



## **LIVINGSTON BOARD OF EDUCATION VOTING MEETING AGENDA**

Tuesday, September 26, 2023

Executive Session - Administration Building - 6:00 p.m.

Public Session - Hybrid Meeting - Administration Building - 7:15 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:

- superintendent's evaluation, acquisition of property, and legal/student matters

Action may be taken upon return to the public session. The full length of the meeting is anticipated to be approximately 75 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. Threat Assessment Teams

#### **F. Board Reports**

#### **G. Student Representative's Report**

## **H. Approval of Minutes**

The Superintendent recommends the following:

1. Voting Meeting Minutes of August 8, 2023
2. Public Portion of Executive Session Meeting Minutes of August 21, 2023
3. Five-on-Five Minutes of September 6, 2023
4. Workshop/Voting Meeting Minutes of September 12, 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**, the Livingston Board of Education approves the books as shown on **Attachment A**.

#### 1.2 Student Teachers

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

#### 1.3 Field Trips

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

## ROLL CALL VOTE

### 2. STUDENT SERVICES

The Superintendent recommends the following:

#### 2.1 Out of District Placements

**Resolved**, the Livingston Board of Education approves placement for the academic year 2023-2024 for eight (8) Livingston students with disabilities and for Extended School Year 2023 (Summer Programs) for one (1) Livingston student 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**, the Livingston Board of Education approves the following consultants that will be utilized to provide related services for the 2023-2024 school year.

#### HOME INSTRUCTION

LearnWell

\$57.25/hour

Silvergate Prep

\$50.00/hour

#### VISION INSTRUCTION

Pediatric VIEW Practice

\$125.00/hour

## 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**, 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.

<b>Fund</b>	<b>Name</b>	<b>Amount</b>
10, 11, 12	Operating Budget (checks 102758 - 102809; 102967 - 103439, 906152023, 906302023)	\$15,760,130.24
20	Grants (checks 102769 - 102791; 103133 - 103277)	\$170,644.43
60	Cafeteria (checks 1511 - 1533)	\$193,163.99
	<b>TOTAL</b>	<b>\$ 16,123,938.66</b>

### **3.2 Board Secretary Report – June 2023**

**Whereas**, the Livingston Board of Education has received the Report of the Board Secretary for June 30, 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 June 30, 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	Fund Balance
(10) General Current Exp. Fund	\$10,424,178.32	\$17,648.22	\$23,661,836.53
(11) Current Expense		\$280,669.52	
(12) Capital Outlay		\$3,179,638.25	
(20) Special Revenue Fund	(\$502,423.89)	\$665,295.51	\$1,098,941.27
(30) Capital Projects Fund	\$4,565,706.13	\$0.00	\$4,547,274.32
(40) Debt Service Fund	\$1,116,896.00	\$0.00	\$308,530.87
Total:	\$15,604,356.56	\$4,143,251.50	\$29,616,582.99

**Whereas**, pursuant to N.J.A.C. 6:20-212(d), the Board Secretary has certified that as of June 30, 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 2022-2023 budget for June pursuant to Board of Education Policy 6422, now therefore be it

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

**Resolved**, the Livingston Board of Education approves *Thomas Lambe*, Business Administrator and *Tatiana Gilbert*, Assistant Business Administrator, to each attend eight New Jersey Association of School Business Officials professional development sessions throughout fiscal year 2023-24, in Whippany, NJ, at a cost not to exceed \$150 per person per session, inclusive of travel.

**Resolved**, the Livingston Board of Education approves *Thomas Lambe*, Business Administrator and *Tatiana Gilbert*, Assistant Business Administrator, to attend the Essex County Association of School Business Officials monthly professional development sessions for the fiscal year 2023-24 in Belleville, NJ, at a cost not to exceed \$550 each for the year, inclusive of travel.

### **3.5 Update to Financial Depositories and Signatures**

**Resolved**, the Livingston Board of Education approves the update to the following financial depositories and signatures for the high school accounts:

<b>Regal Bank</b>			
<b>Account Title and Number</b>		<b>Signature(s)</b>	
Livingston High School Activity Account 0108010588		Danielle Rosenzweig Laura DeNicola Dr. Mary K. Pretto Marie Battist-Rock Thomas J. Lambe	Any 2
Livingston High School Athletic Account 0108010604		Danielle Rosenzweig Laura DeNicola Dr. Mary K. Pretto Marie Battist-Rock David Cohen Thomas J. Lambe	Any 2
Livingston High School Special Account 0108010596		Danielle Rosenzweig Laura DeNicola Dr. Mary K. Pretto Marie Battist-Rock	Any 2

	Thomas J. Lambe	
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### **3.6 Parental Contract for Student Transportation**

**Resolved**, the Livingston Board of Education approves the parental contract for transportation for student #380736 from July 10, 2023 to June 30, 2024 at a cost not to exceed \$7,509.96.

### **3.7 Application and Receipt of Funds for IDEA Grants**

**Resolved**, the Livingston Board of Education approves the submission and acceptance of funds for the fiscal year 2023-2024 IDEA Grant Application for the following amounts for special education programs:

- IDEA Basic       \$ 1,592,496.00
- IDEA Preschool   \$ 65,775.00

The IDEA Basic amount includes \$131,227.00 of Non-Public Funds. The district's spending amount for IDEA Basic is \$1,461,269.00.

### **3.8 Settlement Agreement**

**Resolved**, the Livingston Board of Education approves the Settlement Agreement for Case #10-2023 which is on file at the Board of Education office.

### **3.9 Bylaws, Policies & Regulations**

**Resolved**, the Livingston Board of Education reaffirms its approval of the following Bylaws:

- Bylaw #0167 - Public Participation in Board Meetings (with revisions)
- Bylaw #0168 - Recording Board Meetings (with revisions)

**Resolved**, the Livingston Board of Education approves the following Policies for first reading:

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

#### Students

- Policy #5305 - Health Services Personnel (M) (with revisions)
- Policy #5308 - Student Health Records (M) (with revisions)
- Regulation #5308 - Student Health Records (M) (with revisions)
- Policy #5310 - Health Services (M) (with revisions)
- Regulation# 5310 - Health Services (M) (with revisions)
- Policy #5420 - Reporting Student Progress (M) (with revisions)
- Policy #5460 - High School Graduation (M) (with revisions)

**Resolved**, the Livingston Board of Education abolishes the following Policies:

Policy #3342 - Sick Leave (certificated staff)  
Policy #4432 - Sick Leave (all other staff)

## ROLL CALL VOTE

### 4. PERSONNEL

The Superintendent recommends the following:

#### 4.1 Resignations & Retirements

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

Name	Position	Reason	Location	Last Day of Employment
Loraine Morgenroth	School Counselor	Retirement	LHS	December 31, 2023
Caroline Flood	Instructional Aide	Resignation	HIL	October 4, 2023

*\*as amended from a previous agenda*

#### 4.2 Leaves of Absences

**Resolved**, 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
Shawn Rembecky*	LHS	Teacher of Business Ed	9/18/23 (.5)-9/28/2023**	9/29/2023-11/10/2023**	NA	11/13/2023

*\*as amended from a previous agenda*

*\*\*Designates time counted toward NJFLA/FMLA*

#### 4.3 Appointments

**Resolved**, 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
Patricia LeGrand	BHE	Playground Aide	NA	NA	NA	NA	\$20/hr	9/18/2023
Peter Marcel	HMS	Night/Weekend Custodian	NA	D. Strikchani	C	1	\$42,914 plus \$975 for nights and \$975 for weekends (prorated)	10/1/2023**

*\*as amended from a previous agenda*

*\*\*begins 60-day probationary period*

**Resolved**, the Livingston Board of Education approves the appointment of the ABA Discrete Trial TA's and Instructional Aides as listed on **Attachment G**.

#### **4.4 Substitutes**

**Resolved**, 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**

*Barbara Lalic*

*Phyllis Smith*

*Ariel Taboada*

##### **Custodial**

*Robert Powers (\$35/hr)*

**Resolved**, the Livingston Board of Education approves the individuals listed on **Attachment H** 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.

#### **4.5 Contract Adjustments**

**Resolved**, the Livingston Board of Education approves the contract adjustments as listed on **Attachment I**.

#### **4.6 Stipend**

**Resolved**, the Livingston Board of Education approves the reallocation of a one-year stipend for an Assistant to the Principal position at Mt. Pleasant Middle School from the contract between itself and the Livingston Supervisors Association to the Livingston Education Association for the 2023-2024 school year. The \$10,000 stipend will be split between *Kathleen Youtz* and *Michael Altomare*.

**Resolved**, the Livingston Board of Education approves the individuals on **Attachment J** 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**, the Livingston Board of Education approves the individuals on **Attachment K** for co curricular stipends at Mt. Pleasant Middle School for the 2023-2024 school year.

#### **4.7 Extra Period Assignments**

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

#### **4.8 Mentor Fees**

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



## ROLL CALL VOTE

### 5. MISCELLANEOUS

The Superintendent recommends the following:

#### 5.1 HIB Report

**Resolved**, 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 September 26, 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.

## **LBOE 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>
A Tempest	Aimé Césaire, translated By Richard Miller	2002	10	English - Humanities 10 Honors	This is an adaptation of Shakespeare's classic <i>The Tempest</i> . However, comes a voice from the Caribbean, one from a black man who sees the wrongs of colonialism using Shakespeare's classic play and well-known characters to speak his truths. This particular text is an excellent fit for Humanities Honors 2, Unit 1: American Diversity and Identity.
The History of Art: A Global View Prehistory to the Present	Norton Publishers	2021	9-12	Visual & Performing Arts	This book allows for students to make cross-cultural comparisons more easily and global connections. Instead of learning units separately on their own they see how civilizations affected one another.

Name	School	Type of Placement	In-District Location	Assigned Staff	Date
KELEYSHA H PETIT-FRERE	Montclair State University	Observation	Riker Hill Elementary	Tracey Michinard/ Jessica Ayars	9/1/2023-12/29/2023
Yessenia Villota	Montclair State University	Observation	Riker Hill Elementary	Tracey Michinard/ Jessica Ayars	9/1/2023-12/29/2023
Gary Rodriguez	Colombia University	Observation	Livingston High School	Kathryn Picardo	9/1/2023-12/29/2023

**FIELD TRIPS**

<b>SCHOOL</b>	<b>GRADE/COURSE</b>	<b>MONTH</b>	<b>DESTINATION</b>
Elementary	Kindergarten	October	Hillsview Farm
Elementary	Grade 3	October	Franklin Mine
Elementary	Grade 3	November	Sterling Hill Mine
Elementary	Grade 5	March	Liberty Science Center
Elementary	Grade 1	April	Environmental Center
Elementary	Kindergarten	May	Reeves Reed Arboretum
Elementary	Grade 2	May	The Morristown Theater
Elementary	Grade 4	May	Sandy Hook Gateway National Recreation Area
Elementary	Grade 5	June	Liberty Island
Secondary	Art	October	Alstede Farms
Secondary	Art	October	Metropolitan Museum of Art
Secondary	Business	October	Kean University
Secondary	Science	October	Duke Farms
Secondary	Grade 6 - Physical Education	October	Cricket Fields/Northland Pool
Secondary	Grade 6 - Physical Education	May	Hanover Lanes
Secondary	HMS Band	May	Hershey Park
Secondary	Grade 7	May	Pax Amicus Theater

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

<b>Business</b>	
Aldi	McDonalds
Amazing Savings	Panera
Anchor Mini Golf	Ritz Diner
Costco	ShopRite
CVS	Target
Dicks Sporting Goods	TD Bank
Dollar Tree	TJ Maxx
Dunkin' Donuts	Tropical Smoothie
Farmers Market	
Five Below	
Five Guys	
Hanover Lanes	
Home Depot	
Ike's Bagels	
Livingston Mall	
Marshalls	
Michaels	

September 26, 2023

<u>School</u>	<u>Program Type</u>	<u>Type</u>	<u>School Year 2023-2024</u>			<u>Extraordinary Services</u>			<u>Extended School Year</u>			<u>Total School</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>	
Academy 360 Upper School	Multiple Disabilities	T	1	\$ 78,530.79	\$ 78,530.79	1	\$ 33,855.00	\$ 33,855.00				\$ 112,385.79
Academy 360 Lower School	Autism	N	1	\$ 78,274.59	\$ 78,274.59	1	\$ 33,855.00	\$ 33,855.00				\$ 112,129.59
Bergen County Special Services	Autism	R	1	\$ 82,620.00	\$ 82,620.00	1	\$ 50,985.00	\$ 50,985.00				\$ 133,605.00
Calais School	Multiple Disabilities	N/T	2	\$ 73,544.40	\$ 147,088.80							\$ 147,088.80
Celebrate the Children	Multiple Disabilities	N	1	\$ 77,085.00	\$ 77,085.00	1	\$ 31,500.00	\$ 31,500.00				\$ 108,585.00
Newmark School	Multiple Disabilities	R	1	\$ 62,042.40	\$ 62,042.40				1	\$ 5,859.56	\$ 5,859.56	\$ 67,901.96
Shepard School	Multiple Disabilities	R	1	\$ 57,677.94	\$ 57,677.94	1	\$ 30,641.52	\$ 30,641.52				\$ 88,319.46
Total			8		\$ 583,319.52	5		\$ 180,836.52	1		\$ 5,859.56	\$ 770,015.60

**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.

# Livingston Public School District

## Expense Account Adjustment Analysis By Account#

Attachment E  
September 26, 2023

exaa1.082406

30/2023 Current Cycle : June

Account #	Account Description	Description	Adj #	Date	User	Old Amount	Adjustment	New Balance
<b>Current Appropriation Adjustments</b>								
-000-100-562-9091-13-	TUI OTHR LEA W/I STA SPE	year end reallocation #3	000398	06/30/2023	FCEURVELS	\$389,166.00	(\$110,000.00)	\$279,166.00
-000-100-566-9091-13-	TU TO PRI SCL HNDCP W/I	June 2023 Budget Transfers	000395	06/30/2023	TLAMBE	\$4,727,186.00	(\$3,425.00)	\$4,723,761.00
		year end reallocation #3	000398	06/30/2023	FCEURVELS	\$4,723,761.00	(\$53,000.00)	\$4,670,761.00
<b>Total For Account # 11-000-100-566-9091-13-</b>							<b>(\$56,425.00)</b>	
-000-100-567-9091-13-	TU TO PRIV SCH HNDCP LEA	year end reallocation #4	000399	06/30/2023	FCEURVELS	\$609,880.00	(\$19,000.00)	\$590,880.00
-000-211-100-7077-12-	PERSONAL SERVICES-SALARIE	year end reallocation #2	000397	06/30/2023	FCEURVELS	\$55,026.40	\$12,100.00	\$67,126.40
		June 2023 Budget Transfers	000404	06/30/2023	TLAMBE	\$67,126.40	(\$5,446.40)	\$61,680.00
<b>Total For Account # 11-000-211-100-7077-12-</b>							<b>\$6,653.60</b>	
-000-211-100-7077-12-050	SALARIES ATTENDANCE LHS	June 2023 Budget Transfers	000404	06/30/2023	TLAMBE	\$27,232.00	\$5,446.40	\$32,678.40
-000-213-100-4062-12-	PERSONAL SERVICES-SALARIE	year end reallocation #2	000397	06/30/2023	FCEURVELS	\$809,014.28	\$36,100.00	\$845,114.28
-000-213-600-4062-12-	SUPPLIES AND MATERIALS	year end reallocation #4	000399	06/30/2023	FCEURVELS	\$25,912.81	(\$9,000.00)	\$16,912.81
-000-216-100-2055-12-	PERSONAL SERVICES-SALARIE	year end reallocation #3	000398	06/30/2023	FCEURVELS	\$1,120,170.12	(\$90,000.00)	\$1,030,170.12
-000-216-320-4063-13-	PURCH PROF-EDUC SERVICES	June 2023 Budget Transfers	000395	06/30/2023	TLAMBE	\$377,866.00	\$3,425.00	\$381,291.00
		year end reallocation #2	000397	06/30/2023	FCEURVELS	\$381,291.00	\$24,500.00	\$405,791.00
<b>Total For Account # 11-000-216-320-4063-13-</b>							<b>\$27,925.00</b>	
-000-217-320-9091-13-	PURCH PROF-EDUC SERVICES	June 2023 Budget Transfers	000394	06/30/2023	TLAMBE	\$1,057,066.12	\$2,520.00	\$1,059,586.12
		year end reallocation #4	000399	06/30/2023	FCEURVELS	\$1,059,586.12	\$73,000.00	\$1,132,586.12
<b>Total For Account # 11-000-217-320-9091-13-</b>							<b>\$75,520.00</b>	
-000-218-104-4061-12-	SALARIES-OTHER PROF STAF	year end reallocation #2	000397	06/30/2023	FCEURVELS	\$2,148,451.70	\$112,000.00	\$2,260,451.70
-000-218-105-4061-12-	SALARIES-SEC/CLER ASSIST	year end reallocation #4	000399	06/30/2023	FCEURVELS	\$206,888.76	(\$13,000.00)	\$193,888.76
-000-218-390-4061-12-	OTHER PURCH PRO/TECH SRV	year end reallocation #4	000399	06/30/2023	FCEURVELS	\$2,775.00	(\$2,700.00)	\$75.00
-000-218-600-4061-11-	SUPPLIES AND MATERIALS	year end reallocation #4	000399	06/30/2023	FCEURVELS	\$4,699.00	(\$2,700.00)	\$1,999.00
-000-218-600-4061-12-	SUPPLIES AND MATERIALS	year end reallocation #4	000399	06/30/2023	FCEURVELS	\$2,585.00	(\$1,700.00)	\$885.00
-000-219-104-4060-12-	SALARIES-OTHER PROF STAF	year end reallocation #2	000397	06/30/2023	FCEURVELS	\$3,484,086.01	\$271,500.00	\$3,755,586.01
-000-219-105-4060-12-	SALARIES-SEC/CLER ASSIST	year end reallocation #2	000397	06/30/2023	FCEURVELS	\$321,279.36	\$10,000.00	\$331,279.36
-000-219-390-4060-13-	OTHER PURCH PROF SERVICE	year end reallocation #4	000399	06/30/2023	FCEURVELS	\$9,648.44	\$30.00	\$9,678.44
-000-219-580-4060-13-	TRAVEL	year end reallocation #4	000399	06/30/2023	FCEURVELS	\$6,970.00	(\$5,000.00)	\$1,970.00
-000-221-102-0010-12-	SALARIES OF SUP OF INSTC	year end reallocation #2	000397	06/30/2023	FCEURVELS	\$1,905,768.70	\$100,000.00	\$2,005,768.70
-000-221-104-5063-19-	SALARIES-OTHER PROF STAF	year end reallocation #4	000399	06/30/2023	FCEURVELS	\$308,772.74	(\$15,000.00)	\$293,772.74
-000-221-105-0010-12-	SALARIES-SEC/CLER ASSIST	year end reallocation #2	000397	06/30/2023	FCEURVELS	\$309,266.72	\$500.00	\$309,766.72
-000-221-320-4050-12-	OTHER PURCH PROF SERVICE	year end reallocation #4	000399	06/30/2023	FCEURVELS	\$29,000.00	(\$7,000.00)	\$22,000.00
-000-221-800-5064-12-	OTHER OBJECTS	year end reallocation #4	000399	06/30/2023	FCEURVELS	\$8,000.00	(\$6,700.00)	\$1,300.00



# Livingston Public School District

## Expense Account Adjustment Analysis By Account#

Current Cycle : June

Account #	Account Description	Description	Adj #	Date	User	Old Amount	Adjustment	New Balance
-000-222-100-5065-12-	PERSONAL SERVICES-SALARIE	year end reallocation #3	000398	06/30/2023	FCEURVELS	\$976,136.52	(\$29,000.00)	\$947,136.52
-000-222-600-5065-11-	SUPPLIES AND MATERIALS	year end reallocation #4	000399	06/30/2023	FCEURVELS	\$36,468.47	(\$10,000.00)	\$26,468.47
-000-223-102-4151-12-	SALARIES OF SUP OF INSTC	year end reallocation #2	000397	06/30/2023	FCEURVELS	\$512,496.96	(\$20,200.00)	\$492,296.96
-000-223-580-4151-12-	TRAVEL	year end reallocation #4	000399	06/30/2023	FCEURVELS	\$32,789.07	(\$9,000.00)	\$23,789.07
-000-223-610-4151-12-	GENERAL SUPPLIES	year end reallocation #4	000399	06/30/2023	FCEURVELS	\$18,457.00	(\$4,000.00)	\$14,457.00
-000-230-100-0001-12-	EVENING EVENT STIPENDS	year end reallocation #2	000397	06/30/2023	FCEURVELS	\$6,828.57	\$1,000.00	\$7,828.57
		June 2023 Budget Transfers	000404	06/30/2023	TLAMBE	\$7,828.57	(\$0.08)	\$7,828.49
<b>Total For Account # 11-000-230-100-0001-12-</b>							<b>\$999.92</b>	
-000-230-100-8080-12-	PERSONAL SERVICES-SALARIE	June 2023 Budget Transfers	000404	06/30/2023	TLAMBE	\$440,691.84	\$0.08	\$440,691.92
-000-230-331-8085-20-	LEGAL SERVICES	year end reallocation #4	000399	06/30/2023	FCEURVELS	\$317,396.68	(\$11,000.00)	\$306,396.68
-000-230-339-4064-13-	OTHER PURCHASED PROF EQU	year end reallocation #2	000397	06/30/2023	FCEURVELS	\$93,964.44	(\$92,000.00)	\$1,964.44
-000-230-340-8084-20-	PURCH TECHNICAL SERVICES	remove gen admin overage	000400	06/30/2023	FCEURVELS	\$10,000.00	(\$1,100.00)	\$8,900.00
-000-230-420-7075-12-	CLEAN/REPAIR/MAINT SERVS	year end reallocation #4	000399	06/30/2023	FCEURVELS	\$90,000.00	(\$7,000.00)	\$83,000.00
-000-230-530-7076-12-	COMMUNICATIONS/TELEPHONE	year end reallocation #4	000399	06/30/2023	FCEURVELS	\$176,250.00	(\$34,000.00)	\$142,250.00
		remove gen admin overage	000400	06/30/2023	FCEURVELS	\$142,250.00	(\$800.00)	\$141,450.00
<b>Total For Account # 11-000-230-530-7076-12-</b>							<b>(\$34,800.00)</b>	
-000-230-585-8085-20-	BOE PURCHASED SERVICES	remove gen admin overage	000400	06/30/2023	FCEURVELS	\$1,000.00	(\$800.00)	\$200.00
-000-230-590-6066-13-	MISC PURCH SRV	remove gen admin overage	000400	06/30/2023	FCEURVELS	\$2,999.30	(\$900.00)	\$2,099.30
-000-230-590-8080-20-	MISC PURCH SRV	remove gen admin overage	000400	06/30/2023	FCEURVELS	\$6,932.56	(\$1,500.00)	\$5,432.56
-000-230-600-4064-13-	SUPPLIES AND MAT EQUITY	year end reallocation #4	000399	06/30/2023	FCEURVELS	\$10,832.02	(\$6,000.00)	\$4,832.02
-000-230-890-8085-12-	MISCELLANEOUS EXPENDITUR	remove gen admin overage	000400	06/30/2023	FCEURVELS	\$4,827.88	(\$2,000.00)	\$2,827.88
-000-230-890-8085-20-	MISCELLANEOUS EXPENDITUR	remove gen admin overage	000400	06/30/2023	FCEURVELS	\$62,679.50	(\$3,300.00)	\$59,379.50
-000-240-104-0009-12-	SALARIES-OTHER PROF STAF	year end reallocation #2	000397	06/30/2023	FCEURVELS	\$493,407.51	\$49,000.00	\$542,407.51
-000-240-105-0008-12-	SALARIES-SEC/CLER ASSIST	year end reallocation #2	000397	06/30/2023	FCEURVELS	\$1,532,953.50	\$40,500.00	\$1,573,453.50
-000-240-320-6066-01-	PURCHASED PROFESSIONAL A	year end reallocation #4	000399	06/30/2023	FCEURVELS	\$2,750.00	(\$2,700.00)	\$50.00
-000-240-590-6066-11-	MISC PURCH SRV	year end reallocation #4	000399	06/30/2023	FCEURVELS	\$30,000.00	(\$26,000.00)	\$4,000.00
-000-240-600-6066-09-	SUPPLIES AND MATERIALS	year end reallocation #4	000399	06/30/2023	FCEURVELS	\$67,734.00	(\$8,000.00)	\$59,734.00
-000-240-600-6066-10-	SUPPLIES AND MATERIALS	year end reallocation #4	000399	06/30/2023	FCEURVELS	\$37,157.20	(\$16,000.00)	\$21,157.20
-000-240-600-6066-11-	SUPPLIES AND MATERIALS	year end reallocation #2	000397	06/30/2023	FCEURVELS	\$94,264.00	(\$19,000.00)	\$75,264.00
-000-251-100-7079-12-	PERSONAL SERVICES-SALARIE	year end reallocation #2	000397	06/30/2023	FCEURVELS	\$1,212,503.85	\$32,000.00	\$1,244,503.85
-000-251-330-7079-20-	OTHER PURCH PROF SERVICE	year end reallocation #4	000399	06/30/2023	FCEURVELS	\$172,207.40	(\$10,000.00)	\$162,207.40
-000-251-600-7075-12-	SUPPLIES AND MATERIALS	year end reallocation #4	000399	06/30/2023	FCEURVELS	\$117,360.41	(\$15,000.00)	\$102,360.41

