



LIVINGSTON BOARD OF EDUCATION VOTING MEETING AGENDA

Tuesday, October 17, 2023

Executive Session - Administration Building 6:30 p.m.

Public Session - Hybrid Meeting - Administration Building - 7:00 p.m.

I. OPEN SESSION

A. Call to Order – Vineeta Khanna, President

B. Reading of Meeting Notice

Adequate notice of this meeting has been provided by amendment to notice approved at the Board's reorganization meeting on January 3, 2023 and posted at the Board of Education office and communicated to *The Star Ledger*, *West Essex Tribune*, *TAPinto Livingston* and the Livingston Township Clerk.

C. Executive Session

Whereas, the Open Public Meetings Act, N.J.S.A. 10:4-11, permits the Board of Education to meet in closed session to discuss certain matters; now, therefore be it

Resolved, that the Livingston Board of Education adjourns to closed session to discuss:

- personnel and student matters

Action may be taken upon return to the public session. The full length of the meeting is anticipated to be approximately 30 minutes; and be it

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

ROLL CALL VOTE

D. Pledge of Allegiance / Roll Call

E. Superintendent's Report

1. Public Hearing for District and School HIB Self-Assessment Report
2. Board Budget Goals

F. Board Reports

G. Student Representative's Report

H. Approval of Minutes

The Superintendent recommends the following:

1. Voting Meeting Minutes of September 26, 2023
2. Workshop/Voting Meeting Minutes of October 10, 2023

ROLL CALL VOTE

I. Public Comment

The Board of Education recognizes the value of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters of community interest. To protect the privacy of all students and staff, concerns regarding individual students and staff members should generally be addressed by first meeting with the appropriate administrative staff.

In order to permit the fair and orderly expression of such comment, the Board shall provide a period for public comment at every meeting of the Board.

Public participation shall be permitted only as indicated in accordance with Board Bylaw No. 0167.

Public participation shall be extended to residents of this district, persons having a legitimate interest in the actions of this Board, persons representing groups in the community or school district, representatives of firms eligible to bid on materials or services solicited by the Board, and employees and pupils of this district, except when the issue addressed by the participant is subject to remediation by an alternate method provided for in policies or contracts of the Board.

Public participation is not an opportunity to engage in a dialogue with the Board and shall be governed by the following rules:

1. A participant must be recognized by the presiding officer and must preface comments by an announcement of his/her name, municipality of residence, and group affiliation, if appropriate;
2. A participant is limited to three (3) minutes' duration; elapsed time will be determined through the use of a timing device operated by the Board Secretary;
3. No participant may speak more than once and there shall be no yielding of time among speakers;
4. All statements shall be directed to the presiding officer; no participant may address or question Board members individually;
5. There shall be no cross dialogue between the participant and the Board and/or Administration;
6. Upon conclusion of a participant's remarks, the presiding officer will acknowledge the individual's remarks and may respond and/or direct a member of the Administration to respond to an inquiry following the participant's remarks or at the conclusion of the public participation session.

The presiding officer may:

- a. Interrupt, warn, or terminate a participant's statement when the statement is too lengthy, abusive, obscene, or irrelevant;
- b. Request any individual to leave the meeting when that person does not observe reasonable decorum
- c. Request the assistance of law enforcement officers in the removal of a disorderly person when that person's conduct interferes with the orderly progress of the meeting;
- d. Call for a recess or an adjournment to another time when the lack of public decorum so interferes with the orderly conduct of the meeting as to warrant such action; and
- e. Waive these rules when necessary for the protection of privacy or the efficient administration of the Board's business.

N.J.S.A. 2C:33-8

N.J.S.A. 10:4-12

II. RECOMMENDATIONS FOR APPROVAL

1. PROGRAM/CURRICULUM

The Superintendent recommends the following:

1.1 Textbooks and DVDs

Resolved, that the Livingston Board of Education approves the textbooks as shown on **Attachment A**.

1.2 Student Teachers

Resolved, that the Livingston Board of Education approves the student teachers as shown on **Attachment B**.

1.3 Field Trips

Resolved, that the Livingston Board of Education approves the field trips as shown on **Attachment C**.

1.4 District Nursing Services Plan

Resolved, that the Livingston Board of Education approves the District Nursing Services Plan for the 2023-2024 school year.

ROLL CALL VOTE

2. STUDENT SERVICES

The Superintendent recommends the following:

2.1 Out of District Placements

Resolved, that the Livingston Board of Education approves placement for the academic year 2023-2024 for four (4) Livingston students with disabilities and for Extended School Year 2023 (Summer Programs) for three (3) Livingston students with disabilities, as classified and recommended by the Child Study Team, in facilities with tuition costs to be determined within the limits established by the New Jersey Board of Education as shown on **Attachment D**.

2.2 Related Services/Medical Consultants

Resolved, that the Livingston Board of Education approves the following consultants that will be utilized to provide related services for the 2023-2024 school year.

BILINGUAL CHILD STUDY TEAM EVALUATIONS

Learning Tree Multicultural/Multilingual	\$850.00/evaluation
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HOME INSTRUCTION

Union County Educational Services Commission	\$72.00/hour
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ROLL CALL VOTE

3. BUSINESS

The Superintendent recommends the following:

3.1 Payment of Bills

Whereas, the Board Secretary has audited certain vendor claims as required by N.J.S.A. 18A:19-2 and Board Policy 6470 and presented them to the Livingston Board of Education with the recommendation they be paid, now therefore be it

Resolved, that the Livingston Board of Education approves the payment of the following bills in the amounts listed and attach a complete copy of these bills to the minutes of this meeting.

Fund	Name	Amount
10, 11, 12	Operating Budget (checks 103440-103800; advisement 65 - 71)	\$12,875,571.53
20	Grants	\$ 499,080.47
60	Cafeteria (checks 000001 - 000002)	\$176.35
	TOTAL	\$ 13,374,828.35

3.2 Board Secretary Report – July 2023

Whereas, the Livingston Board of Education has received the Report of the Board Secretary for July 31, 2023, consisting of:

- 1) Interim Balance Sheets
- 2) Interim Statements Comparing Budgeted Revenue with Actual to Date and Appropriations with Expenditures and Encumbrances to Date
- 3) Schedule of Revenues - Actual Compared with Estimated
- 4) Statement of Appropriations Compared with Expenditures and encumbrances, and

Whereas, the Livingston Board of Education has received the report of the Treasurer for July 31, 2023, which report is in agreement with the Report of the Board Secretary, and

Whereas, these reports show the following balances on the date indicated:

Fund	Cash Balance	Appropriation Balance
(10, 11, 12) General Fund	\$4,590,379.27	\$130,900,797.96
(20) Special Revenue Fund	\$0.00	\$3,243,449.50
(30) Capital Projects Fund	\$0.00	\$0.00
(40) Debt Service Fund	\$6,976,451.00	\$2,683,587.50
Total:	\$11,566,830.27	\$136,827,834.96

Whereas, pursuant to N.J.A.C. 6:20-212(d), the Board Secretary has certified that as of July 31, 2023, no budgetary line item account has obligations and payments contractual orders which in total exceed the amount appropriated by the district board of education pursuant to N.J.S.A. 18A:22-8, 18A:22-8.1, now therefore be it

Resolved, the Livingston Board of Education accepts the above referenced reports and certification and directs that they be made part of this resolution by reference, and be it

Further Resolved, the Livingston Board of Education certifies that, after review of the Secretary's monthly financial report (appropriations section) and upon consultation with the appropriate district officials, to the best of its knowledge no major account or fund has been over-expended in violation of N.J.A.C.6:20-2.13(d) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

3.3 Transfers

Whereas, the Superintendent of Schools recommends certain transfers among accounts in the 2023-2024 budget for July pursuant to Board of Education Policy 6422, now therefore be it

Resolved, that the Livingston Board of Education ratify transfers pursuant to N.J.S.A. 18A:22-8.1 and N.J.A.C. 6:20-2A.10 as shown on **Attachment E**.

3.4 Conferences and Overnight Trips

Resolved, that the Livingston Board of Education approves the conferences and overnight trips as shown on **Attachment F**.

3.5 On-Tech Consulting

Resolved, that the Livingston Board of Education authorizes the Business Administrator to enter into a Letter of Intent with On-Tech Consulting, Inc. to complete the Universal Service Fund (E-Rate) application process for the 2024-2025 school year. The district will pay On-Tech an amount equal to 10% of any funding received.

3.6 Donation

Resolved, that the Livingston Board of Education accepts Tara Heyderman's donation of a Snapmaker Artisan 3-in-1 3D printer, several spools of filament and accessories to the Technology Department.

3.7 ROD Grants

Resolved, that the Livingston Board of Education acknowledges the Preliminary Eligible Cost (PEC) letters from the State of New Jersey, Office of School Facilities, for the following ROD grants:

School	Project Description	Project #	State Share (40%)	Local Share (60%)	Total Cost
Mount Pleasant MS	Boiler Replacement	2730-060-23-R501	\$403,000	\$604,500	\$1,007,500
Harrison ES	Boiler Replacement	2730-090-23-R501	\$232,400	\$348,600	\$581,000
Hillside ES	Boiler Replacement	2730-100-23-R501	\$403,000	\$604,500	\$1,007,500
Livingston HS	Boiler Replacement	2730-050-23-R501	\$232,400	\$348,600	\$581,000
Burnet Hill ES	Partial Roof Replacement	2730-070-23-R501	\$232,400	\$348,600	\$581,000
Heritage MS	Partial Roof Replacement	2730-055-23-R501	\$116,400	\$174,600	\$291,000
Total			\$1,619,600	\$2,429,400	\$4,049,000

3.8 Bylaws, Policies & Regulations

Resolved, that the Livingston Board of Education approves the following Policies and Regulations for second reading and adoption:

Administration

Policy #1642.01 - Sick Leave (new to district)

Regulation #1642.01 - Sick Leave (new to district)

Program

Policy #2419 - School Threat Assessment Teams (M) (with revisions)

Regulation #2419 - School Threat Assessment Teams (M) (new to district)

Resolved, the Livingston Board of Education abolishes the following Policy:

Policy #3432 - Sick Leave (certificated staff)

ROLL CALL VOTE

4. PERSONNEL

The Superintendent recommends the following:

4.1 Resignations & Retirements

Resolved, that the Livingston Board of Education accepts the resignations of:

Name	Position	Reason	Location	Last Day of Employment
Tianne Hunt	ABA Discrete Trial TA	Resignation	BHE	October 21, 2023
Laura Colantoni*	Teacher of Science	Resignation	HMS	October 6, 2023
Kyounghee Kim	ABA Discrete Trial TA	Resignation	BHE	October 13, 2023

*as amended from a previous agenda

4.2 Leaves of Absences

Resolved, that the Livingston Board of Education approves the leaves of absences of:

Name	Location	Position	LOA w/pay and benefits	LOA w/o pay, but with benefits (if applicable)	Extended LOA w/o pay or benefits	Return Date
Stacie Miller	BHE	School Psychologist	8/31/2023-9/30/2023	NA	10/2/2023-10/31/2023	11/1/2023
Deniz Schwartz*	LHS	Teacher of Art	9/5/2023 - 10/31/2023	11/1/2023-1/31/2024**	2/1/2024-6/30/2024	8/30/2024
Katherine Carlin	MPE	Elementary School Teacher	1/16/2024-3/22/2024 (.5)	3/22/2024 (.5)-6/20/2024**	NA	8/30/2024
Nicole DiStefano*	MPE	School Psychologist	9/25/2023-11/10/2023	11/13/2023-2/9/2024**	NA	2/12/2024
Marjorie Duffy*	LHS	School Counselor	9/28/2023-11/24/2023 & 11/27/2023-12/8/2023**	12/9/2023-1/15/2024**	NA	1/16/2024

*as amended from a previous agenda

**Designates time counted toward NJFLA/FMLA

4.3 Transfers

Resolved, that the Livingston Board of Education approves the transfers as listed on **Attachment G**.

4.4 Appointments

Resolved, that the Livingston Board of Education approves the applications indicated below (*) for emergent hiring for the following appointments under the requirements of N.J.S.A. 18A:16-1 et. seq., N.J.S.A. 18A:39.17 et. seq.; N.J.S.A. 18A:6-4.13 et. seq. All appointments are contingent upon reference checks in accordance with P.L. 2018, c.5.

Name	Location	Title	Tenure Track/LOA or LT Replacement	Replacing	Guide	Step	Salary	Effective Date
Anthony Burrows	CO	Assistant Manager, B&G	NA	S. Lazzara	NA	NA	\$105,000 (prorated)	11/1/2023
Nicole Frattaroli	LHS	School Counselor	First Year Tenure Track	L. Morgenroth	MA	11	\$81,525 (prorated)	1/16/2024
Kate Schwindel	HMS	TOSD	First Year Tenure Track	L. Colantoni	MA	2	\$63,775 (prorated)	10/9/2023
Maria Reed	RHE	Playground Aide	NA	NA	NA	NA	\$18/hr	10/2/2023

**as amended from a previous agenda*

***begins 60-day probationary period*

Resolved, that the Livingston Board of Education approves the appointment of the ABA Discrete Trial Teaching Assistants and Instructional Aides as listed on **Attachment H**.

4.5 Substitutes

Resolved, that the Livingston Board of Education approves the appointment of the individuals listed below to serve as substitutes on an as-needed basis for the 2023-2024 school year:

Teachers

Gail Mascera

Secretary

Jill Valse

Resolved, the Livingston Board of Education approves the individuals listed on **Attachment I** as certified substitutes. These individuals are currently employed by the District. In the event these individuals are called upon to serve as a substitute, they will be compensated an additional \$50/day (\$10/period) for that assignment.

4.6 IDEA Basic and IDEA Preschool Salary Allocations

Resolved, that the Livingston Board of Education approves and reallocates the salaries of the individuals listed on **Attachment J** to be funded through the IDEA Basic and IDEA preschool grants.

4.7 Stipends

Resolved, that the Livingston Board of Education approves the individuals on **Attachment K** for co-curricular stipends at Livingston High School for the 2023-2024 school year in accordance with the contract between the LBOE and the LEA.

Resolved, that the Livingston Board of Education approves the individuals on **Attachment L** for athletic stipends at Livingston High School for the 2023-2024 school year in accordance with the contract between the LBOE and the LEA.

Resolved, that the Livingston Board of Education approves the individuals on **Attachment M** for co-curricular stipends at Heritage Middle School for the 2023-2024 school year in accordance with the contract between the LBOE and the LEA.

Resolved, that the Livingston Board of Education approves the individuals on **Attachment N** for co-curricular stipends at Mount Pleasant Middle School for the 2023-2024 school year in accordance with the contract between the LBOE and the LEA.

Resolved, that the Livingston Board of Education establishes an annual stipend of \$5,000 for the purpose of providing audio/visual support for evening Board of Education meetings and appoints *Daniel Kapuscinski*, IT Support, to this stipend, effective and retroactive to July 1, 2023. If Mr. Kapuscinski is not able to make a meeting, coverage will be provided and \$200 will be deducted from this amount to compensate for his replacement. This stipend will be paid bi-annually.

4.8 Extra Period Assignments

Resolved, the Livingston Board of Education approves the extra period assignments as listed on **Attachment O**.

4.9 Mentor Fees

Resolved, the Livingston Board of Education amends the individuals on **Attachment P** listed as assigned mentors to receive payment in accordance with the schedule listed.

4.10 Memorandum of Understanding

Resolved, that the Livingston Board of Education approves the Memorandum of Understanding between itself and the Livingston Education Association (LEA) dated October 17, 2023.

4.11 Summer Work

Resolved, that the Livingston Board of Education approves the individual on **Attachment Q** to participate in summer curriculum writing during the summer of 2023 at the approved rate.

ROLL CALL VOTE

5. MISCELLANEOUS

The Superintendent recommends the following:

5.1 HIB Report

Resolved, that the Livingston Board of Education accepts the findings of HIB cases.

ROLL CALL VOTE

J. Old Business

K. New Business

III. ADJOURNMENT

EXECUTIVE SESSION

Whereas, N.J.S.A. 10:4-1 et seq., also known as the "Sunshine Law," authorizes a public body to meet in executive or private session under certain limited circumstances, and

Whereas, said law requires the Board to adopt a resolution at a public hearing before it can meet in such an executive or private session, now, therefore, be it

Resolved, by the Livingston Board of Education that:

- (A) It does hereby determine that it is necessary to meet in executive session on October 17, 2023 to discuss the matters stipulated, in conformance with the subsections of said act which are indicated.
1. Matter rendered confidential by federal law, state statute or rule of court.
 2. Matter in which the release of information would impair a right to receive federal funds.
 3. Matter, the disclosure of which would constitute an unwarranted invasion of individual privacy unless the individual concerned shall request in writing that the same be disclosed publicly.
 4. Collective bargaining matters.
 5. Matter involving the purchase, lease or acquisition of real property with public funds, the setting of banking rates, etc. where it would adversely affect the public interest if discussion were disclosed.
 6. Tactics and techniques utilized in protecting public property where disclosure could impair protection.
 7. Investigation of violations or possible violations of law.
 8. Pending or anticipated litigation or contract negotiation other than collective bargaining agreement.
 9. Personnel matters unless the individual employees or appointees affected requested that such matter be discussed at a public meeting.
 10. Deliberations occurring after a public hearing that may result in the imposition of a specific civil penalty.
- (B) The matters discussed will be made public when confidentiality is no longer required and formal action pursuant to said discussion shall take place only at a meeting to which the public has been invited.
- (C) No action will be taken.

LBOC Agenda Planning/Future Agenda Items

JANUARY

Meetings and Workshops

- Board Reorganization
- Election of Board Officers
- Board Member Committee Assignments
- BOE Meeting Calendar
- LPS Budget Calendar
- Submission of Financial Disclosure
- Mandatory Training Requirements
- Review of ACFR or Action Items

Presentations

- LHS Report on Graduates from Counseling
- Annual Comprehensive Financial Report

Professional Development

- Code of Ethics with BOE Attorney

Executive Sessions

- BOE Retreat
- Establish CSA Evaluation Schedule

FEBRUARY

Meetings and Workshops

- Academic Calendar Discussion, two years out

Presentations

- Update on Diversity, Equity, and Inclusion
- District Goals: Mid-Year Update
- First Presentation of LPS Budget
- Second Presentation of LPS Budget

Executive Sessions

- CSA Evaluation Process: Meet with the NJSBA representative and review the CSA evaluation process and timeline

MARCH

Presentations

- Third Presentation of LPS Budget
- Fourth Presentation of LPS Budget
- Final Presentation and BOE Adoption of Tentative Budget (before the deadline to Essex County)
- Board Goals Update

Executive Sessions

- NJSBA CSA Evaluation (to meet July 1st statutory deadline for CSA evaluation)
- NJSBA Board Self-Evaluation

APRIL

Meetings and Workshops

- Public Hearing and Adoption of Budget
- Subscription Bus Pricing
- Safety Grant
- Comprehensive Equity Plan (every 3 years/SOA annually)

Presentations

- Superintendent Goals Planning and Update

Executive Sessions

- Board and CSA pre-conference for evaluation

MAY

Meetings and Workshops

- Livingston Education Association: Second Conference
- Personnel Appointments
- Governor's Educator of the Year Ceremony
- Annual Appointments
- Sale of SRECs
- General Education Out-of-District Tuition Rates
- New Jersey State Interscholastic Athletic Association

Presentations

- End-of-Year District Goals Report (by CSA)

Executive Sessions

- Board Self-Evaluation
- CSA Evaluation Process
- Tenure Recommendations (BOE Review of Files)
- End-of-Year, All-Staff Review

JUNE

Meetings and Workshops

- LHS Student Representative to BOE
- Staff Retirement Ceremony
- Seal of Biliteracy
- Non-Affiliated Appointments
- Summer Appointments (work, project, curriculum)
- Compliance with PL 2015, Chapter 47
- Transfer of Current Year Surplus to Capital Reserve
- Bus Evaluation Drills Report

Presentations

- SEPAC
- End-of-Year Report on Board Goals (by BOE)
- Board Self-Evaluation, review, and reflection

Executive Sessions

- CSA Evaluation
 - CSA completes CSA Evaluation
 - BOE completes CSA Evaluation
 - CSA and BOE meet to discuss CSA Evaluation

JULY

Meetings and Workshops

- Property, Liability, and WC Insurance
- Board Goals and Action Plans
- District Professional Development Plan
- Review and Approval of Curriculum Writing Plans and Process

AUGUST

Meetings and Workshops

- Open Campus Lunch

Presentations

- Enrollment Update
- District Goals and Action Plans
- Student progress at key grade levels and the NJ Student Learning Standards results, including the performance of student subgroups on state tests as appropriate and allowable.

