No. 226 January 2022

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This POLICY ALERT replaces and/or adds Policy and/or Regulation Guides in the following sections: 2000, 3000, 5000, 7000, 8000, and 9000.

Please note the comments below are organized as follows:

### 0000 NAME OF POLICY

This paragraph describes a development at the State or Federal level.

This paragraph describes the effect of the development on local Board policy. Local policy is **MANDATED** by law or monitoring standards, (these policies will be designated with a "M" in the upper right hand corner), **RECOMMENDED** by sound management practices, or merely **SUGGESTED** as may be appropriate to meet your district needs.

These Policy and Regulation Guides should be used to update the Policy and Regulation Manuals of the school district. If your district manual(s) contain any of the policies or regulations provided in this Policy Alert, they must be updated for your district manual(s) to remain current and in compliance with law. It does not matter whether or not the policy or regulation is MANDATED, all policies and regulations in district manuals contained in this Alert should be updated.

Subscribers to Strauss Esmay's Policy Alert & Support System (PASS) receive new and/or revised policies and regulations in paper copy and through download from Strauss Esmay's website, <a href="https://www.straussesmay.com">www.straussesmay.com</a>. For your convenience, the revised policies and regulations have changes indicated by <a href="https://strike-throughs">strike-throughs</a> to denote required text deletions and **bolded text** to indicate new material. The **Policy Alerts** tab on our website contains two different folders: one titled "Alert in one Word document" with <a href="https://strike-throughs">strike-throughs</a> and **bolded text**; and the second titled "Alert in one Word document - NO BOLDS OR <a href="https://strike-throughs-throughs">STRIKETHROUGHS</a>" with <a href="https://strike-throughs-and-bolded-text">strike-throughs</a> and **bolded text** removed for a clean document. Policy and Regulation Guides enclosed in this mailing are double sided as a cost containment and paper conservation measure.

## P 1648.14 – Safety Plan for Healthcare Settings in School Buildings – COVID-19 (M) (New)

New Jersey's Public Employees Occupational Safety and Health (PEOSH) adopted Emergency Temporary Standard (ETS) issued by the Federal Occupational Safety and Health Administration (OSHA) aimed at protecting workers facing the highest COVID-19 hazards – those working in healthcare settings where suspected or confirmed COVID-19 patients are treated. The ETS are not written with any consideration to schools as nowhere in the ETS does it mention schools or school nurses' offices. However, school districts have been informed by the New Jersey Department of Labor and Department of Education that the ETS applies to healthcare settings in schools, specifically a school nurse's office and any adjoining clinical areas in a school district building.

The ETS requirements included in 29 CFR §1910.502 Subpart U are very detailed and will require a school district to establish unique protocols to protect healthcare workers that work in healthcare settings in schools.

Policy Guide 1648.14 has been developed to be in compliance with the ETS. The Superintendent is required to appoint a COVID-19 Safety Coordinator who will have responsibilities outlined in the ETS and Policy Guide 1648.14.

Strauss Esmay developed Policy Guide 1648.14 in accordance with the provisions of 29 CFR §1910.502 Subpart U and OSHA's Model Policy. Policy Guide 1648.14 includes Federal regulatory language relevant to school districts. Strauss Esmay also included language from the OSHA Model Policy in each appendix that is attached to Policy Guide 1648.14 to provide districts guidance for developing their local protocols. Strauss Esmay recommends school districts use information from their locally developed protocols included in their appendices developed for the Restart and Recovery Plan (Summer 2020) and 1648.11 (Summer 2021) mandates and recommendations for the safe operation of the school district during the pandemic.

The provisions of these ETS are required for all school districts that have a healthcare setting – school nurses' office. Therefore, Policy Guide 1648.14 is mandated.

Policy Guide 1648.14 is MANDATED

### P 2425 – Emergency Virtual or Remote Instruction Program (M) (New)

P.L. 2020, c. 57 was approved on July 2, 2020 and codified under the already existing statute section, N.J.S.A. 18A:7F-9. The revised statute permits a school district to implement a Commissioner-approved

program of virtual or remote instruction in the event the school district is required to close a school or the schools of the district for more than three consecutive school days due to a declared state of emergency, declared public health emergency, or a directive by the appropriate health agency or officer to institute a public health-related closure. These days of virtual or remote instruction will count toward the 180-day requirement. Strauss Esmay developed Policy Guide 2425 to address the new provisions of the statute.

Policy Guide 2425 includes the statutory language stating the Commissioner shall allow a district to apply to the 180-day requirement established pursuant to N.J.S.A. 18A:7F-9, one or more days of a program of virtual or remote instruction provided to students on the day or days a school or schools of the district are closed. The program of virtual or remote instruction shall meet such criteria that may be established by the Commissioner of Education, is approved by the Board of Education, and is approved by the Commissioner of Education. A school district is required to submit their program of virtual or remote learning instruction to the New Jersey Department of Education (NJDOE) by October 29, 2021 for approval. Strauss Esmay recommends a school district submit a program of virtual or remote instruction to the NJDOE for approval in the event the school district needs to close a school or the schools of the district for more than three consecutive school days due to a declared state of emergency, declared public health emergency, or a directive by the appropriate health agency or officer to institute a public health-related closure.

Policy Guide 2425 also addresses payment of compensation, benefits, and emoluments to district employees, contracted service providers, educational services commission, county special services school district, and a jointure commission, and under any shared services agreement and cooperative contract entered into with any other public entity during a school or school district closing as outlined in N.J.S.A. 18A:7F-9e.(1) through (4).

Policy Guide 2425 is mandated for a school district that wants the option of implementing a virtual or remote program of instruction and having such a program count toward the 180-day requirement in accordance with the new provisions of N.J.S.A. 18A:7F-9.

This is the same Policy Guide that has been available for download on our website since September 29, 2021.

Policy Guide 2425 is MANDATED

P 5751 – Sexual Harassment of Students (M) (Revised) R 5751 – Sexual Harassment of Students (M) (Revised)

The United States Department of Education (USDOE) recently published a Final Rule amending the Federal Title IX regulations regarding sexual harassment of students by school employees, other students, or third parties. These new Federal regulations revise the definition of sexual harassment and include a detailed procedure on how public school districts must respond to allegations of sexual harassment. The Final Rule defines sexual harassment; requires the school district to designate a Title IX Coordinator; outlines notice requirements; and establishes reporting, investigation, hearing, and appeal process requirements. It is apparent there was little consideration given to the operations of a public elementary and secondary school district when these Federal regulations were developed as there is no reference to minor students; parents of minor students; Superintendent of Schools; a Board of Education; State laws; or other matters typically

relevant in an elementary or secondary public school. These new regulations will be procedurally difficult; legally complex; labor intensive; and time-consuming to implement.

In addition, these new Federal regulations do not align with provisions of the New Jersey Anti-Bullying Bill of Rights Act (ABR) and do not relieve a school district from investigating allegations of sexual harassment under the Federal law even if there is a similar State law such as the ABR or New Jersey's Law Against Discrimination.

The USDOE – Office of Civil Rights recently released a fifty-six page document – Questions and Answers (Q & A) on the Title IX Regulations on Sexual Harassment (July 2021) to describe the Federal Office of Civil Rights (OCR) interpretation of a school district's responsibility under Title IX related to sexual harassment. This Q & A provides some model policy language that could be used in a public elementary or secondary school district policy and procedure and addresses important questions that are helpful in developing updated Policy and Regulation Guides 5751. In summary, these Federal regulations require:

- 1. Designation of a "Title IX Coordinator" to coordinate the school district's efforts to comply with its responsibilities under the Federal regulations;
- 2. An "investigator," who may be the Title IX Coordinator, to investigate alleged sexual harassment of a student;
- 3. A "decision-maker," who may not be the Title IX Coordinator or investigator, to objectively evaluate the evidence and reach a conclusion about whether the respondent is responsible for the alleged sexual harassment; and
- 4. An "appeal officer," who may not be the same person as the Title IX Coordinator, investigator, or decision-maker, to hear any appeals from the parties.

The new Federal regulations also include a complex grievance process that will require, at a minimum, consultation with the Board Attorney to ensure the process is being completed in accordance with the Federal regulations. In addition, the new Federal regulations do not address how the requirements of these regulations shall be implemented when a State has a similar statute, such as the ABR. Therefore, the revised Policy and Regulation Guides 5751 require all sexual harassment reports also be investigated in accordance with the requirements of the ABR and Policy Guide 5512.

Policy and Regulation Guides 5751 have been re-written and school districts should replace their existing Policy and Regulation Guides 5751 with these updated versions. Policy and Regulation Guides 5751 are mandated and both should be adopted by the Board.

Policy Guide 5751 is **MANDATED** Regulation Guide 5751 is **MANDATED** 

P 2415.05 – Student Surveys, Analysis, Evaluations, Examinations, Testing, or Treatment (M) (Revised)

Policy Guide 2415.05 addresses the issue of a school district administering a survey, analysis, evaluation, examination, testing, or treatment funded in whole or in part by a program of the United States Department of Education. Policy Guide 2415.05 has been re-written to provide additional detail regarding the requirements outlined in the Federal Code (20 USC §1232h) and Regulations (34 CFR Part 98).

School districts must receive prior written consent from the parent if they plan to have a student participate in a psychiatric or psychological examination, testing, or treatment with the purpose of revealing information as outlined in Section C. and D.1. of Policy Guide 2415.05. School districts have to provide parents notice of the information being sought and offer an opportunity for the parent to opt their student out of participating if the school district plans to conduct a student survey, analysis, or evaluation that requests any of the information as outlined in Section D.2. of Policy Guide 2415.05.

A student survey, analysis, or evaluation that is addressed in Section D. of Policy Guide 2415.05 requires districts to also review Section A. of Policy Guide 9560 - Administration of School Surveys (also included in Policy Alert 226) in order to ensure compliance with N.J.S.A. 18A:36-34. This Policy Guide shall replace a school district's existing Policy 2415.05. Policy Guide 2415.05 is mandated.

Policy Guide 2415.05 is MANDATED

## P & R 2431.4 – Prevention and Treatment of Sports-Related Concussions and Head Injuries (M) (Revised)

Policy and Regulation Guides 2431.4 have been re-written to address the revisions in N.J.S.A. 18A:40-41.2 and N.J.S.A. 18A:40-41.4 which expanded the scope of the law to include "intramural sports" along with "interscholastic sports" and "cheerleading programs". Strauss Esmay addressed these revisions by modifying the definition of "athletic competition" used in Policy Guide 2431 to include "interscholastic sports", "intramural sports", and "cheerleading activities".

In addition, P.L. 2021, c.222 was recently signed into law revising N.J.S.A. 18A:40-41.4. The new law requires school districts implement the graduated, six-step return-to-competition process developed by the Centers for Disease Control and Prevention (CDC) "Return to Play Progression" recommendations. Strauss Esmay has revised Policy and Regulation Guides 2431.4 to reflect the revisions to the law and to outline the six steps as they are outlined in the CDC's "Return to Play Progression" recommendations. Section B.3. in Regulation Guide 2431.4 references the NJDOE Concussion and Head Injury Fact Sheet and Parent/Guardian Acknowledgement Form. This document can be found on the NJDOE's website. Regulation Guide 2431.4 Section F. aligns directly with the CDC's "Return to Play Progression" recommendations. Policy and Regulation Guides 2431.4 should replace a school district's existing Policy and Regulation Guides 2431.4 are applicable to programs of athletic competition in all school districts with any grades Kindergarten through twelve. Policy and Regulation Guides 2431.4 are mandated and must by adopted by the Board.

Policy Guide 2431.4 is **MANDATED** Regulation Guide 2431.4 is **MANDATED** 



## R 2460.30 – Additional/Compensatory Special Education and Related Services (M) (New)

Regulation Guide 2460.30 was developed to address the provisions of the recently passed State law, P.L. 2021, c.109, which has been codified at N.J.S.A. 18A:46-6.3. This statute was enacted in response to the COVID-19 pandemic. This new statute applies to students with disabilities who exceed, or will exceed, the current age of eligibility for special education and related services (twenty-one years old) in the 2020-2021, 2021-2022, or the 2022-2023 school years. N.J.S.A. 18A:46-6.3 requires Boards of Education to offer up to one year of additional or compensatory special education and related services, including transition services to students with disabilities, if a determination is made by the student's Individualized Education Program (IEP) team and the student's parent that the student requires additional or compensatory special education services. This new statute does not guarantee all students exceeding the age of eligibility will receive additional or compensatory services, rather the statute makes it clear that it is the role of the student's IEP team to determine if the student requires such services. Regulation Guide 2460.30 is mandated and must be adopted by the Board.

Regulation Guide 2460.30 is MANDATED

P 2622 – Student Assessment (M) (Revised) R 2622 – Student Assessment (M) (New)

The New Jersey State Board of Education recently adopted revisions to N.J.A.C. 6A:8 – Standards and Assessment. Policy Guide 2622 has been re-written to reflect the recent revisions to N.J.A.C. 6A:8-4.1; 6A:8-4.3; and 6A:8-4.5. Strauss Esmay also developed a new Regulation Guide 2622 which aligns to the revisions in the administrative code. The New Jersey State Board of Education will now implement an approved English language proficiency assessment for English language learners with an Individualized Education Program to measure a student's progress in English language proficiency. The Superintendent is now required to report only the final results of the annual assessments to the Board of Education and to the members of the public. The revised Policy Guide shall replace a school district's existing Policy 2622. Policy and Regulation Guides 2622 are mandated and must be adopted by the Board.

Policy Guide 2622 is **MANDATED** Regulation Guide 2622 is **MANDATED** 

### P 3233 – Political Activities (Revised)

N.J.S.A. 40:41A-1. revised the term "board of chosen freeholders" to "board of county commissioners" and "freeholder" and "chosen freeholder" shall be "county commissioner". Only two Strauss Esmay Policy Guides, 3233 and 7540, include the term "chosen freeholders". Policy Guide 3233 has been revised to replace "chosen freeholders" with "county commissioners." In addition, the two statutes referring to time off, one with pay and the other without pay, for certain elected officials are now listed in the beginning of the applicable paragraph. Policy and Regulation Guides 3233 provide guidelines to teaching staff members regarding political activities on school premises. Policy Guide 3233 does not address every possible scenario. However, Policy Guide 3233 has never been invalidated by any legal challenge. There was no need to revise Regulation Guide 3233 for Alert 226. Policy Guide 3233 is recommended.

