

HOPATCONG BOARD OF EDUCATION

The Chalkboard

Mr. Paul J. Saxton, Superintendent of Schools

Regular Meeting -
January 22, 2018
7:00 P.M.

The Hopatcong Borough Schools Board of Education at its public meeting on January 22, 2018 approved the resolutions as follows:

I. Finance

- The Board approved the designation of Carolyn B. Joseph, Interim Business Administrator/Board Secretary, as the Public Agency Compliance Officer (P.A.C.O.).
- The Board approved the Amended and Restated License Agreement with the Hopatcong Warriors from January 22, 2018 and terminating on the five (5) year anniversary of the Effective Date (“Initial Expiration Date”) January 22, 2023.
- The Board approved the donations made in the amount of \$1,000 each from Mr. and Mrs. David Carpenter to the High School classes of Mrs. Julie Wilson, Mrs. Michele Culcasi and Mrs. Sharon Haggerty.
- The Board approved the transfer of funds from Capital Reserve to General Fund in the amount of \$6,250 for payment of architect fees on the High School boiler replacement project.
- The Board approved the authorization to initiate a Request for Proposal for an architectural firm to include educational planner to assist in the Hopatcong Borough School District’s Long Range Facilities Plan.

II. Personnel

- The Board approved the employment contract for the position of Facilities Manager for Matthew Geary for the remainder of the 2017-2018 school year.
- The Board approved the employment of Neil Piro on a per diem basis at a daily rate of \$167.21, effective January 2, 2018 until such time that the Facilities Manager begins employment.
- The Board approved the resignation, with regret, of Nancy Barnard from her position as Special Education Teacher at Hudson Maxim School, for the purpose of retirement, effective July 1, 2018.
- The Board approved the resignation, with regret, of Robbyn Sickles, from her position as Paraprofessional in the Hopatcong School District, effective January 13, 2018.
- The Board approved the employment of Amie Robertson, as a Paraprofessional in the Hopatcong School District, at a rate of \$11.00 per hour, plus \$1.00 differential for toileting if applicable, effective January 23, 2018.
- The Board approved the employment of Ashlee Campbell as a full time Custodian at a salary of \$38,438 based upon the 2017/2018 Salary Guide Step 1, based upon Step 1, with \$400 salary increase for Black Seal License, when attained, effective February 1, 2018.
- The Board approved the employment of Leonard Chase as a part time Custodian at a salary of \$19,219 based upon the 2017/2018 Salary Guide Step 1, based upon Step 1, with \$200 salary increase for Black Seal License, when attained, effective February 1, 2018.
- The Board approved the following for the Extra Duty/Extra Pay positions for the 2017-2018 school year at the Hopatcong Middle School, on an as needed basis:

Detention \$20.00 per hour	Homework Club \$28.00 per hour
Craig Vallaro	Maureen Gallone
	Alana Benninger
	Craig Vallaro

- The Board approved the following staff members for District Athletic Event coverage for the 2017-2018 school year.

Gary Andolena	Mike Juskus	Mike Moschella
Donna Annett	Lisa Kenny	Ken Olsen
Dave Campagna	Mike Landshof	Craig Vallaro

Heather DelBagno	Kathy LaRosa	Katarina Visha
Hank Fattorusso	Anna Marrazzo	Marilyn Volpe
Brook Ganguzza	Stephanie Martinez	Kathy Ward
Melissa Gordon-Sant	Jim McDonald	Julie Wilson
Todd Jensen	Elena Melekos	Stacy Yanko
Brittney Juskus	Doug Merkler	

- The Board approved the payment of the District Athletic Event staff as listed by position. (Attachment 1)
- The Board approved Pamela Brennan as High School ELA Portfolio teacher at a rate of \$35.00 per hour, for 3 hours of instructional time and 5 hours of preparation time per week, for a total of 8 hours per week, effective February 1, 2018 to May 15, 2018.
- The Board approved Douglas Merkler as High School Math Portfolio teacher at a rate of \$35.00 per hour, for 3 hours of instructional time and 5 hours of preparation time per week, for a total of 8 hours per week, effective February 1, 2018 to May 15, 2018.
- The Board approved the employment of the following Day Plus Co- Coordinators for the remainder of the 2017/2018 school year, effective January 2, 2018.