SEPTEMBER

Meetings and Workshops

- Board Goals
- Mentoring Plan
- Remote Learning Plan

OCTOBER

Meetings and Workshops

- Approval of Nursing Services Plan
- Livingston Education Association: First Conference
- Annual review of MOA and law enforcement operations with the Board President
- Public Hearing of District and School HIB Self-Assessment Report

Presentations

- Summer Curriculum Writing
- NJSLA Results

NOVEMBER

Meetings and Workshops

- Board Budget Goals
- Technology Plan: review and approval
- Comprehensive Maintenance Plan: review and approval

Presentations

- LPS Assessment Update

DECEMBER

Meetings and Workshops

- QSAC SOA

Presentations

- National Merit Semi-Finalists Recognition Ceremony
- New LPS Course Offerings

Professional Development

- New BOE member orientation

PROGRAM/CURRICULUM

<u>Title</u>	<u>Author/Publisher</u>	<u>Year</u>	<u>Grade</u>	<u>Subject/Course</u>	<u>Rationale</u>
Exploring Civics & Economics	McGraw-Hill	2024	7	Social Studies	This textbook resource provides students and teachers a Comprehensive look at US Civics complete with a look at state and local government. In addition to Civics, the textbook addresses the connection between government and economics and how they relate to the lives of citizens.
The American YAWP	Stanford University Press	2022-23	10-11	Social Studies	The American YAWP is a collaborative online US History textbook. It is easy to navigate and in addition to it being used as a textbook, it includes primary/secondary sources as well as other teaching resources.

Name	School	Type of Placement	In-District Location	Assigned Staff	Date
Maximus Tripodi	Montclair State University	Student Teacher	Heritage Middle School	Erik Donough	10/2/2023

FIELD TRIPS

SCHOOL	GRADE/COURSE	MONTH	DESTINATION
Elementary	Grade 1	October	Riamede Farm
Elementary	Grade 3	October	Franklin Mineral Mine Museum
Elementary	Grade 3	October	Sterling Hill Mine Museum
Elementary	Grade 4	October	Turtle Back Zoo
Elementary	Grade 3	November	Ellis Island/Statue of Liberty
Elementary	Grade 3	November	Sterling Hill Mine Museum
Elementary	Grade 4	November	Turtle Back Zoo
Elementary	Grade 5	November	Franklin Mineral Mine Museum
Elementary	Kindergarten	December	The Frelinghuysen Arboretum
Elementary	Grade 5	December	Buehler Challenger Science Center
Elementary	Grade 1	January	Essex County Environmental Center
Elementary	Grade 2	February	State Theater of NJ
Elementary	Grade 5	February	MAYO Performing Arts Center
Elementary	Grade 5	February	South Orange Performing Arts Center
Elementary	Grade 2	March	The Museum of Early Trades and Crafts
Elementary	Grade 3	March	Waterloo Village
Elementary	Grade 5	March	Liberty Science Center
Elementary	GT Art (Gr 4 and 5)	March	Newark Museum of Art
Elementary	Kindergarten	April	Mayo Performing Arts Center
Elementary	Kindergarten	April	Abma's Farm
Elementary	Grade 1	April	Raritan Valley Community College Planetarium
Elementary	Grade 2	April	Morristown Performing Arts Center
Elementary	Grade 2	April	Turtle Back Zoo
Elementary	Grade 3	April	Waterloo Village
Elementary	Grade 4	April	Sandy Hook
Elementary	Grade 5	April	Essex County Environmental Center
Elementary	Kindergarten	May	Essex County Environmental Center
Elementary	Grade 1	May	Essex County Environmental Center
Elementary	Grade 2	May	Great Swamp/Raptor Trust
Elementary	Grade 3	May	Ellis Island
Elementary	Grade 4	May	NJ State House
Elementary	Grade 5	May	Jeff Lakes
Elementary	Grade 3	May/June	Franklin Mineral Mine Museum
Elementary	Grade 2	June	Turtle Back Zoo
Elementary	Grade 5	June	Boat Trip
Elementary	Grade 5	June	Medieval Times
Secondary	Business	October	MetLife Stadium
Secondary	Art	November	Fotografiska Museum
Secondary	Sculpture/Portfolio Development	November	The Luna Parc Foundation
Secondary	English for Success	November	Walter Kerr Theater
Secondary	Humanities	November	Papermill Playhouse
Secondary	English	November	The Broadway Theater
Secondary	World Language	November	Lincoln Center & Eataly
Secondary	AP Studio Art	November	Metropolitan Museum of Art
Secondary	ESL	December	Liberty Science Center
Secondary	Spanish 2 Honors	December	Metropolitan Museum of Art
Secondary	Social Studies	December	Holocaust Museum

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Secondary	AP Student Art 2D/Digital Imaging	December	Metropolitan Museum of Art
Secondary	Sculpture	December	Museum of Modern Art
Secondary	Social Studies	February	Temple B'Nai Abraham
Secondary	Art	March	Silverball Museum
Secondary	US History 2 Humanities	March	September 11th Memorial and Museum
Secondary	Drawing	March	Whitney Museum of American Art
Secondary	US History 2 Honors	March	African American Museum
Secondary	Art	April	Gateway National Recreation Area
Secondary	Environmental Science	April	South Mountain Reservation
Secondary	Art	April	Sandy Hook Gateway National Park
Secondary	AP Studio Art 2D	May	Jenkinsons Boardwalk
Secondary	Environmental Science	May	Duke Farms
Secondary	Art	May	Duke Farms
Secondary	Environmental Science	May	South Mountain Reservation
Secondary	AP Comparative Government & Politics	May	United Nations
Secondary	US History 2 Humanities	May	African American Museum
Secondary	Orchestra/Choir	May	Boyertown Area Senior HS
Secondary	HMS Band	May	Dorney Park*

*correction from 9/26/23 agenda

The following is a list of CBI (Community Based Instruction) sites for **HMS and LHS** students in the CBI and CIP programs for the 2023-2024 school year:

Business		
7-11 Convenience Store	HomeSense	Ritz Diner
Aldi	Ike's Bagels	SYLS - Livingston Rec Bldg
Amazing Savings	Jarmel Kizel	Seymours
Anchor Mini Golf	Kings	Shake Shack
Antonio's Hair Salon	Livingston Bagel	ShopRite
Best Buy	Livingston Diner	Starbucks
Board and Brush	Livingston Fire Department	Subway
Bonvini's Pizza	Livingston Mall	Target
Calabrias	Livingston Police Department	TD Bank
Care One @ Livingston	Livingston Public Library	TJ Maxx
Coco Bella Cafe	Livingston Summer Camps	Tropical Smoothie
Container Store	Livingston Town Pool	Turtle Back Zoo
Costco	Marshalls	Ulta
CVS	Maverick Marketing	Walgreens
Dicks Sporting Goods	Metropolitan Plant Exchange	Wendy's
Dollar Tree	Michaels	West Essex YMCA
DSW Shoes	Mt. Pleasant Animal Shelter	World Market
Dunkin' Donuts	McDonalds	
Extra Innings	Nordstrom Rack	
Farmers Market	Panera	
Five Below	Party City	
Five Guys	PetSmart	
Hanover Lanes	PIP Printing	
Home Depot	Post Office	
HomeGoods	Pups@Play	

			School Year 2023-2024			Extraordinary Services			Extended School Year			
<u>School</u>	<u>Program Type</u>	<u>Type</u>	<u># of Stud</u>	<u>Tuition 2023-2024</u>	<u>Total Tuition</u>	<u># of Stud</u>		<u>Aide(s)</u>	<u># of Stud</u>	<u>ESY Tuition</u>	<u>Total ESY Tuition</u>	<u>Total School</u>
Bernards Township Public Schools	Autism	R	1	\$ 68,291.00	\$ 68,291.00				1	\$7,587.89	\$ 7,587.89	\$ 75,878.89
Cornerstone Day School	Emotional Regulation	R	1	\$ 84,146.33	\$ 84,146.33				1	\$16,829.27	\$ 16,829.27	\$ 100,975.60
New Beginnings	Multiple Disabilities	N	1	\$ 70,488.84	\$ 70,488.84							\$ 70,488.84
The Phoenix Center	Multiple Disabilities	R	1	\$ 75,972.60	\$ 75,972.60	1	\$ 36,630.00	\$ 36,630.00	1	\$7,597.26	\$ 7,597.26	\$ 120,199.86
Total			4		\$ 298,898.77	1		\$ 36,630.00	3		\$ 32,014.42	\$ 367,543.19

Type

Renewal (R) indicates that the student has been at that OOD school and is continuing to be placed there.

New (N) indicates that the student is a newly placed OOD student or an additional service has been added.

Transfer (T) indicates that the student has been OOD, but has transferred to another OOD school.

New to District (ND) indicated that the student moved in and was already placed OOD.

Appropriation Adjustment Journal for 2023-24 July

Attachment E

Account Number	Act Description	Tx Id	Date	Tx Description	Current Appropriation	Adjustment	New Appropriation
11-000-240-600-6066-01	Supplies And Materials	16981	7/1/2023	Adjustment - Budget Transfer request from 8620 Zeno, Dora To adjust admin Accts in DOE Homeroom Budget	11,827.00	18,853.00	30,680.00
11-000-240-600-6066-02	Supplies And Materials	16981	7/1/2023	Adjustment - Budget Transfer request from 8620 Zeno, Dora To adjust admin Accts in DOE Homeroom Budget	11,374.00	27,776.00	39,150.00
11-000-240-600-6066-03	Supplies And Materials	16981	7/1/2023	Adjustment - Budget Transfer request from 8620 Zeno, Dora To adjust admin Accts in DOE Homeroom Budget	12,406.00	32,432.00	44,838.00
11-000-240-600-6066-04	Supplies And Materials	16981	7/1/2023	Adjustment - Budget Transfer request from 8620 Zeno, Dora To adjust admin Accts in DOE Homeroom Budget	10,414.00	21,950.00	32,364.00
11-000-240-600-6066-06	Supplies And Materials	16981	7/1/2023	Adjustment - Budget Transfer request from 8620 Zeno, Dora To adjust admin Accts in DOE Homeroom Budget	9,598.00	22,200.00	31,798.00
11-000-240-600-6066-07	Supplies And Materials	16981	7/1/2023	Adjustment - Budget Transfer request from 8620 Zeno, Dora To adjust admin Accts in DOE Homeroom Budget	10,905.60	19,369.00	30,274.60
11-000-240-600-6066-09	Supplies And Materials	16981	7/1/2023	Adjustment - Budget Transfer request from 8620 Zeno, Dora To adjust admin Accts in DOE Homeroom Budget	21,432.00	58,568.00	80,000.00
11-000-240-600-6066-10	Supplies And Materials	16981	7/1/2023	Adjustment - Budget Transfer request from 8620 Zeno, Dora To adjust admin Accts in DOE Homeroom Budget	11,923.00	27,576.00	39,499.00
11-000-240-600-6066-11	Supplies And Materials	16981	7/1/2023	Adjustment - Budget Transfer request from 8620 Zeno, Dora To adjust admin Accts in DOE Homeroom Budget	29,831.00	71,993.00	101,824.00
11-190-100-610-0003-12	Inst. Supplies C&I	16981	7/1/2023	Adjustment - Budget Transfer request from 8620 Zeno, Dora To adjust admin Accts in DOE Homeroom Budget	936,000.00	-300,717.00	635,283.00
						.00	
11-000-100-562-9091-13	Tuition Other Lea W/I State Special	17046	7/1/2023	Adjustment - Adjustments - To correct req for Reading Program coded to tuition in error	336,302.00	-15,593.00	320,709.00
11-204-100-610-2050-13	General Supplies	17046	7/1/2023	Adjustment - Adjustments - To correct req for Reading Program coded to tuition in error	5,100.00	15,593.00	20,693.00
						.00	
20-242-100-100-1033-12	Salariess Of Teachers	19825	7/1/2023	Adjustment - Adjust Title III Immigrant Accts To actual for 23-24	.00	9,177.00	9,177.00
20-242-100-600-1033-12	Title III Imm Sup	19825	7/1/2023	Adjustment - Adjust Title III Immigrant Accts To actual for 23-24	12,185.00	-12,185.00	.00
20-242-100-800-1033-12	Title III Imm Oth Obj	19825	7/1/2023	Adjustment - Adjust Title III Immigrant Accts To actual for 23-24	.00	3,396.00	3,396.00
20-242-200-100-1033-12	Title III Imm Salaries	19825	7/1/2023	Adjustment - Adjust Title III Immigrant Accts To actual for 23-24	.00	6,000.00	6,000.00
						6,388.00	
20-488-100-100-1033-12	ARP Acc Learning Coach	19826	7/1/2023	Adjustment - ARP ESSER Learning Coach 23-24 Rollforward	.00	65,031.08	65,031.08
20-488-100-600-1033-12	ARP Acc Learning Coach	19826	7/1/2023	Adjustment - ARP ESSER Learning Coach 23-24 Rollforward	.00	118,803.63	118,803.63
20-488-400-720-1033-12	Addressing Student Learn	19826	7/1/2023	Adjustment - ARP ESSER Learning Coach 23-24 Rollforward	.00	2,151.29	2,151.29
						185,986.00	
11-000-230-420-7075-12	Clean/Repair/Maint Servs	19858	7/1/2023	Adjustment - Adjust budget to build	.00	90,000.00	90,000.00
11-110-100-101-0001-12	Salariess Of Teachers	19858	7/1/2023	Adjustment - Adjust budget to build	1,609,182.00	-90,000.00	1,519,182.00

Appropriation Adjustment Journal for 2023-24 July

Account Number	Act Description	Tx Id	Date Tx Description	Current Appropriation	Adjustment	New Appropriation
					.00	
20-501-100-640-8000-14	Textbooks Aquinas	20688	7/1/2023 Adjustment - True up Nonpublic Allocations 2023-24	44,319.00	-36,283.00	8,036.00
20-501-100-640-8000-17	Textbooks Kushner	20688	7/1/2023 Adjustment - True up Nonpublic Allocations 2023-24	.00	37,403.00	37,403.00
20-509-100-800-8000-12	Other Objects Nursing	20688	7/1/2023 Adjustment - True up Nonpublic Allocations 2023-24	142,800.00	37,920.00	180,720.00
20-510-100-610-8000-14	Technology Aquinas	20688	7/1/2023 Adjustment - True up Nonpublic Allocations 2023-24	.00	6,811.00	6,311.00
20-510-100-610-8000-17	Technology Kushner	20688	7/1/2023 Adjustment - True up Nonpublic Allocations 2023-24	.00	31,703.00	31,703.00
20-510-100-610-8000-18	Technology Newark	20688	7/1/2023 Adjustment - True up Nonpublic Allocations 2023-24	51,658.00	-18,877.00	32,781.00
20-511-100-800-8033-14	Non Pub Security Aquinas	20688	7/1/2023 Adjustment - True up Nonpublic Allocations 2023-24	.00	28,700.00	28,700.00
20-511-100-800-8033-17	Non Pub Sec Kushner	20688	7/1/2023 Adjustment - True up Nonpublic Allocations 2023-24	261,375.00	-118,490.00	142,885.00
20-511-100-800-8033-18	Non Pub Sec Newark	20688	7/1/2023 Adjustment - True up Nonpublic Allocations 2023-24	.00	137,145.00	137,145.00
					106,032.00	
20-270-100-100-1033-12	Title IIA Saliess	22368	7/1/2023 Adjustment - Adjust Title IIA to 2023-24 Allocation	2,468.00	-2,468.00	.00
20-270-200-300-1033-12	Purch Pro & Tech Service	22368	7/1/2023 Adjustment - Adjust Title IIA to 2023-24 Allocation	66,532.00	-1,504.00	65,028.00
20-270-200-300-1033-50	Nonpublic Purch Prof & Tech Svcs	22368	7/1/2023 Adjustment - Adjust Title IIA to 2023-24 Allocation	.00	8,543.00	8,543.00
20-270-200-600-1033-12	Supplies And Materials	22368	7/1/2023 Adjustment - Adjust Title IIA to 2023-24 Allocation	.00	500.00	500.00
20-270-200-600-1033-50	Nonpublic Title IIA Supp & Mat	22368	7/1/2023 Adjustment - Adjust Title IIA to 2023-24 Allocation	.00	300.00	300.00
					5,371.00	
20-252-100-100-3050-13	IDEA Basic Aides Sal	22663	7/1/2023 Adjustment - IDEA Allocations 2023-24	647,756.00	102,938.00	750,694.00
20-252-100-100-3050-14	Saliess Of Teach Cceis	22663	7/1/2023 Adjustment - IDEA Allocations 2023-24	156,172.00	-4,501.00	151,671.00
20-252-100-500-3050-13	Other Purchased Services	22663	7/1/2023 Adjustment - IDEA Allocations 2023-24	438,572.00	79,489.00	518,061.00
20-252-200-200-3050-14	Pers Servi- Empl Cceis	22663	7/1/2023 Adjustment - IDEA Allocations 2023-24	.00	97,069.00	97,069.00
20-252-200-300-3050-13	Purch Pro & Tech Service	22663	7/1/2023 Adjustment - IDEA Allocations 2023-24	.00	75,000.00	75,000.00
20-252-200-500-3050-13	Other Purchased Services	22663	7/1/2023 Adjustment - IDEA Allocations 2023-24	.00	1.00	1.00
					349,996.00	
20-241-100-600-1033-12	Title III Supplies-Textb	23210	7/1/2023 Adjustment - Adjust Title III To actual for 23-24	17,650.00	483.00	18,133.00
20-241-200-100-1033-12	Title III Saliess	23210	7/1/2023 Adjustment - Adjust Title III To actual for 23-24	.00	2,080.00	2,080.00
20-241-200-300-1033-12	Purch Pro & Tech Service	23210	7/1/2023 Adjustment - Adjust Title III To actual for 23-24	.00	10,120.00	10,120.00
					12,683.00	
20-241-100-600-1033-12	Title III Supplies-Textb	23211	7/1/2023 Adjustment - Separate NP \$ in Title III 23-24	18,133.00	-1,471.00	16,662.00
20-241-100-600-1033-50	Title III Nonpublic Supplies	23211	7/1/2023 Adjustment - Separate NP \$ in Title III 23-24	.00	1,471.00	1,471.00
					.00	
11-000-240-600-6066-03	Supplies And Materials	23490	7/1/2023 Adjustment - Adjust Harrison budget for Matt's email	44,838.00	-3,738.00	41,100.00
11-000-291-270-7079-12	Health Benefits	23490	7/1/2023 Adjustment - Adjust Harrison budget for Matt's email	18,903,516.00	3,738.00	18,907,254.00
					.00	
11-000-218-104-4061-12	Saliess-Other Prof Staf	23492	7/31/2023 Adjustment - Adjustments July 2023	2,554,944.00	-21,000.00	2,533,944.00
11-000-218-890-4061-12	Other Objects Mental Health	23492	7/31/2023 Adjustment - Adjustments July 2023	.00	21,000.00	21,000.00
11-000-230-331-8085-20	Legal Services	23492	7/31/2023 Adjustment - Adjustments July 2023	200,000.00	20,000.00	220,000.00

