BE IT RESOLVED that upon the recommendation of the Superintendent, the Montclair Board of Education approves the second reading of the following policies:

THE SECOND READING OF THE FOLLOWING POLICIES:

Montclair, New Jersey

The Public Schools
In connection with the Executive County Superintendent’s review of the contract, the Board shall provide the Executive County Superintendent with a detailed statement of the total cost of the contract for each applicable year, including salary.

In connection with the Executive County Superintendent’s review of the contract, the new contracts shall replace expired contracts for existing employees in one of these positions, whenever approved or renewed. The public notice and public hearing requirements of N.J.S.A. 18A:11-11 do not apply to the Assistant Superintendent or School Business Administrator.

An existing contract with the Superintendent of Schools, Deputy Superintendent, and Assistant Superintendent, if applicable to a Board in this category, extends the terms of employment to the term of the contract.

The contract review and approval shall take place prior to any negotiated public notice and approval of the contract.

In counties where there is an Executive County Superintendent or Acting Executive County Superintendent, the Assistant Commissioner for Field Services shall review and approve all above contracts.

In counties where there is no Executive County Superintendent or Acting Executive County Superintendent, the Assistant Commissioner for Field Services shall review and approve all above contracts.

The provisions for contract extensions where such terms were not included in the original employment contract are different from the provisions for contract extensions, extensions, renewals, or other alterations of the terms of existing employment contracts that have been previously approved by the Executive County Superintendent and Assistant Superintendent, except for existing contracts that replace expired contracts.

The Executive County Superintendent’s Assistant Superintendent, Deputy Superintendent, and Assistant Superintendent, and School Business Administrator, in School Districts, shall review and approve all Superintendent’s contracts.

1620 ADMINISTRATIVE EMPLOYMENT CONTRACTS

MONTCALM BOARD OF EDUCATION

POLICY

5. The remaining salary amount due under the contract shall be paid in full by the employer's insurance company. The insurance company shall provide a written statement of the amount paid to the employer. The employer shall pay the amount due in accordance with the terms of the contract. The amount due shall be paid in accordance with the terms of the contract.

4. No contract shall include benefits in addition to those provided by the employer. No contract shall include benefits in addition to those provided by the employer. The benefits provided by the employer shall be consistent with law and regulations issued by the Department of Education. The benefits provided by the employer shall be consistent with law and regulations issued by the Department of Education.

3. No contract shall include provisions for the reimbursement of payment or salary. No contract shall include provisions for the reimbursement of payment or salary. The reimbursement provided shall be consistent with law and regulations issued by the Department of Education. The reimbursement provided shall be consistent with law and regulations issued by the Department of Education.

2. No contract shall include provisions that are inconsistent with the new and revised standards. No contract shall include provisions that are inconsistent with the new and revised standards. The new and revised standards shall be consistent with the new and revised standards.

1. For each class of administrative position shall be comparable.

The review and approval of all other administrative employment contracts shall be consistent with the following additional standards:

Administrative Employment Contracts
1602/PAGE 2 of 4
Administrative Board of Education
Montclair

Policy
a car for official district business must conform with N.J.A.C. 6A:23A-4.

11. No per diem shall include a provision for a monthly allowance except for a reasonable car allowance. A reasonable car allowance cannot exceed the monthly cost of the average monthly miles traveled for business purposes.

10. No provision for payment at the time of separation of retirement shall be made for work not performed except in otherwise published above.

9. No provision for payment at the time of separation of retirement shall be made for a bonus paid on a two hundred sixty-day work year.

8. Contractual provisions that include a calculation of per diem for leave are to be calculated based on the individual's salary prior to separation.

7. Employees who have attained title to N.J.S.A. 18A:30-9 and 18A:30-3, a new Board of Education, may include title of municipal title for all leave prior to retirement. Provision to N.J.S.A. 18A:30-9, a new Board of Education, as a new Board of Education. The Board of Education believes that employees who have attained the title of municipal title for all leave shall be payable only at the time of retirement and shall not be paid this. Please see page 3 of 4
Adopted: 12 December 2016

N.J.A.C. 6A:23A-3.1; 6A:23A-7 et seq.

the procedures set forth in N.J.A.C. 6A:3-1, and this Policy may be appealed to the Commissioner of Education pursuant to N.J.A.C. 6A:23-3.1 and this Policy may be appealed to the Commissioner of Education pursuant to N.J.A.C. 6A:23-3.1. Any actions by the Executive County Superintendent undertaken pursuant to N.J.A.C. 6A:23-3.1 shall include a provision for additional compensation upon the completion of a graduate degree unless the Graduate degree is granted by a fully accredited institution of higher education as defined in N.J.A.C. 6A:9-2.1. No contract shall include a provision for assistance of reimbursement, or for additional compensation for graduate school

13. No contract shall include a provision for additional compensation upon the completion of a graduate degree unless the Graduate degree is granted by a fully accredited institution of higher education as defined in N.J.A.C. 6A:9-2.1. No contract shall include a provision for assistance of reimbursement, or for additional compensation for graduate school

12. All Superintendent contracts shall include the required provision pursuant to N.J.S.A. 18A:17-15.1, which states that in the event the Superintendent’s certificate is revoked, the contract is null and void.

6.12 and be supported by detailed justification. No contract can include a
BE IT RESOLVED that upon the recommendation of the Superintendent, the Montclair Board of Education approves the second reading of the following regulation:

THE SECOND READING OF THE FOLLOWING REGULATION:

Montclair, New Jersey

THE PUBLIC SCHOOLS
1. The Director of Pupil Services will conduct the child find activities to locate, identify, and evaluate all children eligible through lottery or other means.

2. By June 30th of each school year, the Director of Pupil Services will report to the district superintendent his findings for distribution.

The school district and who may have a disability.