# Livingston Public School District

## Expense Account Adjustment Analysis By Account#

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30/2023

Current Cycle : June

Account #	Account Description	Description	Adj #	Date	User	Old Amount	Adjustment	New Balance
-000-251-600-7079-20-	SUPPLIES AND MATERIALS	year end reallocation #4	000399	06/30/2023	FCEURVELS	\$37,742.14	(\$4,000.00)	\$33,742.14
-000-252-100-7079-12-	PERSONAL SERVICES-SALARIES	year end reallocation #3	000398	06/30/2023	FCEURVELS	\$874,155.63	\$16,000.00	\$890,155.63
-000-252-330-7073-12-	OTHER PURCH PROF SERVICE	year end reallocation #4	000399	06/30/2023	FCEURVELS	\$148,170.40	(\$10,000.00)	\$138,170.40
-000-252-340-7073-12-	CYBERSECURITY TECH	year end reallocation #4	000399	06/30/2023	FCEURVELS	\$196,792.77	(\$2,500.00)	\$194,292.77
-000-252-421-7073-12-	HARDWARE MAINTENANCE	year end reallocation #4	000399	06/30/2023	FCEURVELS	\$85,945.97	(\$12,000.00)	\$73,945.97
-000-261-110-7074-01-	OTHER SALARIES	year end reallocation #3	000398	06/30/2023	FCEURVELS	\$359,873.52	(\$17,000.00)	\$342,873.52
-000-261-110-7074-02-	OTHER SALARIES	year end reallocation #3	000398	06/30/2023	FCEURVELS	\$45,108.40	(\$45,000.00)	\$108.40
-000-261-110-7074-03-	OTHER SALARIES	year end reallocation #4	000399	06/30/2023	FCEURVELS	\$109,388.02	(\$5,000.00)	\$104,388.02
-000-261-110-7074-04-	OTHER SALARIES	year end reallocation #3	000398	06/30/2023	FCEURVELS	\$53,832.00	(\$16,000.00)	\$37,832.00
-000-261-110-7074-06-	OTHER SALARIES	year end reallocation #3	000398	06/30/2023	FCEURVELS	\$23,832.00	(\$23,000.00)	\$832.00
-000-261-110-7074-07-	OTHER SALARIES	June 2023 Budget Transfers	000404	06/30/2023	TLAMBE	\$69,724.80	\$0.10	\$69,724.90
-000-261-110-7074-09-	OTHER SALARIES	year end reallocation #4	000399	06/30/2023	FCEURVELS	\$178,053.94	(\$16,000.00)	\$162,053.94
		June 2023 Budget Transfers	000404	06/30/2023	TLAMBE	\$162,053.94	(\$0.10)	\$162,053.84
<b>Total For Account # 11-000-261-110-7074-09-</b>							<b>(\$16,000.10)</b>	
-000-261-110-7074-10-	OTHER SALARIES	year end reallocation #3	000398	06/30/2023	FCEURVELS	\$93,683.37	(\$18,500.00)	\$75,183.37
-000-261-110-7074-11-	OTHER SALARIES	year end reallocation #4	000399	06/30/2023	FCEURVELS	\$114,442.00	(\$6,000.00)	\$108,442.00
-000-261-111-7074-09-	OVER TIME	year end reallocation #4	000399	06/30/2023	FCEURVELS	\$6,700.00	(\$6,000.00)	\$700.00
-000-261-111-7074-10-	OVER TIME	year end reallocation #2	000397	06/30/2023	FCEURVELS	\$208,370.16	(\$150,000.00)	\$58,370.16
-000-261-111-7074-11-	OVER TIME	year end reallocation #4	000399	06/30/2023	FCEURVELS	\$24,000.00	(\$24,000.00)	\$0.00
-000-261-420-7074-10-	CLEAN/REPAIR/MAINT SERV	year end reallocation #4	000399	06/30/2023	FCEURVELS	\$31,110.00	(\$3,800.00)	\$27,310.00
-000-261-420-7074-11-	CLEAN/REPAIR/MAINT SERV	year end reallocation #4	000399	06/30/2023	FCEURVELS	\$92,228.85	(\$4,000.00)	\$88,228.85
-000-261-610-7074-10-	GENERAL SUPPLIES	year end reallocation #4	000399	06/30/2023	FCEURVELS	\$19,863.96	(\$3,000.00)	\$16,863.96
-000-261-610-7074-11-	GENERAL SUPPLIES	year end reallocation #4	000399	06/30/2023	FCEURVELS	\$48,846.45	(\$4,000.00)	\$44,846.45
-000-261-890-7074-12-	OTHER OBJECTS	June 2023 Budget Transfers	000394	06/30/2023	TLAMBE	\$31,865.97	(\$26,518.10)	\$5,347.87
-000-262-110-7076-12-	OTHER SALARIES	year end reallocation #3	000398	06/30/2023	FCEURVELS	\$2,508,988.80	\$148,000.00	\$2,656,988.80
		June 2023 Budget Transfers	000404	06/30/2023	TLAMBE	\$2,656,988.80	(\$5,091.63)	\$2,651,897.17
<b>Total For Account # 11-000-262-110-7076-12-</b>							<b>\$142,908.37</b>	
-000-262-111-7076-12-	OVER TIME	June 2023 Budget Transfers	000404	06/30/2023	TLAMBE	\$101,881.74	\$5,091.63	\$106,973.37
-000-262-300-7076-12-	PURCH PRO & TECH SERVICE	year end reallocation #3	000398	06/30/2023	FCEURVELS	\$52,947.03	\$1,500.00	\$54,447.03
-000-262-490-7076-12-	OTHER PURCHASED PROP SRV	June 2023 Budget Transfers	000394	06/30/2023	TLAMBE	\$89,987.26	\$5,189.24	\$95,176.50
		year end reallocation #4	000399	06/30/2023	FCEURVELS	\$95,176.50	(\$5,000.00)	\$90,176.50
<b>Total For Account # 11-000-262-490-7076-12-</b>							<b>\$189.24</b>	

# Livingston Public School District

## Expense Account Adjustment Analysis By Account#

Current Cycle : June

Account #	Account Description	Description	Adj #	Date	User	Old Amount	Adjustment	New Balance
<b>Current Appropriation Adjustments</b>								
-000-262-610-7076-12-	GENERAL SUPPLIES	year end reallocation #4	000399	06/30/2023	FCEURVELS	\$812,856.12	(\$17,000.00)	\$795,856.12
-000-262-621-7076-12-	HEAT & ELECTRICITY	year end reallocation #4	000399	06/30/2023	FCEURVELS	\$360,135.00	(\$6,000.00)	\$354,135.00
-000-262-622-7076-12-	ENERGY	June 2023 Budget Transfers	000394	06/30/2023	TLAMBE	\$1,537,999.40	\$15,309.48	\$1,553,308.88
		year end reallocation #2	000397	06/30/2023	FCEURVELS	\$1,553,308.88	(\$108,000.00)	\$1,445,308.88
<b>Total For Account # 11-000-262-622-7076-12-</b>							<b>(\$92,690.52)</b>	
-000-266-100-0001-12-	UE S SALS OF SEC G & INV	year end reallocation #3	000398	06/30/2023	FCEURVELS	\$308,188.00	\$31,000.00	\$339,188.00
-000-270-107-7078-12-	UE STS SALS TRANSP AIDES	year end reallocation #2	000397	06/30/2023	FCEURVELS	\$105,410.00	(\$39,000.00)	\$66,410.00
		year end reallocation #4	000399	06/30/2023	FCEURVELS	\$66,410.00	(\$8,000.00)	\$58,410.00
<b>Total For Account # 11-000-270-107-7078-12-</b>							<b>(\$47,000.00)</b>	
-000-270-160-7078-12-	SALARIES FOR PUPIL TRANS	year end reallocation #3	000398	06/30/2023	FCEURVELS	\$1,195,783.43	\$7,500.00	\$1,203,283.43
-000-270-162-7078-12-	OVER TIME	June 2023 Budget Transfers	000394	06/30/2023	TLAMBE	\$456,227.00	(\$109,349.18)	\$346,877.82
		year end reallocation #4	000399	06/30/2023	FCEURVELS	\$346,877.82	(\$8,000.00)	\$338,877.82
<b>Total For Account # 11-000-270-162-7078-12-</b>							<b>(\$117,349.18)</b>	
-000-270-503-7078-12-	AID IN LIEU PAYMENTS	year end reallocation #4	000399	06/30/2023	FCEURVELS	\$208,136.00	(\$4,000.00)	\$204,136.00
-000-270-512-3036-11-	CONTR SERV (OTHER)	year end reallocation #4	000399	06/30/2023	FCEURVELS	\$102,937.26	(\$20,000.00)	\$82,937.26
-000-270-512-7078-12-	CONTR SERV (OTHER)	year end reallocation #4	000399	06/30/2023	FCEURVELS	\$20,000.00	(\$11,100.00)	\$8,900.00
-000-270-514-7078-12-	CNTRCT SVCS (SPED) VENDO	June 2023 Budget Transfers	000394	06/30/2023	TLAMBE	\$2,324,160.00	\$109,349.18	\$2,433,509.18
		year end reallocation #3	000398	06/30/2023	FCEURVELS	\$2,433,509.18	\$87,000.00	\$2,520,509.18
<b>Total For Account # 11-000-270-514-7078-12-</b>							<b>\$196,349.18</b>	
-000-291-220-7079-12-	SOCIAL SEC CONTRIB-OTHER	eo y reallocation	000396	06/30/2023	FCEURVELS	\$4,011,471.33	(\$1,965,200.00)	\$2,046,271.33
		year end reallocation #2	000397	06/30/2023	FCEURVELS	\$2,046,271.33	(\$338,000.00)	\$1,708,271.33
		remove gen admin overage	000400	06/30/2023	FCEURVELS	\$1,708,271.33	\$10,400.00	\$1,718,671.33
		June 2023 Budget Transfers	000403	06/30/2023	TLAMBE	\$1,718,671.33	(\$11,661.43)	\$1,707,009.90
<b>Total For Account # 11-000-291-220-7079-12-</b>							<b>(\$2,304,461.43)</b>	
-000-291-260-7079-12-	WORKMEN'S COMPENSATION	June 2023 Budget Transfers	000403	06/30/2023	TLAMBE	\$542,500.00	(\$20.94)	\$542,479.06
-000-291-270-7079-12-	HEALTH BENEFITS	year end reallocation #3	000398	06/30/2023	FCEURVELS	\$15,888,986.13	\$146,500.00	\$16,035,486.13
		Health benefits transfer	000401	06/30/2023	TLAMBE	\$16,035,486.13	\$147,290.86	\$16,182,776.99
		June 2023 Budget Transfers	000403	06/30/2023	TLAMBE	\$16,182,776.99	\$21,132.80	\$16,203,909.79
<b>Total For Account # 11-000-291-270-7079-12-</b>							<b>\$314,923.66</b>	
-000-291-280-4050-12-	TUITION REIMBURSEMENT	June 2023 Budget Transfers	000394	06/30/2023	TLAMBE	\$118,396.75	\$14,000.00	\$132,396.75
		June 2023 Budget Transfers	000403	06/30/2023	TLAMBE	\$132,396.75	(\$2,430.65)	\$129,966.10
<b>Total For Account # 11-000-291-280-4050-12-</b>							<b>\$11,569.35</b>	
-000-291-280-4051-12-	TUITION REIMB-SUPERVISOR	June 2023 Budget Transfers	000394	06/30/2023	TLAMBE	\$2,455.41	(\$2,455.41)	\$0.00
-000-291-290-0001-12-	OTH EE BEN - MED REIMB	June 2023 Budget Transfers	000394	06/30/2023	TLAMBE	\$35,650.00	(\$5,525.21)	\$30,124.79

# Livingston Public School District

## Expense Account Adjustment Analysis By Account#

exaa1.082406

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Current Cycle : June

Account #	Account Description	Description	Adj #	Date	User	Old Amount	Adjustment	New Balance
<b>Current Appropriation Adjustments</b>								
-000-291-290-0001-12-	OTH EE BEN - MED REIMB	June 2023 Budget Transfers	000403	06/30/2023	TLAMBE	\$30,124.79	(\$6,183.98)	\$23,940.81
		<b>Total For Account # 11-000-291-290-0001-12-</b>					<b>(\$11,709.19)</b>	
-000-291-299-0000-12-	OTHER EMPLOYEE BENEFITS	year end reallocation #3	000398	06/30/2023	FCEURVELS	\$54,275.55	\$282,000.00	\$336,275.55
		June 2023 Budget Transfers	000403	06/30/2023	TLAMBE	\$336,275.55	(\$835.80)	\$335,439.75
		<b>Total For Account # 11-000-291-299-0000-12-</b>					<b>\$281,164.20</b>	
-105-100-101-0001-12-	PRESCHOOL - SALARIES OF	eoy reallocation	000396	06/30/2023	FCEURVELS	\$50,898.04	\$8,800.00	\$59,698.04
		June 2023 Budget Transfers	000403	06/30/2023	TLAMBE	\$59,698.04	(\$10.00)	\$59,688.04
		<b>Total For Account # 11-105-100-101-0001-12-</b>					<b>\$8,790.00</b>	
-110-100-101-0001-12-	SALARIES OF TEACHERS	eoy reallocation	000396	06/30/2023	FCEURVELS	\$1,527,699.55	\$14,500.00	\$1,542,199.55
		June 2023 tranfers	000402	06/30/2023	TLAMBE	\$1,542,199.55	\$11,457.56	\$1,553,657.11
		June 2023 Budget Transfers	000403	06/30/2023	TLAMBE	\$1,553,657.11	\$10.00	\$1,553,667.11
		<b>Total For Account # 11-110-100-101-0001-12-</b>					<b>\$25,967.56</b>	
-110-100-101-0002-12-	SALARIES OF TEACHERS	Health benefits transfer	000401	06/30/2023	TLAMBE	\$26,687.60	(\$11,810.08)	\$14,877.52
-120-100-101-0001-12-	SALARIES OF TEACHERS	eoy reallocation	000396	06/30/2023	FCEURVELS	\$10,891,681.25	\$613,000.00	\$11,504,681.25
		Health benefits transfer	000401	06/30/2023	TLAMBE	\$11,504,681.25	(\$35,422.89)	\$11,469,258.36
		<b>Total For Account # 11-120-100-101-0001-12-</b>					<b>\$577,577.11</b>	
-120-100-101-0002-12-	SALARIES OF TEACHERS	June 2023 transfers	000402	06/30/2023	TLAMBE	\$167,787.50	\$35,290.00	\$203,077.50
-130-100-101-0001-12-	SALARIES OF TEACHERS	year end reallocation #4	000399	06/30/2023	FCEURVELS	\$8,951,049.22	\$484,000.00	\$9,435,049.22
		Health benefits transfer	000401	06/30/2023	TLAMBE	\$9,435,049.22	(\$9,787.00)	\$9,425,262.22
		June 2023 Budget Transfers	000404	06/30/2023	TLAMBE	\$9,425,262.22	(\$0.03)	\$9,425,262.19
		<b>Total For Account # 11-130-100-101-0001-12-</b>					<b>\$474,212.97</b>	
-130-100-101-0002-12-	SALARIES OF TEACHERS	June 2023 transfers	000402	06/30/2023	TLAMBE	\$117,461.71	\$9,060.72	\$126,522.43
		June 2023 Budget Transfers	000404	06/30/2023	TLAMBE	\$126,522.43	\$0.03	\$126,522.46
		<b>Total For Account # 11-130-100-101-0002-12-</b>					<b>\$9,060.75</b>	
-140-100-100-0003-12-	GRADES 9-12 - SALARIES O	June 2023 Budget Transfers	000404	06/30/2023	TLAMBE	\$21,122.94	(\$4,008.44)	\$17,114.50
-140-100-101-0001-12-	SALARIES OF TEACHERS	eoy reallocation	000396	06/30/2023	FCEURVELS	\$13,613,167.57	\$795,000.00	\$14,408,167.57
		Health benefits transfer	000401	06/30/2023	TLAMBE	\$14,408,167.57	(\$21,307.90)	\$14,386,859.67
		June 2023 Budget Transfers	000404	06/30/2023	TLAMBE	\$14,386,859.67	(\$0.08)	\$14,386,859.59
		<b>Total For Account # 11-140-100-101-0001-12-</b>					<b>\$773,692.02</b>	
-140-100-101-0002-12-	SALARIES OF TEACHERS	June 2023 transfers	000402	06/30/2023	TLAMBE	\$159,726.64	\$20,788.17	\$180,514.81
		June 2023 Budget Transfers	000404	06/30/2023	TLAMBE	\$180,514.81	\$6,179.29	\$186,694.10
		<b>Total For Account # 11-140-100-101-0002-12-</b>					<b>\$26,967.46</b>	
-140-100-101-0003-12-	DETENTION SALARIES	June 2023 Budget Transfers	000404	06/30/2023	TLAMBE	\$12,842.62	(\$2,170.77)	\$10,671.85
-150-100-101-2043-13-	SALARIES OF TEACHERS	eoy reallocation	000396	06/30/2023	FCEURVELS	\$69,211.60	\$14,000.00	\$83,211.60

# Livingston Public School District

## Expense Account Adjustment Analysis By Account#

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Account #	Account Description	Description	Adj #	Date	User	Old Amount	Adjustment	New Balance
-150-100-320-2043-13-	PURCH PROF-EDUC SERVICES	year end reallocation #4	000399	06/30/2023	FCEURVELS	\$93,312.40	(\$3,700.00)	\$89,612.40
-190-100-106-0005-12-	OTHR SALARIES-INSTRUCTIO	eoy reallocation	000396	06/30/2023	FCEURVELS	\$622,822.80	\$73,000.00	\$695,822.80
-190-100-320-1021-09-	PURCHASED PROFESSIONAL-E	June 2023 transfers	000402	06/30/2023	TLAMBE	\$5,000.00	(\$2,500.00)	\$2,500.00
-190-100-320-5067-18-	PURCHASED PROFESSIONAL-E	June 2023 transfers	000402	06/30/2023	TLAMBE	\$52,500.00	(\$3,254.78)	\$49,245.22
-190-100-320-5068-18-	PURCHASED PROF SUBS	year end reallocation #4	000399	06/30/2023	FCEURVELS	\$20,000.00	(\$20,000.00)	\$0.00
-190-100-340-1022-11-	PURCH TECHNICAL SERVICES	June 2023 transfers	000402	06/30/2023	TLAMBE	\$1,500.00	(\$1,500.00)	\$0.00
-190-100-420-1016-11-	CLEAN/REPAIR/MAINT SERVS	June 2023 transfers	000402	06/30/2023	TLAMBE	\$2,000.00	(\$1,380.00)	\$620.00
-190-100-420-1022-11-	CLEAN/REPAIR/MAINT SERVS	June 2023 transfers	000402	06/30/2023	TLAMBE	\$4,660.00	(\$1,592.90)	\$3,067.10
-190-100-420-1028-11-	CLEAN/REPAIR/MAINT SERVS	June 2023 transfers	000402	06/30/2023	TLAMBE	\$2,500.00	(\$2,293.22)	\$206.78
-190-100-440-6066-11-	RENTALS	June 2023 transfers	000402	06/30/2023	TLAMBE	\$8,500.00	(\$2,025.96)	\$6,474.04
-190-100-610-1001-09-	GENERAL SUPPLIES	June 2023 transfers	000402	06/30/2023	TLAMBE	\$10,765.00	(\$2,381.09)	\$8,383.91
-190-100-610-1001-11-	GENERAL SUPPLIES	Health benefits transfer	000401	06/30/2023	TLAMBE	\$5,484.00	(\$4,706.00)	\$778.00
-190-100-610-1006-10-	GENERAL SUPPLIES	June 2023 transfers	000402	06/30/2023	TLAMBE	\$2,376.00	(\$1,589.50)	\$786.50
-190-100-610-1016-04-	GENERAL SUPPLIES	June 2023 transfers	000402	06/30/2023	TLAMBE	\$4,816.40	(\$1,030.48)	\$3,785.92
-190-100-610-1016-11-	GENERAL SUPPLIES	June 2023 transfers	000402	06/30/2023	TLAMBE	\$53,596.03	(\$1,526.34)	\$52,069.69
-190-100-610-1016-19-	GENERAL SUPPLIES	Health benefits transfer	000401	06/30/2023	TLAMBE	\$35,692.64	(\$8,913.14)	\$26,779.50
-190-100-610-1017-04-	GENERAL SUPPLIES	June 2023 transfers	000402	06/30/2023	TLAMBE	\$4,311.00	(\$2,762.48)	\$1,548.52
-190-100-610-1017-07-	GENERAL SUPPLIES	Health benefits transfer	000401	06/30/2023	TLAMBE	\$4,896.00	(\$4,796.00)	\$100.00
-190-100-610-1017-11-	GENERAL SUPPLIES	Health benefits transfer	000401	06/30/2023	TLAMBE	\$6,468.00	(\$4,887.75)	\$1,580.25
-190-100-610-1019-09-	GENERAL SUPPLIES	Health benefits transfer	000401	06/30/2023	TLAMBE	\$7,235.31	(\$6,046.21)	\$1,189.10
-190-100-610-1019-11-	GENERAL SUPPLIES	Health benefits transfer	000401	06/30/2023	TLAMBE	\$12,190.00	(\$5,767.26)	\$6,422.74
-190-100-610-1019-12-	GENERAL SUPPLIES	June 2023 transfers	000402	06/30/2023	TLAMBE	\$1,500.00	(\$1,432.00)	\$68.00
-190-100-610-1020-10-	GENERAL SUPPLIES	June 2023 transfers	000402	06/30/2023	TLAMBE	\$4,443.50	(\$47.74)	\$4,395.76
-190-100-610-1020-11-	GENERAL SUPPLIES	June 2023 transfers	000402	06/30/2023	TLAMBE	\$56,244.12	(\$2,513.38)	\$53,730.74
-190-100-610-1021-02-	GENERAL SUPPLIES	June 2023 transfers	000402	06/30/2023	TLAMBE	\$2,825.00	(\$1,660.49)	\$1,164.51
-190-100-610-1021-07-	GENERAL SUPPLIES	June 2023 transfers	000402	06/30/2023	TLAMBE	\$2,518.57	(\$17.80)	\$2,500.77
-190-100-610-1021-09-	GENERAL SUPPLIES	June 2023 transfers	000402	06/30/2023	TLAMBE	\$5,777.97	(\$28.41)	\$5,749.56
-190-100-610-1021-10-	GENERAL SUPPLIES	June 2023 transfers	000402	06/30/2023	TLAMBE	\$3,900.00	(\$6.85)	\$3,893.15
-190-100-610-1022-01-	GENERAL SUPPLIES	June 2023 transfers	000402	06/30/2023	TLAMBE	\$1,400.00	(\$1,252.68)	\$147.32
-190-100-610-1022-11-	GENERAL SUPPLIES	June 2023 transfers	000402	06/30/2023	TLAMBE	\$7,132.00	(\$1,057.43)	\$6,074.57
-190-100-610-1024-01-	GENERAL SUPPLIES	June 2023 transfers	000402	06/30/2023	TLAMBE	\$1,000.00	(\$1,000.00)	\$0.00



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Account #	Account Description	Description	Adj #	Date	User	Old Amount	Adjustment	New Balance
-190-100-610-1024-02-	GENERAL SUPPLIES	June 2023 transfers	000402	06/30/2023	TLAMBE	\$56.00	(\$56.00)	\$0.00
-190-100-610-1025-09-	GENERAL SUPPLIES	Health benefits transfer	000401	06/30/2023	TLAMBE	\$5,000.00	(\$4,378.72)	\$621.28
-190-100-610-1025-10-	GENERAL SUPPLIES	Health benefits transfer	000401	06/30/2023	TLAMBE	\$7,074.00	(\$7,074.00)	\$0.00
-190-100-610-1026-09-	GENERAL SUPPLIES	June 2023 transfers	000402	06/30/2023	TLAMBE	\$1,705.00	(\$1,454.32)	\$250.68
-190-100-610-1027-09-	GENERAL SUPPLIES	June 2023 transfers	000402	06/30/2023	TLAMBE	\$8,087.24	(\$1,873.75)	\$6,213.49
-190-100-610-1028-09-	GENERAL SUPPLIES	June 2023 transfers	000402	06/30/2023	TLAMBE	\$7,750.00	(\$31.34)	\$7,718.66
-190-100-610-1028-11-	GENERAL SUPPLIES	Health benefits transfer	000401	06/30/2023	TLAMBE	\$32,691.85	(\$4,477.71)	\$28,214.14
-190-100-610-3037-19-	GENERAL SUPPLIES GT	June 2023 transfers	000402	06/30/2023	TLAMBE	\$2,603.47	(\$1,794.21)	\$809.26
-190-100-610-3044-11-	GENERAL SUPPLIES	June 2023 transfers	000402	06/30/2023	TLAMBE	\$5,482.00	(\$2,636.87)	\$2,845.13
-190-100-610-3059-12-	GENERAL SUPPLIES	June 2023 transfers	000402	06/30/2023	TLAMBE	\$2,500.00	(\$2,112.86)	\$387.14
-190-100-610-5067-18-	GENERAL SUPPLIES	year end reallocation #3	000398	06/30/2023	FCEURVELS	\$50,000.00	(\$50,000.00)	\$0.00
-190-100-610-7073-12-	GENERAL SUPPLIES	Health benefits transfer	000401	06/30/2023	TLAMBE	\$235,109.32	(\$3,961.86)	\$231,147.46
-190-100-640-0000-12-	TEXTBOOKS	June 2023 transfers	000402	06/30/2023	TLAMBE	\$509.00	(\$0.89)	\$508.11
-190-100-640-1001-11-	TEXTBOOKS	June 2023 transfers	000402	06/30/2023	TLAMBE	\$15,000.00	(\$2,720.80)	\$12,279.20
-190-100-640-1017-06-	TEXTBOOKS	June 2023 transfers	000402	06/30/2023	TLAMBE	\$1,107.00	(\$26.17)	\$1,080.83
-190-100-640-1017-07-	TEXTBOOKS	June 2023 transfers	000402	06/30/2023	TLAMBE	\$2,012.00	(\$2,012.00)	\$0.00
-190-100-640-1017-09-	TEXTBOOKS	June 2023 transfers	000402	06/30/2023	TLAMBE	\$4,260.00	(\$4,260.00)	\$0.00
-190-100-640-1017-19-	TEXTBOOKS	Health benefits transfer	000401	06/30/2023	TLAMBE	\$85,287.00	(\$8,587.25)	\$76,699.75
-190-100-640-1019-09-	TEXTBOOKS	June 2023 transfers	000402	06/30/2023	TLAMBE	\$4,800.00	(\$4,800.00)	\$0.00
-190-100-640-1019-10-	TEXTBOOKS	June 2023 transfers	000402	06/30/2023	TLAMBE	\$3,975.00	(\$3,975.00)	\$0.00
-190-100-640-1019-11-	TEXTBOOKS	Health benefits transfer	000401	06/30/2023	TLAMBE	\$6,500.00	(\$5,367.09)	\$1,132.91
		June 2023 transfers	000402	06/30/2023	TLAMBE	\$1,132.91	(\$1,132.91)	\$0.00
<b>Total For Account # 11-190-100-640-1019-11-</b>							<b>(\$6,500.00)</b>	
-190-100-640-1024-11-	TEXTBOOKS	June 2023 transfers	000402	06/30/2023	TLAMBE	\$1,821.00	(\$1,821.00)	\$0.00
-190-100-640-1026-19-	TEXTBOOKS	June 2023 transfers	000402	06/30/2023	TLAMBE	\$13,579.00	(\$12,984.80)	\$594.20
-190-100-890-1016-10-	OTHER OBJECTS	year end reallocation #4	000399	06/30/2023	FCEURVELS	\$8,725.00	(\$5,000.00)	\$3,725.00
-190-100-890-3044-11-	OTHER OBJECTS	June 2023 transfers	000402	06/30/2023	TLAMBE	\$50.00	(\$50.00)	\$0.00
-204-100-101-2050-12-	SALARIES OF TEACHERS	year end reallocation #3	000398	06/30/2023	FCEURVELS	\$545,178.96	(\$20,000.00)	\$525,178.96
-204-100-106-2050-12-	OTHR SALARIES-INSTRUCTIO	eoy reallocation	000396	06/30/2023	FCEURVELS	\$4,043,017.45	\$181,000.00	\$4,224,017.45
-212-100-101-2050-13-	SALARIES OF TEACHERS	year end reallocation #4	000399	06/30/2023	FCEURVELS	\$249,018.91	(\$2,800.00)	\$246,218.91
-212-100-106-2050-13-	OTHER SALARIES FOR INSTR	eoy reallocation	000396	06/30/2023	FCEURVELS	\$1,395,835.58	\$150,000.00	\$1,545,835.58
-212-100-581-6066-13-	OTHER PURCH SVC REGTRAV	June 2023 Budget Transfers	000394	06/30/2023	TLAMBE	\$4,000.00	(\$2,520.00)	\$1,480.00

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Account #	Account Description	Description	Adj #	Date	User	Old Amount	Adjustment	New Balance
-213-100-101-2053-12-	SALARIES OF TEACHERS	year end reallocation #3	000398	06/30/2023	FCEURVELS	\$5,887,769.57	(\$140,000.00)	\$5,747,769.57
-215-100-101-9093-13-	SALARIES OF TEACHERS	year end reallocation #4	000399	06/30/2023	FCEURVELS	\$224,978.46	(\$82,000.00)	\$142,978.46
-215-100-106-9093-13-	OTHER SALARIES FOR INSTR	eo y reallocation	000396	06/30/2023	FCEURVELS	\$171,990.00	\$35,000.00	\$206,990.00
-215-100-320-9093-13-	PURCHASED PROFESSIONAL-E	year end reallocation #4	000399	06/30/2023	FCEURVELS	\$15,000.00	(\$5,000.00)	\$10,000.00
-216-100-101-3049-12-	SALARIES OF TEACHERS	eo y reallocation	000396	06/30/2023	FCEURVELS	\$91,319.06	\$11,200.00	\$102,519.06
-230-100-101-3012-12-	SALARIES OF TEACHERS	eo y reallocation	000396	06/30/2023	FCEURVELS	\$1,444,203.00	\$25,000.00	\$1,469,203.00
-230-100-610-3012-12-	GENERAL SUPPLIES	year end reallocation #4	000399	06/30/2023	FCEURVELS	\$14,260.00	(\$9,600.00)	\$4,660.00
-240-100-101-3059-13-	SALARIES OF TEACHERS	year end reallocation #3	000398	06/30/2023	FCEURVELS	\$790,396.36	(\$108,000.00)	\$682,396.36
-301-100-420-2044-13-	CLEAN/REPAIR/MAINT SERVS	year end reallocation #4	000399	06/30/2023	FCEURVELS	\$4,000.00	(\$4,000.00)	\$0.00
-401-100-100-3035-12-	PERSONAL SERVICs-SALARIE	eo y reallocation	000396	06/30/2023	FCEURVELS	\$471,006.03	\$6,500.00	\$477,506.03
-401-100-320-3035-11-	PURCH PROF-EDUC SERVICES	year end reallocation #4	000399	06/30/2023	FCEURVELS	\$5,415.00	(\$5,030.00)	\$385.00
-402-100-100-3036-12-	PERSONAL SERVICs-SALARIE	eo y reallocation	000396	06/30/2023	FCEURVELS	\$992,011.18	\$38,200.00	\$1,030,211.18
-424-100-179-0001-12-	SALARIES OF READING SPEC	year end reallocation #2	000397	06/30/2023	FCEURVELS	\$858,728.27	\$77,000.00	\$935,728.27
-242-100-100-1033-12-	SALARIES OF TEACHERS	Adj Title III Budget22-23	000408	06/30/2023	TGILBERT	\$13,334.00	\$721.00	\$14,055.00
-242-100-600-1033-12-	TITLE III IMM SUP	Adj Title III Budget	000408	06/30/2023	TGILBERT	\$1,000.00	(\$721.00)	\$279.00
-252-100-100-3050-14-	SALARIES OF TEACH CCEIS	ADJ IDEA SAL 22-23	000407	06/30/2023	TGILBERT	\$150,820.00	\$0.90	\$150,820.90
-252-100-500-3050-13-	OTHER PURCHASED SERVICES	ADJ IDEA SAL 22-23	000407	06/30/2023	TGILBERT	\$421,889.00	(\$0.90)	\$421,888.10
-501-100-800-8003-12-	NON PUBLIC HOME INST	NP HI 23-24 ALLOCATION	000405	06/30/2023	TGILBERT	\$0.00	\$6,591.20	\$6,591.20
-506-100-800-8004-12-	SUPPLEMENTARY INSTRUCTIO	ADJ CH192193 ADDL FD	000406	06/30/2023	TGILBERT	\$172,634.00	\$4,873.00	\$177,507.00
-507-100-800-8004-12-	INITIAL EXAMINATION	ADJ CH192193 ADDL FD	000406	06/30/2023	TGILBERT	\$208,005.00	\$19,893.00	\$227,898.00
<b>Total Current Appr.</b>								<b>\$31,357.20</b>

# Livingston Public School District

## Expense Account Adjustment Analysis By Account#

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Account #	Account Description	Description	Adj #	Date	User	Old Amount	Adjustment	New Balance
<b>YTD Disbursement Adjustments</b>								
-000-216-100-2055-12-	PERSONAL SERVICES-SALARIE	reclass fd 10 sal from fd 20	000177	06/30/2023	TGILBERT	\$1,029,231.22	\$550.32	\$1,029,781.54
-000-291-220-7079-12-	SOCIAL SEC CONTRIB-OTHER	reallocate excess fica charged	000175	06/30/2023	FCEURVELS	\$3,218,563.25	(\$1,515,418.06)	\$1,703,145.19
-120-100-101-0001-12-	SALARIES OF TEACHERS	adjust esea salary title Ila	000173	06/01/2023	FCEURVELS	\$11,497,114.16	(\$27,855.80)	\$11,469,258.36
-140-100-101-0001-12-	SALARIES OF TEACHERS	esea salary correction	000172	06/01/2023	FCEURVELS	\$14,411,533.18	(\$24,673.59)	\$14,386,859.59
-204-100-101-2050-12-	SALARIES OF TEACHERS	esea salary correction	000172	06/01/2023	FCEURVELS	\$534,296.38	(\$9,865.56)	\$524,430.82
-204-100-106-2050-12-	OTHR SALARIES-INSTRUCTIO	idea aides charged to local	000171	06/30/2023	FCEURVELS	\$4,249,431.73	(\$27,074.62)	\$4,222,357.11
-213-100-101-2053-12-	SALARIES OF TEACHERS	esea salary correction due to	000172	06/01/2023	FCEURVELS	\$5,767,277.34	(\$21,511.80)	\$5,745,765.54
-000-400-450-7071-12-	CONSTRUCTION SERVICES	PO 23-00673	000174	06/30/2023	TLAMBE	\$635,114.21	(\$315.82)	\$634,798.39
-231-100-100-1033-12-	SALARIES OF TEACHERS	esea salary correction	000172	06/01/2023	FCEURVELS	\$38,512.03	\$56,050.95	\$94,562.98
-242-100-100-1033-12-	SALARIES OF TEACHERS	reclass fd 10 sal from fd 20	000177	06/30/2023	TGILBERT	\$14,605.32	(\$550.32)	\$14,055.00
-252-100-100-3050-13-	IDEA BASIC AIDES SAL	idea aides charged to local	000171	06/30/2023	FCEURVELS	\$584,436.38	\$27,074.62	\$611,511.00
-270-100-100-1033-12-	TITLE IIA SALARIES	adjust esea salary title Ila	000173	06/01/2023	FCEURVELS	\$21,505.20	\$27,855.80	\$49,361.00
-492-400-450-7071-12-	SDA EMERGENT NEEDS/CAP.	PO 23-00673	000174	06/30/2023	TLAMBE	\$150,016.18	\$315.82	\$150,332.00
-506-100-800-8004-12-	SUPPLEMENTARY INSTRUCTIO	to correct disb adj 000169 LG	000176	06/30/2023	TGILBERT	\$136,255.95	\$36,791.05	\$173,047.00
-507-100-800-8004-12-	INITIAL EXAMINATION	to correct disb adj 000169 LG	000176	06/30/2023	TGILBERT	\$260,508.47	(\$36,791.05)	\$223,717.42
<b>Total Disbursement</b>							<b>(\$1,515,418.06)</b>	



Conference	Attendee(s)	Date(s)	Location	Cost not to exceed
NJSBA Workshop 2023	Pamela Chirls	October 24-25, 2023	Atlantic City, NJ	\$850.00
NJSBA Workshop 2023	Vineeta Khanna	October 24-25, 2023	Atlantic City, NJ	\$850.00
NJSBA Workshop 2023	Parul Khemka	October 24-25, 2023	Atlantic City, NJ	\$850.00
NJSBA Workshop 2023	Thomas Lambe	October 24-25, 2023	Atlantic City, NJ	\$850.00
NJSBA Workshop 2023	Matthew Block	October 23-25, 2023	Atlantic City, NJ	\$850.00
NJSBA Workshop 2023	Mark Stern	October 23-25, 2023	Atlantic City, NJ	\$850.00
NJSBA Workshop 2023	Lisa Capone-Steiger	October 23-25, 2023	Atlantic City, NJ	\$850.00
NJSBA Workshop 2023	Susan Burman	October 23-25, 2023	Atlantic City, NJ	\$850.00
NJSBA Workshop 2023	Jenissa Arnette	October 23-26, 2023	Atlantic City, NJ	\$850.00
JAZZ EDUCATION NETWORK 15th ANNUAL CONFERENCE	James Hegedus	January 3-6, 2024	New Orleans, LA	\$1,600.00
Fancy Cut Shaped Setting & Forged Ring Shank Workshop	Robert Liquori	September 6-8, 2023	Layton, NJ	\$700.00
AMTNJ Fall conference	Angelina Rodriguez	October 20, 2023	Lincroft, NJ	\$300.00
AMTNJ Fall conference	Laura Dugan	October 20, 2023	Lincroft, NJ	\$300.00
AMTNJ Fall conference	Amelia Rieth	October 20, 2023	Lincroft, NJ	\$300.00
Reading Strategies: Essential Teaching for Every Classroom	Shawna Byer	October 26, 2023	Rutgers Busch Student Center - Piscataway, NJ	\$250.00
Reading Strategies: Essential Teaching for Every Classroom	Dina Ferraro	October 26, 2023	Rutgers Busch Student Center - Piscataway, NJ	\$250.00
Reading Strategies: Essential Teaching for Every Classroom	Leala Baxter	October 26, 2023	Rutgers Busch Student Center - Piscataway, NJ	\$250.00
Council for Economic Education 62nd Financial Literacy & Economic Education Conference	Alex Lamon	September 22-33, 2023	Orlando, FL	\$0.00
AENJ 2023 Fall Conference	Christopher Ianuzzi	October 31, 2023	New Brunswick, NJ	\$250.00
Virtual Collective Efficacy Cycles Institute	Carlos Gramata	October 18, 2023	Virtual	\$300.00
Virtual Collective Efficacy Cycles Institute	Justin Grossman	October 18, 2023	Virtual	\$300.00
NJ Science Convention	Brian Carey	October 17-18, 2023	Princeton, NJ	\$600.00
AP Mentoring	Soukeyna Diop-Tall	September 25-December 15, 2023	Virtual	\$345.00
NJASL Fall Conference	Jessica Sental	December 3-5, 2023	Atlantic City, NJ	\$800.00
NJASL Fall Conference	Colleen Donnelly	December 3-5, 2023	Atlantic City, NJ	\$800.00
NJASL Fall Conference	Christy Caruso	December 3-5, 2023	Atlantic City, NJ	\$800.00
NJPSA Leadership Conference	Lorena Dolan	October 11-13, 2023	Atlantic City, NJ	\$750.00
NJPSA Leadership Conference	Michelle Cebula	October 11-13, 2023	Atlantic City, NJ	\$750.00
National Writing Project	Anna Incognito	October 7, 2023	Virtual	\$1,300.00

**APPOINTMENTS**

LOC	Last Name	First Name	Position	Guide	Step	Total Salary	Start Date
HAR	Berkenkamp	Glenn	Instructional Aide	I&KA	1	\$27,067	9/28/2023
MPMS	Mukherjee	Kinnori	Instructional Aide	I&KA	1	\$27,067	9/18/2023
HAR	Piccinich	Lena	Instructional Aide	I&KA	1	\$27,067	9/12/2023
BHE	Sommervil	Shanaelle	ABA Discrete Trial TA	TA	1	\$33,888	10/16/2023

**TRANSFERS**

LOC	Last Name	First Name	Position	Guide	Step	Total Salary	Start Date

**RENEWALS**

LOC	Last Name	First Name	Position	Guide	Step	Total Salary	Start Date

Location	Last Name	First Name	Position
BHE	Ballentine	Romell	ABA Discrete Trial TA
BHE	Bennett	Barbara	ABA Discrete Trial TA
BHE	Binsol	Dulce	ABA Discrete Trial TA
BHE	Champagne	Sharajhen	ABA Discrete Trial TA
BHE	DiTacconi	Suzanne	ABA Discrete Trial TA
BHE	Dulny	Randy	ABA Discrete Trial TA
BHE	Gille	Susan	ABA Discrete Trial TA
BHE	Gurmankin	Zachary	ABA Discrete Trial TA
BHE	Liu-Hom	Luyi	ABA Discrete Trial TA
BHE	Patra	Rumana	ABA Discrete Trial TA
BHE	Sullivan	Daniel	ABA Discrete Trial TA
BHE	Thomas	Benny	ABA Discrete Trial TA
BHE	Wynn	Alexandra	ABA Discrete Trial TA
BHE	Zehtabchi	Shiva	ABA Discrete Trial TA
BHE	Alexander	Katarina	Instructional Aide
BHE	Chhadwa	Khyati	Instructional Aide
BHE	Kanzi	Nagwa	Instructional Aide
BHE	Ramanayake	Hemantha	Instructional Aide
BHE	Schechner	MayaBea	Instructional Aide
BHE	Silberfein	Carol	Instructional Aide
BHE	Slurzberg	Heidi	Instructional Aide
BHE	Lindsey	Catherine	Preschool Teacher Asst.
BHE	Petrillo	Sharon	Preschool Teacher Asst.
BHE	Terrana	Diana	Preschool Teacher Asst.
COL	Bahr	Theresa	Instructional Aide
COL	Bertaccini	Aviva	Instructional Aide
COL	Brown	Lauri	Instructional Aide
COL	DeFuria	Cindy	Instructional Aide
COL	Fern	Laurie	Instructional Aide
COL	Kahl	Lisa	Instructional Aide
COL	Kravetz	Pamela	Instructional Aide
COL	Pasquarosa	Marlena	Instructional Aide
COL	Puleio	Jenna	Instructional Aide
COL	Seidman	Marci	Instructional Aide
COL	Wilder	Ellen	Instructional Aide

## 2023-24 CERTIFIED SUBSTITUTES

Attachment H

HAR	Brown	Jeremy	Instructional Aide
HAR	Gorring	Lucas	Instructional Aide
HAR	Iftikhar	Ainne	instructional Aide
HAR	Kiernan	Susan	Instructional Aide
HAR	Kumar	Nidhi	Instructional Aide
HAR	Russo	Kelly-Ann	Instructional Aide
HAR	Seredvick	Lorraine	instructional Aide
HAR	Smith	Noreen	Instructional Aide
HAR	Volpe	Pamela	Instructional Aide
HAR	(Akinci) Yalt	Sevgi Tugce	Instructional Aide
HAR	Cullen	Lauren	Kindergarten Aide
HAR	Aguilera	Lourdes	Campus Aide
HIL	Davner	Maxine	Instructional Aide
HIL	Flood	Caroline	Instructional Aide
HIL	Gregory-Egypt	Sharron	Instructional Aide
HIL	Kane	Shari	Instructional Aide
HIL	Pittfield	Morgan	Instructional Aide
HIL	Schoenbach	Michelle	Instructional Aide
HIL	Stefanelli	Lisa	Instructional Aide
HIL	Zeledon Marin	Christen	Instructional Aide
HIL	Spirou	Helen	Kindergarten Aide
MPE	Almgren	Laura	Instructional Aide
MPE	Atkins	Margaret	Instructional Aide
MPE	Basarab	Susan	Instructional Aide
MPE	Cavalié	Monica	Instructional Aide
MPE	Dagistino	Amy	Instructional Aide
MPE	Fabrizio	MaryEllen	Instructional Aide
MPE	Mauti	Darlene	Instructional Aide
MPE	Mehta	Sejal	Instructional Aide
MPE	Verniero	Emily	Instructional Aide
MPE	Zolna	Nancy	Instructional Aide
RHE	Choi	Kayla	Instructional Aide
RHE	Giambattista	Monica	Instructional Aide
RHE	Levy	Julie	Instructional Aide

September 26, 2023

## 2023-24 CERTIFIED SUBSTITUTES

Attachment H

RHE	Yeung	Teri	ABA Discrete Trial TA
MPMS	Brown	Aneka	Instructional Aide
MPMS	Duffy	Kenneth	Instructional Aide
MPMS	Lewis	Iris	Instructional Aide
MPMS	Powers	Joan	Instructional Aide
MPMS	Schwindel	Susan	Instructional Aide
MPMS	Sikora	Diane	Instructional Aide
MPMS	Siniscal	Susan	Instructional Aide
HMS	Goldstein	Alyson	Instructional Aide
HMS	Goldstein	Eryn	Instructional Aide
HMS	Haley	Karen	Instructional Aide
HMS	Hudes	Shari	Instructional Aide
HMS	Miles	Elisabeth	Instructional Aide
HMS	Novotny	Laura	Instructional Aide
HMS	Ratner	Cheri	ABA Discrete Trial TA
LHS	Anand	Swarandeeep	Instructional Aide
LHS	Arias	Elizabeth	Instructional Aide
LHS	Bonvini	Lisa	Instructional Aide
LHS	Feria	Nicole	Instructional Aide
LHS	Ferris-Hoagland	Jennifer	Life Skills TA
LHS	Girone	Deborah	Instructional Aide
LHS	Marucci	Karen	Instructional Aide
LHS	Pinzon Usme	Natalia	Instructional Aide
LHS	Rigas	Patricia	Instructional Aide
LHS	Sisbarro	Toni Lynn	Instructional Aide
LHS	Szalay	Ann	Instructional Aide
LHS	Rigas	Thomas	Job Coach
LHS	Ruderman	Elisa	Job Coach
LHS	Ruth Jr	Freddie	Job Coach
LHS	Schwindel	Kate	Job Coach
LHS	Sheehan	Francis	Job Coach
LHS	Leone	Benjamin	Life Skills TA
LHS	Strumeyer	Stacy	Life Skills TA
LHS	Blount	Joanne	Media Aide

September 26, 2023

<b>LastFirst</b>	<b>Loc</b>	<b>Guide</b>	<b>Step</b>	<b>Salary</b>	<b>Longevity</b>	<b>ACE</b>	<b>Total Salary</b>	<b>Effective</b>
Carey, Brian	LHS	LSA	15	\$157,161	\$3,990	\$16,906.25	\$178,057.25	7/1/2023
Daly, Pietrina	LHS	NCSN	7	\$70,499	\$0	\$705	\$71,204	8/30/2023
DiStasio, Michelle	RHE	Support > 7/12 AS-10	6	\$50,462	\$0	\$1,717	\$52,179	8/30/2023
Fernandez, Patricia	HAR	Support > 7/12 FS-10	11	\$59,250	\$0	\$592	\$59,842	8/30/2023
Ioviero, Gina	HIL	Support < 7/12 FS-10	NA	\$66,277	\$0	\$663	\$66,940	8/30/2023
Leechow, Filona	BHE	Support > 7/12 AS-10	4	\$47,468	\$0	\$1,283	\$48,751	8/30/2023
Paoella, Deborah	RHE	Support < 7/12 FS-10	NA	\$66,277	\$3,690	\$700	\$70,667	8/30/2023
Peters, Michelle	HAR	Support > 7/12 AS-10	10	\$56,452	\$0	\$1,777	\$58,229	8/30/2023
Piccirillo, Christina	LHS	PHD/DOCT	8	\$79,075	\$0	\$791	\$79,866	8/30/2023
Quackenbush, Daniel	LHS	MA+32	15	\$105,475	\$0	\$3,692	\$109,167	8/30/2023
Schroeder, Jennifer	HIL	Support > 7/12 AS-10	4	\$47,468	\$0	\$1,687	\$49,155	8/30/2023
Soutar, Nicole	MPE	Support > 7/12 AS-10	6	\$50,462	\$0	\$1,717	\$52,179	8/30/2023
Writt, Gail	MPE	Support < 7/12 FS-10	NA	\$66,277	\$3,690	\$1,912	\$71,879	8/30/2023
Smith, Mary	HMS	MA+16	13	\$93,625	\$0	\$12,325	\$105,950	8/30/2023
Starace, Dorine	LHS	PHD/DOCT	16	\$112,400	\$0	\$6,162	\$118,562	8/30/2023
Coleman, Michael	LHS	BA+32	13	\$86,180	\$0	\$6,162	\$92,342	8/30/2023

all are amended from a previous agenda

<b>2023-24 LHS Cocurricular Stipends</b>			
<b>Position</b>	<b># of Positions</b>	<b>2023-2024 Amount</b>	<b>Recommended</b>
<b>SPRING MUSICAL</b>			
Adult Pit Director (Orchestra Prep)	1	\$2,257	Mike Jedwabnik*
Student Pit Director (Orchestra Prep)	1	\$2,257	James Hegedus*

**2023-24 MPMS Cocurricular Stipends**

<b>Position</b>	<b># of positions</b>	<b>2023-2024</b>	<b>Recommended</b>
Newspaper	1	\$645 \$645	Thomas Montesion Melissa Robol
Intramural Coaches		\$40.05/hr	Stephanie Fox Tom Montesion
Student Equity Advisor		\$2,579	Francesca Mattioli



<b>Name</b>	<b>Position</b>	<b>Location</b>	<b># Classes</b>	<b>Effective Date</b>
Mary Smith	TOSD	HMS	0.2	8/30/2023-6/30/2024
Coleman, Michael*	Teacher of Science	LHS	0.1	8/30/2023-6/30/2024
Carey, Brian*	Supervisor of Science (7-12)	LHS	0.25	7/1/2023-6/30/2024
Starace, Dorine*	Teacher of Science	LHS	0.1	8/30/2023-6/30/2024

\*as amended from a previous agenda

Last Name	First Name	Subject Matter	Location	Amount	Notes
Calvert	Lexie	Elementary	Collins	\$92	last 5 weeks
Carolan	Allison	Reading	MPM	\$550	
Cassie	Anthony	Health & PE	MPE	\$201	11 weeks
Cooper	Marina	English	LHS	\$550	
Gergich	Amanda	TOSD	BHE	\$92	Last 5 weeks
Goldman	Harris	Business	LHS	\$600	First 10 weeks
Harris	Jacqueline	Social Studies	LHS	\$550	
Jang	Sarah	Math	LHS	\$550	
Lapidus	Jeffrey	Math	LHS	\$550	
Lee	Jonathan	Business	LHS	\$1,000	
Lewis	Celina	EST K-6/TOSD	BHE	\$183	Last 10 weeks
Lolacono	Leanna	Social Studies	HMS	\$550	
Marrero	Axel	Spanish	Harris...	\$92	Last 5 weeks
Mattia	Christopher	Health & PE	Harris...	\$1,000	
Patel	Anika	Art	LHS	\$550	
Terrana	Veronica	Italian	LHS	\$1,000	

LIVINGSTON  
**BOARD OF EDUCATION**

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PUBLIC PARTICIPATION IN BOARD MEETINGS

0167 PUBLIC PARTICIPATION IN BOARD MEETINGS

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.