Appropriation Adjustment Journal for 2023-24 July

Account Number	Act Description	Tx Id	Date	Tx Description	Current Appropriation	Adjustment	New Appropriation
11-000-230-590-6066-13	Misc Purch Services	23492	7/31/2023	Adjustment - Adjustments July 2023	245,100.00	-20,000.00	225,100.00
11-000-262-110-7076-12	Other Salariss	23492	7/31/2023	Adjustment - Adjustments July 2023	2,814,359.00	-1,140.08	2,813,218.92
11-000-263-100-0001-12	Ue C&Ug Sals Of Gr Kprs	23492	7/31/2023	Adjustment - Adjustments July 2023	69,712.00	1,140.08	70,852.08
11-000-291-241-7079-12	Other Retirement Cont-Re	23492	7/31/2023	Adjustment - Adjustments July 2023	1,849,564.00	-253,584.66	1,595,979.34
11-000-291-299-0000-12	Payouts	23492	7/31/2023	Adjustment - Adjustments July 2023	.00	253,584.66	253,584.66
					.00		
11-204-100-610-2050-13	General Supplies	23494	7/31/2023	Adjustment - Adjustments July 2023	20,693.00	-2,157.00	18,536.00
11-215-100-610-9093-13	General Supplies	23494	7/31/2023	Adjustment - Adjustments July 2023	.00	2,157.00	2,157.00
					.00		
11-000-213-420-4062-09	Clean/Repair/Maint Servs	23496	7/31/2023	Adjustment - Adjustments July 2023	.00	384.95	384.95
11-000-213-600-4062-12	Supplies And Materials	23496	7/31/2023	Adjustment - Adjustments July 2023	28,000.00	-384.95	27,615.05
11-000-216-100-2055-12	Personal Services-Salaries	23496	7/31/2023	Adjustment - Adjustments July 2023	1,090,228.00	-1,355.97	1,088,872.03
11-000-216-600-4065-13	Supplies And Materials	23496	7/31/2023	Adjustment - Adjustments July 2023	6,900.00	1,355.97	8,255.97
11-000-221-104-5063-19	Salariss-Other Prof Staf	23496	7/31/2023	Adjustment - Adjustments July 2023	283,544.00	-940.08	282,603.92
11-000-221-105-0010-12	Salariss-Sec/Cler Assist	23496	7/31/2023	Adjustment - Adjustments July 2023	315,552.00	940.08	316,492.08
					.00		
11-000-230-100-0001-12	Evening Event Stipends	23497	7/31/2023	Adjustment - Adjustments July 2023	.00	19,627.37	19,627.37
11-000-230-590-6066-13	Misc Purch Services	23497	7/31/2023	Adjustment - Adjustments July 2023	225,100.00	-19,627.37	205,472.63
					.00		
12-000-100-731-1021-02	Equipment	23500	7/31/2023	Adjustment - Adjustments July 2023	.00	2,471.15	2,471.15
12-000-300-732-3036-11	Non-Instructnl Equipment	23500	7/31/2023	Adjustment - Adjustments July 2023	16,120.00	-10,720.00	5,400.00
12-120-100-731-1021-01	Grades 1-5	23500	7/31/2023	Adjustment - Adjustments July 2023	9,484.00	-2,467.15	7,016.85
12-130-100-731-1021-09	Grades 6-8	23500	7/31/2023	Adjustment - Adjustments July 2023	18,677.00	-226.76	18,450.24
12-140-100-731-1016-11	Grades 9-12	23500	7/31/2023	Adjustment - Adjustments July 2023	10,593.00	-10,593.00	.00
12-140-100-731-1020-11	Instructional Equipment	23500	7/31/2023	Adjustment - Adjustments July 2023	65,000.00	-49,830.00	15,170.00
12-140-100-731-1027-11	Grades 9-12 Tech	23500	7/31/2023	Adjustment - Adjustments July 2023	.00	71,365.76	71,365.76
					.00		
11-190-100-610-0003-12	Inst. Supplies C&I	23501	7/31/2023	Adjustment - Adjustments	635,283.00	-2,402.58	632,880.42
11-190-100-610-1018-01	General Supplies	23501	7/31/2023	Adjustment - Adjustments	2,000.00	1,803.01	3,803.01
11-190-100-610-1018-02	General Supplies	23501	7/31/2023	Adjustment - Adjustments	4,000.00	599.57	4,599.57
					.00		
11-000-252-340-7073-12	Cybersecurity Tech	23503	7/31/2023	Adjustment - Adjustments July 2023	212,891.90	14,229.07	227,120.97
11-000-252-423-7073-12	Software Maintenance	23503	7/31/2023	Adjustment - Adjustments July 2023	553,910.00	-14,229.07	539,680.93
11-000-261-110-7074-04	Other Salariss	23503	7/31/2023	Adjustment - Adjustments July 2023	37,636.00	266.96	37,902.96
11-000-261-110-7074-09	Other Salariss	23503	7/31/2023	Adjustment - Adjustments July 2023	166,412.00	399.04	166,811.04
11-000-262-440-7074-12	Clean/Repair/Maint Svcs Rentals	23503	7/31/2023	Adjustment - Adjustments July 2023	.00	6,000.00	6,000.00
11-000-262-520-7076-12	Insurance	23503	7/31/2023	Adjustment - Adjustments July 2023	855,850.00	30,834.00	886,684.00
11-000-262-610-7076-12	General Supplies	23503	7/31/2023	Adjustment - Adjustments July 2023	692,500.00	-37,500.00	655,000.00
					.00		
11-190-100-610-0002-98	Instructional Supplies Soc. Stud. MPM	23542	7/31/2023	Adjustment - Adjustments July 2023	.00	2,372.04	2,372.04
11-190-100-610-0003-12	Inst. Supplies C&I	23542	7/31/2023	Adjustment - Adjustments July 2023	632,880.42	-83,416.62	549,463.80
11-190-100-610-1016-04	General Supplies	23542	7/31/2023	Adjustment - Adjustments July 2023	.00	30.36	30.36
11-190-100-610-1016-09	General Supplies	23542	7/31/2023	Adjustment - Adjustments July 2023	.00	11,232.76	11,232.76
11-190-100-610-1016-11	General Supplies	23542	7/31/2023	Adjustment - Adjustments July 2023	.00	33,922.60	33,922.60

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Account Number	Act Description	Tx Id	Date Tx Description	Current Appropriation	Adjustment	New Appropriation
11-190-100-610-1022-01	General Supplies	23542	7/31/2023 Adjustment - Adjustments July 2023	.00	933.09	933.09
11-190-100-610-1026-11	General Supplies	23542	7/31/2023 Adjustment - Adjustments July 2023	.00	3,500.00	3,500.00
11-190-100-610-1027-09	General Supplies	23542	7/31/2023 Adjustment - Adjustments July 2023	.00	2,456.29	2,456.29
11-190-100-610-1027-10	General Supplies	23542	7/31/2023 Adjustment - Adjustments July 2023	.00	971.81	971.81
11-190-100-610-1027-11	General Supplies	23542	7/31/2023 Adjustment - Adjustments July 2023	.00	3,916.96	3,916.96
11-190-100-610-1028-09	General Supplies	23542	7/31/2023 Adjustment - Adjustments July 2023	.00	7,518.35	7,518.35
11-190-100-610-1028-10	General Supplies	23542	7/31/2023 Adjustment - Adjustments July 2023	.00	5,224.75	5,224.75
11-190-100-610-1028-11	General Supplies	23542	7/31/2023 Adjustment - Adjustments July 2023	.00	11,337.61	11,337.61
				.00		
11-000-261-610-7074-09	General Supplies	23545	7/31/2023 Adjustment - Adjustments July 2023	23,970.00	7,030.00	31,000.00
11-000-262-610-7076-12	General Supplies	23545	7/31/2023 Adjustment - Adjustments July 2023	655,000.00	-7,030.00	647,970.00
				.00		
11-000-213-600-4062-01	Supplies And Materials	23546	7/31/2023 Adjustment - Adjustments July 2023	1,000.00	27.78	1,027.78
11-000-213-600-4062-02	Supplies And Materials	23546	7/31/2023 Adjustment - Adjustments July 2023	1,000.00	958.77	1,958.77
11-000-213-600-4062-07	Supplies And Materials	23546	7/31/2023 Adjustment - Adjustments July 2023	887.40	185.57	1,072.97
11-000-213-600-4062-12	Supplies And Materials	23546	7/31/2023 Adjustment - Adjustments July 2023	27,615.05	-1,172.12	26,442.93
				.00		
11-000-222-600-5065-03	Supplies And Materials	23548	7/31/2023 Adjustment - Adjustments July 2023	10,000.00	246.47	10,246.47
11-000-222-600-5065-11	Supplies And Materials	23548	7/31/2023 Adjustment - Adjustments July 2023	41,475.00	-246.47	41,228.53
				.00		
11-000-230-440-7075-12	Rentals	23549	7/31/2023 Adjustment - Adjustments	.00	175,740.00	175,740.00
11-000-230-590-6066-13	Misc Purch Services	23549	7/31/2023 Adjustment - Adjustments	205,472.63	-172,040.63	33,432.00
11-000-230-890-8085-20	Miscellaneous Expenditur	23549	7/31/2023 Adjustment - Adjustments	63,000.00	-3,699.37	59,300.63
				.00		
11-000-216-320-4063-13	Purch Prof-Educ Services	23550	7/31/2023 Adjustment - Adjustments July 2023	385,432.32	-8.90	385,423.42
11-000-216-600-2055-13	Supplies And Materials	23550	7/31/2023 Adjustment - Adjustments July 2023	5,100.00	8.90	5,108.90
11-000-219-320-4060-13	Purch Prof-Educ Services	23550	7/31/2023 Adjustment - Adjustments July 2023	117,000.00	-592.50	116,407.50
11-000-219-580-7079-20	LHS Travel and Event Stipends-Dean	23550	7/31/2023 Adjustment - Adjustments July 2023	.00	592.50	592.50
11-000-223-320-4151-12	Purch Prof-Educ Services	23550	7/31/2023 Adjustment - Adjustments July 2023	85,000.00	-660.00	84,340.00
11-000-223-800-4151-12	Other Objects	23550	7/31/2023 Adjustment - Adjustments July 2023	.00	660.00	660.00
11-000-230-100-0001-12	Evening Event Stipends	23550	7/31/2023 Adjustment - Adjustments July 2023	19,627.37	209.08	19,836.45
11-000-230-100-8080-12	Personal Services-Salaries	23550	7/31/2023 Adjustment - Adjustments July 2023	445,568.00	2,524.00	448,092.00
11-000-230-420-7075-12	Clean/Repair/Maint Servs	23550	7/31/2023 Adjustment - Adjustments July 2023	90,000.00	1,500.00	91,500.00
11-000-230-580-6066-13	Travel	23550	7/31/2023 Adjustment - Adjustments July 2023	2,500.00	1,399.94	3,899.94
11-000-230-600-8084-20	Supplies And Materials	23550	7/31/2023 Adjustment - Adjustments July 2023	6,200.00	-5,798.02	401.98
11-000-230-890-8080-20	Miscellaneous Expenditur	23550	7/31/2023 Adjustment - Adjustments July 2023	.00	165.00	165.00
11-000-240-420-6066-11	Other Purchased Services	23550	7/31/2023 Adjustment - Adjustments July 2023	1,000.00	525.00	1,525.00
11-000-240-580-6066-11	Travel	23550	7/31/2023 Adjustment - Adjustments July 2023	5,000.00	-4,448.50	551.50
11-000-240-580-7079-20	Travel and Evening Event Stipends LHS	23550	7/31/2023 Adjustment - Adjustments July 2023	.00	3,923.50	3,923.50
				.00		
11-204-100-101-2050-12	Salariess Of Teachers	24570	7/31/2023 Adjustment - Adjustments July 2023	567,546.00	3,349.80	570,895.80
11-212-100-610-2050-13	General Supplies	24570	7/31/2023 Adjustment - Adjustments July 2023	19,500.00	1,365.70	20,865.70
11-216-100-320-4060-13	PURCHASED PROF SERVICES	24570	7/31/2023 Adjustment - Adjustments July 2023	15,300.00	-14,484.52	815.48
11-216-100-610-9093-13	General Supplies	24570	7/31/2023 Adjustment - Adjustments July 2023	12,240.00	19,969.02	32,209.02

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Account Number	Act Description	Tx Id	Date Tx Description	Current Appropriation	Adjustment	New Appropriation
11-230-100-320-3012-12	Purchased Professional-E	24570	7/31/2023 Adjustment - Adjustments July 2023	10,200.00	-10,200.00	.00
11-403-100-320-2056-13	Purch Prof-Educ Services	24570	7/31/2023 Adjustment - Adjustments July 2023	45,900.00	-1,583.75	44,316.25
11-421-100-100-0002-11	Before/After School Tutoring LHS	24570	7/31/2023 Adjustment - Adjustments July 2023	.00	1,583.75	1,583.75
					.00	
11-000-230-100-0001-12	Evening Event Stipends	24581	7/31/2023 Adjustment - Adjustments July 2023	19,836.45	6,783.57	26,620.02
11-000-230-100-8080-12	Personal Services-Salaries	24581	7/31/2023 Adjustment - Adjustments July 2023	448,092.00	366.00	448,458.00
11-000-230-331-8085-20	Legal Services	24581	7/31/2023 Adjustment - Adjustments July 2023	220,000.00	104,500.00	324,500.00
11-000-230-890-8085-20	Miscellaneous Expenditur	24581	7/31/2023 Adjustment - Adjustments July 2023	59,300.63	-8,762.81	50,537.82
11-000-240-103-0008-12	Salariess-Prin/Astnt Prin	24581	7/31/2023 Adjustment - Adjustments July 2023	2,109,376.00	-40,000.00	2,069,376.00
11-000-240-105-0008-12	Salariess-Sec/Cler Assist	24581	7/31/2023 Adjustment - Adjustments July 2023	1,615,081.00	-62,886.76	1,552,194.24
					.00	
11-000-221-105-0010-12	Salariess-Sec/Cler Assist	24582	7/31/2023 Adjustment - Adjustments July 2023	316,492.08	175.00	316,667.08
11-000-221-320-4050-12	Other Purch Prof Service	24582	7/31/2023 Adjustment - Adjustments July 2023	22,000.00	-2,066.81	19,933.19
11-000-221-610-3037-12	General Supplies	24582	7/31/2023 Adjustment - Adjustments July 2023	.00	1,891.81	1,891.81
					.00	
11-000-221-104-5063-19	Salariess-Other Prof Staf	24583	7/31/2023 Adjustment - Adjustments July 2013	282,603.92	-23,476.05	259,127.87
11-000-222-100-5065-12	Personal Services-Salaries	24583	7/31/2023 Adjustment - Adjustments July 2013	927,647.00	23,476.05	951,123.05
11-000-270-107-7078-12	Ue Sts Sals Transp Aides	24583	7/31/2023 Adjustment - Adjustments July 2013	135,916.00	-58,351.60	77,564.40
11-000-270-160-7078-12	Salariess For Pupil Trans	24583	7/31/2023 Adjustment - Adjustments July 2013	1,202,744.00	58,351.60	1,261,095.60
11-000-291-241-7079-12	Other Retirement Cont-Re	24583	7/31/2023 Adjustment - Adjustments July 2013	1,595,979.34	-62,148.20	1,533,831.14
11-000-291-260-7079-12	Workmen'S Compensation	24583	7/31/2023 Adjustment - Adjustments July 2013	520,000.00	62,148.20	582,148.20
					.00	
11-000-251-100-7079-12	Personal Services-Salaries	24584	7/31/2023 Adjustment - Adjustments July 2023	1,289,095.00	-6,080.05	1,283,014.95
11-000-251-600-7075-12	Supplies And Materials	24584	7/31/2023 Adjustment - Adjustments July 2023	39,857.00	27,643.00	67,500.00
11-000-251-890-7079-20	Miscellaneous Expenditur	24584	7/31/2023 Adjustment - Adjustments July 2023	6,000.00	7,264.00	13,264.00
11-000-252-100-7079-12	Personal Services-Salaries	24584	7/31/2023 Adjustment - Adjustments July 2023	1,000,553.00	-28,826.95	971,726.05
					.00	

Appropriation Adjustment Journal for 2023-24 July

Summary Page

Fund	Program	Current Appropriation	Adjustment	New Appropriation
10 General Fund	000 Undistributed Expenditures	69,921.00	.00	69,921.00
		69,921.00	.00	69,921.00
11 General Current Expense	000 Undistributed Expenditures	66,975,457.55	336,252.45	67,311,710.00
	105 Regular Programs- Preschool	369,337.00	.00	369,337.00
	110 Regular Programs - Kindergarten	1,639,182.00	-90,000.00	1,549,182.00
	120 Regular Programs - Grades 1-5	13,350,152.00	.00	13,350,152.00
	130 Regular Programs - Grades 6-8	9,893,254.00	.00	9,893,254.00
	140 Regular Programs - Grades 9-12	15,421,398.00	.00	15,421,398.00
	150 Regular Programs - Home Instruction	201,000.00	.00	201,000.00
	190 Regular Programs - Undistributed	3,992,205.60	-277,438.45	3,714,767.15
	204 Special Education - Learning and/or Language Disabilities	4,594,171.00	32,378.80	4,626,549.80
	212 Special Education - Multiple Disabilities	2,378,927.00	1,365.70	2,380,292.70
	213 Special Education - Resource Room/Resource Center	6,284,816.00	.00	6,284,816.00
	215 Special Education - Preschool Disabilities - Part-Time	.00	2,157.00	2,157.00
	216 Special Education - Preschool Disabilities - Full-Time	166,894.00	5,484.50	172,378.50
	230 Basic Skills/Remedial - Instruction	1,645,025.00	-10,200.00	1,634,825.00
	240 Bilingual Education - Instruction	786,588.00	.00	786,588.00
	301 Vocational Programs - Local	57,955.00	.00	57,955.00
	401 School - Sponsored Co-curricular and Extra-curricular Activities	618,677.00	.00	618,677.00
	402 School - Sponsored Athletics	1,271,579.00	.00	1,271,579.00
	403 Other Instructional Programs	45,900.00	-1,583.75	44,316.25
	421 Before/After School Programs	.00	1,583.75	1,583.75
	424 Other Supplemental/At-Risk Programs	992,886.00	.00	992,886.00
		130,685,404.15	.00	130,685,404.15
12 Capital Outlay	000 Undistributed Expenditures	3,898,098.74	-8,248.85	3,889,849.89
	120 Regular Programs - Grades 1-5	9,484.00	-2,467.15	7,016.85
	130 Regular Programs - Grades 6-8	32,147.00	-226.76	31,920.24
	140 Regular Programs - Grades 9-12	75,593.00	10,942.76	86,535.76
		4,015,322.74	.00	4,015,322.74
13 Special Schools	422 Summer School	60,821.00	.00	60,821.00
		60,821.00	.00	60,821.00
20 Special Revenue Fund	001 Other Local Projects	33,404.00	.00	33,404.00
	231 ESSA Title I, Part A	127,550.00	.00	127,550.00
	241 ESSA Title III	17,650.00	12,683.00	30,333.00
	242 ESSA Title III	12,185.00	6,388.00	18,573.00
	252 IDEA Part B	1,298,150.00	349,996.00	1,648,146.00
	270 ESSA Title IIA / IID	69,000.00	5,371.00	74,371.00
	280 ESSA Title IV	10,500.00	.00	10,500.00
	488 ARP ESSER Subgrant (ALCES)	.00	185,986.00	185,986.00

Appropriation Adjustment Journal for 2023-24 July

Fund	Program	Current Appropriation	Adjustment	New Appropriation
	501 Nonpublic Textbooks Aid	44,319.00	1,120.00	45,439.00
	502 Nonpublic Aux Services - Basic Skills/Remedial	59,645.00	.00	59,645.00
	506 Nonpublic Hand - Supplemental Instruction	140,420.00	.00	140,420.00
	507 Nonpublic Hand - Handicapped Services	154,260.00	.00	154,260.00
	508 Nonpublic Hand - Corrective Speech	49,802.00	.00	49,802.00
	509 Nonpublic Nursing Services	142,800.00	37,920.00	180,720.00
	510 Nonpublic Technology Initiative Program	51,658.00	19,637.00	71,295.00
	511 Nonpublic Security Aid Program	261,375.00	47,355.00	308,730.00
		2,472,718.00	666,456.00	3,139,174.00
40 Debt Service Fund	701 Debt Service - Regular	7,695,050.00	.00	7,695,050.00
		7,695,050.00	.00	7,695,050.00

Conference	Attendee(s)	Date(s)	Location	Cost not to exceed
AMTNJ Fall conference	Lisa Klemens	October 20, 2023	Lincroft, NJ	\$300.00
AMTNJ Fall conference	Susie Ferguson	October 20, 2023	Lincroft, NJ	\$300.00
AMTNJ Fall conference	Kim Brenneck	October 20, 2023	Lincroft, NJ	\$300.00
AMTNJ Fall conference	Kay Youtz	October 20, 2023	Lincroft, NJ	\$300.00
AMTNJ Fall conference	Kira Steinmark	October 20, 2023	Lincroft, NJ	\$300.00
Art Educators of New Jersey Conference	Alicia Ferrell	October 30-31, 2023	New Brunswick	\$300.00
Conference on English Leadership	Jordan Virgil	November 19-21, 2023	Columbus, Ohio	\$700.00
American Heart Association Training	Sean Pauls	October 13, 2023	Fairfield, NJ	\$400.00
NJSBA Workshop 2023	Tatiana Gilbert	October 23-25, 2023	Atlantic City, NJ	\$850.00
Reading Strategies: Essential Teaching for Every Classroom	Ashley Lyons	October 26, 2023	Rutgers Busch Student Center - Piscataway, NJ	\$250.00
Peters Valley School of Craft	Noah Meineke	November 4-5, 2023	Layton, NJ	\$485.00
Using Core Ideas to Construct Explanations for Science Phenomena	Ann DeFazio	November 1, 2023	Branchburg, NJ	\$215.00
Comprehensive Orton-Gillingham Plus	Lauren Szaro	November 13-17, 2023	Virtual	\$1,500.00
AMTNJ Fall conference	Kristy Braschi	October 20, 2023	Lincroft, NJ	\$300.00
Engaging Students in Practices Using Performance Tasks	Jenna McCarthy	December 6, 2023	North Branch, NJ	\$170.00
Holocaust Museum	Jeffrey Dunker	October 25, 2023	Washington, DC	\$0.00
Holocaust Museum	Rachel Henry	October 25, 2023	Washington, DC	\$0.00
Holocaust Museum	Jordan Virgil	October 25, 2023	Washington, DC	\$0.00
ASHA Convention	Brittany Arrington	November 15-18, 2023	Boston, MA	\$1,200.00

2023-24 TRANSFERS

Name	Transferring From	Location	Transferring To	Location	Replacing	Effective Date
<i>Nicole Macadam</i>	TOSD	HMS	Teacher of Science	HMS	L. Colantoni	10/9/2023
<i>Benny Thomas</i>	ABA Discrete Trial TA	BHE	Job Coach	LHS	K. Schwindel	10/16/2023

APPOINTMENTS

LOC	Last Name	First Name	Position	Guide	Step	Total Salary	Start Date
COL	Griffin	Nicole	Instructional Aide	I&KA	3	\$27,690 (prorated)	10/10/2023
LHS	Lyn	Tiffany	Instructional Aide	I&KA	1	\$27,067 (prorated)	10/10/2023

Location	Last Name	First Name	Position	Amount
HIL	Valese	Jill	Playground Aide	\$18/class

Salaries Charged to IDEA Basic 2023-24 Grant

Name	School	Salary
Barouch, Jill D	Burnet Hill	29,988.00
Ehrich, Kelly A	Burnet Hill	28,840.00
Ramanayake, Hemantha	Burnet Hill	27,690.00
Straussman, Wendy	Burnet Hill	33,282.00
Schechner, Maya B	Burnet Hill	27,067.00
Kravetz, Pamela S	Collins	27,690.00
Rasa, Alexandria	Harrison	27,067.00
Bahr, Theresa A	Collins	27,067.00
Wilder, Ellen C	Collins	31,124.00
Fern, Laurie T	Collins	31,124.00
Bailon, Sol Carmen L	Collins	27,067.00
Miles, Elisabeth T	HMS	31,124.00
Garrel, Linda K	HMS	32,256.00
Montesion, Rachel E	MPM	28,840.00
Sikora, Diane	MPMS	31,124.00
Duffy, Kenneth	MPMS	27,067.00
Lewis, Iris H	MPMS	27,690.00
Powers, Joan F	MPMS	31,124.00
Siniscal, Susan	MPMS	31,124.00
Schwindel, Susan L	MPMS	29,988.00
Brown, Aneka A	MPMS	31,124.00
Wallock, Dana	MPE	58,774.00 *
Dugan, Laura	Hillside	55,970.00 *
Rieth, Amelia	Collins	36,927.00 *

Salaries Charged to IDEA Preschool 2023-24 Grant

Name	School	Salary
Petrillo, Sharon	Burnet Hill	38,704.00

2023-24 LHS Cocurricular Stipends			
Position	# of Positions	2023-2024 Amount	Recommended
* Computer Lab Extended Hours (Art, Business, Math, Tech & Photoshop) - 2 hours per week, 34 weeks		\$38.88 per hour	Matthew Van Pelt - Math
Color Guard Instructor	1	\$2,579	Heather Hegedus (OD)

Stipend		2023-24 Amount	Last Name	First Name
Football	VOLUNTEER		Zacher (OD)	Joshua
Baseball	Assistant	\$8,382	Feigenbaum (OD)	Corey
Baseball	Assistant	\$8,382	Wolfe (OD)	William
Baseball	VOLUNTEER		McLaughlin (OD)	David
Baseball	VOLUNTEER		Firincilli (OD)	George
Baseball	VOLUNTEER		Parsons (OD)	Scott
Intramurals	Coach	\$41.29 per session	Pauls	Sean
Intramurals	Coach	\$41.29 per session	Mantone	Thomas
Game Worker			Pauls	Sean
Game Worker			Rigas	Thomas
Game Worker			Matten (OD)	Ian
Game Worker			Helwani	Issam

2023-24 HMS COCURRICULAR STIPENDS			
Position	# of Positions	2023-2024	Recommended
Intramural Coaches amount per session * 95 sessions*3 seasons	285 hrs	\$39.42 per hour	Shyella Mayk
FALL DRAMA			
Director	1	\$3,224	Christopher Russoniello
Costumes / Set Design	1	\$1,290	Emily Russoniello (OD)
Technical Director of Stage	1	\$1,290	Christopher Russoniello

2023-24 MPMS Cocurricular Stipends

Position	# of positions	2023-2024	Recommended
Math Counts	1	\$1,935	Kira Steinmark
Fall Production			
Costumes	1	\$645	Christopher Russoniello
Costumes		\$645	Alexandra Pefanis
Technical director of Stage Crew	1	\$1,290	Richard Russo
PM Detention		\$26.11/hr	Erica DeRosa
PM Detention		\$26.11/hr	Melissa Robol
PM Detention		\$26.11/hr	Denise Urbanski

Name	Position	Location	# Classes	Effective Date
Deanna Iacullo	Teacher of English	HMS	0.2	9/18/2023 - 9/29/2023
Michelle Sapolnick	Teacher of English	HMS	0.2	9/18/2023 - 9/29/2023
Lenore Gallo	Teacher of English	HMS	0.2	9/18/2023 - 9/29/2023
Joanna Mirsky	Teacher of English	HMS	0.2	9/18/2023 - 9/29/2023
Carmen Michael	Teacher of Spanish	LHS	0.2	10/3/2023-10/6/2023
Drew Krumholz	Teacher of Spanish	LHS	0.2	10/3/2023-10/6/2023
Theresa Fannell	Teacher of Spanish	LHS	0.2	10/3/2023-10/6/2023
Ivette Morano	Teacher of Spanish	LHS	0.2	10/3/2023-10/6/2023

Last Name	First Name	Position	School	Mentor	Fee	Notes
Bitar	Catherine	Elementary	Riker	Heather Bannon	\$110	First 6 weeks
Calvert*	Lexie	Elementary	Collins	Angela Selnick	\$92	last 5 weeks
Carolan*	Allison	Reading	MPM	Denise Urbanski	\$550	
Cassie*	Anthony	Health & PE	MPE	James Diegnan	\$201	11 weeks
Cooper*	Marina	English	LHS	Jesse Carr	\$550	
Gergich*	Amanda	TOSD	BHE	Caitlin Wittjohann	\$92	Last 5 weeks
Goldman*	Harris	Business	LHS	Hal Mordkoff	\$600	First 10 weeks
Harris*	Jacqueline	Social Studies	LHS	Vanessa Stock	\$550	
Jang*	Sarah	Math	LHS	Michael Ladolcetta	\$550	
Lapidus*	Jeffrey	Math	LHS	Nicholas Brooks	\$550	
Lee*	Jonathan	Business	LHS	Alex Lamon	\$1,000	
Lewis*	Celina	EST K-6/TOSD	BHE	Lara Moskowitz	\$183	Last 10 weeks
LoIacono*	Leanna	Social Studies	HMS	Robert Rynone	\$550	
Marrero*	Axel	Spanish	Harris...	Sofia Haskell	\$92	Last 5 weeks
Mattia*	Christopher	Health & PE	Harris...	Ria DeVito	\$1,000	
Patel*	Anika	Art	LHS	Christoher Iannuzz	\$550	
Schwindel	Kate	TOSD	HMS	Robin Altomare	\$275	Last 15 weeks
Terrana*	Veronica	Italian	LHS	Guy Rabner	\$1,000	

**amended from previous agenda*

2023 Summer Curriculum Writing

Social Studies (7-12)

Leanna LoIacono

Supervisor: Charles Raphael

1642.01 SICK LEAVE

The Board of Education shall grant sick leave in accordance with N.J.S.A. 18A:30-2. All persons holding any office, position, or employment in the school district, who are steadily employed by the Board or who are protected by tenure in their office, position, or employment under the provisions of this or any other law, except persons in the classified service of the civil service under Title 11, Civil Service, of the Revised Statutes shall be allowed sick leave in accordance with N.J.S.A. 18A:30-2.

Pursuant to N.J.S.A. 18A:30-1.a., sick leave is defined as the absence from an employee's post of duty, for any of the following reasons:

1. The employee is personally ill or injured.
2. For diagnosis, care, or treatment of, or recovery from, an employee's mental or physical illness, injury or other adverse health condition, or for preventive medical care for the employee.
3. For the employee to aid or care for a family member of the employee during diagnosis, care, or treatment of, or recovery from, the family member's mental or physical illness, injury or other adverse health condition, or during preventive medical care for the family member.
4. Absence necessary due to circumstances resulting from the employee, or a family member of the employee, being a victim of domestic or sexual violence, if the leave is to allow the employee to obtain for the employee or the family member:
 - a. Medical attention needed to recover from physical or psychological injury or disability caused by domestic or sexual violence.
 - b. Services from a designated domestic violence agency or other victim services organization.
 - c. Psychological or other counseling.
 - d. Relocation; or



- e. Legal services, including obtaining a restraining order or preparing for, or participating in, any civil or criminal legal proceeding related to the domestic or sexual violence.
5. The death of a family member for up to seven days.
6. To attend a child's school-related conference, meeting, function or other event requested or required by a school administrator, teacher, or other professional staff member responsible for the child's education, or to attend a meeting regarding care provided to the child in connection with the child's health conditions or disability.
7. The school or place of care of a child of the employee is closed by order of a public official or because of a state of emergency declared by the Governor due to an epidemic or other public health emergency.
8. The employee has been exposed to a contagious disease or is quarantined for the disease in the employee's immediate household.

N.J.S.A. 18A:30-1, this Policy, and Regulation 1642.01 shall not supersede any law providing collective bargaining rights for school district employees, and shall not reduce, diminish, or adversely affect an employee's collective bargaining rights pursuant to N.J.S.A. 18A:30-1.b.

The Board reserves the right to require of any employee who claims sick leave sufficient proof in accordance with N.J.S.A. 18A:30-4 and Section C. of Regulation 1642.01.

The Superintendent or designee will prepare rules for the administration of N.J.S.A. 18A:30-1, N.J.S.A. 18A:30-4, this Policy, and Regulation 1642.01, which shall be binding on all employees.

The Superintendent or designee will submit to the Board the names of those employees absent for non-compensable cause or whose claim for sick leave pay cannot be justified. The willful misuse of sick leave may be subject to discipline.

29 U.S.C. 2601 et seq.

N.J.S.A. 18A:30-1; 18A:30-2; 18A:30-4

Adopted :



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LIVINGSTON BOARD OF EDUCATION

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SICK LEAVE

1642.01 SICK LEAVE

A. Definitions – N.J.S.A. 18A:30-1.c. and 18A:30-4.i.

1. “Certified Domestic Violence Specialist” means a person who has fulfilled the requirements of certification as a Domestic Violence Specialist established by the New Jersey Association of Domestic Violence Professionals.
2. “Child” means a biological, adopted or foster child, stepchild or legal ward of an employee, child of a domestic partner or civil union partner of the employee.
3. “Designated domestic violence agency” means a county-wide organization whose primary purpose is to provide services to victims of domestic violence and which provides services that conform to the core domestic violence services profile as defined by the Division of Child Protection and Permanency in the Department of Children and Families and is under contract with the division for the express purpose of providing the services.
4. “Domestic or sexual violence” means stalking, any sexually violent offense, as defined in N.J.S.A. 30:4-27.26, or domestic violence as defined in N.J.S.A. 2C:25-19 and N.J.S.A. 17:29B-16.
5. “Family member” means a child, grandchild, sibling, spouse, domestic partner, civil union partner, parent, or grandparent of an employee, or a spouse, domestic partner, or civil union partner of a parent or grandparent of the employee, or a sibling of a spouse, domestic partner, or civil union partner of the employee, or any other individual related by blood to the employee or whose close association with the employee is the equivalent of a family relationship.
6. “Health care professional” means any person licensed under Federal, State, or local law or the laws of a foreign nation, to provide health care services, or any other person who has been authorized to provide health care by a licensed health care professional including, but not limited to, doctors, nurses, and emergency room personnel.



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7. "Supervisor" means the building or district administrative staff member designated by the Superintendent who is responsible for supervising the employee.

B. Eligibility for Sick Leave – N.J.S.A. 18A:30-1

1. Sick leave is defined as the absence from an employee's post of duty, for any of the following reasons:
 - a. The employee is personally ill or injured.
 - b. For diagnosis, care, or treatment of, or recovery from, an employee's mental or physical illness, injury or other adverse health condition, or for preventive medical care for the employee.
 - c. For the employee to aid or care for a family member of the employee during diagnosis, care, or treatment of, or recovery from, the family member's mental or physical illness, injury or other adverse health condition, or during preventive medical care for the family member.
 - d. Absence necessary due to circumstances resulting from the employee, or a family member of the employee, being a victim of domestic or sexual violence, if the leave is to allow the employee to obtain for the employee or the family member:
 - (1) Medical attention needed to recover from physical or psychological injury or disability caused by domestic or sexual violence.
 - (2) Services from a designated domestic violence agency or other victim services organization.
 - (3) Psychological or other counseling.
 - (4) Relocation; or
 - (5) Legal services, including obtaining a restraining order or preparing for, or participating in, any civil or



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criminal legal proceeding related to the domestic or sexual violence.

- e. The death of a family member for up to seven days.
 - f. To attend a child's school-related conference, meeting, function or other event requested or required by a school administrator, teacher, or other professional staff member responsible for the child's education, or to attend a meeting regarding care provided to the child in connection with the child's health conditions or disability.
 - g. The school or place of care of a child of the employee is closed by order of a public official or because of a state of emergency declared by the Governor, due to an epidemic or other public health emergency; or
 - h. The employee has been exposed to a contagious disease or is quarantined for the disease in the employee's immediate household.
2. N.J.S.A. 18A:30-1, Policy 1642.01, and this Regulation shall not supersede any law providing collective bargaining rights for school district employees and shall not reduce, diminish, or adversely affect an employee's collective bargaining rights.

C. Physician's Certificate Required for Sick Leave – N.J.S.A. 18A:30-4

- 1. In case of sick leave claimed due to personal illness or injury, the Board of Education may require a physician's certificate to be filed with the Secretary of the Board in order to obtain sick leave.
- 2. If an employee's need to use sick leave as defined pursuant to N.J.S.A. 18A:30-1 and B. above is foreseeable, the Board requires advance notice, not to exceed seven calendar days, as determined by the Superintendent, prior to the date the leave is to begin, of the intention to use the leave and its expected duration, and the employee shall make a reasonable effort to schedule the use of sick leave in a manner that does not unduly disrupt the operations of the Board.]
- 3. If the reason for the leave is not foreseeable, the Board of Education requires an employee to give notice of the intention as soon as



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practicable, provided the Board of Education has notified the employee of this requirement.