Name	Nature of Action	Position	Rate
Jodi Callaghan	Resign	Instructor	\$11.25/hr
Tracey Talmadge	Appoint	Coordinator	\$10,000/yr
Kathy Schwab	Resign	Coordinator	\$10,000/yr
Kathy Ward	Adjust	Coordinator	\$10,000/yr

- The Board approved the Assistant to Facilities Manager job description.
- The Board approved the following Education students to conduct a field experience in the Hopatcong School District during the 2017-2018 school year:

Student Name	Semester	University	Experience	School	Cooperating Staff Member
Nicholas Falkham	Spring 2018	William Paterson University	Student Teaching	High School	Mr. Canzone
Sophie Kohler	Spring 2018	Caldwell Univ	300 hr. Internship	DA/MS	Mrs. Kennedy Mrs. Manisa
Emily Wisneski	Spring 2018	Ramapo College	Student Teaching	Middle School	Mrs. Spano

- The Board approved substitute teachers, paraprofessionals, custodians and van drivers. (Attachment 2)

III. Students & Services

- The Board approved to submit a group size waiver to the Sussex County Department of Education for a PM Preschool Disabled Class as a result of a new student enrollment.
- The Board approved field trip requests, as required by the New Jersey Department of Education. (Attachment 3)

IV. Travel

- The Board approved travel costs as related in this resolution, which are educationally necessary and fiscally prudent and are related to and within the scope of the employee's current responsibilities and promotes the delivery of instruction or furthers the efficient operation of the school district. The reimbursements listed in this resolution are in compliance with the state travel reimbursement guidelines as established by the Department of the Treasury and Board of Education policy in accordance with N.J.A.C. 6A:23B-1.1. seq. (Attachment 4)

V. Policies & Regulations

- The Board approved the of modifications and additions to the policies and regulations of the Hopatcong Board of Education in accordance with statutory and regulatory changes for approval, as revised, for **FIRST READING:**

<u>Policy #</u>	<u>Title</u>
P 5330.04	Administering an Opioid Antidote (New, Suggested)
P 7424	Bed Bugs (New, Suggested)

<u>Regulation #</u>	<u>Title</u>
R 7424	Bed Bugs (New, Suggested)

(Attachment 5)

Attachment 1

Date	Event	Name	Position	Pay Rate
9/15	Football	Kathy LaRosa	Ticket Seller	\$50
9/15	Football	Melissa Gordon-Sant	Ticket Taker (Booth)	\$50
9/15	Football	Stacy Yanko	Ticket Taker (Booth)	\$50
9/15	Football	Kathy Ward	Ticket Taker (Main Gate)	\$50
9/15	Football	Doug Merkle	Ticket Taker (Main Gate)	\$50
9/15	Football	Ken Olsen	Parking (Back Gate)	\$50
9/15	Football	Craig Vallaro	Back Gate	\$50
9/15	Football	Jim McDonald	Crowd Control	\$50
9/15	Football	Heather DelBagno	Scoreboard Gate	\$50
9/15	Football	Lisa Kenny	Students Section	\$50
9/15	Football	Elena Melekos	Concession Stand	\$50
9/15	Football	Anna Marrazzo	Steps	\$50
9/15	Football	Hank Fattorusso	Parking Lot	\$50
9/22	Football	Kathy LaRosa	Ticket Seller	\$50
9/22	Football	Kathy Ward	Ticket Taker (Main Gate)	\$50
9/22	Football	Julie Wilson	Ticket Taker (Main Gate)	\$50
9/22	Football	Ken Olsen	Parking (Back Gate)	\$50
9/22	Football	Jim McDonald	Crowd Control	\$50
9/22	Football	Heather DelBagno	Scoreboard Gate	\$50
9/22	Football	Lisa Kenny	Students Section	\$50
9/22	Football	Mike Juskus	Concession Stand	\$50
9/22	Football	Brittney Juskus	Steps	\$50
9/22	Football	Hank Fattorusso	Parking Lot	\$50
10/3	Cross Country	Craig Vallaro	Back Gate	\$50
10/13	Football	Kathy LaRosa	Ticket Seller	\$50
10/13	Football	Melissa Gordon-Sant	Ticket Taker (Ticket Booth)	\$50
10/13	Football	Anna Marrazzo	Ticket Taker (Ticket Booth)	\$50
10/13	Football	Kathy Ward	Ticket Taker (Main Gate)	\$50
10/13	Football	Ken Olsen	Parking (Back Gate)	\$50
10/13	Football	Craig Vallaro	Back Gate	\$50

