

**RAHWAY BOARD OF EDUCATION
CAUCUS MEETING AGENDA**

**RAHWAY 7TH & 8TH GRADE ACADEMY
TUESDAY, OCTOBER 3, 2023 – 6:00 P.M.**

I. MEETING CALLED TO ORDER

II. SALUTE TO THE FLAG

III. ROLL CALL

Ms. Allen
Mr. Antisz
Mr. Garay
Mrs. Giacobbe
Ms. Moteiro
Mrs. Raysick
Mr. Toma
Mr. White
Mr. Robson

IV. EXECUTIVE SESSION:

Any discussion held by the Board which need not remain confidential will be made public as soon as practicable. Minutes of the private session will not be disclosed until the need for confidentiality no longer exists. The Board will reconvene in public session at the conclusion of the closed session.

- Employee #4553
- Employee #6532

V. RECONVENING ROLL CALL:

VI. STATEMENT ON OPEN PUBLIC MEETINGS ACT:

Public notice of this meeting, in compliance with the Open Public Meetings Act, was given by the Board Secretary on January 25, 2023, by sending notices to the Home News Tribune, The Union County LocalSource, TAP Into, the City Clerk of Rahway, the Rahway Public Library, and by posting the notices on the Bulletin Board outside the Board of Education office on the second floor of the 7th and 8th Grade Academy.

VII. ADDITIONS/DELETIONS:

VIII. SUPERINTENDENT’S REPORT

1. Education Showcase: Roosevelt School
2. Pomptonian Food Service Presentation

IX. CORRESPONDENCE/COMMUNICATION

X. PUBLIC COMMENTS (AGENDA ITEMS ONLY)

Note on public comment at BOE meetings: Board Policy #1120, adopted on December 20, 2016, provides for public participation in Board of Education meetings. Such participation is governed by the following rules:

1. A participant must be recognized by the presiding officer and must preface comments by an announcement of his/her name, address, and group affiliation, if applicable;
2. According to BOE policy, each statement made by a participant shall be limited to three minutes duration. If necessary, the presiding officer may extend the limit to five minutes;
3. No participant may speak more than once on the same topic until all others who wish to speak on that topic have been heard;
4. All statements, questions, or inquiries shall be directed to the presiding officer and any questions or inquiries directed by a participant to another Board member shall be redirected to the presiding officer who shall determine if such statement, question, or inquiry shall be addressed by the presiding officer on behalf of the Board;
5. The Board will not receive printed materials from the public during public meetings. The public may submit printed materials by addressing them to the Board Secretary, Rahway Board of Education, PO Box 1024, Rahway, NJ 07065;
6. Public participation at board meetings is intended to allow individual members of the public to address the Board on issues of public concern. The public comment period is an opportunity for the Board to listen to citizen concerns, but not to debate issues or enter into a question-and-answer session or a “cross examination” between the public and individual members. While all comments made by the public will be taken under advisement, the Board will not respond to comments made by the public.

XI. MINUTES

Motion to approve of the following minutes:

September 12, 2023
September 19, 2023

Caucus Meeting and private session
Regular Meeting and private session

XII. COMMUNITY RELATIONS

Chair – Najah Allen

Members – Carlos Garay, Timothy Antisz, Alt.: Joseph Toma

1. Leaders in Training will conduct the following sessions for the month of October: financial literacy, diverse currency and volunteerism. Residents 14-18 can attend free of charge. Register at register.communitypass.net/rahway or just drop in.
2. Halloween 2023! The Halloween parade and Spooktacular is on October 28th 2-5pm. The event will start at Hamilton Stage and end at the train station.

XIII. PERSONNEL

Chair – Shanna Raysick

Members – Najah Allen, Laura Giacobbe, Alt.: Sean White

The Superintendent recommends:

RESIGNATIONS/RETIREMENTS:

1. Motion to accept the resignation of Craig Ludington, Common Area Paraprofessional, effective September 24, 2023.
2. Motion to accept the resignation of David Formoso, High School Spanish Teacher, effective October 24, 2023.

LEAVES OF ABSENCE:

3. Motion to approve a pregnancy leave of absence for Employee #5362, Roosevelt School, for the approximate period beginning February 10, 2024, at which time the employee may be entitled to use accumulated sick leave during the disability period as defined by the attending physician, to be followed by an unpaid leave of absence in accordance with NJFLA, through June 30, 2024.
4. Motion to approve a pregnancy leave of absence for Employee #4850, Grover Cleveland School, for the approximate period beginning February 7, 2024, at which time the employee may be entitled to use accumulated sick leave during the disability period as defined by the attending physician, to be followed by an unpaid leave of absence in accordance with NJFLA, through June 30, 2024.
5. Motion to approve a paid administrative leave for Employee #4553, pending investigation.

APPOINTMENTS:

6. Motion to appoint Angelina Matos as a Part-time Paraprofessional assigned to Roosevelt School, special education class, effective November 1, 2023, or sooner, for the 2023-2024 school year, Step 1 of the Non-Degree Paraprofessional Salary Guide, 5.75 hours per day as the hourly rate of

\$15.11, pending the successful completion of pre-employment requirements. (Replaces M. Torres Rosado)

7. Motion to appoint Daniel Williams as a Part-time Paraprofessional assigned to Grover Cleveland School, special education class, effective November 1, 2023, or sooner, for the 2023-2024 school year, Step 1 of the Non-Degree Paraprofessional Salary Guide, 5.75 hours per day as the hourly rate of \$15.11, pending the successful completion of pre-employment requirements. (Replaces D. Haywood)
8. Motion to appoint Cathleen Kozick as the Transportation Specialist, Non-Bargaining, effective November 1, 2023, or sooner, for the 2023-2024 school year, at the annual salary of \$66,000.00, prorated. (New position)

OTHER PERSONNEL:

9. Motion to amend the District Manager of Safety and Security job description.
10. Motion to approve 6th period compensation for the following high school teachers to cover for Employee #6367 for the period beginning October 24, 2023, until such time as a replacement is hired.

Carmen Sierra
Selena Miserentino
Erika Martinez
Susana Monteiro

11. Motion to appoint the following staff to provide after school credit recovery/tutorial services to identified Alternative Education Students during the period October 2023 through May 2024, two days per week, at the negotiated hourly rate depending on associated bargaining unit; funded through Title I:

Margel, Mary, Teacher
Cummings, Nia, Teacher
Sierra, Carmen, Teacher
Moskal, Ralph, Teacher
Lubreski, Jeff, Teacher
O'Riordan, Sean, Teacher
Smorol, Robert, Teacher
Tenpenny, Kevin, Teacher
Campbell, Donna, Teacher
McEvoy, Christine, Teacher
Lewis, Thomas, Administrator
Mannix, Joann, Administrator

12. Motion to appoint the following Athletic Coaches for the 2023-2024 Sport Season:

Boys Basketball
Eric Podell - Head Coach - Step 3 - \$9879.
Ryan VanVliet - Assistant - Step 3 - \$8467.

Girls Basketball

Jorge Gutierrez - Head Coach - Step 3 - \$9879.
Matthew Florio - Assistant - Step 3 - \$8467
Travis Flowers - Academy - Step 3 - \$5645.

Wrestling

Daniel Garay - Head Coach- Step 3 - \$9879.
Brian Russo - Assistant - Step 3 - \$8467.
Fred Stueber - Assistant - Step 3 = \$8467.

~~Cheerleading - Step 3~~

~~Ashley Medeiros - Head - Step 3 - \$8467.
Shantise Brownridge - Assistant - Step 3 - \$5645.~~

Bowling

Darius Singetary - Head Coach - Step 3 - \$5645.

Track

Leon Bunion - Head Coach – Boys - Step 3 - \$8467.
Lashelle Bunion -Assistant - Step 3 - \$7056.
Danny Johnson -Assistant - Step 3 - \$7056.
Mahdi Sumter - Assistant - Step 3 - \$7056.
Nii Amon Nikoi --- Assistant - Step 2 - \$6411.

13. Motion to appoint Brad Edwards to the Athletic Extra Service position of Spring 2024 Weight Training at the negotiated stipend of \$1,693.00.
14. Motion to add the following names to the 2023-2024 Substitute Teacher List pending the successful completion of pre-employment requirements:

Justine Fruzzetti
Decreste Auguste
Erin Weems
Amy Soriano
Alexis Peterson

15. Motion to revise the Extra Service stipend previously approved for the following:

Kaitlyn Farrell	Madison School Drama Coach	From \$439.	To \$878.
Maureen Dalessio	Madison School Drama Coach	From \$439.	To \$878.

16. Motion to appoint the following staff to Extra Service position for the 2023-2024 school year:

Carmen Sierra	High School Seekers Club Monitor	(hourly rate - up to 10 hrs.)
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17. Motion to appoint the following staff to Supplemental Employment opportunities as follows; paid through SIA Grant: (Madison School)

Peer Teacher Learning Communities (up to 36 hours in the aggregate):

Sharmaine Bunion
Kenneth Betros
Tabitha Gansler
Taylor Ruffino

Peer Teacher Learning Communities - Foundations & Orton Gillingham Support (up to 67 hours in the aggregate):

Tiffany Variello
Jessica Geter
Cynthia Cariello
Amy Kass

Enrichment Program (up to 39 hours in the aggregate):

Tiffany Variello
Jessica Geter
Veronica Pereira
Anissa Strong

Enrichment Program - Language Arts/Mathematics (up to 120 hours in the aggregate):

Jessica Geter
Taylor Ruffino
Justine Johnson
Anissa Strong

Referral Data Entry Support (up to 10 hours in the aggregate):

Maryellen Palermo

PBSIS/Mustang P.R.I.D.E. Advisor:

Lauren Reeves - \$878

Data and Enrichment Advisor:

Anissa Strong - \$878

Student/Family Engagement Advisor - Academic:

Tiffany Variello - \$439
Jessica Geter - \$439

Student/Family Engagement Advisor - Social Skills:

Maryellen Palermo - \$439
Markindy Saint Cyr - \$439

XIV. EDUCATION/CURRICULUM

Chair – Joseph Toma

Members –Shanna Raysick, Najah Allen, Alt.: Jennifer Moteiro

The Superintendent recommends:

1. Motion to rescind the Agreement with Delta-T to provide a 1:1 instructional aide for student #20180001773 at Brownstone School, effective September 21, 2023 for the 2023-2024 school year.

2. Motion to approve Settlement Agreement for transportation between the Rahway Board of Education and parent of Special Education Student (#19098) for the 2023-2024 school year, to begin retroactively on September 5, 2023.
3. Motion to enter into an Agreement with Starlight Homecare Agency, Inc. d/b/a Star Pediatric Home Care Agency to provide "in-school" individual nursing services to student (#22160) at Madison Elementary School for the 2023-2024 school year effective September 2, 2023 through June 30, 2024, for up to 6.5 hours per day, at a rate of \$62.00 per hour for Registered nurse and \$52.99 per hour for Licensed Practical nurse services.
4. Motion to approve the placement of Student #1274159774 at The Deron School of NJ, Union, for the 2023-2024 school year with a tuition rate of \$66,816.80, prorated to the effective date of September 21, 2023, plus an estimated transportation cost of \$76.45 per day.
5. Motion to approve the contract with the NJ Commission for the Blind and Visually Impaired to provide Level 1 Service to student (#20180001534) at the annual rate of \$2,200.00 during the 2023-2024 school year.
6. Motion to approve overnight trip for a student chosen to participate in NJ All State Jazz Choir rehearsal and performances, located at the Claridge Hotel, Atlantic City, NJ from November 7, 2023 through November 9, 2023, at a cost to the Board in the amount of \$475 for lodging.
7. Motion to partner with the Division of Children and Youth Services (DCYS) in their community-based drop-in centers and school-based services for resident students in grades 6-12, as well as two (2) staff professional development workshops at no cost to the Board.
8. Motion to terminate the placement of special education student #21203 at ECLC of New Jersey, effective immediately, for the 2023-24 school year.
9. Motion to approve the following fundraiser activities, no door-to-door selling:

High School

Class of 2025 Halloween Candy Gram Fundraiser from October 26, 2023 through October 31, 2023. Proceeds to be used towards the Class of 2025.

Academy

National Junior Honor Society Double Good Popcorn Fundraiser from November 28, 2023 through December 2, 2023. Proceeds to be used towards paying national dues and required materials.

PBSIS Masquerade Dance ticket and mask sales from October 19, 2023 through October 26, 2023. Proceeds to be used towards PBSIS programs and events.

Grover Cleveland School:

PTA to sell refreshments at their Hispanic Heritage event on October 3, 2023; proceeds to be used for student activities.

School-wide sale of school spirit wear during the 2023-2024 school year; proceeds to be used for student activities.

School-wide participation in selected restaurant night during the 2023-2024 school year whereby the school will receive a percentage of sale receipts; proceeds to be used for student activities.

School-wide participation in Wine & Design Paint Nights during the 2023-2024 school year; proceeds to be used for student activities.

Franklin School

PTA School Spirit Apparel Sale from October 4, 2023 through June 30, 2024. Proceeds to be used towards student activities.

Roosevelt School

Safety Patrols to take orders for Double Good Popcorn from January 15 – 26, 2024; proceeds to be used to support safety patrol activities.

XV. POLICY

Chair – Sean White

Interim Chair – Joseph Toma

Members – Joseph Toma, Jennifer Moteiro, Alt.: Shanna Raysick

The Superintendent recommends:

1. Motion to adopt on Second Reading revisions to the following Policies:
 - Policy 7510 Usage of School Facilities
 - Regulation 7510 Usage of School Facilities
 - Policy 7520 Loan of School Equipment
 - Regulation 2431.4- Prevention and Treatment of Sports-Related Concussions and Head Injuries
 - Policy 2431.4- Prevention and Treatment of Sports-Related Concussions and Head Injuries
 - Policy 7434 Smoking on School Buildings and on School Grounds
 - 7435 Alcoholic Beverages on School Premises

XVI. FINANCE/FACILITIES

Chair – Timothy Antisz

Members –Sean White, Carlos Garay, Alt.: Laura Giacobbe

The Superintendent recommends:

BI-MONTHLY DISBURSEMENTS:

1. Motion to approve the following Bills List disbursements through October 3, 2023, as indicated:

OPERATING ACCOUNTS	OCTOBER 3, 2023
General Fund - 10	\$299,533.58
Special Revenue Fund - 20	\$528,697.93
Capital Projects Fund - 30	\$208,051.47
Debt Service Fund - 40	\$0
Food Services Fund - 60	\$0
Trust & Agency Fund - 90	\$1,205,903.98
Grand Total	\$2,242,186.96

MONTHLY TREASURER/SECRETARY/BUDGET TRANSFER REPORTS:

2. Motion to approve the Treasurer’s Report for the month of June, 2023.
3. Motion to approve the Board Secretary’s Report for the month of June, 2023.
4. Motion to approve Budget Transfers through June 30, 2023.

CONSTRUCTION PROJECTS:

5. Motion to approve Change Order #01 for Panoramic Window & Door Systems, Inc. to adjust the Project Milestone previously submitted on July 25, 2023 with the Recovery Schedule, pending attorney approval. In the event that an agreement is not made by the attorneys, this change order will be voided and replaced with another.
6. Motion to approve Change Order #01 for Pravco, Inc. to allow Credit for remaining General Allowance and Credit for Asbestos testing, Asphalt Sidewalk Damages, and Welded Edges. The Contract Sum will be decreased by this Change Order in the amount of: \$105,705.34.
7. Motion to approve payment #08 for AVCO Construction, Inc. in the amount of \$528,697.93 for the Unit Ventilator Replacement Project at Roosevelt Elementary School.
8. Motion to approve payment #06 for TSUJ Corporation in the amount of \$104,923.68 for the Electrical and Distribution Upgrades at (5) of the following schools: Rahway 7th & 8th Grade Academy, Franklin Elementary School, Grover Cleveland Elementary School, Madison Elementary School, and Roosevelt Elementary School.

9. Motion to approve payment #013 for Open Systems, Inc. in the amount of \$81,941.32 for the PA Messaging System & Clock Upgrades at (6) of the following schools: Rahway High School, Rahway 7th & 8th Grade Academy, Franklin Elementary School, Grover Cleveland Elementary School, Madison Elementary School, and Roosevelt Elementary School.

CONTRACTED SERVICES:

10. Motion to approve the contract for the 2023-2024 school year for the routes listed below:

Villani Bus, Linden, NJ					
		2023-2024		2022-2023	
Route	Destination	Cost		Cost	\$ Increase
ATH-2	Athletic Transportation:				
	Charge for up to 3 hours	\$ 593.33		\$ (560.49)	\$ 32.84
	Trips over 3 hours Add'l	\$ 134.86		\$ (127.39)	\$ 7.47
	\$ 127.39 per hour				
UCESC					
			2023/2024		
Route	Destination		Cost/Diem	Aide/Diem	Total Cost
CS235	Special Education	RA/RHS	\$677.49	\$68.81	\$746.30
CS231	Special Education	RA	\$426.13	\$48.54	\$474.67
CS494	Bilingual	FRANKLIN	\$368.78	\$42.49	\$411.27

OTHER:

11. Motion to accept the donation of tickets, by DJ Drewski, to a Halloween Concert at the Union County Performing Arts Center on October 29, 2023, to be distributed by Rahway High School in accordance with plan developed by the High School Administration.
12. Motion to declare the following item(s) as surplus and to allow the Business Administrator to dispose of same as per Board Policy 3260/3270:

Textbooks

Math in Focus Course 1- A, Houghton Mifflin Harcourt, 978-0-547-56012-0, 81 copies
 Math in Focus Course 1- B, Houghton Mifflin Harcourt, 978-0-547-55936-0, 94 copies

Equipment

A 3-door, upright freezer, Inventory tag # GASB34 located at Franklin School.
 The freezer is beyond repair.

PROFESSIONAL DEVELOPMENT:

13. Motion to approve the following Board Member Professional Development:

Name	Location	Title	Dates	Fee(s)	Travel
Toma, Joseph	Crowne Plaza, Englewood, NJ	NJSBA Leadership Conference Series: “Everyone Moving Forward Together!”	11/17/23	\$135.00	\$0.00
Robson, Bernie	Crowne Plaza, Englewood, NJ	NJSBA Leadership Conference Series: “Everyone Moving Forward Together!”	11/17/23	\$135.00	\$0.00

14. Motion to approve the following Staff Member Professional Development:

Name	Location	Title	Dates	Fee(s)	Travel
Fried, Stephen	Virtual	NJCPA Advanced Management Skills	10/18/23	\$261.00	\$0.00

XVII. PUBLIC COMMENTS

Note on public comment at BOE meetings: Board Policy #1120, adopted on December 20, 2016, provides for public participation in Board of Education meetings. Such participation is governed by the following rules:

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5. The Board will not receive printed materials from the public during public meetings. The public may submit printed materials by addressing them to the Board Secretary, Rahway Board of Education, PO Box 1024, Rahway, NJ 07065;
6. Public participation at board meetings is intended to allow individual members of the public to address the Board on issues of public concern. The public comment period is an opportunity for the Board to listen to citizen concerns, but not to debate issues or enter into a question-and-answer session or a “cross examination” between the public and individual members. While all comments made by the public will be taken under advisement, the Board will not respond to comments made by the public.

XVIII. GENERAL BOARD MEMBER COMMENTS

IX. BOARD MEETING DATES

Regular Meeting: Tuesday, October 17, 2023 6:00 p.m. Executive, 7:00 p.m. Public Session

XX. ADJOURNMENT

Motion to adjourn the meeting.



POMPTONIAN
FOOD SERVICE



The Food Service Program in Rahway Schools

Presented by:

Mark Vidovich, President

Accomplishments:

- National Farm to School
- Expanded Vegetarian/Vegan Choices
- Flavors Across America
- Flavors Around the World







Rahway-Rahway High School
Lunch , Sep 11 - Sep 15 2023



Menu

	Mon 11	Tue 12	Wed 13	Thu 14	Fri 15
	Hot Honey Beef & Mashed Potato Bowl <i>Dinner Roll</i>	Chipotle Chicken & Cheese Wrap <i>Fire-Roasted Corn w/ Cotija Cheese</i>	Bacon, Egg & Cheese on a Bagel	Sweet & Sour Chicken <i>Vegetable Fried Rice Sautéed Broccoli</i>	Assorted Specialty Pizzas <i>Tossed Salad</i>
	Mozzarella Sticks ◉ <i>Marinara Sauce Dinner Roll</i> Cheeseburger on a Bun ◉	Pizza Crunchers ◉ Hot Honey Beef Sandwich	Cheese-Stuffed Sticks ◉ <i>Marinara Sauce Tomato Soup</i> Bacon Cheeseburger on a Bun ◉ ◉	Mozzarella Sticks ◉ <i>Marinara Sauce Dinner Roll</i> Cheesesteak Hero ◉	Three-Cheese Grilled Cheese on a Texas Toast <i>Tomato Soup Cowboy Burger ◉</i>
	Peanut Butter & Jelly Uncrustables Sandwich ◉ Whole Wheat Wrap Spinach Wrap Bread, Wrap, Tomato/ Basil, 12 inch, Toufayan Deli Ham Deli Turkey Salami American Cheese Provolone Cheese Ultragrain Sub Roll Whole Wheat Kaiser Roll Lettuce ◉ Tomatoes Onion Pepper Jack Cheese Tuna Salad	Peanut Butter & Jelly Uncrustables Sandwich ◉ American Cheese Provolone Cheese Pepper Jack Cheese Tuna Salad Lettuce ◉ Tomatoes Onion Ultragrain Sub Roll Whole Wheat Wrap Spinach Wrap Bread, Wrap, Tomato/ Basil, 12 inch, Toufayan Deli Ham Deli Turkey Salami Whole Wheat Kaiser Roll	Peanut Butter & Jelly Uncrustables Sandwich ◉ Whole Wheat Wrap Spinach Wrap Bread, Wrap, Tomato/ Basil, 12 inch, Toufayan Deli Ham Deli Turkey Salami Ultragrain Sub Roll Whole Wheat Kaiser Roll Pepper Jack Cheese Tuna Salad Lettuce ◉ Tomatoes Onion American Cheese Provolone Cheese	Peanut Butter & Jelly Uncrustables Sandwich ◉ Whole Wheat Kaiser Roll American Cheese Provolone Cheese Whole Wheat Wrap Spinach Wrap Bread, Wrap, Tomato/ Basil, 12 inch, Toufayan Deli Ham Deli Turkey Salami American Cheese Provolone Cheese Whole Wheat Kaiser Roll Pepper Jack Cheese Tuna Salad Lettuce ◉ Tomatoes Onion Ultragrain Sub Roll	Peanut Butter & Jelly Uncrustables Sandwich ◉ Whole Wheat Wrap Spinach Wrap Bread, Wrap, Tomato/ Basil, 12 inch, Toufayan Deli Ham Deli Turkey Salami American Cheese Provolone Cheese Whole Wheat Kaiser Roll Pepper Jack Cheese Tuna Salad Lettuce ◉ Tomatoes Onion Ultragrain Sub Roll