According to N.J.A.C. 6A:14-3, the child find activities and the child find mandate under the Individuals with Disabilities Education Act (IDEA) and the child find mandate under the Individuals with Disabilities Education Act (IDEA) include locating, identifying, and evaluating all children eligible through lottery or other means.

All students with disabilities, who are in need of special education and related services,
Students entering kindergarten are screened to identify students who may have a disability.

Distributing information to the school district's English Language
Describing special education services.
School handbooks distributed to parents contain information
Informative is distributed through the Parent Advisory Committee,

He may contact the director of Early Intervention Program (EIP), local nursery schools
where he assists in the identification of potentially disabled students.

Every intervention program
The above referenced areas for potentially disabled students and/or
Position of State developed child find material will be available in

Public entities, public agencies, private schools, churches and other
Community organizations, public and private schools, non-public schools, public

A guide to preschool services for potentially disabled children ages

Agencies to schools, health departments, community
Mailing information letters to local physician's, hospitals, nursery

Regulation - Location, Identification, and Referral

Montclair Board of Education
3. All child-find materials distributed will list:

a. A description of disability types describing the impact it must have in substantially, one or more of the major life functions.

b. A definition of Free Appropriate Public Education (FAPE), and its relationship to their rights as prescribed by N.I.S.A.

c. A complete description of the application process.

d. Contact information that includes:

i. Mr. Thomas Santagato, Director of Pupil Services, 22 Valley Road, Montclair, NJ 07042, 973-359-4022, tsantagato@montclair.k12.nj.us

ii. A list of Child Study Team Members with contact information highlighting the District CST Liaison on the

iii. Montclair School District, 22 Valley Road, Montclair, NJ 07042, 973-359-4000

34. No later than December 30th of each school year the Director of Pupil Services will contact by mail the Director, Principal or Dean of the nonpublic school(s) to request input from nonpublic school parents and officials for suggestions on ways to conduct child find activities for students attending nonpublic schools.

The child find activities for nonpublic students shall be comparable to the child find activities for public school students. The following individual(s) shall serve as representatives from nonpublic schools:
The Superintendent/Principal of Pupil Services or designee will oversee the operation of the Pupil Education Program. Districts implementing/evaluating the Interim Program will be informed of the procedures to initiate interventions in the General Education Program. The following guidelines shall be followed:

1. Indication of the need for intervention.
2. Descriptive behavior of student performance and
3. Reason for request (including parental or adult student request).

Procedures for Intervention in the General Education Program

A staff member of the special education school is responsible for writing a request for intervention following the above guidelines. The request shall contain the written procedures for identifying the child and modifying the next steps for the next school year, as appropriate.

Based on the suggestions from the representatives of the nonpublic schools and parents, the Director of Pupil Services will modify the interventions for the next school year.

<table>
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<tr>
<th>Location</th>
<th>School Type</th>
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<tr>
<td>Principals</td>
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<td>Montclair High School</td>
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<td>Montclair Montclair High School</td>
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The IEPs Committee shall:

a. Plan and provide appropriate intervention services;

b. Provide information on intervention services and district intervention program;
c. New interventions shall be introduced in the district intervention program;
d. School calendars are distributed in the month of March and

e. Information regarding intervention procedures;

f. Staff handbooks are updated by September 30th of each school year;

The IEPs Committee receive in-service training by the Building

The Building Principal will ensure that:

1. The implementation and effectiveness of building level IEPs Committee;

2. Will identify the roles and responsibilities of building staff who participate

3. Review, Assess and document the effectiveness of the services provided in

achieving the outcome identified in the intervention plan.

Special Education - Location, Identification, and Referral
R. 2460/1 Page 5 of 10
Program
Regulation

Special Education - Locality, Identification, and Referral Program

1. Parent Notification of Referral Procedures

A direct referral to the CST may be made when it can be documented that the student requires immediate attention through direct intervention and referral.

The office of pupil services, 22 Valley Road, Montclair, N.J. 07042, and one form are available in the principal's office, the Guidance Team (GST) office, and other professional staff handbooks and referral procedures are included in professional staff handbooks and referral procedures for referral.

Procedures for Referral

1. All referrals must be submitted to the building principal who will forward it to the CST.

2. The CST will determine the implementation of the intervention identified.

3. The CST will determine the intervention's documented effectiveness.

4. The CST will determine, the frequency, duration, and effectiveness of the plan.

5. The CST will determine the outcomes obtained in the intervention and referral.

6. Review and assess the effectiveness of the services provided.

7. Develop an action plan for each identified student with specific goals.

8. Contact the services of community based social and health agencies.

9. Develop a referral for review.

10. Provide additional support and services to the student.
A Notice of a Referral/Identification Meeting will be sent to the parent(s).

The district shall not consider any case for a Referral/Identification Meeting submitted to the assigned Case Manager before the identification screening is completed. These screenings must be completed within 20 days. A summarized report of the screening will be sent to the CST. The school nurse will administer a vision and hearing test to any student referred to the school nurse who will transmit the summarized report to the CST. The CST will forward to the school nurse who will transmit the summary to the health and medical information regarding the student shall be kept confidential. A request for a referral for a summary and review of any student who is referred to the school nurse shall be kept confidential.

Any form used to open a case:

A. Any form used to open a case shall be kept confidential.

B. Any complaint filed shall be kept confidential.

C. Any request for an evaluation shall be kept confidential.

D. Any case file shall be kept confidential.

E. Any case file shall be kept confidential.

F. Any case file shall be kept confidential.

G. Any case file shall be kept confidential.

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11. Any case file shall be kept confidential.

12. Any case file shall be kept confidential.
supports the IEP team's determination.

The use of functional assessment information
curriculum and services in progress in the General education
student continues to receive specially designed
Education Plan (IEP) team determines that the
As part of the re-evaluation, the Indicatorized
continue to be eligible when:

A student with a disability, who is advancing from grade to
from grade to grade.