10/13	Football	Jim McDonald	Crowd Control	\$50
10/13	Football	Heather DelBagno	Scoreboard Gate	\$50
10/13	Football	Lisa Kenny	Students Section	\$50
10/13	Football	Elena Melekos	Concession Stand	\$50
10/13	Football	Brittney Juskus	Steps	\$50
10/13	Football	Hank Fattorusso	Parking Lot x 2	\$50
10/27	Football	John Canzone	Athletic Trainer Coverage	\$270
11/3	Football	Kathy LaRosa	Ticket Seller	\$50
11/3	Football	Stacy Yanko	Ticket Taker (Ticket Booth)	\$50
11/3	Football	Anna Marrazzo	Ticket Taker (Ticket Booth)	\$50
11/3	Football	Kathy Ward	Ticket Taker (Main Gate)	\$50
11/3	Football	Ken Olsen	Parking (Back Gate)	\$50
11/3	Football	Craig Vallaro	Back Gate	\$50
11/3	Football	Jim McDonald	Crowd Control	\$50
11/3	Football	Lisa Kenny	Students Section	\$50
11/3	Football	Brittney Juskus	Steps	\$50
11/3	Football	Hank Fattorusso	Parking Lot x 2	\$100
12/16	Wrestling	Kathy LaRosa	Ticket Seller	\$50
12/16	Wrestling	Brittney Juskus	Ticket Seller x 2	\$100
12/16	Wrestling	Melissa Gordon-Sant	Ticket Taker	\$50
12/16	Wrestling	Mike Landshof	Crowd Control x 2	\$100
12/16	Wrestling	Hank Fattorusso	Crowd Control	\$50
12/16	Wrestling	Jim McDonald	Crowd Control	\$50
12/16	Wrestling	Mike Juskus	Crowd Control	\$50
12/16	Wrestling	Gary Andolena	Site Manager	\$100
12/16	Wrestling	Ken Olsen	Site Manager	\$100
12/20	Girls Basketball	Melissa Gordon-Sant	Ticket Taker	\$50
12/20	Girls Basketball	Mike Landshof	Crowd Control	\$50
12/20	Girls Basketball	Hank Fattorusso	Back Door	\$50
12/20	Girls Basketball	Jim McDonald	Site Manager	\$100
1/9	Girls Basketball	Kathy LaRosa	Ticket Taker	\$50

1/9	Girls Basketball	Hank Fattorusso	Clock	\$50
1/9	Girls Basketball	Ken Olsen	Crowd Control	\$50
1/9	Girls Basketball	Kathy Ward	Back Door	\$50
1/9	Girls Basketball	Stacy Yanko	Front Door	\$50
1/9	Wrestling	Anna Marrazzo	Ticket Taker	\$50
1/9	Wrestling	Mike Landshof	Crowd Control	\$50
1/9	Wrestling	Lisa Kenny	Back Door	\$50
1/9	Wrestling	Jim McDonald	Front Door	\$50
1/9	Wrestling	Brook Ganguzza	Site Manager	\$100

