To: Chesterfield Township Board of Education Members Jignesh Shah - President Laura Bond - Vice President Terran Brown Christina Hoggan Amy Jablonski RE: Official Board Correspondence Regarding Settling the Contract for the Chesterfield **Township Education Association** Date: September 29, 2018 The 2018-2019 school year has begun and Chesterfield's teachers, secretaries, and custodians are still working without a settled employment contract. Their contract expired in June 2017, and they worked the entire 2017-2018 school year while this contentious negotiation process dragged on. It is unacceptable that this contract has not been settled as it impacts the educational environment of our children. The lack of leadership and inability to come to a fair and swift resolution reflects poorly on both the Board of Education and our community as a whole. Our teachers and staff deserve a fair contract that is comparable with the average settlements negotiated by other school districts in Burlington County. Give our teachers and staff a fair contract. These negotiations have been drawn out long enough. Settle now. Sincerely, Signature **Print Name**

Address

CHESTERFIELD TOWNSHIP BOARD OF EDUCATION

Chesterfield, New Jersey

LIFE A	SODE: 3541.32
X	Monitored
X	Mandated
<u> </u>	Other Reasons

Policy

DISTRICT OWNED VEHICLES

For efficiency of operations, the board directs the chief school administrator to oversee school district vehicles and to develop regulations to govern vehicle tracking, maintenance, accounting, assignment and usage.

Vehicle Tracking, Maintenance, and Accounting

The school district will maintain records of the following information:

- A. Vehicle inventory control record including:
 - 1. Vehicle make, model and year;
 - 2. Vehicle identification numbers (VIN);
 - 3. Original purchase price;
 - 4. Date purchased;
 - 5. License plate number;
 - 6. Person assigned or pool if not individually assigned;
 - 7. Driver license number of person assigned and expiration date;
 - 8. Insurer and policy number of person assigned; and
 - 9. Usage category such as regular business, maintenance, security or student transportation.
- B. Driving record of operators of district vehicles including:
 - 1. Name of driver;
 - 2. Driver license number and expiration date;
 - 3. Insurer and policy number of person assigned;
 - Motor vehicle code violations:
 - 5. Incidents of improper or non-business usage;
 - 6. Accidents: and
 - 7. Other relevant information.
- C. Record of maintenance, repair and body work for each district vehicle including:
 - Vehicle make, model and year;
 - 2. Vehicle identification numbers (VIN);
 - 3. Original purchase price;
 - 4. Date purchased;
 - 5. License plate number;
 - 6. Usage category such as regular business, maintenance, security or student transportation;
 - 7. Manufacturer's routine maintenance schedule;
 - 8. Category of work performed (routine maintenance, repair or body work);
 - 9. Purchase order number;
 - 10. Date work was performed;
 - 11. Detailed description of work performed;
 - 12. Mileage on date work was performed; and
 - 13. Cost of work performed.

File Code: 3541.32

DISTRICT OWNED VEHICLES (continued)

District Vehicle Assignment and Use

A. District vehicles will be assigned in accordance with OMB Circular 08-16-ADM or any superseding circulars:

- B. District owned vehicles may be used to transport community members, students and/or staff for school events:
- C. The board, upon the recommendation of the superintendent, may authorize, by an affirmative vote of the board's full membership, the lease, lease-purchase or purchase and assignment of district vehicles for the conduct of official district business. The vehicles may be assigned either to individuals or to units within the district for pool use according to the following classifications:
 - Vehicles may be assigned permanently and individually to the superintendent, school business
 administrator, head of facilities services, head of security services or other supervisory employees who,
 based on their job duties, may be called upon on a 24 hour, seven-day a week basis. No individual
 assignment shall be made for the primary purpose of commuting; and
 - A unit may be permanently assigned one or more district pool vehicles only if employees of the unit will
 collectively use the vehicle or each vehicle for more than an average of 750 miles per month on official
 district business. Pool vehicles shall not be used for the purpose of commuting and shall remain at a
 district facility when not in official use.
- D. Board members or employees may be temporarily assigned a district vehicle for travel events;
- E. The superintendent shall ensure that an employee, such as the school business administrator, insurance or risk management staff member, head of facilities or other appropriate employee is assigned the functions of district vehicle coordinator;
- F. Vehicle use logs shall be maintained for all individual and pool assignments in order to accurately record all usage of each vehicle, including the driver, mileage, and starting and destination points;
- G. All complaints of a potential misuse shall be investigated and appropriate disciplinary action taken;
- H. All changes to vehicle assignment, whether pool or individual, shall require prior written approval of the superintendent and the authorization of an affirmative majority vote of the full board;
- I. No luxury vehicle, one which exceeds the greater of \$30,000 or any current dollar limit established in IRS law or regulation, shall be purchased, lease-purchased or leased by the district. If a vehicle is assigned to the superintendent, it may be a full size or intermediate, four-door sedan of the non-luxury class. All other vehicles shall be compact sedans, unless special passenger, cargo, equipment, or use requirements make the standard vehicle unsuitable for documented district needs;
- J. The district vehicles shall be used primarily for business purposes, however, incidental and reasonable personal use is permitted;
- K. All damage to district vehicles, regardless of cause, shall be reported within 24 hours to the vehicle coordinator and the employee assigned to file insurance claims;
- L. No physical alterations shall be made to a vehicle without prior board approval;
- M. Drivers of district vehicles shall possess a valid driver's license to operate a vehicle in New Jersey;

File Code: 3541.32

DISTRICT OWNED VEHICLES (continued)

- N. When a vehicle is due for routine maintenance in accordance with the manufacturer's schedule, the driver of an individually assigned vehicle or, in the case of a pool vehicle, the vehicle coordinator shall be responsible for ensuring that the vehicle receives the scheduled service;
- O. A driver assigned a district vehicle shall be responsible for the security of the vehicle and its contents;
- P. Drivers shall be personally responsible for all fines accrued as a result of traffic violations related to operation of district vehicles;
- Q. The driver, or the driver's supervisor, if the driver is incapacitated, of a district vehicle involved in an accident resulting in damage to the district vehicle or other vehicle shall file, within 24 hours of the accident, a detailed written report with the vehicle coordinator and the district staff member responsible for making insurance claims;
- R. Police shall be immediately notified of an accident by the driver or vehicle coordinator, if the driver is incapacitated. A copy of the police report shall be submitted to the vehicle coordinator and the district staff member responsible for making insurance claims as soon as possible;
- S. If a district vehicle is misused in any of the following ways, the driver's driving privileges for district vehicles shall be suspended or revoked, and additional disciplinary action shall be taken as appropriate:
 - 1. Frequent violation of traffic laws:
 - 2. Flagrant violation of the traffic laws;
 - Operation of a vehicle which the police or insurance company determined was the cause of an accident:
 - 4. Use of a vehicle for unauthorized use whether personal use, business use, or commuting;
 - Violation of these rules or district policy governing the assignment, use, operation, repair, and/or maintenance of vehicles. This includes the failure to submit a vehicle for routine maintenance as called for in the manufacturer's routine maintenance schedule;
 - Operation of a vehicle while impaired to any degree, or under the influence of alcohol or narcotics as defined by State statutes;
 - 7. Use of a district vehicle by an unauthorized individual while assigned to an employee;
 - Use of a district vehicle to transport any person or child, other than in the course of their assigned duties and responsibilities; and
 - 9. Use of radar detectors in district vehicles.

The board shall apply progressive, uniform, and mandatory disciplinary actions to violations of these requirements.

Adopted: June 25, 2009

NJSBA Review/Update: May 2011 Readopted: September 21, 2011

Revised:

Key Words

Safety, Bus Safety, Transportation Safety, Pupil Transportation, Student Transportation

Legal References: N.J.S.A. 18A:20-34 Use of schoolhouse and grounds for various purposes

N.J.S.A. 18A:39-22 School buses; use by senior citizens, handicapped, and children

and adults in certain municipal programs

N.J.S.A. 18A:39-22.1 Use of school buses owned, leased or contracted by school

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DISTRICT OWNED VEHICLES (continued)

district for transportation of certain handicapped adults

N.J.A.C. 6A:27-7.2 Capacity

N.J.A.C. 6A:27-7.8 Use of school buses other than to and from school and school

related activities

N.J.A.C. 6A:23A-6.11 Vehicle tracking, maintenance and accounting

N.J.A.C. 6A:23A-6.12 District vehicle assignment and use

Possible

Cross References: *1330 Use of school facilities

*3515 Smoking prohibition

*Indicates policy is included in the Critical Policy Reference Manual.

ATTENDANCE PATTERNS

A. Review of Attendance Data

- A record shall be kept of the attendance of each teaching staff member, educational services
 personnel, and the superintendent. Any absence, for part or all of a school day, shall be recorded
 along with the reason for absence. The record shall distinguish sick leave, professional days, unpaid
 leaves of absence, personal days, serious illness in the family, death in the family, and required
 meetings. A yearly tabulation of days absent will be made and filed in the individual folders;
- At the end of each 30 day period a cumulative attendance record shall be assembled and placed on file in the board office and office of the superintendent;
- 3. A record of substitute appointments will be maintained by the board secretary/business administrator.

B. Attendance Improvement Plan

1. Planning

The superintendent shall meet annually with the personnel committee of the board to review the staff attendance record.

2. Implementation

- a. The superintendent is responsible for implementing the board approved plan for the improvement of professional staff member attendance;
- The superintendent will review at the opening day faculty meeting the approved administrative guidelines for temporary leaves of absences and the staff attendance improvement plan;
- c. The superintendent will require that all teachers maintain an up-to-date plan book. Teachers are expected to develop plans that will support the continuity of the program. Special plans will be encouraged when a teacher anticipates an absence in advance. Long term absences may require planning guidance from the absent teacher, if possible, in maintaining the direction of the curriculum;
- d. The superintendent shall consult directly with any staff member he/she suspects is misusing sick leave or falsifying the reasons for absence:
- The personnel committee of the board shall be notified of any confirmed inappropriate uses of leaves of absence.

C. In-Service Training

The superintendent is required to include as part of his/her yearly faculty meetings a review of all board and administrative requirements/regulations regarding staff attendance.

D. Counseling

- A teaching staff member shall be required to attend a conference with the superintendent for the purpose of discussing any aspect of employee attendance. The purpose of the meeting will be to clarify the employee's attendance status and the plan for his/her improvement;
- 2. A written report of this required meeting shall be prepared and retained as part of the staff member's evaluation folder. The employee has the right to affix his or her comments, if any, to the report.

Adopted:

CHESTERFIELD TOWNSHIP BOARD OF EDUCATION	FILE CODE: 6141
Chesterfield, New Jersey	X Monitored
And control and the Annual Ann	Mandated
Policy	Other Reasons

CURRICULUM DESIGN/DEVELOPMENT

The superintendent shall be responsible to the board for the development of curriculum to meet identified student needs. The Chesterfield Township Board of Education shall ensure that curriculum and instruction are content-rich and aligned to the most recent revision of the New Jersey Student Learning Standards (NJSLS) In addition, the board shall ensure that appropriate instructional adaptations are designed and delivered English language learners, gifted and talented students and for students with disabilities. The curriculum shall guide instruction to ensure that every student masters the NJSLS. Instruction shall be designed to engage all students and modified based on student performance. The curriculum shall include:

- A. Interdisciplinary connections throughout;
- B. Integration of 21st century skills;
- C. A pacing guide;
- D. A list of instructional materials, including various levels of text at each grade;
- E. Benchmark assessments; and
- F. Modifications for special education students, for English language learners and for gifted students.

Professional development plans shall support the implementation of the curriculum. Professional development opportunities shall be offered that further the improvement of teachers' understanding of the content and pedagogy related to their teaching assignment. Professional development shall also promote individual and collaborative professional learning with adequate and consistent time for teachers to work together in and across content areas and grade levels to review student work, analyze classroom assessments and other achievement data, critique lesson plans, and solve instructional problems;

The superintendent shall establish procedures for curriculum development that ensure the effective participation of teaching staff members; students, as appropriate to their age and grade; parents/guardians; the community; members of the board; and the use of all available resources. Care shall be taken that certified staff shall not be assigned to teach material outside the limits of their certification and endorsements.

The superintendent shall report to the board the objectives, evaluative criteria and costs of each proposed program before seeking board adoption. New programs and courses of study shall not be acted upon by the board until the meeting following their presentation, in order for board members to have an opportunity to review the proposed program.

Criteria for Curriculum Approval

Criteria by which the board will judge the acceptability of new course offerings include:

- A. Does it address an identified student need?
- B. Is it relevant to the board's philosophy and goals and does it offer real possibilities for progress toward these goals?
- C. Does it satisfy the requirements of the board's school and classroom practices prohibiting bias and stereotyping?

CURRICULUM DESIGN/DEVELOPMENT (continued)

- D. If the proposed course replaces an existing program, what defect in the previous program is it designed to overcome?
- E. Does it include measures for determining progress?
- F. Does it address the necessary study skills?
- G. Has it been thoroughly studied and/or tested by district staff or by another district? What were the results?
- H. Has a curriculum guide been completed? If not, when can it be expected?
- I. Have the accompanying textbooks, electronic textbooks and other materials been recommended to the board?
- J. Have the costs and time of implementation been reviewed, including inservice training?

A plan for updating curriculum shall be developed and implemented. The superintendent shall report annually on all progress in curriculum development and the implementation of the curriculum plan at the time of the board's annual adoption of curriculum.

Adopted:

April 30, 2001

NJSBA Review/Update:

June 2011, March 2017

Readopted:

September 21, 2011

Revised:

Key Words

Curriculum, Curriculum Design/Development

Legal References: N.J.S.A. 18A:34-1

appropriations

N.J.A.C. 6A:8-3.1 et seq.

Implementation of the

N.J.A.C. 6A:13-2.1

New Jersey Student Learning Standards

Standards based instruction

N.J.A.C. 6A:30-1.1et seq.

Evaluation of the Performance of School Districts

Textbooks; selection; furnished free with supplies;

Old Bridge Education Association v. Board of Education of the Township of Old Bridge, Middlesex County

The Comprehensive Equity Plan, New Jersey State Department of Education

Possible

Cross References: *2131 Superintendent

> *5120 Assessment of individual needs

*6140 Curriculum adoption *6142 Subject fields

*6143 Curriculum guides *6147 Standards of proficiency

*6171 Special instructional programs

^{*}Indicates policy is included in the Critical Policy Reference Manual.

CHESTERFIELD TOWNSHIP BOARD OF EDUCATION	FILE CODE: 5141
Chesterfield, New Jersey	X Monitored
	X Mandated
Policy	X Other Reasons

HEALTH

The Chesterfield Township Board of Education believes that good health is vital to successful learning. In order to help district students achieve and maintain good health, the board directs the superintendent to develop student health services that employ professional personnel and interact with both parents/guardians and community health agencies. The program shall include but not be limited to:

- A. Employment of a medical inspector to perform those duties required by law, and to advise the superintendent on all matters affecting the health of students;
- B. Employment of at least one certified school nurse to assist with physical examinations; conduct biennial scoliosis screening; conduct an audiometric screening; maintain student health records; observe and recommend to the principal the exclusion of students who show evidence of communicable disease or who have not submitted acceptable evidence of immunizations; instruct teachers on communicable diseases and other health concerns; train and supervise the emergency administration of epinephrine for school staff who have been designated as delegates; supervise other nursing tasks; provide appropriate response to Do Not Resuscitate (DNR) orders; maintain valid, current Cardiopulmonary Resuscitation (CPR) certification; review and summarize health and medical information for the Child Study Team; write and update annually the accommodation plan under Section 504 for any student who requires one;
- C. Provision of proper and adequate facilities, equipment and supplies for professional health personnel and other staff;
- D. Establishment of a system of student health records in compliance with state law;
- E. Implement the New Jersey Student Learning Standards in physical education, health, family life, safety, and use of drugs, alcohol, tobacco and anabolic steroids; recommendations for appropriate equipment and supplies to teach such courses;
- Development of rules and procedures to foster good student health, and periodic dissemination of these rules and procedures to the staff;
- G. Development of a program to provide safe drinking water and otherwise to maintain the buildings, grounds, facilities and equipment of the district in sanitary condition in accordance with law;
- H. Development and enforcement of an eye protection program as required by statute and administrative code;
- I. A regular report to the board on progress and accomplishments in the field of student health;
- Health services to staff that support student health;
- K. Provision of emergency services for injury and sudden illness;
- L. Provision for required physical examinations including an examination to certify that a student returning to school after suffering a contagious/infectious condition or illness is no longer a threat to the health of others;
- M. Development of all regulations and procedures necessary for evaluation of students suspected of being under the influence of drugs/alcohol, tobacco or anabolic steroids;
- N. Encouragement of correction of defects through fully informing students and parents/guardians concerning the findings of health examinations for scoliosis;

File Code: 5141 HEALTH (continued)

School-based health care services shall be available to all students, including English language learners.