The school staff through in-service training shall ensure that

services are warranted without delay.

It is determined through the IEPs that the student

Education and related services when:

Programs have not been effective in achieving the student's
determine eligibility for services is warranted without delay.
the General education program(s) is such that an evaluation to
developmentally disabled

Referral of a student to the CST may be made by administrative,

3. School Site Referral

(Prasse) Booklet and a copy of NJSIAA 6.14a Due Process

& 10

REGULATION

BOARD OF EDUCATION

MONTCLAIR
The following procedures will be followed for a school initiated referral:

a. A referral to the CST will be completed by the referring staff member and submitted for the I & R Committee.

b. I & R documentation including, but not limited to: teacher reports, grades, and other relevant data (optional: the intervention record) shall be forwarded with the referral to the CST along with any other relevant data.

c. The referral should be dated upon receipt by the CST.

d. An electronic file will be initiated to include a timeline for processing the referral including the date that initiates the twenty-day timeline for conducting the referral identification meeting.

Upon receipt of the referral, a request for a summary and review of health and medical information regarding the student shall be forwarded to the school nurse who will transmit the summary to the CST and include the results of an audiometric and vision screening that will be conducted in the school nursing office.

f. The CST will convene a referral/identification meeting within twenty calendar days (excluding school holidays but not summer vacation) of the date recorded on the referral.

g. A “Notice of a Referral/Identification Meeting” will be sent to the parent(s).

h. The referral/identification meeting will be attended by the parent(s), CST, and regular education teacher.

i. The notice shall contain “Parental Rights in Special Education” (PRISE) and a copy of the N.J.A.C. 6a:14 Due Process Rules and 

and/or physical therapist, and case manager.
Regulation of Education

An application for the CST to implement
A CST has 90 days from the date of the determination meeting to
removed directly to the CST when warranted
for documentation of a thorough educational plan, a student may be
in an electronic tool to develop an IEP, all fields must be completed
prior to an eligibility conference.

The parent(s) shall receive a copy of their child's evaluation report and
for a specific learning disability.

6. Each IEP Child Study Team member is required to certify in writing
planning.

5. Each evaluation of the student requires an assessment to determine
student placement according to N.J.A.C. 6A:14-4.7.1)

4. The district may use community rehabilitation programs approved by the

3. The district may use community rehabilitation programs approved by the

2. N.J.A.C. 6A:14-4.7

1. N.J.A.C. 6A:14-4.7

NJSF 64:14
Adopted: December 2016

The instructional materials to be provided shall address any assistive technology needed to permit the student to utilize

- print-disabled student; and

- indicate how the instructional materials will be provided to the blind or

- student.

See forthwith: identify and secure the instructional materials needed by the

- School Age Pears

School Age Pears

- Conduct the appropriate assessments for the blind to seek assistance for

- disability;

- be included in the Individualized Education Program of each student with

- timely manner will be

- The plan to provide the instructional materials to blind or print-disabled students in a

- timely manner in accordance with a plan developed by the district;

- All students that are blind or print-disabled will be provided instructional materials in a

OR PRINT-DISABLED STUDENTS (M)

R 240.16 SPECIAL EDUCATION - INSTRUCTIONAL MATERIALS FOR BLIND OR

PRINT-DISABLED STUDENTS (M)

SPECIAL EDUCATION - INSTRUCTIONAL MATERIALS FOR BLIND OR

R 240.16 PAGE 1 OF 1

PROGRAM

REGULATION

MONCTON

BOARD OF EDUCATION
The acts of incidents may include, but are not limited to:

School
Witnesses of an act of incident of dating violence at reporting staff member no later than one day after the staff member reporting should be submitted to the principal of the school by the school principal. Such report should be made verbally as soon as possible, but no later than ten days after the school was notified of the incident or alleged incident of dating violence.

2. All acts of incidents of dating violence at school shall be reported to the Principal of the school.

3. Definitions

A. "Incident of dating violence" means a pattern of behavior which one person inflicts on another person through physical, sexual, or emotional abuse. "Dating violence" means a pattern of behavior where one person inflicts act(s) of intentional violence, either casual, serious, or long-term, on another individual that is primarily characterized by its frequency, persistence, and cyclical nature. "Dating violence" means any person involved in an intimate association sponsored activity or event whether or not it is on school property, bus or school-related vehicle, at an official bus stop, or at any school-activity-related vehicle, at an official bus stop, or at any school-related event, or school event.

B. "Alcohol" means a classroom, or anywhere on school property, school event, or school-related event.
Protocol for Administrations/Administrative Investigation – The Principal

2. School staff shall take the following steps:

   a. Meet separately with the victim and the alleged aggressor; or

   b. Separate the victim from the aggressor, if applicable.

   c. Prepare and submit a written report of the act or incident to the
      Principal or designee no later than one day after the act or incident
      occurred; and

   d. Notify the end of the school's school day;

   e. Separately report the act or incident to the Principal or designee no
      later than one day after the act or incident occurred.

   f. Speak with witnesses of incidents separately;

   g. Speak with the victim and the aggressor separately;

   h. Separate the victim from the aggressor;

   i. Protocol for All School Staff Members – Any school staff member who
      witnesses or learns of an act or incident of dating violence at school
      shall take the following steps:

   j. Guidelines/protocols for Responding to School Acts of Incidents or
      Dating Violence

       a. Patterns of behavior which are threatening or controlling;

       b. Digital or electronic acts or incidents of dating violence and/or

       c. Witnessed or receipt of reliable information concerning acts of
          sexual abuse;

       d. Witnessed or receipt of reliable information concerning acts of
          physical, emotional, verbal, or
c. Take written statements from the victim and alleged aggressor.

d. Review the victim's and alleged aggressor's written statements to ascertain an understanding of the act or incident. The administrator may ask questions of either individual for clarification.

e. Further investigate the act or incident by speaking with bystanders, witnesses, or other individuals as deemed necessary. All statements obtained from bystanders or witnesses shall be written and documented, when possible.

f. The school administrator may make a determination to involve the school resource officer or law enforcement, if appropriate.

g. Appropriate referrals should be made if after an assessment by a school social worker, counselor, or psychologist determines the victim's or alleged aggressor's mental health has been placed at risk.

h. The Principal or designee shall contact the parents/guardians of both the victim and the alleged aggressor. The Principal or designee shall recommend a meeting be held to discuss the act or incident.

i. The Principal or designee will notify both parties in writing of the outcome determination of the investigation into the act or incident of dating violence at school.

3. Protocol for Working with the Victim of an Act or Incident of Dating Violence at School. The Principal or designee shall implement the following procedures for dealing with victims of a confirmed act or incident of dating violence at school:

   a. A student's safety shall be the first priority in a dating violence act or incident. Interaction between the victim and the aggressor shall be avoided. The burden of any schedule changes (classroom, bus, etc.) should be taken on by the aggressor.

   b. A conference shall be held with the victim and their parents/guardians.
c. Identify any means or actions that should be taken to increase the victim's safety and ability to learn in a safe and civil school environment.

d. Alert the victim and their parents/guardians of school and community based resources that may be appropriate, including their rights to file charges if the act or incident violated the law.

e. Monitor the victim's safety as needed and assist the victim with any plans needed for the school day and after-school hours (hallway safety, coordination with parents/guardians for transportation to and from school, etc.). The administration may develop a safety plan if deemed necessary.

f. The administration may develop a Stay-Away Agreement between the victim and the aggressor if deemed necessary.

g. Encourage the victim to self-report any and all further acts or incidents of dating violence that occur at school in writing to the Principal or designee.

h. Document all meetings and action plans that are discussed;

i. If the allegations are substantiated, the consequences should be in accordance with the district code of conduct.

j. The initial investigation shall be completed not more than 10 days after the report was made.

4. Protocol for Working with the Aggressor of an Act or Incident of Dating Violence at School - The Principal or designee shall implement the following procedures for dealing with the aggressor of a confirmed act or incident of dating violence at school:

a. Schedule a conference with the aggressor and their parents/guardians;
D. Discipline Procedures Specific to All School Acts of Incidents of Dating Violence

Provided to the victim or the aggressor.

1. Procedures, classroom resources, that will state the procedures, and support resources that will be offered, presented, and/or

2. Consequences, and discipline measures as well as counseling and counseling materials that will be presented, presented, and/or

3. Shall include all written statements, planning actions, statements, and procedures in an appropriate manner. The documentation shall be documented in a written statement.

4. Every act or incident of dating violence at school that is reported

B. Date Violence statements and investigations shall be kept in files

5. Violent that occur at school:

Protocol for the Documentation and Reporting of an Act or Incident of

Protocol for the Documentation and Action Plans that are discussed.

C. The victim and

Identify and implement counseling, intervention, and disciplinary

Methods that are consistent with school policy for acts or incidents

Community-based support and counseling resources that are

Community-based support and counseling resources that are

After the aggressor and their parents/guardians to both school and

Give the aggressor the opportunity to respond in a written statement.

(1) DATING VIOLENCE AT SCHOOL (M)
b. Student counseling (all students involved in the act or incident)

a. Parent conferences:

Revised procedures/interactions may include, but are not limited to, the following:

6. Expulsion

5. Reports to law enforcement and

4. Consequences may include, but are not limited to, the following:

3. The response shall be based with consideration given to the seriousness involved.

2. The policies and procedures specific to acts of incidents of dating violence

1. The Board of Education requires school administrations to implement

REGULATIONS

BOARD OF EDUCATION

MONTCLAIR
2. The warning signs listed below are to educate the school community on the importance of recognizing a student in an unhealthy or abusive relationship. Many warning signs make a connection to one student in the relationship asserting control and power over the other. Recognizing one or more signs of lien dating violence may mean that a student is involved in an unhealthy or abusive dating relationship.

E. Warning Signs of Dating Violence

a. A pattern of behaviors may be an important sign that a student is involved

b. Alternate placements

c. Behavioral management plan and

d. Supportive student intervention (intervention and referral services)

e. Experience

f. Corrective instruction or other relevant learning or service

c. Peer support group

and in the last minute? Do the reasons make sense or sound untrue?

b. Quarrels or changing plans - Does one student cancel plans often?

c. Excuses for the other

b. Making excuses - Does one student in the relationship make

c. Jealousy when the other likes with peers

b. Extreme jealousy - Does one student in the relationship appear

c. Name-calling and putdowns - Does one student in the relationship

student?
Resources available to address dating violence, aggression, and bullying. Appropriate school, family, peer, and community. The principal or designee will provide in-person guidelines for students or

Quickly?

1. Progression - Did the student’s relationship Get serious very

2. Injuries - Does the student in the relationship have unexplained

3. Violent behaviors - Does the student seem depressed?

4.Has the appearance of the student in the relationship

5. Has one student in the relationship Gotten up and

6. Loos his or her temper or have and break things in anger

7. Uncontrolled anger - Does one of the students in the relationship

8. Monitoring - Does one student call, text, or check up on the other

9. Necessities of plan?

10. Student commitment? Does one student demand to know the other’s

11. Monitoring - Does one student call, text, or check up on the other

12. Necessities of plan?

13. Student commitment? Does one student demand to know the other’s

14. Monitoring - Does one student call, text, or check up on the other

15. Necessities of plan?
The informal hearing should take place even when a
4th-grade student member has witnessed the conduct
3rd-grade student member has witnessed the conduct
2nd-grade student member has witnessed the conduct
1st-grade student member has witnessed the conduct

after the suspension
The informal hearing shall be held as soon as practicable
from the student's educational program and the
educational program of the student shall be immediately removed

To the extent that a student's presence poses a
administrative or disciplinary

informal hearing shall be conducted by a school

64:16-7.1(e) and (f).

school district's principal or principal of the
the short-term suspension is provided notice of the

prior to the suspension, an informal hearing during which

be provided.
Evidence forming the basis of the charges also shall
When charges are denied, an explanation of the
as soon as practicable, and written notice of charges to

following:
1. In each instance of a short-term suspension, the principal or

See policy alteration 176, 203 and 212.

A. Short-Term Suspensions

R 5610 Suspension Procedures

STUDENTS

Regulation Guide
c. Oral or written notification to the student’s parent or the student’s removal from the student’s educational program prior to the end of the school day on which the Principal decides to suspend the student. The notification shall include an explanation of:

1. The specific charges;
2. The facts on which the charges are based;
3. The provision(s) of the code of student conduct the student is accused of violating;
4. The student’s due process rights, pursuant to N.J.A.C. 6A:16-7.1(e) and N.J.A.C. 6A:16-7.2;
5. The terms and conditions of the suspension.

d. Appropriate supervision of the student while waiting for the student’s parent to remove the student from school during the school day; and

e. Academic instruction, either in school or out of school that addresses the New Jersey Student Learning Standards.

(1) The student’s academic instruction shall be provided within five school days of the suspension.

(2) At the completion of the short-term suspension, the Board of Education shall return a general education student to the general education program for which he or she was suspended.

(3) The academic instruction provided to a student with a disability shall be provided consistent with N.J.A.C. 6A:14.
SCHOOL DISTRICT POLICY AND REGULATIONS

REGULATION GUIDE

Suspension, Notice:

Written notification to the parent by the Superintendent or the school principal of the student's suspension shall state:

a. the school day;

b. the student's right to remove the student from school during the school day;

c. appropriate supervision of the student while waiting for the student's removal from school;

d. immediate notification to the student's parent of the suspension; and

2. the student's removal from school.

Prior to the suspension, an informal hearing during which the student is given the opportunity to present his or her version of events, if desired, shall be held. The student's written or oral statement shall be considered part of the hearing.

b. Long-Term Suspensions


4. In each instance of a long-term suspension, the principal or the Board of Education, at its next regular meeting, shall conduct a hearing to determine if a student's suspension is justified. A written statement of the appeal of the student's suspension shall be provided to the Board of Education and the Superintendent in the Superintendent's report to the Board of Education.

2. The Principal suspending the student shall immediately report the suspension to the Superintendent.
f. A list of witnesses and their statements or affidavits, if any, no later than five days prior to the formal hearing, pursuant to N.J.A.C. 6A:16-7.3(c) and 6A:16-7.3(d).

(g) For a student with a disability, a manifestation determination, pursuant to N.J.A.C. 6A:14-28.2 and the Federal regulations.

(h) Information on the student’s right to secure an attorney and legal resources available in the community identified pursuant to N.J.A.C. 6A:16-7(1)(b).

(i) Either in or out-of-school educational services that are comparable to those provided in the public schools for students of similar grades and attainments, pursuant to N.J.A.C. 6A:16-9 or 6A:16-10.
determining facts or making recommendations.

or an impartial hearing officer for the purpose of

Board to a Board committee, a school administration,

be conducted by the Board or delegated by the

minimum:

A formal hearing before the Board that shall be

64:14.

Educational services provided to a student with a


Consultation with the Intervention and

Consumer Services Team, in accordance with

Consultations of Parental Input or

Community Resource:

Principle or other relevant school or

The recommendation of the Superintendent.

behavioral records;

The student’s academic, health, and

evaluation of the student;

The results of behavioral, social, or

Child Study Team, as applicable;

A behavioral assessment of evaluation

Considerations:

Emotional Standards and the following

based on the New Jersey Student Learning Core

services for the supported educational student

appropriate educational program and support

The Board shall make decisions regarding the

with the list below or the suspension.

The student’s educational services shall be provided

Suspension Procedures
R 5610/Page 2 of 9
STUDENTS

REGULATION GUIDE
provided to the student pursuant to 1. above:

(4)

Identification of the educational services to be provided, determination of each charge!

(3)

Factual findings relative to each charge and the hearing.

(2)

A summary of the documentary or testimonial evidence from both the student and the Board at the hearing. The statement shall include at a minimum:

- A written statement to the student’s parent regarding the student’s suspension or removal from the general education program.
- Details of the educational services the student is entitled to receive and produce supporting evidence or written testimony of their own defense.
- That there is a suspension of IEP and a suspension of IDEA, and that the student’s parent has the opportunity for a hearing.
- A transcript or detailed report on the hearing.

Before taking final action, the Board shall a

Suspension Procedures
R 5610/9 Page 6 of 9
STUDENT

REGULATORY GUIDE
<table>
<thead>
<tr>
<th>(5)</th>
<th>The terms and conditions of the suspension; and</th>
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<tr>
<td>(6)</td>
<td>The right to appeal to the Commissioner of Education the Board's decision regarding the student's general education program, in accordance with N.J.S.A. 18A:37-2.4 and N.J.A.C. 6A:3-1.3 through 1.17.</td>
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1. If at any time it is found that the student did not commit the offense, the student shall be immediately returned to the program from which he or she was removed, and shall return the general education student to the general education program. |

2. An appeal of the Board's decision regarding the general education student's program, shall be made to the Commissioner of Education in accordance with N.J.S.A. 18A:37-2.4 and N.J.A.C. 6A:3-1.3 through 1.17. |

3. Suspension of a general education student shall not be continued beyond the Board's second regularly scheduled meeting following the suspension, unless the Board so determines, pursuant to N.J.S.A. 18A:37-5. |

a. The Board shall determine whether to continue the suspension, pursuant to B.1. above, based on the following criteria: |

| (1) | The nature and severity of the offense; |
| (2) | The Board's removal decision; |
| (3) | The results of relevant testing, assessments, or evaluations of the student; and |
| (4) | The recommendation of the Superintendent, after considering input from the Principal and Director of the alternative education program or home or other in-school or out-of-school instruction program in which the student has been placed. |
REGULATION GUIDE

STUDENTS

R.56:10/page 8 of 9
Suspension Procedures

b. The Board shall develop and adopt policies and procedures providing for action on the continuation of student suspensions in the event of cancellation of the first or second regular Board meeting pursuant to N.J.S.A. 18A:37:4 and 5. In this unlikely event, a special committee of the Board, which will include the Superintendent of Schools or his/her designee, will be appointed by the Board President to make a decision on the continuation of the student's suspension. The committee's decision will be implemented subject to ratification of the committee's decision at the next regularly scheduled Board meeting.