NAME	INSTITUTIONS ATTENDED	DATES OF ATTENDANCE	DEGREE RECEIVED	MAJOR	CERTIFICATE(S)
Brian DeBoer	William Patterson University	2002-2006	BA	History Education	Teacher Cert
SUBSTITUTE AIDES	SUBSTITUTE CUSTODIANS/ MECHANIC	SUBSTITUTE VAN/BUS DRIVERS	SUBSTITUTE School Nurse	SUBSTITUTE DAY PLUS	SUBSTITUTE BUS AIDES-SCRC Jennifer Fox

Jan. 2018 Field Trips

Submitted by	Activity Title	Date	Cost per student
Munoz, Christina	Liberty Science Center Grade 5	3/21/2018	\$11.00
Munoz, Christina	Liberty Science Center Grade 4	3/20/2018	\$11.00
Benfatti, Lewis	HHS Mock Trial	1/11/2018	\$0.00
Benfatti, Lewis	HHS Mock Trial	1/16/2018	\$0.00
Benfatti, Lewis	HHS Mock Trial	1/18/2018	\$0.00
Benfatti, Lewis	HHS Mock Trial	1/23/2018	\$0.00
	Future Teachers Urban/Suburban		
Jensen, Todd	Exchange	2/8/2018	\$0.00
	Hike and Trout along Trout Habitat with		
	Guide	5/10/2018	\$0.00
Olsen, Kenneth	Pequest Trout Fishing	5/3/2018	\$0.00
Olsen, Kenneth	Paterson Great Falls Tour-Quest	6/7/2018	\$0.00
	Community Service Club -Beach Sweeps		
Olsen, Kenneth	2018	4/21/2018	\$0.00

Attachment 4

TRAVEL 17.

Conferences Jan. 2018

Submitted by	Activity Title	Date	Cost
Noonan, Mary	Increasing PARCC Proficiency Gr. 3-8	2/27/2018	\$188.79
McKowen, James	Conquer Math	12/18/2017	\$19.60
McKowen, James	Conquer Mathematics	12/19/2017	\$19.60
McKowen, James	Conquer Mathematics	3/1/2018	\$19.60
McKowen, James	Conquer Mathematics	3/29/2018	\$19.60
McKowen, James	Conquer Mathematics	2/14/2018	\$19.60
Anderson, Richard	Conquer Math	12/18/2017	\$19.60
Anderson, Richard	Conquer Math	12/19/2017	\$19.60
Anderson, Richard	Conquer Math	2/14/2018	\$19.60
Anderson, Richard	Conquer Math	3/1/2018	\$19.60
Anderson, Richard	Conquer Math	3/29/2018	\$19.60
Blazier, Linda	Best Practices in Elementary Vocal Education	1/15/2018	\$0.00
Doolittle, Kenn...	NJTSS-ER	01/16/2018 - 03/27/2018	\$0.00
Padula, Linda	NJIT School Counselor Appreciation Day	3/9/2018	\$21.51
Brennan, Pamela	Career Pathways: Where Might Teaching Lead You?	12/11/2017	\$0.00
Pierson, David	Healthy Engagement in the Digital World	1/18/2018	\$46.50
Debos, Edric	Exploring the Future of Learning Conference	1/9/2018	\$109.72
Buglovsky, Chri...	HWS AD Meeting	1/3/2018	\$25.42
Hersh, Dawn	Out of District IEP Meeting	1/3/2018	\$15.12
DeSalvia, Ruth	Arts Integration - Who, What, Where, When, Why, and How?	1/12/2018	\$108.29
LoPresti, Chris...	Understanding PARCC	1/24/2018	\$189.26
McFadden, Kathe...	The Second Annual Early Childhood Summit	2/5/2018	\$179.10
Walker, Jaime	New Jersey's Tiered System of Support - Day 1	1/16/2018	\$182.17
Hensz, Tracey	Who, What, Why, Where and How?	1/12/2018	\$108.48
Binotto, Emil	Rowan University Virtual Reality CenterLab	1/10/2018	\$0.00
Mullane, Joanne	Study Group - Panasonic School Visitation	1/12/2018	\$45.50
Kennedy, Melissa	Sussex County School Counselors Association Meeting	2/13/2018	\$10.54

