



Stafford Township School District
Superintendent's Educational Report
November 2023

Student Enrollment Report:

October 2022 – 2448

October 2023 – 2556

Choice Students:

October 2023 – 29

Staff Attendance Report:

October 2023

Certificated Staff

98%

Support Staff

96%

DRILL REPORT:

SCHOOL NAME	DRILL TYPE	OCCUPANTS INVOLVED		DATE	TIME
		Students	Staff		
Oxycocus Elementary	Fire Drill	160	57	10/3/2023	9:30am
Oxycocus Elementary	Evacuation (non-fire)	161	57	10/4/2023	9:45am
Primary Learning Center	Fire Drill	393	51	October 4	2:16
Primary Learning Center	Evacuation (non-fire) Drill	371	55	October 12	9:45
Ocean Acres Elementary	Fire Drill	725	106	October 3 rd	10:11 a.m.
Ocean Acres Elementary	Evacuation(non-fire)	725	106	October 23 rd	10:02 a.m.
McKinley Avenue Elementary	Fire Drill	590	95	10/13/2023	9:01AM
McKinley Avenue Elementary	Non-Bomb Threat & Building Evacuation	573	95	10/9/2023	10:00AM
Intermediate School	Fire Drill	587	66	10/13/23	9:02 am
Intermediate School	Evacuation Drill	587	68	10/9/23	10:00 am

The Committee of the Whole Meeting of the Stafford Township Board of Education was held on October 2, 2023 at 6:00pm at the Oxycocus Elementary School.

CALL TO ORDER

The Stafford Township Board of Education is called to order in compliance with the Open Public Meeting Act Law - 1975 Chapter 231 (P.L. 1975-231C). This meeting was advertised in the Atlantic City Press. Notice has been posted in the office of the Stafford Township Clerk, all school buildings and the district website.

ROLL CALL

Cono Cirone	Member (Absent)
Patricia Formica	Member
Deborah Lyons	Member
Robert Morello	Member (Absent)
Matthew Regulski	Member
Christopher Smith	Member
Joseph Washco	Member
Kevin Cooney	Vice President (Absent)
Tammy Wagner	President

ALSO PRESENT

George J. Chidiac	Superintendent
Lourdes LaGuardia	Business Administrator/Board of Education Secretary
Martin J. Buckley, Esq.	Board of Education Attorney

FLAG SALUTE**A. RECOGNITION/PRESENTATIONS**

None

B. COMMUNICATION FROM THE PUBLIC (AGENDA ITEMS ONLY)

None

C. PERSONNEL/POLICY

Chairperson Tammy Wagner – Update (Policy Only)

- Mrs. Wagner shared that on tonight's agenda we have 13 district-wide substitutes for approval for the 2023/2024 school year. There are three transfers for the 2023/2024 school year and no change of assignments for this meeting. There are no policies/regulations on this agenda for review.

D. SPECIAL EDUCATION/CURRICULUM

Chairperson Patricia Formica – Update

- Ms. Formica reported that Mrs. Bush reviewed recent updates from the county meeting on September 14th. She shared two possible professional development opportunities that may come in January from the state. In addition, Mrs. Bush discussed that McKinley grade 4 was selected to participate in the 2024 National Assessment of Educational Progress (NAEP) on March 5, 2024 in math and reading. There are no district, school or student level results with NAEP.
- Ms. Formica reported that Mrs. Bush discussed that the communication boards have been delivered and will be put up at the Ocean Acres, McKinley and Intermediate playgrounds. Mr. Reilly also discussed that the first Special Education Parents meeting takes place on October 3, 2023 at the Intermediate playground. Mr. Reilly also mentioned that the Olympics start on October 3rd.

F. FINANCE/BUILDINGS&GROUNDS

Chairperson Joseph Washco – Update

- Mrs. LaGuardia reviewed payroll, speech contract, the rescinding of the Lease to Purchase contract and the new Lease to Purchase contract, Comprehensive Maintenance Plan, ROD Grant awards, cafeteria serving line purchase order, lunch applications and state aid.

G. CLOSED SESSION – Student and Negotiations Matters

Whereas Section 8 of the Open Public Meetings Act, Chapter 231, P.L. 1975, permits the exclusion of the public from a meeting under certain circumstances; and

Whereas, this public body is of the opinion that such circumstances presently exist;

Now, therefore, be it resolved by the Stafford Township Board of Education, County of Ocean, State of New Jersey, as follows:

The public shall be excluded from discussion of and action of the hereinafter specified subject matters.

The general nature of the subject matter to be discussed is as follows:

Student and Negotiations Matters

It is anticipated at this time that the above-stated subject matters shall be made public at such time as the reasons for non-disclosure no longer exists.

A motion was made by Ms. Formica and seconded by Mrs. Lyons to move on the above Resolution. Voice vote: All members present voted yes (6-0); motion passed.

A motion was made by Ms. Formica and seconded by Dr. Regulski to exit closed session. Voice vote: All members present voted yes (6-0); motion passed.

TIME IN: 6:10pm

TIME AT CONCLUSION OF CLOSED SESSION: 6:33pm

ADJOURNMENT

A motion was made by Dr. Regulski and seconded by Ms. Formica to adjourn the meeting at 6:34pm. Voice vote: All members present voted yes (6-0); motion passed.

Lourdes LaGuardia
School Business Administrator/Board Secretary

LL/km/10-3-2023

The Business Meeting of the Stafford Township Board of Education was held on October 2, 2023 at 7:02pm at the Oxycocus Elementary School and was live streamed over the web.

CALL TO ORDER

The Stafford Township Board of Education is called to order in compliance with the Open Public Meeting Act Law - 1975 Chapter 231 (P.L. 1975-231C). This meeting was advertised in the Atlantic City Press. Notice has been posted in the office of the Stafford Township Clerk, all school buildings and on the district website. A mechanical device is being used to video record this meeting.

ROLL CALL

Cono Cirone	Member (Absent)
Patricia Formica	Member
Deborah Lyons	Member
Robert Morello	Member (Absent)
Matthew Regulski	Member
Christopher Smith	Member
Joseph Washco	Member
Kevin Cooney	Vice President (Absent)
Tammy Wagner	President

ALSO PRESENT

George J. Chidiac	Superintendent
Lourdes LaGuardia	Business Administrator/Board of Education Secretary
Martin J. Buckley, Esq.	Board of Education Attorney

FLAG SALUTE**A. RECOGNITION/PRESENTATIONS**

~There was a Moment of Silence for Lou Parziale who passed away on September 11, 2023. Lou was a custodian for 15 years at the Oxycocus School. Lou was truly part of the Stafford family, always helping and making sure everything works. Lou was a friend, father, grandfather and will be greatly missed.

~Statewide Assessment Spring 2023 Results – Presentation

- Mrs. Bush presented the Statewide Assessment Report and NJSLA Results from spring 2023.

~School Self-Assessment to determine grades under the Anti-Bullying Bill of Rights Act – September 1, 2022-June 30, 2023 – Presentation

- Mr. Ytreboe presented the Self-Assessment under the Anti-Bullying Bill of Rights Act. Mr. Ytreboe shared that the School Climate Team is actively training and reporting.

~SSDS (Student Safety Data System) January 1, 2023 – June 30, 2023 – Presentation

- Mr. Ytreboe shared the SSDS reporting for the period of January to June 2023.

Both programs promote incentive initiative to improve student climate.

B. SUPERINTENDENT'S EDUCATIONAL REPORT - Attachment

- Mr. Chidiac shared that Back to School Night at each school was a very good event.
- Mr. Chidiac also shared that October is Respect/Halloween.

C. APPROVAL OF MINUTES OF PREVIOUS MEETING(S)

*NOTE: If a board member was absent (listed below) they are to abstain from the vote on that item/meeting.

To approve the minutes of the following meeting(s):

1. September 11, 2023 Committee of the Whole Meeting – 1 Absence (D Lyons)
2. September 11, 2023 Business Meeting – 1 Absence (D Lyons)
3. September 11, 2023 Closed Session – 1 Absence (D Lyons)

A motion was made by Ms. Formica and seconded by Dr. Regulski to approve Approval of Minutes of Previous Meeting(s) #1-3. Roll call vote: five (5) members present voted yes; motion passed. Mrs. Lyons abstained on items #1-3.

D. COMMUNICATION FROM THE PUBLIC (AGENDA ITEMS ONLY)

None

E. CORRESPONDENCE TO AND FROM THE BOARD

None

F. BOARD BUSINESS

1. There were no incidents of harassment, intimidation, and bullying.

2. To approve the district Nursing Plan for the 2023-2024 school year with standing orders by Dr. Schmoll.

A motion was made by Mr. Washco and seconded by Dr. Regulski to approve Board Business item(s) #1-2. Roll call vote: six (6) members present voted yes; motion passed.

NEW BUSINESS**G. FINANCE/INSURANCE/TRANSPORTATION**

The Committee of the Whole has reviewed the following action items, has consulted with the superintendent, school business administrator/board secretary and other appropriate district officials, and hereby certifies that the actions being approved are consistent with the 2023-2024 board/district goals. In addition, we further certify that we have reviewed the attached bill list and are satisfied that curriculum related expenditures are directly related to the results of assessment data and that professional development expenditures are directly related to professional development plans.

1. To approve for payment of October 2023 bills list totaling \$1,304,527.31 as attached. (G-1)

Fund 10 - \$882,463.80
Fund 20 - \$230,374.75
Fund 30 - \$179,994
Fund 40 - \$0
Fund 60 - \$1,900
Fund 61 - \$9,794.76

*Note - \$562,107.24 of the amounts listed were made as EFT payments. (G-1a)

*To approve for payment of September 2023 additional bills list totaling \$1,678,768.30 as attached. (G-1b)

Fund 10 - \$737,723.45
Fund 20 - \$845,514.34
Fund 30 - \$0
Fund 40 - \$0
Fund 60 - \$265.75
Fund 61 - \$95,264.96

*Note - \$594,342.05 of the amounts listed were made as EFT payments. (G-1c)

*To approve for payment of August 2023 additional bills list totaling \$79,702.28 as attached. (G-1d)

Fund 10 - \$0
Fund 20 - \$0
Fund 30 - \$0
Fund 40 - \$0
Fund 60 - \$78,190
Fund 61 - \$1,512.28

*Note - \$822.28 of the amounts listed were made as EFT payments. (G-1e)

2. To approve for payment of payroll

a. dated September 15, 2023 totaling \$1,397,848.25

3. To accept the Treasurer's Report for the month of August 2023.

4. To accept the Secretary's Report for the month of August 2023.

5. Certification of Overexpenditures:

Pursuant to N.J.A.C. 6A:23-2.11(c)3, I, Lourdes LaGuardia, Board of Education Secretary, certify that as of August 2023 no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23-2.11(a).

Board of Education Secretary

Date

Board Resolution:

Through the adoption of this resolution, we, the Stafford Township Board of Education, pursuant to N.J.A.C. 6A:23-2.11(c)4, certify that as of August 2023 after review of the secretary's monthly financial report (appropriations section) and upon consultation with the business administrator and other appropriate district officials, that no major account or fund has been over-expended in violation of N.J.A.C. 6A:23-2.11(b)4 I-VI and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

6. To approve the attached line item transfers.

- a. July 2023
- b. August 2023

7. To authorize the Business Administrator to make payment of post-Board meeting bills for the month of October 2023 and to execute mid-cycle contracts such as utilities and out-of-district contracts. Specifics of these transactions, if any, will be provided for ratification at the next regular scheduled board meeting.
8. To approve to amend the contract with Elite Rehabilitation Services of Cedar Run, NJ to provide Speech Services as initially approved at the June 5, 2023 Board Meeting to increase the number of hours per month to cover a district vacancy from October 16, 2023 to March 25, 2024 at the approved rate of \$69/hour.
9. To approve the attached Resolution Ratifying the Solicitation of Bids for a Tax-Exempt Lease Purchase Financing for the Acquisition of Various Equipment and the Delegation of the Award and Execution of a Lease Purchase Financing.
10. To approve the contract with Soliant for a Teacher of the Deaf for student #21273 in the amount of \$76/hour for the 2023-2024 school year commencing on November 13, 2023.
11. To approve the attached distribution of salaries from the American Rescue Plan Funds (ARP) for additional staff for the 2023-2024 school year with salaries from Grant and Local Funds specified.
12. To approve the attached contract with Preferred Nursing Services at a rate of \$64/hr RN and \$57/hr LPN for the 2023-2024 for district nursing coverage as needed.

A motion was made by Dr. Reguski and seconded by Mr. Smith to approve Finance/Insurance/Transportation item(s) #1-12. Roll call vote: six (6) members present voted yes; motion passed.

H. BUILDINGS/GROUNDS/CAFETERIA

The Buildings/Grounds/Cafeteria Committee has reviewed the following action items, has consulted with the school business administrator/board secretary and other appropriate district officials, and hereby certifies that the actions being approved are consistent with the 2023-2024 board/district goals.

1. To approve the attached Annual Facilities Checklist – Health and Safety Evaluation of School Buildings.
2. To approve the attached Comprehensive Maintenance Plan and Annual Maintenance Budget Amount Worksheet (M-1).
3. To approve the disposal of Asset Tag #s 160156, 01674, 160100, 160025, 000169 and 01805. These are for ovens at Intermediate, McKinley, Ocean Acres and Oxyocus.

A motion was made by Dr. Regulski and seconded by Mr. Washco to approve Buildings/Grounds/Cafeteria item(s) #1-3. Roll call vote: six (6) members present voted yes; motion passed.

I. CURRICULUM/INSTRUCTION/TECHNOLOGY

The Committee of the Whole has reviewed the following action items, has consulted with the superintendent and other appropriate district officials, and hereby certifies that the actions being approved are consistent with the 2023-2024 board/district goals. In addition, we further certify that we have reviewed the attached professional development request list and are satisfied that each professional development event is directly related to the employee's duties, each event is fiscally prudent (consistent with N.J.S.A. 18A:11-12), that teaching staff requests are aligned to the New Jersey Student Learning Standards, and that administrator requests are aligned to the Professional Standards for School Leaders.

1. To approve the professional development requests shown on the attached listing.
2. To approve the attached list of additional field trips for the 2023-2024 school year.

A motion was made by Mr. Smith and seconded by Dr. Regulski to approve Curriculum/Instruction/Technology item(s) #1-2. Roll call vote: six (6) members present voted yes; motion passed.

J. PERSONNEL

The following Personnel items were discussed:

Chairperson of the Personnel Committee – Tammy Wagner

Report: The superintendent recommends the board approve/ratify the appointment of the following named individuals who constitute a careful selection and screening of applicants, in accordance with the board/district hiring policies/procedures, and are hereby recommended for an employment contract contingent upon the successful completion of their accredited degree program, New Jersey Department of Education certification requirements, Federal NCLB Highly qualified Teacher requirements, a criminal history clearance and the successful completion of a medical examination as required by the board of education. These initial assignments/appointments may be changed as district needs develop unless otherwise stipulated. The Personnel/Policy Committee has reviewed the following action items, has consulted with the superintendent and other appropriate district officials, and hereby certifies that the actions being approved are consistent with the 2023-2024 board/district goals.

1. To approve the attached list of substitutes for the 2023-2024 school year.
2. To approve the transfers for the attached list of personnel for the 2023-2024 school year.
3. To approve the following retirement:
 - a. Stacie Capuano, Teacher, effective July 1, 2024
4. To approve the following resignations:
 - a. Patricia Laden-Pruden, Bus Attendant, effective September 15, 2023
 - b. Kathleen Wich, Teacher Aide, effective October 7, 2023
5. To approve the following leaves:
 - a. Employee ID #6719, unpaid leave of absence, beginning September 18, 2023 and returning September 25, 2023
 - b. Employee ID #6083, unpaid family leave FMLA, INTERMITTENT, beginning September 11, 2023 and returning July 1, 2024
 - c. Employee ID #6259, unpaid family leave FMLA, beginning April 8, 2024 and returning July 1, 2024
 - d. Employee ID #6337, unpaid leave of absence, beginning September 25, 2023 and returning October 9, 2023
6. To approve Nicole Stark for the Extended Day Program for the 2023-2024 school year.
7. To approve Maureen DiGiacomo for Step 2 placement for PT Teacher Aide, beginning September 1, 2023.
8. To approve the attached list of additional staff for the WAVE Program for the 2023-2024 school year.
9. To approve the attached list of additional personnel for Extra-Curricular and Enrichment Programs for the 2023-2024 school year.
10. To approve the attached list of personnel for evening enrichment for the 2023-2024 school year.
11. To approve the list below of personnel as Homebound Instruction teachers for the 2023-2024 school year:
 - a. Jaime Staub
 - b. Janeen Fritz-Wegryn
 - c. Victoria Frost
12. To approve Deborah Schweitzer as Bus Attendant, beginning October 1, 2023 and ending June 30, 2024, Step 7, pro-rated, of the Stafford Township Board of Education/STEA Agreement. This is a new position due to preschool expansion.

13. To approve Megan Fastige as Part Time Hourly Teacher Aide, Preschool, Ocean Acres Elementary School, beginning October 1, 2023 and ending June 30, 2024, Step 1, +AA, pro-rated, of the Stafford Township Board of Education/STEA Agreement. This is a replacement position.
14. To approve Marie Gautier as Part Time Hourly Teacher Aide, Preschool, Oxycocus Elementary School, beginning October 1, 2023 and ending June 30, 2024, Step 4, pro-rated, of the Stafford Township Board of Education/STEA Agreement. This is a replacement position.
15. To approve Anita Bagnall as Part Time Hourly Teacher Aide, ERI Class Intermediate School, beginning October 16, 2023 and ending June 30, 2024, Step 2, +BA, pro-rated, of the Stafford Township Board of Education/STEA Agreement. This is a new position due to IEP.
16. To approve Jaclyn Colletti as Part Time Hourly Teacher Aide, Preschool, Oxycocus Elementary School, beginning October 16, 2023 and ending June 30, 2024, Step 1, +BA, pro-rated, of the Stafford Township Board of Education/STEA Agreement. This is a maternity leave replacement position.
17. To approve Joceline Ramirez Kelley as Part Time Hourly Teacher Aide, Resource, Intermediate School, beginning October 16, 2023 and ending June 30, 2024, Step 1, +30 College Credits, pro-rated, of the Stafford Township Board of Education/STEA Agreement. This is a replacement position.

Employee appointments are provisional pending satisfactory completion of the Criminal History Background Check, Pre-employment P.L. 2018,C.5 Disclosure and Physical Exam Requirements required by the State of New Jersey.

A motion was made by Mr. Washco and seconded by Dr. Regulski to approve Personnel item(s) #1-17. Roll call vote: six (6) members present voted yes; motion passed.

K. POLICY/LEGISLATIVE

The Committee of the Whole has reviewed the following policies and regulations, has consulted with the board attorney and other appropriate district officials, and hereby certify, pursuant to N.J.S.A. 18A:11-1, that the attached policies and regulations are in compliance with all applicable statutes and administrative code provisions and are consistent with the 2023-2024 board/district goals.

NO ACTION ITEMS

L. ADVANCED PLANNING

None

M. PUBLIC COMMENT

None

N. BOARD INFORMATIONAL ITEMS

O. CLOSED SESSION

None

ADJOURNMENT

A motion was made by Dr. Regulski and seconded by Mrs. Lyons to adjourn the meeting at 7:24pm. Voice vote: All members present voted yes (6-0) motion passed.

Lourdes LaGuardia
School Business Administrator/Board Secretary

LL/km/10-3-2023

Attachments are subject to change without notice

Safe Return Plan 2023-2024

Maintaining Health and Safety

A. Wearing of masks

For the 2023-2024 school year, we will continue to follow the guidance as provided by Governor Murphy's announcement that lifted the mask mandate that required universal masking as of March 7, 2022. The wearing of masks will be optional for all students, staff, teachers, and visitors. This will also include on school buses.

B. Physical Distancing

The Stafford Township School District has established school policies and interventions to promote the recommended physical distance, suggested by the state and CDC, between staff, students and visitors.

The district will implement physical distancing measures to the extent described in the New Jersey Department of Health regional risk matrix. All instructional and non-instructional rooms in school and district facilities will comply with social distancing standards to the greatest extent practicable:

- Classrooms:
 - To the greatest extent possible, physical distancing between students will be maintained in classrooms.
- Other School Spaces: To the greatest extent possible, the district will maintain physical distancing, in the following situations:
 - Between adults (teachers and staff), and between adults and students, when possible.
 - During activities when increased exhalation occurs, such as singing, shouting, band, or sports and exercise. The district will move these activities outdoors or to large, well-ventilated spaces, when possible.
 - In common areas such as school lobbies and auditoriums.
- Remove nonessential furniture and make other changes to classroom layouts to the greatest extent possible between students.
- Eliminate or decrease nonessential in-person interactions among teachers and staff during meetings, lunches, and other similar situations.
- Visitors: The district will limit any nonessential visitors, volunteers, and activities that involve external groups or organizations as much as possible.
- Additional PPE items will be available to any staff or students on an as needed basis.
- Require all visitors to physically distance themselves from others, when possible.

- Create distance between children on school buses, when possible. Open windows to improve ventilation when it does not create a safety hazard. Masks will be optional for students while riding the school bus.
- Consider physical barriers/partitions as an acceptable additional mitigation strategy where feasible.

C. Handwashing and respiratory etiquette

Through ongoing health education units and lessons, the Stafford Township School District will teach children proper handwashing as well as reinforce appropriate sanitization behaviors, and provide adequate supplies. The Stafford Township School District will ensure that teachers and staff use proper handwashing and respiratory etiquette.

- The teachers and staff will teach and reinforce handwashing with soap and water for at least 20 seconds, increase frequency of handwashing and monitoring to ensure adherence among students, teachers, and staff. If handwashing is not possible, hand sanitizer containing at least 60% alcohol will be used.
- The Stafford Township School District will encourage students and staff to cover coughs and sneezes with a tissue and immediately wash their hands after blowing their nose, coughing, or sneezing.
- The district will support healthy hygiene behaviors by providing adequate supplies, including soap, a way to dry hands, tissues, face , and no-touch/foot-pedal trash cans. When soap and water are not readily available, the district will provide alcohol-based hand sanitizer that contains at least 60% alcohol (for staff and older children who can safely use hand sanitizer).
- Assist/observe young children to ensure proper handwashing when possible.

D. Cleaning and maintaining healthy facilities

Stafford Township School District will make changes to physical spaces to maintain a healthy environment and facilities, including improving ventilation and routinely clean high-touch surfaces (such as doorknobs and light switches).

- Ventilation: Stafford Township School District will improve ventilation to the greatest extent possible to increase circulation of outdoor air, increase the delivery of clean air, and dilute potential contaminants. This will be achieved through several actions.
 - Bring in as much outdoor air as possible. If safe to do so, open windows and doors. Even just cracking open a window or door helps increase outdoor airflow, which helps reduce the potential concentration of virus particles in the air.
 - Ensure Heating, Ventilation, and Air Conditioning (HVAC) settings are maximizing ventilation.
 - Filter and/or clean the air in the school by improving the level of filtration as much as possible.
 - Use exhaust fans in restrooms and kitchens.

- Open windows in buses and other transportation, if doing so does not pose a safety risk.
- Modified layouts: To the greatest extent possible, the Stafford Township School District will adjust physical layouts in classrooms and other settings to maximize physical space.
- Cleaning: Stafford Township School District will regularly clean high touch surfaces and objects (for example, playground equipment, door handles, sink handles, toilets, drinking fountains) within the school and on school buses at least daily or between bus routes as much as possible.
- Communal spaces: To the greatest extent possible, the Stafford Township School District will clean regularly and stagger use of shared spaces, such as cafeterias.
- Food service: Stafford Township School District will not utilize self-serve food or drink options such as hot and cold food bars, salad or condiment bars, and drink stations. All food service will be handled by Sodexo employees.

E. Contact tracing in combination with isolation

The Stafford Township School District collaborates with the Ocean County Health Department, to the extent allowable by privacy laws and other applicable laws, to provide information about individuals diagnosed with or exposed to COVID-19. Students, teachers, and staff with positive test results will isolate as recommended by the Local Health Department and CDC.

- Students, teachers, and staff who have symptoms are encouraged to stay home and to contact their healthcare provider for testing and care.
- Students, teachers, and staff that are diagnosed with COVID-19 will be separated from others to prevent exposure. Students, teachers, and staff who are in isolation will be required to stay home and follow the direction of the local public health authority about when it is safe for them to return to work/school.
- The District will monitor positive COVID-19 cases for possible outbreaks and work with the local health department to report and monitor cases.

F. Diagnostic and screening testing

Diagnostic Testing

At all levels of community transmission, the Stafford Township School District will recommend diagnostic testing to any student, teacher, or staff member who is exhibiting symptoms of COVID-19 at school. Additional considerations for diagnostic testing:

- The Stafford Township School District will advise students, teachers, and staff to stay home if they are sick or if they have been exposed to SARS-CoV-2. The district will encourage these individuals to talk to their healthcare provider about getting a COVID-19 test.

- If a student, teacher, or staff member becomes sick at school or reports a new COVID-19 diagnosis, the Stafford Township School District will follow the steps outlined by the Ocean County Health Department and New Jersey Department of Education on what to do next. Notifications will be accessible for all students, parents, or guardians, including those with disabilities or limited English proficiency (for example, through use of interpreters or translated materials) via the district COVID-19 dashboard.
- The Stafford Township School District will ensure school-based healthcare professionals have access to, and training on the proper use of personal protective equipment (PPE).
- Ocean County Department of Health officials will work with the Stafford Township School District to help link students and their families, teachers, and staff to opportunities for testing in their community.

The presence of any of the symptoms below generally suggests a student, teacher, or staff member has an infectious illness and should not attend school, regardless of whether the illness is COVID-19. Occurrence of any of the symptoms below while a student, teacher, or staff member is at school suggests the person may be referred for diagnostic testing.

- Temperature of 100 degrees Fahrenheit or higher
- Sore throat
- Cough (for students with chronic cough due to allergies or asthma, a change in their cough from baseline)
- Difficulty breathing (for students with asthma, a change from their baseline breathing)
- Diarrhea or vomiting
- New loss of taste or smell
- New onset of severe headache, especially with a fever

The Stafford Township School District will utilize the New Jersey Department of Health COVID-19 Regional Risk Matrix when making determinations related to isolation. The COVID-19 Regional Risk Matrix provides data and public health recommendations for local health departments and schools to consider based on the level of COVID-19 transmission in the region.

Screening Testing

The intent is to use screening testing to determine who may remain in-person at school or work and the protective measures that will be taken, and to identify and isolate positive persons to prevent spread.

- Parents and staff will be required to complete a COVID-19 annual waiver on the parent portal prior to the school year and adhere to these requirements.
- Parents will sign a waiver stating that they will check their child(ren) for COVID-19 symptoms daily and if their child is exhibiting any of the symptoms, they will keep their child home. Parents will also sign that they will notify the district if

anyone in their household tests positive for COVID-19. Parents will be asked to report positive cases to schools to facilitate contact tracing and ensure communication and planning in schools.

- Staff will diligently observe students daily for symptoms of COVID-19. The teacher will do a quick visual health check. If one or more symptoms is observed, staff will send the student to the nurse for assessment. Nurses will assess the student and make a determination based on the CDC guidelines and the district physician's standing orders. Students who are believed to be ill will be respectfully isolated from others until picked up by a parent/guardian. Staff members who are believed to be ill will be required to go home immediately. Staff and parents will be encouraged to follow up with his/her physician, and continuously monitor their symptoms.

G. Efforts to provide vaccinations to educators

Vaccines are an important tool to help stop the COVID-19 pandemic. Teachers and staff hold jobs critical to the continued functioning of society and are at potential occupational risk of exposure to SARS-CoV-2. Vaccinating teachers and staff is one layer of prevention and protection for teachers and staff. Strategies that minimize barriers to access vaccination for teachers and other frontline essential workers, such as vaccine clinics at or close to the place of work, are optimal.

- Stafford Township School District will share with staff the new CDC resources which are available to provide information about vaccinations:
 - The [COVID-19 Vaccines for Teachers, School Staff, and Childcare Workers](#) web page provides school and childcare staff with the latest information about where and how to book an appointment.
 - The [COVID-19 Vaccine Toolkit for School Settings and Childcare Programs](#) provides schools and childcare programs with ready-made materials they can use to communicate with staff about COVID-19 vaccination.
- Stafford Township School District officials will work together with the Ocean County Health Department and New Jersey Department of Education to also support messaging and outreach about vaccination for members of school communities.

H. Appropriate accommodations for children with disabilities

A narrow subset of students with disabilities might not be able to socially distance or follow other public health requirements. Those who cannot safely adhere to these guidelines should not be required to adhere to the guidelines when documented in the student's Individual Education Plan and/or by a medical professional. The district will make individualized determinations as required by Federal disability laws in order to determine if an exception is necessary and appropriate for a particular student. If a child with a disability cannot maintain physical distance or adhere to other public health requirements, the student is still entitled to an appropriate education, which in some

circumstances may need to be provided via homebound instruction as documented by a medical professional.

Ensuring Continuity of Services

The Stafford Township School District will work with teaching staff to adjust pacing guides for all subject areas and identify supplemental resources that can be utilized to close the achievement gap for our students. The district will utilize a researched based assessment (I-Ready) and participate in state assessment to monitor student progress. The district will provide learning acceleration activities that will include summer educational programs, before and/or after school assistance to students, and social, emotional, and mental health needs of our students through our guidance counselors and child study team. We will contract with outside agencies and our health care company to provide social, emotional, and mental health resources for staff to assist with any need that arises. Professional development will be provided to make data easier for all to understand, on growth mindset, and Multi-Tiered System of Support. Review of services will be ongoing.

Public Comment

The Stafford Township School District will continually meet with all of their stakeholders to gain input into the Safe Return Plan.

- Appropriate input received from the stakeholder groups, will be incorporated into the updated plan.
 - a. The district administration will meet on a monthly basis to discuss ideas, procedures, and implementation of the district plan.
 - b. Staff input will be obtained through quarterly meetings with the Stafford Township Education Association, building faculty meetings and certified staff meetings.
 - c. Parent input will be obtained through quarterly PTO meetings and other district meetings, as appropriate.
 - d. The Board of Education and the public's input into the district's Safe Return Plan will be obtained quarterly at Board of Education Committee meetings and during the public comment section of Board Meetings.
- The Stafford Township School District will post the Safe Return Plan on the district website in the necessary languages for our parents/guardians. Any parent/guardian, who has a disability as defined by the ADA, will be provided the plan in an alternative format accessible to that parent, as requested.

SIDEBAR AGREEMENT

BETWEEN

STAFFORD TOWNSHIP BOARD OF EDUCATION

AND

STAFFORD TOWNSHIP EDUCATION ASSOCIATION

This Agreement is an amendment to the existing Collective Negotiations Agreement between the Stafford Township Education Association and the Stafford Township Board of Education (hereinafter "Board") effective July 1, 2021 – June 30, 2024.

WHEREAS, the Board and the STEA are parties to a CNA setting forth the terms and conditions of employment of members of the STEA negotiation unit; and

WHEREAS, the parties wish to include the titles Behaviorist and Behavior Technician to the Recognition Clause of the Agreement,

WHEREAS, the parties desire to document the understanding between the Board and STEA as it pertains to this issue by way of this Sidebar Agreement.

NOW, THEREFORE, BE IT AGREED this _____ day of _____, 2023,
by and between the Board and the STEA that the CNA will be amended as follows:

1. Article I– Recognition shall include the Behaviorist and Behavior Technician titles and shall henceforth read as follows:

A. UNIT

The Board hereby recognizes the Association as the exclusive representative for collective negotiation concerning the grievances and terms and conditions of employment for all personnel employed by the Board including:

1. Teachers
2. Nurses
3. Librarians

4. Learning Disability Teacher Consultants
5. Medical Assistants
6. Social Workers
7. Psychologists (Full Time)
8. Teacher Assistants
9. Bus Drivers
10. Custodians
11. Secretaries
12. Cafeteria/Playground Assistants
13. Guidance Counselors
14. Transportation Attendants
15. Mail Courier
16. Bus Mechanics
17. Assistant Bus Mechanic
18. Attendance Officer
19. Building & Grounds Maintenance Worker
20. Behaviorists
21. Behavior Technicians

2. On Page 27, Letter G will be added to the CNA as follows:

The Board gives an annual pensionable stipend of \$6,500.00 to Behavior Technician.

This annual stipend will be prorated only if, working less than a full year. (i.e. change of assignment).

3. This Sidebar Agreement is subject to the approval of the Board and will be submitted to the Board at the next Board meeting following the STEA's execution of this Agreement.
4. By signing this Agreement, each signatory represents that he or she is a Party or has been duly authorized to sign on the Party's behalf. The Parties agree that this Agreement may be signed in counterparts and that emailed and/or facsimiles of signatures shall have the same force and effect as original signatures.

IN WITNESS WHEREOF, the parties hereto have set their hands and seal the day and year
first above written.

ATTEST:

Stafford Township Board of Education

President

ATTEST:

Stafford Township Education Association

President

Attachments are subject to change without notice

SIDEBAR AGREEMENT

BETWEEN

STAFFORD TOWNSHIP BOARD OF EDUCATION

AND

STAFFORD TOWNSHIP EDUCATION ASSOCIATION

This Agreement is an amendment to the existing Collective Negotiations Agreement between the Stafford Township Education Association and the Stafford Township Board of Education (hereinafter "Board") effective July 1, 2021 – June 30, 2024.

WHEREAS, the Board and the STEA are parties to a CNA stating forth the terms and conditions of employment of members of the STEA negotiation unit; and

WHEREAS, on page 82 of the CNA it lists several types of extracurricular activities that employees may participate in, along with the stipends associated with those positions; and

WHEREAS, the STEA and the Board have agreed, based on equitable considerations, to revise the CNA to include stipends for the position of Nurse Coordinator and Assistant Music Advisor; and

WHEREAS, the parties desire to document the understanding between the Board and STEA as it pertains to this issue by way of this Sidebar Agreement.

NOW, THEREFORE, BE IT AGREED this _____ day of _____, 2023, by and between the Board and the STEA that the CNA will be amended as follows:

1. Extracurricular Activities on page 82 of the CNA will be amended to add the following annual stipends:

Activity	Stipend
Nurse Coordinator	\$38.30 hour

Assistant Music Show Advisor \$1,460.00

2. All other terms of the existing CNA not modified by this Sidebar Agreement shall remain in full force and effect.
3. This Sidebar Agreement is subject to the approval of the Board and will be submitted to the Board at the next Board meeting following the STEA's execution of this Agreement.
4. By signing this Agreement, each signatory represents that he or she is a Party or has been duly authorized to sign on the Party's behalf. The Parties agree that this Agreement may be signed in counterparts and that emailed and/or facsimiles of signatures shall have the same force and effect as original signatures.

IN WITNESS WHEREOF, the parties hereto have set their hands and seal the day and year first above written.

ATTEST:

ATTEST:

Stafford Township Board of Education

President

Stafford Township Education Association

President

**Stafford Township Board of Education
Bills and Claims
Batch November Bills (11/13/2023)
, Batch November Bills - EFT (11/13/2023)
, Batch November Bills 2 (11/13/2023)**

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
ACENDA, INC	20-487-200-300-00-024	5359	PO-24-00208	Arp Mental Health Pur Prof Service Inv: STS093023 SEPT 2023	November Bills 2		8,053.79
							8,053.79
AMAZON.COM SERVICES INC	11-000-240-600-60-103	5325	PO-24-00315	Filing Cabinets for Main Office Inv: 1RYW-VL9J-7KXM	November Bills		429.99
AMAZON.COM SERVICES INC	20-231-100-600-65-113	5325	PO-24-00355	for small group BSI instruction Inv: 19QD-D7PC-JD93	November Bills 2		172.70
AMAZON.COM SERVICES INC	11-000-261-610-60-105	5325	PO-24-00369	air filters district wide shades mckinley school Inv: 1HH6-PRHJ-FVJT	November Bills		187.96
AMAZON.COM SERVICES INC	11-000-261-610-00-105	5325	PO-24-00369	air filters district wide shades mckinley school Inv: 1KDQ-C9YG-FHRF	November Bills		395.94
AMAZON.COM SERVICES INC	11-000-261-610-00-105	5325	PO-24-00369	air filters district wide shades mckinley school Inv: 1JGK-F3CV-TYP9	November Bills		2,903.56
AMAZON.COM SERVICES INC	11-190-100-610-65-100	5325	PO-24-00443	Teaching Supply Oa Inv: 1KSC-D61D-CV9H	November Bills		291.28
AMAZON.COM SERVICES INC	20-510-100-600-00-118	5325	PO-24-00444	Non Public Tech All St. Inv: 17QC-KV3M-TRL4	November Bills		634.60
AMAZON.COM SERVICES INC	20-218-100-600-00-100	5325	PO-24-00448	Safety Step Inv: 17QC-KV3M-9T66	November Bills		186.42
AMAZON.COM SERVICES INC	11-000-251-600-00-100	5325	PO-24-00460	Business Office Supplies Inv: 1RX7-QNK3-6F93	November Bills		194.41
AMAZON.COM SERVICES INC	11-000-263-420-00-420	5325	PO-24-00461	Supplies needed at McKinley for speed bump installation Inv: 1RX7-QNK3-6FWP	November Bills		61.07
AMAZON.COM SERVICES INC	20-250-100-600-00-110	5325	PO-24-00463	Spec Ed Dept / Ot-PT Dept Inv: 1T7F-KXCD-43HR	November Bills 2		43.62
AMAZON.COM SERVICES INC	20-250-100-600-00-110	5325	PO-24-00463	Spec Ed Dept / Ot-PT Dept Inv: 1NQD-PWF3-VD4K	November Bills 2		832.57
AMAZON.COM SERVICES INC	20-218-100-600-00-100	5325	PO-24-00464	Student Headphones Inv: 1WXM-G3LF-69DG	November Bills		56.97
AMAZON.COM SERVICES INC	20-241-100-600-00-600	5325	PO-24-00471	Supplies for ELL Instruction Inv: 11HR-GXHJ-QGPC	November Bills 2		69.99
AMAZON.COM SERVICES INC	20-231-200-600-60-113	5325	PO-24-00475	supplies used fro BSI teachers Inv: 14LH-V3GJ-HX9C	November Bills		24.89
AMAZON.COM SERVICES INC	20-231-200-600-60-113	5325	PO-24-00475	supplies used fro BSI teachers Inv: 1GLL-CWMD-6XKW	November Bills		72.57
AMAZON.COM SERVICES INC	20-280-100-600-00-113	5325	PO-24-00477	Title Iv Instr Supply Inv: 1T1K-RLHH-W9YH	November Bills		105.00
AMAZON.COM SERVICES INC	11-000-230-610-00-115	5325	PO-24-00478	BA & Transportation Office Supplies & BOE Supplies Inv: 1QGT-9GWW-T3HT	November Bills		71.93
AMAZON.COM SERVICES INC	11-000-251-600-00-100	5325	PO-24-00478	BA & Transportation Office Supplies & BOE Supplies Inv: 1QGT-9GWW-T3HT	November Bills		206.35

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**Stafford Township Board of Education
Bills and Claims
Batch November Bills (11/13/2023)
, Batch November Bills - EFT (11/13/2023)
, Batch November Bills 2 (11/13/2023)**

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
AMAZON.COM SERVICES INC	11-000-270-610-00-100	5325	PO-24-00478	BA & Transportation Office Supplies & BOE Supplies Inv: 1QGT-9GWW-T3HT	November Bills		19.21
AMAZON.COM SERVICES INC	11-000-222-600-65-102	5325	PO-24-00485	General Supplies Inv: 17PX-NKFV-PG1K	November Bills		135.97
AMAZON.COM SERVICES INC	11-190-100-610-75-100	5325	PO-24-00486	Teaching Supply Plc Inv: 1T1K-RLHH-CWDH	November Bills		77.97
AMAZON.COM SERVICES INC	20-250-100-600-00-110	5325	PO-24-00489	For classroom chairs/Special Education Inv: 1QR6-NW4F-HRHL	November Bills		299.97
AMAZON.COM SERVICES INC	20-218-100-600-00-100	5325	PO-24-00492	Books Inv: 1LR6-1K93-4XNJ	November Bills		39.78
AMAZON.COM SERVICES INC	20-250-100-600-00-110	5325	PO-24-00496	For McKinley Sensory Room Inv: 1GLL-CWMD-6R1	November Bills		65.99
AMAZON.COM SERVICES INC	20-250-100-600-00-110	5325	PO-24-00498	For 2 MD Classrooms Inv: 1KV1-6N6A-1TV1	November Bills		4,193.22
AMAZON.COM SERVICES INC	20-511-200-600-00-118	5325	PO-24-00509	Np Secur Aid Supply Sm Inv: 1Y93-PL3A-HK6F	November Bills		179.70
AMAZON.COM SERVICES INC	20-511-200-600-00-118	5325	PO-24-00524	Np Secur Aid Supply Sm Inv: 1RND-TC1X-YYHM	November Bills 2		462.42
AMAZON.COM SERVICES INC	11-190-100-610-60-100	5325	PO-24-00526	Plastic Bags for Student Trunk or Treat Inv: 1CLV-HHC7-DNPD	November Bills 2		35.49
AMAZON.COM SERVICES INC	11-190-100-610-75-100	5325	PO-24-00536	Teaching Supply Plc Inv: 1G6R-KWJ3-L6Q3	November Bills 2		83.82
AMAZON.COM SERVICES INC	61-992-330-600-00-100	5325	PO-24-00542	Concession supplies Inv: 19TX-N6PY-JLFG	November Bills 2		21.73
AMAZON.COM SERVICES INC	11-401-100-610-00-100	5325	PO-24-00548	Garden Club Supplies Inv: 1P61-H6PD-W1MJ	November Bills 2		155.93
AMAZON.COM SERVICES INC	20-280-200-600-00-113	5325	PO-24-00551	For technology use Inv: 164V-LLKM-4RYQ	November Bills 2		35.67
							12,748.69
AMERIFLEX, LLC	11-000-291-270-00-200-001	3214	PO-24-00025	COBRA 2023-2024 Inv: INV663037 OCT 2023 COBRA	November Bills		247.50
AMERIFLEX, LLC	11-000-291-290-00-000	3214	PO-24-00027	Flexible Spending - 2023/2024 Inv: INV658270 OCT 2023 FSA	November Bills		276.00
							523.50
ARDITO BUSINESS MACHINES	11-000-230-610-00-600	5542	PO-24-00455	Repair of Epson Poster Machine Inv: ST64472	November Bills		2,338.00
							2,338.00
ATLANTIC TOMORROW'S OFFICE	11-000-230-610-00-114	4160	PO-24-00410	Supplies Inv: 653405	November Bills		72.00
							72.00
B & H PHOTO VIDEO	61-992-320-400-00-400	3924	23-001840-PYPO	STAC REPAIRS Inv: 216263551	November Bills 2		5,475.54

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**Stafford Township Board of Education
Bills and Claims
Batch November Bills (11/13/2023)
, Batch November Bills - EFT (11/13/2023)
, Batch November Bills 2 (11/13/2023)**

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
B & H PHOTO VIDEO	61-992-320-400-00-400	3924	23-001840-PYPO	STAC REPAIRS Inv: 216635525	November Bills 2		71.99
							5,547.53
BAY PHYSICAL THERAPY	20-250-100-300-00-300	1051	PO-24-00541	Physical Therapy Services Inv: 401A SEPT 2023	November Bills		5,623.50
BAY PHYSICAL THERAPY	20-251-100-300-00-300	1051	PO-24-00541	Physical Therapy Services Inv: 401X SEPT 2023	November Bills		2,760.00
							8,383.50
BAYADA HOME HEALTH CARE INC	11-000-217-320-70-300	4402	PO-24-00529	1:1 Nursing Services Inv: 18584705 9/9-9/8 NK	November Bills		700.00
BAYADA HOME HEALTH CARE INC	11-000-217-320-70-300	4402	PO-24-00529	1:1 Nursing Services Inv: 18602943 9/12-9/15 NK	November Bills		1,500.00
BAYADA HOME HEALTH CARE INC	11-000-217-320-70-300	4402	PO-24-00529	1:1 Nursing Services Inv: 18621327 9/19-9/22 NK	November Bills		1,025.00
BAYADA HOME HEALTH CARE INC	11-000-217-320-65-300	4402	PO-24-00530	1:1 Nursing Services Inv: 18602900 9/11-9/15 MH	November Bills		750.00
BAYADA HOME HEALTH CARE INC	11-000-217-320-65-300	4402	PO-24-00530	1:1 Nursing Services Inv: 18584667 9/6-9/8 MH	November Bills		400.00
BAYADA HOME HEALTH CARE INC	11-000-217-320-65-300	4402	PO-24-00530	1:1 Nursing Services Inv: 18621283 9/18-9/22 MH	November Bills		750.00
BAYADA HOME HEALTH CARE INC	11-000-217-320-50-300	4402	PO-24-00531	1:1 Nursing Services Inv: 18621198 9/18-9/23 JD	November Bills		1,558.50
BAYADA HOME HEALTH CARE INC	11-000-217-320-50-300	4402	PO-24-00531	1:1 Nursing Services Inv: 18602819 9/11-9/14/23 JD	November Bills		1,193.50
BAYADA HOME HEALTH CARE INC	11-000-217-320-50-300	4402	PO-24-00531	1:1 Nursing Services Inv: 18584596 9/6-9/8/23 JD	November Bills		523.00
BAYADA HOME HEALTH CARE INC	11-000-217-320-65-300	4402	PO-24-00534	1:1 Nursing Services Inv: 18603213 9/12-9/15/23 JW	November Bills		1,643.00
BAYADA HOME HEALTH CARE INC	11-000-217-320-65-300	4402	PO-24-00534	1:1 Nursing Services Inv: 18584934 9/6-9/8/23 JW	November Bills		822.50
							10,865.50
BAYSHORE JOINTURE COMMISSION	20-250-100-500-00-500	4990	PO-24-00292	Out of District Tuition Inv: 24-00060 SEPT 2023	November Bills		9,800.00
BAYSHORE JOINTURE COMMISSION	20-250-100-500-00-500	4990	PO-24-00292	Out of District Tuition Inv: 24-00092 OCT 2023	November Bills		9,800.00
BAYSHORE JOINTURE COMMISSION	20-250-100-500-00-500	4990	PO-24-00292	Out of District Tuition Inv: 24-00130 NOV 2023	November Bills		9,800.00
BAYSHORE JOINTURE COMMISSION	20-250-100-500-00-500	4990	PO-24-00293	Out of District Tuition Inv: 24-00060 SEPT 2023	November Bills		9,800.00
BAYSHORE JOINTURE COMMISSION	20-250-100-500-00-500	4990	PO-24-00293	Out of District Tuition Inv: 24-00092 OCT 2023	November Bills		9,800.00
BAYSHORE JOINTURE COMMISSION	20-250-100-500-00-500	4990	PO-24-00293	Out of District Tuition Inv: 24-00130 NOV 2023	November Bills		9,800.00
							58,800.00

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Stafford Township Board of Education
Bills and Claims
Batch November Bills (11/13/2023)
, Batch November Bills - EFT (11/13/2023)
, Batch November Bills 2 (11/13/2023)

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
BENECARD SERVICES, INC.	11-000-291-270-00-200	3324	PO-24-00024	Employee Prescription Benefit 23/24 Inv: NOV 2023 ACTIVE	November Bills 2		116,174.16
BENECARD SERVICES, INC.	11-000-291-270-00-200	3324	PO-24-00024	Employee Prescription Benefit 23/24 Inv: NOV 2023 RETIREE	November Bills 2		548.76
BENECARD SERVICES, INC.	11-000-291-270-00-200-001	3324	PO-24-00024	Employee Prescription Benefit 23/24 Inv: NOV 2023 COBRA	November Bills 2		217.87
							116,940.79
BIT DIRECT, INC.	11-190-100-610-00-106	4495	PO-24-00395	New Monitors for Security Systems Inv: 5032204	November Bills		4,347.25
BIT DIRECT, INC.	20-231-100-600-00-118	4495	PO-24-00437	to utilize in BSI Classes- St. Marys Inv: 5032234	November Bills		1,907.88
							6,255.13
BLICK ART MATERIALS	11-190-100-610-65-100	2894	24-05256	Fine Art Supplies Inv: 1263563	November Bills		23.36
							23.36
BRETT DINOVI & ASSOCIATES	11-000-219-390-00-306	3641	PO-24-00557	Misc. Evals & tech Svcs Inv: 372/6711061	November Bills		810.00
BRETT DINOVI & ASSOCIATES	11-000-219-390-00-306	3641	PO-24-00634	Misc. Evals & tech Svcs Inv: 373 10/5/23	November Bills 2		540.00
							1,350.00
BROWN & BROWN BENEFIT ADVISORS, INC.	11-000-291-270-00-200	4437	PO-24-00020	Benefits Brokerage Services 23/24 Inv: 127711 NOV 2023	November Bills		2,000.00
							2,000.00
BUREAU OF EDUCATION & RESEARCH	20-270-200-300-00-300	1780	PO-24-00597	Online Professional development for school nurses Inv: 5143177	November Bills 2		2,590.00
							2,590.00
BUS PARTS WAREHOUSE	11-000-270-615-00-121	1177	PO-24-00446	BUS PARTS FOR BUS 205 Inv: IN161439	November Bills		289.69
BUS PARTS WAREHOUSE	11-000-270-615-00-121	1177	PO-24-00451	BUS PARTS FOR BUS 154 Inv: IN161811	November Bills 2		73.39
BUS PARTS WAREHOUSE	11-000-270-615-00-121	1177	PO-24-00451	BUS PARTS FOR BUS 154 Inv: IN162472	November Bills 2		73.39
BUS PARTS WAREHOUSE	11-000-270-615-00-121	1177	PO-24-00511	BUS PARTS FOR BUS 205 Inv: IN161925	November Bills		219.90
BUS PARTS WAREHOUSE	11-000-270-615-00-121	1177	PO-24-00582	Bus Parts for Bus 175 Inv: IN162357	November Bills 2		117.94
							774.31

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**Stafford Township Board of Education
Bills and Claims
Batch November Bills (11/13/2023)
, Batch November Bills - EFT (11/13/2023)
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Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
BUY RITE SHRUBS	60-990-310-600-00-100-004	5548	PO-24-00590	Local Foods For Schools Inv: 139423	November Bills 2		4,880.00
							4,880.00
CAROLINA BIOLOGICAL	11-190-100-610-75-100	1057	24-05302	Science Supplies Inv: 52221706RI	November Bills		30.06
CAROLINA BIOLOGICAL	11-190-100-610-70-100	1057	24-05324	Elementary Science Supplies Inv: 52240819RI	November Bills		33.60
CAROLINA BIOLOGICAL	11-190-100-610-70-100	1057	24-05324	Elementary Science Supplies Inv: 52219216RI	November Bills		88.83
							152.49
CASCADE SCHOOL SUPPLIES, INC.	11-190-100-610-60-100	1093	24-05241	Fine Art Supplies Inv: 91257	November Bills 2		27.75
CASCADE SCHOOL SUPPLIES, INC.	11-190-100-610-65-100	1093	24-05255	Fine Art Supplies Inv: 75451	November Bills		42.06
CASCADE SCHOOL SUPPLIES, INC.	11-190-100-610-65-100	1093	24-05259	Fine Art Supplies Inv: 59501	November Bills		27.72
CASCADE SCHOOL SUPPLIES, INC.	11-190-100-610-75-100	1093	24-05279	Fine Art Supplies Inv: 82407	November Bills		212.80
CASCADE SCHOOL SUPPLIES, INC.	11-190-100-610-75-100	1093	24-05253	Teaching Aids Inv: 75450	November Bills		34.78
							345.11
CDW-G	11-190-100-340-00-300	1843	PO-24-00132	Yearly Renewal - Microsoft Licensing Inv: MH58337	November Bills 2		27,036.28
							27,036.28
CHILDREN'S HEALTH MARKET, INC.	11-190-100-610-70-100	1465	PO-24-00249	The Great Body Shop for 6th grade students Inv: 51205	November Bills		2,887.50
							2,887.50
COMEGNO LAW GROUP PC	11-000-230-331-00-323	5235	PO-24-00594	Legal Fees - September Inv: 3762	November Bills 2		518.00
COMEGNO LAW GROUP PC	11-000-230-331-00-323	5235	PO-24-00594	Legal Fees - September Inv: 3763	November Bills 2		633.03
							1,151.03
COOPER ELECTRIC SUPPLY, INC.	11-000-262-610-65-105	2015	PO-24-00458	Supplies for OA water fountain and wiring for the MCK main office power pole Inv: S053043006.001	November Bills		109.36
COOPER ELECTRIC SUPPLY, INC.	11-000-262-610-65-105	2015	PO-24-00458	Supplies for OA water fountain and wiring for the MCK main office power pole Inv: S053043006.001	November Bills		109.37
COOPER ELECTRIC SUPPLY, INC.	11-000-262-610-65-105	2015	PO-24-00585	LED Exit Lights For Ocean Acres Inv: S053244827.001	November Bills 2		111.60

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Stafford Township Board of Education
Bills and Claims
Batch November Bills (11/13/2023)
, Batch November Bills - EFT (11/13/2023)
, Batch November Bills 2 (11/13/2023)

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
							330.33
COSTCO WHOLESALE CORPORATION	61-992-330-600-00-100	4750	PO-24-00064	Supplies for Concession Stand from Costco Inv: 1025 230 71 802 10/5/23	November Bills 2		93.90
COSTCO WHOLESALE CORPORATION	11-212-100-610-70-100	4750	PO-24-00375	For Iguana Cafe Inv: 1025 230 18 820 9/25/23	November Bills		214.50
COSTCO WHOLESALE CORPORATION	11-000-230-610-00-115	4750	PO-24-00479	Cases of Water for BOE Inv: 1025 230 11 802 9/27/23	November Bills		7.98
COSTCO WHOLESALE CORPORATION	61-992-330-600-00-100	4750	PO-24-00617	Supplies for concessions Inv: 10/20/23 1025 230 13 802 10/20/23	November Bills 2		57.23
							373.61
D & W DIESEL, INC.	11-000-270-615-00-121	4459	PO-24-00469	BUS PARTS FOR BUS 152 Inv: BM2104	November Bills 2		313.76
D & W DIESEL, INC.	11-000-270-615-00-121	4459	PO-24-00469	BUS PARTS FOR BUS 152 Inv: AX8990	November Bills 2		-268.02
D & W DIESEL, INC.	11-000-270-615-00-121	4459	PO-24-00476	BUS PARTS FOR SHOP Inv: BM2012	November Bills 2		336.17
D & W DIESEL, INC.	11-000-270-615-00-121	4459	PO-24-00476	BUS PARTS FOR SHOP Inv: AX8990	November Bills 2		-268.02
							113.89
DASTI, MURPHY, MCGUCKIN, ULAKY, KOUTSOUR	11-000-230-331-00-323	5283	PO-24-00355	Legal Fees: September Inv: 123064	November Bills		852.50
							852.50
DEANS GRAPHICS, LLC	11-190-100-340-75-306	4071	PO-24-00499	PLC Job 10 ABC Books (additional Page) Inv: 24414 (BALANCE DUE)	November Bills		246.00
							246.00
DELTA DENTAL, INC.	11-000-291-270-00-200	2583	PO-24-00022	Employee Dental Coverage 23/24 Inv: PM00000000970760 NOV 2023 ACTIVE	November Bills 2		28,635.14
DELTA DENTAL, INC.	11-000-291-270-00-200	2583	PO-24-00022	Employee Dental Coverage 23/24 Inv: PM00000000970761 NOV 2023 RETIREE	November Bills 2		4,913.54
DELTA DENTAL, INC.	11-000-291-270-00-200-001	2583	PO-24-00022	Employee Dental Coverage 23/24 Inv: PM00000000970762 NOV 2023 COBRA	November Bills 2		-996.24
							32,552.44
DIANA SICKINGER	11-000-270-505-00-500	5262	PO-24-00577	2022/2023 School Year AIL Payment Inv: HS 22/23 SY	November Bills 2		1,022.00
DIANA SICKINGER	11-000-270-505-00-500	5262	PO-24-00577	2022/2023 School Year AIL Payment Inv: OS 22/23 SY	November Bills 2		1,022.00
							2,044.00

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Stafford Township Board of Education
Bills and Claims
Batch November Bills (11/13/2023)
, Batch November Bills - EFT (11/13/2023)
, Batch November Bills 2 (11/13/2023)

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
DISCOUNT SCHOOL SUPPLY	11-190-100-610-75-100	1316	24-05354	Teaching Aids Inv: P42313280101	November Bills		19.39
							19.39
EAI EDUCATION	11-190-100-610-60-100	3201	24-05402	Elementary Science Grade Level Inv: INV1272347	November Bills		32.78
							32.78
EDUCATION ACADEMY, THE	20-250-100-500-00-500	1773	PO-24-00289	OOD Tuition Inv: NOV 2023 HD	November Bills		5,531.40
EDUCATION ACADEMY, THE	20-250-100-500-00-500	1773	PO-24-00290	OOD Tuition Inv: NOV 2023 GD	November Bills		5,531.40
							11,062.80
EDUCATIONAL AUDIOLOGY RESOURCES LLC	11-000-219-390-00-306	4497	PO-24-00449	Audiologists Inv: 105	November Bills		250.00
							250.00
EI US LLC	11-219-100-320-60-300	3826	PO-24-00579	Hospital Tutoring Inv: INV155357	November Bills 2		65.84
							65.84
ELITE REHABILITATION SERVICES	20-250-100-300-00-300	4560	PO-24-00567	OT Services Inv: STAF97BH	November Bills 2		4,071.00
							4,071.00
FERGUSON ENTERPRISES	10-421	5242	23-001240-PYPBL	OA M1 SUPPLIES Inv: 8776767	November Bills 2		208.11
FERGUSON ENTERPRISES	60-990-310-500-00-500	5242	PO-24-00452	Parts needed for Oxy Oven installation Inv: 9647262	November Bills		482.72
FERGUSON ENTERPRISES	11-000-262-610-65-105	5242	PO-24-00570	Replacement Hot & Cold Stems and bathroom handles needed for OA Inv: 9733770-1	November Bills 2		25.90
FERGUSON ENTERPRISES	11-000-262-610-65-105	5242	PO-24-00570	Replacement Hot & Cold Stems and bathroom handles needed for OA Inv: 9733770	November Bills 2		349.70
							1,066.43
FIREPLACE, INC.	11-000-230-610-60-111	5454	PO-24-00497	Smore Team Acct Subscription 23/24 Inv: 35083	November Bills		210.00
FIREPLACE, INC.	11-000-240-600-60-103	5454	PO-24-00497	Smore Team Acct Subscription 23/24 Inv: 35083	November Bills		210.00
FIREPLACE, INC.	11-000-240-600-65-103	5454	PO-24-00497	Smore Team Acct Subscription 23/24 Inv: 35083	November Bills		210.00
FIREPLACE, INC.	11-000-240-600-70-103	5454	PO-24-00497	Smore Team Acct Subscription 23/24 Inv: 35083	November Bills		210.00

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**Stafford Township Board of Education
Bills and Claims
Batch November Bills (11/13/2023)
, Batch November Bills - EFT (11/13/2023)
, Batch November Bills 2 (11/13/2023)**

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
FIREPLACE, INC.	11-000-240-600-75-103	5454	PO-24-00497	Smore Team Acct Subscription 23/24 Inv: 35083	November Bills		210.00
							1,050.00
FISHER SCIENTIFIC, CO.	11-190-100-610-70-100	1212	24-05296	Science Supplies Inv: 5246057	November Bills		10.50
							10.50
FOUNDATION FOR EDUCATIONAL ADMIN.	20-270-200-500-00-500	2354	PO-24-00604	Registration for LO: Addressing Student Behavior at the Elementary School Level for JL, KD, RM Inv: 000036789 R MEYER	November Bills 2		100.00
FOUNDATION FOR EDUCATIONAL ADMIN.	20-270-200-500-00-500	2354	PO-24-00604	Registration for LO: Addressing Student Behavior at the Elementary School Level for JL, KD, RM Inv: 000036789 J LOWE	November Bills 2		100.00
FOUNDATION FOR EDUCATIONAL ADMIN.	20-270-200-500-00-500	2354	PO-24-00604	Registration for LO: Addressing Student Behavior at the Elementary School Level for JL, KD, RM Inv: 000035386 K DUCKER	November Bills 2		100.00
							300.00
FYR-FYTER SALES SERVICE	11-000-262-420-60-400	1068	PO-24-00573	Repairs needed to district fire extinguishers Inv: 128830	November Bills 2		393.60
FYR-FYTER SALES SERVICE	11-000-262-420-50-400	1068	PO-24-00573	Repairs needed to district fire extinguishers Inv: 128834	November Bills 2		644.55
FYR-FYTER SALES SERVICE	11-000-262-420-75-400	1068	PO-24-00573	Repairs needed to district fire extinguishers Inv: 128835	November Bills 2		411.31
FYR-FYTER SALES SERVICE	11-000-262-420-70-400	1068	PO-24-00573	Repairs needed to district fire extinguishers Inv: 128828	November Bills 2		617.95
FYR-FYTER SALES SERVICE	11-000-262-420-65-400	1068	PO-24-00573	Repairs needed to district fire extinguishers Inv: 128829	November Bills 2		273.50
FYR-FYTER SALES SERVICE	11-000-262-420-50-400	1068	PO-24-00573	Repairs needed to district fire extinguishers Inv: 128832	November Bills 2		15.24
FYR-FYTER SALES SERVICE	11-000-262-420-50-400	1068	PO-24-00573	Repairs needed to district fire extinguishers Inv: 128833	November Bills 2		12.70
FYR-FYTER SALES SERVICE	11-000-262-420-60-400	1068	PO-24-00573	Repairs needed to district fire extinguishers Inv: 128831	November Bills 2		245.21
							2,614.06
GENERAL CHEMICAL & SUPPLY, INC.	11-000-262-610-00-104	4931	23-001763-PYPO	JANITORIAL SUPPLIES Inv: 01137592/01124832	November Bills 2		89.24
GENERAL CHEMICAL & SUPPLY, INC.	11-000-262-610-00-105	4931	PO-24-00386	vacuum bags Inv: 01172535	November Bills		39.96
GENERAL CHEMICAL & SUPPLY, INC.	11-000-262-610-60-104	4931	PO-24-00504	20 in brush Inv: 329896	November Bills 2		427.44
							556.64

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**Stafford Township Board of Education
Bills and Claims
Batch November Bills (11/13/2023)
, Batch November Bills - EFT (11/13/2023)
, Batch November Bills 2 (11/13/2023)**