Policy Guide 3233 is **RECOMMENDED** 



#### P 5460 – High School Graduation (M) (Revised)

The New Jersey State Board of Education recently adopted revisions to N.J.A.C. 6A:8. Policy Guide 5460 was re-written to include updated language and provisions from N.J.A.C. 6A:8-5.1; 6A:8-5.2; and 6A:8-5.3. These revisions provide greater clarity regarding the graduation assessment requirements for the classes of 2023, 2024, and 2025 and updates to the high school diploma criteria for out-of-school individuals. A new optional section has been added to Policy Guide 5460 for school districts who choose to participate in the New Jersey Department of Education's (NJDOE) State Seal of Biliteracy program. School districts have the option of allowing graduating seniors to receive a NJDOE-issued certificate and transcript notation indicating the receipt of the State Seal of Biliteracy if they demonstrate proficiency in English and in one or more world languages. The district shall provide to the Executive County Superintendent their graduation requirements each year they are evaluated through Quality Single Accountability Continuum (QSAC) and update the filed copy each time their graduation policies are revised. Updated Policy Guide 5460 shall replace a school district's existing Policy 5460. Policy Guide 5460 is mandated.

Policy Guide 5460 is MANDATED

#### P 5541 – Anti-Hazing (M) (New)

P.L. 2021, c.208 designated as "Timothy J. Piazza's Law" was passed and approved on August 24, 2021 and goes into effect on March 1, 2022. The new law requires public and nonpublic high schools and middle schools to adopt a anti-hazing Policy. The law created the following statute sections, N.J.S.A. 18A:37-32.2 and N.J.S.A. 18A:37-32.3. The revised criminal law provides an updated definition of hazing. The new statutes N.J.S.A. 18A:37-32.2 and N.J.S.A. 18A:37-32.3 outline the appropriate penalties for a violation of the district's anti-hazing Policy; requires the district's anti-hazing Policy be applied to conduct on or off school grounds; and requires notification of the district's anti-hazing Policy to the school community. Hazing allegations may very often implicate Policy Guide 5512 - Harassment, Intimidation, and Bullying. Therefore, there may be a need for a separate investigation to address the requirements outlined in Policy 5512 and the Anti-Bullying Bill of Rights Act. Without the New Jersey Department of Education (NJDOE) providing more detail regarding a procedure to investigate claims of hazing, Strauss Esmay recommends hazing claims be investigated using the same procedures used for student code of conduct violations and Policy Guide 5600. If the NJDOE releases additional guidance regarding this new law, Strauss Esmay will update Policy Guide 5541 accordingly.

Policy Guide 5541 is optional for school districts that have only an elementary school. Policy Guide 5541 is mandated for school districts that have a high school and/or a middle school and should be adopted by the Board prior to the March 1, 2022 deadline set by the statute.

Policy Guide 5541 is MANDATED

P 8465 – Bias Crimes and Bias-Related Acts (M) (Revised) R 8465 – Bias Crimes and Bias-Related Acts (M) (Revised)

Policy and Regulation Guides 8465 have been updated to align with N.J.A.C. 6A:16-6.3(e) and the Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials (MOA) addendum

titled "Responding to Hate Acts and Bias-Related Acts". "Gender identity or expression" and "national origin" has been added to the protected class of individuals pursuant to N.J.S.A. 2C:16-1 – Bias Intimidation. Additionally, "school property" has been revised to "school grounds". The reporting provisions have been expanded to indicate when a report to local law enforcement by school officials shall be "prompt" as compared to the circumstances when a report to local law enforcement by school officials shall be "immediate".

N.J.A.C. 6A:16-6.3 requires all bias-related incidents be reported to local law enforcement and the county prosecutor, but the MOA is not consistent with N.J.A.C. 6A:16-6.3 as the MOA states not all bias-related incidents must be reported to local law enforcement and the county prosecutor. Strauss Esmay drafted Policy and Regulation Guides 8465 to align with N.J.A.C. 6A:16-6.3 and not the MOA regarding reports of bias-related incidents to local law enforcement and the county prosecutor for bias-related incidents. Strauss Esmay made a determination to align Policy and Regulation Guides 8465 with N.J.A.C. 6A:16-6.3 because N.J.A.C. 6A:16-6.3 was revised more recently (revised in 2021) than the MOA (revised in 2019) and the N.J.A.C. 6A:16-6.3 revisions did not impact the language in N.J.A.C. 6A:16-6.3(e), which still requires all bias-related incidents to be reported to local law enforcement and the county prosecutor. These reporting requirements are required by code making Policy and Regulation Guides 8465 mandated.

Policy Guide 8465 is **MANDATED** Regulation Guide 8465 is **MANDATED** 

#### P 9560 – Administration of School Surveys (M) (Revised)

Policy Guide 9560 has been re-written to reflect the enactment of P.L. 2021 c.156 codified at N.J.S.A. 18A:36-34.1. The new statute allows school districts to administer an anonymous, voluntary survey; assessment; analysis; or evaluation concerning student health only if prior written notification has been provided to parents. The new law and revisions to Policy Guide 9560 include a process for notification of parents and an outline of the topics that may be asked. N.J.S.A 18A:36-34.1 is distinguished from the existing statute, N.J.S.A. 18A:36-34, because it addresses anonymous and voluntary provisions regarding surveys.

Policy Guide 9560 outlines the existing statute which addresses any academic or nonacademic survey, assessment, analysis, or evaluation revealing information outlined in Section A.1. of Policy Guide 9560. Any survey, analysis, or evaluation discussed in Section A. of Policy Guide 9560 may also implicate the provisions of Section D. of Policy Guide 2415.05 if the survey, analysis, or evaluation is funded in whole or in part by a program of the United States Department of Education.

Policy Guide 9560 no longer contains any of the provisions of the Federal Code or Federal Regulations as these provisions have been relocated to Policy Guide 2415.05 exclusively. Strauss Esmay believes it will be less confusing if Policy Guide 2415.05 addresses the Federal rules and Policy Guide 9560 addresses the State rules. Policy Guide 9560 is mandated.

Policy Guide 9560 is MANDATED

ADMINISTRATION 1648.14/page 1 of 10 Safety Plan For Healthcare Settings In School Buildings – COVID-19 Oct 21

[See POLICY ALERT No. 225]

## 1648.14 <u>SAFETY PLAN FOR HEALTHCARE SETTINGS IN</u> SCHOOL BUILDINGS – COVID-19

#### A. Purpose and Scope

The Board of Education is committed to providing a safe and healthy workplace for all employees and has adopted this Policy that shall be the school district's COVID-19 Plan (Plan) that includes procedures to minimize the risk of transmission of COVID-19, in accordance with Occupational Safety and Health Act of 1970 (OSHA) COVID-19 Emergency Temporary Standard (ETS) published on June 21, 2021. The ETS, 29 CFR §1910 - Subpart U, applies to all settings where any school district employee or contracted service provider provides healthcare services or health care support services. Public Employees' Occupational Safety and Health (PEOSH), the agency with jurisdiction over public employers in New Jersey, has adopted the ETS in full. However, its applicability for school districts is primarily restricted to the nurse's office and any adjoining clinical areas and not the entire school building.

The Board, administration, and the COVID-19 Safety Coordinator(s) will work collaboratively with all employees in the development, implementation, monitoring, and updating of this Plan.

#### 1. Definitions

- a. "Employee" means any district employee or contracted service provider working in a healthcare setting where people with suspected or confirmed COVID-19 are reasonably expected to be present.
  - (1) Therefore, the provisions of the ETS and this Policy only apply to employees or contracted service providers working in a nurse's office or any adjoining clinical areas.



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- b. "Healthcare setting" means all settings in the school district where any employee or contracted service provider provides healthcare services or healthcare support services.
  - (1) Where a healthcare setting is embedded within a non-healthcare setting (i.e. school nurse's office and any adjoining clinical areas in a school building), the ETS and this Policy only apply to the embedded healthcare setting and not to the remainder of a school building in accordance with 29 CFR §1910.502(a)(3)(i).
- c. For the purpose of this Policy, additional definitions shall be those definitions listed in 29 CFR §1910.502(b).
- 2. The school district has multiple healthcare settings that are substantially similar; therefore; has developed and adopted this single Plan for these substantially similar healthcare settings, with site-specific considerations included in this Plan
- B. Roles and Responsibilities for School District Employees
  - 1. The school district's goal in adopting this Policy is to prevent the transmission of COVID-19 in the school district's healthcare settings. All staff members are responsible for supporting, complying with, and providing recommendations to further improve this Plan.
  - 2. The Superintendent will designate a COVID-19 Safety Coordinator(s) who shall implement and monitor this Plan. The COVID-19 Safety Coordinator(s) shall have the school district's full support in implementing and monitoring this Plan, and has authority to ensure compliance with all aspects of this Plan.



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#### C. Hazard Assessment and Worker Protections

- 1. The Superintendent of Schools or designee will conduct a specific hazard assessment of its healthcare settings to determine potential hazards related to COVID-19.
- 2. The Superintendent has developed and the Board has adopted this Plan that includes the procedures the school district will use to determine an employee's vaccination status as approved in Policy 1648.13.
- 3. The school district will address the hazards identified by the assessment, and have included in this Plan the procedures to minimize the risk of transmission of COVID-19 for each employee. In healthcare settings in the school district where direct patient care is provided, the school district will include protocols addressing patient screening and management.



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- 4. Personal Protective Equipment (PPE)
  - a. The school district will provide and ensure that employees wear approved facemasks or a higher level of respiratory protection.
- 5. Physical Distancing
  - a. The school district will ensure that each health care employee is separated from all other people in the healthcare setting by at least six feet when indoors, unless it can be demonstrated that such physical distance is not feasible for a specific activity.
  - b. Physical distancing will be implemented, along with the other provisions required by the ETS, as part of a multi-layered infection control approach for all healthcare settings.



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### 6. Physical Barriers

a. The school district will install physical barriers at each health care location outside of direct patient care areas where each employee is not separated from all other people by at least six feet of distance and spacing cannot be increased, unless it can be demonstrated that it is not feasible to install such physical barriers.

### 7. Cleaning and Disinfecting in the Healthcare Setting

a. The school district will implement policies and procedures for cleaning, disinfecting, and hand hygiene, along with the other provisions required by the ETS, as part of a multi-layered infection control approach for all healthcare settings.

#### 8. Ventilation

a. The school district will implement procedures for each facility's heating, ventilation, and air conditioning (HVAC) system. Ventilation policies and procedures will be implemented, along with the other provisions required by the ETS, as part of a multi-layered infection control approach.



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- D. Health Screening and Medical Management
  - 1. Health Screening
    - a. "Screening" means, for the purpose of this Policy, asking questions to determine whether a person is COVID-19 positive or has symptoms of COVID-19.
  - 2. Employee Notification to Employer of COVID-19 Illness or Symptoms
    - a. The school district will include protocols to address employee notification to employer of COVID-19 illness.
  - 3. Employer Notification to Employees of COVID-19 Exposure in the Healthcare Setting
    - a. The school district will include protocols to address employer notification of COVID-19 exposure to employees.
  - 4. Medical Removal from the Healthcare Setting
    - a. The school district will include protocols to address medical removal from the healthcare setting for employees.



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- 5. Return to Work Criteria
  - a. The school district will include protocols to address return to work criteria for employees.
- 6. Medical Removal Protection Benefits
  - a. The school district will continue to pay employees who have been removed from the healthcare setting under the medical removal provisions of the ETS. When an employee has been removed from the healthcare setting and is not working remotely or in isolation, the school district shall pay and provide benefits.

#### E. Vaccinations

1. The school district encourages employees to receive the COVID-19 vaccination as a part of a multi-layered infection control approach. The school district will support COVID-19 vaccination for each employee by providing reasonable time and paid leave to each employee for vaccination and any side effects experienced following vaccination.



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#### F. Anti-Retaliation

1. The school district will inform each employee that employees have a right to the protections required by the ETS, and that employers are prohibited from discharging or in any manner discriminating against any employee for exercising their right to protections required by the ETS, or for engaging in actions that are required by the ETS.

### G. Requirements Implemented at No Cost to Employees

1. The school district will comply with the provisions of ETS at no cost to its employees, with the exception of any employee self-monitoring conducted under D. above.

### H. Recordkeeping

- 1. The school district will retain all versions of this Policy to comply with the ETS while the ETS remains in effect.
- 2. The school district will establish and maintain a COVID-19 log to record each instance in which an employee is COVID-19 positive, regardless of whether the instance is connected to exposure to COVID-19 at work.



ADMINISTRATION 1648.14/page 9 of 10 Safety Plan For Healthcare Settings In School Buildings – COVID-19

## I. Monitoring Effectiveness

- 1. The school district and the COVID-19 Safety Coordinator(s) will work collaboratively with employees to monitor the effectiveness of this Plan so as to ensure ongoing progress and efficacy.
- 2. The school district will update this Policy as needed to address changes in specific COVID-19 hazards and exposures in the healthcare setting.

29 CFR §1910.502

Occupational Safety and Health Administration Fact Sheet Subpart U COVID-19
Healthcare Emergency Temporary Standard
Occupational Safety and Health Administration Model Plan

Adopted:



PROGRAM 2425/page 1 of 4 Emergency Virtual or Remote Instruction Program Oct 21 M

[See POLICY ALERT No. 225]

## 2425 EMERGENCY VIRTUAL OR REMOTE INSTRUCTION PROGRAM

The Board of Education is committed to providing a high quality educational program, virtually or remotely, in the event a school or the schools of the district are required to close for more than three consecutive school days due to a declared state of emergency, declared public health emergency, or a directive by the appropriate health agency or officer to institute a public health-related closure. The district's virtual or remote program of instruction shall be in accordance with N.J.S.A. 18A:7F-9.

In the event the school district is required to close a school or the schools of the district for more than three consecutive school days due to a declared state of emergency, declared public health emergency, or a directive by the appropriate health agency or officer to institute a public health-related closure, the Commissioner of Education shall allow the district to apply to the 180-day requirement established pursuant to N.J.S.A. 18A:7F-9, one or more days of virtual or remote instruction provided to students on the day or days the schools of the district were closed if the program of virtual or remote instruction meets such criteria as may be established by the Commissioner Education.

The Superintendent of Schools shall submit, with Board approval, the school district's program of virtual or remote instruction to the Commissioner of Education by no later than October 29, 2021 and annually thereafter.

A day of virtual or remote instruction, if instituted under the district's Commissioner of Education's approved program of virtual or remote instruction, shall be considered the equivalent of a full day of school attendance for the purposes of meeting State and local graduation requirements, the awarding of course credit, and other such matters as determined by the Commissioner of Education.

Any district program of virtual or remote instruction implemented for the general education students shall provide the same educational opportunities to students with disabilities. Special education and related services, including speech language services, counseling services, physical therapy, occupational therapy,



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and behavioral services, may be delivered to students with disabilities through the use of electronic communication or a virtual or online platform and as required by the student's Individualized Education Program (IEP), to the greatest extent practicable.

In the event the State or local health department determines it is advisable to close or mandates closure of the schools of the district due to a declared state of emergency, declared public health emergency, or a directive by the appropriate health agency or officer to institute a public health-related closure, the Superintendent shall have the authority to implement the school district's program of virtual or remote instruction. The Superintendent shall consult with the Board prior to such decision, if practicable. The Superintendent shall ensure that students, parents, staff, and the Board are informed promptly of the Superintendent's decision.

Nothing in N.J.S.A. 18A:7F-9 and this Policy shall be construed to limit, supersede or preempt rights, privileges, compensation, remedies, and procedures afforded to public employees or a collective bargaining unit under Federal or State law or any provision of a collective bargaining agreement entered into by the school district.

In the event of the closure of a school or the schools of the district due to a declared state of emergency, declared public health emergency, or a directive by the appropriate health agency or officer to institute a public health-related closure for a period longer than three consecutive school days:

- 1. District employees shall be entitled to compensation, benefits, and emoluments pursuant to the provisions of N.J.S.A. 18A:7F-9.e.(1) and (2).
- 2. The district shall continue to make payments of benefits, compensation, and emoluments pursuant to the terms of a contract with a contracted service provider in effect on the date of the closure as if the services for such benefits, compensation, and emoluments had been provided, and as if the school facilities had remained open pursuant to the provisions of N.J.S.A. 18A:7F-9.e.(3).



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- 3. The district shall be obligated to make payments for benefits, compensation, and emoluments and all payments required pursuant to N.J.S.A. 18A:6-51 et seq., to an educational services commission, county special services school district, and a jointure commission, and under any shared services agreement and cooperative contract entered into with any other public entity pursuant to the provisions of N.J.S.A. 18A:7F-9.e.(4).
- 4. An educational services commission, county special services school district, and a jointure commission shall continue to make payments of benefits, compensation, and emoluments pursuant to the terms of a contract with a contracted service provider or a shared services agreement in effect on the date of the closure as if the services for such benefits, compensation, and emoluments had been provided, and as if the school facilities had remained open pursuant to the provisions of N.J.S.A. 18A:7F-9.e.(4).

The provisions of N.J.S.A. 18A:7F-9.e.(1) through (4) shall not apply to any employee whose weekly hours of work are reduced, and to whom unemployment benefits are provided, pursuant to a shared work program approved pursuant to the provisions of N.J.S.A. 43:21-20.3 et seq. A contracted service provider, educational services commission, county special services school district, or jointure commission shall notify the district with which it has entered into a contract to provide services of its intent to reduce the hours of work of its employees pursuant to a shared work program approved pursuant to the provisions of N.J.S.A. 43:21-20.3 et seq.

1. Notwithstanding the provisions of N.J.S.A. 18A:7F-9.e.(3), if a contracted service provider reduces the amount that it pays to its employees providing services to a school district, and that reduction is the result of a reduction of workhours of those employees made pursuant to a shared work program approved pursuant to the provisions of N.J.S.A. 43:21-20.3 et seq., then the amount paid by the district to the contracted service provider shall be reduced by the same amount.



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2. Notwithstanding the provisions of N.J.S.A. 18A:7F-9.e.(4), if an educational services commission, county special services school district, or jointure commission reduces the amount that it pays to its employees providing services to a school district, and that reduction is the result of a reduction of workhours of those employees made pursuant to a shared work program approved pursuant to the provisions of N.J.S.A. 43:21-20.3 et seq., then the amount paid by the district to the educational services commission, county special services school district, or jointure commission shall be reduced by the same amount.

This Policy may be revised as necessary by the Superintendent in accordance with N.J.S.A. 18A:7F-9. The school district's emergency virtual or remote instruction program shall be available on the school district's website.

N.J.S.A. 18A:7F-9

Adopted:



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[See POLICY ALERT No. 225]

#### 5751 SEXUAL HARASSMENT OF STUDENTS

The Board of Education will not tolerate sexual harassment of students by school employees, other students, or third parties. Sexual harassment of students is a form of prohibited sex discrimination. In accordance with Title IX of the Education Amendments of 1972 and the Code of Federal Regulations (CFR), 34 CFR §106, the school district adopts this Policy and implement practices to investigate and resolve allegations of sexual harassment of students engaged in by school employees, other students, or third parties pursuant to 34 CFR §106.3(c). In addition, reports of sexual harassment shall also be investigated in accordance with the requirements of New Jersey's Anti-Bullying Bill of Rights Act and Policy 5512.

For the purposes of Policy 5751 and in accordance with 34 CFR §106:

- 1. "Sexual harassment" (34 CFR §106.30(a)) means conduct on the basis of sex that satisfies one or more of the following:
  - a. An employee of the school district conditioning the provision of an aid, benefit, or service of the school district on a student's participation in unwelcome sexual conduct;
  - b. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a student equal access to the school district's education program or activity; or
  - c. "Sexual assault" as defined in 20 U.S.C. §1092(f)(6)(A)(v), "dating violence" as defined in 34 U.S.C. §12291(a)(10), "domestic violence" as defined in 34 U.S.C. §12291(a)(8), or "stalking" as defined in 34 U.S.C. §12291(a)(30).

Sexual harassment may take place electronically or on an online platform used by the school, including, but not limited to, computer and internet networks; digital platforms; and computer hardware or software owned or operated by, or used in the operations of the school.



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In accordance with 34 CFR §106.8(a), any person may report sex discrimination, including sexual harassment using the contact information listed for the Title IX Coordinator, or by any other means that results in the Title IX Coordinator receiving the person's verbal or written report.

A school district with "actual knowledge" of sexual harassment in the educational program or activity of the school district against a student, must respond promptly in a manner that is not "deliberately indifferent".

Any school employee who receives a complaint of sexual harassment or is aware of behavior that could constitute sexual harassment is required to report that information to the Title IX Coordinator in accordance with the provisions of 34 CFR §106.8(a) and B.1. of Regulation 5751. The district must report any potential child abuse in accordance with N.J.S.A. 18A:36-24; N.J.S.A. 18A:36-25; N.J.A.C. 6A:16-11.1; and Policy and Regulation 8462.

The Title IX Coordinator shall notify persons entitled to a notification pursuant to 34 CFR §106.8(a)(1) that the school district does not discriminate on the basis of sex in the education program or activity that it operates, and that it is required by Title IX and Policy and Regulation 5751 not to discriminate in such a manner in accordance with 34 CFR §106.8(b)(1).

The Title IX Coordinator shall prominently display the contact information required to be listed for the Title IX Coordinator pursuant to 34 CFR §106.8(b)(2)(i) on the school district's website and in each handbook or catalog the school district makes available to persons entitled to a notification in accordance with 34 CFR §106.8(a). Policy and Regulation 5751 shall be prominently displayed on the district's website and accessible to anyone.

Supportive measures shall be available to the Complainant, Respondent, and as appropriate, witnesses or other impacted individuals.

The school district shall use the grievance process outlined in 34 CFR §106.45 and Regulation 5751 to address formal complaints of sexual harassment. The school district shall offer both parties an appeal process as outlined in 34 CFR §106.45 and Regulation 5751 from a determination regarding responsibility for sexual harassment and from the Title IX Coordinator's dismissal of a formal complaint or any allegations of sexual harassment.



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The Title IX Coordinator shall be responsible for effective implementation of any remedies in accordance with 34 CFR §106.45(b)(7)(iv). The appropriate school official designated by the Superintendent, after consultation with the Title IX Coordinator, will determine sanctions imposed and remedies provided, if any.

Consistent with the laws of New Jersey a student's parent must be permitted to exercise the rights granted to their child under this Policy, whether such rights involve requesting supportive measures, filing a formal complaint, or participating in a grievance process.

The Superintendent or designee shall ensure that Title IX Coordinators, investigators, decision-makers, appeal officer, and any person who facilitates an informal resolution process, receive training in accordance with 34 CFR §106.45(b)(1)(iii).

The school district or any employee of the school district shall not intimidate, threaten, coerce, or discriminate against any individual for the purpose of interfering with any right or privilege secured by Title IX or Policy 5751, or because the individual has made a report or complaint, testified, assisted, or participated or refused to participate in any manner in an investigation, proceeding, or hearing under this Policy, in accordance with 34 CFR §106.71(a).

For each school district response to sexual harassment required under 34 CFR §106.44, the school district shall create and maintain for a period of seven years, records in accordance with 34 CFR §106.45(b)(10).

The Superintendent or designee shall consult with the Board Attorney to ensure the school district's response to allegations of sexual harassment and the school district's grievance process are in accordance with 34 CFR §106.44 and 34 CFR §106.45.

Any time a report is made to the Title IX Coordinator or formal complaint is filed pursuant to this Policy and in accordance with 34 CFR §106, the Title IX Coordinator shall forward the report or complaint to the Principal of the school building attended by the alleged victim for the Principal to follow the requirements of New Jersey's Anti-Bullying Bill of Rights Act and Policy 5512.

34 CFR §106

United States Department of Education, Office for Civil Rights – Questions and Answers on the Title IX Regulations on Sexual Harassment (July 20, 2021)





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[See POLICY ALERT No. 225]

## R 5751 SEXUAL HARASSMENT OF STUDENTS

The Board of Education will not tolerate sexual harassment of students by school employees, other students, or third parties. The school district shall investigate and resolve allegations of sexual harassment of students engaged in by school employees, other students, or third parties pursuant to 34 CFR §106.3(c) and Policy and Regulation 5751. In addition, reports of sexual harassment shall also be investigated in accordance with the requirements of New Jersey's Anti-Bullying Bill of Rights Act and Policy 5512.

#### A. Definitions

- 1. For the purpose of Policy and Regulation 5751 and in accordance with 34 CFR §106:
  - a. "Sexual harassment" (34 CFR §106.30(a)) means conduct on the basis of sex that satisfies one or more of the following:
    - (1) An employee of the school district conditioning the provision of an aid, benefit, or service of the school district on a student's participation in unwelcome sexual conduct;
    - (2) Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a student equal access to the school district's education program or activity; or
    - (3) "Sexual assault" as defined in 20 U.S.C. §1092(f)(6)(A)(v), "dating violence" as defined in 34 U.S.C. §12291(a)(10), "domestic violence" as defined in 34 U.S.C. §12291(a)(8), or "stalking" as defined in 34 U.S.C. §12291(a)(30).



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- b. "Complainant" (34 CFR §106.30(a)) means a student currently enrolled who is alleged to be the Complainant of conduct that could constitute sexual harassment.
  - (1) A parent may act on behalf of the Complainant in accordance with State law, court orders, child custody arrangements, or other sources granting legal rights to parents.
  - (2) A parent has a legal right to act on a Complainant's behalf, this right applies throughout all aspects of the Title IX matter, including throughout the grievance process.
- c. "Decision-maker" (34 CFR §106.45(b)(7)) means a staff member(s) who is not the Title IX Coordinator or the school staff member who conducted the investigation, designated by the Superintendent of Schools, to objectively evaluate the relative evidence and reach conclusions about whether the Respondent is responsible for the alleged sexual harassment in accordance with the provisions of 34 CFR. §106.
- d. "Education program or activity" (34 CFR §106.44(a)) includes locations, events, or circumstances over which the school district exercises substantial control over both the Respondent and the context in which the sexual harassment occurs.
- e. "Formal complaint" (34 CFR §106.30(a)) means a document filed by a Complainant or signed by the Title IX Coordinator alleging sexual harassment against a Respondent and requesting that the school district investigate the allegation of sexual harassment. As used in this definition paragraph, the phrase "document filed by a Complainant" means a document or electronic submission (such as by electronic mail or through an online portal provided for this purpose by the school district) that contains the Complainant's physical or digital signature, or otherwise indicates that the Complainant is the person filing the formal complaint.



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- f. "Investigator" (34 CFR §106.45(b)(5)) means a staff member or staff members who may be the Title IX Coordinator and who is not a decision-maker, designated by the Superintendent of Schools, to investigate alleged sexual harassment in accordance with 34 CFR §106. The investigator may be the school district's Affirmative Action Officer only if the Affirmative Action Officer is not the decision-maker.
- g. "Program or activity" and "program" (34 CFR §106.2(h)(2)(ii)) means all of the operations of a local educational agency (as defined in 20 U.S.C. §8801), system of vocational education, or other school system.
- h. "Respondent" (34 CFR §106.30(a)) means an individual who has been reported to be the perpetrator of conduct that could constitute sexual harassment.
  - (1) A parent may act on behalf of the Respondent in accordance with State law, court orders, child custody arrangements, or other sources granting legal rights to parents.
  - (2) If a parent has a legal right to act on a Respondent's behalf, this right applies throughout all aspects of the Title IX matter, including throughout the grievance process.
- i. "Title IX Coordinator" (34 CFR §106.8(a)) means an individual designated and approved by the Board to coordinate its efforts to comply with its responsibilities under 34 CFR §106 and this Policy. The individual must be referred to as the "Title IX Coordinator" and may also be the investigator but cannot be the decision-maker.
- B. Reporting and Notification Requirements
  - 1. Sexual harassment may take place electronically or on an online platform used by the school, including, but not limited to, computer and internet networks; digital platforms; and computer hardware or software owned or operated by, or used in the operations of the school.



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- 2. In accordance with 34 CFR §106.8(a), any person may report sex discrimination, including sexual harassment (whether or not the person reporting is the person alleged to be the victim of conduct that could constitute sex discrimination or sexual harassment), in person, by mail, by telephone, or by electronic mail, using the contact information listed for the Title IX Coordinator, or by any other means that results in the Title IX Coordinator receiving the person's verbal or written report.
  - a. Such a report may be made at any time (including during non-business hours) by using the telephone number or electronic mail address, or by mail to the office address listed for the Title IX Coordinator.
- 3. A school district with "actual knowledge" of sexual harassment in the educational program or activity of the school district against a student, must respond promptly in a manner that is not "deliberately indifferent".
  - a. The school district has "actual knowledge" when an employee receives a complaint of sexual harassment or an employee is aware of behavior that could constitute sexual harassment.
    - (1) Any school employee who receives a complaint of sexual harassment or is aware of behavior that could constitute sexual harassment is required to report that information to the Title IX Coordinator in accordance with the provisions of B.1. above.
    - (2) In addition to the district's response in accordance with this Regulation, the district must report any potential child abuse to appropriate law enforcement and child welfare authorities in accordance with N.J.S.A. 18A:36-24; N.J.S.A. 18A:36-25; N.J.A.C. 6A:16-11.1; and Policy and Regulation 8462.
  - b. A school district is "deliberately indifferent" only if the response to sexual harassment is clearly unreasonable in light of the known circumstances, pursuant to 34 CFR §106.44(a).