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

Public participation shall be permitted before and/or after the Board takes official action on any issue of substance.

The portion of the meeting during which the participation of the public is invited shall be ~~limited to fifteen minutes~~ ~~listed on the Board's agenda~~, or at the sole discretion of the presiding officer. 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 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, ~~place-~~ ~~municipality~~ of residence, and group affiliation, if appropriate;
2. Each statement made by a participant shall be limited to three (3) minutes' duration;
3. ~~No participant may speak no more~~ ~~Participants my not speak more~~ ~~than once and there shall be no yielding of time among speakers on the~~ ~~same topic until all others who wish to speak on that topic have been~~ ~~heard;~~
4. There shall be no cross dialogue between the participant and the Board and/or Administration.



LIVINGSTON  
**BOARD OF EDUCATION**

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PUBLIC PARTICIPATION IN BOARD MEETINGS

45. All statements shall be directed to the presiding officer; no participant may address or question Board members individually. Members of the public are encouraged to provide a copy of written statements to the Board for reference;
6. Upon the conclusion of a participant's remarks, the presiding officer will acknowledge the participant's remarks and may respond and/or direct Administration to respond to an inquiry following the participant's remarks or at the conclusion of the public participation session;
5. The presiding officer may:
- a. Interrupt, warn, or terminate a participant's statement when the statement is too lengthy (exceeds the 3 minute limit), abusive, obscene, or irrelevant;
  - b. Request any individual to leave the meeting when that person does not observe reasonable decorum (e.g., use of abusive, threatening, foul or profane language);
  - 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

Adopted: 13 December 2004  
Revised: 10 January 2011  
Reviewed: 23 January 2017  
Revised: September 12, 2023



LIVINGSTON  
**BOARD OF EDUCATION**

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PUBLIC PARTICIPATION IN BOARD MEETINGS



# BYLAW

## LIVINGSTON BOARD OF EDUCATION

Bylaws

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RECORDING BOARD MEETINGS

### 0168 RECORDING BOARD MEETINGS

The Board of Education directs the creation and maintenance of an official record of the formal proceedings of the Board and will permit the unofficial recording of Board meetings in accordance with this bylaw.

#### Minutes

The Board shall keep reasonably comprehensible minutes of all its meetings showing the time and place, the members present, the subject considered, the actions taken, the vote of each member, information sufficient to explain the actions taken, and any other information required to be shown in the minutes by law.

Minutes of public meetings shall be public records signed by the Board Secretary and filed in the Secretary's office in a minute book as the permanent record of the acts of this Board.

Minutes of executive meetings shall be filed in the Secretary's office in a place separate from the minute book until the time, if any, when the proceedings may be made public. At that time, the minutes shall be public records and shall be filed in the regular minute book.

The Secretary shall provide each Board member with a copy of the minutes no later than thirty days of the Board meeting.

#### Electronic Recording

The secretary to the Board Secretary may make a recording of each Board meeting as an administrative aid in the preparation of minutes; the recording shall be retained for a minimum of one year or until the minutes are prepared, whichever is longer, after which time they may be erased only if permission is granted on an annual basis by the New Jersey Department of State, Division of Archives and Public Records. All such recordings will be erased or destroyed in compliance with laws and rules for the destruction of public records.

#### Recording by the Board

The Board has established the following parameters for the recording of its open session public meetings:



# BYLAW

## LIVINGSTON BOARD OF EDUCATION

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RECORDING BOARD MEETINGS

- A. Open session public meetings, as set forth above, will be recorded.
- B. A copy of the recording will be posted on the District's web site within three (3) business days after the public meeting of the Board and shall be kept on file in the central office for a minimum of one year. While recordings of the public meetings will not be the official public record/minutes of Board of Education meetings, it is the intent of the Board that such recordings will be available to the public.
- C. The Board reserves the right to edit the recording prior to posting to protect the privacy of students and staff.

### Recording by the Public

Any member of the public may record the proceedings of a public meeting of the Board in a manner that does not interrupt the proceedings, inhibit the conduct of the meeting, and/or distract Board members or other observers present at the meeting in any manner whatsoever.

The Board will permit the use of any device used to record the meeting only when notice of such intended use has been given to the Board Secretary ~~five days prior to the commencement in advance~~ of the meeting. All devices must be operated in an inconspicuous location in the rear of the Board meeting room. The Board reserves the right to request a copy of the recording at the Board's expense.

The presiding officer shall determine when any recording device interferes with the conduct of a Board meeting and may order that an interfering device be removed and/or request that the individual conducting the recording leave the meeting in accordance with Bylaw 0168.

Any record of a Board meeting that is made available to persons other than the maker of the record and is set forth as a true and accurate record of that meeting must be open to inspection by the Board and may be copied by this Board at the Board's expense.

N.J.S.A. 10:4-14

Adopted: 13 December 2004

Revised: 23 January 2012

Revised: 21 May 2018



# BYLAW

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LIVINGSTON  
**BOARD OF EDUCATION**

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RECORDING BOARD MEETINGS

Revised: July 12, 2022





## 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 :



# REGULATION

## LIVINGSTON BOARD OF EDUCATION

Administration  
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### 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



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.



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



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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



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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



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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](http://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.



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



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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 *Onitic/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](mailto: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:



## 5305 HEALTH SERVICES PERSONNEL (M)

The Board of Education shall appoint at least one school physician pursuant to N.J.S.A. 18A:40-1. The Board may appoint a lead school physician to serve as health services director if more than one school physician is contracted by the Board. The school physician(s) shall be currently licensed by the New Jersey Board of Medical Examiners in medicine or osteopathy and shall have a training and scope of practice that includes child and adolescent health and development. The contract between the Board and the school physician(s) appointed pursuant to N.J.S.A. 18A:40-1 shall include a statement of assurance that the school physician(s) has completed the Student-Athlete Cardiac Screening professional development module developed pursuant to N.J.S.A. 18A:40-41d and has read the sudden cardiac arrest pamphlet developed pursuant to N.J.S.A. 18A:40-41. The school district shall conduct a criminal history background check on any physician before entering into an agreement for delivery of services pursuant to N.J.A.C. 6A:16-2.3.

The school physician(s) shall provide, at a minimum, the following services:

1. Consultation in the development and implementation of school district policies, procedures, and mechanisms related to health, safety, and medical emergencies, pursuant to N.J.A.C. 6A:16-2.1(a) and Policy and Regulation 5310;
2. Consultation to school district medical staff regarding the delivery of school health services, which includes special health care needs of technology-supported and medically fragile children, including students covered by 20 U.S.C. §1400 et seq., Individuals with Disabilities Education Act;
3. Physical examinations conducted in the school physician's office or other comparably equipped facility for students who do not have a medical home;
4. Provision of written notification to the parent stating approval or disapproval of the student's participation in athletics based upon the medical report;
5. Direction for professional duties of other medical staff;
6. Written standing orders that shall be reviewed and re-issued before the beginning of each school year;
7. Establishment of standards of care for emergency situations and medically related care involving students and school staff;



8. Assistance to the certified school nurse or noncertified nurse in conducting health screenings of students and staff and assistance with the delivery of school health services;
9. Review, as needed, of reports and orders from a student's medical home regarding student health concerns;
10. Authorization of tuberculin testing for conditions outlined in N.J.A.C. 6A:16-2.2(c) and Policy and Regulation 5310;
11. Review, approval, or denial with reasons of a medical home determination of a student's anticipated confinement and resulting need for home instruction; and
12. Consultation with the school district certified school nurse(s) to obtain input for the development of the school nursing services plan, pursuant to N.J.A.C. 6A:16-2.1(b) and Policy and Regulation 5310.

The Board shall employ a certified school nurse to provide nursing services while school is in session pursuant to N.J.S.A. 18A:40-1 and 3.3. The certified school nurse shall work under the direction of the school physician and Superintendent of Schools.

The certified school nurse shall possess a standard educational services certificate with a school nurse endorsement or school nurse/non-instructional endorsement pursuant to N.J.A.C. 6A:9B-14.3 or 14.4. The certified school nurse shall possess a current New Jersey registered professional nurse license issued by the New Jersey State Board of Nursing; a bachelor's degree from a regionally accredited college or university; a current Cardiopulmonary Resuscitation (CPR) and Automated External Defibrillators (AED) certification as issued by the American Heart Association, the American Red Cross, the National Safety Council, or other entities determined by the Department of Health to comply with the American Heart Association's CPR guidelines; and complete training in airway management and in the use of nebulizers and inhalers consistent with nationally recognized standards including, but not limited to, those of the National Institutes of Health and the American Academy of Allergy, Asthma, and Immunology.

The role of the certified school nurse shall include, but not be limited to:

1. Carrying out written orders of the medical home and standing orders of the school physician;
2. Conducting health screenings which include height, weight, blood pressure, hearing, vision, and scoliosis pursuant to N.J.A.C. 6A:16-2.2 and Policy and



Regulation 5310 and monitoring vital signs and general health status for emergent issues for students suspected of being under the influence of alcohol and controlled dangerous substances, pursuant to N.J.S.A. 18A:40-4 and 18A:40A-12 and Policy and Regulation 5530;

3. Maintaining student health records, pursuant to N.J.S.A. 18A:40-4 and N.J.A.C. 6A:16-2.4, and Policy and Regulation 5308;
4. Recommending to the Principal students who shall not be admitted to or retained in the school building based on a parent's failure to provide evidence of the child's immunization according to the schedules specified in N.J.A.C. 8:57-4;
5. Annually reviewing student immunization records to confirm with the medical home that the medical condition for the exemption from immunization continues to be applicable, pursuant to N.J.A.C. 8:57-4.3;
6. Recommending to the Principal exclusion of students who show evidence of communicable disease, pursuant to N.J.S.A. 18A:40-7, 8, and 10;
7. Directing and supervising the emergency administration of epinephrine and glucagon, and training school staff designated to serve as delegates, pursuant to N.J.S.A. 18A:40-12.6 and 12.14 and Policy and Regulation 5330;
8. Administering asthma medication through use of a nebulizer;
9. Directing and supervising the health services activities of any school staff to whom the certified school nurse has delegated a nursing task;
10. Classroom instruction in areas related to health education, pursuant to N.J.A.C. 6A:9B-14.3;
11. Reviewing and summarizing available health and medical information regarding the student and transmitting a summary of relevant health and medical information to the Child Study Team, pursuant to N.J.A.C. 6A:14-3.4(h);
12. Writing and updating, at least annually, the individualized health care plans and the individualized emergency healthcare plans for students' medical needs, and instructing staff as appropriate;



13. Writing and updating, at least annually, any written healthcare provisions required under Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. §794(a), for any student who requires them;
14. Assisting in the development of and implementing healthcare procedures for students in the event of an emergency;
15. Instructing teachers on communicable disease and other health concerns, pursuant to N.J.S.A. 18A:40-3;
16. Reviewing completed health history update questionnaires and sharing with the school athletic trainer for review, if applicable, pursuant to N.J.S.A. 18A:40-41.7; and
17. Providing other nursing services consistent with the nurse's educational services certification endorsement as a school nurse issued by the State Board of Examiners and current license approved by the State Board of Nursing.

A certified school nurse who possesses the school nurse/non-instructional certificate is not authorized to teach in areas related to health, pursuant to N.J.A.C. 6A:9B-14.4.

The Board may appoint a non-certified nurse under the supervision of a certified school nurse to supplement the services of a certified school nurse provided a noncertified nurse shall be assigned to the same school building or complex as the certified school nurse pursuant to N.J.S.A. 18A:40-3.3.a. and a noncertified nurse is limited to providing services only as permitted under a noncertified nurse's license issued by the State Board of Nursing in accordance with N.J.A.C. 6A:16-2.3(c).

N.J.S.A. 18A:40-1; 18A:40-3.3; 18A:40-4; 18A:40-7;  
18A:40-8; 18A:40-10; 18A:40A-12; 18A:40-12.6;  
18A:40-12.14; 18A:40-41.7  
N.J.A.C. 6A:9B-14.3; 6A:9B-14.4; 6A:14-3.4; 6A:16-2.1;  
6A:16-2.2; 6A:16-2.3

Adopted:





STUDENTPUPIL HEALTH RECORDS (M)

5308 STUDENTPUPIL HEALTH RECORDS (M)

The school district shall maintain mandated student health records for each student pursuant to N.J.A.C. 6A:16-2.4 and N.J.A.C. 6A:32-7. The district will document student health records using a form approved by the Commissioner of Education.

The maintenance and security of student health records shall be in accordance with N.J.A.C. 6A:32-7 and 6A:16-2.4. Student health records, whether stored on paper or electronically, shall be maintained in accordance with N.J.A.C. 6A:32-7. Student health records shall be maintained separately from other student records. Student health records also shall be maintained according to the requirements of N.J.A.C. 6A:32-7 until such time as graduation or termination from the school district, whereupon the health history and immunization record shall be removed from the student's health record and placed in the student's mandated record. The school district of last enrollment, graduation, or permanent departure of the student shall keep, for 100 years, a mandated record of a student's health history and immunization in accordance with N.J.A.C. 6A:32-7.8(f). No additions shall be made to the record after graduation or permanent departure without prior written consent of the parent or adult student pursuant to N.J.A.C. 6A:32-7.8(e). The maintenance and security of student health records shall be in accordance with N.J.A.C. 6A:32-7.4 and 6A:16-2.4. Student health records may be stored electronically or in paper format and shall be maintained separately from other student records in a secure location, accessible to authorized personnel while school is in session. The health history and immunization record shall be removed from the student's health record and placed in the student's mandated record upon graduation or termination and kept according to the schedule set forth in N.J.A.C. 6A:32-7.8.

The transfer of student health records when a student transfers to or from a school district shall be in accordance with N.J.A.C. 6A:16-7.9 and N.J.A.C. 6A:32-7.51 et. seq.

Any Board of Education employee with knowledge of, or access to, the following health information shall comply with restrictions for sharing information as required by Federal and State statutes and regulations: information that identifies a student as having HIV infection or AIDS shall be shared only with prior written informed consent of the student age twelve or greater, or of the student's parent as required by N.J.S.A. 26:5C-1 et seq. and only for the purpose of determining an appropriate educational program for the student; information obtained by the school's alcohol and other drug program that would identify the student as an alcohol or other drug user may be disclosed only for those purposes and under conditions permitted by 42 CFR Part 2; information provided by a secondary school student while participating in a school-based alcohol or other drug counseling program that indicates that a parent or other person residing in the student's household is dependent upon or illegally using a substance shall be shared only for those



STUDENTPUPIL HEALTH RECORDS (M)

~~purposes and conditions permitted by N.J.S.A. 18A:40A-7.1. Any Board of Education employee with knowledge of, or access to, information that identifies a student as having HIV infection or AIDS; information obtained by the school's alcohol or drug program which would identify the student as an alcohol or drug user; or information provided by a secondary school student while participating in a school-based alcohol or drug counseling program that indicates a parent, guardian, or other person residing in the student's household is dependent upon or illegally using a substance shall comply with restrictions for sharing such information in accordance with N.J.A.C. 6A:16-2.4(b) through (e) and as required by Federal and State statutes and regulations.~~

Access to and disclosure of information in a student's health record shall meet the requirements of the Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. § 1232g, and 34 CFR Part 99, incorporated herein by reference, as amended and supplemented, and N.J.A.C. 6A:32-7, Student Records.

The school district shall provide access to the student's health record to licensed medical personnel not holding educational certification who are working under contract with or as employees of the school district only to the extent necessary to enable the licensed medical personnel to perform their duties.

Secretarial or clerical personnel under the supervision of the certified school nurse shall be permitted access to those portions of the student health records necessary for entry and recording of data and for conducting routine clerical tasks as outlined in N.J.S.A. 18A:40-3.4 and N.J.A.C. 6A:32-7.5.

Nothing in N.J.A.C. 6A:16-2.4 or in this Policy and Regulation 5308 shall be construed to prohibit school personnel from disclosing to students or adults in connection with an emergency the information contained in the student health record if the release is necessary to protect the immediate health or safety of the student or other persons pursuant to N.J.A.C. 6A:32-7.5.

N.J.S.A. 18A:40-3.4  
N.J.A.C. 6A:16-2.4; 6A:32-7.1; 6A:32-7.4;  
6A:32-7.5; 6A:32-7.8  
N.J.A.C. 6A:16-2.4 et seq.;  
6A:32-7.4 et seq.;  
6A:32-7.5 et seq.;

Adopted: 13 December 2010





# POLICY

LIVINGSTON  
BOARD OF EDUCATION

Students

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STUDENT~~PUPIL~~ HEALTH RECORDS (M)

Revised: 08 December 2014



R 5308 STUDENT HEALTH RECORDS (M)

Student health records shall be maintained for each student pursuant to N.J.A.C. 6A:16-2.4. Maintenance and security of student health records shall be in accordance with N.J.A.C. 6A:32-7.4.

A. Mandated Student Health Records

1. The district shall maintain for each student, pursuant to N.J.A.C. 6A:32, a student health record that includes the following mandated records:
  - a. Findings of health histories, medical examinations, and health screenings pursuant to N.J.A.C. 6A:16-2.2 and 4.3; and
  - b. Documentation of immunizations against communicable diseases or exemption from these immunizations pursuant to N.J.A.C. 8:57-4.1, 4.3, and 4.4.
2. The district will document the findings of student health histories, health screenings, and required medical examinations that are relevant to school participation on the student's health record using a form approved by the Commissioner of Education.

B. Maintenance and Security of Student Health Records

1. The school district shall maintain student health records in accordance with N.J.A.C. 6A:32-7.4 as follows:
  - a. Student health records may be stored electronically or in paper format.
    - (1) When student health records are stored electronically, proper security and backup procedures shall be administered;
  - b. Student health records, whether stored on paper or electronically, shall be maintained in accordance with N.J.A.C. 6A:32-7.1(l).
    - (1) Student health records shall be maintained separately from other student records. Student health records also shall be maintained in accordance with the requirements of N.J.A.C. 6A:32-7 until such time as graduation or termination from the



# REGULATION

## LIVINGSTON BOARD OF EDUCATION

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district, whereupon the health history and immunization record shall be removed from the student's health record and placed in the student's mandated record.

- c. Student health records shall be accessible during the hours in which the school program is in operation.

### C. Transferring Student Health Records

The school district shall ensure compliance with the requirements of N.J.A.C. 6A:32-7 – Student Records and Policy and Regulation 8330 when transferring student health records.

### D. Restrictions for Sharing Student Health Information

1. Any Board of Education employee with knowledge of, or access to, the following health information shall comply with restrictions for sharing information as required by Federal and State statutes and regulations.
  - a. Information that identifies a student as having HIV infection or AIDS shall be shared only with prior written informed consent of the student age twelve or greater, or of the student's parent as required by N.J.S.A. 26:5C-1 et seq. and only for the purpose of determining an appropriate educational program for the student.
  - b. Information obtained by the school's alcohol and other drug program that would identify the student as an alcohol or other drug user may be disclosed only for those purposes and under conditions permitted by 42 CFR Part 2.
  - c. Information provided by a secondary school student while participating in a school-based alcohol or other drug counseling program that indicates a parent or other person residing in the student's household is dependent upon or illegally using a substance shall be shared only for those purposes and conditions permitted by N.J.S.A. 18A:40A-7.1.

### E. Access to Student Health Records

1. Access to and disclosure of information in the student health record shall meet the requirements of the Family Educational Rights and Privacy Act



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(FERPA), 20 USC §1232g and 34 CFR Part 99 as amended and supplemented, and N.J.A.C. 6A:32-7 – Student Records.

2. The school district shall provide access to the student health record to licensed medical personnel not holding educational certification who are working under contract with, or as employees of, the school district only to the extent necessary to enable the licensed medical personnel to perform their duties.
  - a. Secretarial or clerical personnel under the supervision of the certified school nurse shall be permitted access to portions of the student health record necessary for entry and recording of data and for conducting routine clerical tasks as outlined in N.J.S.A. 18A:40-3.4 and N.J.A.C. 6A:32-7.5.
3. Nothing in N.J.A.C. 6A:16-2.4 or in Policy 5308 and this Regulation shall be construed to prohibit school personnel from disclosing to students or adults in connection with an emergency the information contained in the student health record if the release is necessary to protect the immediate health or safety of the student or other persons pursuant to N.J.A.C. 6A:32-7.5.

Adopted:



## 5310 HEALTH SERVICES (M)

The Board of Education shall develop and adopt the following written policies, procedures, and mechanisms in accordance with N.J.A.C. 6A:16-2.1(a) for the provision of health, safety, and medical emergency services, and shall ensure staff are informed as appropriate:

1. The review of immunization records for completeness pursuant to N.J.A.C. 8:57-4.1 through 4.20 (Policy and Regulation 5320);
2. The administration of medication to students in the school setting in by the following authorized individuals accordance with N.J.A.C. 6A:16-2.1(a)2 (Policy and Regulation 5330).
  - a. The school physician;
  - 
  - b. A certified school nurse or non certified nurse;
  - 
  - c. A substitute school nurse employed by the school district;
  - 
  - d. The student's parent;
  - 
  - e. A student approved to self-administer medication, pursuant to N.J.A.C. 6A:16-2.1(a)5.iii. and 6A:16-2.1(a)9. and N.J.S.A. 18A:40-12.3 and 12.4;
  - 
  - f. Other school employees who volunteer to be trained and designated by the certified school nurse to administer epinephrine in an emergency, pursuant to N.J.S.A. 18A:40-12.5 and 12.6; and
  - 
  - g. Other employees who volunteer to be designated as a delegate and trained to administer glucagon, pursuant to N.J.S.A. 18A:40-12.14.
  - 
  -
3. The review of Do Not Resuscitate (DNR) Orders received from the student's parent or medical home (Policy 5332);
4. The provision of health services in emergency situations including:
  - a. The emergency administration of epinephrine via an epinephrine Epi-pen auto-injector pursuant to N.J.S.A. 18A:40-12.5 (Policy and



- Regulation 5330);b The emergency administration of glucagon pursuant to N.J.S.A. 18A:40-12.14 (Policy and Regulation 5338);
- c. The care of any student who becomes injured or ill while at school or participating in school-sponsored functions (Policy and Regulation 8441);
  - d. The transportation and supervision of any student determined to be in need of immediate care (Policy and Regulation 8441);
  - e. The notification to parent of any student determined to be in need of immediate medical care (Policy and Regulation 8441); and
  - f. The establishment and implementation of an emergency action plan for responding to a sudden cardiac event, including the use of an automated external defibrillator (AEF), pursuant to N.J.S.A. 18A:40-41b (Policy and Regulation 5300).
- 5. The treatment of asthma in the school setting in accordance with the provisions of N.J.A.C. 6A:16-2.1(a)5 (Policy 5335);
  - 6. Administration of student medical examinations, pursuant to N.J.S.A. 18A:40-4, N.J.S.A. 18A:35-4.8, and N.J.A.C. 6A:16-2.2 (Policy and Regulation 5310);
  - 7. Utilization of sanitation and hygiene when handling blood and bodily fluids pursuant to N.J.A.C. 12:100-4.2, Safety and Health Standards for Public Employees, and in compliance with 29 CFR 1910.1030, ~~Public Employees~~ Occupational Safety and Health ~~Program (PEOSH)~~ Bloodborne Pathogens Standards;
  - 8. Provision of nursing services to nonpublic schools located in the school district as required by N.J.S.A. 18A:40-23 et seq. and N.J.A.C. 6A:16-2.5 (Policy and Regulation 5306);
  - 9. Self-administration of medication by a student for asthma or other potentially life-threatening ~~illness or life-threatening~~ allergic reaction pursuant to N.J.S.A. 18A:40-12.3, 12.5, and 12.6, and the self-management and care of a student's diabetes as needed pursuant to N.J.S.A. 18A:40-12.15;
  - 10. Development of an individualized healthcare plan and individualized emergency healthcare plan for students with chronic medical conditions, including ~~life-threatening allergies~~, diabetes, ~~and~~ asthma, ~~and life-threatening~~





allergies requiring special health services in accordance with N.J.S.A. 18A:40-12.11.c, 12.12, 12.13, and 12.15; and N.J.A.C. 6A:16-2.3(b)3xii;(Policies and Regulations 5331 and 5338 and Policy 5335); and

11. Management of food allergies in the school setting and the emergency administration of epinephrine to students for anaphylaxis pursuant to N.J.S.A. 18A:40-12.6a through 12.6d.

The Board of Education shall annually adopt the school district's nursing services plan at a regular meeting, pursuant to N.J.A.C. 6A:16-2.1(b) and Policy 5307.