Farm Stand



Diverse Offerings

- ★ Arepa with Shredded Chicken
- ★ Beef Empanadas
- ★ Beef Nachos
- ★ Pollo Saltado
- ★ Sweet Potato, Corn & Black Bean Nachos



Promotions:



Waffle Day



Foods Across America Baja Fish Tacos



Freshly Made
Mozzarella with
Local Basil
coming soon



Goals and Objectives

- Awarded \$18,000 in Equipment Grants
- New Griddle at Middle School
- Homemade Soups (coming soon)
- Panini Press at High School



Community Feedback

- Parent Opening Newsletter
- Back to School Night
- Student Advisory Board
- Principal/Superintendent Report Cards





POMPTONIAN
FOOD SERVICE



7510 USE OF SCHOOL FACILITIES (M)

M

The Board of Education believes the school facilities of this district should be made available for community purposes, provided that such use does not interfere with the educational and co-curricular programs of the school district. For the purpose of this policy, "school facilities" also includes school grounds.

The Board will permit the use of school facilities when such permission has been requested in writing and has been approved by the Superintendent of schools or designee. The Board reserves the right to withdraw permission after it has been granted in the event circumstances change requiring such school facilities or school grounds will be needed for a school district purpose or due to a school closing due to weather or other emergency.

In weighing competing requests for the use of school facilities, the Board will give priority to the following uses, in the descending order given:

Number the following uses in the appropriate order

- 1 Uses and groups directly related to the schools and the operations of the schools, including student and teacher groups;
- 2 Uses and organizations indirectly related to the schools, including the P.T.A., P.T.O., Home-School Association, and other school-parent related organizations;
- 3 Departments and agencies of the municipal government;
- 4 Governmental agencies;
- 5 Community organizations formed for charitable, civic, social, or educational purposes;
- 6 Community political organizations;
- 7 Community church groups;
- 8 Private groups and organizations;

The use of school facilities will not be granted for the advantage of any commercial or profit-making organization, partisan political activity, or any private social function.

The use of school facilities will not be granted for any purpose that is prohibited by law.

POLICY GUIDE

STRAUSS ESMAY ASSOCIATES

PROPERTY

7510 USE OF SCHOOL FACILITIES (M)

Each user shall present evidence of the purchase of organizational liability insurance to the limit as prescribed by district regulations. Each user shall inspect any facility or school grounds to be used prior to such use and shall notify a district representative of any existing safety or dangerous conditions. In the event such conditions exist, the district may cancel or modify the user's access to the school facility until such conditions are addressed. Users shall be financially liable for damage to the facilities and for proper chaperonage as required by the school district administration.

Use of school equipment in conjunction with the use of school facilities must be specifically requested in writing and may be granted in accordance with Policy No. 7520. The users of school equipment must accept liability for any damage or loss to such equipment that occurs while it is in their use, regardless of any assignment of negligence. Where rules so specify, certain items of equipment may only be used by a qualified operator approved by the school district administration.

Adult Supervision:

1. All programs that involve children and students are required to have adult supervision. A minimum of two adult supervisors, one of who is responsible for the orderly conduct of all attendees within the building and on school grounds is required.
2. Parents who bring children to adult scheduled activities are to supervise their children at all times. No child is to be in the building unsupervised. Unsupervised children will be delivered to an adult supervisor.

Responsibilities/Damages- The Board will not be responsible for damage or theft of lessees' properties left on the premises.

1. Lessees of school facilities must assume responsibility for any damages to the property or loss of equipment.
2. Activities causing undue wear and tear to school properties are prohibited. Any damage caused through the use of facilities and/or grounds will be charged to the lessee.

The Board shall approve annually a schedule of fees for the use of school facilities based upon the following guidelines:

1. The use of school facilities for activities directly related to the educational program and district operations
2. All other organizations or persons granted the use of school shall pay in advance the scheduled fee and the cost of any additional staff services required by the use.

The school district shall provide a copy of Policy and Regulation 2431.4 – Prevention and Treatment of Sports-Related Concussions and Head Injuries to all youth sports team organizations

POLICY GUIDE

STRAUSS ESMAY ASSOCIATES

PROPERTY

7510 USE OF SCHOOL FACILITIES (M)

that operate on school grounds or in school facilities. In accordance with the provisions of N.J.S.A. 18A:40-41.5, the school district shall not be liable for the injury or death of a person due to the action or inaction of persons employed by, or under contract with, a youth sports team organization that uses school facilities or operates on school grounds if the youth sports team organization provides the school district proof of an insurance policy in the amount of not less than \$50,000 per person, per occurrence; insuring the youth sports team organization against liability for any bodily injury suffered by a person. The youth sports team organization must also provide a statement of compliance with the school district's Policy and Regulation 2431.4 - Prevention and Treatment of Sports-Related Concussions and Head Injuries.

For the purpose of this Policy, a "youth sports team organization" means one or more sports teams organized pursuant to a nonprofit or similar charter or which are member teams in a league organized by or affiliated with a county or municipal recreation department.

The Board shall provide to all persons who supervise youth programs that are not sponsored by the school district, but operate a program in a district building before or after school hours, on the weekend, or during a period when school is not in session, information on the district's school practices and procedures in the event of a school safety or security incident at a school including non-confidential information on evacuation procedures, emergency response protocols, and emergency contact information in accordance with the provisions of N.J.S.A. 18A:41-7.

The Superintendent shall develop regulations for the use of school facilities; such regulations shall be distributed to every user of the facilities and every applicant for the use of school facilities. Permission to use school facilities shall be granted only to persons and organizations that agree to the terms of Policy and Regulation 7510, the requirements as outlined in the use of school facilities application, and in accordance with the terms outlined in the approval granted by the school district.

N.J.S.A. 18A:20-20; 18A:20-34; 18A:41-7

Adopted: September 19, 2023

R 7510 USE OF SCHOOL FACILITIES (M)

[See POLICY ALERT No. 196 and 221]

M**A. Classification of Users**

Organizations and individuals using school facilities will be classified as Class I, II, or III users as follows:

1. Class I users will be given priority for the use of school facilities over other users and may use school district facilities without payment of a use fee or charge for custodial and service (fuel, water, and electricity) costs. Class I users include the following organizations and individuals:
 - School sponsored student programs for academic use
 - School sponsored professional staff development

2. Class II users will be given priority for the use of school facilities over Class III users and may use school district facilities without payment of a use fee but will be charged custodial and service costs if applicable. Class II users include the following organizations and individuals:
 - School sponsored programs with fund-raising purpose
 - PTO/PTA, Scouts
 - municipal and governmental agencies
 - Rahway non-profit community outreach organizations

3. Class III users will be given lowest priority for the use of school facilities and may use school district facilities only on payment of charges for custodial and service costs. Class III users include the following organizations and individuals:
 - All private organizations, groups, and individuals with fund-raising components
 - Rahway profit and not-for profit organizations for athletic purposes
 - Rahway based community church and/or political groups
 - other organizations with fund-raising components

4. No other organizations or individuals will be permitted to use school facilities.

B. Application Procedures

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1. Application must be made in writing and on the form supplied by the school district. The form is available in the office of the Business Administrator or district website.
2. Application for use of school facilities must be submitted to the office of the Business Administrator not less than 10 working days before the date of the requested use. A use that requires the approval of the Board must be submitted not less than 7 working days prior to a regular Board meeting.
3. The application must be signed by an adult representative of the requesting organization, who will be considered by the Board to be the agent of the organization.
4. The application must include all the facilities that the applicant wishes to use and all the dates and times of the requested use. Approval of any application is limited to the facilities, dates, and times expressly requested on the application. Approval does not include the privilege of additional rehearsal time or the use of rooms or buildings not expressly requested.
5. The application must include all the equipment and supplies that the applicant wishes to include in the use, pursuant to Policy No. 7520, Loan of School Equipment.

C. Approval

1. The Chief School Administrator or his/her designee will review each application and check the school calendar to determine whether the facility requested is available at the date and time requested, that is, the facility has not been scheduled
 - a. For use in the instructional or co-curricular program,
 - b. For maintenance, repair, or capital improvement, or
 - c. For use by another organization.
2. If the facility is not available for use, the Chief School Administrator or his/her designee will inform the representative of the organization and may suggest alternative dates, times, or facilities.
3. If the facility is available for use and the applicant meets the standards set by Policy No. 7510 and these regulations, the Chief School Administrator or his/her designee will note his/her approval on the application form and will record the classification of the applicant organization and forward the application to the Chief School Administrator for final approval or for referral to the Board for requests that may be approved only by the Board.

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4. Standards for approval include the following limitations on use:
 - a. School facilities may be available for use only on weekdays, including school vacations, and Saturdays between the hours of 8:00 am and 4:00 pm. School facilities are not available for use on Sundays and other public holidays.
 - b. School facilities are available for use only during the hours of 4:00 p.m. and 9:00 p.m. Permission may be granted for a use up to 10:00 p.m., provided the user pays an overtime fee regardless of the user's classification. School facilities are not available for use during the school day or for any use that may interfere with the school district's educational or co-curricular programs.
 - c. The use of school facilities will generally not be granted for observances or celebrations that are essentially private in nature or for meetings of small groups that can conveniently convene in private homes.
 - d. In accordance with Policy No. 7510, the use of school facilities will not be granted for the advantage of any commercial or profit-making organization or partisan political activity, or any purpose that is prohibited by law.
5. The Chief School Administrator will determine the classification (I, II, or III) of the applicant organization and the fees and costs, if any, to be charged for the use of the facility. This information will be provided on the application form.
6. In the event of a conflict between requesting organizations within the same class, the request received earlier by the district will be honored first.
7. A copy of each approved or disapproved application will be distributed to the representative who signed the application form.
8. The application form will include the rules governing the use of school facilities, and the representative's signature on the application will signify notice of those rules and the organization's agreement to be bound by those rules.
9. The Board reserves the right to deny an application and to withdraw permission to use school facilities after approval has been granted and after the use has commenced. Permission may specifically be withdrawn from any organization whose representative has willfully made misrepresentation on the application or whose members violate the rules established for the use of school facilities. Such withdrawal of permission may constitute grounds for denying a future application made by the organization.

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10. Permission to use school facilities is not transferable.
11. The organization representative must inform the Chief School Administrator or his/her designee of any canceled use request as soon as he/she is aware of the cancellation. An organization's failure to inform the Chief School Administrator or his/her designee of a canceled use at least two (2) working days in advance of the scheduled time of the use may result in imposition of service charges.
12. Permission to use a school facility is automatically withdrawn on a day when the facility is closed for inclement weather, work stoppage, or other emergency.

D. Insurance and Indemnification

1. The representative of an organization granted permission to use a school facility must assume responsibility for the orderly and careful use of the facility and must agree to assume liability for any damage or loss of property caused by the use or in the course of the use.
2. The organization and/or its representative will hold the Board of Education harmless from claims arising out of the permitted use of the school facility or during the user's occupancy. In addition, the user shall agree to save the Board harmless from liability for injury or damage to any person or property of any person who may be attending or participating in the function or activity for which permission has been granted.
3. The user shall furnish evidence of the purchase of liability insurance in the amount of
 - a. \$1,000,000 - 3,000,000 per person,
 - b. \$1,000,000 - 3,000,000 per accident or event, and
 - c. \$1,000,000 - 3,000,000 property damage.
4. Any youth sports team organization that is granted permission to use school facilities must provide the school district proof of an insurance policy against liability for any bodily injury in the amount of not less than \$50,000 per person per occurrence, insuring the youth sports team organization against liability for any bodily injury suffered by a person. The youth sports team organization must also provide a statement of compliance with the school district's Policy and Regulation 2431.4 - Prevention and Treatment of Sports-Related Concussions and Head Injuries, which will be provided to the adult representative of the requesting organization with the application to use school facilities.

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For the purpose of this Policy, a “youth sports team organization” means one or more sports teams organized pursuant to a nonprofit or similar charter or which are member teams in a league organized by or affiliated with a county or municipal recreation department.

E. Rules for the Use of School Facilities

1. Users of school facilities will be bound by the law.
 - a. Users must comply strictly with all applicable statutes; municipal ordinances; and rules of the Board of Health, Fire Department, and Police Department regarding public assemblies.
 - b. The use must not exceed the established capacity of the facility used.
 - c. The use must not involve gambling or games of chance.
 - d. The use, possession, and/or distribution of alcohol and/or controlled dangerous substances is absolutely prohibited, in accordance with law and Policy Nos. 5530 and 7435.
 - e. Smoking is prohibited in accordance with Policy No. 7434.
 - f. School facilities cannot be used for any purpose prohibited by law or likely to result in rioting, disturbance of the peace, damage to property or for the purpose of defaming others.
2. Users of school facilities will respect Board property.
 - a. The user will not damage, destroy, or deface school property. The facility shall be used with care and left in an orderly and neat condition.
 - b. The user must request in the application and receive permission to bring and use equipment, decorations, or materials to the school facility. No equipment, decorations, or materials may be nailed to floors, walls, windows, woodwork, curtains or fixtures or affixed to the same in any manner that defaces or damages school property or grounds.
 - c. Any equipment, scenery, decorations, or other material brought to the school facility and any debris caused by the use or remaining after the use must be promptly removed by the user. Any such materials left on school premises beyond the time period approved in the application may be removed by the Board at the user's expense. The Board assumes no liability for damage to or loss of materials brought to school facilities.

