

**BOARD OF EDUCATION
UPPER SADDLE RIVER, NEW JERSEY
PUBLIC HEARING AND REGULAR MEETING
Monday, April 25, 2022, 8:00 p.m.**

Agenda

This is a Public Hearing and Regular Meeting of the Upper Saddle River Board of Education and appropriate notice has been provided to the designated newspapers, the Borough Clerk and all interested parties requesting such notice.

Three opportunities are provided at this meeting for citizens to make comments. The Board values and welcomes comments and opinions from the residents of Upper Saddle River as long as remarks are not personal or discourteous. Public comment allows the Board to listen to community members and to hear their opinions on school policy and operations.

Members of the public may access the meeting and submit any questions or comments during the portions of the meeting reserved for comments. Persons wishing to comment should identify themselves by name and address; the commenter should direct his/her remarks to the presiding officer. Comments shall be limited to school-related issues and each commenter will limit his/her remarks to three minutes. No person may comment again until all those who wish to comment have had an opportunity and as long as time allows. If, in the judgment of the presiding officer, the total time devoted to public comment becomes excessive, the presiding officer may indicate the Board has time for one more speaker and will so notify the public.

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| I. | Call to order and roll call | Mrs. Johnston |
| II. | Flag salute and Pledge of Allegiance | Mrs. Johnston |
| III. | Opening statement by presiding officer | Mrs. Johnston |
| IV. | PUBLIC HEARING ON THE 2022/23 BUDGET | Mrs. Imbasciani |
| V. | PUBLIC COMMENT (Questions pertaining to Public Hearing) | |

This motion will be voted on at this meeting. This motion has been recommended for approval by the Superintendent:

- A. Approve the following Resolution:

RESOLUTION TO APPROVE THE 2022-2023 SCHOOL YEAR BUDGET

BE IT RESOLVED that the Upper Saddle River Board of Education, County of Bergen, approves the 2022/23 school year budget as follows:

Current General Expense (Fund 11)	\$26,424,578
Capital Outlay (Fund 12)	\$496,219
TOTAL GENERAL FUND	\$26,920,797
Special Revenue (Fund 20)	\$680,710
Debt Service Fund (Fund 40)	<u>\$290,735</u>
TOTAL EXPENDITURES/APPROPRIATIONS	\$27,892,242

and

BE IT FURTHER RESOLVED that the **GENERAL FUND** tax levy, \$23,812,856 is approved to support Current General Expense and \$220,766 to support Debt Service, for the 2022/23 school year budget.

WHEREAS, school district Policy 6471 and *NJAC 6A:23B-1.2(b)* provides that the Board of Education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such travel and expense reimbursement for 2022/23.

WHEREAS, the Upper Saddle River Board of Education appropriated \$29,100 for travel during the 2021/22 school year and has spent \$3,904.72 as of April 22, 2022.

NOW, THEREFORE, BE IT RESOLVED that the Upper Saddle River Board of Education hereby establishes the School District travel maximum for the 2022/23 school year at the sum of \$29,100; and

BE IT FURTHER RESOLVED that the School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded.

VI. REPORTS

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|----|--------------------------|----------------------------|
| A. | Superintendent's Report | Dr. Siegel |
| B. | Board Secretary's Report | Mrs. Imbasciani |
| C. | Board President's Report | Mrs. Johnston |
| D. | Committee Reports | Chairpersons |
| E. | PTO Report | Mrs. DeFrino/Mrs. McGovern |
| F. | USREF Report | Mrs. Mueller |

VII. PUBLIC COMMENT (for Agenda Items only)

VIII. ADMINISTRATION

Dr. Siegel

This motion will be one motion that encompasses Items A through G and will be voted on at this meeting. This motion has been recommended for approval by the Superintendent.

- A. Approve the School Bus Emergency Evacuation Drill Reports (in accordance with N.J.A.C. 6A:27-11.2) as follows:

1. On April 6, 2022, between 11:30 a.m. and 12:30 p.m., all students in the Cavallini Middle School, 392 West Saddle River Road, Upper Saddle River, New Jersey, participated in bus emergency evacuation drills. The drills took place in front of the school and included Routes 1, 2, 3, A and F. Mr. Michael DeSocio, Cavallini Assistant Principal, and Mr. Thomas Inzalaco, Scholastic Bus Company Safety Director, supervised the drill.
2. On April 7, 2022, between 9:30 a.m. and 10:15 a.m., all students in the Bogert Elementary School, 391 West Saddle River Road, Upper Saddle River, New Jersey, participated in bus emergency evacuation drills. The drills took place in front of the school and included Routes 1, 2, 3, A and F. Mr. David Kaplan Bogert School Principal, and Mr. Thomas Inzalaco, Scholastic Bus Company Safety Director, supervised the drill.
3. On April 7, 2022, between 10:15 a.m. and 11:00 a.m., all students in the Reynolds Elementary School, 391 West Saddle River Road, Upper Saddle River, New Jersey, participated in bus emergency evacuation drills. The drills took place in front of the school and included Routes 1, 2, 3, A and F. Mrs. Devin Severs, Reynolds School Principal, and Mr. Thomas Inzalaco, Scholastic Bus Company Safety Director, supervised the drill.

- B. Second reading and adoption of the following Policies and Regulations:

Policy 2415.05	Student Surveys, Analysis, Evaluations, Examinations, Testing or Treatment (M) (revised)
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Policy 2431.4	Prevention and Treatment of Sports-Related Concussions and Head Injuries (M) (revised)
Policy 2622	Student Assessment (M) (revised)
Policy 3233	Political Activities (revised)
Policy 8465	Bias Crimes and Bias-Related Acts (M) (revised)
Policy 9560	Administration of School Surveys (M) (revised)
Regulation 2431.4	Prevention and Treatment of Sports-Related Concussions and Head Injuries (M) (revised)
Regulation 2622	Student Assessment (M) (new)

C. **BE IT RESOLVED** that the Board affirms the Superintendent's decision that investigation #***020722001 is not an incident as defined under HIB Policy #5512. The Superintendent shall notify the parents and/or guardians of the Board's decision in writing in accordance with Board Policy and N.J.S.A. 18A:37-15(e).

D. **BE IT RESOLVED** that the Board affirms the Superintendent's decision that investigation #***020922001 is not an incident as defined under HIB Policy #5512. The Superintendent shall notify the parents and/or guardians of the Board's decision in writing in accordance with Board Policy and N.J.S.A. 18A:37-15(e).

E. **BE IT RESOLVED** that the Board affirms the Superintendent's decision that investigation #***021722001 is not an incident as defined under HIB Policy #5512. The Superintendent shall notify the parents and/or guardians of the Board's decision in writing in accordance with Board Policy and N.J.S.A. 18A:37-15(e).

F. **BE IT RESOLVED** that the Board affirms the Superintendent's decision that investigation #***021722002 is an incident as defined under HIB Policy #5512. The Superintendent shall notify the parents and/or guardians of the Board's decision in writing in accordance with Board Policy and N.J.S.A. 18A:37-15(e).

G. Approve the revised Codes of Conduct for the 2022/23 school year.

IX. PERSONNEL

Dr. Siegel

This motion will be one motion that encompasses Items A through G and will be voted on at this meeting. This motion has been recommended for approval by the Superintendent.

A. Create/Abolish

1. Abolish one .50 FTE Basic Skills Instructor position at Bogert School, effective September 1, 2022.
2. Create one 1.0 FTE Basic Skills Instructor at Bogert School, effective September 1, 2022.
3. Create one 1.0 FTE Grades K-2 Elementary Classroom Teacher positions, effective September 1, 2022.
4. Create one 1.0 FTE Grades K-2 Elementary Classroom Teacher positions, effective September 1, 2022 through June 30, 2023.
5. Create one 1.0 FTE Grades 3-5 Elementary Classroom Teacher position, effective September 1, 2022 through June 30, 2023.
6. Create one 1.0 FTE Grades 6-8 Middle School Classroom Teacher position, effective September 1, 2022 through June 30, 2023.