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- 4. The district is required to offer supportive measures to the Complainant even if the Respondent ceased being enrolled or employed by the district prior to the filing of a formal complaint.
  - a. If the Respondent ceases to be enrolled in or employed by the district after a formal complaint is filed, the district may dismiss the complaint, but must still offer supportive measures to the Complainant pursuant to 34 CFR §106.45(b)(3)(ii).
- 5. The Title IX Coordinator shall notify persons entitled to a notification pursuant to 34 CFR §106.8(a) that the school district does not discriminate on the basis of sex in the education program or activity it operates and it is required by Title IX and Policy and Regulation 5751 not to discriminate in such a manner in accordance with 34 CFR §106.8(b)(1).
- 6. The Title IX Coordinator shall prominently display the contact information required to be listed for the Title IX Coordinator pursuant to 34 CFR §106.8(b)(2)(i) on the school district's website and in each handbook or catalog the school district makes available to persons entitled to a notification in accordance with 34 CFR §106.8(a).
  - a. Policy 5751 and this Regulation shall be prominently displayed on the district's website and accessible to anyone.

## C. Supportive Measures

- 1. "Supportive measures" mean non-disciplinary, non-punitive, individualized services offered as appropriate, as reasonably available, and without fee or charge to the Complainant or the Respondent before or after the filing of a formal complaint or where no formal complaint has been filed pursuant to 34 CFR §106.30(a).
- 2. Supportive measures shall be available to the Complainant, Respondent, and as appropriate, witnesses or other impacted individuals.



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- 3. The Title IX Coordinator shall maintain consistent contact with the parties to ensure that safety, emotional and physical well-being are being addressed.
- 4. Generally, supportive measures are meant to be short-term in nature and will be re-evaluated on a periodic basis.
  - a. To the extent there is a continuing need for supportive measures after the conclusion of the resolution process, the Title IX Coordinator will work with appropriate school district resources to provide continued assistance to the parties.

#### D. Grievance Process

- 1. The school district will use the grievance process outlined in 34 CFR §106.45 and this Regulation to address formal complaints of sexual harassment.
- 2. Parents, students, unions and associations, and staff members shall receive notice of the grievance procedures and the Title IX Coordinator's name or title, office, address, email address, and telephone number in accordance with 34 CFR §106.8(a).
- 3. The school district's grievance process may, but need not, provide for a hearing pursuant to 34 CFR §106.45(b)(6)(ii).
- 4. The school district may not require as a condition of enrollment or continuing enrollment, or employment or continuing employment, or enjoyment of any other right, waiver of the right to an investigation and adjudication of formal complaints of sexual harassment consistent with 34 CFR §106.45(b)(9).
- 5. The school district may not require the parties to participate in an informal resolution process regarding a Title IX claim and may not offer an informal resolution process unless a formal complaint is filed pursuant to 34 CFR §106.45(b)(9).



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- 6. The Title IX Coordinator must promptly contact the Complainant in accordance with 34 CFR §106.44(a).
- 7. In response to a formal complaint, the school district will follow a grievance process that complies with 34 CFR §106.45.
  - a. Upon receipt of a formal complaint, the Title IX Coordinator shall provide written notice to the parties who are known in accordance with 34 CFR §106.45(b)(2)(i).
  - b. The Title IX Coordinator shall provide the investigator with a copy of the formal complaint if the Title IX Coordinator is not the investigator.
  - c. The investigator shall investigate the allegations contained in a formal complaint pursuant to 34 CFR §106.45(b).
- 8. The investigator shall create an investigative report in accordance with the provisions of 34 CFR §106.45(b)(5)(vii).
  - a. The investigator will attempt to collect all relevant information and evidence.
  - b. While the investigator will have the burden of gathering evidence, it is crucial that the parties present evidence and identify witnesses to the investigator so that they may be considered during the investigation.
  - c. While all evidence gathered during the investigative process and obtained through the exchange of written questions will be considered, the decision-maker may in their discretion grant lesser weight to last minute information or evidence introduced through the exchange of written questions that was not previously presented for investigation by the investigator.
  - d. To the greatest extent possible, and subject to Title IX, the school will make reasonable accommodations in an investigation to avoid potential re-traumatization of a student.



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- e. The investigative report shall be provided to the decision-maker in accordance with the provisions of 34 CFR §106.45(b)(6)(ii).
- 9. The decision-maker, who cannot be the same person as the Title IX Coordinator or the investigator, shall issue a written determination regarding responsibility pursuant to 34 CFR §106.45(b)(7).
  - a. To reach this determination, the decision-maker will apply clear and convincing evidence standard, which shall be the same standard of evidence for formal complaints against students as for formal complaints against employees, including faculty, and apply the same standard of evidence to all formal complaints of sexual harassment pursuant to 34 CFR §106.45(b)(1)(vii).
  - b. The decision-maker will facilitate a written question and answer period between the parties.
    - (1) Each party may submit their written questions for the other party and witnesses to the decision-maker for review.
    - (2) The questions must be relevant to the case and the decision-maker will determine if the questions submitted are relevant and will then forward the relevant questions to the other party or witnesses for a response.
    - (3) The decision-maker shall then review all the responses, determine what is relevant or not relevant, and issue a decision as to whether the Respondent is responsible for the alleged sexual harassment.



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- (4) The decision-maker will issue a written determination following the review of evidence.

  The written determination will include:
  - (a) Identification of allegations potentially constituting sexual harassment as defined in Policy and Regulation 5751 and 34 CFR §106.30;
  - (b) A description of the procedural steps taken from the receipt of the complaint through the determination, including any notifications to the parties, interviews with parties and witnesses, site visits, and methods used to gather evidence;
  - (c) Findings of fact supporting the determination, conclusions regarding the application of this formal grievance process to the facts; and
  - A statement of and rationale for the result as (d) each allegation, including determination regarding responsibility, any disciplinary sanctions the decision-maker imposed on the Respondent that directly relate to the Complainant, and whether remedies designed to restore or preserve equal access to the school's education program or activity will be provided to the procedures Complainant; and permissible bases for the parties to appeal the determination.
- (5) The written determination will be provided to the parties simultaneously.



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- (6) Notwithstanding a temporary delay of the grievance procedure or the limited extension of the grievance procedure time frames with good cause, the written determination shall be provided within sixty calendar days from receipt of the Complaint.
  - (a) The sixty calendar day time frame does not include the appeal process.
- (7) Remedies and supportive measures that do not impact the Respondent should not be disclosed in the written determination; rather the determination should simply state that remedies will be provided to the Complainant.

### E. Appeals

- 1. The school district will offer both parties an appeal from a determination regarding responsibility, and from the Title IX Coordinator's dismissal of a formal complaint or any allegations therein in accordance with 34 CFR §106.45(b)(8)(i).
- 2. As to all appeals, the school district will comply with the requirements of 34 CFR §106.45(b)(8).
- 3. The Superintendent shall designate an appeal officer for each appeal filed.
  - a. The appeal officer shall not be the same person as the decision-maker that reached the determination regarding responsibility or dismissal, the investigator, or the Title IX Coordinator in accordance with 34 CFR §106.45(b)(8)(iii)(B).
- 4. The Complainant and Respondent shall have an equal opportunity to appeal the policy violation determination and any sanctions.
- 5. The school district shall administer the appeal process, but is not a party and will not advocate for or against any appeal.



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- 6. A party may appeal only on the following grounds and the appeal shall identify the reason(s) why the party is appealing:
  - a. There was a procedural error in the hearing process that materially affected the outcome;
    - (1) Procedural error refers to alleged deviations from school district policy, and not challenges to policies or procedures themselves;
  - b. There is new evidence that was not reasonably available at the time of the hearing and that could have affected the outcome;
  - c. The decision-maker had a conflict of interest or bias that affected the outcome;
  - d. The determination regarding the policy violation was unreasonable based on the evidence before the decision-maker;
    - (1) Appealing on this basis is available only to a party who participated in the hearing; and
  - e. The sanctions were disproportionate to the hearing officer's findings.
- 7. The appeal must be submitted in writing to the Title IX Coordinator within ten calendar days following the issuance of the notice of determination.
- 8. The appeal must identify the ground(s) for appeal and contain specific arguments supporting each ground for appeal.
- 9. The Title IX Coordinator shall notify the other party of the appeal, and that other party shall have an opportunity to submit a written statement in response to the appeal, within ten calendar days.



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- 10. The Title IX Coordinator shall inform the parties that they have an opportunity to meet with the appeal officer separately to discuss the proportionality of the sanction.
- 11. The appeal officer shall decide the appeal considering the evidence presented at the hearing, the investigation file, and the appeal statements of both parties.
- 12. In disproportionate sanction appeals, input the parties provided during the meeting may also be considered.
- 13. The appeal officer shall summarize their decision in a written report that will be sent to the Complainant and Respondent within twenty calendar days of receiving the appeal.

#### F. Remedies

- 1. The Title IX Coordinator shall be responsible for effective implementation of any remedies in accordance with 34 CFR §106.45(b)(7)(iv).
- 2. Following receipt of the written determination from the decision-maker, the Title IX Coordinator will facilitate the imposition of sanctions, if any, the provision of remedies, if any, and to otherwise complete the formal resolution process.
- 3. The appropriate school official designated by the Superintendent, after consultation with the Title IX Coordinator, will determine the sanctions imposed and remedies provided, if any.
  - a. The imposition of sanctions or provisions of remedies will be revisited by the Title IX Coordinator following the appeal officer's decision, as appropriate.
- 4. The Title IX Coordinator must provide written notice to the parties simultaneously.
- 5. The school district must disclose to the Complainant the sanctions imposed on the Respondent that directly relate to the Complainant when such disclosure is necessary to ensure equal access to the school district's education program or activity.



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6. It is important to note that conduct that does not meet the criteria under Title IX may violate other Federal or State laws or school district policies regarding student misconduct or may be inappropriate and require an immediate response in the form of supportive measures and remedies to prevent its recurrence and address its effects.

#### G. Parent Rights

- 1. Consistent with the laws of New Jersey, a student's parent must be permitted to exercise the rights granted to their child under Policy and Regulation 5751, whether such rights involve requesting supportive measures, filing a formal complaint, or participating in a grievance process.
- 2. A student's parent must also be permitted to accompany the student to meetings, interviews, and hearings, if applicable, during a grievance process in order to exercise rights on behalf of the student.
- 3. The student may have an advisor in addition to the parent.

#### H. Training

The Superintendent or designee shall ensure that Title IX Coordinators, investigators, decision-makers, appeal officers, and any person who facilitates an informal resolution process, receive training in accordance with 34 CFR §106.45(b)(1)(iii).

#### I. Compliance

The Superintendent or designee shall consult with the Board Attorney to ensure the school district's response to any allegations of sexual harassment and the school district's grievance process are in accordance with 34 CFR §106.44 and 34 CFR §106.45.



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J. Requirements of New Jersey's Anti-Bullying Bill of Rights Act

Any time a report is made to the Title IX Coordinator or formal complaint is filed pursuant to Policy and Regulation 5751 and in accordance with 34 CFR §106, the Title IX Coordinator shall forward the report or complaint to the Principal of the school building attended by the alleged victim for the Principal to follow the requirements of New Jersey's Anti-Bullying Bill of Rights Act and Policy 5512.



PROGRAM
2415.05/page 1 of 7
Student Surveys, Analysis, and/or Evaluations,
Examinations, Testing, or Treatment
Jan 22
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[See POLICY ALERT Nos. 222 and 226]

### 2415.05 <u>STUDENT SURVEYS, ANALYSIS, AND/OR EVALUATIONS, EXAMINATIONS, TESTING, OR TREATMENT</u>

The Protection of Pupil Rights Amendment (PPRA) (20 USC §1232h; 34 CFR Part 98) applies to school districts that receive funding from the United States Department of Education (USDOE). The PPRA requires written consent from parents or the emancipated student the opportunity to opt out of participation in a survey, analysis, evaluation, examination, testing, or treatment funded in whole or in part by a program of the United States Department of Education that concerns one or more of the areas outlined in this Policy.

#### A. Definitions

"Instructional material" means instructional content that is provided to a student, regardless of its format, including printed or representational materials, audiovisual materials, and materials in electronic or digital formats (such as materials accessible through the Internet). The term does not include academic tests or academic assessments. 20 USC §1232h(c)(6)(A).

"Invasive physical examination" means any medical examination that involves the exposure of private body parts, or any act during such examination that includes incision, insertion, or injection into the body, but does not include a hearing, vision, or scoliosis screening. 20 USC §1232h(c)(6)(B).

"Prior consent" means prior consent of the student, if the student is an adult or emancipated minor or prior written consent of the parent, if the student is an unemancipated minor. 34 CFR §98.4(b).

"Psychiatric or psychological examination or test" means a method of obtaining information, including a group activity, that is not directly related to academic instruction and that is designed to elicit information about attitudes, habits, traits, opinions, beliefs, or feelings. 34 CFR §98.4(c)(1).



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"Psychiatric or psychological treatment" means an activity involving the planned, systematic use of methods or techniques that are not directly related to academic instruction and that is designed to affect behavioral, emotional, or attitudinal characteristics of an individual or group. 34 CFR §98.4(c)(2).

"Research or experimentation program or project" means any program or project in any program that is funded in whole or in part by the Federal Government and is designed to explore or develop new or unproven teaching methods or techniques. 34 CFR §98.3(b).

- B. Parents' or Emancipated Students' Right to Inspection of Materials 34 CFR §98.3 and 20 USC §1232(c)
  - 1. All instructional material, including teachers' manuals, films, tapes, or other supplementary instructional material which will be used in connection with any survey, analysis, or evaluation as part of any applicable program or any research or experimentation program or project shall be available for inspection by the parents of the children engaged in such program or project in accordance with 20 USC §1232h(a) and 34 CFR §98.3(a).
    - a. The district shall provide reasonable access to instructional material within a reasonable period of time after the request is received in accordance with 20 USC §1232h(c)(1)(C)(ii).
  - 2. The parent shall have the right, upon request, to inspect a survey created by a third party before the survey is administered or distributed to their student pursuant to 20 USC §1232h(c)(1)(A)(i).
    - a. The district shall provide reasonable access to such survey within a reasonable period of time after the request is received in accordance with 20 USC §1232h(c)(1)(A)(ii).



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- 3. The parent shall have the right, upon request, to inspect any instrument used in the collection of personal information from students for the purpose of marketing or for selling that information (or otherwise providing that information to others for that purpose), before the instrument is administered or distributed to their student pursuant to 20 USC §1232h(c)(1)(F)(i).
  - a. The district shall provide reasonable access to such instrument within a reasonable period of time after the request is received in accordance with 20 USC §1232h(c)(1)(F)(ii).
- C. Protection of Students' Privacy in Examination, Testing, or Treatment with Prior Consent 34 CFR §98.4
  - 1. In accordance with 34 CFR §98.4(a) no student shall be required, as part of any program funded in whole or in part by a program of the USDOE, to submit without prior consent to psychiatric examination, testing, or treatment, or psychological examination, testing, or treatment, in which the primary purpose is to reveal information concerning one or more of the following:
    - a. Political affiliations;
    - b. Mental and psychological problems potentially embarrassing to the student or the student's family;
    - c. Sex behavior and attitudes;
    - d. Illegal, anti-social, self-incriminating, and demeaning behavior;
    - e. Critical appraisals of other individuals with whom the student has close family relationships;
    - f. Legally recognized privileged and analogous relationships, such as those of lawyers, physicians, and ministers; or



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- g. Income, other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under a program.
- D. Protections of Students' Rights for Surveys, Analysis, or Evaluation 20 USC §1232h
  - 1. In accordance with 20 USC §1232h(b) no student shall be required, as part of any applicable program, to submit to a survey, analysis, or evaluation, without prior consent, that reveals information concerning:
    - a. Political affiliations or beliefs of the student or the student's parent;
    - b. Mental and psychological problems of the student or the student's family;
    - c. Sex behavior or attitudes;
    - d. Illegal, anti-social, self-incriminating, or demeaning behavior;
    - e. Critical appraisals of other individuals with whom the student has close family relationships;
    - f. Legally recognized privileged and analogous relationships, such as those of lawyers, physicians, and ministers;
    - g. Religious practices, affiliations, or beliefs of the student or student's parent; or
    - h. Income, (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under a program).
  - 2. Parents' or Emancipated Students' Right to Opt Out 20 USC §1232h(c)(2)



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- a. The district shall provide notice and offer an opportunity for parents to opt their student out or for emancipated students to opt out of participation in the following activities:
  - (1) Activities involving the collection, disclosure, or use of personal information collected from students for the purpose of marketing or for selling that information (or otherwise providing that information to others for that purpose).
  - (2) The administration of any survey containing one or more of the items listed in D.1. above.
  - (3) Any nonemergency, invasive physical examination or screening that is:
    - (a) Required as a condition of attendance;
    - (b) Administered by the school and scheduled by the school in advance; and
    - (c) Not necessary to protect the immediate health and safety of the student, or of other students.
- b. The district shall directly notify parents at least annually at the beginning of the school year of the specific or approximate dates during the school year when activities described in D.2.a. above are scheduled or expected to be scheduled in accordance with 20 USC §1232h(c)(2)(B).
- 3. Exceptions 20 USC §1232h(c)(4)
  - a. The provisions of 20 USC §1232h do not apply to the collection, disclosure, or use of personal information collected from students for the exclusive purpose of developing, evaluating, or providing educational products or services for, or to, students or educational institutions, such as the following:



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- (1) College or other postsecondary education recruitment, or military recruitment in accordance with Policy 9713;
- (2) Book clubs, magazines, and programs providing access to low-cost literary products;
- (3) Curriculum and instructional materials used by schools in the district;
- (4) Tests and assessments used by schools in the district to provide cognitive, evaluative, diagnostic, clinical, aptitude, or achievement information about students (or to generate other statistically useful data for the purpose of securing such tests and assessments) and the subsequent analysis and public release of the aggregate data from such tests and assessments;
- (5) The sale by students of products or services to raise funds for school-related or education-related activities; and
- (6) Student recognition programs.
- b. The provisions of this Policy:
  - (1) Shall not be construed to preempt applicable provisions of New Jersey law that require parental notification; and
  - (2) Do not apply to any physical examination or screening that is permitted or required by an applicable New Jersey law, including physical examinations or screenings permitted without parental notification.



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4. Policy Adoption or Revision – 20 USC §1232h(c)(2)(A)(i)

The district shall provide this Policy to parents and students at least annually at the beginning of the school year, and provide notice within a reasonable period of time after any substantive change is made to this Policy.

E. Student Privacy – 20 USC §1232h and 34 CFR §98

The district shall ensure a student's privacy is protected regarding any information collected in accordance with this Policy.

F. Violations of the PPRA – 20 USC §1232h and 34 CFR §98

Parents or students who believe their rights under PPRA may have been violated may file a complaint with the USDOE.

In addition to the provisions of 20 USC §1232h, 34 CFR §98, and this Policy, the Superintendent or designee shall ensure compliance with the provisions of N.J.S.A. 18A:36-34 and Policy 9560 – Administration of School Surveys before students are required to participate in any academic or nonacademic survey, assessment, analysis, or evaluation.

The Protection of Pupil Rights Amendment (PPRA)
20 USC §1232h
34 CFR Part 98
Elementary and Secondary Education Act of 1965 (20 USC 2701 et seq.) as amended by the Every Student Succeeds Act
N.J.S.A 18A:36-34



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[See POLICY ALERT Nos. 190, 194, 197, and 226]

### 2431.4 PREVENTION AND TREATMENT OF SPORTS-RELATED CONCUSSIONS AND HEAD INJURIES

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).



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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.

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.



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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



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Prevention and Treatment of Sports-Related
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[See POLICY ALERT Nos. 194, 197, and 226]

### R 2431.4 PREVENTION AND TREATMENT OF SPORTS-RELATED CONCUSSIONS AND HEAD INJURIES

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.



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- 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 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;



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- 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
  - 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.



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- 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
    - 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



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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.



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#### 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.



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Prevention and Treatment of Sports-Related Concussions and Head Injuries

- 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.



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[See POLICY ALERT No. 226]

#### R 2460.30 <u>ADDITIONAL/COMPENSATORY SPECIAL EDUCATION</u> AND RELATED <u>SERVICES</u>

The Board of Education shall provide additional or compensatory special education and related services to students with disabilities beyond the age of twenty-one pursuant to N.J.S.A. 18A:46-6.3.

As used in N.J.A.C. 18A:46-6.3(h) and this Regulation, "parent" means the natural or adoptive parent, the legal guardian, resource family parent when willing to so serve, a surrogate parent, or a person acting in the place of a parent, such as a grandparent or stepparent with whom the student lives, or a person legally responsible for the student's welfare. "Parent" shall also include an adult student who has attained the age of eighteen, who is not under legal guardianship, and who is entitled to receive special education and related services.

#### A. Additional Special Education and Related Services

- 1. Notwithstanding the provisions of N.J.S.A. 18A:46-6, N.J.S.A. 18A:46-8, or of any other law, rule, or regulation concerning the age of eligibility for special education and related services to the contrary, the Board shall:
  - a. In the 2021-2022 school year, provide special education and related services contained in an Individualized Education Program (IEP) to a student with disabilities who attains the age of twenty-one during the 2020-2021 school year, provided the parent of the student and the IEP team determine that the student requires additional or compensatory special education and related services, including transition services, during the 2021-2022 school year.



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- (1) A student receiving special education and related services pursuant to N.J.S.A. 18A:46-6.3.a. and A.1. shall not be eligible to receive such education and services beyond June 30, 2022, unless otherwise provided in a student's IEP or as ordered by a hearing officer, complaint investigation, or court of competent jurisdiction.
- 2. Notwithstanding the provisions of N.J.S.A. 18A:46-6, N.J.S.A. 18A:46-8, or of any other law, rule, or regulation concerning the age of eligibility for special education and related services to the contrary, the Board shall:
  - a. In the 2022-2023 school year, provide special education and related services contained in an IEP to a student with disabilities who attains the age of twenty-one during the 2021-2022 school year, provided the parent of the student and the IEP team determine that the student requires additional or compensatory special education and related services, including transition services, during the 2022-2023 school year.
    - (1) A student receiving special education and related services pursuant to N.J.S.A. 18A:46-6.3.b. and A.2. shall not be eligible to receive such education and services beyond June 30, 2023, unless otherwise provided in a student's IEP or as ordered by a hearing officer, complaint investigation, or court of competent jurisdiction.
- 3. Notwithstanding the provisions of N.J.S.A. 18A:46-6, N.J.S.A. 18A:46-8, or of any other law, rule, or regulation concerning the age of eligibility for special education and related services to the contrary, the Board shall:



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- a. In the 2023-2024 school year, provide special education and related services contained in an IEP to a student with disabilities who attains the age of twenty-one during the 2022-2023 school year, provided that the parent of the student and the IEP team determine that the student requires additional or compensatory special education and related services, including transition services, during the 2023-2024 school year.
  - (1) A student receiving special education and related services pursuant to N.J.S.A. 18A:46-6.3.c. and A.3. shall not be eligible to receive such education and services beyond June 30, 2024, unless otherwise provided in a student's IEP or as ordered by a hearing officer, complaint investigation, or court of competent jurisdiction.

#### B. Rights, Privileges, and Remedies

- 1. A student receiving special education and related services, including transition services, pursuant to N.J.S.A. 18A:46-6.3 and this Regulation shall be afforded the same rights, privileges, and remedies provided to students with disabilities pursuant to State law, New Jersey State Board of Education regulations concerning special education, and the Federal "Individuals with Disabilities Education Act," (IDEA) 20 USC §1400 et seq.
- 2. Any disputes that arise with respect to the provision or nature of services provided to a student with disabilities in the additional year as provided in accordance with N.J.S.A. 18A:46-6.3.a., b. and c., and A. above may be addressed as determined by the parent of the student with disabilities, by either:
  - a. Mediation;
  - b. A written request for a complaint investigation submitted to the Director of the Office of Special Education Policy and Dispute Resolution in the New Jersey Department of Education; or



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c. A special education due process hearing pursuant to IDEA, N.J.S.A. 18A:46, or administrative code.

#### C. Funding

- The special education and related services, including transition 1. services, provided to students with disabilities pursuant to the provisions of N.J.S.A. 18A:46-6.3 and this Regulation, to the extent permitted by Federal law, be paid for from the monies received by the State or a school district under the Federal "Coronavirus Aid, Relief, and Economic Security (CARES) Act," Pub.L.116-136, the Federal "Coronavirus Response and Relief 2021," Appropriations (CRRSA) Act, Supplemental Pub.L.116-260, the Federal "American Rescue Plan (ARP) Act," Pub.L.117-2, or any other Federal funding provided to address the impact of the coronavirus pandemic on elementary and secondary schools as it becomes available.
- 2. To the extent the Federal funds described in N.J.S.A. 18A:46-6.3.e.(1) and C.1. above do not cover the costs borne by the school district to provide the special education and related services, including transition services, to students with disabilities pursuant to the provisions of N.J.S.A. 18A:46-6.3 and this Regulation, the State of New Jersey shall appropriate funds as necessary from the Property Tax Relief Fund to reimburse the school district for these costs.
- 3. The special education and related services funded pursuant to the provisions of N.J.S.A. 18A:46-6.3.e. may include, but are not limited to, the additional staff, programs, and facilities deemed necessary by the school district to provide the special education and related services, including transition services, required under N.J.S.A. 18A:46-6.



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[See POLICY ALERT Nos. 197, 205, 209, 211, 220, and 226]

#### 2622 STUDENT ASSESSMENT

State assessments provide parents with important information about their child's progress; detailed diagnostic information about each individual student's performance that educators, parents, and students can utilize to enhance foundational knowledge and student achievement; and include item analysis which will clarify a student's level of knowledge and understanding of a particular subject or area of a subject. The data derived from State assessments are utilized by teachers and administrators to pinpoint areas of difficulty and customize instruction accordingly. Such data can be accessed and utilized as a student progresses to successive school levels.

The Commissioner of Education, in accordance with N.J.S.A. 18A:7C-1 et seq. and 18A:7E-2 and 3, may implement assessments of student achievement in any grade(s) and by such assessments as the Commissioner deems appropriate. The system and related schedule of Statewide assessments shall be approved by the New Jersey State Board of Education. The school district shall, according to a schedule prescribed by the Commissioner, administer the applicable Statewide assessments pursuant to N.J.A.C. 6A:8-4.1(c) and (d).

Pursuant to N.J.A.C. 6A:8-4.1(c), all students at grade levels three through twelve, and at any other grade(s) designated by the Commissioner pursuant to N.J.A.C. 6A:8-4.1(a), shall take all appropriate Statewide assessments as scheduled. The school district will provide accommodations or modifications to the Statewide assessment system in accordance with the provisions of N.J.A.C. 6A:8-4.1(d).

Students with disabilities as defined in N.J.A.C. 6A:14-1.3 shall participate in Statewide assessments in accordance with N.J.A.C. 6A:14-4.10. The school district shall administer the alternative State assessment for students with disabilities in accordance with the provisions of N.J.A.C. 6A:8-4.1(d)3.

The school district shall implement alternative ways for students to demonstrate graduation proficiency in accordance with N.J.A.C. 6A:8-5.1(a)6, (f), (g), (h), or (i), as applicable.



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The school district shall maintain an accurate record of each student's performance on Statewide assessments and maintain for every student a ninth grade through graduation transcript in accordance with the provisions of N.J.A.C. 6A:8-4.2(d). The Superintendent shall report assessment results to the public and provide educators, parents, and students with assessment results in accordance with the provisions of N.J.A.C. 6A:8-4.3.

N.J.S.A. 18A:7C-1 et seq.; 18A:7E-2; 18A7E-3 N.J.A.C. 6A:8-4.1 et seq.; 6A:8-5.1; 6A:14-1.1 et seq.; 6A:14-3.7; 6A:14-4.10



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#### [See POLICY ALERT No. 226]

#### R 2622 STUDENT ASSESSMENT

- A. Statewide Assessment System N.J.A.C. 6A:8-4.1
  - 1. The school district shall, according to a schedule prescribed by the Commissioner of Education, administer the applicable Statewide assessments, including the following major components: the elementary assessment component for grades three through five; the middle school assessment component for grades six through eight; the high school assessment component; and the alternative State assessment for students with disabilities; and provide notification to each student entering grades three through twelve of the Statewide assessment schedule.
  - 2. Pursuant to N.J.A.C. 6A:8-4.1(c), all students at grade levels three through twelve, and at any other grade(s) designated by the Commissioner of Education pursuant to N.J.A.C. 6A:8-4.1(a), shall take all appropriate Statewide assessments as scheduled.
    - a. The school district shall provide all appropriate accommodations or modifications to the Statewide assessment system as specified by the New Jersey Department of Education (NJDOE) for English language learners (ELLs) and students with disabilities as defined in N.J.A.C. 6A:14-1.3 or eligible under Section 504 of the Rehabilitation Act as specified in a student's Individualized Education Program (IEP) or 504 plan in accordance with N.J.A.C. 6A:8-4.1(d)1.
      - (1) The school district may administer the Statewide assessments in mathematics to ELLs in their native language, when available, and/or English.



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- (2) The school district shall have the option for a first-year ELL of substituting a NJDOE-approved language proficiency test only for the English language arts component of the Statewide assessment, when the student has entered the United States after June 1 of the calendar year prior to the test administration.
- b. The school district shall ensure students with disabilities as defined in N.J.A.C. 6A:14-1.3 participate in Statewide assessments in accordance with N.J.A.C. 6A:14-4.10.
- c. At specific times prescribed by the Commissioner of Education, the school district shall administer the alternative State assessment for students with disabilities to students with severe disabilities who cannot participate in other assessments due to the severity of their disabilities in accordance with N.J.A.C. 6A:8-4.1(d)3.
- d. The school district shall implement alternative ways for students to demonstrate graduation proficiency in accordance with N.J.A.C. 6A:8-5.1(a)6, (f), (g), (h), or (i), as applicable.
- 3. Test Administration Procedures and Security Measures
  - a. The school district shall be responsible for ensuring the security of all components of the Statewide assessment system that are administered within the school district.
  - b. All Statewide assessments shall be administered in accordance with the NJDOE's required test administration procedures and security measures.
  - c. Any breach of such procedures or measures shall be immediately reported to the Superintendent or designee.



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- B. Documentation of Student Achievement N.J.A.C. 6A:8-4.2
  - 1. After each test administration, the NJDOE shall provide the Superintendent the following:
    - a. Rosters of student performance in each content area;
    - b. Individual student reports; and
    - c. School and school district summary data, including school and school district means, numbers tested, and percent achieving at each performance level.
      - (1) The school district summary data shall be aggregated and disaggregated, and school summary data shall be disaggregated, for students with disabilities as defined in N.J.A.C. 6A:14-1.3 and for ELLs.
  - 2. The school district shall transmit within ten business days any official records, including transcripts, of students who transfer to other school districts or institutions.
  - 3. The school district shall maintain an accurate record of each student's performance on Statewide assessments.
  - 4. The school district shall maintain for every student a ninth grade through graduation transcript that contains the following, as available:
    - a. Results of all applicable State assessments, including assessments that satisfy graduation requirements set forth at N.J.A.C. 6A:8-5.1(a)6;
    - b. Results of any English language proficiency assessments according to N.J.A.C. 6A:8-5.1(h);
    - c. Evidence of instructional experience and performance in the New Jersey Student Learning Standards (NJSLS);
    - d. Evidence of technological literacy;



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- e. Evidence of career education instructional experiences and career development activities;
- f. Evidence of State-issued occupational licenses and credentials, industry-recognized occupational credentials, and/or technical skill assessments for students enrolled in NJDOE-approved career and technical education programs pursuant to N.J.A.C. 6A:19-3.2; and
- g. Any other information deemed appropriate by the school district.

#### C. Accountability – N.J.A.C. 6A:8-4.3

- 1. The Superintendent shall report final results of annual assessments to the Board and members of the public at a public meeting within sixty days of receipt of the information from the NJDOE.
- 2. The Superintendent shall provide educators, parents, and students with results of annual assessments as required under N.J.A.C. 6A:8-4.2(a) and B.1. above, within thirty days of receipt of information from the NJDOE.
- 3. The school district shall provide appropriate instruction to improve skills and knowledge for students performing below the established levels of student proficiency in any content area either on the Statewide or local assessments.
- 4. All students shall be expected to demonstrate the knowledge and skills of the NJSLS as measured by the Statewide assessment system.
- D. Annual Review and Evaluation of School Districts N.J.A.C. 6A:8-4.4
  - 1. The NJDOE shall review the performance of schools and school districts by using a percent of students performing at the proficient level as one measure of annual measurable objective (AMO) and incorporating a progress criterion indicative of systemic reform.



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- a. The review shall include the performance of all students, including students with disabilities as defined by N.J.A.C. 6A:14-1.3, students from major racial and ethnic groups, economically disadvantaged students, and ELLs.
- b. The review shall take place at each grade level in which Statewide assessments are administered, using the AMO targets.

#### E. Public Reporting – N.J.A.C. 6A:8-4.5

- 1. In accordance with the requirements of N.J.A.C. 6A:8-4.5, the NJDOE shall report annually to the New Jersey State Board of Education and the public on the progress of all students and student subgroups in meeting the NJSLS as measured by the Statewide assessment system by publishing and distributing the NJDOE's annual New Jersey School Report Card in accordance with N.J.S.A. 18A:7E-2 through 5.
- 2. After each test administration, the NJDOE shall report to the Board on the performance of all students and of student subgroups.

#### F. Parental Notification

Parents shall be informed of the school district assessment system and of any special tests that are to be administered to their children.



TEACHING STAFF MEMBERS 3233/page 1 of 2 Political Activities Jan 22

[See POLICY ALERT No. 226]

#### 3233 POLITICAL ACTIVITIES

The Board of Education recognizes and encourages the right of all citizens, including teaching staff members, to engage in political activity. **However, t**The Board prohibits the use of school **grounds** premises and school time, however, for partisan political purposes.

The Board establishes the following guidelines to govern teaching staff members in their political activities:

- 1. A teaching staff member shall not engage in political activity on school **grounds** premises unless permitted in accordance with Board Policy No. 7510 Use of School Facilities and/or applicable Federal and State laws;
- 2. A teaching staff member shall not post political circulars or petitions on school **grounds** premises nor distribute such circulars or petitions to students nor solicit campaign funds or campaign workers on school **grounds** premises;
- 3. A teaching staff member shall not display any material that would tend to promote any candidate for office on an election day on in a school grounds facility that are is used as a polling place;
- 4. A teaching staff member shall not engage in any activity in the presence of students while on school **grounds** property, which activity is intended and/or designed to promote, further or assert a position(s) on labor relations issues.

In accordance with N.J.S.A. 18A:6-8.1., a A teaching certificated staff member employed by this district who is a member of the Senate or General Assembly of the State of New Jersey shall be entitled to time off from school district duties, without loss of pay, during the periods of the teaching staff member's his/her attendance at regular or special sessions of the legislature and hearings or meetings of any legislative committee or commission.



TEACHING STAFF MEMBERS 3233/page 2 of 2 Political Activities

In accordance with N.J.S.A. 18A:6-8.2., a A teaching certificated staff member employed by this district who is a member of the Board of County Commissioners Chosen Freeholders of any county of New Jersey shall be entitled to time off from the teaching staff member's his/her duties, without pay, during the periods of the teaching staff member's his/her attendance at regular or special meetings of the Board of County Commissioners and of any committee thereof and at such other times as the teaching staff member he/she shall be engaged in performing the necessary functions and duties of the teaching staff member's his/her office as a member of the Board of County Commissioners.

No other teaching staff member who holds elective or appointive office is so entitled to time off, except as such time off may be provided for by Board policy or negotiated agreement.

The provisions of this Ppolicy do not apply to the discussion and study of politics and political issues appropriate to the curriculum, the conduct of student elections, or the conduct of employee representative elections.

Nothing in this Policy shall be interpreted to impose a burden on the constitutionally protected speech or conduct of a **teaching** staff member or a student.

N.J.S.A. 11:17-2

N.J.S.A. 18A:6-8.1.; 18A:6-8.2.; 18A:6-8.4.; 18A:42-4

N.J.S.A. 19:34-42

Green Township v. Rowe, Superior Court of New Jersey - Appellate Division A-2528-98T5



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[See POLICY ALERT Nos. 186, 205, 208, 209, 211, and 226]

#### 5460 HIGH SCHOOL GRADUATION

The Board of Education will recognize the successful completion of the secondary school instructional program by the award of a State-endorsed diploma certifying the student has met all State and local requirements for high school graduation in accordance with N.J.A.C. 6A:8-5.1 et seq. The Board will annually certify to the Executive County Superintendent each student who has been awarded a diploma and has met the requirements for graduation.

As defined in N.J.A.C. 6A:8-1.3, "credit" means the award for the equivalent of a class period of instruction, which meets for a minimum of forty minutes, one time per week during the school year or as approved through N.J.A.C. 6A:8-5.1(a)2 and A.1.b. below.

- A. High School Graduation Requirements N.J.A.C. 6A:8-5.1
  - 1. For a State-endorsed diploma, the Board shall develop, adopt, and implement graduation requirements that prepare students for success in post-secondary degree programs, careers, and civic life in the 21<sup>st</sup> century, and that include the following:
    - a. A graduating student must have earned a minimum of one hundred thirty credits in courses designed to meet all of the New Jersey Student Learning Standards (NJSLS), including, but not limited to, the following credits:
      - (1) At least twenty credits in English language arts aligned to grade nine through twelve standards;
      - (2) At least twenty credits in mathematics, including Algebra I or the content equivalent; geometry or the content equivalent; and a third year of mathematics that builds on the concepts and skills of algebra and geometry and that prepares students for college and 21st century careers;



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- (3) At least fifteen credits in science, including at least five credits in laboratory biology/life science or the content equivalent; one additional laboratory/inquiry-based science course, which shall include chemistry, environmental science, or physics; and one additional laboratory/inquiry-based science course;
- (4) At least fifteen credits in social studies, including satisfaction of N.J.S.A. 18A:35-1 and 18A:35-2; five credits in world history; and the integration of civics, economics, geography, and global content in all course offerings;
- (5) At least two and one-half credits in financial, economic, business, and entrepreneurial literacy;
- (6) At least five credits in health, safety, and physical education during each year of enrollment, distributed as one hundred fifty minutes per week, as required by N.J.S.A. 18A:35-5, 7, and 8;
- (7) At least five credits in visual and performing arts;
- (8) At least five credits in world languages or student demonstration of proficiency as set forth in N.J.A.C. 6A:8-5.1(a)2ii(2) and A.1.b.(2)(b) below;
- (9) Technological literacy, consistent with the NJSLS, integrated throughout the curriculum;
- (10) At least five credits in 21st century life and careers, or career-technical education; and
- (11) Electives as determined by the high school program sufficient to total a minimum of 22.5 additional elective credits.
- (12) Students may only carry a maximum of 40 credits per year.
- (13) Credits needed for placement in designated grade level:



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Grade 10 – 30 earned credits
Grade 11 – 60 earned credits
Grade 12 – Eligibility to meet all graduation requirements by June of the current school year.

- b. The 120-credit requirement set forth in N.J.A.C. 6A:8-5.1(a)1. and in A.1.a. above may be met in whole or in part through program completion of a range of experiences that enable students to pursue a variety of individualized learning opportunities, as follows:
  - (1) The district shall establish a process to approve individualized student learning opportunities that meet or exceed the NJSLS.
    - (a) Individualized student learning opportunities in all NJSLS areas include, but are not limited to, the following:
      - (i) Independent study;
      - (ii) Online learning;
      - (iii) Study abroad programs;
      - (iv) Student exchange programs, and
      - (v) Structured learning experiences, including, but not limited to, workbased programs, internships, apprenticeships, and service learning experiences.
    - (b) Individualized student learning opportunities based upon specific instructional objectives aimed at meeting or exceeding the NJSLS shall:
      - (i) Be based on student interest and career goals as reflected in the Personalized Student Learning Plans;
      - (ii) Include demonstration of student competency;



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- (iii) Be certified for completion based on the district process adopted according to N.J.A.C. 6A:8-5.1(a)2.ii. and A.1.b.(2) below; and
- (iv) Be on file in the school district and subject to review by the Commissioner of Education or designee.
- (c) Group programs based upon specific instructional objectives aimed at meeting or exceeding the NJSLS shall be permitted and shall be approved in the same manner as other approved courses.
- The district shall establish a process for granting of (2)completion successful credits through assessments that verify student achievement in meeting or exceeding the NJSLS at the high school level, including standards achieved by means of the opportunities learning student individualized enumerated at N.J.A.C. 6A:8-5.1(a)2 and A.1.b. above. Such programs or assessments may occur all or in part prior to a student's high school locally administered such enrollment: no assessments shall preclude or exempt student participation in applicable Statewide assessments at grades three through twelve.
  - (a) The district shall choose assessments that are aligned with or exceed the NJSLS and may include locally designed assessments.
  - (b) The district shall choose from among the following assessment options to determine if students have achieved the level of language proficiency designated as Novice-High as



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defined by the American Council on the Teaching of Foreign Languages (ACTFL) and recognized as fulfilling the world languages requirement of the NJSLS:

- (i) The Standards-based Measurement of Proficiency (STAMP) online assessment;
- (ii) The ACTFL Oral Proficiency Interview (OPI) or the Modified Oral Proficiency Interview (MOPI); or
- (iii) New Jersey Department of Education-approved locally designed competency-based assessments.
- (3) The district shall establish a process to approve post-secondary learning opportunities that may consist of Advanced Placement (AP) courses, College-Level Examination Program (CLEP), or concurrent/dual enrollment at accredited higher education institutions.
  - (a) The district shall award credit for successful completion of an approved, accredited college course that assures achievement of knowledge and skills that meets or exceeds the NJSLS.
- c. Local student attendance requirements; See policy and regulation 5200.



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- d. Any statutorily mandated requirements for earning a high school diploma;
- e. The requirement that all students demonstrate proficiency by achieving a passing score on the English Language Arts (ELA) and mathematics components of the State graduation proficiency test or through the alternative means at N.J.A.C. 6A:8-5.1(h) and A.7. below, if applicable, or for students who take the State graduation proficiency test but do not achieve a passing score through the alternative means set forth at N.J.A.C. 6A:8-5.1(g) and (i) and A.6. and A.8. below:
  - (1) Students in the graduating classes of 2019, 2020, 2021, and 2022 shall be required to demonstrate proficiency by achieving a passing score on the high school end-of-course PARCC assessments in ELA 10 and Algebra I or through alternative means set forth at N.J.A.C. 6A:8-5.1(f), (h), and (i) and A.5., A.7., and A.8. below.
- f. For students who have not demonstrated proficiency on the ELA and/or mathematics components of the State graduation proficiency test, the opportunity for the following will be provided:
  - (1) Remediation, pursuant to N.J.S.A. 18A:7C-3.; and
  - (2) One or more additional opportunities to demonstrate proficiency on the State graduation proficiency test, pursuant to N.J.S.A. 18A:7C-6; and



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- 2. The district shall provide to the Executive County Superintendent the district's graduation requirements each year they are evaluated through Quality Single Accountability Continuum (QSAC) and update the district's filed copy each time the graduation policy is revised.
- 3. The district shall provide each student entering high school and their parents with a copy of the district's requirements for a State-endorsed diploma and the programs available to assist students in attaining a State-endorsed diploma, in accordance with N.J.S.A. 18A:7C-5.
- 4. To ensure adequate transition to the new Statewide assessment systems, the district shall provide students in the graduating classes of 2018, 2019, 2020, 2021, and 2022 who have not demonstrated proficiency on the high school end-of-course PARCC assessments in ELA 10 and Algebra I with the opportunity to demonstrate competence through one of the alternative means set forth below:



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- a. For the graduating classes of 2018, 2019, 2020, 2021, and 2022, students who did not take the ELA 10 and the Algebra I end-of-course PARCC assessment or who take but do not achieve a passing score on both assessments, as required by N.J.A.C. 6A:8-5.1(a)6 and A.1.f. above, may satisfy the State requirement to demonstrate proficiency in English language arts and/or mathematics in one of the following ways:
  - (1) Achieve a passing score, as determined by the Commissioner of Education, on a corresponding substitute competency test in English language arts and/or mathematics, as applicable, or substitute a passing score on another end-of-course PARCC assessment, including ELA 9, ELA 11, Geometry, or Algebra II; or
  - (2) Meet the criteria of the portfolio appeals process.
- 5. For students in the graduating classes of 2023, 2024, and 2025, the alternative means referenced at N.J.A.C. 6A:8-5.1(a)6 and A.1.f. above shall be as follows:
  - a. Achieve a passing score, as determined by the Commissioner of Education and approved by the New Jersey State Board of Education, on a corresponding substitute competency test in English language arts and/or mathematics, as applicable; and/or
  - b. Demonstrate proficiency through the portfolio appeals process, pursuant to N.J.S.A. 18A:7C-3.
- 6. All English language learners (ELLs) shall satisfy the requirements for high school graduation, except ELLs may demonstrate they have attained State minimum levels of proficiency through passage of the portfolio appeals process in their native language, when available, and passage of a New Jersey Department of Education-approved, English fluency assessment.