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- d. The user must request in the application and receive permission to use, move, or tune a district piano. A piano may be moved only by school district staff or by a competent and experienced commercial mover approved by the Board and at the expense of the user. Any piano that has been moved must be returned to its original placement with the same care and at the expense of the user.
- e. Users of the gymnasium must ensure that all participants wear rubber-soled footwear to prevent damage to floors.
- f. No school facility may be used for a purpose in conflict with the purpose for which the facility was designed.
- g. Lighting equipment, ventilation systems, and thermostatic controls may be operated only by an employee of the district.
- h. The user must request in the application and receive permission to serve and consume food and/or beverages on school premises. The service and consumption of food and/or beverages is strictly limited to the area for which permission is granted. If food and/or beverages are served, the user must clean all utensils, equipment, serving dishes, and the like and restore the facility to its proper condition. The user may not consume food or beverages or use supplies purchased with public funds.
- i. No signs, posters, advertisements, or other displays may be placed in a school building without prior approval.
- j. No school keys shall be issued to a user.
- k. No animal shall be allowed on school premises without prior approval.
- l. An authorized school district staff member shall examine the school facilities and/or grounds after the use and will inform the user of any loss or damage that must be corrected.
- m. Permission to use school facilities extends only to the facility requested. Users are not entitled to enter health offices, administrative offices, storage closets, or any other room to which permission to use has not been expressly granted. Users are not permitted to use district telephones, word processors, and office equipment.
- n. No vehicles of any type shall be operated in any area that is not designed for such vehicles without prior permission.

3. Uses Must be Properly Supervised.

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R 7510 USE OF SCHOOL FACILITIES (M)

- a. A school custodian must be on duty during the entire time a use occurs. The custodian is present for the purpose of insuring the security and proper functioning of the facility and of enforcing these regulations. The custodian is paid by the Board and may not accept gratuities from users. If the custodian is needed to perform extra services as an accommodation to the user, the user may be charged an additional fee and the custodian will be compensated accordingly by the district.
- b. The use of certain school facilities (such as kitchen and auditorium stage) require the services of school employees trained in the use of the facility. The user will be charged an additional fee and the school employee will be compensated accordingly by the district.
- c. The user must assume full responsibility for the conduct of all participants in the use while they are in or about school buildings and grounds and must enforce these regulations. The user must provide an adequate number of persons to supervise participants in the activity. The district, depending on the activity, may require as a condition of approval, a certain number of chaperones, law enforcement officials, and/or a school district representative(s) to be present at the activity.
- d. The user must, in consultation with the Principal, anticipate the need for the assistance of police officers, fire fighters, and/or parking attendants. All such services must be arranged by the user and will be at the expense of the user. When a user refuses or fails to secure police, fire, and/or parking assistance after having been advised to do so by the Principal, the Principal may recommend that permission to use the facility be withdrawn.
- e. Board members and school officials are entitled to full and free access to any part of the school premises during any use. No user may exclude a Board member or school official from a school facility for any reason.

F. Fee Schedule

1. Class I users will not be charged a fee or costs for the use of schools, except that special charges for the specific services of school employees rendered pursuant to paragraph E3a and paragraph E3b will be billed.
2. Class II users will not be charged a facility fee, but will be charged
 - a. For the specific services of school employees rendered pursuant to paragraph E3a and paragraph E3b, if any, and
 - b. Fees are based on the current contract rates and are available upon request.

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3. Class III users will be charged the costs charged Class II users (paragraph F2a and paragraph F2b)
 4. An itemized bill for the use of school facilities will be prepared based on the approved application form. The bill will be sent to the representative of the applicant organization in advance of the use and payment may be requested in advance of the use.
- G. Provision of Training on School Safety and Security
1. In accordance with the provisions of N.J.S.A. 18A:41-7.c., the Board of Education shall provide to all persons who supervise youth programs that are not sponsored by the school district, but operate a program in a district building before or after school hours, on the weekend, or during a period when school is not in session, information on the district's school practices and procedures in the event of a school safety or security incident at a school including non-confidential information on evacuation procedures, emergency response protocols, and emergency contact information.
 2. It shall be the responsibility of the organization that sponsors the youth program to train the program's employees and volunteers on the school security and emergency procedures in effect in the school building in which the youth program is located.
 3. The organization that sponsors the youth program shall file a statement of assurance with the Superintendent or designee that it has complied with the training requirements prior to the district authorizing the use of the school building.
 - a. The statement of assurance shall be developed by the Commissioner of Education and shall be filed with the school district on an annual basis.

Issued:

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7520 LOAN OF SCHOOL EQUIPMENT

7520 LOAN OF SCHOOL EQUIPMENT

The Board of Education requires that no item of district owned equipment may be loaned for a use off school premises which is not related to the operation of the school district. Equipment required for the use of those persons or organizations granted permission to use school facilities may be loaned solely for use on or in school premises.

The user of school owned equipment shall be fully liable for any damage or loss occurring to the equipment during the period of its use, regardless of any assignment of negligence, and shall be responsible for its safe return. When equipment authorized for loan requires the services of a qualified operator, the user shall employ the services of a person designated by this district and shall pay such costs as may have been set for such services.

Adopted:

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R 2431.4 PREVENTION AND TREATMENT OF SPORTS-RELATED CONCUSSIONS AND HEAD INJURIES (M)

R 2431.4 PREVENTION AND TREATMENT OF SPORTS-RELATED CONCUSSIONS AND HEAD INJURIES (M)

[See POLICY ALERT Nos. 194, 197 and 226]

M

A concussion is a traumatic brain injury caused by a blow or motion to the head or body that disrupts the normal functioning of the brain and can cause significant and sustained neuropsychological impairments including, but not limited to, problem solving, planning, memory, and behavioral problems. Allowing a student to return to athletic competition or practice before recovering from a concussion increases the chance of a more serious brain injury. The following procedures shall be followed to implement N.J.S.A. 18A:40-41.1 et seq. and Policy 2431.4.

A. Athletic Head Injury Safety Training Program

1. The school district will adopt an athletic head injury safety training program.
2. The training program shall be completed by the school physician, any individual who coaches in an athletic competition, an athletic trainer involved in any athletic competition, and the school nurse.
3. This training program shall be in accordance with the guidance provided by the New Jersey Department of Education (NJDOE) and the requirements of N.J.S.A. 18A:40-41.2.

B. Prevention

1. The school district may require pre-season baseline testing of students before the student begins participation in athletic competition or practice. The baseline testing program shall be reviewed and approved by the school physician trained in the evaluation and management of sports-related concussions and other head injuries.
2. The Principal or designee will review educational information for students participating in athletic competition or practice on the prevention of concussions.
3. All school staff members, students participating in athletic competition or practice, and parents of students participating in athletic competition or practice shall be annually informed through the distribution of the NJDOE Concussion and Head

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Injury Fact Sheet and Parent/Guardian Acknowledgement Form and other communications from the Principal and coaches on the importance of early identification and treatment of concussions to improve recovery.

