



PUBLIC - POLICY/COMMUNICATIONS COMMITTEE MEETING MINUTES

February 27, 2023

Virtual Meeting - 4:00 p.m.

Committee Members in Attendance: Jennifer Wolf, Chair
Jodi Bettermann, Randall Peach, Alternate: Elizabeth Fiore

Administrative Staff: Dr. Jonathan Hart, Superintendent of Schools
Jason Bohm, SBA/Board Secretary

Agenda

1. Revised Bylaws, Policies, and Regulations (alert 229)
 - a. Policy and Regulation 5200 – Attendance
 - i. Revisions in administrative code sections N.J.A.C. 6A:32-8.1 through 8.6 required updates to Policy and Regulation Guides 5200. There are rules for excused and unexcused absences for reporting absences in the school register in accordance with State and Federal reporting requirements pursuant to N.J.A.C. 6A:32-8.1 through 8.6 and provided in Section A. of the updated Regulation Guide 5200.
 - ii. Committee members discussed the distinction between excused and unexcused absences for the school district locally and for the school register for State and Federal reporting purposes.
 - iii. Policy Guide 5200 adds the definition of “parent” and the word “retention” in the second paragraph. Policy and Regulation Guides 5200 are mandated and must be adopted by the Board.
 - b. Policy 5512 - Harassment, Intimidation and Bullying
 - i. On August 29, 2022 (after our July BOE meeting where the Readington Board of Education had adopted the most updated HIB policy based on revisions to administrative code 2017 and revisions to the Anti-Bullying Bill of Rights in January 2022), the New Jersey Department of Education (NJDOE) provided school districts with an updated Model Policy for Prohibiting HIB. Therefore, another update is being made to incorporate all the Minimum Model Policy Language. In practice, the changes are minimal, but the policy guide 5512 is updated to match the 2022 NJDOE Model Policy. Changes include new NJDOE approved report forms (HIB 338 Forms) and a student intervention plan for a student who is an offender in 3 HIB incidents within one school year.
 - c. Policy 8140 - Student Enrollments and Regulation 8140 - Enrollment Accounting
 - i. N.J.A.C. 6A:32-8.1 and 8.2 were recently revised and Strauss Esmay has updated Policy and Regulation Guides 8140 to reflect the changes in the administrative code. Regulation Guide 8140 has been revised to include the newly created definition “days in membership” that was added to N.J.A.C. 6A:32-2.1 replacing the definition for “average daily attendance”. The requirement to keep separate registers depending on a student’s grade or classification has been removed from N.J.A.C. 6A:32-8.1 and is reflected in the revised Policy Guide 8140. The equation for calculating average daily attendance has

been removed from N.J.A.C. 6A:32-8.2 and Regulation Guide 8140 has been revised to reflect this change. The data collection process for the Application for State School Aid has been revised to assign data collection responsibilities to the Superintendent or designee and the School Business Administrator/Board Secretary or designee. There are also several minor edits to both Policy and Regulation Guides 8140 to reflect changes to the language in N.J.A.C. 6A:32-8.1 and 8.2. Policy and Regulation Guides 8140 are mandated.

d. Policy and Regulation 8330 – Student Records

- i. Recent revisions in administrative code sections N.J.A.C. 6A:32-2.1 and N.J.A.C. 6A:32-7.8 required revisions in Policy and Regulation Guides 8330. The revisions in Policy Guide 8330 are minor with most of the changes being citation and language updates. The majority of these revisions are located in Regulation Guide 8330. Regulation Guide 8330 has been revised to align with the appropriate administrative code sections. Policy and Regulation Guides 8330 are mandated.
- ii. Committee members discussed changing verbiage from “district board of education” to “district” because the requirement is administrative in nature.

2. Current [School Calendar 2022-2023](#) and Snow Day Give Back
3. Cell Phone Policy Discussion Tabled to next meeting due to time
4. Advocacy
 - a. Teacher Retention - Pensions (nothing new)
 - b. S3440 - Revision of the definition of Sick Leave under 18A (nothing new)
 - c. Chapter 44
5. Relevant Board Goals to be discussed at next meeting.
6. Press Releases Tentative Topics (Based on Communications Plan):
 - a. March (due February 15): New Board Member Bios (Policy Chair) and Summer Enrichment (Mrs. Krial, Mrs. Ogden)
 - b. April (due March 15): Pupil Services (Mrs. Beegle) and Advertise Bioswale celebration (TBD)
 - c. May (due April 15): Mental Health/SEL: Themed around Mental Health Awareness Month (Mr. Tumolo)
 - d. June (due May 15): Green Initiatives: How we celebrated Earth Day in April (Green Committee Chair, School Principal(s)), Final Budget (Mr. Bohm), Governor Educators of the Year (Mrs. Harris)
7. Agenda items: Policy 5200 - Attendance, Policy 5512 - HIB, Policy 8140 - Student Enrollments, Policy 8330 – Student Records
8. Next Meeting: March 27, 2023 at 4pm