

**PARSIPPANY-TROY HILLS TOWNSHIP SCHOOLS
SUPERINTENDENT'S BOARD OF EDUCATION BULLETIN**

Number 14 ADDENDUM

March 25, 2021

29. Board Policies

**BOARD
POLICIES**

BE IT RESOLVED that the Board approve the following new and revised Board Policies at this first of two readings.

- | | | |
|---------------|---|----------|
| B 0145 | Board Member Resignation and Removal (M) (Revised) | B |
| P 2415 | Every Student Succeeds Act (M) (Revised) | C |
| P 2415.02 | Title I – Fiscal Responsibilities (M) (Revised) | D |
| P 2415.05 | Student Surveys, Analysis, and/or Evaluations (M) (Revised) | E |
| P & R 2415.20 | Every Student Succeeds Act Complaints (M) (Revised) | F |

BE IT RESOLVED that the Board of Education approve the abolishment of the following Policy at this first of two readings:

- | | | |
|-----------|--|----------|
| P 2415.01 | Academic Standards, Academic Assessments, and Accountability (M) | G |
|-----------|--|----------|

30. Student Teacher - Change

**STUDENT
TEACHER CHANGE**

BE IT RESOLVED that the Board approve the change for the following student teacher:

From:

BE IT RESOLVED that the Board approve the following student teacher to virtually complete her internship for the 2020-2021 school year.

Student Name	Cooperating School	Requesting University	Virtual Dates
Leigh Huber	PHHS	Rider Univ/Westminster Choir College	2/1/2021-4/30/2021

To:

BE IT RESOLVED that the Board approve the following student teacher to complete her internship in-district beginning March 26, 2021 through April 30, 2021.

Student Name	Cooperating School	Requesting University	In-District Dates
Leigh Huber	PHHS	Rider Univ/Westminster Choir College	3/26/2021-4/30/2021

31. Policy 5111

**POLICY H
5111**

BE IT RESOLVED that the Board approve the request by Dr. Natalie Betz, principal of Northvail School, that student A, be allowed to complete the 2020-2021 school year as per Board of Education Policy 5111.

BE IT RESOLVED that the Board approve the request by Mrs. Merisa Rosa, principal of Knollwood School, that student B, be allowed to complete the 2020-2021 school year as per Board of Education Policy 5111.

32. Settlement Agreement

SETTLEMENT AGREEMENT

BE IT RESOLVED, that the Parsippany-Troy Hills Township Board of Education approves the settlement agreement with the State of New Jersey Department of Environmental Protection regarding the violation for the air permit for the underground storage tank in the amount of \$1,500.

33. Community Based Instruction

COMM BASED

BE IT RESOLVED that the Board approve the following Community Based Instruction and Structured Learning Experience site for the 2020-2021 school year:

Best Friends Grooming, LLC., 721 Myrtle Avenue, Boonton, NJ 07005

34. Professional Development Facilitators

PROF DEV FACILITATORS

BE IT RESOLVED that the Board approve the following payments in the amount indicated based on \$41/per hour to the individuals named below who have completed teaching and preparation work for their sessions during the March 15th Professional Development Day:

Presenter	Session Title	Hours/Pay	Total
Dorota Edens	Pear Deck	1.5 hr. X \$41/hr.	\$61.50
Andrew Hill	GeoGebra - Explore and Collaborate Lessons	1.5 hr. X \$41/hr.	\$61.50
Ellesa Jala	Pear Deck	1.5 hr. X \$41/hr.	\$61.50
Katherine Johnson	Resident Mentor Training	4 hr. X \$41/hr.	\$164.00
John Kumpf	Desmos Activity Builder	1.5 hr. X \$41/hr.	\$61.50
Maria Nicolaro	GeoGebra	1.5 hr. X \$41/hr.	\$61.50
Christina Russell	Business Curriculum Outlining Session	1.5 hr. X \$41/hr.	\$61.50

35. **Resignation - LOCAL 32** **RESIGN
LOCAL 32**
- BE IT RESOLVED that the Board approve the resignation of Jonathan Croat, Custodian at Northvail Elementary School, effective April 8, 2021.
36. **Resignation - Part-Time Custodian** **RESIGN
PT CUST**
- BE IT RESOLVED that the Board approve the resignation of Remzije Lyons, part-time Custodian at J.R.W. Building, effective March 19, 2021.
37. **Employment - Bus Aide** **EMPLOY
BUS AIDE**
- BE IT RESOLVED that the Board approve the individuals named below as bus aides for the 2020-2021 school year at a rate of \$17.72 per hour effective March 26, 2021:
- | | |
|-----------------|-----------|
| Brandon Gregory | 5.5 hours |
| Susan Kuber | 5.5 hours |
| Dipa Patel | 5.5 hours |
38. **Appointment - Volunteer Extra-Curricular/Athletic Aide - 2020-2021** **APPOINT
VOL-EXTRA**
- BE IT RESOLVED that the Board approve the appointment of the following individuals as volunteer extra-curricular athletic aides in the area indicated:
- Parsippany Hills High School**
- | | |
|---------------|----------------|
| John Mikorski | Boys' Lacrosse |
| Ryan Casey | Baseball |
39. **Leave of Absence** **LEAVE OF
ABSENCE**
- BE IT RESOLVED that the Board approve a medical leave of absence for employee #11564, Custodian, effective March 1, 2021 through March 31, 2021 utilizing accumulated sick leave pursuant to the Family and Medical Leave Act (FMLA).
- BE IT RESOLVED that the Board approve a medical leave of absence for employee #40602, Paraprofessional, effective March 18, 2021 through April 26, 2021 utilizing accumulated sick leave and family illness/bereavement days, and an unpaid medical leave of absence from April 27, 2021 through June 22, 2021.
- BE IT RESOLVED that the Board approve an unpaid leave of absence for employee #11170, Noontime Aide, effective February 22, 2021 through April 16, 2021.

40. **Resignation - ESAPTH**

**RESIGN
ESAPTH**

BE IT RESOLVED that the Board approve the resignation of Saida Sepulveda, Secretary in the Business Office, effective April 22, 2021 or sooner if a suitable replacement can be employed.

41. **Maternity Leave of Absence**

**MATERNITY LEAVE
OF ABSENCE**

Employee #50087, Teacher, has requested a maternity leave of absence on or about June 7, 2021 through June 23, 2021 utilizing accumulated sick leave. Pursuant to the Family and Medical Leave Act (FMLA) and inclusive of New Jersey Family Leave Act (NJFLA), she is also requesting an unpaid childcare leave of absence from September 1, 2021 through November 23, 2021.

42. **Low Pressure - Black Seal Boiler Operator License**

**BOILER
LICENSE**

BE IT RESOLVED that the Board approve the stipend of \$1,324.00 (pro-rated) for Justa Cordova, Local 32 Custodian at Central Middle School, who received her Black Seal Boiler License effective March 18, 2021.

43. **ESL Translator**

**ESL
TRANSLATOR**

BE IT RESOLVED that the Board approve the following individuals as ESL Translators at the rate of \$41.00 per hour to be paid out of the Title III Grant Funds for the 2020-2021 school year:

Sydney DeBari
Marcela Rumbarger
Grisel Surriel

44. **Corrections**

CORRECTIONS

BE IT RESOLVED that the Board approve the following corrections:

Maternity Leave of Absence

Employee #40468

From: a maternity leave of absence on or about May 31, 2021 through June 22, 2021 utilizing accumulated sick leave. She is also requesting an unpaid childcare leave of absence from September 1, 2021 through November 23, 2021.

To: a maternity leave of absence on or about May 24, 2021 through June 22, 2021 utilizing accumulated sick leave. She is also requesting an unpaid childcare leave of absence from September 1, 2021 through November 23, 2021.

Waivers of Teaching Load

From:

Name	Location	Subject	Amount	Effect. Date	Class load	Formula
Christine Mulroy	PHHS	Spec Ed - Sci	\$2,867.53	03/08/2021-06/22/2021	1 class every day	1/7

To:

Name	Location	Subject	Amount	Effect. Date	Class load	Formula
Christine Mulroy	PHHS	Spec Ed - Sci	\$3,231.66	03/08/2021-06/22/2021	1 class every day	1/7

Fall/Spring/Winter Coaching

From:

Parsippany High School 2020-2021 School Year Coaches			
Sport	Position	Name	Stipend
Spring Weight Room	Supervisor	Steven Miller	\$1,906.00

To:

Parsippany High School 2020-2021 School Year Coaches			
Sport	Position	Name	Stipend
Spring Weight Room	Supervisor	Gina Aragona (Split)	\$953.00
Spring Weight Room	Supervisor	Derrick Eatman (Split)	\$953.00

BYLAWS

PARSIPPANY-TROY HILLS TOWNSHIP SCHOOL DISTRICT

BYLAWS
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Board Member Resignation and Removal

0145 BOARD MEMBER RESIGNATION AND REMOVAL

Serving the constituency of the Township as a Member of the Board of Education is a privilege bestowed to those elected by the public. Service should be undertaken with a deliberative purpose allowing the public to maintain confidence in the member's continued service. In order to avoid uncertainty and assure the public of the integrity and transparency of the Board's actions, the Board has adopted the following policy.

A Board of Education member's service on the Board shall terminate immediately upon:

1. The cessation of the member's bona fide residency in the school district the member represents (**N.J.S.A. 18A:12-2.2**); or
2. The member's election or appointment to the office of mayor or member of the governing body of Parsippany-Troy Hills Township (**N.J.S.A. 18A:12-2.2**); or
3. The member's disqualification from voting pursuant to N.J.S.A. 19:4-1 (**N.J.S.A. 18A:12-2.2**); or
4. The member's ~~conviction for false swearing for having falsely affirmed or declared that he/she is qualified to vote~~ **falsely affirms or declares that he/she is not disqualified as a voter pursuant to N.J.S.A. 19:4-1 or that he/she is not disqualified from membership on the Board due to conviction of a crime or offense listed in N.J.S.A. 18A:12-1; or**
5. The removal of the member by the Commissioner of Education; or
6. Recall of a Board member pursuant to N.J.S.A. 19:27A-1 et seq.

A member who fails to attend three consecutive meetings of the Board without good cause may be removed from office on the affirmative votes by majority of the remaining Board members, provided that:

1. The member's removal was proposed at the immediately previous Board meeting; and
2. Notice of the proposed removal was given to the affected member at least _____ **forty-eight** hours in advance of the meeting at which the vote will be taken.



BYLAWS

PARSIPPANY-TROY HILLS TOWNSHIP SCHOOL DISTRICT

Resignation

Any member of the Parsippany-Troy Hills Board of Education who wishes to vacate his or her position or term of office prior to its expiration may do so by notifying the Board Secretary.

1. A Board member's resignation is effective when acknowledged by the Board at the public meeting following the filing of the member's written letter of resignation with the Board Secretary and the Board declares a vacancy in its membership.
2. No action on either a resignation or attempted withdrawal of a resignation may be taken at any special meeting of the Board.
3. The Board shall not fill any vacancy at the same meeting at which a Board member's resignation is acknowledged by the Board.
4. A Board member who has resigned from the Board may not withdraw their resignation after acknowledgment by the Board but may submit a letter of intent to fill the vacancy left by their resignation.

N.J.S.A. 18A:12-2; **18A:12-2.2**; 18A:12-3; 18A:12-29
N.J.S.A. 19:27A-1 et seq.

Adopted: 23 October 2008
Revised: 12 April 2018
Revised:



POLICY

PARSIPPANY-TROY HILLS TOWNSHIP SCHOOL DISTRICT

PROGRAM

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No Child Left Behind Programs

M

2415 EVERY STUDENT SUCCEEDS ACT ~~NO CHILD LEFT BEHIND PROGRAMS~~

The ~~No Child Left Behind Act (NCLB) of 2001~~ **Every Student Succeeds Act (ESSA)** is a reauthorization of the Elementary and Secondary Education Act (ESEA)/~~Improving America's Schools Act (IASA) 1994, of 1965 that provides~~ providing Federal funds to help all New Jersey's school children achieve, ~~at a minimum, proficiency in the State standards. NCLB embodies four key principles or pillars of education reform: accountability, flexibility, choice, and methodology.~~ **The purpose of the ESSA is to ensure all students have equitable access to high-quality educational resources and opportunities and to close educational achievement gaps.** The Board of Education elects to augment the instructional program of students by projects supported by Federal funds allocated under **the ESSA NCLB** and the district will comply with the requirements of all the programs authorized by **the ESSA NCLB**.