C. Signs or Symptoms of Concussion or Other Head Injury

1. Possible signs of concussions may be observed by coaches, athletic trainer, school or team physician, school nurse, or other school staff members. Possible signs of a concussion may be, but are not limited to:
 - a. Appearing dazed, stunned, or disoriented;
 - b. Forgetting plays or demonstrating short-term memory difficulty;
 - c. Exhibiting difficulties with balance or coordination;
 - d. Answering questions slowly or inaccurately; and/or
 - e. Losing consciousness.

2. Possible symptoms of concussion shall be reported by the student participating in athletic competition or practice to coaches, athletic trainer, school or team physician, school nurse, and/or parent. Possible symptoms of a concussion may be, but are not limited to:
 - a. Headache;
 - b. Nausea/vomiting;
 - c. Balance problems or dizziness;
 - d. Double vision or changes in vision;
 - e. Sensitivity to light or sound/noise;
 - f. Feeling sluggish or foggy;
 - g. Difficulty with concentration and short-term memory;
 - h. Sleep disturbance; or
 - i. Irritability.

D. Medical Attention for a Student Suspected of a Concussion or Other Head Injury

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1. A student who participates in athletic competition or practice and who sustains or is suspected of having sustained a concussion or other head injury while engaged in an athletic competition or practice shall be immediately removed from athletic competition or practice.
 - a. A staff member supervising the student during the athletic competition or practice shall immediately contact the school physician, athletic trainer, or school nurse to examine the student.
 - (1) The school physician, athletic trainer, or school nurse shall determine if the student has sustained or may have sustained a concussion or other head injury. The school physician, athletic trainer, or school nurse shall determine if emergency medical responders shall be called to athletic competition or practice.
 - (2) In the event the school physician, athletic trainer, or school nurse determine the student did not sustain a concussion or other head injury, the student shall not be permitted to participate in any further athletic competition or practice until written medical clearance is provided in accordance with E. below.
2. The staff member supervising a student who has been removed from athletic competition or practice in accordance with D.1. above or another staff member shall contact the student's parent and the Principal or designee as soon as possible after the student has been removed from the athletic competition or practice.
 - a. A parent shall monitor their student for symptoms of a concussion or other head injury upon receiving such notification.

E. Medical Examination and Written Medical Clearance

1. A student who was removed from athletic competition or practice in accordance with D.1. shall not participate in further athletic competition or practice until:
 - a. The student is examined by a physician or other licensed healthcare provider trained in the evaluation and management of concussions;
 - b. The student receives written medical clearance from a physician trained in the evaluation and management of concussions to return to competition or practice; and

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- c. The student returns to regular school activities and is no longer experiencing symptoms of the injury while conducting those activities.
 2. The student's written medical clearance from a physician must indicate a medical examination has determined:
 - a. The student's injury was not a concussion or other head injury, the student is asymptomatic at rest, and the student may return to regular school activities and is no longer experiencing symptoms of the injury while conducting those activities; or
 - b. The student's injury was a concussion or other head injury and the student's physician will monitor the student to determine when the student is asymptomatic at rest and when the student may return to regular school activities and is no longer experiencing symptoms of the injury while conducting those activities.
 3. The student's written medical clearance must be reviewed and approved by the school physician.
 4. The student may not begin the graduated return to athletic competition and practice protocol in F. below until the student receives a medical examination and provides the required written medical clearance.
 5. A written medical clearance not in compliance with the provisions of E. will not be accepted.
- F. Graduated Return to Athletic Competition and Practice Protocol
 1. The return of a student to athletic competition and practice shall be in accordance with the graduated, six-step "Return to Play Progression" recommendations and any subsequent changes or updates to those recommendations as developed by the Centers for Disease Control and Prevention.
 - a. Back to Regular Activities (Such as School)

The student is back to their regular activities (such as school) and has the green-light from the student's physician approved by the school physician to begin the return to play process. A student's return to regular activities involves a stepwise process. It starts with a few days of rest (two-three days) and is followed by light activity (such as short walks) and moderate activity (such as riding a stationary bike) that do not worsen symptoms.
 - b. Light Aerobic Activity

Begin with light aerobic exercise only to increase the student's heart rate. This means about five to ten minutes on an exercise bike, walking, or light jogging. No weight lifting at this point.

c. Moderate Activity

Continue with activities to increase the student's heart rate with body or head movement. This includes moderate jogging, brief running, moderate-intensity stationary biking, and/or moderate-intensity weightlifting (less time and/or less weight from their typical routine).

d. Heavy, Non-Contact Activity

Add heavy non-contact physical activity, such as sprinting/running, high-intensity stationary biking, regular weightlifting routine, and/or non-contact sport-specific drills (in three planes of movement).

e. Practice and Full Contact

The student may return to practice and full contact (if appropriate for the athletic competition) in controlled practice.

f. Athletic Competition

The student may return to athletic competition or practice.

2. It is important for a student's parent(s) and coach(es) to watch for concussion symptoms after each day's "Return to Play Progression" activity. A student should only move to the next step if they do not have any new symptoms at the current step.
3. If a student's symptoms return or if they develop new symptoms, this is a sign that a student is pushing too hard. The student should stop these activities and the student's health care provider should be contacted. After more rest and no concussion symptoms, a student can start at the previous step if approved by the student's healthcare provider and provides written medical clearance to the school physician.

G. Temporary Accommodations for Student's Participating in Athletic Competition with Sports-Related Head Injuries

1. The concussed brain is affected in many functional aspects as a result of the injury. Memory, attention span, concentration, and speed of processing

significantly impact learning. Further, exposing the concussed student to the stimulating school environment may delay the resolution of symptoms needed for recovery. Accordingly, consideration of the cognitive effects in returning to the classroom is also an important part of the treatment of sports-related concussions and head injuries.

2. To recover, cognitive rest is just as important as physical rest. Reading, studying, computer usage, testing, texting, and watching movies if a student is sensitive to light/sound can slow a student's recovery. The Principal or designee may look to address the student's cognitive needs as described below. Students who return to school after a concussion may need to:
 - a. Take rest breaks as needed;
 - b. Spend fewer hours at school;
 - c. Be given more time to take tests or complete assignments (all courses should be considered);
 - d. Receive help with schoolwork;
 - e. Reduce time spent on the computer, reading, and writing; and/or
 - f. Be granted early dismissal from class to avoid crowded hallways.

Adopted:

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HEAD INJURIES (M)

2431.4 PREVENTION AND TREATMENT OF SPORTS-RELATED CONCUSSIONS AND HEAD INJURIES (M)

M

A concussion is a traumatic brain injury caused by a blow or motion to the head or body that disrupts the normal functioning of the brain and can cause significant and sustained neuropsychological impairments including, but not limited to, problem solving, planning, memory, and behavioral problems. In order to ensure safety, it is imperative that students participating in athletic competition, coaches, and parents are educated about the nature and treatment of sports-related concussions and other head injuries. Allowing a student to return to athletic competition before recovering from a concussion increases the chance of a more serious brain injury.

For the purpose of this Policy and Regulation 2431.4, programs of athletic competition shall include high school interscholastic athletic programs, middle school interscholastic athletic programs where school teams or squads play teams or squads from other school districts, intramural athletic programs within a school or among schools in the district, and any cheerleading program or activity in the school district.

The school district shall adopt an athletic head injury safety training program. The program shall be completed by the school physician, any individual who coaches in an athletic competition, an athletic trainer involved in any athletic competition, and the school nurse. The training program shall be in accordance with guidance provided by the New Jersey Department of Education (NJDOE) and the requirements of N.J.S.A. 18A:40-41.2.

The school district shall annually distribute the NJDOE-developed educational fact sheet regarding sports-related concussions and other head injuries to all parents of students participating in any athletic competition or practice and shall obtain a signed acknowledgement of the receipt of the fact sheet by the student and their parent in accordance with N.J.S.A. 18A:40-41.2(c).

A student who participates in an athletic competition or practice and who sustains or is suspected of sustaining a concussion or other head injury shall be immediately removed from athletic competition or practice. A student removed from athletic competition or practice shall not participate in further athletic competition or practice until they are evaluated by a physician or other licensed healthcare provider trained in the evaluation and management of concussions and receives written clearance from a physician trained in the evaluation and management of concussions to return to athletic competition or practice; and the student returns to regular school activities and is no longer experiencing symptoms of the injury when conducting those activities in accordance with N.J.S.A. 18A:40-41.4.

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The return of a student to athletic competition or practice shall also be in accordance with the graduated, six-step "Return to Play Progression" recommendations and any subsequent changes or other updates to these recommendations as developed by the Centers for Disease Control and Prevention (CDC). The Board shall revise this Policy and Regulation 2431.4 whenever the CDC changes or otherwise updates the "Return to Play Progression" recommendations.

The school district shall provide a copy of this Policy and Regulation 2431.4 to all youth sports team organizations that operate on school grounds. In accordance with the provisions of N.J.S.A. 18A:40-41.5, the school district shall not be liable for the injury or death of a person due to the action or inaction of persons employed by, or under contract with, a youth sports team organization that operates on school grounds, if the youth sports team organization provides the school district proof of an insurance policy of an amount of not less than \$50,000 per person, per occurrence insuring the youth sports team organization against liability for any bodily injury suffered by a person and a statement of compliance with this Policy and Regulation 2431.4.

Pursuant to N.J.S.A. 18A:40-41.5 and for the purpose of this Policy, a "youth sports team organization" means one or more sports teams organized pursuant to a nonprofit or similar charter or which are member teams in a league organized by or affiliated with a county or municipal recreation department.

This Policy and Regulation 2431.4 shall be reviewed and approved by the school physician annually and updated as necessary to ensure it reflects the most current information available on the prevention, risk, and treatment of sports-related concussions and other head injuries in accordance with N.J.S.A. 18A:40-41.3.

N.J.S.A. 18A:40-41.1; 18A:40-41.2; 18A:40-41.3;
18A:40-41.4; 18A:40-41.5

Adopted:

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7434 SMOKING IN SCHOOL BUILDINGS AND ON SCHOOL GROUNDS (M)

7434 SMOKING IN SCHOOL BUILDINGS AND ON SCHOOL GROUNDS (M)

M

[See **POLICY MEMO No. 23**]

[See **POLICY ALERT Nos. 98, 158, 168, 188 and 199**]

The Board of Education believes that the right of persons to smoke must be balanced against the right of nonsmokers to breathe air untainted by tobacco smoke.

For purpose of this Policy, “smoking” means the burning of, inhaling from, exhaling the smoke from, or the possession of a lighted cigar, cigarette, pipe, or any other matter or substance which contains tobacco or any other matter that can be smoked, including the use of smokeless tobacco and snuff, or the inhaling or exhaling of smoke or vapor from an electronic smoking device.

For the purpose of this Policy, “electronic smoking device” means an electronic device that can be used to deliver nicotine or other substances to the person inhaling from the device, including, but not limited to, an electronic cigarette, cigar, cigarillo, or pipe.

For the purpose of this Policy, “school buildings” and “school grounds” means and includes land, portions of land, structures, buildings, and vehicles, owned, operated, or used for the provision of academic or extracurricular programs sponsored by the district or community provider and structures that support these buildings, such as school wastewater treatment facilities, generating facilities, and other central facilities including, but not limited to, kitchens and maintenance shops. “School buildings” and “school grounds” also includes athletic stadiums; swimming pools; any associated structures or related equipment tied to such facilities including, but not limited to, grandstands; greenhouses; garages; facilities used for non-instructional or non-educational purposes; and any structure, building, or facility used solely for school administration. “School buildings” and “school grounds” also includes other facilities as defined in N.J.A.C. 6A:26-1.2; playgrounds; and other recreational places owned by local municipalities, private entities, or other individuals during those times when the school district has exclusive use of a portion of such land.

In accordance with N.J.S.A. 26:3D-58 and N.J.A.C. 8:6-7.2, the Board prohibits smoking at all times anywhere in school buildings or on school grounds.

Notwithstanding any provision of this Policy, smoking by students is prohibited and governed by Policy No. 5533.

A sign indicating smoking is prohibited in school buildings and on school grounds will be posted at each public entrance of a school building in accordance with law. The sign shall also indicate violators are subject to a fine. Students and district employees who violate the provisions of this Policy shall be subject to appropriate disciplinary measures and may be subject to fines in accordance with law.

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7434 SMOKING IN SCHOOL BUILDINGS AND ON SCHOOL GROUNDS (M)

The Principal or designee may order the departure and removal of any person who continues to smoke in violation of this Policy and the law after being ordered to stop smoking in school buildings or on school grounds. The Principal or designee may request the assistance of law enforcement to accomplish this departure and removal.

In the event a person is found to have violated this Policy and the law, the Principal or designee may file a complaint with the appropriate Municipal Court or other agency with jurisdiction as defined in N.J.A.C. 8:6-9.1(c).

The Board of Education will comply with any provisions of a municipal ordinance which provides restrictions on or prohibitions against smoking equivalent to, or greater than, those provided in N.J.S.A. 26:3D-55 through N.J.S.A. 26:3D-63.

N.J.S.A. 26:3D-55 through 26:3D-63

N.J.A.C. 6A:16-1.3

N.J.A.C. 8:6-7.2; 8:6-9.1 through 8:6-9.5

Adopted:

POLICY GUIDE

STRAUSS ESMAY ASSOCIATES

PROPERTY

7435 ALCOHOLIC BEVERAGES ON SCHOOL PREMISES

7435 ALCOHOLIC BEVERAGES ON SCHOOL PREMISES

The knowing possession, without legal authority, or knowing consumption of any alcoholic beverage by any person on school premises is a disorderly persons offense.

The Board of Education prohibits the possession and consumption of an alcoholic beverage, without the express written permission of the Superintendent, by any person in any school building and on school property or at any school sponsored activity.

The Board will report to law enforcement officials and prosecute as appropriate any person who violates law and this policy, except that any student who possesses or uses or is under the influence of alcohol on school premises or at any school sponsored activity will be treated in accordance with law and Policy Nos. 3218, 4218, and 5530.

School district employees who violate this policy or are present on school premises or at any school sponsored activity while under the influence of alcohol will be subject to discipline, which may include dismissal or certification of tenure charges, as appropriate.

N.J.S.A. 2C:33-15 et seq.

N.J.S.A. 18A:40A-12

N.J.S.A. 24:21-2 et seq.

Adopted:

