

1 – BUILDING AND GROUNDS

A. The Board of Education approved the GoodWorx Foundation to utilize the Sayreville Middle School and the Samsel Upper Elementary School facilities from September 6, 2009 through June 30, 2010 to provide students with an after-school program. The program is free and offers students mentoring, tutoring and life-skills training.

2 – FINANCE

A. The Board of Education approved the Resolution on Transfers, Resolution #2009-10-001 for the month of June 2009.

B. The Board of Education approved the Transfer Spreadsheet in accordance with S-1701 for the month of June 2009.

C. The Board of Education approved retroactively the list of bills dated July 6, 2009 prepared by the Board Secretary in the amount of \$2,225,951.28 and approve the list of bills dated July 21, 2009 in the amount of \$3,227,244.73 for the Operating Account.

D. The Board of Education approved the list of bills dated July 21, 2009 prepared by the Board Secretary in the amount of \$174,901.39 for the Cafeteria Account.

E. The Board of Education approved the list of bills dated June 30, 2009 prepared by the Board Secretary in the amount of \$550.00 for the Athletic Account.

F. The Board of Education approved the June 2009 payroll prepared by the Board Secretary in the amount of \$4,748,305.76 for the Payroll Account.

WITHDRAWN

G. The Board of Education approved the acceptance of the Secretary's Report for the month of _____.

WITHDRAWN

H. The Board of Education approved the acceptance of the Treasurer of School Monies Report for the month of _____ 2009.

I. The Board of Education approved the resolution regarding the requisition of taxes (T-1 Form) from the Borough of Sayreville.

WITHDRAWN

J. The Board of Education approved State and Federal Grants for the month of _____ 2009 in the amount of _____.

K. The Board of Education approved the Petty Cash Report for the Superintendent's Office for the month of June 2009.

L. The Board of Education approved the Petty Cash Report for the Business Office for the month of June 2009.

M. The Board of Education approved the following:

BE IT RESOLVED that the Board of Education hereby appoints E-Rate Consulting ("Firm") as E-Rate Consultants 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 8% of amounts funded through the E-Rate Program

BE IT FURTHER RESOLVED that notice of the award of the above describe contract for E-Rate Consulting 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 Resolution #2009-10-002, School Alliance Insurance Fund – Resolution for Renewal of Membership.

O. The Board of Education approved Resolution #2009-10-003, School Alliance Insurance – Indemnity and Trust Renewal Agreement.

P. The Board of Education approved Resolution #2009-10-004, School Alliance Insurance Fund – Resolution Appointing a Risk Management Consultant.

Q. The Board of Education approved a contract with D&B Communications for Maintenance of Telephone System at the hourly rate of \$70.00 for the 2009-2010 school year.

R. The Board of Education rescinded Change Order #29 in the amount of \$3,104 to Chanree Construction Co., Inc.

S. The Board of Education approved Change Order #53 in the amount of \$14,906 for New Windows at Main Entrance to Chanree Construction Co., Inc. for SWMHS Additions/Renovations (Owner's Request).

T. The Board of Education approved the following stipends for the 2009-2010 school year:

Custodian of Athletic Events	- \$825.00
Ticket Takers – Varsity Football Games	- \$ 41.00 per event
– Basketball and Wrestling	- \$ 34.50 per event
Ticket Sellers – Varsity Football Games	- \$ 41.00 per event
– Basketball and Wrestling	- \$ 34.50 per event
Faculty Timers for Basketball and Wrestling	
– Varsity Game	- \$ 51.50 per event
– J.V. or Frosh Game	- \$ 40.00 per event
– Combination of Varsity & J.V.	- \$ 77.50 per event
Faculty Supervisors	
– Middle School & Frosh Events	- \$ 34.50 per event
– High School Event (2 Games)	- \$ 51.50 per event
– Major Events, Tournaments & Large Crowds	- \$ 62.50 per event
Varsity Football Announcer	- \$ 45.25 per event
Varsity Football Down & Distance	- \$ 40.00 per event
Varsity Football Chain Crew	- \$ 40.00 per event

U. The Board of Education approved the following athletic admission fees for 2009-2010:

Adults	- \$3.00
All Students	- \$2.00
Senior Citizens	- Free

V. The Board of Education approved the renting of four sanitation units for the stadium area for the fall and spring sports season for the school year 2009-10. The units will be rented from Johnny on the Spot on their quote of \$3,000 covering four units for fall and two for spring athletic events.