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Edgerton, Olga	New Jersey PLTW Conference and VR Center Visitation	1/10/2018	\$0.00
Takacs, Christina	New Jersey's Tiered System of Support - Day 1	1/16/2018	\$149.00
Martin, Hilary	Free PE PD K-8	2/16/2018	\$0.00
Talmdage, Tracey	Purchasing Sponsored by NJASBO	3/20/2018	\$100.00
Talmdage, Tracey	administrative assistant program-NJASBO	5/10/2018	\$100.00
Saxton, Paul	Techspo '18	01/25/2018 - 01/26/2018	\$773.28
	Transportation Contracts & Bidding &		
Joseph, Carolyn	Food Service Contract Update	2/15/2018	\$100.00
Joseph, Carolyn	Audit Review	4/12/2018	\$100.00
Walker, Jaime	Sussex County Directors of Guidance Meeting	2/16/2018	\$9.92
Kovach, Danielle	NJCEC Conference	3/12/2018	\$133.83
Dinnocenzo, Mary	Observation	1/11/2018	\$5.08
	Partners for Connections in Education Bridges		
Mullane, Joanne	Conference	04/25/2018 - 04/27/2018	\$412.84
Bisignani, Kyle	TECHSPO	01/25/2018 - 01/26/2018	\$114.24
Edgerton, Olga	NJ Student Learning Standards - Math	1/18/2018	\$0.00
Schuffenhauer, ...	NJTSS Tiered System of Support	1/16/2018	\$183.47
Buglovsky, Chri...	NJAC AD Monthly Conference	1/18/2018	\$4.96
Neu, Jennifer	Success for All	3/12/2018	\$143.83
Miller, Tammy	Student IEP Meeting (SP)	1/18/2018	\$3.10

Total \$3,759.95

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Administering an Opioid Antidote

Dec 16

[See **POLICY ALERT No. 210**]

5330.04 ADMINISTERING AN OPIOID ANTIDOTE

New Jersey's "Overdose Prevention Act" encourages the wider prescription and distribution of an opioid antidote to prevent opioid overdose. The New Jersey Department of Education informed school districts they may develop and adopt policies and procedures to maintain and administer an opioid antidote to any student, school personnel, or other person believed to be experiencing an opioid overdose during school hours or during on-site school-sponsored activities to block the opioid's life-threatening effects.

In accordance with N.J.S.A. 24:6J-4.a.(1)(e), the school district's physician, as a health care practitioner as defined in N.J.S.A. 24:6J-3, may prescribe or dispense an opioid antidote directly or through a standing order to the school district for a school district certified school nurse to administer to overdose victims, provided the school physician deems a school district certified school nurse is capable of administering the opioid antidote to an overdose victim in an emergency. The physician's standing order must specify a school district certified school nurse is authorized to administer the opioid antidote to overdose victims. In accordance with N.J.S.A. 24:6J-5.a.(1), the school physician issuing the standing order shall ensure that overdose prevention information is provided to the school district and the certified school nurse(s) authorized to administer an opioid antidote. The overdose prevention information shall include, but not be limited to: information on opioid overdose prevention and recognition; instructions on how to perform rescue breathing and resuscitation; information on opioid antidote dosage and instructions on opioid antidote administration; information describing the importance of calling 911 emergency telephone service for assistance with an opioid overdose; and instructions for appropriate care of an overdose victim after administration of the opioid antidote.

Upon receiving a report of a possible opioid overdose during school hours or during an on-site school-sponsored activity, the Principal, Principal's designee, or supervising staff member will immediately call 911. The school nurse, during school hours and if available at an on-site school-sponsored activity, will also be immediately called. In accordance with the provisions of N.J.S.A. 24:6J-4.d.(1), the school nurse who has received overdose prevention information pursuant to N.J.S.A. 24:6J-5.a.(1) and has been deemed capable of administering the opioid antidote by the school physician may administer the opioid antidote to a student, school personnel, or other person in an emergency if the school nurse believes, in good faith, that the person is experiencing an opioid overdose.



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Administering an Opioid Antidote

Additionally, a building administrator or designee who has been trained through a DHS-endorsed program to administer naloxone, received overdose prevention information, and has been deemed capable of administering the opioid antidote by the school physician, may administer the opioid antidote to a student, school personnel, or other person in an emergency if he or she believes, in good faith, that the person is experiencing an opioid overdose.

The school nurse and/or other school staff members shall keep the student, school personnel, or other person comfortable until emergency medical responders arrive on the scene. Any student who receives an opioid antidote by the school nurse or by an emergency medical responder shall be transported to the nearest hospital with a school staff member designated by the Principal, Principal's designee, or supervising staff member of the on-site school-sponsored activity.

The Principal, Principal's designee, or supervising staff member will notify the parent of any student or a family member or other contact person for a school staff member who may be experiencing a possible opioid overdose as soon as practicable. The Principal, Principal's designee, or supervising staff member of the on-site school-sponsored activity shall notify the Superintendent of Schools whenever an opioid antidote is administered by a school nurse or an emergency medical responder.

The school nurse shall be responsible to store the opioid antidote that has been prescribed by the school physician in a safe and secure location; document the administration of an opioid antidote on a student's health record; monitor the on-site inventory and replacement of the opioid antidote supply; and plan for the disposal of administered opioid antidote and expired opioid antidote applicator.

Any student or school staff member who is found to be under the influence of a controlled dangerous substance shall be subject to the provisions of applicable statutes and administrative codes and Board policies and regulations regarding substance use.

In accordance with the provisions of N.J.S.A. 24:6J-4.d.(2), the school district and the school nurse shall not, as a result of any acts or omissions, be subject to any criminal or civil liability for administering an opioid antidote in accordance with the provisions of N.J.S.A. 24:6J-1 et seq.



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Administering an Opioid Antidote

Nothing in this Policy shall prohibit the administration of an opioid antidote to a student, school personnel, or other person in an emergency during school hours or during on-site school-sponsored activities by an emergency medical responder or by a person authorized to administer an opioid antidote in accordance with N.J.S.A. 24:6J-1 et seq.

This Policy shall be reviewed and approved by the school physician and Board Attorney prior to Board adoption and whenever the Policy is revised. This Policy shall be made available to school staff members, parents, and students in staff and student handbooks, published on the district's website, or through any other appropriate means.

N.J.S.A. 24:6J-1 et seq.

May 24, 2016 New Jersey Department of Education Memorandum - Information for Schools Regarding Opioid Overdose Prevention

Adopted:



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Bed Bugs
May 17

[See POLICY ALERT No. 212]

7424 BED BUGS

The Board of Education is concerned for students who may have bed bugs in their home with the potential for these students to bring bed bugs into the school building. Bed bugs can be transmitted from one location to another in backpacks, clothing, books, and other items. A bed bug infestation is unlikely in a school and the Board adopts this Policy as a proactive action to prevent infestation and to stop bed bugs from spreading within the school setting if a bed bug is transmitted into a school.

Bed bugs are parasitic insects that feed exclusively on blood and are mainly active at night, but are not exclusively nocturnal. A common bed bug prefers human blood and typically feeds on their hosts without being noticed. Bed bugs are not known to transmit disease, but cause reasonable distress and health concerns for many people. The presence of bed bugs in a home does not mean the home is unclean, bed bugs can be found in any home.

