

Sayreville, New Jersey
September 1, 2009
4:00 P.M.

Pursuant to notice posted at the Board Offices and given to each Board member, one local newspaper, and the Borough Clerk as required by Chapter 231, Public Law 1975, the Board of Education of the Borough of Sayreville held a Regular Meeting on September 1, 2009. A Public Session took place at 4:00 P.M., an Executive Session took place at 6:30 P.M., and a Public Session took place at 7:30 P.M.

Mr. Macagnone called the meeting to order at 4:03 P.M.

Members present were: Mrs. Batko, Mr. Biesiada, Mr. Ciak, Mrs. Esposito, Mr. Lembo, Mrs. Stratton, Mrs. Trapp and Mr. Macagnone. Mr. Clark arrived at 4:34 P.M., and Mrs. Stratton at 4:08 P.M., respectively.

Also present were: Superintendent Alfano, Assistant Superintendent Sutherland, and Business Administrator/Board Secretary D'Andrea.

PRESENTATION

- Board Self Evaluation

PUBLIC PARTICIPATION

- Comments about Board Self Evaluation

Motion by Mr. Ciak, second by Mr. Biesiada. Roll call vote. Nine yes votes recorded. Motion carried. Yes votes recorded by Mrs. Batko, Mr. Biesiada, Mr. Ciak, Mr. Clark, Mrs. Esposito, Mr. Lembo, Mrs. Mrs. Stratton, Mrs. Trapp and Mr. Macagnone. The Board went into Executive Session at 6:30 P.M. in accordance with the following Resolution:

RESOLUTION

WHEREAS Section 8 of the Open Public Meetings Act, Chapter 231, P.L. 1975 permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS. this public body is of the opinion that such circumstances presently exist,

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Borough of Sayreville, County of Middlesex, State of New Jersey, as follows:

1. The public shall be excluded from discussion of and action upon the hereinafter specified subject matters.
2. The general nature of the subject matter to be discussed is as follows:

PERSONNEL

- DYFS Case
- Assistant Superintendent Ms. Sutherland
- Agenda Items

NEGOTIATIONS

- Assistant Superintendent and Business Administration

ATTORNEY-CLIENT PRIVILEGE

- SWMHS Construction

STUDENT DISCIPLINE

- High School Student F.O.

3. It is anticipated at this time that the above-stated subject matter shall be made public at such time as the need for non-disclosure no longer exists.
4. This Resolution shall take effect immediately.

It must be noted that Mrs. Stratton left the meeting at 7:07 P.M.

Motion by Mr. Ciak, second by Mrs. Trapp. Roll call vote. Nine eight yes votes recorded. Motion carried. Yes votes recorded by Mrs. Batko, Mr. Biesiada, Mr. Ciak, Mr. Clark, Mrs. Esposito, Mr. Lembo, Mrs. Trapp and Mr. Macagnone. The Board went into Public Session at 7:35 P.M. It must be noted that Mrs. Stratton arrived at 7:42 P.M.

Also present were: Superintendent Alfano, Assistant Superintendent Sutherland, Business Administrator/Board Secretary D'Andrea, and Pupil Personnel Services Director Duffy.

SUPERINTENDENT'S REPORT OVERVIEW

BUILDING AND GROUNDS

A. The Board of Education approved the use of the Samsel Upper Elementary School auditorium, stage and cafeteria for an Indian Cultural event by KPCA on October 10, 2009 from 4:00 PM to 1:00 AM. Building use and custodial costs to be prepaid.

B. The Board of Education authorized the submission of an application to the County Superintendent of Schools for the use of substandard educational spaces for the school year 2009-2010, in the schools indicated:

Sayreville War Memorial High School

A-220	Renewal - Change in Use for Small Group Instruction
L-106	Renewal - Academic Instructional Space
L-107	Renewal - Academic Instructional Space
L-108	Renewal - Academic Instructional Space
L-218	Renewal - Change in Use for Small Group Instruction
Trailer T-7	Renewal - Academic Instructional Space
Trailer T-8	Renewal - Academic Instructional Space
Trailer T-9	Renewal - Academic Instructional Space
Trailer T-10	Renewal - Academic Instructional Space
Trailer T-11	Renewal - Academic Instructional Space
Trailer T-12	Renewal - Academic Instructional Space

Arleth Elementary School

Room 34	Initial – Toilet Room Facilities for Kindergarten Classrooms
Room 17	Initial – Toilet Room Facilities for Kindergarten Classrooms

Eisenhower Elementary School

Room 15	Renewal - Academic Instructional Space for Small Group Instruction
Room 18	Renewal - Academic Instructional Space for Small Group Instruction

Wilson Elementary School

Cafeteria (Front)	Initial - Academic Instructional Space
Cafeteria	Initial – Academic Instructional Space
Auditorium	Initial – Academic Instructional Space
Regular Meeting	September 1, 2009

FINANCE

A. The Board of Education approved the placement of two (2) non-classified students at the Interim Alternative Educational Program for a minimum of 45 days at a cost of \$120/day plus transportation for each student.

B. The Board of Education approved the acceptance of a donation, in the amount of \$1,115, from the Truman School staff, PTO and friends in order to purchase a picnic table to be placed in the memorial garden for former student, Michelle Curry. Also, the Board of Education is requested to approve the donation of a bench, from the Dubinin family, in memory of their daughter Sara, a former Truman School student, to be placed in "Michelle's Garden."

C. The Board of Education approved LAN Associates for Architectural/Engineering Services for the Arleth School Phase II Roof Replacement in the amount of \$48,800.

D. The Board of Education approved LAN Associates for Architectural/Engineering Services for the Track Settlement Investigation in the amount of \$6,400.00.

E. The Board of Education approved the submittal of the Individuals with Disabilities Education Act (IDEA) of 2004 – Part B FY 2010 funding in the following amounts; Basic: \$1,343,419; Pre-School: \$57,887.

F. The Board of Education accepted the following American Reinvestment and Recovery Act – Individuals with Disabilities Education Act (ARRA – IDEA) awards as follows: Basic: \$1,432,782; Pre-School: \$51,708.

G. The Board of Education approved the following:

BE IT RESOLVED that the Board of Education hereby appoints Oxford Consulting Services, Inc. ("Firm") for Speech Therapy Services and approves the Agreement for Professional Services between the Board and the Firm for the period from July 1, 2009 through August 31, 2009. The Board shall pay the Firm a fee of \$100 per hour.

BE IT FURTHER RESOLVED that notice of the award of the above described contract for Speech Therapy Services shall be provided as required by N.J.S.A. 18A:18A-5a (1).

BE IT FURTHER RESOLVED that this resolution and the Agreement shall be maintained on file and available for public inspection in the Board's office.

BE IT FURTHER RESOLVED that the Board President and the Business Administrator/Board Secretary, as the attesting witness, are hereby authorized to sign the Agreement.

H. The Board of Education approved the following:

BE IT RESOLVED that the Board of Education hereby appoints Maxim Health Care Services ("Firm") for Nursing Services and approves the Agreement for Professional Services between the Board and the Firm for the period from July 1, 2009 through June 30, 2010. The Board shall pay the Firm a fee as follows

HHA/C.N.A. - \$21.00/hr.
LPN - 46.35/hr.
RN - 51.50/hr.

BE IT FURTHER RESOLVED that notice of the award of the above described contract for Nursing Services shall be provided as required by N.J.S.A. 18A:18A-5a (1).

BE IT FURTHER RESOLVED that this resolution and the Agreement shall be maintained on file and available for public inspection in the Board's office.

BE IT FURTHER RESOLVED that the Board President and the Business Administrator/Board Secretary, as the attesting witness, are hereby authorized to sign the Agreement.

I. The Board of Education approved the following:

BE IT RESOLVED that the Board of Education hereby appoints Bayada Nurses ("Firm") for Nursing Services and approves the Agreement for Professional Services between the Board and the Firm for the period from July 1, 2009 through June 30, 2010. The Board shall pay the Firm a fee as follows

LPN	- 44.50/hr.
RN	- 54.50/hr.

BE IT FURTHER RESOLVED that notice of the award of the above described contract for Nursing Services shall be provided as required by N.J.S.A. 18A:18A-5a (1).

BE IT FURTHER RESOLVED that this resolution and the Agreement shall be maintained on file and available for public inspection in the Board's office.

BE IT FURTHER RESOLVED that the Board President and the Business Administrator/Board Secretary, as the attesting witness, are hereby authorized to sign the Agreement.

J. The Board of Education approved the following:

BE IT RESOLVED that the Board of Education hereby appoints Aida I. Pereira, M.A., SLP-CCC ("Firm") for Speech-Language Evaluations and approves the Agreement for Professional Services between the Board and the Firm for the period from July 1, 2009 through June 30, 2010. The Board shall pay the Firm a fee as follows

Monolingual Evaluations	- \$350
Bilingual Evaluations	- 450
Meetings/Translations	- 65/hr.
Consultation Fees	- 75/hr.

BE IT FURTHER RESOLVED that notice of the award of the above described contract for Speech-Language Evaluations shall be provided as required by N.J.S.A. 18A:18A-5a (1).

BE IT FURTHER RESOLVED that this resolution and the Agreement shall be maintained on file and available for public inspection in the Board's office.

BE IT FURTHER RESOLVED that the Board President and the Business Administrator/Board Secretary, as the attesting witness, are hereby authorized to sign the Agreement.

K. The Board of Education approved the following:

BE IT RESOLVED that the Board of Education hereby appoints JEM Rehabilitation, LLC ("Firm") for Physical Therapy Services and approves the Agreement for Professional Services between the Board and the Firm for the period from July 1, 2009 through June 30, 2010. The Board shall pay the Firm a fee of \$80 per hour.

BE IT FURTHER RESOLVED that notice of the award of the above described contract for Physical Therapy Services shall be provided as required by N.J.S.A. 18A:18A-5a (1).

BE IT FURTHER RESOLVED that this resolution and the Agreement shall be maintained on file and available for public inspection in the Board's office.

BE IT FURTHER RESOLVED that the Board President and the Business Administrator/Board Secretary, as the attesting witness, are hereby authorized to sign the Agreement.

L. The Board of Education approved the following:

BE IT RESOLVED that the Board of Education hereby appoints Kenneth Shore, Psy.D. ("Firm") for Psychological Evaluations and approves the Agreement for Professional Services between the Board and the Firm for the period from July 1, 2009 through June 30, 2010. The Board shall pay the Firm a fee of \$450 per evaluation.

BE IT FURTHER RESOLVED that notice of the award of the above described contract for Psychological Evaluations shall be provided as required by N.J.S.A. 18A:18A-5a (1).

BE IT FURTHER RESOLVED that this resolution and the Agreement shall be maintained on file and available for public inspection in the Board's office.

BE IT FURTHER RESOLVED that the Board President and the Business Administrator/Board Secretary, as the attesting witness, are hereby authorized to sign the Agreement.

M. The Board of Education is requested to approve the following:

BE IT RESOLVED that the Board of Education hereby appoints Educational Evaluations and Testing Services, Inc. ("Firm") for Learning Evaluations and approves the Agreement for Professional Services between the Board and the Firm for the period from July 1, 2009 through June 30, 2010. The Board shall pay the Firm a fee as follows

Monolingual Evaluations - \$400
Bilingual Evaluations - 475

BE IT FURTHER RESOLVED that notice of the award of the above described contract for Learning Evaluations shall be provided as required by N.J.S.A. 18A:18A-5a (1).

BE IT FURTHER RESOLVED that this resolution and the Agreement shall be maintained on file and available for public inspection in the Board's office.

BE IT FURTHER RESOLVED that the Board President and the Business Administrator/Board Secretary, as the attesting witness, are hereby authorized to sign the Agreement.

N. The Board of Education approved the following:

BE IT RESOLVED that the Board of Education hereby appoints Meridan Health/Dorothy M. Pietrucha, M.D. ("Firm") for Pediatric Neurological Evaluations and approves the Agreement for Professional Services between the Board and the Firm for the period from July 1, 2009 through June 30, 2010. The Board shall pay the Firm of \$175 per evaluation.

BE IT FURTHER RESOLVED that notice of the award of the above described contract for Pediatric Neurological Evaluations shall be provided as required by N.J.S.A. 18A:18A-5a (1).

BE IT FURTHER RESOLVED that this resolution and the Agreement shall be maintained on file and available for public inspection in the Board's office.

BE IT FURTHER RESOLVED that the Board President and the Business Administrator/Board Secretary, as the attesting witness, are hereby authorized to sign the Agreement.

O. The Board of Education approved the following:

BE IT RESOLVED that the Board of Education hereby appoints Michele Fischer ("Firm") for Speech Therapy and approves the Agreement for Professional Services between the Board and the Firm for the period from July 1, 2009 through June 30, 2010. The Board shall pay the Firm a fee of \$60 per hour.

BE IT FURTHER RESOLVED that notice of the award of the above described contract for Speech Therapy shall be provided as required by N.J.S.A. 18A:18A-5a (1).

BE IT FURTHER RESOLVED that this resolution and the Agreement shall be maintained on file and available for public inspection in the Board's office.

BE IT FURTHER RESOLVED that the Board President and the Business Administrator/Board Secretary, as the attesting witness, are hereby authorized to sign the Agreement.

P. The Board of Education approved the following:

BE IT RESOLVED that the Board of Education hereby Oxford Consulting Services, Inc. ("Firm") for Speech Therapy and approves the Agreement for Professional Services between the Board and the Firm for the period from July 1, 2009 through June 30, 2010. The Board shall pay the Firm a fee as follows

School Setting	- \$100/hr.
Out-Of-District	- 105/hr.

BE IT FURTHER RESOLVED that notice of the award of the above described contract for Speech Therapy shall be provided as required by N.J.S.A. 18A:18A-5a (1).

BE IT FURTHER RESOLVED that this resolution and the Agreement shall be maintained on file and available for public inspection in the Board's office.

BE IT FURTHER RESOLVED that the Board President and the Business Administrator/Board Secretary, as the attesting witness, are hereby authorized to sign the Agreement.

Q. The Board of Education is requested to approve the following:

BE IT RESOLVED that the Board of Education hereby appoints Janet R. Chizmadia, MA, LPC, LCADC, NBCCH, BCPC, LLC ("Firm") for Behaviorist Services and approves the Agreement for Professional Services between the Board and the Firm for the period from July 1, 2009 through June 30, 2010. The Board shall pay the Firm a fee, not to exceed \$40,000. to be funded by ARRA Special Education Funds, as follows:

50 Minute Session - \$120
Group Session - 100

BE IT FURTHER RESOLVED that notice of the award of the above described contract for Behaviorist Services shall be provided as required by N.J.S.A. 18A:18A-5a (1).

BE IT FURTHER RESOLVED that this resolution and the Agreement shall be maintained on file and available for public inspection in the Board's office.

BE IT FURTHER RESOLVED that the Board President and the Business Administrator/Board Secretary, as the attesting witness, are hereby authorized to sign the Agreement.

R. The Board of Education approved the following:

BE IT RESOLVED that the Board of Education hereby appoints Summit Speech School ("Firm") for Itinerant Speech Services and approves the Agreement for Professional Services between the Board and the Firm for the period from July 1, 2009 through June 30, 2010. The Board shall pay the Firm a fee of \$145 per hour.

BE IT FURTHER RESOLVED that notice of the award of the above described contract for Itinerant Speech Services shall be provided as required by N.J.S.A. 18A:18A-5a (1).

BE IT FURTHER RESOLVED that this resolution and the Agreement shall be maintained on file and available for public inspection in the Board's office.

BE IT FURTHER RESOLVED that the Board President and the Business Administrator/Board Secretary, as the attesting witness, are hereby authorized to sign the Agreement.

S. The Board of Education approved the following:

BE IT RESOLVED that the Board of Education hereby appoints Susan Vonsover ("Firm") for Inclusion Specialist Services and approves the Agreement for Professional Services between the

Board and the Firm for the period from July 1, 2009 through June 30, 2010. The Board shall pay the Firm a fee of \$500 a day (6-hour day), not to exceed \$40,000., to be funded by ARRA Special Education Funds.

BE IT FURTHER RESOLVED that notice of the award of the above described contract for Inclusion Specialist Services shall be provided as required by N.J.S.A. 18A:18A-5a (1).

BE IT FURTHER RESOLVED that this resolution and the Agreement shall be maintained on file and available for public inspection in the Board's office.

BE IT FURTHER RESOLVED that the Board President and the Business Administrator/Board Secretary, as the attesting witness, are hereby authorized to sign the Agreement.

PERSONNEL (NON-CERTIFIED)

A. The Board of Education approved the following salary adjustments for a part-time paraprofessional who has 60 college credits or has passed the ParaPro Assessment:

<u>NAME</u>	<u>SALARY</u>
Debra Godwin	\$11.00/hr.
Lisa Scirica	11.00/hr.

B. The Board of Education amended the salary for the transfer of Maritza Farciert, a 1-1 paraprofessional at the high school, to include longevity for a 2009-10 salary of: Base: \$23,629 + Longevity: \$560 = Salary: \$24,189.

C. The Board of Education approved the transfer of Barry Carr from Lead Custodian 7 AM-3 PM at the Sayreville Middle School to 7 AM-3 PM Custodian at the Samsel Upper Elementary School, for school year 2009-10, effective September 1, 2009 at a salary of: Base: \$43,403 + Longevity: \$1080 + Black Seal: \$1,200 = \$45,683

D. The Board of Education approved the following professional days at the amounts listed in addition to mileage at the employee's respective contractually negotiated rates.

Name	Professional Day	Date	Registration Fee
Jo Hospidor	Integrated Pest Management Training	11/18/09	Free
Dennis Pantiliano	Integrated Pest Management Training	11/18/09	Free

E. The Board of Education approved the following support personnel to substitute or temporary help lists for school year 2009-10. All applicants have met employment requirements.

- Paraprofessional
 *Siddiqui, Salma
 Esposito, Jadwiga
 Fredericks, Jennifer
 Harkness, Thomas

*Conditional upon final approval by the N.J. Department of Education and the Board further authorizes the submission of an application for emergency hiring pursuant to N.J.S.A. 18A:6-7.1 et seq., N.J.S.A. 18A:39-17 et seq. or N.J.S.A. 18A:6-4.13 et seq.

PERSONNEL (CERTIFIED)

A. The Board of Education rescinded its action of the meeting of August 18, 2009 to employ Lora Cimiluca for the 2009-10 school year as an MD Teacher at the Sayreville Middle School, effective immediately.

B. The Board of Education granted an unpaid leave of absence to Phyllis Illions, Guidance Counselor at the Arleth and Truman Elementary Schools, from September 1, 2009 through September 28, 2009.

C. The Board of Education approved the following transfers:

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>FROM</u>	<u>TO</u>
Jillian Nagy	Health/Phys. Ed. Teacher	Middle School	High School
Michael Ryan	Health/Phys. Ed. Teacher	High School	Middle School

D. The Board of Education employed on an as-needed basis the following personnel for the Saturday Detention Program for school year 2009-10 at the Sayreville War Memorial High School at a rate of \$63.00 per hour.

- Mrs. Linda Jakubik-Tanchyk
- Ms. Patrice Troutman (alternate)
- Mr. Joseph Schlaline
- Ms. Megan Bruno (alternate)
- Ms. Patrice Troutman (alternate)
- Ms. Deanna Loch (alternate)
- Mr. Michael Weinert (alternate)
- Ms. Kelly Nakielny (alternate)

E. The Board of Education approved retroactively, the following revised summer employment of guidance counselors for the following dates and assignments at the salaries indicated:

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>DATES</u>	<u>SALARY</u>
Meredith Fass	High School	August 24-28 August 30, 31 Sept. 1-4	\$228.63/day
Daniel Feldman	High School	August 24	400.63/day
Kelly Nakielny	High School	August 25, 26, 27, 28, 31, Sept. 2, 3	395.63
Paula Schnorbus	High School	August 28 & Sept. 4	243.63/day

Mr. Macagnone asked, "How is Saturday detention determined?" Dr. Alfano replied, "That it is based on Student Code of Conduct Handbook."

F. The Board of Education approved the following professionals at the amounts listed in addition to mileage at the employee's respective contractually negotiated rate.

Name	Professional Day	Date	Registration Fee
Barbara DeSantis	Creating 21 st Century New Jersey Schools	10/29/09	Free
Barbara DeSantis	New Jersey Science Teachers Annual		

	Conference	10/14/09	\$135.00
Barbara DeSantis	NJAET Annual Conference	10/13/09	Free
Cathy Reilly	The New SRA Procedures	9/15/09	Free
John Wojcik	Fundamentals of Instructor Training Lay Responder First Aid and CPR/AED Instructor	9/3 & 9/11/09	\$270.00

G. The Board of Education approved the employment of the following personnel for school year 2009-10 at the salaries and assignments indicated:

Name	Location	Assignment	2009-10 Salary	Effective Dates
*Beams, Tara (S. Pellegrini)	SWMHS	Communication Arts Through Television Teacher	\$53,400 (MA, Step 8)	9/1/09 thru 6/30/10
*Dusko, Brittany (B. Kuntz)	SWMHS	Science Teacher	\$41,500 (BA, Step 1)	(Amended) 9/1/09 thru 6/30/10
Hadjusek, Elyse (K. Lefebvre)	Arleth	Replacement Grade 2 Teacher	\$4,200 Monthly (BA, Step 2)	9/1/09 thru 6/30/10
*Moccia, Christine (New Position)	Eisenhower	Level IV Substitute Inclusion Teacher	\$200 Per Day (BA, Step 1)	9/1/09 thru 6/30/10
*Troisi, Nicole (S. DeLaunay)	SMS	Science Teacher	\$42,500 (BA + 30, Step 1)	9/1/09 thru 6/30/10
Watters, Ryan (H. Lacey)	Arleth	Replacement Kindergarten Teacher	\$4,150 Monthly (BA, Step 1)	9/1/09 thru 12/31/09
*Garcia, Carlos (J. Wilson)	SWMHS	In Class Support Spanish Teacher	\$41,500 + \$125 = \$41,625 (BA, Step 1)	9/1/09 thru 6/30/09
*Shah, Kashyapi (K. Shah)	District	Speech Language Specialist	\$53,400 + \$125 = \$53,525 (MA, Step 8)	9/1/09 thru 6/30/09

H. The Board of Education is requested to approved the following personnel to the teacher substitute list for school year 2009-10. All applicants are certified for substituting.

Ali, Jason
 Belotti, Lori Ann
 Blend, Robyn
 *Brammer, Liliya
 Campion, Deborah
 *Cornell, Joanne
 Cuomo, Robert
 D'Amadeo, Desarae
 Doukas, Christopher
 Gates, Marie
 Gwizdz, Magdalena
 Kasics, Stephanie
 Langan, Meghan
 Lenning, Allisa
 Lynch, Courtney
 *Norek, Timothy
 Palma, Patsy,
 *Poznanski, Matthew
 *Siddiqui, Salma
 *Slater, Mitchell

- *Smith, Gerald
- Tompkins, Heather
- Ucelli, Monique
- *Bronfman, Jaime
- *Crawley, Ebony
- *Dagnino, Robin
- *Kaur, Raj
- *Logan, Steve
- *Marchitelli, Anthony
- *Tajdeen, Adewale

I. The Board of Education approved the following personnel to the nurse substitute list for school year 2009-10. All applicants are certified for substituting.
DeOliveira, Deborah

*Conditional upon final approval by the N.J. Department of Education and the Board further authorizes the submission of an application for emergency hiring pursuant to N.J.S.A. 18A:6-7.1 et seq., N.J.S.A. 18A:39-17 et seq. or N.J.S.A. 18A:6-4.13 et seq.

J. The Board of Education rescinded the action of the June 23, 2009 Board of Education Meeting to grant an extension to an unpaid leave of absence for Afrouz Picazio, Resource Center Teacher at the Sayreville Middle School, at Mrs. Picazio's request.

K. The Board of Education approved the following salary adjustments for a person achieving a change in credit or degree status, effective September 1, 2009, for school year 2009-10:

1. Jacquelyn Benavides, Spanish Teacher at the Sayreville War Memorial High School, from BA to MA = \$45,600 (Step 4).
2. Thomas McCloskey, Health/Physical/Driver's Education Teacher at the Sayreville War Memorial High School, from BA to MA = \$46,600 (Step 5).

POLICY

A. The Board of Education approved the following Objectives:

Objective #1: Implement Year 4 of the District Three-Year Strategic Plan to promote and engage the community and school district.

Objective #2: Implement sustained professional development for district administrators and supervisors that will lead to the improvement of student learning through the research and discussions within administrative Professional Learning Communities (PLC).

B. The Board of Education approved on first and final reading the following two (2) revised policies:

**SAYREVILLE
BOARD OF EDUCATION
POLICY**

FILE CODE: 5131.1
 X Monitored
 X Mandated
 X Other Reasons

HARASSMENT, INTIMIDATION OR BULLYING

Reflective of the Sayreville School District's core ethical values of caring, trustworthiness, respect, responsibility, fairness, and citizenship, and based on parent, student and community involvement which represents the composition of our schools and community, the Sayreville Board of Education ("Board") has established a policy prohibiting

harassment intimidation and/or bullying of any student, staff member and/or volunteer/visitor. Pursuant to N.J.A.C.6A:16-7.1(a)3, this policy will be reviewed annually by the Affirmative Action Officer, with parent, community and student input and recommendations made for any necessary revisions and Board approval. Programs and services to prevent violations of this policy will be planned in consultation with parents, students and community members in accordance with the guidelines set forth in N.J.A.C. 6A:16-7.9(d)3i.

The Sayreville Board of Education acknowledges that a safe and civil environment in school is necessary for students to learn and achieve high academic standards. Harassment, intimidation, or bullying, like other disruptive or violent behaviors, is conduct that disrupts both a student's ability to learn and a school's ability to educate its students in a safe environment. Since students learn by example, school administrators, staff members, and volunteers/visitor must demonstrate appropriate behavior, treat others with civility and respect, and refuse to tolerate harassment, intimidation, or bullying. As a consequence, students are expected to exhibit behaviors toward all members of the school community that exemplify caring, trustworthiness, respect, responsibility, fairness, and citizenship.

DEFINITION OF HARASSMENT, INTIMIDATION OR BULLYING

The Board prohibits any student, staff member, volunteer or visitor from engaging in any act or behavior of harassment, intimidation, or bullying towards other students, staff members or volunteers/visitors on school property, at school-sponsored functions, on a school bus, or through any electronic communication or medium. Electronic communication or medium shall include, but is not limited to, telephones, cellular phones, cellular-camera phones, text messaging devices, computers, the internet, e-mail, and digital cameras.

Harassment, intimidation or bullying means any gesture, picture or any written, verbal, electronic or physical act that takes place on school property, at any school-sponsored function or on a school bus and included in N.J.S.A. 18A:37-15(3)(b)(2) and N.J.A.C.6A:16-7.9(a)2ii that:

- A. is motivated by any actual or perceived characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, or a mental, physical or sensory disability; or,
- B. by any other distinguishing characteristic; and
- C. a reasonable person should know, under the circumstances, will have the effect of harming a student, staff member or volunteer/visitor or damaging a student's, staff member's or volunteer's/visitor's property, or placing a student, staff member or volunteer/visitor in reasonable fear of harm to his/her person or damage to his/her property; or
- D. has the effect of insulting or demeaning any student, staff member, volunteer/visitor or group of students, in such a way as to cause substantial disruption in, or substantial interference with, the orderly operation of the school.

BEHAVIORAL EXPECTATIONS

The Board expects students, staff and volunteers/visitors to conduct themselves in keeping with their levels of development, maturity and demonstrated capabilities with a proper regard for the rights and welfare of other students, staff members and volunteers/visitors. This expectation is consistent with the district's core ethical values, the Sayreville Code of Student Conduct (Policy R5131), and the district's standards of professional staff behavior. It will serve as the foundation of the educational purposes underlying all school activities, and the care of school facilities and equipment.

The Board believes that standards for student, staff and volunteer/visitor behavior must be set cooperatively through interaction among the students, parents/guardians, staff and community members, in order to produce an educational environment that encourages all members of the school community to grow in self-discipline. The development of this positive educational setting requires respect for self and others, as well as respect for Board and/or community property.

REMEDIAL MEASURES

The Board is committed to a policy that identifies those students, staff members or volunteers/visitors who become involved in any act or behavior of harassment, intimidation, or bullying. Consequently, the Board requires its school administrators to implement procedures that ensure the appropriate remedial responses for students, staff and volunteers/visitors who commit one or more acts of harassment, intimidation or bullying. Appropriate remedial measures are those that are graded according to the severity of the offenses. The following factors, at a minimum, shall be given full

consideration by the school administration in the appropriate remedial measures for each act of harassment, intimidation or bullying by students, staff members and volunteers/visitors: the developmental and maturity levels of the parties involved, performance, the levels of harm, the surrounding circumstances, the nature and severity of the behaviors, past incidences or past or continuing patterns of behavior, the relationships between the parties involved, and the context in which the alleged incidents occurred. Remedial measures shall be designed to correct the problem behavior; prevent another occurrence of the problem; protect and provide support for the victim of the act; and take corrective action for documented systemic problems related to harassment, intimidation or bullying.

FACTORS DETERMINING REMEDIAL MEASURES

Personal

- Life skill deficiencies;
- Social relationships;
- Strengths;
- Talents;
- Traits;
- Interests;
- Hobbies;
- Extra-curricular activities;
- Classroom participation; and
- Academic and/or job performance.

Environmental

- School/work culture;
- School/work climate;
- Student-staff relationships and staff behavior toward the student;
- General staff management of classrooms or other educational environments;
- Staff ability to prevent and manage difficult or inflammatory situations;
- Social-emotional and behavioral supports;
- Social relationships;
- Community activities;
- Neighborhood situation; and
- Family situation.

EXAMPLES OF REMEDIAL MEASURES

Personal Remedial Measures for Students, Staff, and Volunteers/Visitors as Deemed Appropriate by a Principal or the Affirmative Action Officer

- Restitution and restoration;
- Mediation;
- Peer support group;
- Group counseling sessions for victims;
- Life Skills training for victims;
- Supportive 1- to -1 counseling for victims;
- Recommendations of a peer mediation or ethics council;
- Corrective instruction or other relevant learning or service experience;
- Supportive student interventions, including participation of the Intervention and Referral Services team, pursuant to N.J.A.C. 6A:16-8;
- Behavioral assessment or evaluation, including, but not limited to, a referral to the Child Study Team, as appropriate;
- Behavioral management plan, with benchmarks that are closely monitored;
- Assignment of leadership responsibilities (e.g., hallway or bus monitor);
- Involvement of Vice Principal, Dean of Discipline and/or Student Assistance Counselor (SAC);
- Student/Staff/Volunteer/Visitor counseling;
- Parent conferences;
- Corrective Action Plan (CAP);
- Personalized or group training sessions;
- Student/Staff/Volunteer/Visitor treatment; or
- Student/Staff/Volunteer/Visitor therapy.

CONSEQUENCES FOR VIOLATIONS OF THIS POLICY

Consequences and remedial measures for a student who commits one or more acts of harassment, intimidation or bullying may range from positive behavioral interventions up to and including suspension, expulsion or removal to an alternative educational setting,

as permitted under N.J.S.A. 18A:37-1, Discipline of Pupils and as set forth in N.J.A.C. 6A:16-7.2, Short-term suspensions, N.J.A.C. 6A:16-7.3, Long-term Suspensions and N.J.A.C. 6A:16-7.5, Expulsions., They are also set forth in the Board of Education's approved Code of Student Conduct (Policy R5131), pursuant to N.J.A.C. 6A:16-7.1. Consequences and remedial measures for a staff and volunteer/visitor range from an administrative reprimand to dismissal.

Appropriate consequences for a student, staff member volunteer/visitor who commits an act of harassment, intimidation or bullying are those that are graded according to the severity of the offenses. The following factors, at a minimum, shall be given full consideration by the school administration in determining the consequences and remedial measures for each act of harassment, intimidation or bullying by students, staff members and volunteers/visitors: the developmental and maturity levels of the parties involved, performance, the levels of harm, the surrounding circumstances, the nature and severity of the behaviors, past incidences or past or continuing patterns of behavior, the relationships between the parties involved, and the context in which the alleged incidents occurred. All consequences must be consistent with the Board of Education's Code of Student Conduct and N.J.A.C. 6A:16-7, Student Conduct and the district's standards of professional staff behavior. The consequences and remedial measures may include, but are not limited to, the examples listed below:

EXAMPLES OF CONSEQUENCES

Consequences for Students

- Admonishment;
- Group counseling sessions for victims;
- Life Skills training for victim;
- Supportive 1- to -1 counseling for victim;
- Life skills training for offenders;
- Temporary removal from the classroom;
- Deprivation of privileges;
- Teacher or Administrative detention;
- Referral to a Vice Principal or the Dean of Discipline;
- In-school suspension during the school week or on the weekend;
- After-school programs;
- Out-of-school suspension (short-term or long-term);
- Removal to an alternative educational setting/expulsion;
- Any and all consequences included in the Code of Student Conduct; and
- Legal action.

Consequences for Staff Members and/or Volunteers/Visitors

- Admonishment;
- Letter of reprimand in personnel file;
- Corrective Action Plan;
- Referral to Counselor/Medical Doctor
- Required harassment, bullying or intimidation group or individual training;
- Temporary/permanent removal from the school/classroom;
- Suspension with and/or without pay;
- Increment withholding;
- Dismissal; and
- Legal action.

INSTITUTIONAL AND ENVIRONMENTAL REMEDIAL ACTIONS

Although the Board recognizes that some acts of harassment, intimidation or bullying may be isolated incidents requiring that the school officials respond appropriately to the individuals committing the acts, other acts may be so serious or parts of a larger pattern of harassment, intimidation or bullying that they require a response either at the classroom, school building or school district levels or by law enforcement officials. Consequences and appropriate remedial actions for a student who commits an act of harassment, intimidation or bullying may range from positive behavioral interventions up to and including suspension or expulsion, as permitted under N.J.S.A. 18A:37-1, Discipline of Pupils and as set forth in N.J.A.C. 6A:16-7.2, Short-term suspensions, N.J.A.C. 6A:16-7.3, Long-term Suspensions and N.J.A.C. 6A:16-7.5, Expulsions. Consequences and appropriate remedial actions for staff members and volunteers/visitor may range from an administrative reprimand up to and including dismissal.

In considering whether a response beyond the individual is appropriate, the administrator shall consider the nature and circumstances of the act, the degree of harm, the nature and severity of the behavior, past incidences or past or continuing patterns of behavior,

and the context in which the alleged incident(s) occurred. Institutional (i.e., classroom, school building, school district) responses can range from school and community surveys, to mailings, to focus groups, to adoption of research-based bullying prevention program models, to training for certificated and non-certificated staff, to participation of parents and other community members and organizations, to small or large group presentations for fully addressing the actions, and the school's response to the actions, in the context of the acceptable student and staff member behavior and the consequences of such actions, and to the involvement of law enforcement officers, including school resource officers.

Environmental (Classroom, School Building or School District) Remedial Measures for Students, Staff, Volunteers/Visitors as Deemed Appropriate by a Principal or the Affirmative Action Officer

- School and community surveys or other strategies for determining the conditions contributing to harassment, intimidation or bullying;
- School culture change;
- School climate improvement;
- Adoption of research-based, systemic bullying prevention programs;
- School policy and procedures revisions;
- Modifications of schedules;
- Adjustments in hallway traffic;
- Modifications in student/staff/volunteer/visitor routes or patterns traveling to and from school;
- Supervision of student before and after school, including school transportation;
- Targeted use of monitors (e.g., hallway, cafeteria, locker room, playground, school perimeter, bus);
- Teacher aides;
- Small or large group presentations for fully addressing the behaviors and the responses to the behaviors;
- Supportive institutional interventions, including participation of the Intervention and Referral Services team, pursuant to N.J.A.C. 6A:16-8;
- Parent conferences;
- Family counseling;
- Involvement of parent-teacher organizations;
- Involvement of community-based organizations;
- Development of a general bullying response plan;
- Recommendations of a student behavior or ethics council;
- Peer support groups;
- General professional development programs for certificated and non-certificated staff;
- Professional development plans for involved staff;
- Disciplinary action for school staff who contributed to the problem;
- Suspensions with and/or without pay for staff;
- School transfers for employees;
- Withholding increments;
- School transfers; and
- Law enforcement involvement (e.g. school resource officer, juvenile officer)

REPORTING AN INCIDENT OF HARASSMENT, INTIMIDATION OR BULLYING

The Board requires the principal and/or the principal's designee at each school to be responsible for receiving complaints alleging violations of this policy. They, in turn, must report all confirmed violations of this policy to the Affirmative Action Officer, who will inform the Board of Education.

Any student, school employee or volunteer/visitor who has witnessed harassment, intimidation, or bullying, or has reliable information that a student, staff member volunteer/visitor has been subject to harassment, intimidation or bullying, **must** promptly report the incident to the building principal or the principal's designee. Other members of the school community, including students, parents, are encouraged to immediately report alleged violations of this policy to the building principal. A bullying complaint form will be made available in each school building in the principal's office and at the Board of Education building in the Affirmative Action Office. While submission of the report form is not required, the reporting party is encouraged to use the district's report form. The reporting party may also contact the principal, principal's designee or Affirmative Action Officer through the district website where email addresses and phone numbers are listed. Official reports and complaints include, but are not limited to, those that are oral, written or electronic. Although reports may be made anonymously, no formal action for violations may be based solely on the basis of an anonymous report.

Any school official shall immediately notify the designated law enforcement official whenever any school employee in the course of his or her employment develops reason

to believe that a student, staff member or volunteer/visitor has threatened, is planning or otherwise intends to cause death, serious bodily injury, significant bodily injury to another person, or criminal sexual conduct under circumstances in which a reasonable person would believe that the individual genuinely intends at some time in the future to commit the violent act or carry out the threat.

The Board requires the principal or principal's designee to be responsible for determining whether an alleged act constitutes a violation of this policy. In the case of an allegation of harassment, intimidation or bullying, not involving a student but one or more district employees, the Affirmative Action Officer will conduct the investigation and make a determination. The principal, principal's designee and/or Affirmative Action shall conduct a prompt, thorough and complete investigation of each alleged incident reported by a student, staff member, volunteer/visitor, parent or member of the community.

Concluding whether a particular action or incident constitutes a violation of this policy requires a determination based on all of the facts and surrounding circumstances. It is only after meaningful consideration of these factors that an appropriate consequence should be determined, consistent with case law, Federal and State statutes and regulations, as well as Board and district policies/ procedures.

REPRISAL OR RETALIATION PROHIBITED

The Board prohibits and will not tolerate any reprisal or retaliation against any person who reports such acts or behaviors covered under this policy. School employees, students, and volunteers/visitors must not engage in reprisal and retaliation against a victim, witness, or an individual with reliable information about an act of harassment, intimidation or bullying. The consequence and appropriate remedial action for a person who engages in reprisal or retaliation shall be determined by the appropriate administrator after consideration of the nature, severity and circumstances of the act, in accordance with case law, Federal and State statutes and regulations, as well as Board and district policies/procedures.

FALSE ACCUSATIONS

The Board prohibits any person from falsely accusing another as a means of harassment, intimidation or bullying. School employees, students, and volunteers/visitors must not engage in false accusations against a victim, witness, or an individual with reliable information about an act of harassment, intimidation or bullying. Consequences and appropriate remedial actions for a student, staff member or volunteer/visitor found to have falsely accused another as a means of harassment, intimidation or bullying shall include but are not limited to the following:

- A. Students – The consequences and appropriate remedial action for a student found to have falsely accused another as a means of harassment, intimidation or bullying may range from positive behavioral interventions up to and including suspension or expulsion, as permitted under N.J.S.A. 18A:37-1, Discipline of Pupils and as set forth in N.J.A.C. 6A:16-7.2, Short-term suspensions, N.J.A.C. 6A:16-7., Long-term Suspensions and N.J.A.C. 6A:16-7.5, Expulsions.
- B. Staff Members – Consequences and appropriate remedial action for a school staff member found to have falsely accused another as a means of harassment, intimidation or bullying shall be disciplined in accordance with district policies, procedures and agreements.
- C. Visitors or Volunteers – Consequences and appropriate remedial action for a visitor or volunteer, found to have falsely accused another as a means of harassment, intimidation or bullying shall be determined by the school administrator after consideration of the nature, severity and circumstances of the act, including reports to appropriate law enforcement officials.

ANNUAL POLICY DISSEMINATION, WEBSITE POSTING AND DISCUSSIONS WITH STUDENTS

The Board requires school officials to annually disseminate the policy to all school staff, students and parents, along with a statement explaining that it applies to all applicable acts of harassment, intimidation and bullying that occur on school property, at school-sponsored functions or on a school bus. The Superintendent shall post the policy on the school district's website as well as annually notify students and parents that the policy is available on the district's website. The Superintendent shall develop and implement a process for annually discussing the school district policy on harassment, intimidation and bullying with students.

ANNUAL EMPLOYEE TRAINING PROGRAM AND CODE OF STUDENT CONDUCT

Information regarding this policy shall be incorporated into the Board's annual employee training program. Principals will annually review Policy 5131.1 with all building staff. Directors and Supervisors of non-certificated staff will conduct an annual review of this

policy with their respective departments/employees. Notice of the Board's policy will appear in any Board publication that sets forth the comprehensive rules, procedures, and standards of conduct for schools within the school district and in any student handbook.

BULLYING PREVENTION PROGRAMS

The Superintendent may, in his or her discretion, establish bullying prevention programs, and other initiatives involving school staff, students, administrators, volunteers, parents, law enforcement, and community members.

Pursuant to N.J.S.A. 37-17(5)(b), the Board may, and if funds are appropriated for these purposes must:

- A. provide training on the Board's harassment, intimidation and bullying policies to school employees and volunteers who have significant contact with students; and
- B. develop a process for discussing the Board's harassment, intimidation and bullying policies with students.

Possible

<u>Cross References:</u>	3541.33	Transportation safety
	5114	Suspension and expulsion
	5124	Reporting to parents/guardians
	5131	Conduct/Discipline, Code of Student Conduct
	R5131	Student Behavior on School Bus
	5131.5	Vandalism/violence
	5131.7	Weapons and dangerous instruments
	5145.4	Equal educational opportunity
	5145.6	Student grievance procedure
	5145.11	Questioning and apprehension
	5145.12	Search and seizure
	6145	Extracurricular activities
	6164.4	Child study team
	6171.4	Special education
	6172	Alternative educational programs

Key Words

Code of Student Conduct, Discipline, Student Conduct, Student Behavior on School Bus, Bullying, Intimidation, Harassment, Non-Discrimination/Affirmative Action, Bus Driver, Weapons and Dangerous Instruments

Date Adopted: 08/23/2005

Date Revised: 11/21/2007, 12/16/2008, and 09/1/09

Rationale: Policy has been strengthened as required by new state regulations prohibiting harassment, intimidation and bullying.

SAYREVILLE BOARD OF EDUCATION

FILE CODE: R5131

 X **Monitored**

 X **Mandated**

 X **Other Reasons**

CODE OF STUDENT CONDUCT

Code of Student Conduct (N.J.A.C. 6A:16-7.)

The Sayreville Board of Education has developed and implements a Code of Student Conduct with established standards, policies and procedures for positive student development and student behavioral expectations on school grounds, including on a school bus or at school-sponsored functions, and, as appropriate, for conduct away from school grounds, in accordance with N.J.A.C. 6A:16-7.6.

1. The Code of Student Conduct was based on parent, student and community involvement which represented, where possible, the composition of the schools and community
2. The Code of Student Conduct is based on locally determined and accepted core ethical values adopted by the Sayreville Board of Education and which

are part of the district's Character Education Program. They are: Caring, Trustworthiness, Respect, Responsibility, Fairness, and Citizenship.

3. The Sayreville Board of Education has established an annual a process for the annual review and update of the Code of Student Conduct that provides for:

- i. Parent, student and community involvement which represents, where possible, the composition of the schools and community; and
- ii. Consideration of the findings of the annual reports of student conduct, including suspensions and expulsions, pursuant to 5 and 6 below, and the incidences reported under the Electronic Violence and Vandalism Reporting System, in accordance with N.J.A.C. 6A:16-5.3.

4. The Code of Student Conduct shall be disseminated annually to all school staff, students and parents. Parents and students will annually sign-off that they have read and understand Regulation 5131. A copy of the Regulation 5131 will also be posted on the district website at www.sayrevillek12.net;

5. The Superintendent shall report annually on the implementation of the Code of Student Conduct to the Board of Education at a public meeting. The annual summary shall contain, at a minimum:

- i. A numerical inventory of all violations of the student behavioral expectations;
- ii. Associated school responses to the violations of the student behavioral expectations;
- iii. An explanation and evidence of the effectiveness of the Code of Student Conduct. The explanation and evidence, at a minimum, shall address:
 - (1) The degree of effectiveness of the school district's activities in achieving the purposes of the code of student conduct; and
 - (2) The degree of implementation and effectiveness of the implementation of the contents of the Code of Student conduct; and
- iv. Any proposed changes to the district's current policies, procedures, programs or initiatives, based on that report

6. The Superintendent shall submit a report annually to the New Jersey Department of Education on student conduct, including all student suspensions and expulsions, and the implementation of the Code of Conduct, pursuant to this section, in accordance with the format prescribed by the Commissioner of Education and the Electronic Violence and Vandalism Report System, pursuant to N.J.A.C. 6A:16-5.3(e).

7. For students with disabilities, subject to Individualized Education Programs in accordance with 20 U.S.C. §1400, the Individuals with Disabilities Act, and accommodation plans under 29 U.S.C. §§794 and 705(20), the Code of Student Conduct shall be implemented in accordance with the components of the applicable plans.

8. The Code of Student Conduct has been established to achieve the following purposes:

1. Foster the health, safety and social and emotional well-being of students;
2. Support the establishment and maintenance of civil, safe, supportive and disciplined school environments conducive to learning;
3. Promote achievement of high academic standards;
4. Prevent the occurrence of problem behaviors;
5. Establish parameters for the intervention and remediation of student problem behaviors at all stages of identification; and
6. Establish parameters for school responses to violations of the Code of Student Conduct that take into account, at a minimum, the severity

of the offenses, the developmental ages of the student offenders and students' histories of inappropriate behaviors.

9. The Code of Student Conduct includes:
 - A) A description of responsibilities that includes expectations for academic achievement, behavior and attendance; pursuant to N.J.A.C. 6:3-9;
 - B) A description of the behaviors that will result in suspension or expulsion, pursuant to N.J.S.A. 18A:37-2;
 - C) A description of students' rights to:
 - i. Advance notice of behaviors that will result in suspension and expulsion that have been identified under authority of N.J.S.A. 18A:37-2;
 - ii. Education that supports students' development into productive citizens;
 - iii. Attendance in safe school environment;
 - iv. Attendance at school irrespective of students' marriage, pregnancy or parenthood.
 - v. Due process and appeal procedures, pursuant to N.J.A.C. 6A:1.3 through 1.17, N.J.A.C. 6A:4 and, where applicable, N.J.A.C. 6A:14-2.7 and 2.8.
 - vi. Parent notification consistent with the policies and procedures established pursuant to N.J.A.C. 6A:16-6.2(b)3; and
 - vii. Protections pursuant to 20 U.S.C. §1232h and 34 CFR Part 98, Protection of Pupil Rights Amendment; N.J.A.C. 6:3-6, Pupil Records, 45 CFR §160, Health Insurance Portability and Accountability Act; 20 U.S.C. §6301, Title IV(A)IV §4155 of the Elementary and Secondary Education Act as reauthorized under the No Child Left Behind Act; 42 CFR Part 2, Confidentiality of Alcohol and Drug Abuse Patient Records; N.J.S.A. 18A:40A-7.1, School-based drug and alcohol abuse counseling ; information from participants; disclosure, N.J.A.C. 6A:16-3.2, Confidentiality of student alcohol and other drug information; N.J.S.A. 18A:36-19, Creation; Pupil Records, Maintenance and Retention, Security and Access; Regulations ; Non-Liability; N.J.A.C. 6A:14-2.9, Student Records; as well as other existing Federal and State laws pertaining to student protections.
 - D) A description of comprehensive behavioral supports that promote positive student development and the students' abilities to fulfill the behavioral expectations established by the school district, including:
 - i. Positive reinforcement for good conduct and academic success;
 - ii. Supportive interventions and referral services; including those at N.J.A.C. 6A:16-8;
 - iii. Remediation of problem behavior that take into account the nature of behaviors, the developmental ages of the students and the student's histories of problem behaviors and performance; and
 - iv. For students with disabilities, the behavior interventions and supports shall be determined and provided pursuant to the requirements of N.J.A.C. 6A:14;

- E) A description of school responses to violations of the behavioral expectations established by the Board of Education that, at a minimum, are graded according to the severity of the offenses, consider the developmental ages of the student offenders and students' histories of inappropriate behaviors that shall:
- i. Include a continuum of actions designed to remediate and, where necessary or required by law, to impose sanctions;
 - ii. Be consistent with other responses, pursuant to N.J.A.C. 6A:16-5.5 and 5.7 above;
 - iii. Provide for the equitable application of the Code of Student Conduct without regard to race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, or a mental, physical or sensory disability or by any other distinguishing characteristic, pursuant to N.J.S.A. 10:5; and
 - iv. Be consistent with the provisions of N.J.S.A. 18A:6-1, Corporal punishment of pupils.
- F) The policy and procedures regarding the attendance of students in accordance with N.J.S.A. 18A: 38-25 through 31 and N.J.A.C. 6:3-9 and 6A: 16-7.8;
- G) The policy and procedures regarding intimidation, harassment and bullying in accordance with N.J.S.A. 18A:37-13 et seq. and N.J.A.C. 6A:16-7.9 and
- H) A current list of community-based health and social service provider agencies available to support a student and the student's family, as appropriate, and a list of legal resources available to serve the community.
- I) The Code of Student Conduct shall include the due process procedures and policies for students and their families and shall include the provisions set forth at N.J.A.C. 6A:16-7.2 through 7.6.

Recodified from N.J.A.C. 6A:16-5.1 and amended by R.2005 d.297, effective September 6, 2005.

See: 37 N.J.R. 1570(a) 37 N.J.R. 3295(b)

Deleted former (b) through (e); rewrote (a); added new (b) through (d).

Short-term Suspensions (N.J.A.C. 6A:16-7.2)

In each instance of short-term suspension, a district Board of Education shall provide for the following:

1. As soon as practicable, oral or written notices of charges to the student and the student's parents.
 - i. When charges are denied, an explanation of the evidence forming the basis of the charges also shall be provided;
2. An informal hearing prior to the suspension in which the student is given the opportunity to present the student's side of the story regarding the student's actions leading to the short-term suspension and the school district's actions taken pursuant to N.J.A.C. 6A:16-7.1(c)5:
 - i. The information hearing shall be conducted by a principal or vice principal;
 - ii. To the extent that a student's presence poses a continuing danger to persons or property or an ongoing threat of disrupting the educational process, the student may be immediately removed from

- the student's educational program and the informal hearing shall be held as soon as practical after the suspension;
- iii. The informal hearing should take place even when a school staff member has witnessed the conduct forming the basis of the charge; and
 - iv. The informal hearing and the notice given may take place at the same time;
3. Notification to the student's parents of the student's removal from the student's educational program prior to the end of the school day on which the school administrator makes the decision to suspend the student;
 4. Appropriate supervision of the student while waiting for the student's parent to remove the student from school during the school day; and
 5. Educational services, either in school or out of school, that are comparable to those provided in the public schools for students of similar grades and attainments, pursuant to N.J.S.A. 18A:38-25, which may include a public education program provided in accordance with the provision of N.J.A.C. 6A:16-9 or 6A:16-10.
 - i. Services shall be provided within five (5) school days of suspension.
 - ii. Educational services provided to a student with a disability shall be provided with the student's Individualized Education Program in accordance with N.J.A.C. 6A:14.
 6. The suspending principal shall immediately report the suspension to the Superintendent, who is required to report it to the district Board of Education at its next regular meeting, pursuant to N.J.S.A. 18A:37-4.
 7. The Board of Education may deny participation in extracurricular activities, school functions, sports or graduation exercises as disciplinary sanctions, where such measures are designed to maintain the order and integrity of the school environment.
 8. For a student with a disability, the provisions set forth in this section shall be provided in addition to all procedural protections set forth in N.J.A.C. 6A:14.

Long-term Suspensions N.J.A.C.6A:16-7.3

In each instance of a long-term suspension, the Board of Education shall assure the rights of a student suspended for more than 10 school days by providing:

1. Immediate notification to the student of the charges, prior to the student's removal from school.
2. Immediate notification to the student's parents of the student's removal from school.
3. Appropriate supervision of the student while waiting for the student's parents to remove the student from school during the school day.
4. Written notification to the parents by the Superintendent or his or her designee within two (2) school days of the initiation of the suspension, stating:
 - i. The specific charges;
 - ii. The facts on which the charges are based;

- iii. The student's due process rights, pursuant to N.J.A.C. 6A:16-7.2 through 7.6; and
 - iv. That further engagement by the student in conduct warranting expulsion; pursuant to N.J.S.A. 18A:37-2, shall amount to a knowing and voluntary waiver of the student's right to a free public education, in the event that a decision to expel the student is made by the district Board of Education, pursuant to N.J.S.A. 18A:37-2 and N.J.A.C. 6A:16-7.5.
 - (1) The Board of Education shall request written acknowledgement of the notification of the provision of 4iv. above from the parents and the student subsequent to the removal from the student's educational program, pursuant to this section;
5. A list of witnesses and their statements or affidavits, if any;
 6. For a student with a disability, a manifestation determination pursuant to N.J.A.C. 6A:24-2.8 and Federal regulations incorporated by the reference therein;
 7. Information on the right of the student to secure an attorney and legal resources available in the community identified pursuant to N.J.A.C. 6A:16-7.1(c)8;
 8. Educational services, either in school or out of school, that are comparable to those provided in the public schools for students of similar grades and attainments pursuant to N.J.S.A. 18A:38-25, which may include a public education program provided in accordance with the provisions of N.J.A.C. 6A:16-9 or 10.
 - i. The services shall be provided within five (5) school days of suspension.
 - ii. Educational services provided to a student with a disability shall be provided consistent with the student's Individualized Education Program, in accordance with N.J.A.C. 6A:14.
 9. A formal hearing before the Board of Education, which, at a minimum, shall:
 - i. Be conducted by the Board of Education or delegated by the board to a Board committee or to a school administrator for the purpose of determining facts or making recommendations.
 - (1) The Board of Education as a whole shall receive and consider either a transcript or detailed report on such hearing before taking final action;
 - ii. Include the opportunity for the student to:
 - (1) Confront and cross-examine witnesses, when there is a question of fact; and
 - (2) Present his or her own defense and produce oral testimony or written supporting affidavits.
 - iii. Take place no later than 30 calendar days following the day the student is suspended from the general education program; and
 - iv. Not be subject to the provisions of the "Open Public Meetings Act," pursuant to N.J.S.A. 10:4-6;
 10. A written statement to the student's parents of the district Board of Education's decision within five (5) school days after the close of the hearing that includes, at a minimum:
 - i. The charges considered;
 - ii. A summary of the documentary or testimonial evidence from both the student and the administration that was brought before the district Board of Education at the hearing; and
 - iii. Factual findings relative to each charge and the district Board of Education's determination;

11. Immediate return to the general education program if at any time it is found that the general education student is not guilty of the offense; and
12. For a student with a disability found not guilty of the offense, the student's program shall be determined in accordance with the provisions of N.J.A.C. 6A:14.
13. Any appeal of the Board of Education's decision regarding the student's general education program shall be made to the Commissioner of Education in accordance with N.J.S.A. 18A:37-2.4 and N.J.A.C. 6A:3-1.3 through 1.17.
14. Suspension of general education students may not be continued beyond the Board of Education's second regular meeting following the suspension, unless the Board of Education so determines, pursuant to N.J.S.A. 18A:37-5.
15. The Board of Education shall determine whether to continue the suspension, based on the following criteria.
 - i. The nature and severity of the offense;
 - ii. The Board of Education's removal decision.
 - iii. The results of any relevant testing, assessments or evaluations of the student; and
 - iv. The recommendation of the Superintendent, principal or Director of Special Services or home or other out-of-school instruction program in which the student has been placed.
16. The Board of Education shall direct the Superintendent to adopt policies and procedures providing for action on the continuation of student suspensions in the event of cancellation of the first or second regular board meeting pursuant to N.J.S.A. 18A:37-4 and 5.
17. When the Board of Education votes to continue the suspension of a general education student, the Board, in consultation with the Superintendent, shall review the case at each subsequent Board meeting for the purpose of determining:
 - i. The status of the student's suspension;
 - ii. The appropriateness of the current educational program for the suspended student; and
 - iii. If the suspended student's current placement should continue or if the student should return to the general education program.
18. When the Board votes to continue the suspension of a general education student, the Board, in consultation with the Superintendent, shall make the final determination on:
 - i. When the student is prepared to return to the general education program;
 - ii. Whether the student shall remain in the an alternative education program or receive home or other in-school or out-of-school instruction.
19. The Board of Education shall make decisions regarding the appropriate educational program and support services for the suspended general education student, at a minimum, based on the following criteria:
 - i. A behavioral assessment or evaluation including, but not limited to, a referral to the Child Study Team as appropriate;
 - ii. The results of any relevant testing, assessments or evaluations of the student;

- iii. The student's academic, health and behavioral records;
 - iv. The recommendation of the Superintendent, principal or other relevant school or community resource; or
 - v. Consultation with the Intervention and Referral Services (I&RS) team, in accordance with N.J.A.C. 6A:16-8, as appropriate
20. The Board of Education shall provide a general education student suspended under this section with an appropriate educational program or appropriate educational services, based on the criteria set forth above, until the student graduates from high school or reaches the age of 20.
- i. The educational program shall be consistent with the provisions of N.J.A.C. 6A:16-9.2 and 6A:14-2 and 4.3, whichever is applicable, or
 - ii. The educational services provided, either in school or out of school, shall be comparable to those provided in the public schools for students or similar grades and attainments, pursuant to the provisions of N.J.S.A. 18A:38-25.
21. For a student with a disability who receives a long-term suspension, the Board of Education shall proceed in accordance with N.J.A.C. 6A:14-2.8 in determining, altering or changing the student's educational placement to an interim or alternate educational setting.
- i. All procedural protections set forth in N.J.A.C. 6A:14 shall be afforded to each student with a disability who is subjected to a long-term suspension.
 - ii. All decisions concerning the student's educational program or placement shall be made by the student's Individualized Education Program team.
 - iii. The provisions of 13 through 20 above shall not apply to students with disabilities.

Mandated Student Removals from General Education N.J.A.C. 6A:16-7.4

- 1. The Board of Education shall follow N.J.A.C. 6A:16-5.5 for student removals for firearms offenses.
- 2. The Board of Education shall follow N.J.A.C. 6A:16-5.6 for student removals for assaults with weapons offenses.
- 3. The Board of Education shall follow N.J.A.C. 6A:16-5.7 for student removals for assaults on Board members or employees.

Expulsions N.J.A.C. 6A:16-7.5

The Board of Education may expel, that is discontinue the educational services or discontinue payment of educational services for, a general education student from school, pursuant to N.J.S.A. 18A:37-2 only after the Board has provided the following:

- 1. The procedural due process rights set forth at N.J.A.C. 6A:16-7.3 and 7.4 subsequent to a long-term suspension pursuant to N.J.A.C. 6A:16-7.3 and
- 2. An appropriate educational program or appropriate educational services, based on the criteria set forth under N.J.A.C. 6A:16-7.3(f).
 - i. The educational program shall be consistent with the provisions of N.J.A.C. 6A:9.2 and 10.2 and 6A:14-3 and 4.3 whichever are applicable; or
 - ii. The educational services provided either in school or out of school, shall be comparable to those provided in the public schools for students of similar grades and attainments, pursuant to the provisions of N.J.S.A. 18A:38-25.

3. Any appeal of the Board's decision regarding the cessation of the student's general education program, shall be made to the Commissioner of Education in accordance with N.J.S.A. 18A:6-9 and N.J.A.C. 6A:1.3 through 1.17.
4. The Board shall continue to provide an appropriate educational program or appropriate educational services, in accordance with N.J.A.C. 6A:16-7.5(a)2, until a final determination has been made on the appeal of the Board's action to expel a student.
5. An expulsion of student with a disability from a receiving school shall be handled in accordance with N.J.A.C. 6A:14.

Conduct Away from School Grounds N.J.A.C. 6A:16-7.6

School authorities have the right to impose a consequence on a student for conduct away from school grounds, including on a school bus or at a school-sponsored function that is consistent with the Board of Education's Code of Student Conduct, pursuant to N.J.A.C. 6A:16-7.1.

1. This authority shall be exercised only when it is reasonably necessary for the student's physical or emotional safety and well-being or for reasons relating to the safety and well-being of other students, staff or school grounds, pursuant to N.J.S.A. 18A:25-2 and 18A:37-2.
2. This authority shall be exercised only when the conduct which is the subject of the proposed consequence materially and substantially interferes with the requirements of appropriate discipline in the operation of the school.
3. The consequence shall be handled in accordance with the Board's approved Code of Student Conduct, pursuant to N.J.A.C. 6A:16-7.1, and as appropriate, in accordance with N.J.A.C. 6A:16-7.2, 7.3 or 7.5.

Mrs. Batko questioned, "What if a fight breaks out at a bus stop?" Ms. Sutherland replied, "The Policy applies".

Staff Responsibilities and Rights N.J.A.C. 6A:16-7.7

The Board of Education shall provide for the equitable application of the Code of Student Conduct.

1. The Board of Education shall delineate the roles and responsibilities of each staff member in the implementation of the Code of Student Conduct. It shall also provide to all school staff training annually on the Code of Student Conduct, which shall include training on the prevention, intervention, and remediation of student conduct in violation of the Board's Code of Student Conduct.
2. Information on the Code of Student Conduct shall be incorporated into the orientation program for new employees.

Attendance N.J.A.C. 6A:16-7.8

The Board of Education has adopted and implements policies and procedures regarding the attendance of students, pursuant to N.J.S.A. 18A:38-25 through 31 and N.J.A.C. 6:3-9 at the public schools of the district or day schools in which students are provided with equivalent instruction, according to the requirements of N.J.S.A. 18A:38-25, that includes, at a minimum:

1. The expectations and consequences regarding the timely arrival of students to school and classes;

2. The expectations and consequences regarding attendance at school and classes;
3. A definition of unexcused absence, for the purpose of this section, that, at a minimum, shall be based on the definition of a school day, pursuant to N.J.A.C. 6:3-9.3 and the following considerations:
 - i. Family death;
 - ii. Board approved educational opportunities;
 - iii. Where appropriate, Individualized Education Programs pursuant to 20 U.S.C. §1400, the Individuals with Disabilities Act, accommodation plans under 29 U.S.C. §§794 and 705(20), and individualized health care plans, pursuant to N.J.A.C. 6A:16-2.1(3) 1x; and
4. School staff responses for unexcused absences:
 - i. For up to four (4) cumulative unexcused absences, the school district shall:
 - (1) Make a reasonable attempt to notify the student's parents of each unexcused absence prior to the start of the following school day;
 - (2) Conduct an investigation of the cause of each unexcused absence, including contact with the student's parents;
 - (3) Develop an action plan in consultation with the student's parents designed to address patterns of unexcused absences, if any, and to have the child return to school and maintain regular attendance.
 - (4) Proceed in accordance with the provisions of N.J.S.A. 9:6-1 et seq. and N.J.A.C. 6A:16-11, if child abuse and neglect is suspected; and
 - (5) Cooperate with law enforcement and other authorities and agencies, as appropriate;
 - ii. For between five (5) and nine (9) cumulative unexcused absences, the school shall:
 - (1) Make a reasonable attempt to notify the student's parents of each unexcused absence prior to the start of the following school day:
 - (2) Conduct a follow-up investigation, including contact with the student's parents to determine the cause of each unexcused absence;
 - (3) Evaluate the appropriateness of the action plan developed pursuant to 4i(3) above;
 - (4) Revise the action plan, as needed, to identify patterns of unexcused absences and establish outcomes based upon the student's needs and specify the interventions for achieving the outcomes, supporting the student's return to school and regular attendance that may include any or all of the following:
 - (A) Refer or consult with the building's Intervention and Referral Services (I&RS) team, pursuant to N.J.A.C. 6A:16-8;

(B) Conduct testing assessments or evaluations of the student's academic, behavioral and health needs;
(C) Consider an alternate educational placement;
(D) Make a referral to a community-based social and health provider agency or other community resource.
(E) Refer to the court program designated by the New Jersey Administrative Office of the Courts; and
(F) Proceed in accordance with the provisions of N.J.S.A. 9:6 and N.J.A.C. 6A:16-11, if child abuse and neglect is suspected; and

(5) Cooperate with law enforcement and other authorities and agencies, as appropriate.

iii. For cumulative unexcused absences of 10 or more days, the student is truant, pursuant to N.J.S.A. 18A:38-27, and the school district shall:

(1) Make a mandatory referral to the court program required by the New Jersey Administrative Office of the Courts;

(2) Make a reasonable attempt to notify the student's parents of the mandatory referral;

(3) Continue to consult with the parent and the involved agencies to support the student's return to school and regular attendance;

(4) Cooperate with law enforcement and other authorities and agencies, as appropriate; and

(5) Proceed in accordance with N.J.S.A. 18A:38-28 through 31, Article 3B, Compelling Attendance at School, and other applicable State and Federal Statutes, as required.

iv. For students with disabilities, the attendance plan and punitive and remedial procedures set forth therein shall be applied, where applicable, in accordance with the students' Individualized Education Programs, pursuant to 20 U.S.C. §1400, the Individuals with Disabilities Act; the procedural protections set forth in N.J.A.C. 6A:14, accommodation plans under 29 U.S.C. §794 and 705(20); and individualized health care plans, pursuant to N.J.A.C. 6A:16-2(e)1x.

v. All receiving schools pursuant to N.J.A.C. 6A:14-7.1(a), shall act in accordance with (a)4i above for each student with up to four (4) cumulative unexcused absences.

1. For each student attending a receiving school with five (5) or more cumulative unexcused absences, the absences shall be reported to the sending district.

2. The sending district shall proceed in accordance with the Board of Education policies and procedures pursuant to the provisions of (a)4ii through 4iv above, as appropriate.

vi. The Superintendent shall submit annually a report to the Commissioner of Education containing information on student attendance, including, but not limited to, the Board of Education's implementation of each of the requirements pursuant to this section.

Intimidation, harassment and bullying N.J.A.C. 6A:16-7.9

The Board of Education has adopted Policy 5131.1 prohibiting harassment, intimidation or bullying on school grounds, including on a school bus or at a school-sponsored function, pursuant to N.J.S.A. 18A:37-15.

1. This policy was developed in consultation with parents and other community members, including appropriate community-based social and health provider agencies, law enforcement officials, school employees, school volunteers, students and school administrators.

2. The Board of Education shall have local control over the content of the policy, except that the policy shall contain, at a minimum, the following components:

- i. A statement prohibiting harassment, intimidation or bullying of a student.
- ii. A definition of harassment, intimidation or bullying no less inclusive than set forth in the definition of N.J.S.A. 18:37-14 and N.J.A.C. 6A:16-1.3;
- iii. A description of the type of behavior expected from each student;
- iv. Appropriate remedial action for a student who commits an act of harassment, intimidation or bullying that takes into account the nature of the behavior, the developmental age of the student and the student's history of problem behaviors and performance that that may include the following:
 - (1) A behavioral assessment or evaluation including, but not limited to, a referral to the Child Study Team, as appropriate; and
 - (2) Supportive interventions and referral services, including those at N.J.A.C.6A:16-8;
- v. Consequences for a student who commits an act of harassment, intimidation or bullying that is:
 - (1) Varied and graded according to the nature of the behavior, the developmental age of the student and the student's history of problem behaviors and performance; and
 - (2) Consistent with the provisions of N.J.A.C. 6A:16-7 as appropriate;
- vi. Appropriate consequences and remedial action for any staff member who commits an act of harassment, intimidation or bullying;
- vii. A procedure for reporting an act of harassment, intimidation or bullying, including a provision that permits a person to report anonymously an act of harassment, intimidation or bullying:
 - (1) The Board of Education shall not take formal disciplinary action based solely on the anonymous report.
- viii. A procedure has been established for prompt investigation of reports of violations and complaints, made to the principal at the building level and/or the Affirmative Action Officer at the district level, who are the individuals responsible for the investigation. It is contained in Board Policy 4111.1 and Policy 5131.1 states that:

(1) Reports and complaints include, but are not limited to, oral reports, written reports or electronic reports;

ix. The range of ways in which a school will respond once an incident of harassment, intimidation or bullying is identified;

x. A statement that prohibits reprisal or retaliation against any person who reports an act of harassment, intimidation or bullying and the consequence and appropriate remedial action for a person who engages in reprisal or retaliation;

xi. Consequences and appropriate remedial action for a person found to have falsely accused another as a means of retaliation or as a means of harassment, intimidation or bullying; and

xii. A statement of how the policy is to be publicized, including notice that the policy applies to participation in school-sponsored functions and on school buses.

(1) Notice of the Board of Education's policy shall appear in any publication of the school district that sets forth the comprehensive rules, procedures and standards of student conduct, pursuant to N.J.A.C. 6A:16-7.1, for schools within the school district.

3. A school employee, student or volunteer shall not engage in reprisal, retaliation or false accusation against a victim, witness or one with reliable information about an act of harassment, intimidation or bullying.

4. A school employee, student or volunteer who has witnessed, or has reliable information that a student has been subject to harassment, intimidation or bullying shall report the incident to the appropriate school official designated by the Board's policies, pursuant to N.J.S.A. 18A:37-15 and (a) above.

5. A school employee who promptly reports an incident of harassment, intimidation or bullying to the Affirmative Action Officer, as designated by Board policy, and who makes this report in compliance with the procedures set forth in Board policy, is immune from a cause of action for damages arising from any failure to remedy the reported incident, as set forth in N.J.S.A. 18A:37-16(4)c.

6. The district Board of Education shall annually review the training needs of district staff for the effective implementation of the harassment, intimidation and bullying policies, procedures, programs and initiatives of the Board of Education and implement locally determined staff training needs and the findings of the annual review and update of the code of findings of the annual review and update of the Code of Student Conduct, pursuant to N.J.A.C. 6A:16-7(a)3, as recommended by the Superintendent and determined appropriate by the Board.

A. Information regarding the Board's Policy 4111.1 and Policy 5131.1 against harassment, intimidation, or bullying is reviewed annually as part of the school district's employee training program;

B. Each building principal will annually discuss the school district's harassment, intimidation or bullying policy with his/her students; and

C. The Affirmative Action Officer will annually review the extent and characteristics of harassment, intimidation and bullying behavior in the school buildings of the school district and implement, at the direction of the Superintendent, locally determined programmatic or other responses, if determined appropriate by the Board of Education.

i. These programs or other services shall be planned in consultation with parents, students and other community members, including appropriate community-based social and

health provider agencies, law enforcement officials, school employees, school volunteers, students and school administrators, as appropriate.

D. These requirements are promulgated pursuant to N.J.S.A. 18A:37-13 through 18 and shall not be interpreted to prevent a victim from seeking redress under any other available law either civil or criminal.

Student Records and Confidentiality (6A:1-7.10)

Public School to Public School

When a student transfers to a public school district from another public school district, all information in the student's record related to disciplinary actions taken against the student by the district and any information the district has obtained pursuant to N.J.S.A. 2A:4A-60, Disclosure of juvenile information; penalties for disclosure, shall be provided to the receiving public school district, in accordance with the provisions of N.J.S.A. 18A:36-19a and N.J.A.C. 6:3-6.5(c)10iv.

1. The record shall be provided within two (2) weeks of the date that the student enrolls in the receiving school district.
2. Written consent of the parent or adult student shall not be required as a condition of the transfer of this information.
3. Written notice of the transfer shall be provided to the parent or the adult student.

Public School to Private School

When a student transfers to a private school, which includes all sectarian or nonsectarian nonprofit institutional day or residential schools that provide education for students placed by their parents and that are controlled by other than public authority, all student disciplinary records, with respect to suspension or expulsions, shall be provided by the public school district of residence to the private school upon written request from the private school, in the same manner as such records would be provided by a public school district of residence to a public school district, pursuant to 20 U.S.C. §6301. Title IV(A)IV §4155 of the Elementary and Secondary Education Act as reauthorized under the No Child Left Behind Act.

(a) The Board of Education shall not use a student's past offenses on record to discriminate against that student.

(b) All records maintained in this subchapter shall conform with the requirements set forth at 20 U.S.C. §1232g and 34 CFR Part 99, Family Educational Rights and Privacy Act; 20 U.S.C. §1232h and 34 CFR Part 98, Protection of Pupil Rights Amendment, N.J.A.C. 6:3-6, Pupil Records, 45 CFR §160, Health Insurance Portability and Accountability Act, 20 U.S.C. §6301, Title IV(A)IV §4155 of the Elementary and Secondary Education Act as reauthorized under the No Child Left Behind Act; 42 CFR Part 2 Confidentiality of Alcohol and Drug Abuse Patient Records; N.J.S.A. 18A:40A-7.1, School-based drug and alcohol abuse counseling; information from participants; disclosure; N.J.A.C. 6A:16-3.2, Confidentiality of student alcohol and other drug information; N.J.S.A. 18A:36-19, Creation; Pupil Records; Maintenance and Retention, Security and Access; Regulations; Non-Liability; N.J.A.C. 6A:14-2.9, Student records and confidentiality.

SAYREVILLE SCHOOL DISTRICT CODE OF STUDENT CONDUCT

The Sayreville Board of Education has established a Code of Student Conduct with parent, student and community input, that is representative of the composition of the borough's schools and community. It is based on the core ethical values adopted by the Board of Education as part of the district's Character

Education Program. They are: caring, trustworthiness, respect, responsibility, fairness, and citizenship. All are designed to attain the district's mission of educating today's learners to become tomorrow's leaders. The Code of Student Conduct will undergo an annual review by the Board of Education and Superintendent of Schools. If necessary, it will be modified on the basis of research and data provided by the administrative team, faculty, parents, and students regarding its effectiveness as it relates to the district's mission statement.

The Code of Student Conduct will be disseminated annually to all school staff, students and parents. Parents and students will annually sign-off that they have read and understand the Code of Student Conduct and the provisions of the Board of Education's Regulation 5131. Both documents will be posted on the district's website at www.sayrevillek12.net for reference purposes. Copies will also be provided to parents who do not have internet access.

The principal of each school will annually review the provisions contained in the Code of Student Conduct with his/her students and staff. Additionally, the Superintendent shall report annually to the New Jersey Department of Education on the implementation of the Code of Student Conduct, including the suspensions and expulsions in accordance with the format prescribed by the Commissioner of Education and the Electronic Violence and Vandalism Report System, pursuant to N.J.A.C. 6A:16:-5.3(e) and delineated in Regulation 5131.

The Code of Student Conduct has been established to achieve the following purposes:

1. Foster the health, safety and social and emotional well-being of students;
2. Support the establishment and maintenance of civil, safe, supportive and disciplined school environments conducive to learning;
3. Promote achievement of high academic standards;
4. Prevent the occurrence of problem behaviors;
5. Establish parameters for the intervention and remediation of student problem behaviors at all stages of identification; and
6. Establish parameters for school responses to violations of the Code of Student Conduct that take into account, at a minimum, the severity of the offenses, the developmental ages of the student offenders and students' histories of inappropriate behaviors.

STUDENT RESPONSIBILITIES

Students are expected to demonstrate the following responsible behaviors while in school, on a school bus and at school activities in and out of district:

1. ***Caring*** for all members of a diverse school community which includes but is not limited to students, administrators/supervisors, teachers, advisors/coaches, support staff, volunteers, and PTO representatives. They must also demonstrate tolerance and acceptance of classmates who are the same and different in ability, aptitude, cultural ethnicity, and socio-economic background.
2. ***Trustworthiness*** in assuming responsibility for their educational successes and failures. When working alone or in groups, they must be trusted to be responsible for their work and the results of their efforts.
3. ***Respect*** for all members of the school community, its facilities and property.
4. ***Responsibility*** in adhering to school rules and regulations which are designed to provide a safe and appropriate environment for learning.

5. **Fairness** in their treatment of staff, classmates, competitors, and the public.
6. **Citizenship** by fulfilling their educational goals to become a productive member of the borough, state, nation, and world. This can be accomplished by attending school daily and mastering the NJ Core Curriculum Content Standards and proficiencies for their courses.

INAPPROPRIATE BEHAVIORS

Students must realize that any display of inappropriate behavior will have consequences that are graded according to severity and consider the developmental ages of the offenders. They include a continuum of actions designed to remediate and, where necessary or required by law, to impose sanctions. They provide for equitable application without regard to race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, or a mental, physical or sensory disability or by any other distinguishing characteristic, pursuant to N.J.S.A. 10:5; and are consistent with the provisions of N.J.S.A. 18A:6-1 regarding the prohibition of corporal punishment.

CONSEQUENCES FOR INAPPROPRIATE BEHAVIORS

A. ATTENDANCE

Truancy/Leaving School Without Authorization

1st incident

Grades K-3: 3 days Administrative Detention
 Grades 4-5: 5 days Administrative Detention
 Grades 6-8: 5 days Administrative Detention
 Grades 9-12: Saturday Detention assigned cut for each period not attended

2nd incident

Grades K-3: 5 days Administrative Detention
 Grades 4-5: 1 day In School Suspension
 Grades 6-8: 1 day Out of School Suspension
 Grades 9-12: Saturday Detention- assigned cut for each period and consequence at cumulative cut /late by period

3rd incident

Grades K-3: 1 day Out of School suspension and police report
 Grades 4-5: 2 days Out of School Suspension and police report
 Grades 6-8: 2 days Out of School Suspension, police report
 Grades 9-12: In School Suspension- assigned cut for each period and consequence at cumulative cut /late by period not attended

Late to Class

1st incident

Grades K-3: 1 day of Teacher Detention
 Grades 4-5: 1 day of Teacher Detention
 Grades 6-8: 4 lates = 1 day Teacher Detention
 Grades 9-12: 5 lates = 2 days of Administrative Detention (5 lates = 1cut)

2nd incident

Grades K-3: 1 day of Administrative Detention
 Grades 4-5: 1 day of Administrative Detention
 Grades 6-8: 5 lates = 1 day Administrative Detention
 Grades 9-12: 10 lates = 1 Saturday Detention (10 lates = 2cuts)

3rd incident:

Grades K-3: 2 days of Administrative Detention
 Grades 4-5: 2 days of Administrative Detention
 Grades 6-8: 6+ lates = 3-5 days Administrative Detention
 Grades 9-12: 15 lates = In-School Suspension
 15 lates = 3 cuts (full year course);

15 lates = Cum Cut Drop (semester course);
20 lates = 4 cuts, Cum cut drop (full year course)

Cutting Class

1st incident

Grades K-3: 1 day Administrative Detention
Grades 4-5: 1 day Administrative Detention
Grades 6-8: 2 days Administrative Detention
Grades 9-12: 2 days Administrative Detention

2nd incident

Grades K-3: 2 days Administrative Detention
Grades 4-5: 3 days Administrative Detention
Grades 6-8: 5 days Administrative Detention
Grades 9-12: 1 Saturday Detention

3rd incident

Grades K-3: 1 day Out of School Suspension
Grades 4-5: 1 day Out of School Suspension
Grades 6-8: 1 day Out of School Suspension
Grades 9-12: Full Year Course = 1 day In School Suspension;
Semester Course = Cum Cut Drop

B. INSUBORDINATION

Failure to Report to Teacher Detention

1st incident

Grades K-3: 2 days of Teacher Detention
Grades 4-5: 2 days Administrative Detention
Grades 6-8: 2 days Administrative Detention
Grades 9-12: 2 Days Administrative Detention

2nd incident

Grades K-3: 1 day of Administrative Detention
Grades 4-5: 2 days of Administrative Detention
Grades 6-8: 2 days of Administrative Detention
Grades 9-12: 1 Saturday Detention

3rd incident

Grades K-3: 3 days of Administrative Detention
Grades 4-5: 1 day of Out of School Suspension
Grades 6-8: 1 day of Out of School Suspension
Grades 9-12: 1 day of In School Suspension

Failure to Report to Administrative Detention

1st incident

Grades K-3: 2 days of Administrative Detention
Grades 4-5: 2 days of Administrative Detention
Grades 6-8: 2 days Administrative Detention
Grades 9-12: 2 days of Administrative Detention

2nd incident

Grades K-3: 2 days of Administrative Detention
Grades 4-5: 2 days of Administrative Detention
Grades 6-8: 2 days Administrative Detention
Grades 9-12: 1 Saturday Detention

3rd incident

Grades K-3: 1 day of Out of School Suspension
Grades 4-5: 1 day of Out of School Suspension
Grades 6-8: 1 day Out of School Suspension
Grades 9-12: 1 day Out of school Suspension

Failure to Report to a Saturday Detention (High School only)

- 1st Incident: reassign Saturday Detention; 1 day In School Suspension
 2nd Incident: reassign Saturday Detention; 1 day Out of School Suspension
 3rd Incident: reassign Saturday; 2 days Out of School Suspension and a parent conference with the Principal

Defiance of Authority/Willful Disobedience

1st incident

- Grades K-3: 1 day of Administrative Detention
 Grades 4-5: 1 day In School Suspension
 Grades 6-8: 1 day Out of School Suspension
 Grades 9-12: 1 Saturday Detention

2nd incident

- Grades K-3: 1 day Out of School Suspension
 Grades 4-5: 1 day Out of School Suspension
 Grades 6-8: 1 day Out of School Suspension
 Grades 9-12: 1 day In-School Suspension

3rd incident

- Grades K-3: 2 days Out of School Suspension
 Grades 4-5: 2 days Out of School Suspension
 Grades 6-8: 3 days Out of School Suspension
 Grades 9-12: 3 days Out of School Suspension

Failure to Follow Teacher's or Substitute's Direction/School Rules/Insolence to Staff Member

1st incident:

- Grades K-3: 1 day of Administrative Detention
 Grades 4-5: 1-2 days Administrative Detention
 Grades 6-8: 2-3 days Administrative Detention
 Grades 9-12: 2-3 days Administrative Detention

2nd incident:

- Grades K-3: 3 days of Administrative Detention
 Grades 4-5: 1 day Out of School Suspension
 Grades 6-8: 1 day Out of School Suspension
 Grades 9-12: 1 Saturday Detention

3rd incident:

- Grades K-3: 1 day Out of School Suspension
 Grades 4-5: 2 days Out of School Suspension
 Grades 6-8: 2 days Out of School Suspension
 Grades 9-12: 2 days In-School Suspension

Disruptive Behavior

1st incident:

- Grades K-3: 1 day Teacher Detention
 Grades 4-5: 2 days Administrative Detention
 Grades 6-8: 2 days Administrative Detention
 Grades 9-12: 2 days Administrative Detention

2nd incident:

- Grades K-3: 1 day of Administrative Detention
 Grades 4-5: 3 days Administrative Detention
 Grades 6-8: 3 days Administrative Detention
 Grades 9-12: 1 Saturday Detention

3rd incident

- Grades K-3: 3 days of Administrative Detention
 Grades 4-5: 3 days Administrative Detention
 Grades 6-8: 3-5 days Administrative Detention

Grades 9-12: 1 day In-School Suspension

C. VANDALISM AND THEFT

Minor Vandalism/Graffiti

1st incident:

Grades K-3: 2 days Administrative Detention and restitution
Grades 4-5: 3 days Administrative Detention and restitution
Grades 6-8: 3 days Administrative Detention and restitution
Grades 9-12: 1 Saturday Detention and restitution

2nd incident:

Grades K-3: 1 day Out of School Suspension and restitution
Grades 4-5: 1 day Out of School Suspension and restitution
Grades 6-8: 1 day Out of School Suspension with restitution
Grades 9-12: 1 -2 day(s) In-School Suspension and restitution and a police report

3rd incident

Grades K-3: 2 days Out of School Suspension and restitution
Grades 4-5: 2-3 days Out of School Suspension and restitution
Grades 6-8: 2-3 days Out of School Suspension and restitution
Grades 9-12: 2 -3 day(s) In-School Suspension and restitution and a police report

Malicious Mischief

1st incident

Grades K-3: 1 day Out of School Suspension
Grades 4-5: 1 day Out of School Suspension
Grades 6-8: 1 day Out of School Suspension
Grades 9-12: 1 Saturday Detention

2nd incident:

Grades K-3: 1 day Out of School Suspension
Grades 4-5: 2 days Out of School Suspension
Grades 6-8: 2 days Out of School Suspension
Grades 9-12: 2 days In-School Suspension

3rd incident

Grades K-3: 2 days Out of School Suspension and a police report
Grades 4-5: 2-3 days Out of School Suspension and a police report
Grades 6-8: 2-3 days Out of School Suspension and a police report
Grades 9-12: 2-3 days Out of School Suspension and a police report

Theft

1st incident

Grades K-3: 1 day Out of School Suspension with restitution
Grades 4-5: 1 day Out of School Suspension with restitution
Grades 6-8: 1 day Out of School Suspension with restitution
Grades 9-12: 1 day In-School Suspension with restitution

2nd incident

Grades K-3: 1-2 day(s) Out of School Suspension with restitution and a police report
Grades 4-5: 1-2 day(s) Out of School Suspension with restitution and a police report
Grades 6-8: 1-2 day(s) Out of School Suspension with restitution and a police report
Grades 9-12: 1-2 day(s) Out of School Suspension with restitution and a police report

3rd incident:

- Grades K-3: 2-3 days Out of School Suspension with restitution and a police report
- Grades 4-5: 2-3 days Out of School Suspension with restitution and a police report
- Grades 6-8: 3-5 days Out of School Suspension with restitution and a police report
- Grades 9-12: 3-5 days Out of School Suspension with restitution and a police report

Firework Offense – All Grades

- 1st incident: 5-10 days Out of School Suspension, referral to I&RS Team and police report
- 2nd incident: Out of School Suspension pending Board hearing to determine placement

D. INAPPROPRIATE BEHAVIOR

Profanity/Obscene Gestures/Vulgarity

1st incident

- Grades K-3: 1 day of Administrative Detention
- Grades 4-5: 1 day Administrative Detention
- Grades 6-8: 1 day Out of School Suspension
- Grades 9-12: 1 Saturday Detention

2nd incident

- Grades K-3: 1 day Out of School Suspension
- Grades 4-5: 1 day In-School Suspension
- Grades 6-8: 1 day Out of School Suspension
- Grades 9-12: 1 day In-School Suspension

3rd incident

- Grades K-3: 1 day Out of School Suspension
- Grades 4-5: 1-3 days Out of School Suspension
- Grades 6-8: 1-3 days Out of School Suspension
- Grades 9-12: 1-3 days Out of School Suspension

Scuffle/Physical Misconduct

1st incident

- Grades K-3: 3 days Administrative Detention
- Grades 4-5: 1-3 days In School Suspension
- Grades 6-8: 1-3 days Out of School Suspension
- Grades 9-12: 2 Days Out of School Suspension

2nd Incident

- Grades K-3: 5 days Administrative Detention
- Grades 4-5: 2-3 days Out of School Suspension
- Grades 6-8: 3 days Out of School Suspension
- Grades 9-12: 3 days Out of School Suspension

3rd Incident

- Grades K-3: 10 days Administrative Detention and I&RS Team referral
- Grades 4-5: 2-3 days Out of School Suspension, I&RS Team referral and police report
- Grades 6-8: 3-5 days Out of School Suspension, I&RS Team referral and police report
- Grades 9-12: 3-5 days Out of School Suspension, I&RS Team referral and police report

Fight

1st incident

Grades K-3: 1 day Out of School Suspension
Grades 4-5: 1-3 days Out of School Suspension
Grades 6-8: 3 days Out of School Suspension
Grades 9-12: 3 days Out of School Suspension, up to 15 days Social Probation and police report

2nd incident

Grades K-3: 2 days Out of School Suspension
Grades 4-5: 2-4 days Out of School Suspension
Grades 6-8: 3-5 days Out of School Suspension
Grades 9-12: 3-5 days Out of School Suspension, up to 1 school year Social Probation and police report

3rd incident

Grades K-3: 3 days Out of School Suspension, I&RS Team referral and police report
Grades 4-5: 3-5 days Out of School Suspension, I&RS referral and police report
Grades 6-8: 5 days Out of School Suspension, I&RS referral and police report
Grades 9-12: Out of School Suspension pending BOE hearing to determine placement and police report

Assault

1st incident

Grades K-3: 2 days Out of School Suspension
Grades 4-5: 3 days Out of School Suspension and a police report
Grades 6-8: 5 days Out of School Suspension and a police report
Grades 9-12: Minimum 5 days Out of School Suspension, up to 15 days social probation and a police report

2nd incident

Grades K-3: 3 days Out of School Suspension, I&RS referral and a police report
Grades 4-5: 5 days Out of School Suspension, I&RS referral and a police report
Grades 6-8: 5-10 days Out of School Suspension, I&RS referral and a police report
Grades 9-12: 7-10 days Out of School Suspension, I&RS referral, up to 1 school year social probation and a police report

3rd incident

Grades K-3: 5 days Out of School Suspension, I&RS referral and police report
Grades 4-5: 5-8 days Out of School Suspension, I&RS referral and police report
Grades 6-8: 8-10 days Out of School Suspension, I&RS referral and police report
Grades 9-12: Out of School Suspension pending Board hearing to determine placement and police report

Harassment/Intimidation/Bullying/Bias

NOTE: If the offense is determined to be a bias incident, a police report and/or complaint will also be filed. If the offense is determined to be sexual harassment, a police report and/or complaint will also be filed.

1st incident

Grades K-3: 1 day Administrative Detention to 1 day Out of School Suspension (dependent on the severity of the offense)
Grades 4-5: 1-2 days Out of School Suspension
Grades 6-8: 1-2 days Out of School Suspension
Grades 9-12: 1 Saturday Detention

2nd incident

Grades K-3: 1 day Out of School Suspension and referral to I & RS Committee (dependent on the severity of the offense)
Grades 4-5: 2-3 days Out of School Suspension and referral to I&RS Committee
Grades 6-8: 2-3 days Out of School Suspension and referral to I & RS Committee
Grades 9-12: 2-3 days In-School Suspension, referral to SAC, possible police report

3rd incident

Grades K-3: 1-2 day(s) Out of School Suspension (dependent on severity of the offense)
Grades 4-5: 2-3 days Out of School Suspension
Grades 6-8: 2-3 days Out of School Suspension, readmit with Principal, police report
Grades 9-12: 2-3 days Out of School Suspension, readmit with Principal, police report

E. Substance Abuse – All Grades

Use of Substance/Under the Influence of Drugs/Alcohol

NOTE: Failure to test within 24 hours in an automatic “positive.” An altered or dilute sample will also be considered a drug and or alcohol “positive.”

1st incident of a Prohibited Substance/Drug/Alcohol positive test in Sayreville School District: 5 days Out of School Suspension, completion of an evaluation by the SAC and an appropriate rehabilitation protocol (see Board policy). Police report filed.

2nd incident of a Prohibited Substance/Drug/Alcohol positive test in Sayreville School District: Out of School Suspension (OSS) pending Board of Education hearing to determine placement.

Possession of a Controlled or Dangerous Substance or Alcohol – All Grades

1st incident: 5-10 days Out of School Suspension pending Board of Education hearing to determine placement and a police complaint filed

2nd incident: Out of School Suspension pending Board of Education hearing to determine placement and a police complaint filed

Possession with Intent to Distribute – All Grades

1st incident: Out of School Suspension pending Board of Education hearing to determine placement and a police complaint filed

Smoking/Possession of Igniter or Cigarettes

1st incident

Grades K-8: 1 day Out of School Suspension
Grades 9-12: Saturday detention

2nd incident

Grades K-8: 2 days Out of School Suspension

Grades 9-12: Saturday detention; file police complaint (summons to appear in municipal court)

3rd incident

Grades K-8: 3 days Out of School Suspension

Grades 9-12: Saturday detention; file police complaint (summons to appear in municipal court); referral to SAC

F. Violation of the Technology Acceptable Use Agreement

1st incident

Grades K-3: 1 week suspension of technology privileges

Grades 4-8: 1 week suspension of technology privileges and 3 days Administrative Detention

Grades 9-12: 2 week suspension of technology privileges and 1 Saturday Suspension

2nd incident

Grades K-3: 2 weeks suspension of technology privileges

Grades 4-8: 2 weeks suspension of technology privileges and 3 days Administrative Detention

Grades 9-12: 3 weeks suspension of technology privileges and 1 Saturday Detention

3rd incident

Grades K-3: 3 weeks suspension of technology privileges

Grades 4-8: 3 weeks suspension of technology privileges and 1 day Out of School Suspension

Grades 9-12: 4 weeks suspension of technology privileges and 1 day In School Suspension

G. Academic Integrity – All Grades

Academic integrity is required of all students. If a student is caught cheating, zero credit for the test/quiz/assignment will be given with no opportunity to make it up.

H. Possession of and/or Unauthorized Use of Cell Phone

Grades K-8:

1st incident – 2-3 days Administrative Detention, phone confiscated and only returned to parent.

2nd incident – 3-5 days Administrative Detention, phone confiscated and only returned to parent.

3rd incident – 10 days Administrative Detention, phone confiscated and only returned to parent.

Grades 9-12: Phone confiscated and parent conference required to obtain return of phone.

Mrs. Batko questioned, "How are unauthorized use of cell phones determined?"

Ms. Sutherland responded, "If seen or used by student".

Note: At the discretion of the administration and depending on the availability of personnel, any Middle School Out-of-School Suspension may become an In-School Suspension.

- I. Weapons Use and/or Possession (Refer to Policy 5131.7 for more specific details, if needed.) A "weapon" includes but is not limited to those items enumerated in N.J.S.A. 2C:39-1f and N.J.S.A. 2C:39-1r. This definition includes items capable of causing harm of bodily injury for which**

there is no educational purpose and/or was observed to have been displayed or used as a weapon.

Grades K-12:

Level 1: There shall be an immediate suspension pending a mandatory expulsion hearing of the Board of Education to determine placement for any pupil: A) Who has displayed or used as a weapon any item with the intent of threatening or causing bodily injury on any school property, school bus or at any Board approved/school sponsored activity in or out of district; or B) Who commits an assault upon a teacher, administrator, Board member, other employee or another pupil, with a weapon, as defined in Policy 5131.7 on any school property, on a school bus or at any Board approved/school sponsored activity in or out of district.

Level 2: A minimum of ten (10) days out-of-school suspension and a hearing before a committee of the Board of Education will be required for any pupil found to be in possession of any weapon described in Policy 5131.7 on any school property, on a school bus or at any Board approved/school sponsored activity in or out of district.

Given extenuating circumstances, principals may recommend to the Superintendent a reduced penalty and/or a waiver of the Board hearing.

The above Consequences for Inappropriate Behaviors serve only as a guideline. Please be aware that the Administration reserves the right to interpret and consequence students beyond the scope of the Consequences above in order to maintain the safety, order and discipline of the school.

NOTE: All Reward Activities and Special End-of-Year Activities, such as proms, dances, field days, etc. are privileged events and will be denied to students with specific numbers of disciplinary infractions. Check your school's Student Handbook regarding the requirements for participation.

Long Term Suspensions, Short Term Suspensions, Mandated Removals from General Education, and Expulsions

All suspensions, removals and expulsions will follow the guidelines outlined in Regulation 5131.

Student Rights

1. Students have the right to be informed of the behaviors that will result in suspension and expulsion. This will be provided by the copy of the Code of Conduct that they will read and sign annually. Student handbooks at the high school and middle school clearly explain and define these behaviors in terms appropriate for their respective grade levels.
2. Students are entitled to an education that supports students' development into productive citizens.
3. Students are entitled to learn in a safe school environment.
4. Students are entitled to attend school irrespective of students' marriage, pregnancy or parenthood.
5. Students are entitled to due process and appeals procedures, pursuant to N.J.A.C. 6A:1.3 through 1.17, N.J.A.C. 6A:4 and, where applicable, N.J.A.C. 6A:14-2.7 and 2.8.
6. Students are entitled to parent notification consistent with the policies and procedures established pursuant to N.J.A.C. 6A:16-6.2(b)3; and
7. Protections pursuant to 20 U.S.C. §1232h and 34 CFR Part 98, Protection of Pupil Rights Amendment; N.J.A.C. 6:3-6, Pupil Records, 45 CFR §160, Health Insurance Portability and Accountability Act; 20 U.S.C. §6301, Title

IV(A)IV §4155 of the Elementary and Secondary Education Act as reauthorized under the No Child Left Behind Act; 42 CFR Part 2, Confidentiality of Alcohol and Drug Abuse Patient Records; N.J.S.A. 18A:40A-7.1, School-based drug and alcohol abuse counseling ; information from participants; disclosure, N.J.A.C. 6A:16-3.2, Confidentiality of student alcohol and other drug information; N.J.S.A. 18A:36-19, Creation; Pupil Records, Maintenance and Retention, Security and Access; Regulations ; Non-Liability; N.J.A.C. 6A:14-2.9, Student Records; as well as other existing Federal and State laws pertaining to student protections.

Staff Responsibilities

1. The Board of Education shall delineate the roles and responsibilities of each staff member in the implementation of the Code of Student Conduct. It shall also provide to all school staff training annually on the Code of Student Conduct, which shall include training on the prevention, intervention, and remediation of student conduct in violation of the Board's Code of Student Conduct.
2. Information on the Code of Student Conduct shall be incorporated into the orientation program for new employees.
3. Staff should explain and discuss with students acceptable and unacceptable school behaviors.
4. Staff should model the behaviors expected of their students.
5. Staff should be consistent in enforcing the Code of Student Conduct.
6. Staff should reinforce and recognize positive student behaviors.

Student Attendance Requirements

Under the NJ Administrative Code (6:8-4,2), Board of Education shall establish pupil requirements for the minimum number of days in attendance in order to receive a passing grade in a subject. Sayreville Board of Education Policy 515, Promotion and Retention, directs that parents of pupils who have been in attendance fewer than 162 days during the school year be notified of possible retention. All absences, except for religious holidays defined by the State Board of Education shall count as days absent when calculating that total. Absences for purposes of this policy shall include any legitimate absences from school, truancy, cuts, or unexcused lateness to a class of more than half of the class period. All absences count equally in calculating the minimum attendance rate. High school students must pay particular attention to their period attendance to ensure they comply with the required number of days of attendance to receive course credit for quarter, semester and full year courses.

These regulations recognize that the learning experience which takes place in the classroom environment is an essential part of the student's responsibility and to realize that time lost from class in terms of educational opportunity is irretrievable. Parents of students with chronic medical conditions with medical certification may apply annually for an attendance accommodation or 504 Plan which will be reviewed and considered on a case-by-case basis by the school nurse, administration and Director of Special Services.

It is recognized that there are definite unavoidable circumstances, which may prevent a student from attending school. However, all of the work missed should be completed at the initiative of the student within the same number of days absent, but not to exceed 10 school days. If midterm or final exams need to be taken after an illness documented by a doctor's note, no more than two exams will be taken in a single day. Vacations which prevent a student from meeting the 162 days of attendance will result in retention, unless the student receives the required hours of tutoring to meet the 162 day requirement. The tutoring, at the parents' personal expense, must be done by a NJ certified and highly qualified teacher who has been approved by the building principal.

A student who is absent is required to present to the homeroom teacher as written excuse upon returning to school. It must be dated, give the reason for the absence, and must be signed by the parent or guardian. Extended and/or frequent absences may require a doctor's note. Failure to provide the appropriate documentation for a day's absence will result in the child being declared truant for the day and count as 1 day of unexcused absence.

Student Attendance Appeals

Students who exceed the allowable absences are permitted to appeal their loss of grade, courses and/or credits. The appeal must first be made to the building principal for students in grades K-8. High School students must follow the appeals procedure outlined in their student handbook.

School Responses to Absences

1. For up to four (4) unexcused absences, the school shall:
 - A) Make a reasonable attempt to notify the student's parents of each absence prior to the start of the next school day.
 - B) Conduct an investigation of the cause of each unexcused absence, including contact with the student's parents;
 - C) Develop an action plan in consultation with the student's parents designed to address patterns of unexcused absences, if any, and to have the child return to school and maintain regular attendance.
 - D) Proceed in accordance with the provisions of N.J.S.A. 9:6-1 et seq. and N.J.A.C. 6A:16-11, if child abuse and neglect is suspected; and
 - E) Cooperate with law enforcement and other authorities and agencies, as appropriate;

2. For between five (5) and nine (9) unexcused absences, the school shall:
 - A) Make a reasonable attempt to notify the student's parents of each unexcused absence prior to the start of the following school day;
 - B) Conduct a follow-up investigation, including contact with the student's parents to determine the cause of each unexcused absence;
 - C) Evaluate the appropriateness of the action plan developed pursuant to 1C above;
 - D) Revise the action plan, as needed, to identify patterns of unexcused absences and establish outcomes based upon the student's needs and specify the interventions for achieving the outcomes, supporting the student's return to school and regular attendance that may include any or all of the following:
 - i. Refer or consult with the building's Intervention and Referral Services (I&RS) team, pursuant to N.J.A.C. 6A:16-8;
 - ii. Conduct testing assessments or evaluations of the student's academic, behavioral and health needs;
 - iii. Consider an alternate educational placement;
 - iii. Make a referral to a community-based social and health provider agency or other community resource.
 - iv. Refer to the court program designated by the New Jersey Administrative Office of the Courts; and proceed in accordance with the provisions of N.J.S.A. 9:6 and N.J.A.C. 6A:16-11, if child abuse and neglect is suspected; and
 - v. Cooperate with law enforcement and other authorities and agencies, as appropriate.

3. For cumulative unexcused absences of 10 or more days, the student is truant, pursuant to N.J.S.A. 18A:38-27, and the school district shall:

- A) Make a mandatory referral to the court program required by the New Jersey Administrative Office of the Courts;
 - B) Make a reasonable attempt to notify the student's parents of the mandatory referral;
 - C) Continue to consult with the parent and the involved agencies to support the student's return to school and regular attendance;
 - D) Cooperate with law enforcement and other authorities and agencies, as appropriate; and
 - E) Proceed in accordance with N.J.S.A. 18A:38-28 through 31, Article 3B, Compelling Attendance at School, and other applicable State and Federal Statutes, as required.
4. For students with disabilities, the attendance plan and punitive and remedial procedures set forth therein shall be applied, where applicable, in accordance with the students' Individualized Education Programs, pursuant to 20 U.S.C. §1400, the Individuals with Disabilities Act; the procedural protections set forth in N.J.A.C. 6A:14, accommodation plans under 29 U.S.C. §794 and 705(20); and individualized health care plans, pursuant to N.J.A.C. 6A:16-2(e)1x.
- A) All receiving schools pursuant to N.J.A.C. 6A:14-7.1(a), shall act in accordance with the regulations above for each student with up to four (4) cumulative unexcused absences.
 - 1. For each student attending a receiving school with five (5) or more cumulative unexcused absences, the absences shall be reported to the sending district.
 - 2. The sending district shall proceed in accordance with the Board of Education policies and procedures pursuant to the provisions in 1-3 above, as appropriate.

Intimidation, Harassment and Bullying

In accordance with N.J.S.A. 18A:37-14 and N.J.A.C. 6A:16-1.3, the Board of Education has adopted Policy 5131.1 prohibiting any student from engaging in any act or behavior of harassment, intimidation, or bullying towards other students on school property, at school-sponsored functions, on a school bus, or through electronic medium. Electronic medium shall include, but is not limited to, telephones, cellular phones, cellular-camera phones, text messaging devices, computers, the internet, e-mail, and digital cameras. Harassment, intimidation or bullying means any gesture or written, verbal, electronic or physical act that is reasonably perceived as being motivated either by any actual or perceived characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, or a mental, physical or sensory handicap, or by any other distinguishing characteristic, that takes place on school property, at any school-sponsored function or on a school bus and that:

- A. is motivated by any actual or perceived characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, or a mental, physical or sensory disability; or,
- B. by any other distinguishing characteristic; and
- C. a reasonable person should know, under the circumstances, will have the effect of harming a student or damaging the student's property, or placing a student in reasonable fear of harm to his person or damage to his property; or
- D. has the effect of insulting or demeaning any student or group of students in such a way as to cause substantial disruption in, or substantial interference with, the orderly operation of the school.

Appropriate Behaviors

The Board expects students to conduct themselves in keeping with their levels of development, maturity and demonstrated capabilities with a proper regard for the rights and welfare of other students and school staff, the educational purpose underlying all school activities, and the care of school facilities and equipment consistent with the Student Responsibilities listed in this Code and the six pillars of the Character Education Program.

The Board believes that standards for student behavior must be set cooperatively through interaction among the students, parents/guardians, staff and community members, producing an atmosphere that encourages students to grow in self-discipline. The development of this atmosphere requires respect for self and others, as well as for Board and community property on the part of students, staff and community members.

Procedures for Reporting Acts of Harassment, Intimidation and Bullying

The school principal and/or the principal's designee at each school is responsible for receiving complaints alleging student or staff violations of this policy. All school employees as well as all other members of the school community, including students, parents, volunteers and visitors, are required to report alleged violations of this policy to the principal, the principal's designee or the Affirmative Action Officer. While submission of the report form is not required, the reporting party is encouraged to use the report form available from the principal of each building or available at the school district's central office. Oral reports also shall be considered official reports. Reports may be made anonymously, but formal action for violations of the Code of Student conduct may not be based solely on the basis of an anonymous report.

The Board requires the principal and/or the principal's designee to be responsible for determining whether an alleged act constitutes a violation of this policy. In so doing, the principal and/or the principal's designee shall conduct a prompt, thorough and complete investigation of each alleged incident.

Appropriate Remedial Actions

The Board requires its school administrators to implement procedures that ensure both the appropriate consequences and remedial responses for students who commit one or more acts of harassment, intimidation or bullying, consistent with the Code of Student Conduct, and the consequences and remedial responses for staff members who commit one or more acts of harassment, intimidation or bullying. The following factors, at a minimum, shall be given full consideration by school administrators in the implementation of appropriate consequences and remedial measures for each act of harassment, intimidation or bullying by students.

Appropriate consequences and remedial actions for student or staff are those that are graded according to the severity of the offenses, consider the developmental ages of the offenders and students' histories of inappropriate behaviors. Appropriate remedial actions are cited in Policy 5131.1 which include but is not limited to behavioral assessments or evaluation and supportive interventions and referral services including those at N.J.A.C. 6A:16-8 for students. Policy 4111.1 describes the consequences for staff that are involved in acts of harassment, intimidation or bullying and are usually handled by the Affirmative Action Officer.

The Board recognizes that some acts of harassment, intimidation or bullying may be isolated incidents requiring that the school officials respond appropriately to the individuals committing the acts. Other acts may be so serious or parts of a larger pattern of harassment, intimidation or bullying that they require a response either at the classroom, school building or school district levels or by law enforcement officials. Consequences and appropriate remedial actions for a student who commits an act of harassment, intimidation or bullying may range from positive behavioral interventions up to and including suspension or expulsion, as permitted

under N.J.S.A.18A:37-1, Discipline of Pupils and as set forth in N.J.A.C. 6A:16-7.2, Short-term suspensions, N.J.A.C. 6A:16-7.3, Long-term Suspensions and N.J.A.C. 6A:16-7.5, Expulsions.

Concluding whether a particular action or incident constitutes a violation of this policy requires a determination based on all of the facts and surrounding circumstances. It is only after meaningful consideration of these factors that an appropriate consequence should be determined, consistent with case law, Federal and State statutes, regulations and policies, and Board policies and procedures.

A current list of community based legal, health, and social service provider agencies which support the student and the student's family is grade specific and available from the building principal, vice principal, guidance office and/or Student Assistance Counselor (SAC).

Prohibition of Reprisal or Retaliation

Both Policy 5131.1 and Policy 4111.1 prohibit reprisal or retaliation against any person who reports an act of harassment, intimidation or bullying. The consequence and appropriate remedial action for a person who engages in reprisal or retaliation shall be determined by the administrator after consideration of the nature, severity and circumstances of the act, in accordance with case law, Federal and State statutes and regulations and district policies and procedures.

Annual Policy Review and Training

The building principal will annually review the training needs of staff and students for the effective implementation of Policy 5131.1 and Policy 4111.1 regarding harassment, intimidation and bullying policies, procedures, programs and initiatives of the Board of Education.

Each building principal will annually discuss the school district's harassment, intimidation or bullying policy with his/her students and staff. The Affirmative Action Officer will annually review the extent and characteristics of harassment, intimidation and bullying behavior in the school buildings of the school district and implement, at the direction of the Superintendent, locally determined programmatic or other responses, if determined appropriate by the Board of Education.

These programs or other services shall be planned in consultation with parents, students and other community members, including appropriate community-based social and health provider agencies, law enforcement officials, school employees, school volunteers, students and school administrators, as appropriate.

Student Disciplinary Records and Confidentiality

When a student transfers to a public school district from another public school district, all information in the student's record related to disciplinary actions taken against the student by the district and any information the district has obtained pursuant to N.J.S.A. 2A:4A-60, Disclosure of juvenile information; penalties for disclosure, shall be provided to the receiving public school district, in accordance with the provisions of N.J.S.A. 18A:36-19a and N.J.A.C. 6:3-6.5(c)10iv. The record shall be provided within two (2) weeks of the date that the student enrolls in the receiving school district. Written consent of the parent or adult student shall not be required as a condition of the transfer of this information. Written notice of the transfer shall be provided to the parent or the adult student.

When a student transfers to a private school, which includes all sectarian or nonsectarian nonprofit institutional day or residential schools, that provide education for students placed by their parents and that are controlled by other than public authority, all student disciplinary records, with respect to suspension or expulsions, shall be provided by the public school district of residence to the private school upon written request from the private school, in the same manner as such records would be provided by a public school district of residence to a public school district, pursuant to 20 U.S.C. §6301. Title IV(A)IV §4155 of the Elementary and Secondary Education Act as reauthorized under the No Child Left Behind Act.

The Board of Education shall not use a student's past offenses on record to discriminate against that student. All records maintained shall conform with the requirements set forth at 20 U.S.C. §1232g and 34 CFR Part 99, Family Educational Rights and Privacy Act; 20 U.S.C. §1232h and 34 CFR Part 98, Protection of Pupil Rights Amendment, N.J.A.C. 6:3-6, Pupil Records, 45 CFR §160, Health Insurance Portability and Accountability Act, 20 U.S.C. §6301, Title IV(A)IV §4155 of the Elementary and Secondary Education Act as reauthorized under the No Child Left Behind Act; 42 CFR Part 2 Confidentiality of Alcohol and Drug Abuse Patient Records; N.J.S.A. 18A:40A-7.1, School-based drug and alcohol abuse counseling; information from participants; disclosure; N.J.A.C. 6A:16-3.2, Confidentiality of student alcohol and other drug information; N.J.S.A. 18A:36-19, Creation; Pupil Records; Maintenance and Retention, Security and Access; Regulations; Non-Liability; N.J.A.C. 6A:14-2.9, Student records and confidentiality.

"I have read and reviewed with my child the **SAYREVILLE SCHOOL DISTRICT CODE OF STUDENT CONDUCT**. My child and I understand that there are positive rewards for following school rules and regulations and specific consequences, if they are violated."

Print Student's Name: _____

Student's School: _____ Grade: _____

Parent's Signature: _____ Date: _____

Student's Signature: _____ Date: _____

Adopted: 7/21/09

Rev. 9/1/09

CURRICULUM

A. The Board of Education approved Friday, October 23, 2009 as Legislators' Back-to-School Day for the Sayreville War Memorial High School.

B. The Board of Education readopted the curriculum for the courses offered in the Sayreville Public Schools during the 2009-10 school year as listed below:

<u>COURSE</u>	<u>GRADE(s)</u>	<u>COURSE</u>	<u>GRADE(s)</u>
Foreign Language		Science	
Spanish	K - 1	Science	K
Spanish	2	Science	1
Spanish	3	Science	2
Spanish	4	Science	3
Spanish	5	Science	4
Spanish	6	Science	5
Spanish	7	Science	6
Spanish	8	Science	7
Spanish 1	8 - 11	Science	8
Spanish 2	9 - 12	General Science	9
Spanish 3	10 - 12	General Science CP	9
Spanish 4	11 - 12	General Science Honors	9
AP Spanish	12	Biology	10 - 12
French 1	9 -10	Biology CP	9 - 12
French 2	10 - 12	Biology Honors	9 - 12
French 3	11	AP Biology	11 - 12
French 4	12	Chemistry	11 - 12
		Chemistry CP	10 - 12
		Chemistry Honors	10 - 12
		AP Chemistry	11 - 12
Music			
Music K-3	K - 3	Physics	11 - 12
Music Grade 4	4	AP Physics	11 - 12

Music Grade 5	5
Music Grade 6	6
General Music Grade 7	7
Dramatic Arts	6 - 8
Concert Choir	9 - 12
Mixed Choir	9 - 12
Varsity Choir	9 - 12
Instrumental Music/Band, Strings	6 - 12
Music Tech. I	9 - 12
Music Tech. II	9 - 12
Voice Training	9 - 12
Recording And Entertainment Workshop	9 - 12
Music Appreciation	9 - 12
Theory & Harmony	9 - 12

Business

Computerized Accounting 1	9 - 12
Computerized Accounting 2	9 - 12
Adv. Computer Applications	9 - 12
Business Org & Management	9 - 12
Career Development	9 - 12
Coop Business	9 - 12
Coop Marketing	12
Honors Accounting	11 - 12
Key/Computer Applications	9 - 12
Marketing 1	10 - 11
Marketing 2	11 - 12
Microsoft Office for College	10 - 12
Microsoft Word	9 - 12
Office Management System 1	9 - 12
Money Management & Financial Literacy	11 - 12
Personal Keyboarding	9 - 12
Sports & Entertainment Marketing	9 - 12

English/Language Arts

Language Arts	K
Language Arts	1st
Language Arts	2nd
Language Arts	3rd
Language Arts	4th
Language Arts	5th
Language Arts	6th
Language Arts	7th
Language Arts	8th
Technological Inquiry, Research and Writing	7th
Technological Inquiry, Research and Writing	8th
Study Skills	6th
English 9 Honors	9th
English 9 CP	9th
English 9	9th
English 10 Honors	10th
English 10 CP	10th
English 10	10th
Advanced Placement English I	11th
English 302/3	11th
English 11	11th
Advanced Placement English II	12th
English 402/3	12th
English 404	12th

Earth Science	11 - 12
Astronomy (1/2 yr.)	11 - 12
The Human Experience (1/2 yr.)	11 - 12
Ecology 1 (1/2 yr.)	11 - 12
Ecology 2 (1/2 yr.)	11 - 12
Forensic Science 1	11 - 12
Forensic Science 2	11 - 12

Health & Physical Education

Physical Education	1st
Physical Education	2nd
Physical Education	3rd
Physical Education	4th
Physical Education	5th
Physical Education	6th
Physical Education	7th
Physical Education	8th
Physical Education	9th
Physical Education	10th
Physical Education	11th
Physical Education	12th
Basic Fitness	9 - 12
Advanced Fitness	9 - 12
Health	K
Health	1st
Health	2nd
Health	3rd
Health	4th
Health	5th
Health	6th
Health	7th
Health	8th
Health	9th
Health	10th
Health	11th
Health	12th
CPR & First Aid	HS

Fine Arts & Industrial Arts

Creative Arts	Preschool
Art K-3	K-3
Art Grade 4	4
Art Grade 5	5
Art - Grade 6	6
Art - Grade 8	8
Advanced Art	9 - 12
Intro To Art	9 - 12
Art Appreciation	9 - 12
Ceramics / Sculpture I	9 - 12
Ceramics / Sculpture II	9 - 12
Stained Glass	9 - 12
Creative Crafts	9 - 12
Jewelry I	9 - 12
Jewelry II	9 - 12
AP Art History	9 - 12
Art Workshop II	9 - 12
Art Workshop II	9 - 12
Wood I	9 - 12
Wood II	9 - 12
Robotics	9 - 12
Graphic Arts	9 - 12
Advanced Ceramics	9 - 12
Foods & Nutrition I	9 - 12

Reading	9th	Foods & Nutrition II	9 - 12
Reading	10th	Gourmet Cooking	9 - 12
Reading	11th	Parenting & Child Development	9 - 12
Reading	12th	Auto Technology 1	9 - 12
Creative Writing	9th-12th	Auto Technology 2	9 - 12
Journalism	9th-12th	Auto Technology 3	9 - 12
Mysteries in Film	9th-12th	Engineering Drawing	9 - 12
Mythology	9th-12th	Elements of Design	9 - 12
SAT Prep	9th-12th	Architectural Design	9 - 12
Speech	9th-12th	Advanced Architectural Design	9 - 12
Television I	10th-12th		
Television II	10th-12th		
Theatre I	9th-12th		
Theater II	9th-12th		
Theatre Workshop	11th-12th		
Writing Guide	K - 5th		
Writing Guide	6th		
Writing Guide	7th		
Writing Guide	8th		
Writing Guide	9th		
Writing Guide	10th		
Writing Guide	11th		
Writing Guide	12th		
ESL	K-12th		

Social Studies/History

Social Studies	Preschool
Social Studies Grade K	K
Social Studies Grade 1	1
Social Studies Grade 2	2
Social Studies Grade 3	3
Social Studies Grade 4	4
Social Studies Grade 5	5
Social Studies Grade 6	6
History 701-702	7
History 703	7
Economics	9 - 12
Multicultures	6 - 8
World Geography 801 – 802	8
Skills for Success	7
AP History I	9 - 12
AP History II	9 - 12
US History I	9 - 12
US History I CP	9 - 12
US History I Honors	9 - 12
US History II	9 - 12
US History II CP	9 - 12
US History II Honors	9 - 12
World History	9 - 12
World History CP	9 - 12
World History Level 3	9 - 12
World Geography	9 - 12
Survey US History II	9 - 12
Current History	9 - 12
Social Issues	9 - 12
Street Law	9 - 12
Foundations Of Social Change	9 - 12
World History Honors	9 - 12
U.S. History I Honors	9 - 12
Civil Liberties/Tort Law	9 - 12
American Immigration	9 - 12
Peer Leadership	12

Mathematics

Mathematics - K	K
Mathematics - Grade 1	1
Mathematics - Grade 2	2
Mathematics - Grade 3	3
Mathematics - Grade 4	4
Mathematics - Grade 5	5
Mathematics - Grade 6	6
Grade 7 for 7-2, 7-3, and 7-4	7
Grade 8 for 8-2 and for 7-1	7-8
Grade 8 for 8-3 and 8-4	8
Problem Solving 6	6
Problem Solving 7	7
Problem Solving 8	8
Algebra 1	8 - 9
Algebra 1A	8 - 9
Algebra 1B	10
Algebra 2	10 - 12
Algebra 3/Trig	11 - 12
Calculus	11 - 12
Calculus/AP Math	11 - 12
Computer Math 1	9 - 12
Computer Math 2	9 - 12
Discrete Math	11 - 12
Geometry	9 - 12
Math 104	9
Math 204	10
Math 304	11
Math 404	12
Pre-Calculus	11 - 12
Probability and Matrix Algebra	11 - 12
SAT course	10 - 12
Visual Basic Programming	11 - 12
C++	11 - 12
HTML/Website Design – Comp. Prog	11 - 12
JAVA - Computer Programming	11 - 12
Computer Networking & Design (CISCO)	11 - 12

C. The Board of Education is requested to approve the following for the Special Services Department:

1. Placement of the following classified students in out-of-district placements for the 2009-2010 school year (Transportation is required): (I)

<u>Student(s)</u>	<u>School</u>	<u>Cost Per Student</u>	<u>Total Cost</u>
1	Center for Lifelong Learning Center, Parlin (Autistic Program)	\$43,020.00	\$43,020.00
	1-1 Aide	28,980.00	28,980.00
1	High Point Adolescent, Morganville	61,200.00	61,200.00
1	Rugby School, Neptune	53,632.80	53,632.80
1	Burlington County Special Education Program, Mount Holly	35,000.00	35,000.00
1	Piscataway Regional Day School, Piscataway	35,280.00	35,280.00

2. Request to purchase “The Express” device for a classified student at a total cost of \$7,589.00 payable to Children’s Center of Monmouth County, Neptune. (I)

3. Request for placement of a classified student from June 23, 2009 until July 2, 2009 at a total cost of \$8875.00 payable to Princeton House Inclusive Out-Patient program, Princeton. (I)

Special Education Items – Rationale Key

ND	New determination - special education eligibility for student within the district
NR	New registration - student with eligibility for special education services from another district/state
NS	New state agency placement – student with eligibility for special education services
T	Transfer of placement – district special education student
S	Transfer of placement – by State agency mandate/action
E	Evaluation criteria mandated by NJAC:6A Chapter 14
D	Diagnostic evaluation / consultation for IEP planning
I	IEP requirement
P	Program requirement specific to the placement or individual
M	Medically required accommodation or service
C	Placement and/or classification decisions impacted by court Mandate.
R	Placement and/or services resulting from resolution to mediation.

Mr. Macagnone questioned how many children are attending the Lifelong Learning Center. Mrs. Duffy replied, “Fourteen”. Mr. Biesiada stated that the Lifelong Learning Center is built on possible water contaminated land. Ms. Sutherland replied, “Per my knowledge everything is safe.”

Regular Meeting

September 1, 2009

D.The Board of Education approved Title changes for the following courses offered at Sayreville War Memorial High School, for school year 2009-10 as follows:

Title changes for the following courses offered at Sayreville War Memorial High School, for school year 2009-10 as follows:

<u>FROM</u>	<u>TO</u>
Communication Through Television Production 2	Communication Through Television Production 2 & 3

CO-CURRICULUM

A. The Board approved the following personnel for extra-curricular assignments and salaries as indicated for school year 2009-10. All of the salaries are without prejudice of errors and/or omissions in the calculations.

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>SALARY</u>
Heimir Capati	Asst. Frosh Advisor	\$1,394
Paul Caruso	District Technical Director	\$5,185
Katelyn Meyer	Asst. Frosh Advisor	\$1,394

B. The Board of Education approved the following personnel for coaching assignments at the salaries indicated for school year 2009-10. All of the salaries are without prejudice of errors and/or omissions in the calculations.

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>SALARY</u>
Michael McGee	Freshman Wrestling	\$5,878

C. Pursuant to N.J.A.C. 6:11-4.6, the Board of Education is requested to appointed the following personnel as coaching aides (unpaid) for school year 2009-10:

<u>NAME</u>	<u>ASSIGNMENT</u>
Gerald Carney	Cross Country

WITHDRAWN

D. The Board of Education is requested to approve the following personnel for coaching assignments and salaries, including travel expenses, as indicated for school year 2009-10:

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>SALARY</u>
Donna Tartza	Gymnastics	\$53/hr.

E.The Board of Education approved a "Tricky Tray" event to be held by the Wrestling Booster Club, on Saturday, November 14, 2009 from 10 AM to 11 PM in the high school cafeteria.

F.The Board of Education approved the Annual Family Math Night to be held at the Samsel Upper Elementary School on Wednesday, November 18, 2009 from 7:30 PM to 8:30 PM.

SUPPORT SERVICES

A. The Board of Education agreed to waive the transportation policy as outlined by the following parent(s):

<u>Name</u>	<u>School(s)</u>	<u>Reason</u>
Kelly Bolton	SUES	Employment
Marie Davie	Arleta	Employment
Susan Giesler	Arleta	Employment
LaTiesha Gooding	SMS	Employment
Tania Holzapfel	Arleth & SUES	Employment
Maria Lepore	SMS	Employment
Suzanne Marcal	SUES	Employment
Alhaji Timbo	Arleta	Employment

B. The Board of Education approved the cancellation of the following route for school year 2009-10:

Contractor: First Student, Inc.
 Rte/School: 12/BJC – Bayshore Jointure Commission
 Cost: \$37,940.70
 Decrease: \$32,520.60
 *Final Adjusted Cost: \$5,420.10

*Extended school year only; students transferring to Center for Lifelong Learning.

C. The Board of Education approved the following negotiated joint transportation contract for school year 2009-10:

Rte/School: J/SJV – Saint John Vianney High School
 Host: Sayreville Board of Education
 Joiner: South River Board of Education
 Total Cost: \$800

D. The Board of Education approved the following jointured and non-jointured transportation routes for school year 2009-10 with Middlesex Regional Educational Services Commission as host:

Rte/School: 9091 – M.A.S.T.
 Cost: \$132.81 per diem x 180 days
 Total Cost: \$23,905.80

Rte/School: 1067 – Cranford Achievement
 Cost: \$122.50 per diem x 180 days
 Total Cost: \$22,050.00

Rte/School: 1043 – Middlesex County Academy High School
 Cost: \$116.85 per diem x 180 days
 Total Cost: \$21,033.00

Rte/School: 1012 – Newmark School
 Cost: \$56.00 per diem x 180 days
 Total Cost: \$10,080.00

Rte/School: 1074 – Raritan Valley Interim Program
 Cost: \$83.00 per diem x 180 days
 Total Cost: \$14,940.00

Rte/School: T000 – Raritan Valley Workshop
 Cost: \$89.00 per diem x 180 days
 Total Cost: \$16,020.00

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Rte/School: 9058 – Piscataway Regional Day School
Cost: \$44.60 per diem x 180 days
Total Cost: \$8,028.00

E. The Board of Education approved the following non-jointured transportation route for school year 2009-10 with Gloucester County Special Services as host:

Rte/School: B146 – Burlington County Special Services School
Cost: \$146.90 per diem x 180 days
Total Cost: \$26,442.00

F. The Board of Education approved the following field trip:

1. On Saturday, September 12, 2009, twelve students from the Sayreville High School and one teacher to The College of New Jersey to attend a training session for robotics competitions. One Board bus will be utilized in a four-way move at a cost of \$256.80 (salary \$182.00 – fuel \$74.80) to be paid by the Board of Education.

PUBLIC PARTICIPATION ON AGENDA ITEMS ONLY

A question was raised as to why the gymnastics position withdrawn.

SUPERINTENDENT'S REPORT APPROVAL

Motion by Mr. Ciak, second by Mrs. Trapp. Roll call vote. Nine yes votes recorded. Motion carried. Yes votes recorded by Mrs. Batko, Mr. Biesiada, Mr. Ciak, Mr. Clark, Mrs. Esposito, Mr. Lembo, Mrs. Stratton, Mrs. Trapp and Mr. Macagnone. The Board approved the Superintendent's Report in its entirety except where noted.

BACKGROUND INFORMATION/DISCUSSION

DELEGATE TO THE NEW JERSEY SCHOOL BOARDS ASSOCIATION
Curtis L. Clark III

DISCUSSION

- Mr. Macagnone asked for suggestions on the 2010-2011 Budge process.
- Mrs. Batko questioned the physicals for the cafeteria workers. Ms. Sutherland replied that they were not required.
- Mr. Macagnone questioned the reimbursement for the AP's. Mr. D'Andrea replied, "They are being processed."

PUBLIC PARTICIPATION

ADJOURNMENT

Motion by Mr. Ciak, second by Mr. Lembo. Roll call vote. Nine yes votes recorded. Motion carried. Yes votes recorded by Mrs. Batko, Mr. Biesiada, Mr. Ciak, Mr. Clark, Mrs. Esposito, Mr. Lembo, Mrs. Stratton, Mrs. Trapp and Mr. Macagnone. The Board adjourned the meeting at 8:14 P.M.

Emidio D'Andrea
Business Administrator/Board Secretary