4. The Board may prohibit an employee from using foreseeable sick leave on certain dates and require reasonable documentation if sick leave that is not foreseeable is used during those dates.
5. In case of sick leave claimed for three or more consecutive days, the Board may require reasonable documentation that the leave is being taken for a purpose permitted pursuant to N.J.S.A. 18A:30-1.a. and B.1. above.
6. If the leave is permitted under N.J.S.A. 18A:30-1.a.(2) or (3) and B.1.b. or c. above, documentation signed by a health care professional who is treating the employee or the family member of the employee indicating the need for the leave and, if possible, the number of days of leave, shall be considered reasonable documentation.
7. If the leave is permitted under N.J.S.A. 18A:30-1.a.(4) and B.1.d. above because of domestic or sexual violence, any of the following shall be considered reasonable documentation of the domestic or sexual violence:
 - a. Medical documentation .
 - b. A law enforcement agency record or report.
 - c. A court order.
 - d. Documentation that the perpetrator of the domestic or sexual violence has been convicted of a domestic or sexual violence offense.
 - e. Certification from a certified Domestic Violence Specialist or a representative of a designated domestic violence agency or other victim services organization; or
 - f. Other documentation or certification provided by a social worker, counselor, member of the clergy, shelter worker, health care professional, attorney, or other professional who has assisted the employee or family member in dealing with the domestic or sexual violence.



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8. If the leave is permitted under N.J.S.A. 18A:30-1.a.(7) and B.1.g. above, a copy of the order of the public official or the determination by the health authority shall be considered reasonable documentation.

D. Sick Leave Charges

1. An employee who is absent for more than fifty percent of their work day shall be charged a full sick day if the employee's reason for absence is covered by N.J.S.A. 18A:30-1.
2. A sick leave day once commenced may be reinstated as a working day only with the approval of the Superintendent or designee.
3. An employee absent on sick leave on a day when the school is closed early for emergency reasons will be charged with a full sick leave day.
4. An employee scheduled for a sick leave absence on a day on which the schools do not open because of an emergency will not be charged with a sick leave day.

E. Readmission After Disability

1. An employee absent on sick leave, covered under N.J.S.A. 18A:30-1.a.(1); (2); and (8) and B.1.a.; b.; and h., for more than five consecutive working days who wishes to return to work shall submit the signed statement of their physician or institution indicating the employee's fitness to perform their duties.
2. The Board may, at its discretion, require the employee submit to an examination by a physician or institution designated by the Board to confirm the information submitted by the employee's physician or institution.
 - a. The Board shall bear the cost of the examination if the examination is performed by a physician or institution designated by the Board.
3. If the results of the examination conducted pursuant to paragraph E.2. above are inconsistent with the statement of the employee's physician in E.1. above, the employee and the Board shall agree to a



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third physician or institution to conduct the examination. The Board shall bear the cost of this third examination.

F. Accumulation of Sick Leave

1. If any employee requires in any school year less than the specified number of days of sick leave with pay allowed, all days of such minimum sick leave not utilized that year shall be accumulative to be used for additional sick leave as needed in subsequent years in accordance with N.J.S.A. 18A:30-3.

G. Exhaustion of Sick Leave

1. The Superintendent or designee shall monitor employee accumulated sick leave and charge an employee's accumulated sick leave.
 - a. Sick leave will be charged, first, to the sick leave newly available in the employee's current contract year and, when that sick leave entitlement is exhausted, to the employee's accumulated sick leave.

H. Records

1. The personnel file of each person employed by this district will include an accurate record of the employee's use and accumulation of sick leave days.
 - a. The Superintendent or designee will maintain the employee's record of accumulated sick leave in accordance with Policy 1642.01 and this Regulation.
2. Each employee's attendance record will record the reason for any absence.

Issued:



2419 SCHOOL THREAT ASSESSMENT TEAMS (M)

The Board of Education shall establish a threat assessment team at each school in the district pursuant to N.J.S.A. 18A:17-43.4. The purpose of a threat assessment team shall be to provide school teachers, administrators, and other staff with assistance in identifying students of concern, assessing those students' risk for engaging in violence or other harmful activities, and delivering intervention strategies to manage the risk of harm for students who pose a potential safety risk, to prevent targeted violence in the school, and ensure a safe and secure school environment that enhances the learning experience for all members of the school community.

Threat assessment teams established pursuant to N.J.S.A. 18A:17-43.4.a., ~~and~~ this Policy, and Regulation 2419 shall be multidisciplinary in membership and, to the extent possible, ~~must~~shall include the following individuals:

1. A school psychologist, school counselor, school social worker, or other school employee with expertise in student counseling;
2. A teaching staff member;
3. A ~~school~~ Principal or other senior school administrator;
4. A safe schools resource officer or school employee who serves as a school liaison to law enforcement; and
5. The school safety specialist designated pursuant to N.J.S.A. 18A:17-43.3. and Policy 7440, in the event the school safety specialist is not already a school administrator or school employee required to be a part of the threat assessment team pursuant to N.J.S.A. 18A:17-43.4.b.(5).

Additional school employees may serve as regular members of the threat assessment team or may be consulted during the threat assessment process, as determined to be appropriate by the team.

Nothing contained in N.J.S.A. 18A:17-43.4 shall be construed as affecting the provisions of any collective bargaining agreement or individual contract of employment in effect on the effective date of N.J.S.A. 18A: ~~17-43.314-43.4~~ (August 1, 2022).



This Policy and Regulation 2419, pursuant to N.J.S.A. 18A:17-43.5, are aligned with the Guidance on the Establishment of Behavioral Threat Assessment and Management Teams (BTAM) 2023 (Guidance) developed by the New Jersey Department of Education (NJDOE) pursuant to N.J.S.A. 18A:17-43.6.

The school district shall structure the threat assessment teams to best meet the needs and resources available, which may include school-based teams and/or district-level teams.

The Superintendent or designee will build a behavioral threat assessment and management program that will: establish a multi-disciplinary team; define prohibited and concerning behaviors; create a central reporting mechanism; define a threshold for law enforcement intervention; establish threat assessment procedures; develop risk management options; create and promote safe school climates; and conduct training for all stakeholders.

The threat assessment and management process will include: the threat assessment team's actions when first learning of a new report or threat; screening the case; gathering information; organizing and analyzing information; making the assessment; developing and implementing a case management/intervention plan; re-assessing and case monitoring; and documenting and closing the case.

This Policy, required pursuant to N.J.S.A. 18A:17-43.4, shall be aligned with guidelines developed by the New Jersey Department of Education (NJDOE) pursuant to N.J.S.A. 18A:17-43.6 and shall include, but need not be limited to:

1. Guidance for students, teaching staff members, and all school staff members regarding the recognition of threatening or aberrant behavior in a student that may represent a threat to the school community;
2. The designation of members of the school community to whom threatening behavior shall be reported;
3. The development and implementation of policies concerning the assessment and intervention of students whose behavior poses a threat to the safety of the school community, and appropriate actions to be taken, including available social, developmental, and law enforcement resources, for students whose behavior is identified as posing a threat to the safety of the school community;
4. Coordination and consultation with the school safety specialist designated pursuant to N.J.S.A. 18A:17-43.3. and Policy 7440; and



~~5. The threat assessment team shall not disclose or disseminate any information obtained during their assessment beyond the purpose for which the information was provided to the threat assessment team, except that the threat assessment team is authorized to disclose the information to applicable agencies to pursue appropriate action pursuant to N.J.S.A. 18A:17-43.5.a.(3) for any student whose behavior is identified as posing a threat to the safety of the school community.~~

When assessing a student whose behavior may pose a threat to the safety of the school community, in the case of a student with an Individualized Education Program (IEP) or 504 Plan, the threat assessment team shall consult with the IEP team or 504 team to determine whether the aberrant behavior is a threat to school safety and is being properly addressed in a manner that is required by N.J.A.C. 6A:14 and all Federal and State special education laws.

Each member of the threat assessment team ~~must attend~~ shall participate in training in accordance with provided by the school safety specialist designated pursuant to N.J.S.A. 18A:17-43.34, this and Policy, and Regulation 7440 that is consistent with the Guidance guidelines developed by the NJDOE pursuant to N.J.S.A. 18A:17-43.6. Training must be coordinated with the New Jersey Department of Education, Office of School Preparedness and Emergency Planning (OSPEP). The training shall ensure the threat assessment team is able to accurately assess student behavior and to ensure that threat assessment teams do not have a disparate impact on students based on their race, ethnicity, homelessness status, religious belief, gender, gender identity, sexual orientation, or socioeconomic status. The training shall, at a minimum, include training on adverse childhood experiences, childhood trauma, cultural competency, and implicit bias.

Should a threat assessment team become aware of an allegation of HIB when considering or conducting assessments, they must follow Policy 5512 – Harassment, Intimidation, or Bullying for addressing allegations of HIB in alignment with the Anti-Bullying Bill of Rights Act.

Should a threat assessment team become aware of a bias-related act, the team should implement Policy and Regulation 8465 – Bias Crimes and Bias-Related Acts on reporting bias-related acts to law enforcement in accordance with the Memorandum of Agreement Between Education and Law Enforcement Officials and Policy and Regulation 9320 – Cooperation With Law Enforcement Agencies.

Questions and concerns about Family Educational Rights and Privacy Act (FERPA) and the Health Insurance Portability and Accountability Act (HIPAA) protections often arise as part



of the threat assessment planning process. The threat assessment teams must understand how to balance the safety of the school with the privacy of individual students. These laws should not be an impediment to threat assessment and management.

~~The NJDOE, in consultation with State law enforcement agencies and the New Jersey Office of Homeland Security and Preparedness, shall develop guidelines for school districts regarding the establishment and training of threat assessment teams pursuant to N.J.S.A. 18A:17-43.4 et seq. The NJDOE shall provide training through the New Jersey School Safety Specialist Academy established pursuant to N.J.S.A. 18A:17-43.2. The school safety specialist designated pursuant to N.J.S.A. 18A:17-43.3. and Policy 7440 shall provide training to school staff consistent with the training and guidelines provided by the NJDOE.~~

N.J.S.A. 18A:17-43.3; 18A:17-43.4; 18A:17-43.5; 18A:17-43.6

Guidance on the Establishment of Behavioral Threat Assessment and Management Teams (BTAM) 2023

Adopted: August 8, 2023



R 2419 SCHOOL THREAT ASSESSMENT TEAMS

A. Definitions

1. “Aberrant behavior” means behavior atypical for the person or situation and causes concern for the safety or well-being of those involved. Aberrant behavior for an individual involves actions, statements, communications, or responses that are unusual for the person or situation; or actions which could lead to violence toward self or others; or are reasonably perceived as threatening or causing concern for the well-being of the person.
2. “Behavioral Threat Assessment and Management (BTAM)” means a proactive approach to identify, assess, and provide appropriate interventions and resources for individuals who display a behavior that elicits concern for the safety of themselves or others. (U.S. Secret Service National Threat Assessment Center.)
3. “Concerning behavior” means an observable behavior that elicits concerns in bystanders regarding the safety of an individual or those around them. Behaviors that may elicit concern can include unusual interests in violent topics, conflicts between classmates, increased anger, increased substance use, or other noteworthy changes in behavior (e.g., depression or withdrawal from social activities). Some concerning behaviors may be defined as prohibited behaviors and should trigger an immediate response. Prohibited behaviors can include threats, weapons violations, and other aggressive or violent behavior. Concerning behavior does not necessarily imply or predict that an individual or group will become violent. Instead, it serves as an indicator that the student may be in need of intervention or increased supports. Proactive intervention and de-escalation are key and should be part of any approach to violence prevention.
4. “Concerning communication” means unusual, bizarre, threatening, or violent communication made by an individual or a group that elicit concerns for the safety or wellbeing of the individual or others. Concerning communication may allude to violent intentions, violence as a means to solve a problem, justifying violent acts, unusual interest in weapons, personal grievances, or other inappropriate interests. Concerning communications may also allude to hopelessness or suicide. Concerning communications may be made in the form of



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written or oral statements, gestures, or visual/electronic media. Communications may be considered concerning regardless of whether a direct verbal threat is expressed. Concerning communication does not necessarily imply or predict that an individual or group will become violent. Instead, it serves as an indicator that the student may be in need of intervention or increased supports. Proactive intervention and de-escalation are key and should be part of any approach to violence prevention.

5. "Multidisciplinary Threat Assessment Team" means a team composed of highly trained school personnel with diverse positions, backgrounds, and experience. The team will receive reports about a concerning person and situations, gather additional information, assess the risk posed to the community, and develop intervention and management strategies to mitigate any risk of harm.
6. "Targeted violence" means a premeditated act of violence directed at a specific individual, group, or location regardless of motivation and generally unrelated to other criminal activity.

B. Multidisciplinary Threat Assessment Team

1. Threat Assessment Team Members

- a. In accordance with N.J.S.A. 18A:17-43.4, the threat assessment team established by the Board of Education shall be multidisciplinary in membership and, to the extent possible, must include the following individuals:
 - (1) A Principal or other senior school administrator;
 - (2) A school psychologist, school counselor, school social worker, or other school employee with expertise in student counseling;
 - (3) A safe-schools resource officer or school employee who serves as a school liaison to law enforcement;
 - (4) The school safety specialist (designated pursuant to N.J.S.A. 18A:17-43.3); and
 - (5) A teaching staff member.



- b. Additional school employees may serve as regular members of the threat assessment team or may be consulted during the threat assessment process, as determined to be appropriate by the team. If a student has an Individualized Education Program (IEP), 504 plan, and/or functional behavioral assessment (FBA) plan, the threat assessment team must consult with the appropriate staff or team to determine whether the reported behavior is already part of known baseline behavior or is already being managed under the student's IEP, 504 plan, or FBA plan and addressed in a manner that is required by N.J.A.C. 6A:14 and all other Federal and State special education laws.
 - c. The district may choose to name the threat assessment team in a manner that suits the school community needs.
2. Threat Assessment Team Structure
- a. The district can structure the threat assessment teams to best meet the needs and resources available. This may include:
 - (1) School-Based Teams: The district may opt to develop teams for each school comprised of those members fulfilling the assigned roles identified in the law in each of its schools.
 - (2) District-Level Team: The district may choose to develop one central team designated to serve each school in cases where staffing at individual schools is not sufficient to meet the membership requirements of the law. In such cases, the district may choose to operate smaller teams trained in the threat assessment process in each school, which can screen cases to determine which situations to refer to the District-Level Team. If the district uses this model, the district must ensure representation of those staff members from the involved school as identified by the law to the fullest extent possible when conducting an assessment.



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- (3) District-Level Team and School-Based Teams: The district may have one central team that provides oversight, consistency, and accountability for all threat assessment processes including threats impacting the entire district. School-Based Teams address cases in each school building, while ensuring all information is shared with the District-Level Team.

C. Building a K-12 Behavioral Threat Assessment and Management Program

The district shall implement the following steps in developing a Behavioral Threat Assessment and Management Program.

1. Step 1: Establish a Multidisciplinary Team
 - a. Identify team membership pursuant to N.J.S.A. 18A:17-3.4.
 - b. Designate a team leader.
 - c. Establish team procedures and protocols.
 - d. Meet on a regular basis and as needed.
2. Step 2: Define Prohibited and Concerning Behaviors
 - a. Establish policy defining prohibited behaviors
 - (1) These definitions should be included in the code of student conduct policy and shared with staff, parents, and students.
 - b. Identify other behaviors for screening or intervention.
 - c. Define threshold for intervention.
 - (1) The threshold should be relatively low so that teams can identify individuals in distress before the behavior escalates into a violent behavior.
3. Step 3: Create a Central Reporting Mechanism



- a. Establish one or more anonymous reporting mechanisms.
 - (1) Examples include a mobile application, a dedicated email address or phone number, or on the district website.
 - b. Provide training and guidance to encourage reporting.
 - (1) Students, teachers, staff, school resource officers, and parents should be provided awareness training and guidance on recognizing behaviors of concern, their roles and responsibilities in reporting the behavior, and how to report the information.
 - c. Ensure availability to respond.
 - d. Utilize an Initial Report to collect the threat, concerning behavior, etc.
4. Step 4: Define Threshold for Law Enforcement Intervention
- a. Most reports can be handled by the School-Based Team.
 - b. Establish which behaviors should be referred for law enforcement intervention (e.g., physical violence, threats of violence, etc.).
5. Step 5: Establish Threat Assessment Procedures
- a. Decide how to document cases.
 - b. Create procedures to screen reports, gather information, make assessments, and decide on interventions.
 - c. Develop/adapt threat assessment forms to organize information around the 11 Investigative Questions referenced in D.4. below.
6. Step 6: Develop Risk Management Options
- a. Identify all available resources for creating individualized management plans.



- (1) The resources and supports the student needs will differ depending on the information gathered during the assessment.
 - (2) Resources to assist the student could take the form of peer support programs or therapeutic counseling to enhance social learning or emotional competency, life skills classes, tutoring in specific academic subjects, or mental health care. Most programs and supports will be available within the school, but the team may need to also access community resources to assist with the managing the student. Identify resources to assist targets/victims.
 - (3) Make efforts to address the safety of any potential targets by altering or improving security procedures for schools or individuals and providing guidance on how to avoid the concerning person.
- b. Establish points of contact for all resources.
7. Step 7: Create and Promote Safe School Climates
 - a. Assess current school climate.
 - (1) Anti-Bullying Bill of Rights Act (N.J.S.A. 18A:37-21) requires the school safety team in each school in the district "...to develop, foster, and maintain a positive school climate by focusing on the ongoing, systemic process and practices in the school and to address school climate issues..." and to "review and strengthen school climate and the policies of the school.
 - b. Enhance current school climate.
 - c. Strengthen students' connectedness.
 - (1) Encourage teachers and staff to build positive, trusting relationships with students by actively



listening to students and taking an interest in what students say.

- d. Break down “codes of silence” and help students feel empowered to come forward and share concerns and problems with a trusted adult.
 - e. Identify clubs or teams at school students can join or encourage students to start their own special interest group.
8. Step 8: Conduct Training for all Stakeholders
- a. The training is for new threat assessment team members, refresher training, and professional development. This includes training on the screening and threat assessment forms and procedures.
 - b. Training must be coordinated with the New Jersey Department of Education (NJDOE), Office of School Preparedness and Emergency Planning (OSPEP) to ensure that the threat assessment team is able to accurately assess student behavior and to ensure that threat assessment teams do not have a disparate impact on students based on their race, ethnicity, homelessness status, religious belief, gender, gender identity, sexual orientation, or socioeconomic status. This training includes training on adverse childhood experiences, childhood trauma, cultural competency, and implicit bias.
 - c. Awareness training for students, teaching staff members, and all school staff members regarding the recognition of concerning or aberrant behavior in an individual that may represent a threat to the school community.
 - (1) Requests for awareness training can be coordinated by the district’s School Safety Specialists through the OSPEP.
 - d. Training for parents and other community stakeholders to anonymously report dangerous, violent, or unlawful activity to the district or school.



D. Threat Assessment and Management Process

The district shall implement the following steps in the threat assessment and management process.

1. Step 1: Receive a Report of Concern

- a. When the threat assessment team first learns of a new report of a threat or aberrant or concerning behavior, the team (or one member of the team) should collect initial intake information about the behavior, the concerning person (i.e., the person who engaged in the threatening behavior; the person to be assessed), and other information that is readily available.