4. When the Board votes to continue a general education student's suspension, it shall review the case, in consultation with the Superintendent, at each subsequent Board meeting for the purpose of determining:

   a. The status of the student's suspension;

   b. The appropriateness of the suspended student's current educational program; and

   c. Whether the suspended student should return to the general education program.

5. When the Board votes to continue a general education student's suspension, it shall make, in consultation with the Superintendent, the final determination on:

   a. Whether the student will remain in an alternative education program or receive home or other in-school or out-of-school instruction, based on the criteria set forth in B.3.a.(1) through (4) above; or

   b. Whether the student is prepared to return to the general education program.

6. The Board shall provide a general education student suspended under N.J.A.C. 6A:16-7.3 with an appropriate educational program or services, based on the criteria set forth under B.i.(2) above, until the student graduates from high school or reaches the age of twenty, whichever comes first.

a. The educational program shall be consistent with the provisions of N.J.A.C. 6A:16-9.2 and 10.2 and 6A:14-2 and 4.3, whichever is applicable, or the educational services provided, either in-school or out-of-school, shall be comparable to those provided in the public schools for students of similar grades and attainments, pursuant to the provisions of N.J.S.A. 18A:38-25.

b. For a student with a disability who receives a long-term suspension, the Board shall proceed in accordance with N.J.A.C. 6A:14 and policy 5600 in determining or changing the student’s educational placement to an intern or alternate educational setting.

7. All procedural protections set forth in N.J.A.C. 6A:14 and 6A:16-7.3 shall be afforded to a student with a disability who is subjected to a long-term suspension.

a. All decisions concerning the student’s educational program or placement shall be made by the student’s Individualized Education Program team.

b. The provisions of B.2. through B.6. above shall not apply to students with disabilities.

Adopted: 12-December-2014
The Board shall immediately remove students with disabilities for offenses involving firearms in accordance with N.J.A.C. 6A:14.6-5.2 or this policy and regulation shall be continued to prohibit the expulsion of a general education student.

Nothing in N.J.A.C. 6A:14.6-5.2 or this policy and regulation shall be continued to prohibit the expulsion of a general education student.

The Superintendent shall develop and maintain a written record of:

- The Superintendent may modify, on a case-by-case basis, the removal of a General Education Student.

2. Found knowledge in possession of a firearm on School grounds:

- In possession of a firearm on School grounds:

2a. Convicted or adjudicated delinquent for committing a crime while in School grounds;

2b. Convicted or adjudicated delinquent for possession of a firearm on School grounds;

2c. Found knowledge in possession of a firearm on School grounds;

3. Pursuant to the provisions of N.J.A.C. 6A:14.6-5.2, any student other than a Removable of Students for Firearms Offenses (M) R 5611/REMOVAL OF STUDENTS FOR FIREARMS OFFENSES (M)

REMOVAL OF STUDENTS FOR FIREARMS OFFENSES (M) R 5611/Page 1 of 4
STUDENT REGULATIONS

BOARD OF EDUCATION

MONTCLAIR
REGULATION

B. Definitions

"Removal" means the exclusion of a student from the regular education program in the school in which the student was assigned for at least one calendar year, following a proper hearing conducted by the Board of Education.

"Suspension" means a temporary exclusion from school, following due process procedures as outlined in State law and administrative code.

"Expulsion" means permanent exclusion from school, which denies a student the right to return to that school, following due process procedures as outlined in State law and administrative code.

"School grounds" means and includes land, structures, buildings, and vehicles when used for the provision of academic or extracurricular programs sponsored by the school district or community provider and structures that support those activities, such as school district wastewater treatment facilities, to generate facilities, such as school district facilities including, but not limited to, stadiums, playing fields, pools, and any facilities used for non-instructional or non-educational purposes and any temporary facilities, building, or facility used solely for school grounds are defined in N.J.A.C. 6A:26-1.2, and recreational areas 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.

C. Procedures - Removal of Students for Firearm Offenses

I. The Principal shall:

a. Remove a student as set forth in B. above;

b. Isolate the student and place him or her under the supervision of school staff until the student's parent or law enforcement official takes custody of the student.
A student, other than a student with a disability, removed pursuant to 6A:16.72:1 through 7.5,
above shall be entitled to a hearing before the Board of Education in
accordance with N.J.A.C. 6A:16.7:3 through 7.5.

3. A student with a disability removed pursuant to 6A:14:4.1 through 4.3, shall receive a
placement in accordance with N.J.A.C. 6A:14:4.1 and all procedural
safe guards to insure compliance in providing a free appropriate public
education (FAPE) in the least restrictive environment (LRE).

4. If placement is available,

of school instruction, according to N.J.A.C. 6A:16.10, until
the general education student shall be provided home or other
program in accordance with N.J.A.C. 6A:16.9.

If placement is in an alternative education program is not available,

6A:16.9.