B. Job Description

1. Approve the revised Paraprofessional job description, effective September 1, 2022.

C. Resignations

1. Accept the resignation of Tina Barone, Kindergarten Teacher, for the purpose of retirement, effective July 1, 2022.
2. Accept the resignation of Hamdi Cuni, Custodian at Cavallini, for the purpose of retirement, effective August 1, 2022.
3. Accept the resignation of Lauren Dombeck, .50 FTE Basic Skills Teacher at Bogert, effective July 1, 2022.
4. Accept the resignation of Carol Finn, Reynolds School Secretary, for the purpose of retirement, effective September 1, 2022.
5. Accept the resignation of Karen Hunter, Physical Therapist, for the purpose of retirement, effective July 1, 2022.
6. Accept the resignation of Lauren Iannini, Spanish Teacher, effective July 1, 2022.
7. Accept the resignation of Linda Klein, ABA Paraprofessional, for the purpose of retirement, effective July 1, 2022.

D. Leaves

1. Approve the extension of a paid medical leave for Employee #0009, effective February 28, 2022 through approximately April 22, 2022.
2. Approve the termination of unpaid contractual child care leave for Employee ID #0799, effective September 1, 2022.
3. Approve unpaid contractual child care leave for Employee ID #1316, effective September 1, 2022 through June 30, 2023.
4. Approve the termination of unpaid contractual child care leave of Employee ID #1334, effective September 1, 2022.
5. Approve unpaid NJFLA and unpaid contractual child care leave for Employee #1617, effective September 1, 2022 through June 30, 2023.
6. Approve the termination of unpaid contractual child care leave of Employee ID #1702, effective June 1, 2022.

E. Appointments

1. Approve the reappointment of non-tenured contractual Bargaining Unit certificated staff, for the 2022/23 school year, as per attached.
2. Approve the reappointment of tenured contractual Bargaining Unit certificated staff for the 2022/23 school year.

3. Appoint Kassandra Albano to the position of 5th Grade Elementary Classroom Teacher, BA, Step 6, effective September 1, 2022, subject to the satisfactory completion of the criminal history records check required by law.
4. Appoint Alexandra Alberta to the position of Music Teacher at Reynolds School, BA, Step 1, effective September 1, 2022, subject to the satisfactory completion of the criminal history records check required by law and receipt of the required NJDOE Teaching Certificate.
5. Appoint Erika Blumenfeld as a home instructor on an as-needed basis for up to 10 hours per week for the remainder of the 2021/22 school year. \$40/hour
6. Appoint Mara Bunting to the position of Kindergarten Classroom Teacher, MA, Step 2, effective September 1, 2022.
7. Appoint Jodi Costa to the position of Paraprofessional at Bogert School, Step 4, effective April 26, 2022.
8. Appoint Philip D'Anna to the position of 5th Grade Elementary Classroom Teacher, MA, Step 7, effective September 1, 2022, subject to the satisfactory completion of the criminal history records check required by law and receipt of the required NJDOE Teaching Certificate.
9. Appoint Susan Doherty to the stipend position of secretarial support for the Summer Explorations Program from April 18, 2022 through July 1, 2022. \$1,500.00 (stipend)
10. Appoint Anthony Farinacci to the position of long-term leave replacement Child Study Team Case Manager, MA + 30, Step 20, effective September 1, 2022 through June 30, 2023.
11. Appoint Nicole Fennell to the position of Physical Therapist, MA, Step 20, effective September 1, 2022, subject to the satisfactory completion of the criminal history records check required by law.
12. Appoint Angela LaRosa to the position of 2nd Grade Elementary Classroom Teacher, MA, Step 4, effective September 1, 2022, subject to the satisfactory completion of the criminal history records check required by law.
13. Appoint Catherine Morrone to the position of Mathematics Teacher at Cavallini Middle School, MA, Step 5, effective September 1, 2022, subject to the satisfactory completion of the criminal history records check required by law and receipt of the required NJDOE Teaching Certificate.
14. Appoint Rachel Nagy to the position of per diem leave replacement Special Education Teacher, BA, Step 1, effective on or about April 18, 2022 through June 30, 2022.
15. Appoint Rachel Nagy to the position of long-term leave replacement Special Education Teacher, BA, Step 1, effective September 1, 2022 through June 30, 2023.
16. Appoint Stephanie Pirsos to the position of Elementary Teacher at Bogert School, BA, Step 18, effective September 1, 2022 through June 30, 2023, subject to the satisfactory completion of the criminal history records check required by law.

17. Appoint Aurela Sokoli to the position of Preschool ABA Paraprofessional, Step 12 plus ABA stipend, effective on or about April 26, 2022, subject to the satisfactory completion of the criminal history records check required by law.
18. Appoint Maura Telfer to the position of 3rd Grade Elementary Classroom Teacher, BA, Step 2, effective September 1, 2022.
19. Appoint Kristen Travers to the position of Cavallini Spanish Teacher, BA, Step 3, effective September 1, 2022, subject to the satisfactory completion of the criminal history records check required by law and receipt of NJDOE Teaching Certificate.
20. Appoint the Affirmative Action Team to conduct the Needs Assessment and develop a three-year Comprehensive Equity Plan (2022-2025) as follows:

Gianna Apicella	Michael DeSocio	Marci Titunick
Nadia Balsamo	Colette Dunn	Brigette Uzar

21. Approve the following stipend positions:

Bogert Chorus Aide (hourly rate)		
Karin Scotti		
LUNCH DUTY: Teachers - \$22/day/ Paraprofessionals & Secretaries, Hourly Rate, Not to Exceed \$22/day		
Julie Fallon		
Home Instruction Teachers hourly rate – from \$35 to \$40/hour, effective April 26, 2022		

22. Approve the following staff for 2022 ESY:

Physical Therapists	\$50/30 minute session (\$100/hour)	
Nicole Fennell		
Integrated Paraprofessionals	\$21/hour:	
Erika Blumenfeld	Michelle Carrucci	Simona DiFranco
Pamela Flynnne	Laura Fox	Tammy Guarriello
Susan Levenson	Elizabeth MacFarran	Elissa Mark
Susan Messina	Joan Pilkington	Rhea Punla
Christa Rauch	Nicole Rivera	Deborah Rodas
Aurela Sokoli	Katie Stevens	Carol Stevens
Deanine Sumner	Brian Walis	
School Nurse	\$50/hour:	
Robyn Ranges		
ABA Paraprofessionals	\$25/hour:	
Erika Blumenfeld	Pamela Flynnne	Tammy Guarriello
Susan Levenson	Susan Messina	Rhea Punla
Aurela Sokoli	Deanine Sumner	Brian Walis

F. Change in Assignment

1. Approve the transfer of Jessica Bollenbach from 5th Grade Elementary Classroom Teacher to Cavallini Middle School Special Education Teacher, effective September 1, 2022.

2. Approve the transfer of Melissa Brause from Cavallini Middle School ELA/SS Classroom Teacher to Cavallini Middle School General Education Elementary Teacher, effective September 1, 2022 through June 30, 2023.
3. Approve the transfer of Janelle Klos from 3rd Grade Classroom Teacher to Special Education Teacher at Bogert School, effective September 1, 2022.
4. Approve the transfer of Marci Titunick from Kindergarten Classroom Teacher to Reynolds School General Education Elementary Teacher, effective September 1, 2022 through June 30, 2023.
5. Approve the transfer of Emily Whitman from 4th Grade Classroom Teacher to Basic Skills Instructor, effective September 1, 2022.

G. Substitutes/Consultants/Volunteers

1. Approve Nicole Fennell as a Physical Therapist consultant, effective April 18, 2022 through June 30, 2022, subject to the satisfactory completion of the criminal history records check required by law. \$75/hour
2. Approve Melissa Ng as a substitute teacher/paraprofessional for the 2021/22 school year. Ms. Ng holds a NJ Substitute Teaching Certificate.
3. Approve the following volunteers to assist with backstage props and sets during the evening performance of the Bogert Musical on May 6, 2022:

Sarah Cassell
Gavin Cazes
Emma Cazes

X. FINANCE

Mrs. Imbasciani

This motion which encompasses Items A through AA will be voted on at this meeting. This motion has been recommended for approval by the Superintendent.

- A. Approve the Minutes of Board Meetings:

March 14, 2022

- B. Approve the Bills List for March 2022 as follows:

10	General Current Expense	\$77,748.44
11	General Current Expense	\$2,126,349.45
12	Capital Outlay	\$12,089.50
20	Special Revenue Funds	\$44,182.22
50	Milk	\$321.52
60	Enterprise Fund	\$21,282.396.73
Total		\$2,282,396.73

- C. Approve the Transfers for March 2022.

- D. Approve the Board Secretary and Treasurer's Reports dated March 2022 and to certify that after review of these reports and upon consultation with appropriate district officials, as to the best of our knowledge, no major account or fund has been over expended in violation of

NJAC 6A:23-2.11 and that sufficient funds are available to meet the district's financial obligation for the remainder of the year.

- E. Approve the supplemental proposal from Houser Engineering, LLC for additional engineering services needed to provide for the design of an on-site septic system alteration for Bogert School at an estimated cost of \$8,200.00. (Cost does not include reimbursables or application fees, if applicable)
- F. Approve A.N.A. Painting Corp. to paint the entire interior of the Board Office at a total cost of \$6,817.00. (22/23 Budget) (Pricing based on NJ State Contract #A 15451)
- G. Approve A.N.A. Painting Corp. to paint the entire Child Study Team Suite at a total cost of \$7,970.00. (22/23 Budget) (Pricing based on NJ State Contract # A15451)
- H. Approve the purchase of a replacement server and storage system from CDW-G in the amount of \$37,933.30. (Pricing based on #ESCJ 18/19-03)
- I. Approve CDW-G to provide configuration, design, implementation, knowledge transfer, and project management services in conjunction with the replacement server and storage system at a cost of \$10,920.00.
- J. Approve the purchase of one (1) WatchGuard Firebox 4800 (firewall) from CDW-G in the amount of \$15,219.00. (22/23 Budget) (Pricing based on # ESCJ 18/19-03, Technology Supplies and Services)
- K. Approve the installation of one large "Sparrow" play structure and one "Swirl with Me" spinner for the Reynolds playground from Commercial Recreation Specialists at a cost of \$7,159.00.
- L. Approve D&L Paving Contractors, Inc. to supply and install the materials necessary to replace the exterior retaining wall and staircase at Bogert School at a total cost of \$48,500.00. (22/23 Budget) (Pricing based on EDS Bid # 10980)
- M. Approve the purchase of equipment needed to get the Greenhouse in working condition from Griffin Greenhouse Supplies, Inc. at an estimated cost of \$17,658.20.
- N. Approve iBoss, Inc. to provide content filter services at a cost of \$8,113.20. (22/23 Budget)
- O. Approve J & J Gym Floors to recoat the gym and multipurpose room floors at Reynolds, Bogert and Cavallini at a total cost of \$6,390.00. (22/23 Budget)
- P. Approve Paramus Moving, Inc. to provide complete moving services for the Board Office at an estimated cost of \$8,130.00.
- Q. Approve the purchase of one large "Sparrow" play structure and one "Swirl with Me" spinner for the Reynolds playground from Play & Park Structures at a total cost of \$24,905.20. (Pricing based on NJ State Contract # 16-FLEET-00142)
- R. Approve RFS Commercial Inc. to abate existing VAT tile, skim coat and prep subfloor, supply and install new VCT flooring for Reynolds School Room # 122, at a cost of \$17,226.32. (22/23 Budget) (Pricing based on NJ State Contract/Mannington State Contract Pricing # A81751)
- S. Approve RFS Commercial Inc. to abate existing VAT tile, skim coat and prep subfloor, supply and install new VCT flooring for Reynolds School Room # 123, at a cost of \$14,826.32. (22/23 Budget) (Pricing based on NJ State Contract/Mannington State Contract Pricing # A81751)

- T. Approve RFS Commercial Inc. to abate existing VAT tile, skim coat and prep subfloor, supply and install new carpeting for Bogert School Room # 16, at a cost of \$15,334.05. (22/23 Budget) (Pricing based on NJ State Contract/Mannington State Contract Pricing # A 81751)
- U. Approve RS Commercial Inc. to abate existing VAT tile, skim coat and prep subfloor, supply and install new carpeting for Bogert School Room # 17, at a cost of \$16,103.26. (22/23 Budget) (Pricing based on NJ State Contract/Mannington State Contract Pricing # A 81751)
- V. Approve RFS Commercial Inc. to abate existing VAT tile, skim coat and prep subfloor, supply and install new carpeting for Bogert School Room # 19, at a cost of \$15,334.05. (22/23 Budget) (Pricing based on NJ State Contract/Mannington State Contract Pricing # A 81751)
- W. Approve RFS Commercial Inc. to abate existing VAT tile, skim coat and prep subfloor, supply and install VCT flooring for Cavallini Middle School Room # 29, at a cost of \$13,292.94. (22/23 Budget) (Pricing based on NJ State Contract/Mannington State Contract Pricing # A 81751)
- X. Approve RFS Commercial Inc. to abate existing VAT tile, skim coat and prep subfloor, supply and install VCT flooring for Cavallini Middle School Room # 30, at a cost of \$13,292.94. (22/23 Budget) (Pricing based on NJ State Contract/Mannington State Contract Pricing # A 81751)
- Y. Approve RFS Commercial Inc. to remove and dispose of existing carpeting then patch and prep existing subfloor, and supply and install new LVT flooring for the Board Office, at a cost of \$19,174.90. (22/23 Budget) (Pricing based on NJ State Contract/Mannington State Contract Pricing # A 81751)
- Z. Approve Tri-State Folding Partitions, Inc. to supply and install new wall, stage and floor pads on the Bogert Stage at a total cost of \$17,495.00 (22/23 Budget). (Pricing as per Ed Data Bid # 10413 Package # 31)
- AA. Approve the following Travel Expenses:

Program Name	Date	Employee	Registration Fees	Travel Cost
Tri-State Consortium Dobbs Ferry, NY	May 4-6, 2022	Brad Siegel	\$0.00	\$67.00
NJASP Spring Conference (Online)	May 5, 2022	Rachel Leonard	\$225.00	\$0.00
Speech-Language Pathologists: Powerful Strategies to Accelerate Therapy Progress (Online)	May 12, 2022	Carolyn Lane	\$279.00	\$0.00
School-Based SLPs: Language Disorders vs. Language Difference for English Language Learners Grades K-12 West Orange, NJ	May 17, 2022	Elayne Stern	\$279.00	\$22.75
Intermediate IMSE Orton-Gillingham Training (Online)	May 16-27, 2022	Emily Whitman	\$1,275.00	\$0.00
NJASA-NJAPSA Spring Leadership Conference Atlantic City, NJ	May 18-20, 2022	Gianna Apicella	\$550.00	\$541.90
Implementing the Middle School Civics Mandate Mahwah, NJ	May 26, 2022	Catherine Teehan Eileen Tyburczy	\$0.00	\$0.00
Coaching for Equity 101 (Online)	June 1-2, 2022	Katherine Baker Andrea Golden Erika Zeccardi	\$650.00 \$650.00 \$650.00	\$0.00 \$0.00 \$0.00
Principles of Differential Diagnosis in Adolescents (Online)	June 6 & 9, 2022	Katherine Baker	\$100.00	\$0.00

Legal One: HIB Law Update (Online)	June 15, 2022	Sara Senger	\$150.00	\$0.00
TC June Writing Institute 2022 (Online)	June 21 - 24, 2022	Allison Iodice	\$850.00	\$0.00
TC June Reading Institute 2022 (Online)	June 27-30, 2022	Chelsea Chiellini Allison Iodice	\$850.00 \$850.00	\$0.00 \$0.00
Maximizing Comprehensible Input and Authentic Engagement: Accelerate Communicative Proficiency in the Target Language (Online)	July 6-7, 2022	Desiree Lascarro	\$489.00	\$0.00
Normality or Pathology: An Exploration of Child Development and Mental Health (Online)	August 5, 2022	Katherine Baker	\$60.00	\$0.00
Assessment & Differential Diagnosis of Children (Online)	August 9, 10, 16 & 17, 2022	Katherine Baker	\$240.00	\$0.00
Paramus Summer Literacy Institute Paramus, NJ	August 15 - 18, 2022	Mara Bunting Rachel Squicciarri	\$575.00 \$575.00	\$33.60 \$15.96