The district may be eligible for several grant programs funded through **the ESSA NCLB**, including, but not limited to, Title I through Title VII. Many of the Titles of **the ESSA NCLB** have several parts and subparts that provide a funding source for specific purposes.

Application Procedure

The district will submit an annual ~~ESSA No Child Left Behind~~ Consolidated Formula Subgrant Application to the New Jersey Department of Education (NJDOE). The school district's application shall include all information required by the NJDOE and **the ESSA NCLB** for the district to be considered for funding under **the ESSA NCLB**.

Covered Programs

Formula grants under the ESSA are non-competitive grants that school districts are eligible for based on the make-up of their student bodies. These formula grants for each Title are committed to different purposes and may be used to support different activities and programs.



The intent of NCLB is that all children will meet State academic achievement standards to reach their potential through improved programs. The NCLB Consolidated Formula Subgrant includes the following programs:

1. Title I, Part A provides the programs and resources for disadvantaged students to meet this intent. It requires the State and the district to close the achievement gap by placing a highly qualified teacher in every classroom, improving the qualifications of paraprofessionals who work with disadvantaged students, and using instructional practices that have proven to be effective.
2. Title I, Part D serves neglected and delinquent youth in institutions, community day programs, and correctional facilities to assure they also attain high academic levels of performance.
3. Title II, Part A provides the resources for improving teacher and Principal quality and increasing the number of highly qualified teachers and Principals in classrooms and schools, thereby raising student achievement in the academic subjects. It focuses on preparing, training, and recruiting high quality teachers and Principals and requires the State to develop plans with annual measurable objectives that will ensure all teachers teaching in core academic subjects are highly qualified by the end of the 2005-2006 school year.
4. Title II, Part D facilitates comprehensive and integrated educational technology strategies that target the specific needs of individual schools. It improves student academic achievement through the use of technology in elementary and secondary schools, while addressing the digital divide such that every student is technologically literate by the end of eighth grade. Effective integration of technology resources and systems with teacher training and curriculum development are encouraged in order to identify and showcase best practices in educational technology.
5. Title III, Part A focuses on the teaching of English to limited English proficient (LEP) children, including immigrant children and youth.



POLICY

PARSIPPANY-TROY HILLS TOWNSHIP SCHOOL DISTRICT

PROGRAM

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Every Student Succeeds Act
No Child Left Behind Programs

6. ~~Title IV, Part A provides resources for fostering a safe and drug-free learning environment that supports academic achievement.~~
7. ~~Title V, Part A provides a flexible source of funding to help districts in the development and implementation of various innovative reform initiatives.~~
8. ~~Title VI, Part B addresses the unique needs of rural school districts.~~
9. ~~Title IX covers the general provisions applicable to some/all of the programs.~~

~~Throughout NCLB, the use of solid research to improve teaching and learning as well as student behavior is required and promoted, and parent(s)/legal guardian(s) are provided with information and options to improve the educational opportunities provided for their children. The emphasis on scientifically-based methodology encourages the use of teaching techniques and practices that are founded on research and proven to produce positive results.~~

Title I

The largest Federal program supporting elementary and secondary education is Title I. **The ESSA** ~~NCLB~~ strengthens Title I requirements for the State's assessments, accountability system, and support for school improvement. The law also ~~establishes~~ **requires** minimum qualifications for teachers and paraprofessionals in Title I programs.

The school district must use the best available measure for identifying children from low-income families to: identify eligible school attendance areas, determine the ranking of each area, and determine allocations as identified in the Title I guidelines and regulations.

The school district will offer Title I services to eligible children enrolled in private elementary and secondary schools. The services and benefits will be equitable in comparison to services and benefits for participating public school children.



The school district will provide the New Jersey Department of Education assurances it will provide the maximum coordination between the Title I program, the regular school program, and services provided by other programs for specialized populations. The Title I program will consider the special needs of homeless children, migrant children, children with disabilities and limited English proficient (~~LEP~~) **Language Learner (ELL)** children. Title I funds will be reserved so that migrant children who are otherwise eligible to receive Title I services, even if they arrive during the school year, are served.

Type of Title I Program

The school district will offer a _____ (**School-wide or Target Assistance or Public School Choice**) Title I program.

School-wide Program

High-poverty schools (**a school with at least ~~those with~~ 40% poverty or any school below 40% poverty with a waiver issued by the New Jersey Department of Education**) ~~more students from low-income families~~ are eligible to adopt school-wide programs to raise the achievement of low-achieving students by improving instruction throughout the entire school, thus using Title I funds to serve all children **in the school**. A school-wide program must be established in accordance with the Title I guidelines and regulations and the New Jersey Department of Education.

Target Assistance Program

Schools that are not eligible for (or do not choose to operate) school-wide Title I programs must use Title I funds to provide targeted services to low-achieving students. A Target Assistance program must be established in accordance with the Title I guidelines and regulations and the New Jersey Department of Education.]

~~Academic Standards, Academic Assessments, and Accountability~~ **New Jersey Department of Education Accountability System**



The district will comply with the **accountability system requirements established by** ~~of the New Jersey Department of Education and outlined in the New Jersey State Plan and approved by the United States Department of Education as outlined in Policy 2415.01 – Academic Standards, Academic Assessments, and Accountability in accordance with the NJDOE and NCLB.~~

Fiscal Responsibility

The district will comply with the requirements as outlined in Policy 2415.02 Title I – Fiscal Responsibilities in accordance with the NJDOE and **the ESSA NCLB**.

Staff

The district will comply with the **staff certification requirements of the ESSA and the NJDOE requirements as outlined in Policy 2415.03 – Highly Qualified Teachers in accordance with the NJDOE and NCLB.** In addition, the district will ensure all paraprofessionals meet the requirements as **established required by the ESSA NCLB** and as outlined in Policy 4125 – Employment of Support Staff Members.

Parental Involvement

The district will comply with the requirements as outlined in Policy 2415.04 – Parental Involvement in accordance with the NJDOE and **the ESSA NCLB**.