2. Step 2: Screen the Case

- a. Screen for imminency (of the threat or concerning behavior) and whether there is a need for a full threat assessment.
 - (1) If the threat assessment team believes the report does present an imminent danger or safety concern, immediately notify law enforcement. Once the emergency has been contained, the team should complete a full threat assessment and make all necessary notifications (i.e., anyone that is or may be directly impacted).
- b. If the team does not believe the report presents an imminent danger or safety concern, determine if there is a need for full threat assessment. If not, document the initial report and screening.
- c. If there is a need for a threat assessment, the team shall proceed with a full threat assessment using the steps outlined in D.3. through 8. below.
- d. The district's Title IX Coordinator must be notified immediately if a report involves sexual harassment, sexual assault, dating violence, stalking, or a domestic violence assault, or if engagement in these actions is uncovered when gathering additional information during the threat assessment



process. Notifying the district's Title IX Coordinator is completed parallel to the threat assessment process and does not stop a team from moving forward with gathering information and initiating risk management strategies.

3. Step 3: Gather Information from Multiple Sources
 - a. Gather information about the person displaying the concerning behavior and situation from various sources. These sources can include, but are not limited to, teachers, coaches, parents, and peers.
4. Step 4: Organize and Analyze
 - a. Organize and analyze information using the 11 Investigative Questions detailed in the U.S. Secret Service and U.S. Department of Education threat assessment guide. The form is comprised of 11 investigative questions adapted from the U.S. Secret Services and U.S. Department of Education Threat Assessment in Schools: A Guide to Managing Threatening Situations and to Creating Safe School Climates and can be found at www.secretservice.gov/nod/2559.
5. Step 5: Make the Assessment
 - a. Make an assessment about whether the individual of concern poses a threat of violence or self-harm, or if they are otherwise in need of intervention.
6. Step 6: Develop and Implement a Case Management/Intervention Plan
 - a. Develop and implement a case management plan to reduce risk.
 - b. As needed, refer individual of concern to the local mental health authority or healthcare provider for evaluation and/or treatment.
 - c. As needed, refer individual of concern for a full and individual evaluation (FIE) for special education services.



SCHOOLTHREAT ASSESSMENT TEAMS(M)

7. Step 7: Re-Assess (Case Monitoring)
 - a. Monitor, re-evaluate, and modify plan as needed to ensure that the identified intervention(s) is effective, and the individual of concern no longer poses a threat of violence or self-harm.
 - b. Re-assessing the person of concern, going through the assessment questions again.
 - c. If there are still concerns, the team shall continue to monitor, adjust plan, and re-assess as needed until there is no longer a concern of harm to self and/or others, and the individual is on a better path.
8. Step 8: Document and Close the Case
 - a. When the team's assessment is that the concerning person no longer poses a threat of violence or self-harm, the team can close the case or place it on the in-active status.
 - b. The threat assessment team should be sure to document the case, including scheduling any future dates to check-in or follow-up, as needed.
 - c. The documentation should be stored in a confidential file, with only authorized personnel having access.

E. Training

1. Each member of the threat assessment team must attend training in accordance with N.J.S.A. 18A:17-43.4. The district may also choose to provide awareness training to school community members on the threat assessment process. The awareness training is also outlined as part of one of the steps of the Building a K-12 Behavior Threat Assessment and Management Program.
2. Threat assessment team membership:
 - a. In accordance with N.J.S.A. 18A:17-43.4, the NJDOE shall provide training through the New Jersey School Safety Specialist Academy. All threat assessment team members



must receive training consistent with the training and guidelines provided by the NJDOE. The school safety specialist, is a member of the threat assessment team and will assist in ensuring this training is provided to school staff in coordination with OSPEP.

- b. Each new threat assessment team member must complete training by the OSPEP, which shall include training sessions as instructed by *Ontic/SIGMA as part of the Bureau of Justice Assistance (BJA) STOP School Violence Grant Program*.
 - c. The district shall determine membership on the threat assessment team in accordance with N.J.S.A. 18A:17-43.4, including adding and ensuring the training of new members, as needed. The district must ensure all threat assessment team members attend the required initial training and refresher training provided by OSPEP to advance their competency in conducting assessments.
 - (1) These trainings will be offered through the OSPEP for both in person and online platforms.
 - (2) Refresher training will be developed and facilitated by the OSPEP and will be made available through in-person and online platforms, as necessary.
3. Awareness Training for Other School Community Stakeholders
- a. Request for awareness training for school staff members should be directed to the OSPEP email at school.security@doe.nj.gov, which will provide training or coordinate sessions with approved instructors from the U.S. Department of Homeland Security National Threat Evaluation and Reporting Office's Certified Master Training Program.

F. Other Considerations

- 1. Individualized Education Program (IEP) or 504 Plans
 - a. The district is required by law to meet the needs of students with special needs, who are afforded disciplinary protections



not provided to the general education population, to reduce exclusionary practices for special education students. When assessing a student whose behavior may pose a threat to the safety of the school community, in the case of a student with an IEP or 504 plan, the threat assessment team shall consult with the IEP team or 504 team to determine whether the aberrant or concerning behavior is a threat to school safety and is being properly addressed in a manner that is required by N.J.A.C. 6A:14 and all Federal and State special education laws. Working with the IEP team or 504 team, the threat assessment team shall determine if the behavior is part of known baseline behavior, or is already being managed under the student's IEP, 504 plan, or FBA plan. If the behavior is not consistent with baseline behaviors or is not able to be effectively managed through current programming, then a threat assessment would need to be conducted. A special education representative must be part of the team and shall engage throughout the process.

2. Allegations of Harassment, Intimidation, & Bullying (HIB) or Bias-Related Acts
 - a. Should the threat assessment team become aware of an allegation of HIB when considering or conducting assessments, they must follow Policy 5512 for addressing allegations of HIB in alignment with the Anti-Bullying Bill of Rights Act. Additionally, during the threat assessment process, it is important to recognize that the student may need remedial services (e.g., counseling) to address behavior that may have prompted the need for the threat assessment and to ensure their well-being.
 - b. Should a threat assessment team become aware of a bias-related act, they should implement Policy and Regulation 8465 on reporting bias-related acts to law enforcement in accordance with the Memorandum of Agreement Between Education and Law Enforcement Officials and Policy and Regulation 9320.



3. Information Sharing
 - a. The Family Educational Rights and Privacy Act (FERPA) and the Health Insurance Portability and Accountability Act (HIPAA) are two Federal laws protecting the privacy of an individual's personal records. FERPA refers specifically to educational records while HIPAA refers to medical records. Questions and concerns about FERPA and/or the HIPAA protections often arise as part of the threat assessment planning process. It is critical that threat assessment teams understand how to balance the safety of the school with the privacy of individual students. These laws should not be an impediment to threat assessment and management.
 - b. Threat assessment teams should consult with the Board Attorney on these elements as needed.
4. Family Education Rights & Privacy Act (FERPA) – Educational Records
 - a. FERPA is a Federal law that protects the privacy of student education records. FERPA does, however, authorize school officials to disclose information without consent in emergency situations where the health and/or safety of students is at risk. Relevant information can be released to law enforcement, public health, and medical officials, as well as other schools in the event a student transfers or matriculates. The U.S. Department of Education would not find a school in violation of FERPA for disclosing FERPA-protected information under the health or safety exception as long as the school had a rational basis, based on the information available at the time, for making its determination that there was an articulable and significant threat to the health or safety of the student or other individuals.
5. Health Insurance Portability and Accountability Act (HIPAA) – Medical and Mental Health Records
 - a. HIPAA protects the confidentiality of information in health records. Confidentiality is held by the patient, not the mental health provider. In cases where HIPAA applies, the



SCHOOLTHREAT ASSESSMENT TEAMS(M)

following strategies below may assist threat assessment teams in eliminating potential barriers to critical data collection:

- (1) Ask permission from the student and parent to disclose medical records;
 - (2) Provide information to health and mental professionals; and
 - (3) Ask about duty to warn or duty to protect.
- b. Additionally, medical and mental health providers may disclose protected health information when disclosure:
- (1) Is necessary to prevent or lessen a serious and imminent threat to health or safety of patient or others and is to someone reasonably able to prevent or lessen the threat; and
 - (2) May include disclosure to law enforcement, or others who can mitigate the threat and disclosure must be consistent with applicable law and standards of ethical conduct.

6. Record Keeping

All documentation from the threat assessment process must be maintained in a confidential and secure location. Maintaining records and preserving evidence throughout the process, assists in the establishment of a legal and behavioral justification for the intervention. Records may be electronic or paper and must be maintained in accordance with record retention rules established by the Department of Treasury.

Adopted:



**Report of the Secretary to the Board of Education
Livingston Board of Education
2023-24 July**

10 General Fund

Assets and Liabilities

Assets			
101	Cash		4,590,379.27
102-107	Cash on hand and equivalents		471,625.00
116	Capital Reserve account		4,826,849.00
121	Tax Levy Receivable		117,024,038.00
	Accounts Receivable:		
141	A/R: State of NJ	9,518,697.60	9,518,697.60
	Loans Receivable:		
131	Interfund Loans Receivable	6,051,019.03	6,051,019.03
	Total Other Assets		2,552,923.21
Resources			
301	Estimated Revenues	129,944,418.00	
302	Revenues	(126,664,180.02)	
			<u>3,280,237.98</u>
Total assets and resources:			148,315,769.09

Report of the Secretary to the Board of Education
Livingston Board of Education
2023-24 July

10 General Fund
Liabilities and Fund Equity

Liabilities			
402	Interfunds Payable	4,000.00	
421	Accounts Payable	503,590.07	
499	Other Liabilities	<u>1,890,567.57</u>	
			2,398,157.64
Fund Balance			
	Appropriated		
	Reserve for Encumbrances		
753	Reserve for Encumbrances: Current	20,862,282.74	
754	Reserve for Encumbrances: Prior	673,831.05	
601	Appropriations	135,505,299.94	
602	Expenditures	4,604,501.98	
603	Encumbrances	<u>21,536,113.79</u>	
	Less: Expenditures and Encumbrances	(26,140,615.77)	
	Total Appropriations		130,900,797.96
	Reserved Fund Balance		
761	Capital Reserve	4,826,849.00	
604	Add: Increase in Capital Reserve (Interest)	2,000.00	
307	Less: Budgeted Withdrawal from Cap Reserve		
309	Less: Budgeted Withdrawal from Capital Reserve - Excess Costs and Other Capital Projects	<u>(2,228,638.00)</u>	
		2,600,211.00	
764	Maintenance Reserve		
766	Emergency Reserve		
75X,76x	Other Reserves	<u>.00</u>	
	Total Reserved Fund Balance:		2,600,211.00
	Unappropriated:		
303	Budgeted Fund Balance	(2,660,412.89)	
770	Fund Balance	<u>15,077,015.38</u>	
	Total Unappropriated:		12,416,602.49
	Total Liabilities and Fund Balance		148,315,769.09

**Report of the Secretary to the Board of Education
Livingston Board of Education
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Report of the Secretary to the Board of Education
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10 General Fund

Recapitulation of Budgeted Fund Balance

	Budgeted	Actual	Variance
Appropriations	135,505,299.94	26,140,615.77	109,364,684.17
Revenues	(129,944,418.00)	(126,664,180.02)	(3,280,237.98)
	5,560,881.94	(100,523,564.25)	106,084,446.19
Change in Capital Reserve:			
Plus: Increase in Capital Reserve (Interest) (604)	2,000.00	2,000.00	.00
Less: Budgeted Withdrawal from Cap Reserve (307)			
Less: Budgeted Withdrawal from Capital Reserve - Excess Costs and Other Capital Projects (309)	(2,228,638.00)	(2,228,638.00)	(.00)
	(2,226,638.00)	(2,226,638.00)	.00
Less: Reserve for Encumbrances: Prior	673,831.05	673,831.05	.00
Budgeted Fund Balance:	2,660,412.89	-103,424,033.30	106,084,446.19

**Report of the Secretary to the Board of Education
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10 General Fund

**Interim Statements Comparing
Budget Revenue with Actual to Date and
Appropriations with Expenditures and Encumbrances to Date**

Revenue/sources of funds		Budgeted Estimated	Actual To Date	Unrealized Balance	
1XXX	From Local Sources	118,138,859.00	117,170,479.02	968,379.98	
3XXX	From State Sources	9,493,701.00	9,493,701.00	.00	
4XXX	From Federal Sources	83,220.00	.00	83,220.00	
5XXX	From Other Sources	2,228,638.00	.00	2,228,638.00	
		129,944,418.00	126,664,180.02	3,280,237.98	
Expenditures		Appropriations	Expenditures	Encumbrances	Available Balance
	General Current Expenses				
11-1xx-100-xxx	Regular Programs	44,531,748.90	326,572.00	1,088,900.73	43,116,276.17
11-2xx-100-xxx	Special Education	13,450,601.00	28,604.18	22,615.89	13,399,380.93
11-230-100-xxx	Basic Skills / Remedial	1,634,825.00	.00	.00	1,634,825.00
11-240-100-xxx	Bilingual Education	786,588.00	.00	.00	786,588.00
11-401-100-xxx	School-sponsored Co/Extra-Curricular Activities	618,677.00	2,029.68	2,672.41	613,974.91
11-402-100-xxx	School-sponsored Athletics	1,279,071.75	7,422.83	99,386.24	1,172,262.68
		62,301,511.65	364,628.69	1,213,575.27	60,723,307.69
	Undistributed Expenditures				
11-000-xxx-xxx	Other	67,505,821.96	4,220,507.25	17,220,985.91	46,064,328.80
		67,505,821.96	4,220,507.25	17,220,985.91	46,064,328.80
	Capital Outlay				
xx-xxx-xxx-73x	Equipment	423,380.20	.00	367,521.84	55,858.36
12-000-4xx-xxx	Facilities Acquisition and Construction Services	4,047,103.13	10,135.04	2,741,124.53	1,295,843.56
		4,470,483.33	10,135.04	3,108,646.37	1,351,701.92
	Special Schools				
13-xxx-xxx-xxx	Special Schools	60,821.00	.00	.00	60,821.00
		60,821.00	.00	.00	60,821.00
	Other				
10-*	Other General Fund	69,921.00	9,231.00	-9,231.00	69,921.00
11-*	Other General Current Expense	1,096,741.00	.00	2,137.24	1,094,603.76
		1,166,662.00	9,231.00	-7,093.76	1,164,524.76
		135,505,299.94	4,604,501.98	21,536,113.79	109,364,684.17

**Report of the Secretary to the Board of Education
Livingston Board of Education
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10 General Fund

**Schedule Of Revenues
Actual Compared with Estimated**

		Estimated	Actual	Unrealized
	Revenues from Local Sources			
10-1210	Ad Valorem Taxes - Local Tax Levy	117,024,038.00	117,024,038.00	.00
10-1310	Tuition From Individuals	115,200.00	29,200.20	85,999.80
10-1311	Imported	.00	5,040.00	-5,040.00
10-1320	Tuition from Other LEAs within the State	115,621.00	.00	115,621.00
10-1410	Transportation Fees from Individuals	250,000.00	37,375.00	212,625.00
10-1510	Interest On Investments	75,000.00	5,389.55	69,610.45
10-1910	Rentals.	300,000.00	9,319.67	290,680.33
10-1980	Refund of Prior Year's Expenditures	.00	32,098.40	-32,098.40
10-1990	Miscellaneous Revenue from Local Sources	257,000.00	26,370.07	230,629.93
		<u>118,136,859.00</u>	<u>117,168,830.89</u>	<u>968,028.11</u>
	Revenues from State Sources			
10-3121	Categorical Transportation Aid	1,303,530.00	1,303,530.00	.00
10-3130	Imported	7,049,480.00	.00	7,049,480.00
10-3131	Extraordinary Aid.	705,811.00	705,811.00	.00
10-3132	Categorical Special Education Aid	.00	7,049,480.00	-7,049,480.00
10-3177	Categorical Security Aid	434,880.00	434,880.00	.00
		<u>9,493,701.00</u>	<u>9,493,701.00</u>	<u>.00</u>
	Revenues from Federal Sources			
10-4200	Unrestricted Grants from the Federal Govt through State	83,220.00	.00	83,220.00
		<u>83,220.00</u>	<u>.00</u>	<u>83,220.00</u>
	Revenues from Other Financing Sources			
10-5200	Interfund Transfers	2,228,638.00	.00	2,228,638.00
		<u>2,228,638.00</u>	<u>.00</u>	<u>2,228,638.00</u>
		<u>129,942,418.00</u>	<u>126,662,531.89</u>	<u>3,279,886.11</u>

**Report of the Secretary to the Board of Education
Livingston Board of Education
2023-24 July**

10 General Fund

**Statement of Appropriations
Compared with Expenditures and Encumbrances**

		Appropriations	Expenditures	Encumbrances	Available Balance
	Regular Programs - Instruction				
11-105-100-101	Preschool - Salaries of Teachers	369,337.00	.00	.00	369,337.00
11-110-100-101	Kindergarten - Salaries of Teachers	1,549,182.00	40.00	.00	1,549,142.00
11-120-100-101	Grades 1-5 - Salaries of Teachers	13,350,152.00	930.00	.00	13,349,222.00
11-130-100-101	Grades 6-8 - Salaries of Teachers	9,893,254.00	3,120.00	.00	9,890,134.00
11-140-100-101	Grades 9-12 - Salaries of Teachers	15,421,398.00	-10,039.76	.00	15,431,437.76
		<u>40,583,323.00</u>	<u>-5,949.76</u>	<u>.00</u>	<u>40,589,272.76</u>
	Regular Programs - Home Instruction				
11-150-100-101	Salaries of Teachers	150,000.00	1,468.71	.00	148,531.29
11-150-100-320	Purchased Professional-Educational Services	51,000.00	.00	.00	51,000.00
		<u>201,000.00</u>	<u>1,468.71</u>	<u>.00</u>	<u>199,531.29</u>
	Regular Programs - Undistributed Instruction				
11-190-100-106	Other Salaries for Instruction	586,407.00	320.00	.00	586,087.00
11-190-100-320	Purchased Professional-Educational Services	77,500.00	.00	600.00	76,900.00
11-190-100-340	Purchased Technical Services	1,500.00	.00	.00	1,500.00
11-190-100-420	Other Purchased Services (400-500 series)	767,594.70	269,802.60	294,810.96	202,981.14
11-190-100-610	General Supplies	1,896,257.45	.00	630,027.20	1,266,230.25
11-190-100-640	Textbooks	404,416.75	60,930.45	163,462.57	180,023.73
11-190-100-890	Other Objects	13,750.00	.00	.00	13,750.00
		<u>3,747,425.90</u>	<u>331,053.05</u>	<u>1,088,900.73</u>	<u>2,327,472.12</u>
	Special Education - Learning and/or Language Disabilities				
11-204-100-101	Salaries of Teachers	570,895.80	.00	.00	570,895.80
11-204-100-106	Other Salaries for Instruction	4,021,525.00	28,268.18	-309.00	3,993,565.82
11-204-100-610	General Supplies	18,536.00	.00	.00	18,536.00
		<u>4,610,956.80</u>	<u>28,268.18</u>	<u>-309.00</u>	<u>4,582,997.62</u>
	Special Education - Multiple Disabilities				
11-212-100-101	Salaries of Teachers	285,911.00	.00	.00	285,911.00
11-212-100-106	Other Salaries for Instruction	2,073,516.00	336.00	.00	2,073,180.00
11-212-100-610	General Supplies	20,865.70	.00	1,287.30	19,578.40
		<u>2,380,292.70</u>	<u>336.00</u>	<u>1,287.30</u>	<u>2,378,669.40</u>
	Special Education - Resource Room/Resource Center				

**Report of the Secretary to the Board of Education
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		Appropriations	Expenditures	Encumbrances	Available Balance
11-213-100-101	Salaries of Teachers	6,269,316.00	.00	.00	6,269,316.00
11-213-100-610	General Supplies	15,500.00	.00	14,108.56	1,391.44
		6,284,816.00	.00	14,108.56	6,270,707.44
	Special Education - Preschool Disabilities - Part-Time				
11-215-100-610	General Supplies	2,157.00	.00	2,157.00	.00
		2,157.00	.00	2,157.00	.00
	Special Education - Preschool Disabilities - Full-Time				
11-216-100-101	Salaries of Teachers	139,354.00	.00	.00	139,354.00
11-216-100-320	Purchased Professional-Educational Services	815.48	.00	.00	815.48
11-216-100-610	General Supplies	32,209.02	.00	5,372.03	26,836.99
		172,378.50	.00	5,372.03	167,006.47
	Basic Skills/Remedial - Instruction				
11-230-100-101	Salaries of Teachers	1,618,525.00	.00	.00	1,618,525.00
11-230-100-610	General Supplies	16,300.00	.00	.00	16,300.00
		1,634,825.00	.00	.00	1,634,825.00
	Bilingual Education - Instruction				
11-240-100-101	Salaries of Teachers	786,588.00	.00	.00	786,588.00
		786,588.00	.00	.00	786,588.00
	Vocational Programs - Local				
11-301-100-101	Salaries of Teachers	48,275.00	.00	.00	48,275.00
11-301-100-420	Other Purchased Services (400-500 series)	4,080.00	.00	.00	4,080.00
11-301-100-610	General Supplies	5,100.00	.00	2,137.24	2,962.76
11-301-100-890	Other Objects	500.00	.00	.00	500.00
		57,955.00	.00	2,137.24	55,817.76
	School - Sponsored Co-curricular and Extra-curricular Activities				
11-401-100-100	Salaries	540,000.00	2,029.68	.00	537,970.32
11-401-100-320	Purchased Services (300-500 series)	16,365.00	.00	250.00	16,115.00
11-401-100-580	Travel - All Other	200.00	.00	.00	200.00
11-401-100-600	Supplies and Materials	32,200.00	.00	2,422.41	29,777.59
11-401-100-800	Other Objects	29,912.00	.00	.00	29,912.00
		618,677.00	2,029.68	2,672.41	613,974.91
	School - Sponsored Athletics				
11-402-100-100	Salaries	1,019,638.00	7,422.83	63,075.76	949,139.41
11-402-100-420	Purchased Services (300-500 series)	154,773.75	.00	7,492.75	147,281.00
11-402-100-580	Travel - All Other	1,500.00	.00	.00	1,500.00
11-402-100-600	Supplies and Materials	103,160.00	.00	28,817.73	74,342.27

**Report of the Secretary to the Board of Education
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		Appropriations	Expenditures	Encumbrances	Available Balance
		1,279,071.75	7,422.83	99,386.24	1,172,262.68
	Other Instructional Programs				
11-403-100-320	Purchased Services (300-500 series)	44,316.25	.00	.00	44,316.25
		44,316.25	.00	.00	44,316.25
	Before/After School Programs				
11-421-100-100	Salaries of Teachers	1,583.75	.00	.00	1,583.75
		1,583.75	.00	.00	1,583.75
	Summer School				
13-422-100-101	Salaries of Teachers	60,821.00	.00	.00	60,821.00
		60,821.00	.00	.00	60,821.00
	Other Supplemental/At-Risk Programs				
11-424-100-179	Salaries of Reading Specialists	992,886.00	.00	.00	992,886.00
		992,886.00	.00	.00	992,886.00
	UNDISTRIBUTED EXPENDITURES				
	Instruction				
11-000-100-562	Tuition to Other LEAs Within the State-Special	320,709.00	.00	.00	320,709.00
11-000-100-566	Tuition to APSSD Within the State	4,728,494.07	.00	30,253.07	4,698,241.00
11-000-100-567	Tuition to APSSD and Other LEAs-Special - Out of State	597,548.00	.00	19,356.66	578,191.34
		5,646,751.07	.00	49,609.73	5,597,141.34
	Attendance and Social Work Services				
11-000-211-100	Salaries	141,383.00	.00	.00	141,383.00
		141,383.00	.00	.00	141,383.00
	Health Services				
11-000-213-100	Salaries	948,544.00	993.73	.00	947,550.27
11-000-213-420	Other Purchased Services (400-500 series)	384.95	.00	384.95	.00
11-000-213-600	Supplies and Materials	38,212.45	.00	14,277.47	23,934.98
		987,141.40	993.73	14,662.42	971,485.25
	Speech/Occupational Therapy/Physical Therapy and Related Services				
11-000-216-100	Salaries	1,088,872.03	.00	.00	1,088,872.03
11-000-216-320	Purchased Professional - Educational Services	385,423.42	4,457.40	214,542.60	166,423.42
11-000-216-600	Supplies and Materials	13,364.87	.00	13,355.97	8.90
		1,487,660.32	4,457.40	227,898.57	1,255,304.35
	Extraordinary Services				
11-000-217-320	Purchased Professional - Educational Services	987,238.62	.00	400,000.00	587,238.62

**Report of the Secretary to the Board of Education
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		Appropriations	Expenditures	Encumbrances	Available Balance
		987,238.62	.00	400,000.00	587,238.62
	Guidance Services				
11-000-218-104	Salaries of Other Professional Staff	2,533,944.00	11,314.92	124,464.12	2,398,164.96
11-000-218-105	Salaries of Secretarial and Clerical Assistants	202,821.00	6,908.84	75,997.24	119,914.92
11-000-218-600	Supplies and Materials	29,055.00	.00	1,690.94	27,364.06
11-000-218-890	Other Objects	21,000.00	21,000.00	.00	.00
		2,786,820.00	39,223.76	202,152.30	2,545,443.94
	Child Study Teams				
11-000-219-104	Salaries of Other Professional Staff	3,516,285.00	140,996.79	261,932.88	3,113,255.33
11-000-219-105	Salaries of Secretarial and Clerical Assistants	411,805.00	19,010.24	209,112.64	183,682.12
11-000-219-320	Purchased Professional - Educational Services	116,407.50	.00	.00	116,407.50
11-000-219-390	Other Purchased Prof. and Tech. Services	32,949.06	.00	.00	32,949.06
11-000-219-580	Other Purchased Services (400-500 series)	1,592.50	.00	.00	1,592.50
11-000-219-580	Miscellaneous Purchased Services (400-500 series Other than Residential Costs)	7,000.00	.00	3,000.00	4,000.00
11-000-219-610	Supplies and Materials	20,400.00	.00	11,757.85	8,642.15
11-000-219-800	Other Objects	8,100.00	.00	.00	8,100.00
		4,114,539.06	160,007.03	485,803.37	3,468,728.66
	Improvement of Instruction Services				
11-000-221-102	Salaries of Supervisor of Instruction	2,083,473.60	171,726.12	1,888,987.32	22,760.16
11-000-221-104	Salaries of Other Professional Staff	259,127.87	50,317.79	.00	208,810.08
11-000-221-105	Salaries of Secretaries and Clerical Assistants	316,667.08	26,374.34	290,117.74	75.00
11-000-221-320	Purchased Professional - Educational Services	22,933.19	.00	.00	22,933.19
11-000-221-590	Other Purchased Services (400-500)	3,000.00	.00	.00	3,000.00
11-000-221-610	Supplies and Materials	21,891.81	.00	2,476.23	19,415.58
11-000-221-800	Other Objects	10,725.00	.00	.00	10,725.00
		2,717,818.55	248,418.25	2,181,581.29	287,819.01
	Educational Media/Library Services				
11-000-222-100	Salaries - Regular	951,123.05	.00	.00	951,123.05
11-000-222-420	Other Purchased Services (400-500 series)	6,700.00	.00	.00	6,700.00
11-000-222-580	Travel - All Other	1,425.00	.00	1,000.00	425.00
11-000-222-600	Supplies and Materials	197,992.83	.00	31,605.38	166,387.45
11-000-222-800	Other Objects	300.00	.00	.00	300.00
		1,157,540.88	.00	32,605.38	1,124,935.50
	Instructional Staff Training Services				
11-000-223-102	Salaries of Supervisors of Instruction	479,889.40	39,809.29	434,684.36	5,395.75
11-000-223-320	Purchased Professional - Educational Services	101,290.00	.00	16,950.00	84,340.00
11-000-223-590	Other Purchased Services (400-500 series)	26,191.61	.00	.00	26,191.61

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		Appropriations	Expenditures	Encumbrances	Available Balance
11-000-223-580	Travel - All Other	162,845.00	509.96	4,300.00	158,035.04
11-000-223-610	Supplies and Materials	15,000.00	.00	.00	15,000.00
11-000-223-800	Other Objects	660.00	.00	.00	660.00
		<u>785,876.01</u>	<u>40,319.25</u>	<u>455,934.36</u>	<u>289,622.40</u>
	Support Services - General Administration				
11-000-230-100	Salaries	475,078.02	54,444.37	410,751.00	9,882.65
11-000-230-331	Legal Services (Note: APSSD - Not Litigation Related Legal Services)	324,500.00	.00	4,000.00	320,500.00
11-000-230-332	Audit Fees	68,240.00	.00	.00	68,240.00
11-000-230-339	Other Purchased Professional Services	60,814.00	.00	33,780.00	27,034.00
11-000-230-340	Purchased Technical Services	10,500.00	210.00	.00	10,290.00
11-000-230-530	Communications / Telephone	125,000.00	10,722.54	94,877.46	19,400.00
11-000-230-580	Travel - All Other	3,899.94	.00	.00	3,899.94
11-000-230-585	BOE Other Purchased Services	1,000.00	.00	.00	1,000.00
11-000-230-420	Miscellaneous Purchased Services (400-500) [Other than 530 and 585]	305,672.00	14,645.00	161,945.00	129,082.00
11-000-230-600	General Supplies	31,884.10	.00	4,216.98	27,667.12
11-000-230-890	Miscellaneous Expenditures	60,702.82	4,002.32	8,070.00	48,630.50
		<u>1,467,290.88</u>	<u>84,024.23</u>	<u>717,640.44</u>	<u>665,626.21</u>
	Support Services - School Administration				
11-000-240-103	Salaries of Principals / Assistant Principals / Program Directors	2,069,376.00	171,989.66	1,891,885.82	5,500.52
11-000-240-104	Salaries of Other Professional Staff	600,100.00	49,820.92	548,030.12	2,248.96
11-000-240-105	Salaries of Secretarial and Clerical Assistants	1,552,194.24	64,077.18	696,818.76	791,298.30
11-000-240-320	Purchased Professional and Technical Services	62,000.00	.00	.00	62,000.00
11-000-240-420	Other Purchased Services (400-500 series)	45,625.00	.00	1,400.00	44,225.00
11-000-240-580	Travel - All Other	21,845.00	.00	1,370.00	20,475.00
11-000-240-600	Supplies and Materials	426,689.60	8,511.76	155,798.04	262,379.80
		<u>4,777,829.84</u>	<u>294,399.52</u>	<u>3,295,302.74</u>	<u>1,188,127.58</u>
	Central Services				
11-000-251-100	Salaries	1,283,014.95	100,726.87	1,032,353.52	149,934.56
11-000-251-330	Purchased Professional Services	154,370.00	5,068.75	46,775.00	102,526.25
11-000-251-580	Travel - All Other	21,000.00	.00	.00	21,000.00
11-000-251-590	Miscellaneous Purchased Services (400-500) [Other Than 594]	2,000.00	.00	.00	2,000.00
11-000-251-600	Supplies and Materials	89,643.00	816.23	7,160.34	81,666.43
11-000-251-832	Interest on Lease Purchase Agreements	92,015.00	.00	.00	92,015.00
11-000-251-890	Miscellaneous Expenditures	13,264.00	360.00	1,915.00	10,989.00
		<u>1,655,306.95</u>	<u>106,971.85</u>	<u>1,088,203.86</u>	<u>460,131.24</u>

**Report of the Secretary to the Board of Education
Livingston Board of Education
2023-24 July**

		Appropriations	Expenditures	Encumbrances	Available Balance
	Administrative Information Technology				
11-000-252-100	Salaries	971,726.05	80,827.90	889,106.90	1,791.25
11-000-252-330	Purchased Professional Services	67,200.00	848.12	53,924.34	12,427.54
11-000-252-340	Purchased Technical Services	227,120.97	176,608.47	25,437.50	25,075.00
11-000-252-421	Other Purchased Services (400-500 series)	611,151.73	241,883.57	214,207.73	155,060.43
11-000-252-600	Supplies and Materials	45,677.00	189.00	6,152.00	39,336.00
		<u>1,922,875.75</u>	<u>500,357.06</u>	<u>1,188,828.47</u>	<u>233,690.22</u>
	Required Maintenance for School Facilities				
11-000-261-110	Salaries	970,277.00	76,302.37	836,109.34	57,665.29
11-000-261-420	"Cleaning, Repair, and Maintenance Services"	263,280.00	9,067.43	95,636.99	158,575.58
11-000-261-610	General Supplies	155,282.07	5,287.40	78,738.67	71,256.00
11-000-261-890	Other Objects	100,000.00	.00	.00	100,000.00
		<u>1,488,839.07</u>	<u>90,657.20</u>	<u>1,010,485.00</u>	<u>387,696.87</u>
	Custodial Services				
11-000-262-110	Salaries	2,999,623.92	220,690.24	2,293,201.24	485,732.44
11-000-262-300	Purchased Professional and Technical Services	217,743.09	15,862.00	21,061.09	180,820.00
11-000-262-420	"Cleaning, Repair, and Maintenance Services"	124,164.00	660.00	45,037.00	78,467.00
11-000-262-440	Rental of Land and Building Other than Lease Purchase Agreement	166,000.04	.00	.00	166,000.04
11-000-262-490	Other Purchased Property Services	71,400.00	.00	.00	71,400.00
11-000-262-520	Insurance	886,684.00	44,300.00	.00	842,384.00
11-000-262-610	General Supplies	647,970.00	4,733.04	58,018.51	585,218.45
11-000-262-621	Energy (Natural Gas)	483,135.00	80,805.48	-80,805.48	483,135.00
11-000-262-622	Energy (Electricity)	1,259,645.48	1,844.00	801,101.48	456,700.00
11-000-262-890	Other Objects	200,000.00	.00	.00	200,000.00
		<u>7,056,365.53</u>	<u>368,894.76</u>	<u>3,137,613.84</u>	<u>3,549,856.93</u>
	Care and Upkeep of Grounds				
11-000-263-100	Salaries	70,852.08	5,904.34	64,947.74	.00
		<u>70,852.08</u>	<u>5,904.34</u>	<u>64,947.74</u>	<u>.00</u>
	Security				
11-000-266-100	Salaries	369,969.00	4,125.00	.00	365,844.00
		<u>369,969.00</u>	<u>4,125.00</u>	<u>.00</u>	<u>365,844.00</u>
	Student Transportation Services				
11-000-270-107	Salaries of Non-Instructional Aides	77,564.40	.00	.00	77,564.40
11-000-270-160	Salaries for Pupil Transportation (Between Home and School) - Regular	1,261,095.60	21,533.76	225,266.14	1,014,295.70
11-000-270-162	Salaries for Pupil Transportation (Other than Between Home and School)	300,000.00	38,461.94	.00	261,538.06

**Report of the Secretary to the Board of Education
Livingston Board of Education
2023-24 July**

		Appropriations	Expenditures	Encumbrances	Available Balance
11-000-270-503	Contract Services - Aid in Lieu Payments -Non-Public School	180,511.00	.00	511.00	180,000.00
11-000-270-511	Contract Services (Between Home and School)-Vendors	20,000.00	.00	.00	20,000.00
11-000-270-512	Contract Services (Other than Between Home and School)-Vendors	177,870.00	.00	.00	177,870.00
11-000-270-514	Contract Services (Special Ed Students)-Vendors	2,263,786.00	.00	.00	2,263,786.00
11-000-270-615	Transportation Supplies	300,000.00	37,969.65	169,030.35	93,000.00
11-000-270-890	Other Objects	7,000.00	.00	.00	7,000.00
		4,587,827.00	97,965.35	394,807.49	4,095,054.16
	Personnel Services - Unallocated Employee Benefits				
11-000-291-220	Social Security Contributions	1,700,000.00	96,226.49	.00	1,603,773.51
11-000-291-241	Other Retirement Contributions - PERS	1,533,831.14	.00	.00	1,533,831.14
11-000-291-242	Other Retirement Contributions - ERIP	161,188.95	163.50	11,188.95	149,836.50
11-000-291-260	Workmen's Compensation	582,148.20	.00	.00	582,148.20
11-000-291-270	Health Benefits	18,907,254.00	1,823,813.87	2,261,719.96	14,821,720.17
11-000-291-280	Tuition Reimbursement	157,890.00	.00	.00	157,890.00
11-000-291-299	Unused Sick Payment to Terminated / Retired Staff	253,584.66	253,584.66	.00	.00
		23,295,896.95	2,173,788.52	2,272,908.91	18,849,199.52
	Facilities Acquisition and Construction Services				
12-000-400-390	Other Purchased Prof. and Tech. Services	18,864.62	.00	18,864.62	.00
12-000-400-450	Construction Services	2,368,497.77	10,135.04	2,071,990.01	286,372.72
12-000-400-721	Lease Purchase Agreements - Principal	1,591,006.74	.00	650,269.90	940,736.84
12-000-400-800	Other Objects	68,734.00	.00	.00	68,734.00
		4,047,103.13	10,135.04	2,741,124.53	1,295,843.56
	Equipment				
12-120-100-731	Grades 1-5	7,016.85	.00	.00	7,016.85
12-130-100-731	Grades 6-8	31,920.24	.00	6,119.88	25,800.36
12-140-100-731	Grades 9-12	305,409.34	.00	290,239.34	15,170.00
12-000-100-731	Undistributed Expenditures - Instruction	32,325.15	.00	29,854.00	2,471.15
12-000-300-732	Undistributed Expenditures - Non-Instructional Services	46,708.62	.00	41,308.62	5,400.00
		423,380.20	.00	367,521.84	55,858.36
	Contribution (Transfer) of Funds to Charter Schools				
10-000-100-561	Transfer of Funds to Charter Schools	69,921.00	9,231.00	-9,231.00	69,921.00
		69,921.00	9,231.00	-9,231.00	69,921.00
	General Fund	135,505,299.94	4,604,501.98	21,536,113.79	109,364,684.17

**Report of the Secretary to the Board of Education
Livingston Board of Education
2023-24 July**

Thomas Lambie

School Business Administrator Signature

10/12/23
Date

Report of the Secretary to the Board of Education
Livingston Board of Education
2023-24 July

20 Special Revenue Fund

Assets and Liabilities

Assets			
101	Cash		
	Accounts Receivable:		
141	A/R: State of NJ	1,261,592.32	
142	A/R: Federal	<u>(206,784.31)</u>	
			1,054,808.01
Resources			
301	Estimated Revenues	3,139,174.00	
302	Revenues	<u>(116,734.00)</u>	
			<u>3,022,440.00</u>
Total assets and resources:			4,077,248.01

Report of the Secretary to the Board of Education
Livingston Board of Education
2023-24 July

20 Special Revenue Fund
Liabilities and Fund Equity

Liabilities

401	InterFund Payable	158,051.40	
421	Accounts Payable	325,396.50	
481	Deferred Revenue	<u>377,741.55</u>	861,189.45

Fund Balance

Appropriated

Reserve for Encumbrances

753	Reserve for Encumbrances: Current	24,179.40	
754	Reserve for Encumbrances: Prior	139,200.01	

601	Appropriations	3,278,374.01	
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602	Expenditures	34,924.51	
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603	Encumbrances	<u>163,379.41</u>	
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	Less: Expenditures and Encumbrances	(198,303.92)	
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	Total Appropriations		3,243,449.50
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Reserved Fund Balance

75X,76x	Other Reserves	<u>.00</u>	
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	Total Reserved Fund Balance:		.00
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Unappropriated:

303	Budgeted Fund Balance		
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770	Unassigned Fund Balance	<u>(27,390.94)</u>	
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	Total Unappropriated:		(27,390.94)
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	Total Liabilities and Fund Balance		<u>4,077,248.01</u>
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Report of the Secretary to the Board of Education
Livingston Board of Education
2023-24 July

20 Special Revenue Fund

Recapitulation of Budgeted Fund Balance

	Budgeted	Actual	Variance
Appropriations	3,278,374.01	198,303.92	3,080,070.09
Revenues	(3,139,174.00)	(116,734.00)	(3,022,440.00)
	139,200.01	81,569.92	57,630.09
Less: Reserve for Encumbrances: Prior	139,200.01	139,200.01	.00
Budgeted Fund Balance:	.00	-57,630.09	57,630.09

**Report of the Secretary to the Board of Education
Livingston Board of Education
2023-24 July**

20 Special Revenue Fund

**Interim Statements Comparing
Budget Revenue with Actual to Date and
Appropriations with Expenditures and Encumbrances to Date**

Revenue/sources of funds		Budgeted Estimated	Actual To Date	Unrealized Balance	
2XXX	From Intermediate Sources	33,404.00	.00	33,404.00	
3XXX	From State Sources	1,010,311.00	116,734.00	893,577.00	
4XXX	From Federal Sources	2,095,459.00	.00	2,095,459.00	
		3,139,174.00	116,734.00	3,022,440.00	
Expenditures		Appropriations	Expenditures	Encumbrances	Available Balance
Local Projects					
20-*	Other Special Revenue Fund	33,404.00	.00	.00	33,404.00
		33,404.00	.00	.00	33,404.00
State Projects					
20-492-xxx-xxx	SDA Emergent Needs and Capital Maint	45,800.00	.00	45,800.00	.00
20-501-xxx-xxx	Nonpublic Textbooks Aid	45,439.00	.00	24,179.40	21,259.60
20-502-xxx-xxx	Nonpublic Aux Services - Basic Skills/Remedial	59,645.00	.00	.00	59,645.00
20-506-xxx-xxx	Nonpublic Hand - Supplemental Instruction	140,420.00	.00	.00	140,420.00
20-507-xxx-xxx	Nonpublic Hand - Handicapped Services	154,260.00	.00	.00	154,260.00
20-508-xxx-xxx	Nonpublic Hand - Corrective Speech	49,802.00	.00	.00	49,802.00
20-509-xxx-xxx	Nonpublic Nursing Services	180,720.00	.00	.00	180,720.00
20-510-xxx-xxx	Nonpublic Technology Initiative Program	71,295.00	.00	.00	71,295.00
20-511-xxx-xxx	Nonpublic Security Aid Program	314,130.01	.00	5,400.01	308,730.00
		1,061,511.01	.00	75,379.41	986,131.60
Federal Projects					
20-23x-xxx-xxx	ESSA Title I, Part A	127,550.00	.00	.00	127,550.00
20-24x-xxx-xxx	ESSA Title III	48,906.00	.00	.00	48,906.00
20-25x-xxx-xxx	I.D.E.A. Part B	1,648,146.00	.00	.00	1,648,146.00
20-27x-xxx-xxx	ESSA Title IIA / IID	74,371.00	.00	.00	74,371.00
20-28x-xxx-xxx	ESSA Title IV	10,500.00	.00	.00	10,500.00
20-487-xxx-xxx	ARP-ESSER Grant Program	88,000.00	33,922.60	88,000.00	-33,922.60
20-488-xxx-xxx	ARP ESSER Subgrant (ALCES)	185,986.00	851.91	.00	185,134.09
20-491-xxx-xxx	ARP ESSER Subgrant (NJTSS)	.00	150.00	.00	-150.00
		2,183,459.00	34,924.51	88,000.00	2,060,534.49
		3,278,374.01	34,924.51	163,379.41	3,080,070.09

**Report of the Secretary to the Board of Education
Livingston Board of Education
2023-24 July**

**Report of the Secretary to the Board of Education
Livingston Board of Education
2023-24 July**

20 Special Revenue Fund

**Schedule Of Revenues
Actual Compared with Estimated**

		Estimated	Actual	Unrealized
	Revenues from intermediate Sources			
20-2100	Unrestricted Grants-in-Aid	33,404.00	.00	33,404.00
		33,404.00	.00	33,404.00
	Revenues from State Sources			
20-3231	Nonpublic Textbook Aid	45,439.00	45,439.00	.00
20-3232	Nonpublic Auxiliary Services Aid - Compensatory	59,645.00	.00	59,645.00
20-3235	Nonpublic Auxiliary/Handicapped Transportation Aid	154,260.00	.00	154,260.00
20-3237	Nonpublic Handicapped Aid	49,802.00	.00	49,802.00
20-3238	Nonpublic Handicapped Aid - Speech Correction	140,420.00	.00	140,420.00
20-3239	Nonpublic Nursing Services Aid.	180,720.00	.00	180,720.00
20-3240	Nonpublic Technology Initiative Aid	71,295.00	71,295.00	.00
20-3241	Nonpublic Security Aid	308,730.00	.00	308,730.00
		1,010,311.00	116,734.00	893,577.00
	Revenues from Federal Sources			
20-4411	Title I-Part A	127,550.00	.00	127,550.00
20-4420	I.D.E.A. Part B	1,592,496.00	.00	1,592,496.00
20-4421	I.D.E.A. Part B	55,650.00	.00	55,650.00
20-4451	Title II-A	74,371.00	.00	74,371.00
20-4471	Title IV - Part A - Student Support and Acad Enrichment	10,500.00	.00	10,500.00
20-4491	Title III	30,333.00	.00	30,333.00
20-4492	Title III	18,573.00	.00	18,573.00
20-4541	ARP ESSER Accelerated Learning Coaching/Ed Support	185,986.00	.00	185,986.00
		2,095,459.00	.00	2,095,459.00
		3,139,174.00	116,734.00	3,022,440.00

**Report of the Secretary to the Board of Education
Livingston Board of Education
2023-24 July**

20 Special Revenue Fund

**Statement of Appropriations
Compared with Expenditures and Encumbrances**

		Appropriations	Expenditures	Encumbrances	Available Balance
	Other Local Projects				
20-001-200-610	Program Expenditures	33,404.00	.00	.00	33,404.00
		33,404.00	.00	.00	33,404.00
	ESSA Title I, Part A				
20-231-200-200	Program Expenditures	127,550.00	.00	.00	127,550.00
		127,550.00	.00	.00	127,550.00
	ESSA Title III				
20-241-100-600	Instructional Supplies	18,133.00	.00	.00	18,133.00
20-241-200-100	Salaries - Support	2,080.00	.00	.00	2,080.00
20-241-200-300	Professional Technical Services	10,120.00	.00	.00	10,120.00
		30,333.00	.00	.00	30,333.00
	ESSA Title III				
20-242-100-100	Salaries of Teachers	9,177.00	.00	.00	9,177.00
20-242-100-800	Other Objects	3,396.00	.00	.00	3,396.00
20-242-200-100	Salaries - Support	6,000.00	.00	.00	6,000.00
		18,573.00	.00	.00	18,573.00
	IDEA Part B				
20-252-100-100	Salaries of Teachers	940,635.00	.00	.00	940,635.00
20-252-100-500	Other Purchased Services (400-500 Series)	518,061.00	.00	.00	518,061.00
20-252-200-200	Employee Benefits	97,069.00	.00	.00	97,069.00
20-252-200-300	Professional Technical Services	92,380.00	.00	.00	92,380.00
20-252-200-500	Other Purchased Services	1.00	.00	.00	1.00
		1,648,146.00	.00	.00	1,648,146.00
	ESSA Title IIA / IID				
20-270-200-300	Professional Technical Services	73,571.00	.00	.00	73,571.00
20-270-200-600	Supplies and Materials	800.00	.00	.00	800.00
		74,371.00	.00	.00	74,371.00
	ESSA Title IV				
20-280-200-300	Program Expenditures	10,500.00	.00	.00	10,500.00
		10,500.00	.00	.00	10,500.00
	ARP-ESSER Grant Program				
20-487-100-100	Program Expenditures	88,000.00	33,922.60	88,000.00	-33,922.60

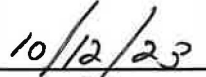
**Report of the Secretary to the Board of Education
Livingston Board of Education
2023-24 July**

		Appropriations	Expenditures	Encumbrances	Available Balance
		88,000.00	33,922.60	88,000.00	-33,922.60
	ARP ESSER Subgrant (ALCES)				
20-488-100-100	Program Expenditures	185,986.00	851.91	.00	185,134.09
		185,986.00	851.91	.00	185,134.09
	ARP ESSER Subgrant (NJTSS)				
20-491-100-100	Program Expenditures	.00	150.00	.00	-150.00
		.00	150.00	.00	-150.00
	SDA Emergent Needs and Capital Maintenance in School Districts				
20-492-100-721	Program Expenditures	45,800.00	.00	45,800.00	.00
		45,800.00	.00	45,800.00	.00
	Nonpublic Textbooks Aid				
20-501-100-640	Program Expenditures	45,439.00	.00	24,179.40	21,259.60
		45,439.00	.00	24,179.40	21,259.60
	Nonpublic Aux Services - Basic Skills/Remedial				
20-502-100-800	Program Expenditures	59,645.00	.00	.00	59,645.00
		59,645.00	.00	.00	59,645.00
	Nonpublic Hand - Supplemental Instruction				
20-506-100-800	Program Expenditures	140,420.00	.00	.00	140,420.00
		140,420.00	.00	.00	140,420.00
	Nonpublic Hand - Handicapped Services				
20-507-100-800	Program Expenditures	154,260.00	.00	.00	154,260.00
		154,260.00	.00	.00	154,260.00
	Nonpublic Hand - Corrective Speech				
20-508-100-800	Program Expenditures	49,802.00	.00	.00	49,802.00
		49,802.00	.00	.00	49,802.00
	Nonpublic Nursing Services				
20-509-100-800	Program Expenditures	180,720.00	.00	.00	180,720.00
		180,720.00	.00	.00	180,720.00
	Nonpublic Technology Initiative Program				
20-510-100-610	Program Expenditures	71,295.00	.00	.00	71,295.00
		71,295.00	.00	.00	71,295.00
	Nonpublic Security Aid Program				
20-511-100-800	Program Expenditures	314,130.01	.00	5,400.01	308,730.00
		314,130.01	.00	5,400.01	308,730.00
	Special Revenue Fund	3,278,374.01	34,924.51	163,379.41	3,080,070.09

**Report of the Secretary to the Board of Education
Livingston Board of Education
2023-24 July**



School Business Administrator Signature



Date

Report of the Secretary to the Board of Education
Livingston Board of Education
2023-24 July

30 Capital Projects Fund

Assets and Liabilities

Assets			
101	Cash		4,567,452.07
Resources			
301	Estimated Revenues		
302	Revenues	(1,745.94)	
			<u>(1,745.94)</u>
Total assets and resources:			4,565,706.13

**Report of the Secretary to the Board of Education
Livingston Board of Education
2023-24 July**

30 Capital Projects Fund

Liabilities and Fund Equity

Liabilities			
			.00
Fund Balance			
	Appropriated		
	Reserve for Encumbrances		
753	Reserve for Encumbrances: Current		
754	Reserve for Encumbrances: Prior		
601	Appropriations		
602	Expenditures		
603	Encumbrances		
	Less: Expenditures and Encumbrances		
	Total Appropriations		.00
	Reserved Fund Balance		
75X,76x	Other Reserves	.00	
	Total Reserved Fund Balance:		.00
	Unappropriated:		
303	Budgeted Fund Balance		
770	Fund Balance	4,565,706.13	
	Total Unappropriated:		4,565,706.13
Total Liabilities and Fund Balance			4,565,706.13

Report of the Secretary to the Board of Education
Livingston Board of Education
2023-24 July

30 Capital Projects Fund

Recapitulation of Budgeted Fund Balance

	Budgeted	Actual	Variance
Appropriations	.00	.00	.00
Revenues	(.00)	(1,745.94)	(-1,745.94)
	<u>.00</u>	<u>(1,745.94)</u>	<u>1,745.94</u>
Less: Reserve for Encumbrances: Prior			
Budgeted Fund Balance:	<u>.00</u>	<u>-1,745.94</u>	<u>1,745.94</u>

**Report of the Secretary to the Board of Education
Livingston Board of Education
2023-24 July**

30 Capital Projects Fund

**Interim Statements Comparing
Budget Revenue with Actual to Date and
Appropriations with Expenditures and Encumbrances to Date**

Revenue/sources of funds		Budgeted Estimated	Actual To Date	Unrealized Balance
1XXX	From Local Sources	.00	1,745.94	-1,745.94
		.00	1,745.94	-1,745.94

Expenditures	Appropriations	Expenditures	Encumbrances	Available Balance
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Report of the Secretary to the Board of Education
Livingston Board of Education
2023-24 July

30 Capital Projects Fund

Schedule Of Revenues

Actual Compared with Estimated

		Estimated	Actual	Unrealized
30-1510	Revenues from Local Sources			
	Interest On Investments	.00	1,745.94	-1,745.94
		.00	1,745.94	-1,745.94
		.00	1,745.94	-1,745.94

Report of the Secretary to the Board of Education
Livingston Board of Education
2023-24 July

30 Capital Projects Fund

Statement of Appropriations
Compared with Expenditures and Encumbrances

	Appropriations	Expenditures	Encumbrances	Available Balance
Capital Projects Fund	.00	.00	.00	.00



School Business Administrator Signature



Date

Report of the Secretary to the Board of Education
Livingston Board of Education
2023-24 July

40 Debt Service Fund

Assets and Liabilities

Assets			
101	Cash		
121	Debt Service Tax Levy A/R		6,976,451.00
	Total Other Assets		.00
Resources			
301	Estimated Revenues	7,695,050.00	
302	Revenues	(7,351,472.00)	
			343,578.00
Total assets and resources:			7,320,029.00

Report of the Secretary to the Board of Education
Livingston Board of Education
2023-24 July

40 Debt Service Fund

Liabilities and Fund Equity

Liabilities				
402	Interfund Accounts Payable		5,892,967.63	
				5,892,967.63
Fund Balance				
	Appropriated			
	Reserve for Encumbrances			
753	Reserve for Encumbrances: Current		(5,011,462.50)	
754	Reserve for Encumbrances: Prior			
601	Appropriations		7,695,050.00	
602	Expenditures	5,011,462.50		
603	Encumbrances	(5,011,462.50)		
	Less: Expenditures and Encumbrances		.00	
	Total Appropriations			2,683,587.50
	Reserved Fund Balance			
75X,76x	Other Reserves		.00	
	Total Reserved Fund Balance:			.00
	Unappropriated:			
303	Budgeted Fund Balance			
770	Retained Earnings		(1,256,526.13)	
	Total Unappropriated:			(1,256,526.13)
	Total Liabilities and Fund Balance			7,320,029.00

**Report of the Secretary to the Board of Education
Livingston Board of Education
2023-24 July**

40 Debt Service Fund

Recapitulation of Budgeted Fund Balance

	Budgeted	Actual	Variance
Appropriations	7,695,050.00	.00	7,695,050.00
Revenues	(7,695,050.00)	(7,351,472.00)	(343,578.00)
	.00	(7,351,472.00)	7,351,472.00
Less: Reserve for Encumbrances: Prior			
Budgeted Fund Balance:	.00	-7,351,472.00	7,351,472.00

Report of the Secretary to the Board of Education
Livingston Board of Education
2023-24 July

40 Debt Service Fund

**Interim Statements Comparing
Budget Revenue with Actual to Date and
Appropriations with Expenditures and Encumbrances to Date**

Revenue/sources of funds		Budgeted Estimated	Actual To Date	Unrealized Balance	
1XXX	From Local Sources	6,078,556.00	5,935,798.00	142,758.00	
3XXX	From State Sources	575,841.00	375,021.00	200,820.00	
5XXX	From Other Sources	1,040,653.00	1,040,653.00	.00	
		7,695,050.00	7,351,472.00	343,578.00	
Expenditures		Appropriations	Expenditures	Encumbrances	Available Balance
	Repayment of Debt				
40-701-510-xxx	Repayment of Debt - Regular	7,695,050.00	5,011,462.50	-5,011,462.50	7,695,050.00
		7,695,050.00	5,011,462.50	-5,011,462.50	7,695,050.00
	Other				
40-*	Other Debt Service Fund	.00	.00	.00	.00
		.00	.00	.00	.00
		7,695,050.00	5,011,462.50	-5,011,462.50	7,695,050.00

Report of the Secretary to the Board of Education
Livingston Board of Education
2023-24 July

40 Debt Service Fund

**Schedule Of Revenues
Actual Compared with Estimated**

		Estimated	Actual	Unrealized
	Revenues from Local Sources			
40-1210	Ad Valorem Taxes - Local Tax Levy	5,935,798.00	5,935,798.00	.00
40-1990	Miscellaneous Revenue from Local Sources	142,758.00	.00	142,758.00
		<u>6,078,556.00</u>	<u>5,935,798.00</u>	<u>142,758.00</u>
	Revenues from State Sources			
40-3160	Debt Service Aid Type II.	575,841.00	375,021.00	200,820.00
		<u>575,841.00</u>	<u>375,021.00</u>	<u>200,820.00</u>
	Revenues from Other Financing Sources			
40-5200	Interfund Transfers	1,040,653.00	1,040,653.00	.00
		<u>1,040,653.00</u>	<u>1,040,653.00</u>	<u>.00</u>
		<u>7,695,050.00</u>	<u>7,351,472.00</u>	<u>343,578.00</u>

40 Debt Service Fund

Statement of Appropriations
Compared with Expenditures and Encumbrances

	Appropriations	Expenditures	Encumbrances	Available Balance
	2,505,050.00	1,171,462.50	-1,171,462.50	2,505,050.00
Regular Debt Service	5,190,000.00	3,840,000.00	-3,840,000.00	5,190,000.00
Interest on Bonds	7,695,050.00	5,011,462.50	-5,011,462.50	7,695,050.00
Redemption of Principal	7,695,050.00	5,011,462.50	-5,011,462.50	7,695,050.00
Debt Service Fund	7,695,050.00	5,011,462.50	-5,011,462.50	7,695,050.00


School Business Administrator Signature

10/12/23
Date