XI. **PUBLIC COMMENT**

XII. **ADJOURNMENT**

Mrs. Johnston

Contractual Appointments

April 25, 2022

LAST NAME	FIRST NAME	TENURED	CATEGORY
Aragona	Angelina	N	Teacher
Balsamo	Nadia	N	Teacher
Blumenfeld	Erika	N	Teacher
Brause	Melissa	N	Teacher
Brovender	Ilene	N	Teacher
Capogrosso	Alana	N	Teacher
Capollari	Erlinda	N	Teacher
Chiellini	Chelsea	N	Teacher
Dariento	Shea	N	Teacher
Fallon	Julie	N	Teacher
Fillis	Ailish	N	Teacher
Gervasio	Caitlin	N	Teacher
Iodice	Allison	N	Teacher
Kaldawi	Katherine	N	Teacher
Kruter	Jennifer	N	Teacher
Leonard	Rachel	N	Teacher
Malloy	Rosemarie	N	Teacher
Menendez	Jillian	N	Teacher
Parelhoff	Kerri	N	Teacher
Pike	Jessica	N	Teacher
Read	Caroline	N	Teacher
Schlemm	Erik	N	Teacher
Shea	Julia	N	Teacher
Squicciarri	Rachel	N	Teacher
Vardi	Yvonne	N	Teacher
Walis	Brian	N	Teacher
Weil	Leigh	N	Teacher
Welch	Lindsey	N	Teacher
Yotka	Alexis	N	Teacher

POLICY

UPPER SADDLE RIVER BOARD OF EDUCATION

DRAFT

Program
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STUDENT SURVEYS, ANALYSIS AND/OR EVALUATIONS (M)

STUDENT SURVEYS, ANALYSIS, EVALUATIONS, EXAMINATIONS, TESTING, OR TREATMENT (M)

2415.05

M

The Protection of Pupil Rights Amendment (PPRA) (20 USC §1232h; 34 CFR Part 98) applies to school districts that receive funding from the United States Department of Education (USDOE). The PPRA requires written consent from parents or the emancipated student the opportunity to opt out of participation in a survey, analysis, evaluation, examination, testing, or treatment funded in whole or in part by a program of the United States Department of Education that concerns one or more of the areas outlined in this Policy.

A. Definitions

“Instructional material” means instructional content that is provided to a student, regardless of its format, including printed or representational materials, audiovisual materials, and materials in electronic or digital formats (such as materials accessible through the Internet). The term does not include academic tests or academic assessments. 20 USC §1232h(c)(6)(A).

“Invasive physical examination” means any medical examination that involves the exposure of private body parts, or any act during such examination that includes incision, insertion, or injection into the body, but does not include a hearing, vision, or scoliosis screening. 20 USC §1232h(c)(6)(B).

“Prior consent” means prior consent of the student, if the student is an adult or emancipated minor or prior written consent of the parent, if the student is an unemancipated minor. 34 CFR §98.4(b).

“Psychiatric or psychological examination or test” means a method of obtaining information, including a group activity, that is not directly related to academic instruction and that is designed to elicit information about attitudes, habits, traits, opinions, beliefs, or feelings. 34 CFR §98.4(c)(1).

“Psychiatric or psychological treatment” means an activity involving the planned, systematic use of methods or techniques that are not directly related to academic instruction and that is designed to affect behavioral, emotional, or attitudinal characteristics of an individual or group. 34 CFR §98.4(c)(2).

POLICY

UPPER SADDLE RIVER BOARD OF EDUCATION

Program

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STUDENT SURVEYS, ANALYSIS AND/OR EVALUATIONS (M)

“Research or experimentation program or project” means any program or project in any program that is funded in whole or in part by the Federal Government and is designed to explore or develop new or unproven teaching methods or techniques. 34 CFR §98.3(b).

- B. Parents’ or Emancipated Students’ Right to Inspection of Materials - 34 CFR §98.3 and 20 USC §1232(c)
 - 1. All instructional material, including teachers’ manuals, films, tapes, or other supplementary instructional material which will be used in connection with any survey, analysis, or evaluation as part of any applicable program or any research or experimentation program or project shall be available for inspection by the parents of the children engaged in such program or project in accordance with 20 USC §1232h(a) and 34 CFR §98.3(a).
 - a. The district shall provide reasonable access to instructional material within a reasonable period of time after the request is received in accordance with 20 USC §1232h(c)(1)(C)(ii).
 - 2. The parent shall have the right, upon request, to inspect a survey created by a third party before the survey is administered or distributed to their student pursuant to 20 USC §1232h(c)(1)(A)(i).
 - a. The district shall provide reasonable access to such survey within a reasonable period of time after the request is received in accordance with 20 USC §1232h(c)(1)(A)(ii).
 - 3. The parent shall have the right, upon request, to inspect any instrument used in the collection of personal information from students for the purpose of marketing or for selling that information (or otherwise providing that information to others for that purpose), before the instrument is administered or distributed to their student pursuant to 20 USC §1232h(c)(1)(F)(i).
 - a. The district shall provide reasonable access to such instrument within a reasonable period of time after the request is received in accordance with 20 USC §1232h(c)(1)(F)(ii).
- C. Protection of Students’ Privacy in Examination, Testing, or Treatment with Prior Consent - 34 CFR §98.4

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STUDENT SURVEYS, ANALYSIS AND/OR EVALUATIONS (M)

1. In accordance with 34 CFR §98.4(a) no student shall be required, as part of any program funded in whole or in part by a program of the USDOE, to submit without prior consent to psychiatric examination, testing, or treatment, or psychological examination, testing, or treatment, in which the primary purpose is to reveal information concerning one or more of the following:
 - a. Political affiliations;
 - b. Mental and psychological problems potentially embarrassing to the student or the student's family;
 - c. Sex behavior and attitudes;
 - d. Illegal, anti-social, self-incriminating, and demeaning behavior;
 - e. Critical appraisals of other individuals with whom the student has close family relationships;
 - f. Legally recognized privileged and analogous relationships, such as those of lawyers, physicians, and ministers; or
 - g. Income, other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under a program.
- D. Protections of Students' Rights for Surveys, Analysis, or Evaluation - 20 USC §1232h
 1. In accordance with 20 USC §1232h(b) no student shall be required, as part of any applicable program, to submit to a survey, analysis, or evaluation, without prior consent, that reveals information concerning:
 - a. Political affiliations or beliefs of the student or the student's parent;
 - b. Mental and psychological problems of the student or the student's family;
 - c. Sex behavior or attitudes;
 - d. Illegal, anti-social, self-incriminating, or demeaning behavior;

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STUDENT SURVEYS, ANALYSIS AND/OR EVALUATIONS (M)

- e. Critical appraisals of other individuals with whom the student has close family relationships;
 - f. Legally recognized privileged and analogous relationships, such as those of lawyers, physicians, and ministers;
 - g. Religious practices, affiliations, or beliefs of the student or student's parent; or
 - h. Income, (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under a program).
2. Parents' or Emancipated Students' Right to Opt Out - 20 USC §1232h(c)(2)
- a. The district shall provide notice and offer an opportunity for parents to opt their student out or for emancipated students to opt out of participation in the following activities:
 - (1) Activities involving the collection, disclosure, or use of personal information collected from students for the purpose of marketing or for selling that information (or otherwise providing that information to others for that purpose).
 - (2) The administration of any survey containing one or more of the items listed in D.1. above.
 - (3) Any nonemergency, invasive physical examination or screening that is:
 - (a) Required as a condition of attendance;
 - (b) Administered by the school and scheduled by the school in advance; and
 - (c) Not necessary to protect the immediate health and safety of the student, or of other students.
 - b. The district shall directly notify parents at least annually at the beginning of the school year of the specific or approximate dates during the school year when activities described in D.2.a. above are

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STUDENT SURVEYS, ANALYSIS AND/OR EVALUATIONS (M)

scheduled or expected to be scheduled in accordance with 20 USC §1232h(c)(2)(B).

3. Exceptions – 20 USC §1232h(c)(4)

a. The provisions of 20 USC §1232h do not apply to the collection, disclosure, or use of personal information collected from students for the exclusive purpose of developing, evaluating, or providing educational products or services for, or to, students or educational institutions, such as the following:

- (1) College or other postsecondary education recruitment, or military recruitment in accordance with Policy 9713;
- (2) Book clubs, magazines, and programs providing access to low-cost literary products;
- (3) Curriculum and instructional materials used by schools in the district;
- (4) Tests and assessments used by schools in the district to provide cognitive, evaluative, diagnostic, clinical, aptitude, or achievement information about students (or to generate other statistically useful data for the purpose of securing such tests and assessments) and the subsequent analysis and public release of the aggregate data from such tests and assessments;
- (5) The sale by students of products or services to raise funds for school-related or education-related activities; and
- (6) Student recognition programs.

b. The provisions of this Policy:

- (1) Shall not be construed to preempt applicable provisions of New Jersey law that require parental notification; and
- (2) Do not apply to any physical examination or screening that is permitted or required by an applicable New Jersey law,

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STUDENT SURVEYS, ANALYSIS AND/OR EVALUATIONS (M)

including physical examinations or screenings permitted without parental notification.

4. Policy Adoption or Revision – 20 USC §1232h(c)(2)(A)(i)

The district shall provide this Policy to parents and students at least annually at the beginning of the school year, and provide notice within a reasonable period of time after any substantive change is made to this Policy.

E. Student Privacy – 20 USC §1232h and 34 CFR §98

The district shall ensure a student's privacy is protected regarding any information collected in accordance with this Policy.

F. Violations of the PPRA – 20 USC §1232h and 34 CFR §98

Parents or students who believe their rights under PPRA may have been violated may file a complaint with the USDOE.

In addition to the provisions of 20 USC §1232h, 34 CFR §98, and this Policy, the Superintendent or designee shall ensure compliance with the provisions of N.J.S.A. 18A:36-34 and Policy 9560 – Administration of School Surveys before students are required to participate in any academic or nonacademic survey, assessment, analysis, or evaluation.

The Protection of Pupil Rights Amendment (PPRA)

20 USC §1232h

34 CFR Part 98

Elementary and Secondary Education Act of 1965 (20 USC 2701 et seq.) as amended by the Every Student Succeeds Act

N.J.S.A 18A:36-34

Adopted: 19 May 2008

Revised: 14 June 2021

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PREVENTION AND TREATMENT OF SPORTS-RELATED CONCUSSIONS AND HEAD INJURIES (M)

DRAFT

PREVENTION AND TREATMENT OF SPORTS-RELATED CONCUSSIONS AND HEAD INJURIES (M)

2431.4

M

A concussion is a traumatic brain injury caused by a blow or motion to the head or body that disrupts the normal functioning of the brain and can cause significant and sustained neuropsychological impairments including, but not limited to, problem solving, planning, memory, and behavioral problems. In order to ensure safety, it is imperative that students participating in athletic competition, coaches, and parents are educated about the nature and treatment of sports-related concussions and other head injuries. Allowing a student to return to athletic competition before recovering from a concussion increases the chance of a more serious brain injury.

For the purpose of this Policy and Regulation 2431.4, programs of athletic competition shall include high school interscholastic athletic programs, middle school interscholastic athletic programs where school teams or squads play teams or squads from other school districts, intramural athletic programs within a school or among schools in the district, and any cheerleading program or activity in the school district.

The school district shall adopt an athletic head injury safety training program. The program shall be completed by the school physician, any individual who coaches in an athletic competition, an athletic trainer involved in any athletic competition, and the school nurse. The training program shall be in accordance with guidance provided by the New Jersey Department of Education (NJDOE) and the requirements of N.J.S.A. 18A:40-41.2.

The school district shall annually distribute the NJDOE-developed educational fact sheet regarding sports-related concussions and other head injuries to all parents of students participating in any athletic competition or practice and shall obtain a signed acknowledgement of the receipt of the fact sheet by the student and their parent in accordance with N.J.S.A. 18A:40-41.2(c).

A student who participates in an athletic competition or practice and who sustains or is suspected of sustaining a concussion or other head injury shall be immediately removed from athletic competition or practice. A student removed from athletic competition or

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PREVENTION AND TREATMENT OF SPORTS-RELATED CONCUSSIONS AND HEAD INJURIES (M)

practice shall not participate in further athletic competition or practice until they are evaluated by a physician or other licensed healthcare provider trained in the evaluation and management of concussions and receives written clearance from a physician trained in the evaluation and management of concussions to return to athletic competition or practice; and the student returns to regular school activities and is no longer experiencing symptoms of the injury when conducting those activities in accordance with N.J.S.A. 18A:40-41.4.

The return of a student to athletic competition or practice shall also be in accordance with the graduated, six-step "Return to Play Progression" recommendations and any subsequent changes or other updates to these recommendations as developed by the Centers for Disease Control and Prevention (CDC). The Board shall revise this Policy and Regulation 2431.4 whenever the CDC changes or otherwise updates the "Return to Play Progression" recommendations.

The school district shall provide a copy of this Policy and Regulation 2431.4 to all youth sports team organizations that operate on school grounds. In accordance with the provisions of N.J.S.A. 18A:40-41.5, the school district shall not be liable for the injury or death of a person due to the action or inaction of persons employed by, or under contract with, a youth sports team organization that operates on school grounds, if the youth sports team organization provides the school district proof of an insurance policy of an amount of not less than \$50,000 per person, per occurrence insuring the youth sports team organization against liability for any bodily injury suffered by a person and a statement of compliance with this Policy and Regulation 2431.4.

Pursuant to N.J.S.A. 18A:40-41.5 and for the purpose of this Policy, a "youth sports team organization" means one or more sports teams organized pursuant to a nonprofit or similar charter or which are member teams in a league organized by or affiliated with a county or municipal recreation department.

This Policy and Regulation 2431.4 shall be reviewed and approved by the school physician annually and updated as necessary to ensure it reflects the most current information available on the prevention, risk, and treatment of sports-related concussions and other head injuries in accordance with N.J.S.A. 18A:40-41.3.

N.J.S.A. 18A:40-41.1; 18A:40-41.2; 18A:40-41.3;
18A:40-41.4; 18A:40-41.5

Adopted: 19 September 2011

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Revised: 25 April 2022

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PREVENTION AND TREATMENT OF SPORTS-RELATED CONCUSSIONS AND HEAD INJURIES (M)

DRAFT

R 2431.4 PREVENTION AND TREATMENT OF SPORTS-RELATED CONCUSSIONS AND HEAD INJURIES

A concussion is a traumatic brain injury caused by a blow or motion to the head or body that disrupts the normal functioning of the brain and can cause significant and sustained neuropsychological impairments including, but not limited to, problem solving, planning, memory, and behavioral problems. Allowing a student to return to athletic competition or practice before recovering from a concussion increases the chance of a more serious brain injury. The following procedures shall be followed to implement N.J.S.A. 18A:40-41.1 et seq. and Policy 2431.4.

A. Athletic Head Injury Safety Training Program

1. The school district will adopt an athletic head injury safety training program.
2. The training program shall be completed by the school physician, any individual who coaches in an athletic competition, an athletic trainer involved in any athletic competition, and the school nurse.
3. This training program shall be in accordance with the guidance provided by the New Jersey Department of Education (NJDOE) and the requirements of N.J.S.A. 18A:40-41.2.

B. Prevention

1. The school district may require pre-season baseline testing of students before the student begins participation in athletic competition or practice. The baseline testing program shall be reviewed and approved by the school physician trained in the evaluation and management of sports-related concussions and other head injuries.
2. The Principal or designee will review educational information for students participating in athletic competition or practice on the prevention of concussions.
3. All school staff members, students participating in athletic competition or practice, and parents of students participating in athletic competition or practice shall be annually informed through the distribution of the NJDOE Concussion and Head Injury Fact Sheet and Parent/Guardian Acknowledgement Form and other communications from the Principal and coaches on the importance of early identification and treatment of concussions to improve recovery.

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PREVENTION AND TREATMENT OF SPORTS-RELATED CONCUSSIONS AND HEAD INJURIES (M)

C. Signs or Symptoms of Concussion or Other Head Injury

1. Possible signs of concussions may be observed by coaches, athletic trainer, school or team physician, school nurse, or other school staff members. Possible signs of a concussion may be, but are not limited to:
 - a. Appearing dazed, stunned, or disoriented;
 - b. Forgetting plays or demonstrating short-term memory difficulty;
 - c. Exhibiting difficulties with balance or coordination;
 - d. Answering questions slowly or inaccurately; and/or
 - e. Losing consciousness.
2. Possible symptoms of concussion shall be reported by the student participating in athletic competition or practice to coaches, athletic trainer, school or team physician, school nurse, and/or parent. Possible symptoms of a concussion may be, but are not limited to:
 - a. Headache;
 - b. Nausea/vomiting;
 - c. Balance problems or dizziness;
 - d. Double vision or changes in vision;
 - e. Sensitivity to light or sound/noise;
 - f. Feeling sluggish or foggy;
 - g. Difficulty with concentration and short-term memory;
 - h. Sleep disturbance; or
 - i. Irritability.

D. Medical Attention for a Student Suspected of a Concussion or Other Head Injury

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PREVENTION AND TREATMENT OF SPORTS-RELATED CONCUSSIONS AND HEAD INJURIES (M)

1. A student who participates in athletic competition or practice and who sustains or is suspected of having sustained a concussion or other head injury while engaged in an athletic competition or practice shall be immediately removed from athletic competition or practice.
 - a. A staff member supervising the student during the athletic competition or practice shall immediately contact the school physician, athletic trainer, or school nurse to examine the student.
 - (1) The school physician, athletic trainer, or school nurse shall determine if the student has sustained or may have sustained a concussion or other head injury. The school physician, athletic trainer, or school nurse shall determine if emergency medical responders shall be called to athletic competition or practice.
 - (2) In the event the school physician, athletic trainer, or school nurse determine the student did not sustain a concussion or other head injury, the student shall not be permitted to participate in any further athletic competition or practice until written medical clearance is provided in accordance with E. below.
2. The staff member supervising a student who has been removed from athletic competition or practice in accordance with D.1. above or another staff member shall contact the student's parent and the Principal or designee as soon as possible after the student has been removed from the athletic competition or practice.
 - a. A parent shall monitor their student for symptoms of a concussion or other head injury upon receiving such notification.

E. Medical Examination and Written Medical Clearance

1. A student who was removed from athletic competition or practice in accordance with D.1. shall not participate in further athletic competition or practice until:
 - a. The student is examined by a physician or other licensed healthcare provider trained in the evaluation and management of concussions;
 - b. The student receives written medical clearance from a physician trained in the evaluation and management of concussions to return to competition or practice; and

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PREVENTION AND TREATMENT OF SPORTS-RELATED CONCUSSIONS AND HEAD INJURIES (M)

- c. The student returns to regular school activities and is no longer experiencing symptoms of the injury while conducting those activities.
 2. The student's written medical clearance from a physician must indicate a medical examination has determined:
 - a. The student's injury was not a concussion or other head injury, the student is asymptomatic at rest, and the student may return to regular school activities and is no longer experiencing symptoms of the injury while conducting those activities; or
 - b. The student's injury was a concussion or other head injury and the student's physician will monitor the student to determine when the student is asymptomatic at rest and when the student may return to regular school activities and is no longer experiencing symptoms of the injury while conducting those activities.
 3. The student's written medical clearance must be reviewed and approved by the school physician.
 4. The student may not begin the graduated return to athletic competition and practice protocol in F. below until the student receives a medical examination and provides the required written medical clearance.
 5. A written medical clearance not in compliance with the provisions of E. will not be accepted.
- F. Graduated Return to Athletic Competition and Practice Protocol
 1. The return of a student to athletic competition and practice shall be in accordance with the graduated, six-step "Return to Play Progression" recommendations and any subsequent changes or updates to those recommendations as developed by the Centers for Disease Control and Prevention.
 - a. Back to Regular Activities (Such as School)

The student is back to their regular activities (such as school) and has the green-light from the student's physician approved by the school physician to begin the return to play process. A student's return to regular activities involves a stepwise process. It starts with a few days of rest (two-three days) and is followed by light activity (such as short walks) and moderate activity (such as riding a stationary bike) that do not worsen symptoms.

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PREVENTION AND TREATMENT OF SPORTS-RELATED CONCUSSIONS AND HEAD INJURIES (M)

b. Light Aerobic Activity

Begin with light aerobic exercise only to increase the student's heart rate. This means about five to ten minutes on an exercise bike, walking, or light jogging. No weight lifting at this point.

c. Moderate Activity

Continue with activities to increase the student's heart rate with body or head movement. This includes moderate jogging, brief running, moderate-intensity stationary biking, and/or moderate-intensity weightlifting (less time and/or less weight from their typical routine).

d. Heavy, Non-Contact Activity

Add heavy non-contact physical activity, such as sprinting/running, high-intensity stationary biking, regular weightlifting routine, and/or non-contact sport-specific drills (in three planes of movement).

e. Practice and Full Contact

The student may return to practice and full contact (if appropriate for the athletic competition) in controlled practice.

f. Athletic Competition

The student may return to athletic competition or practice.

2. It is important for a student's parent(s) and coach(es) to watch for concussion symptoms after each day's "Return to Play Progression" activity. A student should only move to the next step if they do not have any new symptoms at the current step.
3. If a student's symptoms return or if they develop new symptoms, this is a sign that a student is pushing too hard. The student should stop these activities and the student's health care provider should be contacted. After more rest and no concussion symptoms, a student can start at the previous step if approved by the student's healthcare provider and provides written medical clearance to the school physician.

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PREVENTION AND TREATMENT OF SPORTS-RELATED CONCUSSIONS AND HEAD INJURIES (M)

- G. Temporary Accommodations for Student's Participating in Athletic Competition with Sports-Related Head Injuries
1. The concussed brain is affected in many functional aspects as a result of the injury. Memory, attention span, concentration, and speed of processing significantly impact learning. Further, exposing the concussed student to the stimulating school environment may delay the resolution of symptoms needed for recovery. Accordingly, consideration of the cognitive effects in returning to the classroom is also an important part of the treatment of sports-related concussions and head injuries.
 2. To recover, cognitive rest is just as important as physical rest. Reading, studying, computer usage, testing, texting, and watching movies if a student is sensitive to light/sound can slow a student's recovery. The Principal or designee may look to address the student's cognitive needs as described below. Students who return to school after a concussion may need to:
 - a. Take rest breaks as needed;
 - b. Spend fewer hours at school;
 - c. Be given more time to take tests or complete assignments (all courses should be considered);
 - d. Receive help with schoolwork;
 - e. Reduce time spent on the computer, reading, and writing; and/or
 - f. Be granted early dismissal from class to avoid crowded hallways.

Adopted: 19 September 2011

Revised: 15 October 2012

Revised: 25 April 2022

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STUDENT ASSESSMENT (M)

STUDENT ASSESSMENT (M) 2622

M

State assessments provide parents with important information about their child's progress; detailed diagnostic information about each individual student's performance that educators, parents, and students can utilize to enhance foundational knowledge and student achievement; and include item analysis which will clarify a student's level of knowledge and understanding of a particular subject or area of a subject. The data derived from State assessments are utilized by teachers and administrators to pinpoint areas of difficulty and customize instruction accordingly. Such data can be accessed and utilized as a student progresses to successive school levels.

The Commissioner of Education, in accordance with N.J.S.A. 18A:7C-1 et seq. and 18A:7E-2 and 3, may implement assessments of student achievement in any grade(s) and by such assessments as the Commissioner deems appropriate. The system and related schedule of Statewide assessments shall be approved by the New Jersey State Board of Education. The school district shall, according to a schedule prescribed by the Commissioner, administer the applicable Statewide assessments pursuant to N.J.A.C. 6A:8-4.1(c) and (d).

Pursuant to N.J.A.C. 6A:8-4.1(c), all students at grade levels three through twelve, and at any other grade(s) designated by the Commissioner pursuant to N.J.A.C. 6A:8-4.1(a), shall take all appropriate Statewide assessments as scheduled. The school district will provide accommodations or modifications to the Statewide assessment system in accordance with the provisions of N.J.A.C. 6A:8-4.1(d).

Students with disabilities as defined in N.J.A.C. 6A:14-1.3 shall participate in Statewide assessments in accordance with N.J.A.C. 6A:14-4.10. The school district shall administer the alternative State assessment for students with disabilities in accordance with the provisions of N.J.A.C. 6A:8-4.1(d)3.

The school district shall implement alternative ways for students to demonstrate graduation proficiency in accordance with N.J.A.C. 6A:8-5.1(a)6, (f), (g), (h), or (i), as applicable.

The school district shall maintain an accurate record of each student's performance on Statewide assessments and maintain for every student a ninth grade through graduation transcript in accordance with the provisions of N.J.A.C. 6A:8-4.2(d). The Superintendent shall report assessment results to the public and provide educators, parents, and students with assessment results in accordance with the provisions of N.J.A.C. 6A:8-4.3.

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STUDENT ASSESSMENT (M)

N.J.S.A. 18A:7C-1 et seq.; 18A:7E-2; 18A:7E-3
N.J.A.C. 6A:8-4.1 et seq.; 6A:8-5.1; 6A:14-1.1 et seq.;
6A:14-3.7; 6A:14-4.10

Adopted: 19 May 2008
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Revised: 20 June 2016
Revised: 19 June 2017
Revised: 7 December 2020
Revised: 25 April 2022

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Student Assessment
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R 2622 STUDENT ASSESSMENT

A. Statewide Assessment System – N.J.A.C. 6A:8-4.1

1. The school district shall, according to a schedule prescribed by the Commissioner of Education, administer the applicable Statewide assessments, including the following major components: the elementary assessment component for grades three through five; the middle school assessment component for grades six through eight; the high school assessment component; and the alternative State assessment for students with disabilities; and provide notification to each student entering grades three through twelve of the Statewide assessment schedule.
2. Pursuant to N.J.A.C. 6A:8-4.1(c), all students at grade levels three through twelve, and at any other grade(s) designated by the Commissioner of Education pursuant to N.J.A.C. 6A:8-4.1(a), shall take all appropriate Statewide assessments as scheduled.
 - a. The school district shall provide all appropriate accommodations or modifications to the Statewide assessment system as specified by the New Jersey Department of Education (NJDOE) for English language learners (ELLs) and students with disabilities as defined in N.J.A.C. 6A:14-1.3 or eligible under Section 504 of the Rehabilitation Act as specified in a student's Individualized Education Program (IEP) or 504 plan in accordance with N.J.A.C. 6A:8-4.1(d)1.
 - (1) The school district may administer the Statewide assessments in mathematics to ELLs in their native language, when available, and/or English.
 - (2) The school district shall have the option for a first-year ELL of substituting a NJDOE-approved language proficiency test only for the English language arts component of the Statewide assessment, when the student has entered the United States after June 1 of the calendar year prior to the test administration.
 - b. The school district shall ensure students with disabilities as defined in N.J.A.C. 6A:14-1.3 participate in Statewide assessments in accordance with N.J.A.C. 6A:14-4.10.

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- c. At specific times prescribed by the Commissioner of Education, the school district shall administer the alternative State assessment for students with disabilities to students with severe disabilities who cannot participate in other assessments due to the severity of their disabilities in accordance with N.J.A.C. 6A:8-4.1(d)3.
 - d. The school district shall implement alternative ways for students to demonstrate graduation proficiency in accordance with N.J.A.C. 6A:8-5.1(a)6, (f), (g), (h), or (i), as applicable.
 - 3. Test Administration Procedures and Security Measures
 - a. The school district shall be responsible for ensuring the security of all components of the Statewide assessment system that are administered within the school district.
 - b. All Statewide assessments shall be administered in accordance with the NJDOE's required test administration procedures and security measures.
 - c. Any breach of such procedures or measures shall be immediately reported to the Superintendent or designee.
- B. Documentation of Student Achievement – N.J.A.C. 6A:8-4.2
 - 1. After each test administration, the NJDOE shall provide the Superintendent the following:
 - a. Rosters of student performance in each content area;
 - b. Individual student reports; and
 - c. School and school district summary data, including school and school district means, numbers tested, and percent achieving at each performance level.
 - (1) The school district summary data shall be aggregated and disaggregated, and school summary data shall be disaggregated, for students with disabilities as defined in N.J.A.C. 6A:14-1.3 and for ELLs.
 - 2. The school district shall transmit within ten business days any official records, including transcripts, of students who transfer to other school districts or institutions.

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3. The school district shall maintain an accurate record of each student's performance on Statewide assessments.
 4. The school district shall maintain for every student a ninth grade through graduation transcript that contains the following, as available:
 - a. Results of all applicable State assessments, including assessments that satisfy graduation requirements set forth at N.J.A.C. 6A:8-5.1(a)6;
 - b. Results of any English language proficiency assessments according to N.J.A.C. 6A:8-5.1(h);
 - c. Evidence of instructional experience and performance in the New Jersey Student Learning Standards (NJSLS);
 - d. Evidence of technological literacy;
 - e. Evidence of career education instructional experiences and career development activities;
 - f. Evidence of State-issued occupational licenses and credentials, industry-recognized occupational credentials, and/or technical skill assessments for students enrolled in NJDOE-approved career and technical education programs pursuant to N.J.A.C. 6A:19-3.2; and
 - g. Any other information deemed appropriate by the school district.
- C. Accountability – N.J.A.C. 6A:8-4.3
1. The Superintendent shall report final results of annual assessments to the Board and members of the public at a public meeting within sixty days of receipt of the information from the NJDOE.
 2. The Superintendent shall provide educators, parents, and students with results of annual assessments as required under N.J.A.C. 6A:8-4.2(a) and B.1. above, within thirty days of receipt of information from the NJDOE.
 3. The school district shall provide appropriate instruction to improve skills and knowledge for students performing below the established levels of student proficiency in any content area either on the Statewide or local assessments.
 4. All students shall be expected to demonstrate the knowledge and skills of the NJSLS as measured by the Statewide assessment system.
- D. Annual Review and Evaluation of School Districts – N.J.A.C. 6A:8-4.4

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1. The NJDOE shall review the performance of schools and school districts by using a percent of students performing at the proficient level as one measure of annual measurable objective (AMO) and incorporating a progress criterion indicative of systemic reform.
 - a. The review shall include the performance of all students, including students with disabilities as defined by N.J.A.C. 6A:14-1.3, students from major racial and ethnic groups, economically disadvantaged students, and ELLs.
 - b. The review shall take place at each grade level in which Statewide assessments are administered, using the AMO targets.
- E. Public Reporting – N.J.A.C. 6A:8-4.5
 1. In accordance with the requirements of N.J.A.C. 6A:8-4.5, the NJDOE shall report annually to the New Jersey State Board of Education and the public on the progress of all students and student subgroups in meeting the NJSLs as measured by the Statewide assessment system by publishing and distributing the NJDOE's annual New Jersey School Report Card in accordance with N.J.S.A. 18A:7E-2 through 5.
 2. After each test administration, the NJDOE shall report to the Board on the performance of all students and of student subgroups.
- F. Parental Notification

Parents shall be informed of the school district assessment system and of any special tests that are to be administered to their children.

Adopted: 25 April 2022

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POLITICAL ACTIVITIES

POLITICAL ACTIVITIES

3233

The Board of Education recognizes and encourages the right of all citizens, including teaching staff members, to engage in political activity. However, the Board prohibits the use of school grounds and school time for partisan political purposes.

The Board establishes the following guidelines to govern teaching staff members in their political activities:

1. A teaching staff member shall not engage in political activity on school grounds unless permitted in accordance with Board Policy No. 7510 - Use of School Facilities and/or applicable Federal and State laws;
2. A teaching staff member shall not post political circulars or petitions on school grounds nor distribute such circulars or petitions to students nor solicit campaign funds or campaign workers on school grounds;
3. A teaching staff member shall not display any material that would tend to promote any candidate for office on an election day on school grounds that are used as a polling place;
4. A teaching staff member shall not engage in any activity in the presence of students while on school grounds, which is intended and/or designed to promote, further or assert a position(s) on labor relations issues.

In accordance with N.J.S.A. 18A:6-8.1., a teaching staff member employed by this district who is a member of the Senate or General Assembly of the State of New Jersey shall be entitled to time off from school district duties, without loss of pay, during the periods of the teaching staff member's attendance at regular or special sessions of the legislature and hearings or meetings of any legislative committee or commission.

In accordance with N.J.S.A. 18A:6-8.2., a teaching staff member employed by this district who is a member of the Board of County Commissioners of any county of New Jersey shall be entitled to time off from the teaching staff member's duties, without pay, during the periods of the teaching staff member's attendance at regular or special meetings of the Board of County Commissioners and of any committee thereof and at such other times as the teaching staff member shall be engaged in performing the necessary functions and

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duties of the teaching staff member's office as a member of the Board of County Commissioners.

No other teaching staff member who holds elective or appointive office is entitled to time off, except as such time off may be provided for by Board policy or negotiated agreement.

The provisions of this Policy do not apply to the discussion and study of politics and political issues appropriate to the curriculum, the conduct of student elections, or the conduct of employee representative elections.

Nothing in this Policy shall be interpreted to impose a burden on the constitutionally protected speech or conduct of a teaching staff member or a student.

N.J.S.A. 18A:6-8.1.; 18A:6-8.2.; 18A:6-8.4.; 18A:42-4

N.J.S.A. 19:34-42

Green Township v. Rowe, Superior Court of New Jersey - Appellate Division
A-2528-98T5

Adopted: 19 May 2008

Revised: 25 April 2022

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HATE CRIMES AND BIAS-RELATED ACTS (M)

BIAS CRIMES AND BIAS-RELATED ACTS (M)

8465

M

The Board of Education is committed to providing a safe and healthy environment for all children in the school district. Bias crimes and bias-related acts involving students can lead to further violence and retaliation. Bias crimes and bias-related acts, by their nature are confrontational, inflame tensions, and promote social hostility and will not be tolerated by the school district. School district employees will work closely with local law enforcement and the county prosecutor's office to report or eliminate the commission of bias crimes and bias-related acts.

Definitions

A "bias crime" means any criminal offense where the person or persons committing the offense acted with a purpose to intimidate an individual or group of individuals because of race; color; religion; gender; disability; sexual orientation; gender identity or expression; national origin; or ethnicity.

A "bias-related act" means an act directed at a person, group of persons, private property, or public property that is motivated in whole or in part by racial; gender; disability; religion; sexual orientation; gender identity or expression; national origin; or ethnic prejudice. A bias-related act need not involve conduct that constitutes a criminal offense.

All bias crimes are also bias-related acts, but not all bias-related acts will constitute a bias crime.

Required Actions

School employees shall immediately notify the Principal and the Superintendent or designee when in the course of their employment they develop reason to believe a bias crime or bias-related act has been committed or is about to be committed in accordance with N.J.A.C. 6A:16-6.3(e).

The Superintendent or designee shall promptly notify the local police department and the bias investigation officer for the county prosecutor's office when a bias crime or bias-related act has been committed or is about to be committed in accordance with N.J.A.C. 6A:16-6.3(e)1.

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HATE CRIMES AND BIAS-RELATED ACTS (M)

The Superintendent or designee shall immediately notify the local police department and the bias investigation officer for the county prosecutor's office where there is reason to believe that a bias crime or bias-related act that involves an act of violence has been or is about to be physically committed against a student, or there is otherwise reason to believe that a life has been or will be threatened in accordance with N.J.A.C. 6A:16-6.3(e)2.

It is understood a referral to the local police department or county prosecutor's office pursuant to the Memorandum of Agreement between Education and Law Enforcement Officials is only a transmittal of information that might be pertinent to a law enforcement investigation and is not an accusation or formal charge.

Unless the local police department or the county prosecutor's office request otherwise, the school district may continue to investigate a suspected bias crime or bias-related act occurring on school grounds and may take such actions as necessary and appropriate to redress and remediate any such acts.

School officials will secure and preserve any such graffiti or other evidence of a suspected bias crime or bias-related act pending the arrival of the local police department or the county prosecutor's office. The school officials, where feasible, will cover or conceal such evidence until the arrival of the local police department or county prosecutor's office.

N.J.S.A. 2C:16-1

N.J.A.C. 6A:16-6.1; 6A:16-6.2; 6A:16-6.3

State Memorandum of Agreement approved by the Department of Law & Public Safety and the Department of Education

Adopted: 16 June 2008

Revised: 25 April 2022

DRAFT

ADMINISTRATION OF SCHOOL SURVEYS (M)

9560

M

The Board of Education believes the administration of school surveys may be necessary and valuable to the educational program in the school district. The Board recognizes certain student information is personal and some students or parents may not want this information shared with the school district. Therefore, the Board shall ensure school surveys are administered in accordance with N.J.S.A. 18A:36-34 and 18A:36-34.1 and this Policy.

- A. School Surveys, Certain, Parental Consent Required Before Administration – N.J.S.A. 18A:36-34
 - 1. Unless the school district receives prior written informed consent from a student's parent and provides for a copy of the document to be available for viewing at convenient locations and time periods, the school district shall not administer to a student any academic or nonacademic survey, assessment, analysis, or evaluation which reveals information concerning:
 - a. Political affiliations;
 - b. Mental and psychological problems potentially embarrassing to the student or the student's family;
 - c. Sexual behavior and attitudes;
 - d. Illegal, anti-social, self-incriminating, and demeaning behavior;
 - e. Critical appraisals of other individuals with whom a respondent has a close family relationship;
 - f. Legally recognized privileged or analogous relationships, such as lawyers, physicians, and ministers;

ADMINISTRATION OF SCHOOL SURVEYS

- g. Income, other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under a program; or
 - h. Social security number.
 - 2. The school district shall request prior written informed consent at least two weeks prior to the administration of the survey, assessment, analysis, or evaluation.
 - 3. A student shall not participate in any survey, assessment, analysis, or evaluation that concerns the issues listed in A.1. above and N.J.S.A. 18A:36-34.a. unless the school district has obtained prior written informed consent from the student's parent.
- B. Voluntary Survey for Students with Prior Parental Written Notification – N.J.S.A. 18A:36-34.1
 - 1. In accordance with N.J.S.A. 18A:36-34.1 and notwithstanding, N.J.S.A. 18A:36-34 and A. above, or any other law, rule, or regulation to the contrary, if the school district sends prior written notification to the parent of the student, the school district may administer an anonymous, voluntary survey, assessment, analysis, or evaluation to the student which reveals information concerning any of the following issues:
 - a. Use of alcohol, tobacco, drugs, and vaping;
 - b. Sexual behavior and attitudes;
 - c. Behaviors that may contribute to intentional or unintentional injuries or violence; or
 - d. Physical activity and nutrition-related behaviors.
 - 2. Written notification provided by the school district to the parent of the student shall be delivered to the parent by regular mail, electronic mail, or a written acknowledgement form to be delivered by the student at least two weeks prior to administration of the survey, assessment, analysis, or evaluation. Written notification shall contain, at minimum, the following information:

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- a. A description of the survey, assessment, analysis, or evaluation;
 - b. The purpose for which the survey, assessment, analysis, or evaluation is needed;
 - c. The entities and persons that will have access to the information generated by the survey, assessment, analysis, or evaluation;
 - d. Specific instruction as to when and where the survey, assessment, analysis, or evaluation will be available for parental review prior to its administration;
 - e. The method by which the parent can deny permission to administer the survey, assessment, analysis, or evaluation to the student; a form specifically providing for such denial shall be included with this notice;
 - f. The names and contact information of persons to whom questions can be directed; and
 - g. A statement advising that failure to respond indicates approval of participation in the survey, assessment, analysis, or evaluation.
 3. Information obtained through a survey, assessment, analysis, or evaluation administered to a student in accordance with N.J.S.A. 18A:36-34.1 and B. above, shall be submitted to the New Jersey Department of Education and the New Jersey Department of Health. Information may be used to develop public health initiatives and prevention programs. Information shall not be used for marketing or other commercial purposes that are not related to student health.
- C. Violations – N.J.S.A. 18A:36-34.d.
- A violation by the school district of N.J.S.A. 18A:36-34; 18A:36-34.1, and this Policy shall be subject to such monetary penalties as determined by the New Jersey Commissioner of Education.
- D. Compliance with Federal Law

In addition to compliance with the provisions of N.J.S.A. 18A:36-34, 18A:36-34.1, and this Policy, the Superintendent or designee shall ensure compliance with the

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provisions of Policy 2415.05 – Student Surveys, Analysis, Evaluations, Examinations, Testing, or Treatment before students are required to participate in a survey, analysis, evaluation, examination, testing, or treatment funded in whole or part by a program of the United States Department of Education that concerns one or more of the areas outlined in Policy 2415.05.

N.J.S.A. 18A:36-34; 18A:36-34.1

Adopted: 16 June 2008

Revised: 25 April 2022