Annual Nursing Plan

The superintendent (or his/her designee) in conjunction with the school physician and the certified school nurse shall develop an annual nursing services plan. The nursing services plan shall describe in detail the nursing services to be provided throughout the district based on the needs of its students, potential emergency situations, basic nursing services requirements, and the assignment of medical staff to provide the services. The nursing services plan shall be adopted annually at a regular meeting. The nursing services plan may include the following:

- A description of the basic nursing services provided all students;
- A summary of specific medical needs of individual students and the services required to address the needs;
- C. A description of how nursing services will be provided in an emergency;
- D. Detailed nursing assignments for all school buildings;
- E. The nursing services and additional medical services provided to nonpublic schools.

Students with Diabetes

As used in this policy, an "individualized health care plan" means a document setting out the health services needed by the student at school, and an "individualized emergency health care plan" outlines a set of procedural guidelines that provide specific directions about what to do in a particular emergency situation. Both are to be developed by the school nurse, in consultation with the parent or guardian of a student with diabetes and other medical professionals who may be providing diabetes care to the student, and signed by the parent or guardian.

The board believes that diabetes is a serious chronic disease that impairs the body's ability to use food, and must be managed 24 hours a day in order to avoid the potentially life-threatening short-term consequences of blood sugar levels that are either too high or too low. In order to manage their disease, students with diabetes must have access to the means to balance food, medications, and physical activity level while at school and at school-related activities.

Accordingly, a parent or guardian of a student with diabetes shall inform the school nurse, who shall develop an individualized health care plan and an individualized emergency health care plan for the student. Further, the parent or guardian must annually provide to the board of education written authorization for the provision of diabetes care as outlined in the plans, including authorization for the emergency administration of glucagon.

Both plans shall be updated by the school nurse prior to the beginning of each school year and as necessary if there is a change in the student's health status. The plans may include elements specified in N.J.S.A. 18A:40-12.13 including, but not limited to:

- A. The symptoms of hypoglycemia for that particular student and the recommended treatment;
- B. The symptoms of hyperglycemia for that particular student and the recommended treatment;
- C. The frequency of blood glucose testing;
- D. Written orders from the student's physician or advanced practice nurse outlining the dosage and indications for insulin administration and the administration of glucagon, if needed;
- E. Times of meals and snacks and indications for additional snacks for exercise;
- F. Full participation in exercise and sports, and any contraindications to exercise, or accommodations that must be

HEALTH (continued)

made for that particular student;

- G. Accommodations for school trips, after-school activities, class parties, and other school-related activities;
- H. Education of all school personnel who may come in contact with the student about diabetes, how to recognize and treat hypoglycemia, how to recognize hyperglycemia, and when to call for assistance;
- I. Medical and treatment issues that may affect the educational process of the student with diabetes; and
- J. How to maintain communications with the student, the student's parent or guardian and healthcare team, the school nurse, and the educational staff.

The school nurse shall coordinate the provision of diabetes care at that school and ensure that appropriate staff are trained in the care of these students, including staff working with school-sponsored programs outside of the regular school day. The school nurse shall also ensure that each school bus driver that transports a student with diabetes is provided notice of the student's condition, how to treat hypoglycemia, and emergency/parent contact information. A reference sheet identifying signs and symptoms of hypoglycemia shall be posted in plain view within school buildings.

The school nurse shall have the primary responsibility for the emergency administration of glucagon to a student with diabetes who is experiencing severe hypoglycemia. The school nurse shall designate, in consultation with the board of education, additional employees of the school district who volunteer to administer glucagon to a student with diabetes who is experiencing severe hypoglycemia. The designated employees shall only be authorized to administer glucagon, following training by the school nurse or other qualified health care professional, when a school nurse is not physically present at the scene.

Upon written request of the parent or guardian and as provided in the individualized health care plan, the student shall be allowed to attend to the management and care of his/her diabetes in the classroom, on school grounds or at any school-related activity, if evaluated and determined to be capable of doing so consistent with the plan. The student's management and care of his/her diabetes shall include the following:

- A. Performing blood glucose level checks;
- B. Administering insulin through the insulin delivery system the student uses;
- C. Treating hypoglycemia and hyperglycemia;
- Possessing on the student's person at any time the supplies or equipment necessary to monitor and care for the student's diabetes;
- E. Compliance with required procedures for medical waste disposal in accordance with district policies and as set forth in the individual health care plan; and
- F. Otherwise attending to the management and care of the student's diabetes.

New Jersey Family Care

The school nurse shall ensure that the parent/guardians of students who are without medical coverage are notified of and provided information on the accessibility of the New Jersey Family Care Program in accordance with N.J.S.A. 18A:40-34.

Nonpublic School Students

The board shall provide mandated nursing services to nonpublic school students as required by law (see policy 5200

HEALTH (continued)

Nonpublic School Students).

The operation of the student health program shall be in compliance with the rules and regulations of the state department of education, local board of health and the state department of health and senior services, and state department of human services. The board shall review and adopt the regulations developed to implement the district's health services.

Automated External Defibrillator (AED)

Because the board recognizes that medical emergencies may occur that justify the use of AEDs, the board shall acquire and maintain this equipment for use by qualified staff members. An applicable patient would exhibit all of the following signs as per American Heart Association standards on AED use:

- A. Is unconscious;
- B. Is not breathing;
- C. Have no signs of circulation (as confirmed by a pulse check).

Only those staff members documented as having completed the required training shall be authorized to use an AED. A coach, athletic trainer, or in the absence of the coach or athletic trainer and other designated staff member, who is appropriately trained and certified in the use of the AED shall be present during athletic events or team practices. In the event that no appropriately AED trained and certified staff person can be present at athletic events or team practices, the district shall ensure that a State-certified emergency services provider or other certified first responder is on site at the event or practice.

Placement, Accessibility and Maintenance of the AED

The AED shall be:

- A. Available in an unlocked location on school property with an appropriate identifying sign;
- B. Accessible during the school day and any other time when a school-sponsored athletic event or team practice is taking place in which students of the district or nonpublic school are participating;
- C. Within reasonable proximity of the school athletic field or gymnasium, as applicable;
- D. Tested and maintained according to the manufacturer's operational guidelines and notification shall be provided to the appropriate first aid, ambulance, or rescue squad or other appropriate emergency medical services provider regarding the defibrillator, the type acquired, and its location in accordance with section 3 of P.L.1999, c.34 (N.J.S.A. 2A:62A-25).

Implementation of Procedures for Cardio-Pulmonary Resuscitation and AED Use

The superintendent shall oversee the development and implementation of a district emergency action plan that establishes guidelines for use of the AED. The emergency action plan shall include:

- A. A list of no less than five school employees, team coaches, or licensed athletic trainers who hold current certifications from the American Red Cross, American Heart Association, or other training program recognized by the Department of Health, in cardio-pulmonary resuscitation and in the use of a defibrillator. The list shall be updated, as necessary, at least once in each semester of the school year; and
- B. Detailed procedures on responding to a sudden cardiac event including, but not limited to, the identification of the persons in the school who will be responsible for: responding to the person experiencing the sudden cardiac event, calling 911, starting cardio-pulmonary resuscitation, retrieving and using the defibrillator, and assisting emergency responders in getting to the individual experiencing the sudden cardiac event.

HEALTH (continued)

Any employee, student or other individual who inappropriately accesses and/or uses an AED will be subject to disciplinary action, up to and including expulsion from school and/or termination of employment. Civil and/or criminal liability may also be imposed on any student, employee or individual who inappropriately accesses and/or uses an AED. All usage will be reported to the board of education.

Immunity

A school district and its employees shall be immune from civil liability in the acquisition and use of defibrillators pursuant to the provisions of section 5 of P.L.1999, c.34 (C.2A:62A-27). A person who acts with gross negligence or willful misconduct in the use of defibrillators does not enjoy immunity.

Adopted:

February 11, 2002

Revised:

March 18, 2010

NJSBA Review/Update:

June 2011, January 2018

Readopted:

September 21, 2011

Revised:

May 14, 2014

Revised:

Key Words

Health, Student Health, Student Health, Nursing Plan, Diabetes, Individualized Health Care Plan, Cardio-Pulmonary Resuscitation, Automated External Defibrillator, AED

Legal References:	N.J.S.A. 2A:62A-23 to 26	AED emergency medical services, 1999 statute
	N.J.S.A. 18A:166, 6.1	Indemnity of officers and employees against civil actions
	N.J.S.A. 18A:354.6 et seq.	Parents Right to Conscience Act of 1979
	N.J.S.A. 18A:401	Employment of medical inspectors, optometrists and nurses;
		salaries; terms; rules
	N.J.S.A. 18A:403	Lectures to teachers
	N.J.S.A. 18A:404.3	Scoliosis; periodic examination; notice to parents or
		guardian
	N.J.S.A. 18A:405	Method of examination; notice to parent or guardian
	N.J.S.A. 18A:406	In general
	N.J.S.A. 18A:407, 8,	Exclusion of students who are ill
	10, 11	
	N.J.S.A. 18A:40-12.11 et seq.	Findings, declarations relative to the care of students
	with diabetes	2 2. 8
	N.J.S.A. 18A:4023 et seq.	Nursing Services for Nonpublic School Students
	N.J.S.A. 18A:4034	New Jersey Family Care Program
	N.J.S.A. 18A:40A-1 et seq.	Substance Abuse
	N.J.S.A. 44:62	Maintenance by boards of education of clinics for
		indigent children
	N.J.A.C. 6A:16-1.1et seq.	Programs to Support Student Development
	See particularly:	
	N.J.A.C. 6A:16-1.1, -1.3,	
	-1.4, -2.1, -2.3, -2.4	
	N.J.A.C. 6A:26-12.1 et seq.	Operation and Maintenance of School
	See particularly:	Facilities
	N.J.A.C. 6A:26-12.3	
	N.J.A.C. 8:57-1.1 et seq.	Reportable Communicable Diseases
		A STATE OF THE CONTRACT OF THE PROPERTY OF THE CONTRACT OF THE

See particularly:

N.J.A.C. 8:572 Reporting of AIDS and HIV

N.J.A.C. 8:611.1 Attendance at school by students or adults infected by

HEALTH (continued)

Human Immunodeficiency Virus (HIV)

Plainfield Board of Education v. Cooperman, 105 NJ 587 (1987)

<u>Possible</u>		
Cross References:	*1410	Local units
	1420	County and intermediate units
	*3510	Operation and maintenance of plant
	*3516	Safety
	*3542	Food service
	*4112.4/4212.4	Employee health
	*4131/4131.1	Staff development; inservice education/visitations/conferences
	4151.2/4251.2	Family illness/quarantine
	*5111	Admission
	*5125	Student records
	*5131	Conduct/discipline
	*5131.6	Drugs, alcohol, tobacco (substance abuse)
	*5141.1	Accidents
	*5141.2	Illness
	*5141.3	Health examinations and immunizations

^{*5141.4} Child abuse and neglect
*5141.21 Administering medication
*5142 Student safety
*5200 Nonpublic school students

^{*6142.4} Nonpublic school students
Physical education and health
Career education

^{*}Indicates policy is included in the Critical Policy Reference Manual.

CHESTERFIELD TOWNSHIP BOARD OF EDUCATION	FILE CODE: 6010
Chesterfield, New Jersey	Monitored
	Mandated
Policy	X Other Reasons

GOALS AND OBJECTIVES

The Chesterfield Township Board of Education accepts the responsibility for coordinating the available resources of home, school and community in a mutual effort to guide every student's growth towards becoming a self-respecting individual who can effectively function politically, economically and socially in a democratic society. In addition, the board believes that by providing diverse and relevant educational choices supported by research-based practices in the use of technology, students will be prepared for successful participation in higher education programs and/or the careers of the 21st century.

The board is dedicated to ensuring that all students in the district are provided with the necessary skills and competencies for achievement of the New Jersey Student Learning Standards.

A. All children should start school ready to learn:

Parent education programs shall be designed and implemented by the district to assist parents in providing readiness experiences for their preschool children.

- B. Students shall leave grades three through six having demonstrated competency in challenging subject matter including English language arts; mathematics; science; social studies; visual and performing arts; comprehensive health and physical education; world languages; technology; and 21st career life and careers:
 - 1. The district shall implement the state-approved New Jersey Student Learning Standards and appropriate assessments to support student achievement and to evaluate school, district and individual student performance;
 - 2. The district shall provide staff development opportunities to ensure that teachers are adequately equipped to teach challenging and up-to-date subject matter and to implement effective teaching techniques. It shall monitor teaching staff members progress toward achievement of the required 20 hours of continuing education annually to ensure that they are obtaining and maintaining the skills to help all students achieve the New Jersey Student Learning Standards.
- C. Students shall learn to use their minds well, so that they may be prepared for responsible citizenship, further learning, and productive employment in our modern economy:
 - 1. Students shall be given the opportunity to improve self-direction and self-sufficiency in the areas of critical thinking, problem solving, reasoning, analysis, interpretation, and synthesizing information;
 - 2. Students shall become responsible digital citizens of the global internet community with ethical, safe and responsible habits, actions, and consumption patterns;
 - All students shall demonstrate competency in the skills identified in the 21st Century Life and Careers Standards;
 - 4. All students shall demonstrate respect for racial, cultural, ethnic and religious diversity.
- E. All students shall increase their achievement levels in science and mathematics to contribute to our country's ability to compete academically with all other countries of the world in a global economy:
- 1. The district shall revise its curriculum offerings in science and mathematics according to state standards;
- 2. The district shall provide staff training in the teaching of mathematics and science at grades K-6 to increase teachers' understanding of and ability to teach these subjects.
- F. The board of education shall maintain an academic environment that is free from harassment and provide equal and bias free access for all students to all school facilities, courses, programs activities and services, regardless of race, creed, color, national origin, ancestry, age marital status, affectional or sexual orientation, gender identity or expression, religion, disability, nationality or socioeconomic status. The district shall:
 - 1. Provide schools and facilities that are barrier free:

GOALS AND OBJECTIVES (continued)

- 2. Provide effective programs that support a safe and respectful school climate and culture and provide effective prevention of and intervention for incidents of harassment, intimidation and bullying;
- 3. Ensure that the requirements for the completion of courses are nondiscriminatory;
- Ensure that courses are not offered separately on the basis of race, creed, color, national origin, ancestry, age, marital status, pregnancy, affectional or sexual orientation, gender, gender identity or expression, religion, disability, or socioeconomic status;
- 5. Ensure that minority, female, and male students are not underrepresented in all classes and programs, including gifted and talented, accelerated, and advanced classes.
- G. District schools shall be free of drugs and violence and offer a safe, disciplined environment conducive to learning:
 - 1. The district shall develop partnerships with parents to establish the responsibilities of each to create and maintain safe and healthy educational environments for all students;
 - 2. The district shall provide programs and staffing to deal with students at risk;
 - 3. The school and community shall expand their cooperative efforts to create drug and violence-free environments;
 - 4. All students shall develop a positive view of self and learn to use effective interpersonal skills.

The board shall develop, in consultation with the superintendent and teaching staff members, a written educational plan for the district. This plan shall be reviewed and adopted annually and shall include:

- A. Written educational goals;
- B. An assessment of student needs;
- C. Specific annual objectives based on identified needs and action plans to implement them;
- D. Standards for assessing and evaluating the achievement of objectives;
- The establishment of reasonable student minimum proficiency levels in the areas addressed in the New Jersey Student Learning Standards;
- F. An educational program consistent with these goals, objectives, standards and needs;
- G. Evaluation of student progress.

Adopted: April 8, 2001

NJSBA Review/Update: June 2011, March 2017 Readopted: September 21, 2011

Revised:

Key Words

Instructional Goals and Objectives, Goals and Objectives in Instruction

Legal References:	N.J.S.A. 18A:7A-10	NJQSAC for evaluating school performance
	N.J.S.A. 18A:7C-2	Boards of education; establishment of standards

N.J.S.A. 18A:7F-43 Comprehensive Education Improvement and Financing Act
N.J.S.A. 18A:331 District to furnish suitable facilities; adoption of courses of study

N.J.S.A. 18A:35-1 et seq. Curriculum and Courses
N.J.A.C. 6A:8-1.1 et seq. Standards and Assessment

See particularly: N.J.A.C. 6A:8-1.2

GOALS AND OBJECTIVES (continued)

through -1.3, -2.1, -3.1,-4.4

N.J.A.C. 6A:9C-2.1 et seq. Professional development for teaching staff member and

school leader

N.J.A.C. 6A:23A-1.1 et seq. Fiscal accountability, efficiency and budgeting procedures

See particularly:

N.J.A.C. 6A:23A-22.1 et seq.

N.J.A.C. 6A:26-1.1 et seq. Educational Facilities

N.J.A.C. 6A:30-1.1et seq. Evaluation of the Performance of School Districts

Every Student Succeeds Act of 2015, Pub. L. 114-95, 20 U.S.C.A. 6301 et seq.

Possible

Cross	References:	*1

*1100	Communicating with the public
*1120	Board of education meetings
*1230	School connected organizations
*1600	Relations between other entities and the district
*2131	Superintendent
*2240	Research, evaluation and planning
*3542	Food service
4010	Goals and objectives
*4111	Recruitment, selection and hiring
*4116	Evaluation
*4131/4131.1	Staff development; inservice education/visitations/conferences
*4211	Recruitment, selection and hiring
*4231/4231.1	Staff development; inservice education/visitations/conferences
*5113	Absences and excuses
*5120	Assessment of individual needs
*5124	Reporting to parents/guardians
6000	Concepts and roles in instruction
6011	Thorough and efficient/QEA
*6140	Curriculum adoption
*6141	Curriculum design/development
*6142	Subject fields
*6145	Extracurricular activities
*6147	Standards of proficiency
6152	Grouping
*6156	Instructional planning/scheduling
*6160	Instructional services and resources
*6162.4	Community resources
*6164.2	Guidance services
*6164.4	Child study team
*6171.1	Remedial instruction
*6171.2	Gifted and talented

^{*}Indicates policy is included in the Critical Policy Reference Manual.

Special education

Evaluation of the instructional program

*6171.4

*6300

CHESTERFIELD TOWNSHIP BOARD OF EDUCATION	FILE CODE: 6121
Chesterfield, New Jersey	Monitored
95 ° 1. 100 ° 100	X Mandated
Policy	X Other Reasons

NONDISCRIMINATION/AFFIRMATIVE ACTION

No student enrolled in the district school shall be excluded from participation in, denied the benefits of, or be subjected to discrimination in any educational program or activity of this district on the basis of race, color, creed, national origin, ancestry, age, marital status, domestic partnership status, affectional or sexual orientation, gender identity or expression, genetic information, sex, disability or atypical hereditary cellular or blood trait of any individual, or because of liability for service in the armed forces of the United States, nationality, place of residence in the district, social or economic condition, nonapplicable disability or because of genetic information or refusal to submit to or make available the results of a genetic test, or pregnancy. The affirmative action team as led by the affirmative action officer shall be responsible for planning, implementing and monitoring the district's affirmative action program with respect to school and classroom practices.

Reporting to the superintendent, the affirmative action team shall monitor the following areas for compliance with State Department of Education regulations and make suggestions and/or recommendations when necessary.

A. Access

The district provides equal and bias-free access to all school facilities, courses, programs, activities, and services by:

- 1. Ensuring equal and barrier-free access to all school and classroom facilities;
- Implementing a reasonable plan for achieving the greatest degree of racial balance that is feasible and consistent
 with sound educational values and procedures. The goal of the plan shall be to attain within each school,
 minority representation that approximates the school district's overall minority representation. Exact
 apportionment is not required;
- Utilizing on an annual basis a State-approved English language proficiency measure for determining the special needs of English language learners and their progress in learning English;
- 4. Utilizing bias-free multiple measures for determining the special needs of students with disabilities;
- Ensuring support services, including intervention and referral services and school health services are available to all students:
- 6. Ensuring a student is not discriminated against because of a medical condition. A student shall not be excluded from any education program or activity because of a long-term medical condition unless a physician certifies such exclusion is necessary. If excluded, the student shall be provided with equivalent and timely instruction that may include home instruction, without prejudice or penalty (see board policy 6173 Home instruction); and
- Ensuring that pregnant students are not excluded from the access to the educational programs, activities and services.

B. Curriculum

The district's curriculum and instruction shall be aligned to the New Jersey Learning Standards. The curriculum and instruction shall address the elimination of discrimination by narrowing the achievement gap, by providing equity in educational programs, and by providing opportunities for students to interact positively with others regardless of race, creed, color, national origin, ancestry, age, marital status, affectional or sexual orientation, gender, religion, disability, or socioeconomic status. The district shall:

- 1 Ensure there are no differential requirements for completion of course offerings or programs of study solely on the basis of race, creed, color, national origin, ancestry, age, marital status, affectional or sexual orientation, gender, religion, disability, or socioeconomic status;
- 2. Ensure courses shall not be offered separately on the basis of race, creed, color, national origin, ancestry, age, marital status, affectional or sexual orientation, gender, religion, disability, or socioeconomic status. Portions of classes that deal exclusively with human sexuality may be conducted in separate developmentally appropriate sessions for male and female students, provided the course content for such separately conducted

NONDISCRIMINATION/AFFIRMATIVE ACTION (continued)

sessions is the same:

- 3 Reduce or prevent the underrepresentation of minority, female, and male students in all classes and programs, including gifted and talented, accelerated, and advanced classes;
- 4 Ensure schools demonstrate the inclusion of a multicultural curriculum in its instructional content, materials, and methods, and ensuring students understand the basic tenets of multiculturalism;
- 5. Ensure African-American history, as well as the history of other cultures, is infused into the curriculum and taught as part of U.S. history;
- 6 Ensure instruction on the Holocaust and other acts of genocide is included in the curriculum of all elementary and secondary schools, as developmentally appropriate.

C. Counseling Services

Students shall have access to adequate and appropriate counseling services:

- When informing students about possible careers or professional or vocational opportunities options presented shall not be restricted or limited on the basis race, creed, color, national origin, ancestry, age, marital status, affectional or sexual orientation, gender, gender identity or expression, religion, disability, or socioeconomic status:
- 2. Tests or guidance or counseling materials that are biased or stereotyped shall not be used.

D. Physical Education, Athletic Programs, Extracurricular Activities

The district's physical education and athletic programs shall be equitable and co-educational and shall not discriminate on the basis of protected class status including:

- 1. Separate restroom, locker room, and shower facilities on the basis of gender, but such facilities provided for students of each gender shall be provided and shall be comparable;
- Separate teams for the two sexes may be operated in one or more sports or single teams open competitively to
 members of both sexes, as long as the athletic program as a whole provides equal opportunities for students of
 both sexes to participate in sports at comparable levels of difficulty and competency; and
- The activities comprising the school athletic programs shall receive equitable treatment, including, but not limited to, staff salaries, purchase and maintenance of equipment, quality and availability of facilities, scheduling of practice and game time, length of season, and all other related areas or matters.

E. Staff training

The affirmative action officer shall suggest a program of inservice training for school personnel designed to identify and solve problems of bias in all aspects of the school program. An equity inservice program shall be held on a continuing basis for all staff and for parents and community members as needed to facilitate participation and support.

Appeals

Grievances related to equity in school and classroom shall be submitted to the affirmative action officer. Any individual may petition the Commissioner in writing to resolve a dispute arising related to equity in school and classroom.

Adopted: May 8, 2000 Revised: April 9, 2001 Revised: March 22, 2004

NJSBA Review/Update: June 2011, March 2017 Readopted: September 21, 2011 Revised: May 14, 2014

Revised:

NONDISCRIMINATION/AFFIRMATIVE ACTION (continued)

Key Words

Affirmative Action, Nondiscrimination, Curriculum, Instructional Materials, Textbooks

Legal References: N.J.S.A. 10:5-1 et seq. Law Against Discrimination

N.J.S.A. 18A:4A-1 et seq. New Jersey Commission on Holocaust Education

N.J.S.A. 18A:18A17 Facilities for handicapped persons

N.J.S.A. 18A:35-1 Course in history of the United States in high school

N.J.S.A. 18A:3620 Discrimination; prohibition

N.J.S.A. 18A:37-14-19 Harassment, Intimidation, Bullying

N.J.A.C. 6A:7-1.1 et seq. Managing for Equality and Equity in Education

See particularly:

N.J.A.C. 6A:7-1.1,-1.4,-1.7,-1.9

N.J.A.C. 6A:30-1.1 et seq. Evaluation of the Performance of School Districts

20 U.S.C.A. 1681 et seq. - Title IX of the Education Amendments of 1972

29 U.S.C.A. 794 et seq. - Section 504 of the Rehabilitation Act, of 1973

20 U.S.C.A. 1401 et seq. - Individuals with Disabilities Education Act (IDEA)

42 U.S.C.A. 12101 et seq. - Americans with Disabilities Act (ADA)

Every Student Succeeds Act, Pub. L. 114-95, 20 U.S.C.A. 6301 et seq.

Gebser v. Lago Vista Indep. School Dist. 524 U.S. 274 (1998)

Davis v. Monroe County Bd. of Ed. 526 U.S. 629 (1999)

L.W. v. Toms River Regional Schools Board of Education, N.J., No. A-111-05 (Feb. 22, 2007), 2007 N.J. LEXIS 184. The New Jersey Supreme Court ruled that a school district may be held liable under the New Jersey Law Against Discrimination (LAD), N.J.S.A. 10:5-1 to -49, when students harass another student because of his perceived sexual orientation. A district school will be liable for such harassment if it knew or should have known of the harassment but failed to take reasonable remedial actions. The matter was remanded to the Director of the Division on Civil Rights.

The Comprehensive Equity Plan, New Jersey State Department of Education

Possible

Cross References:	*2224	Nondiscrimination/affirmative action
	*4111 1/4211 1	Mandigarimination/affirmative action

*4111.1/4211.1 Nondiscrimination/affirmative action

*4131/4131.1 Staff development; inservice education/visitations/conferences

*4231/4231.1 Staff development; inservice education/visitations/conferences

*5131.1 Harassment, intimidation and bullying

*5134 Married/pregnant students *5145.4 Equal educational opportunity

*6140 Curriculum adoption

*6141 Curriculum design/development *6142.4 Physical education and health *6145 Extracurricular activities

*6161.1 Guidelines for evaluation and selection of instructional materials

*6163.1 Media center/library *6164.2 Guidance services *6171.4 Special education

^{*}Indicates policy is included in the Critical Policy Reference Manual.

CHESTERFIELD TOWNSHIP BOARD OF EDUCATION	FILE CODE: 6140
Chesterfield, New Jersey	Monitored
	Mandated
Policy	X Other Reasons

CURRICULUM ADOPTION

The Chesterfield Township Board of Education shall provide a comprehensive instructional program to serve the needs of the children of this district. In furtherance of this goal and pursuant to law, the board shall annually adopt the existing courses of study. Adoption includes both content and credit allocation. The board's policy in this respect is to:

- A. Adopt those courses of study mandated by the state in a form acceptable to the State Department of Education. Such courses must include the New Jersey Student Learning Standards adopted by the State Board of Education;
- B. Adopt additional courses of study recommended by the teaching staff and administration in a form acceptable to the State Department of Education and within the financial means of the district;
- C. Adapt and revise existing courses of study to meet the changing needs of students and the community.

Existing courses shall be reviewed at regular intervals and revised as necessary. No course of study shall be eliminated, revised or implemented without the approval of the board.

The board directs that the curriculum of this district:

- A. Be consistent with written goals, objectives and identified student needs;
- B. Develop individual talents and interests and serve diverse learning styles to motivate student achievement;
- C. Provide for continuous learning through effective articulation;
- Provide all students continuous access to sufficient programs and services of a library/media facility, classroom collection, or both, to support the educational program;
- E. Provide all students guidance and counseling to assist in career and academic planning;
- F. Provide a continuum of educational programs and services for students with disabilities, pursuant to law and regulation;
- G. Provide bilingual programs for students whose dominant language is not English, pursuant to law and regulation;
- H. Provide all students equal educational opportunity, pursuant to law and regulation;
- I. Provide instruction in African-American History, including the Amistad, and the history of other cultures taught as part of the history of the United States (N.J.S.A. 18A:35-1);
- J. Provide instruction on the Holocaust and other genocide curricula at all grade levels (N.J.S.A. 18A:35-28);
- Provide career awareness and vocational education, pursuant to law and regulation;
- M. Provide educational opportunities for exceptionally gifted and talented students.

The superintendent shall maintain a current list of all courses of study offered by this district; shall furnish each member of the board of education with a copy upon request; and shall provide a copy in the district office for public perusal.

Adoption of courses shall be by a recorded roll call majority vote of the full membership of the board. This includes the courses in the special education and ESL/bilingual programs.

CURRICULUM ADOPTION (continued)

Adopted: April 30, 2001

NJSBA Review/Update: June 2011, March 2017 Readopted: September 21, 2011

Revised:

Key Words

Curriculum Adoption, Adoption of Curriculum, Core Proficiencies, Curriculum

Legal References: N.J.S.A. 18A:425 Prescribing minimum courses of study for public schools;

approval of courses of study

N.J.S.A. 18A:29A-1 et seq. Teacher recognition

N.J.S.A. 18A:331 District to furnish suitable facilities; adoption of courses of

study

N.J.S.A. 18A:35-1 et seq. Curriculum and courses

N.J.S.A. 52:16A-88 Responsibilities and duties of the Amistad Commission

N.J.A.C. 6A:81.1 et seq. Standards and Assessment

See particularly:

N.J.A.C. 6A:8-3.1, -5.1

N.J.A.C. 6A:14-4.1 General requirements N.J.A.C. 6A:15-1.1et seq. Bilingual education

See particularly:

N.J.A.C. 6A:15-1.3, -1.4, -1.5

N.J.A.C. 6A:30-1.1et seq. Evaluation of the Performance of School Districts

The Comprehensive Equity Plan, New Jersey State Department of Education

Possible

Cross References: *6141 Curriculum design/development

6141.1 Experimental/innovative programs

*6142 Subject fields

*6142.2 English as a second language; bilingual/bicultural

*6143 Curriculum guides *9325.4 Voting method

^{*}Indicates policy is included in the Critical Policy Reference Manual.

CHESTERFIELD TOWNSHIP BOARD OF EDUCATION	FILE CODE: 6142.10
Chesterfield, New Jersey	Monitored
500	X Mandated
Policy	X Other Reasons

INTERNET SAFETY AND TECHNOLOGY

The board shall develop a technology plan that effectively uses electronic communication to advance and promote learning and teaching. This system of technology shall be used to provide local, statewide, national and global communications opportunities for staff and students. Educational technology shall be infused into the district curriculum to maximize student achievement of New Jersey Student Learning Standards.

It is the policy of the district to establish safe and effective methods for student and staff users of the district's technological resources and to:

- A. Prevent user access over its computer network to, or transmission of, inappropriate material via Internet, electronic mail, or other forms of direct electronic communications;
- B. Prevent unauthorized access and other unlawful online activity;
- C. Prevent unauthorized online disclosure, use, or dissemination of personal identification information of minors; and
- D. Comply with the Children's Internet Protection Act (CIPA).

The district shall ensure equal and bias-free access for all students to computers, computer classes, career and technical education programs, and technologically-advanced instructional assistance, regardless of race, creed, color, national origin, ancestry, age, marital status, affectional/sexual orientation, gender, religion, disability, English proficiency, immigration status, housing status or socioeconomic status.

COMPLIANCE WITH CIPA

Filters Blocking Access to Inappropriate Material

To the extent practical, technology protection measures (or "Internet filters") shall be used to block or filter Internet, or other forms of electronic communications, access to inappropriate information.

Specifically, as required by the Children's Internet Protection Act, blocking shall be applied to visual depictions of material deemed obscene or child pornography, or to any material deemed harmful to minors. Subject to staff supervision, technology protection measures may be disabled or, in the case of minors, minimized only for bona fide research or other lawful purposes.

Inappropriate Network Usage

To the extent practical, steps shall be taken to promote the safety and security of users of the school district online computer network when using electronic mail, chat rooms, instant messaging, and other forms of direct electronic communications.

Specifically, as required by the Children's Internet Protection Act, prevention of inappropriate network usage includes:

- A. Unauthorized access, including so-called "hacking," and other unlawful activities; and
- B. Unauthorized disclosure, use, and dissemination of personal identification information regarding minors.

Education, Supervision and Monitoring

It shall be the responsibility of all members of the school district staff to educate, supervise and monitor usage of the online computer network and access to the Internet in accordance with this policy and the Children's Internet Protection

INTERNET SAFETY TECHNOLOGY (continued)

Act. Procedures for the disabling or otherwise modifying any technology protection measures shall be the responsibility of the chief school administrator or his or her designee.

The superintendent or his or her designee shall ensure that students and staff who use the school internet facilities receive appropriate training including the following:

- A. The district established standards for the acceptable use of the internet;
- B. Internet safety rules;
- Rules for limited supervised access to and appropriate behavioral expectations for use of online resources, social network websites, and chat rooms;
- D. Cyberbullying (board policy 5131.1 Harassment, Intimidation and Bullying) awareness and response.

Student use of the Internet shall be supervised by qualified staff.

Policy Development

The district Internet Safety and Technology policy shall be adopted and revised through a procedure that includes reasonable public notice and at least one public hearing.

ACCEPTABLE USE OF THE INTERNET

Purpose

To support its commitment to providing avenues of access to the universe of information available, the district's system of electronic communication shall include access to the Internet for students and staff.

Limitation of Liability

The Internet constitutes an unregulated collection of resources that changes constantly, so it is not possible to totally predict or control the resources that users may locate. The board cannot guarantee the accuracy of the information or the appropriateness of materials that a user may encounter. Furthermore, the board shall not be responsible for any damage users may suffer, including but not limited to, loss of data or interruptions of service. Nor shall the board be responsible for financial obligations arising through the unauthorized use of the system.

District Rights and Responsibilities

The computer system is the property of the district, and all computer software and hardware belong to it. Therefore, the district retains the right to monitor all access to and use of the Internet.

The board designates the superintendent as the coordinator of the district system. He/she shall recommend to the board of education qualified staff persons to ensure provision of individual and class accounts necessary for access to the Internet, designation of quotas for disk usage on the system, establishment of a document retention schedule, establishment of a virus protection process and coordination of other activities as required to maintain the system.

Each principal shall coordinate the district system in his/her building by approving all activities for that building; ensuring that teachers receive proper training in the use of the system; ensuring that students are adequately supervised when using the system; maintaining executed user agreements; and interpreting this acceptable use policy at the building level.

INTERNET SAFETY TECHNOLOGY (continued)

Access to the System

This acceptable use policy shall govern all use of the system. Sanctions for student misuse of the system shall be included in the disciplinary code for students, as set out in regulations for policy 5131 <u>Conduct/Discipline</u>. Employee misuse may result in appropriate discipline in accord with the collective bargaining agreement and applicable laws and regulations.

The board shall ensure the acquisition and installation of blocking/filtering software to deny access to certain areas of the Internet.

World Wide Web

All students and employees of the board shall have access to the Web through the district's networked or stand alone computers. An agreement shall be required

Classroom E-mail Accounts

Students in grades PK-6 shall be granted e-mail access through classroom accounts only.

Individual E-mail Accounts for Students

Students in grades PK-6 may have individual accounts at the request of teachers and with the consent of parents/guardians. An individual account for any such student shall require an agreement signed by the student and his/her parent/guardian.

Individual E-mail Accounts for District Employees

District employees shall be provided with email access. Access to the system will be provided for staff members who have signed the acceptable use policy agreement. Email will be monitored and archived for three years. Employee email is discoverable and will be released if subpoenaed within the archival period set forth in this policy.

District Web Site

The board authorizes the superintendent to establish and maintain a district web site. The purpose of the web site will be to inform the district educational community of district programs, policies and practices.

Classes may also establish web sites that include information on the activities of that class. The building principal shall oversee these web sites.

The superintendent shall publish and disseminate guidelines on acceptable material for these web sites. The superintendent shall also ensure that district and school web sites do not disclose personally identifiable information about students without prior written consent from parents/guardians. Consent shall be obtained on the form developed by the state department of education. "Personally identifiable information" refers to student names, photos, addresses, email addresses, phone numbers and locations and times of class trips.

Parental Notification and Responsibility

The superintendent shall ensure that parents/guardians are notified about the district network and the rules governing its use. Parents/guardians shall sign an agreement to allow their child(ren) to have an individual account.

INTERNET SAFETY TECHNOLOGY (continued)

Acceptable Use

Student Safety Practices

Students shall not post personal contact information about themselves or others. Nor shall students engage in any kind of personal contact with individuals they meet online. Attempts at contact from such individuals shall be reported immediately to the staff person monitoring that child's access to the Internet. Personal contact information includes but is not limited to names, home/school/work addresses, telephone numbers, or personal photographs.

Prohibited Activities

Users shall not attempt to gain unauthorized access (hacking) to the district system or to any other computer system through the district system, nor shall they go beyond their authorized access. This includes attempting to log in through another individual's account or accessing another's files.

Users shall not deliberately attempt to disrupt the district's computer system performance or destroy data by spreading computer viruses, worms, "Trojan Horses," trap door program codes or any similar product that can damage computer systems, firewalls, servers or network systems.

Users shall not use the district system to engage in illegal activities.

Users shall not access material that is profane or obscene, that advocates illegal acts, or that advocates violence or hate. Inadvertent access to such material should be reported immediately to the supervising staff person.

Users shall not plagiarize material that is available on the Internet. Plagiarism is presenting another's ideas/words as one's own.

Users shall not infringe on copyrighted material and shall follow all dictates of copyright law and the applicable policies of this district.

Prohibited Language

Prohibited language applies to public messages, private messages, and material posted on web pages.

Users shall not send or receive messages that contain obscene, profane, lewd, vulgar, rude, inflammatory, or threatening language.

Users shall not use the system to spread messages that can reasonably be interpreted as harassing, discriminatory or defamatory.

System Security

Users are responsible for their accounts and should take all reasonable precautions to prevent unauthorized access to them. In no case should a user provide his/her password to another individual.

Users shall immediately notify the supervising staff person or data processing department if they detect a possible security problem. Users shall not access the system solely for the purpose of searching for security problems.

Users shall not install or download software or other applications without permission of the supervising staff person.

Users shall follow all district virus protection procedures when installing or downloading approved software.

INTERNET SAFETY TECHNOLOGY (continued)

System Limits

Users shall access the system only for educational, professional or career development activities. This applies to discussion group mail lists, instant message services and participation in Internet "chat room" conversations.

Users shall check e-mail frequently and delete messages promptly.

Privacy Rights

Users shall respect the privacy of messages that they receive and refrain from reposting messages without the approval of the sender.

Users shall not publish private information about another individual.

School Furnished Electronic Devices

The district may furnish students electronic devices such as laptop computers, tablets, notebooks, cellular telephones, or other electronic devices. When a student is furnished with an electronic device the district shall provide the student with written or electronic notification that the electronic device may record or collect information on the student's activity or the student's use of the device if the electronic device is equipped with a camera, global positioning system, or other feature capable of recording or collecting information on the student's activity or use of the device. The notification shall also include a statement that the district shall not use any of the capabilities in a manner that would violate the privacy rights of the student or any individual residing with the student. The parent or guardian of the student furnished an electronic device shall acknowledge receipt of the notification. The district shall retain the acknowledgement as long as the student retains the use of the electronic device.

Failure to provide the required notification shall be subject to a fine of \$250 per student, per incident. If imposed, the fine shall be remitted to the Department of Education, and shall be deposited in a fund that shall be used to provide laptop or other portable computer equipment to at-risk pupils.

Implementation

The superintendent may prepare regulations to implement this policy.

Adopted: March 22, 2004 Revised: April 23, 2008

NJSBA Review/Update: June 2011 Readopted: September 21, 2011

Revised: June 20, 2012 Revised: October 15, 2013

Revised:

Key Words

Acceptable Use, Blocking/Filtering Software, E-mail, Internet, Internet Safety, Technology, Web Site, World Wide Web, CIPA

Legal References:	N.J.S.A. 2A:38A-1 et seq.	Actions for computer related offenses
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N.J.S.A. 2C:20-25 Computer criminal activity; degree of crime; sentencing

<u>N.J.S.A</u>. 18A:7A-10 NJQSAC

N.J.S.A. 18A:36-35 School Internet websites; disclosure of certain student

information prohibited

N.J.S.A. 18A:36-39 Notification by school to certain persons using certain

electronic devices; fine

N.J.A.C. 6A:30-1.1et seq. Evaluation of the Performance of School Districts

INTERNET SAFETY TECHNOLOGY (continued)

17 U.S.C. 101 - United States Copyright Law

47 CFR 54.503(d) - Competitive Bidding; Gift Restrictions

47 U.S.C. 254(h) - Children's Internet Protection Act

<u>State in re T.L.O.</u>, 94 <u>N.J.</u> 331 (1983), reversed on other grounds, <u>New Jersey v. T.L.O.</u>, 569 <u>U.S.</u> 325 (1985).

O'Connor v. Ortega 480 U.S. 709 (1987)

Every Student Succeeds Act of 2015, Pub. L. 114-95, 20 U.S.C.A. 6301 et seq.

Possible

I USSIDIC		
Cross References:	*1111	District publications
	*3514	Equipment
	3543	Office services
	*3570	District records and reports
	4118.2/4218.2	Freedom of speech (staff)
	*5114	Suspension and expulsion
	*5124	Reporting to parents/guardians
	*5131	Conduct/discipline
	*5131.1	Harassment, intimidation and bullying
	*5131.5	Vandalism/violence
	*5142	Pupil safety
	5145.2	Freedom of speech/expression (students)
	*6144	Controversial issues
	*6145.3	Publications
	6161	Equipment, books and materials

^{*}Indicates policy is included in the Critical Policy Reference Manual.

HEALTH OFFICE REPORT

Date:10/01/2016 September

Student Visits:	Category	Number
	First Aid	89
	Medications	201
	Medical	282
	Other	53
	Counseling	2
	Health Screenings	102
	Health screenings for I&RS or CST	5
	Head lice checks	0
	DYFS	0
	Staff Visits	12
720	Parent Communication	55
	Documentation of records	300

Health Office Visits:	Total: 1101	Per Day: 64
Tremiting Children Children		

Communicable Diseases:	Disease	Number of cases
	Strep Throat	2
	Conjunctivitis	0
	Lice	0
	Flu	0
	Impetigo	0
	Ringworm	0
	Chicken Pox	0

Accident Reports	2
Students on daily medication / treatment	10
Telephone Calls to parents for illness or injury at school	200
Attendance Meeting as Attendance Officer	0
Special Services – I&RS, IEP, 504 meetings attended by nurse	2
Telephone calls to Poison Control	0
Students Out of District	5
DYFS	0
Home Visits	0
Students on Homebound Instruction	0

Comments:

- Immunizations:: Kindergarten, 6th grade, and new students

 O Had 68 6th graders that had not received their shots prior to attending school with 4 notices sent out between June and September
 - o Kindergarten compliance: a
 - o 22 students did not have all of their immunizations
- Phone calls were made to all non-compliant students' parents.
- Vision screening machine not working properly and had to order a new part
- Started screening Kindergarten students and completed them on 9-26-18. Will start with other grades when our new part arrives.
- Allergy and medical conditions entered into system.
 - o Copy for teachers, and cafeteria.

- All medications received and entered into the system and put into medication closet.
- Diabetic packets (juice and fruit snack) made and distributed to all rooms in the school in case of lock down.
- Bandages and gloves distributed to all teachers in school
- Health office passes copied and distributed to all teachers.

School Nurse: Stacey Farreny, BSN,RN,CSN	Stacey L. Farreny
School Nurse: Marylyn Campanella, BSN, RN, CSN	Marylyn Campanella

Emergency Drill Log for 2018-2019 School Year

Month	Date	Type of Drill		
July	July 12, 2018	Fire Drill		
	July 18, 2018	Fire Drill		
September	September 19, 2018	Bus Evacuation Drill		
	September 21, 2018	Fire Drill		
	September 27, 2018	Lock Down Drill Code In		
October	October 2, 2018	Fire Drill		
November				
December				
January				
February				
March				
April				
May				
June				
				

2018/2019: School Disciplinary Incidents

	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE
Incidents	6									
Bus Incidents	0									
Detentions	2									
5/6 Disciplinary Points	0									
OSS/ISS: School Suspensions	0									

FACILITY REPORT

October 5, 2018

- RECEIVED 3 QUOTES FOR THE ERV REPAIRS. TWO OF THE QUOTES
 HAVE CONCERNS ABOUT THE ERV UNIT IN THE ATTIC BECAUSE OF
 THE LOCATION AND THE ACCESSIBILITY.
 THE BUILDINGS STEEL BEAMS ARE IN THE WAY. THEY ARE STILL
 DOING RESEARCH WITH THE MANUFACTURER. THE UNIT ON THE
 ROOF IS NO PROBLEM.
- THE FIRE MARSHALL CAME OUT AND SAID THE YELLOW LINES
 AROUND THE BUILDING FOR THE FIRE LANES NEED TO BE
 REDONE. WE HAVE PURCHASED THE EQUPMENT TO DO THAT.
- THE MUNICIPAL BUILDING'S COMMUNITY ROOM WAS STRIPPED AND WAXED AND THE FOYER WAS POWER SCRUBBED AND BURNISHED.

Robert Carter
Building and Grounds Supervisor

Work Order Summary List

Selected Da WOID	ate Range for Request Location	Dates:9/1/2018 - 9/30/2018 Building		iest Date	Target Completion Date	Labor	Total
Priority	Assigned To	Area Description	Reason Da	ays Aged	Actual Completion Date	Hours	Costs
Craft		Area Number		ate/Time	Last Status Change Date		
Description			Action Taken				
Requeste						Edward Carlotte	
Status:	Closed Work	Orders					
11948	30 Saddle Way			9/28/2018			\$0.00
Medium	4	Classroom		4	10/2/2018		
Equipmen	nt Maintenance	242	9/28/2018 8:	24:29 AM	10/2/2018		
covering for me. If	ave Columbine key - s much of an issue, bu for a class during the oring teacher had to c I could receive a Colu g like this happens a e it!	t yesterday I was lockdown drill and ome lock the door umbine key before	Key given to Ms. Johnson				
Julia Johr	nson 30 Saddle Way			9/11/2018			\$0.00
Medium	30 Saddle Way	Media Center	-	1	9/12/2018		Ψ0.00
	(antilation (Air	203	9/11/2018 12:		9/12/2018		
Company servers	entilation /Air		7, 1, 1, 1, 1, 1, 1, 1, 1, 1, 1, 1, 1, 1,	00.17 FW	9/12/2016		
very cold i	rn down the air condi in here. Thank you	tioning a bit. It is	turned air down				
Laura Dil	Meola 30 Saddle Way			9/13/2018		0.25	\$4.57
Medium		Hallway/Corridor	^•	3/13/2010	9/13/2018	0.23	Ψ4.57
THE STATE OF THE S	Cardona, Dan	Hallway/Corridor	0/40/0040 40	50.50 AM			
General	Maintenance	main floor	9/13/2018 10:	50:50 AM	9/25/2018		
THE STREET OF STREET AND THE STREET	ps in hallway		dan cleaned it up.				
Dan Card						0.5	60.44
11878	30 Saddle Way		(3	9/12/2018		0.5	\$9.14
Medium	Cardona, Dan	Classroom			9/12/2018		
General M	Maintenance	b228	9/12/20184:	56:32 PM	9/25/2018		
carpet ned accident.	eds to be shampooe	d. student had an	dan shampooed with portabl	е			
Dan Card							1443 65
11879	30 Saddle Way			9/13/2018		0.25	\$7.78
Medium	Pingitor, Larry			1	9/14/2018		
Heating/V	entilation/Air		9/13/2018 1:	00:15 AM	9/25/2018		
	PM Schedule created ledule details.	on 1/9/2012 - Refer	water pump room no issues t	ound at th	istime		
Robert Ca	arter						

Work Order Summary List

Craft Descriptio Requester		Area Description Area Number	Reason Days Aged Actual Deferred Until Created Date/Time Last Sta Action Taken	Completion Date atus Change Date		
11880	30 Saddle Way		9/13/2018		0.25	\$7.78
Medium	Pingitor, Larry		1	9/14/2018		
Heating/Ve	entilation /Air		9/13/2018 1:00:18 AM	9/25/2018		
	M Schedule created edule details.	on 1/9/2012 - Refer	fire pump room no issues found at his time	*		
Robert Ca	rter					
11887	30 Saddle Way		9/13/2018		0.25	\$7.78
Medium	Pingitor, Larry	Classroom	. 1	9/14/2018		
Custodial		B102	9/13/2018 12:41:07 PM	9/25/2018		
my room.1	move 3 student desk Thank you! Time Avai		removed 3 student desk and chairs			
Lauran Gl			0/47/0049		0.05	¢7.7
11898	30 Saddle Way		9/17/2018		0.25	\$7.7
Medium	Pingitor, Larry	Hallway/Corridor	2	9/19/2018		
Lighting			9/17/2018 12:13:14 PM	9/25/2018		
light out in	hallway by cafeteria		replaced bulbs			
Larry Ping				*		
11899	30 Saddle Way		9/17/2018		0.25	\$7.7
Medium	Pingitor, Larry	Hallway/Corridor	3	9/20/2018		
Lighting			9/17/2018 12:14:23 PM	9/25/2018		
light out in	hallway by stairwell	#4 lower level	replaced bulbs			
Larry Ping	itor					
11903	30 Saddle Way		9/17/2018		0.25	\$7.7
Medium	Pingitor, Larry	Classroom	2	9/19/2018		
Lighting		computer lab by	9/17/2018 8:27:27 PM	9/25/2018		
two lights	out in computer lab l	oy café.	replaced bulb			
Dan Cardo	ona					
11861	30 Saddle Way	2	9/11/2018		0.25	\$7.78
Medium	Pingitor, Larry		1	9/12/2018		
Custodial		326	9/11/2018 1:11:11 PM	9/12/2018		
Another st	udent was added to	my classroom. I	delivered student desk and chair			

Work Order Summary List

	Location	Building	Order By Status, Location Deferred By Request Date	Target Completion Date	Labor	Total
Priority	Assigned To	Area Description	Reason Days Aged	Actual Completion Date	Hours	Costs
Craft		Area Number	Deferred Until Created Date/Time L	ast Status Change Date		
Description			Action Taken			
Requeste	r Name					
11862	30 Saddle Way		9/11/2018		0.25	\$7.78
Medium	Pingitor, Larry	Classroom	1	9/12/2018		
General M	/laintenance	327	9/11/2018 3:03:56 PM	9/12/2018		
properly.	e in my classroom is When I call someone s very staticky. Wigglines.	e they cannot hear	changed out cord			
melissa s	sakimura					
11863	30 Saddle Way		9/11/2018		0.25	\$7.78
Medium	Pingitor, Larry	Classroom	1	9/12/2018		
General M	Maintenance	229	9/11/2018 4:08:46 PM	9/12/2018		
are any ex on their o	ase have a broom an xtras? The tall dust p wn if we have one. T the summer.	ans that stand up	delivered dust pan and brush		ì	
C-01/00/00/00/00/00/00/00/00/00/00/00/00/0	2733					
C-01/00/00/00/00/00/00/00/00/00/00/00/00/0	er 30 Saddle Way		9/12/2018		0.25	\$7.78
11870	2733	Classroom	2	9/14/2018	0.25	\$7.78
Liz Schau 11870 Medium Equipmei	30 Saddle Way	Classroom 321		9/14/2018 9/25/2018	0.25	\$7.78
11870 Medium Equipmer I would lik dispense	30 Saddle Way Pingitor, Larry	321 paper towel nce the original one	2		0.25	\$7.78
11870 Medium Equipmer I would lik dispense is broken	30 Saddle Way Pingitor, Larry nt Maintenance se to request a new p r in my classroom si .Thank You! Time Ava	321 paper towel nce the original one	9/12/2018 11:07:10 AM		0.25	\$7.78
11870 Medium Equipmer I would lik dispense is broken John Sala	30 Saddle Way Pingitor, Larry nt Maintenance se to request a new p r in my classroom si .Thank You! Time Ava	321 paper towel nce the original one	9/12/2018 11:07:10 AM		0.25	
11870 Medium Equipmer I would lik dispense is broken John Sala 11950	30 Saddle Way Pingitor, Larry nt Maintenance se to request a new p or in my classroom si .Thank You! Time Ava	321 paper towel nce the original one	9/12/2018 11:07:10 AM replaced paper towel dispenser		t.	
11870 Medium Equipmer I would lik dispense	30 Saddle Way Pingitor, Larry Int Maintenance Ice to request a new p Ir in my classroom si Inank You! Time Ava Itamon 30 Saddle Way	321 paper towel nce the original one ailable: Any Time	9/12/2018 11:07:10 AM replaced paper towel dispenser	9/25/2018	t.	
11870 Medium Equipmen I would lik dispense is broken John Sala 11950 Medium Moving Are there My studer and we no another e we had a we need t	30 Saddle Way Pingitor, Larry Int Maintenance Re to request a new p Ir in my classroom sin Thank You! Time Ava It amon 30 Saddle Way Pingitor, Larry any extra library book Ints have adapted speced to move material Ivery day last period a cart. We can't carry a to be holding student	aper towel nce the original one ailable: Any Time Classroom 229 c cart type of carts? ecials last period ls from one place to and it'd be easier if anything because	9/12/2018 11:07:10 AM replaced paper towel dispenser 9/28/2018	9/25/2018	t.	\$7.78
11870 Medium Equipmen I would lik dispense is broken. John Sala 11950 Medium Moving Are there My studer and we ne another e we had a we need t Liz Schau	30 Saddle Way Pingitor, Larry Int Maintenance Re to request a new p Ir in my classroom sin Thank You! Time Ava It amon 30 Saddle Way Pingitor, Larry any extra library book Ints have adapted speced to move material Invery day last period a It carry at It to be holding student Iter	aper towel nce the original one ailable: Any Time Classroom 229 c cart type of carts? ecials last period ls from one place to and it'd be easier if anything because	9/12/2018 11:07:10 AM replaced paper towel dispenser 9/28/2018 9/28/2018 9:16:13 AM delivered cart	9/25/2018	0.25	\$7.78
11870 Medium Equipmen I would lik dispense is broken John Sala 11950 Medium Moving Are there My studer and we no another e we had a we need t	30 Saddle Way Pingitor, Larry Int Maintenance Re to request a new p Ir in my classroom sin Thank You! Time Ava It amon 30 Saddle Way Pingitor, Larry any extra library book Ints have adapted speced to move material Ivery day last period a cart. We can't carry a to be holding student	aper towel nce the original one ailable: Any Time Classroom 229 c cart type of carts? ecials last period ls from one place to and it'd be easier if anything because	9/12/2018 11:07:10 AM replaced paper towel dispenser 9/28/2018 9/28/2018 9:16:13 AM	9/25/2018	t.	
Medium Equipment would like dispense is broken. John Sala 11950 Medium Moving Are there and we need to we need to the selection of the selection we need to the selection we had a selection we need to the selection we had a selection we need to the selection we had a selection we need to the selection we had a selection we need to the selection we had a selection which we had a selection we had a selection which we had a selection which we had a selection we had a selection which we had a selection	30 Saddle Way Pingitor, Larry Int Maintenance Re to request a new p Ir in my classroom sin Thank You! Time Ava It amon 30 Saddle Way Pingitor, Larry any extra library book Ints have adapted speced to move material Invery day last period a It carry at It to be holding student Iter	aper towel nce the original one ailable: Any Time Classroom 229 c cart type of carts? ecials last period ls from one place to and it'd be easier if anything because	9/12/2018 11:07:10 AM replaced paper towel dispenser 9/28/2018 9/28/2018 9:16:13 AM delivered cart	9/25/2018	0.25	\$7.78
Medium Equipment I would like dispense is broken. John Salat 11950 Medium Moving Are there My studer and we no another ewe had a we need to Liz Schau	30 Saddle Way Pingitor, Larry Int Maintenance Re to request a new par in my classroom sin Thank You! Time Ava amon 30 Saddle Way Pingitor, Larry any extra library book Ints have adapted speced to move material every day last period a cart. We can't carry a to be holding student liter 30 Saddle Way	aper towel noce the original one ailable: Any Time Classroom 229 C cart type of carts? ecials last period ls from one place to and it'd be easier if anything because its hands. Thanks	9/12/2018 11:07:10 AM replaced paper towel dispenser 9/28/2018 9/28/2018 9:16:13 AM delivered cart	9/25/2018 9/28/2018 10/2/2018	0.25	\$7.78

10/5/2018 8:36:51 AM

WOID	Location	Dates:9/1/2018 - 9/30/2018 Building	Deferred By Re		Target Completion Date	Labor Hours	Tota Cost
Priority	Assigned To	Area Newstern			Actual Completion Date	Hours	Cost
Craft	nn	Area Number	Deferred Until Created Action Taken	Date/Time	Last Status Change Date		
Description Requeste			Action taken		#5		
	30 Saddle Way			9/26/2018		2	\$62.26
11940	-	N 1 000			0.07.0040	2	φ02.20
Medium	Pingitor, Larry	Nurse's Office		1	9/27/2018		
Plum bing			9/26/2018	5:30:38 PM	10/2/2018		
toilet bubb	bling up may be clog	ged.	snaked line found wipes in	pipe			
Dan Card	ona						
11944	30 Saddle Way		0.	9/27/2018		0.25	\$7.78
Medium	Pingitor, Larry	Classroom			9/27/2018		
General M	Maintenance	B242	9/27/2018	8:26:21 AM	10/2/2018		
level. It is because i	e student desks in m becoming a distract it keeps wobbling ba ed? It is one of the d	tion to the student ick and forth. Can	adjusted desk				
	McGettigan						
11945	30 Saddle Way			9/27/2018		0.25	\$7.78
Medium	Pingitor, Larry	Classroom		5	10/2/2018		
General M	Maintenance	327	9/27/2018 1	0:21:11 AM	10/2/2018		
The pape dispense	r towels are stuck in r.	the paper towel	replaced dispenser				
melissa s	akimura						
11919	30 Saddle Way			9/24/2018	9/27/2018	0.5	\$15.57
Medium	Pingitor, Larry				9/24/2018		
			9/24/2018	2:29:54 AM	9/25/2018		
마니지하다 중에게 하면 하면 그 맛이	PM Schedule created PM schedule details.	I on 2/16/2011 -	playground 2 no new issue	s found at th	is time		
Robert Ca	arter						
11920	30 Saddle Way	a+		9/24/2018		0.75	\$23.35
Medium	Pingitor, Larry				9/24/2018		
			9/24/2018	2:29:55 AM	9/25/2018		
	PM Schedule created PM schedule details.	l on 2/27/2012 -	generator run time. 237.8				
Robert Ca	arter						

10/5/2018 8:36:51 AM Page 4 of 16

Priority Craft	Assigned To	Area Description Area Number		Actual Completion Date ast Status Change Date	Hours	Costs
Descriptio	on	100 T (0.00 A 7 0.00 E 0.00 (0.00)	Action Taken			
Requeste						
11921	30 Saddle Way		9/24/2018		0.75	\$23.35
Medium	Pingitor, Larry			9/24/2018		
Landscap	ing		9/24/2018 2:29:55 AM	9/25/2018		
10.00 N	PM Schedule created of M schedule details.	n 9/10/2012 -	courtyard grass was cut			
Robert Ca	irter					
11933	30 Saddle Way		9/25/2018		0.25	\$7.78
Medium	Pingitor, Larry	Art Room		9/25/2018		
			9/25/2018 1:10:50 PM	10/2/2018		
cabin-ate	screw missing		replaced missing screw			
Karen Bril	liant					
11934	30 Saddle Way		9/25/2018		.1	\$31.13
Medium	Pingitor, Larry			9/25/2018		
			9/25/2018 1:13:54 PM	10/2/2018		
rm 313 ac	ljust all student desks		adjusted all student desks			
Allan FOR	SYTH					
11935	30 Saddle Way		9/25/2018		1	\$31.13
Medium	Pingitor, Larry			9/25/2018		
			9/25/2018 1:16:39 PM	10/2/2018		
rm 327 ac	ljust all student desks		all desks were adjusted			
melissa s	akimura					
11936	30 Saddle Way		9/25/2018		0.5	\$15.57
Medium	Pingitor, Larry		1	9/26/2018		
			9/25/2018 1:47:28 PM	10/2/2018		
rm 315 lo	ckers 24-11 willnot clo	se	repaired lockers			
Maria Prin	ice					
11941	30 Saddle Way		9/26/2018			\$0.00
Medium	Pingitor, Larry	Music Room	. 4	9/30/2018		
Doors and	l Hardware		9/26/2018 5:31:23 PM	10/2/2018		

D-114	Location	Building	15W	rget Completion Date	Labor Hours	Tota Costs
Priority	Assigned To	Area Description		tual Completion Date	110013	0032
Craft Descripti	157m/08	Area Number	Deferred Until Created Date/Time Las Action Taken	t Status Change Date		
Requeste			Action laken			
•	2000 000 000 000 000 000 000 000 000 00		0/47/2049			¢ 0.00
11890	30 Saddle Way	¥	9/17/2018	0/40/0040		\$0.00
Medium	Pingitor, Larry		1	9/18/2018		
Equipme	nt Maintenance		9/17/2018 1:46:47 AM	9/25/2018		
	PM Schedule created o PM schedule details.	on 1/11/2012 -	steamer delimed by kitchen staff			
Robert Ca						
11891	30 Saddle Way		9/17/2018	9/20/2018	0.25	\$7.78
Medium	Pingitor, Larry		- 1	9/18/2018		
			9/17/2018 1:46:49 AM	9/25/2018		
	PM Schedule created o PM schedule details.	on 2/16/2011 -	playground 1 no new issues found at this ti	me		
Robert Ca	arter					
11892	30 Saddle Way	1 00	9/17/2018	9/20/2018	0.25	\$7.78
Medium	Pingitor, Larry		1	9/18/2018		
			9/17/2018 1:46:49 AM	9/25/2018		
이번째 얼마리 아이를 하는데 없다.	PM Schedule created o PM schedule details.	on 2/16/2011 -	playground 2 no new issues found at this tin	me		
Robert Ca	arter					
11893	30 Saddle Way		9/17/2018			\$0.00
Medium	Pingitor, Larry		7	9/24/2018		
			9/17/2018 1:46:50 AM	9/25/2018		
	PM Schedule created o PM schedule details.	on 2/27/2012 -	generator no test needed at this time			
Robert Ca						
11894	30 Saddle Way		9/17/2018		0.75	\$23.35
Medium	Pingitor, Larry		* 1	9/18/2018		
Landscap	ping		9/17/2018 1:46:51 AM	9/25/2018		
	PM Schedule created o PM schedule details.	on 9/10/2012 -	courtyard grass cut			
	arter		9/18/2018		0.25	\$7.78
Refer to P	arter 30 Saddle Way		3/10/2010			
Refer to F Robert Ca 11905		Music Room	14	10/2/2018		
Refer to F Robert Ca 11905 Medium	30 Saddle Way	Music Room 235		10/2/2018 10/2/2018		
Refer to F Robert Ca 11905 Medium Equipmen	30 Saddle Way Pingitor, Larry	235	14			

WOID Priority Craft	Location Assigned To	Building Area Description Area Number	Deferred By Reason Deferred Until	Days Aged	Target Completion Date Actual Completion Date Last Status Change Date	Labor Hours	Total Costs
Description	on		Action Taken				
Requeste							
11909	30 Saddle Way	a w	2	9/19/2018		0.25	\$7.78
Medium	Pingitor, Larry	Classroom		1	9/20/2018		
Carpentry		220	g	/19/2018 11:51:51 AM	9/25/2018		
	a strip of wood under s loose. I taped the so		tightened up loo	se screw			
Melissa H	lillman						
11910	30 Saddle Way			9/19/2018		0.25	\$7.78
Medium	Pingitor, Larry	Classroom		1	9/20/2018		
Moving		2333		9/19/2018 1:03:24 PM	9/25/2018		
flexible se desks and classroor	arge instructional groe eating. Can you pleas d chairs out of storag m? Thank you. (If you take 1 or 2) Time Ava	e move 3 student e and into my do not have 3 to	delivered 3 desk				
Judy Sch							
11911	30 Saddle Way			9/19/2018	75	0.25	\$7.78
Medium	Pingitor, Larry	Classroom		1	9/20/2018		
Moving		b326		9/19/2018 2:55:47 PM	10/2/2018		
documen	esting another stude It camera has been re It work from other than	placed. I need a	delivered desk f	orcamera			
Jennfer A							
11912	30 Saddle Way			9/20/2018		0.25	\$7.78
Medium	Pingitor, Larry			1	9/21/2018		
Heating/V	/entilation /Air			9/20/2018 1:04:58 AM	9/25/2018		
	PM Schedule created redule details.	on 1/9/2012 - Refer	water room pum	ps were ok			
Robert Ca							
11913	30 Saddle Way	94		9/20/2018		0.25	\$7.78
Medium	Pingitor, Larry			1	9/21/2018		
Heating∧	/entilation /Air			9/20/2018 1:05:01 AM	9/25/2018		
	PM Schedule created redule details.	on 1/9/2012 - Refer	fire pump room	no new issues found at	thistime		
Robert Ca	arter						

WOID Priority	Location Assigned To	Building Area Description		Target Completion Date d Actual Completion Date	Labor Hours	Tota Costs
Craft		Area Number	- Table 1	Last Status Change Date		
Descriptio	on		Action Taken			
Requester						
11915	30 Saddle Way		9/20/2018	3	0.25	\$7.78
Medium	Pingitor, Larry	Classroom	e 11	9/21/2018		
General M	laintenanœ	327	9/20/2018 10:38:38 AM	9/25/2018		
student de	ed of a higher chair f esks. The desk with er chair than the othe	the name "Aarav"	switched out chair			
melissa s	Total District Company	=======================================		·		
11917	30 Saddle Way		9/21/2018		0.25	\$7.78
Medium	Pingitor, Larry	Classroom	·	9/24/2018		
Custodial		b326	9/21/2018 2:31:53 PM	9/25/2018		
The fan ca you!	an be returned. My A	C is fixed. Thank	removed fan			
Jennfer An						
11918	30 Saddle Way		9/24/2018		0.25	\$7.78
Medium	Pingitor, Larry			9/27/2018		
			9/24/2018 2:29:51 AM	M 10/2/2018		
	PM Schedule created M schedule details.	on 2/16/2011 -	playground 1 no new issues found. po	ulled trash		
Robert Ca				II .		
11923	30 Saddle Way		9/24/2018	3	0.25	\$7.78
Medium	Pingitor, Larry	Hallway/Corridor		9/24/2018		
Lighting			9/24/2018 9:54:57 AM	M 9/25/2018		
hall light o	out by room b111		changed bulbs			
Larry Ping						
11927	30 Saddle Way		9/24/2018		0.25	\$7.78
Medium	Pingitor, Larry	Classroom		9/26/2018		
Equipmen	nt Maintenance	316	9/24/2018 3:33:45 PM	10/2/2018		
The clock	in room 316 is not s	et at the right time.	replaced clock on 9-25-18			
Melissa C						
11820	30 Saddle Way		9/6/2018		0.25	\$7.78
Medium	Pingitor, Larry			9/6/2018		
Heating/Ve	entilation/Air		9/6/2018 12:52:33 AM	9/11/2018		
Particular designation of the control of the contro	PM Schedule created edule details.	on 1/9/2012 - Refer	water room no issues found			
Robert Ca	utor					

WOID Priority Craft Description Requeste		Building Area Description Area Number	Reason D	ays Aged	Target Completion Date Actual Completion Date ast Status Change Date	Labor Hours	Tota Costs
11821	30 Saddle Way			9/6/2018		0.25	\$7.78
Medium	Pingitor, Larry				9/6/2018		
	entilation /Air		9/6/2018 12	:52:34 AM	9/11/2018		
Weekly-F	PM Schedule created edule details.	on 1/9/2012 - Refer	fire pump room no issues for	und			
Robert Ca							
11822	30 Saddle Way			9/6/2018		0.25	\$7.78
Medium	Pingitor, Larry	Media Center			9/6/2018		
General M	faintenance	203	9/6/2018 9:	:06:41 AM	9/11/2018		
We are ou	ut of paper for the libr	ary copy machine.	delivered paper	1			
Laura DiM	Meola						
11824	30 Saddle Way			9/6/2018			\$0.00
Medium	Pingitor, Larry	Classroom		1	9/7/2018		
Carpentry		B230	9/6/2018 10	:44:24 AM	9/11/2018		
Please se Available:	ecure bookcase to wa	all . Thank you Time	Book case does not need to b	oe fastened	to wall		
annemari							
11825	30 Saddle Way			9/6/2018			\$0.00
Medium	Pingitor, Larry	Resource Room		4	9/10/2018		
Heating/V	entilation /Air	112B	9/6/2018 11:	:24:05 AM	9/11/2018		
My thermo the air is o	ostat is set to cool bu on.	t it doesn't feel like	end switch is bad cm3 discor	nnected it			
Erin Case							8
11829	30 Saddle Way			9/6/2018		0.25	\$7.78
Medium	Pingitor, Larry	Classroom		13	9/19/2018		
Heating/V	entilation /Air	B302	9/6/2018 1:	:12:51 PM	9/25/2018		
	oning not working ar ng Time Available: ar		condensation pump reset				
Jamie Su	2 17 17 17 17 17 17 17 17 17 17 17 17 17						
11833	30 Saddle Way			9/7/2018		0.25	\$7.78
Medium	Pingitor, Larry	Art Room			9/7/2018		
Equipmer	nt Maintenance	204	9/7/2018 8	:32:26 AM	9/11/2018		
	broken chair in the a puters Time Availabl		picked up broken chair put in	robs closet	8		
	lliant	950					

WOID	Location	Dates:9/1/2018 - 9/30/2018 Building	Deferred By	Request Date	Target Completion Date	Labor	Total
Priority	Assigned To	Area Description	Reason		Actual Completion Date	Hours	Costs
Craft		Area Number	Deferred Until	Created Date/Time	Last Status Change Date		
Description			Action Taken				
Requeste	rName	9					
11834	30 Saddle Way			9/7/2018		0.25	\$7.78
Medium	Pingitor, Larry	Classroom			9/7/2018		
Heating∧	/entilation /Air	B116		9/7/2018 9:32:04 AM	9/11/2018		
owestse	m is warm. I have the etting. Blower doesn't Time Available: anytin	t seem to be	re set unit temp	erature is ok			
Mike McC	ann						
11835	30 Saddle Way			9/7/2018		0.25	\$7.78
Medium	Pingitor, Larry	Classroom		3	9/10/2018		
General N	/aintenance	327		9/7/2018 10:01:42 AM	9/11/2018		
	327 is in need of an A mall trashcan.	American flag and	moved flag and	holder from old room a	and left a trash can in room		
melissa s	sakimura						
11782	30 Saddle Way			9/1/2018		0.25	\$7.78
Medium	Pingitor, Larry				9/1/2018		
				9/1/2018 2:44:26 AM	9/11/2018		
경우에 있다면서 투입하는 경기를	M Schedule created of the second seco	on 3/5/2012 - Refer	Floor machine v	vorks well			
Robert Ca	arter						
11783	30 Saddle Way			9/1/2018		0.25	\$7.78
Medium	Pingitor, Larry			4	9/5/2018		
				9/1/2018 2:44:27 AM	9/11/2018		
(1987) 1985 - 1985	M Schedule created of	on 3/5/2012 - Refer	Floor scrubber	2 WORKS OK			
Robert Ca 11784	30 Saddle Way			9/1/2018		0.25	\$7.78
	3 ± 1 ± 1 ± 1 ± 1 ± 1 ± 1 ± 1 ± 1 ± 1 ±			3/1/2010	0/4/0040	0.20	Ψ1.70
Medium	Pingitor, Larry				9/1/2018		
				9/1/2018 2:44:27 AM	9/11/2018		
	M Schedule created of nedule details.	on 3/5/2012 - Refer	Watermachine	works well			
Robert Ca	arter						
11785	30 Saddle Way			9/1/2018		0.5	\$15.57
Medium	Pingitor, Larry				9/1/2018		
	awatan a nasatan ang Kasaman			9/1/2018 2:44:27 AM	9/11/2018		
	M Schedule created	on 3/5/2012 - Refer	Carpetmachine		aftersummercleaning		
	edule details.						
Robert Ca	aner						
0/5/2018	8 8:36:51 AM					Pag	e 10 of 16

Craft	Location Assigned To	Building Area Description Area Number		get Completion Date tual Completion Date Status Change Date	Labor Hours	Total Costs
Descriptio	n		Action Taken	49/46/1914 (1916) 1 전 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1		
Requester						
11786	30 Saddle Way		9/1/2018			\$0.00
Medium	Pingitor, Larry			9/1/2018		
			9/1/2018 2:44:27 AM	9/11/2018		
이 15 이번 사람들은 경기를 통하는 것 같아. 나라 보다 다 했다.	M Schedule created on 3 adule details.	3/5/2012 - Refer	Restroom machine pump was replaced by	atra. Runs great		
Robert Ca	rter					
11787	30 Saddle Way		9/1/2018			\$0.00
Medium	Pingitor, Larry			9/1/2018		
			9/1/2018 2:44:28 AM	9/11/2018		
	A Schedule created on 3 adule details.	3/5/2012 - Refer	Clark 2floor machine batteries replaced by	atra		
Robert Ca	rter					
11788	30 Saddle Way		9/1/2018		0.25	\$7.78
Medium	Pingitor, Larry			9/1/2018		
			9/1/2018 2:44:28 AM	9/11/2018		
	A Schedule created on 3 adule details.	3/5/2012 - Refer	Burnisher runs good			
to PM sche Robert Ca	edule details. rter	3/5/2012 - Refer				
to PM sche	edule details.	3/5/2012 - Refer	Burnisher runs good 9/1/2018	al	0.25	\$7.78
to PM sche Robert Ca	edule details. rter	3/5/2012 - Refer		9/1/2018	0.25	\$7.78
to PM sche Robert Ca 11789	edule details. rter 30 Saddle Way	3/5/2012 - Refer		9/1/2018 9/11/2018	0.25	\$7.78
to PM sche Robert Ca 11789 Medium Yearly - PN	edule details. rter 30 Saddle Way	-	9/1/2018		0.25	\$7.78
to PM sche Robert Ca 11789 Medium Yearly - PN	edule details. rter 30 Saddle Way Pingitor, Larry A Schedule created on Sedule details.	-	9/1/2018 9/1/2018 2:44:28 AM		0.25	\$7.78
to PM sche Robert Ca 11789 Medium Yearly - PM to PM sche	edule details. rter 30 Saddle Way Pingitor, Larry A Schedule created on Sedule details.	-	9/1/2018 9/1/2018 2:44:28 AM		0.25	,
to PM sche Robert Ca 11789 Medium Yearly - PM to PM sche Robert Ca	edule details. rter 30 Saddle Way Pingitor, Larry A Schedule created on Sedule details.	-	9/1/2018 9/1/2018 2:44:28 AM Water pick up machine works good			,
to PM sche Robert Ca 11789 Medium Yearly - PM to PM sche Robert Ca 11790	rter 30 Saddle Way Pingitor, Larry M Schedule created on Sedule details. rter 30 Saddle Way	-	9/1/2018 9/1/2018 2:44:28 AM Water pick up machine works good	9/11/2018		,
to PM sche Robert Ca 11789 Medium Yearly - PM to PM sche Robert Ca 11790 Medium Yearly - PM	rter 30 Saddle Way Pingitor, Larry M Schedule created on Sedule details. rter 30 Saddle Way	3/5/2012 - Refer	9/1/2018 9/1/2018 2:44:28 AM Water pick up machine works good 9/1/2018	9/11/2018		\$7.78 \$7.78
to PM sche Robert Ca 11789 Medium Yearly - PM to PM sche Robert Ca 11790 Medium Yearly - PM	rter 30 Saddle Way Pingitor, Larry A Schedule created on 3 edule details. rter 30 Saddle Way Pingitor, Larry A Schedule created on 3 edule details.	3/5/2012 - Refer	9/1/2018 9/1/2018 2:44:28 AM Water pick up machine works good 9/1/2018 9/1/2018 2:44:28 AM	9/11/2018		,
to PM sche Robert Ca 11789 Medium Yearly - PN to PM sche Robert Ca 11790 Medium Yearly - PN to PM sche	rter 30 Saddle Way Pingitor, Larry A Schedule created on 3 edule details. rter 30 Saddle Way Pingitor, Larry A Schedule created on 3 edule details.	3/5/2012 - Refer	9/1/2018 9/1/2018 2:44:28 AM Water pick up machine works good 9/1/2018 9/1/2018 2:44:28 AM	9/11/2018		,
to PM sche Robert Ca 11789 Medium Yearly - PM to PM sche Robert Ca 11790 Medium Yearly - PM to PM sche Robert Ca	rter 30 Saddle Way Pingitor, Larry M Schedule created on 3 edule details. rter 30 Saddle Way Pingitor, Larry M Schedule created on 3 edule details.	3/5/2012 - Refer	9/1/2018 9/1/2018 2:44:28 AM Water pick up machine works good 9/1/2018 9/1/2018 2:44:28 AM Carpet spotter works well	9/11/2018		\$7.78
to PM sche Robert Ca 11789 Medium Yearly - PN to PM sche Robert Ca 11790 Medium Yearly - PN to PM sche Robert Ca	rter 30 Saddle Way Pingitor, Larry A Schedule created on 3 edule details. rter 30 Saddle Way Pingitor, Larry A Schedule created on 3 edule details. rter 30 Saddle Way Pingitor, Larry A Schedule created on 3 edule details. rter 30 Saddle Way	3/5/2012 - Refer	9/1/2018 9/1/2018 2:44:28 AM Water pick up machine works good 9/1/2018 9/1/2018 2:44:28 AM Carpet spotter works well	9/11/2018 9/1/2018 9/11/2018		\$7.78

WOID	Location	Dates:9/1/2018 - 9/30/2018 Building	Deferred By Request Date	Target Completion Date	Labor Hours	Tota Cost
Priority	Assigned To	Area Description Area Number	PORTS A THE PORTS AND A PRODUCT AND A PORTS AND A PORT	Actual Completion Date		
Craft December		Area Number		Last Status Change Date		
Description			Action Taken			
Requeste						
11793	30 Saddle Way		9/1/2018		0.25	\$7.78
Medium	Pingitor, Larry		3	9/4/2018		
			9/1/2018 2:44:30 AM	9/11/2018	8	
	PM Schedule created PM schedule details.	on 1/30/2012 -	Solar readings for August 418417			
Robert Ca	arter					
11794	30 Saddle Way		9/1/2018	and sock a distribution with a some	0.5	\$15.57
Medium	Pingitor, Larry		4	9/5/2018		
			9/1/2018 2:44:31 AM	9/11/2018		
	PM Schedule created	on 12/3/2012 -	Roof NO LEAKS AT THIS TIME			
Robert Ca						
11795	30 Saddle Way		9/1/2018		0.5	\$15.57
Medium	Pingitor, Larry		6	9/7/2018		
Pest Cont			9/1/2018 2:44:31 AM	9/11/2018		
	PM Schedule created PM schedule details.	on 9/25/2012 -	lpm ants in main office work room on co	onter		
Robert Ca	arter					
11796	30 Saddle Way		9/1/2018	10/1/2018	0.75	\$23.35
Medium	Pingitor, Larry		30	10/1/2018		
	ati see Architecturi anno 1979		9/1/2018 2:44:32 AM	10/2/2018		
Monthly-	Fire Extiguishers - Re	for to PM schadula	Fire extinguishers checked out ok			
details.	i ile Exaguistiers - Ne	ilei to Fivischedule	The exampliances enecked outor			
Robert Ca	arter					
11797	30 Saddle Way		9/1/2018		0.25	\$7.78
Medium	Pingitor, Larry		3	9/4/2018		
			9/1/2018 2:44:33 AM	9/11/2018		
Monthly	DM Cabadula assatad	an 4/06/0040	Diesel fuel level 445 gallons			
Refer to P	PM Schedule created PM schedule details.	011 1/20/2012 -	Diesei luei ievei 443 galiuis			
Robert Ca			0/2/2010			60.00
11799	30 Saddle Way		9/3/2018	0.00.00.10		\$0.00
Medium	Pingitor, Larry			9/3/2018		
Equipme	nt Maintenance		9/3/2018 2:24:51 AM	9/11/2018		
	PM Schedule created PM schedule details.	on 1/11/2012 -	Steamer not in service at this time			
Robert Ca	arter					

WOID Priority Craft	Location Assigned To	Building Area Description Area Number	Reason Days Aged	Target Completion Date Actual Completion Date Last Status Change Date	Hours	Tota Costs
Description	on		Action Taken			
Requeste	r Name					
11800	30 Saddle Way		9/3/2018	9/6/2018	0.25	\$7.78
Medium	Pingitor, Larry		2	9/5/2018		
			9/3/2018 2:24:52 AM	9/11/2018		
	PM Schedule created M schedule details.	on 2/16/2011 -	Playground 1 NO ISSUES FOUND TR	RASH WAS OK		
Robert Ca	arter					
11801	30 Saddle Way		9/3/2018	9/6/2018	0.25	\$7.78
Medium	Pingitor, Larry		2	9/5/2018		
			9/3/2018 2:24:53 AM	9/11/2018		
	PM Schedule created PM schedule details.	on 2/16/2011 -	Playground 2 NO ISSUES FOUND TR	RASH WAS OK		
Robert Ca	arter					
11802	30 Saddle Way		9/3/2018			\$0.00
Medium	Pingitor, Larry		9	9/12/2018		
			9/3/2018 2:24:53 AM	9/25/2018		
	PM Schedule created PM schedule details.	on 2/27/2012 -	Generator no test needed at this time			
Robert Ca						
11803	30 Saddle Way		9/3/2018		0.25	\$7.7
Medium	Pingitor, Larry		1	9/4/2018		
Landscap	ing		9/3/2018 2:24:54 AM	9/11/2018		
	PM Schedule created PM schedule details.	on 9/10/2012 -	Court yard no issues found			
Robert Ca	arter					
11808	30 Saddle Way		9/4/2018		0.25	\$7.78
Medium	Pingitor, Larry	Classroom	1	9/5/2018		
Custodial		b115	9/4/2018 1:10:10 PM	9/11/2018		
2 student any	desks, 1 student cha	air Time Available:	DELIVERED 2 DESKS AND 1 CHAIR			
Anne Law	rence					

Priority Craft Description	Location Assigned To	Building Area Description Area Number	Reason Days Age	te Target Completion Date d Actual Completion Date ne Last Status Change Date	Labor Hours	Tota Costs
Requeste						
11809	30 Saddle Way		9/4/20	18	0.25	\$7.78
Medium	Pingitor, Larry	Classroom		1 9/5/2018		
General M	Maintenance	326	9/4/2018 3:11:02 P	M 9/11/2018		
room. C Also- Is it desk chai table)? It	of the teachers chair fan this please be rep possible to get a few irs and a small rectar f a table is not availab I two desks?	paired or replaced? extra classroom ngular (or square	REPAIRED TEACHERS CHAIR. DE RECTANGULAR TABLE	LIVERED 2 STUDENT CHAII	RSANDA	
Jennfer A	ncelo					
11810	30 Saddle Way		9/4/20	18	0.25	\$7.78
Medium	Pingitor, Larry	Classroom		1 9/5/2018		
Moving		326	9/4/2018 3:14:52 P	M 9/11/2018		
lockers to	ible to remove a few to Jeanine May? They al. They are old textb	need her approval	MOVED BOOKS TO JEANINES OF	FICE TO BE CHECKED OUT		
Jennfer A						
11811	30 Saddle Way		9/5/20	18	0.25	\$7.7
Medium	Pingitor, Larry	Classroom		9/5/2018		
General N	/laintenance	229	9/5/2018 8:50:41 A	M 9/11/2018		
	e any extra trash cans for behind my desk?		delivered trash can			
Liz Schau			0.18			
11813	30 Saddle Way		9/5/20	18	0.25	\$7.7
Medium	Pingitor, Larry	Classroom		1 9/6/2018		
General M	Maintenance	242	9/5/2018 12:27:02 P	M 9/11/2018		
comer de	sing a filing cabinet a sk of my room - if eith that would be great!		do not have extra file cabinet did deli	ver a bookcase		
Julia Johr	nson					
11814	30 Saddle Way		9/5/20	18		\$0.0
	Pingitor, Larry	Classroom		9/5/2018		
Medium			9/5/2018 12:54:16 P	M 9/12/2018		
		B233	9/3/2016 12.34.16 P	0/12/2010		

WOID	Location	Building	Order By Status, Location Deferred By Request Date	Target Completion Date		Total
Priority	Assigned To	Area Description	Reason Days Aged	Actual Completion Date	Hours	Costs
Craft		Area Number	Deferred Until Created Date/Time	Last Status Change Date		
Descripti	on		Action Taken			
Requeste	er Name					
11815	30 Saddle Way		9/5/2018		0.25	\$7.78
Medium	Pingitor, Larry	Classroom	1	9/6/2018		
Moving		233A	9/5/2018 3:34:50 PM	9/11/2018		
	ispose of materials o able. Thank you.	n the blue kidney-	disposed of materials as requested			22
Melissa (Chou					
11840	30 Saddle Way		9/7/2018		0.25	\$7.78
Medium	Pingitor, Larry	Classroom	5	9/12/2018		
Heating∧	/entilation/Air	B108	9/7/2018 3:31:32 PM	9/12/2018		
	not in our classroom. temperature?	Could you turn	re set unit			
Nicole Pu	ıcci					
11841	30 Saddle Way		9/10/2018	9/13/2018	0.5	\$15.57
Medium	Pingitor, Larry		2	9/12/2018		
			9/10/2018 1:38:52 AM	9/25/2018		
Refer to F	PM Schedule created PM schedule details.	on 2/16/2011 -	9/10/2018 1:38:52 AM playground 1 no new issues found at the		n backsto _l	os
Refer to F	PM schedule details. arter	on 2/16/2011 -	playground 1 no new issues found at the	nistime. sprayed for bees o		
Refer to F Robert C 11842	PM schedule details. arter 30 Saddle Way	on 2/16/2011 -	playground 1 no new issues found attr	nis time. sprayed for bees o	n backsto _l	
Refer to F	PM schedule details. arter	on 2/16/2011 -	playground 1 no new issues found at the 9/10/2018	9/13/2018 9/12/2018		
Refer to F Robert C 11842	PM schedule details. arter 30 Saddle Way	on 2/16/2011 -	playground 1 no new issues found attr	nis time. sprayed for bees o		
Refer to F Robert C 11842 Medium Weekly-	PM schedule details. arter 30 Saddle Way		playground 1 no new issues found at the 9/10/2018	9/13/2018 9/12/2018 9/25/2018		
Refer to F Robert C 11842 Medium Weekly- Refer to F Robert C	PM schedule details. arter 30 Saddle Way Pingitor, Larry PM Schedule created PM schedule details. arter		playground 1 no new issues found at the 9/10/2018 2 9/10/2018 1:38:55 AM playground 2 no new issues found at the	9/13/2018 9/12/2018 9/25/2018	0.25	\$7.78
Refer to F Robert C 11842 Medium Weekly - Refer to F	PM schedule details. arter 30 Saddle Way Pingitor, Larry PM Schedule created PM schedule details.		playground 1 no new issues found at the 9/10/2018 2 9/10/2018 1:38:55 AM	9/13/2018 9/12/2018 9/25/2018		\$7.78
Refer to F Robert C 11842 Medium Weekly- Refer to F Robert C	PM schedule details. arter 30 Saddle Way Pingitor, Larry PM Schedule created PM schedule details. arter		playground 1 no new issues found at the 9/10/2018 2 9/10/2018 1:38:55 AM playground 2 no new issues found at the	9/13/2018 9/12/2018 9/25/2018	0.25	\$7.78
Refer to F Robert C 11842 Medium Weekly- Refer to F Robert C 11843	PM schedule details. arter 30 Saddle Way Pingitor, Larry PM Schedule created PM schedule details. arter 30 Saddle Way		playground 1 no new issues found at the 9/10/2018 2 9/10/2018 1:38:55 AM playground 2 no new issues found at the 9/10/2018	9/13/2018 9/12/2018 9/25/2018 is time	0.25	\$7.78
Refer to F Robert C 11842 Medium Weekly- Refer to F Robert C 11843 Medium	PM schedule details. arter 30 Saddle Way Pingitor, Larry PM Schedule created PM schedule details. arter 30 Saddle Way	on 2/16/2011 -	playground 1 no new issues found at the 9/10/2018 2 9/10/2018 1:38:55 AM playground 2 no new issues found at the 9/10/2018 2	9/13/2018 9/12/2018 9/25/2018 is time	0.25	\$7.78
Refer to F Robert C 11842 Medium Weekly- Refer to F Robert C 11843 Medium Weekly- Refer to F	PM schedule details. arter 30 Saddle Way Pingitor, Larry PM Schedule created PM schedule details. arter 30 Saddle Way Pingitor, Larry PM Schedule created PM schedule created PM schedule details.	on 2/16/2011 -	9/10/2018 9/10/2018 2 9/10/2018 1:38:55 AM playground 2 no new issues found at the 9/10/2018 2 9/10/2018 1:38:56 AM	9/13/2018 9/12/2018 9/25/2018 is time	0.25	\$7.78
Refer to F Robert C 11842 Medium Weekly- Refer to F Robert C 11843 Medium	PM schedule details. arter 30 Saddle Way Pingitor, Larry PM Schedule created PM schedule details. arter 30 Saddle Way Pingitor, Larry PM Schedule created PM schedule created PM schedule details.	on 2/16/2011 -	9/10/2018 9/10/2018 2 9/10/2018 1:38:55 AM playground 2 no new issues found at the 9/10/2018 2 9/10/2018 1:38:56 AM	9/13/2018 9/12/2018 9/25/2018 is time	0.25	\$7.78 \$15.57
Refer to F Robert C 11842 Medium Weekly- Refer to F Robert C 11843 Medium Weekly- Refer to F Robert C	PM schedule details. arter 30 Saddle Way Pingitor, Larry PM Schedule created PM schedule details. arter 30 Saddle Way Pingitor, Larry PM Schedule created PM schedule created PM schedule created PM schedule details. arter	on 2/16/2011 -	playground 1 no new issues found at the 9/10/2018 2 9/10/2018 1:38:55 AM playground 2 no new issues found at the 9/10/2018 2 9/10/2018 1:38:56 AM generator twl. run time. 237.5	9/13/2018 9/12/2018 9/25/2018 is time	0.25	\$7.78 \$15.57
Refer to F Robert C 11842 Medium Weekly- Refer to F Robert C 11843 Medium Weekly- Refer to F Robert C 11844	PM schedule details. arter 30 Saddle Way Pingitor, Larry PM Schedule created M schedule details. arter 30 Saddle Way Pingitor, Larry PM Schedule created M schedule details. arter 30 Saddle Way Pingitor, Larry PM Schedule details. arter 30 Saddle Way Pingitor, Larry	on 2/16/2011 -	9/10/2018 9/10/2018 1:38:55 AM playground 2 no new issues found at the 9/10/2018 2 9/10/2018 1:38:56 AM generator twl. run time. 237.5	9/13/2018 9/12/2018 9/25/2018 is time 9/12/2018 9/25/2018	0.25	\$7.78 \$15.57
Refer to F Robert C 11842 Medium Weekly- Refer to F Robert C 11843 Medium Weekly- Refer to F Robert C 11844 Medium Landscap Weekly-	PM schedule details. arter 30 Saddle Way Pingitor, Larry PM Schedule created M schedule details. arter 30 Saddle Way Pingitor, Larry PM Schedule created M schedule details. arter 30 Saddle Way Pingitor, Larry PM Schedule details. arter 30 Saddle Way Pingitor, Larry	on 2/16/2011 - on 2/27/2012 -	9/10/2018 2 9/10/2018 1:38:55 AM playground 2 no new issues found at the 9/10/2018 2 9/10/2018 1:38:56 AM generator twl. run time. 237.5	9/13/2018 9/12/2018 9/25/2018 is time 9/12/2018 9/25/2018 9/25/2018	0.25	\$7.78 \$15.57 \$498.08

Priority		Building	Deferred By Request Date			
SEAS WEST	Assigned To	Area Description	the same and the s	Actual Completion Date	Hours	Cost
Craft		Area Number		ast Status Change Date		
Description Requester Name			Action Taken			
11847	30 Saddle Way		9/10/2018		0.25	\$7.78
Medium	Pingitor, Larry	Classroom	4	9/14/2018		
Custodial		B217	9/10/2018 9:03:08 AM	9/25/2018		
suspensi bolt from	hang up the extensio ion equipment but ca ceiling. Can someon ladder/step stool? Ti	nnot reach the eye e help me or can i	Dan helped hang rope in sensory room			
annemar						
11850	30 Saddle Way	H	9/10/2018			\$0.00
Medium	Pingitor, Larry	Classroom		9/10/2018		
General N	Maintenance	229	9/10/2018 11:11:29 AM	9/11/2018		
room. Th	anks					
Liz Schau 11852	ier 30 Saddle Way		9/10/2018		0.25	\$7.78
11852	30 Saddle Way	Classroom	9/10/2018	9/10/2018	0.25	\$7.7
11852 High		Classroom	9/10/2018 9/10/2018 12:25:42 PM		0.25	\$7.76
11852 High Lighting	30 Saddle Way Pingitor, Larry	117	9/10/2018 12:25:42 PM	9/10/2018 9/11/2018	0.25	\$7.76
11852 High Lighting light is ha	30 Saddle Way	117			0.25	\$7.70
11852 High Lighting	30 Saddle Way Pingitor, Larry	117	9/10/2018 12:25:42 PM		0.25	
11852 High Lighting light is ha jen cirillo	30 Saddle Way Pingitor, Larry anging down in back	117	9/10/2018 12:25:42 PM defuser came loose re fastened it		63364-37441	
11852 High Lighting light is ha jen cirillo 11856 Medium	30 Saddle Way Pingitor, Larry anging down in back of 30 Saddle Way Pingitor, Larry	117 of room	9/10/2018 12:25:42 PM defuser came loose re fastened it 9/10/2018	9/11/2018	63364-37441	
11852 High Lighting light is ha jen cirillo 11856 Medium Equipme	30 Saddle Way Pingitor, Larry anging down in back of 30 Saddle Way Pingitor, Larry ant Maintenance	117 of room Office work room	9/10/2018 12:25:42 PM defuser came loose re fastened it 9/10/2018 1 9/10/2018 4:56:19 PM	9/11/2018	63364-37441	\$7.78 \$31.13
11852 High Lighting light is ha jen cirillo 11856 Medium Equipme laminator	30 Saddle Way Pingitor, Larry anging down in back of the saddle Way Pingitor, Larry ant Maintenance Thas papers stuck in	117 of room Office work room	9/10/2018 12:25:42 PM defuser came loose re fastened it 9/10/2018	9/11/2018	63364-37441	
11852 High Lighting light is ha jen cirillo 11856 Medium Equipme	30 Saddle Way Pingitor, Larry anging down in back of the saddle Way Pingitor, Larry ant Maintenance Thas papers stuck in	117 of room Office work room	9/10/2018 12:25:42 PM defuser came loose re fastened it 9/10/2018 1 9/10/2018 4:56:19 PM	9/11/2018	63364-37441	\$31.1
11852 High Lighting light is ha jen cirillo 11856 Medium Equipme	30 Saddle Way Pingitor, Larry 30 Saddle Way Pingitor, Larry nt Maintenance has papers stuck in	117 of room Office work room	9/10/2018 12:25:42 PM defuser came loose re fastened it 9/10/2018 1 9/10/2018 4:56:19 PM jammed laminator	9/11/2018	1	\$31.13
11852 High Lighting light is ha jen cirillo 11856 Medium Equipme laminator Dan Card 11831	30 Saddle Way Pingitor, Larry 30 Saddle Way Pingitor, Larry Int Maintenance Thas papers stuck in Iona 30 Saddle Way Carter, Robert	117 of room Office work room there.	9/10/2018 12:25:42 PM defuser came loose re fastened it 9/10/2018 1 9/10/2018 4:56:19 PM jammed laminator	9/11/2018 9/11/2018 9/11/2018	1	\$31.1
11852 High Lighting light is ha jen cirillo 11856 Medium Equipment laminator Dan Card 11831 Medium Plumbing	30 Saddle Way Pingitor, Larry 30 Saddle Way Pingitor, Larry Int Maintenance Thas papers stuck in Iona 30 Saddle Way Carter, Robert	of room Office work room there. Classroom	9/10/2018 12:25:42 PM defuser came loose re fastened it 9/10/2018 1 9/10/2018 4:56:19 PM jammed laminator 9/6/2018	9/11/2018 9/11/2018 9/11/2018	1	\$31.1
11852 High Lighting light is ha jen cirillo 11856 Medium Equipme laminator Dan Card 11831 Medium	30 Saddle Way Pingitor, Larry anging down in back of the second of the	of room Office work room there. Classroom	9/10/2018 12:25:42 PM defuser came loose re fastened it 9/10/2018 1 9/10/2018 4:56:19 PM jammed laminator 9/6/2018 1 9/6/2018 8:56:01 PM	9/11/2018 9/11/2018 9/11/2018	1	
11852 High Lighting light is had jen cirillo 11856 Medium Equipment laminator Dan Card 11831 Medium Plumbing sink clogg	30 Saddle Way Pingitor, Larry anging down in back of the second of the	of room Office work room there. Classroom	9/10/2018 12:25:42 PM defuser came loose re fastened it 9/10/2018 1 9/10/2018 4:56:19 PM jammed laminator 9/6/2018 1 9/6/2018 8:56:01 PM used plunger sink running ok	9/11/2018 9/11/2018 9/11/2018	1	\$31.13

E+mon D-mon Meter Readings

Month	Total Generation (kWh) month end	Monthly Generation (kWh)	Cumulative from March 2011	SREC's per month	SREC's Cumulative from March 2011	SREC's sold	Rate per SREC	Total Sale Amount	Date of Sale	Remaining SREC's to sell
February, 2011	2770	2770			Carlotte on Carlotte		Acce	40.400.00	o to ta a	
March, 2011	8330	5560		5		5	\$620	\$3,100.00	9/8/11	
April, 2011	12790	4460		6	<u> </u>	6	\$620	\$3,720.00	9/8/11	
May, 2011	18580	5790		7		7	\$620	\$4,340.00	9/8/11	
June, 2011	27880	9300	25110	7	25	7	\$100	\$700.00	6/1/12	
July, 2011	36008	8128	33238	8	33	8	\$100	\$800.00	6/1/12	
August, 2011	42832	6824	40062	6	39	6	\$100	\$600.00	6/1/12	
September, 2011	44594	1762	41824	11	40	1	\$100	\$100.00	6/1/12	
October, 2011	49840	5246	47070	5	45	5	\$100	\$500.00	6/1/12	
November, 2011	52780	2940	50010	3	48	3	\$100	\$300.00	6/1/12	
December, 2011	55662	2882	52892	3	51	3	\$100	\$300.00	6/1/12	
January, 2012	58390	2728	55620	3	54	3	\$100	\$300.00	6/1/12	
February, 2012	62012	3622	59242	3	57	3	\$100	\$300.00	6/1/12	
March, 2012	67228	5216	64458	5	62	5	\$100	\$500.00	6/1/12	
March, 2012				2	64	2	\$122.50	\$245.00	5/28/13	
April, 2012	73557	6329	70787	6	70	6	\$122.50	\$735.00	5/28/13	
May, 2012	80249	6692	77479	7	77	7	\$122.50	\$857.50	5/28/13	
June, 2012	86301	6052	83531	6	83	6	\$135.50	\$813.00	5/28/13	
July, 2012	92564	6263	89794	6	89	6	\$135.50	\$813.00	5/28/13	
August, 2012	98918	6354	96148	. 7	96	7	\$135.50	\$948.50	5/28/13	
September, 2012	103665	4747	100895	4	100	4	\$135.50	\$542.00	5/28/13	
October, 2012	106951	3286	104181	4	104	4	\$135.50	\$542.00	5/28/13	
November, 2012	109775	2824	107005	3	107	3	\$135.50	\$406.50	5/28/13	
December, 2012	111679	1904	108909	1	108	1	\$135.50	\$135.50	5/28/13	
January, 2013	114506	2827	111736	3	111	3	\$135.50	\$406.50	5/28/13	
February, 2013	117268	2762	114498	3	114	3	\$135.50	\$406.50	12/4/13	
March, 2013	120850	3582	118080	4	118	4	\$135.50	\$542.00	12/4/13	
April, 2013	127875	7025	125105	7	125	7	\$135.50	\$948.50	12/4/13	
May, 2013	134826	6951	132056	7	132	7	\$135.50	\$948.50	12/4/13	
June, 2013	141813	6987	139043	7	139	7	\$140.00	\$980.00	12/4/13	
July, 2013	146518	4705	143748	4	143	4	\$140.00	\$560.00	12/4/13	
August, 2013	152478	5960	149708	6	149	6	\$140.00	\$840.00	12/4/13	
September, 2013	158850	6372	156080	7	156	7	\$140.00	\$980.00	12/4/13	
October, 2013	161905	3055	159135	3	159	3	\$140.00	\$420.00	12/4/13	
November, 2013	165060	3155	162290	3	162	3	\$175.00	\$525.00	6/16/14	
December, 2013	166379	1319	163609	1	163	1	\$175.00	\$175.00	6/16/14	
January, 2014	168122	1743	165352	2	165	2	\$175.00	\$350.00	6/16/14	
February, 2014	169528	1406	166758	1	166	1	\$175.00	\$175.00	6/16/14	H
March, 2014	173999	4471	171229	5	171	5	\$175.00	\$875.00	6/16/14	
April, 2014	179855	5856	177085	6	177	6	\$175.00	\$1,050.00	6/16/14	
May, 2014	186024	6169	183254	6	183	6	\$196.00	\$1,176.00	12/7/14	
June, 2014	193796	7772	191026	8	191	8	\$197.00	\$1,576.00	12/7/14	
July, 2014	200195	6399	197425	6	197	6	\$197.00	\$1,182.00	12/7/14	
August, 2014	205793	5598	203023	6	203	6	\$197.00	\$1,182.00	12/7/14	
September, 2014	210414	4621	207644	4	207	4	\$197.00	\$788.00	12/7/14	
October, 2014	214312	3898	211542	4	211	4	\$197.00	\$788.00	12/7/14	
November, 2014	216878	2566	214108	3	214	3	\$228.50	\$685.50	6/17/15	
December, 2014	218810	1932	216040	2	216	2	\$228.50	\$457.00	6/17/15	
January, 2015	220903	2093	218133	2	218	2	\$228.50	\$457.00	6/17/15	
February, 2015		2203		2	220	2	\$228.50	\$457.00	6/17/15	
March, 2015	223106 226883	3777	220336 224113	4	224	4	\$228.50	\$914.00	6/17/15	
		9 11					V - V			
April, 2015 C:\Users\acoover\Do	232854	5971	230084	6	230	6	\$228.50	\$1,371.00	6/17/15	

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E+mon D-mon Meter Readings

May, 2015	239646	6792	236876	6	236	6	\$258.00	\$1,548.00	12/1/15	
June, 2015	245524	5878	242754	6	242	6	\$258.00	\$1,548.00	12/1/15	
July, 2015	252536	7012	249766	7	249	7	\$258.00	\$1,806.00	12/1/15	
August, 2015	259153	6617	256383	7	256	.7	\$258.00	\$1,806.00	12/1/15	
September, 2015	263908	4755	261138	5	261	5	\$258.00	\$1,290.00	12/1/15	715-
October, 2015	268273	4365	265503	4	265	4	\$258.00	\$1,032.00	12/1/15	
November, 2015	271026	2753	268256	3	268	3	\$193.00	\$579.00	8/15/17	
December, 2015	273242	2216	270472	2	270	2	\$193.00	\$386.00	8/15/17	
January, 2016	275363	2121	272593	2	272	2	\$193.00	\$386.00	8/15/17	
February, 2016	277983	2620	275213	3	275	3	\$193.00	\$579.00	8/15/17	
March, 2016	283738	5755	280968	5	280	5	\$193.00	\$965.00	8/15/17	
April, 2016	289130	5392	286360	6	286	6	\$193.00	\$1,158.00	8/15/17	
May, 2016	294478	5348	291708	5	291	5	\$193.00	\$965.00	8/15/17	
June, 2016	302274	7796	299504	8	299	8	\$195.00	\$1,560.00	8/15/17	
July, 2016	308004	5730	305234	6	305	6	\$195.00	\$1,170.00	8/15/17	
August, 2016	314445	6441	311675	6	311	6	\$195.00	\$1,170.00	8/15/17	
September, 2016	319354	4909	316584	5	316 .	5	\$195.00	\$975.00	8/15/17	
October, 2016	323364	4010	320594	4	320	4	\$195.00	\$780.00	8/15/17	
November, 2016	326569	3205	323799	3	323	3	\$195.00	\$585.00	8/15/17	
December, 2016	328851	2282	326081	3	326	3	\$195.00	\$585.00	8/15/17	
January, 2017	330377	1526	327607	1	327	1	\$195.00	\$195.00	8/15/17	
February, 2017	333530	3153	330760	3	330	3	\$195.00	\$585.00	8/15/17	
March, 2017	337510	3980	334740	4	334	4	\$195.00	\$780.00	8/15/17	
April, 2017	342349	4839	339579	5	339	5	\$195.00	\$975.00	8/15/17	
May, 2017	348015	5666	345245	6	345	6	\$195.00	\$1,170.00	8/15/17	
June, 2017	354910	6895	352140	7	352	7	\$225.50	\$1,578.50	6/21/18	
July, 2017	360693	5783	357923	5	357	5	\$225.50	\$1,127.50	6/21/18	
August, 2017	367274	6581	364504	7	364	7	\$225.50	\$1,578.50	6/21/18	
September, 2017	371617	4343	368847	4	368	4	\$225.50	\$902.00	6/21/18	
October, 2017	375258	3641	372488	4	372	4	\$225.50	\$902.00	6/21/18	
November, 2017	378337	3079	375567	3	375	3	\$225.50	\$676.50	6/21/18	
December, 2017	380253	1916	377483	2	377	2	\$225.50	\$451.00	6/21/18	===
January, 2018	382604	2351	379834	2	379	2	\$225.50	\$451.00	6/21/18	
February, 2018	385186	2582	382416	3	382	3	\$225.50	\$676.50	6/21/18	
March, 2018	389701	4515	386931	4	386	4	\$225.50	\$902.00	6/21/18	
April, 2018	393945	4244	391175	5	391	5	\$225.50	\$1,127.50	6/21/18	
May, 2018	399873	5928	397103	6	397					6
June, 2018	406148	6275	403378	6	403					6
July, 2018	412093	5945	409323	6	409					6
August, 2018	418417	6324	415647	6	415					6
September, 2018	421469	3052	418699		415				====	
Totals						391		\$77,764.50		24
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^{**8/3/12:} updated April and June with figures from CEPS website from 24 to 21 SREC's