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
GLOBAL INDUSTRIAL EQUIPMENT	11-000-262-610-60-104	2070	PO-24-00474	Supplies for speed bumps and McKinley Cart Inv: 121031547	November Bills 2		677.30
GLOBAL INDUSTRIAL EQUIPMENT	11-000-263-610-00-100	2070	PO-24-00474	Supplies for speed bumps and McKinley Cart Inv: 121031547	November Bills 2		43.17
GLOBAL INDUSTRIAL EQUIPMENT	11-000-263-610-00-100	2070	PO-24-00474	Supplies for speed bumps and McKinley Cart Inv: 121076581	November Bills 2		127.50
GLOBAL INDUSTRIAL EQUIPMENT	11-000-263-610-00-100	2070	PO-24-00474	Supplies for speed bumps and McKinley Cart Inv: 121080830	November Bills 2		501.66
GLOBAL INDUSTRIAL EQUIPMENT	11-000-262-610-75-105	2070	PO-24-00568	Stop for Pedestrian signs needed by new bike path, PLC bathroom door handle replacement Inv: 121101812	November Bills 2		72.86
GLOBAL INDUSTRIAL EQUIPMENT	11-000-263-610-00-100	2070	PO-24-00568	Stop for Pedestrian signs needed by new bike path, PLC bathroom door handle replacement Inv: 121095453	November Bills 2		505.58
GLOBAL INDUSTRIAL EQUIPMENT	11-000-263-610-00-100	2070	PO-24-00568	Stop for Pedestrian signs needed by new bike path, PLC bathroom door handle replacement Inv: 121101812	November Bills 2		22.71
							1,950.78
GRAINGER, INC.	11-000-262-610-00-105	1071	PO-24-00550	lubricant for district locks, sand bags to keep water from buildings, chain link fence repair Inv: 9862921633	November Bills 2		24.51
GRAINGER, INC.	11-000-263-610-00-100	1071	PO-24-00550	lubricant for district locks, sand bags to keep water from buildings, chain link fence repair Inv: 9862921633	November Bills 2		90.31
GRAINGER, INC.	11-000-262-610-00-105	1071	PO-24-00563	Key Blanks needed for district teacher aides & Adhesive for district Inv: 9867118896	November Bills 2		270.22
							385.04
GREATMATS.COM CORP	11-209-100-610-60-110	4865	PO-24-00248	Wall Mats Inv: 1678845	November Bills 2		5,235.15
							5,235.15
GSAC CORPORATION	11-000-270-615-00-121	4890	PO-24-00273	bus parts for all buses Inv: 983963	November Bills		342.00
GSAC CORPORATION	11-000-270-615-00-121	4890	PO-24-00311	bus parts for bus 133 & 134 Inv: 983933	November Bills		34.20
GSAC CORPORATION	11-000-270-615-00-121	4890	PO-24-00438	Emergency purchases not exceed over \$500 for October 2023 Inv: 984124 10/5/23	November Bills 2		8.97
GSAC CORPORATION	11-000-270-615-00-121	4890	PO-24-00438	Emergency purchases not exceed over \$500 for October 2023 Inv: 984863 10/12/23	November Bills 2		69.56
GSAC CORPORATION	11-000-270-615-00-121	4890	PO-24-00438	Emergency purchases not exceed over \$500 for October 2023 Inv: 983487 9/29/23	November Bills 2		17.10

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**Stafford Township Board of Education
Bills and Claims
Batch November Bills (11/13/2023)
, Batch November Bills - EFT (11/13/2023)
, Batch November Bills 2 (11/13/2023)**

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
GSAC CORPORATION	11-000-270-615-00-121	4890	PO-24-00438	Emergency purchases not exceed over \$500 for October 2023 Inv: 983490 9/29/23	November Bills 2		7.27
GSAC CORPORATION	11-000-270-615-00-121	4890	PO-24-00438	Emergency purchases not exceed over \$500 for October 2023 Inv: 983208 9/27/23	November Bills 2		30.96
GSAC CORPORATION	11-000-270-615-00-121	4890	PO-24-00438	Emergency purchases not exceed over \$500 for October 2023 Inv: 983255 9/27/23	November Bills 2		14.79
GSAC CORPORATION	11-000-270-615-00-121	4890	PO-24-00438	Emergency purchases not exceed over \$500 for October 2023 Inv: 982233 9/18/23	November Bills 2		8.97
GSAC CORPORATION	11-000-270-615-00-121	4890	PO-24-00438	Emergency purchases not exceed over \$500 for October 2023 Inv: 982251 9/18/23	November Bills 2		40.37
GSAC CORPORATION	11-000-270-615-00-121	4890	PO-24-00438	Emergency purchases not exceed over \$500 for October 2023 Inv: 982200 9/18/23	November Bills 2		10.13
GSAC CORPORATION	11-000-270-615-00-121	4890	PO-24-00438	Emergency purchases not exceed over \$500 for October 2023 Inv: 982213 9/18/23	November Bills 2		17.10
GSAC CORPORATION	11-000-270-615-00-121	4890	PO-24-00438	Emergency purchases not exceed over \$500 for October 2023 Inv: 980838 9/5/23	November Bills 2		24.96
GSAC CORPORATION	11-000-270-615-00-121	4890	PO-24-00438	Emergency purchases not exceed over \$500 for October 2023 Inv: 981874 9/14/23	November Bills 2		17.10
							643.48
GSRP G-I SOLAR I LLC	11-000-262-622-00-100	5108	PO-24-00013	Solar Supply 2023-2024 Inv: NJ-05-002A-202309-01 SEPT 2023 STAC	November Bills - EFT		2,509.16
GSRP G-I SOLAR I LLC	11-000-262-622-00-100	5108	PO-24-00013	Solar Supply 2023-2024 Inv: NJ-05-004A-0202309-01 SEPT 2023 PLC	November Bills - EFT		3,434.62
GSRP G-I SOLAR I LLC	11-000-262-622-00-100	5108	PO-24-00013	Solar Supply 2023-2024 Inv: NJ-05-006A-202309-01 SEPT 2023 OXY	November Bills - EFT		1,931.52
GSRP G-I SOLAR I LLC	11-000-262-622-00-100	5108	PO-24-00013	Solar Supply 2023-2024 Inv: NJ-05-005A-202309-01 SEPT 2023 OA	November Bills - EFT		577.90
GSRP G-I SOLAR I LLC	11-000-262-622-00-100	5108	PO-24-00013	Solar Supply 2023-2024 Inv: NJ-05-001A-202309-01 SEPT 2023 MCK	November Bills - EFT		3,321.05
GSRP G-I SOLAR I LLC	11-000-262-622-00-100	5108	PO-24-00013	Solar Supply 2023-2024 Inv: NJ-05-003A-202309-01 SEPT 2023 INT	November Bills - EFT		3,282.86
							15,057.11
HAWKSWOOD SCHOOL	20-250-100-500-00-500	5249	PO-24-00217	OOD Tuition Inv: 72068 DEC 2023 JV	November Bills 2		6,322.40
HAWKSWOOD SCHOOL	20-250-100-500-00-500	5249	PO-24-00263	Out of District Tuition Inv: 72068 DEC 2023 NW	November Bills 2		6,322.40

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Stafford Township Board of Education
Bills and Claims
Batch November Bills (11/13/2023)
, Batch November Bills - EFT (11/13/2023)
, Batch November Bills 2 (11/13/2023)

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
							12,644.80
HENRY SCHEIN, INC.	11-000-213-600-65-101	3316	24-05305	Health and Trainer Supplies Inv: 47724580	November Bills		106.84
HENRY SCHEIN, INC.	11-000-213-600-65-101	3316	24-05305	Health and Trainer Supplies Inv: 47845024	November Bills		254.77
							361.61
HILLYARD, INC.	11-000-262-610-00-104	3557	PO-24-00419	Janitorial supplies district wide Inv: 605245886	November Bills		251.36
HILLYARD, INC.	11-000-262-610-00-104	3557	PO-24-00419	Janitorial supplies district wide Inv: 605256927	November Bills		383.64
							635.00
Holy Angels Catholic School	11-000-100-561-00-000	5552	PO-24-00586	Tuition Contract (JW) Inv: SEPT 2023	November Bills 2		555.00
Holy Angels Catholic School	11-000-100-561-00-000	5552	PO-24-00586	Tuition Contract (JW) Inv: OCT 2023	November Bills 2		555.00
Holy Angels Catholic School	11-000-100-561-00-000	5552	PO-24-00586	Tuition Contract (JW) Inv: NOV 2023	November Bills 2		555.00
							1,665.00
HOME DEPOT	11-000-262-610-75-105	2374	PO-24-00077	Blanket Purchase Order Inv: 0951 00027 21264 9/29/23	November Bills 2		95.33
HOME DEPOT	11-000-262-610-50-105	2374	PO-24-00077	Blanket Purchase Order Inv: 0951 00001 35608 10/12/23	November Bills 2		20.65
HOME DEPOT	11-000-262-610-65-105	2374	PO-24-00077	Blanket Purchase Order Inv: 0951 00002 45241 10/5/23	November Bills 2		17.08
HOME DEPOT	11-000-262-610-60-105	2374	PO-24-00077	Blanket Purchase Order Inv: 0951 00028 38258 10/19/23	November Bills 2		8.95
HOME DEPOT	11-000-262-610-70-105	2374	PO-24-00077	Blanket Purchase Order Inv: 0951 00028 38258 10/19/23	November Bills 2		13.32
HOME DEPOT	11-000-263-610-00-100	2374	PO-24-00077	Blanket Purchase Order Inv: 0951 00028 38258 10/19/23	November Bills 2		84.56
HOME DEPOT	11-000-262-610-50-105	2374	PO-24-00077	Blanket Purchase Order Inv: 0951 00028 38258 10/19/23	November Bills 2		6.35
HOME DEPOT	11-000-262-610-65-105	2374	PO-24-00077	Blanket Purchase Order Inv: 0951 00028 38258 10/19/23	November Bills 2		2.07
HOME DEPOT	11-000-262-610-75-105	2374	PO-24-00077	Blanket Purchase Order Inv: 0951 00028 38258 10/19/23	November Bills 2		4.67
							252.98
HON FURNITURE	12-000-119-130-00-000	1727	23-001880-PYPO	CHILD STUDY TEAM Inv: 2123117	November Bills		13,161.23
							13,161.23

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**Stafford Township Board of Education
Bills and Claims
Batch November Bills (11/13/2023)
, Batch November Bills - EFT (11/13/2023)
, Batch November Bills 2 (11/13/2023)**

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
HOPE ZAUN	11-000-223-581-70-500	4760	PO-24-00606	Travel reimbursement for Hope Zaun Inv: TRAVEL RIEMBURSEMENT	November Bills 2		120.28
							120.28
HOWARD TECHNOLOGY SOLUTIONS	11-000-230-610-00-116	5493	PO-24-00440	Epson DS-320 Document Scanner Inv: 23-00593509	November Bills		247.00
							247.00
INSPIRED EDUCATION, LLC (HAPPY DAYS)	20-218-200-321-00-300	5348	PO-24-00342	Tuition Pre-School 2023-24 SY Inv: HD I NOV 2023	November Bills		44,867.61
INSPIRED EDUCATION, LLC (HAPPY DAYS)	20-218-200-321-00-300	5348	PO-24-00342	Tuition Pre-School 2023-24 SY Inv: HD II NOV 2023	November Bills		22,433.81
							67,301.42
IXL LEARNING, INC	20-250-100-600-00-110	5281	PO-24-00490	Online Program Inv: 645-7127	November Bills		449.00
							449.00
JENNIFER MILLER	11-000-270-505-00-500	5374	PO-24-00575	2022/2023 School Year AIL Payment Inv: CM AID IN LIEU 22/23	November Bills 2		511.00
							511.00
KENCOR, INC.	11-000-261-420-50-400	5210	PO-24-00099	Annual preventative maintenance agreement for wheelchair lifts at Oxycocus and Intermediate Schools Inv: 71731C	November Bills 2		84.00
KENCOR, INC.	11-000-261-420-70-400	5210	PO-24-00099	Annual preventative maintenance agreement for wheelchair lifts at Oxycocus and Intermediate Schools Inv: 71731C	November Bills 2		84.00
							168.00
KEVIN HOLOWKA	11-000-262-800-00-800	4304	PO-24-00592	Reimbursement for Work pants Inv: REIMBURSE WORK PANTS	November Bills 2		119.94
KEVIN HOLOWKA	11-000-262-800-00-800	4304	PO-24-00603	Reimbursement for Work Boots Inv: REIMBURSEMENT BOOTS	November Bills 2		75.00
							194.94
KEYPORT ARMY AND NAVY	11-000-262-800-00-800	5333	PO-24-00214	Employee uniforms Inv: 22149	November Bills 2		6,841.40
							6,841.40
KIRMS PRINTING COMPANY	61-992-300-090-00-500	4244	PO-24-00572	Advertising Inv: 11114062	November Bills 2		2,785.00
							2,785.00

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**Stafford Township Board of Education
Bills and Claims
Batch November Bills (11/13/2023)
, Batch November Bills - EFT (11/13/2023)
, Batch November Bills 2 (11/13/2023)**

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
LABORATORY CORP. OF AMERICA HOLDINGS	11-000-230-590-00-500	5335	PO-24-00519	Mandatory Employee Drug Testing Inv: 77764013	November Bills 2		804.00
							804.00
LADACIN NETWORK, INC.	20-250-100-500-00-500	1455	PO-24-00228	OOD Tuition Inv: 2023 SEPT	November Bills		6,536.00
							6,536.00
LAKESHORE LEARNING MATERIALS	11-216-100-610-00-110	1122	24-05347	Teaching Aids Inv: 855443071223	November Bills 2		74.68
LAKESHORE LEARNING MATERIALS	11-000-218-610-00-100	1122	24-05350	Teaching Aids Inv: 855444071223	November Bills		124.14
LAKESHORE LEARNING MATERIALS	20-241-100-600-00-600	1122	PO-24-00473	supplies for ELL instruction Inv: 343755082723	November Bills		97.17
LAKESHORE LEARNING MATERIALS	20-241-100-600-00-600	1122	PO-24-00482	supplies for ELL instruction/themed units Inv: 343755082723	November Bills		215.97
							511.96
LANGUAGE LINE SERVICES, INC.	20-250-100-300-00-300	5389	PO-24-00544	Interpreting Service Inv: 11110482 9/30/23	November Bills		40.80
							40.80
LEARNING A - Z, INC.	20-241-100-300-00-300	3244	PO-24-00456	to enhance existing Raz Plus for ELL students Inv: 7133908	November Bills		250.80
							250.80
LITTLE GRADUATES PRESCHOOL & LEARN. CTR	20-218-200-321-00-300	5345	PO-24-00343	Pre-School Tuition 2023-24	November Bills - EFT		22,433.81
							22,433.81
LOU'S ELECTRIC, INC	61-421	4876	23-001841-PYPBL	STAC REPAIRS Inv: 24638	November Bills		4,800.00
							4,800.00
MARIA GODINEZ	11-000-262-800-00-600	4861	PO-24-00566	Reimbursement for Boiler License Inv: REIMBURSEMENT	November Bills 2		160.00
							160.00
MCCARTHY TIRE SERVICE CO. OF PHILA	11-000-270-615-00-120	5273	PO-24-00115	Bus Parts for bus 156 Inv: 19-106510	November Bills 2		2,404.00
MCCARTHY TIRE SERVICE CO. OF PHILA	11-000-270-615-00-120	5273	PO-24-00116	Bus Parts for bus 183 Inv: 19-107245	November Bills 2		389.96
MCCARTHY TIRE SERVICE CO. OF PHILA	11-000-270-615-00-120	5273	PO-24-00402	Tires Inv: 19-106925	November Bills		2,748.00

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Stafford Township Board of Education
Bills and Claims
Batch November Bills (11/13/2023)
, Batch November Bills - EFT (11/13/2023)
, Batch November Bills 2 (11/13/2023)

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
							5,541.96
MCGRRAW HILL SCHOOL PUBLISHING	11-190-100-640-60-107	1706	PO-24-00459	wonders supplies for LLD, BD classrooms Inv: 130147573001	November Bills 2		792.00
MCGRRAW HILL SCHOOL PUBLISHING	11-190-100-640-65-107	1706	PO-24-00459	wonders supplies for LLD, BD classrooms Inv: 130067579001	November Bills 2		4,854.82
MCGRRAW HILL SCHOOL PUBLISHING	11-190-100-640-70-107	1706	PO-24-00459	wonders supplies for LLD, BD classrooms Inv: 130067579001	November Bills 2		2,872.09
MCGRRAW HILL SCHOOL PUBLISHING	11-190-100-640-75-107	1706	PO-24-00459	wonders supplies for LLD, BD classrooms Inv: 130067579001	November Bills 2		3,517.38
MCGRRAW HILL SCHOOL PUBLISHING	11-204-100-640-00-110	1706	PO-24-00459	wonders supplies for LLD, BD classrooms Inv: 130067579001	November Bills 2		14,171.65
MCGRRAW HILL SCHOOL PUBLISHING	11-209-100-640-00-110	1706	PO-24-00459	wonders supplies for LLD, BD classrooms Inv: 130067579001	November Bills 2		3,853.24
MCGRRAW HILL SCHOOL PUBLISHING	11-190-100-640-60-107	1706	PO-24-00459	wonders supplies for LLD, BD classrooms Inv: 130067579001	November Bills 2		2,725.38
							32,786.56
MD BUYING GROUP, LLC.	11-000-213-600-65-101	5527	24-05308	Health and Trainer Supplies Inv: 6087	November Bills		35.04
MD BUYING GROUP, LLC.	11-000-213-600-70-101	5527	24-05315	Health and Trainer Supplies Inv: 6082	November Bills		60.75
MD BUYING GROUP, LLC.	11-190-100-610-75-100	5527	24-05320	Health and Trainer Supplies Inv: 6080	November Bills		14.52
							110.31
MEADOWBROOK INDUSTRIES	11-000-262-420-00-405	4075	PO-24-00101	Maint/repair Services Inv: NOV 2023	November Bills		6,240.00
							6,240.00
MEDCO SUPPLY COMPANY	11-000-213-600-65-101	2575	24-05307	Health and Trainer Supplies Inv: IN96640610	November Bills		38.28
MEDCO SUPPLY COMPANY	11-000-213-600-65-101	2575	24-05307	Health and Trainer Supplies Inv: IN96650198	November Bills		357.57
MEDCO SUPPLY COMPANY	11-000-213-600-65-101	2575	24-05307	Health and Trainer Supplies Inv: IN96594638	November Bills		7.45
MEDCO SUPPLY COMPANY	11-000-213-600-65-101	2575	24-05307	Health and Trainer Supplies Inv: IN96576535	November Bills		39.54
MEDCO SUPPLY COMPANY	11-190-100-610-75-100	2575	24-05318	Health and Trainer Supplies Inv: IN96646443	November Bills 2		24.66
MEDCO SUPPLY COMPANY	11-190-100-610-75-100	2575	24-05318	Health and Trainer Supplies Inv: IN96576445	November Bills 2		48.84
							516.34
MELANIE M. MARKOSKI	11-000-1270-505-00-500	4812	PO-24-00576	2022/2023 School Year AIL Payment Inv: AID IN LIEU EM 22/23	November Bills 2		511.00

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Stafford Township Board of Education
Bills and Claims
Batch November Bills (11/13/2023)
, Batch November Bills - EFT (11/13/2023)
, Batch November Bills 2 (11/13/2023)

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
MELANIE M. MARKOSKI	11-000-270-505-00-500	4812	PO-24-00576	2022/2023 School Year AIL Payment Inv: AID IN LIEU SJM 22/23	November Bills 2		511.00
							1,022.00
MOESC	20-502-219-330-00-300	1407	PO-24-00442	Chapters 192/193 Inv: 24-00401 OCT 2023	November Bills		4,045.90
MOESC	20-506-100-390-00-300	1407	PO-24-00442	Chapters 192/193 Inv: 24-00401 OCT 2023	November Bills		1,982.40
MOESC	20-507-219-330-00-300	1407	PO-24-00442	Chapters 192/193 Inv: 24-00401 OCT 2023	November Bills		1,724.00
MOESC	20-507-219-330-00-301	1407	PO-24-00442	Chapters 192/193 Inv: 24-00401 OCT 2023	November Bills		532.00
MOESC	20-508-100-390-00-300	1407	PO-24-00442	Chapters 192/193 Inv: 24-00401 OCT 2023	November Bills		2,790.00
MOESC	20-250-200-300-00-300	1407	PO-24-00505	MOESC Inv: 24-00353	November Bills		171.05
MOESC	11-000-270-518-00-500	1407	PO-24-00589	MOESC SEPTEMBER TRANS. 2023 Inv: #24-00487 SEPT 2023	November Bills 2		52,329.75
MOESC	20-250-200-300-00-300	1407	PO-24-00612	MOESC IDEA Inv: 24-00569 SEPT 2023	November Bills 2		1,623.89
							65,198.99
MONTROSE ENVIRONMENTAL SOLUTIONS, INC	11-000-262-420-50-400	5444	PO-24-00625	AHERA 6 month surveillance Inv: NOV 2023 INSTALLMENT	November Bills 2		650.00
							650.00
MR. EUGENE MITRANO	11-000-262-800-00-800	4216	PO-24-00503	Reimbursement for work pants Inv: WORK PANT	November Bills		139.90
							139.90
MUSIC IN MOTION, INC.	11-190-100-610-65-100	4225	24-05331	Music Supplies Inv: 00784876	November Bills 2		174.50
							174.50
NASCO EDUCATION, LLC	11-190-100-610-60-100	5230	24-05214	Physical Education Supplies Inv: 507541	November Bills		85.80
NASCO EDUCATION, LLC	11-190-100-610-70-100	5230	24-05225	Physical Education Supplies Inv: 515135	November Bills 2		42.18
NASCO EDUCATION, LLC	11-190-100-610-73-100	5230	24-05230	Physical Education Supplies Inv: 519776	November Bills 2		22.20
NASCO EDUCATION, LLC	11-190-100-610-60-100	5230	24-05244	Fine Art Supplies Inv: 515151	November Bills 2		11.68
NASCO EDUCATION, LLC	11-190-100-610-60-109	5230	24-05250	Fine Art Supplies Inv: 521584	November Bills 2		33.75
NASCO EDUCATION, LLC	11-190-100-610-60-100	5230	24-05288	Science Supplies Inv: 505572	November Bills		16.92

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**Stafford Township Board of Education
Bills and Claims
Batch November Bills (11/13/2023)
, Batch November Bills - EFT (11/13/2023)
, Batch November Bills 2 (11/13/2023)**

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
NASCO EDUCATION, LLC	11-190-100-610-65-100	5230	24-05291	Science Supplies Inv: 505571	November Bills		11.60
NASCO EDUCATION, LLC	11-190-100-610-75-100	5230	24-05301	Science Supplies Inv: 515148	November Bills 2		52.74
NASCO EDUCATION, LLC	11-190-100-610-75-100	5230	24-05301	Science Supplies Inv: 57453	November Bills 2		17.43
NASCO EDUCATION, LLC	11-000-216-610-00-100	5230	24-05377	Special Needs Inv: 507542	November Bills		38.21
NASCO EDUCATION, LLC	11-190-100-610-65-100	5230	24-05398	Math Supplies Inv: 515150	November Bills 2		26.34
							358.85
NATIONAL VISION ADMINISTRATORS	11-000-291-270-00-200	3500	PO-24-00023	Employee Vision Benefit 23/24 Inv: 4424661 NOV 2023 ACTIVE	November Bills 2		6,429.46
NATIONAL VISION ADMINISTRATORS	11-000-291-270-00-200-001	3500	PO-24-00023	Employee Vision Benefit 23/24 Inv: 4424661 NOV 2023 COBRA	November Bills 2		69.78
NATIONAL VISION ADMINISTRATORS	11-000-291-270-00-200	3500	PO-24-00023	Employee Vision Benefit 23/24 Inv: 4424663 NOV 2023 RETIREE	November Bills 2		917.94
							7,417.18
NEW YORK BUS SALES, LLC	10-421	4254	23-001858-PYPBL	BUS SEAT BELTS & ENGINE PARTS Inv: 1104216	November Bills		129.88
							129.88
NEW YORK LIFE INSURANCE COMPANY	11-000-291-290-00-000	5204	PO-24-00007	Long-Term Disab. - non-affil emp/admin Inv: OCT 2023 ACCT 64449	November Bills 2		625.88
							625.88
NJ ASSOC. OF SCHOOL BUSINESS	11-000-251-592-00-500	1265	PO-24-00514	Online Payroll Training Course Inv: 200021629	November Bills		650.00
NJ ASSOC. OF SCHOOL BUSINESS	11-000-251-592-00-500	1183	PO-24-00564	NJASBO Workshop Registration Inv: 200021789	November Bills 2		125.00
							775.00
NJ LOGO WEAR LLC	10-421	4693	23-001791-PYPBL	TEACHING SUPPLY PLC Inv: 19409	November Bills		167.15
							167.15
NJ SCHOOL BOARDS ASSOC.	11-000-230-340-00-306	1231	PO-24-00610	renewal of membership fot David Ytreboe Inv: INV-19257-S8P1P8	November Bills 2		699.00
							699.00
NJASA	11-000-230-890-00-828	1000	PO-24-00484	annual membership for George Chidiac Inv: 23/24 DUES G CHIDIAC	November Bills		2,647.00
							2,647.00

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**Stafford Township Board of Education
Bills and Claims
Batch November Bills (11/13/2023)
, Batch November Bills - EFT (11/13/2023)
, Batch November Bills 2 (11/13/2023)**

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
OCEAN COUNTY ASSOC. OF SCHOOL ADMIN.	11-000-230-890-00-828	4194	PO-24-00539	OCASA membership annual dues Inv: 23/24 DUES G CHIDIAC	November Bills		500.00
							500.00
OPEN SYSTEMS INTEGRATORS, INC	11-000-261-420-50-400	5393	PO-24-00501	Emergency Fire Alarm service call for Oxycocus Inv: 60559	November Bills		354.28
							354.28
PALOS SPORTS/SCHOOL HEALTH	11-190-100-610-60-100	5121	24-05215	Physical Education Supplies Inv: 5585950-00	November Bills		120.52
PALOS SPORTS/SCHOOL HEALTH	11-190-100-610-75-100	5121	24-05231	Physical Education Supplies Inv: 5584242-00	November Bills		59.01
							179.53
PARSELLS PRINTING & DESIGN, LLC	11-000-251-600-00-100	5414	PO-24-00487	Envelopes Inv: 31191	November Bills 2		88.00
							88.00
PEARSON ASSESSMENTS	20-250-100-600-00-110	3659	PO-24-00218	CST Testing Materials Inv: 22263724	November Bills		1,102.71
PEARSON ASSESSMENTS	20-250-100-600-00-110	3659	PO-24-00218	CST Testing Materials Inv: 22257366	November Bills		1,435.00
							2,537.71
PEIRCE-PHELPS, INC.	11-000-261-610-50-105	4131	PO-24-00317	Part needed for CST Office at Oxy Inv: 407038862	November Bills		17.22
PEIRCE-PHELPS, INC.	11-000-261-610-50-105	4131	PO-24-00327	Part needed for Dave's Office - Oxy Inv: 407041273	November Bills		202.90
							220.12
PINE BARRENS TRIBUNE	61-992-330-590-00-500	5450	PO-24-00491	Advertising Inv: #2139	November Bills		165.00
							165.00
PREVENTION SPECIALISTS INC	11-000-270-390-00-301	1178	PO-24-00559	Drug Test/Physical Inv: 34355	November Bills		69.00
PREVENTION SPECIALISTS INC	11-000-270-390-00-301	1178	PO-24-00600	DOT Drug Tests Inv: 34377	November Bills 2		454.00
							523.00
PRO ED, INC.	11-212-100-610-60-110	1126	PO-24-00321	Online Program- MD Students Inv: 3005012	November Bills		517.66
PRO ED, INC.	11-212-100-610-65-110	1126	PO-24-00321	Online Program- MD Students Inv: 3005012	November Bills		517.67

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**Stafford Township Board of Education
Bills and Claims
Batch November Bills (11/13/2023)
, Batch November Bills - EFT (11/13/2023)
, Batch November Bills 2 (11/13/2023)**

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
PRO ED, INC.	11-212-100-610-70-110	1126	PO-24-00321	Online Program- MD Students Inv: 3005012	November Bills		517.67
							1,553.00
REALLY GOOD STUFF	11-000-218-610-00-100	1353	24-05351	Teaching Aids Inv: 8266256 SHORT PAID - WE ARE TAX EXEMPT	November Bills		64.35
							64.35
RIFTON EQUIPMENT	20-250-100-600-00-110	1965	PO-24-00468	Compass Chair Inv: W321V-1	November Bills		352.50
							352.50
S & S WORLDWIDE, INC.	11-190-100-610-60-100	1403	24-05216A	Physical Education Supplies Inv: IN101228121	November Bills 2		30.00
S & S WORLDWIDE, INC.	11-000-218-610-00-100	1403	24-05352	Teaching Aids Inv: IN101228258	November Bills		78.94
S & S WORLDWIDE, INC.	11-190-100-610-75-100	1403	24-05355	Teaching Aids Inv: IN101228610	November Bills		24.20
S & S WORLDWIDE, INC.	11-000-219-600-00-100	1403	24-0536	Special Needs Inv: IN101228358	November Bills		22.07
S & S WORLDWIDE, INC.	11-000-216-610-00-100	1403	24-05379	Special Needs Inv: IN101236069	November Bills		14.09
							169.30
SAVVAS LEARNING COMPANY, LLC	11-190-100-640-60-107	5306	PO-24-00447	Spanish materials for math program for ELL students Inv: 4027060604	November Bills		1,044.31
SAVVAS LEARNING COMPANY, LLC	11-190-100-640-65-107	5306	PO-24-00447	Spanish materials for math program for ELL students Inv: 4027058520	November Bills		1,888.43
SAVVAS LEARNING COMPANY, LLC	11-190-100-640-70-107	5306	PO-24-00447	Spanish materials for math program for ELL students Inv: 4027058520	November Bills		940.37
SAVVAS LEARNING COMPANY, LLC	11-190-100-640-75-107	5306	PO-24-00447	Spanish materials for math program for ELL students Inv: 4027058520	November Bills		930.37
SAVVAS LEARNING COMPANY, LLC	11-190-100-640-60-107	5306	PO-24-00447	Spanish materials for math program for ELL students Inv: 4027058520	November Bills		144.12
							4,947.60
SCHOLASTIC CLASSROOM MAGAZINES	11-190-100-610-50-100	2738	PO-24-00252	Scholastic News Subscription Inv: M74366436	November Bills		4,440.90
							4,440.90
SCHOOL HEALTH SUPPLY	11-000-213-600-50-101	1088	24-05310	Health and Trainer Supplies Inv: 4255957-00	November Bills		93.64

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Stafford Township Board of Education
Bills and Claims
Batch November Bills (11/13/2023)
, Batch November Bills - EFT (11/13/2023)
, Batch November Bills 2 (11/13/2023)

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
SCHOOL HEALTH SUPPLY	11-190-100-610-75-100	1088	24-05317	Health and Trainer Supplies Inv: 4255954-00	November Bills 2		174.89
SCHOOL HEALTH SUPPLY	11-000-219-600-00-100	1088	24-05359	Special Needs Inv: 4256098-00	November Bills		16.49
SCHOOL HEALTH SUPPLY	11-209-100-610-65-110	1088	24-05368	Special Needs Inv: 4256107-00	November Bills		19.94
SCHOOL HEALTH SUPPLY	11-000-216-610-00-100	1088	24-05371	Special Needs Inv: 4256121-00	November Bills		77.50
SCHOOL HEALTH SUPPLY	11-000-216-610-00-100	1088	24-05374	Special Needs Inv: 4256103-00	November Bills 2		47.59
SCHOOL HEALTH SUPPLY	11-000-216-610-00-100	1088	24-05387	Special Needs Inv: 4256113-00	November Bills 2		47.67
							477.72
SCHOOL SPECIALTY, LLC	20-421	5278	23-001644-PYPBL	PRESCHOOL INSTR Inv: 208133152362	November Bills		8.62
SCHOOL SPECIALTY, LLC	20-421	5278	23-001644-PYPBL	PRESCHOOL INSTR Inv: 208133341094	November Bills		620.47
SCHOOL SPECIALTY, LLC	20-421	5278	23-001645-PYPBL	PRESCHOOL INSTR Inv: 208133152368	November Bills		8.62
SCHOOL SPECIALTY, LLC	20-421	5278	23-001645-PYPBL	PRESCHOOL INSTR Inv: 208133341096	November Bills		620.47
SCHOOL SPECIALTY, LLC	20-421	5278	23-001646-PYPBL	PRESCHOOL INSTR Inv: 208133152363	November Bills		8.62
SCHOOL SPECIALTY, LLC	20-421	5278	23-001646-PYPBL	PRESCHOOL INSTR Inv: 208133341008	November Bills		620.47
SCHOOL SPECIALTY, LLC	10-421	5278	23-001849-PYPBL	TEACHING SUPPLY OA Inv: 208132602013	November Bills 2		3,253.30
SCHOOL SPECIALTY, LLC	11-190-100-610-60-100	5278	24-05009	General Classroom Supplies Inv: 208132744524	November Bills		107.76
SCHOOL SPECIALTY, LLC	11-190-100-610-60-100	5278	24-05009	General Classroom Supplies Inv: 208133152319	November Bills		17.24
SCHOOL SPECIALTY, LLC	11-190-100-610-60-100	5278	24-05010	General Classroom Supplies Inv: 308104380309	November Bills		121.11
SCHOOL SPECIALTY, LLC	11-190-100-610-60-100	5278	24-05010	General Classroom Supplies Inv: 208133073089	November Bills		2.37
SCHOOL SPECIALTY, LLC	11-190-100-610-60-100	5278	24-05010	General Classroom Supplies Inv: 208133348604	November Bills		1.39
SCHOOL SPECIALTY, LLC	11-204-100-610-60-110	5278	24-05018	General Classroom Supplies Inv: 308104418681	November Bills		124.87
SCHOOL SPECIALTY, LLC	11-190-100-610-60-100	5278	24-05020	General Classroom Supplies Inv: 308104375719	November Bills		123.37
SCHOOL SPECIALTY, LLC	11-190-100-610-60-100	5278	24-05020	General Classroom Supplies Inv: 208133297888	November Bills		1.63
SCHOOL SPECIALTY, LLC	11-190-100-610-60-100	5278	24-05025	General Classroom Supplies Inv: 208133167896	November Bills		116.20
SCHOOL SPECIALTY, LLC	11-190-100-610-60-100	5278	24-05025	General Classroom Supplies Inv: 208133284594	November Bills		249.76

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**Stafford Township Board of Education
Bills and Claims
Batch November Bills (11/13/2023)
, Batch November Bills - EFT (11/13/2023)
, Batch November Bills 2 (11/13/2023)**

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
SCHOOL SPECIALTY, LLC	11-190-100-610-60-100	5278	24-05025	General Classroom Supplies Inv: 308104375627	November Bills		6,057.86
SCHOOL SPECIALTY, LLC	11-000-218-610-00-100	5278	24-05027	General Classroom Supplies Inv: 308104375680	November Bills		122.11
SCHOOL SPECIALTY, LLC	11-190-100-610-60-100	5278	24-05028	General Classroom Supplies Inv: 208132744499	November Bills		122.74
SCHOOL SPECIALTY, LLC	11-190-100-610-60-100	5278	24-05044	General Classroom Supplies Inv: 308104380305	November Bills		121.92
SCHOOL SPECIALTY, LLC	11-190-100-610-60-100	5278	24-05044	General Classroom Supplies Inv: 208133073087	November Bills		1.45
SCHOOL SPECIALTY, LLC	11-190-100-610-65-100	5278	24-05047	General Classroom Supplies Inv: 308104380312	November Bills		3,285.99
SCHOOL SPECIALTY, LLC	11-190-100-610-65-100	5278	24-05047	General Classroom Supplies Inv: 208133167900	November Bills		232.40
SCHOOL SPECIALTY, LLC	11-190-100-610-65-100	5278	24-05048	General Classroom Supplies Inv: 308104375649	November Bills 2		125.00
SCHOOL SPECIALTY, LLC	11-190-100-610-65-100	5278	24-05051	General Classroom Supplies Inv: 308104375691	November Bills 2		117.52
SCHOOL SPECIALTY, LLC	11-190-100-610-65-100	5278	24-05064	General Classroom Supplies Inv: 308104375652	November Bills		31.70
SCHOOL SPECIALTY, LLC	11-216-100-610-00-110	5278	24-05065	General Classroom Supplies Inv: 208132572735	November Bills 2		124.40
SCHOOL SPECIALTY, LLC	20-218-100-600-00-100	5278	24-05068	General Classroom Supplies Inv: 208133243263	November Bills		1.12
SCHOOL SPECIALTY, LLC	20-218-100-600-00-100	5278	24-05070	General Classroom Supplies Inv: 308104380307	November Bills		156.82
SCHOOL SPECIALTY, LLC	20-218-100-600-00-100	5278	24-05070	General Classroom Supplies Inv: 208133243245	November Bills		1.12
SCHOOL SPECIALTY, LLC	11-190-100-610-65-100	5278	24-05073	General Classroom Supplies Inv: 208132716265	November Bills		124.97
SCHOOL SPECIALTY, LLC	11-190-100-610-65-100	5278	24-05094	General Classroom Supplies Inv: 308104375720	November Bills 2		124.99
SCHOOL SPECIALTY, LLC	11-190-100-610-50-100	5278	24-05101	General Classroom Supplies Inv: 208133152316	November Bills		68.96
SCHOOL SPECIALTY, LLC	20-218-100-600-00-100	5278	24-05106	General Classroom Supplies Inv: 308104375685	November Bills 2		240.24
SCHOOL SPECIALTY, LLC	20-218-100-600-00-100	5278	24-05107	General Classroom Supplies Inv: 308104375617	November Bills		167.42
SCHOOL SPECIALTY, LLC	20-218-100-600-00-100	5278	24-05108	General Classroom Supplies Inv: 308104389481	November Bills		219.41
SCHOOL SPECIALTY, LLC	20-218-100-600-00-100	5278	24-05109	General Classroom Supplies Inv: 208133041159	November Bills 2		.66
SCHOOL SPECIALTY, LLC	20-218-100-600-00-100	5278	24-05109	General Classroom Supplies Inv: 308104375744	November Bills 2		229.40
SCHOOL SPECIALTY, LLC	20-218-100-600-00-100	5278	24-05113	General Classroom Supplies Inv: 308104375607	November Bills		226.91
SCHOOL SPECIALTY, LLC	20-218-100-600-00-100	5278	24-05114	General Classroom Supplies Inv: 208133243254	November Bills 2		1.12
SCHOOL SPECIALTY, LLC	20-218-100-600-00-100	5278	24-05114	General Classroom Supplies Inv: 208133041152	November Bills 2		220.70

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**Stafford Township Board of Education
Bills and Claims
Batch November Bills (11/13/2023)
, Batch November Bills - EFT (11/13/2023)
, Batch November Bills 2 (11/13/2023)**

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
SCHOOL SPECIALTY, LLC	20-218-100-600-00-100	5278	24-05114	General Classroom Supplies Inv: 308104380303	November Bills 2		11.49
SCHOOL SPECIALTY, LLC	11-000-216-610-00-100	5278	24-05116	General Classroom Supplies Inv: 208133297886	November Bills 2		8.24
SCHOOL SPECIALTY, LLC	11-000-216-610-00-100	5278	24-05116	General Classroom Supplies Inv: 308104375628	November Bills 2		116.70
SCHOOL SPECIALTY, LLC	11-190-100-610-50-100	5278	24-05117	General Classroom Supplies Inv: 208132746504	November Bills		107.43
SCHOOL SPECIALTY, LLC	11-190-100-610-50-100	5278	24-05117	General Classroom Supplies Inv: 208133143228	November Bills		3.50
SCHOOL SPECIALTY, LLC	11-190-100-610-50-100	5278	24-05118	General Classroom Supplies Inv: 308104375688	November Bills		125.00
SCHOOL SPECIALTY, LLC	11-216-100-610-00-110	5278	24-05119	General Classroom Supplies Inv: 308104375701	November Bills 2		83.53
SCHOOL SPECIALTY, LLC	11-190-100-610-50-100	5278	24-05120	General Classroom Supplies Inv: 208133272337	November Bills		124.45
SCHOOL SPECIALTY, LLC	11-216-100-610-00-110	5278	24-05121	General Classroom Supplies Inv: 208133243252	November Bills		1.12
SCHOOL SPECIALTY, LLC	11-216-100-610-00-110	5278	24-05122	General Classroom Supplies Inv: 308104380301	November Bills 2		8.96
SCHOOL SPECIALTY, LLC	11-216-100-610-00-110	5278	24-05122	General Classroom Supplies Inv: 208133041160	November Bills 2		169.80
SCHOOL SPECIALTY, LLC	11-216-100-610-00-110	5278	24-05123	General Classroom Supplies Inv: 208133072461	November Bills 2		1.12
SCHOOL SPECIALTY, LLC	11-216-100-610-00-110	5278	24-05123	General Classroom Supplies Inv: 208133041163	November Bills 2		188.05
SCHOOL SPECIALTY, LLC	11-216-100-610-00-110	5278	24-05123	General Classroom Supplies Inv: 308104380308	November Bills 2		7.00
SCHOOL SPECIALTY, LLC	11-216-100-610-00-110	5278	24-05125	General Classroom Supplies Inv: 308104389484	November Bills 2		133.41
SCHOOL SPECIALTY, LLC	11-216-100-610-00-110	5278	24-05126	General Classroom Supplies Inv: 308104389482	November Bills 2		230.01
SCHOOL SPECIALTY, LLC	11-190-100-610-50-100	5278	24-05131	General Classroom Supplies Inv: 308104375664	November Bills 2		110.84
SCHOOL SPECIALTY, LLC	11-213-100-610-70-112	5278	24-05134	General Classroom Supplies Inv: 308104375616	November Bills		124.79
SCHOOL SPECIALTY, LLC	11-190-100-610-70-100	5278	24-05137	General Classroom Supplies Inv: 208133032399	November Bills 2		24.07
SCHOOL SPECIALTY, LLC	11-190-100-610-70-100	5278	24-05137	General Classroom Supplies Inv: 308104375620	November Bills 2		659.69
SCHOOL SPECIALTY, LLC	11-000-216-610-00-100	5278	24-05141	General Classroom Supplies Inv: 308104375726	November Bills 2		20.50
SCHOOL SPECIALTY, LLC	11-190-100-610-70-100	5278	24-05143	General Classroom Supplies Inv: 308104375668	November Bills 2		84.01
SCHOOL SPECIALTY, LLC	11-000-216-610-00-100	5278	24-05149	General Classroom Supplies Inv: 308104375722	November Bills		124.99
SCHOOL SPECIALTY, LLC	11-000-216-610-00-100	5278	24-05154	General Classroom Supplies Inv: 308104375732	November Bills		118.50
SCHOOL SPECIALTY, LLC	11-230-100-610-70-110	5278	24-05157	General Classroom Supplies Inv: 308104375714	November Bills		124.94

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Stafford Township Board of Education
Bills and Claims
Batch November Bills (11/13/2023)
, Batch November Bills - EFT (11/13/2023)
, Batch November Bills 2 (11/13/2023)

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
SCHOOL SPECIALTY, LLC	11-190-100-610-70-100	5278	24-05159	General Classroom Supplies Inv: 208132572743	November Bills		52.23
SCHOOL SPECIALTY, LLC	11-190-100-610-70-100	5278	24-05159	General Classroom Supplies Inv: 208133152342	November Bills		8.62
SCHOOL SPECIALTY, LLC	11-190-100-610-70-100	5278	24-05160	General Classroom Supplies Inv: 308104375687	November Bills 2		118.31
SCHOOL SPECIALTY, LLC	11-190-100-610-70-100	5278	24-05161	General Classroom Supplies Inv: 208133232705	November Bills 2		94.05
SCHOOL SPECIALTY, LLC	11-190-100-610-70-100	5278	24-05166	General Classroom Supplies Inv: 308104375708	November Bills		124.75
SCHOOL SPECIALTY, LLC	11-213-100-610-70-112	5278	24-05167	General Classroom Supplies Inv: 308104375632	November Bills		124.98
SCHOOL SPECIALTY, LLC	11-213-100-610-70-112	5278	24-05169	General Classroom Supplies Inv: 308104375637	November Bills		124.95
SCHOOL SPECIALTY, LLC	11-213-100-610-70-112	5278	24-05171	General Classroom Supplies Inv: 20813314567	November Bills		116.22
SCHOOL SPECIALTY, LLC	11-204-100-610-70-110	5278	24-05173	General Classroom Supplies Inv: 308104375695	November Bills		119.22
SCHOOL SPECIALTY, LLC	11-190-100-610-75-100	5278	24-05186	General Classroom Supplies Inv: 208132717265	November Bills		123.16
SCHOOL SPECIALTY, LLC	20-218-100-600-00-100	5278	24-05187	General Classroom Supplies Inv: 208133243251	November Bills 2		1.12
SCHOOL SPECIALTY, LLC	20-218-100-600-00-100	5278	24-05187	General Classroom Supplies Inv: 308104380302	November Bills 2		230.44
SCHOOL SPECIALTY, LLC	20-218-100-600-00-100	5278	24-05189	General Classroom Supplies Inv: 208133072468	November Bills 2		1.12
SCHOOL SPECIALTY, LLC	20-218-100-600-00-100	5278	24-05189	General Classroom Supplies Inv: 308104380311	November Bills 2		226.50
SCHOOL SPECIALTY, LLC	20-218-100-600-00-100	5278	24-05190	General Classroom Supplies Inv: 308104375649	November Bills 2		163.63
SCHOOL SPECIALTY, LLC	20-218-100-600-00-100	5278	24-05191	General Classroom Supplies Inv: 308104380306	November Bills 2		237.46
SCHOOL SPECIALTY, LLC	20-218-100-600-00-100	5278	24-05191	General Classroom Supplies Inv: 208133243236	November Bills 2		1.12
SCHOOL SPECIALTY, LLC	11-190-100-610-75-100	5278	24-05200	General Classroom Supplies Inv: 308104375740	November Bills		274.33
SCHOOL SPECIALTY, LLC	11-213-100-610-75-112	5278	24-05201	General Classroom Supplies Inv: 208132717247	November Bills 2		125.00
SCHOOL SPECIALTY, LLC	11-190-100-610-65-100	5278	24-05218	Physical Education Supplies Inv: 208132716231	November Bills 2		18.14
SCHOOL SPECIALTY, LLC	11-190-100-610-65-100	5278	24-05221	Physical Education Supplies Inv: 208132716256	November Bills 2		84.49
SCHOOL SPECIALTY, LLC	11-190-100-610-70-100	5278	24-05224	Physical Education Supplies Inv: 308104375718	November Bills		110.05
SCHOOL SPECIALTY, LLC	11-190-100-610-50-100	5278	24-05265	Fine Art Supplies Inv: 208132572219	November Bills 2		54.15
SCHOOL SPECIALTY, LLC	11-190-100-610-70-100	5278	24-05269	Fine Art Supplies Inv: 208132716699	November Bills		100.03
SCHOOL SPECIALTY, LLC	11-190-100-610-75-100	5278	24-05273	Fine Art Supplies Inv: 308104432444	November Bills 2		64.66

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Stafford Township Board of Education
Bills and Claims
Batch November Bills (11/13/2023)
, Batch November Bills - EFT (11/13/2023)
, Batch November Bills 2 (11/13/2023)

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
SCHOOL SPECIALTY, LLC	11-190-100-610-75-100	5278	24-05280	Fine Art Supplies Inv: 308104375700	November Bills		181.07
SCHOOL SPECIALTY, LLC	11-190-100-610-65-100	5278	24-05290	Science Supplies Inv: 208132716272	November Bills		21.10
SCHOOL SPECIALTY, LLC	11-190-100-610-70-100	5278	24-05294	Science Supplies Inv: 208133014573	November Bills	2	52.24
SCHOOL SPECIALTY, LLC	11-190-100-610-75-100	5278	24-05300	Science Supplies Inv: 308104375683	November Bills		237.07
SCHOOL SPECIALTY, LLC	11-216-100-610-00-110	5278	24-05346	Teaching Aids Inv: 308104375694	November Bills	2	50.30
SCHOOL SPECIALTY, LLC	11-000-218-610-00-100	5278	24-05348	Teaching Aids Inv: 208132716688	November Bills		12.94
SCHOOL SPECIALTY, LLC	11-000-218-610-00-100	5278	24-05363	Special Needs Inv: 208132716262	November Bills		65.29
SCHOOL SPECIALTY, LLC	11-000-216-610-00-100	5278	24-05373	Special Needs Inv: 208132716257	November Bills	2	20.46
SCHOOL SPECIALTY, LLC	11-190-100-610-70-100	5278	24-05383	Special Needs Inv: 208132716698	November Bills		35.20
SCHOOL SPECIALTY, LLC	11-000-216-610-00-100	5278	24-05386	Special Needs Inv: 208132557960	November Bills		34.95
SCHOOL SPECIALTY, LLC	11-212-100-610-70-110	5278	24-05397	Special Needs Inv: 208132716691	November Bills	2	14.45
SCHOOL SPECIALTY, LLC	11-000-216-610-00-100	5278	24-05395	Special Needs Inv: 208132717268	November Bills		22.52
SCHOOL SPECIALTY, LLC	11-190-100-610-65-100	5278	PO-24-00118	Teaching Supply Oa Inv: 308104341726	November Bills		514.30
SCHOOL SPECIALTY, LLC	20-218-100-600-00-100	5278	PO-24-00268	Classroom Supplies Inv: 208133019970	November Bills		381.00
SCHOOL SPECIALTY, LLC	20-218-100-600-00-100	5278	PO-24-00268	Classroom Supplies Inv: 208133247801	November Bills		1,406.36
SCHOOL SPECIALTY, LLC	11-190-100-610-70-100	5278	PO-24-00308	Teaching Supply Inter Inv: 308104393691	November Bills		254.68
SCHOOL SPECIALTY, LLC	20-231-100-600-65-113	5278	PO-24-00387	instructional supplies used in BSI math or reading Inv: 208133183230	November Bills		194.45
SCHOOL SPECIALTY, LLC	20-231-100-600-70-113	5278	PO-24-00387	instructional supplies used in BSI math or reading Inv: 208133183230	November Bills		51.72
SCHOOL SPECIALTY, LLC	11-190-100-610-70-100	5278	PO-24-00549	Bicycle Rack Inv: 208133321542	November Bills	2	1,122.26
							28,216.43
SET COMMUNICATIONS, LLC	11-000-240-600-60-103	5342	PO-24-00383	ICOM-F-2100D Two Way Radios Inv: 635	November Bills	2	888.75
SET COMMUNICATIONS, LLC	11-000-240-600-65-103	5342	PO-24-00383	ICOM-F-2100D Two Way Radios Inv: 635	November Bills	2	888.75
SET COMMUNICATIONS, LLC	11-000-240-600-70-103	5342	PO-24-00383	ICOM-F-2100D Two Way Radios Inv: 635	November Bills	2	888.75

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Stafford Township Board of Education
Bills and Claims
Batch November Bills (11/13/2023)
, Batch November Bills - EFT (11/13/2023)
, Batch November Bills 2 (11/13/2023)

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
SET COMMUNICATIONS, LLC	11-000-240-600-75-103	5342	PO-24-00383	ICOM-F-2100D Two Way Radios Inv: 635	November Bills 2		592.50
SET COMMUNICATIONS, LLC	20-218-200-600-00-100	5342	PO-24-00383	ICOM-F-2100D Two Way Radios Inv: 635	November Bills 2		1,185.00
							4,443.75
SMARTY SYMBOLS	20-250-100-600-00-110	5538	PO-24-00359	Communication Boards for playground Inv: ORDER # 20230814	November Bills		5,670.00
							5,670.00
SODEXO, INC.	11-000-218-610-00-100	2398	PO-24-00516	cookies with the counselor Inv: 247909	November Bills 2		61.64
SODEXO, INC.	60-990-310-300-00-300	2398	PO-24-00583	Services for the month of September Inv: 1002382610	November Bills 2		48,268.29
SODEXO, INC.	60-990-310-300-00-300	2398	PO-24-00583	Services for the month of September Inv: 1002378249	November Bills 2		5,982.90
SODEXO, INC.	11-000-219-600-00-100	2398	PO-24-00611	Cst Supp/mat Inv: 247910	November Bills 2		34.00
							54,346.83
SONITROL SECURITY OF DELAWARE VALLEY	11-000-261-420-50-400	4886	PO-24-00098	annual service agreement 23-24 Inv: 328497	November Bills 2		36.96
SONITROL SECURITY OF DELAWARE VALLEY	11-000-261-420-60-400	4886	PO-24-00098	annual service agreement 23-24 Inv: 328495	November Bills 2		36.96
SONITROL SECURITY OF DELAWARE VALLEY	11-000-261-420-65-400	4886	PO-24-00098	annual service agreement 23-24 Inv: 328493	November Bills 2		36.96
SONITROL SECURITY OF DELAWARE VALLEY	11-000-261-420-70-400	4886	PO-24-00098	annual service agreement 23-24 Inv: 328496	November Bills 2		36.96
SONITROL SECURITY OF DELAWARE VALLEY	11-000-261-420-75-400	4886	PO-24-00098	annual service agreement 23-24 Inv: 328494	November Bills 2		36.96
							184.80
SOSMETAL PRODUCTS, INC.	11-000-270-615-00-121	5537	PO-24-00409	DRILL BITS FOR BUSES Inv: 1522946	November Bills		349.95
							349.95
SOUTH JERSEY PAPER PRODUCTS	11-000-262-420-60-400	4612	PO-24-00398	Repair of Chariott Machine at McKinley Inv: R009217	November Bills		542.58
SOUTH JERSEY PAPER PRODUCTS	11-000-262-610-50-104	4612	PO-24-00465	Hand Soap District Wide Inv: 459569	November Bills		367.68
SOUTH JERSEY PAPER PRODUCTS	11-000-262-610-60-104	4612	PO-24-00465	Hand Soap District Wide Inv: 459569	November Bills		367.68
SOUTH JERSEY PAPER PRODUCTS	11-000-262-610-65-104	4612	PO-24-00465	Hand Soap District Wide Inv: 459569	November Bills		367.68
SOUTH JERSEY PAPER PRODUCTS	11-000-262-610-70-104	4612	PO-24-00465	Hand Soap District Wide Inv: 459569	November Bills		367.68

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Stafford Township Board of Education
Bills and Claims
Batch November Bills (11/13/2023)
, Batch November Bills - EFT (11/13/2023)
, Batch November Bills 2 (11/13/2023)

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
SOUTH JERSEY PAPER PRODUCTS	11-000-262-610-75-104	4612	PO-24-00465	Hand Soap District Wide Inv: 459569	November Bills		371.68
							2,384.98
SPIEZLE ARCHITECTURAL GROUP, INC.	11-000-230-334-00-329	3801	23-001040-PYPO	ARCHITECT/ENG FEES Inv: 23R001-7 OCT 2023	November Bills	2	1,495.00
SPIEZLE ARCHITECTURAL GROUP, INC.	11-000-230-334-00-329	3801	23-001040-PYPO	ARCHITECT/ENG FEES Inv: 23R001-6 SEPT 2023	November Bills	2	1,495.00
							2,990.00
STAFFORD TWP. FUEL DEPOT	11-000-262-626-00-105	1569	23-000150-PYPO	FUEL - B&G/TRANS Inv: AUG 2023 B&G GAS	November Bills	2	124.41
STAFFORD TWP. FUEL DEPOT	11-000-270-615-00-122	1569	23-000150-PYPO	FUEL - B&G/TRANS Inv: AUG 2023 B&G GAS	November Bills	2	541.40
STAFFORD TWP. FUEL DEPOT	11-000-270-615-00-122	1569	23-000150-PYPO	FUEL - B&G/TRANS Inv: AUG 2023 B&G DIESEL	November Bills	2	202.10
STAFFORD TWP. FUEL DEPOT	11-000-270-615-00-122	1569	23-000150-PYPO	FUEL - B&G/TRANS Inv: AUG 2023 TRANS GAS	November Bills	2	400.11
STAFFORD TWP. FUEL DEPOT	11-000-270-615-00-122	1569	23-000150-PYPO	FUEL - B&G/TRANS Inv: AUG 2023 TRANS DIESEL	November Bills	2	81.51
							1,349.53
STAPLES BUSINESS ADVANTAGE	11-000-219-600-00-100	2397	24-05232	Office/Computer Supplies Inv: 3548378512	November Bills		123.24
STAPLES BUSINESS ADVANTAGE	11-212-100-610-65-110	2397	24-05233	Office/Computer Supplies Inv: 3548378515	November Bills		61.72
STAPLES BUSINESS ADVANTAGE	11-190-100-610-65-100	2397	24-05234	Office/Computer Supplies Inv: 3550188708	November Bills	2	-10.29
STAPLES BUSINESS ADVANTAGE	11-190-100-610-65-100	2397	24-05234	Office/Computer Supplies Inv: 3548378513	November Bills	2	61.30
STAPLES BUSINESS ADVANTAGE	11-190-100-610-65-100	2397	24-05234	Office/Computer Supplies Inv: 3548378514	November Bills	2	7.02
STAPLES BUSINESS ADVANTAGE	20-218-100-600-00-100	2397	24-05235	Office/Computer Supplies Inv: 3548453449	November Bills		227.32
STAPLES BUSINESS ADVANTAGE	11-000-219-600-00-100	2397	24-05236	Office/Computer Supplies Inv: 8070939526	November Bills	2	4.08
STAPLES BUSINESS ADVANTAGE	11-000-219-600-00-100	2397	24-05236	Office/Computer Supplies Inv: 3548453450	November Bills	2	20.85
STAPLES BUSINESS ADVANTAGE	11-190-100-610-70-100	2397	24-05237	Office/Computer Supplies Inv: 3548453452	November Bills		39.89
STAPLES BUSINESS ADVANTAGE	11-000-213-600-70-101	2397	24-05238	Office/Computer Supplies Inv: 3548453453	November Bills		69.54
STAPLES BUSINESS ADVANTAGE	11-000-213-600-70-101	2397	24-05238	Office/Computer Supplies Inv: 3548453454	November Bills		38.25
STAPLES BUSINESS ADVANTAGE	11-190-100-610-70-100	2397	24-05239	Office/Computer Supplies Inv: 3548453455	November Bills		77.44
STAPLES BUSINESS ADVANTAGE	11-190-100-610-70-100	2397	24-05240	Office/Computer Supplies Inv: 3548453456	November Bills		97.31

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Stafford Township Board of Education
Bills and Claims
Batch November Bills (11/13/2023)
, Batch November Bills - EFT (11/13/2023)
, Batch November Bills 2 (11/13/2023)

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
STAPLES BUSINESS ADVANTAGE	11-000-240-600-75-103	2397	PO-24-00216	Main Off Supplies Plc Inv: 3547944895	November Bills		36.64
STAPLES BUSINESS ADVANTAGE	11-000-240-600-75-103	2397	PO-24-00216	Main Off Supplies Plc Inv: 3547298101	November Bills		10.13
STAPLES BUSINESS ADVANTAGE	11-000-240-600-75-103	2397	PO-24-00216	Main Off Supplies Plc Inv: 3546836523	November Bills		634.84
STAPLES BUSINESS ADVANTAGE	11-000-240-600-75-103	2397	PO-24-00216	Main Off Supplies Plc Inv: 3547944894	November Bills		-36.64
STAPLES BUSINESS ADVANTAGE	11-190-100-610-75-100	2397	PO-24-00322	Teaching Supply Plc Inv: 3547689695	November Bills 2		5.96
							1,468.60
STAPLES CONTRACT & COMMERCIAL, INC.	11-000-240-600-70-103	3965	PO-24-00160	Office Supplies Inv: 3550547887	November Bills 2		12.74
STAPLES CONTRACT & COMMERCIAL, INC.	20-218-100-600-00-100	3965	PO-24-00436	Classroom Supplies-Velcro Dots Inv: 3547944896	November Bills		179.25
STAPLES CONTRACT & COMMERCIAL, INC.	11-000-251-600-00-117	3965	PO-24-00445	Office Supplies Inv: 3547944897	November Bills		90.00
STAPLES CONTRACT & COMMERCIAL, INC.	20-231-200-600-00-118	3965	PO-24-00472	Materials for St. Mary's Inv: 3548453448	November Bills		495.96
STAPLES CONTRACT & COMMERCIAL, INC.	11-000-219-600-00-100	3965	PO-24-00555	Special Services Dept Inv: 3549779252	November Bills 2		119.01
							896.96
STATE OF NEW JERSEY	11-000-291-270-00-200	4111	PO-24-00021	Employee Medical Health Bene 23/24 Inv: NOVEMBER 2023	November Bills - EFT		517,437.70
							517,437.70
SUMMIT MEDICAL GROUP PA	11-000-270-390-00-301	5254	PO-24-00537	DRUG TEST/PHYSICALS Inv: 16376K2983	November Bills		95.00
SUMMIT MEDICAL GROUP PA	11-000-230-590-00-500	5254	PO-24-00540	Staff Drug Testing Inv: 16413K2983	November Bills		163.95
SUMMIT MEDICAL GROUP PA	11-000-270-390-00-301	5254	PO-24-00558	Drug Test/Physicals Inv: 14663K2983	November Bills		95.00
SUMMIT MEDICAL GROUP PA	11-000-270-390-00-301	5254	PO-24-00558	Drug Test/Physicals Inv: 13073K2983	November Bills		380.00
SUMMIT MEDICAL GROUP PA	11-000-270-390-00-301	5254	PO-24-00558	Drug Test/Physicals Inv: 12566K2983	November Bills		150.00
							883.95
SUPER DUPER PUBL.	11-000-216-610-00-100	1123	24-05372	Special Needs Inv: 2836555A	November Bills 2		43.90
SUPER DUPER PUBL.	11-000-216-610-00-100	1123	24-05375	Special Needs Inv: 2836557A	November Bills 2		54.90
SUPER DUPER PUBL.	11-000-219-600-00-100	1123	24-05384	Special Needs Inv: 2836554A	November Bills		25.93
SUPER DUPER PUBL.	11-212-100-610-70-110	1123	24-05393	Special Needs Inv: 2836558A	November Bills		94.70

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**Stafford Township Board of Education
Bills and Claims
Batch November Bills (11/13/2023)
, Batch November Bills - EFT (11/13/2023)
, Batch November Bills 2 (11/13/2023)**

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
							219.43
TEACHER CREATED MATERIALS, INC	20-270-200-600-00-113	5347	PO-24-00494	PD guide for SEL in PREK/K Inv: INV45021	November Bills 2		1,045.70
TEACHER CREATED MATERIALS, INC	20-270-200-600-00-113	5347	PO-24-00494	PD guide for SEL in PREK/K Inv: INV45896	November Bills 2		25.98
							1,071.68
THE SANDPAPER	61-992-330-590-00-500	3579	PO-24-00506	Advertising Inv: 137022	November Bills		537.00
THE SANDPAPER	61-992-330-590-00-500	3579	PO-24-00574	Advertising Inv: 137211	November Bills 2		537.00
THE SANDPAPER	61-992-330-590-00-500	3579	PO-24-00595	Advertising Inv: 137536	November Bills 2		537.00
THE SANDPAPER	61-992-330-590-00-500	3579	PO-24-00624	Advertising Inv: 137698	November Bills 2		537.00
							2,148.00
TOWNSQUARE MEDIA MONMOUTH-OCEAN, LLC	61-992-330-590-00-500	5153	PO-24-00175	Electronic Advertising Inv: NOV 2023 TI STAFFO005	November Bills		397.00
							397.00
TRANE, INC	11-000-261-420-00-400	3086	PO-24-00093	ANNUAL SERVICE AGREEMENT RENEWAL 23-34 Inv: 314011562 + 313939568 SHORT PAY OF .04	November Bills 2		196.46
							196.46
TRIPLE T FABRICATIONS, LLC	11-000-270-615-00-121	3862	PO-24-00309	bus parts for mail van Inv: 3143	November Bills		425.00
							425.00
TYLER TECHNOLOGIES, INC.	11-000-270-615-00-121	3999	PO-24-00578	Tyler Tech Invoice #045-433657 Inv: 045-433657A	November Bills 2		3,593.94
							3,593.94
UNITED REFRIGERATION, INC.	60-990-310-500-00-500	4123	PO-24-00441	Intermediate Cafeteria refrigerator parts Inv: 92647645-00	November Bills		106.87
							106.87
UNITED SUPPLY CORP.	11-190-100-610-60-100	5328	24-05217	Physical Education Supplies Inv: 661360	November Bills 2		32.26
UNITED SUPPLY CORP.	11-190-100-610-65-100	5328	24-05220	Physical Education Supplies Inv: 661361	November Bills 2		72.86
UNITED SUPPLY CORP.	11-190-100-610-70-100	5328	24-05227	Physical Education Supplies Inv: 661363	November Bills 2		95.45

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Stafford Township Board of Education
Bills and Claims
Batch November Bills (11/13/2023)
, Batch November Bills - EFT (11/13/2023)
, Batch November Bills 2 (11/13/2023)

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
UNITED SUPPLY CORP.	11-190-100-610-60-100	5328	24-05246	Fine Art Supplies Inv: 661364	November Bills 2		17.52
UNITED SUPPLY CORP.	11-190-100-610-75-100	5328	24-05275	Fine Art Supplies Inv: 661368	November Bills 2		38.86
UNITED SUPPLY CORP.	11-190-100-610-75-100	5328	24-05285	Fine Art Supplies Inv: 661369	November Bills 2		65.12
UNITED SUPPLY CORP.	11-190-100-610-75-100	5328	24-05319	Health and Trainer Supplies Inv: 661376	November Bills 2		42.01
UNITED SUPPLY CORP.	11-190-100-610-75-100	5328	24-05329	Elementary Science Supplies Inv: 661379	November Bills 2		108.39
UNITED SUPPLY CORP.	11-190-100-610-65-100	5328	24-05341	Teaching Aids Inv: 661380	November Bills 2		93.26
UNITED SUPPLY CORP.	11-190-100-610-75-100	5328	24-05356	Teaching Aids Inv: 661382	November Bills 2		46.63
UNITED SUPPLY CORP.	11-000-218-610-00-100	5328	24-05366	Special Needs Inv: 661384	November Bills 2		20.61
UNITED SUPPLY CORP.	11-216-100-610-00-110	5328	24-05382	Special Needs Inv: 661385	November Bills 2		29.40
UNITED SUPPLY CORP.	11-000-219-600-00-100	5328	24-05385	Special Needs Inv: 661386	November Bills 2		98.08
UNITED SUPPLY CORP.	11-000-216-610-00-100	5328	24-05388	Special Needs Inv: 661387	November Bills 2		14.24
							774.69
UNUM	11-000-291-290-00-000	1809	PO-24-00008	STAA Employee Disability Inv: 0550271-0013 NOV 2023	November Bills 2		464.28
							464.28
US GAMES	11-190-100-340-60-300	1189	PO-24-00207	renewal of license for FITGRAM for gym teacher use at MCK and INT Inv: 923121255	November Bills 2		597.00
US GAMES	11-190-100-340-70-300	1189	PO-24-00207	renewal of license for FITGRAM for gym teacher use at MCK and INT Inv: 923121255	November Bills 2		597.00
							1,194.00
VANGUARD ENERGY PARTNERS LLC	11-000-261-420-70-400	4082	PO-24-00259	repair of solar panels Inv: 8344	November Bills		242.10
							242.10
VIC GERARD GOLF CARS	10-421	4776	23-001708-PYPBL	GROUNDS EQUIPMENT Inv: INV105901	November Bills 2		18,819.40
							18,819.40
W.B. MASON CO., INC.	11-190-100-610-60-100	4070	24-05245	Fine Art Supplies Inv: 241298451	November Bills		4.14

Attachments are subject to change without notice

**Stafford Township Board of Education
Bills and Claims
Batch November Bills (11/13/2023)
, Batch November Bills - EFT (11/13/2023)
, Batch November Bills 2 (11/13/2023)**

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
W.B. MASON CO., INC.	11-190-100-610-60-100	4070	24-05245	Fine Art Supplies Inv: 241206951	November Bills		12.16
W.B. MASON CO., INC.	11-190-100-610-60-109	4070	24-05251	Fine Art Supplies Inv: 241510214	November Bills		323.10
W.B. MASON CO., INC.	11-190-100-610-60-109	4070	24-05251	Fine Art Supplies Inv: 241538225	November Bills		125.40
W.B. MASON CO., INC.	11-190-100-610-60-109	4070	24-05251	Fine Art Supplies Inv: 241212047	November Bills		13.90
W.B. MASON CO., INC.	11-190-100-610-60-109	4070	24-05251	Fine Art Supplies Inv: 241403408	November Bills		362.52
W.B. MASON CO., INC.	11-190-100-610-65-100	4070	24-05262	Fine Art Supplies Inv: 241512613	November Bills 2		90.18
W.B. MASON CO., INC.	11-000-240-600-60-103	4070	PO-24-00047	Copy Paper Order Inv: 241511976	November Bills 2		53.50
W.B. MASON CO., INC.	11-190-100-610-60-100	4070	PO-24-00047	Copy Paper Order Inv: 241400493	November Bills 2		10,000.00
W.B. MASON CO., INC.	11-000-240-600-60-103	4070	PO-24-00047	Copy Paper Order Inv: 241409493	November Bills 2		249.32
W.B. MASON CO., INC.	20-218-100-600-00-100	4070	PO-24-00191	Paper Inv: 240848064	November Bills 2		79.80
							11,314.02
WESTERN PEST CONTROL	11-000-262-420-00-405	2664	PO-24-00091	Annual Pest Elimination Agreement Inv: 11032023 NOV 2023	November Bills		275.00
							275.00
WILSON LANGUAGE TRAINING	11-190-100-610-65-100	3362	PO-24-00085	teaching materials needed for OA Inv: INV22958	November Bills		15,207.82
WILSON LANGUAGE TRAINING	20-231-200-600-60-113	3362	PO-24-00481	assessments used by title I staff, Wilson already in place more record books needed Inv: INV39681	November Bills 2		213.04
WILSON LANGUAGE TRAINING	20-231-200-600-70-113	3362	PO-24-00481	assessments used by title I staff, Wilson already in place more record books needed Inv: INV39681	November Bills 2		449.00
							15,869.86
WOLFINGTON BODY COMPANY, INC.	10-421	2533	23-001861-PYPBL	PARTS - BUS 144 Inv: 136832M	November Bills 2		5,312.66
WOLFINGTON BODY COMPANY, INC.	10-421	2533	23-001861-PYPBL	PARTS - BUS 144 Inv: CM129575M	November Bills 2		-417.01
WOLFINGTON BODY COMPANY, INC.	11-000-270-615-00-121	2533	PO-24-00403	BUS PARTS FOR 153 Inv: 138235M	November Bills		876.18
WOLFINGTON BODY COMPANY, INC.	11-000-270-615-00-121	2533	PO-24-00416	BUS PARTS FOR 134 Inv: 138317MX1	November Bills		111.06
WOLFINGTON BODY COMPANY, INC.	11-000-270-615-00-121	2533	PO-24-00416	BUS PARTS FOR 134 Inv: 138317M	November Bills		129.06
WOLFINGTON BODY COMPANY, INC.	11-000-270-615-00-121	2533	PO-24-00457	BUS PARTS FOR BUS 143 AND SHOP Inv: 138669MX1	November Bills		136.80

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Stafford Township Board of Education
Bills and Claims
Batch November Bills (11/13/2023)
, Batch November Bills - EFT (11/13/2023)
, Batch November Bills 2 (11/13/2023)

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
WOLFINGTON BODY COMPANY, INC.	11-000-270-615-00-121	2533	PO-24-00457	BUS PARTS FOR BUS 143 AND SHOP Inv: 138669M	November Bills		134.28
WOLFINGTON BODY COMPANY, INC.	11-000-270-615-00-121	2533	PO-24-00480	BUS PARTS FOR SHOP Inv: 138779M	November Bills		86.07
WOLFINGTON BODY COMPANY, INC.	11-000-270-615-00-121	2533	PO-24-00512	BUS PARTS FOR BUS 171 Inv: 138959M	November Bills		331.85
WOLFINGTON BODY COMPANY, INC.	11-000-270-615-00-121	2533	PO-24-00518	BUS PARTS FOR BUS 153 Inv: 139005M	November Bills		35.16
WOLFINGTON BODY COMPANY, INC.	11-000-270-615-00-121	2533	PO-24-00525	BUS PARTS FOR 142 Inv: 139099M	November Bills		243.51
WOLFINGTON BODY COMPANY, INC.	11-000-270-615-00-121	2533	PO-24-00527	BUS PARTS FOR BUS 131 Inv: 139100M	November Bills		115.54
WOLFINGTON BODY COMPANY, INC.	11-000-270-615-00-121	2533	PO-24-00553	BUS PARTS FOR BUS 141, 142, 143 Inv: 139176M	November Bills 2		90.42
WOLFINGTON BODY COMPANY, INC.	11-000-270-615-00-121	2533	PO-24-00554	BUS PARTS FOR BUS 232 Inv: 139175M	November Bills 2		105.26
WOLFINGTON BODY COMPANY, INC.	11-000-270-615-00-121	2533	PO-24-00562	BUS PARTS FOR BUS 182 Inv: 139238M	November Bills 2		609.12
WOLFINGTON BODY COMPANY, INC.	11-000-270-615-00-121	2533	PO-24-00569	BUS PARTS FOR BUS 142 Inv: 139335M	November Bills 2		193.15
							8,093.11
XEROX CORP.	11-000-270-593-00-506	2623	PO-24-00017	COPIER COST EXCESS FEE Inv: 019762458 TRANS SEPT 2023	November Bills 2		194.79
XEROX CORP.	11-000-270-593-00-506	2623	PO-24-00017	COPIER COST EXCESS FEE Inv: 019762459 TRANS SEPT 2023	November Bills 2		190.91
XEROX CORP.	11-000-219-592-00-506	2623	PO-24-00017	COPIER COST EXCESS FEE Inv: 019762460 CST SEPT 2023	November Bills 2		117.69
							503.39

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Stafford Township Board of Education
Bills and Claims
Batch November Bills (11/13/2023)
Batch November Bills - EFT (11/13/2023)
Batch November Bills 2 (11/13/2023)

Resolved that the Bills & Claims against the Board of Education as herein enumerated for equipment, material, and supplies, furnished and delivered and for work done and performance, and certified as correct by the Secretary of the Board of Education be and the same are ordered paid when approved by the Finance Committee, and when funds are available.

Fund	Program	Purchase Orders	Current	Prior Year	Total
10 General Fund		7	27,473.49		27,473.49
	Fund total:		27,473.49		27,473.49
11 General Current Expense	000 Undistributed Expenditures	233	832,486.26		832,486.26
11 General Current Expense	190 Regular Programs - Undistributed	128	104,995.59		104,995.59
11 General Current Expense	204 Special Education - Learning and/or Language Disabilities	3	14,415.74		14,415.74
11 General Current Expense	209 Special Education - Behavioral Disabilities	3	9,108.33		9,108.33
11 General Current Expense	212 Special Education - Multiple Disabilities	7	1,938.37		1,938.37
11 General Current Expense	213 Special Education - Resource Room/Resource Center	5	615.94		615.94
11 General Current Expense	216 Special Education - Preschool Disabilities - Full-Time	13	1,101.78		1,101.78
11 General Current Expense	219 Special Education - Home Instruction	1	65.84		65.84
11 General Current Expense	230 Basic Skills Remedial - Instruction	1	124.94		124.94
11 General Current Expense	401 School Sponsored Co-curricular and Extra-curricular Activities	1	155.93		155.93
	Fund total:		965,008.72		965,008.72
12 Capital Outlay	000 Undistributed Expenditures	1	13,161.23		13,161.23
	Fund total:		13,161.23		13,161.23
20 Special Revenue Fund		6	1,887.27		1,887.27
20 Special Revenue Fund	218 Preschool Education	31	95,814.93		95,814.93
20 Special Revenue Fund	231 ESSA Title I, Part A	9	3,582.21		3,582.21
20 Special Revenue Fund	241 ESSA Title III	4	633.93		633.93
20 Special Revenue Fund	250 IDEA Part B	26	115,018.42		115,018.42
20 Special Revenue Fund	251 IDEA Part B	1	2,760.00		2,760.00

Stafford Township Board of Education
Bills and Claims
Batch November Bills (11/13/2023)
, Batch November Bills - EFT (11/13/2023)
, Batch November Bills 2 (11/13/2023)

Fund	Program	Purchase Orders	Current	Prior Year	Total
20 Special Revenue Fund	270 ESSA Title IIA / IID	6	3,961.68		3,961.68
20 Special Revenue Fund	280 ESSA Title IV	2	140.67		140.67
20 Special Revenue Fund	487 ARP-ESSER Grant Program	1	8,053.79		8,053.79
20 Special Revenue Fund	502 Nonpublic Aux Services - Basic Skills/Remedial	1	4,045.90		4,045.90
20 Special Revenue Fund	506 Nonpublic Hand - Supplemental Instruction	1	1,982.40		1,982.40
20 Special Revenue Fund	507 Nonpublic Hand - Handicapped Services	2	2,256.00		2,256.00
20 Special Revenue Fund	508 Nonpublic Hand - Corrective Speech	1	2,790.00		2,790.00
20 Special Revenue Fund	510 Nonpublic Technology Initiative Program	1	634.60		634.60
20 Special Revenue Fund	511 Nonpublic Security Aid Program	2	642.12		642.12
	Fund total:		244,203.92		244,203.92
60 Enterprise Fund	990 Other Enterprise Funds	5	59,720.78		59,720.78
	Fund total:		59,720.78		59,720.78
61 Imported		1	4,800.00		4,800.00
61 Imported	992 Imported	12	11,215.39		11,215.39
	Fund total:		16,015.39		16,015.39
	Grand totals:	535	1,325,583.53		1,325,583.53

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President

Vice President

Business Administrator

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**Stafford Township Board of Education
Bills and Claims
Batch November Bills - EFT (11/13/2023)**

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
GSRP G-I SOLAR I LLC	11-000-262-622-00-100	5108	PO-24-00013	Solar Supply 2023-2024 Inv: NJ-05-002A-202309-01 SEPT 2023 STAC	November Bills - EFT		2,509.16
GSRP G-I SOLAR I LLC	11-000-262-622-00-100	5108	PO-24-00013	Solar Supply 2023-2024 Inv: NJ-05-004A-0202309-01 SEPT 2023 PLC	November Bills - EFT		3,434.62
GSRP G-I SOLAR I LLC	11-000-262-622-00-100	5108	PO-24-00013	Solar Supply 2023-2024 Inv: NJ-05-006A-202309-01 SEPT 2023 CXY	November Bills - EFT		1,931.52
GSRP G-I SOLAR I LLC	11-000-262-622-00-100	5108	PO-24-00013	Solar Supply 2023-2024 Inv: NJ-05-005A-202309-01 SEPT 2023 OA	November Bills - EFT		577.90
GSRP G-I SOLAR I LLC	11-000-262-622-00-100	5108	PO-24-00013	Solar Supply 2023-2024 Inv: NJ-05-001A-202309-01 SEPT 2023 MCK	November Bills - EFT		3,321.05
GSRP G-I SOLAR I LLC	11-000-262-622-00-100	5108	PO-24-00013	Solar Supply 2023-2024 Inv: NJ-05-003A-202309-01 SEPT 2023 INT	November Bills - EFT		3,282.86
							15,057.11
LITTLE GRADUATES PRESCHOOL & LEARN. CTR	20-218-200-321-00-300	5345	PO-24-00343	Pre-School Tuition 2023-24	November Bills - EFT		22,433.81
							22,433.81
STATE OF NEW JERSEY	11-000-291-270-00-200	4111	PO-24-00021	Employee Medical Health Bene 23/24 Inv: NOVEMBER 2023	November Bills - EFT		517,437.70
							517,437.70

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Stafford Township Board of Education
Bills and Claims
Batch November Bills - EFT (11/13/2023)

Resolved that the Bills & Claims against the Board of Education as herein enumerated for equipment, material, and supplies, furnished and delivered and for work done and performance, and certified as correct by the Secretary of the Board of Education be and the same are ordered paid when approved by the Finance Committee, and when funds are available.

Fund	Program	Purchase Orders	Current	Prior Year	Total
11 General Current Expense	000 Undistributed Expenditures	7	532,494.81		532,494.81
	Fund total:		532,494.81		532,494.81
20 Special Revenue Fund	218 Preschool Education	1	22,433.81		22,433.81
	Fund total:		22,433.81		22,433.81
	Grand totals:	8	554,928.62		554,928.62

Attachments are subject to change without notice

President

Vice President

Business Administrator

Attachments are subject to change without notice

Stafford Township Board of Education
Bills and Claims
Batch October 2023 Mid-Cycle (10/31/2023)
, Batch 24-0132 Replenish Petty Cash PO-24-00054 (10/6/2023)
, Batch 24-0152 Replenish Petty Cash PO-24-00325 (10/13/2023)
, Batch October 2023 Mid-Cycle 2 (10/31/2023)
, Batch CONVENIENCE FEES (10/2/2023)
, Batch October Mid-Cycle 3 (10/31/2023)

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
ART EDUCATORS OF NEW JERSEY	20-270-200-500-00-500	5138	PO-24-00523	Annual AENJ Fall conference Inv: 2023 SW AND JL	October Mid-Cycle 3	000381	350.00
							350.00
ATLANTIC CITY ELECTRIC	10-421	3374	23-COPY009-PYPBL	ELECTRIC COST Inv: 5501 0291 148 8/16-9/14 MCK	October 2023 Mid-Cycle	000370	2,505.32
ATLANTIC CITY ELECTRIC	10-421	3374	23-COPY009-PYPBL	ELECTRIC COST Inv: 5500 6684 298 8/24-9/24 MCK LIGHT	October 2023 Mid-Cycle	000370	87.43
ATLANTIC CITY ELECTRIC	10-421	3374	23-COPY009-PYPBL	ELECTRIC COST Inv: 5500 0699 197 8/16-9/14 STAC	October 2023 Mid-Cycle	000370	2,807.21
ATLANTIC CITY ELECTRIC	10-421	3374	23-COPY009-PYPBL	ELECTRIC COST Inv: 5002 8603 376 8/18-9/18 TRANS	October 2023 Mid-Cycle	000370	782.91
ATLANTIC CITY ELECTRIC	10-421	3374	23-COPY009-PYPBL	ELECTRIC COST Inv: 5500 1453 565 8/18-9/16 OXY	October 2023 Mid-Cycle	000370	1,984.45
ATLANTIC CITY ELECTRIC	10-421	3374	23-COPY009-PYPBL	ELECTRIC COST Inv: 5500 1953 3758/25-9/22 OXY LIGHT	October 2023 Mid-Cycle	000370	637.73
ATLANTIC CITY ELECTRIC	10-421	3374	23-COPY009-PYPBL	ELECTRIC COST Inv: 5500 0291 411 8/24-9/21 OXY MN LIGHT	October 2023 Mid-Cycle	000370	363.89
ATLANTIC CITY ELECTRIC	10-421	3374	23-COPY009-PYPBL	ELECTRIC COST Inv: 5500 0148 621 8/22-9/19 OA NAUT LIGHTS	October 2023 Mid-Cycle	000370	1,316.36
ATLANTIC CITY ELECTRIC	10-421	3374	23-COPY009-PYPBL	ELECTRIC COST Inv: 5500 0148 225 8/22-9/19 OA ST LIGHT	October 2023 Mid-Cycle	000370	103.97
ATLANTIC CITY ELECTRIC	10-421	3374	23-COPY009-PYPBL	ELECTRIC COST Inv: 5500 0147 649 8/16-9/14 PLC	October 2023 Mid-Cycle	000370	2,163.19
ATLANTIC CITY ELECTRIC	10-421	3374	23-COPY009-PYPBL	ELECTRIC COST Inv: 5001 0859 399 8/19-9/20 OA SIGN	October 2023 Mid-Cycle	000370	111.78
							12,864.24
BENECARD SERVICES, INC.	11-000-291-270-00-200	3324	PO-24-00024	Employee Prescription Benefit 23/24 Inv: 0062370 OCT 2023 ACTIVE	October 2023 Mid-Cycle	000371	117,378.13
BENECARD SERVICES, INC.	11-000-291-270-00-200	3324	PO-24-00024	Employee Prescription Benefit 23/24 Inv: 0062370 OCT 2023 RETIREE	October 2023 Mid-Cycle	000371	548.76
BENECARD SERVICES, INC.	11-000-291-270-00-200-001	3324	PO-24-00024	Employee Prescription Benefit 23/24 Inv: 062370 OCT 2023 COBRA	October 2023 Mid-Cycle	000371	871.48
							118,798.37
COMCAST BUSINESS COMMUNICATIONS, LLS	20-421	1460	23-000245-PYPBL	ESSER II PUR SERV Inv: 184275193 OCT 2023	October 2023 Mid-Cycle	000372	3,086.10
							3,086.10
DIRECT ENERGY BUSINESS, INC.	10-421	4570	23-001655-PYPBL	NATURAL GAS Inv: 418605-3455 8/30-9/28 OA	October 2023 Mid-Cycle	000373	8.76

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Stafford Township Board of Education
Bills and Claims
Batch October 2023 Mid-Cycle (10/31/2023)
, Batch 24-0132 Replenish Petty Cash PO-24-00054 (10/6/2023)
, Batch 24-0152 Replenish Petty Cash PO-24-00325 (10/13/2023)
, Batch October 2023 Mid-Cycle 2 (10/31/2023)
, Batch CONVENIENCE FEES (10/2/2023)
, Batch October Mid-Cycle 3 (10/31/2023)

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
DIRECT ENERGY BUSINESS, INC.	10-421	4570	23-001655-PYPBL	NATURAL GAS Inv: 418605-3458 8/26-9/22 OXY	October 2023 Mid-Cycle	000373	762.67
DIRECT ENERGY BUSINESS, INC.	10-421	4570	23-001655-PYPBL	NATURAL GAS Inv: 418605-86834 8/15-9/13 INT	October 2023 Mid-Cycle	000373	196.50
DIRECT ENERGY BUSINESS, INC.	10-421	4570	23-001655-PYPBL	NATURAL GAS Inv: 418605-25303 8/15-9/13 FLO	October 2023 Mid-Cycle	000373	65.11
							1,033.04
FORD - SCOTT & ASSOCIATES, LLC	11-000-230-332-00-329	2162	PO-24-00016	AUDIT 22-23 SY Inv: 34110	October 2023 Mid-Cycle 2	000380	10,000.00
FORD - SCOTT & ASSOCIATES, LLC	11-000-230-332-00-329	2162	PO-24-00016	AUDIT 22-23 SY Inv: 34009	October 2023 Mid-Cycle 2	000380	21,000.00
							31,000.00
HOPE ZAUN - PETTY CASH	11-000-240-600-70-103	5520	PO-24-00325	Petty Cash - H Zaun	24-0152	000368	24.08
HOPE ZAUN - PETTY CASH	11-000-240-600-70-103	5520	PO-24-00325	Petty Cash - H Zaun	24-0152	000368	24.18
HOPE ZAUN - PETTY CASH	11-000-240-600-70-103	5520	PO-24-00325	Petty Cash - H Zaun	24-0152	000368	19.99
HOPE ZAUN - PETTY CASH	11-000-240-600-70-103	5520	PO-24-00325	Petty Cash - H Zaun	24-0152	000368	16.25
HOPE ZAUN - PETTY CASH	11-000-240-600-70-103	5520	PO-24-00325	Petty Cash - H Zaun	24-0152	000368	13.96
HOPE ZAUN - PETTY CASH	11-000-240-600-70-103	5520	PO-24-00325	Petty Cash - H Zaun	24-0152	000368	16.41
HOPE ZAUN - PETTY CASH	11-000-240-600-70-103	5520	PO-24-00325	Petty Cash - H Zaun	24-0152	000368	12.14
HOPE ZAUN - PETTY CASH	11-000-240-600-70-103	5520	PO-24-00325	Petty Cash - H Zaun	24-0152	000368	24.44
							151.45
LOURDES LAGUARDIA	11-000-230-610-00-115	5044	PO-24-00054	Petty Cash - L LaGuardia	24-0132	000365	10.99
LOURDES LAGUARDIA	11-000-230-610-00-115	5044	PO-24-00054	Petty Cash - L LaGuardia	24-0132	000365	115.61
							126.60
MOESC	10-421	1407	23-000827-PYPBL	OOD TRANS FOR SPECIAL ED Inv: 23-03489 JUNE 2023	October 2023 Mid-Cycle	000374	5,334.91
MOESC	11-000-270-518-00-500	1407	PO-24-00613	MOESC June Trans 2023 Inv: 23-03489 JUNE 2023	October 2023 Mid-Cycle	000374	15,391.41
							20,726.32
NJ ASSOC. OF SCHOOL BUSINESS	11-000-251-592-00-500	1283	PO-24-00453	NJASBO Dinner Registration @ ASBO International Inv: 200021296	October 2023 Mid-Cycle	000364	36.00
							36.00
NJ DIVISION OF MOTOR VEHICLES	11-000-270-800-00-800	4866	PO-24-00488	Registration Renewals for buses 143, 144, 145, 205, 234 and mechanic's vehicle Inv: 4DRBUAAN5EB022080 BUS 143	October 2023 Mid-Cycle	000366	50.00

Stafford Township Board of Education
Bills and Claims
Batch October 2023 Mid-Cycle (10/31/2023)
, Batch 24-0132 Replenish Petty Cash PO-24-00054 (10/6/2023)
, Batch 24-0152 Replenish Petty Cash PO-24-00325 (10/13/2023)
, Batch October 2023 Mid-Cycle 2 (10/31/2023)
, Batch CONVENIENCE FEES (10/2/2023)
, Batch October Mid-Cycle 3 (10/31/2023)

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
NJ DIVISION OF MOTOR VEHICLES	11-000-270-800-00-800	4866	PO-24-00488	Registration Renewals for buses 143, 144, 145, 205, 234 and mechanic's vehicle Inv: 4DRBUC8N1FB686038 BUS 153	October 2023 Mid-Cycle	000366	50.00
NJ DIVISION OF MOTOR VEHICLES	11-000-270-800-00-800	4866	PO-24-00488	Registration Renewals for buses 143, 144, 145, 205, 234 and mechanic's vehicle Inv: 4DRBUPWP7PB302180 BUS 234	October 2023 Mid-Cycle	000366	50.00
NJ DIVISION OF MOTOR VEHICLES	11-000-270-800-00-800	4866	PO-24-00488	Registration Renewals for buses 143, 144, 145, 205, 234 and mechanic's vehicle Inv: 1BAKFCEHXM368822 BUS 205	October 2023 Mid-Cycle	000366	50.00
NJ DIVISION OF MOTOR VEHICLES	11-000-270-800-00-800	4866	PO-24-00488	Registration Renewals for buses 143, 144, 145, 205, 234 and mechanic's vehicle Inv: 4DRBUC8NXP3686040 BUS 155	October 2023 Mid-Cycle	000366	50.00
NJ DIVISION OF MOTOR VEHICLES	11-000-270-800-00-800	4866	PO-24-00488	Registration Renewals for buses 143, 144, 145, 205, 234 and mechanic's vehicle Inv: 4DRBUC8N4KB753354 BUS 182	October 2023 Mid-Cycle	000366	50.00
NJ DIVISION OF MOTOR VEHICLES	11-000-270-800-00-800	4866	PO-24-00488	Registration Renewals for buses 143, 144, 145, 205, 234 and mechanic's vehicle Inv: 4DRBUS8N5FB686043 BUS 151	October 2023 Mid-Cycle	000366	50.00
NJ DIVISION OF MOTOR VEHICLES	11-000-270-800-00-800	4866	PO-24-00488	Registration Renewals for buses 143, 144, 145, 205, 234 and mechanic's vehicle Inv: 4DRBUPWP0PB302179 BUS 233	October 2023 Mid-Cycle	000366	50.00
NJ DIVISION OF MOTOR VEHICLES	11-000-270-800-00-800	4866	PO-24-00488	Registration Renewals for buses 143, 144, 145, 205, 234 and mechanic's vehicle Inv: 4DRBUC8N3LB818714 BUS 201	October 2023 Mid-Cycle	000366	50.00
NJ DIVISION OF MOTOR VEHICLES	11-000-270-800-00-800	4866	PO-24-00488	Registration Renewals for buses 143, 144, 145, 205, 234 and mechanic's vehicle Inv: 4DRBUC8N7FB686044 BUS 152	October 2023 Mid-Cycle	000366	50.00
NJ DIVISION OF MOTOR VEHICLES	11-000-270-800-00-800	4866	PO-24-00488	Registration Renewals for buses 143, 144, 145, 205, 234 and mechanic's vehicle Inv: 1BAKFCEH7NF379343 BUS 213	October 2023 Mid-Cycle	000366	50.00
NJ DIVISION OF MOTOR VEHICLES	11-000-270-800-00-800	4866	PO-24-00488	Registration Renewals for buses 143, 144, 145, 205, 234 and mechanic's vehicle Inv: 4DRBUS8N1FB686041 BUS 156	October 2023 Mid-Cycle	000366	50.00
NJ DIVISION OF MOTOR VEHICLES	11-000-270-800-00-800	4866	PO-24-00488	Registration Renewals for buses 143, 144, 145, 205, 234 and mechanic's vehicle Inv: 4DRBUC8N2KB753353 BUS 181	October 2023 Mid-Cycle	000366	50.00
NJ DIVISION OF MOTOR VEHICLES	11-000-270-800-00-800	4866	PO-24-00488	Registration Renewals for buses 143, 144, 145, 205, 234 and mechanic's vehicle Inv: 3C7WDTCT7CG268472 MECH VEH	October 2023 Mid-Cycle	000366	.00
NJ DIVISION OF MOTOR VEHICLES	11-000-270-800-00-800	4866	PO-24-00488	Registration Renewals for buses 143, 144, 145, 205, 234 and mechanic's vehicle Inv: 4DRBUS8N3FB686039 BUS 154	October 2023 Mid-Cycle	000366	50.00
NJ DIVISION OF MOTOR VEHICLES	11-000-270-800-00-800	4866	PO-24-00488	Registration Renewals for buses 143, 144, 145, 205, 234 and mechanic's vehicle Inv: 4DRBUAAN7EB022081 BUS 144	October 2023 Mid-Cycle	000366	50.00
NJ DIVISION OF MOTOR VEHICLES	11-000-270-800-00-800	4866	PO-24-00488	Registration Renewals for buses 143, 144, 145, 205, 234 and mechanic's vehicle Inv: 4DRBUAAN9EB022082 BUS 145	October 2023 Mid-Cycle	000366	50.00

Attachments are subject to change without notice

Stafford Township Board of Education
Bills and Claims
Batch October 2023 Mid-Cycle (10/31/2023)
, Batch 24-0132 Replenish Petty Cash PO-24-00054 (10/6/2023)
, Batch 24-0152 Replenish Petty Cash PO-24-00325 (10/13/2023)
, Batch October 2023 Mid-Cycle 2 (10/31/2023)
, Batch CONVENIENCE FEES (10/2/2023)
, Batch October Mid-Cycle 3 (10/31/2023)

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
							800.00
NJ NATURAL GAS COMPANY	10-421	1388	23-000043-PYPBL	ANTIC 22/23 NJNG COSTS Inv: 22-0005-6409-63 8/29-9/28 CA	October 2023 Mid-Cycle	000375	1,547.20
NJ NATURAL GAS COMPANY	10-421	1388	23-000043-PYPBL	ANTIC 22/23 NJNG COSTS Inv: 07-5081-9500-18 8/25-9/22 OXY	October 2023 Mid-Cycle	000375	1,376.43
NJ NATURAL GAS COMPANY	10-421	1388	23-000043-PYPBL	ANTIC 22/23 NJNG COSTS Inv: 22-0005-37770-77 8/14-9/13 MCK	October 2023 Mid-Cycle	000375	1,248.80
NJ NATURAL GAS COMPANY	10-421	1388	23-000043-PYPBL	ANTIC 22/23 NJNG COSTS Inv: 22-0009-6899-16 8/14-9/13 INT	October 2023 Mid-Cycle	000375	1,545.35
NJ NATURAL GAS COMPANY	10-421	1388	23-000043-PYPBL	ANTIC 22/23 NJNG COSTS Inv: 22-0010-5695-4Y 8/14-9/13 PLC	October 2023 Mid-Cycle	000375	775.49
NJ NATURAL GAS COMPANY	10-421	1388	23-000043-PYPBL	ANTIC 22/23 NJNG COSTS Inv: 22-0021-0651-68 8/25-9/22 TRANS	October 2023 Mid-Cycle	000375	43.38
							6,536.65
NJASA	11-000-230-890-00-828	1000	PO-24-00264	New membership for NJASA EAA Inv: CASH-7903 BT	October 2023 Mid-Cycle	000367	450.00
NJASA	11-000-230-890-00-828	1000	PO-24-00264	New membership for NJASA EAA Inv: CASH-7904 LH	October 2023 Mid-Cycle	000367	450.00
NJASA	11-000-221-581-00-500	1000	PO-24-00412	Four part HR professionals Series Inv: 4148/4149	October 2023 Mid-Cycle	000367	500.00
NJASA	11-000-230-590-00-525	1000	PO-24-00412	Four part HR professionals Series Inv: 4148/4149	October 2023 Mid-Cycle	000367	500.00
							1,900.00
NJSC	20-270-200-500-00-500	3368	PO-24-00510	registration for annual Science Convention Inv: 24-00510 NJSC 3 PARTICIPANTS	October 2023 Mid-Cycle	000369	930.00
							930.00
PROCARE SOFTWARE HOLDINGS, LLC	61-990-320-340-00-300	5284	PO-24-00635	SEPTEMBER 2023 FEES Inv: 22476285-SEPTEMBER 2023	CONVENIENC E FEES	No Check	1,563.97
							1,563.97
SCHOOL ALLIANCE INSURANCE FUND	11-000-230-590-00-505	1527	PO-24-00070	Insurance Premiums Inv: 2ND INSTALLMENT PAYMENT	October 2023 Mid-Cycle	000376	50,595.50
SCHOOL ALLIANCE INSURANCE FUND	11-000-262-520-00-500	1527	PO-24-00070	Insurance Premiums Inv: 2ND INSTALLMENT PAYMENT	October 2023 Mid-Cycle	000376	95,254.50
SCHOOL ALLIANCE INSURANCE FUND	11-000-270-593-00-524	1527	PO-24-00070	Insurance Premiums Inv: 2ND INSTALLMENT PAYMENT	October 2023 Mid-Cycle	000376	18,876.00
SCHOOL ALLIANCE INSURANCE FUND	11-000-291-260-00-200	1527	PO-24-00070	Insurance Premiums Inv: 2ND INSTALLMENT PAYMENT	October 2023 Mid-Cycle	000376	111,689.00
							276,415.00

Stafford Township Board of Education
Bills and Claims
Batch October 2023 Mid-Cycle (10/31/2023)
, Batch 24-0132 Replenish Petty Cash PO-24-00054 (10/6/2023)
, Batch 24-0152 Replenish Petty Cash PO-24-00325 (10/13/2023)
, Batch October 2023 Mid-Cycle 2 (10/31/2023)
, Batch CONVENIENCE FEES (10/2/2023)
, Batch October Mid-Cycle 3 (10/31/2023)

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
STAFFORD TWP. WATER & SEWER	11-000-262-490-00-400	1154	PO-24-00011	Water & Sewer 2023-2024 Inv: 58./13.01 OXY 3RD QTR	October 2023 Mid-Cycle	000377	2,216.30
STAFFORD TWP. WATER & SEWER	11-000-262-490-00-400	1154	PO-24-00011	Water & Sewer 2023-2024 Inv: 58./13.01 BUS 3RD QTR	October 2023 Mid-Cycle	000377	305.60
STAFFORD TWP. WATER & SEWER	11-000-262-490-00-400	1154	PO-24-00011	Water & Sewer 2023-2024 Inv: 118./1. CAMPUS 3RD QTR	October 2023 Mid-Cycle	000377	27,834.50
STAFFORD TWP. WATER & SEWER	11-000-262-490-00-400	1154	PO-24-00011	Water & Sewer 2023-2024 Inv: 44.160/18. OA 3RD QTR	October 2023 Mid-Cycle	000377	1,834.50
							32,190.90
STARLITE PRODUCTIONS INTERNATIONAL LLC	61-421	4915	23-001842-PYPBL	STAC REPAIRS Inv: IN49459	October 2023 Mid-Cycle	000363	3,271.68
							3,271.68
VERIZON WIRELESS	10-421	2982	23-COPY002-PYPBL	TELEPHONE SERVICES Inv: 9945773926 SEPT 2023 642358274-00001	October 2023 Mid-Cycle	000378	40.01
VERIZON WIRELESS	10-421	2982	23-COPY002-PYPBL	TELEPHONE SERVICES Inv: 9944924847 SEPT 2023 819586376-00001	October 2023 Mid-Cycle	000378	38.01
VERIZON WIRELESS	10-421	2982	23-COPY002-PYPBL	TELEPHONE SERVICES Inv: 9944924848 SEPT 2023 819586376-00022	October 2023 Mid-Cycle	000378	719.28
							797.30
WORLD PAY, LLC	61-992-330-420-00-429	5075	PO-24-00636	SEPTEMBER 2023 FEES Inv: SEPTEMBER 2023	CONVENIENCE FEES	No Check	39.62
							39.62
XTEL COMMUNICATIONS, INC.	11-000-230-530-00-506	2495	PO-24-00012	Telephone Chrgs/Internet Access Inv: 232732345 SEPT 2023	October 2023 Mid-Cycle	000379	7,407.11
							7,407.11

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Stafford Township Board of Education
Bills and Claims
Batch October 2023 Mid-Cycle (10/31/2023)
 , Batch 24-0132 Replenish Petty Cash PO-24-00054 (10/6/2023)
 , Batch 24-0152 Replenish Petty Cash PO-24-00325 (10/13/2023)
 , Batch October 2023 Mid-Cycle 2 (10/31/2023)
 , Batch CONVENIENCE FEES (10/2/2023)
 , Batch October Mid-Cycle 3 (10/31/2023)

Resolved that the Bills & Claims against the Board of Education as herein enumerated for equipment, material, and supplies, furnished and delivered and for work done and performance, and certified as correct by the Secretary of the Board of Education be and the same are ordered paid when approved by the Finance Committee, and when funds are available.

Fund	Program	Purchase Orders	Current	Prior Year	Total
10 General Fund		25	26,566.14		26,566.14
	Fund total:		26,566.14		26,566.14
11 General Current Expense	000 Undistributed Expenditures	47	484,216.84		484,216.84
	Fund total:		484,216.84		484,216.84
20 Special Revenue Fund		1	3,086.10		3,086.10
20 Special Revenue Fund	270 ESSA Title IIA / IID	2	1,280.00		1,280.00
	Fund total:		4,366.10		4,366.10
61 Imported		1	3,271.68		3,271.68
61 Imported	990 Other Enterprise Funds	1	1,563.97		1,563.97
61 Imported	992 Imported	1	39.62		39.62
	Fund total:		4,875.27		4,875.27
	Grand totals:	78	520,024.35		520,024.35

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Stafford Township Board of Education
Bills and Claims
Batch October 2023 Mid-Cycle (10/31/2023)
, Batch 24-0132 Replenish Petty Cash PO-24-00054 (10/6/2023)
, Batch 24-0152 Replenish Petty Cash PO-24-00325 (10/13/2023)
, Batch October 2023 Mid-Cycle 2 (10/31/2023)
, Batch CONVENIENCE FEES (10/2/2023)
, Batch October Mid-Cycle 3 (10/31/2023)

President

Vice President

Business Administrator

Attachments are subject to change without notice

Stafford Township Board of Education
Bills and Claims
Batch CONVENIENCE FEES (10/2/2023)

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
PROCARE SOFTWARE HOLDINGS, LLC	61-990-320-340-00-300	5284	PO-24-00635	SEPTEMBER 2023 FEES Inv: 22476285-SEPTEMBER 2023	CONVENIENCE FEES	No Check	1,563.97
							1,563.97
WORLD PAY, LLC	61-992-330-420-00-429	5075	PO-24-00636	SEPTEMBER 2023 FEES Inv: SEPTEMBER 2023	CONVENIENCE FEES	No Check	39.62
							39.62

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Stafford Township Board of Education
Bills and Claims
Batch CONVENIENCE FEES (10/2/2023)

Resolved that the Bills & Claims against the Board of Education as herein enumerated for equipment, material, and supplies, furnished and delivered and for work done and performance, and certified as correct by the Secretary of the Board of Education be and the same are ordered paid when approved by the Finance Committee, and when funds are available.

Fund	Program	Purchase Orders	Current	Prior Year	Total
61 Imported	990 Other Enterprise Funds	1	1,563.97		1,563.97
61 Imported	992 Imported	1	39.62		39.62
	Fund total:		1,603.59		1,603.59
	Grand totals:	2	1,603.59		1,603.59

Attachments are subject to change without notice

President

Vice President

Business Administrator

Attachments are subject to change without notice

Stafford Township Board of Education
Bills and Claims
Batch September Midcycle 2 (9/30/2023)
, Batch 24-0107 Replenish Petty Cash PO-24-00145 (9/27/2023)
, Batch 24-0108 Replenish Petty Cash PETTY CASH - M WEIDENHOF (9/27/2023)
, Batch PreK Contribution (9/30/2023)

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
ATLANTIC CITY ELECTRIC	10-421	3374	23-COPY009-PYPBL	ELECTRIC COST Inv: 5501 0291 148 7/15-8/15 MCK	September Midcycle 2	000245	2,671.01
ATLANTIC CITY ELECTRIC	10-421	3374	23-COPY009-PYPBL	ELECTRIC COST Inv: 5500 6684 298 7/22-8/23 MCK LIT	September Midcycle 2	000245	97.38
ATLANTIC CITY ELECTRIC	10-421	3374	23-COPY009-PYPBL	ELECTRIC COST Inv: 5500-0699-191 7/19-8/15 STAC	September Midcycle 2	000245	3,184.31
ATLANTIC CITY ELECTRIC	10-421	3374	23-COPY009-PYPBL	ELECTRIC COST Inv: 5501 0699 407 7/31-8/30 INT	September Midcycle 2	000245	4,468.07
ATLANTIC CITY ELECTRIC	10-421	3374	23-COPY009-PYPBL	ELECTRIC COST Inv: 5002 8603 376 6/14-8/17 TRANS	September Midcycle 2	000245	1,012.89
ATLANTIC CITY ELECTRIC	10-421	3374	23-COPY009-PYPBL	ELECTRIC COST Inv: 5500 1953 565 7/18-9/17 OXY	September Midcycle 2	000245	2,046.19
ATLANTIC CITY ELECTRIC	10-421	3374	23-COPY009-PYPBL	ELECTRIC COST Inv: 5500 1953 375 7/23-8/24 OXY STR LIT	September Midcycle 2	000245	664.86
ATLANTIC CITY ELECTRIC	10-421	3374	23-COPY009-PYPBL	ELECTRIC COST Inv: 5500 079 411 7/22-8/23 OXY MN LIT	September Midcycle 2	000245	402.22
ATLANTIC CITY ELECTRIC	10-421	3374	23-COPY009-PYPBL	ELECTRIC COST Inv: 5500 0148 621 6/20-8/21 OA NAT LIT	September Midcycle 2	000245	1,452.55
ATLANTIC CITY ELECTRIC	10-421	3374	23-COPY009-PYPBL	ELECTRIC COST Inv: 5500 0148 225 7/20-8/21 OA ST LIT	September Midcycle 2	000245	117.22
ATLANTIC CITY ELECTRIC	10-421	3374	23-COPY009-PYPBL	ELECTRIC COST Inv: 5500 0147 649 7/19-8/15 PLC	September Midcycle 2	000245	1,850.98
ATLANTIC CITY ELECTRIC	10-421	3374	23-COPY009-PYPBL	ELECTRIC COST Inv: 5001 1859 399 7/22-8/18 OA SIGN	September Midcycle 2	000246	98.62
ATLANTIC CITY ELECTRIC	10-421	3374	23-COPY009-PYPBL	ELECTRIC COST Inv: 5500 148 969 7/20-8/22 OA	September Midcycle 2	000246	3,478.12
							21,544.42
MS. MARYBETH WEIDENHOF	61-992-330-600-00-100	4297	PETTY CASH - M WEIDENHOF	Petty Cash	24-0108	000244	71.82
MS. MARYBETH WEIDENHOF	61-992-330-600-00-100	4297	PETTY CASH - M WEIDENHOF	Petty Cash	24-0108	000244	32.72
MS. MARYBETH WEIDENHOF	61-992-330-600-00-100	4297	PETTY CASH - M WEIDENHOF	Petty Cash	24-0108	000244	141.15
							245.69
NJ NATURAL GAS COMPANY	10-421	1388	23-000043-PYPBL	ANTIC 22/23 NJNG COSTS Inv: 22-0005-6409-63 8/1-8/29 OA	September Midcycle 2	000247	1,547.18
NJ NATURAL GAS COMPANY	10-421	1388	23-000043-PYPBL	ANTIC 22/23 NJNG COSTS Inv: 07-5081-9500-18 7/27-8/24 OXY	September Midcycle 2	000247	1,214.98
NJ NATURAL GAS COMPANY	10-421	1388	23-000043-PYPBL	ANTIC 22/23 NJNG COSTS Inv: 22-0010-5695-4Y 7/18-8/14 PLC	September Midcycle 2	000247	768.44
NJ NATURAL GAS COMPANY	10-421	1388	23-000043-PYPBL	ANTIC 22/23 NJNG COSTS Inv: 22-0020-9651-68 7/27-8/25 TRANS	September Midcycle 2	000247	42.00
NJ NATURAL GAS COMPANY	10-421	1388	23-000043-PYPBL	ANTIC 22/23 NJNG COSTS Inv: 22-0005-3770-77 7/19-8/19 MCK	September Midcycle 2	000247	1,198.36
NJ NATURAL GAS COMPANY	10-421	1388	23-000043-PYPBL	ANTIC 22/23 NJNG COSTS Inv: 22-0009-6899-16 7/19-8/14 INT	September Midcycle 2	000247	1,477.91

Stafford Township Board of Education
Bills and Claims
Batch September Midcycle 2 (9/30/2023)
, Batch 24-0107 Replenish Petty Cash PO-24-00145 (9/27/2023)
, Batch 24-0108 Replenish Petty Cash PETTY CASH - M WEIDENHOF (9/27/2023)
, Batch PreK Contribution (9/30/2023)

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
							6,248.87
STAFFORD TWP. BOE	11-105-100-936-00-900	1219	PO-24-00521	DISTRICTS SHARE OF PREKSCHOOL GRANT Inv: DISTRICTS PREK CONTRIBUTION	PreK Contribution	No Check	199,682.00
							199,682.00
WILLIAM DEREN	11-000-221-610-00-106	4099	PO-24-00145	Petty Cash - W Deren	24-0107	000243	34.34
WILLIAM DEREN	11-000-221-610-00-106	4099	PO-24-00145	Petty Cash - W Deren	24-0107	000243	26.20
							60.54

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Stafford Township Board of Education
 Bills and Claims
 Batch September Midcycle 2 (9/30/2023)
 , Batch 24-0107 Replenish Petty Cash PO-24-00145 (9/27/2023)
 , Batch 24-0108 Replenish Petty Cash PETTY CASH - M WEIDENHOF (9/27/2023)
 , Batch PreK Contribution (9/30/2023)

Resolved that the Bills & Claims against the Board of Education as herein enumerated for equipment, material, and supplies, furnished and delivered and for work done and performance, and certified as correct by the Secretary of the Board of Education be and the same are ordered paid when approved by the Finance Committee, and when funds are available.

Fund	Program	Purchase Orders	Current	Prior Year	Total
10 General Fund		19	27,793.29		27,793.29
	Fund total:		27,793.29		27,793.29
11 General Current Expense	000 Undistributed Expenditures	2	60.54		60.54
11 General Current Expense	105 Regular Programs- Preschool	1	199,682.00		199,682.00
	Fund total:		199,742.54		199,742.54
61 Imported	992 Imported	3	245.69		245.69
	Fund total:		245.69		245.69
	Grand totals:	25	227,781.52		227,781.52

Attachments are subject to change without notice

President

Vice President

Business Administrator

Attachments are subject to change without notice

Stafford Township Board of Education
Bills and Claims
Batch PreK Contribution (9/30/2023)

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
STAFFORD TWP. BOE	11-105-100-936-00-900	1219	PO-24-00521	DISTRICTS SHARE OF PREKSCHOOL GRANT Inv: DISTRICTS PREK CONTRIBUTION	Prek Contribution	No Check	199,682.00
							199,682.00

Attachments are subject to change without notice

Stafford Township Board of Education
Bills and Claims
Batch PreK Contribution (9/30/2023)

Resolved that the Bills & Claims against the Board of Education as herein enumerated for equipment, material, and supplies, furnished and delivered and for work done and performance, and certified as correct by the Secretary of the Board of Education be and the same are ordered paid when approved by the Finance Committee, and when funds are available.

Fund	Program	Purchase Orders	Current	Prior Year	Total
11 General Current Expense	105 Regular Programs- Preschool	1	199,682.00		199,682.00
	Fund total:		199,682.00		199,682.00
	Grand totals:	1	199,682.00		199,682.00

Attachments are subject to change without notice

President

Vice President

Business Administrator

Attachments are subject to change without notice

STAFFORD TOWNSHIP BOARD OF EDUCATION

BOARD SECRETARY'S REPORT/TREASURER'S REPORT

ATTACHMENT: G-3, & G-4.

MONTH OF SEPTEMBER 2023

	Opening Balances	Cash Receipts	Cash Disbursements	Ending Balances
Fund 10				
Current Expense				
Health Benefit				
Capital Outlay				
Special Schools				
	\$ 27,170,454.33	\$ 4,228,796.21	\$ 3,782,672.99	\$ 27,616,577.55
Fund 20				
Special Revenue	\$ 861,585.53	\$ 719,396.00	\$ 1,568,874.53	\$ 12,107.00
Fund 30				
Capital Projects	\$ 723,463.35	\$ 2,172.46	\$ 137,452.57	\$ 588,183.24
Fund 40				
Debt Service	\$ 73,178.52	\$ -	\$ -	\$ 73,178.52
Fund 60				
Food Service	\$ 465,023.55	\$ 117,186.16	\$ 265.75	\$ 581,943.96
Fund 61				
STAC	\$ 1,038,734.55	\$ 94,510.35	\$ 192,982.67	\$ 940,262.23
Balances	\$ 30,332,439.83	\$ 5,162,061.18	\$ 5,682,248.51	\$ 29,812,252.50
Treasurer				
Fund 10	\$ 27,170,454.33	\$ 4,228,796.21	\$ 3,782,672.99	\$ 27,616,577.55
Fund 20	\$ 861,585.53	\$ 719,396.00	\$ 1,568,874.53	\$ 12,107.00
Fund 30	\$ 723,463.35	\$ 2,172.46	\$ 137,452.57	\$ 588,183.24
Fund 40	\$ 73,178.52	\$ -	\$ -	\$ 73,178.52
Fund 60	\$ 465,023.55	\$ 117,186.16	\$ 265.75	\$ 581,943.96
Fund 61	\$ 1,038,734.55	\$ 94,510.35	\$ 192,982.67	\$ 940,262.23
Balances	\$ 30,332,439.83	\$ 5,162,061.18	\$ 5,682,248.51	\$ 29,812,252.50

I certify that the Treasurer of School Monies and the Board Secretary's ending cash balances of Funds 10 through 61 for the month of September 2023 are correct and in agreement.

Lourdes LaGuardia, SBA/BS

**REPORT OF THE TREASURER
TO THE STAFFORD TOWNSHIP BOARD OF EDUCATION
ALL FUNDS**

As of : 09/30/2023

CASH REPORT					
	FUNDS	Beginning Cash Balance	Cash Receipts This Month	Cash Disbursements This Month	Ending Cash Balance
		(1)	(2)	(3)	(1) + (2) - (3)
	GOVERNMENTAL FUNDS				
1	General Fund - Funds 10, 16 & 17	\$ 27,170,454.33	\$ 4,228,796.21	\$ 3,782,672.99	\$ 27,616,577.55
2	Special Revenue Fund - Fund 20	\$ 861,585.53	\$ 719,396.00	\$ 1,568,874.53	\$ 12,107.00
3	Capital Projects Fund - Fund 30	\$ 723,463.35	\$ 2,172.46	\$ 137,452.57	\$ 588,183.24
4	Debt Service Fund - Fund 40	\$ 73,178.52	\$ -	\$ -	\$ 73,178.52
5	Total Governmental Funds [Ln 1 thru 4]	\$ 28,828,681.73	\$ 4,950,364.67	\$ 5,489,000.09	\$ 28,290,046.31
	ENTERPRISE FUNDS				
6	Fund 60 - Cafeteria	\$ 465,023.55	\$ 117,136.16	\$ 265.75	\$ 581,943.96
7	Fund 61 - Preschool, Extended Day, STAC	\$ 1,038,734.55	\$ 4,540.35	\$ 192,982.67	\$ 940,262.23
10	Total Enterprise Funds	\$ 1,503,758.10	\$ 21,696.51	\$ 193,248.42	\$ 1,522,206.19
11	Total General Account [Ln 5-Ln 3+Ln 10]	\$ 29,608,976.48	\$ 5,159,888.72	\$ 5,544,795.94	\$ 29,224,069.26
12	Total General Account + Capital Projects	\$ 30,332,449.83	\$ 5,162,061.18	\$ 5,682,248.51	\$ 29,812,252.50
13	TRUST AND AGENCY FUNDS (Fund 90)				
14	Payroll	\$ 2,426.73	\$ 1,696,362.76	\$ 1,696,027.88	\$ 2,761.61
15	Payroll Agency	\$ 78,248.43	\$ 1,118,902.04	\$ 911,170.88	\$ 285,979.59
16	Unemployment Trust	\$ 1,079,389.87	\$ 3,907.22	\$ 5,737.47	\$ 1,077,559.62
17	McKinley Student Activity	\$ 18,955.75	\$ 60.34		\$ 19,016.09
18	Oxycoccus Student Activity	\$ 3,334.15	\$ 12.08	\$ -	\$ 3,346.23
19	Intermediate Student Activity	\$ 20,978.04	\$ 66.77	\$ 474.25	\$ 20,570.56
20	Ocean Acres Student Activity	\$ 19,355.09	\$ 61.61	\$ -	\$ 19,416.70
21	PLC Student Activity	\$ 10,092.82	\$ 32.13	\$ 660.00	\$ 9,464.95
22	FSA Account	\$ 13,224.55	\$ 3,183.63	\$ 1,155.54	\$ 15,252.64
23	Unexp. For Stafford	\$ 30,651.73	\$ 97.56	\$ -	\$ 30,749.29
24	Total Trust & Agency Funds (Lines 14-23)	\$ 1,276,657.16	\$ 2,822,686.14	\$ 2,615,226.02	\$ 1,484,117.28
25	Total All Funds (Lines 5+10+24)	\$ 31,609,096.99	\$ 7,984,747.32	\$ 8,297,474.53	\$ 31,296,369.78

Prepared and Submitted By:

Stephen J. Brennan, MBA, CPA
Stephen J. Brennan, MBA, CPA
Treasurer of School Monies

October 18, 2023

BANK RECONCILIATION

General Account

Bank Name	Ocean First	Prepared by: SB
Account Number	16006006442	10/18/2023
Statement Date	September 30, 2023	
Fund/Funds	10, 20, 40, 60, 61	

1	Balance per Bank		\$ 29,515,953.96
	Reconciling Items		
	Additions		
	Deposits in Transit		
	Date	Amount	
	2a from below	10,512.38	
	2b		
	2c		
	2d		
2	Total D.I.T.'s	10,512.38	
3	Total Additions		10,512.38
	Deductions		
	Outstanding Checks		
4	(Attach List)	314,513.48	
5	Other (Explain)	-	
6	Total Deductions		314,513.48
7	Net Reconciling Items		(304,001.10)
8	Adjusted Balance per Bank as of: September 30, 2023		\$ 29,211,952.86

General Account
Outstanding Checks & Deposits in Transit

Month Ending: September 30, 2023

Check Number	Check Amount	Check Number	Check Amount
71679	68.46	74611	28,052.03
71819	250.00	73	27,913.00
72277	1,000.00		
72281	500.00		
72301	250.00		
72325	250.00	142	6,000.00
73308	29.75	154	1,220.38
74091	10,913.25	161	900.00
74288	300.00	186	8,466.50
74318	104.30	207	9.80
74388	2,296.35	212	141,022.76
74489	11.61	214	43.63
74481	59.07	215	713.12
74487	231.58	216	2,019.04
74499	20.91	217	839.30
74520	1,551.00	218	1,867.39
74564	511.00	223	3,074.19
74567	1,580.00	228	348.75
74575	19,004.92	235	10,086.89
74590	1,100.00	240	14,595.10
74591	42.96	241	135.52
		Page 2	\$ 28,055.92
			\$ 314,513.48

Deposit Number	Deposit Amount
09/30/2023	\$ 10,071.60
Misc.	\$ 440.78
	\$ 10,512.38
For Note Purposes Only	
Returned Check Date	Returned Check Amount
	\$ -

General Account

Bank Name	Ocean First	Prepared by: SB 10/18/2023
Account Number	16006006442	
Statement Date	September 30, 2023	
Fund/Funds	10, 20, 40, 60, 61	

General Account
Outstanding Checks

September 30, 2023

<u>Check Number</u>	<u>Check Amount</u>	<u>Check Number</u>	<u>Check Amount</u>	<u>Check Number</u>	<u>Check Amount</u>
242	202.09				
243	60.54				
245	17,967.68				
246	3,576.74				
247	6,248.87				

Total Outstanding

28,055.92

BANK RECONCILIATION

STAC Account

Bank Name	Ocean Credit	Prepared by: SB
Account Number	16006009685	10/18/2023
Statement Date	September 30, 2023	
Fund/Funds	10, 20, 40, 60, 61	

1	Balance per Bank		\$ 5,778.24
	Reconciling Items		
	Additions		
	Deposits in Transit		
	Date	Amount	
2a	from below	-	
2b	ACH needed in GL		
2c			
2d			
2	Total D.I.T.'s	-	
3	Total Additions	-	
	Deductions		
4	Outstanding Checks		
	(Attach List)	-	
5	Other (Explain Const. Acct. *		
6	Total Deductions	-	
7	Net Reconciling Items		
8	Adjusted Balance per Bank as of: September 30, 2023		\$ 5,778.24

General Account

Outstanding Checks & Deposits In Transit

Month Ending September 30, 2023

<u>Check Number</u>	<u>Check Amount</u>	<u>Check Number</u>	<u>Check Amount</u>
	\$ -		\$ -
Total Outstanding Checks:			\$ -

Attachments are supplied.

<u>Deposit Number</u>	<u>Deposit Amount</u>
	\$ -
For Note Purposes Only	
<u>Returned Check Date</u>	<u>Returned Check Amount</u>
	\$ -

* ROD grant reimbursements received in the General Acct to be transferred to Construction Projects Account

Bank Name		Ocean First		Prepared by: SB	
Account Number		16006001010		10/18/2023	
Statement Date		September 30, 2023			
Fund/Funds		10, 20, 40, 60, 61			
1	Balance per Bank				\$ 1,745.82
	Reconciling Items				
	Additions				
	Deposits in Transit				
	Date	Amount			
	2a	from below	-		
	2b				
	2c				
	2d				
2	Total D.I.T.'s		-		
3	Total Additions			-	
	Deductions				
	Outstanding Checks				
	(Attach List)				
4	Other (Explain Const. Acct. *		-		
5	Total Deductions			-	
6	Net Reconciling Items				
7					-
8	Adjusted Balance per Bank as of: September 30, 2023				\$ 1,745.82

General Account
Outstanding Checks & Deposits In Transit

Month Ending September 30, 2023

<u>Check Number</u>	<u>Check Amount</u>	<u>Check Number</u>	<u>Check Amount</u>
\$ -		\$ -	
Total Outstanding Checks:	\$ -		

Attachments are subject to audit

<u>Deposit Number</u>	<u>Deposit Amount</u>
	\$ -
For Note Purposes Only	
<u>Returned Check Date</u>	<u>Returned Check Amount</u>
	\$ -

* ROD grant reimbursements received in the General Acct to be transferred to Construction Projects Account

Bank Name	Ocean First Bank	Prepared by: SB
Account Number	16006006558	10/16/2023
Statement Date	September 30, 2023	
Fund/Funds	30	

1	Balance per Bank					\$ 628,383.24
	Reconciling Items					
	Additions					
	Deposits in Transit					
	Date	Amount				
	2a					
	2b					
	2c					
	2d					
2	Total D.I.T.'s		-			
3	Total Additions			-		
	Deductions					
	Outstanding Checks					
4	(Attach List)		40,200.00			
5	Other (Explain)					
6	Total Deductions			40,200.00		
7	Net Reconciling Items					(40,200.00)
8	Adjusted Balance per Bank as of: September 30, 20					\$ 588,183.24

Construction Projects Account
Outstanding Checks & Deposits In Transit

Month Ending September 30, 2023

<u>Check Number</u>	<u>Check Amount</u>	<u>Deposit Number</u>	<u>Deposit Amount</u>
4	\$ 40,200.00		
	\$ 40,200.00		\$ -

Bank Name		Ocean First Bank		Prepared by: SB	
Account Number		16006006459		10/16/2023	
Statement Date		September 30, 2023			
Fund/Funds		90			
1	Balance per Bank				\$ 2,761.61
	Reconciling Items				
	Additions				
	Deposits in Transit				
	Date	Amount			
2a		-			
2b					
2c					
2d					
2	Total D.I.T.'s		-		
3	Total Additions			-	
	Deductions				
	Outstanding Checks				
4	(Attach List)				
5	Other (Explain)				
6	Total Deductions			-	
7	Net Reconciling Items				-
8	Adjusted Balance per Bank as of: September 30, 2023				\$ 2,761.61

Payroll Account
Outstanding Checks & Deposits In Transit

Month Ending: September 30, 2023

Check Number	Check Amount	Deposit Number	Deposit Amount
See attached	\$ -		
	\$ -		\$ -

BANK RECONCILIATION

Agency Account

90-101

Bank Name	Ocean First Bank	Prepared by: SB
Account Number	16006006467	10/16/2023
Statement Date	September 30, 2023	
Fund/Funds	90	

1	Balance per Bank				\$ 3,238.15
	Reconciling Items				
	Additions				
	Deposits in Transit				
	Date	Amount			
	2a				
	2b				
	2c				
	2d				
2	Total D.I.T.'s	-			
3	Total Additions	-			
	Deductions				
	Outstanding Checks				
4	(Attach List)	86,406.56			
5	Other (Explain)				
6	Total Deductions	86,406.56			
7	Net Reconciling Items				(86,406.56)
8	Adjusted Balance per Bank as of	September 30, 2023			\$ 285,979.59

Agency Account
Outstanding Checks & Deposits In Transit

Month Ending: September 30, 2023

Check Number	Check Amount	Deposit Number	Deposit Amount
Per Attached	86,406.18		
Misc Adj	0.38		
	\$ 86,406.56		\$ -

BANK RECONCILIATION
SUI Unemployment Account

Bank Name	Ocean First Bank	Prepared by: SB
Account Number	16006006541	10/16/2023
Statement Date	September 30, 2023	
Fund/Funds	90	

1	Balance per Bank		\$1,077,559.62
	Reconciling Items		
	Additions		
	Deposits in Transit		
	Date	Amount	
	2a		
	2b		
	2c		
	2d		
2	Total D.I.T.'s	-	
3	Total Additions	-	
	Deductions		
	Outstanding Checks		
4	(Attach List)	-	
5	Other (Explain)		
6	Total Deductions	-	
7	Net Reconciling Items		-
8	Adjusted Balance per Bank as of	September 30, 2023	\$1,077,559.62

Unemployment Account
Outstanding Checks & Deposits In Transit

Month ending:

September 30, 2023

Check
NumberCheck
AmountDeposit
NumberDeposit
Amount

\$ -

BANK RECONCILIATION
McKinley Student Activity Account

Bank Name	Ocean First Bank	Prepared by: SB
Account Number	16006006517	10/16/2023
Statement Date	September 30, 2023	
Fund/Funds	90	

	Balance per Bank	\$ 19,016.09
	Reconciling Items	
	Additions	
	Deposits in Transit	
	Date Amount	
	2a	
	2b	
	2c	
	2d	
2	Total D.I.T.'s	-
3	Total Additions	-
	Deductions	
	Outstanding Checks	
4	(Attach List)	-
5	Other (Explain)*	
6	Total Deductions	-
7	Net Reconciling Items	-
8	Adjusted Balance per Bank as of: September 30, 2023	\$ 19,016.09

McKinley Student Activity
Outstanding Checks & Deposits In Transit

Month Ending: September 30, 2023

Check Number	Check Amount
	\$ -

Deposit Number	Deposit Amount

BANK RECONCILIATION

Oxycocus Student Activity Account

Bank Name	Ocean First Bank		Prepared by: SB
Account Number	16006006491		10/16/2023
Statement Date	September 30, 2023		
Fund/Funds	63		

1	Balance per Bank				3,346.23
	Reconciling Items				
	Additions				
	Deposits in Transit				
	Date	Amount			
	2a				
	2b				
	2c				
	2d				
2	Total D.I.T.'s		-		
3	Total Additions			-	
	Deductions				
	Outstanding Checks				
4	(Attach List)		-		
5	Other (Explain)				
6	Total Deductions			-	
7	Net Reconciling Items				-
8	Adjusted Balance per Bank as of: September 30, 2016				\$ 3,346.23

Oxycoccus Student Activity Account
Outstanding Checks & Deposits In Transit

Month Ending: September 30, 2023

Check Number	Check Amount
	\$ -

Deposit Number	Deposit Amount

BANK RECONCILIATION

Primary Learning Center Student Activity Account

High School activities

Bank Name	Ocean First Bank	Prepared by: SB
Account Number	16006006483	10/16/2023
Statement Date	September 30, 2023	
Fund/Funds		

1	Balance per Bank				\$ 10,124.95
	Reconciling Items				
	Deposits in Transit				
	Date	Amount			
2a					
2b					
2c					
2d					
2	Total D.I.T.'s	-			
3	Total Additions	-			
	Deductions				
	Outstanding Checks				
4	(Attach List)	660.00			
5	Other (Explain)				
6	Total Deductions	660.00			
7	Net Reconciling Items				(660.00)
8	Adjusted Balance per Bank as of	September 30, 2023			\$ 9,464.95

Primary Learning Center Student Activity
Outstanding Checks & Deposits In Transit

Month Ending September 30, 2023

Check Number	Check Amount	Deposit Number	Deposit Amount
1047	\$ 660.00		
	\$ 660.00		

BANK RECONCILIATION
Ocean Acres Student Activity Account

Bank Name	Ocean First Bank	Prepared by: SB	
Account Number	16006006509	10/16/2023	
Statement Date	September 30, 2023		
Fund/Funds	63		

1	Balance per Bank	19,416.70																																										
	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2">Reconciling Items</td> </tr> <tr> <td colspan="2">Additions</td> </tr> <tr> <td colspan="2">Deposits in Transit</td> </tr> <tr> <td style="width: 10%;">Date</td> <td style="width: 10%;">Amount</td> </tr> <tr> <td>2a</td> <td></td> </tr> <tr> <td>2b</td> <td></td> </tr> <tr> <td>2c</td> <td></td> </tr> <tr> <td>2d</td> <td></td> </tr> <tr> <td>2</td> <td>Total D.I.T.'s</td> <td style="text-align: center;">-</td> </tr> <tr> <td>3</td> <td>Total Additions</td> <td style="text-align: center;">-</td> </tr> <tr> <td></td> <td>Deductions</td> <td></td> </tr> <tr> <td></td> <td>Outstanding Checks</td> <td></td> </tr> <tr> <td>4</td> <td>(Attach List)</td> <td style="text-align: center;">-</td> </tr> <tr> <td>5</td> <td>Other (Explain)</td> <td></td> </tr> <tr> <td>6</td> <td>Total Deductions</td> <td style="text-align: center;">-</td> </tr> <tr> <td>7</td> <td>Net Reconciling Items</td> <td style="text-align: center;">-</td> </tr> <tr> <td>8</td> <td>Adjusted Balance per Bank as of: September 30, 2023</td> <td style="text-align: right;">\$ 19,416.70</td> </tr> </table>	Reconciling Items		Additions		Deposits in Transit		Date	Amount	2a		2b		2c		2d		2	Total D.I.T.'s	-	3	Total Additions	-		Deductions			Outstanding Checks		4	(Attach List)	-	5	Other (Explain)		6	Total Deductions	-	7	Net Reconciling Items	-	8	Adjusted Balance per Bank as of: September 30, 2023	\$ 19,416.70
Reconciling Items																																												
Additions																																												
Deposits in Transit																																												
Date	Amount																																											
2a																																												
2b																																												
2c																																												
2d																																												
2	Total D.I.T.'s	-																																										
3	Total Additions	-																																										
	Deductions																																											
	Outstanding Checks																																											
4	(Attach List)	-																																										
5	Other (Explain)																																											
6	Total Deductions	-																																										
7	Net Reconciling Items	-																																										
8	Adjusted Balance per Bank as of: September 30, 2023	\$ 19,416.70																																										

Ocean Acres Student Activity Account
Outstanding Checks & Deposits In Transit

Month Ending: September 30, 2023

Check Number	Check Amount
	\$ -

Deposit Number	Deposit Amount

Report of the Secretary to the Board of Education
Stafford Township Board of Education
2023-24 September

10 General Fund

Assets and Liabilities

Assets		
101	Cash	20,522,708.10
102-107	Cash on hand and equivalents	1,650.00
116	CAPITAL RESERVE ACCOUNT	4,340,015.41
117	MAINTENANCE RESERVE	2,503,854.04
118	EMERGENCY RESERVES	250,000.00
121	Tax Levy Receivable	21,264,157.00
	Accounts Receivable:	
132	Interfund Receivable	16,784.06
141	A/R: State of NJ	5,103,027.38
143	A/R: Local	7,164.03
		<u>5,126,975.47</u>
Resources		
301	Estimated Revenues	37,771,900.00
302	Revenues	(38,238,565.68)
		<u>(466,665.68)</u>
	Total assets and resources:	53,542,694.34

Attachments are subject to change without notice

Report of the Secretary to the Board of Education
Stafford Township Board of Education
2023-24 September

10 General Fund		Liabilities and Fund Equity	
Liabilities			
421	Accounts Payable	<u>996,645.90</u>	996,645.90
Fund Balance			
	Appropriated		
	Reserve for Encumbrances		
753	Reserve for Encumbrances: Current	24,406,600.33	
754	Reserve for Encumbrances: Prior	679,839.36	
601	Appropriations (Control Account/Normal Credit Balance)	47,956,650.44	
602	Expenditures	6,515,914.48	
603	Encumbrances	<u>25,086,439.69</u>	
	Less: Expenditures and Encumbrances	(31,602,354.17)	
	Total Appropriations		<u>41,440,735.96</u>
	Reserved Fund Balance		
761	Capital Reserve	4,340,015.41	
604	Add: Increase in Capital Reserves	500.00	
307	Less: Budgeted Withdrawal from Cap Reserve	<u>(3,147,600.00)</u>	1,292,915.41
764	Maintenance Reserve	2,502,831.04	
606	Add: Increase in Maintenance Reserve	200.00	
310	Less: Budgeted Withdrawal from Maintenance Reserve	<u>(100,000.00)</u>	2,404,354.04
766	Emergency Reserve	250,000.00	
607	Add: Increase in Current Expense Emergency Reserve/Interest Deposits	100.00	
312	Less: Budgeted Withdrawal from Current Expense Emergency Reserve	<u>(40,000.00)</u>	210,100.00
75X,76x	Other Reserves		<u>.00</u>
	Total Reserved Fund Balance:		3,907,369.45
	Unappropriated:		
303	Budgeted Fund Balance	(6,231,170.00)	
770	Fund Balance	<u>13,429,113.03</u>	7,197,943.03
	Total Unappropriated:		

Report of the Secretary to the Board of Education
Stafford Township Board of Education
2023-24 September

Total Liabilities and Fund Balance

53,542,694.34

Attachments are subject to change without notice

Report of the Secretary to the Board of Education
Stafford Township Board of Education
2023-24 September

10 General Fund

Recapitulation of Budgeted Fund Balance

	Budgeted	Actual	Variance
Appropriations			
Revenues	47,956,650.44	31,602,354.17	16,354,296.27
	(37,771,900.00)	(38,238,565.68)	(-466,665.68)
	10,184,750.44	(6,636,211.51)	16,820,961.95
Change in Capital Reserve:			
Plus: Increase in Capital Reserves (604)	500.00	500.00	.00
Less: Budgeted Withdrawal from Cap Reserve (307)	(3,047,600.00)	(3,047,600.00)	(.00)
	(3,047,100.00)	(3,047,100.00)	.00
Change in Maintenance Reserve:			
Plus: Increase in Maintenance Reserve (606)	500.00	500.00	.00
Less: Budgeted Withdrawal from Maintenance Reserve (310)	(100,000.00)	(100,000.00)	(.00)
	(99,500.00)	(99,500.00)	.00
Change in Emergency Reserve:			
Plus: Increase in Current Expense Emergency Reserve/Interest Deposits (607)	100.00	100.00	.00
Less: Budgeted Withdrawal from Current Expense Emergency Reserve (312)	(40,000.00)	(40,000.00)	(.00)
	(39,900.00)	(39,900.00)	.00
Less: Reserve for Encumbrances: Prior	767,080.44	767,080.44	.00
Budgeted Fund Balance:	6,211,170.00	-10,589,791.95	16,820,961.95

Report of the Secretary to the Board of Education
Stafford Township Board of Education
2023-24 September

10 General Fund

Interim Statements Comparing
Budget Revenue with Actual to Date and
Appropriations with Expenditures and Encumbrances to Date

Revenue/sources of funds	Budgeted Estimated	Actual To Date	Unrealized Balance
1XXX From Local Sources	32,096,365.00	32,302,258.68	-205,893.68
3XXX From State Sources	5,628,798.00	5,936,307.00	-307,509.00
4XXX From Federal Sources	46,737.00	.00	46,737.00
	37,771,900.00	38,238,565.68	-466,665.68

Expenditures	Appropriations	Expenditures	Encumbrances	Available Balance
General Current Expenses				
11-1xx-100-xxx Regular Programs	10,873,436.00	1,527,606.19	7,601,170.68	1,744,659.13
11-2xx-100-xxx Special Education	4,483,704.50	427,952.12	3,391,379.46	664,372.92
11-230-100-xxx Basic Skills / Remedial	635,186.00	46,082.30	415,115.33	173,988.37
11-401-100-xxx School-sponsored Co/Extra-Curricular Activities	132,327.00	1,497.74	.00	130,829.26
	16,124,653.50	2,003,138.35	11,407,665.47	2,713,849.68

Undistributed Expenditures				
11-000-xxx-xxx Other	27,925,699.74	4,380,526.68	13,355,628.47	10,189,544.59
	27,925,699.74	4,380,526.68	13,355,628.47	10,189,544.59

Capital Outlay				
xx-xxx-xxx-73x Equipment	626,290.86	73,045.45	197,543.41	355,702.00
12-000-4xx-xxx Facilities Acquisition and Construction Services	3,280,006.34	59,204.00	125,602.34	3,095,200.00
	3,906,297.20	132,249.45	323,145.75	3,450,902.00

Special Schools	.00	.00	.00	.00
------------------------	-----	-----	-----	-----

Other	.00	.00	.00	.00
	47,956,650.44	6,515,914.63	25,086,439.69	16,354,296.27

Attachments are subject to change without notice

Report of the Secretary to the Board of Education
Stafford Township Board of Education
2023-24 September

10 General Fund

Schedule Of Revenues

Actual Compared with Estimated

	Estimated	Actual	Unrealized
Revenues from Local Sources			
10-1210 Ad Valorem Taxes - Local Tax Levy	31,896,233.00	31,896,233.00	.00
10-1320 Tuition from other LEAs within the State	109,032.00	.00	109,032.00
10-1980 Refund of Prior Year's Expenditures	.00	186.04	-186.04
10-1990 Miscellaneous Revenues from Local Sources	91,100.00	405,839.64	-314,739.64
	32,096,365.00	32,302,258.68	-205,893.68

Revenues from State Sources			
10-3116 School Choice Aid	322,990.00	322,990.00	.00
10-3121 Categorical Transportation Aid	507,193.00	507,193.00	.00
10-3131 Extraordinary Aid.	328,000.00	635,509.00	-307,509.00
10-3132 Categorical Special Education Aid	1,288,981.00	1,288,981.00	.00
10-3176 Equalization Aid.	2,942,999.00	2,942,999.00	.00
10-3177 Categorical Security Aid	238,635.00	238,635.00	.00
	5,628,798.00	5,936,307.00	-307,509.00

Revenues from Federal Sources			
10-4200 Unrestricted Grants from the Federal Govt through State	46,737.00	.00	46,737.00
	46,737.00	.00	46,737.00
	3,771,900.00	38,238,565.68	-466,665.68

Report of the Secretary to the Board of Education
Stafford Township Board of Education
2023-24 September

10 General Fund

Statement of Appropriations
Compared with Expenditures and Encumbrances

	Appropriations	Expenditures	Encumbrances	Available Balance
Regular Programs - Instruction				
11-105-100-101 Preschool - Salaries of Teachers	1,989.00	1,988.30	.00	.70
11-105-100-936 Local Contribution - Transfer to Special Revenue Fund - Inclusion	199,682.00	199,682.00	-199,682.00	199,682.00
11-110-100-101 Kindergarten - Salaries of Teachers	1,367,754.00	129,998.15	1,139,754.60	98,001.25
11-120-100-101 Grades 1-5 - Salaries of Teachers	6,632,311.00	601,448.61	5,273,275.86	757,586.53
11-130-100-101 Grades 6-8 - Salaries of Teachers	1,316,056.00	129,600.41	1,163,271.24	23,184.35
	9,517,792.00	1,062,717.47	7,376,619.70	1,078,454.83
Regular Programs - Home Instruction				
11-150-100-101 Salaries of Teachers	22,000.00	154.32	.00	21,845.68
11-150-100-320 Purchased Professional-Educational Services	5,000.00	.00	.00	5,000.00
	27,000.00	154.32	.00	26,845.68
Regular Programs - Undistributed Instruction				
11-190-100-340 Purchased Technical Services	573,612.00	259,323.85	103,739.36	210,548.79
11-190-100-500 Other Purchased Services (400-500 series)	1,570,000.00	.00	.00	125,700.00
11-190-100-610 General Supplies	401,754.00	35,982.55	100,969.35	264,802.10
11-190-100-640 Textbooks	215,223.00	169,428.00	19,709.27	26,090.73
11-190-100-800 Other Objects	12,350.00	.00	133.00	12,217.00
	1,328,644.00	464,734.40	224,550.98	639,358.62
Special Education - Learning and/or Language Disabilities				
11-204-100-101 Salaries of Teachers	768,188.00	68,085.60	407,367.90	292,734.50
11-204-100-106 Other Salaries for Instruction	262,405.00	22,040.70	198,366.30	41,998.00
11-204-100-610 General Supplies	2,325.00	.00	996.62	1,328.38
11-204-100-640 Textbooks	18,850.00	.00	14,171.65	4,678.35
	1,051,768.00	90,126.30	620,902.47	340,739.23
Special Education - Behavioral Disabilities				
11-209-100-101 Salaries of Teachers	203,849.00	19,879.90	178,919.10	5,050.00
11-209-100-106 Other Salaries for Instruction	150,505.00	10,173.85	97,239.60	43,091.55
11-209-100-610 General Supplies	8,524.50	.00	5,609.69	2,914.81
11-209-100-640 Textbooks	4,000.00	.00	3,853.24	146.76
11-209-100-800 Other Objects	3,400.00	.00	2,530.00	2,770.00
	370,278.50	30,053.75	286,312.63	53,973.12

Report of the Secretary to the Board of Education
Stafford Township Board of Education
2023-24 September

	Appropriations	Expenditures	Encumbrances	Available Balance
Special Education - Multiple Disabilities				
11-212-100-101 Salaries of Teachers	262,080.82	25,646.26	230,091.30	6,343.26
11-212-100-106 Other Salaries for Instruction	404,058.18	56,957.23	330,202.38	16,898.57
11-212-100-610 General Supplies	5,810.00	.00	4,199.98	1,610.02
11-212-100-800 Other Objects	4,400.00	.00	639.86	3,760.14
	676,349.00	82,603.49	565,133.52	28,611.99
Special Education - Resource Room/Resource Center				
11-213-100-101 Salaries of Teachers	1,436,752.00	135,675.20	1,217,611.80	83,465.00
11-213-100-106 Other Salaries for Instruction	109,053.00	11,745.85	95,873.40	1,433.75
11-213-100-610 General Supplies	7,625.00	.00	2,110.73	5,514.27
	1,553,430.00	147,421.05	1,315,595.93	90,413.02
Special Education - Preschool Disabilities - Full-Time				
11-216-100-101 Salaries of Teachers	453,504.00	48,842.72	369,313.20	35,348.08
11-216-100-106 Other Salaries for Instruction	337,275.00	28,904.81	231,907.50	76,462.69
11-216-100-610 General Supplies	14,400.00	.00	2,275.21	12,124.79
	805,179.00	77,747.53	603,495.91	123,935.56
Special Education - Home Instruction				
11-219-100-101 Salaries of Teachers	10,700.00	.00	.00	10,700.00
11-219-100-320 Purchased Professional/Educational Services	16,000.00	.00	.00	16,000.00
	26,700.00	.00	.00	26,700.00
Basic Skills/Remedial - Instruction				
11-230-100-101 Salaries of Teachers	350,935.00	24,659.00	221,931.00	104,315.00
11-230-100-106 Other Salaries for Instruction	283,281.00	21,423.30	192,809.70	69,048.00
11-230-100-610 General Supplies	1,000.00	.00	374.63	625.37
	635,186.00	46,082.30	415,115.33	173,988.37
School - Sponsored Co-curricular and Extra-curricular Activities				
11-401-100-100 Salaries	132,127.00	1,497.74	.00	130,629.26
11-401-100-610 Supplies and Materials	200.00	.00	.00	200.00
	132,327.00	1,497.74	.00	130,829.26
UNDISTRIBUTED EXPENDITURES				
Instruction				
11-000-100-561 Tuition to Other LEAs Within the State-Regular	18,000.00	.00	.00	18,000.00
11-000-100-562 Tuition to Other LEAs Within the State-Special	300,933.00	.00	.00	300,933.00
11-000-100-566 Tuition to APSDD Within the State	346,450.00	32,597.25	139,680.40	114,172.35
11-000-100-569 Tuition - Other	37,121.00	.00	.00	37,121.00
	702,504.00	32,597.25	139,680.40	470,226.35

**Report of the Secretary to the Board of Education
Stafford Township Board of Education
2023-24 September**

	Appropriations	Expenditures	Encumbrances	Available Balance
Attendance and Social Work Services				
11-000-211-100 Salaries	31,189.00	7,797.24	23,391.72	.04
11-000-211-581 Travel for Regular Business	150.00	.00	.00	150.00
	31,339.00	7,797.24	23,391.72	150.04
Health Services				
11-000-213-100 Salaries	287,789.00	28,588.00	230,140.80	29,060.20
11-000-213-300 Purchased Professional and Technical Services	14,140.00	.00	2,600.00	11,540.00
11-000-213-590 Other Purchased Services (400-500 series)	500.00	.00	.00	500.00
11-000-213-600 Supplies and Materials	10,099.00	.00	2,190.41	7,908.59
	312,528.00	28,588.00	234,931.21	49,008.79
Speech/Occupational Therapy/Physical Therapy and Related Services				
11-000-216-100 Salaries	803,513.00	82,224.21	636,518.28	84,770.51
11-000-216-320 Purchased Professional - Educational Services	36,800.00	.00	3,105.00	33,695.00
11-000-216-610 Supplies and Materials	2,500.00	.00	1,593.71	906.29
	842,813.00	82,224.21	641,216.99	119,371.80
Extraordinary Services				
11-000-217-100 Salaries	870,028.00	76,112.97	641,052.00	152,863.03
11-000-217-320 Purchased Professional - Educational Services	1176,000.00	9,516.00	1,875.00	164,609.00
11-000-217-610 Supplies and Materials	8,000.00	.00	.00	8,000.00
	1,054,028.00	85,628.97	642,927.00	325,472.03
Guidance Services				
11-000-218-104 Salaries of Other Professional Staff	353,715.00	29,098.20	261,883.80	62,733.00
11-000-218-581 Travel for Regular Business	326.00	.00	.00	326.00
11-000-218-610 Supplies and Materials	1,399.00	.00	798.95	600.05
	355,440.00	29,098.20	262,682.75	63,659.05
Child Study Teams				
11-000-219-104 Salaries of Other Professional Staff	657,311.00	93,853.30	531,914.76	31,542.94
11-000-219-105 Salaries of Secretarial and Clerical Assistants	127,213.00	24,303.24	95,409.72	.04
11-000-219-390 Other Purchased Prof. and Tech. Services	42,000.00	21,577.18	1,830.00	18,592.90
11-000-219-592 Miscellaneous Purchased Services (400-500 series Other than Residential Costs)	2,450.00	102.72	1,308.60	1,038.68
11-000-219-600 Supplies and Materials	5,100.00	30.00	1,723.45	3,346.55
	834,074.00	147,366.36	632,186.53	54,521.11
Improvement of Instruction Services				
11-000-221-102 Salaries of Supervisor of Instruction	85,698.00	8,569.80	77,128.20	.00
11-000-221-104 Salaries of Other Professional Staff	116,658.00	5,669.13	110,988.87	96,738.81
11-000-221-105 Salaries of Secretaries and Clerical Assistants	93,107.00	23,151.72	69,955.28	500.12

Report of the Secretary to the Board of Education
Stafford Township Board of Education
2023-24 September

	Appropriations	Expenditures	Encumbrances	Available Balance
11-000-221-110				
11-000-221-176	300,089.00	75,022.20	225,066.60	.20
11-000-221-390	266,084.00	43,791.30	222,292.70	.00
11-000-221-581	695.00	.00	.00	695.00
11-000-221-610	4,150.00	.00	500.00	3,650.00
11-000-221-800	700.00	60.54	.00	639.46
	13,205.00	7,065.00	99.00	6,041.00
	880,386.00	163,329.69	608,791.72	108,264.59
Educational Media/Library Services				
11-000-222-300	2,941.00	.00	.00	2,941.00
11-000-222-500	300.00	.00	.00	300.00
11-000-222-600	40,000.00	.00	149.57	39,850.43
11-000-222-800	462.00	.00	.00	462.00
	43,703.00	.00	149.57	43,553.43
Instructional Staff Training Services				
11-000-223-320	14,995.00	1,790.00	.00	13,205.00
11-000-223-390	4,650.00	.00	.00	4,650.00
11-000-223-580	3,700.00	.00	.00	3,700.00
11-000-223-581	2,500.00	.00	.00	2,500.00
11-000-223-600	800.00	.00	.00	800.00
	26,645.00	1,790.00	.00	24,855.00
Support Services - General Administration				
11-000-230-100	620,329.00	149,207.58	425,029.32	46,092.10
11-000-230-331	75,000.00	3,516.82	4,563.00	66,920.18
11-000-230-332				
11-000-230-334	38,000.00	.00	33,500.00	4,500.00
11-000-230-339	51,120.00	1,495.00	23,150.00	26,475.00
11-000-230-340	17,100.00	.00	.00	17,100.00
11-000-230-530	25,500.00	.00	4,534.55	20,965.45
11-000-230-590	127,500.00	29,595.10	97,684.90	220.00
	124,856.00	53,698.53	51,893.84	19,763.63
11-000-230-610	13,679.80	84,175.00	4,622.35	8,215.69
11-000-230-820	10,000.00	.00	.00	10,000.00
11-000-230-890	18,560.00	6,263.00	4,497.00	7,800.00
11-000-230-895	18,182.00	17,331.34	.00	850.66
	1,139,826.80	261,449.13	649,474.96	228,902.71
Support Services - School Administration				
11-000-240-103	628,939.84	130,848.30	392,544.20	105,546.64

**Report of the Secretary to the Board of Education
Stafford Township Board of Education
2023-24 September**

	Appropriations	Expenditures	Encumbrances	Available Balance
11-000-240-105				51,161.89
11-000-240-300	464,666.00	103,374.15	310,129.96	800.00
11-000-240-581	800.00	.00	.00	750.00
11-000-240-600	750.00	.00	.00	8,206.79
11-000-240-800	15,576.00	388.54	6,980.67	273.00
	6,313.00	6,040.00	.00	
	1,117,044.84	240,650.99	709,655.53	166,738.32
Central Services				
Salaries	609,339.12	152,334.78	457,004.34	.00
Purchased Professional Services	28,228.00	779.00	.00	27,449.00
Purchased Technical Services	8,000.00	1,533.75	4,726.25	1,740.00
Miscellaneous Purchased Services (00-300) [Other Than 594]	6,383.00	60.00	36.00	6,287.00
Supplies and Materials	4,325.00	859.94	919.67	2,545.39
Miscellaneous Expenditures	2,500.00	1,525.00	275.00	700.00
	658,775.12	157,092.47	462,961.26	38,721.39
Administrative Information Technology				
Salaries	67,775.04	16,943.76	50,831.28	.00
Purchased Technical Services	26,650.01	.00	12,329.01	14,321.00
Supplies and Materials	7,256.16	.00	7,256.16	.00
	101,681.21	16,943.76	70,416.45	14,321.00
Required Maintenance for School Facilities				
Salaries	272,493.00	65,437.54	193,121.28	13,936.18
"Cleaning, Repair, and Maintenance Services"	161,550.00	30,940.53	74,554.92	56,054.55
General Supplies	35,752.00	6,764.50	6,428.16	22,559.34
	469,797.00	103,142.57	274,104.36	92,550.07
Custodial Services				
Salaries	1,080,616.00	243,793.35	728,994.08	107,828.57
Salaries of Non-Instructional Aides	236,417.00	22,437.45	191,658.60	22,320.95
Purchased Professional and Technical Services	29,900.00	1,168.96	.00	18,431.04
"Cleaning, Repair, and Maintenance Services"	193,268.00	30,437.10	109,694.65	52,830.25
Other Purchased Property Services	132,000.00	.00	132,000.00	.00
Insurance	200,814.00	105,559.50	95,254.50	.00
Miscellaneous Purchased Services	66,125.00	1,359.60	40,741.53	24,023.87
General Supplies	129,228.48	1,721.24	37,145.45	90,361.79
Energy (Natural Gas)	275,000.00	.00	273,000.00	2,000.00
Energy (Electricity)	536,090.00	21,864.91	500,135.09	14,090.00
Energy (Gasoline)	10,516.64	1,392.23	1,194.41	9,000.00
Other Objects	10,750.00	230.16	6,092.77	3,590.57

**Report of the Secretary to the Board of Education
Stafford Township Board of Education
2023-24 September**

	Appropriations	Expenditures	Encumbrances	Available Balance
11-000-262-837	Interest - Energy Savings Improvement Program Bonds	26,296.11	24,728.99	.90
11-000-262-917	Principal - Energy Savings Improvement Program Bonds	129,715.79	130,583.19	10,520.02
	3,222,570.12	596,582.40	2,270,989.76	354,997.96
Care and Upkeep of Grounds				
11-000-263-100	Salaries	33,551.52	100,654.56	5,999.92
11-000-263-420	"Cleaning, Repair, and Maintenance Services"	861.19	763.07	23,375.74
11-000-263-610	General Supplies	190.16	7,214.13	30,095.71
11-000-263-800	Other Objects	.00	.00	300.00
	203,006.00	34,602.87	108,631.76	59,771.37
Security				
11-000-266-100	Salaries	23,400.40	159,073.20	87,064.40
11-000-266-300	Purchased Professional and Technical Services	14,160.00	.00	180.00
11-000-266-610	General Supplies	992.43	.00	11,359.57
11-000-266-800	Other Objects	.00	.00	6,500.00
	302,730.00	38,552.83	159,073.20	105,103.97
Student Transportation Services				
11-000-270-107	Salaries of Non-Instructional Aides	67,672.56	422,442.50	37,554.94
11-000-270-160	Salaries for Pupil Transportation (Between Home and School) - Regular	166,487.12	967,851.55	212,729.33
11-000-270-161	Salaries for Pupil Transportation (Between Home and School) - Special Education	.00	.00	21,894.00
11-000-270-162	Salaries for Pupil Transportation (Other than Between Home and School)	.00	.00	9,500.00
11-000-270-390	Other Purchased Professional and Technical Services	4,462.18	550.00	17,352.82
11-000-270-420	"Cleaning, Repair, and Maintenance Services"	.00	.00	20,300.00
11-000-270-443	Lease Purchase Payments - School Buses	.00	.00	50,067.00
11-000-270-503	Contract Services - Aid in Lieu Payments - Non-Public School	.00	.00	28,000.00
11-000-270-505	Contract Services - Aid in Lieu Payments-Choice School	.00	.00	64,300.00
11-000-270-512	Contract Services (Other than Between Home and School)-Vendors	.00	.00	301.00
11-000-270-513	Contract Services (Between Home and School)-Joint Agreements	.00	.00	30,000.00
11-000-270-517	Contract Services (Regular Students)-ESCs and CTSA's	.00	.00	15,000.00
11-000-270-518	Contract Services (Special Ed Students)-ESCs and CTSA's	.00	16,753.02	426,694.98
11-000-270-593	Miscellaneous Purchased Services - Transportation	19,356.03	21,334.05	1,908.92
11-000-270-610	General Supplies	.00	927.18	18,347.02

Report of the Secretary to the Board of Education
Stafford Township Board of Education
2023-24 September