Bed bugs typically do not infest people as they hide during the day and come out during the night. Bed bugs are attracted to humans primarily by carbon dioxide, warmth, and by some chemicals. Bed bugs prefer exposed skin, preferably the face, neck, and arms of a sleeping person. Bed bug bites may lead to a range of skin manifestations from no visible effects to prominent blisters. The bite usually produces a swelling with no red spots, but when many bugs feed on a small area, reddish spots may appear after the swelling subsides. Effects also may include skin rashes, psychological effects, and allergic symptoms.

Any staff member who observes what may be bed bug bites on a student shall send the student to the school nurse. The school nurse shall examine the student to determine if there are any bed bugs present on the student or if the bites may be bed bug bites. The school nurse will inform the Principal and contact the student's parent on the results of the examination.

In the event the school nurse observes what appears to be a bed bug on the student or on the student's possessions, the school nurse will inform the Principal who will arrange for a licensed pest management professional to complete an inspection of the student's classroom(s) to determine if bed bugs are present in the classroom area. If a licensed pest management professional cannot complete an inspection within twenty-four hours of the request from the school district, the district custodial staff will vacuum the student's classroom(s) with a vacuum cleaner using a new vacuum cleaner bag and when finished the staff member shall



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Bed Bugs

seal the bag and discard it in a receptacle outside the school building. If the vacuum does not have a bag, the contents of the vacuum shall be emptied into a secure plastic bag, sealed, and discarded into a receptacle outside the school building. The Principal shall determine if the classroom(s) should be occupied by staff and students until the inspection by a licensed pest management professional is conducted.

In the event the inspection determines bed bugs are in the school, the area(s) where bed bugs have been found or could be found will be treated by a licensed pest management professional.

The parent of any student who is found to have a live bed bug on them will be contacted by the school nurse and the parent will be required to pick-up their child to arrange for the child to return home to change clothes and to inspect any items the student brings to school. Upon the student's return to school, the student will be required to report to the school nurse who will examine the child and the child's possessions. If there are no signs of bed bugs on the student or in or on the student's possessions, the student will be able to resume their school day. The school nurse may determine to examine the child subsequent to their initial return to school to ensure the student and possessions are free of bed bugs. In the event the nurse finds live bed bugs on the student or in or on the student's possessions upon the student's initial return to school, or upon any subsequent examination by the school nurse, the school nurse will contact the parent and require the parent to pick-up the student from school.

The Principal, in consultation with the school nurse, will determine if the parents of other students should be informed of the presence of bed bugs in an area of the school where their child may have been or is during the school day. This determination will be made on a case-by-case basis. Parents of other students may not be informed if bed bugs are found on a student or in or on the student's possessions, and are not found in the school building. The school district will comply with all notification requirements and other requirements of the New Jersey Pest Management Act, the district's Pest Management Plan, and any other applicable law.

Any student suspected of having bed bugs in their home or on or in their possessions will be treated with discretion, dignity, and respect. The district will offer the student counseling, if needed. The Principal or designee will work sensitively with parents of any student living in an infested home to develop strategies for preventing the further spread of bed bugs.



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A student excluded from school for reasons outlined in this Policy shall be readmitted only upon the examination and approval of the Principal or designee and the school nurse. The parent is responsible for transporting student to the school nurse for the examination for readmission to school; student is not to be transported to school on a school bus or district vehicle until readmission is approved by the Principal or designee and the school nurse.

Adopted:



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Bed Bugs
May 17

[See POLICY ALERT No. 212]

R 7424 BED BUGS

The following procedures are established in implementation of Policy 7424 – Bed Bugs.

A. Observation of Possible Bed Bug Bites or Bed Bugs on a Student

1. A staff member who observes what he/she believes may be bed bug bites on a student or bed bugs on the student or in or on the student's possessions shall send the student to the school nurse.
2. The school nurse shall examine the student to determine if the student has bed bug bites or if there are any bed bugs present on the student or in or on the student's possessions.
3. If the school nurse determines the student does not have bed bug bites or bed bugs on them or in or on their possessions, the student will be returned to resume their school day.

B. Confirmation of Bed Bug Bites or Bed Bugs on a Student

1. If the school nurse believes the student has bed bug bites or finds bed bugs on the student or in or on the student's possessions, the school nurse will contact the Principal or designee.
2. The Principal or designee will arrange for a licensed pest management professional to complete an inspection of the student's classroom(s) to determine if bed bugs are present.
3. If a licensed pest management professional cannot complete an inspection within twenty-four hours of the request from the school district, the district custodial staff will vacuum the student's classroom(s) with a vacuum cleaner using a new vacuum cleaner bag.
4. When vacuuming is completed by district custodial staff, the staff member shall seal the bag and discard it in a receptacle outside the school building. If the vacuum does not have a bag, the contents of the vacuum shall be emptied into a secure plastic bag, sealed, and discarded into a receptacle outside the school building. The vacuum will also be treated.



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5. The Principal shall determine if the classroom(s) should be occupied by staff and students until the inspection by a licensed pest management professional is conducted.

C. Inspection by Licensed Pest Management Professional

1. If an inspection by the licensed pest management professional determines bed bugs are not present in the classroom(s) inspected, the school program shall resume use of the classroom(s) if the Principal previously decided the classroom(s) should not be occupied by staff or students.
2. If an inspection by the licensed pest management professional determines bed bugs are in the classroom(s), the area(s) will be treated by a licensed pest management professional. Any treatment shall be in accordance with the provisions of the New Jersey Pest Management Act, the district's Pest Management Plan, and any other applicable law.

D. Communication with Student's Parent

1. The school nurse will contact the student's parent on the results of the examination.
2. A parent of a student who is believed to have a live bed bug(s) on them or in or on their possessions will be required to arrange for their child to be picked-up from school to return home to change clothes and for the parent to inspect any possessions the student brings to school. The nurse may provide the parent with information regarding bed bugs.
 - a. Upon the student's return to school after being sent home to change clothes and an inspection of their possessions they bring to school, the student will be required to report to the school nurse who will examine the child and the child's possessions before the child can resume the school day.
 - (1) If there are no signs of bed bugs on the student or in or on the student's possessions upon being examined by the school nurse after the child returns to school, the student will be able to resume their school day.



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b. The school nurse may examine the student and the student's possessions subsequent to their initial return to school to ensure the student and possessions are free of bed bugs.

(1) In the event the nurse finds live bed bugs on the student or in or on the student's possession after the student's initial return to school or upon any subsequent examination by the school nurse, the school nurse will contact the parent and require the parent to pick-up the student from school.

3. A parent of a student who is believed to have bed bug bites, but no evidence of bed bugs on them or in or on their possessions, will be informed of such results and the student may be required to be examined by the school nurse subsequent to the initial examination to ensure bed bugs are not on the student or in or on their possessions they bring to school.

E. School Communications

1. The Principal, in consultation with the school nurse, will determine if the parents of other students should be informed if bed bugs are found in an area of the school. This determination will be made on a case-by-case basis.

a. Parents of other students need not be informed if bed bugs are found on a student or in or on the student's possessions, and are not found in the school building.

F. Compliance with Applicable Laws

1. The Principal or designee will ensure the school district complies with all notification requirements and any other legal requirements, including the New Jersey Pest Management Act, the district's Pest Management Plan, and any other applicable law.



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A student excluded from school for reasons outlined in Policy 7424 and this Regulation shall be readmitted only upon the examination and approval of the Principal or designee and the school nurse. The parent is responsible for transporting student to the school nurse for the examination for readmission to school; student is not to be transported to school on a school bus or district vehicle until readmission is approved by the Principal or designee and the school nurse.

Issued:

