

**WEST ORANGE BOARD OF EDUCATION**  
**Public Board Meeting September 20, 2021**  
**6:30 P.M. Executive Session**  
**7:30 P.M. Public Session**  
**West Orange High School**  
**51 Conforti Avenue**

**Agenda**

**I. ROLL CALL OF THE MEMBERS**

**II. NOTICE OF MEETING: Please take notice that adequate notice of this meeting has been provided in the following manner:**

- A. That a written notice was sent from the Office of the Secretary of the Board at 4:00 p.m. on January 8 and August 27, 2021.
- B. That said notice was sent by regular mail to the West Orange Township Clerk and the Editors of the West Orange Chronicle and the Star-Ledger.
- C. That said notice was posted in the lobby of the Administration Building of the Board of Education.

**III. WEST ORANGE BOARD OF EDUCATION RESOLUTION AUTHORIZING EXECUTIVE SESSION**

**WHEREAS**, while the "Sen. Byron M. Baer Open Public Meetings Act" (N.J.S.A. 10:4-6 et seq.) requires all meetings of the West Orange Board of Education to be held in public, N.J.S.A. 10:4-12(b) sets forth nine (9) types of matters that may lawfully be discussed in "Executive Session," without the public being permitted to attend, and

**WHEREAS**, the Board has determined that four (4) issues are permitted by N.J.S.A. 10:4-12(b) to be discussed without the public in attendance and shall be discussed during an Executive Session to be held on Monday, September 20, 2021 at 6:30 P.M, and

**WHEREAS**, the nine (9) exceptions to open public meetings set forth in N.J.S.A. 10:4-12(b) are listed below, and next to each exception is a box which will be marked when the issues to be privately discussed fall within that exception, and after each exception is a space where additional information that will disclose as much information about the discussion as possible without undermining the purpose of the exception shall be written:

☐ "(1) Any matter which, by express provision of Federal law, State statute or rule of court shall be rendered confidential or excluded from public discussion." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is:

☐ "(2) Any matter in which the release of information would impair a right to receive funds from the federal government." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is:

□ "(3) Any material the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including but not limited to information relative to the individual's personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publicly." The nature of the matters, described as specifically as possible without undermining the need for confidentiality are: \_\_\_\_\_.

■ "(4) Any collective bargaining agreement, or the terms and conditions of which are proposed for inclusion in any collective bargaining agreement, including the negotiation of terms and conditions with employees or representatives of employees of the public body." The collective bargaining contract(s) discussed are between the Board and Negotiations Committee.

□ "(5) Any matter involving the purchase, lease or acquisition of real property with public funds, the setting of banking rates or investment of public funds where it could adversely affect the public interest if discussion of such matters were disclosed." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is:

□ "(6) Any tactics and techniques utilized in protecting the safety and property of the public, provided that their disclosure could impair such protection. Any investigations of violations or possible violations of the law." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is:

■ "(7) Any pending or anticipated litigation or contract negotiation in which the public body is, or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer." The parties to and docket numbers of each item of litigation and/or the parties to each contract discussed are and the nature of the discussion, described as specifically as possible without undermining the need for confidentiality are: Settlement Agreement: Student #2706091.

■ "(8) Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting." Subject to the balancing of the public's interest and the employee's privacy rights under South Jersey Publishing Co. v. New Jersey Expressway Authority, 124 N.J. 478 (1991), the employee(s) and nature of the discussion, described as specifically as possible without undermining the need for confidentiality are: Employee Numbers 6378 and 4870.

□ "(9) Any deliberation of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party as a result of an act of omission for which the responding party bears responsibility." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is:

**WHEREAS**, the length of the Executive Session is estimated to be sixty (60) minutes after which the public

meeting of the Board shall (select one) ☐ reconvene and immediately adjourn or ☒ reconvene and proceed with business where formal action will be taken.

**NOW, THEREFORE, BE IT RESOLVED** that the West Orange Board of Education will go into Executive Session for the above stated reasons only; and

**BE IT FURTHER RESOLVED** that the Board hereby declares that its discussion of the aforementioned subject(s) will be made public at a time when the public's interest in disclosure is greater than any privacy or governmental interest being protected from disclosure.

**IV. PUBLIC SESSION AT 7:30 P.M.**

**V. PLEDGE OF ALLEGIANCE**

**VI. CONSIDERATION OF THE CLOSED AND PUBLIC MEETING MINUTES OF August 30, 2021**  
(Att. #1)

**VII. STUDENT LIAISON INTRODUCTION & REPORT**  
Adrian Ampadu, Hiyab Berhane, Bahram Mehretu, Rhoda Oni

**VIII. SUPERINTENDENT/ BOARD REPORTS**

- A. Board President Ms. Trigg-Scales
  - a. 2020/2021 Board Goals Report
  - b. 2021/2022 Board Goals Presentation
- B. Superintendent Dr. Cascone
  - a. 2020/2021 District Goals Report
  - b. 2021/2022 District Goals Presentation
- C. School Opening Update

**IX. BOARD POLICY (IES):**

- A. **FIRST READING OF THE FOLLOWING BOARD POLICY(IES):**  
1648.13 School Employee Vaccination Requirements (Att. #2)
- B. **SECOND READING/ADOPTION OF THE FOLLOWING BYLAW(S)/BOARD POLICY (IES):**  
(Att. #3)

**X. QUESTIONS FROM THE PUBLIC ON AGENDA ITEMS**

**XI. REPORTS, DISCUSSIONS, AND RECOMMENDATIONS**

**A. PERSONNEL**

**1. Resignations / Retirements**

- a. Superintendent recommends approval to the Board of Education for the following certificated staff resignation(s) / retirement(s):

Name	Location	Position	Reason	Effective Date
Anna D'Elia	WOHS	Naviance Coordinator	Resignation	9/14/21
Alanna Williamson	Roosevelt	Special Education	Resignation	11/10/21

- b. Superintendent recommends approval to the Board of Education for the following non-certificated staff resignation(s) / retirement(s):

Name	Location	Position	Reason	Effective Date
Amy Miller	Gregory	Paraprofessional	Retirement 15 years	10/1/21
Leanore Sparno	Redwood	Paraprofessional	Resignation due to reassignment	9/2/21

## 2. Rescissions

- a. Superintendent recommends approval to the Board of Education for the following rescission(s):

Name	Location	Position	Effective Date
Samantha Cameron	Roosevelt	Cross Country Coach	9/10/21
Tracy Clark	.5 Gregory / .5 Hazel	ESL Leave Replacement	9/13/21
Deborah Cohen	Liberty	Additional Teaching Assignment	8/31/21
Nicholas Von Hagel OOD	WOHS	Fall Drama: Sound	9/9/21

## 3. Appointments

- a. Superintendent recommends approval to the Board of Education for the following certificated staff appointment(s). Step and salary may be adjusted upon ratification of collective bargaining agreement:

Name	Location	Position	Replacement / New	Guide	Step	Salary	Effective Dates
Tracy Clark	.5 Liberty / .5 Edison amended from .5 Gregory / .5 Hazel	Spanish Long Term Replacement amended from ESL Leave Replacement	Morales amended from Casenta	MA amended from N/A	N/A	\$308 per diem amended from \$200 per diem	9/9/21 - 11/19/21* amended from 9/1/21 - 10/1/21
Luisa Duque- Arbelo	Edison	Spanish	Morales	MA	16	\$87,331 prorated	11/22/21* - 6/30/22
Michael Falzarano	Kelly	Physical Education / Health	Joisil	BA	3	\$57,681 prorated	9/27/21** - 6/30/22
Danielle Massot	Hazel	Special Education	Farrington	MA	14	\$73,817 prorated	11/22/21* - 6/30/22
Jenna McAteer	WOHS	School Counselor Leave Replacement	Santos	MA	N/A	\$308 per diem	10/11/21** - 12/3/21
Kevin Oates	WOHS	Social Studies Leave Replacement	Bernard- Awumey	MA amended from BA	N/A	\$308 per diem amended from \$288 per diem	9/13/21 - 10/15/21
Leanore Sparno	Redwood	Kindergarten Leave Replacement	McGuire	BA	N/A	\$288 per diem	9/9/21 - 10/15/21

\*or upon release from current employer

\*\*pending Criminal History Record check process

†or until Duque Arbelo is released from current employer

- b. Superintendent recommends approval to the Board of Education for the following non-certificated staff appointment(s). Step and salary may be adjusted upon ratification of collective bargaining agreement:

Name	Location	Position	Replacement / New	Guide	Step	Salary	Effective Dates
Thalia Gonzalez	Washington	Lunch Aide	New	N/A	N/A	\$19.95 per hour	9/27/21** - 6/30/22
Deyanira Lobrado	St. Cloud	Clerical Aide	Torrissi reassigned	N/A	N/A	\$19.95 per hour	9/9/21 - 6/30/22
Matthew Monetti	Mt. Pleasant	Lunch Aide	New	N/A	N/A	\$19.34 per hour	10/4/21** - 6/22/22
Kianna Montplaisir	WOHS	Security	New	Security	6	\$45,958 prorated	9/21/21 - 6/30/22
Rishi Ramchandani	Central Office	Technology and Project Manager revised from Network, Surveillance and VoIP Coordinator <sup>o</sup>	New	Techs	N/A	\$96,263	7/1/21 - 6/30/22
Marleny Rodriguez	St. Cloud	Lunch Aide	New	N/A	N/A	\$19.34 per hour	9/10/21 - 6/22/22
Michael Schaaf	Transportation	Dispatcher	Kerekgyarto reassigned	Column III	8	\$50,795 prorated	10/4/21** - 6/30/22

\*\*pending Criminal History Record check process

<sup>o</sup>as per Board approved Sidebar Agreement, August 30, 2021

- c. Superintendent recommends approval to the Board of Education for the following additional summer assignment(s):

Name	Location	Position	Stipend / Rate of Pay	Effective Dates
Shari Weitz	District	Summer CST: School Occupational Therapist Case Management	\$66.30 per hour not to exceed 20 hours amended from 15 hours	7/1/21 - 8/31/21

- d. Superintendent recommends approval to the Board of Education for the following additional teaching assignment(s). Step and salary may be adjusted upon ratification of collective bargaining agreement: (Att. #4)
- e. Superintendent recommends approval to the Board of Education for the following negotiated co-curricular assignment(s):

Name	Location	Position	Stipend	Effective Dates
Daniel McManus	Liberty	Soccer: Boys'	\$5,048	2021-2022
Corey Feigenbaum	Roosevelt	Soccer: Boys'	\$5,048	2021-2022
Kristin Paul	Roosevelt	Cross Country	\$5,048	2021-2022
Rudolph Petrella	WOHS	SkillsUSA	\$1,464	2021-2022

- f. Superintendent recommends approval to the Board of Education for the following staff to serve as instructor(s) for Professional Development for the presentation(s) listed at the contractual rate indicated.

Name	Location	Position	Salary / Rate of Pay	Effective Dates
Lexi Scalici	Kelly	DIBELS Screening Refresher Training	\$74.46 per hour not to exceed 4 hours	9/20/21

- g.** Superintendent recommends approval to the Board of Education for rates of pay for additional assignments for the 2021-2022 school year. Rates may be adjusted upon ratification of Collective Bargaining Agreement:

(1) All WOHS staff to provide the following services, as assigned, at the approved rate indicated

(a) Lunch Duty: \$35.70 per diem

- h.** Superintendent recommends approval to the Board of Education for the following Buildings and Grounds stipends to be paid in two installments: December 2021 and June 2022. Stipends may be adjusted upon ratification of collective bargaining agreement. (Att. #5)
- i.** Superintendent recommends approval to the Board of Education for the following Student Teacher / Internship assignments:

Student Teacher/ Intern Candidate	Affiliated University	Assigned School	Effective Dates
Augustin Silva - Student Teacher	Caldwell University	Gregory	9/9/21 - 12/15/21
Jessica Brown - Administrator Intern	Fairleigh Dickinson	Mt. Pleasant	9/1/21 - 5/6/22
Saida Deljanin - Student Teacher	Seton Hall	Hazel	9/13/21 - 12/10/21
Joselyn Harris - Student Teacher	William Paterson	WOHS	8/3/21 - 12/9/21

- j.** Superintendent recommends approval to the Board of Education for the following substitute appointment(s) at the appropriate substitute rates for 2021-2022:

Name	Certification Code	Administrator	Teacher	Para	Administrative Assistant	Lunch Aide	Nurse	Custodian
Judy Cohen	Substitute		X	X				
Stefani Jin	N/A					X		
Maria Montgomery	Standard		X					

#### 4. Leaves of Absence:

- a.** Superintendent recommends approval to the Board of Education for the following leaves of absence for certificated staff:

Name	Location / Position	Paid Leave	Unpaid Leave with Benefits	Unpaid Leave without Benefits	Anticipated Return Date
Daniel D'Elia Family	WOHS Special Education	N/A	10/11/21 - 1/7/22	N/A	1/10/22
Mallory DeMarco Family	WOHS Special Education	11/12/21 - 12/14/21	N/A	12/15/21 - 4/11/22	4/12/22
Michele De Matteo Medical	Liberty Computer Applications	9/1/21 - 9/30/21	N/A	N/A	10/1/21
Karen Gleason Medical	Roosevelt Science	N/A	9/20/21 - 10/29/21	N/A	11/1/21

Amie Navarro Family	Kelly Kindergarten	11/8/21 - 1/12/22	N/A	1/13/22 - 5/13/22	5/16/22
Jamie Podhurst Medical	WOHS Art	10/5/21 - 1/19/22	1/20/22 - 4/8/22	N/A	4/11/22
Lauren Volpe Medical	Liberty School Counselor	9/1/21 - 9/24/21	N/A	N/A	9/27/21

- b. Superintendent recommends approval to the Board of Education for the following leaves of absence for non-certificated staff:

Name	Location / Position	Paid Leave	Unpaid Leave with Benefits	Unpaid Leave without Benefits	Anticipated Return Date
Aracelio Mantilla Medical	Mt. Pleasant Custodian Night-shift	9/16/21 - 10/27/21	10/28/21 - 12/9/21	N/A	12/10/21
Nanci Silvestri Medical	WOHS Clerical Aide	9/1/21 - 9/24/21	N/A	N/A	9/27/21

## 5. Transfer(s):

- a. Superintendent recommends approval to the Board of Education for the following transfer(s) of certificated staff:

Name	From	Position	To	Position	Effective Date
Marisa Mitternam Voluntary	Washington	School Library Media Specialist	.9 Washington / .1 Redwood	School Library Media Specialist	9/1/21
Kimberly Pallant Voluntary	.9 St. Cloud / .1 Redwood	School Library Media Specialist	.9 St. Cloud / .1 Kelly	School Library Media Specialist	9/1/21

## B. CURRICULUM AND INSTRUCTION

1. Recommend approval of the attached field trip destinations for the 2021-2022 school year. (Att. #6)

## C. FINANCE

### a.) Special Services

1. Recommend approval of tuition contracts with Essex County Vocational Technical Schools, Newark, NJ for the 2021-2022 school year as follows:

Student #	Placement	Tuition	Budgeted/Unbudgeted
1801049	Regular Education Full Time, West Caldwell Tech	\$5,911.00	Budgeted
1901038	Regular Education Full Time, West Caldwell Tech	\$5,911.00	Budgeted
1005051	Regular Education Full Time, West Caldwell Tech	\$5,911.00	Budgeted
2906010	Regular Education Full Time, West Caldwell Tech	\$5,911.00	Budgeted
1008005	Regular Education Full Time, West Caldwell Tech	\$5,911.00	Budgeted

2001029	Special Education Full Time, West Caldwell Tech	\$9,104.00	Budgeted
2101042	Special Education Full Time, West Caldwell Tech	\$9,104.00	Budgeted
1305078	Special Education Full Time, West Caldwell Tech	\$9,104.00	Budgeted
1209077	Special Education Share Time, West Caldwell Tech	\$4,552.00	Budgeted
1206087	Special Education Share Time, West Caldwell Tech	\$4,552.00	Budgeted
1109001	Special Education Share Time, West Caldwell Tech	\$4,552.00	Budgeted
1204001	Special Education Share Time, West Caldwell Tech	\$4,552.00	Budgeted
1605089	Special Education Share Time, West Caldwell Tech	\$4,552.00	Budgeted
1204053	Special Education Share Time, West Caldwell Tech	\$4,552.00	Budgeted
1108020	Special Education Share Time, West Caldwell Tech	\$4,552.00	Budgeted
1209034	Special Education Share Time, West Caldwell Tech	\$4,552.00	Budgeted

2. Recommend approval for the following tuition/extraordinary aide services adjustments as certificate by the State of NJ Division of Administration and Finance:

School	Year	Certified Rates Less Adjustments	Tuition Paid	Tuition Adjustments
Glenview Academy	2016-2017	\$131,494.00	\$108,750.00	\$22,744.00

3. Recommend approval of the West Orange District's 2021-2022 School Nurse's Plan (Att. #7/ Att. #8).

**b.) Business Office**

1. Recommend approval of the 9/20/2021 Bills List:

Payroll/Benefits	\$ 7,627,212.42
Transportation	\$ 487,965.31
Tuition (Spec. Ed./Charter)	\$ 407,192.60
Instruction	\$ 205,908.26
Facilities/Security	\$ 390,348.25
Capital Outlay	\$ 177,352.74
Grants	\$ 1,177,428.65
Food Service	\$ 69,380.88
Debt Service	\$ 2,414,009.38
Support Svcs/Co-Curricular/Athletics/Misc.	\$ 248,815.68
	\$13,205,614.17

2. Recommend approval of July 2021 transfers within the 2021-2022 budget in compliance with N.J.A.C. 6A:23-2.11(A)2. (Att. #9)
3. Secretary's Report - Acceptance and Certification - July 2021

Recommend that the West Orange Board of Education accept the Board Secretary's financial report for the month of July 2021, based upon the certification of the Board



Secretary, pursuant to N.J.A.C. 6A:23A-16.10(c) (3), that no major account or fund has been over expended, and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year. (Att. #10)

4. Report of the Treasurer of School Monies - July 2021

Recommend that the West Orange Board of Education acknowledge and accept the Report of the Treasurer of School Monies for the month of July 2021, which report is in agreement with the Secretary's Report. (Att. # 11)

5. Recommend acceptance of the following donations/awards:

Donor	Recipient	Donation
The Blackbaud Giving Fund obo New York Life and its donors	WOHS	\$60

6. Recommend approval of settlement agreement between the parents of Student #2706091 and the West Orange Board of Education as stipulated in closed session.

7. Recommend approval of the following resolution:

**AWARDING CONTRACTS FOR EMERGENCY PURCHASES**

**WHEREAS**, pursuant to the emergency contract provision of N.J.S.A. 18A:18A-7, the School Business Administrator/Purchasing Agent (hereinafter "School Business Administrator") is authorized to award contracts without public bidding when an emergency affects the health and safety of the school, even though the cost of the work will exceed the District's bid threshold;

**WHEREAS**, the School Business Administrator is satisfied that an emergency exists;

**NOW THEREFORE, BE IT RESOLVED** that upon the recommendation of the Superintendent, the Board of Education in the Township of West Orange, County of Essex, does hereby ratify and approve the emergency contract awards by its Purchasing Agent, pursuant to N.J.S.A. 18A:18A-7 and N.J.A.C. 5:34-6.1 for the remediation of flood damage at Kelly Elementary School to: ServPro, Randolph, NJ; Hazmat Diagnostic, Bloomingdale, NJ; and Ahera Consultants, Oceanville, NJ.

**AND BE IT FURTHER RESOLVED**, that the Board authorizes and directs its School Business Administrator to execute any documents necessary to effectuate this resolution.

8. Recommend approval of proposed Non Public Technology Aid Program expenditures funded through the Office of State Aid Entitlements and Payments to Non Public Schools (not local funds).

School	Description	Amount
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Seton Hall Prep	25 Dell OptiPlex Computers	\$39,776.50
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**D. MISCELLANEOUS**

1. Recommend approval of 2021-2022 Board Goals as per attached. (Att. #12)
2. Recommend approval of the 2021-2022 District Goals as per the attached. (Att. #13)

**XII. PETITIONS AND HEARINGS OF CITIZENS**

**XIII. REPORT FROM THE BOARD PRESIDENT AND/OR BOARD MEMBERS**

**XIV. NEXT BOARD MEETING to be held at 7:30 p.m. on October 4, 2021 at West Orange High School.**

**XV. EXECUTIVE SESSION (as deemed necessary)**

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

**RESOLVED:** The Board of Education adjourns to closed session to personnel, legal and miscellaneous confidential matters. Be it further

**RESOLVED:** The minutes of this closed session will be made public when the need for confidentiality no longer exists.

**XVI. ADJOURNMENT**

# POLICY GUIDE

ADMINISTRATION

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School Employee Vaccination Requirements

Aug 21

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[See **POLICY ALERT No. 225**]

## 1648.13 SCHOOL EMPLOYEE VACCINATION REQUIREMENTS

In accordance with Executive Order No. 253 signed by the Governor of New Jersey on August 23, 2021, the Board shall adopt and maintain a policy that requires all covered workers to either provide adequate proof that they have been fully vaccinated or submit to COVID-19 testing at a minimum of one to two times each week.

This requirement shall take effect on October 18, 2021, at which time any covered workers that have not provided adequate proof to the school district that they are fully vaccinated must submit to COVID-19 testing at a minimum of one to two times each week on an ongoing basis until fully vaccinated.

For purposes of Executive Order 253 and this Policy, “covered workers” shall include all individuals employed by the Board of Education, both full and part-time, including, but not limited to, administrators; teachers; educational support professionals; individuals providing food, custodial, and administrative support services; substitute teachers, whether employed directly by the Board of Education or otherwise contracted; contractors; providers; and any other individuals performing work in the school district whose job duties require them to make regular visits to the school district, including volunteers. Covered workers do not include individuals who visit the school district only to provide one-time or limited duration repairs, services, or construction.

A covered worker shall be considered “fully vaccinated” for COVID-19 two weeks or more after they have received the second dose in a two-dose series or two weeks or more after they have received a single-dose vaccine. Individuals will only be considered fully vaccinated after they have received a COVID-19 vaccine that is currently authorized for Emergency Use Authorization (EUA) by the United States Food and Drug Administration (FDA) or the World Health Organization (WHO), or that are approved for use by the same.

Workers who are not fully vaccinated, or for whom vaccination status is unknown, or who have not provided sufficient proof of documentation, shall be considered unvaccinated in accordance with the provisions of Executive Order 253.



# POLICY GUIDE

## ADMINISTRATION

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### School Employee Vaccination Requirements

Covered workers shall demonstrate proof of full vaccination status by presenting any of the following documents if they list COVID-19 vaccines currently authorized for EUA by the FDA or the WHO, or that are approved for use by the same, along with an administration date for each dose:

1. The Centers for Disease Control and Prevention (CDC) COVID-19 Vaccination Card issued to the vaccine recipient by the vaccination site, or an electronic or physical copy of the same;
2. Official record from the New Jersey Immunization Information System (NJIS) or other State immunization registry;
3. A record from a health care provider's portal/medical record system on official letterhead signed by a licensed physician, nurse practitioner, physician's assistant, registered nurse, or pharmacist;
4. A military immunization or health record from the United States Armed Forces; or
5. Docket mobile phone application record or any State specific application that produces a digital health record.

The Board of Education's collection of vaccination information from covered workers shall comport with all Federal and State laws, including, but not limited to, the Americans with Disabilities Act, that regulate the collection and storage of that information.

To satisfy the testing requirement of Executive Order 253 and this Policy, an unvaccinated covered worker must undergo screening testing at a minimum of one to two times each week, to be determined by the Superintendent of Schools.

An unvaccinated covered worker is required to submit proof of a COVID-19 test. The unvaccinated covered worker may choose either antigen or molecular tests that have EUA by the FDA or are operating per the Laboratory Developed Test requirements by the U.S. Centers for Medicare and Medicaid Services.

Where a Board of Education provides the unvaccinated covered worker with on-site COVID-19 test(s), the school district may similarly elect to administer or provide access to either an antigen or molecular test.



# POLICY GUIDE

ADMINISTRATION

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## School Employee Vaccination Requirements

If the covered worker is not working on-site in the school district during a week when testing would otherwise be required, the Superintendent or designee may not require the worker to submit to testing for that week. This requirement shall not supplant any requirement imposed by the Board of Education regarding diagnostic testing of symptomatic workers or screening testing of vaccinated workers.

The Board of Education shall track test results required by Executive Order 253 and must report those results to the local public health department.

Nothing in Executive Order 253 and this Policy shall prevent a Board of Education from revising this Policy to include additional or stricter requirements, as long as such revisions comport with the minimum requirements of Executive Order 253.

Executive Order 253 authorizes the Commissioner of the Department of Health (DOH) to issue a directive supplementing the requirements outlined in Executive Order 253, which may include, but not be limited to, any requirements for reporting vaccination and testing data to the DOH. Actions taken by the Commissioner of the DOH pursuant to Executive Order 253 shall not be subject to the requirements of the Administrative Procedure Act, N.J.S.A. 52:14B-1 et seq.

This Policy shall be supplemented by Policy 1648.11 – Appendix A, which shall include the school district's protocols implementing the provisions of this Policy.

The Superintendent is authorized to implement revisions to provisions in this Policy based on any subsequent Executive Orders or any additional mandates that affect any provisions of this Policy. Any such revisions in this Policy shall be submitted by the Superintendent to the Board of Education for ratification if the Board cannot approve such revisions before the effective date.

