



A Tradition Of Pride · A Tradition Of Excellence

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

AGENDA - January 17, 2023 - Board Office Conference Room

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

Salvatore Armato, Alternate
Vanessa R. Pereira - Superintendent

New Policy/Regulations for Review and/or Discussion:

- P 0155 - Board Committees
- P 0164 - Conduct of Board Meeting - (Revised)
- P 2415.04 - Title I - District - Wide Parent and Family Engagement (M) - (Revised)
- P 2415.50 - Title I - School, Parent and Family Engagement (M) - (New)

School districts that receive Title I, Part A funds are required to have Parent and Family Engagement Policies. Strauss Esmay initially developed Policy Guide 2415.04 in 2003 and revised it in 2005 and 2010. All previous versions of Strauss Esmay's Policy Guide 2415.04 were written to satisfy the Title I requirement for a District - Wide Policy and for a School Policy for all schools in the district. School districts are currently being monitored by the New Jersey Department of Education (NJDOE) and have been informed they must have one District - Wide Policy and one School Policy for each school in the district. Strauss Esmay contacted the NJDOE and the Title I office confirmed this requirement. Therefore, a school district with ten schools would need a separate District - Wide Policy and ten individual School Policies. The NJDOE has indicated a school district that has one school may have a combined District and School Policy provided the Policy includes the Title I requirements of a District and School Policy. The NJDOE has a model District and School Policy on its website, but the NJDOE has not provided a model Combined District and School Policy for a school district with one school. Therefore, to ensure policy compliance with monitoring requirements, it is recommended a school district with one school adopt a District Policy and a School Policy for the one school in the district.

Policy Guide 2415.04 - District - Wide Parent and Family Engagement Policy has been re-written and a new Policy Guide 2415.50 - School Parent and Family Engagement Policy, based on the model policies provided by the NJDOE, has been developed. School districts should assign 2415.50 to the first School Policy with additional School Policy numbers being 2415.51, 2415.52, 2415.53, etc.

Developing a separate School Policy for each school in the district may require a significant amount of work as these Policy Guides require listing specific actions and activities to be taken by each school in the district. These are United States Department of Education policy requirements that are monitored by the NJDOE. Our office has been advised to inform school districts to forward any questions related to these policies to the NJDOE Title I Office at titleone@doe.nj.gov.

Policy Guide 2415.04 has been re-written and should replace a district's existing Policy Guide 2415.04 and the new School Policy Guide 2415.50 should be developed and adopted for each school in the district. Policy Guides 2415.04 and 2415.50 are mandated for school districts that receive Title I, Part A funds and for those schools in the district that are served by Title I, Part A funds. These policies will be required if and when the school district is monitored or audited.

*Policy Guide 2415.04 is **MANDATED***

*Policy Guide 2415.50 is **MANDATED***

- P 3270 - Professional Responsibilities - (Revised)
- R 3270 - Lesson Plans and Plan Books - (Revised)

Policy and Regulation Guides 3270 have been updated to reflect current best practices in education. Policy Guide 3270 has been revised to remove the blanks and require the Principal or designee to review lesson plans, assign extra or alternative duties to teaching staff members, and excuse teaching staff members from faculty meetings. Regulation Guide 3270 has been rewritten to incorporate updates to make Regulation Guide 3270 current and applicable to school districts. Policy and Regulation Guides 3270 are not required by any applicable statute or administrative code; therefore, a school district may make revisions to these Guides as necessary or use their own locally developed policies and regulations. Policy and Regulation Guides 3270 are not mandated, but it is recommended a Board of Education adopt a professional responsibilities policy and regulation to assist school districts in developing procedures for teaching staff members' lesson plans and plan books.

*Policy Guide 3270 is **RECOMMENDED***

*Regulation Guide 3270 is **RECOMMENDED***

- R 3212 - Professional Staff Attendance Review and Improvement Plan (Revised)
- P 4212 - Attendance - (Revised)
- R 3432 - Sick Leave - (Revised)
- R 4432 - Sick Leave - (Revised)

Co-Curricular - no agenda items to discuss

Safety and Security

- NJDOE Office of Emergency Planning - Lockdown Security Visit

LTASA - no agenda items to discuss

Other - no agenda items to discuss

Next Meeting: Wednesday, February 8, 2023