Student Surveys, Analysis, and/or Evaluations

The Protection of Pupil Rights Amendment (PPRA) applies to school districts that receive Federal funding from the United States Department of Education. The district will comply with the requirements as outlined in Policy 2415.05 - Student Surveys, Analysis, and/or Evaluations in accordance with the PPRA.

Unsafe School Choice Option

In the event there is a school in the district designated as Persistently Dangerous in accordance with the Victims of Violent Criminal Offenses as outlined in **the ESSA NCLB**, the district will comply with the requirements of Policy 2415.06 – Unsafe School Choice Option in accordance with the NJDOE and **the ESSA NCLB**.



Property

Property acquired through Title I funds for use in public or private schools will be acquired in accordance with the Public School Contracts Law, will be held in title by the Board of Education, and will not be used for other purposes so long as it is required in the Title I program. Property no longer required for Title I purposes will be used for other, similarly funded projects or disposed of in accordance with State and Federal guidelines.

Capital Expenses

The Superintendent will assure the district abides by New Jersey's Public Contracts Law; consults appropriate private school officials prior to making any decisions regarding capital expenses; ensure funds that are received to cover capital expenses provide equitable Title I services to private school students; ensure accounts for any capital funding is separately maintained; and assure lease purchase agreements are consistent with applicable statute and administrative code.

Post-Award Requirements

The school district will maintain all project records for five years following the completion of the activity for which the funds were used. The school district will prepare and submit all reports as required by the State Department of Education in a timely manner.

Supplement, Not Supplant

Grant funds provided under Federal programs, including **the ESEA of 1965 as amended by the ESSA** ~~No Child Left Behind funding~~, shall supplement, not supplant **the funds that would, in the absence of such other non-Federal funds, be made that are available to provide programs and services to eligible from State and local sources for the education of students, participating in unless otherwise provided in the grant programs assisted under the ESEA of 1965 as amended by the ESSA.**



POLICY

PARSIPPANY-TROY HILLS TOWNSHIP SCHOOL DISTRICT

PROGRAM

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Every Student Succeeds Act
No Child Left Behind Programs

~~State Waiver from Certain Provisions of No Child Left Behind (NCLB)~~

~~The State of New Jersey may receive a waiver(s) from certain provisions of NCLB from the United States Department of Education. A waiver(s) may affect the applicability of the school district's NCLB policies and/or regulations. In the event a waiver(s) affects the applicability of Board of Education NCLB policies and/or regulations, the waiver provisions shall supersede current Board policies and/or regulations and the school district shall comply with the requirements as outlined by the New Jersey Department of Education in accordance with the waiver(s) application and approval(s) from the United States Department of Education.~~

Evaluation

The Superintendent or designee will evaluate the **ESSA NCLB** programs as required by the United States and the New Jersey Departments of Education.

~~No Child Left Behind Act of 2001~~

Elementary and Secondary Education Act of 1965 (20 U.S.C. 2701 et seq.) as amended by the Every Student Succeeds Act.

Adopted: 2 April 2009

Revised: 11 April 2013



POLICY

PARSIPPANY-TROY HILLS TOWNSHIP SCHOOL DISTRICT

PROGRAM
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Title I – Fiscal Responsibilities
M

2415.02 TITLE I – FISCAL RESPONSIBILITIES

The Parsippany-Troy Hills–Board of Education will comply with the requirements of the Elementary and Secondary Education Act (**ESEA**) of 1965 (20 U.S.C. 2701 et seq.) as amended by the **Every Student Succeeds Act (ESSA) No Child Left Behind Act** of 2001.

Maintenance of Effort

To be in compliance with the requirements of the ~~Elementary and Secondary Education Act of 1965 (20 U.S.C. 2701 et seq.) ESEA~~ as amended by the ~~ESSA No Child Left Behind Act of 2001, §1120A(a)~~, the _____ Board of Education will maintain **either** a combined fiscal effort per student; or aggregate expenditures; of State and local funds with respect to the provision of the free public education ~~by~~ **in** the Local Education Agency (LEA) for the preceding fiscal year that is not less than ninety percent of the combined fiscal effort per student; or the aggregate expenditures; for the second preceding fiscal year.

Comparability with Multiple Schools

To be in compliance with the requirements of the ~~Elementary and Secondary Education Act of 1965 (20 U.S.C. 2701 et seq.) ESEA~~ as amended by the ~~ESSA No Child Left Behind Act of 2001, §1120A(e)~~, the _____ Board of Education directs the Superintendent to assign teachers, administrators, and auxiliary personnel to the schools in such a way that the equivalence of personnel is ensured among schools. **The school district will ensure that State and local funds are used to provide comparable services for Title I and non-Title I schools.**

Comparability of Materials and Supplies

To be in compliance with the requirements of the ~~Elementary and Secondary Education Act of 1965 (20 U.S.C. 2701 et seq.) ESEA~~ as amended by the ~~ESSA No Child Left Behind Act of 2001, §1120A(e)~~, the _____ Board of Education directs the Superintendent to distribute curriculum materials and instructional supplies to the schools in such a way that the equivalence of such material is ensured among schools.



POLICY

PARSIPPANY-TROY HILLS TOWNSHIP SCHOOL DISTRICT

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Title I – Fiscal Responsibilities

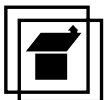
Supplement, Not Supplant

Grant funds provided under Federal programs, including the ESEA as amended by the ESSA, shall supplement, not supplant the funds that would, in the absence of such Federal funds, be made available from State and local sources for the education of students participating in programs assisted under the ESEA as amended by the ESSA.

~~No Child Left Behind Act of 2001, §1120A~~

Elementary and Secondary Education Act of 1965 (20 U.S.C. 2701 et seq.) as amended by the Every Student Succeeds Act.

Adopted: 2 April 2009
Revised



POLICY

PARSIPPANY-TROY HILLS TOWNSHIP SCHOOL DISTRICT

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Pupil Surveys, Analysis and/or Evaluations
M

2415.05 STUDENT SURVEYS, ANALYSIS, AND/OR EVALUATIONS

The Protection of Pupil Rights Amendment (PPRA) (20 U.S.C. §1232h; 34 CFR Part 98) applies to school districts that receive funding from the United States Department of Education.

Consent

PPRA requires written consent from parents/~~legal guardians~~ **of unemancipated minor students** and students who are eighteen years old or emancipated minor students before ~~such minor~~ students are required to participate in a survey, analysis, or evaluation funded in whole or in part by a program of the United States Department of Education that concerns one or more of the following ~~nine~~ areas referred to as “protected information surveys”:

1. Political affiliations or beliefs of the student or student’s parent;
2. Mental or psychological problems of the student or student’s family;
3. Sex behavior or attitudes;
4. Illegal, anti-social, self-incriminating or demeaning behavior;
5. Critical appraisals of others with whom respondents have close family relationships;
6. Legally recognized privileged or analogous relationships, such as with lawyers, physicians, and ministers;
7. Religious practices, affiliations, or beliefs of the student or parents;
8. Income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program); or
9. Social security number.



This consent requirement also applies to the collection, disclosure or use of student information for marketing purposes, referred to as “marketing surveys”, and for certain physical examinations and screenings.

“Opt a Student Out” Notice

The parents of **unemancipated minor students** and **eligible students** who are eighteen years old or emancipated minor students will be provided an opportunity to opt ~~a student~~ out of participating in:

1. The collection, disclosure, or use of personal information obtained from students for marketing, to sell, or otherwise distribute information to others;
2. The administration of any other “protected information survey” not funded in whole or in part by the United States Department of Education; and
3. Any non-emergency, invasive physical examination required as a condition of attendance, administered by the school district or its agents, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, scoliosis screenings, or any physical examination or screening permitted or required under State law.

Inspection

The parents of **unemancipated minor students** and **eligible students who are eighteen years old or emancipated minor students**, upon request and before administration or use, have the right to inspect:

1. Protected information surveys of students;
2. Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and
3. Instructional material used as part of the educational curriculum.



POLICY

PARSIPPANY-TROY HILLS TOWNSHIP SCHOOL DISTRICT

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Student Surveys, Analysis, and/or
Evaluations

The **Superintendent or designee** _____ shall be responsible for obtaining the consent, annual direct notification to parents and eligible students at the start of each school year and after any substantive changes of the “opt a student out” rights, and the inspection rights provisions of PPRA and this Policy. The “opt a student out” notice shall include any specific or approximate dates of the activities eligible for a student to “opt out.”

PPRA Consent/Opt Out Violations

Parents or students who believe their rights under PPRA may have been violated may file a complaint with United States Department of Education.

The Protection of Pupil Rights Amendment (PPRA)

(20 U.S.C. §1232h; 34 CFR Part 98)

~~No Child Left Behind Act of 2001, Title X, Part F, §1061~~

Elementary and Secondary Education Act of 1965 (20 U.S.C. 2701 et seq.) as amended by the Every Student Succeeds Act.

Adopted: 2 April 2009

Revised:



POLICY

PARSIPPANY-TROY HILLS TOWNSHIP SCHOOL DISTRICT

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Every Student Succeeds Act
~~No Child Left Behind~~ Complaints
M

2415.20 EVERY STUDENT SUCCEEDS ACT NO CHILD LEFT BEHIND COMPLAINTS

Pursuant to ~~20 USC 7844, Sec 9304 (a)(3)(C), of the No Child Left Behind Act of 2001 (NCLB),~~ **The Every Student Succeeds Act (ESSA) reauthorized the Elementary and Secondary Education Act of 1965 (ESEA).** Aa Board of Education shall adopt a policy and written procedures **for resolving a written complaint presented by an individual or organization that alleges** ~~that offer parent(s) or legal guardian(s), public agencies, other individuals, or organizations a method for receipt and resolution of complaints alleging~~ violations in the administration of the ~~ESSA NCLB~~ programs as identified by the New Jersey Department of Education (NJDOE).

Policy and Regulation 2415.20 set forth the requirements for resolving complaints presented by any individual or organization that:

1. A school, school district, other agency authorized by the school district, or by the NJDOE violated the administration of education programs **authorized** ~~required~~ by the ~~Elementary and Secondary Education Act ESEA~~ as amended by **the ESSA** ~~NCLB~~; and/or
2. The NJDOE violated the administration of education programs required by the ~~ESEA Elementary and Secondary Education Act~~ as amended by the **ESSA NCLB**.

Complaints regarding nonpublic school officials alleging school district noncompliance must pertain to at least one of the following three specific reasons:

1. **The school district did not engage in consultation that was meaningful and timely;**
2. **The school district did not give due consideration to the views of the nonpublic school officials; or**



- 3. The school district did not make a decision that treats the nonpublic school or its students equitable and in accordance with ESEA Section 1117 or Section 8501.**

A ~~€~~complaint shall be a written **and must identify, at a minimum, the alleged ESEA violation; a description of previous steps taken to resolve the matter; ~~allegation that shall identify the alleged NCLB violation,~~ the facts supporting the alleged violation as understood by the complainant at the time of submission;** and any supporting documentation.

A ~~€~~complaint alleging a school in the district, school district, or other agency authorized by the school district, or the NJDOE violated the administration of a program must be submitted to the _____ **(district administrator responsible for ESSA NCLB compliance)**. The _____ **(district administrator responsible for ESSA NCLB compliance)** shall be responsible to coordinate the investigation of the ~~€~~complaint. The _____ **(district administrator responsible for ESSA NCLB compliance)** shall submit a written report regarding the outcome of the investigation to the complainant.

If the complainant is not satisfied with the outcome of the investigation **by the school district**, the complainant **must submit a written complaint** ~~may initiate a Complaint by submitting a written Complaint to the NJDOE to the attention of the Executive County Superintendent for the county where the school district is located.~~ **This process does not apply to alleged violations concerning participation of nonpublic school children.**

The **Executive** County Superintendent will coordinate the investigation of a ~~€~~complaint. When the investigation is complete, the **Executive** County Superintendent will notify the complainant in writing regarding the outcome of the investigation. If it is determined a violation has occurred, the **Executive County Superintendent will identify and impose the appropriate consequences or corrective action in accordance with statute and/or regulation to resolve the complaint.** ~~Assistant Commissioner assigned to oversee the matter shall identify and impose appropriate consequences or corrective actions as required by regulation to resolve the Complaint.~~ If the complainant **is not satisfied with the determination that is made by the Executive County Superintendent** ~~does not agree with the NJDOE's decision,~~



the complainant may **submit a written request for review of that determination to the Assistant Commissioner** ~~appeal to the United States Department of Education Secretary.~~