W. The Board of Education approved the disposal of the following:

Description	Model #	Serial Number
Dell	GX110	1FUC7
Dell	GX110	HGLMB
Dell	GX150	JQMYR01
Dell	GX260	8V6H521
Dell	GX260	F9STF21
Dell	GX270	F05JQ51
Dell	GX270	4VD3H41

Dell	GX270	JVD3H41
Dell	GX270	FWJ4351
Dell	GX270	7SJ4351
Dell	GX270	GSJ4351
Dell	GX280	1C41181
Dell	GX280	1C61181
Dell	GX280	6PKFZD1
Dell	GX280	5B41181
Dell	GX280	6WKTS61
Dell	GX280	FVKT861
Dell	GX280	7XKT861
Dell	GX280	8WKTS61
HP	4000	USMB177175
HP	4050	USBB365987
HP	4050	USBC148053
HP	4100	USBNJ24982
HP	4200	USDNS02053
HP	4250	CNGXF01436

X. The Board of Education approved the employment of Amanda Bellino, a Cooperative Business Education Student at the Sayreville War Memorial High School, to work in the Guidance Office at the high school, effective July 22, 2009, at a rate of \$7.50 per hour, not to exceed twenty hours per week.

Y. The Board of Education approved the employment of Marcela Moyano, a Cooperative Business Education Student at the Sayreville War Memorial High School, to work in the main office at the Sayreville Middle School, effective August 3, 2009, at a rate of \$7.50 per hour, not to exceed twenty hours per week.

3 – PERSONNEL (NON-CERTIFIED)

A. The Board of Education approved contractual retirement payments for the following:

<u>NAME</u>	<u>POSITION</u>	<u>AMOUNT</u>	<u>YEARS IN DISTRICT</u>
Kristine Schultz	Paraprofessional	\$3,872.30	25

B. The Board of Education approved the following custodial transfer, effective September 1, 2009:

<u>NAME</u>	<u>FROM</u>	<u>TO</u>
Joseph Barney	Middle School Custodian 3 PM-11 PM	Variably Assigned Custodian/District 7 AM-3 PM Tuesday-Saturday

C. The Board of Education approved retroactively the following adjustment in salary, effective May 30, 2009, for an employee receiving a Black Seal License:

Adjust the 2008-09 salary of Robert Holmes, 7 AM-3 PM Groundskeeper for the District to: Base: \$31,262 + Longevity: \$560 + Black Seal: \$1,200 = Salary: \$33,022 (prorated).

D. The Board of Education approved a change in the 2009-2010 salary for Robert Holmes, Groundskeeper for the District, for receiving a Black Seal License to: Salary: \$32,607 + Longevity: \$560 + Black Seal: \$1,200 = Salary: 34,367.

E. The Board of Education approved the employment of the following personnel for school year 2009-10 at the salaries and assignments indicated below. Each employee will serve a ninety-day probationary period.

Name	Location	Assignment	2009-10 Salary	Effective Dates
Bottomly, Erin (S. Estrada)	District	Bus Driver	\$22.07 (Step 1)	9/1/09 thru 6/30/10

F. 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.

Bus Aide

Becofsky, Theresa
Ruszala, Leonara

Cafeteria Worker

Ruszala, Leonara

Paraprofessional

Ruszala, Leonara

*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.

4- PERSONNEL (CERTIFIED)

A. The Board of Education honored retroactively the retirement of Susan Pellegrini, TV Production Teacher at the Sayreville War Memorial High School, effective July 1, 2009.

B. The Board of Education honored the retirement of Teri Morosco, LDT-C for the District, effective October 1, 2009.

C. The Board of Education accepted retroactively the resignation of Samantha DeLaunay, Grade 8 Science Teacher at the Sayreville Middle School, effective July 1, 2009.

D. The Board of Education accepted retroactively the resignation of Jeffrey Clark, Basic Skills Math Teacher at the Sayreville Middle School, effective July 3, 2009.

E. 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. Christine Lawlor, Grade 3 Teacher at the Wilson Elementary School, from BA30 to MA = \$57,500 (Step 9).
2. Lynn Taylor, Health/Physical Education Teacher at the Sayreville Middle School, from BA30 to MA = \$62,400 (Step 10).
3. Lizbeth Victorero, English Teacher at the Sayreville War Memorial High School, from BA to MA = \$53,400 (Step 8).

F. The Board of Education approved the transfer of Ruth-Anne Sokol from ASI Reading Teacher at the Wilson Elementary School to Reading Teacher at the Samsel Upper Elementary School, effective September 1, 2009, for the 2009-10 school year.

G. The Board of Education approved the transfer of Mary Charmello from full-time Art Teacher at the Samsel Upper Elementary School to part-time (3/5th) Art Teacher at the Sayreville War Memorial High School, effective September 1, 2009, for the 2009-10 school year at a salary of \$30,840 (BA, Step 8, 3/5th time).

H. The Board of Education approved the transfer of Adam Kerr from half-time Special Education Teacher at the Sayreville Middle School and half-time Special Education Teacher at the Sayreville War Memorial High School to full-time Social Studies Teacher at the Sayreville War Memorial High School, effective September 1, 2009, for the 2009-10 school year.

I. The Board of Education approved the reemployment of the following administrative personnel at the assignments indicated for school year 2009-10:

<u>NAME</u>	<u>LOCATION</u>	<u>ASSIGNMENT</u>	<u>2009-10 SALARY</u>
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Carla Sutherland District Assistant Superintendent \$164,113 Did not approve Assistant Superintendent Salary by a vote of 4-4-1.
 Emidio D'Andrea District Business Administrator/ Board Secretary \$137,077

J. The Board of Education approved the summer employment of the following teachers to complete ISIPs for the students in their respective schools. The number of days will be determined when all testing results are available and will be based upon the number of ISIPs to be written at each school. The contracted rate of pay is \$260 per day.

<u>Teacher</u>	<u>School</u>
Linda Jakubik-Tanchyk	SWMHS
Richard Gluchowski	SWMHS
Pamela Chartock	SMS
Ashley Connors	SMS
Michelle Crea	SMS
MaryBeth Drabik	SMS
Kulsum Farooqui	SMS
Melanie Faulkner	SMS
Nicole Lynch	SMS
Lori McDermott	SMS
Jennifer McGough	SMS
Joe O'Donnell	SMS
Allison Ratcliffe	SMS
Kathy Zeni	SUES
Linda Zydzik	SUES
Mary Porter Ballard	Arleth
Geoffrey Mihalenko	Arleth
Beverly Fitzsimmons	Eisenhower
Joanne Remite	Eisenhower
Regina Balady	Truman
Donna Porpora	Truman
Christine Lawlor	Wilson
Amy Stueber	Wilson

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

Name	Professional Day	Date	Registration Fee
Regina Balady	Professional Learning Communities Learning by Doing: How Effective Leaders Close the Knowing-Doing Gap	10/8/09	\$220.00
Jaclyn Farrell	Training for New CISCO Program	7/27, 28, 29, 30/09	\$1,000.00 (Paid for by

			Perkins Grant)
Beverly Fitzsimmons	The Challenge is Here: Mindsets and Knowledge are Powerful Tools!	10/23/09	\$150.00
Eric Glock-Molloy	Training to Become a Certified CISCO Network Administrator	To Be Determined Summer 2009	\$2,145.00 (Paid for by Perkins Grant)
Joanne Remite	The Challenge is Here: Mindsets and Knowledge are Powerful Tools:	10/23/09	\$150.00
Susan Stratton	NJAEA Conference	10/6 & 7/09	\$125.00
Robert Szabo	Forum on the Vietnam Era	10/16/09	\$60.00