~~The Board of Education shall comply with the following required health services as outlined in N.J.A.C. 6A:16-2.2:~~

- ~~1. Immunization records shall be reviewed and updated as needed pursuant to N.J.A.C. 8:57-4.1 through 4.24.~~
- ~~2. A Building Principal or designee shall not knowingly admit or retain in the school building any student whose parent has not submitted acceptable evidence of the child's immunization, according to the schedule specified in N.J.A.C. 8:57-4, Immunization of Students in School.~~
- ~~3. The school district shall perform tuberculosis tests on students using methods required by and when specifically directed to do so by the New Jersey Department of Health and Senior Services, based upon the incidence of tuberculosis or reactor rates in specific communities or population groups pursuant to N.J.S.A. 18A:40-16.~~
- ~~4. The school district shall immediately report any communicable diseases that are identified as reportable pursuant to N.J.A.C. 8:57-1, whether confirmed or presumed, by telephone to the health officer of the jurisdiction in which the school is located.~~
- ~~5. Each school in the district shall have and maintain for the care of students at least one nebulizer in the office of the school nurse or a similar accessible location pursuant to N.J.S.A. 18A:40-12.7.~~
- ~~6. Each student medical examination shall be conducted at the medical home of the student. If a student does not have a medical home, the school district shall provide this examination at the school physician's office or other comparably equipped facility pursuant to N.J.S.A. 18A:40-4.~~



- ~~7. The findings of the required examinations under 8. b. c., d., and e. below shall include the following components:~~
  - ~~a. Immunizations pursuant to N.J.A.C. 8:57-4.1 through 4.24;~~
  - ~~b. Medical history including allergies, past serious illnesses, injuries, operations, medications, and current health problems;~~
  - ~~c. Health screenings including height, weight, hearing, blood pressure, and vision; and~~
  - ~~d. Physical examinations.~~
- ~~8. The school district shall ensure that students receive medical examinations in accordance with N.J.A.C. 6A:16-2.2(f) and 6. above and:~~
  - ~~a. Prior to participation on a school-sponsored interscholastic or intramural team or squad for students enrolled in any grade six to twelve in accordance with N.J.A.C. 6A:16-2.2(h)1;~~
  - ~~b. Upon enrollment in school in accordance with N.J.A.C. 6A:16-2.2(h)2;~~
  - ~~c. When applying for working papers in accordance with N.J.A.C. 6A:16-2.2(h)3;~~
  - ~~d. For the purposes of the comprehensive Child Study Team evaluation pursuant to N.J.A.C. 6A:14-3.4 in accordance with N.J.A.C. 6A:16-2.2(h)4; and~~
  - ~~e. When a student is suspected of being under the influence of alcohol or controlled dangerous substances, pursuant to N.J.S.A. 18A:40A-12 and N.J.A.C. 6A:16-4.3 in accordance with N.J.A.C. 6A:16-2.2(h)5.~~
- ~~9. Each school shall have available and maintain an AED, pursuant to N.J.S.A. 18A:40-41a.a.(1) and (3), and in accordance with N.J.A.C. 6A:16-2.2(i).~~
- ~~10. The Board of Education shall make accessible information regarding the New Jersey Family Care Program to students who are knowingly without medical coverage pursuant to N.J.S.A. 18A:40-34.~~





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~~11. Information concerning a student's HIV/AIDS status shall not be required as part of the medical examination or health history pursuant to N.J.S.A. 26:5C-4 et seq.~~

~~12. The Board of Education, through the school nurse, shall ensure that students receive health screenings as outlined in N.J.A.C. 6A:16-2.2(k).~~

~~13. The School Nurse shall screen to ensure hearing aids worn by students who are deaf and/or hard of hearing are functioning properly. The School Nurse, in conjunction with the office of the Assistant Superintendent, will also ensure any FM hearing aid systems in classrooms or any school equipment in the school building used to assist students hear are functioning properly.~~

~~N.J.S.A. 18A:40-4 et seq.~~

~~N.J.A.C. 6A:16-1.3 et seq.; 6A:16-2.1; 6A-2.2.~~

~~N.J.S.A. 18A:35-4.8; 18A:40-4; 18A:40-12;~~

~~18A:40-12.3; 18A:40-12.5; 18A:40-12.6;~~

~~18A:40-12.6a; 18A:40-12.6b; 18A:40-12.6c;~~

~~18A:40-12.6d; 18A:40-12.7; 18A:40-12.11;~~

~~18A:40-12.15; 18A:40-16; 18A:40-23 et seq.;~~

~~18A:40-41.a.; 18A:40-41.b.~~

~~N.J.A.C. 6A:16-1.3; 6A:16-2.1; 6A:16-2.2~~

Adopted: 22 March 2010

Revised: 08 December 2014

Revised: 17 October 2016



R 5310 HEALTH SERVICES (M)

A. Definitions – (N.J.A.C. 6A:16-1.3)

1. Advanced practice nurse (APN) – means a person who holds a current license as either an advanced practice nurse or a nurse practitioner/clinical nurse specialist from the State Board of Nursing.
2. Certified school nurse – means a person who holds a current license as a registered professional nurse from the State Board of Nursing and an educational services certificate, school nurse, or school nurse/non-instructional endorsement from the Department of Education, pursuant to N.J.A.C. 6A:9B-14.3 and 14.4.
3. Medical home – means a health care provider, including New Jersey FamilyCare providers as defined by N.J.S.A. 30:4J-12 and the provider's practice site chosen by the student's parent for the provision of health care.
4. Non-certified nurse – means a person who holds a current license as a professional nurse from the State Board of Nursing and is employed by a Board of Education and who is not certified as a school nurse by the Department of Education.
5. Parent – means the natural parent(s), adoptive parent(s), legal guardian(s), resource family parent(s), or surrogate parent(s) of a student. When parents are separated or divorced, "parent" means the person or agency who has legal custody of the student, as well as the natural or adoptive parent(s) of the student, provided parental rights have not been terminated by a court of appropriate jurisdiction.
6. Physical examination – means the examination of the body by a professional licensed to practice medicine or osteopathy, or an advanced practice nurse, or physician assistant. The term includes specific procedures required by statute as stated in N.J.A.C. 6A:16-2.2.
7. Physician assistant (PA) – means a health care professional licensed to practice medicine with physician supervision.
8. School physician – means a physician currently licensed by the New Jersey Board of Medical Examiners in medicine or osteopathy whose training and scope of practice includes child and adolescent health and development. The



physician is also referred to as the medical inspector as per N.J.S.A. 18A:40-1.

B. Medical Examinations – General Conditions (N.J.A.C. 6A:16-2.2)

1. Each student medical examination shall be conducted at the medical home of the student. If a student does not have a medical home, the school district shall provide the examination at the school physician's office or other comparably equipped facility, pursuant to N.J.S.A. 18A:40-4.
2. The findings of required examinations under N.J.A.C. 6A:16-2.2(h)2. through (h)5. and D. through G. below shall include the following components:
  - a. Immunizations, pursuant to N.J.A.C. 8:57-4.1 through 4.24;
  - b. Medical history, including allergies, past serious illnesses, injuries, operations, medications, and current health problems;
  - c. Health screenings including height, weight, hearing, blood pressure, and vision; and
  - d. Physical examinations.
3. Each school shall have available and maintain an automated external defibrillator (AED), pursuant to N.J.S.A. 18A:40-41a.a.(1) and (3), that is:
  - a. In an unlocked location on school property, with an appropriate identifying sign;
  - b. Accessible during the school day and any other time when a school-sponsored athletic event or team practice is taking place in which students of the school district or nonpublic school are participating; and
  - c. Within a reasonable proximity of the school athletic field or gymnasium, as applicable.
4. The Board of Education shall make accessible information regarding the NJ FamilyCare Program to students who are knowingly without medical coverage, pursuant to N.J.S.A. 18A:40-34.



5. Information concerning a student's HIV/AIDS status shall not be required as part of the medical examination or health history, pursuant to N.J.S.A. 26:5C-1 et seq.
  6. Pursuant to N.J.S.A. 18A:40-4, a student who presents a statement signed by their parents that such required examinations interfere with the free exercise of their religious beliefs shall be examined only to the extent necessary to determine whether the student is ill or infected with a communicable disease or to determine their fitness to participate in any health, safety, or physical education course required by law.
- C. Medical Examinations - Prior to Participation on a School-Sponsored Interscholastic or Intramural Athletic Team or Squad for Students Enrolled in Any Grades Six to Twelve (N.J.A.C. 6A:16-2.2(h)1.)
1. The school district shall ensure that students receive medical examinations in accordance with N.J.A.C. 6A:16-2.2(f) and B.1. above and prior to participation on a school-sponsored interscholastic or intramural athletic team or squad for students enrolled in any grades six to twelve.
    - a. The examination shall be conducted within 365 days prior to the first day of official practice in an athletic season and shall be conducted by a licensed physician, APN, or PA.
    - b. The physical examination shall be documented using the Preparticipation Physical Evaluation (PPE) form developed jointly by the American Academy of Family Physicians, American Academy of Pediatrics, American College of Sports Medicine, American Medical Society for Sports Medicine, American Orthopaedic Society for Sports Medicine, and American Osteopathic Academy of Sports Medicine and is available online at  
  
<http://www.state.nj.us/education/students/safety/health/records/athleticphysicalsform.pdf>,  
in accordance with N.J.S.A. 18A:40-41.7.
      - (1) Prior to performing a preparticipation physical examination, the licensed physician, APN, or PA who performs the student-athlete's physical examination shall complete the Student-Athlete Cardiac Screening professional development module and shall sign the certification statement on the PPE



form attesting to the completion, pursuant to N.J.S.A. 18A:40-41d.

- (a) If the PPE form is submitted without the signed certification statement and the school district has confirmed that the licensed physician, APN, or PA from the medical home did not complete the module, the student-athlete's parent may obtain a physical examination from a physician who can certify completion of the module or request that the school physician provides the examination.
  - (2) The medical report shall indicate if a student is allowed or not allowed to participate in the required sports categories and shall be completed and signed by the original examining physician, APN, or PA.
  - (3) An incomplete form shall be returned to the student's medical home for completion unless the school nurse can provide documentation to the school physician that the missing information is available from screenings completed by the school nurse or physician within the prior 365 days.
- c. Each student whose medical examination was completed more than ninety days prior to the first day of official practice in an athletic season shall provide a health history update questionnaire completed and signed by the student's parent. The completed health history update questionnaire shall include information listed below as required by N.J.S.A. 18A:40-41.7.b.

The completed health history update questionnaire shall be reviewed by the school nurse and, if applicable, the school athletic trainer and shall include information as to whether, in the time period since the date of the student's last preparticipation physical examination, the student has:

- (1) Been advised by a licensed physician, APN, or PA not to participate in a sport;
- (2) Sustained a concussion, been unconscious or lost memory from a blow to the head;



- (3) Broken a bone or sprained, strained, or dislocated any muscles or joints;
  - (4) Fainted or blacked out;
  - (5) Experienced chest pains, shortness of breath, or heart racing;
  - (6) Had a recent history of fatigue and unusual tiredness;
  - (7) Been hospitalized, visited an emergency room, or had a significant medical illness;
  - (8) Started or stopped taking any over the counter or prescribed medications; or
  - (9) Had a sudden death in the family, or whether any member of the student's family under the age of fifty has had a heart attack or heart trouble.
- d. The school district shall provide to the parent written notification signed by the school physician stating approval of the student's participation in athletics based upon the medical report or the reasons for the school physician's disapproval of the student's participation.
- e. The Board shall not permit a student enrolled in grades six to twelve to participate on a school-sponsored interscholastic or intramural athletic team or squad unless the student submits a PPE form signed by the licensed physician, APN, or PA who performed the physical examination and, if applicable, a completed health history update questionnaire, pursuant to N.J.S.A. 18A:40-41.7.c.
- f. The school district shall distribute to a student-athlete and the student-athlete's parent the sudden cardiac arrest pamphlet developed by the Commissioner of Education, in consultation with the Commissioner of Health, the American Heart Association, and the American Academy of Pediatrics, pursuant to N.J.S.A. 18A:40-41.
- (1) A student-athlete and the student-athlete's parent annually shall sign the Commissioner-developed form that they received and reviewed the pamphlet, and shall return it, to the student's school, pursuant to N.J.S.A. 18A:40-41.d.



# REGULATION

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- (2) The Commissioner shall update the pamphlet, as necessary, pursuant to N.J.S.A. 18A:40-41.b.
- (3) The Commissioner shall distribute the pamphlet, at no charge, to the school district, pursuant to N.J.S.A. 18A:40-41.b.

### D. Medical Examinations - Upon Enrollment in School (N.J.A.C. 6A:16-2.2(h)2.)

1. The school district shall ensure that students receive medical examinations in accordance with N.J.A.C. 6A:16-2.2(f) and B.1. above and upon enrollment in school.
  - a. The school district shall require parents to provide within thirty days of enrollment entry-examination documentation for each student.
  - b. When a student transfers to another school, the sending school district shall ensure the entry-examination documentation is forwarded to the receiving school district, pursuant to N.J.A.C. 6A:16-2.4(d).
  - c. Students transferring into this school district from out-of-State or out-of-country may be allowed a thirty-day period to obtain entry-examination documentation.
  - d. The school district shall notify parents through its website or other means about the importance of obtaining subsequent medical examinations of the student at least once during each developmental stage: at early childhood (preschool through grade three), pre-adolescence (grade four through six), and adolescence (grade seven through twelve).

### E. Medical Examinations - When Students Apply for Working Papers (N.J.A.C. 6A:16-2.2(h)3.)

1. The school district shall ensure that students receive medical examinations in accordance with N.J.A.C. 6A:16-2.2(f) and B.1. above and when applying for working papers.
2. The school district may provide for the administration of a medical examination for a student pursuing a certificate of employment.





3. The school district shall not be held responsible for the costs for examinations at the student's medical home or other medical provider(s).
- F. Medical Examinations - For the Purposes of the Comprehensive Child Study Team Evaluation Pursuant to N.J.A.C. 6A:14-3.4 (N.J.A.C. 6A:16-2.2(h)4.)
1. The school district shall ensure that students receive medical examinations in accordance with N.J.A.C. 6A:16-2.2(f) and B.1. above and for the purposes of the comprehensive child study team evaluation, pursuant to N.J.A.C. 6A:14-3.4.
- G. Medical Examinations - When a Student is Suspected of Being Under the Influence of Alcohol or Controlled Dangerous Substances, pursuant to N.J.S.A. 18A:40A-12 and N.J.A.C. 6A:16-4.3 (N.J.A.C. 6A:16-2.2(h)5.)
1. The school district shall ensure that students receive medical examinations in accordance with N.J.A.C. 6A:16-2.2(f) and B.1. above and when a student is suspected of being under the influence of alcohol or controlled dangerous substances, pursuant to N.J.S.A. 18A:40A-12 and N.J.A.C. 6A:16-4.3.
  2. If a student who is suspected of being under the influence of alcohol or controlled dangerous substances is reported to the certified school nurse, the certified school nurse shall monitor the student's vital signs and general health status for emergent issues and take appropriate action pending the medical examination, pursuant to N.J.A.C. 6A:16-4.3.
  3. No school staff shall interfere with a student receiving a medical examination for suspicion of being under the influence of alcohol or controlled dangerous substances, pursuant to N.J.A.C. 6A:16-4.3.
- H. Health Screenings (N.J.A.C. 6A:16-2.2(l))
- The Board of Education shall ensure that students receive health screenings in accordance with N.J.A.C. 6A:16-2.2(l).
1. Screening for height, weight, and blood pressure shall be conducted annually for each student in Kindergarten through grade twelve.
  2. Screening for visual acuity shall be conducted biennially for students in Kindergarten through grade ten.





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3. Screening for auditory acuity shall be conducted annually for students in Kindergarten through grade three and in grades seven and eleven, pursuant to N.J.S.A. 18A:40-4.
4. Screening for scoliosis shall be conducted biennially for students between the ages of ten and eighteen, pursuant to N.J.S.A. 18A:40-4.3.
5. Screenings shall be conducted by a school physician, school nurse, or other school personnel properly trained.
6. The school district shall notify the parent of any student suspected of deviation from the recommended standard.
7. The school nurse or designee shall screen to ensure hearing aids worn by students who are deaf and/or hard of hearing are functioning properly. The school nurse or designee will ensure any FM hearing aid systems in classrooms or any school equipment in the school building used to assist students to hear, are functioning properly.

Adopted:



REPORTING PUPILSTUDENT PROGRESS (M)

5420 REPORTING PUPILSTUDENT PROGRESS (M)

The Board of Education believes that the cooperation and communication between school and home in the interests of children is fostered by the systematic communication of students' educational welfare to parent(s) or legal guardian(s). The Board directs the establishment of a program of reporting student progress to parent(s) or legal guardian(s) by both written reports and by parent-teacher conferences and requires the cooperation of all appropriate teaching staff members in that program as part of their professional responsibilities.

The Superintendent shall develop, in consultation with appropriate administrative and teaching staff members, procedures for reporting student progress to parent(s) or legal guardian(s) that utilize various methods of reporting appropriate to grade level and curriculum content; ensure that the student and parent(s) or legal guardian(s) receive ample warning of a possible failing grade or any grade that would adversely affect the student's educational status; enable the scheduling of parent-teacher conferences at such times as will ensure the greatest degree of participation by parent(s) or legal guardian(s); and require the issuance of report cards at intervals throughout the school year.

Reports of individual achievement on State assessment tests shall be promptly disseminated to the student or the student's parent(s) or legal guardian(s).

Rank in Class

No information regarding rank in class shall be released to colleges, universities, or other external parties except as follows:

- a) The United States military academies shall be provided with a class rank. Such data shall be provided upon request of an applicant or an applicant's parent;
- b) Other scholarship programs external to colleges and universities to which a student has applied may be provided with either a class rank or a decile approximation of class rank as noted above if such data is required by the scholarship program;
- c) Determination of the graduating valedictorian and salutatorian.

Weighted grade point averages shall be recorded on the student's permanent record card, but no designation of rank in class shall be recorded.

The Director of School Counseling shall annually develop a school profile that communicates to colleges and universities the caliber of the curriculum and the performance of the most recent graduating class.



The Director of School Counseling shall establish procedures to determine class rank for the specific purposes described above.

## Discipline Records

(a) A student's disciplinary records shall be maintained in the student's permanent file; however, the district will not release such records to colleges, universities, and/or other parties without a written request by the parent/guardian of the student or by the student/graduate who is age 18 years or older.

## State Seal of Biliteracy – N.J.A.C. 6A:8-5.3

1. The Board may award a State Seal of Biliteracy to any student who has met all requirements in N.J.A.C. 6A:8-5.2 and B. above and demonstrates proficiency in the following:

a. One or more world languages via an approved assessment pursuant to N.J.A.C. 6A:8-5.3(f) and D.6. below during the student's next to last or final year of high school; and

(1) Pursuant to N.J.S.A. 18A:7C-15, a foreign language other than English also shall include, but not be limited to, American Sign Language, Latin, and Native American languages.

b. English language arts as set forth in N.J.A.C. 6A:8-5.1(a)6 and A.1.f. above.

A Board that chooses to award the State Seal of Biliteracy shall incorporate the process into the developed, adopted, and implemented Policy 5460 – High School Graduation pursuant to N.J.A.C. 6A:8-5.1(a) and A.1. above, denoting participation in the voluntary program. A Board choosing to participate shall submit, in accordance with N.J.A.C. 6A:8-5.1(d) and A.3. above, a copy of Policy 5460 – High School Graduation that reflects the option for students to participate in the State Seal of Biliteracy.

3. The Board of Education shall pay the costs for related assessments and transcript insignias.

4. The Board of Education shall do the following:

a. Provide the NJDOE with information regarding students who qualify for the State Seal of Biliteracy pursuant to N.J.A.C. 6A:8-5.3(a) and D.1. above;





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b. Present each student who qualifies pursuant to D.1. above with a New Jersey Department of Education-issued certificate;

c. Include the Commissioner of Education-developed insignia on the student's transcript; and

d. Maintain appropriate records to identify students who have earned the State Seal of Biliteracy.

5. The Board shall not award a State Seal of Biliteracy to any student who does not meet the criteria in N.J.A.C. 6A:8-5.3(a) and D.1. above and shall not include the Commissioner of Education-developed insignia on the student's transcript.

6. A list of New Jersey Department of Education-approved, nationally recognized assessments and the Statewide scores necessary for a student to satisfy requirements for the State Seal of Biliteracy shall be set by a resolution approved by the New Jersey State Board of Education.

a. If an approved assessment, pursuant to N.J.A.C. 6A:8-5.3(f) and D.6. above, does not exist for a particular language, the Board may administer a NJDOE-approved, locally designed proficiency-based assessment.

Adopted: 05 April 2010

Revised:



# POLICY

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HIGH SCHOOL GRADUATION (M)

### 5460 HIGH SCHOOL GRADUATION (M)

The Board of Education will recognize the successful completion of the secondary school instructional program by the award of a State-endorsed diploma certifying the student has met all State and local requirements for high school graduation. The Board will annually certify to the Executive County Superintendent each student who has been awarded a diploma has met the requirements for graduation.

#### A. High School Graduation Requirements

A graduating student must have earned a minimum of 125 credits in courses designed to meet all of the New Jersey Student Learning Standards (NJSLS) including, but not limited to, the following credits:

1. At least twenty credits in English language arts aligned to grade nine through twelve standards;
2. At least fifteen credits in mathematics, including Algebra I or the content equivalent; geometry or the content equivalent; and a third year of mathematics that builds on the concepts and skills of algebra and geometry and that prepares students for college and 21<sup>st</sup> century careers;
3. At least fifteen credits in social studies, including satisfaction of N.J.S.A. 18A:35-1 and 18A:35-2; five credits in world history; and the integration of civics, economics, geography, and global content in all course offerings;
4. At least fifteen credits in science, including at least five credits in laboratory biology/life science or the content equivalent; one additional laboratory/inquiry-based science course, which shall include chemistry, environmental science, or physics; and one additional laboratory/inquiry-based science course;
5. At least three and three-quarters credits in health, safety, and physical education during each year of enrollment, distributed as one hundred fifty minutes per week, as required by N.J.S.A. 18A:35-5, 7, and 8;
6. At least five credits in visual and performing arts;
7. At least five credits in world languages or student demonstration of proficiency as set forth in N.J.A.C. 6A:8-5.1(a)2ii(2);



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8. At least two and one-half credits in financial, economic, business, and entrepreneurial literacy;
9. Technological literacy, consistent with the NJSLS, integrated throughout the curriculum;
10. At least five credits in 21<sup>st</sup> century life and careers, or career-technical education; and
11. Electives as determined by the high school program sufficient to total a minimum of 125 credits.

As defined in N.J.A.C. 6A:8-1.3, "credit" means the award for the equivalent of a class period of instruction which meets for a minimum of forty minutes, one time per week during the school year or as approved through N.J.A.C. 6A:8-5.1(a)2.

The high school graduation credit requirement may be met in whole or in part through program completion of a range of experiences that enable students to pursue a variety of personalized learning opportunities, as follows:

1. The district shall establish a process to approve individualized student learning opportunities that meet or exceed the NJSLS.
  - a. Individualized student learning opportunities in all NJSLS areas include, but are not limited, to the following:
    - (1) Independent study;
    - (2) Online learning;
    - (3) Study abroad programs;
    - (4) Student exchange programs; and
    - (5) Structured learning experiences, including, but not limited to, work-based programs, internships, apprenticeships, and service learning experiences.
  - b. Individualized student learning opportunities based upon specific instructional objectives aimed at meeting or exceeding the NJSLS shall:



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- (1) Be based on student interest and career goals as reflected in the Personalized Student Learning Plans;

In the development of Personalized Student Learning Plans according to N.J.A.C. 6A:8-3.2(a), the district shall actively encourage all students who have otherwise met the requirements for high school graduation according to N.J.A.C. 6A:8-5.1(a) to continue to pursue rigorous, yet balanced, courseloads in accordance with their post-secondary aspirations which may include the following:

- a. Five credits in mathematics during each year of enrollment, aimed at preparation for entrance into post-secondary programs or 21st century careers;
- b. Five credits in a laboratory science during each year of enrollment, aimed at preparation for entrance into post-secondary programs or 21st century careers;
- c. Five credits in social studies during each year of enrollment, aimed at preparation for entrance into post-secondary programs or 21st century careers;
- d. Five credits in world languages during each year of enrollment, aimed at preparation for entrance into post-secondary programs or 21st century careers;
- e. Five credits in the visual and performing arts during each year of enrollment, aimed at preparation for entrance into post-secondary programs or 21st century careers, and
- f. Five credits in business and/or technology during each year of enrollment, aimed at preparation for entrance into post-secondary programs or 21st century careers.

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- (2) Include demonstration of student competency;
  - (3) Be certified for completion based on the district process adopted according to 2. below; and
  - (4) Be on file in the school district and subject to review by the Commissioner or designee.
- c. Group programs based upon specific instructional objectives aimed at meeting or exceeding the NJSLS shall be permitted and shall be approved in the same manner as other approved courses.



2. The district shall establish a process for granting of credits through successful completion of assessments that verify student achievement in meeting or exceeding the NJSLS at the high school level, including standards achieved by means of the individualized student learning opportunities enumerated as outlined in N.J.A.C. 6A:8-5.1(a)2. Such programs or assessments may occur all or in part prior to a student's high school enrollment; no such locally administered assessments shall preclude or exempt student participation in applicable Statewide assessments at grades three through twelve.
  - a. The district shall choose assessments that are aligned with or exceed the NJSLS and may include locally designed assessments.
  - b. The district shall choose from among the following assessment options to determine if students have achieved the level of language proficiency designated as Novice-High as defined by the American Council on the Teaching of Foreign Languages (ACTFL) and recognized as fulfilling the world languages requirement of the NJSLS:
    - (1) The Standards-based Measurement of Proficiency (STAMP) online assessment;
    - (2) The ACTFL Oral Proficiency Interview (OPI) or Modified Oral Proficiency Interview (MOPI); or
    - (3) Department of Education-approved locally designed competency-based assessments.
3. The district shall establish a process to approve post-secondary learning opportunities that may consist of: Advanced Placement (AP) courses; the College-Level Examination Program (CLEP); or concurrent/dual enrollment at accredited higher education institutions.
  - a. The district shall award credit for successful completion of an approved, accredited college course that assures achievement of knowledge and skills that meets or exceeds the NJSLS.

**B. Additional Graduation Requirements**

1. Attendance requirements as indicated in Policy and Regulation 5200;





# POLICY

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2. Any statutorily mandated requirements for earning a high school diploma; and
3. Any Statewide assessment graduation requirements as determined by the New Jersey Department of Education (NJDOE), and as outlined in C. below.

### C. Statewide Assessment Graduation Requirements

#### Class of 2024 and 2025 (Updated May 2023)

Students must take and demonstrate proficiency in grade 11 on the New Jersey Graduation Proficiency Assessment, which includes content aligned to the grade 10 New Jersey Student Learning Standards (NJSLS) in ELA, and the NJSLS in Algebra 1 and Geometry.

If, after completing the New Jersey Graduation Proficiency Assessment, a student does not demonstrate proficiency on the ELA or mathematics section, the student may retake the New Jersey Graduation Proficiency Assessment in the following summer or fall.

A student with disabilities whose IEP states that they are not eligible for the alternate assessment (Dynamic Learning Maps) must take the New Jersey Graduation Proficiency Assessment in grade 11.

#### First Pathway—NJGPA

Note: Cut Scores Approved by the New Jersey State Board of Education on May 3, 2023

<u>ELA</u>	<u>Mathematics</u>
<u>New Jersey Graduation Proficiency Assessment—ELA <math>\geq</math> 725 (Graduation Ready)</u>	<u>New Jersey Graduation Proficiency Assessment—Mathematics <math>\geq</math> 725 (Graduation Ready)</u>

On May 3, 2023, the State Board of Education approved the graduation ready cut score for the ELA and mathematics components of the NJGPA, as well as the menu of alternative assessments and aligned cut scores.

The requirements in this section were adopted by the New Jersey State Board of Education on September 8, 2021 for the classes of 2023–2025.



# POLICY

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HIGH SCHOOL GRADUATION (M)

### English Language Arts and Literacy (ELA)

If, after completing the New Jersey Graduation Proficiency Assessment in grade 11, students did not demonstrate proficiency by passing the ELA component, such students may access the following pathways:

- Second Pathway: By meeting the designated cut score on a substitute competency test such as the PSAT, SAT, ACT, or ACCUPLACER; or
- Third Pathway: By submitting, through the district, a student portfolio appeal to the New Jersey Department of Education.

### Mathematics

If, after completing the required New Jersey Graduation Proficiency Assessment in grade 11, students did not demonstrate proficiency by passing the mathematics component, such students may access the following pathways:

- Second Pathway: By meeting the designated cut score on a substitute competency test such as the PSAT, SAT, ACT, or ACCUPLACER; or
- Third Pathway: By submitting, through the district, a student portfolio appeal to the New Jersey Department of Education.

1. ~~The requirement that all students demonstrate proficiency in the high school end-of-course Partnership for Assessments of Readiness for College and Careers (PARCC) assessment in ELA 10 and Algebra I, or through the alternate means set forth at N.J.A.C. 6A:8-5.1(f) through (i);~~

2. ~~The Board of Education will provide students who have not demonstrated proficiency on the high school end-of-course PARCC assessments in ELA 10 and Algebra I with the opportunity to demonstrate such competence through one of the alternate means set forth below:~~

- a. ~~For the graduating classes of 2016, 2017, 2018, and 2019, students who do not take both the ELA 10 and the Algebra I end-of-course PARCC assessments or who take, but do not achieve a passing score on both assessments, as required by N.J.A.C. 6A:8-5.1(a)6, may satisfy the State requirement to demonstrate proficiency in English language arts and mathematics in one of the following ways:~~



~~(1) — Achieve a passing score, as determined by the Commissioner, on a corresponding substitute competency test in English language arts and/or mathematics, as applicable, or substitute a passing score on another end-of-course PARCC assessment, including ELA 9, ELA 11, Geometry, or Algebra II; or~~

~~(2) — Meet the criteria of the portfolio appeals process; and~~

~~b. — For the graduating class of 2020, students who take all applicable high school end-of-course PARCC assessments for all courses in which they are enrolled, including those students who received a waiver for ELA 11 pursuant to N.J.A.C. 6A:8-4.1(c)3i, as of September 6, 2016, and thereafter, but do not achieve a passing score on both the ELA 10 and Algebra I end-of-course PARCC assessments pursuant to N.J.A.C. 6A:8-5.1(a)6, may satisfy the State requirement to demonstrate proficiency in English language arts and mathematics in one of the following ways:~~

~~(1) — Achieve a passing score, as determined by the Commissioner, on a corresponding substitute competency test in English language arts and/or mathematics, as applicable, or substitute a passing score on another end-of-course PARCC assessment, including ELA 9, ELA 11, Geometry, or Algebra II; or~~

~~(2) — Meet the criteria of the portfolio appeals process.~~

~~3. — Beginning with the graduating class of 2021, students who take all applicable high school end-of-course PARCC assessments for all courses in which they are enrolled, including those students who received a waiver for ELA 11 pursuant to N.J.A.C. 6A:8-4.1(c)3i, as of September 6, 2016, and thereafter, but do not achieve a passing score on both the ELA 10 and Algebra I end-~~





# POLICY

## LIVINGSTON BOARD OF EDUCATION

Students  
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HIGH SCHOOL GRADUATION (M)

~~of-course PARCC assessments pursuant to N.J.A.C. 6A:8-5.1(a)6, by the conclusion of their senior year and after multiple opportunities to take the assessments, may satisfy the State requirement to demonstrate proficiency in English language arts and mathematics by meeting the criteria of the portfolio appeals process.~~

~~4. In accordance with a NJDOE Memorandum dated January 24, 2017, students in the graduating cohort of 2020 and 2021 who completed an Algebra I course prior to September 6, 2016 and:~~

~~a. Took the PARCC Algebra I assessment, but did not pass and are now in an advanced mathematics course (e.g. Geometry or Algebra II); or~~

~~b. Did not receive a valid test score, but are now in an advanced mathematics course (e.g. Geometry or Algebra II); or~~

~~c. Did not have an opportunity to take the PARCC Algebra I assessment because the NJDOE did not offer a summer test administration, but are now in advanced mathematics course (e.g. Geometry or Algebra II). Only students in the graduating cohorts of 2020 and 2021 described in the three specific groups above in a, b, and c, are eligible to utilize the following pathways to demonstrate proficiency in mathematics:~~

~~(1) Take or retake the PARCC Algebra I assessment and pass; or~~

~~(2) Utilize the NJDOE portfolio appeals process, provided they take the PARCC Geometry assessment and the PARCC Algebra II assessment (if enrolled in the Algebra II course) and receive valid scores; or~~



# POLICY

## LIVINGSTON BOARD OF EDUCATION

Students  
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HIGH SCHOOL GRADUATION (M)

~~(3) Take and pass the Geometry or Algebra II assessment.~~

~~5. All English Language Learners (ELLs) shall satisfy the requirements for high school graduation, except ELLs may demonstrate they have attained State minimum levels of proficiency through passage of the portfolio appeals process in their native language, when available, and passage of a Department of Education approved English fluency assessment.~~

~~6. Students with disabilities as defined in N.J.A.C. 6A:14-1.3 or eligible under Section 504 of the Rehabilitation Act who participate in the alternative assessment for students with disabilities are not required to participate in repeated administration of high school end-of-course PARCC assessments.~~

### D. Attendance

Regular attendance is required for the successful completion of a course of study and graduation. Students are expected to be present in every scheduled class except as their attendance is excused in accordance with Board Policy 5200.

### E. Students with Disabilities

1. Through the Individualized Educational Plan (IEP) process and pursuant to N.J.A.C. 6A:14-4.11 - Graduation, the district may specify alternate requirements for a State-endorsed diploma for individual students with disabilities as defined in N.J.A.C. 6A:14-1.3.
  - a. The district shall specifically address any alternate requirements for graduation in a student's IEP, in accordance with N.J.A.C. 6A:14-4.11.
  - b. The district shall develop and implement procedures for assessing whether a student with a disability has met the specified alternate requirements for graduation individually determined in an IEP.



# POLICY

## LIVINGSTON BOARD OF EDUCATION

Students

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### HIGH SCHOOL GRADUATION (M)

2. If a student with a disability attends a school other than that of the school district of residence, which is empowered to grant a diploma, the student shall have the choice of receiving the diploma of the school attended or the diploma of the school district of residence.
  - a. If the school the student is attending declines to issue a diploma to the student, the district of residence Board of Education shall issue the student a diploma if the student has satisfied all State and local graduation requirements, as specified in the student's IEP.
3. Students with disabilities who meet the standards for graduation according to the school district's graduation requirements shall have the opportunity to participate in graduation exercises and related senior activities on a nondiscriminatory basis, as provided for in subparagraph 5 below.
4. A student with a disability whose IEP prescribes continued special education programs beyond the fourth year of high school shall be permitted to participate in commencement ceremonies with his/her graduating class and shall receive a certificate of attendance, provided the student has attended four years of high school.
5. Students placed in private schools for the disabled by the district through their respective Individualized Education Plan (IEP) and who meet the requirements of subparagraphs 3 or 4 above, will be permitted to participate in graduation and related senior activities consistent with applicable law, provided students are in good standing with respect to the disciplinary policies of both the district and the private school. When a student with a disability graduates or exceeds the age of eligibility, the student shall be provided a written summary of his or her academic achievement and functional performance prior to the date of the student's graduation or the conclusion of the school year in which he or she exceeds the age of eligibility. The summary shall include recommendations to assist the child in meeting his or her postsecondary goals.

#### F. High School Diploma

1. The Board of Education shall award a State-endorsed high school diploma to prospective graduates who have met all of the requirements adopted in accordance with State and local Board of Education requirements.
2. The Board of Education shall not issue a high school diploma to any student not meeting the criteria specified in State and local requirements.



# POLICY

## LIVINGSTON BOARD OF EDUCATION

Students  
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HIGH SCHOOL GRADUATION (M)

- a. The district shall provide students exiting grade twelve without a diploma the opportunity for continued high school enrollment to age twenty or until the requirements for a State-endorsed diploma have been met, whichever comes first.
  - b. The district shall allow any out-of-school individual to age twenty who has otherwise met all State and local graduation requirements, but has failed to pass high school end-of-course PARCC assessments to demonstrate proficiency as set forth in N.J.A.C. 6A:8-5.1(f) pursuant to the standards applicable to the student's graduating class. Students in graduating classes prior to 2016 shall demonstrate proficiency as set forth in N.J.A.C. 6A:8-5.1(f)1. Upon certification of passing the test applicable to the student's class in accordance with N.J.A.C. 6A:8, a State-endorsed diploma shall be granted by the high school of record.
3. The Commissioner of Education shall award a State-issued high school diploma in accordance with the provisions of N.J.A.C. 6A:8-5.2(c) and (d).
  4. The Board of Education shall award a State-endorsed high school diploma to any currently enrolled student, regardless of grade level, who:
    - a. Has demonstrated proficiency in the high school end-of-course PARCC assessments in ELA 10 and Algebra I, or as set forth in N.J.A.C. 6A:8-5.1(f);
    - b. Has presented official transcripts showing at least thirty general education credits leading to a degree at an accredited institution of higher education; and
    - c. Has formally requested such early award of a State-endorsed high school diploma.

### G. Notification

Each student who enters or transfers into the high school and the student's parent(s) will be provided a copy of the school district's requirements for a State-endorsed diploma, and the programs available to assist students in attaining the State-endorsed diploma, in accordance with N.J.S.A. 18A:7C-5.

### H. Reporting



# POLICY

## LIVINGSTON BOARD OF EDUCATION

Students  
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HIGH SCHOOL GRADUATION (M)

The Superintendent, in accordance with N.J.S.A. 18A:7C-7 and 18A:7E-3, shall report annually to the Board of Education at a public meeting not later than September 30, and to the Commissioner of Education:

1. The total number of students graduated;
  2. The number of students graduated under the substitute competency test process;
  3. The number of students graduated under the portfolio appeals process;
  4. The number of students receiving State-endorsed high school diplomas as a result of meeting any alternative requirements for graduation as specified in their IEP's;
  5. The total number of students denied graduation from the twelfth grade class; and
  6. The number of students denied graduation from the twelfth grade class solely because of failure to pass the high school end-of-course PARCC assessments, substitute competency tests, or portfolio appeals process based on the provisions of N.J.A.C. 6A:8.
- I. The Superintendent shall provide to the Executive County Superintendent the district's graduation requirements each year they are evaluated through the Quality Single Accountability Continuum (QSAC) and update the filed copy each time the graduation policy is revised.-

### Diplomas in Memoriam

The Board, upon written request by the parent(s) or guardian(s) of the student, and recommendation by the Principal and Superintendent, will consider awarding a diploma in memoriam to a student who dies while enrolled in the district at grade level 12, provided the student was successfully on track at the time of death to receive a diploma at the end of the school year. For purposes of this policy, "school year" includes any summer session following the spring semester. Diplomas in memoriam will be provided to the family in a private meeting in the Principal's office, but not at the formal high school graduation ceremony.

N.J.S.A. 18A:7C-1; 18A:35-1; 18A:35-4.9; 18A:35-7; 18A:36-17





# POLICY

## LIVINGSTON BOARD OF EDUCATION

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HIGH SCHOOL GRADUATION (M)

N.J.A.C. 6A:8-1 et seq.; 6A:8-5.1; 6A:8-5.2; 6A:14-4.11 et seq.

Adopted: January 11, 2010

Revised: September 20, 2010

Revised: June 18, 2018

Revised:



9/22 1:00pm

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Livingston Public School District  
General Fund - Fund 10  
Interim Balance Sheet  
For 12 Month Period Ending 06/30/2023

ASSETS AND RESOURCES

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

101	Cash in bank		\$10,424,178.32
102-107	Cash and cash equivalents		\$471,625.00
116	Capital reserve Account		\$4,826,849.00
	Accounts receivable:		
141	Intergovernmental - State	\$780,050.64	
153,154	Other (net of est uncollectible of \$_____)	\$2,580,069.41	\$3,360,120.05
	Loans receivable:		
131	Interfund	\$2,474,138.13	
			<u>\$2,474,138.13</u>

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

301	Estimated Revenues	126,537,422.00	
302	Less Revenues	(123,457,145.20)	
			<u>\$3,080,276.80</u>

Total assets and resources		<u>\$24,637,187.30</u>
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REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Livingston Public School District  
General Fund - Fund 10  
Interim Balance Sheet  
For 12 Month Period Ending 06/30/2023

LIABILITIES AND FUND EQUITY

--- L I A B I L I T I E S ---

421	Accounts Payable	\$499,725.77
	Other current liabilities including Net Assets	\$475,625.00
TOTAL LIABILITIES		\$975,350.77

F U N D   B A L A N C E

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

753	Reserve for Encumbrances - Current Year	\$676,675.99
754	Reserve for Encumbrance - Prior Year	\$1,019.77
	Reserved fund balance:	
760	Reserved Fund Balance	\$4,826,849.00
601	Appropriations	129,003,292.16
602	Less : Expenditures	124,847,640.41
603	Encumbrances	\$677,695.76 (125,525,336.17)
		\$3,477,955.99
	Total Appropriated	\$8,982,500.75
--- U n a p p r o p r i a t e d ---		
770	Unreserved Fund Balance -	\$13,018,886.77
303	Budgeted Fund Balance	\$1,660,449.01
		\$23,661,836.53
	TOTAL FUND BALANCE	\$23,661,836.53
	TOTAL LIABILITIES AND FUND EQUITY	\$24,637,187.30

Livingston Public School District  
General Fund - Fund 10  
Interim Balance Sheet  
For 12 Month Period Ending 06/30/2023

RECAPITULATION OF FUND BALANCE:	Budgeted	Actual	Variance
Appropriations	129,003,292.16	125,525,336.17	\$3,477,955.99
Revenues	(126,537,422.00)	(123,457,145.20)	(\$3,080,276.80)
	<u>\$2,465,870.16</u>	<u>\$2,068,190.97</u>	<u>\$397,679.19</u>
Less: Adjust for prior year encumb.	<u>(\$526,319.17)</u>	<u>(\$526,319.17)</u>	
Budgeted Fund Balance	<u>\$1,939,550.99</u>	<u>\$1,541,871.80</u>	<u>\$397,679.19</u>
Recapitulation of Budgeted Fund Balance by Subfund Fund 10 (includes 10, 11, 12, and 13)	<u>\$1,939,550.99</u>	<u>\$1,541,871.80</u>	<u>\$397,679.19</u>
TOTAL Budgeted Fund Balance	<u>\$1,939,550.99</u>	<u>\$1,541,871.80</u>	<u>\$397,679.19</u>

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Livingston Public School District  
GENERAL FUND - FUND 10  
INTERIM STATEMENTS COMPARING  
BUDGET REVENUE WITH ACTUAL TO DATE AND  
APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE  
For 12 Month Period Ending 06/30/2023

		BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
*** REVENUES/SOURCES OF FUNDS ***					
1XXX	From Local Sources	115,178,714.00	116,047,686.57		(\$868,972.57)
3XXX	From State Sources	\$7,668,809.00	\$7,387,549.99		\$281,259.01
4XXX	From Federal Sources	\$89,899.00	\$21,908.64		\$67,990.36
52XX	From Transfers	\$3,600,000.00	.00		\$3,600,000.00
TOTAL REVENUE/SOURCES OF FUNDS		126,537,422.00	123,457,145.20		\$3,080,276.80
					AVAILABLE
*** EXPENDITURES ***		APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	BALANCE
--- CURRENT EXPENSE ---					
11-1XX-100-XXX	Regular Programs - Instruction	\$40,448,744.07	\$40,355,245.28	\$55,937.30	\$37,561.49
11-2XX-100-XXX	Special Education - Instruction	\$12,821,014.54	\$12,811,655.45	\$0.00	\$9,359.09
11-230-100-XXX	Basic Skills - Remedial Instruction	\$1,488,863.00	\$1,488,158.03	\$0.00	\$704.97
11-240-100-XXX	Bilingual Education - Instruction	\$682,396.36	\$682,328.43	\$0.00	\$67.93
11-3XX-100-XXX	Voc. Programs - Local - Instruction	\$50,528.00	\$49,247.52	\$0.00	\$1,280.48
11-401-100-XXX	School-Spon. Cocurr. Acti-Instr	\$536,718.03	\$513,844.48	\$0.00	\$22,873.55
11-402-100-XXX	School-Spons. Athletics - Instruction	\$1,301,464.09	\$1,268,722.34	\$7,492.75	\$25,249.00
11-4XX-100-XXX	Other Instrc. Programs - Instruction	\$970,728.27	\$967,648.19	\$0.00	\$3,080.08
--- UNDISTRIBUTED EXPENDITURES ---					
11-000-100-XXX	Instruction	\$5,541,382.10	\$5,503,077.81	\$35,443.07	\$2,861.22
11-000-211-XXX	Attendance and Social Work Services	\$94,358.40	\$94,355.20	\$0.00	\$3.20
11-000-213-XXX	Health Services	\$881,792.30	\$879,319.15	\$0.00	\$2,473.15
11-000-216-XXX	Speech, OT,PT & Related Svcs	\$1,447,857.92	\$1,445,812.35	\$0.00	\$2,045.57
11-000-217-XXX	Other Support Serv - Students Extra Srvc	\$1,132,586.12	\$1,132,326.89	\$0.00	\$259.23
11-000-218-XXX	Guidance	\$2,481,985.79	\$2,476,343.32	\$957.00	\$4,685.47
11-000-219-XXX	Child Study Teams	\$4,139,470.65	\$4,136,688.39	\$0.00	\$2,782.26
11-000-221-XXX	Improv of Inst. - Instruc Staff	\$2,656,233.46	\$2,650,159.64	\$0.00	\$6,073.82
11-000-222-XXX	Educational Media Serv/School Library	\$1,095,186.25	\$1,087,969.91	\$2,381.83	\$4,834.51
11-000-223-XXX	Instructional Staff Training Services	\$684,257.88	\$629,600.94	\$19,360.00	\$35,296.94
11-000-230-XXX	Supp. Serv.-General Administration	\$1,427,860.69	\$1,386,323.83	\$35,802.12	\$5,734.74
11-000-240-XXX	Supp. Serv.-School Administration	\$4,619,082.53	\$4,589,126.61	\$1,970.00	\$27,985.92
11-000-25X-XXX	Central Serv & Admin. Inform. Tech.	\$3,843,816.50	\$3,806,876.93	\$26,082.80	\$10,856.77
11-000-261-XXX	Require Maint. for School Facilities	\$1,387,318.71	\$1,337,062.21	\$3,017.07	\$47,239.43
11-000-262-XXX	Custodial Services	\$6,470,308.23	\$6,444,813.25	\$18,526.57	\$6,968.41
11-000-263-XXX	Care and Upkeep of Grounds	\$69,890.00	\$68,524.95	\$0.00	\$1,365.05
11-000-266-XXX	Security	\$339,188.00	\$338,777.85	\$0.00	\$410.15
11-000-270-XXX	Student Transportation Services	\$4,730,576.43	\$4,711,448.34	\$511.00	\$18,617.09
11-XXX-XXX-2XX	Allocated and Unallocated Benefits	\$20,762,043.79	\$20,746,990.13	\$15,053.66	.00
TOTAL GENERAL CURRENT EXPENSE					
EXPENDITURES/USES OF FUNDS		122,105,652.11	121,602,447.42	\$222,535.17	\$280,669.52

REPORT OF THE SECRETARY  
 TO THE BOARD OF EDUCATION  
 Livingston Public School District  
 GENERAL FUND - FUND 10  
 INTERIM STATEMENTS COMPARING  
 BUDGET REVENUE WITH ACTUAL TO DATE AND  
 APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE  
 For 12 Month Period Ending 06/30/2023

	APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE
*** EXPENDITURES - cont'd ***				
*** CAPITAL OUTLAY ***				
12-XXX-XXX-73X Equipment	\$494,756.17	\$108,221.50	\$290,036.20	\$96,498.47
12-000-4XX-XXX Facilities acquisition & constr. serv.	\$6,280,884.88	\$3,032,620.71	\$165,124.39	\$3,083,139.78
TOTAL CAP OUTLAY EXPEND./USES OF FUNDS	\$6,775,641.05	\$3,140,842.21	\$455,160.59	\$3,179,638.25
10-000-100-56X Transfer of Funds to Charter Schools	\$121,999.00	\$104,350.78	.00	\$17,648.22
TOTAL GENERAL FUND EXPENDITURES	129,003,292.16	124,847,640.41	\$677,695.76	\$3,477,955.99

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Livingston Public School District  
GENERAL FUND - FUND 10  
SCHEDULE OF REVENUES  
ACTUAL COMPARED WITH ESTIMATED  
For 12 Month Period Ending 06/30/2023

	ESTIMATED	ACTUAL	UNREALIZED
	<u>          </u>	<u>          </u>	<u>          </u>
--- LOCAL SOURCES ---			
1210 Local Tax Levy	114,141,214.00	114,141,213.00	\$1.00
1310 Tuition from Individuals	\$12,500.00	\$235,116.61	(\$222,616.61)
1320 Tuition from LEAs Within State	\$120,000.00	\$149,092.00	(\$29,092.00)
1410 Transp Fees from Individuals	\$300,000.00	\$422,918.91	(\$122,918.91)
1910 Rents and Royalties	\$300,000.00	\$446,363.62	(\$146,363.62)
1XXX Miscellaneous	\$305,000.00	\$652,982.43	(\$347,982.43)
	<u>          </u>	<u>          </u>	<u>          </u>
TOTAL LOCAL	115,178,714.00	116,047,686.57	(\$868,972.57)
	<u>          </u>	<u>          </u>	<u>          </u>
--- STATE SOURCES ---			
3121 Categorical Transportation Aid	\$1,303,530.00	\$1,303,530.00	.00
3131 Extraordinary Aid	\$300,000.00	.00	\$300,000.00
3177 Categorical Security	\$434,880.00	\$434,880.00	.00
3300 State Reimbursement for Lead Testing of Drinking Water		\$18,740.99	(\$18,740.99)
3XXX Other State Aids	\$5,630,399.00	\$5,630,399.00	\$0.00
	<u>          </u>	<u>          </u>	<u>          </u>
TOTAL	\$7,668,809.00	\$7,387,549.99	\$281,259.01
	<u>          </u>	<u>          </u>	<u>          </u>
--- FEDERAL SOURCES ---			
4200 Federal Grants including Medicaid Reimbursement			
	\$89,899.00	\$21,908.64	\$67,990.36
	<u>          </u>	<u>          </u>	<u>          </u>
TOTAL	\$89,899.00	\$21,908.64	\$67,990.36
	<u>          </u>	<u>          </u>	<u>          </u>
--- OTHER FINANCING SOURCES ---			
52XX Transfers from other funds	\$3,600,000.00	.00	\$3,600,000.00
	<u>          </u>	<u>          </u>	<u>          </u>
TOTAL	\$3,600,000.00	\$0.00	\$3,600,000.00
	<u>          </u>	<u>          </u>	<u>          </u>
TOTAL REVENUES/SOURCES OF FUNDS	126,537,422.00	123,457,145.20	\$3,080,276.80
	<u>          </u>	<u>          </u>	<u>          </u>



REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Livingston Public School District  
GENERAL FUND - FUND 10  
STATEMENT OF APPROPRIATIONS  
COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
For 12 Month Period Ending 06/30/2023

	Appropriations	Expenditures	Encumbrances	Available Balance
*** GENERAL CURRENT EXPENSE ***				
--- Regular Programs - Instruction ---				
11-105-100-101 Preschool - Salaries of Teachers	\$59,688.04	\$59,685.68	.00	\$2.36
11-110-100-101 Kindergarten - Salaries of Teachers	\$1,568,544.63	\$1,568,544.63	.00	.00
11-120-100-101 Grades 1-5 - Salaries of Teachers	\$11,672,335.86	\$11,672,335.86	.00	.00
11-130-100-101 Grades 6-8 - Salaries of Teachers	\$9,551,784.65	\$9,551,784.65	.00	.00
11-140-100-101 Grades 9-12 - Salaries of Teachers	\$14,601,340.04	\$14,601,340.04	.00	.00
--- Regular Programs - Home Instruction ---				
11-150-100-101 Salaries of Teachers	\$83,211.60	\$82,812.10	\$0.00	\$399.50
11-150-100-320 Purchased Prof.-Ed. Services	\$89,612.40	\$89,516.31	.00	\$96.09
--- Regular Programs - Undistr. Instruction ---				
11-190-100-106 Other Salaries for Instruction	\$695,822.80	\$695,682.85	.00	\$139.95
11-190-100-320 Purchased Prof.-Ed. Services	\$71,345.22	\$69,065.22	.00	\$2,280.00
11-190-100-500 Other Purch. Serv. (400-500 series)	\$746,229.43	\$726,025.88	\$13,766.00	\$6,437.55
11-190-100-610 General Supplies	\$965,298.42	\$899,751.25	\$42,171.30	\$23,375.87
11-190-100-640 Textbooks	\$335,800.03	\$332,576.76	.00	\$3,223.27
11-190-100-800 Other Objects	\$7,730.95	\$6,124.05	.00	\$1,606.90
TOTAL	\$40,448,744.07	\$40,355,245.28	\$55,937.30	\$37,561.49
--- SPECIAL EDUCATION - INSTRUCTION ---				
Learning and/or Language Disabilities Mild or Moderate:				
11-204-100-101 Salaries of Teachers	\$525,178.96	\$524,430.82	\$0.00	\$748.14
11-204-100-106 Other Salaries for Instruction	\$4,224,017.45	\$4,223,848.86	.00	\$168.59
11-204-100-610 General Supplies	\$5,000.00	\$5,000.00	.00	.00
TOTAL	\$4,754,196.41	\$4,753,279.68	\$0.00	\$916.73
Multiple Disabilities:				
11-212-100-101 Salaries of Teachers	\$246,218.91	\$246,143.06	\$0.00	\$75.85
11-212-100-106 Other Salaries for Instruction	\$1,545,835.58	\$1,545,157.14	.00	\$678.44
11-212-100-320 Purchased Prof.-Ed. Services	\$2,100.00	\$2,100.00	.00	.00
11-212-100-500 Other Purch. Serv. (400-500 series)	\$1,480.00	\$1,003.92	.00	\$476.08
11-212-100-610 General supplies	\$32,107.67	\$30,487.89	.00	\$1,619.78
TOTAL	\$1,827,742.16	\$1,824,892.01	\$0.00	\$2,850.15
Resource Room/Resource Center:				
11-213-100-101 Salaries of Teachers	\$5,747,769.57	\$5,745,765.54	\$0.00	\$2,004.03
11-213-100-610 General supplies	\$16,836.00	\$16,270.31	.00	\$565.69
TOTAL	\$5,764,605.57	\$5,762,035.85	\$0.00	\$2,569.72
Preschool Disabilities - Part-Time:				
11-215-100-101 Salaries of Teachers	\$142,978.46	\$142,529.25	\$0.00	\$449.21
11-215-100-106 Other Salaries for Instruction	\$206,990.00	\$206,376.40	.00	\$613.60
11-215-100-320 Purchased Prof.-Ed. Services	\$10,000.00	\$9,354.56	.00	\$645.44
11-215-100-600 General Supplies	\$11,982.88	\$10,712.79	.00	\$1,270.09
TOTAL	\$371,951.34	\$368,973.00	\$0.00	\$2,978.34
Preschool Disabilities - Full-Time:				
11-216-100-101 Salaries of Teachers	\$102,519.06	\$102,474.91	\$0.00	\$44.15

Livingston Public School District  
 GENERAL FUND - FUND 10  
 STATEMENT OF APPROPRIATIONS  
 COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
 For 12 Month Period Ending 06/30/2023

	Appropriations	Expenditures	Encumbrances	Available Balance
TOTAL	\$102,519.06	\$102,474.91	\$0.00	\$44.15
TOTAL SPECIAL ED - INSTRUCTION	\$12,821,014.54	\$12,811,655.45	\$0.00	\$9,359.09
--- Basic Skills/Remedial-Instruction ---				
11-230-100-101 Salaries of Teachers	\$1,469,203.00	\$1,468,797.54	\$0.00	\$405.46
11-230-100-320 Purchased Prof.-Ed. Services	\$15,000.00	\$14,750.00	.00	\$250.00
11-230-100-610 General Supplies	\$4,660.00	\$4,610.49	.00	\$49.51
TOTAL	\$1,488,863.00	\$1,488,158.03	\$0.00	\$704.97
--- Bilingual Education-Instruction ---				
11-240-100-101 Salaries of Teachers	\$682,396.36	\$682,328.43	\$0.00	\$67.93
TOTAL	\$682,396.36	\$682,328.43	\$0.00	\$67.93
--- Vocational Programs-Local-Instruction ---				
11-3XX-100-101 Salaries of Teachers	\$45,028.00	\$45,027.40	\$0.00	\$0.60
11-3XX-100-610 General Supplies	\$5,000.00	\$3,922.48	\$0.00	\$1,077.52
11-3XX-100-800 Other Objects	\$500.00	\$297.64	\$0.00	\$202.36
TOTAL	\$50,528.00	\$49,247.52	\$0.00	\$1,280.48
--- School spons.cocurricular activities-Instruction ---				
11-401-100-100 Salaries	\$477,506.03	\$477,407.86	.00	\$98.17
11-401-100-500 Purchased Services (300-500 series)	\$11,535.00	\$1,535.00	.00	\$10,000.00
11-401-100-600 Supplies and Materials	\$32,200.00	\$29,563.75	.00	\$2,636.25
11-401-100-800 Other Objects	\$15,477.00	\$5,337.87	.00	\$10,139.13
TOTAL	\$536,718.03	\$513,844.48	\$0.00	\$22,873.55
--- School sponsored athletics-Instruct. ---				
11-402-100-100 Salaries	\$1,030,211.18	\$1,030,116.86	.00	\$94.32
11-402-100-500 Purchased Services (300-500 series)	\$150,147.78	\$127,494.53	\$7,492.75	\$15,160.50
11-402-100-600 Supplies and Materials	\$121,105.13	\$111,110.95	.00	\$9,994.18
TOTAL	\$1,301,464.09	\$1,268,722.34	\$7,492.75	\$25,249.00
--- Other Instructional programs-Instruction ---				
11-403-100-500 Purchased Services (300-500 series)	\$35,000.00	\$32,095.94	.00	\$2,904.06
TOTAL	\$35,000.00	\$32,095.94	\$0.00	\$2,904.06
11-424-100-179 Salaries of Reading Specialists	\$935,728.27	\$935,552.25	.00	\$176.02
TOTAL	\$935,728.27	\$935,552.25	\$0.00	\$176.02
TOTAL OTHER Supplemental/At-Risk	\$935,728.27	\$935,552.25	\$0.00	\$176.02
--- UNDISTRIBUTED EXPENDITURES ---				
--- Instruction ---				
11-000-100-562 Tuition to Other LEAs within State Special	\$279,166.00	\$278,253.48	.00	\$912.52
11-000-100-564 Tuition to Co.Voc. School Dist.-spec.	\$575.10	.00	.00	\$575.10
11-000-100-566 Tuition to Priv Sch for Disbl w/i State	\$4,670,761.00	\$4,639,746.51	\$30,253.07	\$761.42
11-000-100-567 Tuition Priv Sch Disbl & Otr LEA o/s State	\$590,880.00	\$585,077.82	\$5,190.00	\$612.18

Livingston Public School District  
GENERAL FUND - FUND 10  
STATEMENT OF APPROPRIATIONS  
COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
For 12 Month Period Ending 06/30/2023

	Appropriations	Expenditures	Encumbrances	Available Balance
<b>TOTAL</b>	<b>\$5,541,382.10</b>	<b>\$5,503,077.81</b>	<b>\$35,443.07</b>	<b>\$2,861.22</b>
--- Attendance and social work services ---				
11-000-211-100 Salaries	\$94,358.40	\$94,355.20	.00	\$3.20
<b>TOTAL</b>	<b>\$94,358.40</b>	<b>\$94,355.20</b>	<b>\$0.00</b>	<b>\$3.20</b>
--- Health services ---				
11-000-213-100 Salaries	\$845,114.28	\$845,069.39	.00	\$44.89
11-000-213-300 Purchased Prof. & Tech. Svc.	\$7,332.00	\$7,332.00	.00	.00
11-000-213-500 Other Purchd. Serv. (400-500 series)	\$1.00	.00	.00	\$1.00
11-000-213-600 Supplies and Materials	\$29,345.02	\$26,917.76	.00	\$2,427.26
<b>TOTAL</b>	<b>\$881,792.30</b>	<b>\$879,319.15</b>	<b>\$0.00</b>	<b>\$2,473.15</b>
--- Speech, OT,PT & Related Svcs ---				
11-000-216-100 Salaries	\$1,030,170.12	\$1,029,781.54	.00	\$388.58
11-000-216-320 Purchased Prof. Ed. Services	\$405,791.00	\$405,622.82	.00	\$168.18
11-000-216-600 Supplies and Materials	\$11,896.80	\$10,407.99	.00	\$1,488.81
<b>TOTAL</b>	<b>\$1,447,857.92</b>	<b>\$1,445,812.35</b>	<b>\$0.00</b>	<b>\$2,045.57</b>
--- Other support services - Students - Extra Srvc				
11-000-217-320 Purchased Prof. Ed. Services	\$1,132,586.12	\$1,132,326.89	.00	\$259.23
<b>TOTAL</b>	<b>\$1,132,586.12</b>	<b>\$1,132,326.89</b>	<b>\$0.00</b>	<b>\$259.23</b>
--- Guidance ---				
11-000-218-104 Salaries Other Prof. Staff	\$2,260,451.70	\$2,260,342.64	.00	\$109.06
11-000-218-105 Sal Secr. & Clerical Asst.	\$193,888.76	\$193,528.42	.00	\$360.34
11-000-218-320 Purchased Prof. - Ed. Services	\$750.00	\$750.00	.00	.00
11-000-218-390 Other Purch. Prof. & Tech Svc.	\$425.00	\$371.98	.00	\$53.02
11-000-218-500 Other Purchased Services (400-500 series)	\$1,161.01	\$461.01	.00	\$700.00
11-000-218-600 Supplies and Materials	\$25,084.32	\$20,664.27	\$957.00	\$3,463.05
11-000-218-800 Other Objects	\$225.00	\$225.00	.00	.00
<b>TOTAL</b>	<b>\$2,481,985.79</b>	<b>\$2,476,343.32</b>	<b>\$957.00</b>	<b>\$4,685.47</b>
--- Child Study Teams ---				
11-000-219-104 Salaries Other Prof. Staff	\$3,755,586.01	\$3,755,442.26	.00	\$143.75
11-000-219-105 Sal Secr. & Clerical Asst.	\$331,279.36	\$331,124.21	.00	\$155.15
11-000-219-320 Purchased Prof. - Ed. Services	\$12,319.00	\$12,318.70	.00	\$0.30
11-000-219-390 Other Purch. Prof. & Tech Svc.	\$9,678.44	\$9,678.44	.00	.00
11-000-219-592 Misc Purch Ser (400-500 O/than Resid costs)	\$2,970.00	\$1,451.33	\$0.00	\$1,518.67
11-000-219-600 Supplies and Materials	\$25,349.51	\$25,349.51	.00	.00
11-000-219-800 Other Objects	\$2,288.33	\$1,323.94	.00	\$964.39
<b>TOTAL</b>	<b>\$4,139,470.65</b>	<b>\$4,136,688.39</b>	<b>\$0.00</b>	<b>\$2,782.26</b>
--- Improv. of instr. Serv. ---				
11-000-221-102 Salaries Superv. of Instr.	\$2,005,768.70	\$2,005,023.06	.00	\$745.64
11-000-221-104 Salaries Other Prof. Staff	\$293,772.74	\$293,446.10	.00	\$326.64
11-000-221-105 Sal Secr. & Clerical Asst.	\$309,766.72	\$309,753.15	.00	\$13.57
11-000-221-320 Purchased Prof. - Ed. Services	\$25,408.89	\$24,407.90	.00	\$1,000.99
11-000-221-600 Supplies and Materials	\$17,791.41	\$14,016.33	.00	\$3,775.08

Livingston Public School District  
GENERAL FUND - FUND 10  
STATEMENT OF APPROPRIATIONS  
COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
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	Appropriations	Expenditures	Encumbrances	Available Balance
11-000-221-800 Other Objects	\$3,725.00	\$3,513.10	.00	\$211.90
<b>TOTAL</b>	<b>\$2,656,233.46</b>	<b>\$2,650,159.64</b>	<b>\$0.00</b>	<b>\$6,073.82</b>
--- Educational media serv./sch.library ---				
11-000-222-100 Salaries	\$947,136.52	\$946,825.96	.00	\$310.56
11-000-222-500 Other Purchased Services (400-500 series)	\$6,438.38	\$5,195.38	\$1,000.00	\$243.00
11-000-222-600 Supplies and Materials	\$141,611.35	\$135,948.57	\$1,381.83	\$4,280.95
<b>TOTAL</b>	<b>\$1,095,186.25</b>	<b>\$1,087,969.91</b>	<b>\$2,381.83</b>	<b>\$4,834.51</b>
--- Instructional Staff Training Services ---				
11-000-223-102 Salaries Superv. of Instruction	\$492,296.96	\$490,831.12	.00	\$1,465.84
11-000-223-320 Purchased Prof. - Ed. Services	\$108,800.00	\$91,850.00	\$16,950.00	.00
11-000-223-500 Other Purchased Services (400-500 series)	\$64,428.92	\$31,869.76	\$2,410.00	\$30,149.16
11-000-223-600 Supplies and Materials	\$14,457.00	\$14,435.06	.00	\$21.94
11-000-223-800 Other Objects	\$4,275.00	\$615.00	.00	\$3,660.00
<b>TOTAL</b>	<b>\$684,257.88</b>	<b>\$629,600.94</b>	<b>\$19,360.00</b>	<b>\$35,296.94</b>
--- Support services-general administration ---				
11-000-230-100 Salaries	\$448,520.41	\$448,146.92	\$0.00	\$373.49
11-000-230-331 Legal Services	\$306,396.68	\$305,865.92	.00	\$530.76
11-000-230-332 Audit Fees	\$66,500.00	\$66,250.00	.00	\$250.00
11-000-230-339 Other Purchased Prof. Svc.	\$104,924.44	\$70,732.07	\$33,780.00	\$412.37
11-000-230-340 Purchased Tech. Services	\$8,900.00	\$8,849.00	.00	\$51.00
11-000-230-530 Communications/Telephone	\$141,740.00	\$141,709.78	.00	\$30.22
11-000-230-580 Travel - All Other	\$2,500.00	\$2,093.00	.00	\$407.00
11-000-230-585 BOE Other Purchased Prof. Svc.	\$200.00	\$149.00	.00	\$51.00
11-000-230-590 Misc Purchased Services (400-500)	\$269,099.87	\$267,730.64	\$0.00	\$1,369.23
11-000-230-610 General Supplies	\$16,176.55	\$12,468.87	\$2,022.12	\$1,685.56
11-000-230-630 BOE In-House Training/Meeting Supplies	\$331.36	\$159.99	.00	\$171.37
11-000-230-890 Misc. Expenditures	\$62,571.38	\$62,168.64	.00	\$402.74
<b>TOTAL</b>	<b>\$1,427,860.69</b>	<b>\$1,386,323.83</b>	<b>\$35,802.12</b>	<b>\$5,734.74</b>
--- Support services-school administration ---				
11-000-240-103 Salaries Princ./Asst. Princ.	\$2,037,638.76	\$2,037,168.22	.00	\$470.54
11-000-240-104 Salaries Other Prof. Staff	\$542,407.51	\$541,865.18	.00	\$542.33
11-000-240-105 Sal. Secr. & Clerical Asst.	\$1,573,453.50	\$1,573,331.72	.00	\$121.78
11-000-240-300 Purchased Prof. & Tech. Svc.	\$26,108.00	\$23,807.99	.00	\$2,300.01
11-000-240-500 Other Purchased Services (400-500 series)	\$48,011.95	\$38,611.40	\$1,970.00	\$7,430.55
11-000-240-600 Supplies and Materials	\$390,705.81	\$373,592.10	.00	\$17,113.71
11-000-240-800 Other Objects	\$757.00	\$750.00	.00	\$7.00
<b>TOTAL</b>	<b>\$4,619,082.53</b>	<b>\$4,589,126.61</b>	<b>\$1,970.00</b>	<b>\$27,985.92</b>
--- Central Services ---				
11-000-251-100 Salaries	\$1,244,503.85	\$1,244,006.11	.00	\$497.74
11-000-251-330 Purchased Prof. Services	\$166,207.40	\$165,497.41	.00	\$709.99
11-000-251-592 Misc Pur Serv (400-500 series )	\$27,092.13	\$26,392.13	.00	\$700.00
11-000-251-600 Supplies and Materials	\$138,142.53	\$135,099.09	.00	\$3,043.44
11-000-251-832 Interest on Lease Purchase Agreements	\$75,950.39	\$75,950.39	.00	.00

Livingston Public School District  
GENERAL FUND - FUND 10  
STATEMENT OF APPROPRIATIONS  
COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
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	Appropriations	Expenditures	Encumbrances	Available Balance
11-000-251-89X Other Objects	\$19,251.51	\$19,251.51	.00	.00
<b>TOTAL</b>	<b>\$1,671,147.81</b>	<b>\$1,666,196.64</b>	<b>\$0.00</b>	<b>\$4,951.17</b>
--- Admin. Info. Technology ---				
11-000-252-100 Salaries	\$890,155.63	\$889,872.51	.00	\$283.12
11-000-252-330 Purchased Prof. Services	\$138,170.40	\$137,500.40	.00	\$670.00
11-000-252-340 Purchased Technical Services	\$194,292.77	\$193,931.83	.00	\$360.94
11-000-252-500 Other Pur Serv. (400-500 series )	\$829,110.68	\$807,006.93	\$21,970.80	\$132.95
11-000-252-600 Supplies and Materials	\$120,615.21	\$112,044.62	\$4,112.00	\$4,458.59
11-000-252-800 Other Objects	\$324.00	\$324.00	.00	.00
<b>TOTAL</b>	<b>\$2,172,668.69</b>	<b>\$2,140,680.29</b>	<b>\$26,082.80</b>	<b>\$5,905.60</b>
<b>TOTAL Cent. Svcs. &amp; Admin IT</b>	<b>\$3,843,816.50</b>	<b>\$3,806,876.93</b>	<b>\$26,082.80</b>	<b>\$10,856.77</b>
--- Required Maint.for School Facilities ---				
11-000-261-100 Salaries	\$975,208.21	\$952,040.44	.00	\$23,167.77
11-000-261-420 Cleaning, Repair & Maint. Svc	\$264,988.34	\$252,673.08	\$2,550.00	\$9,765.26
11-000-261-610 General Supplies	\$141,774.29	\$128,778.69	\$467.07	\$12,528.53
11-000-261-800 Other Objects	\$5,347.87	\$3,570.00	.00	\$1,777.87
<b>TOTAL</b>	<b>\$1,387,318.71</b>	<b>\$1,337,062.21</b>	<b>\$3,017.07</b>	<b>\$47,239.43</b>
--- Custodial Services ---				
11-000-262-1XX Salaries	\$2,758,870.54	\$2,757,889.69	\$0.00	\$980.85
11-000-262-300 Purchased Prof. & Tech. Svc.	\$54,447.03	\$38,815.94	\$15,581.09	\$50.00
11-000-262-420 Cleaning, Repair & Maint. Svc.	\$128,206.35	\$126,845.41	.00	\$1,360.94
11-000-262-441 Rental of Land & Bldgs Other Than Lease	\$147,780.14	\$146,190.14	.00	\$1,590.00
11-000-262-490 Other Purchased Property Svc.	\$90,176.50	\$89,836.56	.00	\$339.94
11-000-262-520 Insurance	\$689,338.13	\$688,729.23	.00	\$608.90
11-000-262-610 General Supplies	\$801,405.66	\$800,507.09	.00	\$898.57
11-000-262-621 Energy (Natural Gas)	\$354,135.00	\$353,551.63	.00	\$583.37
11-000-262-622 Energy (Electricity)	\$1,445,308.88	\$1,442,127.56	\$2,945.48	\$235.84
11-000-262-8XX Other Objects	\$640.00	\$320.00	\$0.00	\$320.00
<b>TOTAL</b>	<b>\$6,470,308.23</b>	<b>\$6,444,813.25</b>	<b>\$18,526.57</b>	<b>\$6,968.41</b>
--- Care and Upkeep of Grounds ---				
11-000-263-100 Salaries	\$69,890.00	\$68,524.95	.00	\$1,365.05
<b>TOTAL</b>	<b>\$69,890.00</b>	<b>\$68,524.95</b>	<b>\$0.00</b>	<b>\$1,365.05</b>
--- Security ---				
11-000-266-100 Salaries	\$339,188.00	\$338,777.85	.00	\$410.15
<b>TOTAL</b>	<b>\$339,188.00</b>	<b>\$338,777.85</b>	<b>\$0.00</b>	<b>\$410.15</b>
<b>TOTAL Oper &amp; Maint of Plant Services</b>	<b>\$8,266,704.94</b>	<b>\$8,189,178.26</b>	<b>\$21,543.64</b>	<b>\$55,983.04</b>
--- Student transportation services ---				
11-000-270-107 Salaries of Non-Instructional Aids	\$58,410.00	\$58,000.00	.00	\$410.00
11-000-270-160 Sal Pupil Trans (Bet Home & Sch)-reg	\$1,203,283.43	\$1,203,058.41	.00	\$225.02

Livingston Public School District  
 GENERAL FUND - FUND 10  
 STATEMENT OF APPROPRIATIONS  
 COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
 For 12 Month Period Ending 06/30/2023

	Appropriations	Expenditures	Encumbrances	Available Balance
11-000-270-162 Sal Pupil Trans.Other than Bet Home & Sch	\$338,877.82	\$338,187.75	.00	\$690.07
11-000-270-503 Contr Svc-Aid in Lieu Paymnts-Non Pub Sch	\$204,136.00	\$203,312.00	\$511.00	\$313.00
11-000-270-512 Contract Svc (other btw home & sch)-vndrs	\$96,960.00	\$86,699.39	.00	\$10,260.61
11-000-270-514 Contract Svc (Sp Ed.)-vendors	\$2,520,509.18	\$2,520,295.98	.00	\$213.20
11-000-270-615 Transportation Supplies	\$301,400.00	\$297,018.78	.00	\$4,381.22
11-000-270-800 Misc. Expenditures	\$7,000.00	\$4,876.03	.00	\$2,123.97
<b>TOTAL</b>	<b>\$4,730,576.43</b>	<b>\$4,711,448.34</b>	<b>\$511.00</b>	<b>\$18,617.09</b>
--- Personal Services-Employee Benefits---				
11-XXX-XXX-220 Social Security Contributions	\$1,707,009.90	\$1,703,145.19	\$3,864.71	.00
11-XXX-XXX-241 Other Retirement Contrb. - PERS	\$1,749,155.38	\$1,749,155.38	.00	.00
11-XXX-XXX-242 Other Retirement Contrb. - ERIP	\$50,000.00	\$38,811.05	\$11,188.95	.00
11-XXX-XXX-260 Workman's Compensation	\$542,479.06	\$542,479.06	.00	.00
11-XXX-XXX-270 Health Benefits	\$16,203,909.79	\$16,203,909.79	.00	.00
11-XXX-XXX-280 Tuition Reimbursement	\$149,966.10	\$149,966.10	.00	.00
11-XXX-XXX-290 Other Employee Benefits	\$24,083.81	\$24,083.81	.00	.00
11-XXX-XXX-299 Unused Sick Payment to Term/Ret Staff	\$335,439.75	\$335,439.75	.00	.00
<b>TOTAL</b>	<b>\$20,762,043.79</b>	<b>\$20,746,990.13</b>	<b>\$15,053.66</b>	<b>\$0.00</b>
<b>Total Undistributed Expenditures</b>	<b>\$63,805,195.75</b>	<b>\$63,465,597.70</b>	<b>\$159,105.12</b>	<b>\$180,492.93</b>
<b>*** TOTAL CURRENT EXPENSE EXPENDITURES ***</b>	<b>122,105,652.11</b>	<b>121,602,447.42</b>	<b>\$222,535.17</b>	<b>\$280,669.52</b>
<b>*** TOTAL CURRENT EXPENSE EXPENDITURES &amp; TRANSFERS ***</b>	<b>122,105,652.11</b>	<b>121,602,447.42</b>	<b>\$222,535.17</b>	<b>\$280,669.52</b>