A ~~€~~complaint alleging the NJDOE violated the administration of a program must be submitted to the **designated** New Jersey Department of Education **Assistant Commissioner Chief of Staff** ~~or the United States Department of Education Secretary.~~ The NJDOE requests the complainant ~~first contact the New Jersey Department of Education Chief of Staff to resolve the issue.~~ The **appropriate** NJDOE Office **assigned by the Assistant Commissioner of Strategic Initiatives and Accountability** will coordinate the investigation of a ~~€~~complaint. When the investigation is complete, the **Assistant Commissioner Chief of Staff** will notify the complainant in writing regarding the outcome of the investigation. If it is determined a violation has occurred, the **Assistant Commissioner Chief of Staff** ~~shall~~ **will identify and impose the identify and impose** appropriate consequences or corrective actions as required by **statute and/or** regulation to resolve the ~~€~~complaint.

If a complainant does not agree with the NJDOE's decision, the complainant may appeal to the **Secretary of the** United States Department of Education ~~Secretary.~~

To initiate a complaint regarding participation of nonpublic school children, a complainant must submit a written complaint to the NJDOE Nonpublic Ombudsman in accordance with NJDOE procedures.

New Jersey Department of Education 1/26/07 Memorandum—~~No Child Left Behind~~ **Elementary and Secondary Education Act (ESEA) Complaint Policy and Procedure**

Adopted: 2 April 2009

Revised:



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Every Student Succeeds Act
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R 2415.20 EVERY STUDENT SUCCEEDS ACT ~~NO CHILD~~ LEFT BEHIND COMPLAINTS

Pursuant to 20 USC 7844, Sec 9304 (a)(3)(C), of the ~~No Child Left Behind Act of 2001 (NCLB)~~, **The Every Student Succeeds Act (ESSA) requires** the a Board of Education to ~~shall~~ adopt a policy and written procedures that offer parent(s) or legal guardian(s), public agencies, other individuals, or organizations a method for receipt and resolution of complaints alleging violations in the administration of the ~~ESSA NCLB~~ programs.

A. Complaint Procedure Alleging ~~a~~ Violation ~~b~~By ~~a~~ School, School District, ~~o~~Or Other Agency Authorized ~~b~~By ~~t~~The School District ~~o~~Or ~~t~~The New Jersey Department ~~o~~Of Education (NJDOE)

1. A ~~C~~complaint is an ~~written~~ allegation **submitted in writing (mail or email) by an individual or organization** that a school, school district, ~~or~~ other agency authorized by the school district, ~~or the NJDOE~~ has violated the law in the administration of education programs required by the ~~ESSA NCLB Act~~.
2. A ~~C~~complaint ~~shall~~ **must identify at a minimum the following:**
 - a. The alleged ~~ESSA NCLB~~ violation;
 - b. **A description of previous steps taken to resolve the matter;**
 - c~~b~~. The facts supporting the alleged violation **as understood by the complainant at the time of submission;** and
 - d~~e~~. Any supporting documentation (e.g., letters, emails, logs, agenda, meeting minutes).
3. ~~A Complaint may be submitted in writing or electronically. If a Complaint is submitted electronically, a hard copy should also be sent to the NJDOE via regular mail at the address indicated below.~~



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34. A ~~Complaint~~ **must** shall be submitted to the _____ (~~district administrator responsible for NCLB compliance~~) **Executive County Superintendent for the county where the school, school district, or other authorized agency is located**. The ~~Complaint shall be in writing and shall be mailed, hand-delivered, or electronically submitted to the _____ (district administrator responsible for NCLB compliance).~~
5. The _____ (~~district administrator responsible for NCLB compliance~~) shall be responsible to coordinate the investigation of the allegations in the ~~Complaint~~.
- a. The _____ (~~district administrator responsible for NCLB compliance~~) shall acknowledge receipt of the ~~Complaint~~ to the complainant within ten business days of receipt of the ~~Complaint~~.
- b. The _____ (~~district administrator responsible for NCLB compliance~~) may meet with building and district administrative staff, teaching staff, support staff, students, and/or the complainant(s) to determine if a violation of the administration of a NCLB program has occurred.
- c. The _____ (~~district administrator responsible for NCLB compliance~~) may request additional information from the complainant regarding the ~~Complaint~~.
- d. The _____ (~~district administrator responsible for NCLB compliance~~) shall submit a written report regarding the outcome of the investigation to the complainant.



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- e. ~~If the outcome of the investigation concludes a violation has occurred, the _____ (district administrator responsible for NCLB compliance) shall identify and impose the appropriate consequences or corrective action to resolve the Complaint.~~
- f. ~~The outcome of the investigation may conclude the Complaint alleges a violation in the administration of a program by the NJDOE and the complainant shall be informed of the NJDOE Complaint Policy and Procedures as outlined in B. below.~~
6. ~~If the complainant is not satisfied with the outcome of the investigation, the complainant may initiate a Complaint by submitting a written Complaint to the NJDOE to the attention of the Executive County Superintendent. A list of the County Offices of Education and Executive County Superintendents can be found at <http://www.state.nj.us/njded/regions/> or by calling (609) 292-4469.~~
47. When a written Complaint is received by the Executive County Superintendent, the **Executive County Superintendent** appropriate NJDOE personnel will issue a Letter of Acknowledgement to the complainant within ten **business calendar** days of receipt of the Complaint. This letter **will** ~~shall~~ contain the following information:
- a. The date the Complaint was received;
 - b. A brief statement of the manner in which the **Executive County Superintendent** NJDOE will investigate the Complaint;
 - c. If necessary, a request for additional information regarding the Complaint;
 - d. A resolution date within forty-five calendar days from the date the written complaint was received by the Executive County Superintendent; and



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- ed. The name and **telephone** ~~phone~~ number of a contact person for status updates; ~~and~~
- e. ~~A tentative resolution date that is sixty days from the date the written Complaint was received by the County Office.~~
 - (1) ~~Based on the facts of the alleged violation, an extension of time may be required to resolve the Complaint. If an extension is required, the appropriate NJDOE personnel will issue a follow up letter prior to the initial resolution date informing the complainant of the revised timeframe.~~
- 58. The **Executive** County Superintendent will coordinate the investigation of a ~~C~~complaint.
- 68. When the investigation is complete, the **Executive** County Superintendent will notify the complainant in writing regarding the outcome of the investigation.
 - a9. If the **Executive County Superintendent determines** a violation has occurred, the **Executive County Superintendent will** ~~Assistant Commissioner assigned to oversee the matter shall~~ identify and impose **the** appropriate consequences or corrective actions as required **in accordance with statute and/or regulation** ~~by regulation~~ to resolve the ~~C~~complaint.
 - b10. If the complainant **is not satisfied with the determination that is made by the Executive County Superintendent** ~~does not agree with the NJDOE's decision~~, the complainant may **submit a written request for review of that determination to the Assistant Commissioner, Division of Learning Supports and Specialized Services via email at essa@doe.nj.gov with subject line "ESEA Complaint Decision Review" or via hard copy at the following address** ~~appeal to the United States Department of Education Secretary at:~~



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**New Jersey Department of Education
Assistant Commissioner
Division of Learning Supports and Specialized Services
P.O. Box 500
Trenton, New Jersey 08625-0500**

~~Office of Hearings & Appeals
400 Maryland Avenue, SW
Washington, DC 20202-4611
(202) 619-9700~~

~~or at their website at:~~

~~<http://www.ed-oha.org/index.html>~~

- B. Complaint Procedure Alleging ~~a~~ **A Violation** ~~By t~~ **The New Jersey Department of Education (NJDOE)**
1. A ~~C~~ **complaint** is a written allegation the NJDOE has violated the law in the administration of education programs required by the **ESSA NCLB**.
 2. A ~~C~~ **complaint shall must identify at a minimum the following:**
 - a. The alleged ~~ESSA NCLB~~ violation;
 - b. A description of previous steps taken to resolve the matter;**
 - ~~cb.~~ **The facts supporting the alleged violation as understood by the complainant at the time of submission;** and
 - ~~de.~~ Any supporting documentation (e.g., letters, emails, logs, agenda, meeting minutes).



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3. To initiate a ~~€~~complaint alleging the NJDOE has violated the administration of an ~~ESEA NCLB~~ program, a complainant must submit a written ~~€~~complaint to the New Jersey Department of Education – **Assistant Commissioner, Division of Learning Supports and Specialized Services via email at essa@doe.nj.gov with subject line “ESEA Complaint or via hard copy sent to the following address: Chief of Staff or the United States Department of Education Secretary at the address indicated below. The NJDOE requests the complainant first contact the New Jersey Department of Education Chief of Staff to resolve the issue.**

New Jersey Department of Education
~~Office of the Chief of Staff~~
Assistant Commissioner
Division of Learning Supports and Specialized Services
P.O. Box 500
Trenton, New Jersey 08625-0500
(609) 292-4442

~~U.S. Department of Education~~
~~Office of Hearings & Appeals~~
~~400 Maryland Avenue, SW~~
~~Washington, DC 20202-4611~~
~~(202) 619-9700~~
~~<http://www.ed-oha.org/index.html>~~

4. When a written ~~€~~complaint is received by the NJDOE, ~~the~~ **an Assistant Commissioner** ~~Chief of Staff~~ will assign the investigation of this ~~€~~complaint to the **appropriate** ~~Office of Strategic Initiatives and Accountability or other designated~~ office. ~~This Office~~ **The NJDOE** will issue a Letter of Acknowledgement to the complainant within ten **calendar business** days of receipt of the ~~€~~complaint. This letter shall contain the following information:
 - a. The date the ~~€~~complaint was received;
 - b. A brief statement of the manner in which the ~~Department of Education~~ **NJDOE** will investigate the ~~€~~complaint;



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- c. If necessary, request for additional information regarding the ~~C~~complaint;
 - d. **A resolution date within forty-five calendar days from the date the complaint was received; and**
 - ~~ed.~~ The name and telephone number of a contact person for status updates;
~~and~~
 - ~~e.~~ ~~A tentative resolution date that is sixty days from the date that the written Complaint was received.~~
 - ~~(1) Based on the facts of the alleged violation, an extension of time may be required to resolve the Complaint. If an extension is required, the appropriate NJDOE personnel will issue a follow up letter prior to the initial resolution date informing the complainant of the revised timeframe.~~
5. The NJDOE Office ~~assigned by the Assistant Commissioner of Strategic Initiatives and Accountability will coordinate the investigation of~~ **to investigate** a ~~C~~complaint concerning an alleged violation by the NJDOE **will coordinate the investigation of the complaint.** When the investigation is complete, the ~~Assistant Commissioner Chief of Staff~~ will notify the complainant in writing regarding the outcome of the investigation.
- a6. **If the NJDOE Office assigned by the Assistant Commissioner of Education determines it is determined a violation by the NJDOE has occurred after conducting an investigation, the Assistant Commissioner will identify and impose appropriate consequences or corrective action in accordance with the statute and/or regulation,** ~~the Chief of Staff shall identify and impose appropriate consequences or corrective actions as required by regulation to resolve the C~~complaint.



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- b7. **If the a complainant is not satisfied with the NJDOE's decision, the complainant may request a review of the NJDOE's decision to the Secretary of the United States Department of Education (USDOE). The complainant may send the request, reasons supporting the request, and a copy of NJDOE's resolution to the following address:**
~~does not agree with the NJDOE's decision, the complainant may appeal to the United States Department of Education Secretary at the address above.~~

**Secretary, United States Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-4611**

New Jersey Department of Education – **Every Student Succeeds Act (ESSA) in New Jersey**
~~1/26/07 Memorandum – No Child Left Behind ESEA~~ Complaint Policy and Procedures

Issued: 2 April 2009

Revised:



POLICY

PARSIPPANY-TROY HILLS TOWNSHIP SCHOOL DISTRICT

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Academic Standards, Academic Assessments
and Accountability

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2415.01 ACADEMIC STANDARDS, ACADEMIC ASSESSMENTS AND ACCOUNTABILITY

The No Child Left Behind Act of 2001 (NCLB), §1111, requires New Jersey to have an accountability system to include challenging academic content and academic achievement standards. New Jersey’s Core Curriculum Content Standards define those skills needed for children to be successful in the twenty-first century economy. These skills are measured by State assessments and New Jersey’s accountability design determines a school’s progress toward meeting established standards. This progress measure is referred to as Adequate Yearly Progress (AYP).

Testing Requirements

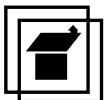
In accordance with NCLB, beginning in the 2002-2003 school year, schools must administer language arts/literacy and mathematics tests in three grade spans: grades 3 through 5, grades 6 through 8, and grades 10 through 12 in all schools. By the 2005-2006 tests must be administered every year in grades three through eight and one year in grades ten through twelve. Beginning in the 2007-2008 school year, science achievement must also be tested. At least 95% of each pupil group must participate in the assessment process. Pupils who have been enrolled in the school for less than one academic year are not included in the accountability process. Pupils with disabilities who are moved from their neighborhood school to receive services at another school will be included in their home school’s accountability process. Pupils with limited English proficiency must also be assessed, with accommodations. Pupil progress must also be assessed by pupil group (pupils from major racial and ethnic groups, economically disadvantaged pupils, pupils with disabilities, and pupils with limited English proficiency) in accordance with the requirements of NCLB.

Adequate Yearly Progress (AYP)

The New Jersey Department of Education (NJDOE) will establish starting points for AYP and incremental increases in expectations for all schools with the goal of all schools and pupil groups reaching 100 percent proficiency in language arts/literacy, math, and science by the 2013-2014 school year.

School Level Accountability

Each school’s proficiency statistics in each area and pupil subgroup will be compared to the State-wide benchmarks. Results for subgroups with fewer than the number of pupils designated by the NJDOE will be suppressed or excluded from the analysis. Intervals of confidence of 90% will be applied to school results. If a subgroup is identified as not having met AYP, “safe harbor” may be reached if the percentage of pupils not meeting AYP has decreased by 10% from the previous school year.



NJDOE School Classification System

The NJDOE will classify schools into six categories of progress based on a school's progress toward meeting the established standards. These categories are:

1. Category I – Schools in Need of Improvement

These schools did not achieve AYP and have an achievement gap of more than 25% in attaining the State standards. The progress achieved by these schools demonstrates that significantly greater assistance is needed to reach full State standards.

This includes those schools that met the above criteria for one or more grade levels, even though they also achieved Category II, Schools in Performance Monitoring, in another grade level.

2. Category II – Schools in Performance Monitoring

These schools did not achieve AYP; however the schools have demonstrated the ability to make progress toward incrementally eliminating the achievement gap; 25% or less of pupils failed to achieve the State standards in one content area. If AYP is not made in the next academic year the school will enter Category I.

Category II includes those schools that met the above criteria even though they also achieved Category III, Schools Approaching the Standards, in another grade level.

3. Category III – Schools Approaching the Standards

These schools have nearly achieved AYP; less than 5% of pupils have not achieved State standards in only one content area. These schools are likely to meet the State standards within one academic year. However, if AYP is not made in the next academic year the school will enter Category II.

Category III includes those schools that met the above criteria even though they also achieved Category IV, Schools Receiving Conditional Approval, in another grade level.



4. Category IV – Schools Receiving Conditional Approval

These schools have achieved their designated AYP and are progressing toward meeting the State standards. These schools must be monitored for maintenance of achievement.

Category IV includes those schools that met the above criteria even though they also achieved Category V, Schools Receiving Full Approval, in another grade level.

5. Category V – Schools Receiving Full Approval

Category V schools have met State standards in at least one of the prior two years in each subject area.

6. Category VI – Schools Demonstrating Excellence

Category VI schools have always met or exceeded State standards and may be considered exemplary models of success.

The School Improvement Process

Schools that have not made adequate yearly progress for two consecutive school years in the same content area will be identified as needing school improvement before the beginning of the next school year. If any school in the district is identified as a Title I school in need of improvement, the following steps need to be taken in the Title I portion of the Consolidated Application/Plan for funding of programs governed under the No Child Left Behind Act. The plan must be developed in accordance with NCLB §1116 and NJDOE guidelines and shall include:

1. Improvement Plan – The school must develop a two-year improvement plan showing programs and strategies that will be adopted to improve teaching and learning.
2. Professional Development – The school must provide professional development for the school's staff to improve their skills. At least ten percent of the school's Title I allocation for two years must be spent to support these professional development activities.



3. Intra-district Choice – The district must develop and offer an intra-district school choice program that includes the process to be used to notify parent(s)/legal guardian(s) of pupils enrolled in the school of the school's designation as a school in need of improvement. An intra-district school choice program must offer parent(s)/legal guardian(s) the opportunity to transfer their child to another school within the district that is not identified for improvement.
4. Supplemental Services – The school must offer and provide supplemental educational services to disadvantaged children in accordance with NCLB and NJDOE guidelines.

Districts with schools that fail to make AYP, after being identified as needing school improvement, by the end of the first full year after identification must continue to

1. Offer the intra-district school choice option to parent(s)/legal guardian(s);
2. Make available supplemental educational services in accordance with NCLB §1116; and
3. Provide technical assistance in accordance with NCLB §1116.

Districts that have schools that fail to make AYP by the end of the second full year after being identified as needing school improvement must continue 1, 2 and 3 above and take at least one of the following corrective actions as identified in NCLB:

1. Replace the school staff who are relevant to the failure to make adequate yearly progress;
2. Institute and fully implement a new curriculum that includes appropriate professional development for all relevant staff that is based on scientifically based research and offers substantial promise of improving educational achievement for low-achieving pupils and enabling the school to make adequate yearly progress;
3. Significantly decrease management authority at the school level;
4. Appoint an outside expert to advise the school on its progress toward making adequate yearly progress based on its school plan;
5. Extend the school year or school day for the school; and/or



6. Restructure the internal organizational structure of the school.

If, after one full year of corrective action, a school subject to corrective action continues to fail to make AYP, the district shall continue to offer the intra-district school choice option, make available supplemental educational services and prepare a plan and make necessary arrangements for alternative governance in accordance with NCLB §1116.

The district may delay, for a period not to exceed one year, implementation of certain corrective action and/or restructuring in accordance with NCLB §1116.

Funds for transportation and supplemental educational services shall be provided in accordance with NCLB, §1116.

No Child Left Behind §1116

Adopted: 2 April 2009