L. 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
*Dusko, Brittany (B. Kuntz)	SWMHS	Level IV Substitute Science Teacher	\$200 per day	9/1/09 thru 6/30/10
*Esposito, Amy (A. Zinze)	SMS	Grade 7 Science Teacher	\$43,600 (BA, Step 4)	9/1/09 thru 6/30/10
Freeman, Megan (J. Samuel)	SUES	Grade 5 Math/Science/Social Studies Teacher	\$42,000 (BA, Step 2)	9/1/09 thru 6/30/10
*Gassman, Lauren (J. Alfano)	SWMHS	Chemistry Teacher	\$44,000 (MA, Step 2)	9/1/09 thru 6/30/10
*Salek-Nejad, Peter (New Position)	SUES	Behavioral Disabilities Teacher	\$43,000 + \$125 Stipend = \$43,125 (BA, Step 3)	9/1/09 thru 6/30/10
Schleck, Pamela (R. Sokol)	Wilson	ASI Reading Teacher	\$48,600 (MA, Step 6)	9/1/09 thru 6/30/10

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

- *Dellafave, Alysse
- *Helfer, Maureen
- *McCoullogh, Cynthia

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

Cuevas, Nancy

Deecken, Bethany
Harris Hargrove, Cheryl
Jenkins, Jennifer
Protasenia, Barbara
Ryan, James
Stader, Cynthia
Yetman, Donna

O. The Board of Education reapproved the following personnel to the Class V Substitute List (short-term) for Administration for school year 2009-10. All applicants are certified for substituting.

Berenbroick, William
Hudock, Robert

*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.

5 – POLICY

A. The Board of Education approved the third and final reading of a revision of Policy R4251 as follows:

**SAYREVILLE
BOARD OF EDUCATION
REGULATION**

FILE CODE: R4251
 Monitored
 Mandated
 Other Reasons

Employee Attendance Regulation

The Sayreville Board of Education believes that the regular presence of all personnel is vital to the success of the district's educational programs. Thus, the Superintendent has developed procedures to encourage all staff to strive for excellent attendance records. These procedures shall be in accordance with New Jersey statutes and district-negotiated contracts. Provisions shall also be made for acknowledgements of exceptional staff attendance records.

Guidelines for Staff Attendance

To ensure that absences are not excessive to the point of being harmful to the quality of the students' education, the following administrative guidelines shall apply:

1. Administrators shall review attendance reports **monthly during** each school year and shall conduct a conference **when applicable** with any employee whose attendance records indicate...
 - a. a pattern of absences taking place on the same day or days of the week.
 - b. a pattern of absences before or after non-working days.
 - c. the number of absences is approaching the yearly allocation of 7 days for 10 month employees or 9 days for 12 month employees. This will include **only sick days**.
 - d. the allowed sick leave has been habitually exhausted or nearly exhausted, and for any other related just reason.
2. A written summary of all conferences, excluding the initial informal discussion, will be prepared and ...
 - a. may be used in an evaluation as permitted by law.
 - b. will become part of the employee's permanent personnel file.
 - c. may result in procedures which lead to the withholding of salary increments as permitted by law.
 - d. the employee may attach a response in accordance with the negotiated agreement.
 - e. employees with chronic health conditions, which are managed by a licensed health care professional, will not be subject to the disciplinary actions described in this policy.
3. After any of the conditions listed in Section 1 above are identified, a physician's written statement certifying disability may be required for:
 - a. any day or days of sick leave claimed in accordance with Title 18A.
 - b. any absence which exceeds three (3) consecutive work days

Once a determination has been made to address the matter of an employee's absence, the following shall apply:

1. The administrator shall conduct an **informal** discussion with a staff member whose absence is excessive. The purpose of this initial step is to bring the matter to the employee's attention with the hope that improvement will be made. Continuous debilitating illness will obviate the need for this meeting.
2. At any time during the school year, the principal or his/her designee may conduct a formal conference with an employee whose absence

is deemed excessive. Prior written notification shall be given 24 hours before a formal conference and shall include all pertinent facts and documents.

3. The administrator shall complete a summary report of the formal meeting. The summary shall include documents, records and items discussed. The summary report will be signed by the employee and the administrator and placed in the employee's personnel file. The employee shall have the right to attach written comments and documents to the report.
4. Three school months after the formal meeting, the administrator shall place in the employee's personnel file either a letter noting improvement or a letter noting continuing excessive absence.
5. If the excessive absence continues, the administrator shall in conjunction with the employee, design and implement a Corrective Action Plan (C.A.P.) for the purpose of improving the employee's attendance.
6. Regular excessive absence may be cause for disciplinary action, and employees whose absences are excessive may be recommended for salary increment withholding or non-renewal of a contract as permitted by law.
7. These guidelines and procedures will be administered both individually and collectively in a uniform and consistent manner by the administrative staff.

B. The Board of Education approved, on first reading, Regulation 5131, Code of Student Conduct, as follows:

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.

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 based on parent, student and community input which 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.

The 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 and a parent contact
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 and a parent contact
Grades 4-5: 2 days of Administrative Detention and a parent contact
Grades 6-8: 6+ lates = 3-5 days Administrative Detention and a parent contact
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 and a parent contact
 Grades 4-5: 2 days of Administrative Detention and a parent contact
 Grades 6-8: 2 days of Administrative Detention and a parent contact
 Grades 9-12: 1 Saturday Detention

3rd incident

Grades K-3: 3 days of Administrative Detention and a parent contact
 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 and a parent contact
 Grades 4-5: 2 days of Administrative Detention and a parent contact
 Grades 6-8: 2 days Administrative Detention, parent contact
 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 and a parent contact
 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 and a parent contact
 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 and a parent contact
 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 and a parent contact
 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 and a parent contact
 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 and a parent contact
 Grades 4-5: 1 day Administrative Detention and a parent contact
 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.

- 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: _____

6 – CURRICULUM

A. The Board of Education approved 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>
4	Academy Learning Center, Monroe (Autistic Program)	\$43,020.00	\$172,080.00
2	Academy Learning Center, Monroe (Multiply Disabled Program)	35,280.00	70,560.00
1	Alpha School, Jackson	44,130.86	44,130.86
2	Bayshore Jointure Commission, Aberdeen	45,000.00	90,000.00
6	Center for Life Long Learning, Parlin (Autistic Program)	43,020.00	258,120.00

4	Center for Life Long Learning Parlin (Multiply Disabled Program)	35,280.00	144,120.00
1	Center for Life Long Learning Parlin (Pre-school Program)	43,020.00	43,020.00
2	Center School, Highland Park	45,068.00	90,136.00
9	Children's Center of Monmouth County, Neptune	45,190.80	406,717.20
4	Coastal Learning Center, Howell	44,175.01	176,700.04
4	Collier School, Wickatunk	46,389.00	185,556.00
1	Cranford Achievement Program Cranford	42,320.00	42,320.00
1	Gateway School, Carteret	41,671.71	41,671.71
5	Harbor School, Eatontown	42,162.86	210,814.30
6	High Point School, Morganville	61,200.00	367,200.00
2	JFK Vocational School, Edison	34,810.00	69,620.00
2	Ladacin/Scroth School, Wanamassa	45,690.90	91,381.80
3	Lakeview School, Edison	69,231.60	207,694.80
1	Middlesex County Academy, New Brunswick	28,260.00	28,260.00
1	Newmark School, Plainfield	44,994.60	44,994.60
11	New Road School, Parlin	35,866.80	394,534.80
4	New Road School, Somerset	36,021.60	144,086.40

1	NuView Academy, Piscataway (12 month program)	52,080.00	52,080.00
1	Piscataway Regional Day School, Piscataway (Autistic Program)	43,020.00	43,020.00
1	Piscataway Regional Day School, Piscataway (Multiply Disabled Program)	35,280.00	35,280.00
1	Red Bank Regional High School, Little Silver	24,000.00	24,000.00
1	Raritan Valley Academy, Piscataway	34,380.00	34,380.00
5	Rugby School, Wall Township	53,632.80	268,164.00
2	UMDNJ-Adolescent Therapeutic Day School, Piscataway	52,000.00	104,000.00
1	Woods Service School, Langhorne (Residential)	56,210.00	56,210.00

2. Request to approve the extended school year program for three classified students attending the Lakeview School, Edison, at a total cost of \$11,538.60 per student. (I)
3. Request for a psychological evaluation at a total cost of \$425.00 payable to Dr. Ken Shore, East Windsor and an educational evaluation at a total cost of \$400.00 payable to Educational Evaluation and Testing, Matawan for a recently declassified student. (D)
4. Request to approve the extended school year program for a classified student attending the Ruby School, Wall Township, at a total cost of \$8,938.00. (I)
5. Request for a 1-1 paraprofessional for a classified student attending the extended school year program at Rugby School at a total cost of \$21,000.60. (I)

6. Request to change the cost to purchase a battery for The Easy Link Transmitter for a classified student from \$110.50 to \$133.48 payable to Phonak, Warrentonville. (I)
7. Request for a 1-1 paraprofessional for a classified student for the Extended School Year program at a total cost of \$4,400.00 payable to Children's Center of Monmouth County, Neptune. (I)
8. Request for a 1-1 paraprofessional for a classified student for the 2009-2010 school year at a total cost of \$28,980.00 payable to Center for Lifelong Learning, Parlin. (I)
9. Request for placement of a classified student for 2 days a week for the 2009-2010 school year at a total cost of \$10,000 payable to Raritan Valley Workshop, New Brunswick. (I)
10. Request for a 1-1 nurse for a classified student for a school trip on July 16, 2009 at a total cost of \$218.00 payable to Bayada Nursing, North Brunswick. (I)
11. Request for Homebound Instruction services for a classified student Sayreville student at a total cost of \$1,562.00 for May and June 2009 payable to North Brunswick Schools. (I)
12. Home Instruction for four (4) students for the month of June. Reasons for this Home Instruction are: 1-Child Study Team; 1-Administrative; 1-Cellulitis and 1-Fractured Femur.

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.

B. As of June 30, 2009, there were twenty-five (25) students on Home Instruction.

C. As of June 30, 2009, there were ninety-three (93) students in out-of-district placements.

D. Average daily attendance for all schools for the month of June 2009 is:

Arleth	- 92%	Wilson	- 94%
Eisenhower	- 93%	SUES	- 93%
Selover	- 88%	MS	- 92%
Truman	- 94%	HS	- 94%

7 – CO-CURRICULUM

A. The Board of Education approved a dues and entry fee of \$2,150.00 to the NJSIAA for the school year 2009-2010.

B. The Board of Education approved a dues and entry of \$1,250.00 to The Greater Middlesex Conference for the school year 2009-2010.

C. The Board of Education approved the employment of the following for the school year 2009-2010:

Custodian of Athletic Events	Cheryl Mozden
Football Announcer	Joseph Goscienski
Athletic Announcer	Joseph O'Donnell
Football Down & Distance	Matthew Pereira
Wrestling Timer	Melanie Mele
Basketball Timer	Richard Gluchowski
Basketball Timer	Melanie Mele
Substitute Timer	Joseph Goscienski
Substitute Timer	Matthew Pereira
Substitute Timer	Nicholas Cifelli

D. Pursuant to the provisions of Chapter 172 of the Laws of 1979 approved by the Governor of the State of New Jersey on August 26, 1979 (N.J. S. A. 18A: 11-3, et seq), The Board of Education adopted by resolution membership in the NJSIAA. In adopting this resolution, Sayreville War Memorial High School agrees to be governed by the Constitution, Bylaws and Rules and Regulations of the NJSIAA including all rules governing student-athlete eligibility.

E. The Board of Education hired Healthpoint Medical Group of Old Bridge to be present at all home varsity football games, for the 2009-2010 school year, at a fee of \$175 per game.

F. The Board of Education approved the list of game schedules (subject to change due to weather and site availability), practice schedule, and schedule of officials and fees for the 2009-2010 school year. The list has been provided to each Board of Education member, is available in each of the schools, and is available on www.highschoolsports.net.

G. The Board of Education approved the following middle school activities:

1. Friday, October 23, 2009, Sayreville Middle School Student Council will sponsor a 7th & 8th grade dance from 6:30 p.m. to 9:30 p.m. in the middle school cafeteria and cafegymatorium.
2. Friday, December 18, 2009, Sayreville Middle School Student Council will sponsor a 6th grade holiday social from 6:30 p.m. to 8:30 p.m. in the middle school cafeteria and cafeagymatorium.
3. Friday, February 19, 2010, Sayreville Middle School Student Council will sponsor a 7th & 8th grade dance from 6:30 p.m. to 9:30 p.m. in the middle school cafeteria and cafegymatorium.

H. The Board of Education approved a change in the date for the Sayreville War Memorial High School Senior Prom to June 11, 2010.

I. The Board of Education approved changes to the requirements of the Sayreville War Memorial High School's National Honor Society beginning with the start of the 2011-12 school year as follows:

1. Change the application process for seniors to conclude in November instead of March so that they are recognized members of the NHS while applying to colleges/universities, and;
2. Change the GPA requirement from 3.250 to 3.500.

8 – SUPPORT SERVICES

A. The Board of Education approved the following transportation contracts contained in BID #2009-10-01 for school year 2009-10 and awarded to the lowest responsible bidder:

ROUTE	SCHOOL	CONTRACTOR	COST	AIDE	# OF DAYS	TOTAL
SJV/1	St.John Vianney H.S.	Wehrle	\$129.90		180	\$23,382.00
EBV/2	East Brunswick Voc.	Wehrle	\$129.90		180	\$23,382.00
T/PNK	Truman School	Wehrle	\$129.90		180	\$23,382.00
T/ORG	Truman School	Wehrle	\$129.90		180	\$23,382.00

SMLR/1	Middle School (Late Run)	Dapper	\$171.30		140	\$23,982.00
SMLR/2	Middle School (Late Run)	Dapper	\$167.30		140	\$23,422.00
12/CLL	Center for Lifelong Learning	Raphael	\$212.91	\$51.25	180	\$47,548.80

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

Contractor: Milu Bus Service, Inc.
 Rte/School: 12/BB/PRD - Bright Beginnings & Piscataway Regional
 Cost: \$52,936.80
 Decrease: \$45,626.48
 *Final Adjusted Cost: \$7,310.32

Contractor: Kinder Glide, Inc.
 Rte/School: 12/CHC/3 – Children’s Center
 Cost: \$59,419.50
 Decrease: \$48,950.35
 *Final Adjusted Cost: \$10,469.15

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

Contractor: George Dapper, Inc.
 Rte/School: MCHS – Middlesex County Academy High School
 Cost: \$34,506.20
 Decrease: \$34,506.20
 *Final Adjusted Cost: \$0.00

*Student not attending.

C. The Board of Education approved the following addendum to a transportation contract for school year 2009-10:

Rte/School: 12/CCL – Center for Lifelong Learning
 Cost: \$212.91 per diem – aide \$51.25 = \$264.16
 *Increase: \$35.10 per diem (\$1.95 per mile x 18 miles)
 Total Cost: \$247.74 per diem – aide \$51.25 = \$299.26

*Off-route mileage charged for displaced student residing in Edison.

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

Rte/School: S1058 – Bright Beginnings Annex
 Cost: \$115.00 per diem – aide \$30.00 x 29 days
 Total Cost: \$4,205.00

Rte/School: S924 – Children’s Specialized Hospital
 Cost: \$120.00 per diem - aide \$30.00 x 34 days
 Total Cost: \$5,100.00

Rte/School: S1002 – NuView Academy
 Cost: \$55.00 per diem - aide \$6.25 x 34 days
 Total Cost: \$2,082.50

Rte/School: S9102 – U.M.D.N.J.
 Cost: \$65.72 per diem - aide \$7.15 x 35 days
 Total Cost: \$2,550.45

E. The Board of Education approved the following trips for the Goodworx Program. One Board bus will be used each date and is to be paid by Goodworx.

<u>Date</u>	<u>Destination</u>	<u>Total Cost</u>
July 20, 2009	Somerset Patriots Stadium	\$154.20
August 11, 2009	Long Beach Island	\$397.90
August 26, 2009	Camden Aquarium	\$340.50

F. The Board of Education approved the following trips:

1. On Thursday, August 6, 2009, six students from the Samsel Upper Elementary School, four teachers, and two paraprofessionals to Sayreville Middle School to familiarize the students with the layout of the building. Trip is part of a transitional program. One Board bus will be utilized at a cost of \$54.60 (salary \$52.00 – fuel \$2.60) to be paid by the Board of Education.
2. On Thursday, August 6, 2009, thirty-three students and five staff members from the Samsel Sumer Enrichment Program to Ellis Island for World Cultures Week. One Board bus will be utilized at a cost of \$236.50 (\$201.50 salary - \$35.00 salary/tolls) to be paid by the Sayreville Adult Program.