Executive Order 253 – August 23, 2021

Adopted:



## Second Reading/Adoption Board Policies September 20, 2021

<b>POLICY #</b>	<b>POLICY TITLE</b>
<b>0000</b>	<b>BYLAWS</b>
0153	Annual Appointments
<b>2000</b>	<b>PROGRAM</b>
2270	Religion in the Schools
2312	Class Size
2330	Homework
2415.30	Title I – Education Stability for Children in Foster Care (M)
2416	Programs for Pregnant Students (M)
2431	Athletic Competition (M)
<b>4000</b>	<b>SUPPORT STAFF MEMBERS</b>
4159	Support Staff Member/School District Reporting Responsibilities
4161	Examination for Cause
4212	Attendance
4230	Outside Activities
4233	Political Activities
4282	Use of Social Networking Sites
4321	Acceptable Use of Computer Network(s)/Computers and Resources by Support Staff Members
<b>5000</b>	<b>STUDENTS</b>
5111	Eligibility of Resident/Nonresident Students (M)
5240	Tardiness
5320	Immunization
5511	Dress and Grooming
5514	Student Use of Vehicles on School Grounds
5850	Social Events and Class Trips
<b>6000</b>	<b>FINANCE</b>
6150	Tuition Income
<b>7000</b>	<b>PROPERTY</b>
7435	Alcoholic Beverages on School Grounds
<b>8000</b>	<b>OPERATIONS</b>
8110	Attendance Areas
8130	School Organization (M)
8220	School Day (M)
8330	Student Records (M)
8350	Records Retention
<b>9000</b>	<b>COMMUNITY</b>
9181	Volunteer Athletic Coaches and Co-Curricular Activity Advisors/Assistants
9190	Community Organizations
9200	Cooperation Between Parents and School
9242	Use of Electronic Signatures
9280	Parent Conferences

### Additional Teaching Assignments

Name	Location	Position	Guide	Step	Salary	Effective Dates
Jennifer Brewer	Edison	Science Leave Replacement-Troya	BA	14	\$59.62 per diem	9/20/21 - 1/31/22
Karissa Carsten	Edison	Science Leave Replacement-Troya	MA	7	\$57.25 per diem	9/20/21 - 1/31/22
William Fatica	Edison	Science Leave Replacement-Troya	BA	4	\$52.35 per diem	9/20/21 - 1/31/22
Stephanie Rosario	Edison	Science Leave Replacement-Troya	BA+30	6	\$55.81 per diem	9/20/21 - 1/31/22
Lizandra Geraldo	Roosevelt	Mathematics Leave Replacement-Cerutti	BA	3	\$51.96 per diem	9/9/21 – 1/31/22
Lisa Rocha	Roosevelt	Mathematics Leave Replacement-Cerutti	BA+30	17	\$96.07 per diem	9/9/21 – 1/31/22
Salma Hassan	Roosevelt	Mathematics Vacancy-Bauer	MA	3	\$55.49 per diem	9/9/21 - TBD
Alyssa Cowan	Roosevelt	Special Education Vacancy-Bauer	MA+45	14	\$79.49 per diem	9/9/21 - TBD
Nicole Eoon	Roosevelt	Special Education / Mathematics Vacancy-Bauer	MA+30	8	\$65.55 per diem	9/9/21 - TBD
Karen Gleason	Roosevelt	Science Leave Replacement-Jennings	BA	17	\$84.17 per diem	9/9/21 – 12/23/21
Tracey Nardone	Roosevelt	Special Education Leave Replacement-Jennings	MA+45	17	\$110.90 per diem	9/9/21 – 12/23/21
Tracey Gordon	Roosevelt	Science Vacancy-Jennings amended from Leave Replacement	BA+15	17	\$91.94 per diem amended from \$89.41	9/9/21 - TBD amended from 9/1/21 - 12/23/21
Rebecca Kalenak	Roosevelt	Science Vacancy-Jennings	MA	13	\$61.59 per diem	9/9/21 - TBD
Hillary Rubenstein	Roosevelt	Science Vacancy-Jennings	MA	16	\$78.68 per diem	9/9/21 - TBD
Diane Varela	Roosevelt	Science Vacancy-Jennings	BA+30	17	\$101.48 per diem	9/9/21 - TBD
Michael DeAngelis	WOHS	Science Vacancy-Newman	BA+15	17	\$84.45 per diem	9/9/21 - TBD
Daniel Duca	WOHS	Science Vacancy-Newman	DR	17	\$109.05 per diem	9/9/21 - TBD
Nicola Myrie-Cureton	WOHS	Science Vacancy-Newman	MA	14	\$66.50 per diem	9/9/21 - TBD
Eric Sternberg	WOHS	Science Vacancy-Newman	MA+45	17	\$101.29 per diem	9/9/21 - TBD

## Buildings Grounds Stipends to be Paid in Two Installments: December 2021 and June 2022

First	Last	DOH	Black Seal	Forklift	HVAC	Journeyman	Electrical	Locksmith	Location
Timothy	Allen	3/1/2004	\$ 700.00	\$ 150.00	\$ -	\$ -	\$ -	\$ -	Grounds
Rosa	Ardon	8/12/2003	\$ 700.00	\$ -	\$ -	\$ -	\$ -	\$ -	Roosevelt
Carmine	Bassolino	6/23/2021	\$ 700.00	\$ -	\$ -	\$ -	\$ -	\$ -	Grounds
Luz	Bermudez	7/1/2008	\$ 700.00	\$ -	\$ -	\$ -	\$ -	\$ -	Redwood
Edward	Cassidy	5/10/1988	\$ 1,150.00	\$ 150.00	\$ -	\$ -	\$ -	\$ -	WOHS
Henry	Charles	4/17/1991	\$ 1,150.00	\$ -	\$ -	\$ -	\$ -	\$ -	WOHS
Elmer	Ciamillo	7/1/2000	\$ 700.00	\$ 150.00	\$ -	\$ -	\$ -	\$ -	Grounds
Gerard	Companion, Jr.	4/13/2009	\$ 700.00	\$ 150.00	\$ -	\$ -	\$ -	\$ -	Hazel
Gerard	Companion, Sr.	5/1/2001	\$ 700.00	\$ -	\$ -	\$ -	\$ -	\$ -	Kelly
Gustavo	Contreras	2/23/2015	\$ 700.00	\$ -	\$ -	\$ -	\$ -	\$ -	Gregory
Raul	Contreras Veloz	5/4/2010	\$ 700.00	\$ 150.00	\$ -	\$ -	\$ -	\$ -	Grounds
Maria	Cruz	5/1/2000	\$ 700.00	\$ -	\$ -	\$ -	\$ -	\$ -	Redwood
Delmi	Cruz	2/1/2005	\$ 700.00	\$ -	\$ -	\$ -	\$ -	\$ -	WOHS
Alexander	Espinoza	8/1/1991	\$ 1,150.00	\$ -	\$ -	\$ -	\$ -	\$ -	Washington
Cesar	Esquivel	3/2/2009	\$ 700.00	\$ 150.00	\$ -	\$ -	\$ -	\$ -	Grounds
Michael	Facchiano	8/1/1991	\$ 1,150.00	\$ 150.00	\$ -	\$ -	\$ -	\$ -	Administration
Juan	Febrero Alves	2/11/2020	\$ 700.00	\$ -	\$ -	\$ -	\$ -	\$ -	Edison
Antonio	Fernandez-Batista	7/19/2006	\$ 700.00	\$ -	\$ -	\$ -	\$ -	\$ -	Gregory
Joseph	Ferville	9/6/2016	\$ 700.00	\$ -	\$ -	\$ -	\$ -	\$ -	Roosevelt
Juan	Flores	5/15/2006	\$ 700.00	\$ 150.00	\$ -	\$ -	\$ -	\$ -	Grounds
Noah	Formey	4/7/2014	\$ 700.00	\$ -	\$ 1,500.00	\$ -	\$ -	\$ -	Maintenance
Rosa	Gomez	11/16/2005	\$ 700.00	\$ -	\$ -	\$ -	\$ -	\$ -	Liberty
Luis	Grajales	9/23/2019	\$ 700.00	\$ -	\$ -	\$ -	\$ -	\$ -	Grounds
Mercedes	Hidalgo	2/10/2015	\$ 700.00	\$ -	\$ -	\$ -	\$ -	\$ -	WOHS
Marcelous	Hockaday	10/30/2017	\$ 700.00	\$ -	\$ -	\$ -	\$ -	\$ -	Redwood
Michael	Housel	7/13/2015	\$ 700.00	\$ 150.00	\$ -	\$ -	\$ -	\$ -	WOHS
Brian	Kearns	8/30/2013	\$ 700.00	\$ 150.00	\$ -	\$ -	\$ -	\$ -	Administration
Fazal	Khan	7/18/1994	\$ 1,150.00	\$ -	\$ -	\$ -	\$ -	\$ -	Hazel
Juan	Lopez	9/6/2016	\$ 700.00	\$ -	\$ -	\$ -	\$ -	\$ -	Grounds
Christian	Lopez	7/1/2014	\$ 700.00	\$ 150.00	\$ -	\$ -	\$ -	\$ -	Washington
Claudy	Louigene	1/15/2005	\$ 700.00	\$ -	\$ -	\$ -	\$ -	\$ -	WOHS
Aracelio	Mantilla	1/10/2006	\$ 700.00	\$ -	\$ -	\$ -	\$ -	\$ -	Mt. Pleasant
Margie	Cummings	7/1/2019	\$ 700.00	\$ -	\$ -	\$ -	\$ -	\$ -	St. Cloud
Ike	Martin	1/3/2006	\$ 700.00	\$ -	\$ -	\$ -	\$ -	\$ -	Grounds
Nicholas	McCormick	7/16/2012	\$ 700.00	\$ 150.00	\$ -	\$ 1,500.00	\$ -	\$ -	Maintenance
Maire	Meme	9/19/2017	\$ 700.00	\$ -	\$ -	\$ -	\$ -	\$ -	Mt. Pleasant
Brano	Micic	2/1/2001	\$ 700.00	\$ -	\$ -	\$ -	\$ -	\$ -	WOHS
Zeljko	Miric	7/1/2000	\$ 700.00	\$ -	\$ -	\$ -	\$ -	\$ -	St. Cloud
Gordana	Miric	7/1/2000	\$ 700.00	\$ -	\$ -	\$ -	\$ -	\$ -	WOHS
Moshe	Mitchell	9/4/2012	\$ 700.00	\$ -	\$ -	\$ -	\$ -	\$ -	Roosevelt



## Buildings Grounds Stipends to be Paid in Two Installments: December 2021 and June 2022

First	Last	DOH	Black Seal	Forklift	HVAC	Journeyman	Electrical	Locksmith	Location
Fernando	Molina	4/2/2007	\$ 700.00	\$ -	\$ -	\$ -	\$ -	\$ -	WOHS
Nicholas	Munoz	10/1/2010	\$ 700.00	\$ -	\$ -	\$ -	\$ -	\$ -	Administration
Gerard	Narcisse	5/1/1993	\$ 1,150.00	\$ -	\$ -	\$ -	\$ -	\$ -	WOHS
Jonathan	Nelson	5/17/2021	\$ 700.00	\$ -	\$ -	\$ -	\$ -	\$ -	Maintenance
Marco	Ortiz Lopez	7/1/2019	\$ 700.00	\$ -	\$ -	\$ -	\$ -	\$ -	St. Cloud
Vito	Pantaleo	10/13/1998	\$ 1,150.00	\$ -	\$ -	\$ -	\$ -	\$ -	Liberty
Ramon	Perez	7/1/2006	\$ 700.00	\$ 150.00	\$ -	\$ -	\$ -	\$ -	Maintenance
Jose	Perez	9/1/2006	\$ 700.00	\$ 150.00	\$ -	\$ -	\$ -	\$ -	WOHS
Leonides	Perez Velez	10/8/2013	\$ 700.00	\$ -	\$ -	\$ -	\$ -	\$ -	WOHS
Claudio	Raglievich	10/11/1999	\$ 700.00	\$ -	\$ -	\$ -	\$ -	\$ -	Kelly
Vladimir	Rotbaum	7/1/2006	\$ 700.00	\$ -	\$ -	\$ -	\$ -	\$ -	Edison
Robert	Sabino	2/10/2015	\$ 700.00	\$ -	\$ -	\$ -	\$ -	\$ -	BMELC
Juan	Saker	1/1/2006	\$ 700.00	\$ -	\$ -	\$ -	\$ -	\$ -	Roosevelt
Angela	Salazar	11/12/2006	\$ 700.00	\$ -	\$ -	\$ -	\$ -	\$ -	Liberty
Carlos	Salazar	1/1/2006	\$ 700.00	\$ 150.00	\$ -	\$ -	\$ -	\$ -	WOHS
Larry	Sanders	7/1/2015	\$ 700.00	\$ -	\$ -	\$ -	\$ -	\$ -	Mt. Pleasant
Ghassan	Shakshir	12/9/2015	\$ 700.00	\$ -	\$ -	\$ -	\$ -	\$ -	Liberty
James	Smith	3/1/1993	\$ 1,150.00	\$ -	\$ -	\$ -	\$ -	\$ -	Redwood
Nicholas	Szoke	2/21/2017	\$ 700.00	\$ 150.00	\$ -	\$ -	\$ -	\$ -	Maintenance
William	Temple	11/1/2000	\$ 700.00	\$ 150.00	\$ -	\$ -	\$ -	\$ -	Maintenance
Edwin	Torres	7/7/2011	\$ 700.00	\$ -	\$ -	\$ -	\$ -	\$ -	Gregory
Luz	Vaneges	1/1/2006	\$ 700.00	\$ -	\$ -	\$ -	\$ -	\$ -	Liberty
Giovanni	Veloze	1/15/2005	\$ 700.00	\$ -	\$ -	\$ -	\$ -	\$ -	Edison
Richard	Walsh	10/9/2013	\$ 700.00	\$ 150.00	\$ 1,500.00	\$ -	\$ -	\$ -	Maintenance
Robert	Williams	8/21/2013	\$ 700.00	\$ -	\$ -	\$ -	\$ -	\$ -	Washington
Glen	Wnek	8/1/1986	\$ 1,150.00	\$ -	\$ -	\$ -	\$ -	\$ -	Kelly

**Board of Education Field Trip Destination Approval  
2021- 2022 School Year**

9.20.21

**West Orange Public Schools**

<b>School</b>	<b>Address</b>	<b>City</b>	<b>State</b>
Betty Maddalena Early Learning Center	747 Northfield Avenue	West Orange	NJ
Gregory Elementary School	301 Gregory Avenue	West Orange	NJ
Hazel Elementary School	45 Hazel Avenue	West Orange	NJ
Kelly Elementary School	555 Pleasant Valley Way	West Orange	NJ
Mt. Pleasant Elementary School	9 Manger Road	West Orange	NJ
Redwood Elementary School	75 Redwood Avenue	West Orange	NJ
St. Cloud Elementary School	71 Sheridan Avenue	West Orange	NJ
Washington Elementary School	289 Main St.	West Orange	NJ
Edison Middle School	75 William Street	West Orange	NJ
Liberty Middle School	1 Kelly Drive	West Orange	NJ
Roosevelt Middle School	35 Gilbert Street	West Orange	NJ
West Orange High School	51 Conforti Avenue	West Orange	NJ

**Trip Destinations**

<b>Destination</b>	<b>Address</b>	<b>City</b>	<b>State</b>
69th Regiment Armory	68 Lexington Ave.	NYC	NY
9/11 Memorial	180 Greenwich Street	New York	NY
AC Hotel (Marriott)	727 East Market Street	Louisville	KY
Alaris Health at St. Mary's	135 Center Street	Orange	NJ
Alstead Farms	1 Alstede Farms Lane	Chester	NJ
AMC Movie Theater	145 NJ-10	East Hanover	NJ
American Ballet Theater	890 Broadway	New York	NY
American Museum of Natural History	79th Street and Central Park West	New York City	NY
Aquatic Obsessions	1150 St. Georges Avenue	Avenel	NJ

Atlantic City Convention Center	1 Convention Boulevard	Atlantic City	NJ
August Wilson Theatre	245 West 52nd Street	New York	NY
Barnes and Noble	Livingston Mall	Livingston	NJ
Bergen Performing Arts Center	30 N Van Brunt Street	New York	NY
Bloomfield College	467 Franklin Street	Bloomfield	NJ
Bloomfield High School	160 Broad Street	Bloomfield	NJ
Boyertown Area Senior High School	120 Monroe Street	Boyertown	PA
Born to Run Farm	129 Mountain Road	Glen Gardner	NJ
Branchburg Central MS	220 Baird Road	Branchburg	NJ
Bridgeton High School	111 West Avenue N	Bridgeton	NJ
Bridgewater Marriott	700 Commons Way	Bridgewater	NJ
Bridgewater Raritan High School	600 Garretson Road	Bridgewater	NJ
Broadway Show & Broadway Classroom	729 7th Avenue	New York	NY
Bronx Zoo	2300 Southern Boulevard	Bronx	NY
Broadhurst Theatre	235 West 44th Street	New York	NY
Brooklyn Academy of Music	30 Lafayette Street	Brooklyn	NY
Brooklyn Cruise Terminal	72 Bowne Street	Brooklyn	NY
Bruno Walter Auditorium, Lincoln Center	111 Amsterdam Avenue	New York	NY
Buehler Challenger & Science Center	400 Paramus Road	Paramus	NJ
Burger King (Community Based Instruction- ADL Skills)	432 Pleasant Valley Way	West Orange	NJ
Burlington County Institute of Technology	10 Hawkin Road	Medford	NJ
Cafe Cafe	274 Chestnut Street	Newark	NJ
Caldwell University	120 Bloomfield Ave	Caldwell	NJ
Camden County Technical Schools	343 Berlin Cross Keys Road	Sicklerville	NJ
Camp Bernie	327 Turkey Top Road	Port Murray	NJ
Camp Lake Owego	1687 Route 6	Greeley	PA
Canarsie High School	1600 Rockaway Parkway	Brooklyn	NY
Carnegie Hall	881 7th Avenue	New York	NY
Canterbury Village	33 Mount Pleasant Avenue	West Orange	NJ
Capital One Field Maryland University Stadium	605 Pequest Road	Oxford	NJ

Chatham High School	255 Lafayette Avenue	Chatham	NJ
Cherry Hill High School East	1750 Kresson Road	Cherry Hill	NJ
China Institute	100 Washington Street	New York	NY
Clifton High School	333 Colfax Avenue	Clifton	NJ
CNN Headquarters	10 Columbus Circle	New York	NY
College of Saint Elizabeth	2 Convent Road	Morristown	NJ
Colonial Williamsburg	105 Visitor Center Drive	Williamsburg	VA
Community Food Bank of New Jersey	31 Evans Terminal	Hillside	NJ
County College of Morris - Longo Planetarium	214 Center Grove Road	Randolph	NJ
Courtyard Philadelphia Downtown Marriott	21 N Juniper Street	Philadelphia	PA
Crowne Plaza	2349 Marlton Pike	Cherry Hill	NJ
Cumberland County Technology Education Center	3400 College Drive	Vineland	NJ
Daughters Of Israel Nursing Home	1155 Pleasant Valley Way	West Orange	NJ
David Geffen Hall	10 Lincoln Center Plaza	New York	NY
David H. Koch Theater	20 Lincoln Center Plaza	New York	NY
Degnan Park	650 Pleasant Valley Way	West Orange	NJ
DeVry University	630 U.S. Highway One	North Brunswick	NJ
Dieruff High School	815 North Irving Street	Allentown	PA
Discovery Times Square	226 West 44th Street	New York	NY
Dollar Tree	Prospect Shopping Center	West Orange	NJ
Don Bosco Preparatory High School	492 Franklin Turnpike	Ramsey	NJ
Dorney Park & Wildwater Kingdom	3830 Dorney Park Road	Allentown	PA
Doubletree by Hilton Hotel Williamsburg	50 Kingsmill Road	Williamsburg	VA
Doubletree by Hilton Hotel Washington DC - Crystal City	300 Army Navy Drive	Arlington	VA
Drew University	36 Madison Avenue	Madison	NJ
Dunkin Donuts (Community Based Instruction)	442 Pleasant Valley Way	West Orange	NJ
Eastern State Penitentiary Museum	2027 Fairmount Avenue	Philadelphia	PA
Edison High School	50 Boulevard of the Eagles	Edison	NJ
Ellis Island/Statue of Liberty	1 Audrey Zapp Drive	Jersey City	NJ
Environmental Center	621 Eagle Rock Avenue	Roseland	NJ

ESPN Wide World of Sports	700 South Victory Way	Orlando	FL
Essex County College- HBCU College Fair	303 University Avenue	Newark	NJ
Essex County Environmental Center	621 Eagle Rock Avenue	Roseland	NJ
Essex County Schools of Technology	60 Nelson Place 1 North	Newark	NJ
Essex County Veterans Courthouse	50 W. Market Street	Newark	NJ
Fairfield Farms	177 Big Piece Road	Fairfield	NJ
Fairleigh Dickinson University- Florham Park Campus	285 Madison Avenue	Madison	NJ
Fairleigh Dickinson University- Florham Park Campus	175 Park Avenue	Florham Park	NJ
Fairleigh Dickinson University- Teaneck Campus	1000 River Road	Teaneck	NJ
Fairview Lakes YMCA	1035 Fairview Lake Road	Stillwater	NJ
FEA Conference Center	12 Centre Drive	Monroe Township	NJ
Fire Department	415 Valley Road	West Orange	NJ
Fleetwood Area High School	803 N. Richmond Street	Fleetwood	PA
Fleetwood Area Middle School	803 North Richmond Street	Fleetwood	PA
Foley Field (Bloomfield HS)	John F. Kennedy Drive North	Bloomfield	NJ
Ford Mansion-Washington's Headquarters	30 Washington Place	Morristown	NJ
Forest Lodge	11 Reinman Road	Warren	NJ
Fosterfields	73 Kahdena Road	Morristown	NJ
Francis Lewis High School	58-20 Utopia Parkway	Fresh Meadows	NY
Franklin High School	500 Elizabeth Avenue	Somerset	NJ
Franklin Mineral Museum	32 Evans Street	Franklin	NJ
Freedom High School	3149 Chester Avenue	Bethlehem	PA
Freehold High School	2 Robertsville Road	Freehold	NJ
Frog Bridge	7 Yellow Meetinghouse Road	Millstone	NJ
Funplex	182 NJ-10	East Hanover	NJ
Genius Gems	215 Millburn Avenue	Millburn	NJ
Geophysical Fluid Dynamics Laboratory	201 Forrestal Road	Princeton	NJ
Ginny Duenkel Pool	60 Cherry Street	West Orange	NJ
Glass Roots	10 Bleeker Street	Newark	NJ
Gloucester County Institute of Technology	1360 Tanyard Road	Sewell	NJ

Google Headquarters	111 Eighth Avenue	New York City	NY
Great Swamp Wildlife Refuge and Raptor Trust	32 Pleasant Plains Road	Basking Ridge	NJ
Green Hill Nursing Home	103 Pleasant Valley Road	West Orange	NJ
Grounds for Sculpture	80 Sculptors Way	Hamilton	NJ
Hackensack Meadowlands Conservation and Wildlife Area	Carlstadt	Carlstadt	NJ
Hampton National Historic Site	535 Hampton Lane	Towson	MD
Hightstown High School	25 Leshin Lane	Hightstown	NJ
Hillsborough HS	466 Raider Boulevard	Hillsborough	NJ
Hilton Alexandria Mark Center	5000 Seminary Road	Alexandria	VA
Historic Ships	301 East Pratt Street	Baltimore	MD
Hornblower Cruises and Events	Chelsea Piers, Pier 62	New York	NY
Hunter College	695 Park Avenue	New York	NY
Hunterdon Central High School	84 NJ-31	Flemington	NJ
Imagine That!! Children's Museum	4 Vreeland Road	Florham Park	NJ
Immigrant New York - Walking Tour	City Hall (Broadway & Park Row)	New York City	NY
Imperial Theatre	249 West 45 Street	New York	NY
Instrumental Demonstration Trip	51 Conforti Avenue	West Orange	NJ
Intrepid Sea, Air & Space Museum	Pier 86, West 46th Street	New York	NY
Irvington High School	1253 Clinton Avenue	Irvington	NJ
Italian American Museum	155 Mulberry Street	New York	NY
Jackson Liberty High School	125 N Hope Chapel Road	Jackson Township	NJ
James Caldwell High School	265 Westville Avenue	Caldwell	NJ
Jefferson Township High School	1010 Weldon Road	Oak Ridge	NJ
Jenkinson's Aquarium	300 Ocean Avenue	Point Pleasant	NJ
JFK Johnson Rehabilitation Institute	70 James Street	Edison	NJ
Jockey Hollow	30 Washington Place	Morristown	NJ
John F. Kennedy High School	61-127 Preakness Avenue	Paterson	NJ
John P. Stevens High School	855 Grove Avenue	Edison	NJ
Joint Base McGuire-Dix-Lakehurst	3021 McGuire Boulevard	McGuire AFB	NJ
Joyce Theatre	175 8th Avenue	New York	NY

Kentucky Exposition Center	937 Phillips Lane	Louisville	KY
Kessler Institute for Rehabilitation	1199 Pleasant Valley Way	West Orange	NY
Kinnelon High School	121 Kinnelon Road	Kinnelon	NJ
Kutztown University	15200 Kutztown Road	Kutztown	PA
Lakota Wolf Preservation	89 Mt. Pleasant Road	Columbia	NJ
Lehigh University	27 Memorial Drive W	Bethlehem	PA
Liberty Science Center	222 Jersey City Blvd	Jersey City	NJ
Lily Yep Table Tennis Center	370 North Avenue	Dunellen	NJ
Lincoln Center - Bruno Walter Auditorium	111 Amsterdam Avenue	New York	NY
Lincoln Center - Clark Studio Theatre	165 West 65th	New York City	NY
Lincoln Memorial	2 Lincoln Memorial Circle NW	Washington	DC
Livingston Bagel	37 E Northfield Road	Livingston	NJ
Livingston Diner	300 E Northfield Road	Livingston	NJ
Livingston High School	30 Robert Harp Drive	Livingston	NJ
Livingston Mall	112 Eisenhower Parkway	Livingston	NJ
Livingston YMCA	321 S Livingston Avenue	Livingston	NJ
Ludlow High School	500 Chapin Street	Ludlow	MA
Luna Stage	555 Valley Road	West Orange	NJ
Martin Luther King Jr. Memorial	1964 Independence Avenue SW	Washington	DC
Matawan Regional High School	450 Atlantic Avenue	Aberdeen Township	NJ
Mayfair Farms	481 Eagle Rock Avenue	West Orange	NJ
Mayo Performing Arts Center	100 South Street	Morristown	NJ
McDonalds	102-108 US-206	Stanhope	NJ
Medieval Times	149 Polito Avenue	Lyndhurst	NJ
Mercer County Community College	1200 Old Trenton Road	West Windsor Township	NJ
Mercer County Tech School	1085 Old Trenton Road	Trenton	NJ
Mercer County Vocational School District (Sypek Campus)	129 Bull Run Road	Pennington	NJ
MetLife Stadium	1 Metlife Stadium Drive	East Rutherford	NJ
Metropolitan Museum of Art	1000 Fifth Avenue	New York	NY
Metropolitan Opera House	One Lincoln Plaza	New York	NY

Metropolitan Opera House in New York	30 Lincoln Center Plaza	New York	NY
Microsoft Office	11 Time Square	New York	NY
Michael's	410 Route 10	East Hanover	NJ
Middlesex County College	2600 Woodbridge Avenue	Edison	NJ
Millburn High School	462 Millburn Avenue	Millburn	NJ
Monmouth University	400 Cedar Avenue	West Long Branch	NJ
Monroe Township High School	200 Schoolhouse Road	Monroe Township	NJ
Montclair Art Museum	3 South Mountain Avenue	Montclair	NJ
Montclair History Center	108 Orange Road	Montclair	NJ
Montclair State University	1 Normal Avenue	Montclair	NJ
Montville High School	100 Horseneck Road	Montville	NJ
Morris County College - Longo Planetarium	214 Center Grove Road	Randolph	NJ
Morris Knolls High School	50 Knoll Drive	Rockaway	NJ
Morris Museum	6 Normandy Heights Road	Morristown	NJ
Morristown High School	50 Early Street	Morristown	NJ
Mount Olive High School	18 Corey Road	Flanders	NJ
Mountain Lakes High school	96 Powerville Road	Mountain Lakes	NJ
MSNBC	30 Rockefeller Plaza	New York	NY
Montclair State University	1 Normal Avenue	Montclair	NJ
Museum of Modern Art	11 West 53rd Street	New York City	NY
Museum of Natural History	Central Park West at 79th Street	New York	NY
Museum of American Finance	48 Wall Street	New York	NY
Museum of the American Revolution	101 S. 3rd Street (at Chestnut Street)	Philadelphia	PA
Music Box Theatre	239 West 45th Street	New York	NY
National Constitution Center	525 Arch Street	Philadelphia	PA
National Geographic Encounter Odyssey	226 West 44th Street	New York	NY
National Museum of Mathematics	11 East 26th Street	New York	NY
Natural History Museum	Central Park West & 79th Street	New York	NY
NC A&T University	Belt Stadium Road	Greensboro	NC
Newark Symphony Hall	1020 Broad Street	Newark	NJ



New Jersey Performing Arts Center (NJPAC)	1 Center Street	Newark	NJ
New Jersey Sea Grant Consortium	22 Magruder Road	Fort Hancock	NJ
New Jersey Institute of Technology	323 Dr. Martin Luther King Blvd	Newark	NJ
New Jersey Medical School	185 South Orange Avenue	Newark	NJ
New Jersey State House	125 West State Street	Trenton	NJ
New York Botanical Gardens	2900 Southern Boulevard	Bronx	NY
New York City Hall	City Hall Park	New York	NY
Newark Museum	49 Washington Street	Newark	NJ
New Jersey National Guard Armory	1299 Pleasant Valley Way	West Orange	NJ
NJ PAC	1 Center Street	Newark	NJ
NJSIAA Individual State Wrestling Championship	2301 Boardwalk	Atlantic City	NJ
Northern Valley Regional High School - Old Tappan	100 Central Avenue	Old Tappan	NJ
Novartis Pharmaceuticals	1 Health Plaza	East Hanover	NJ
Ocean Institute	Magruder Road	Highlands	NJ
Old Barracks Museum	101 Barrack Street	Trenton	NJ
One World Observatory	285 Fulton Street	New York	NY
Ort Farms	25 Bartley Road	Long Valley	NJ
Paramus High School	99 E Century Road	Paramus	NJ
Palace Theatre	1564 Broadway	New York	NY
Panera Bread	Essex Green	West Orange	NJ
Parsippany Hills High School	20 Rita Drive	Morris Plains	NJ
Paper Mill Playhouse	22 Brookside Drive	Millburn	NJ
Passaic County Technical Institute	45 Reinhardt Road	Wayne	NJ
Pax Amicus Castle Theatre	23 Lakeshore Road	Budd Lake	NJ
Pequest Trout Hatchery & Natural Resource Ed Ctr	605 Pequest Road	Oxford	NJ
Petsmart	190 Rt. 10 West	East Hanover	NJ
Philadelphia Museum of Art	2600 Benjamin Franklin Parkway	Philadelphia	PA
Phillipsburg High School	1 Stateliner Boulevard	Phillipsburg	NJ
Picatinny Arsenal	213 NJ-15	Wharton	NJ
Pine Forest Camp	185 Pine Forest Road	Greeley	PA

Pine Manor	2085 Route 27	Edison	NJ
Piscataway High School	100 Behmer Road	Piscataway	NJ
Pope John High School	28 Andover Road	Sparta	NJ
Pride Expo in Education Performance	112 Eisenhower Parkway	Livingston	NJ
Prudential Center	25 Lafayette Street	Newark	NJ
Rahway High School	1012 Madison Avenue	Rahway	NJ
Ramapo College of New Jersey	505 Ramapo Valley Road	Mahwah	NJ
Randolph High School	511 Millbrook Avenue	Randolph	NJ
Reading Terminal Market	51 N 12th Street (at Arch Street)	Philadelphia	PA
Redwood Elementary School	75 Redwood Avenue	West Orange	NJ
Reeves Reed Arboretum	165 Hobart Avenue	Summit	NJ
Region Choir Auditions	99 E. Century Road	Paramus	NJ
Repertorio Español	138 E 27th Street	New York	NY
Rider University	2083 Lawrenceville Road	Lawrenceville	NJ
Ridge High School	268 S. Finley Avenue	Basking Ridge	NJ
Robbinsville High School	155 Robbinsville Edinburg Road	Robbinsville	NJ
Roxbury High School	1 Bryant Drive	Succasunna	NJ
Rutgers New Jersey Medical School	185 South Orange Avenue	Newark	NJ
Rutgers University - Cook Campus	100 George Street	New Brunswick	NJ
Rutgers University - New Brunswick	33 Livingston Avenue	New Brunswick	NJ
Rutgers University - Piscataway	98 Brett Road	Piscataway	NJ
Rutgers University - New Brunswick	88 Lipman Drive	New Brunswick	NJ
Rutgers University- Newark	195 University Avenue	Newark	NJ
Saddle Brook High School	355 Mayhill Street	Saddle Brook	NJ
Saint Barnabas Medical Center	94 Old Short Hills Road	Livingston	NJ
Saint Peter's Preparatory School	144 Grand Street	Jersey City	NJ
Scotch Plains-Fanwood High School	667 Westfield Road	Scotch Plains	NJ
Screamin Parties (Community Based Instruction)	271 Route 22 East	Springfield	NJ
Shoprite	Essex Green	West Orange	NJ
Six Flags New England (Music in the Parks Adjudication)	1623 Main Street	Agawam	MA

Solomon R. Guggenheim Museum	1071 5th Avenue	New York	NY
Somerset County Vocational & Technical Schools	14 Vogt Drive	Bridgewater	NJ
Somerville HS	222 Davenport Street	Somerville	NJ
South Brunswick HS	750 Ridge Road	Monmouth Junction	NJ
South Orange Middle School	70 N Ridgewood Road	South Orange	NJ
South Orange Performing Arts Center	1 SOPAC Way	South Orange	NJ
Sparta High School	70 West Mountain Road	Sparta	NJ
Spirit of New Jersey	1500 Harbor Boulevard	Weehawken	NJ
Stabler Arena at Lehigh University	124 Goodman Dr S	Bethlehem	PA
State House	125 W State Street	Trenton	NJ
State House/Old Barracks Museum	101 Barrack Street	Trenton	NJ
State House/Old Barracks Museum	125 West State Street	Trenton	NJ
Sterling Hill Mine Museum	30 Plant Street	Ogdensburg	NJ
Stevens Institute of Technology	1 Castle Point Terrace	Hoboken	NJ
Stoney Hill Farm Market	15 North Road	Chester	NJ
Summit Ridge Center	20 Summit Street	West Orange	NJ
Summit High School	125 Kent Place Boulevard	Summit	NJ
Sussex County Technical School	105 N Church Road	Sparta Township	NJ
The Clark Studio Theatre at Lincoln Center	165 W 65th Street	New York	NY
The College of New Jersey	2000 Pennington Road	Ewing	NJ
The Drawing Center	35 Wooster Street	New York	NY
The Essex County Environmental Center	621 Eagle Rock Avenue	Roseland	NJ
The Film Society of Lincoln Center	144 W. 65th Street	New York	NY
The Juilliard School	60 Lincoln Center Plaza	New York	NY
The Paley Center for Media	25 West 52nd Street	New York	NY
Thomas Edison Historical National Park	211 Main Street	West Orange	NJ
Toby Katz Senior Center	Mount Pleasant	West Orange	NJ
Trailside Nature and Science Center	452 New Providence Road	Mountainside	NJ
Two River Theater	21 Bridge Avenue	Red Bank	NJ
Turtle Back Zoo	560 Northfield Avenue	West Orange	NJ

Underhill Sports Complex	55 Burr Road	Maplewood	NJ
Union City High School	2500 John F. Kennedy Boulevard	Union City	NJ
Union County Community College	1033 Springfield Avenue	Cranford	NJ
United Nations	405 East 42nd Street	New York	NY
University of Pennsylvania	3160 Walnut Street	Philadelphia	PA
United States Capitol Building	First Street SE	Washington	DC
United States Military Academy	606 Thayer Road	West Point	NY
Verona High School	151 Fairview Avenue	Verona	NJ
Verona Park	Bloomfield Avenue and Lakeside	Verona	NJ
Wall Street Walks	55 Wall Street	New York	NY
Warren Hills Regional High School	41 Jackson Valley Road	Washington	NJ
Washington Elementary School	289 Main Street	West Orange	NJ
Washington Monument	2 15th Street NW	Washington	DC
Washington Township High School	529 Hurffville-Cross Keys Road #2831	Sewell	NJ
Watchung Hills Regional HS	108 Stirling Road	Warren	NJ
Waterloo Village Historic Site	525 Waterloo Road	Stanhope	NJ
Wayne Hills High School	272 Berdan Avenue	Wayne	NJ
Wayne Valley High School	551 Valley Road	Wayne	NJ
West Essex High School	65 West Greenbrook Road	North Caldwell	NJ
West Milford High School	67 Highlander Drive	West Milford	NJ
West Morris Central High School	259 Bartley Road	Chester	NJ
West Orange Borough Hall	66 Main Street	West Orange	NJ
West Orange Fire Department Fire House 4	280 Pleasant Valley Way	West Orange	NJ
West Orange Town Hall	66 Main Street	West Orange	NJ
West Windsor - Plainsboro High School North	90 Grovers Mill Road	Plainsboro	NJ
Whole Foods	235 Prospect Avenue	West Orange	NJ
Wightman Farm	111 Mt. Kemble Avenue	Morristown	NJ
Wildwood Catholic High School	1500 Central Avenue	North Wildwood	NJ
William Paterson University	300 Pompton Road	Wayne	NJ
World Trade Center Museum	180 Greenwich Street	New York City	NY



**WEST ORANGE SCHOOLS**  
**Student Support Services Department**

**NURSING SERVICES PLAN 2021-2022**

This nursing services plan provides certified school nurse staffing recommendations sufficient to provide services to students in all of its buildings as outlined in N.J.A.C. 6A:16-2.3 (b) through (d); by utilizing a staffing model for the delivery of school services based on severity coding, in conjunction with The National Association of School Nurses and Healthy People 2010 recommendations for staffing ratios. The certified school nurse has the educational preparation to develop and administer a comprehensive school health plan, provide individualized health education, and is familiar with New Jersey Administrative Code requirements, educational law and the implications for school nursing practice. The school nursing certification process (N.J.A.C. 6A:9-13.3) provides specialized knowledge and skills over and above those required for licensure as a registered nurse. Properly credentialed healthcare professionals, including registered nurses and licensed practical nurses employed in school settings must function solely within the scope of their respective practice acts (N.J.S.A. 45:11). Pursuant to N.J.S.A. 18A:40-3.3, the district may hire licensed practical nurses to provide specialized care to individual students. The LPNs hired to provide individualized care may not provide services to the general student population.

Students have increasingly complex needs for nursing care at school. Severity coding is a method for providing appropriate staffing to aggressively manage any health problems that are likely to compromise readiness to learn on a daily basis. Certain health conditions are unpredictable such as severe asthma, requiring immediate assessment and the provision of treatment by a registered nurse at any time during a school day.

**A Staffing Model for the Delivery of School Health Services Severity Coding Definitions**

**1. Nursing Dependent:**

Nursing dependent students require 24 hours a day, frequently one-to-one, skilled nursing care for survival. Many students are dependent on technological devices for breathing, for example, a child on a respirator, and/or needing continuous nursing assessment and intervention. Without the effective use of medical technology and nursing availability, the student would experience irreversible damage or death. Before a student enters school, a certified school nurse will complete a nursing assessment of the student and determine an appropriate plan of care.

**Staffing requirement for nursing dependent student:**

Immediate availability of the nurse (registered nurse or licensed practical/vocational nurse as determined by the certified school nurse) within audible and visual range of the student. The student has been assessed by the certified school nurse prior to the assignment of duties to any caregiver. These students must also have appropriately assigned personnel available during transport to and from school. Personnel may include licensed and unlicensed personnel. Appropriate delegatory principles must be adhered to (N.J.A.C. 13:37-6.2).

## **2. Medically Fragile:**

Medically fragile students have complex health care needs and may encounter life-threatening emergencies requiring the skill and judgment of a professional nurse. An individualized health care plan (IHCP) and individualized emergency care plan (IECP) is developed by the certified school nurse. This is complete, current, and available at all times to personnel on a need-to-know basis. These students must also have appropriately assigned personnel available during transport to and from school. Personnel may include licensed and unlicensed personnel. Appropriate delegatory principles must be adhered to (N.J.A.C. 13:37-6.2).

Examples:

- Students with a severe seizure disorder, requiring medications that can be administered only by a nurse within four minutes of the beginning of seizure activity,
- Unstable and/ or newly diagnosed type 1 diabetes with frequent blood sugar monitoring and unscheduled insulin injections.

### Staffing requirement for medically fragile students:

Medically fragile students require a full-time nurse in the building at all times. The nurse is quickly and easily available and the student must be assessed by the certified school nurse prior to the assignment/delegation of duties to other caregivers.

## **3. Medically Complex:**

Medically complex students have unstable physical and/or social-emotional conditions that require daily treatments and close monitoring by a professional registered nurse. Life-threatening events are often unpredictable. Limited treatments, Epi-pen delegation, monitoring and reporting of current signs and symptoms can be delegated to appropriately trained personnel by the CSN. Appropriate delegatory principles must be adhered to (N.J.A.C. 13:37-6.2).

Examples:

- Students with anaphylactic allergies
- Moderate to severe asthma; inhaler at school

### Staffing requirement for the medically complex student:

Medically complex students may not require the presence of a certified school nurse on a daily basis, provided the appropriate assessment and subsequent appropriate IHCPs/IECP's are written. Assignments for care follow prudent decision-making. Medically complex students may eventually be classified as medically fragile, if their condition requires more intensive monitoring and treatment. If an Epi-pen delegate is not available, and/or the severely asthmatic student is in an elementary school (unable to self-administer their inhaler), the certified school nurse must be present.

## **4. Health Concerns:**

The student's physical and/or social-emotional condition is currently uncomplicated and predictable. Monitoring is appropriately scheduled per the nursing assessment, which is at least, but not limited to, once a school year. IHCPs may be appropriate per diagnosis.

Examples:

- Dental disease
- Headaches, migraines

Staffing requirement:

If delegation is appropriate, the certified school nurse must be available for supervision.

Statutory Authority:

N.J.A.C. Chapter 16, 6A: 16-2.1(b) Certified school nurse-duties specific.

N.J.A.C. Chapter 16, 6A: 16-2.3(b) Role of the certified school nurse

**Ratios for a Staffing Model Based on the Severity of Health Conditions**

Certified School Nurses help facilitate learning for all students, especially those with asthma, food allergies, seizure disorders, obesity, vision and hearing difficulties, dental problems, psychological, neurologically-based behavioral problems, and those requiring prescribed medication for acute or chronic conditions. The need for an adequate ratio of school nurses has never been more clear than during the recent H1N1 (Swine flu) outbreak (NASN, 2009). Staffing ratios based on the severity of student health conditions promote academic success.

The National Association of School Nurses and Healthy People 2010 recommends that districts should employ at least one nurse per 750 students, with variations depending on the community and students with special health needs (Brous, 2008). Schools with very high percentages of students with special health needs would require more intensive ratios of nurses to students as delineated below in the staffing model based on the severity of health conditions. Examples of the ratios are; "1 nurse per 225 students when students require daily professional nursing services or interventions, and 1 nurse per 125 students when students have complex health needs" (Role, 2008 p. 1054).

The Student-to-School Nurse Ratio Improvement Act of 2009 (H.R. 2730), introduced by

Rep. Carolyn McCarthy on June 4, 2009, has the support of at least fifty national and state organizations (see Appendix A). The recommendations for staffing in the Nursing Service Plan serve to improve and maintain the health and safety of our staff and students. The approved Nursing Services Plans for the last few years clearly substantiate that West Orange High School requires an additional Certified School Nurse to meet the minimum requirement for safe and effective health management for the students and staff.

**Key points:**

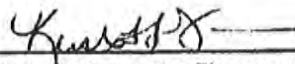
The current economic environment presents the possibility of further reductions in school nursing positions and supports. Student health services have become more important to economically depressed families, creating an increase in the volume and frequency of student visits. The resulting ever-widening disparity in the severity of student health care needs and diminishing resources at school will negatively impact educational outcomes as well as causing deleterious economic consequences for the District. An increasing number of parents cannot afford to miss the opportunity to attend work in order to stay home and care



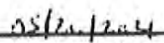
increasing number of parents cannot afford to miss the opportunity to attend work in order to stay home and care for their sick children and cannot afford to pay for sick child care. The presence of students with contagious illnesses masked by antipyretics, such as Advil, also poses a risk to medically fragile students, and augments the need for intensive nursing follow up.

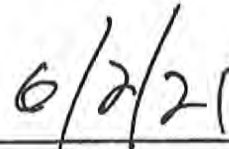
In previous years, District Nurses were able to leave their buildings to provide routine coverage for the administration of medications in other buildings, if there was not a substitute school nurse available. The dramatic increase in the severity of student health conditions and high volume of health office visits for illnesses and injuries has made it impossible to safely leave our buildings at any time during the day. Leaving an ill student in one building, to attend to another student can be construed as professional misconduct (N.J.S.A 45:1-21(e)). Currently, there are days when many District Nurses skip lunch and do not have any breaks due to the high volume of student visits for routine and emergency care. It would not be safe to leave the medically fragile, dependent or complex students in the buildings, because there is an increased likelihood that an emergency situation could arise in the absence of the Nurse. School staff, and the students themselves, may not recognize the early signs of anaphylaxis or severe low blood sugar before it becomes a life-threatening emergency. Cases of anaphylaxis, which have resulted in fatalities in the school setting, were caused by a delay rather than the lack of administration of epinephrine, as one would think. The presence of the appropriate level of certified school nursing support is absolutely essential for every school at all times to maintain the health and safety of the students and staff. A certified school nurse cannot immediately respond to emergencies without being present in the building.

The summary data from each school in the district supports the need for full time certified school nurses in each building.

  
\_\_\_\_\_  
Kristin Gogerty-Fitzgerald,  
Executive Director, Special Services

  
\_\_\_\_\_  
Dr. Michael Kelly, DO, School Physician

  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Date

**BETTY MADDALENA EARLY LEARNING CENTER**  
**School Nurse: Linda Connolly-Schoner**

**I. School Information**

Grade Levels Served	Pre K- age 5
Number of Students	51
Number of Students with Serious Medical Involvement	10

**II. Medical Information**

<b>Level 1 Nursing Dependent</b>	<b>Level II Medically Fragile</b>	<b>Level III Medically Complex</b>	<b>Level IV Health Concerns</b>
Number of Students:0	Number of Students: 8	Number of Students: 0	Number of Students: 2
	List disorder and number of each: Asthma-2 Anaphylaxis-3 Seizures-3	List disorder and number of each:	List disorder and number of each: Renal disease-1 Eczema-1

**III. Daily Treatment Information**

Number of Daily Medications:	1
Number of PRN Medications:	3
Number of Daily Treatments:	0
Average Daily Number for Illness/First Aid:	9
Number of Health Classes/Week *List classes	0

#### IV. Required Nursing Services

Required Nursing Services	Number of Students Served	Number of Referrals
Audiometric Screenings	51	38
Vision Screenings	51	38
Blood Pressure Screenings	51	0
Height & Weight Screenings	30	0
Maintenance of Student Health Records	51	0
Immunization Records Reviewed	51	0
Scoliosis Screenings	0	0
CST Health Summary	0	0
BSI Health Summary	0	0

#### **Special Concerns:**

Students start at BMELC when they turn 3 years old. If found eligible for Special Education and Related Services, students will begin attending throughout the school year.

Emails, phone calls to parents, and calls to doctor's offices are made to obtain all medical documentation needed for the student to start at BMELC.

This school year, the School Nurse had to refer about 38 students for vision and hearing screenings. The OAE Hearing Screener and the Vision Spot Screener are essential tools for the preschool population. Many of our students have no language or very limited language skills. Without the Vision spot screener and the OAE Hearing Screener the students are not able to communicate the necessary information. With the Vision Spot Screener and the OAE Hearing Screener the student does not need to speak and the results are much more accurate. Both screening machines are shared by all the schools.

Assessing and documenting the injuries of staff and students can be time consuming. Due to the age of our students, the School Nurse contacts every parent with any injury that happens at school. For staff injuries, the School Nurse calls workmans compensation and records the incident. The workmans compensation forms are complex and are required in a timely fashion in order to speed up the processing time.

There are two student's with EpiPens and Benadryl. One student with an Inhaler and one student with diazepam Rectal gel for seizures. These students require coverage for field trips.

EpiPen delegates need to be trained with signs and symptoms as well as injection of EpiPen administration.

Health screening is securing compliance with immunization requirements and are time consuming tasks. Parental compliance with sharing documentation of necessary health information can be difficult to obtain. New student registration is also challenging as parents often overlook the necessary health information and feel that the process is complete once they meet with the registrar. This makes procuring health information both time-consuming and difficult as some resist or feel it is no longer needed, or feel that they can simply bring their child to school and ignore the required documentation.

COVID-19 planning, preparation and staff instruction is extremely time consuming due to frequent updates and changes requiring excessive amounts of time each day to remain current. Screenings for COVID-19 symptoms and excluding those who exhibit them is an ongoing daily exercise requiring patience as parents are very stressed about managing illness in their homes. Follow-up for staff and students who have been either named as a close contact or tested positive is intense. This often occurs after school hours and can utilize an excessive amount of time. The need to confer with others and then document all outcomes adds to this.

One full-time certified school nurse is required to meet the needs of the Betty Maddalena Early Learning Center population, as well as needed coverage for the health office.

It is a state requirement that nurses complete IHP for all medically challenged students before the first day of school. In order to do this the nurse must prepare student charts and enter information such as immunizations and physical exams for new students. Due to the unknown medical needs of students, any needed medication should be noted and paperwork completed prior to the students beginning school. Due to the need for documentation to be entered into our system before the beginning of the school year, additional time is needed before school begins.

**EDISON MIDDLE SCHOOL**  
**School Nurse: Elizabeth Ramos**

**I. School Information**

Grade Levels Served	6
Number of Students	543
Number of Students with Serious Medical Involvement	152

**II. Medical Information**

<b>Level 1 Nursing Dependent</b>	<b>Level II Medically Fragile</b>	<b>Level III Medically Complex</b>	<b>Level IV Health Concerns</b>
Number of Students: 0	Number of Students: 29	Number of Students: 56	Number of Students: 67
	List disorder and number of each: Diabetes:1 Epilepsy : 5 Moderate-severe: Asthma:7 Anaphylaxis: 11 Severe Depression-2 Prader-Willi Syndrome-1 Von Willebrand Disease:1 Severe depression (hospitalization) 1	List disorder and number of each: Mild asthma-45 Migraine headaches-3 Moderate Anxiety/ Depression-4 Concussion:2 Turner Syndrome:1 PTSD/Anxiety/ADHD/ Depression/Schizophrenia:1	List disorder and number of each: Seasonal allergies take meds-29 glomerulonephritis:1 ADHD-on meds-12 Convergence insufficiency :1 Autism 2 Tourette's syndrome 1 Mild allergies:21

**III. Daily Treatment Information**

Number of Daily Medications:	0
Number of PRN Medications:	29

Number of Daily Treatments:	1
Average Daily Number for Illness/First Aid:	4-5 Covid 19-restrictions
Number of Health Classes/Week *List classes	0 Exceptions are staff instruction on COVID19 Protocols,risk management prevention, constant changes to recommendations; staff instruction in diabetes, asthma, anaphylaxis and seizures; epi-pen instruction for delegees

#### IV. Required Nursing Services

Required Nursing Services	Number of Students Served	Number of Referrals
Audiometric Screenings	12	0
Vision Screenings	81	8
Blood Pressure Screenings	68	1
Height & Weight Screenings	36	14
Maintenance of Student Health Records	543	0
Immunization Records Reviewed	543	0
Scoliosis Screenings	0	0
CST Health Summary	8	2
BSI Health Summary	0	0

#### Special Concerns:

Edison Middle School is a very unique population since it combines students from all over the diverse district and they are all in the same grade-level, some of whom have complex health care needs or other health concerns, and many from low-income families which present additional challenges. Many require referrals for medical, psychological & dental health care. All of the students need the new required immunizations (N.J.A.C. 8:57-4) Tdap (Tetanus, Diphtheria and Pertussis) and Meningococcal vaccinations at age 11. Furthermore, all students need these updated state mandated immunizations upon entering 6th grade or upon their



eleventh birthday. The nurse must spend a significant amount of time everyday communicating with parents and healthcare providers via phone, letters, email to assist parents in obtaining immunizations and documentation in a timely manner. This is very time consuming with repeated follow-up calls and letters to parents/guardians until they comply. As needed the nurse must follow-up with health care providers, as well as the health department to ensure compliance with state law. Many parents are faced with financial constraints, insurance issues, work responsibilities, etc., that pose a challenge in providing the documentation as requested. The certified school nurse must screen, assess, plan and provide ongoing health care interventions to all students and staff in her building on an ongoing basis as needs arise and change. The school nurse must then constantly evaluate her interventions and continue to make sure the students can learn in the least restrictive environment while having their healthcare needs met properly in an ongoing manner. The development of Individualized Health Care Plans (IHCP's) and Emergency Care Plans (ECP's) are prepared and implemented by the certified school nurse for each student with acute or chronic health concerns and updated as needed throughout the school years as needs change..All documentation is recorded on SNAP software as it is received as well on a daily basis.

There were approximately 18 I&RS and Child Study Team referrals, which required hearing and vision screening, in addition to the routine screenings that are performed annually. Whenever there are children referred to the I&RS committee for medical reasons, the nurse must attend to provide medical guidance to the team and parents. In order to prepare the instructional staff to manage the various health issues of their students, it is necessary to carve out time for planning and instructing those who would be responsible for them. Instruction in diabetes, asthma, epilepsy, CPR and epi-pen administration is necessary for student safety. Also state requirements, administrators also need to be instructed in EpiPen /glucagon administration. In addition, in order to find sufficient designees for those with severe food allergies, the staff needs specific information on those students who are in their classrooms with food or other allergies. Scheduling time for instructing the necessary staff in anaphylaxis as well as other medical concerns is difficult with all of the other pressing responsibilities and meetings that the teaching staff has at the beginning of the year.

Ongoing teaching students and parents about management of their diabetes, seizures, asthma as well many others to help them understand and best manage their condition with the least amount of complications. Notifying parents about their child's medical incidents/mishaps at school is also a time consuming but extremely necessary process as there are questions and information that needs to be imparted, as well as referrals for follow-up care as needed.

COVID-19 planning, preparation and staff instruction is extremely consuming, and due to frequent updates and changes require excessive amounts of time each day to remain current. This information also needs to be disseminated to administration and staff to ensure the building is compliant with all guidance. All positive cases must be documented in several reports for district, county and state Screening for COVID-19 symptoms and excluding those who exhibit them is an ongoing daily process. Helping parents understand the latest CDC and district recommendations and policies as well as how to manage the symptoms and follow up needed.. Follow-up for staff and students who have been either named as a close contact or tested positive is intense. This often occurs after school hours and can utilize an excessive amount of time. The need to confer with others and then document all outcomes adds to this.

The 2021-2022 school year will also be a challenging time since COVID-19 restrictions and recommendations are constantly changing and many aspects are still unknown. Projected to have over 500 students enrolled all in person (projected) while still in a pandemic era will present many challenges in the health office and throughout the school.

One full-time certified school nurse is required to meet the needs of the Edison Middle School School population, as well as needed coverage for the health office. Nursing support would help facilitate medical follow up and avoid serious problems. It is a state requirement that nurses complete IHP for all medically challenged students before the first day of school as well as be familiar with all student health concerns before the first day of school. In order to do this the nurse must review student charts as well as discuss health concerns with all elementary school nurses. Since all students are new to the school every year, many hours are dedicated at the beginning of every school year to orient to the new students and their healthcare needs. Due to the unknown medical needs of students, any needed medications and orders should be retrieved and completed prior to the students beginning school. Due to the need for documentation to be entered into our system before the beginning of the school year, additional time is needed before school begins. Also additional coverage health screening would be beneficial to the Edison Middle School population.



**GREGORY ELEMENTARY SCHOOL**  
**School Nurse: Rosalie Dudkiewicz**

**I. School Information**

Grade Levels Served	K-5
Number of Students	450
Number of Students with Serious Medical Involvement	13

**II. Medical Information**

<b>Level 1 Nursing Dependent</b>	<b>Level II Medically Fragile</b>	<b>Level III Medically Complex</b>	<b>Level IV Health Concerns</b>
Number of Students: 0	Number of Students: 48	Number of Students: 13	Number of Students:143
0	36 students with an allergy to food. Anaphylactic allergies to many food groups requiring an epi auto injector and additional planning precautions. 4 students with seizure precautions. 3 are on diastat and need monitoring 2 diabetic students who has a monitor and needs frequent glucose evaluations and monitor for hypoglycemia and hyperglycemia 1 student with sickle cell disease. 2 students with a heart condition	List disorder and number of each: 2 diabetic students, one newly diagnosed) frequent glucose monitoring and accurate coverage: 1 severe disorder osteoporectic disease 5 students who need treatments prior to gym class and need to be monitored after gym class ADHD 5 students who have behavioral issues	Headaches 3 students who have chronic headaches 1 student with dental issues 3 students with obesity issues 75 students with Asthma 25 medications in school Food allergy: 36 students, 19 on EPI- pen PRN.

### III. Daily Treatment Information

Number of Daily Medications:	5
Number of PRN Medications:	43
Number of Daily Treatments:	6
Average Daily Number for Illness/First Aid:	34 to 40
Number of Health Classes/Week *List classes	0

### IV. Required Nursing Services

Required Nursing Services	Number of Students Served	Number of Referrals
Audiometric Screenings	272	2
Vision Screenings	272	4
Blood Pressure Screenings	450	0
Height & Weight Screenings	450	0
Maintenance of Student Health Records	450	0
Immunization Records Reviewed	275	5
Scoliosis Screenings	91	0
CST Health Summary	23	0
BSI Health Summary	45	0

#### Special Concerns:

The most pressing concern for the coming school year will be continued implementation of the Department of Education guidelines for maintaining adequate infection control, surveillance and data management necessitated by the COVID-19 pandemic. Collaboration and planning will be necessary to implement the guidelines, and maintain the required amounts of personal protective equipment.

Staff educational programs on diabetes, seizure disorders, asthma, anaphylaxis and bloodborne pathogens must be provided annually to ensure staff and student safety. Staff

education is also provided on an individual basis regarding children with special health concerns.

The implementation of Janet's Law requires planned drills and practice throughout the School year. We currently have nineteen students with Epinephrine auto-injectors who will require coverage for field trips and school-sponsored events. Evaluation of foods for numerous classroom celebrations are referred to the school nurse to assure compliance with State mandated nutritional guidelines.

It continues to be imperative to maintain compliance with state-mandated screenings and physical examinations, immunization requirements specified by the Center for Disease Control, and to complete the mandatory state and other agency reports. There is an increased number of children referred to Intervention and Referral Services (I & RS). Children with visual and hearing deficits are known to have a difficult time participating in the educational process. The twenty referrals for the lack of compliance with mandated vaccination and physical examination requirements are a clear indicator of the ongoing necessity to promote better access to medical care. Timely medical interventions contribute to improved school performance. Working collaboratively with state and local agencies on disaster-preparedness is essential. Teaching parents and students about asthma management for our 75 students diagnosed with asthma is also a necessity. One full-time nurse is required to meet the needs of the Gregory School population. Additional nursing support will facilitate the provision of critical health services such as compliance with State mandated screenings; and allow for the administrative time necessary to promote access to essential medical care. It should be noted that a Registered Nurse will be appointed to Gregory Elementary School. The Registered Nurse appointed to Gregory Elementary School will work in consultation and collaboration with a certificated School Nurse within the district to ensure the following: promote health and safety in the school environment; provide health services to students, faculty and staff; and assist with the teaching of sound health practices.

**HAZEL ELEMENTARY SCHOOL**  
**School Nurse: Patience Allotey**

**I. School Information**

Grade Levels Served	K-5
Number of Students	311
Number of Students with Serious Medical Involvement	19

**II. Medical Information**

<b>Level 1 Nursing Dependent</b>	<b>Level II Medically Fragile</b>	<b>Level III Medically Complex</b>	<b>Level IV Health Concerns</b>
Number of Students: 5	Number of Students: 98	Number of Students: 17	Number of Students: 6
ADHD 1 HTN 1 Migraine 1 Nose bleed 1 Congenital disorder (kidney) 1	List disorder and number of each: Asthma 47 Seizure 1 ADHD 1 Allergy 49	List disorder and number of each: Seizure 1 Arthritis 1 Hearing impairment 2 Vision impairment 4 Skin Eczema 4 Glaucoma 1 Obesity 1 Thyroid 1 Lactose intolerance 1 Congenital disorder clubfoot 1	List disorder and number of each: Medication allergies: Amoxicillin 6

**III. Daily Treatment Information**

Number of Daily Medications:	0
Number of PRN Medications:	13
Number of Daily Treatments:	0
Average Daily Number for Illness/First Aid:	10
Number of Health Classes/Week	0



*List classes	exceptions are teacher instruction on infection prevention; delegated staff instruction, anaphylaxis; epi-pen instruction for delegees: staff instruction on COVID precautions and policies
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#### IV. Required Nursing Services

Required Nursing Services	Number of Students Served	Number of Referrals
Audiometric Screenings	0	0
Vision Screenings	New students 69	
Blood Pressure Screenings	New students 69	
Height & Weight Screenings	New students 69	
Maintenance of Student Health Records	311	
Immunization Records Reviewed	311	
Scoliosis Screenings	0	0
CST Health Summary		
BSI Health Summary		

#### Special Concerns:

It should be noted that newly transferred students and economically disadvantaged students often require referrals for medical, psychological & dental health care. They may also require multiple follow-up conversations between nurse and parent, primary care physician, or other government agencies to ensure the safety and well being of the student while at home or in school. At times, there are language barriers which also prolongs the process of acquiring the necessary documents or vaccines. The documentation that is necessary to accompany the student between schools, other districts and countries can also consume a considerable amount of time.

There were I&RS and Child Study Team referrals, which required hearing and vision screening in addition to the routine screenings that are performed annually. Whenever there are children referred to the I&RS committee for medical reasons, the nurse must attend to provide medical guidance to the team and parents. Pediculosis screening is performed as needed throughout the year. These screenings are performed multiple times on the students who have been identified as having pediculosis, as well as those students in either their class or a sibling's class. We also have one additional student with seizure disorder who remained virtual and one

student diagnosed with ADHD who attended in-person. Additionally there were students with asthma who required assessment, monitoring and treatment at times of illness exacerbation. There are nineteen students with seasonal allergies, who require care for flare-ups and symptom management.

Instruction in epipen administration is necessary for student safety. Also due to new state requirements, administrators also need to be instructed in glucagon administration. In addition, in order to find sufficient designees for those with severe food allergies, the staff needs specific information on those students who are in their classrooms with food or other allergies. Scheduling time for instructing the necessary staff in anaphylaxis as well as other medical concerns is difficult with all of the other pressing responsibilities and meetings that the teaching staff has at the beginning of the year.

Health screenings and securing compliance with immunization requirements are time consuming tasks due to the lack of appropriate health care in the past and frequent relocation of some students. Additionally parental compliance with sharing documentation of necessary health information can be difficult to obtain. Kindergarten and new student registration is also challenging as parents often overlook the necessary health information and feel that the process is complete once they meet with the registrar. This makes procuring health information both time-consuming and difficult as some resist or feel it is no longer needed, or feel that they can simply bring their child to school and ignore the required documentation.

Assessment of staff members and recording their medical issues/injuries also consumed a significant amount of time. The referral and workman's compensation forms are complex, yet are required in a timely fashion in order to speed up the processing time. This process needs to be further streamlined in order to save time for all concerned parties.

Teaching students and parents about asthma and its management is an ongoing necessity. Additionally, providing parents with updates on immunizations and health information concerning their child/children consumes a great deal of time during the year. Notifying parents about their child's unfortunate accidents in school is also a time consuming but extremely necessary process as there are questions and information that needs to be imparted, as well as referrals if follow-up care is needed.

COVID-19 planning, preparation and staff instruction is extremely consuming, and due to frequent updates and changes require excessive amounts of time each day to remain current. This information also needs to be disseminated to administration and staff to ensure the building is compliant with all guidance. Screening for COVID-19 symptoms and excluding those who exhibit them is an ongoing daily exercise requiring patience as parents are very stressed about managing illness in their homes. Follow-up for staff and students who have been either named as a close contact or tested positive is intense. This often occurs after school hours and can utilize an excessive amount of time. The need to confer with others and then document all outcomes adds to this. Nursing support would help facilitate medical follow up and avoid serious problems. It is a state requirement that nurses complete IHP for all medically challenged students before the first day of school. In order to do this the nurse must prepare student charts and enter information such as immunizations and physical exams for new students. Due to the unknown medical needs of students, any needed medications should be noted and paperwork completed prior to the students beginning school. Due to the need for

documentation to be entered into our system before the beginning of the school year, additional time is needed before school begins. Also additional coverage for emergency or administrative days and health screening would be beneficial to the Hazel population.

**KELLY ELEMENTARY SCHOOL**  
**School Nurse: Nancy Feldman**

**I. School Information (Data from the 2020-2021 school year)**

Grade Levels Served	K-5
Number of Students	472
Number of Students with Serious Medical Involvement	Approx 35 students (to date), may change when school opens hybrid

**II. Medical Information**

<b>Level 1 Nursing Dependent</b>	<b>Level II Medically Fragile</b>	<b>Level III Medically Complex</b>	<b>Level IV Health Concerns</b>
Number of Students: 5-7	Number of Students: 2-4	Number of Students: 174	Number of Students: 11
Approx 5-7 students unable to care for self in an emergency: <b>Diabetes:</b> Type 1 - insulin dependent: 2 students (possibly <b>3 students for 21-22</b> ) <b>Epilepsy:</b> 1 student 20-21, with possibly 2-4 students for 21-22	List disorder and number of each: <b>Cancer:</b> 2 students (pending updated medical information, treatment, medications, etc.)	List disorder and number of each: <b>Allergies:</b> 87 <b>Anaphylaxis:</b> approx 40 students <b>Asthma:</b> approx 47	List disorder and number of each: <b>ADHD:</b> 11-5 with documented diagnosis, # of those students receiving medication during school - 6 students

**III. Daily Treatment Information**

Number of Daily Medications: ADHD, ADD, eye Rx, insulin, inhalers, etc.	Number of Daily Medications: 6-8 students (ADHD, ADD, eye Rx, insulin, inhalers, etc.) Past years average 6-8 students
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	receiving daily meds. Estimated this number will be increased for 21-22.
Number of PRN Medications: (Insulin, inhalers, Epinephrine, migraines, headache, etc.)	Past years average: 40+ students
Number of Daily Treatments:	Past years average: 2-4 students/day
Average Daily Number for Illness/First Aid:	Average: 25 students/day, various during flu and allergy season where numbers of students increase
Number of Health Classes/Week *List classes	PRN as per teacher's request and yearly for 4&5 grade hygiene/puberty, k-3 dental

#### IV. Required Nursing Services

Required Nursing Services	Number of Students Served	Number of Referrals
Audiometric Screenings	Approx 20 students (CST re-evals and I&RS)	4
Vision Screenings	Approx 20 students (CST re-evals and I&RS)	5
Blood Pressure Screenings	Projected average: 200 students	Past referral approx 5
Height & Weight Screenings	Projected average: 200 students	Past referral approx 5
Maintenance of Student Health Records	476 students (current health records)	300
Immunization Records Reviewed	250 students	Past referral/followup 241 (includes all Kindergarten students, new

		transfers, 4th grade physicals and 5th grade immunization update requirement
Scoliosis Screenings	Projected 4th grade: 80 students	Past referral 6-10 per year
CST Health Summary	All students recommended for evaluations screened and documented on summary	Approx. 6-10 referrals made for follow-up
BSI Health Summary	All students recommended for evaluations screened and documented on summary	Approx. 6-10 referrals made for follow-up
Annual Staff Training (Epilepsy/seizures, asthma, communicable disease transmission/blood borne pathogens, anaphylaxis/epi-pen/auvi-q, diabetes)	Entire staff (first day of school)	0 referrals made, all staff trained
Maintenance of AED and Epi-pen emergency supply box	Monthly check of all AED machines and updated Epi-pen (not expired) school building access	Re-ordering of expired supplies done annually (AED pads, AED batteries, EPI-pens, etc.)
Annual Reports (Immunization Compliance, Workman's Compensation/accident, TB, Scoliosis)	All Students, any work related injuries	N/A
Annual West Orange Health Department Audit (immunization compliance)	Any requested data needed for Health Department Data (typically all Kindergarten, 1st grade and new out of district transfers)	N/A

### Special Concerns:

**Time constraints:** Procuring required documentation (immunizations, updated physical exam, follow up to referrals such as cardio, neuro, medication, vision, hearing, etc.) is time consuming, often requiring multiple attempts through phone calls, emails, US postal service, etc. to obtain NJ State mandated information/documentation for just one student. In addition, submitting medical data into the school nursing software, SNAP is also time consuming; on average it takes 40 minutes to input both the immunization records and physical exam information into SNAP for each student. For example, this school year, 68 kindergarten students were inputted into

SNAP, taking approximately 45 hours. For kindergarten and new registrations, this information is vital and NJ State mandated. It is imperative as much data is obtained and documented in the SNAP program *prior to the first day of school*.

The nurse must have knowledge of any life threatening health concerns like allergies, diabetes, asthma, etc. before that student steps foot into the school building. Once all the medical information is obtained and then documented, the nurse must contact the parent/guardian to explain the district's policy and protocol for keeping and administering medication at school. Specific documentation is required by law to administer medication at school. These forms must be filled out by both the parent/guardian and the physician. Once these forms are completed, the parent/guardian must set up an appointed time with the nurse to physically deliver the medical documentation along with the prescribed medication to the school nurse. Medication is not permitted to be brought to school by the student on the elementary level for safety reasons. The nurse along with the parent/guardian reviews the doctor's orders, verifies the forms are completed and signed off correctly, the name on the prescription matches the student's name, the name of the medication and dosage is correct and matches the doctor's order and the medication has not expired. Once this is done, the school nurse must then inform each staff member involved with that particular student of their health concern and action plan associated with the medical condition. A "health concern" list is created and disseminated to every staff member that is involved with that particular student, ASAP. This would include a classroom teacher, and support staff, the lunch aides and cafeteria staff, custodial staff, etc. on an as needed basis. Some students are involved with multiple staff members on an ongoing basis, like OT, speech, as well as music, art, LMC, PE, etc. This responsibility is considered "time sensitive" as well as time consuming. For each student who has a health concern, the nurse is required to create an Individualized Health Care Plan (*prior to the student's first day of school*). Staff is then notified of the IHP for them to review, similar to an IEP. One new student, with health concerns, could take approximately 2 hours to process completely for their health and safety.

Due to the amount of time it takes to process one (1) health folder, the district should provide at least two (2) days, preferably more to the school nurse, prior to the first day of school, to enable the health office to be up and running safely.

**COVID-19 Concerns:** This past year has been unique on many different levels, and has demanded additional time to be taken within the health office due to COVID-19. The imperative COVID-19 updates, information dissemination and multiple follow up is monumental and must be done in "real time." This year, the School Nurse indicated that she has worked everyday of the week, on weekends, and during the evening to assure policies and procedures were implemented appropriately. Communication is ongoing: phone calls, emailing staff, emailing parents, contacting administration and physicians, contact tracing, WOHD follow-up, maintaining documentation, etc., to name a few. Consideration in the time needed to provide nursing services to address this added health crisis is imperative.

**Mandated Screenings:** During the time school was closed, and during hybrid, approx. 20 I&RS and Child Study Team referrals were made requiring hearing and vision screening. NJ State annual mandates (as per NJ State School Nurse Association June 2018):

- Vision screening annually grades K-2, 4, 6, 8, 10.
- Hearing screening annually grades K-3, 7, 11.

- Blood Pressure, Height and Weight annually grades K-12.
- Monitoring and documenting annual physical exams (required Kindergarten, new registrations and 4th grade)

Due to the school schedule thus far, and CDC social distance recommendations, meeting the NJ State mandates for screening has been a challenge for this school year. The district has limited (only one hearing and one vision) "no response" screening machine for the entire district. The district is in need of updated and multiple "no response" hearing and vision screening devices for the school nurses to use. Due to COVID-19 proximal distance recommendations, contactless equipment should be ordered to allow screenings done as safely as possible.

Students who are deemed in need of follow up, multiple screenings may be necessary, as well as time spent on contacting parents, the teacher, CST member, contact to medical professionals may be warranted, etc. Some situations warrant "ongoing follow up" until resolved, such as with pediculosis (head lice) or scabies (parasitic skin disorder where the mites burrow under the skin); both conditions are contagious.

### **Medication Concerns:**

**Anaphylaxis:** Approximately 40 students

Those students who require an epi-pen kept at school need additional nursing consideration and attention. Teaching and reinforcing **allergy** awareness and prevention to both the student and staff is done throughout the year. The staff must be made aware of the student's allergy and how to prevent, identify and manage an anaphylactic emergency. Trained delegates are obtained on a voluntary basis for specific students in case of medical emergency. Delegates are required for field trip coverage.

**Epilepsy/seizures:** Approximately 3-5 students

Students with a diagnosis of **epilepsy/seizure disorder** also need specific nursing consideration, assessment and ongoing monitoring. The school nurse is required to train staff regarding the various types of seizures, medication information (daily and emergency medication such as rectally administered Diastat), recognizing a seizure, what to do and what **not** to do for someone who may be having a seizure, the appropriate response to the emergency, etc. Students with epilepsy may have physical restrictions and limitations due to the type of seizure, i.e. restricted from climbing on play equipment, strobe lighting limitations, dietary restrictions, etc. Staff must be made aware of all of this.

**Asthma:** Approximately 47 students with diagnosis, approx 30 with medications kept in the health office.

Those students diagnosed with **asthma** may require ongoing education regarding trigger prevention, medication administration and management, while nursing assessments, the monitoring and the treatment as needed is required.

**\*\*Type 1 Diabetes:** Kelly School is composed of a large percentage of special needs students who require extra time and assistance as well as complex and serious medical conditions/concerns. We are the largest elementary school in the district, currently with only one certified school nurse.

Kelly School has two (2) **Type 1 Diabetic** students, 2 diabetic staff members and another student with Type 1 diabetes entering Kindergarten in the Fall, 2021. The certified school nurse is required to train staff regarding recognizing and intervening in life saving protocols for diabetic emergencies i.e. hypoglycemia and hyperglycemia. Training for emergency first aid (severe hypoglycemia) in the preparation and administration of glucagon and/or administration of Basqsimi (nasal powder spray) is also required. The approximate time it takes to safely manage



one diabetic individual is lengthy, ongoing, unpredictable and immediate! It can realistically take over 30 minutes or more to address one diabetic intervention. A diabetic student may require multiple interventions in one day. Currently there is only one certified school nurse assigned to Kelly School. Once there are 3 diabetic students attending school, it is unsustainable for one school nurse to be expected to manage the other 2 diabetic students as well as all the other students and staff in the school building. The management of a diabetic student is both scheduled and unpredictable, especially with the younger population. They cannot independently manage their own health care. They need assistance in assessing blood glucose levels, determining if they need insulin, calculating dosage of insulin, when they should eat, how to calculate carbohydrates, etc. Medication management is needed for snacks, lunch and anytime blood glucose is out of normal range. It is impossible for any one individual to manage the multitude of daily tasks within a school day along with 3 diabetics without substantial risk. Having only one certified school nurse under these circumstances is a medical liability and untenable. It poses a consequential risk for all involved within the Kelly School community.

**\*\*I am strongly advising the West Orange School District to hire the additional RN staffing appropriately needed for Kelly School to provide direct care to the 3 diabetic students to help offset an imminent medical, possible life threatening catastrophe.**

Staff training is required by the certified school nurse to address all the above mentioned health concerns as well as developing the "Emergency Action Team", maintaining the CPR-AED certifications of the Emergency Action Team members as well as biannual scheduling of "emergency drills". The Certified school nurse is a member and contributor of the Pandemic Response Team, trains epi-pen delegates for specific students with life threatening allergies, diabetes and glucagon training for diabetic emergencies.

Staff Needs: Kelly School certified school nurse oversees, assesses and documents employee medical concerns (2 diabetics requiring insulin), medical issues and work related injuries. The certified school nurse is responsible for responding to building emergencies, obtaining emergency first aid assistance, making referrals for follow up and documenting work related injuries/incidences. Workman's Compensation paperwork is the responsibility of the certified school nurse. The required forms must be completed in a timely fashion, and forwarded to the appropriate district departments and district W.C. insurance company. This is a complex process requiring nursing assessment, emergency management, referrals, and the completion of workman compensation insurance forms all of which is a time consuming responsibility; done in "real time".

**Recommendations:**

- Additional nursing support staff, extra time during the summer to prepare for September opening
- District opportunities for nursing specific professional development
- Contactless equipment to meet the NJ State Mandated annual screenings
- Substitute nurse/s to assist in the screening of students to meet state mandates
- Time allotted for COVID-19 related update education, processing school based concerns/contact tracing, etc.

**LIBERTY MIDDLE SCHOOL**  
**School Nurse: Rosemarie Tan**

**I. School Information**

Grade Levels Served	7 & 8th grade
Number of Students	555
Number of Students with Serious Medical Involvement	36

**II. Medical Information**

<b>Level 1 Nursing Dependent</b>	<b>Level II Medically Fragile</b>	<b>Level III Medically Complex</b>	<b>Level IV Health Concerns</b>
Number of Students:1	Number of Students:34	Number of Students:197	Number of Students:273
Type 1 Diabetes Mellitus-1	List disorder and number of each:  Severe food allergies on emergency Rx -27  Environmental allergy on emergency Rx - 0  Asthma on nebulizer -0  Seizure disorder - 3  Hemophilia - 1 Sickle Cell Disease - 3	List disorder and number of each:  Food allergies, no Rx indicated - 39  Environmental allergies -48  Anxiety Disorder with complex issues - 8  Thyroid Disorder - 3  Psychiatric Disorder/ Depression - 7  Asthma - 88  Other developmental disorder (motor incoordination & delay, auditory processing DO, etc.) -2	List disorder and number of each:  ADD/ ADHD - 30 Autism/ ASD - 4 History Seizure Disorder - 4  Heart murmur - 6  Other Behavior disorder (OCD, Tics, etc.) - 7  Migraine headaches - 5  Juvenile arthritis -0  Glasses/ vision deficit - 169 History food allergy - 4  Frequent Epistaxis - 3  Religious exemption - 7

		Other blood disorder (anemia, neutropenia, etc - 1  Cardiac condition- 1	Hearing deficit/ Ear stenosis - 3  Learning disability (dyspraxia, etc.) - 2  History cardiac surgery - 3  Scoliosis - 7  Obesity - 7  Dermatology issue (vitiligo, eczema, etc.) - 6  Other endocrine Disorder- 2  Chronic fatigue - 1  Sleep disorder - 1  Sickle cell trait - 2
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### III. Daily Treatment Information

Number of Daily Medications:	1 hybrid
Number of PRN Medications:	6 hybrid
Number of Daily Treatments:	1 hybrid
Average Daily Number for Illness/First Aid:	6 hybrid
Number of Health Classes/Week *List classes	Staff training for Epipen and Glucagon delegates.

#### IV. Required Nursing Services

Required Nursing Services	Number of Students Served	Number of Referrals
Audiometric Screenings	122 remote/ 154 hybrid - 7th graders Hybrid learning started in late February, screenings were as per I & RS and CST request; health screenings for 7th graders will be initiated after 8th grade screenings.	1
Vision Screenings	173 remote/106 hybrid - 8th graders; Hybrid started in late February, screenings were done per I & RS, CST request; 8th grade screenings started late April.	20
Blood Pressure Screenings	295 remote/ 260 hybrid Hybrid learning started in late February, screenings in full PPE will be initiated to follow social distancing and masking restrictions after other screenings are completed.	0
Height & Weight Screenings	295 remote/ 260 hybrid Hybrid learning started in late February, screenings were done as per I & RS or CST request; health screenings for 7th graders will be initiated after 8th grade screenings.	0
Maintenance of Student Health Records	295 remote/ 260 hybrid Hybrid learning started in late February, screenings were done as per I & RS and CST request; health screenings for 7th graders will be initiated after 8th grade screenings. Documentation of screening results will be recorded into SNAP, and printed A-45 document to each student's medical record.	0
Immunization Records Reviewed	23 new students	6



Scoliosis Screenings	122 remote/ 154 hybrid - 7th graders Hybrid learning started in late February; scoliosis screenings for 7th graders will be initiated after 8th and 7th grade's health screenings are completed.	0
CST Health Summary	28	2
BSI Health Summary	0	0

### **Special Concerns:**

Due to the COVID-19 pandemic every situation is managed differently at this time, special considerations must be strictly followed to ensure that COVID-19 restrictions are observed with social distancing, masking, etc. especially with the students' health screenings/ assessments, nursing care, physical examination/ evaluation, teacher/ staff meetings, I & RS team meetings, 504 team meetings, health office visits, etc.

The school started its hybrid in-person learning in late February after a full remote start for the current 2020-2021 school year; with the remote learning starting much earlier when the district/ schools suddenly shut down at the start of the March 13, 2020 pandemic. Training for emergency medication of EpiPen and Glucagon delegates (principal and security officer were trained) was completed in September in the event the school moved to the hybrid in-person learning platform. The necessary preparation in the physical set-up of the health office and the school environment for the hybrid in-person learning was prepared early in September and finalized prior to the late February hybrid cohort start.

During the district's/ schools' remote learning since the March 2020 pandemic shutdown, students' absences were monitored from PowerSchool, from staff reports via email of student's illness, and from parent reports of absence due to illness. Phone calls/ emails to parents/ guardians were made for students' absences/ illnesses or restrictions, with the teaching staff, and administration notified/ updated via the email notification.

The Liberty Middle School hybrid cohort schedule for 7th and 8th grade classes starts at 8:10 am and ends at 1:00 pm, with a 10 minute break between classes, and no lunch period or an advisory class. Students are placed in 4 cohorts, and each cohort attends school for two days every other week. With the 40 minute duration of each class period at 7 periods of academic and related art classes, difficulty arises when pulling students from their classes for health screenings while the health office continues to attend to each students' visits in the health office. If a student is with illness symptoms, he/she is directed/ accompanied to the isolation room after notification by the teacher. If the student's presenting symptoms are deemed COVID-19 related symptoms after history taking/ interview and assessment/ evaluation, parent/ guardian is notified, instructed on quarantine measures and school protocol, and is recommended for COVID-19 PCR testing, and the student is advised pick-up by parent.

With students' health screenings, the available waiting time before the start of class at 8:10 am is utilized; and at 8:06 am students are sent to their first period respective classes. Health screenings are spaced between cohorts outside the health office hallway still following and observing the pandemic restrictions of social distancing and masking. Eighth graders were screened first with vision, height and weight, and blood pressures are screened later for significant BMI risk. With blood pressure screenings, the school nurse utilizes a full PPE due to social distancing restrictions. Other students were pulled/ seen for health screenings from related arts classes with the approval of administration and their teachers. And other students are called from their class to stop by the health office for health screenings after their class utilizing the 10 minute in between classes schedule. For failed screenings, parents/ guardians are notified, and a referral sent home with the child.

COVID-19 cases are monitored and reported using the COVID-19 online monitoring tool separately for staff and students, as well as updating the district COVID dashboard, and the submission of the NJ survey for positive cases in the school building as needed.

Prior preparation of medical documentation and diabetic supplies submission and review for completion were requested before the diabetic student's hybrid clearance. The diabetic student on her hybrid cohort schedule was continuously monitored for signs and symptoms of hypoglycemia and hyperglycemia while attending in-person learning, and measures/ treatment provided as needed.

The school year 2021-2022 brings a lot of uncertainties as New Jersey continues to monitor the current COVID-19 pandemic. While it was declared by the government officials that school will be fully open for the upcoming school year, the question on how to fully manage all 555 students in the school building will be a great challenge especially with considering the guidelines of social distancing restrictions, how to get students grouped in lunches in the cafeteria, bathroom usage, assemblies, sports participation with the pre-participation medical screenings and physicals, sports game events, after school clubs/ activities, health screenings, etc.

Due to above mentioned nursing services and the current COVID-19 pandemic circumstances, Liberty Middle School's population is best served with a full-time school nurse dedicated in monitoring any communicable disease outbreak, enforcing medical restrictions as per the NJDOH and CDC guidelines, serving the school's medically dependent and its multiple complex school population's conditions and needs, as well as keeping and maintaining health preventive measures in place, and serving as the health officer liaison between the school and the community.

**MT. PLEASANT ELEMENTARY SCHOOL**

**School Nurse: Brianna Grasso**

**I. School Information**

Grade Levels Served	K-5
Number of Students	344
Number of Students with Serious Medical Involvement	0

**II. Medical Information**

<b>Level 1 Nursing Dependent</b>	<b>Level II Medically Fragile</b>	<b>Level III Medically Complex</b>	<b>Level IV Health Concerns</b>
Number of Students: 0	Number of Students: 0	Number of Students: 136	Number of Students: 14
N/A	List disorder and number of each: N/A	List disorder and number of each: <ul style="list-style-type: none"><li>● ADHD (6)</li><li>● Allergy (82)</li><li>● Asthma (42)</li><li>● Seizure disorder (6)</li></ul>	List disorder and number of each: <ul style="list-style-type: none"><li>● Skin disorder (5)</li><li>● Hearing disorder (2)</li><li>● Sickle Cell (1)</li><li>● Gaucher (1)</li><li>● Migraine (1)</li><li>● Sensory Integration Disorder (1)</li><li>● Hypothyroidism (1)</li><li>● Cardiovascular disorder (2)</li></ul>

**III. Daily Treatment Information**

Number of Daily Medications:	0 (due to hybrid/virtual learning & COVID-19 pandemic)
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Number of PRN Medications:	1 (due to hybrid/virtual learning & COVID-19 pandemic)
Number of Daily Treatments:	0 (due to hybrid/virtual learning & COVID-19 pandemic)
Average Daily Number for Illness/First Aid:	Varies - especially due to COVID-19 pandemic & hybrid/virtual learning.
Number of Health Classes/Week *List classes	0 Ensures staff members complete yearly required trainings & assists as needed (infection control, diabetes, seizures, anaphylaxis, COVID-19 policies/procedures, etc.)

#### IV. Required Nursing Services

Required Nursing Services	Number of Students Served	Number of Referrals
Audiometric Screenings	30	0
Vision Screenings	30	4
Blood Pressure Screenings	Pending due to COVID-19	Pending due to COVID-19
Height & Weight Screenings	Pending due to COVID-19	Pending due to COVID-19
Maintenance of Student Health Records	362	Includes incoming students for 2021-2022 school year
Immunization Records Reviewed	362	Includes incoming students for 2021-2022 school year
Scoliosis Screenings	Pending due to COVID-19	Pending due to



		COVID-19
CST Health Summary	344 Students in entire school	11 Referred to CST
BSI Health Summary	344 Students in entire school	12 Referred to BSI through I&RS

#### **Special Concerns:**

- Staff education is offered/completed yearly regarding diabetes, seizure disorders, asthma, anaphylaxis, & blood-borne pathogens to ensure the safety of all staff & students.
- Classroom individualized emergency plans & healthcare plans are provided accordingly.
- Epinephrine auto-injector & Glucagon delegate trainings are completed as needed.
- Maintain adequate health records including state mandated Health screenings & immunization/physical examination requirements.
- Continue to follow up with students & parents/guardians regarding appropriate referrals based off of health screening results, required immunization/physical examinations, & Health Office visits, as needed.
- Student & parent/guardian education regarding health concerns (health conditions, nutrition, activity, hygiene, etc.) is ongoing throughout the school year.
- Management of student health records (health conditions, medications, etc.) are kept up-to-date & proper documentation is completed.
- COVID-19 has required an extensive amount of time from the school nurse regarding policies, procedures, quarantine/isolation guidelines, contact tracing, etc.
  - Upcoming considerations to keep in mind: vaccine roll-outs, constantly changing guidelines, safety protocols, etc.
- Self-contained classrooms at Mt. Pleasant Elementary School require frequent assistance from the School Nurse for students with Autism & other sensory/speech disorders (especially during the COVID-19 pandemic)
- Due to the self-contained classrooms & various students throughout the building with verbal/behavioral issues, it would be helpful to have access to the specialized hearing/vision screening tools to help streamline the process/make records more accurate for these students with special needs.
  - The district has limited tools for all schools – possible consider purchasing additional tools for all nurses to be able to benefit
  - These specialized tools can also help to limit prolonged “close exposure” between the School Nurse & student during screenings which is valuable during the COVID-19 pandemic.

- Management of COVID-19 pandemic, student health records, student health management, health/safety education, & routine Health Office visits demonstrates the absolute need for a full time, onsite School Nurse.
- Additional approved time for the School Nurses prior to the first day of school would be helpful to review/prepare physical examinations/immunization requirements as well as prepare health concerns lists & complete any Individualized Health Plans (IHPs) required for the upcoming school year.

**REDWOOD ELEMENTARY SCHOOL**  
**School Nurse: Oluwakemi Aborisade**

**I. School Information**

Grade Levels Served	K-5
Number of Students	465
Number of Students with Serious Medical Involvement	122

**II. Medical Information**

<b>Level 1 Nursing Dependent</b>	<b>Level II Medically Fragile</b>	<b>Level III Medically Complex</b>	<b>Level IV Health Concerns</b>
Number of Students: 0	Number of Students: 56	Number of Students: 3	Number of Students: 63
0	List disorder and number of each: Asthma: 20 Anaphylaxis: 33 Seizure: 3	List disorder and number of each:  ADHD: 3	List disorder and number of each: Seizure: 4 Anxiety: 3 Head injury: 1 Nose bleed: 2 Seasonal allergies: 12 Asthma: 20 Reflex disorder: 1 ADHD: 7 Head sx: 2 Murmur: 2 Autism: 5 Fainting: 2 Migraine: 2

**III. Daily Treatment Information**

Number of Daily Medications:	0
Number of PRN Medications:	4
Number of Daily	3-7 (during covid)

Treatments:	
Average Daily Number for Illness/First Aid:	
Number of Health Classes/Week *List classes	Exceptions are teachers instruction on infection prevention, staff instructions in asthma, anaphylaxis and seizures, epi-pen instruction for delegates : staff instruction on COVID precautions and policies

#### IV. Required Nursing Services

Required Nursing Services	Number of Students Served	Number of Referrals
Audiometric Screenings	303	29
Vision Screenings	303	29
Blood Pressure Screenings	303	0
Height & Weight Screenings	300	0
Maintenance of Student Health Records	465	10
Immunization Records Reviewed	450	0
Scoliosis Screenings	0	0
CST Health Summary	8	2
BSI Health Summary	10	2

#### Special Concerns:

Currently we have four Kindergarten classes, as well as grades two through five, three classes for grades one and three. Additionally, the following self-contained classes are at Redwood Elementary School included two Intellectual Disabilities and one Behavioral Disabilities class. Redwood School is the only barrier-free elementary school in the district; therefore students with mobility concerns may be expected.

The students' population is one that requires multiple follow up conversations between the nurse and parents, primary care physicians or other government agencies to ensure the safety and well-being of the students while in school as well as at home.



I&RS and child study team referrals require vision and hearing screening in addition to the routine screenings that are performed annually, the nurse is also expected to attend the I&RS to provide necessary medical guidance to the Child study Team and parents when needed.

A great number of visits require more than a bandaid, it also involves checking students for pediculosis, and checking of the siblings if in school, assessing students with fall, injuries and making the necessary calls to the parents when needed. Allergies, asthma and seizures are big concerns in the school premises. Obtaining updated medical records for the school year is an ongoing struggle as parents are constantly being reminded to bring a copy in for proper care of students while in the school premises.

Instructional staff are prepared to manage the various health issues of their students by carving out time to plan and instruct on individual student's health issues as well as developing and reviewing emergency plans with them. Instruction in diabetes, asthma, epilepsy, CPR and epi-pen administration is necessary for student safety, staff needs specific information on those students who are in their classrooms with food or other allergies. The scheduling of time for instructing the staff is difficult with all of the other pressing responsibilities and meetings that the teaching staff has at the beginning of the year.

Health screenings and securing compliance with immunization requirements are time consuming tasks, due to various reasons which include parents not having updated immunization records in the past and frequent relocation of some students. Parental compliance with sharing necessary documentation of health information of their child can also be difficult. Kindergarten and new student registration are also challenging as parents often overlook the health information, thinking that the registration process is complete after meeting with the registrar. Constant monitoring students' compliance with the revised New Jersey State mandate for immunization/vaccinations N.J.A.C.8:57-4. Students from out of country are often non immunized or under immunized and there are often language barriers, assistance is given to parents regarding referring to MDs or health department COVID-19 planning, preparation and staff instruction is extremely consuming and due to frequent updates and changes, excessive amounts of time each day to remain current is required. Information obtained is disseminated to administration and staff to ensure the building is compliant with all guidance. Screening for COVID-19 symptoms and excluding those with symptoms is an ongoing daily exercise requiring patience. Follow-up for staff and students who have been either named as a close contact or tested positive is intense. This often occurs after school hours and can utilize an excessive amount of time. In light of COVID-19, having a non-responsive hearing and visual screening equipment will be beneficial to my school and the district as a whole.

One full time School Nurse is required to meet the needs of the Redwood population, as well as needed coverage for the health office. Assistance to fulfill all the screening requirements such as vision, hearing, scoliosis and vital signs would be beneficial to Redwood. The screening of special education students can be difficult, as some cannot follow instructions, and oftentimes responses from referral notes sent home are not received. In light of COVID-19, we need to have contact less screening equipment; this will be beneficial to the special education students as well as the rest of students. Therefore I request for nonresponsive hearing and visual screening equipment.

**ROOSEVELT MIDDLE SCHOOL**  
**School Nurse: Eleonora Ackerman**

**I. School Information**

Grade Levels Served	6th (self-contained only), 7th, 8th
Number of Students	476
Number of Students with Serious Medical Involvement	0

**II. Medical Information**

<b>Level 1 Nursing Dependent</b>	<b>Level II Medically Fragile</b>	<b>Level III Medically Complex</b>	<b>Level IV Health Concerns</b>
Number of Students - 0	Number of Students - 0	Number of Students-91	Number of Students-34
	List disorder and number of each:	List disorder and number of each:  Food allergies requiring epinephrine auto-injector (about 20); Seizure disorder (7); Diabetes (IDDM) (0); Asthma/Asthma history (about 52); Sickle cell/Thalassemia (4); Cardiac disorder/Cardiac history (8)	List disorder and number of each:  Depression/Anxiety (6); ADHD (18); Tourette's Syndrome (2); Eating disorder (3); Headaches / Migraines (2); Juvenile rheumatoid arthritis (1); Irritable bowel (2)

### III. Daily Treatment Information

Number of Daily Medications:	None at this time given remote instruction through 2/2021 and optional hybrid scheduling after.
Number of PRN Medications:	Number is significantly lower than during a typical school year due to remote instruction through 2/2021 and optional hybrid scheduling after.
Number of Daily Treatments:	None at this time given remote instruction through 2/2021 and optional hybrid scheduling after.
Average Daily Number for Illness/First Aid:	Minimal daily illness/first aid visits at this time given remote instruction through 2/2021 and optional hybrid scheduling after.
Number of Health Classes/Week *List classes	N/A

### IV. Required Nursing Services

Required Nursing Services	Number of Students Served	Number of Referrals
Audiometric Screenings	Screenings completed per staff request throughout the school year. Screenings of students to begin in late April 2021 with consideration given to appropriate COVID-19 precautions.	0
Vision Screenings	Screenings completed per staff request throughout the school year. Screenings of students to begin in late April 2021 with consideration given to appropriate COVID-19 precautions.	15
Blood Pressure Screenings	Screenings of students to begin in late April 2021 with consideration given to appropriate COVID-19 precautions.	0
Height & Weight Screenings	Screenings of students to begin in late April 2021 with consideration given to	0

	appropriate COVID-19 precautions.	
Maintenance of Student Health Records	476	N/A
Immunization Records Reviewed	About 50	24
Scoliosis Screenings	Screenings of appropriate students begin in late April 2021 with consideration given to COVID-19 precautions.	0
CST Health Summary	Conducted as requested.	N/A
BSI Health Summary	Conducted as requested.	N/A

#### **Special Concerns:**

- ❖ COVID-19 education, monitoring, implementation of district policies and regulations, and related activities took up a significant amount of time during the 2020-2021 school year. COVID-19 related activities included, but were not limited to: assessment of student symptoms, providing guidance to families and staff regarding district policies, following up on any reports of student illness or travel, ensuring that students adhered to appropriate quarantine and isolation protocols, wellness checks, and providing families with resources such as locations of free testing facilities. Collaboration and communication was maintained with school administration, Special Services, school physician Dr. Kelly, the district transportation department, and the West Orange Health Department. Appropriate COVID-19 dashboards were completed for the West Orange Public Schools, the West Orange Health Department, and the New Jersey Department of Education. Contact tracing implemented as needed. Education on COVID-19 symptoms and mitigation strategies provided to students and staff throughout the school year and reinforced as needed.
- ❖ Utilization of the nursing process included assessment, planning, implementation, and evaluation of daily and ongoing student health concerns. Additional responsibilities include documentation of health concerns in SNAP, maintaining open lines of communication with parents and staff members, and ongoing health education to promote student health literacy.
- ❖ Monitoring with counseling for students with health concerns including but not limited to diabetes, asthma, seizure disorder, anaphylaxis/allergy, and mental health concerns was provided as needed.
- ❖ Conducting appropriate mandated yearly health screenings including height, weight, blood pressure, vision, hearing, and scoliosis. Charting of all results from mandated yearly screenings on A-45 and in SNAP, parents/guardians are notified of any referrals. Screenings conducted with adherence to COVID-19 safety protocols such as appropriate mask use, frequent disinfection of supplies, and physical distancing.



- ❖ Though middle school sports were cancelled for this school year due to COVID-19, during a typical school year, responsibilities include oversight of sports physical processes involving school physicians, coaches, and nurses. Typically, approximately 140 student athletes have their sports physical completed during the annual district physician session within the school, about 230 students submit sports physicals during the school year. Each sports physical is reviewed by nursing for completeness and additional documentation is requested for students with health concerns prior to being forwarded to the district physician for clearance. Medical referrals are made for those students who are not medically cleared to participate in sports, follow-up letters are sent and medical documentation must be obtained prior to athletic participation. Additional responsibility for documenting and charting sports physicals on A-45 and electronically in SNAP for three sports seasons. Collaboration with coaches of sports activities via email, Google Docs, and RSchool to ensure all appropriate paperwork is completed prior to sports participation; ensuring communication between health office and coaches of any student injuries/health concerns.
- ❖ Continuous monitoring to ensure student compliance with revised New Jersey State mandates for immunizations/vaccinations N.J.A.C. 8:57-4. Charts of students with provisional acceptance related to missing immunizations are reviewed at least monthly. Updated letters specifying missing immunizations are given to students to keep parents informed of immunizations that are still needed for state compliance. Parents/guardians of students who fail to comply with state laws are notified that their child will be excluded from school unless documentation of vaccine administration is received within a set time frame. Collaboration with the student's physician and the West Orange Department of Health are integrated into this process. The West Orange Department of Health audits student health charts on a yearly basis for immunization compliance.
- ❖ Maintaining and continuously updating information about students with health concerns and communicating via Google Docs/Roosevelt Faculty Lounge with faculty members in order to ensure the safety of our students while maintaining appropriate privacy protections. Faculty members are updated on the health needs of their students within FERPA privacy guidelines.
- ❖ Review of records of transfer students, which necessitates contact with previous schools of attendance to obtain immunization records and critical health information, is an ongoing and mandated task throughout the year. In addition, medical records for those students transferring out of the district are processed and sent to the appropriate facility.
- ❖ Participation in staff meetings, I&RS and 504 meetings, CST determination meetings, team meetings, and IEP and IHP reviews as scheduled. Conduct vision and hearing screenings as needed for CST staff.
- ❖ Collaborating with school staff including guidance, student assistance counselor, and administration with regard to referring students for concerns found in the adolescent population, such as anxiety, interpersonal relationship issues, family dynamics, eating disorders, nutrition related issues, mood disorders (such as depression), suicidal ideation and/or attempts, self-mutilation, pregnancy, reproductive health, sexual identity issues,

and abuse (sexual, physical and emotional) to appropriate in-school and out-of school resources.

- ❖ Collaborating with outside agencies including but not limited to the West Orange Department of Health, New Jersey State Department of Health, New Jersey Department of Children and Families, along with other health care providers as necessary.
- ❖ Medical information and contacts regarding those students who are placed on home instruction (both at home and in-patient facilities) are coordinated through the health office.
- ❖ Train faculty volunteers at RMS regarding epinephrine autoinjector administration for anaphylaxis (as per state guidelines).
- ❖ Follow-up regarding mandated Bloodborne Pathogens training (as per state guidelines).
- ❖ Coordination and maintenance of health office equipment and inventory including, to but not limited to, EpiPens and AED's. Responsibilities include maintaining a list of expiration dates (for EpiPens and AED pads/batteries) and monitoring for relevant recalls/product issues.
- ❖ Maintaining a list of expiration dates for student epinephrine autoinjectors and medications, as well as communicating with parents regarding relevant expiration dates.
- ❖ Coordination of skilled nursing coverage, especially for students with diabetes, asthma, anaphylaxis risk, seizure disorder, or other health concerns for field trips as needed.
- ❖ Participation in 10 post contractual mandatory district nurses meetings and 10 mandatory faculty meetings.
- ❖ Mandatory participation in continuing education units in order to maintain renewal of professional nursing license/school nurse certification, and continuing professional education hours in the State of New Jersey.

**ST. CLOUD ELEMENTARY SCHOOL**  
**School Nurse: Shena Brown**

**I. School Information**

Grade Levels Served	K-5
Number of Students	390
Number of Students with Serious Medical Involvement	201

**II. Medical Information**

<b>Level 1 Nursing Dependent</b>	<b>Level II Medically Fragile</b>	<b>Level III Medically Complex</b>	<b>Level IV Health Concerns</b>
Number of Students: <b>0</b>	Number of Students: <b>0</b>	Number of Students <b>8</b>	Number of Students: <b>193</b>
	List disorder and number of each:	List disorder and number of each: Asthma - 2 Severe allergies - 5 Seizure DO - 1	List disorder and number of each: Allergy seasonal- 32 Allergy - food - 64 Asthma - 36 Bleeding disorder - 6 Cancer - 1 Genitourinary disorder -1 Migraine - 3 Bowel disorder - 2 Neurological disorder - 2 Nutritional restrictions - 2 Skin Disorder -12 Speech disorder - 2 Hyperthyroidism -1 Vision impairment - 29

**III. Daily Treatment Information**

Number of Daily Medications:	0
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Number of PRN Medications:	0
Number of Daily Treatments:	0
Average Daily Number for Illness/First Aid:	n/a
Number of Health Classes/Week *List classes	0 Exceptions are teacher instruction on bloodborne pathogens; staff instruction in diabetes, asthma, anaphylaxis and seizures; epi-pen instruction for delegees; staff instruction on COVID precautions and policies

#### IV. Required Nursing Services

Required Nursing Services	Number of Students Served	Number of Referrals
Audiometric Screenings	16	0
Vision Screenings	15	3
Blood Pressure Screenings	0	0
Height & Weight Screenings	0	0
Maintenance of Student Health Records	390	0
Immunization Records Reviewed	442	15
Scoliosis Screenings	0	0
CST Health Summary	15	1
BSI Health Summary	0	0

#### Special Concerns:

There are several transient students attending St. Cloud School, some of whom have complex health care needs or other health concerns. These low-income or newly transferred students often require referrals for medical, psychological & dental health care. They may also require multiple follow up conversations between nurse and parent, primary care physician, or other



government agencies to ensure the safety and well being of the student while at home or in school. There are at times language barriers which also prolong the process of acquiring the necessary documents or vaccines. The documentation that is necessary to accompany the student between schools/other districts\countries can also consume a considerable amount of time.

There were approximately fifteen I&RS and Child Study Team referrals, which required hearing and vision screening, in addition to the routine screenings that are performed annually. Whenever there are children referred to the I&RS committee for medical reasons, the nurse must attend to provide medical guidance to the team and parents. Pediculosis screening is performed as needed throughout the year. These screenings are performed multiple times on the students who have been identified as having pediculosis, as well as those students in either their class or a sibling's class. Mandated screenings utilize a significant amount of time both in scheduling as we have to consider class schedules, and performing due to the limitations of outdated practices. Newer technology alleviates the need for close contact with this as well as assisting with accuracy and time taken from academics.

Additionally, there were students with asthma who required assessment, monitoring and treatment at times of illness exacerbation. Students with seasonal allergies, who require care for flare-ups and symptom management, which can occur multiple times a day can consume a significant amount of time during seasonal flare-ups. Due to bowel/bladder control issues, several students have needed periodic assistance and management for incontinence, as well as extensive conversations with parents who are understandably upset and overwhelmed with this issue.

In order to prepare the instructional staff to manage the various health issues of their students, it is necessary to carve out time for planning and instructing those who would be responsible for them. Instruction in diabetes, asthma, epilepsy, CPR and epi-pen administration is necessary for student safety. Also due to new state requirements, administrators also need to be instructed in glucagon administration. In addition, in order to find sufficient designees for those with severe food allergies, the staff needs specific information on those students who are in their classrooms with food or other allergies. Scheduling time for instructing the necessary staff in anaphylaxis as well as other medical concerns is difficult with all of the other pressing responsibilities and meetings that the teaching staff has at the beginning of the year.

Health screenings and securing compliance with immunization requirements are time consuming tasks, due to the lack of appropriate health care in the past and frequent relocation of some students. Additionally parental compliance with sharing documentation of necessary health information can be difficult to obtain. Kindergarten and new student registration is also challenging as parents often overlook the necessary health information and feel that the process is complete once they meet with the registrar. This makes procuring health information both time-consuming and difficult as some resist or feel it is no longer needed, or feel that they can simply bring their child to school and ignore the required documentation.

Assessment of staff members and recording their medical issues/injuries also consumed a significant amount of time. The referral and workman's compensation forms are complex, yet are required in a timely fashion in order to speed up the processing time. This process needs to be further streamlined in order to save time for all concerned parties.

Teaching students and parents about diabetes, seizures, as well as asthma and its management is an ongoing necessity. Additionally, providing parents with updates on immunizations and health information concerning their child/children consumes a great deal of time during the year. Notifying parents about their child's unfortunate accidents in school is also a time consuming but extremely necessary process as there are questions and information that needs to be imparted, as well as referrals for follow-up care as needed.

COVID-19 planning, preparation and staff instruction is extremely consuming, and due to frequent updates and changes, require excessive amounts of time each day to remain current. This information also needs to be disseminated to administration and staff to ensure the building is compliant with all guidance. Screening for COVID symptoms and excluding those who exhibit them, is an ongoing daily exercise requiring patience as parents are very stressed about managing illness in their homes. Follow-up and contact tracing for staff and students who have been either named as a close contact or tested positive is intense. This often occurs after school hours and can utilize an excessive amount of time. The need to confer with others and then document all outcomes adds to this.

One full-time certified school nurse is required to meet the needs of the St. Cloud School population, as well as needed coverage for the health office. Nursing support would help facilitate medical follow up and avoid serious problems. Additional screening tools for vision and hearing would help facilitate this process for all schools. It is a state requirement that nurses complete IHP for all medically challenged students before the first day of school. In order to do this the nurse must prepare student charts and enter information such as immunizations and physical exams for new students. Due to the unknown medical needs of students, any needed medications should be noted and paperwork completed prior to the students beginning school. Due to the need for documentation to be entered into our system before the beginning of the school year, additional time is needed before school begins. Also additional coverage for emergency or administrative days and health screening would be beneficial to the St. Cloud population

**WASHINGTON ELEMENTARY SCHOOL**

School Nurse: Janis Lewis

**I. School Information**

Grade Levels Served	PreK-5
Number of Students	397
Number of Students with Serious Medical Involvement	84

**II. Medical Information**

<b>Level 1 Nursing Dependent</b>	<b>Level II Medically Fragile</b>	<b>Level III Medically Complex</b>	<b>Level IV Health Concerns</b>
Number of Students: 0	Number of Students: 13	Number of Students: 83	Number of Students: 14
	List disorder and number of each: Severe Asthma-0 Anaphylaxis-12 Diabetes-1	List disorder and number of each: Asthma-38 Allergy-42 Bleeding Disorder-3	List disorder and number of each: Mild Asthma-3 Eczema-7 Nutritional-4

**III. Daily Treatment Information**

Number of Daily Medications:	0
Number of PRN Medications:	2
Number of Daily Treatments:	0
Average Daily Number for Illness/First Aid:	10
Number of Health Classes/Week *List classes	0

#### IV. Required Nursing Services

Required Nursing Services	Number of Students Served	Number of Referrals
Audiometric Screenings	37	54
Vision Screenings	35	42
Blood Pressure Screenings	39	62
Height & Weight Screenings	44	81
Maintenance of Student Health Records	418	12
Immunization Records Reviewed	418	25
Scoliosis Screenings	0	3
CST Health Summary	24	24
BSI Health Summary	0	0

**Special Concerns:** These numbers reflect the COVID-19 Hybrid/Remote school year. The Registered Nurse appointed to Washington Elementary School will work in consultation and collaboration with a certificated School Nurse within the district to ensure the following: promote health and safety in the school environment; provide health services to students, faculty and staff; and assist with the teaching of sound health practices.

**WEST ORANGE HIGH SCHOOL ELEMENTARY SCHOOL****School Nurse: Denise Werzen, Elmer Daniels****I. School Information**

Grade Levels Served	9-12
Number of Students	2162
Number of Students with Serious Medical Involvement	274

**II. Medical Information**

<b>Level 1 Nursing Dependent</b>	<b>Level II Medically Fragile</b>	<b>Level III Medically Complex</b>	<b>Level IV Health Concerns</b>
Number of Students: 50	Number of Students: 199	Number of Students: 33	Number of Students:9
ADHD 15 Anxiety 10 Autistic (Self Contained) 6 Depression 6 Heart murmur 3 Migraine 10	List disorder and number of each: Asthma 96 Allergy 94 TBI (Concussion) 7 Sickle Cell Trait 2	List disorder and number of each: Seizure 18 Sickle Cell Disease 5 Juvenile Rheumatoid Arthritis 2 T2DI 3 TD2M 4 Catheterization 1	List disorder and number of each: Hemophilia 2 Cancer 3 Cardiac 4

**III. Daily Treatment Information**

Number of Daily Medications:	0
Number of PRN Medications:	0
Number of Daily Treatments:	0
Average Daily Number for Illness/First Aid:	2
Number of Health	0



Classes/Week *List classes	Exception: Staff Instruction as Delegates (EpiPen /Auvi Q) Glucagon Training on Infection prevention Universal Precautions and Covid 19 Preventions
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#### IV. Required Nursing Services

Required Nursing Services	Number of Students Served	Number of Referrals
Audiometric Screenings	0	0
Vision Screenings	Sports Physicals 609	0
Blood Pressure Screenings	Sports Physicals 609	0
Height & Weight Screenings	Sports Physicals 609	0
Maintenance of Student Health Records	2162	0
Immunization Records Reviewed	91	0
Scoliosis Screenings	0	0
CST Health Summary	15	3
BSI Health Summary	0	0

#### Special Concerns:

There are students who have complex health disparities that need to be monitored and reviewed for any health accommodations to be implemented. Medications that need to be administered during school hours have to be updated, documented and tracked.

(I&RS) meetings, CST referrals need medical expertise to be tracked, monitored and referred for warranted health services. The WOHS CSN's have participated in fifteen I&RS meetings to date. (Screening information needed for I&RS referrals health history, Vision, Hearing, Height, Weight and health disparities and injuries documented).

Gift of Sight Certificates are issued for those students (Lower socioeconomic) who need vision care.

The certified School Nurses work in concert with our school physician Dr. Michael Kelly, Students PCP, WODOH, and with other community resources (i.e.: Zufall Public Health) for (Dental, Physical & Mental Health), our Student Assistant Counselors: Amadeo Cirichello & Jacklyn Headlam for Mental Health, LGBTQ and Bullying health disparities.

The WOHS certified School Nurses have plentiful resources that assist students with health related needs both in a hybrid and remote educational setting.

The WOHS certified School Nurse tracks and maintains the COVID 19 Dashboard and reports all documented active cases to the NJ State DOHE&W and the local WODOH. The WO School District adheres to the CDC guidelines for prevention of transmission of COVID 19 and is a key stakeholder on the WOHS Pandemic Response Team.

The certified School Nurse must draft and Document (IHP's) Individual Healthcare Plans for all students with health disparities.

The A-45 mandated compliance documentation for all students immunizations, physical examinations and other vital health records is a time consuming task which needs to be continuously updated. The A-45 has now been implemented using SNAP (School Nurse Application Program) software, the (EMR) Electronic Medical Record. The implementation of SNAP has made documentation and storage of all medical data more expedient and its encrypted integration with other stakeholders have proven auspicious.

Employees that procure injuries must be documented using the Workman Compensation software PMA Care 24.

All student sports physical data must be imported into SNAP on a weekly basis.

Diabetic students who have Type 1 Diabetes Mellitus and Type 2 Diabetes Insipidus have to be monitored and tracked daily so that their A1C levels remain close to their projected Endocrine glucose target range.

The WOHS certified School Nurses head the Emergency Response Team which covers emergency triage (CPR, AED, Anaphylactic, Seizures, Illness & Injury).

Delegate training for EpiPen ,Auvi Q and Glucagon are time consuming tasks which must be done on a yearly basis.

During the 2020-2021 school year, WOHS has implemented a virtual health office which has made the communication between staff and students about students' medical concerns more expedient to procure and can be modified on a real time basis.

The WOHS certified School Nurses works in concert with the two certified athletic trainers Eugene Paltianos and Ashley Sivo, tracking and monitoring athletes' health disparities and injuries. Concussions (Traumatic Brain Injuries) are a major concern and these athletes are monitored closely so that when a Return to Play format is completed and they are asymptomatic for any TBI's they can safely return to Sports and Physical Education activities.

Transfers for the month of July 2021 within the 2021-2022 budget in compliance with N.J.A.C. 6A:23-2.11(A)2.

#	Account Number	Account Name	Amount	Account Number	Account Name	Amount
1	11-000-100-566	Tuition-Pvt. Handl. In State	\$514,569	11-000-100-562	Tuition-Oth. LEA Sp. Ed.	\$200,000
				11-000-100-569	Tuition Other	\$40,000
				11-000-216-320	Purch. Prof. Related Svc.	\$30,000
				11-000-217-320	Extraordinary Purch. Prof. Svc.	\$240,500
				12-000-217-730	Equipment OD	\$4,069
2	11-000-211-100	Salary-Attendance	\$1,400	11-000-211-340	Purch. Prof. and Tech. Svc.	\$1,400
3	11-000-221-299	Sick Payout	\$22,800	11-000-221-104	Salary-Curriculum Writing	\$22,800
4	11-000-222-100	Salary-Librarian	\$10,700	11-000-222-299	Sick Payout	\$10,700
5	11-000-221-199	Unused Vac. Payout	\$19,000	11-000-223-390	In-District Training	\$68,463
	11-000-223-104	Salary-Teacher Prof. Dev.	\$24,216			
	11-000-223-580	Training	\$19,262			
	11-000-223-600	Supplies-Instr. Staff Training	\$5,985			
6	11-000-291-270	Health Benefits	\$79,600	11-000-222-600	Library Supplies	\$6,100
	11-130-100-101	Salary-Teacher 6-8	\$4,654	11-000-240-600	Office Supplies	\$3,350
	11-190-100-640	Textbooks	\$2,500	11-190-100-610	Pupil Supplies	\$2,279
	11-240-100-640	Textbooks-Bilingual	\$475	11-230-100-610	Basic Skills Supplies	\$3,000
				11-000-230-530	Communication/Phone	\$35,500
				11-000-262-610	Custodial Supplies	\$37,000
7	11-000-251-340	Purch. Tech. Svc.	\$3,000	11-000-251-890	Personnel/Bd. Secy Dues/Fees	\$3,000
8	11-000-261-420	Clean/Repair/Maint. Req. Maint.	\$42,000	11-000-262-300	Purch. Prof. Tech. Svc.	\$42,000
9	11-000-262-420	Clean/Repair/Maint.	\$9,100	11-000-262-520	Prop./Fire Liab. Ins.	\$9,100
10	11-000-270-511	Trans. Contr. Between Home/Sch.	\$7,700	11-000-270-593	Trans. Misc. Purch. Svc.	\$7,700
11	11-401-100-100	Salary-Co-Curricular	\$16,000	11-401-100-500	Co-Curricular Music	\$16,000



REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
West Orange Board of Education  
General Fund - Fund 10  
Interim Balance Sheet  
For 1 Month Period Ending 07/31/2021

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ASSETS AND RESOURCES

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

101	Cash in bank		\$19,689,197.99
102-107	Cash and cash equivalents		\$55,090.71
116	Capital reserve Account		\$333,143.49
118	Investments - Cur. Exp. Emergency Rsrv.		\$664,432.39
121	Tax levy receivable		137,613,547.00
	Accounts receivable:		
141	Intergovernmental - State	\$25,457,535.90	
153,154	Other (net of est uncollectible of \$_____)	\$92,355.73	\$25,549,891.63
	Other Current Assets		\$21,578.00

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

301	Estimated Revenues	166,046,330.00	
302	Less Revenues	(164,028,001.53)	
			\$2,018,328.47
	Total assets and resources		185,945,209.68

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REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
West Orange Board of Education  
General Fund - Fund 10  
Interim Balance Sheet  
For 1 Month Period Ending 07/31/2021

LIABILITIES AND FUND EQUITY

--- LIABILITIES ---

421	Accounts Payable	\$5,687,304.89
	Other current liabilities including Net Assets	\$6,728,186.09
TOTAL LIABILITIES		\$12,415,490.98

FUND BALANCE

--- Appropriated ---

753	Reserve for Encumbrances - Current Year	132,077,965.49
754	Reserve for Encumbrance - Prior Year	\$916,107.31
	Reserved fund balance:	
761	Capital reserve account -	\$333,140.75
604	Add: Increase in capital reserve	\$1,000,010.00
309	Less: Budg w/d from Capital Rsrv Excess Cost	(\$300,000.00)
		\$1,033,150.75
769	Restricted Balance for Unemployment Fund	\$402,793.98
580	Unemployment Trust Liability	\$126,908.92
		\$126,908.92
766	Reserve for Current Expense Emergencies	\$664,428.93
		\$664,428.93
606	Add: Increase in Maintenance Reserve	\$1,000,010.00
		\$1,000,010.00
601	Appropriations	168,887,221.17
602	Less : Expenditures	\$10,483,258.32
603	Encumbrances	132,994,072.80 (143,477,331.12)
		\$25,409,890.05
	Total Appropriated	161,631,255.43
--- Unappropriated ---		
770	Unreserved Fund Balance -	\$15,398,463.27
303	Budgeted Fund Balance	(\$3,500,000.00)

TOTAL FUND BALANCE	173,529,718.70
TOTAL LIABILITIES AND FUND EQUITY	185,945,209.68

West Orange Board of Education  
General Fund - Fund 10  
Interim Balance Sheet  
For 1 Month Period Ending 07/31/2021

## RECAPITULATION OF FUND BALANCE:

	Budgeted	Actual	Variance
Appropriations	168,887,221.17	143,477,331.12	\$25,409,890.05
Revenues	(166,046,330.00)	(164,028,001.53)	(\$2,018,328.47)
	<u>\$2,840,891.17</u>	<u>(\$20,550,670.41)</u>	<u>\$23,391,561.58</u>
Change in Capital Reserve accounts:			
604 Plus - Increase in reserve	\$1,000,010.00		
309 Less: Excess Withdrawal	(\$300,000.00)		
Change in Tuition Reserve accounts:			
Change in Maintenance Reserve account:			
606 Plus - Increase in reserve	\$1,000,010.00		
Subtotal Reserve Adjustments	<u>\$1,700,020.00</u>	<u>\$1,700,020.00</u>	
Less: Adjust for prior year encumb.	(\$1,040,911.17)	(\$1,040,911.17)	
Budgeted Fund Balance	<u>\$3,500,000.00</u>	<u>(\$19,891,561.58)</u>	<u>\$23,391,561.58</u>
Recapitulation of Budgeted Fund Balance by Subfund			
Fund 10 (includes 10, 11, 12, and 13)	\$3,500,000.00	(\$19,891,561.58)	\$23,264,652.66
TOTAL Budgeted Fund Balance	<u>\$3,500,000.00</u>	<u>(\$19,891,561.58)</u>	<u>\$23,391,561.58</u>

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
West Orange Board of Education  
GENERAL FUND - FUND 10  
INTERIM STATEMENTS COMPARING  
BUDGET REVENUE WITH ACTUAL TO DATE AND  
APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE  
For 1 Month Period Ending 07/31/2021

	BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
*** REVENUES/SOURCES OF FUNDS ***				
1XXX From Local Sources	143,931,402.00	143,668,690.53		\$262,711.47
3XXX From State Sources	\$21,909,311.00	\$20,359,311.00		\$1,550,000.00
4XXX From Federal Sources	\$205,617.00	.00		\$205,617.00
<b>TOTAL REVENUE/SOURCES OF FUNDS</b>	<b>166,046,330.00</b>	<b>164,028,001.53</b>		<b>\$2,018,328.47</b>
*** EXPENDITURES ***				
	APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE
--- CURRENT EXPENSE ---				
11-1XX-100-XXX Regular Programs - Instruction	\$50,628,955.71	\$882,782.45	\$48,834,168.76	\$912,004.50
11-2XX-100-XXX Special Education - Instruction	\$16,452,547.52	\$280,742.99	\$16,064,271.24	\$107,533.29
11-230-100-XXX Basic Skills - Remedial Instruction	\$3,054,810.00	\$0.00	\$3,050,542.89	\$4,267.11
11-240-100-XXX Bilingual Education - Instruction	\$1,535,198.00	\$0.00	\$1,502,457.66	\$32,740.34
11-401-100-XXX School-Spon. Cocurr. Acti-Instr	\$696,352.00	\$7,395.00	\$535,086.84	\$153,870.16
11-402-100-XXX School-Spons. Athletics - Instruction	\$1,600,213.00	\$51,861.13	\$1,279,610.62	\$268,741.25
11-4XX-100-XXX Other Instrc. Programs - Instruction	\$39,655.00	\$28,063.77	\$11,591.23	\$0.00
11-4XX-200-XXX Other Supplemental/At Risk Pto grams	\$9,065.00	.00	\$9,065.00	.00
--- UNDISTRIBUTED EXPENDITURES ---				
11-000-100-XXX Instruction	\$10,928,484.00	\$1,254,927.39	\$8,645,460.63	\$1,028,095.98
11-000-211-XXX Attendance and Social Work Services	\$216,868.00	\$85,387.09	\$130,575.84	\$905.07
11-000-213-XXX Health Services	\$1,626,603.93	\$25,151.43	\$1,576,875.28	\$24,577.22
11-000-216-XXX Speech, OT,PT & Related Svcs	\$2,562,944.00	\$30,069.78	\$2,469,610.52	\$63,263.70
11-000-217-XXX Other Support Serv - Students Extra Srvc	\$516,653.00	\$14,700.00	\$501,893.00	\$60.00
11-000-218-XXX Guidance	\$3,378,127.93	\$106,000.27	\$3,196,484.55	\$75,643.11
11-000-219-XXX Child Study Teams	\$4,314,841.55	\$97,089.48	\$4,103,529.38	\$114,222.69
11-000-221-XXX Improv of Inst. - Instruc Staff	\$2,143,865.00	\$25,434.65	\$2,109,573.35	\$8,857.00
11-000-222-XXX Educational Media Serv/School Library	\$1,391,269.00	\$9,705.30	\$1,353,415.98	\$28,147.72
11-000-223-XXX Instructional Staff Training Services	\$274,185.00	\$34,348.28	\$28,586.00	\$211,250.72
11-000-230-XXX Supp. Serv.-General Administration	\$2,203,496.50	\$612,995.19	\$1,335,567.37	\$254,933.94
11-000-240-XXX Supp. Serv.-School Administration	\$5,962,666.37	\$412,079.42	\$5,503,492.43	\$47,094.52
11-000-25X-XXX Central Serv & Admin. Inform. Tech.	\$3,295,153.49	\$359,181.40	\$2,794,657.12	\$141,314.97
11-000-261-XXX Require Maint. for School Facilities	\$2,130,387.80	\$165,291.55	\$435,146.80	\$1,529,949.45
11-000-262-XXX Custodial Services	\$9,768,810.74	\$974,166.67	\$7,766,197.10	\$1,028,446.97
11-000-263-XXX Care and Upkeep of Grounds	\$1,098,212.00	\$58,117.88	\$558,368.52	\$481,725.60
11-000-266-XXX Security	\$1,029,887.13	\$58,133.79	\$710,771.50	\$260,981.84
11-000-270-XXX Student Transportation Services	\$12,115,499.90	\$380,485.91	\$1,805,452.32	\$9,929,561.67
11-XXX-XXX-2XX Allocated and Unallocated Benefits	\$28,383,689.39	\$4,448,416.50	\$15,576,358.73	\$8,358,914.16
<b>TOTAL GENERAL CURRENT EXPENSE</b>				
<b>EXPENDITURES/USES OF FUNDS</b>	<b>167,358,440.96</b>	<b>\$10,402,527.32</b>	<b>131,888,810.66</b>	<b>\$25,067,102.98</b>

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
West Orange Board of Education  
GENERAL FUND - FUND 10  
INTERIM STATEMENTS COMPARING  
BUDGET REVENUE WITH ACTUAL TO DATE AND  
APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE  
For 1 Month Period Ending 07/31/2021

*** EXPENDITURES - cont'd ***	APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE
*** CAPITAL OUTLAY ***				
12-XXX-XXX-73X Equipment	\$272,235.15	\$14,999.00	\$68,677.08	\$188,559.07
12-000-4XX-XXX Facilities acquisition & constr. serv.	\$989,608.06	\$27,962.00	\$812,342.06	\$149,304.00
 TOTAL CAP OUTLAY EXPEND./USES OF FUNDS	 \$1,261,843.21	 \$42,961.00	 \$881,019.14	 \$337,863.07
 10-000-100-56X Transfer of Funds to Charter Schools	 \$266,937.00	 \$37,770.00	 \$224,243.00	 \$4,924.00
 TOTAL GENERAL FUND EXPENDITURES	 168,887,221.17	 \$10,483,258.32	 132,994,072.80	 \$25,409,890.05



REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
West Orange Board of Education  
GENERAL FUND - FUND 10  
SCHEDULE OF REVENUES  
ACTUAL COMPARED WITH ESTIMATED  
For 1 Month Period Ending 07/31/2021

	ESTIMATED	ACTUAL	UNREALIZED
--- LOCAL SOURCES ---			
1210 Local Tax Levy	143,613,547.00	143,613,547.00	.00
1310 Tuition from Individuals	\$10,000.00	\$900.00	\$9,100.00
1320 Tuition from LEAs Within State	\$122,835.00	.00	\$122,835.00
1910 Rents and Royalties	\$50,000.00	\$2,440.00	\$47,560.00
1XXX Miscellaneous	\$135,020.00	\$51,803.53	\$83,216.47
TOTAL	143,931,402.00	143,668,690.53	\$262,711.47
--- STATE SOURCES ---			
3121 Categorical Transportation Aid	\$3,033,009.00	\$3,033,009.00	.00
3131 Extraordinary Aid	\$1,500,000.00	.00	\$1,500,000.00
3132 Categorical Special Education Aid	\$4,159,988.00	\$4,159,988.00	.00
3176 Equalization	\$11,299,961.00	\$11,299,961.00	.00
3177 Categorical Security	\$1,866,353.00	\$1,866,353.00	.00
3190 Other Unrestricted State Aid	\$50,000.00	.00	\$50,000.00
TOTAL	\$21,909,311.00	\$20,359,311.00	\$1,550,000.00
--- FEDERAL SOURCES ---			
4200 Federal Grants including Medicaid Reimbursement	\$205,617.00	.00	\$205,617.00
TOTAL	\$205,617.00	\$0.00	\$205,617.00
--- OTHER FINANCING SOURCES ---			
TOTAL REVENUES/SOURCES OF FUNDS	166,046,330.00	164,028,001.53	\$2,018,328.47

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
West Orange Board of Education  
GENERAL FUND - FUND 10  
STATEMENT OF APPROPRIATIONS  
COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
For 1 Month Period Ending 07/31/2021

	Appropriations	Expenditures	Encumbrances	Available Balance
*** GENERAL CURRENT EXPENSE ***				
--- Regular Programs - Instruction ---				
11-110-100-101 Kindergarten - Salaries of Teachers	\$2,416,510.00	.00	\$2,416,510.00	.00
11-120-100-101 Grades 1-5 - Salaries of Teachers	\$16,979,534.00	.00	\$16,979,534.00	.00
11-130-100-101 Grades 6-8 - Salaries of Teachers	\$11,121,947.00	.00	\$11,121,947.00	.00
11-140-100-101 Grades 9-12 - Salaries of Teachers	\$16,192,622.00	\$13,075.70	\$16,170,978.38	\$8,567.92
--- Regular Programs - Home Instruction ---				
11-150-100-101 Salaries of Teachers	\$138,090.00	\$0.00	\$138,090.00	\$0.00
11-150-100-320 Purchased Prof.-Ed. Services	\$56,000.00	.00	\$47,000.00	\$9,000.00
--- Regular Programs - Undistr. Instruction ---				
11-190-100-106 Other Salaries for Instruction	\$1,006,637.00	.00	\$1,006,637.00	.00
11-190-100-320 Purchased Prof.-Ed. Services	\$37,445.00	\$400.00	\$3,847.00	\$33,198.00
11-190-100-340 Purchased Technical Services	\$6,749.00	.00	.00	\$6,749.00
11-190-100-500 Other Purch. Serv. (400-500 series)	\$830,397.50	\$562,709.98	\$195,159.26	\$72,528.26
11-190-100-610 General Supplies	\$1,734,229.21	\$302,010.27	\$731,869.95	\$700,348.99
11-190-100-640 Textbooks	\$61,375.00	.00	\$19,556.17	\$41,818.83
11-190-100-800 Other Objects	\$47,420.00	\$4,586.50	\$3,040.00	\$39,793.50
TOTAL	\$50,628,955.71	\$882,782.45	\$48,834,168.76	\$912,004.50
--- SPECIAL EDUCATION - INSTRUCTION ---				
Cognitive - Mild:				
11-201-100-101 Salaries of Teachers	\$851,476.00	\$17,920.80	\$833,555.20	\$0.00
11-201-100-106 Other Salaries for Instruction	\$720,615.00	\$7,413.36	\$712,864.28	\$337.36
11-201-100-610 General Supplies	\$4,075.00	.00	\$1,341.04	\$2,733.96
11-201-100-800 Other Objects	\$5,800.00	.00	.00	\$5,800.00
TOTAL	\$1,581,966.00	\$25,334.16	\$1,547,760.52	\$8,871.32
Learning and/or Language Disabilities Mild or Moderate:				
11-204-100-101 Salaries of Teachers	\$2,379,886.00	\$67,947.81	\$2,311,938.19	\$0.00
11-204-100-106 Other Salaries for Instruction	\$1,169,322.00	\$40,468.50	\$1,128,454.40	\$399.10
11-204-100-610 General Supplies	\$16,207.00	\$68.31	\$2,675.36	\$13,463.33
TOTAL	\$3,565,415.00	\$108,484.62	\$3,443,067.95	\$13,862.43
Behavioral Disabilities:				
11-209-100-101 Salaries of Teachers	\$213,313.00	\$3,598.56	\$209,714.44	\$0.00
11-209-100-106 Other Salaries for Instruction	\$155,026.00	\$1,689.12	\$153,336.88	.00
11-209-100-610 General supplies	\$12,448.52	.00	\$219.13	\$12,229.39
TOTAL	\$380,787.52	\$5,287.68	\$363,270.45	\$12,229.39
Multiple Disabilities:				
11-212-100-101 Salaries of Teachers	\$122,741.00	\$0.00	\$122,741.00	\$0.00
11-212-100-106 Other Salaries for Instruction	\$339,744.00	\$19,612.56	\$320,131.44	.00
11-212-100-610 General supplies	\$5,950.00	.00	.00	\$5,950.00
TOTAL	\$468,435.00	\$19,612.56	\$442,872.44	\$5,950.00
Resource Room/Resource Center:				
11-213-100-101 Salaries of Teachers	\$5,526,677.00	\$0.00	\$5,526,677.00	\$0.00

West Orange Board of Education  
 GENERAL FUND - FUND 10  
 STATEMENT OF APPROPRIATIONS  
 COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
 For 1 Month Period Ending 07/31/2021

	Appropriations	Expenditures	Encumbrances	Available Balance
11-213-100-106 Other Salaries for Instruction	\$998,827.00	.00	\$998,827.00	.00
11-213-100-610 General supplies	\$13,868.00	.00	\$5,101.77	\$8,766.23
TOTAL	\$6,539,372.00	\$0.00	\$6,530,605.77	\$8,766.23
Autism:				
11-214-100-101 Salaries of Teachers	\$775,350.00	\$31,037.58	\$744,312.42	\$0.00
11-214-100-106 Other Salaries for Instruction	\$1,287,420.00	\$45,770.46	\$1,241,638.66	\$10.88
11-214-100-610 General Supplies	\$44,366.00	.00	\$10,200.74	\$34,165.26
11-214-100-800 Other Objects	\$400.00	.00	.00	\$400.00
TOTAL	\$2,107,536.00	\$76,808.04	\$1,996,151.82	\$34,576.14
Preschool Disabilities - Part-Time:				
11-215-100-101 Salaries of Teachers	\$289,586.00	\$0.00	\$289,586.00	\$0.00
11-215-100-106 Other Salaries for Instruction	\$284,991.00	\$110.00	\$284,881.00	.00
TOTAL	\$574,577.00	\$110.00	\$574,467.00	\$0.00
Preschool Disabilities - Full-Time:				
11-216-100-101 Salaries of Teachers	\$424,339.00	\$14,434.24	\$409,904.76	\$0.00
11-216-100-106 Other Salaries for Instruction	\$528,039.00	\$28,433.52	\$499,605.48	.00
11-216-100-600 General Supplies	\$14,600.00	\$830.57	\$11,491.65	\$2,277.78
TOTAL	\$966,978.00	\$43,698.33	\$921,001.89	\$2,277.78
Home Instruction:				
11-219-100-101 Salaries of Teachers	\$211,481.00	\$1,407.60	\$198,073.40	\$12,000.00
11-219-100-320 Purchased Prof.-Ed. Services	\$56,000.00	.00	\$47,000.00	\$9,000.00
TOTAL	\$267,481.00	\$1,407.60	\$245,073.40	\$21,000.00
TOTAL SPECIAL ED - INSTRUCTION	\$16,452,547.52	\$280,742.99	\$16,064,271.24	\$107,533.29
--- Basic Skills/Remedial-Instruction ---				
11-230-100-101 Salaries of Teachers	\$3,037,287.00	\$0.00	\$3,037,287.00	\$0.00
11-230-100-610 General Supplies	\$17,523.00	.00	\$13,255.89	\$4,267.11
TOTAL	\$3,054,810.00	\$0.00	\$3,050,542.89	\$4,267.11
--- Bilingual Education-Instruction ---				
11-240-100-101 Salaries of Teachers	\$1,496,916.00	\$0.00	\$1,496,916.00	\$0.00
11-240-100-610 General Supplies	\$29,027.00	.00	\$5,541.66	\$23,485.34
11-240-100-640 Textbooks	\$9,255.00	.00	.00	\$9,255.00
TOTAL	\$1,535,198.00	\$0.00	\$1,502,457.66	\$32,740.34
--- School spons.cocurricular activities-Instruction ---				
11-401-100-100 Salaries	\$503,423.00	\$720.00	\$502,703.00	.00
11-401-100-500 Purchased Services (300-500 series)	\$79,550.00	\$3,000.00	\$12,460.80	\$64,089.20
11-401-100-600 Supplies and Materials	\$74,300.00	\$3,075.00	\$19,460.04	\$51,764.96
11-401-100-800 Other Objects	\$39,079.00	\$600.00	\$463.00	\$38,016.00
TOTAL	\$696,352.00	\$7,395.00	\$535,086.84	\$153,870.16
--- School sponsored athletics-Instruct. ---				
11-402-100-100 Salaries	\$1,157,060.00	\$17,226.88	\$1,139,833.12	.00



West Orange Board of Education  
 GENERAL FUND - FUND 10  
 STATEMENT OF APPROPRIATIONS  
 COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
 For 1 Month Period Ending 07/31/2021

	Appropriations	Expenditures	Encumbrances	Available Balance
11-402-100-500 Purchased Services (300-500 series)	\$284,240.00	\$34,400.00	\$84,650.00	\$165,190.00
11-402-100-600 Supplies and Materials	\$93,795.00	\$234.25	\$36,841.50	\$56,719.25
11-402-100-800 Other Objects	\$65,118.00	.00	\$18,286.00	\$46,832.00
<b>TOTAL</b>	<b>\$1,600,213.00</b>	<b>\$51,861.13</b>	<b>\$1,279,610.62</b>	<b>\$268,741.25</b>
--- Summer school - Instruction ---				
11-422-100-101 Salaries of Teachers	\$39,655.00	\$28,063.77	\$11,591.23	\$0.00
<b>TOTAL</b>	<b>\$39,655.00</b>	<b>\$28,063.77</b>	<b>\$11,591.23</b>	<b>\$0.00</b>
--- Summer school - support services ---				
11-422-200-100 Salaries	\$9,065.00	.00	\$9,065.00	.00
<b>TOTAL</b>	<b>\$9,065.00</b>	<b>\$0.00</b>	<b>\$9,065.00</b>	<b>\$0.00</b>
<b>TOTAL SUMMER SCHOOL</b>	<b>\$48,720.00</b>	<b>\$28,063.77</b>	<b>\$20,656.23</b>	<b>\$0.00</b>
--- UNDISTRIBUTED EXPENDITURES ---				
--- Instruction ---				
11-000-100-561 Tuition to Other LEAs within State Regular	\$102,890.00	.00	.00	\$102,890.00
11-000-100-562 Tuition to Other LEAs within State Special	\$961,496.00	\$94,844.41	\$785,418.90	\$81,232.69
11-000-100-563 Tuition to Co.Voc.School Dist.-reg.	\$41,377.00	.00	.00	\$41,377.00
11-000-100-564 Tuition to Co.Voc. School Dist.-spec.	\$36,416.00	.00	.00	\$36,416.00
11-000-100-565 Tuition to Co.Spec.Serv. & Reg. Day schls	\$275,700.00	\$22,931.00	\$260.00	\$252,509.00
11-000-100-566 Tuition to Priv Sch for Disbl w/i State	\$9,277,490.00	\$1,129,226.98	\$7,636,606.73	\$511,656.29
11-000-100-569 Tuition - Other	\$233,115.00	\$7,925.00	\$223,175.00	\$2,015.00
<b>TOTAL</b>	<b>\$10,928,484.00</b>	<b>\$1,254,927.39</b>	<b>\$8,645,460.63</b>	<b>\$1,028,095.98</b>
--- Attendance and social work services ---				
11-000-211-100 Salaries	\$138,912.00	\$9,011.16	\$129,900.84	.00
11-000-211-300 Purchased Prof. & Tech. Svc.	\$77,056.00	\$76,375.93	\$675.00	\$5.07
11-000-211-600 Supplies and Materials	\$900.00	.00	.00	\$900.00
<b>TOTAL</b>	<b>\$216,868.00</b>	<b>\$85,387.09</b>	<b>\$130,575.84</b>	<b>\$905.07</b>
--- Health services ---				
11-000-213-100 Salaries	\$1,475,230.00	\$11,295.68	\$1,463,934.32	.00
11-000-213-300 Purchased Prof. & Tech. Svc.	\$107,644.00	\$12,488.80	\$87,750.00	\$7,405.20
11-000-213-500 Other Purchd. Serv.(400-500 series)	\$6,000.00	.00	.00	\$6,000.00
11-000-213-600 Supplies and Materials	\$34,129.93	\$235.05	\$24,675.96	\$9,218.92
11-000-213-800 Other Objects	\$3,600.00	\$1,131.90	\$515.00	\$1,953.10
<b>TOTAL</b>	<b>\$1,626,603.93</b>	<b>\$25,151.43</b>	<b>\$1,576,875.28</b>	<b>\$24,577.22</b>
--- Speech, OT,PT & Related Svcs ---				
11-000-216-100 Salaries	\$1,821,053.00	\$16,343.46	\$1,804,709.54	.00
11-000-216-320 Purchased Prof. Ed. Services	\$712,953.00	\$13,671.25	\$660,081.75	\$39,200.00
11-000-216-580 Travel	\$1,000.00	.00	.00	\$1,000.00
11-000-216-600 Supplies and Materials	\$27,938.00	\$55.07	\$4,819.23	\$23,063.70
<b>TOTAL</b>	<b>\$2,562,944.00</b>	<b>\$30,069.78</b>	<b>\$2,469,610.52</b>	<b>\$63,263.70</b>
--- Other support services - Students - Extra Svcs				
11-000-217-100 Salaries	\$82,553.00	.00	\$82,553.00	.00

West Orange Board of Education  
GENERAL FUND - FUND 10  
STATEMENT OF APPROPRIATIONS  
COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
For 1 Month Period Ending 07/31/2021

	Appropriations	Expenditures	Encumbrances	Available Balance
11-000-217-320 Purchased Prof. Ed. Services	\$434,100.00	\$14,700.00	\$419,340.00	\$60.00
<b>TOTAL</b>	<b>\$516,653.00</b>	<b>\$14,700.00</b>	<b>\$501,893.00</b>	<b>\$60.00</b>
--- Guidance ---				
11-000-218-104 Salaries Other Prof. Staff	\$2,829,246.00	\$14,280.00	\$2,814,966.00	.00
11-000-218-105 Sal Secr. & Clerical Asst.	\$300,472.00	\$22,873.70	\$277,598.30	.00
11-000-218-199 Unused Vac Payment to Term/Ret Staff	\$8,500.00	\$8,435.07	.00	\$64.93
11-000-218-390 Other Purch. Prof. & Tech Svc.	\$207,389.00	\$60,411.50	\$90,603.05	\$56,374.45
11-000-218-500 Other Purchased Services (400-500 series)	\$1,400.00	.00	.00	\$1,400.00
11-000-218-600 Supplies and Materials	\$29,670.93	.00	\$13,228.20	\$16,442.73
11-000-218-800 Other Objects	\$1,450.00	.00	\$89.00	\$1,361.00
<b>TOTAL</b>	<b>\$3,378,127.93</b>	<b>\$106,000.27</b>	<b>\$3,196,484.55</b>	<b>\$75,643.11</b>
--- Child Study Teams ---				
11-000-219-104 Salaries Other Prof. Staff	\$3,581,399.00	\$32,111.56	\$3,549,287.44	.00
11-000-219-105 Sal Secr. & Clerical Asst.	\$433,458.00	\$33,479.02	\$399,978.98	.00
11-000-219-320 Purchased Prof. - Ed. Services	\$109,200.00	\$3,250.00	\$59,750.00	\$46,200.00
11-000-219-390 Other Purch. Prof. & Tech Svc.	\$125,953.55	\$28,248.90	\$84,904.55	\$12,800.10
11-000-219-592 Misc Purch Ser(400-500 O/than Resid costs)	\$10,000.00	\$0.00	\$0.00	\$10,000.00
11-000-219-600 Supplies and Materials	\$54,531.00	.00	\$9,608.41	\$44,922.59
11-000-219-800 Other Objects	\$300.00	.00	.00	\$300.00
<b>TOTAL</b>	<b>\$4,314,841.55</b>	<b>\$97,089.48</b>	<b>\$4,103,529.38</b>	<b>\$114,222.69</b>
--- Improv. of instr. Serv. ---				
11-000-221-102 Salaries Superv. of Instr.	\$1,659,713.00	\$18,336.41	\$1,641,376.59	.00
11-000-221-104 Salaries Other Prof. Staff	\$87,800.00	.00	\$87,800.00	.00
11-000-221-105 Sal Secr. & Clerical Asst.	\$177,982.00	\$7,098.24	\$170,883.76	.00
11-000-221-176 Sal. Facilitators, Math, Literacy Coaches	\$209,513.00	.00	\$209,513.00	.00
11-000-221-500 Other Purchased Services (400-500 series)	\$5,250.00	.00	.00	\$5,250.00
11-000-221-600 Supplies and Materials	\$2,450.00	.00	.00	\$2,450.00
11-000-221-800 Other Objects	\$1,157.00	.00	.00	\$1,157.00
<b>TOTAL</b>	<b>\$2,143,865.00</b>	<b>\$25,434.65</b>	<b>\$2,109,573.35</b>	<b>\$8,857.00</b>
--- Educational media serv./sch.library ---				
11-000-222-100 Salaries	\$1,255,871.00	\$5,876.40	\$1,249,994.60	.00
11-000-222-300 Purchased Prof. & Tech Svc.	\$16,440.00	.00	\$14,493.85	\$1,946.15
11-000-222-500 Other Purchased Services (400-500 series)	\$3,932.00	.00	.00	\$3,932.00
11-000-222-600 Supplies and Materials	\$114,726.00	\$3,828.90	\$88,652.53	\$22,244.57
11-000-222-800 Other Objects	\$300.00	.00	\$275.00	\$25.00
<b>TOTAL</b>	<b>\$1,391,269.00</b>	<b>\$9,705.30</b>	<b>\$1,353,415.98</b>	<b>\$28,147.72</b>
--- Instructional Staff Training Services ---				
11-000-223-104 Salaries Other Prof. Staff	\$8,374.00	.00	\$8,374.00	.00
11-000-223-390 Other Purch. Prof. & Tech Svc.	\$162,627.00	\$33,748.28	\$18,023.00	\$110,855.72
11-000-223-500 Other Purchased Services (400-500 series)	\$91,534.00	\$300.00	\$2,100.00	\$89,134.00
11-000-223-600 Supplies and Materials	\$1,000.00	.00	.00	\$1,000.00
11-000-223-800 Other Objects	\$10,650.00	\$300.00	\$89.00	\$10,261.00

West Orange Board of Education  
GENERAL FUND - FUND 10  
STATEMENT OF APPROPRIATIONS  
COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
For 1 Month Period Ending 07/31/2021

	Appropriations	Expenditures	Encumbrances	Available Balance
<b>TOTAL</b>	<b>\$274,185.00</b>	<b>\$34,348.28</b>	<b>\$28,586.00</b>	<b>\$211,250.72</b>
--- Support services-general administration ---				
11-000-230-100 Salaries	\$657,440.00	\$47,949.88	\$609,490.12	\$0.00
11-000-230-331 Legal Services	\$337,000.00	\$39,379.09	\$293,733.20	\$3,887.71
11-000-230-332 Audit Fees	\$85,050.00	.00	\$17,500.00	\$67,550.00
11-000-230-334 Architectural/Engineering Services	\$13,500.00	.00	.00	\$13,500.00
11-000-230-339 Other Purchased Prof. Svc.	\$207,218.00	\$57,100.63	\$60,340.02	\$89,777.35
11-000-230-340 Purchased Tech. Services	\$5,000.00	.00	.00	\$5,000.00
11-000-230-530 Communications/Telephone	\$338,268.00	\$70,995.22	\$266,029.11	\$1,243.67
11-000-230-585 BOE Other Purchased Prof. Svc.	\$5,750.00	.00	.00	\$5,750.00
11-000-230-590 Other Purchased Services	\$485,401.00	\$362,439.17	\$85,407.83	\$37,554.00
11-000-230-610 General Supplies	\$16,549.50	\$329.50	\$1,137.09	\$15,082.91
11-000-230-630 BOE In-House Training/Meeting Supplies	\$4,250.00	\$70.00	\$1,930.00	\$2,250.00
11-000-230-890 Misc. Expenditures	\$15,270.00	\$8,069.00	.00	\$7,201.00
11-000-230-895 BOE Membership Dues and Fees	\$32,800.00	\$26,662.70	.00	\$6,137.30
<b>TOTAL</b>	<b>\$2,203,496.50</b>	<b>\$612,995.19</b>	<b>\$1,335,567.37</b>	<b>\$254,933.94</b>
--- Support services-school administration ---				
11-000-240-103 Salaries Princ./Asst. Princ.	\$4,172,952.00	\$331,446.62	\$3,841,505.38	.00
11-000-240-105 Sal. Secr. & Clerical Asst.	\$1,658,317.00	\$76,190.42	\$1,582,023.58	\$103.00
11-000-240-300 Purchased Prof. & Tech. Svc.	\$4,000.00	.00	.00	\$4,000.00
11-000-240-500 Other Purchased Services (400-500 series)	\$35,600.00	.00	\$20,703.55	\$14,896.45
11-000-240-600 Supplies and Materials	\$87,287.37	\$4,247.38	\$59,170.92	\$23,869.07
11-000-240-800 Other Objects	\$4,510.00	\$195.00	\$89.00	\$4,226.00
<b>TOTAL</b>	<b>\$5,962,666.37</b>	<b>\$412,079.42</b>	<b>\$5,503,492.43</b>	<b>\$47,094.52</b>
--- Central Services ---				
11-000-251-100 Salaries	\$1,555,188.00	\$117,297.48	\$1,437,890.52	.00
11-000-251-330 Purchased Prof. Services	\$93,080.00	\$21,151.50	\$23,626.50	\$48,302.00
11-000-251-340 Purchased Technical Services	\$87,499.99	\$68,374.77	\$12,504.04	\$6,621.18
11-000-251-592 Misc Pur Serv (400-500 series )	\$69,299.00	\$10,041.53	\$17,735.85	\$41,521.62
11-000-251-600 Supplies and Materials	\$17,299.50	\$2,847.58	\$11,114.96	\$3,336.96
11-000-251-89X Other Objects	\$9,720.00	\$2,790.00	\$2,776.00	\$4,154.00
<b>TOTAL</b>	<b>\$1,832,086.49</b>	<b>\$222,502.86</b>	<b>\$1,505,647.87</b>	<b>\$103,935.76</b>
--- Admin. Info. Technology ---				
11-000-252-100 Salaries	\$1,242,205.00	\$92,185.36	\$1,150,019.64	.00
11-000-252-340 Purchased Technical Services	\$125,135.00	\$38,628.00	\$82,435.26	\$4,071.74
11-000-252-500 Other Pur Serv. (400-500 series )	\$13,000.00	.00	\$500.00	\$12,500.00
11-000-252-600 Supplies and Materials	\$80,487.00	\$5,865.18	\$56,054.35	\$18,567.47
11-000-252-800 Other Objects	\$2,240.00	.00	.00	\$2,240.00
<b>TOTAL</b>	<b>\$1,463,067.00</b>	<b>\$136,678.54</b>	<b>\$1,289,009.25</b>	<b>\$37,379.21</b>
<b>TOTAL Cent. Svcs. &amp; Admin IT</b>	<b>\$3,295,153.49</b>	<b>\$359,181.40</b>	<b>\$2,794,657.12</b>	<b>\$141,314.97</b>
--- Required Maint.for School Facilities ---				
11-000-261-420 Cleaning, Repair & Maint. Svc	\$1,708,376.60	\$132,452.57	\$306,910.72	\$1,269,013.31
11-000-261-421 Lead Testing of Drinking Water	\$35,000.00	.00	\$32,385.00	\$2,615.00



West Orange Board of Education  
GENERAL FUND - FUND 10  
STATEMENT OF APPROPRIATIONS  
COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
For 1 Month Period Ending 07/31/2021

	Appropriations	Expenditures	Encumbrances	Available Balance
11-000-261-610 General Supplies	\$364,511.20	\$28,653.98	\$95,743.08	\$240,114.14
11-000-261-800 Other Objects	\$22,500.00	\$4,185.00	\$108.00	\$18,207.00
<b>TOTAL</b>	<b>\$2,130,387.80</b>	<b>\$165,291.55</b>	<b>\$435,146.80</b>	<b>\$1,529,949.45</b>
--- Custodial Services ---				
11-000-262-1XX Salaries	\$4,543,967.00	\$305,645.59	\$4,238,321.41	\$0.00
11-000-262-107 Salaries of Non-Instructional Aids	\$630,140.00	\$3,790.50	\$626,349.50	.00
11-000-262-199 Unused Vac Payment to Term/Ret Staff	\$15,000.00	.00	\$15,000.00	.00
11-000-262-300 Purchased Prof. & Tech. Svc.	\$439,335.20	\$32,052.50	\$406,541.70	\$741.00
11-000-262-420 Cleaning, Repair & Maint. Svc.	\$244,236.25	\$7,179.32	\$172,934.39	\$64,122.54
11-000-262-441 Rental of Land & Bldgs Other Than Lease	\$495,231.00	\$69,673.53	\$375,476.87	\$50,080.60
11-000-262-444 Lease Purch Paymts - Energy Saving	\$765,989.00	.00	.00	\$765,989.00
11-000-262-490 Other Purchased Property Svc.	\$146,000.00	\$12,014.89	\$130,229.11	\$3,756.00
11-000-262-520 Insurance	\$288,629.00	\$288,594.83	.00	\$34.17
11-000-262-580 Travel	\$3,000.00	.00	.00	\$3,000.00
11-000-262-610 General Supplies	\$428,023.29	\$177,708.84	\$155,400.79	\$94,913.66
11-000-262-621 Energy (Natural Gas)	\$571,250.00	\$3,141.68	\$568,108.32	.00
11-000-262-622 Energy (Electricity)	\$1,151,500.00	\$74,364.99	\$1,077,135.01	.00
11-000-262-626 Energy (Gasoline)	\$38,010.00	.00	.00	\$38,010.00
11-000-262-8XX Other Objects	\$8,500.00	\$0.00	\$700.00	\$7,800.00
<b>TOTAL</b>	<b>\$9,768,810.74</b>	<b>\$974,166.67</b>	<b>\$7,766,197.10</b>	<b>\$1,028,446.97</b>
--- Care and Upkeep of Grounds ---				
11-000-263-100 Salaries	\$568,212.00	\$38,983.48	\$529,228.52	.00
11-000-263-420 Cleaning, Repair, & Maintenance Serv.	\$445,000.00	\$18,914.40	\$22,360.00	\$403,725.60
11-000-263-610 General Supplies	\$85,000.00	\$220.00	\$6,780.00	\$78,000.00
<b>TOTAL</b>	<b>\$1,098,212.00</b>	<b>\$58,117.88</b>	<b>\$558,368.52</b>	<b>\$481,725.60</b>
--- Security ---				
11-000-266-100 Salaries	\$685,237.00	\$34,598.56	\$650,638.44	.00
11-000-266-300 Purchased Prof. & Tech. Svc.	\$29,150.00	\$19,616.28	.00	\$9,533.72
11-000-266-420 Cleaning, Repair, & Maintenance Serv.	\$230,147.00	\$3,075.00	\$39,877.25	\$187,194.75
11-000-266-610 General Supplies	\$85,353.13	\$843.95	\$20,255.81	\$64,253.37
<b>TOTAL</b>	<b>\$1,029,887.13</b>	<b>\$58,133.79</b>	<b>\$710,771.50</b>	<b>\$260,981.84</b>
<b>TOTAL Oper &amp; Maint of Plant Services</b>	<b>\$14,027,297.67</b>	<b>\$1,255,709.89</b>	<b>\$9,470,483.92</b>	<b>\$3,301,103.86</b>
--- Student transportation services ---				
11-000-270-107 Salaries of Non-Instructional Aids	\$475,515.00	\$16,013.29	\$459,501.71	.00
11-000-270-160 Sal Pupil Trans(Bet Home & Sch)-reg	\$649,095.00	\$21,141.48	\$627,953.52	.00
11-000-270-161 Sal Pupil Trans(Bet Home & Sch)-Sp Ed	\$591,696.00	\$14,590.38	\$577,105.62	.00
11-000-270-162 Sal Pupil Trans.Other than Bet Home & Sch	\$73,000.00	.00	\$73,000.00	.00
11-000-270-350 Management Fee - ESC Transp. Prog.	\$131,832.00	.00	.00	\$131,832.00
11-000-270-390 Other Purch. Prof. & Tech Svc.	\$30,033.00	.00	.00	\$30,033.00
11-000-270-420 Cleaning, Repair & Maint. Svc.	\$147,900.00	\$682.91	\$1,470.00	\$145,747.09
11-000-270-443 Lease Purch Payments - School Buses	\$241,160.00	\$112,656.49	\$53,002.79	\$75,500.72
11-000-270-511 Contract Svc (btw Home & Sch.)-vendors	\$4,644,033.00	\$111,270.65	.00	\$4,532,762.35

West Orange Board of Education  
 GENERAL FUND - FUND 10  
 STATEMENT OF APPROPRIATIONS  
 COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
 For 1 Month Period Ending 07/31/2021

	Appropriations	Expenditures	Encumbrances	Available Balance
11-000-270-512 Contract Svc (other btw home & sch)-vndrs	\$364,000.00	\$424.71	.00	\$363,575.29
11-000-270-514 Contract Svc (Sp Ed.)-vendors	\$29,665.00	.00	.00	\$29,665.00
11-000-270-515 Contract Svc (Sp Ed.)-joint agreements	\$36,452.00	.00	.00	\$36,452.00
11-000-270-517 Contract Svc (reg std) - ESCs	\$343,000.00	.00	.00	\$343,000.00
11-000-270-518 Contract Svc (Sp Ed) - ESCs	\$3,520,000.00	.00	.00	\$3,520,000.00
11-000-270-503 Contr Svc-Aid in Lieu Paymnts-Non Pub Sch	\$575,000.00	.00	\$5,000.00	\$570,000.00
11-000-270-580 Travel	\$903.00	.00	.00	\$903.00
11-000-270-593 Misc. Purchased Svc.- Transp.	\$101,501.00	\$101,456.00	.00	\$45.00
11-000-270-610 General Supplies	\$11,300.00	.00	\$112.78	\$11,187.22
11-000-270-615 Transportation Supplies	\$143,714.90	.00	\$6,755.90	\$136,959.00
11-000-270-800 Misc. Expenditures	\$5,700.00	\$2,250.00	\$1,550.00	\$1,900.00
TOTAL	\$12,115,499.90	\$380,485.91	\$1,805,452.32	\$9,929,561.67
--- Personal Services-Employee Benefits---				
11-XXX-XXX-210 Group Insurance	\$3,100.00	.00	.00	\$3,100.00
11-XXX-XXX-220 Social Security Contributions	\$2,000,000.00	\$115,847.50	\$1,884,152.50	.00
11-XXX-XXX-241 Other Retirement Contrb. - PERS	\$2,485,000.00	.00	\$2,485,000.00	.00
11-XXX-XXX-248 Other Retirement - Deferred PERS	\$76,500.00	.00	\$76,500.00	.00
11-XXX-XXX-249 Other Retirement Contrb. - Regular	\$80,000.00	\$2,044.83	\$57,955.17	\$20,000.00
11-XXX-XXX-250 Unemployment Compensation	\$50,000.00	.00	.00	\$50,000.00
11-XXX-XXX-260 Workman's Compensation	\$470,029.00	\$100,640.55	\$17,500.00	\$351,888.45
11-XXX-XXX-270 Health Benefits	\$21,706,100.00	\$4,019,866.62	\$9,856,867.67	\$7,829,365.71
11-XXX-XXX-280 Tuition Reimbursement	\$322,595.39	.00	\$287,595.39	\$35,000.00
11-XXX-XXX-290 Other Employee Benefits	\$882,050.00	.00	\$820,320.00	\$61,730.00
11-XXX-XXX-299 Unused Sick Payment to Term/Ret Staff	\$308,315.00	\$210,017.00	\$90,468.00	\$7,830.00
TOTAL	\$28,383,689.39	\$4,448,416.50	\$15,576,358.73	\$8,358,914.16
Total Undistributed Expenditures	\$93,341,644.73	\$9,151,681.98	\$60,602,016.42	\$23,587,946.33
*** TOTAL CURRENT EXPENSE EXPENDITURES ***	167,358,440.96	\$10,402,527.32	131,888,810.66	\$25,067,102.98
*** TOTAL CURRENT EXPENSE EXPENDITURES & TRANSFERS ***	167,358,440.96	\$10,402,527.32	131,888,810.66	\$25,067,102.98

West Orange Board of Education  
 GENERAL FUND - FUND 10  
 STATEMENT OF APPROPRIATIONS  
 COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
 For 1 Month Period Ending 07/31/2021

	Appropriations	Expenditures	Encumbrances	Available Balance
*** CAPITAL OUTLAY ***				
--- EQUIPMENT ---				
Regular programs-instruction				
12-120-100-730 Grades 1-5	\$2,579.00	.00	.00	\$2,579.00
12-130-100-730 Grades 6-8	\$3,699.00	.00	\$3,699.00	.00
12-140-100-730 Grades 9-12	\$61,120.00	.00	\$10,112.00	\$51,008.00
Special education - instruction				
12-4XX-100-730 School-spons. & oth instr prog	\$59,330.00	\$14,999.00	\$22,968.00	\$21,363.00
12-000-21X-730 Support services-Related & Extraord.	\$4,069.00	.00	\$4,068.75	\$0.25
12-000-220-730 Support services-instruc. staff	\$4,500.00	.00	.00	\$4,500.00
12-000-252-730 Admin. Info. Tech.	\$97,738.15	.00	\$27,829.33	\$69,908.82
12-000-262-730 Undist. Exp.-Custodial Services	\$30,000.00	.00	.00	\$30,000.00
12-000-266-730 Undist. Exp.-Security	\$9,200.00	.00	.00	\$9,200.00
Undist. Exp. - Non-instructional Services				
TOTAL	\$272,235.15	\$14,999.00	\$68,677.08	\$188,559.07
--- Facilities acquisition and construction services ---				
12-000-400-334 Architectural/Engineering Services	\$10,000.00	.00	.00	\$10,000.00
12-000-400-450 Construction Services	\$864,617.06	\$27,962.00	\$812,342.06	\$24,313.00
12-000-400-896 Assmt for Debt Service on SDA Funding	\$114,991.00	.00	.00	\$114,991.00
Sub Total	\$989,608.06	\$27,962.00	\$812,342.06	\$149,304.00
TOTAL	\$989,608.06	\$27,962.00	\$812,342.06	\$149,304.00
TOTAL CAPITAL OUTLAY EXPENDITURES	\$1,261,843.21	\$42,961.00	\$881,019.14	\$337,863.07

West Orange Board of Education  
 GENERAL FUND - FUND 10  
 STATEMENT OF APPROPRIATIONS  
 COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
 For 1 Month Period Ending 07/31/2021

	Appropriations	Expenditures	Encumbrances	Available Balance
	<u>                    </u>	<u>                    </u>	<u>                    </u>	<u>                    </u>
*** EDUCATION JOBS FUND **				
*** FEMA COMMUNITY DEVELOPMENT BLOCK GRANT ***				
10-000-100-56X Transfer of Funds to Charter Schls.	\$266,937.00	\$37,770.00	\$224,243.00	\$4,924.00
TOTAL GENERAL FUND EXPENDITURES	168,887,221.17	\$10,483,258.32	132,994,072.80	\$25,409,890.05



REPORT OF THE SECRETARY CERTIFICATION PAGE

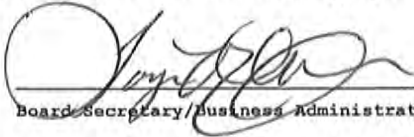
TO THE BOARD OF EDUCATION

West Orange Board of Education

General Fund - Fund 10

For 1 Month Period Ending 07/31/2021

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

  
Board Secretary/Business Administrator

9/13/21  
Date

9/10 9:21am

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
West Orange Board of Education  
Special Revenue Fund - Fund 20  
Interim Balance Sheet  
For 1 Month Period Ending 07/31/21

=====

ASSETS AND RESOURCES

=====

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

101	Cash in bank		\$182,314.11
	Accounts receivable:		
141	Intergovernmental - State	\$2,712.40	
142	Intergovernmental - Federal	\$735,969.05	
153,154	Other (net of estimated uncollectible of \$____)	\$5,000.00	
			<hr/>
			\$743,681.45

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

301	Estimated Revenues	\$12,156,274.08	
302	Less Revenues	(\$191,583.79)	
			<hr/>
			\$11,964,690.29
			<hr/>
	Total assets and resources		\$12,890,685.85
			=====

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
West Orange Board of Education  
Special Revenue Fund - Fund 20  
Interim Balance Sheet  
For 1 Month Period Ending 07/31/21

LIABILITIES AND FUND EQUITY

--- LIABILITIES ---

411	Intergovernmental accounts payable - State	\$94,428.23
421	Accounts Payable	\$511,968.79
TOTAL LIABILITIES		\$606,397.02

FUND BALANCE

--- Appropriated ---

753	Reserve for encumbrances - Current Year		\$4,457,311.05
754	Reserve for encumbrances - Prior Year		\$67,229.40
758	Reserve Fund Balance - Student Activities		\$279,936.77
601	Appropriations	\$12,156,274.08	
602	Less: Expenditures	\$219,151.42	
603	Encumbrances	\$4,457,311.05	(\$4,676,462.47)
		\$7,479,811.61	
TOTAL FUND BALANCE			\$12,284,288.83
TOTAL LIABILITIES AND FUND EQUITY			\$12,890,685.85

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
West Orange Board of Education  
Special Revenue Fund - Fund 20  
INTERIM STATEMENTS COMPARING  
BUDGET REVENUE WITH ACTUAL TO DATE AND  
APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE  
For 1 Month Period Ending 07/31/21

	BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
<hr/>				
*** REVENUES/SOURCES OF FUNDS ***				
1XXX From Local Sources	\$19,572.23	\$19,572.23		.00
2XXX From Intermediate Sources	\$33,474.56	\$23,674.56		\$9,800.00
3XXX From State Sources	\$783,599.00	\$148,337.00		\$635,262.00
4XXX From Federal Sources	\$11,319,628.29	.00		\$11,319,628.29
<hr/>				
TOTAL REVENUE/SOURCES OF FUNDS	\$12,156,274.08	\$191,583.79		\$11,964,690.29
<hr/>				
*** EXPENDITURES ***				
	APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE
<hr/>				
LOCAL PROJECTS:				
Other Local Projects (001-199)	\$53,046.79	.00	\$1,260.00	\$51,786.79
<hr/>				
TOTAL LOCAL PROJECTS	\$53,046.79	\$0.00	\$1,260.00	\$51,786.79
<hr/>				
STATE PROJECTS:				
Nonpublic textbooks (501)	\$87,269.00	\$5,592.23	\$71,082.36	\$10,594.41
Nonpublic auxiliary services (502)	\$8,958.00	.00	.00	\$8,958.00
Nonpublic handicapped services (506)	\$208,145.00	.00	.00	\$208,145.00
Nonpublic nursing services (509)	\$163,184.00	.00	.00	\$163,184.00
Nonpublic Technology Aid (510)	\$61,068.00	.00	\$341.52	\$60,726.48
Nonpublic School Programs (511)	\$254,975.00	.00	.00	\$254,975.00
<hr/>				
TOTAL STATE PROJECTS	\$783,599.00	\$5,592.23	\$71,423.88	\$706,582.89
<hr/>				
FEDERAL PROJECTS:				
ESSA Title I - Part A/D (231-239)	\$910,834.00	.00	\$607,532.00	\$303,302.00
ESSA Title III - English Lang Enhancement (241-245)	\$69,964.00	\$15,624.00	\$25,151.00	\$29,189.00
I.D.E.A. Part B (Handicapped) (250-259)	\$1,831,311.00	\$157,096.50	\$1,470,154.93	\$204,059.57
ESSA Title II - Part A/D (270-279)c	\$178,514.00	\$2,584.97	\$98,410.00	\$77,519.03
ESSA Title IV (280-289)	\$68,250.00	\$350.00	\$42,028.00	\$25,872.00
Vocational Education (361-399)	\$151,402.00	\$10,679.48	\$60,673.65	\$80,048.87
CARES Act Education Stabilization Fund (477)	\$214,384.29	\$8,927.10	\$31,708.22	\$173,748.97
CRRSA-ESSER II Grant Program (483)	\$3,064,702.00	\$16,148.00	\$1,885,947.14	\$1,162,606.86
CRRSA Act-Learning Acceleration Grant Program (484)	\$196,677.00	\$2,149.14	\$145,152.23	\$49,375.63
CRRSA Act-Mental Health Grant Program (485)	\$45,000.00	.00	\$17,870.00	\$27,130.00
ARP - ESSER Emergency Relief Program (487)	\$4,588,590.00	.00	.00	\$4,588,590.00
<hr/>				
TOTAL FEDERAL PROJECTS	\$11,319,628.29	\$213,559.19	\$4,384,627.17	\$6,721,441.93
<hr/>				
*** TOTAL EXPENDITURES ***	\$12,156,274.08	\$219,151.42	\$4,457,311.05	\$7,479,811.61
<hr/>				

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
West Orange Board of Education  
SPECIAL REVENUE - FUND 20  
SCHEDULE OF REVENUES  
ACTUAL COMPARED WITH ESTIMATED  
For 1 Month Period Ending 07/31/21

	ESTIMATED	ACTUAL	UNREALIZED
1XXX Other Revenue from Local Sources	\$19,572.23	\$19,572.23	\$0.00
Total Revenues from Local Sources	\$19,572.23	\$19,572.23	\$0.00
---			
--- INTERMEDIATE SOURCES ---			
2XXX From Intermediate Sources	\$33,474.56	\$23,674.56	\$9,800.00
Total Revenue Intermediate Sources	\$33,474.56	\$23,674.56	\$9,800.00
---			
--- STATE SOURCES ---			
32XX Other Restricted Entitlements	\$783,599.00	\$148,337.00	\$635,262.00
Total Revenue from State Sources	\$783,599.00	\$148,337.00	\$635,262.00
---			
--- FEDERAL SOURCES ---			
4411-16 Title I	\$910,834.00	.00	\$910,834.00
4451-55 Title II	\$178,514.00	.00	\$178,514.00
4491-94 Title III	\$69,964.00	.00	\$69,964.00
4471-74 Title IV	\$68,250.00	.00	\$68,250.00
4420-29 I.D.E.A. Part B (Handicapped)	\$1,831,311.00	.00	\$1,831,311.00
4430-39 Vocational Education	\$151,402.00	.00	\$151,402.00
4530 CARES Act Education Stabilization Fund	\$214,384.29	.00	\$214,384.29
4534 CRRSA Act - ESSER II	\$3,064,702.00	.00	\$3,064,702.00
4535 CRRSA Act - Learning Acceleration Grant	\$196,677.00	.00	\$196,677.00
4536 CRRSA Act - Mental Health Grant	\$45,000.00	.00	\$45,000.00
4540 ARP-ESSER Grant Program	\$4,588,590.00	.00	\$4,588,590.00
Total Revenues from Federal Sources	\$11,319,628.29	\$0.00	\$11,319,628.29
---			
TOTAL REVENUES/SOURCES OF FUNDS	\$12,156,274.08	\$191,583.79	\$11,964,690.29

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
West Orange Board of Education  
Special Revenue Fund - Fund 20  
STATEMENT OF APPROPRIATIONS - RESTRICTED STATE ENTITLEMENTS  
COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
For 1 Month Period Ending 07/31/21

	Appropriations	Expenditures	Encumbrances	Available Balance
Local Projects:				
20-001-XXX-XXX to 20-199-XXX-XXX Local Projects	\$53,046.79	.00	\$1,260.00	\$51,786.79
TOTAL LOCAL PROJECTS	\$53,046.79	\$0.00	\$1,260.00	\$51,786.79
State Projects:				
-- Other State Programs --				
20-501-XXX-XXX to 20-511-XXX-XXX Nonpublic Programs	\$783,599.00	\$5,592.23	\$71,423.88	\$706,582.89
-- TOTAL Other State Programs --	\$783,599.00	\$5,592.23	\$71,423.88	\$706,582.89
TOTAL STATE PROJECTS	\$783,599.00	\$5,592.23	\$71,423.88	\$706,582.89
Federal Projects:				
--- CARES Act Educational Stabilization Fund ---				
-- Instruction --				
20-477-100-1XX Salaries	\$52,504.00	\$7,247.10	\$27,509.90	\$17,747.00
20-477-100-300 Purchased Services	\$25,776.00	\$1,680.00	.00	\$24,096.00
20-477-100-500 Other purchased servs. (400-500 series)	\$10,000.00	.00	.00	\$10,000.00
20-477-100-600 Instructional Supplies	\$39,187.04	.00	.00	\$39,187.04
Total Instruction	\$127,467.04	\$8,927.10	\$27,509.90	\$91,030.04
--- Support Services ---				
20-477-200-200 Benefits	\$8,584.06	.00	.00	\$8,584.06
20-477-200-300 Professional Tech Services	\$15,000.00	.00	.00	\$15,000.00
20-477-200-600 Supplies and Materials	\$3,657.19	.00	.00	\$3,657.19
Total Support Services	\$27,241.25	\$0.00	\$0.00	\$27,241.25
TOTAL CARES Act Education Stabilization Fund	\$154,708.29	\$8,927.10	\$27,509.90	\$118,271.29
--- Bridging the Digital Divide Program				
--- Coronavirus Relief Grant Program ---				
--- Other Federal Programs ---				
20-231 to 20-239-XXX-XXX ESSA Title I - Part A/D	\$910,834.00	.00	\$607,532.00	\$303,302.00
20-241 to 20-245-XXX-XXX ESSA Title III - Part A/D	\$69,964.00	\$15,624.00	\$25,151.00	\$29,189.00
20-25X-XXX-XXX I.D.E.A. Part B	\$1,831,311.00	\$157,096.50	\$1,470,154.93	\$204,059.57
20-27X-XXX-XXX ESSA Title II - Part A/D	\$178,514.00	\$2,584.97	\$98,410.00	\$77,519.03
20-28X-XXX-XXX ESSA Title IV	\$68,250.00	\$350.00	\$42,028.00	\$25,872.00
20-361 to 20-399-XXX-XXX Vocational Education	\$151,402.00	\$10,679.48	\$60,673.65	\$80,048.87
20-483-XXX-XXX CRRSA-ESSER II Grant Program	\$3,064,702.00	\$16,148.00	\$1,885,947.14	\$1,162,606.86
20-484-XXX-XXX CRRSA Act-Learning Acceleration Grant Program	\$196,677.00	\$2,149.14	\$145,152.23	\$49,375.63
20-485-XXX-XXX CRRSA Act-Mental Health Grant Program	\$45,000.00	.00	\$17,870.00	\$27,130.00
20-487-XXX-XXX ARP-ESSER Grant Program	\$4,588,590.00	.00	.00	\$4,588,590.00
TOTAL Other Federal Programs	\$11,105,244.00	\$204,632.09	\$4,352,918.95	\$6,547,692.96

	Appropriations	Expenditures	Encumbrances	Available Balance
	<u>                    </u>	<u>                    </u>	<u>                    </u>	<u>                    </u>
	<u>                    </u>	<u>                    </u>	<u>                    </u>	<u>                    </u>
TOTAL FEDERAL PROJECTS	\$11,259,952.29	\$213,559.19	\$4,380,428.85	\$6,665,964.25
20-XXX-XXX-XXX All Other State/Fed/Loc Projects	\$59,676.00	\$0.00	\$4,198.32	\$55,477.68
 T O T A L     E X P E N D I T U R E S	 \$12,156,274.08	 \$219,151.42	 \$4,457,311.05	 \$7,479,811.61



REPORT OF THE SECRETARY CERTIFICATION PAGE  
TO THE BOARD OF EDUCATION  
West Orange Board of Education

Special Revenue Fund - Fund 20  
For 1 Month Period Ending 07/31/21

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

  
Board Secretary/Business Administrator

9/13/21  
Date

9/10 9:21am

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
West Orange Board of Education  
Debt Service Fund - Fund 40  
Interim Balance Sheet  
For 1 Month Period Ending 07/31/21

=====

ASSETS AND RESOURCES

=====

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

101	Cash in bank		(\$340,983.08)
121	Tax levy receivable		\$5,348,224.00
	Accounts receivable:		
141	Intergovernmental - State	\$684,512.00	
		<hr/>	<hr/>
			\$684,512.00

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

301	Estimated Revenues	\$6,079,350.00	
302	Less Revenues	(\$6,079,350.00)	
		<hr/>	<hr/>
	Total assets and resources		\$5,691,752.92

---

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
West Orange Board of Education

Debt Service Fund - Fund 40  
Interim Balance Sheet  
For 1 Month Period Ending 07/31/21

=====

LIABILITIES AND FUND EQUITY

=====

FUND BALANCE

--- Appropriated ---

753	Reserve for encumbrances - Current Year	\$5,691,753.14
	Reserved fund balance:	

601	Appropriations	\$6,079,354.00	
602	Less : Expenditures	\$387,600.00	
603	Encumbrances	\$5,691,753.14	(\$6,079,353.14)
			\$0.86

Total Appropriated	\$5,691,754.00
--------------------	----------------

--- Unappropriated ---

770	Fund Balance	\$2.92
303	Budgeted Fund Balance	(\$4.00)

TOTAL FUND BALANCE	\$5,691,752.92
--------------------	----------------

TOTAL LIABILITIES AND FUND EQUITY	\$5,691,752.92
-----------------------------------	----------------

RECAPITULATION OF FUND BALANCE:

	Budgeted	Actual	Variance
Appropriations	\$6,079,354.00	\$6,079,353.14	\$0.86
Revenues	(\$6,079,350.00)	(\$6,079,350.00)	\$0.00
	\$4.00	\$3.14	\$0.86
--- Change in Maint. / Capital reserve account ---			
Subtotal	\$4.00	\$3.14	\$0.86
Less: Adjust for prior year encumb.	\$0.00	\$0.00	
	\$4.00	\$3.14	\$0.86
Budgeted Fund Balance	\$4.00	\$3.14	\$0.86

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
West Orange Board of Education

Debt Service Fund - Fund 40  
INTERIM STATEMENTS COMPARING  
BUDGET REVENUE WITH ACTUAL TO DATE AND  
APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE  
For 1 Month Period Ending 07/31/21

	BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
	<u>                    </u>	<u>                    </u>	<u>                    </u>	<u>                    </u>
*** REVENUES/SOURCES OF FUNDS ***				
--- Local Sources ---				
1210          Local tax levy	\$5,348,224.00	\$5,348,224.00		.00
	<u>                    </u>	<u>                    </u>	<u>                    </u>	<u>                    </u>
Total Local Sources	\$5,348,224.00	\$5,348,224.00		\$0.00
	<u>                    </u>	<u>                    </u>	<u>                    </u>	<u>                    </u>
--- State Sources ---				
3160          Debt service aid Type II	\$731,126.00	\$731,126.00		.00
	<u>                    </u>	<u>                    </u>	<u>                    </u>	<u>                    </u>
Total State Sources	\$731,126.00	\$731,126.00		\$0.00
	<u>                    </u>	<u>                    </u>	<u>                    </u>	<u>                    </u>
TOTAL REVENUE/SOURCES OF FUNDS	\$6,079,350.00	\$6,079,350.00		\$0.00
	<u>                    </u>	<u>                    </u>	<u>                    </u>	<u>                    </u>

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
West Orange Board of Education

Debt Service Fund - Fund 40  
INTERIM STATEMENTS COMPARING  
BUDGET REVENUE WITH ACTUAL TO DATE AND  
APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE  
For 1 Month Period Ending 07/31/21

*** EXPENDITURES ***	APPROPRIATIONS	EXPENDITURES/Enc.	AVAILABLE BALANCE
	<u>                    </u>	<u>                    </u>	<u>                    </u>
 --- Debt Service - Regular ---			
40-701-510-723 Princ. Payments-Comm. Appr. Lease Pur. Agr.	\$1,995,000.00	\$1,995,000.00	.00
40-701-510-833 Interest Payments-Comm. Appr. Lease Pur. Agr.	\$802,672.00	\$802,671.88	\$0.12
40-701-510-834 Interest on Bonds	\$681,682.00	\$681,681.26	\$0.74
40-701-510-910 Redemption of Principal	\$2,600,000.00	\$2,600,000.00	.00
	<u>                    </u>	<u>                    </u>	<u>                    </u>
TOTAL	\$6,079,354.00	\$6,079,353.14	\$0.86
	<u>                    </u>	<u>                    </u>	<u>                    </u>
 TOTAL USES OF FUNDS BEFORE TRANSFERS			
	<u>                    </u>	<u>                    </u>	<u>                    </u>
	<u>                    </u>	<u>                    </u>	<u>                    </u>
*** TOTAL USES OF FUNDS ***	\$6,079,354.00	\$6,079,353.14	\$0.86
	<u>                    </u>	<u>                    </u>	<u>                    </u>

REPORT OF THE SECRETARY CERTIFICATION PAGE

TO THE BOARD OF EDUCATION  
West Orange Board of Education  
Debt Service Fund - Fund 40

For 1 Month Period Ending 07/31/21

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

  
Board Secretary/Administrator

9/13/21  
Date



REPORT OF THE TREASURER  
TO THE BOARD OF EDUCATION

DISTRICT OF WEST ORANGE

ALL FUNDS

FOR THE MONTH ENDING JULY 31, 2021

		Beginning Cash Balance Cycle 13	Cash Receipts	Cash Disbursements	Ending Cash Balance
<b>GOVERNMENTAL FUNDS</b>					
General Fund - Fund 10		14,284,938.94	8,189,608.45	5,830,850.32	16,643,697.07
Capital Reserve -Fund 10		333,140.75	2.74		333,143.49
Emergency Reserve -Fund 10		664,428.93	5.46	2.00	664,432.39
Workers Comp Claims Fund-Fund 10		90,000.00	27,308.80	27,308.80	90,000.00
Unemployment Trust Fund-Fund 10	*	529,698.40	4.50		529,702.90
Payroll Agency-Fund 10	*	4,847,122.34	1,122,898.47	3,544,803.65	2,425,217.16
Flex Account-Fund 10	*	580.86	2,682.94	2,682.94	580.86
Flex Account-Fiscal Agent-Fund 10	*	55,090.71			55,090.71
Special Revenue Fund - Fund 20		971.66	537,605.00	636,199.32	(97,622.66)
Student Activity Fund - Fund 20	**	279,936.77			279,936.77
Capital Projects Fund - Fund 30		0.00			0.00
Debt Service Fund - Fund 40		2.92	46,614.00	387,600.00	(340,983.08)
<b>Total Governmental Funds</b>		<b>21,085,912.28</b>	<b>9,926,730.36</b>	<b>10,429,447.03</b>	<b>20,583,195.61</b>
<b>ENTERPRISE FUNDS</b>					
Food Service Fund - Fund 60		1,663,344.54	260,512.31	321.36	1,923,535.49
Enrichment Fund - Fund 61		182,531.73	8,550.00	102,766.00	88,315.73
<b>Total Enterprise Funds</b>		<b>1,845,876.27</b>	<b>269,062.31</b>	<b>103,087.36</b>	<b>2,011,851.22</b>
<b>AGENCY FUNDS</b>					
Payroll		351.71	4,021,497.27	4,019,592.96	2,256.02
<b>Total Agency Funds</b>		<b>351.71</b>	<b>4,021,497.27</b>	<b>4,019,592.96</b>	<b>2,256.02</b>
<b>TOTAL ALL FUNDS</b>		<b>22,932,140.26</b>	<b>14,217,289.94</b>	<b>14,552,127.35</b>	<b>22,597,302.85</b>

\* reclass to Fund 10 per GASB 84 Requirements

\*\* set up Student Activity in Fund 20 per Gasb 84 Requirements

  
Treasurer of School Monies

8-31-2021  
Date



## 2021-2022 Board Goals

1. The West Orange Board of Education will support the work of the administration to define multiple measures to assess and evaluate student achievement. Such measures will evaluate effectiveness of programs, equity and access for all students, identify achievement gaps, and be used to improve instructional delivery with student achievement presentations to the Board and community mid-year and at the end of the year.
2. The West Orange Board of Education will be an active participant in monitoring and providing input into the strategic planning process which will include community input and participation. The Board will allocate the necessary and appropriate resources for the completion of the Five Year Strategic Plan by June, 2023.
3. The West Orange Board of Education will provide support to the administration in its development of district resources to support students and staff with social - emotional and mental health needs throughout the school year with mid-year and end-of-year presentations to the Board and community.
4. The West Orange Board of Education will direct the administration to issue Requests for Proposals (RFPs) for all of the district's major vendors, including: insurance, legal, financial, architects, transportation and etc.
5. The West Orange Board of Education will seek ways to continue to improve communication between the Board and the community by relying on the work and recommendations of the Board's Public Relations Committee and consensus of the Board in developing an action plan.
6. The West Orange Board of Education will strive to have effective, open, respectful, and professional communication among board members, between board members and the administration and exhibiting the highest level of boardsmanship at Board meetings by regularly participating in NJSBA trainings, meetings and workshops.
7. The West Orange Board of Education supports the administration in the submission of the Preschool Expansion Grant Application to the NJ Department of Education in an effort to provide our community with public preschool opportunities and access.



### 2021-22 District Goals

1. To continue to engage in a process of research, information gathering, and community engagement relative to the submission of the preschool expansion grant application to the New Jersey Department of Education, to successfully submit the grant application, and receive the grant award.
2. To identify and evaluate potential partners with which to engage in a renewed 5 year strategic planning process, to commence and complete the process by June 30, 2023.
3. To ascertain perceptions of parents/guardians/caretakers, teachers, and students regarding current access for special education students, specific to extracurricular offerings and opportunities, in order to identify and replicate existing best practices taking place within the district, as well as potentially establish new practices that foster inclusion of students with disabilities and their general education peers.
4. To complete the district equity audit culminating with the creation of the equity scorecard to be presented to the district stakeholders.
5. To incorporate a daily SEL activity into all lessons, to share resources and provide support to instructional staff in this regard.
6. To accelerate student learning:  
All students will have access to standards based instruction at grade level that addresses gaps in prior learning within the context of grade-appropriate tasks focused on priority content, as measured by growth in the following areas:

#### ELA K-5: Fountas and Pinnell (F&P) Benchmark Assessments 2021-2022

- By June 2022, students in grades K-5 will demonstrate adequate growth for reading as measured by the F&P instructional level expectations. *Note: Growth goals listed below are based on Spring '21 data. These data will be adjusted based on Fall '21 benchmark assessments.*

Reading Proficiency Level	Growth Goal	Percentage
Below	5% of students reading below grade level reading expectations will move into Approaching / Meeting / Exceeding	Spring '21: 33.6% <b>Decrease to 28.6%</b>
Approaching	5% of students approaching grade level reading expectations will move into Meeting / Exceeding	Spring '21: 13.5% <b>Measure specific to student growth</b>

Meeting / Exceeding	District percentage of students meeting / exceeding grade level reading expectations will increase by 5%	<i>Spring '21: 52.9%</i> <b>Increase to 57.9%</b>
---------------------	--	--

### ELA 6-10: MAP

- By June 2022, 60-70% of students in ELA, Grades 6-10, will meet or exceed the *Projected Growth* goals as determined by the *MAP Growth Assessments* in Reading / Language for the 2021-2022 school year and measured from Fall '21 to Spring '22.

### MATH K-5: MAP

- By June 2022, 60-70% of students in Math, Grades K-5, will meet or exceed the *Projected Growth* goals as determined by the *MAP Growth Assessments* for the 2021-2022 school year and measured from Fall '21 to Spring '22.

### MATH 6-8: iReady

- By June 2022, 60-70% of students in Math, Grades 6-8, will meet or exceed the projected *Typical Growth* goals as determined by the *i-Ready Diagnostic Results* for the 2021-2022 school year and measured from Fall '21 to Spring '22.

### MATH 9-12: Algebra I, Algebra II, Geometry (*End of Unit Assessments*)

- By June 2022, 70% of students in Algebra I, Algebra II, and Geometry will demonstrate adequate growth on major / unit assessments as outlined in the chart below.

Course	Baseline Data 2021 1st Marking Period	Growth Goal by the end of 4th Marking Period
Algebra I	<i>Spring '21: 72%*</i>	8-10%*
Algebra II	<i>Spring '21: 80%*</i>	5-8%*
Geometry	<i>Spring '21: 81%*</i>	5-8%*

*\*Note: Spring '21 data is included solely as a reference. Actual baseline data from the 1st Marking Period will replace these data in order to determine actual growth goals for the 2021-2022 school year.*

**WEST ORANGE BOARD OF EDUCATION**  
**Public Board Meeting - 7:30 p.m. - September 20, 2021**  
**West Orange High School**  
**51 Conforti Avenue**  
**Agenda Addendum**

**A. PERSONNEL**

- k.** Superintendent recommends approval to the Board of Education of the following Grant funded salaries for the 2021-2022 school year. Step and salary may be adjusted upon ratification of collective bargaining agreement:

<b>Name</b>	<b>Location</b>	<b>Grant</b>	<b>Total Salary</b>	<b>Portion Funded by Grant</b>
Tamika Pollins	Central Office / Title I Administrator	Title IA	\$165,000	\$23,000
Karen Miola	Gregory	Title IIA	\$100,713	\$100,713 prorated per start date of 10/18/21
Karen Lott	Hazel	Title IA	\$124,648	\$124,648
Barbara Popple	Hazel	Title IA	\$83,825	\$83,825
Jennifer Bottarini	Washington	Title IA	\$107,792	\$107,792
Jillian Costantino	Washington	Title IA	\$117,929	\$117,929
Cathay DelTufo	Washington	Title IA	\$119,552	\$119,552