2. A student, other than a student with a disability, removed from the general
education program pursuant to 6A:16.9 and N.J.A.C. 6A:16.72:1 through 7.5,
rigths of a student with a disability, as set forth in N.J.A.C. 6A:16.72:1 through 7.5, or the due process
right in N.J.A.C. 6A:16.7:3 through 7.5,

(4) The change of custody, if occurs.
(3) The law enforcement notification;
(2) The removal action;
(1) Notify the student’s parent or the following information:

a. Violation of the New Jersey Code of Criminal Justice; and
b. Notify the appropriate law enforcement agency of a possible
   violation of the New Jersey Code of Criminal Justice; and
   d. Immediately report to the Superintendent the removal of the
   student.

REMOVAL OF STUDENTS FOR FIREARMS OFFENSES (M)
R S 56:11/Page 3 of 4
STUDENT REGULATIONS
BOARD OF EDUCATION
MONTCLAIR
The Superintendent shall not provide authorization to a student whose behavior is not consistent with student conduct or has been found to violate the use of a firearm.

A student shall not possess a firearm stored inside a locked vehicle.

The Superintendent shall not possess a firearm stored inside a locked vehicle.

The board adopts appropriate safeguards to ensure student safety.

The board shall adopt appropriate safeguards to ensure student safety.

I. The provisions of N.J.A.C. 6A:16-5.5 shall not apply to a firearm that is

E. Exception

program in which the student has been placed.

d. The recommendation of the Principal of the alternative

Student.

c. The results of relevant testing, assessment, or evaluation of the

b. The Board’s removal decision;

a. The nature and severity of the offense;

pursuant to N.J.A.C. 6A:16-10, based on the following criteria:

N.J.A.C. 6A:16-9.9.4 or receive home or other out-of-school instruction.

General education student is placed in a general education program or will remain in an alternative education program. General education student is placed in a general education program in a general education program.

The Superintendent shall make the final determination on whether the

D. Return to General Education Program

which he or she was removed.

above, the student shall be immediately removed to the program from

If it is found that the removed student did not commit the offenses in B.

REMOVAL OF STUDENTS FOR OFFENSES (M)
Including a hearing conducted by the Board of Education.

The district is required to conduct the hearing in accordance with state law and administrative code. The board of education has authority to act as appears, and to order the violation or order the prohibition of his or her performance of his or her duties and in the school district, pursuant to N.J.S.A. 2C:12-1, no violations are committed in an assaul.

Definitions

3. A student with a disability who commits an assault pursuant to B.1., above.

4. Nothing in N.J.A.C. 6A:16-5.7 shall be construed as prohibiting the expulsion of a generally education student.

2. A student, other than a student with a disability, who commits an assault, removed from school district pursuant to N.J.S.A. 18A:37-1.1, shall be immediately removed from school in the event of a violation of the incidents committed by the school board employee, or Board of Education members, other school officials, and employees, pursuant to the provisions of N.J.A.C. 6A:16-5.7, any student who is removed from school district pursuant to N.J.S.A. 18A:37-1.1, shall be immediately.

EMPLEEES (M)

R 56:122 ASSAULTS ON DISTRICT BOARD OF EDUCATION MEMBERS OR

EMPLOYEES (M)

ASSAULTS ON DISTRICT BOARD OF EDUCATION MEMBERS OR

STUDENTS

REGULATION

Montclair

BOARD OF EDUCATION
2. The Board of Education shall provide the process procedures for all
students in accordance with N.J.A.C. 6A:16-7.2, 7.3, 7.4, 7.5 and 7.6
and for a student with a disability in accordance with N.J.A.C. 6A:14-2.7
and 2.8.

i. Notify the appropriate law enforcement official of a possible
violation of the New Jersey Code of Criminal Justice;

ii. Notify the appropriate law enforcement official of a possible

iii. Notify the student's parent of the removal action and the student's

iv. Immediately report to the Superintendent the removal of the

1. The Principal or designee shall:

   a. Remove a student as set forth in B. above;

   b. Isolate the student and place him or her under the supervision of

   c. Take custody of the student;

   d. School shall until the student's parent or an appropriate agency

   e. Immediately report to the Superintendent the removal of the

f. The Principal or designee shall;

  c. Procedures—Removal of Students for Assault on Board Members and Employees

   a. Exclusive use of a portion of such land,

   b. Exclusive use of a portion of such land
10.2 (d)
Home instruction shall be provided in accordance with N.J.A.C. 6A:16-4.

The student will be removed from school during process.

A. Decision on conduct

B. Teacher observation/parental or guardian's observation and parental or guardian's input, to make a joint decision.

A. A Functional Behavioral Assessment

B. A plan of action will be developed and must include:

- The student's (parent(s)) will be notified immediately.
- In cases involving a student with disabilities, the case manager will immediately

ASSAULTS ON DISTRICT BOARD OF EDUCATION MEMBERS OR
STUDENTS

BOARD OF EDUCATION
MONTCALM

REGULATION

EMPLOYEES (M)
Definitions

1. Pursuant to the provisions of N.J.A.C. 6A:16-5.6, any student, other than a preschool or kindergarten student, who commits an assault against a school employee or another student shall be immediately removed from the school's General Education Program for a period not exceeding one calendar year. Such student shall be immediately removed from the school's General Education Program for a period not exceeding one calendar year.

2. The Superintendent may modify on a case-by-case basis the removal of a General Education student.

3. Nothing in N.J.A.C. 6A:16-5.6 shall be construed to prohibit the expulsion of a General Education student.

4. The Board shall immediately remove students with disabilities for assaults with weapons offenses in accordance with N.J.A.C. 6A:14 and applicable federal regulations.

B. Removal of Students for Assaults with Weapons Offenses

R 561:3 REGULATIONS FOR ASSAULTS WITH WEAPONS OFFENSES

R 561:3 REGULATIONS FOR ASSAULTS WITH WEAPONS OFFENSES
The law enforcement notification:

(1) The removal action:
   a. Notify the student's parent of the following information:
      i. Violation of the New Jersey Code of Criminal Justice;
      ii. Notify the appropriate law enforcement agency of a possible
          student;
      iii. Immediately report to the Superintendent the removal of the
           student;
   b. Takes custody of the student;
      i. School staff until the student's parent or a law enforcement officer
         locates the student and places him or her under the supervision of
         the Principal or designee shall
   c. Procedures - Removal of students for assaults with weapons offenses

   exclusive use of a portion of such land

   exclusive use of other individuals during those times when the school district has
   exclusive use of other individuals during those times when the school district has
   grounds also includes other facilities as defined in NJA 2C. 6A:26-1.2,
   grounds also includes other facilities as defined in NJA 2C. 6A:26-1.2,
   school staff until the student's parent or a law enforcement officer
   locates the student and places him or her under the supervision of
   the Principal or designee shall
   c. Procedures - Removal of students for assaults with weapons offenses

   exclusive use of a portion of such land

   exclusive use of other individuals during those times when the school district has
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   school staff until the student's parent or a law enforcement officer
   locates the student and places him or her under the supervision of
   the Principal or designee shall
   c. Procedures - Removal of students for assaults with weapons offenses

   exclusive use of a portion of such land

   exclusive use of other individuals during those times when the school district has
   exclusive use of other individuals during those times when the school district has
   grounds also includes other facilities as defined in NJA 2C. 6A:26-1.2,
The name and severity of the offense:

A student, other than a student with a disability, removed pursuant to B. above shall receive a placement in accordance with N.J.A.C. 6A:16-9.4. If a student, other than a student with a disability, removed pursuant to B. above shall receive a placement in accordance with N.J.A.C. 6A:16-9.4. If placement is available, the student shall be provided home or other out-of-school instruction, according to N.J.A.C. 6A:16-10.7. The general education student shall be provided home or other out-of-school instruction, according to the requirements of N.J.A.C. 6A:16-7.2 through 7.5. A student, other than a student with a disability, removed pursuant to B. above shall receive a placement in accordance with N.J.A.C. 6A:16-7.2 through 7.5. A student, other than a student with a disability, removed pursuant to B. above shall receive a placement in accordance with N.J.A.C. 6A:16-9.4.

2. A student, other than a student with a disability, removed pursuant to B. above shall receive a placement in accordance with N.J.A.C. 6A:16-9.4.

3. A student, other than a student with a disability, removed pursuant to B. above shall receive a placement in accordance with N.J.A.C. 6A:16-9.4.

4. A student, other than a student with a disability, removed pursuant to B. above shall receive a placement in accordance with N.J.A.C. 6A:16-9.4.

5. A student, other than a student with a disability, removed pursuant to B. above shall receive a placement in accordance with N.J.A.C. 6A:16-9.4.

6. A student, other than a student with a disability, removed pursuant to B. above shall receive a placement in accordance with N.J.A.C. 6A:16-9.4.

The change of custody, if it occurs; and

Removal of students for assaults with weapons offenses
b. The Board's removal decision;

c. The results of relevant testing, assessment, or evaluation of the student; and

d. The recommendation of the Principal or Director of the alternative education program or home or other out-of-school instruction program in which the student has been placed.

E. Exception

1. The provisions of N.J.A.C. 6A:16-3.6 shall not apply to a student who has obtained the Superintendent's written authorization to lawfully possess a firearm or weapon while participating in a school-sponsored function.

a. The Superintendent shall not provide authorization to a student who has been convicted or adjudicated delinquent for possession of a firearm or weapon for a crime involving the use of a firearm.
Related to district operations.

d. A justification and other elements that includes the primary

3. A travel request will not be approved unless it includes the following:

A. Approval of Travel Expense Reimbursement

M
According to the guidelines outlined above, the Superintendent of Schools has the responsibility to ensure that the financial expenses of the district, including any travel expenses, are in accordance with the guidelines. If any travel expenses are requested, they must be submitted to the Board of Education for approval.

The Superintendent of Schools shall review and may approve or deny each request for travel expenses.

The Superintendent of Schools shall review and may approve or deny each request for travel expenses.

In the event of any disputes, the local board of education shall dispose of the matter.

Account number: 123456
Funding source: Local, Federal, State

School District Travel Procedures (M)
R 6471/Reg. 2 of 4
FINANCIAL REGULATION
BOARD OF EDUCATION
MONTCLAIR
I. The School Business Administration/Board Secretary or designate shall implement the following procedures:

B. Reimbursement of Travel Expenses

Board Policy 6471.

1. All approved travel expenses shall be reimbursed by the Board of Education in accordance with the provisions of N.J.A.C. 6A:23A-7 and Board Policy 6471

2. All travel expenses must be approved by a majority of the full voting membership of the Board at a Board meeting where prior Board approval was not obtained.

3. If any travel expenses requested by a Board member are not in compliance with the guidelines outlined above, the School Business Administration/Board Secretary will determine if the requested travel expenses are in accordance with the guidelines outlined above.

4. If the requested travel expenses are determined to be in compliance with the guidelines outlined above, the School Business Administration/Board Secretary will review and approve the travel expenses for reimbursement.

5. The Superintendent of Schools or the School Business Administration/Board Secretary shall review each travel request submitted by a Board member.

6. The Superintendent of Schools for the School District Travel Procedures.
All expenses are subject to Board review and approval.

The Board shall be responsible for the development of guidelines and procedures for travel expenses. Such guidelines and procedures shall be approved by the Board prior to their implementation.

All travel expenses shall be submitted to the Board at least 10 days before the travel begins. The Board shall have the right to approve or disapprove such expenses. Expenses exceeding $500 shall require the prior written approval of the Board.

The Board may increase or decrease the amount of expenses approved for travel. Any increase or decrease in the amount of expenses approved for travel shall be made in accordance with the Board's guidelines and procedures.

The Board shall have the authority to approve or disapprove any travel expenses, including those exceeding the amount approved by the Board.

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