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**Lacey Township School District Board of Education  
Policy Committee Meeting  
Co-Curricular, Safety & Security, LTASA**

**AGENDA -April 5, 2023 - Board Office Conference Room**

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Kim Klaus, **Chairperson**  
Cheryl Armato  
Jack Conaty

Salvatore Armato, Alternate  
Vanessa R. Pereira - Superintendent

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**New Policy/Regulations for Review and/or Discussion:**

- R 3212 - Professional Staff Attendance Review & Improvement Plan (Revised)

*R 3212 is on the agenda to revise minor language change.*

- P/R 2425 - Emergency Virtual or Remote Instruction Program (M) (Revised/New)

*N.J.S.A. 18A:7F-9 was approved in June 2020 codifying provisions for virtual or remote instruction to meet the 180-day requirement when schools are closed for a period longer than three consecutive school days due to a declared state of emergency, declared public-health emergency, or a directive by the appropriate health agency or officer.*

*Policy Guide 2425 has been revised and a new Regulation Guide 2425 has been developed to comply with N.J.S.A. 18A:7F-9; the new administrative code, N.J.A.C. 6A:32-13.1; and the August 17, 2022 NJDOE Guidance. The revisions in the existing Policy Guide incorporate some of the provisions in N.J.A.C. 6A:32-13.1 and the new Regulation Guide aligns with the details included in N.J.A.C. 6A:32-13.1. Policy and Regulation Guides 2425 provide the statutory and administrative code requirements for a school district's Plan which was required to be submitted to the Commissioner by September 30, 2022 and annually thereafter.*

- P/R 5200 - Attendance (M) (Revised)

*Revisions in administrative code sections N.J.A.C. 6A:32-8.1 through 8.6 required updates to Policy and Regulation Guides 5200. Section A. of the Regulation Guide related to the school register has been removed as the definitions in this section have been updated and*

positioned in other sections of the Regulation Guide. Section B. of the revised Regulation Guide addresses a Board locally determining excused and unexcused absences for the purposes of truancy, student conduct, promotion, retention, and award of course credit and has been revised to include several additional options for a Board to excuse absences. All these options to excuse absences in Section B. of the Regulation Guide are at the Board's discretion. Policy Guide 5200 adds the definition of "parent" and the word "retention" in the second paragraph. Policy and Regulation Guides 5200 are mandated and must be adopted by the Board.

- P 5512 - Harassment, Intimidation, or Bullying (M) (Revised)

On August 29, 2022, the New Jersey Department of Education (NJDOE) provided school districts with an updated Model Policy for Prohibiting HIB. The 2022 NJDOE Model Policy incorporated HIB revisions made in the administrative code in 2017 and revisions made in the Anti-Bullying Bill of Rights Act (ABR) statute in January 2022. The 2022 NJDOE Model Policy included "Minimum Model Policy Language" and "Issues for Consideration in Local Model Policy Development". The "Minimum Model Policy Language" for each section of the 2022 NJDOE Model Policy addressed the language that must be included in a school district's policy, while the "Issues for Consideration in Local Model Policy Development" for each section of the 2022 NJDOE Model Policy addressed issues the school district may consider in developing policies and procedures that fit its own unique situation.

Strauss Esmay revised Policy Guide 5512 to align with the new 2022 NJDOE Model Policy to include all the "Minimum Model Policy Language" and several provisions included in the "Issues for Consideration in Local Model Policy Development" that are consistent with the ABR, the administrative code, and case law to provide additional guidance to school districts in implementing the ABR.

Below are a few key issues in this updated Policy Guide 5512:

1. New NJDOE-approved report forms (HIB 338 Form), one for school personnel and one for families and caregivers, are required to be used to report allegations of HIB;
2. A student intervention plan for a student who is an offender in three HIB incidents occurring within one school year may require the student and parent complete a class or training program to reduce HIB behavior;
3. The HIB 338 Form includes a section for the Superintendent, in a district that uses a preliminary determination option, to approve each preliminary determination decision not to complete an investigation. Therefore, the Superintendent is required to approve all preliminary determinations made by the Principal, in consultation with the anti-bullying specialist, not to complete an investigation;
4. The Principal, in a district that uses a preliminary determination option, must notify the parents of the alleged offender and victim with formal notice of the decision not to initiate a HIB investigation. Such decision is appealable pursuant to Board of Education policies and procedures governing student grievances and thereafter to the Commissioner; and
5. The long lists of factors for determining consequences and remedial measures and examples of consequences and remedial measures included in the 2012 Model Policy and

*included in the existing Policy Guide 5512 have been removed and replaced with the Appendix A lists that were included with the 2022 NJDOE Model Policy. Many of the items are similar.*

*Strauss Esmay updated Policy Guide 5512 and it has been available for download with a Summary on the Strauss Esmay website since October 3, 2022. The reason for the many ~~strike-throughs~~ in the updated Policy Guide 5512 is due to aligning Policy Guide 5512 to match the 2022 NJDOE Model Policy. There are instances where the language in the existing Policy Guide 5512 is removed and inserted into another section of the updated Policy Guide requiring a ~~strike-through~~ on one page and the same or similar **bold** language inserted on a different page. The school district must submit this updated Policy 5512 to the Executive County Superintendent (ECS) within thirty days of Board adoption. Based on the number of HIB Policies that will be sent to the ECS, it will be helpful to the ECS to review a school district HIB Policy that is aligned with the 2022 NJDOE Model Policy. In the event the NJDOE provides additional guidance, Strauss Esmay will revise Policy Guide 5512 accordingly. Assuming all school districts have accessed and adopted this Policy Guide 5512 since it has been available for download since October 3, 2022, a copy of this Guide is not included in this Policy Alert. If a school district has not yet adopted this updated Policy Guide 5512 it is still available for download under the Policy Alerts tab – “Other Downloads” section on the Strauss Esmay website.*

- P 8140 - Student Enrollments (M) (Revised)
- R 8140 - Enrollment Accounting (M) (Revised)

*Regulation Guide 8140 has been revised to include the newly created definition “days in membership” that was added to N.J.A.C. 6A:32-2.1 replacing the definition for “average daily attendance”. The requirement to keep separate registers depending on a student’s grade or classification has been removed from N.J.A.C. 6A:32-8.1 and is reflected in the revised Policy Guide 8140. The equation for calculating average daily attendance has been removed from N.J.A.C. 6A:32-8.2 and Regulation Guide 8140 has been revised to reflect this change. The data collection process for the Application for State School Aid has been revised to assign data collection responsibilities to the Superintendent or designee and the School Business Administrator/Board Secretary or designee. There are also several minor edits to both Policy and Regulation Guides 8140 to reflect changes to the language in N.J.A.C. 6A:32-8.1 and 8.2.*

- R 8420.2 - Bomb Threats (M) (Revised)
- R 8420.7 - Lockdown Procedures (M) (Revised)
- R 8420.10 - Active Shooter (M) (New)

*In light of tragic events occurring in schools the past several years, school districts have been reviewing their crisis plans and procedures with special attention to Regulation Guide 8420.2 – Bomb Threats, Regulation Guide 8420.7 – Lockdown Procedures, and Regulation Guide 8420.10 – Active Shooter. Recently, school districts have locally developed bomb threat, lockdown, and active shooter plans and procedures that may or may not be consistent with all the provisions of the guidance provided to school districts from the New Jersey Office of Homeland Security and Preparedness and the New Jersey Department of Education in 2010 as these plans are more than twelve years old. “Run, Hide, and Fight” and “Alert, Lockdown, Inform, Counter, and Evacuate” (A.L.I.C.E.) are just a few of the active shooter and lockdown programs adopted by school districts.*

**Co-Curricular** - no agenda items to discuss

**Safety and Security** - no agenda items to discuss

**LTASA** - no agenda items to discuss

**Other**

- Courtesy and Subscription Busing
  - New Walking Zone Map
  
- Settlement Agreement - Student LV

**Next Meeting: Wednesday, May 10, 2023 @ 4:15 pm**