Livingston Public School District  
GENERAL FUND - FUND 10  
STATEMENT OF APPROPRIATIONS  
COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
For 12 Month Period Ending 06/30/2023

	Appropriations	Expenditures	Encumbrances	Available Balance
*** CAPITAL OUTLAY ***				
--- EQUIPMENT ---				
Regular programs-instruction				
12-120-100-730 Grades 1-5	\$20,878.98	\$18,544.00	.00	\$2,334.98
12-130-100-730 Grades 6-8	\$21,317.35	\$20,268.42	.00	\$1,048.93
12-140-100-730 Grades 9-12	\$301,030.85	\$6,030.85	\$218,873.58	\$76,126.42
Special education - instruction				
12-206-100-730 Visual Impairments	\$8,190.99	\$8,190.99	.00	.00
Undistributed expenses				
12-000-100-730 Instruction	\$60,923.89	\$27,094.13	\$29,854.00	\$3,975.76
12-000-240-730 School administration	\$2,825.00	\$2,825.00	.00	.00
12-000-262-730 Undist. Exp.-Custodial Services	\$17,789.11	\$17,789.11	.00	.00
Undist. Exp. - Non-instructional Services				
12-000-300-730 Non-instructional services	\$61,800.00	\$7,479.00	\$41,308.62	\$13,012.38
TOTAL	\$494,756.17	\$108,221.50	\$290,036.20	\$96,498.47
--- Facilities acquisition and construction services ---				
12-000-400-390 Other Purchased Prof. & Tech Services	\$81,040.90	\$62,176.28	\$18,864.62	.00
12-000-400-450 Construction Services	\$3,873,997.94	\$650,998.39	\$139,859.77	\$3,083,139.78
12-000-400-721 Lease Purchase Agreements - Principal	\$2,186,696.44	\$2,180,296.44	\$6,400.00	.00
12-000-400-800 Other objects	\$68,734.00	\$68,734.00	.00	.00
Sub Total	\$6,210,469.28	\$2,962,205.11	\$165,124.39	\$3,083,139.78
TOTAL	\$6,210,469.28	\$2,962,205.11	\$165,124.39	\$3,083,139.78
TOTAL CAPITAL OUTLAY EXPENDITURES	\$6,705,225.45	\$3,070,426.61	\$455,160.59	\$3,179,638.25



Livingston Public School District  
 GENERAL FUND - FUND 10  
 STATEMENT OF APPROPRIATIONS  
 COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
 For 12 Month Period Ending 06/30/2023

	Appropriations	Expenditures	Encumbrances	Available Balance
10-000-100-56X Transfer of Funds to Charter Schls.	\$121,999.00	\$104,350.78	.00	\$17,648.22
TOTAL GENERAL FUND EXPENDITURES	128,932,876.56	124,777,224.81	\$677,695.76	\$3,477,955.99

REPORT OF THE SECRETARY CERTIFICATION PAGE

TO THE BOARD OF EDUCATION

Livingston Public School District

General Fund - Fund 10

For 12 Month Period Ending 06/30/2023

I, Thomas Lambe Board Secretary/Business Administrator

certify that no line item account has encumbrances and expenditures,

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

Thomas Lambe  
Board Secretary/Business Administrator

9/22/23  
Date

Accounts that are not included in Details of the REPORT OF THE SECRETARY

ACCOUNT NUMBER	DESCRIPTION	APPROPRIATION	EXPENDITURE	ENCUMBERANCES	AVAILABLE BALANCE
11-000-100-640-1024-09-	TEXTBOOKS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
11-000-291-283-4050-12-	TUITION REIMB-SUPP S	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
11-000-291-284-4050-12-	TUITION REIMB-CUSTOD	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
11-130-100-800-1028-09-	OTHER OBJECTS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
11-140-100-320-1017-11-	PURCHASED PROFESSION	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
11-140-100-320-1028-11-	PURCHASED PROFESSION	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
11-140-100-340-1022-11-	PURCHASED TECHNICAL	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
11-999-999-999- - -	NET PAY ADJ	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

9/22 1:01pm

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Livingston Public School District  
Special Revenue Fund - Fund 20  
Interim Balance Sheet  
For 12 Month Period Ending 06/30/2023

ASSETS AND RESOURCES

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

101	Cash in bank		(\$502,423.89)
	Accounts receivable:		
141	Intergovernmental - State	(\$7,963.20)	
142	Intergovernmental - Federal	(\$206,784.31)	
			(\$214,747.51)

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

301	Estimated Revenues	\$4,550,558.35	
302	Less Revenues	(\$2,691,519.47)	
			\$1,859,038.88
	Total assets and resources		\$1,141,867.48

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Livingston Public School District  
Special Revenue Fund - Fund 20  
Interim Balance Sheet  
For 12 Month Period Ending 06/30/2023

LIABILITIES AND FUND EQUITY

--- L I A B I L I T I E S ---

421	Accounts Payable	\$3,559.81
481	Deferred revenues	\$39,366.40
TOTAL LIABILITIES		\$42,926.21

F U N D   B A L A N C E

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

753	Reserve for encumbrances - Current Year	\$299,845.76
754	Reserve for encumbrances - Prior Year	\$133,800.00
601	Appropriations	\$4,550,558.35
602	Less: Expenditures	\$3,585,417.08
603	Encumbrances	\$299,845.76 (\$3,885,262.84)
		\$665,295.51
TOTAL FUND BALANCE		\$1,098,941.27
TOTAL LIABILITIES AND FUND EQUITY		\$1,141,867.48

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

BUDGET REVENUE WITH ACTUAL TO DATE AND  
APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE

For 12 Month Period Ending 06/30/2023

	BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
*** REVENUES/SOURCES OF FUNDS ***				
2XXX From Intermediate Sources	\$41,494.80	\$41,494.80		.00
3XXX From State Sources	\$1,293,946.20	\$1,278,571.00		\$15,375.20
4XXX From Federal Sources	\$3,215,117.35	\$1,371,453.67		\$1,843,663.68
<b>TOTAL REVENUE/SOURCES OF FUNDS</b>	<b>\$4,550,558.35</b>	<b>\$2,691,519.47</b>		<b>\$1,859,038.88</b>
*** EXPENDITURES ***				
	APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE
LOCAL PROJECTS:				
Other Local Projects (001-199)	\$41,494.80	\$17,178.41	.00	\$24,316.39
<b>TOTAL LOCAL PROJECTS</b>	<b>\$41,494.80</b>	<b>\$17,178.41</b>	<b>\$0.00</b>	<b>\$24,316.39</b>
STATE PROJECTS:				
SDA Emergent Needs & Capital Maintenance (492)	\$150,332.00	\$150,332.00	.00	.00
Nonpublic textbooks (501)	\$58,731.20	\$49,874.48	.00	\$8,856.72
Nonpublic auxiliary services (502)	\$72,575.00	\$61,182.72	.00	\$11,392.28
Nonpublic handicapped services (506)	\$467,250.00	\$442,148.42	.00	\$25,101.58
Nonpublic nursing services (509)	\$168,000.00	\$168,000.00	.00	.00
Nonpublic Technology Aid (510)	\$62,958.00	\$59,189.14	.00	\$3,768.86
Nonpublic School Programs (511)	\$307,500.00	\$172,534.43	\$133,001.57	\$1,964.00
<b>TOTAL STATE PROJECTS</b>	<b>\$1,287,346.20</b>	<b>\$1,103,261.19</b>	<b>\$133,001.57</b>	<b>\$51,083.44</b>
FEDERAL PROJECTS:				
ESSA Title I - Part A/D (231-239)	\$150,050.00	\$94,562.98	\$50,052.19	\$5,434.83
ESSA Title III - English Lang Enhancement (241-245)	\$35,107.00	\$33,445.26	.00	\$1,661.74
I.D.E.A. Part B (Handicapped) (250-259)	\$1,527,269.00	\$1,393,918.99	\$76,918.00	\$56,432.01
ESSA Title II - Part A/D (270-279)	\$81,202.00	\$54,436.00	\$25,174.00	\$1,592.00
ESSA Title IV (280-289)	\$12,374.00	\$925.00	.00	\$11,449.00
CRRSA Act-Mental Health Grant Program (485)	\$22,059.75	.00	.00	\$22,059.75
ACERS Program (486)	\$525,126.00	\$480,326.40	.00	\$44,799.60
ARP - ESSER Grant Program (487)	\$350,129.93	\$180,649.69	.00	\$169,480.24
ARP - ESSER Accelerated Learning Coaching (488)	\$386,799.67	\$186,113.67	\$14,700.00	\$185,986.00
ARP - ESSER Evidence-Based Summer Learning (489)	\$40,000.00	.00	.00	\$40,000.00
ARP - ESSER Evidence-Based Comprehensive (490)	\$40,000.00	\$23,324.11	.00	\$16,675.89
ARP - ESSER NJ Tiered System of Supports (491)	\$45,000.00	\$13,130.38	.00	\$31,869.62
<b>TOTAL FEDERAL PROJECTS</b>	<b>\$3,215,117.35</b>	<b>\$2,460,832.48</b>	<b>\$166,844.19</b>	<b>\$587,440.68</b>
<b>*** TOTAL EXPENDITURES ***</b>	<b>\$4,543,958.35</b>	<b>\$3,581,272.08</b>	<b>\$299,845.76</b>	<b>\$662,840.51</b>

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Livingston Public School District  
SPECIAL REVENUE - FUND 20  
SCHEDULE OF REVENUES  
ACTUAL COMPARED WITH ESTIMATED  
For 12 Month Period Ending 06/30/2023

	ESTIMATED	ACTUAL	UNREALIZED
--- INTERMEDIATE SOURCES ---			
2XXX From Intermediate Sources	\$41,494.80	\$41,494.80	.00
Total Revenue Intermediate Sources	\$41,494.80	\$41,494.80	\$0.00
--- STATE SOURCES ---			
3257 SDA Emergent Needs & Capital Maintenance	\$150,332.00	\$150,332.00	.00
32XX Other Restricted Entitlements	\$1,143,614.20	\$1,128,239.00	\$15,375.20
Total Revenue from State Sources	\$1,293,946.20	\$1,278,571.00	\$15,375.20
--- FEDERAL SOURCES ---			
4411-16 Title I	\$150,050.00	\$43,224.00	\$106,826.00
4451-55 Title II	\$81,202.00	\$22,340.00	\$58,862.00
4491-94 Title III	\$35,107.00	\$11,809.00	\$23,298.00
4471-74 Title IV	\$12,374.00	\$925.00	\$11,449.00
4420-29 I.D.E.A. Part B (Handicapped)	\$1,527,269.00	\$814,855.00	\$712,414.00
4536 CRRSA Act - Mental Health Grant	\$22,059.75	\$2,148.00	\$19,911.75
4537 ACSERS Special Ed and Related Services	\$525,126.00	\$262,563.00	\$262,563.00
4540 ARP-ESSER Grant Program	\$350,129.93	\$26,000.00	\$324,129.93
4541 ARP-ESSER Accelerated Learning Coaching	\$386,799.67	\$174,303.67	\$212,496.00
4542 ARP-ESSER Evidence-Based Summer Learning	\$40,000.00	.00	\$40,000.00
4543 ARP-ESSER Evidence-Based Comprehensive Beyond the School Day	\$40,000.00	\$10,503.00	\$29,497.00
4544 ARP-ESSER NJ NTiered System of Supports	\$45,000.00	\$2,783.00	\$42,217.00
Total Revenues from Federal Sources	\$3,215,117.35	\$1,371,453.67	\$1,843,663.68
TOTAL REVENUES/SOURCES OF FUNDS	\$4,550,558.35	\$2,691,519.47	\$1,859,038.88



REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Livingston Public School District  
Special Revenue Fund - Fund 20  
STATEMENT OF APPROPRIATIONS - RESTRICTED STATE ENTITLEMENTS  
COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
For 12 Month Period Ending 06/30/2023

	Appropriations	Expenditures	Encumbrances	Available Balance
Local Projects:				
20-001-XXX-XXX to 20-199-XXX-XXX Local Projects	\$41,494.80	\$17,178.41	.00	\$24,316.39
<b>TOTAL LOCAL PROJECTS</b>	<b>\$41,494.80</b>	<b>\$17,178.41</b>	<b>\$0.00</b>	<b>\$24,316.39</b>
State Projects:				
-- Other State Programs --				
20-501-XXX-XXX to 20-511-XXX-XXX Nonpublic Programs	\$1,137,014.20	\$952,929.19	\$133,001.57	\$51,083.44
20-492-XXX-XXX SDA Emergent Needs & Capital Maintenance	\$150,332.00	\$150,332.00	.00	.00
<b>-- TOTAL Other State Programs --</b>	<b>\$1,287,346.20</b>	<b>\$1,103,261.19</b>	<b>\$133,001.57</b>	<b>\$51,083.44</b>
<b>TOTAL STATE PROJECTS</b>	<b>\$1,287,346.20</b>	<b>\$1,103,261.19</b>	<b>\$133,001.57</b>	<b>\$51,083.44</b>
Federal Projects:				
--- CARES Act Educational Stabilization Fund ---				
--- Bridging the Digital Divide Program				
--- Coronavirus Relief Grant Program ---				
--- Other Federal Programs ---				
20-231 to 20-239-XXX-XXX ESSA Title I - Part A/D	\$150,050.00	\$94,562.98	\$50,052.19	\$5,434.83
20-241 to 20-245-XXX-XXX ESSA Title III - Part A/D	\$35,107.00	\$33,445.26	.00	\$1,661.74
20-25X-XXX-XXX I.D.E.A. Part B	\$1,527,269.00	\$1,393,918.99	\$76,918.00	\$56,432.01
20-27X-XXX-XXX ESSA Title II - Part A/D	\$81,202.00	\$54,436.00	\$25,174.00	\$1,592.00
20-28X-XXX-XXX ESSA Title IV	\$12,374.00	\$925.00	.00	\$11,449.00
20-485-XXX-XXX CRRSA Act-Mental Health Grant Program	\$22,059.75	.00	.00	\$22,059.75
20-486-XXX-XXX ACSERS Special Ed and Related Services Program	\$525,126.00	\$480,326.40	.00	\$44,799.60
20-487-XXX-XXX ARP-ESSER Grant Program	\$350,129.93	\$180,649.69	.00	\$169,480.24
20-488-XXX-XXX ARP-ESSER Accelerated Learning Coaching	\$386,799.67	\$186,113.67	\$14,700.00	\$185,986.00
20-489-XXX-XXX ARP-ESSER Evidence-Based Summer Learning	\$40,000.00	.00	.00	\$40,000.00
20-490-XXX-XXX ARP-ESSER Evidence-Based Comprehensive	\$40,000.00	\$23,324.11	.00	\$16,675.89
20-491-XXX-XXX ARP-ESSER NJ Tiered System of Supports	\$45,000.00	\$13,130.38	.00	\$31,869.62
<b>TOTAL Other Federal Programs</b>	<b>\$3,215,117.35</b>	<b>\$2,460,832.48</b>	<b>\$166,844.19</b>	<b>\$587,440.68</b>
<b>TOTAL FEDERAL PROJECTS</b>	<b>\$3,215,117.35</b>	<b>\$2,460,832.48</b>	<b>\$166,844.19</b>	<b>\$587,440.68</b>
20-XXX-XXX-XXX All Other State/Fed/Loc Projects	\$6,600.00	\$4,145.00	\$0.00	\$2,455.00
<b>TOTAL EXPENDITURES</b>	<b>\$4,550,558.35</b>	<b>\$3,585,417.08</b>	<b>\$299,845.76</b>	<b>\$665,295.51</b>

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

Special Revenue Fund - Fund 20  
For 12 Month Period Ending 06/30/2023

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

Thomas Lambe  
Board Secretary/Business Administrator

9/22/23  
Date

Accounts that are not included in Details of the REPORT OF THE SECRETARY

ACCOUNT NUMBER	DESCRIPTION	APPROPRIATION	EXPENDITURE	ENCUMBERANCES	AVAILABLE BALANCE
20-000-100-101-3070-12-	SALARIES STIPEND KEA	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
20-000-100-610-3070-12-	GENERAL SUPPLIES DOD	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
20-000-100-610-3071-12-	GENERAL SUPPLIES -DO	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
20-000-100-610-3080-12-	LEF GRANT LOCAL	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
20-000-200-600-0000-12-	SUPPLIES NJSBAIG GRA	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
20-471-100-320-1016-11-	CLIMATE AWARENESS GR	\$ 4,145.00	\$ 4,145.00	\$ 0.00	\$ 0.00
20-471-100-600-1016-11-	RECOVERY HIGH SCHOOL	\$ 2,455.00	\$ 0.00	\$ 0.00	\$ 2,455.00
20-471-100-610-1016-11-	RECOVERY HIGH SCHOOL	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

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9/22 1:02pm

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Livingston Public School District  
Capital Projects Fund - Fund 30  
Interim Balance Sheet  
For 12 Month Period Ending 06/30/2023

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ASSETS AND RESOURCES

---

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

101	Cash in bank		\$4,565,706.13
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--- R E S O U R C E S ---

302	Less Revenues	(\$18,431.81)	
		<hr/>	<hr/>
			(\$18,431.81)

	Total assets and resources		<hr/>
			\$4,547,274.32

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

Capital Projects Fund - Fund 30  
Interim Balance Sheet  
For 12 Month Period Ending 06/30/2023

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LIABILITIES AND FUND EQUITY

---

---

FUND BALANCE

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--- Appropriated ---

--- Unappropriated ---

770	Fund balance	\$4,547,274.32
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TOTAL FUND BALANCE	\$4,547,274.32
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TOTAL LIABILITIES AND FUND EQUITY	\$4,547,274.32
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REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Livingston Public School District

Capital Projects Fund - Fund 30  
INTERIM STATEMENTS COMPARING  
BUDGET REVENUE WITH ACTUAL TO DATE AND  
APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE  
For 12 Month Period Ending 06/30/2023

	BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
*** REVENUES/SOURCES OF FUNDS ***				
1510 Earnings on Investments		\$18,431.81		(\$18,431.81)
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
TOTAL REVENUE/SOURCES OF FUNDS	\$0.00	\$18,431.81		(\$18,431.81)
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>

	APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
*** EXPENDITURES ***				
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>

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

Capital Projects Fund - Fund 30  
For 12 Month Period Ending 06/30/2023

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

Thomas Lambe  
Board Secretary/Business Administrator

9/22/23  
Date

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

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9/22 1:02pm

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Livingston Public School District  
Debt Service Fund - Fund 40  
Interim Balance Sheet  
For 12 Month Period Ending 06/30/2023

ASSETS AND RESOURCES

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

101	Cash in bank		\$1,116,896.00
	Accounts receivable:		
153,154	Other (net of estimated uncollectible of \$ ??)	\$100,716.00	
			<u>\$100,716.00</u>

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

301	Estimated Revenues	\$8,191,675.00	
302	Less Revenues	(\$6,626,618.00)	
			<u>\$1,565,057.00</u>
	Total assets and resources		<u>\$2,782,669.00</u>

9/22 1:02pm

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Livingston Public School District  
Capital Projects Fund - Fund 30  
Interim Balance Sheet  
For 12 Month Period Ending 06/30/2023

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ASSETS AND RESOURCES

---

---

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

101	Cash in bank		\$4,565,706.13
-----	--------------	--	----------------

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

302	Less Revenues	(\$18,431.81)	
			(\$18,431.81)

Total assets and resources

---

\$4,547,274.32

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

Capital Projects Fund - Fund 30  
Interim Balance Sheet  
For 12 Month Period Ending 06/30/2023

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LIABILITIES AND FUND EQUITY

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FUND BALANCE

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--- Appropriated ---

--- Unappropriated ---

770	Fund balance	\$4,547,274.32
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TOTAL FUND BALANCE

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\$4,547,274.32

TOTAL LIABILITIES AND FUND EQUITY

\$4,547,274.32

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

Capital Projects Fund - Fund 30

INTERIM STATEMENTS COMPARING  
BUDGET REVENUE WITH ACTUAL TO DATE AND  
APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE  
For 12 Month Period Ending 06/30/2023

	BUDGETED	ACTUAL TO	NOTE: OVER	UNREALIZED
	ESTIMATED	DATE	OR (UNDER)	BALANCE
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
*** REVENUES/SOURCES OF FUNDS ***				
1510 Earnings on Investments		\$18,431.81		(\$18,431.81)
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
TOTAL REVENUE/SOURCES OF FUNDS	\$0.00	\$18,431.81		(\$18,431.81)
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
				AVAILABLE
*** EXPENDITURES ***	APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	BALANCE
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>

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

Capital Projects Fund - Fund 30  
For 12 Month Period Ending 06/30/2023

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

Thomas Lambe  
Board Secretary/Business Administrator

9/22/23  
Date

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

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

Debt Service Fund - Fund 40  
Interim Balance Sheet  
For 12 Month Period Ending 06/30/2023

LIABILITIES AND FUND EQUITY

--- LIABILITIES ---

Other current liabilities \$2,474,138.13

TOTAL LIABILITIES \$2,474,138.13

FUND BALANCE

--- Appropriated ---

Reserved fund balance:

601	Appropriations		\$8,191,675.00
602	Less : Expenditures	\$8,191,675.00	
			(\$8,191,675.00)

--- Unappropriated ---

770 Fund Balance \$308,530.87

TOTAL FUND BALANCE \$308,530.87

TOTAL LIABILITIES AND FUND EQUITY \$2,782,669.00

RECAPITULATION OF FUND BALANCE:

	Budgeted	Actual	Variance
Appropriations	\$8,191,675.00	\$8,191,675.00	\$0.00
Revenues	(\$8,191,675.00)	(\$6,626,618.00)	(\$1,565,057.00)
	<u>\$0.00</u>	<u>\$1,565,057.00</u>	<u>(\$1,565,057.00)</u>
--- Change in Maint. / Capital reserve account ---			
Subtotal	\$0.00	\$1,565,057.00	(\$1,565,057.00)
Less: Adjust for prior year encumb.	\$0.00	\$0.00	
Budgeted Fund Balance	<u>\$0.00</u>	<u>\$1,565,057.00</u>	<u>(\$1,565,057.00)</u>

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

Debt Service Fund - Fund 40  
INTERIM STATEMENTS COMPARING  
BUDGET REVENUE WITH ACTUAL TO DATE AND  
APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE  
For 12 Month Period Ending 06/30/2023

		BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
		<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
*** REVENUES/SOURCES OF FUNDS ***					
5200	Transfers from other funds	\$1,500,000.00	.00		\$1,500,000.00
		<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
--- Local Sources ---					
1210	Local tax levy	\$5,956,473.00	\$5,956,473.00		.00
1XXX	Miscellaneous	\$165,773.00	\$100,716.00		\$65,057.00
		<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
	Total Local Sources	<u>\$6,122,246.00</u>	<u>\$6,057,189.00</u>	<u>          </u>	<u>\$65,057.00</u>
--- State Sources ---					
3160	Debt service aid Type II	\$569,429.00	\$569,429.00		.00
		<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
	Total State Sources	<u>\$569,429.00</u>	<u>\$569,429.00</u>	<u>          </u>	<u>\$0.00</u>
		<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
	TOTAL REVENUE/SOURCES OF FUNDS	<u>\$8,191,675.00</u>	<u>\$6,626,618.00</u>	<u>          </u>	<u>\$1,565,057.00</u>



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

Debt Service Fund - Fund 40  
INTERIM STATEMENTS COMPARING  
BUDGET REVENUE WITH ACTUAL TO DATE AND  
APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE  
For 12 Month Period Ending 06/30/2023

*** EXPENDITURES ***	APPROPRIATIONS	EXPENDITURES/Enc.	AVAILABLE BALANCE
	<u>                    </u>	<u>                    </u>	<u>                    </u>
--- Debt Service - Regular ---			
40-701-510-834 Interest on Bonds	\$2,731,675.00	\$2,731,675.00	.00
40-701-510-910 Redemption of Principal	\$5,460,000.00	\$5,460,000.00	.00
	<u>                    </u>	<u>                    </u>	<u>                    </u>
TOTAL	\$8,191,675.00	\$8,191,675.00	\$0.00
	<u>                    </u>	<u>                    </u>	<u>                    </u>
TOTAL USES OF FUNDS BEFORE TRANSFERS	\$8,191,675.00	\$8,191,675.00	\$0.00
	<u>                    </u>	<u>                    </u>	<u>                    </u>
*** TOTAL USES OF FUNDS ***	\$8,191,675.00	\$8,191,675.00	\$0.00
	<u>                    </u>	<u>                    </u>	<u>                    </u>

REPORT OF THE SECRETARY CERTIFICATION PAGE  
TO THE BOARD OF EDUCATION  
Livingston Public School District  
Debt Service Fund - Fund 40

For 12 Month Period Ending 06/30/2023

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

Thomas Lambe  
Board Secretary/Administrator

9/22/23  
Date