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- 7. Students, including students with disabilities as defined in N.J.A.C. 6A:14-1.3 or eligible under Section 504 of the Rehabilitation Act who participate in the alternative assessment for students with disabilities, are not required to participate in repeated administrations of high school assessment components required at N.J.A.C. 6A:8-4.1(c).
- 8. For students in the graduating classes of 2019, 2020, 2021, and 2022, the New Jersey Department of Education (NJDOE) shall consider high school end-of-course State assessments to be equivalent to the corresponding high school end-of-course PARCC assessments.
- B. High School Diplomas N.J.A.C. 6A:8-5.2
  - 1. The Board of Education shall award a State-endorsed high school diploma to prospective graduates who have met all of the requirements adopted in accordance with N.J.A.C. 6A:8-5.1(a), (c), or N.J.A.C. 6A:8-5.2(d) and A.1 above, C.1. below, or B.4. below.
  - 2. The Board shall not issue a high school diploma to any student not meeting the criteria specified in the rule provisions referenced in B.1. above.
    - a. The district shall provide students exiting grade twelve without a diploma the opportunity for continued high school enrollment to age twenty or until the requirements for a State-endorsed diploma have been met, whichever comes first.
    - b. The district shall allow any out-of-school individual to age twenty who has otherwise met all State and local graduation requirements but has failed to pass the State proficiency test to demonstrate proficiency through alternative means as set forth at N.J.A.C. 6A:8-5.1(a)6 through N.J.A.C. 6A:8-5.1(i) and in A.1.f. through A.8. above, as applicable, pursuant to the standards applicable to the student's graduating class. Students in graduating classes prior to 2018 shall demonstrate proficiency as set



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forth for the classes of 2018 through 2022 at N.J.A.C. 6A:8-5.1(f)1 and A.5.a. above. Upon certification of passing the test applicable to the student's class in accordance with N.J.A.C. 6A:8 and this Policy, a State-endorsed diploma shall be granted by the high school of record.

- 3. Pursuant to N.J.A.C. 6A:20-1.4, the Commissioner of Education shall award a State-issued high school diploma based on achieving the Statewide standard score on the General Education Development test (GED) or other adult education assessments to individuals age sixteen or older who are no longer enrolled in school and have not achieved a high school credential.
- 4. The Commissioner of Education shall award a State-issued high school diploma to individuals age sixteen or older and no longer enrolled in high school based on official transcripts showing at least thirty general education credits leading to a degree at an accredited institution of higher education. Included in the thirty general education credits must be a minimum of fifteen credits with at least three credits in each of the five general education categories as follows: English; mathematics; science; social science; and the humanities.
- 5. The Board shall award a State-endorsed high school diploma to any currently enrolled student, regardless of grade level, who:
  - a. Has demonstrated proficiency in the State graduation proficiency test, pursuant to N.J.A.C. 6A:8-5.1(a)6 and A.1.f. above, or as set forth at N.J.A.C. 6A:8-5.1(g) and A.6. above:
    - (1) The Board shall award a State-endorsed high school diploma to any currently enrolled student in the graduating classes of 2019, 2020, 2021, and 2022 who has demonstrated proficiency in the high school end-of-course PARCC assessments in ELA 10 and Algebra I, or as set forth in N.J.A.C. 6A:8-5.1(f) and in A.5. above;



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- b. Has presented official transcripts showing at least thirty general education credits leading to a degree at an accredited institution of higher education; and
- c. Has formally requested such early award of a State-endorsed high school diploma.
- 6. Pursuant to N.J.S.A. 18A:7C-7 and 18A:7E-3, the Superintendent shall report annually to the Board at a public meeting not later than September 30, and to the Commissioner of Education:
  - a. The total number of students graduated;
  - b. The number of students graduated under the substitute competency test process;
  - c. The number of students graduated under the portfolio appeals process;
  - d. The number of students receiving State-endorsed high school diplomas as a result of meeting any alternate requirements for graduation as specified in their individualized education programs (IEP);
  - e. The total number of students denied graduation from the twelfth grade class; and
  - f. The number of students denied graduation from the twelfth grade class solely because of failure to pass the high school end-of-course PARCC assessments, the State graduation proficiency test, substitute competency tests, or portfolio appeals process based on the provisions of N.J.A.C. 6A:8.
- C. Students with Disabilities N.J.A.C. 6A:8-5.1(c) and N.J.A.C. 6A:14-4.11
  - 1. Through the IEP process set forth at N.J.A.C. 6A:14-3.7 and pursuant to N.J.A.C. 6A:14-4.11, the Board may specify alternate requirements for a State-endorsed diploma for individual students with disabilities as defined at N.J.A.C. 6A:14-1.3.



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- a. The district shall specifically address any alternate requirements for graduation in a student's IEP, in accordance with N.J.A.C. 6A:14-4.11.
- b. The district shall develop and implement procedures for assessing whether a student has met the specified alternate requirements for graduation individually determined in an IEP.
- 2. The IEP of a student with a disability who enters a high school program shall specifically address the graduation requirements. The student shall meet the high school graduation requirements pursuant to N.J.A.C. 6A:8-5.1 and A. above, except as specified in the student's IEP. The IEP shall specify which requirements would qualify the student with a disability for the State-endorsed diploma issued by the Board responsible for the student's education.
- 3. Graduation with a State-endorsed diploma is a change of placement that requires written notice pursuant to N.J.A.C. 6A:14-2.3(f) and (g).
  - a. As part of the written notice, the parent shall be provided with a copy of the procedural safeguards statement published by the NJDOE.
  - b. As with any proposal to change the educational program or placement of a student with a disability, the parent may resolve a disagreement with the proposal to graduate the student by requesting mediation or a due process hearing prior to graduation.
  - c. In accordance with N.J.A.C. 6A:14-3.8(d), a reevaluation shall not be required.
  - d. When a student graduates or exceeds the age of eligibility, the student shall be provided a written summary of their academic achievement and functional performance prior to the date of the student's graduation or the conclusion of the school year in which the student exceeds the age of eligibility. The summary shall include recommendations to assist the student in meeting their postsecondary goals.



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- 4. If a student attends a school other than that of the school district of residence that is empowered to grant a diploma, the student shall have the choice of receiving the diploma of the school attended or the diploma of the school district of residence.
  - a. If the school the student is attending declines to issue a diploma to the student, the Board of the school district of residence shall issue the student a diploma if the student has satisfied all State and local graduation requirements, as specified in the student's IEP.
- 5. If the Board grants an elementary school diploma, a student with a disability who fulfills the requirements of their IEP shall qualify for and receive a diploma.
- 6. Students with disabilities who meet the standards for graduation according to N.J.A.C. 6A:14-4.11 and C. of this Policy shall have the opportunity to participate in graduation exercises and related activities on a nondiscriminatory basis.
- D. State Seal of Biliteracy N.J.A.C. 6A:8-5.3
  - 1. The Board may award a State Seal of Biliteracy to any student who has met all requirements in N.J.A.C. 6A:8-5.2 and B. above and demonstrates proficiency in the following:
    - a. One or more world languages via an approved assessment pursuant to N.J.A.C. 6A:8-5.3(f) and D.6. below during the student's next to last or final year of high school; and
      - (1) Pursuant to N.J.S.A. 18A:7C-15, a foreign language other than English also shall include, but not be limited to, American Sign Language, Latin, and Native American languages.
    - b. English language arts as set forth in N.J.A.C. 6A:8-5.1(a)6 and A.1.f. above.



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- 2. A Board that chooses to award the State Seal of Biliteracy shall incorporate the process into the developed, adopted, and implemented Policy 5460 High School Graduation pursuant to N.J.A.C. 6A:8-5.1(a) and A.1. above, denoting participation in the voluntary program. A Board choosing to participate shall submit, in accordance with N.J.A.C. 6A:8-5.1(d) and A.3. above, a copy of Policy 5460 High School Graduation that reflects the option for students to participate in the State Seal of Biliteracy.
- 3. The Board of Education shall charge a fee to the student for related assessments and transcript insignias.
- 4. The Board of Education shall do the following:
  - a. Provide the NJDOE with information regarding students who qualify for the State Seal of Biliteracy pursuant to N.J.A.C. 6A:8-5.3(a) and D.1. above;
  - b. Present each student who qualifies pursuant to D.1. above with a New Jersey Department of Education-issued certificate:
  - c. Include the Commissioner of Education-developed insignia on the student's transcript; and
  - d. Maintain appropriate records to identify students who have earned the State Seal of Biliteracy.
- 5. The Board shall not award a State Seal of Biliteracy to any student who does not meet the criteria in N.J.A.C. 6A:8-5.3(a) and D.1. above and shall not include the Commissioner of Education-developed insignia on the student's transcript.
- 6. A list of New Jersey Department of Education-approved, nationally recognized assessments and the Statewide scores necessary for a student to satisfy requirements for the State Seal of Biliteracy shall be set by a resolution approved by the New Jersey State Board of Education.



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a. If an approved assessment, pursuant to N.J.A.C. 6A:8-5.3(f) and D.6. above, does not exist for a particular language, the Board may administer a NJDOE-approved, locally designed proficiency-based assessment.

N.J.S.A. 18A:7C-3; 18A:7C-5; 18A:7C-6, 18A:7C-7; 18A:7C-15; 18A:7E-3 18A:35-1; 18A:35-2; 18A:35-5; 18A:35-7; 18A:35-8 N.J.A.C. 6A:8-1.3; 6A:8-5.1 et seq.; 6A:14-1.3; 6A:14-2.3; 6A:14-3.7 6A:14-3.8; 6A:14-4.11; 6A:20-1.4

Adopted:



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[See POLICY ALERT No. 226]

#### 5541 ANTI-HAZING

A safe and civil environment in school is necessary for students to learn and achieve high academic standards. Hazing is conduct that disrupts both a student's ability to learn and a school's ability to educate its students in a safe and disciplined environment. The Board of Education prohibits acts of hazing and adopts this Policy against hazing in accordance with N.J.S.A. 18A:37-32.2. The provisions of this Policy apply to \_\_\_\_ high school(s); \_\_\_\_ middle school(s); and/or \_\_\_ elementary school(s)] in the school district.

"Hazing" in a school setting includes, but is not limited to, conduct by an individual(s) who is a member and/or representative of a school-sponsored student organization, club, or athletic team where such individual(s) conditions a student's acceptance as a member into such group on whether the student engages in activities that are humiliating, demeaning, intimidating, and exhausting to the student.

N.J.S.A. 2C:40-3.a. indicates hazing may also include, but is not limited to, the conduct outlined below:

- 1. An individual(s) causes, coerces, or otherwise induces a student to commit an act that violates Federal or State criminal law;
- 2. An individual(s) causes, coerces, or otherwise induces a student to consume any food, liquid, alcoholic liquid, drug or other substance which subjects the student to a risk of emotional or physical harm or is otherwise deleterious to the student's health;
- 3. An individual(s) subjects a student to abuse, mistreatment, harassment, or degradation of a physical nature, including, but not limited to, whipping, beating, branding, excessive calisthenics, or exposure to the elements;



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- 4. An individual(s) subjects a student to abuse, mistreatment, harassment, or degradation of a mental or emotional nature, including, but not limited to, activity adversely affecting the mental or emotional health or dignity of the individual, sleep deprivation, exclusion from social contact, or conduct that could result in extreme embarrassment;
- 5. An individual(s) subjects a student to abuse, mistreatment, harassment, or degradation of a sexual nature; or
- 6. An individual(s) subjects a student to any other activity that creates a reasonable likelihood of bodily injury to the student.

Board of Education members, school employees, and contracted service providers are required to report an alleged incident of hazing that may take place or has taken place on or off school grounds to the Principal or designee on the same day when the individual witnessed or received reliable information regarding such an incident. Students, parents, volunteers, or visitors are encouraged to report an alleged incident of hazing that may take place or has taken place on or off school grounds to the Principal or designee on the same day when the individual witnessed or received reliable information regarding any such incident.

Any report of an alleged incident of hazing shall be immediately investigated by the Principal or designee in accordance with procedures used to investigate alleged violations of the Student Discipline/Code of Conduct and Policy and Regulation 5600. A Principal or designee who receives a report of an alleged incident of hazing and fails to initiate or conduct an investigation and fails to minimize or eliminate the hazing may be subject to disciplinary action.

The Principal or designee may identify behavior when investigating an alleged incident of hazing indicating harassment, intimidation, or bullying (HIB) pursuant to N.J.S.A. 18A:37-14 et seq. — New Jersey Anti-Bullying Bill of Rights Act (ABR). If the Principal or designee identifies behavior indicating HIB, the Principal or designee shall ensure a separate investigation is conducted in accordance with the ABR and Policy 5512.



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The Superintendent or designee shall report to local law enforcement any hazing incident that rises to the level of mandatory reporting under the "Uniform Memorandum of Agreement Between Education Officials and Law Enforcement Officials" or any other agreement between local law enforcement and the school district pursuant to N.J.A.C. 6A:16-5.1(b).

Hazing that involves the participation of a coach, teacher, or other adult may constitute child abuse and shall be addressed in accordance with N.J.S.A. 18A:36-25 and Policy and Regulation 8462.

The Board shall enforce any penalty for violation of this Policy in accordance with the student code of conduct and Policy and Regulation 5600, or any other applicable Board Policy or Regulation. In accordance with N.J.S.A. 18A:37-32.3 appropriate penalties for a violation of this Policy may include, but are not limited to:

- 1. Withholding of diplomas or transcripts pending compliance with the rules:
- 2. Rescission of permission for the organization or group whose student member(s) are being penalized under this Policy, to operate on school property or to otherwise operate under the sanction or recognition of the school district; and
- 3. The imposition of probation, suspension, dismissal, or expulsion of a student member(s).

Any discipline instituted in response to a violation of this Policy may be in addition to discipline for a violation of Policy 5512, Policy and Regulation 5600, and any other applicable Board Policy and Regulation.

The school district shall ensure that students are informed of this Policy, including the rules, penalties, and program of enforcement under this Policy. This Policy shall be posted on the school district's publicly accessible Internet website.

N.J.S.A. 18A:36-25; 18A:37-13.2; 18A:37-14 et seq.; 18A:37-32.2; 18A:37-32.3 N.J.A.C. 6A:16-5.1





OPERATIONS 8465/page 1 of 3 Bias Hate Crimes and Bias-Related Acts Jan 22

[See POLICY ALERT No. 226]

#### 8465 BIAS HATE CRIMES AND BIAS-RELATED ACTS

The Board of Education is committed to providing a safe and healthy environment for all children in the school district. **Bias** Hate crimes and bias-related acts involving students can lead to further violence and retaliation. **Bias** Hate crimes and bias-related acts, by their nature are confrontational, inflame tensions, and promote social hostility and will not be tolerated by the school district. The Sschool district employees will work closely with local law enforcement and the county prosecutor's office to report or eliminate the commission of **bias** hate crimes and bias-related acts.

#### **Definitions**

A "bias hate crime" means is any criminal offense where the person or persons committing the offense acted with a purpose to intimidate an individual or group of individuals because of race; color; religion; gender; disability; religion, sexual orientation; gender identity or expression; national origin; or ethnicity.

A "bias-related act" means is an act directed at a person, group of persons, private property, or public property that is motivated in whole or in part by racial; gender; disability; religion; or sexual orientation; gender identity or expression; national origin; or ethnic prejudice. A bias-related act need not involve conduct that constitutes a criminal offense.

All bias hate crimes are also bias-related acts, but not all bias-related acts will constitute a bias hate crime.

#### Required Actions

School employees shall immediately notify the Principal and the Superintendent or designee when in the Whenever any school employee in the course of their his/her employment they develops reason to believe that (1) a bias hate crime or bias-related act has been committed or is about to be committed in accordance with N.J.A.C. 6A:16-6.3(e). on school property, or has been or is about to be committed by any student, whether on or off school property, and whether or not such offense was or is about to be committed during operating



OPERATIONS 8465/page 2 of 3 **Bias** Hate Crimes and Bias-Related Acts

school hours, or (2) a student enrolled in the school has been or is about to become the victim of a hate crime, whether committed on or off school property or during operating school hours, the school employee shall immediately notify the Building Principal and Superintendent, who in turn,

The Superintendent or designee shall promptly notify the local pPolice dDepartment and the bBias iInvestigation oOfficer for the county prosecutor's office when a bias crime or bias-related act has been committed or is about to be committed in accordance with N.J.A.C. 6A:16-6.3(e)1.

The Principal and the Superintendent or designee shall immediately notify the local pPolice dDepartment and the bias investigation officer for the county prosecutor's office immediately where if there is reason to believe that a bias hate crime or bias-related act that involves an act of violence has been or is about to be physically committed against a student, or there is otherwise reason to believe that a life has been or will be threatened in accordance with N.J.A.C. 6A:16-6.3(e)2.

Whenever any school employee in the course of his/her employment has reason to believe that a bias-related act has been committed or is about to be committed on school property, or has been or is about to be committed by any student, whether on or off school property and whether or not such bias related act was or is to be committed during operating school hours, the school employee should immediately notify the Building Principal and Superintendent, who in turn should promptly notify the \_\_\_\_\_\_\_ Police Department.

In deciding whether to refer the matter of a bias-related act to the \_\_\_\_\_\_\_ Police Department or the county prosecutor's office, the Building Principal and the Superintendent, should consider the nature and seriousness of the conduct and the risk that the conduct posed to the health, safety and well-being of any student, school employee or member of the general public. The Building Principal and Superintendent should also consider the possibility that the suspected bias-related act could escalate or result in some form of retaliation which might occur within or outside school property.



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It is understood a referral to the local pPolice dDepartment or county prosecutor's office pursuant to the Memorandum of Agreement between Education and Law Enforcement Officials is only a transmittal of information that might be pertinent to a law enforcement investigation and is not an accusation or formal charge.

Unless the **local pPolice dD**epartment or the county prosecutor's office request otherwise, the school district may continue to investigate a suspected **bias** hate crime or bias-related act occurring on school **grounds** property and may take such actions as necessary and appropriate to redress and remediate any such acts.

School officials will secure and preserve any such graffiti or other evidence of a suspected bias hate crime or bias-related act pending the arrival of the local pPolice dDepartment or the county prosecutor's office. The school officials, where when feasible, will cover or conceal such evidence until the arrival of the local pPolice dDepartment or county prosecutor's office.

N.J.S.A. 2C:16-1 N.J.A.C. 6A:16-6.1 et seq.; 6A:16-6.2; 6A:16-6.3(e) State Memorandum of Agreement approved by the Department of Law & Public Safety and the Department of Education

Adopted:



OPERATIONS R 8465/page 1 of 5 Bias Hate Crimes and Bias-Related Acts Jan 22

#### [See POLICY ALERT No. 226]

#### R 8465 BIAS HATE CRIMES AND BIAS-RELATED ACTS

#### A. Definitions

- 1. A bias hate crime means is any criminal offense where the person or persons committing the offense acted with a purpose to intimidate an individual or group of individuals because of race; color; religion; gender; disability; religion, sexual orientation; gender identity or expression; national origin; or ethnicity.
- A bias-related act means is an act directed at a person, group of persons, private property, or public property that is motivated in whole or in part by racial; gender; disability; religion; sexual orientation; gender identity or expression; national origin; or ethnic prejudice. A bias-related act need not involve conduct an act that constitutes a criminal offense.
- 3. All bias hate crimes are also bias-related acts, but not all bias-related acts will constitute a bias hate crime.

### B. Procedure For Reporting Bias Hate Crimes and Bias-Related Acts

- 1. A school employee shall immediately will notify the Building Principal and the Superintendent or designee when whenever the school employee, in the course of their his/her employment, they develops reason to believe that:
  - a. A bias hate crime or a bias-related act has been committed or is about to be committed on school grounds property; or
  - b. A bias hatecrime or a bias-related act has been or is about to be committed by any student, whether on or off school grounds, property and whether or not such offense was or is about to be committed during operating school hours; or
  - c. That Aa student enrolled in the school has been or is about to become the victim of a bias hate crime or bias-related act, whether committed on or off school grounds, property or during operating school hours.



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Bias Hate Crimes and Bias-Related Acts

- 2. The Superintendent or designee Building Principal shall promptly will notify the Superintendent, the local pPolice dPepartment and the bBias iInvestigation oOfficer for the county prosecutor's office when a bias crime or bias-related act has been committed or is about to be committed on school grounds, or has been or is about to be committed by a student on or off school grounds, and whether such offense was or is to be committed during operating school hours, or a student enrolled in the school has been or is about to become the victim of a bias crime or bias-related act on or off school grounds, or during operating school hours.
- 3. The Principal and the Superintendent or designee shall immediately notify the local pPolice dDepartment and the bias investigation officer for the county prosecutor's office immediately where if there is reason to believe that a bias hate crime or bias-related act that involves an act of violence has been or is about to be physically committed against a student, or there is otherwise reason to believe that a life has been or will be threatened.

#### C. Procedure For Reporting Bias Incidents

- 1. A school employee should immediately notify the Building Principal whenever the school employee, in the course of his/her employment, develops reason to believe that:
  - a. A bias-related act has been committed or is about to be committed on school property; or
  - b. A bias related act has been or is about to be committed by any student, whether on or off school property and whether or not such bias related act was or is to be committed during school hours.
- 2. The Building Principal will notify the Superintendent and the

  Police Department.



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Bias Hate Crimes and Bias-Related Acts

- - a. The nature and seriousness of the conduct; and
  - b. The risk that the conduct posed to the health, safety and well-being of any student, school employee or member of the general public.
- 4. The Building Principal will consult with the Superintendent and should consider:
  - a. That the police department or the county prosecutor's office may possess, or have access to, other information that could put the suspected bias-related act in proper context, which could shed light on the motivation for the act or some other unsolved hate crime; and
  - b. The possibility that the suspected incident could escalate or result in some form of retaliation that might occur within or outside school property.

#### CD. Nature of Referral

- 1. The mandatory referral for suspected or committed bias hate crimes and the presumptive referral for suspected or committed bias-related acts as described in N.J.A.C. 6A:16-6.3(e) and this the Rregulation is only a request to the law enforcement agencies to conduct an investigation and is nothing more than the transmittal of information which may be pertinent to any such law enforcement investigation.
- 2. Any referral in accordance with this regulation is not an accusation or formal charge.
- 3. Any referral pursuant to this regulation is predicated on the basis of reasonable suspicion, which is less than probable cause, less than the proof sufficient to sustain an adjudication of delinquency or a finding of guilt in a court of law and less than the proof sufficient to justify the imposition of school discipline.



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| 4 | All doubts by school officials should be resolved | <del>in favor o</del> f |
|---|---|-------------------------|
|   | referring a matter to the                         | Police                  |
|   | Department or the county prosecutor's office.     |                         |

#### **DE**. Concurrent Jurisdiction

- 1. Unless the **local pPolice dD**epartment or the county prosecutor's office request otherwise, the school **officials** district may continue to investigate a suspected **bias** hate crime or bias-related act occurring on school **grounds** property and may take such actions as necessary and appropriate to redress and remediate any such acts.
- 2. The Sschool officials will immediately discontinue any ongoing school the in-school investigation if the local pPolice dDepartment or the county prosecutor's office believe the school investigation could jeopardize an on-going law enforcement investigation or otherwise endanger the public safety.
  - a. Upon notice provided in D.2. above, school officials will take no further action without providing notice to and receiving the assent of the local police department or the county prosecutor's office.

#### EF. Preservation of Evidence

- 1. School officials will secure and preserve any such graffiti or other evidence of a suspected bias hate crime or bias-related act pending the arrival of the local pPolice dDepartment or the county prosecutor's office.
- 2. The school officials, when feasible, will cover or conceal such evidence until the arrival of the **local p**Police **d**Department or county prosecutor's office in a manner designed to minimize the harm and continued exposure to students by such evidence, but that will not permanently damage or destroy such evidence or otherwise limit its utility in an ongoing investigation or prosecution.



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| 3. | The                          | Police Department and/or the              |
|----|------------------------------|---|
|    | county prosecutor's office v | vill photograph or otherwise document     |
|    |                              | any such graffiti or other bias based     |
|    |                              | e, so that the graffiti or other evidence |
|    | may be removed or elimin     | nated at the school district's earliest   |
|    | opportunity.                 |   |

Issued:



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[See POLICY ALERT No. 226]

#### 9560 ADMINISTRATION OF SCHOOL SURVEYS

The Board of Education believes the administration of school surveys may be necessary and valuable to the educational program in the school district. The Board recognizes certain student information is personal and some students or parents may not want this information shared with the school district. Therefore, the Board shall ensure school surveys are administered in accordance with N.J.S.A. 18A:36-34 and 18A:36-34.1 and this Policy.

- A. School Surveys, Certain, Parental Consent Required Before Administration N.J.S.A. 18A:36-34
  - 1. Unless the school district receives prior written informed consent from a student's parent and provides for a copy of the document to be available for viewing at convenient locations and time periods, the school district shall not administer to a student any academic or nonacademic survey, assessment, analysis, or evaluation which reveals information concerning:
    - a. Political affiliations;
    - b. Mental and psychological problems potentially embarrassing to the student or the student's family;
    - c. Sexual behavior and attitudes;
    - d. İllegal, anti-social, self-incriminating, and demeaning behavior;
    - e. Critical appraisals of other individuals with whom a respondent has a close family relationship;
    - f. Legally recognized privileged or analogous relationships, such as lawyers, physicians, and ministers;



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- g. Income, other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under a program; or
- h. Social security number.
- 2. The school district shall request prior written informed consent at least two weeks prior to the administration of the survey, assessment, analysis, or evaluation.
- 3. A student shall not participate in any survey, assessment, analysis, or evaluation that concerns the issues listed in A.1. above and N.J.S.A. 18A:36-34.a. unless the school district has obtained prior written informed consent from the student's parent.
- B. Voluntary Survey for Students with Prior Parental Written Notification N.J.S.A. 18A:36-34.1
  - 1. In accordance with N.J.S.A. 18A:36-34.1 and notwithstanding, N.J.S.A. 18A:36-34 and A. above, or any other law, rule, or regulation to the contrary, if the school district sends prior written notification to the parent of the student, the school district may administer an anonymous, voluntary survey, assessment, analysis, or evaluation to the student which reveals information concerning any of the following issues:
    - a. Use of alcohol, tobacco, drugs, and vaping;
    - b. Sexual behavior and attitudes;
    - c. Behaviors that may contribute to intentional or unintentional injuries or violence; or
    - d. Physical activity and nutrition-related behaviors.



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- 2. Written notification provided by the school district to the parent of the student shall be delivered to the parent by regular mail, electronic mail, or a written acknowledgement form to be delivered by the student at least two weeks prior to administration of the survey, assessment, analysis, or evaluation. Written notification shall contain, at minimum, the following information:
  - a. A description of the survey, assessment, analysis, or evaluation;
  - b. The purpose for which the survey, assessment, analysis, or evaluation is needed;
  - c. The entities and persons that will have access to the information generated by the survey, assessment, analysis, or evaluation;
  - d. Specific instruction as to when and where the survey, assessment, analysis, or evaluation will be available for parental review prior to its administration;
  - e. The method by which the parent can deny permission to administer the survey, assessment, analysis, or evaluation to the student; a form specifically providing for such denial shall be included with this notice;
  - f. The names and contact information of persons to whom questions can be directed; and
  - g. A statement advising that failure to respond indicates approval of participation in the survey, assessment, analysis, or evaluation.
- 3. Information obtained through a survey, assessment, analysis, or evaluation administered to a student in accordance with N.J.S.A. 18A:36-34.1 and B. above, shall be submitted to the New Jersey Department of Education and the New Jersey Department of Health. Information may be used to develop public health initiatives and prevention programs. Information shall not be used for marketing or other commercial purposes that are not related to student health.



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C. Violations – N.J.S.A. 18A:36-34.d.

A violation by the school district of N.J.S.A. 18A:36-34; 18A:36-34.1, and this Policy shall be subject to such monetary penalties as determined by the New Jersey Commissioner of Education.

D. Compliance with Federal Law

In addition to compliance with the provisions of N.J.S.A. 18A:36-34, 18A:36-34.1, and this Policy, the Superintendent or designee shall ensure compliance with the provisions of Policy 2415.05 – Student Surveys, Analysis, Evaluations, Examinations, Testing, or Treatment before students are required to participate in a survey, analysis, evaluation, examination, testing, or treatment funded in whole or part by a program of the United States Department of Education that concerns one or more of the areas outlined in Policy 2415.05.

N.J.S.A. 18A:36-34; 18A:36-34.1

Adopted:

