boys or girls room.  
The bathrooms are outside the room  
on the left, see attached map

Board of Education has approved this alternate method of compliance on \_\_\_\_\_;  
a copy of the resolution is attached. I certify that all requirements of N.J.A.C. 6A:26-6.3 (h) 4ii  
and iii have been met.

\_\_\_\_\_  
Chief School Administrator

\_\_\_\_\_  
Date

Approved: \_\_\_\_\_

Not Approved: \_\_\_\_\_

\_\_\_\_\_  
County Superintendent

\_\_\_\_\_  
Date

New  
Self  
contained K



Boys  
Bathroom

Girls  
Bathroom



## Energy Management Agreement

This Energy Management Agreement (this "EMA"), entered into on \_\_\_\_\_ (the "Effective Date"), is made by and between EnerNOC, Inc., located at One Marina Park Drive, Suite 400, Boston, MA 02210 ("EnerNOC"), and Englewood Public School District, located at 51 Durie Avenue, Englewood, NJ 07631 ("Customer"). EnerNOC and Customer are referred to herein collectively as the "Parties" and each individually as a "Party" to this EMA.

1. **Solutions.** This EMA is a master agreement between the Parties and sets forth the terms and conditions that will govern the rights, responsibilities, and obligations of the Parties with respect to the provision of the solutions (the "Solutions"), the scope of which are described in the applicable statements of work attached hereto (each a "SOW" and together with this EMA, the "Agreement"). EnerNOC will provide the Solutions in accordance with the Agreement and the applicable SOW. Each time Customer desires to procure any of the Solutions from EnerNOC, EnerNOC and Customer will execute a SOW that specifies, among other things, a description of the Solutions to be provided, the compensation for those Solutions, and any other details related to the engagement.
2. **Use and Access License.** For the duration of the term of any duly executed SOW, EnerNOC grants to Customer a limited, revocable, non-transferrable (except as set forth herein) and non-exclusive right to use and access (including through remote means) the Solutions solely for Customer's internal business operations and subject to the terms of this EMA and the applicable SOW. Without limiting the terms of the Agreement, Customer agrees not to decompile, disassemble, reverse engineer or otherwise attempt to perceive the source code relating to the Solutions or any web-based portal relating thereto or assign, sublicense, sell, resell, lease or otherwise transfer, convey, or pledge as security or encumber, any right in the Solutions. Except as expressly permitted herein, Customer agrees that it shall not receive any right, title or interest in, or any license or right to use or access, the Solutions or any patent, copyright, trade secret, trademark or other intellectual property rights therein by implication or otherwise.
3. **Term.** This EMA shall commence on the Effective Date and continue until terminated in accordance with the terms herein (the "Term").
4. **Confidentiality.**
  - a. **Nondisclosure to Third Parties.** In providing the Solutions under the Agreement, each Party will be exposed to certain Confidential Information (as hereinafter defined) of the other Party. Each Party on its own behalf and on behalf of its employees, contractors and agents (collectively, "Representatives") agrees not to, except as required by applicable law or regulation or in accordance with this EMA, use or disclose such Confidential Information without the prior written consent of the other Party, either during or after the Term. To protect Confidential Information, each Party agrees to: (i) limit dissemination of Confidential Information to only those Representatives having a "need to know"; (ii) advise each Representative who receives Confidential Information of the confidential nature of such information; and (iii) have appropriate agreements, policies and/or procedures in place with such Representatives sufficient to enable compliance with the confidentiality obligations contained herein. The term "Confidential Information" means all information, including, without limitation, any trade secrets, which is disclosed, either orally or in written form, by either Party or its Representatives and shall be deemed to include: (x) any notes, analyses, compilations, studies, interpretations, memoranda or other documents prepared by either Party or its Representatives which contain, reflect or are based upon, in whole or in part, any Confidential Information furnished to a receiving Party or its Representatives pursuant hereto; and (y) any information concerning the business relationship between the Parties.
  - b. **Use of Confidential Information.** Customer acknowledges that EnerNOC may receive Confidential Information of Customer from the applicable independent system/grid operator and/or utility, through data collected through the Solutions or otherwise, which may be used or disclosed by EnerNOC as necessary for the performance of the Agreement.
5. **Aggregate Data Collection and Usage.** Customer acknowledges and agrees that EnerNOC may: (i) collect, process and aggregate any data used with, stored in, or related to the Solutions, including, without limitation, end-user energy usage and demand data, and create aggregate data records ("Aggregate Data") by removing any personally identifiable information ("PII") from the underlying data; (ii) use such Aggregate Data to improve the Solutions, develop new solutions, understand actual energy usage and demand trends and general industry trends, develop white papers, reports, or databases summarizing the foregoing, and generally for any legitimate purpose related to EnerNOC's business; and (iii) share Aggregate Data with third parties or publish any reports, white papers, or other summaries based on Aggregate Data.
6. **Logo Authorization.** In connection with the Agreement, Customer hereby consents to EnerNOC's use of Customer's name and logo in EnerNOC's promotional materials, including, but not limited to, website, presentations and other printed materials. EnerNOC acknowledges that Customer is the owner of all right, title and interest in and to Customer's name and logo and shall not take any action that is inconsistent with such ownership.
7. **Limitation on Liability.** Except for breaches of confidentiality, EnerNOC's liability hereunder is limited to direct actual damages as the sole and exclusive remedy, and total damages under the Agreement shall not exceed \$100,000.00. In no event shall either

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Party, its parent, officers, directors, partners, shareholders, employees or affiliates, or any contractor or subcontractor or its employees or affiliates, be liable to the other Party for special, indirect, exemplary, punitive, incidental or consequential damages of any nature whatsoever connected with or resulting from the Solutions or from performance or non-performance of obligations under the Agreement, including without limitation, damages or claims in the nature of lost revenue, income or profits, loss of use, or cost of capital, irrespective of whether such damages are reasonably foreseeable and irrespective of whether such claims are based upon negligence, strict liability contract, operation of law or otherwise.

8. **Warranty Limitations.** IF THE SOLUTIONS BECOME OR ARE LIKELY TO BECOME THE SUBJECT OF ANY THIRD PARTY INTELLECTUAL PROPERTY INFRINGEMENT CLAIM OR ACTION, ENERNOC MAY, AT ENERNOC'S SOLE OPTION, EITHER: (I) REPLACE SUCH SOLUTIONS WITH AN EQUALLY SUITABLE SOLUTION FREE OF INFRINGEMENT; (II) MODIFY OR OBTAIN A LICENSE FOR THE SOLUTIONS SO THAT THEY NO LONGER INFRINGE ON ANY RIGHTS; OR (III) AFTER ENERNOC HAS DEMONSTRATED ITS GOOD FAITH EFFORTS TO ACHIEVE THE FOREGOING WITHOUT SUCCESS, TERMINATE THE APPLICABLE SOW. EXCEPT AS PROVIDED HEREIN, THE SOLUTIONS (AND ANY SOFTWARE, HARDWARE, OR OTHER COMPONENT THEREOF) ARE PROVIDED AS IS WITHOUT ANY WARRANTY OF ANY KIND. ALL WARRANTIES, WHETHER EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO ALL WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, ARE EXPRESSLY DISCLAIMED TO THE FULLEST EXTENT PERMISSIBLE UNDER APPLICABLE LAW.
9. **Choice of Law.** The Agreement shall be governed by and construed and enforced in accordance with the laws of State of New Jersey, without giving effect to choice of law rules.
10. **Miscellaneous.** Customer may not assign any of its rights or delegate any of its performance obligations hereunder without the prior written consent of EnerNOC; except that Customer may assign the Agreement to its successor or any entity acquiring all or substantially all of the assets of Customer by providing EnerNOC with written notice promptly following the acquisition date. The Agreement, including all exhibits, attachments and SOWs, constitutes the entire agreement between Customer and EnerNOC and may only be amended in writing signed by each of the Parties. In the event of any conflict between this EMA and a SOW, the terms of this EMA shall control with respect to the applicable SOW. If any of its provisions shall be held invalid or unenforceable, the Agreement shall be construed as if not containing those provisions and the rights and obligations of the Parties hereto shall be construed and enforced accordingly. The Agreement shall be binding upon the Parties together with their successors and permitted assigns. Each Party shall be responsible for its Representatives' compliance with the Agreement. Customer shall promptly notify EnerNOC in writing of any changes occurring during the Term to the Customer address(es) set forth in this EMA.
11. **Taxes.** Fees, costs, and expenses described in the Agreement do not include any sales, use, personal property, duty, levy, or similar governance charge, value added or good/services taxes. EnerNOC may include applicable taxes as separate items on Customer's invoice, and Customer shall be responsible to pay and/or reimburse EnerNOC for all taxes (other than taxes based on EnerNOC's income), unless Customer has provided adequate evidence of exemption upon execution of this EMA or the applicable SOW. If withholding of taxes is required by any government, Customer shall remit such taxes in accordance with applicable law, gross up the applicable payment amounts so that EnerNOC receives the full amount of fees invoiced, and provide EnerNOC with applicable evidence of withholding.
12. **Force Majeure.** The Parties shall be excused for any failure or delay in the performance of their obligations hereunder due to acts of God or any other legitimate cause beyond their reasonable control.
13. **Termination.** Either Party may terminate this EMA (i) in the event of the other Party's material breach of this EMA or any SOW, provided that the breaching Party fails to cure the specific breach within thirty (30) days following date of written notice from the non-breaching Party specifying the purported breach; (ii) immediately upon the institution by or against the other Party of insolvency, receivership or bankruptcy proceedings or any other proceedings for the settlement of the other Party's debts; or (iii) for convenience by giving the other Party sixty (60) days prior written notice; provided, however, that neither Party may terminate this EMA so long as any SOW executed by the Parties hereunder remains in effect.
14. **Notices.** Any notices required or permitted to be given hereunder by either Party to the other Party shall be given in writing by: (i) personal delivery; (ii) bonded courier or nationally recognized overnight delivery company; or (iii) electronic mail. If notice is given by personal delivery, bonded courier or nationally recognized overnight delivery company, such notice shall be addressed to the Parties as follows (or to such other addresses as the Parties may request in writing by notice given pursuant to this Section): to EnerNOC at EnerNOC, Inc., Attn: Legal Department, One Marina Park Drive, Suite 400, Boston, MA 02210; and to Customer at Englewood Public School District, 51 Durie Avenue, Englewood, NJ 07631. If notice is sent by electronic mail, such notice shall be sent to EnerNOC at [contractmanagement@enernoc.com](mailto:contractmanagement@enernoc.com); and/or to Customer at [mikhun@epsd.org](mailto:mikhun@epsd.org).
15. **Insurance.** EnerNOC shall maintain the following insurance:

Commercial General Liability Insurance with limits of \$1,000,000 per occurrence and \$2,000,000 aggregate;  
Automobile Liability Insurance with limits of \$1,000,000 per occurrence combined single limit; and

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Workers' Compensation and Employers' Liability Insurance with limits of not less than \$500,000.

All insurance carriers must have an AM Best rating of A-VIII or better. At Customer's request, Customer shall be listed as a certificate holder and additional insured on the Commercial General Liability policy. Customer shall be notified in writing at least thirty (30) days prior to cancellation of any insurance policy.

IN WITNESS WHEREOF, and intending to be legally bound, the Parties have duly executed this EMA by their authorized representatives as of the Effective Date.

**EnerNOC, Inc.**

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

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

Signature: \_\_\_\_\_

**Englewood Public School District**

Name: Cheryl Balletto  
\_\_\_\_\_

Title: Interim Business Admin/Bd. Secretary  
\_\_\_\_\_

Signature: \_\_\_\_\_



## Demand Response Statement of Work

This Statement of Work (this "SOW"), entered into on \_\_\_\_\_ (the "SOW Effective Date"), is made by and between EnerNOC, Inc., located at One Marina Park Drive, Suite 400, Boston, MA 02210 ("EnerNOC"), and Englewood Public School District, located at 51 Durie Avenue, Englewood, NJ 07631 ("Customer"). Unless otherwise defined herein, capitalized terms in this SOW shall have the meanings given to them in the Energy Management Agreement by and between the Parties effective as of \_\_\_\_\_ (the "EMA"), the terms and conditions of which are hereby incorporated by reference.

1. **Term.** This SOW shall commence on the SOW Effective Date and continue until 5/31/2020, unless earlier terminated in accordance with the terms herein (the "SOW Term"). Notwithstanding the foregoing, if Customer is enrolled in a Program (as defined below) with a Program Period (as defined in the Program Rule Attachment(s) attached hereto) that would otherwise extend beyond the SOW Term, then the SOW Term with respect to such Program shall be extended until the end of such Program Period.
2. **Enablement.** If required by EnerNOC for Customer's use and access to the Solutions, Customer shall, within twelve (12) days following execution by the Parties of this SOW, provide EnerNOC with reasonable access to install an EnerNOC site server ("ESS") that allows for Internet-based power metering, data collection, near real-time data communication, and Internet-based reporting and analytics for each Customer facility address identified on the Site Address Attachment attached hereto (each a "Site Address"). Customer agrees to collaborate with EnerNOC in a timely manner in testing, enabling and maintaining the installed ESS, the Solutions, and any other components of the EnerNOC system ("EnerNOC System"). If required for any Site Address(es), as determined solely by EnerNOC and indicated on the Site Address Attachment, the Parties shall execute an EnerNOC System enablement plan ("Enablement Plan") for such Site Address(es), the terms of which shall be attached to this SOW.
3. **Demand Response Solutions.** EnerNOC agrees to provide Customer with the following Solutions at each Site Address:
  - a. **Demand Response.** EnerNOC will manage Customer's participation in the demand response programs further described in the Program Rule Attachment(s) attached hereto ("Programs") by:
    - working with Customer to develop an appropriate energy curtailment plan for Customer's business;
    - working with Customer to facilitate necessary air regulatory filings on Customer's behalf as required by federal or national law, as applicable, in order to utilize on-site generation in connection with Customer's participation in the Program(s);
    - registering Customer's Accepted Capacity (as defined in the Program Rule Attachment(s));
    - managing Customer's curtailable electrical capacity in the Programs and upon notification by EnerNOC and acceptance by Customer, provide real-time support to Customer during demand response events ("Demand Response Events");
    - reconciling all Program payments;
    - enabling data transfer, monitoring and reporting of meter data through the EnerNOC System and providing technical assistance, maintenance, repair and hosting of the EnerNOC System; and
    - as necessary, coordinating with Customer's host utility to capture kilowatt-hour (kWh) pulses from Customer's primary utility meter to provide Customer near real-time, Internet-enabled power monitoring.
4. **Payments.**
  - a. **Enablement Fee.** For each Site Address, Customer shall pay to EnerNOC a one-time enablement fee equal to the following (the "Enablement Fee"):
    - i. If the Site Address does not have an associated Enablement Plan, then the Enablement Fee shall be the amount set forth opposite each Site Address on the Site Address Attachment. Such Enablement Fee is calculated according to the number of electric utility meters to be installed as listed in the Site Address Attachment. If additional meters are required to provide the Solutions herein, then the Enablement Fee shall be increased by \$3,000.
    - ii. If the Site Address does have an associated Enablement Plan, then the Enablement Fee shall be the amount agreed to in such Enablement Plan and both Parties acknowledge and agree that the Enablement Fee listed in the Site Address Attachment is a good faith best estimate only.
  - b. **Demand Response Payments.** In connection with Customer's participation in the Programs, EnerNOC shall make payments to Customer in the amounts and in accordance with the payment terms set forth in the Program Rule Attachment(s); provided that the Enablement Fee shall be amortized in equal monthly installments over the SOW Term and offset against any demand response payments owed by EnerNOC to Customer, and provided further that, upon termination or expiration of this SOW, Customer shall remit the balance, if any, of the Enablement Fee to EnerNOC within thirty (30) days following date of invoice.



## 5. Customer Support Requirements.

- a. **Representations and Warranties.** Customer holds all applicable licenses and/or permits not otherwise facilitated by EnerNOC pursuant to the Agreement that are required for the proper participation in the Program, including any local licenses and/or permits necessary to utilize on-site electric generation.
- b. **Demand Response Performance.** Customer has the intent and ability to generate and/or reduce electrical demand to achieve Accepted Capacity at each Site Address when notified by EnerNOC during Demand Response Events. Customer and EnerNOC understand that the curtailable electrical capacity identified in the Site Address Attachment does not represent Accepted Capacity and is solely the Parties' best estimate of performance and that Accepted Capacity may vary.
- c. **General Support Requirements.** Customer agrees to provide or cause to be provided to EnerNOC contact, billing and energy usage data, and facility information concerning each Site Address ("Customer Data") as is necessary to support the Solutions, including, but not limited to: (i) at least twelve (12) months of historical utility bills and supply contracts; (ii) any account/supply point data including, without limitation, account numbers, meter serial numbers, meter identifiers, and change of tenancy information; (iii) square footage, operating hours (including holiday schedules) and average occupancy for each Site Address; (iv) major heating ventilation and air conditioning equipment, lighting type used, and any other significant equipment for each Site Address; (v) a contact list for all key personnel; and (vi) a letter of authorization or such other form as may be necessary for EnerNOC to act on behalf of Customer and interface directly with Customer's utility companies. Customer (x) represents that it has the right to provide Customer Data to EnerNOC and will provide Customer Data to EnerNOC in compliance with applicable legal requirements; (y) authorizes EnerNOC to use, copy, store, modify and display Customer Data for Customer's benefit and as expressly set forth in Section 5 of the EMA; and (z) authorizes EnerNOC to access Customer Data to provide quality assurance, perform software maintenance, and deliver customer service and technical support. During the SOW Term and for thirty (30) days following expiration or termination of this SOW, EnerNOC will preserve and maintain Customer Data. Thereafter, EnerNOC will have no obligation to preserve or return any Customer Data.

## 6. General Terms.

- a. **Provider Limitation.** EnerNOC shall be Customer's exclusive provider for the Solutions, including for any demand response program, during the SOW Term for the Site Addresses listed on the Site Address Attachment.
- b. **Payments to Utilities or Other Suppliers.** In no event shall EnerNOC or its affiliates, directors, employees and agents (collectively, the "Indemnified Parties") be responsible or liable for payment of any utility bill of Customer or any amount Customer may owe to any utility or other supplier. To the fullest extent permitted by law, Customer shall defend and indemnify, at its own expense, any third party claim against the Indemnified Parties, that arise due to any allegation that the Indemnified Parties are responsible for payment of any utility bill of Customer or a portion thereof, or any other amounts due by Customer to any utility or other supplier. In connection with the foregoing indemnification obligations, Customer shall pay reasonable legal fees as incurred and such damages or costs as are finally awarded against EnerNOC or agreed to in settlement for such claim.
- c. **Termination.** Either Party may terminate this SOW (i) in the event of the other Party's material breach of this SOW, provided that the breaching Party fails to cure the specific breach within thirty (30) days following date of written notice from the non-breaching Party specifying the purported breach; (ii) immediately upon the institution by or against the other Party of insolvency, receivership or bankruptcy proceedings or any other proceedings for the settlement of the other Party's debts; (iii) if the Program is materially altered, suspended or ended; or (iv) with respect to a Program in accordance with the terms set forth in the Program Rule Attachment for such Program.



IN WITNESS WHEREOF, and intending to be legally bound, the Parties have duly executed this SOW by their authorized representatives as of the SOW Effective Date.

**EnerNOC, Inc.**

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

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

Signature: \_\_\_\_\_

**Englewood Public School District**

Name: Cheryl Balletto  
\_\_\_\_\_

Title: Interim Business Admin/Bd. Secretar  
\_\_\_\_\_

Signature: \_\_\_\_\_



## Program Rule Attachment A Emergency Load Response Program

1. **Program Description.** The "Program" means EnerNOC's enrollment and management of Customer's Accepted Capacity (as defined below) in the PJM Interconnection ("PJM") Emergency Load Response Program ("ELRP"). The Program enables participants to receive recurring payments for being available and reducing electricity consumption when called upon to do so by EnerNOC. Unless otherwise defined herein, capitalized terms in this Program Rule Attachment shall have the meanings given to them in the "PJM Open Access Transmission Tariff."
  
2. **Accepted Capacity.** "Accepted Capacity" shall represent the best estimate of Customer's expected curtailment based on EnerNOC's analysis of consumption data and pre-enrollment testing. Customer agrees that the Accepted Capacity may be adjusted by EnerNOC in the future to reflect changes including but not limited to, Customer's actual performance, facility operations, Program and/or ELRP rules, applicable regulations, Customer's PLC applicable to each Program Period (as defined herewith), and/or other relevant information, including availability of capacity. Customer and EnerNOC understand that the curtailable electrical capacity identified in the Site Address Attachment is solely the Parties' best estimate of performance and does not represent Accepted Capacity.
  
3. **Payments.**
  - a. **Payments to Customer.**
    - i. **Capacity Payments.** EnerNOC will pay Customer capacity payments ("Capacity Payments") equal to (a) the product of Accepted Capacity times a Capacity Payment Rate (as further defined herewith), less (b) Underperformance Adjustments if any. The "Capacity Payment Rate" shall be 55.00% the established PJM market clearing price obtained by EnerNOC for the applicable Demand Response Product(s).
    - ii. **Energy Payments.** EnerNOC will pay Customer 90.00% of the energy payments available from PJM to EnerNOC in connection with Customer responding to a Demand Response Event when notified by EnerNOC ("Energy Payments").
    - iii. **Underperformance Adjustment Payments.** In no event shall Customer be required to return previously distributed payments to EnerNOC. EnerNOC will reduce EnerNOC's future payments to Customer to account for any Underperformance Adjustment. If the Underperformance Adjustment exceeds EnerNOC's payments to Customer for a given Delivery Year (as further defined herewith), that adjustment may be carried over by EnerNOC to any subsequent Delivery Year.
  - b. **Payment Timing.** EnerNOC shall make all payments associated with Customer's participation in the Program to Customer on a quarterly basis, and such payments shall be made within forty-five (45) days of EnerNOC's receipt of total payment from PJM. However, in no event shall EnerNOC be responsible for payments to Customer if PJM defaults on its payments to EnerNOC
  
4. **Program Rules.** The Program terms and conditions are summarized in the table below:

<p><i>Program Availability and Enrollment</i></p>	<p>Customer has the intent and ability to respond to demand response events called by EnerNOC. Customer will be enrolled in the Limited DR Product, the Extended DR Product, and/or the Annual DR Product, as referenced below (each a "Demand Response Product") for a given delivery year (June 1 – May 31) (the "Delivery Year") with the periods defined below (each, individually a "Product Period" and collectively the "Program Period"). Demand Response Product availability to Customer varies by Delivery Year and PJM Zone.</p> <ol style="list-style-type: none"> <li>1. Limited DR Product ("LDR"): 12:00 PM to 8:00 PM (Eastern Prevailing Time) during non-holiday weekdays for the period of June 1 – September 30</li> <li>2. Extended DR Product ("XDR"): 10:00 AM to 10:00 PM (Eastern Prevailing Time) during all days for the period of June 1 – October 31, as well as the following May of a Delivery Year</li> <li>3. Annual DR Product ("ADR"): 10:00 AM to 10:00 PM (Eastern Prevailing Time) during all days for the period of June 1 – October 31, as well as the following May of a Delivery Year and 6:00 AM to 9:00 PM (Eastern Prevailing Time) for the period of November 1 –</li> </ol>
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	<p>April 30 of a Delivery Year</p> <p>For purposes of Underperformance Adjustments defined below, 12:00 PM - 8:00 PM during non-holiday weekdays for the period of June 1 – September 30 is considered the "Peak Period". All other times in a Product Period is considered the "Off-Peak Period".</p> <p>EnerNOC may call Demand Response Events outside the Peak Period and Off-Peak Period; Customer's performance during such Demand Response Events will not impact Capacity Payments, but will be included in Customer's Energy Payments.</p> <p>Customer authorizes EnerNOC to enroll Customer in any Demand Response Product offered by PJM in ELRP during the SOW Term. Before the start of each Delivery Year, EnerNOC will provide Customer with an annual enrollment notification email that provides confirmation of enrollment in the Program, the applicable Demand Response Product(s) in which Customer will be enrolled, the applicable PJM market clearing price, the applicable lead time notification window and any additional relevant terms for the given Delivery Year.</p>
<i>Event Trigger</i>	EnerNOC will initiate Demand Response Events during PJM defined system events and in accordance with ELRP terms and conditions.
<i>Advanced Notification</i>	EnerNOC will use commercially reasonable efforts to provide Customer with advanced notification of a Demand Response Event in accordance with ELRP terms and conditions, which is currently between thirty (30) minutes and one hundred twenty (120) minutes.
<i>Testing Requirement</i>	<p>If Customer is not called to respond to a Demand Response Event during the Customer's enrolled Product Period, EnerNOC will conduct a test event (a "Test Event") during the Customer's enrolled Product Period.</p> <p>A Test Event shall not contribute to Customer's Capacity Payments if a Demand Response Event is called during the Customer's enrolled Product Period after the Test Event has occurred.</p>
<i>Underperformance Adjustment</i>	<p>In the case of (i) Demand Response Event(s) during the Peak Period, (ii) any Demand Response Event(s) spanning both the Peak Period and any period outside of the Peak Period, or (iii) a Test Event, the "Underperformance Adjustment" will equal the product of (a) Customer's average MW shortfall, times (b) Customer's Capacity Payment Rate.</p> <p>In the case of each Demand Response Event occurring entirely during the Off-Peak Period, if applicable, the "Underperformance Adjustment" will equal the product of (a) Customer's MW shortfall, times (b) 1/52, times (c) the established PJM market clearing price obtained by EnerNOC for the applicable Demand Response Product(s).</p> <p>The MW shortfall is the difference between the Customer's actual metered load and their enrolled drop-to MW level, capped at their Accepted Capacity. The shortfall may take into account electric loss factors.</p>

The foregoing reflects the current terms and conditions of the Program, which terms and conditions may change during the SOW Term. In the event PJM amends, supplements or modifies the terms or conditions of the ELRP, or any current or future Demand Response Product offered in the ELRP, in any way, EnerNOC reserves the right to amend the Program terms set forth herein by providing written notice to Customer and with no further act required by EnerNOC or Customer.

#### 5. Miscellaneous.

- a. **Termination.** In the event that capacity is not available in the Program for a given Delivery Year, EnerNOC may reduce Customer's Accepted Capacity to zero (0) and/or terminate this Program Rule Attachment.
- b. **Curtailment Service Provider.** Customer hereby designates EnerNOC as its exclusive agent to manage its participation in the Program.



**Site Address Attachment  
Site Addresses**

Site Name	Site Address	Enablement Fee	# of Electric Utility Meters	Enablement Plan Required (Yes/No)?	Demand Response Program Attachment	Estimated Capacity (kW)
Englewood Public School District - TUJON & LIBERTY	TUJON & LIBERTY Street Englewood, NJ 07631	\$0	0	No	A	27
Englewood Public School District - 325 TENAFly Roa	325 TENAFly Road Englewood, NJ 07631	\$0	0	No	A	58
Englewood Public School District - 270 KNICKERBOCK	270 KNICKERBOCKER Road Englewood, NJ 07631	\$0	0	No	A	89
Englewood Public School District - 276 KNICKERBOCK	276 KNICKERBOCKER Road Englewood, NJ 07631	\$0	0	No	A	100
Englewood Public School District - 50 DURIE Avenue	50 DURIE Avenue Englewood, NJ 07631	\$0	0	No	A	147

February 7, 2017

**RE: Customer Usage Information Authorization**

**To Whom It May Concern:**

Englewood Public School District hereby authorizes its energy distribution companies ("EDC") listed on the attached to release its commodity usage information, including hourly or sub-hourly usage history, EDC loss factors, and peak load contribution assignments for the current and the upcoming delivery year, to EnerNOC, the software service provider ("SSP") which may be retained by Customer to act on its behalf. The SSP is authorized to make arrangements for purchase of KYZ Pulse Initiators and installation of load control devices at facilities listed below.

1. Customer hereby advises SSP that all information obtained pursuant to this Authorization to be confidential and not be divulged to any third party, except as required to provide software solutions.
2. This Authorization shall terminate 60 months from the date of authorization.
3. The undersigned affirms that he/she has authority to execute this Authorization on behalf of Customer, and this Authorization to be effective as of the date written below.

**Company Name:** Englewood Public School District  
**Mail Address:** 274 Knickerbocker Rd  
**City, State ZIP:** Englewood, NJ 07631-1534

**Contact Name:** Cheryl Balletto  
**Title:** Interim Business Admin/Bd. Secretary  
**Phone:**  
**Email:** cballetto@epsd.org  
**Fax:**

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_



## APPLICATION FOR ENERGY EVALUATION SERVICES

Customer Name: Englewood Public School District

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Billing Address: 51 Durie Avenue Englewood, NJ 07631

Customer Contact Name: \_\_\_\_\_ Contact Phone #: \_\_\_\_\_

Contact E-Mail Address: \_\_\_\_\_

Gas or Electric Meter (circle) **ELECTRIC** GAS PSE&G Account No.:

Meter No.: SIP Number (If Applicable): \_\_\_\_\_

Present Electric Rate (circle): GLP LPLS LPLP HTS HTS-TRAC

Present Gas Rate (circle): CIG TSGF TSGNF LVG Other \_\_\_\_\_

Service Requested (check): Internet Access to Interval Data: Pulses: **X** Demand \_\_\_\_\_

### Total Charges:

#### Data Pulse:

- |   |  |
|---|--|
| a. Single Phase Meter Set Up Charge: \$85.60              | a. Monthly Charge per Meter: \$1.00        |
| <b>b. Three Phase Meter Set Up Charge: \$299.60</b>       | <b>b. Monthly Charge per Meter: \$2.00</b> |
| c. Time and Date Pulse Set Up Charge: \$438.70            | c. Monthly Charge per Meter: \$3.00        |
| d. Gas Meter Set Up Charge: _____                         | d. Monthly Charge per Meter: _____         |
| 2. Real Time Interval Meter Access:                       |  |
| a. Set Up Charge: \$663.40                                | b. Monthly Charge per Meter: \$32.00       |
| 3. Internet Access Service (to interval data):            |  |
| a. Set-Up Charge per meter: Electric \$80.00 Gas \$107.00 | b. Monthly Charge per Meter: \$17.00       |
| 4. Demand Display:  |  |
| a. Set-Up Charge per meter: _____                         | b. Monthly Charge per Meter: _____         |

### Terms & Conditions:

The Term for the Internet Access Service shall begin upon set-up of internet account ("Commencement Date"), and shall continue for one year from Commencement Date. Internet account set-up occurs when PSE&G sends a confirmation letter or electronic mail-message to the Customer informing the Customer of its User ID and Password. After the completion of each Term, this Agreement will automatically renew for an additional one year term unless the Customer provides 30 days written notice to PSE&G prior to the end of the Term. All notices should be sent to Large Customer Support, PSE&G, 24 Brown Avenue, Springfield NJ 07081.

The Term for service for the Demand Pulse Initiator and for the Time and Demand Pulse Initiator shall begin upon installation of the device on the Customer's premises ("Commencement Date") and shall continue on a day-to-day basis thereafter unless terminated by written notice. For both the Demand Pulse Initiator and the Time and Demand Pulse Initiator, the Customer will be charged a one-time set-up fee prior to the installation of the device, as well as an annual charge for the use of the device. Should the Customer terminate the Agreement prior to the assessment of the annual charge, which will be charged to the customer 12 months from the Commencement Date, the Customer will be charged a prorated amount commensurate with the number of days the device was used.

PSE&G reserves the right, upon thirty (30) days written notice to the Customer, to terminate, limit or modify the services or charges offered under this Agreement at any time during the Term for any reason whatsoever, including due to any changes in applicable laws, rules or regulations.

Customer hereby agrees to pay PSE&G the above listed charges for either Internet Access Service, Demand Pulse Initiator, or Time and Demand Pulse Initiator, which shall be added to the Customer's PSE&G bill. Customer shall be responsible for and shall pay the amount of any tax applicable to the Services received under this Agreement.

PSE&G will use its best efforts to provide the Services requested herein by the Customer. However, PSE&G makes no express or Implied warranties or guarantees of any kind whatsoever, including any warranties of merchantability or fitness for a particular purpose, with respect to the Services and related information provided to Customer or to the use by Customer of any such Services or information provided hereunder by PSE&G. Under no circumstances shall PSE&G be liable for any losses or damages of any kind whatsoever resulting from the accuracy, inaccuracy, completeness or lack of completeness, availability or unavailability of the Services and relayed information provided to Customer hereunder. Information presented on the internet under Internet Access Service may be different than the data that is used by PSE&G for billing purposes, and PSE&G makes no representations that this data is "bill quality".

Moreover, in the event that PSE&G is delayed in or prevented from performing or carrying out its obligations hereunder by reason of an event of Force Majeure, which by the exercise of due diligence and foresight PSE&G could not reasonably have been expected to avoid and which by the exercise of due diligence PSE&G is unable to overcome, PSE&G shall not be liable to Customer for or on account of any loss, damage, injury or expense resulting from or arising out of such delay or prevention. Events of Force Majeure include a catastrophic weather condition, flood, fire, lightning, epidemic, quarantine, war, sabotage, act of a public enemy, earthquake, insurrection, riot, civil disturbance, strike, or restraint by court order or public authority, action or non-action by or inability to obtain authorization or approval from any governmental or other authority.

The interpretation and performance of this Agreement shall be governed by the laws of the State of New Jersey, excluding, however, any conflict of laws rule which would apply the law of another jurisdiction. By signing below, Customer represents that it has read and understands the foregoing, and that it will perform under the terms of, and will be bound by, this Agreement.

AUTHORIZED AGENT ACTING ON BEHALF OF  
CUSTOMER: Englewood Public School District  
BY: \_\_\_\_\_  
DATE: \_\_\_\_\_

ACCEPTED: PUBLIC SERVICE ELECTRIC & GAS COMPANY  
BY: \_\_\_\_\_  
DATE: \_\_\_\_\_

**Attachment A-1**

Service Account Number	Service Address	EDC
4200180707	270 KNICKERBOCKER RD ENGLEWOOD, NJ 07631	Public Service Electric and Gas Company (PSE&G)
4207551409	325 TENAFLY RD ENGLEWOOD, NJ 07631	Public Service Electric and Gas Company (PSE&G)
4222100404	50 DURIE AVE ENGLEWOOD, NJ 07631	Public Service Electric and Gas Company (PSE&G)
4200738600	TUJON & LIBERTY ST ENGLEWOOD, NJ 07631	Public Service Electric and Gas Company (PSE&G)
4207752218	276 KNICKERBOCKER RD Englewood, NJ 07631	Public Service Electric and Gas Company (PSE&G)