	Appropriations	Expenditures	Encumbrances	Available Balance
11-000-270-615	279,573.65	30,829.47	65,027.70	183,716.48
11-000-270-800	5,760.00	4,130.00	800.00	830.00
	2,927,305.65	292,937.36	1,495,871.80	1,138,496.49
Personnel Services - Unallocated Employee Benefits				
11-000-291-220	850,958.00	129,058.39	.00	721,899.61
11-000-291-241	1,217,923.00	.00	187,893.00	1,030,030.00
11-000-291-250	20,399.00	.00	.00	20,399.00
11-000-291-260	249,600.00	111,689.00	111,689.00	26,222.00
11-000-291-270	9,356,492.00	1,746,848.02	3,590,370.04	4,019,273.94
11-000-291-280	18,000.00	1,750.00	850.00	15,400.00
11-000-291-290	785,925.00	70,806.97	17,689.46	697,428.57
11-000-291-299	200,206.00	.00	.00	200,206.00
	12,699,503.00	2,060,152.38	3,908,491.50	6,730,859.12
Facilities Acquisition and Construction Services				
12-000-400-390	47,600.00	.00	.00	47,600.00
12-000-400-450	3,173,202.34	.00	125,602.34	3,047,600.00
12-000-400-800	59,204.00	59,204.00	.00	.00
	3,280,006.34	59,204.00	125,602.34	3,095,200.00
Equipment				
12-110-100-730	18,000.00	.00	.00	18,000.00
12-120-100-730	89,935.57	73,045.45	9,309.12	7,581.00
12-130-100-730	2,500.00	.00	.00	2,500.00
12-000-219-730	13,161.23	.00	13,161.23	.00
12-000-252-730	109,574.50	.00	54,574.50	55,000.00
12-000-261-730	59,990.50	.00	59,990.50	.00
12-000-270-733	8,729.29	.00	8,729.29	.00
12-000-300-730	272,621.00	.00	.00	272,621.00
	51,778.77	.00	51,778.77	.00
	626,290.86	73,045.45	197,543.41	355,702.00
Contribution (Transfer) of Funds to Charter Schools				
	.00	.00	.00	.00
General Fund	47,956,650.44	6,515,914.48	25,086,439.69	16,354,296.27

Date

School Business Administrator Signature

Attachments are subject to change without notice

Report of the Secretary to the Board of Education
Stafford Township Board of Education
2023-24 September

20 Special Revenue Fund

Assets and Liabilities

Assets			
101	Cash		12,107.00
	Accounts Receivable:		
141	A/R: State of NJ	71,000.00	
142	A/R: Federal	<u>309,243.72</u>	<u>380,243.72</u>
			.00
	Total Other Assets		
Resources			
301	Estimated Revenues	7,889,144.21	
302	Revenues	<u>(991,510.93)</u>	<u>6,897,633.28</u>
	Total assets and resources:		<u>7,289,984.00</u>

Attachments are subject to change without notice

Report of the Secretary to the Board of Education
Stafford Township Board of Education
2023-24 September

20 Special Revenue Fund
Liabilities and Fund Equity

Liabilities				
411	A/P - STATE	.75		
421	Accounts Payable	241,545.25		
481	Deferred Revenue	3.02		241,549.02
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Fund Balance				
	Appropriated			
	Reserve for Encumbrances			
753	Reserve for Encumbrances: Current	4,753,258.08		
754	Reserve for Encumbrances: Prior			
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601	Appropriations	7,889,144.21		
602	Expenditures	840,709.23		
603	Encumbrances	4,753,258.08		
	Less: Expenditures and Encumbrances	(5,593,967.31)		
	Total Appropriations			7,048,434.98
<hr/>				
75X,76x	Reserved Fund Balance			
	Other Reserves	.00		.00
	Total Reserved Fund Balance:			
<hr/>				
	Unappropriated:			
303	Budgeted Fund Balance			
770	Unassigned Fund Balance			.00
	Total Unappropriated:			
	Total Liabilities and Fund Balance			7,289,984.00

Report of the Secretary to the Board of Education
Stafford Township Board of Education
2023-24 September

20 Special Revenue Fund

Recapitulation of Budgeted Fund Balance

	Budgeted	Actual	Variance
Appropriations	7,889,144.21	5,593,967.31	2,295,176.90
Revenues	(7,889,144.21)	(991,510.93)	(6,897,633.28)
	.00	4,602,456.38	(4,602,456.38)
Less: Reserve for Encumbrances: Prior Budgeted Fund Balance:	.00	4,602,456.38	-4,602,456.38

Attachments are subject to change without notice

Report of the Secretary to the Board of Education
Stafford Township Board of Education
2023-24 September

20 Special Revenue Fund

Interim Statements Comparing

Budget Revenue with Actual to Date and

Appropriations with Expenditures and Encumbrances to Date

Revenue/sources of funds	Budgeted Estimated	Actual To Date	Unrealized Balance
1XXX From Local Sources	248,402.93	248,402.93	.00
3XXX From State Sources	5,120,813.00	529,472.00	4,591,341.00
4XXX From Federal Sources	2,320,246.28	13,954.00	2,306,292.28
5XXX From Other Sources	199,682.00	199,682.00	.00
	7,889,144.21	991,510.93	6,897,633.28

Expenditures	Appropriations	Expenditures	Encumbrances	Available Balance
Local Projects	.00	.00	.00	.00
State Projects				
20-218-xxx-xxx Preschool Education Aid	5,346,918.00	466,253.82	3,633,912.49	1,246,751.69
20-501-xxx-xxx Nonpublic Textbooks Aid	12,834.00	2,966.93	4,313.99	5,553.08
20-502-xxx-xxx Nonpublic Aux Services - Basic Skills/Remedial	40,459.00	.00	40,459.00	.00
20-506-xxx-xxx Nonpublic Hand - Supplemental Instruction	19,824.00	.00	19,824.00	.00
20-507-xxx-xxx Nonpublic Hand - Handicapped Services	22,560.00	.00	22,560.00	.00
20-508-xxx-xxx Nonpublic Hand - Corrective Speech	27,900.00	.00	27,900.00	.00
20-509-xxx-xxx Nonpublic Nursing Services	26,640.00	.00	26,640.00	.00
20-510-xxx-xxx Nonpublic Technology Initiative Program	10,878.00	3,998.00	634.60	6,245.40
20-511-xxx-xxx Nonpublic Security Aid Program	51,455.00	498.75	.00	50,956.25
	5,559,468.00	473,717.50	3,776,244.08	1,309,506.42

Federal Projects				
20-23x-xxx-xxx ESSA Title I, Part A	363,329.20	40,278.20	165,261.49	157,789.51
20-24x-xxx-xxx ESSA Title III	13,787.00	900.00	1,475.93	11,411.07
20-25x-xxx-xxx I.D.E.A. Part B	727,377.26	63,250.55	357,415.79	306,710.88
20-27x-xxx-xxx ESSA Title IIA / IID	76,287.26	33,288.16	1,671.68	41,327.43
20-28x-xxx-xxx ESSA Title IV	36,488.60	9,085.70	105.00	27,297.90
20-483-xxx-xxx CRRSA Act-ESSER II Grant Program	8,319.23	8,319.23	.00	.00
20-484-xxx-xxx CRRSA Act-Learning Acceleration Grant Program	6,719.96	6,719.96	.00	.00
20-487-xxx-xxx ARP-ESSER Grant Program	771,544.70	178,695.98	35,329.41	239,219.31
20-488-xxx-xxx ARP ESSER Subgrant (ALCES)	200,823.00	26,453.92	52,454.70	121,914.38
20-489-xxx-xxx ARP ESSER Subgrant (EBSLEA)	40,000.00	.00	.00	40,000.00
20-490-xxx-xxx ARP Evidence Based Learning Beyond the Sch Day	40,000.00	.00	.00	40,000.00

Report of the Secretary to the Board of Education
Stafford Township Board of Education
2023-24 September

20-491-xxx-xxx	ARP ESSER Subgrant (NJTSS)	45,000.00	.00	45,000.00	.00
		2,329,676.21	366,991.73	977,014.00	985,670.48
		7,889,144.21	840,709.23	4,753,258.08	2,295,176.90

Attachments are subject to change without notice

Report of the Secretary to the Board of Education
Stafford Township Board of Education
2023-24 September

20 Special Revenue Fund

Schedule Of Revenues

Actual Compared with Estimated

	Estimated	Actual	Unrealized
Revenues from Local Sources			
Student Activity Fund Revenues	.00	.00	.00
Refund of Prior Year's Expenditures	248,402.93	248,402.93	.00
20-1760			
20-1980	248,402.93	248,402.93	.00

Revenues from State Sources			
Preschool Education Aid and Prior Year Carryover	4,908,263.00	488,026.00	4,420,237.00
Nonpublic Textbook Aid	12,834.00	12,834.00	.00
Nonpublic Auxiliary Services Aid - Compensatory	40,459.00	4,046.00	36,413.00
Nonpublic Handicapped Aid - Supplemental Instruction	19,824.00	1,983.00	17,841.00
Nonpublic Handicapped Aid	22,560.00	2,255.00	20,305.00
Nonpublic Handicapped Aid - Speech Correction	27,900.00	2,790.00	25,110.00
Nonpublic Nursing Services Aid	26,640.00	6,660.00	19,980.00
Nonpublic Technology Initiative Aid	10,878.00	10,878.00	.00
Nonpublic Security Aid	51,455.00	.00	51,455.00
20-3218			
20-3231			
20-3232			
20-3236			
20-3237			
20-3238			
20-3239			
20-3240			
20-3241	5,120,813.00	529,472.00	4,591,341.00

Revenues from Federal Sources			
Title I-Part A	363,329.20	.00	363,329.20
I.D.E.A. Part B	682,700.26	.00	682,700.26
I.D.E.A. Part B	44,677.00	.00	44,677.00
Title II-A	76,287.26	.00	76,287.26
Title IV - Part A - Student Support and Acad Enrichment	36,488.60	.00	36,488.60
Title III	13,787.00	.00	13,787.00
CRRSA Act - ESSER II	.00	.00	.00
CRRSA Act - Learning Acceleration Grant	5,609.26	.00	5,609.26
ARP-ESSR	771,544.70	13,954.00	757,590.70
ARP ESSER Accelerated Learning Coaching/Ed Support	200,823.00	.00	200,823.00
ARP ESSER Evid-Based Sum Learning & Enrichment Act	40,000.00	.00	40,000.00
ARP ESSER Evid-Based Comp Beyond the School Day Act	40,000.00	.00	40,000.00
ARP ESSER NJTSS Mental Health Support Staffing	45,000.00	.00	45,000.00
20-4411			
20-4420			
20-4423			
20-4451			
20-4471			
20-4491			
20-4534			
20-4535			
20-4540			
20-4541			
20-4542			
20-4543			
20-4544	2,320,246.28	13,954.00	2,306,292.28

Revenues from Other Financing Sources

Report of the Secretary to the Board of Education
Stafford Township Board of Education
2023-24 September

20-5200	Interfund Transfers	199,682.00	199,682.00	.00
		199,682.00	199,682.00	.00
		7,889,144.21	991,510.93	6,897,633.28

Attachments are subject to change without notice

Report of the Secretary to the Board of Education
Stafford Township Board of Education
2023-24 September

20 Special Revenue Fund

Statement of Appropriations
Compared with Expenditures and Encumbrances

	Appropriations	Expenditures	Encumbrances	Available Balance
Preschool Education				
Salaries of Teachers	1,746,055.00	172,489.20	1,485,949.50	87,616.30
Other Salaries for Instruction	802,036.00	72,845.56	654,332.40	74,858.04
Purchased Professional-Educational Services	1,191.00	.00	.00	1,191.00
General Supplies	69,173.00	6,380.44	14,440.84	48,351.72
Other Objects	1,500.00	.00	.00	1,500.00
Salaries of Supervisors of Instruction	45,000.00	4,500.00	40,500.00	.00
Salaries of Program Directors	131,882.00	31,855.50	95,566.50	4,460.00
Salaries of Other Professional Staff	133,811.00	13,381.10	120,429.90	.00
Salaries of Secretarial and Clerical Assistants	93,718.00	23,429.25	70,287.66	1.09
Other Salaries	145,642.16	26,677.64	118,964.52	.00
Salaries of Community Parent Involvement Specialists	139,605.00	13,960.50	125,644.50	.00
Salaries of Master Teachers	109,994.00	10,999.40	98,994.60	.00
Personal Services - Employee Benefits	745,278.00	.00	.00	745,278.00
Purchased Education Services - Contracted Pre-K	9,227.84	89,735.23	807,617.07	4,923.54
Other Purchased Professional Services	7,000.00	.00	.00	7,000.00
"Cleaning, Repair and Maintenance Services"	13,000.00	.00	.00	13,000.00
Rentals	34,563.00	.00	.00	34,563.00
Contract Services - Transportation (Field Trips)	3,300.00	.00	.00	3,300.00
Travel	2,500.00	.00	.00	2,500.00
Supplies and Materials	4,000.00	.00	1,185.00	2,815.00
Instructional Equipment	15,394.00	.00	.00	15,394.00
Non-instructional Equipment	200,000.00	.00	.00	200,000.00
	5,346,918.00	467,253.82	3,633,912.49	1,246,751.69

ESSA Title I, Part A

Salaries of Teachers	175,000.00	17,500.00	157,500.00	.00
Instructional Supplies	44,236.00	21,183.00	6,447.05	16,603.95
Employee Benefits	112,000.00	.00	.00	112,000.00
Other Purchased Services	3,500.00	.00	.00	3,500.00
Supplies and Materials	28,593.20	1,593.20	1,314.44	25,685.56
	363,329.20	40,278.20	165,261.49	157,789.51

ESSA Title III

Purchased Services	1,500.00	.00	.00	1,249.20
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Report of the Secretary to the Board of Education
Stafford Township Board of Education
2023-24 September

	Appropriations	Expenditures	Encumbrances	Available Balance
20-241-100-600				
20-241-200-500	6,000.00	.00	645.13	5,354.87
20-241-200-600	2,750.00	.00	.00	2,750.00
	3,537.00	900.00	580.00	2,057.00
	13,787.00	900.00	1,475.93	11,411.07
IDEA Part B				
20-250-100-300	150,000.00	2,656.50	1,904.00	145,439.50
20-250-100-500	425,000.00	50,199.17	325,907.11	48,893.72
20-250-100-600	38,603.00	642.65	15,710.27	22,250.08
20-250-200-300	65,047.26	8,751.77	3,186.75	53,108.74
20-250-200-600	4,050.00	.00	3,824.25	225.75
	682,700.26	62,250.09	350,532.38	269,917.79
IDEA Part B				
20-251-200-300	1,010.00	.00	849.80	160.20
20-251-200-600	1,080.00	.00	1,019.61	60.39
20-251-100-300	37,000.00	1,000.50	.00	35,999.50
20-251-100-600	5,587.00	.00	5,014.00	573.00
	44,677.00	1,000.50	6,883.41	36,793.09
ESSA Title IIIA / IID				
20-270-100-100	8,250.00	.00	.00	8,250.00
20-270-200-200	631.00	.00	.00	631.00
20-270-200-300	18,716.50	12,899.50	250.00	5,567.00
20-270-200-500	17,750.00	7,500.00	350.00	9,900.00
20-270-200-600	30,939.72	12,888.65	1,071.68	16,979.43
	76,287.22	33,288.15	1,671.68	41,327.43
ESSA Title IV				
20-280-100-500	2,400.00	.00	.00	2,400.00
20-280-100-600	19,546.00	7,406.30	105.00	12,034.70
20-280-200-400	3,000.00	.00	.00	3,000.00
20-280-200-600	11,542.60	1,179.40	.00	9,863.20
	36,488.60	9,085.70	105.00	27,297.90
Student Activity Fund				
	.00	.00	.00	.00
CRRSA Act-ESSER II Grant Program				
20-483-100-100	8,319.23	8,319.23	.00	.00
	8,319.23	8,319.23	.00	.00
CRRSA Act-Learning Acceleration Grant Program				
20-484-100-600	476.96	476.96	.00	.00

Report of the Secretary to the Board of Education
Stafford Township Board of Education
2023-24 September

	Appropriations	Expenditures	Encumbrances	Available Balance
20-484-200-200	615.30	615.30	.00	.00
20-484-200-600	4,517.00	4,517.00	.00	.00
20-484-200-100	1,110.70	1,110.70	.00	.00
	6,719.96	6,719.96	.00	.00
ARP-ESSER Grant Program				
20-487-100-100	771,544.70	178,695.98	353,629.41	239,219.31
	771,544.70	178,695.98	353,629.41	239,219.31
ARP ESSER Subgrant (ALCES)				
20-488-100-100	200,823.00	26,453.92	52,454.70	121,914.38
	200,823.00	26,453.92	52,454.70	121,914.38
ARP ESSER Subgrant (EBSLEA)				
20-489-100-100	40,000.00	.00	.00	40,000.00
	40,000.00	.00	.00	40,000.00
ARP Evidence Based Learning Beyond the School Day				
20-490-100-100	40,000.00	.00	.00	40,000.00
	40,000.00	.00	.00	40,000.00
ARP ESSER Subgrant (NJTSS)				
20-491-200-300	45,000.00	.00	45,000.00	.00
	45,000.00	.00	45,000.00	.00
Nonpublic Textbooks Aid				
20-501-100-640	12,834.00	2,966.93	4,313.99	5,553.08
	12,834.00	2,966.93	4,313.99	5,553.08
Nonpublic Aux Services - Basic Skills/Remedial				
20-502-219-330	40,459.00	.00	40,459.00	.00
	40,459.00	.00	40,459.00	.00
Nonpublic Hand - Supplemental Instruction				
20-506-100-390	19,824.00	.00	19,824.00	.00
	19,824.00	.00	19,824.00	.00
Nonpublic Hand - Handicapped Services				
20-507-219-330	22,560.00	.00	22,560.00	.00
	22,560.00	.00	22,560.00	.00
Nonpublic Hand - Corrective Speech				
20-508-100-390	27,900.00	.00	27,900.00	.00
	27,900.00	.00	27,900.00	.00
Nonpublic Nursing Services				
20-509-100-390	26,640.00	.00	26,640.00	.00
	26,640.00	.00	26,640.00	.00

Report of the Secretary to the Board of Education
Stafford Township Board of Education
2023-24 September

	Appropriations	Expenditures	Encumbrances	Available Balance
	26,640.00	.00	26,640.00	.00
Nonpublic Technology Initiative Program				
Program Expenditures	10,878.00	3,998.00	634.60	6,245.40
	10,878.00	3,998.00	634.60	6,245.40
Nonpublic Security And Program				
Program Expenditures	51,455.00	498.75	.00	50,956.25
	51,455.00	498.75	.00	50,956.25
Special Revenue Fund	7,889,144.21	840,709.23	4,753,258.08	2,295,176.90

School Business Administrator Signature

Date

Attachments are subject to change without notice

Report of the Secretary to the Board of Education
Stafford Township Board of Education
2023-24 September

30 Capital Projects Fund

Assets and Liabilities

Assets			
101	Cash		588,183.24
Resources			
301	Estimated Revenues	(6,496.50)	
302	Revenues		

Attachments are subject to change without notice

Report of the Secretary to the Board of Education
Stafford Township Board of Education
2023-24 September

30 Capital Projects Fund

Liabilities and Fund Equity

Liabilities					
402	INTERFUND ACCTS PAYABLE	11,742.02			
421	Accounts Payable	209,528.14			221,270.16
Fund Balance					
	Appropriated				
	Reserve for Encumbrances				
753	Reserve for Encumbrances: Current	15,833.75			
754	Reserve for Encumbrances: Prior				
601	Appropriations	449,115.23			
602	Expenditures	88,698.65			
603	Encumbrances	15,833.75			
	Less: Expenditures and Encumbrances	(104,532.40)			
	Total Appropriations				360,416.58
	Reserved Fund Balance				
	Other Reserves	.00			.00
75X,76x	Total Reserved Fund Balance:				
	Unappropriated:				
	Budgeted Fund Balance	(344,582.83)			
303	Fund Balance	344,582.83			.00
770	Total Unappropriated:				
	Total Liabilities and Fund Balance				581,686.74

Report of the Secretary to the Board of Education
Stafford Township Board of Education
2023-24 September

30 Capital Projects Fund

Recapitulation of Budgeted Fund Balance

	Budgeted	Actual	Variance
Appropriations	449,115.23	104,532.40	344,582.83
Revenues	(.00)	(6,496.50)	(-6,496.50)
	449,115.23	98,035.90	351,079.33
Less: Reserve for Encumbrances: Prior	104,532.40	104,532.40	.00
Budgeted Fund Balance:	344,582.83	-6,496.50	351,079.33

Attachments are subject to change without notice

Report of the Secretary to the Board of Education
Stafford Township Board of Education
2023-24 September

30 Capital Projects Fund

Interim Statements Comparing

Budget Revenue with Actual to Date and
Appropriations with Expenditures and Encumbrances to Date

Revenue/sources of funds	Budgeted Estimated	Actual To Date	Unrealized Balance
1XXX	.00	6,496.50	-6,496.50
From Local Sources	.00	6,496.50	-6,496.50
Expenditures	Appropriations	Expenditures	Encumbrances
			Available Balance

Attachments are subject to change without notice

Report of the Secretary to the Board of Education
Stafford Township Board of Education
2023-24 September

30 Capital Projects Fund
Schedule Of Revenues
Actual Compared with Estimated

	Estimated	Actual	Unrealized
Revenues from Local Sources			
Interest On Investments	.00	6,496.50	-6,496.50
30-1510	.00	6,496.50	-6,496.50
	.00	6,496.50	-6,496.50

Attachments are subject to change without notice

Report of the Secretary to the Board of Education
Stafford Township Board of Education
2023-24 September

30 Capital Projects Fund

Statement of Appropriations
Compared with Expenditures and Encumbrances

	Appropriations	Expenditures	Encumbrances	Available Balance
Undistributed Expenditures				
30-000-405-390	83,603.65	.00	.00	83,603.65
30-000-403-450	365,375.67	88,698.65	15,833.75	260,843.27
30-000-405-610	135.91	.00	.00	135.91
	449,115.23	88,698.65	15,833.75	344,582.83
Capital Projects Fund	449,115.23	88,698.65	15,833.75	344,582.83

Date

School Business Administrator Signature

Report of the Secretary to the Board of Education
Stafford Township Board of Education
2023-24 September

40 Debt Service Fund

Assets and Liabilities

Assets			
	101	Cash	73,178.52
	121	Tax Levy Receivable	
		Accounts Receivable:	
		A/R: State of NJ	
	141		<u>37,697.00</u>
			37,697.00
Resources	301	Estimated Revenues	
	302	Revenues	
			<u>.00</u>
		Total assets and resources:	<u>110,875.52</u>

Attachments are subject to change without notice

40 Debt Service Fund

Liabilities and Fund Equity

Liabilities				
	Fund Balance			
	Appropriated			
	Reserve for Encumbrances			
753	Reserve for Encumbrances: Current		110,875.00	
754	Reserve for Encumbrances: Prior			
601	Appropriations		676,250.00	
602	Expenditures	565,375.00		
603	Encumbrances	<u>110,875.00</u>		
	Less: Expenditures and Encumbrances		(676,250.00)	
	Total Appropriations			110,875.00
	Reserved Fund Balance			
	Other Reserves		.00	
75X,76x	Total Reserved Fund Balance:			.00
	Unappropriated:			
303	Budgeted Fund Balance			
770	Fund Balance		.52	
	Total Unappropriated:			.52
	Total Liabilities and Fund Balance			110,875.52

Report of the Secretary to the Board of Education
Stafford Township Board of Education
2023-24 September

40 Debt Service Fund

Recapitulation of Budgeted Fund Balance

	Budgeted	Actual	Variance
Appropriations	676,250.00	676,250.00	.00
Revenues	(676,250.00)	(676,250.00)	(.00)
	.00	.00	.00

Less: Reserve for Encumbrances: Prior
Budgeted Fund Balance:

	.00	.00	.00
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Attachments are subject to change without notice

Report of the Secretary to the Board of Education
Stafford Township Board of Education
2023-24 September

40 Debt Service Fund

Interim Statements Comparing

Budget Revenue with Actual to Date and
Appropriations with Expenditures and Encumbrances to Date

Revenue/sources of funds	Budgeted Estimated	Actual To Date	Encumbrances	Available Balance	Unrealized Balance
1XXX	446,326.00	446,326.00			.00
3XXX	229,924.00	229,924.00			.00
	676,250.00	676,250.00			.00
Expenditures					
Repayment of Debt					
40-701-510-xxx	676,250.00	565,375.00	110,875.00		.00
	676,250.00	565,375.00	110,875.00		.00
Other					
40-*	.00	.00	.00		.00
	.00	.00	.00		.00
	676,250.00	565,375.00	110,875.00		.00

Repayment of Debt

Repayment of Debt - Regular

Other

Other Debt Service Fund

Attachments are subject to change without notice

Report of the Secretary to the Board of Education
Stafford Township Board of Education
2023-24 September

40 Debt Service Fund

Schedule Of Revenues

Actual Compared with Estimated

	Estimated	Actual	Unrealized
Revenues from Local Sources			
Ad Valorem Taxes - Local Tax Levy	446,326.00	446,326.00	.00
40-1210	446,326.00	446,326.00	.00
Revenues from State Sources			
Debt Service Aid Type II.	229,924.00	229,924.00	.00
40-3160	229,924.00	229,924.00	.00
	676,250.00	676,250.00	.00

Attachments are subject to change without notice

Report of the Secretary to the Board of Education
Stafford Township Board of Education
2023-24 September

40 Debt Service Fund

Statement of Appropriations
Compared with Expenditures and Encumbrances

	Appropriations	Expenditures	Encumbrances	Available Balance
Regular Debt Service				
Redemption of Principal and Retirement Bonds	450,000.00	450,000.00	.00	.00
Interest on Bonds	226,250.00	115,375.00	110,875.00	.00
	676,250.00	565,375.00	110,875.00	.00
Debt Service Fund	676,250.00	565,375.00	110,875.00	.00

40-701-510-910
40-701-510-834

School Business Administrator Signature _____ Date _____

Attachments are subject to change without notice

**Stafford Township Board of Education
Monthly Transfer Report
2023-24 September**

Budget Category	Accounts	Original Budget	Prior Year Encumbrances	Original Budget For 10% Calc	Maximum Transfer Out Allowed	YTD Net Transfers	% change of transfers	Remaining Transfers Out Allowed	Account Balance
Regular Programs	11-1xx-100-xxx 12-1xx-100-xxx 13-1xx-100-xxx 18-1xx-100-xxx	10,849,260.00	145,572.57	10,994,832.57	1,099,483.26	-10,961.00	-.00	1,088,522.26	1,771,931.33
Special Education, Basic Skills/Remedial and Bilingual Instruction and Speech/OT/PT and Ex	1x-2xx-100-xxx 1x-000-216-xxx 1x-000-217-xxx	7,004,957.00	2,524.50	7,007,481.50	700,748.15	8,250.00	.12	708,998.15	1,283,205.12
Vocational Programs-Local	1x-3xx-100-xxx	.00	.00	.00	.00	.00	.00	.00	.00
School-Spon. Co/Extra-Curr. Activities, School Sponsored Athletics, and Other Instructional	11-4xx-100-xxx 11-4xx-2xx-xxx 12-4xx-100-xxx	132,127.00	.00	132,127.00	13,212.70	200.00	.15	13,412.70	130,829.26
Community Services Programs/Operations	1x-800-330-xxx	.00	.00	.00	.00	.00	.00	.00	.00
UNDISTRIBUTED EXPENSES		17,986,344.00	148,097.07	18,134,441.07	1,813,444.11	-2,511.00	-.01	1,810,933.11	3,185,965.71
Tuition	11-000-100-xxx 16-000-100-xxx 17-000-100-xxx 18-000-100-xxx	682,504.00	20,000.00	702,504.00	70,250.40	.00	.00	70,250.40	470,226.35
Attendance and Social Work, Health, Guidance, Child Study Teams, Education, Media Services	1x-000-211-xxx 1x-000-213-xxx 1x-000-218-xxx 1x-000-219-xxx 1x-000-222-xxx	1,496,332.00	13,161.23	1,509,493.23	150,949.32	80,752.00	5.35	231,701.32	209,385.29
Improvement of Instruction Services and Instructional Staff Training Services	1x-000-221-xxx 1x-000-223-xxx	961,999.00	.00	961,999.00	96,199.90	-54,968.00	-5.71	41,231.90	133,119.59
General Administration	11-000-230-xxx	1,094,103.00	25,899.83	1,120,002.80	112,000.28	19,824.00	1.77	131,824.28	224,497.71
School Administration	11-000-240-xxx	1,148,057.00	.00	1,148,057.00	114,805.70	-31,012.16	-2.70	83,793.54	166,691.04
Central Services & Administrative Information Technology	11-000-25x-xxx	734,015.00	19,885.17	753,600.17	75,360.02	6,856.16	.91	82,216.18	52,017.39
Operation and Maintenance of Plant Services	11-000-26x-xxx	4,165,588.00	1,695.12	4,167,283.12	416,728.31	30,820.00	.74	447,548.31	611,501.75
Student Transportation Services	11-000-270-xxx	2,877,232.00	50,073.65	2,927,305.65	292,730.57	.00	.00	292,730.57	1,134,282.49
Personal Services-Employee Benefits	11-xxx-xxx-2xx	12,710,092.00	187,893.00	12,897,985.00	1,289,798.50	-198,482.00	-1.54	1,091,316.50	6,715,859.12
Food Services	11-000-310-xxx	.00	.00	.00	.00	.00	.00	.00	.00
Transfer Property Sale Proceedes to Debt Service Reserve	11-000-520-934	.00	.00	.00	.00	.00	.00	.00	.00
Transfer from General Fund Surplus to Debt Service Fund to Repay CDL	11-000-520-936	.00	.00	.00	.00	.00	.00	.00	.00
TOTAL GENERAL CURRENT EXPENSE		25,869,922.00	318,307.97	26,188,229.97	2,618,823.00	-146,210.00	-.56	2,472,613.00	9,717,580.73
Equipment	12-xxx-4xx-93x	178,908.00	175,073.06	353,973.06	35,397.31	148,721.00	42.01	184,118.31	55,068.60
Facilities Acquisition and Construction Services	12-000-4xx-xxx	3,154,404.00	125,602.34	3,280,006.34	328,000.63	.00	.00	328,000.63	3,095,200.00
Capital Reserve-Transfer to Capital Expend. Fund	12-000-4xx-931	.00	.00	.00	.00	.00	.00	.00	.00

**Stafford Township Board of Education
Monthly Transfer Report
2023-24 September**

Budget Category	Accounts	Original Budget	Prior Year Encumbrances	Original Budget For 10% Calc	Maximum Transfer Out Allowed	YTD Net Transfers	% change of transfers	Remaining Transfers Out Allowed	Account Balance
Capital Reserve-Transfer to Repayment of Debt	12-000-4xx-933	.00	.00	.00	.00	.00	.00	.00	.00
TOTAL CAPITAL EXPENDITURES		3,333,304.00	300,675.40	3,633,979.40	363,397.94	148,721.00	4.09	512,118.94	3,150,200.60
TOTAL SPECIAL SCHOOLS	13-xxx-xxx-xxx	.00	.00	.00	.00	.00	.00	.00	.00
Transfer of Funds to Charter Schools	10-000-100-56x	.00	.00	.00	.00	.00	.00	.00	.00
General Fund Contribution to School Based Budgets	10-000-520-930	.00	.00	.00	.00	.00	.00	.00	.00
OPERATING BUDGET GRAND TOTAL		47,189,570.00	767,080.44	47,956,650.44	4,795,665.05	.00	.00	4,795,665.05	16,053,747.04

School Business Administrator Signature

Date

**Stafford Township Board of Education
Account Maintenance Report
Appropriation Adjustments and Transfers for 2023-24 09/01/2023 - 09/30/2023**

[Adjustment] Tx: 16702 Budget Transfer request from 5400 Jenkins, Tina M

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
9/8/2023	11	11-000-262-610-00- 100	FACILITY OFF/DIST SUPPLY	Adjustment	1,050.00	300.00	1,350.00
9/8/2023	11	11-000-262-610-50- 104	JANITORAL SUPPLY OXY	Adjustment	6,500.00	-300.00	6,200.00
						.00	

[Adjustment] Tx: 16758 BORROW FOR NEW SCHOOL BUSES

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
9/11/2023	11	11-000-291-270-00- 200	EMPLOYEE HEALTH BENE.	Adjustment	9,324,780.00	-148,721.00	9,176,059.00
9/11/2023	12	12-000-270-733-00- 700	SCHOOL BUSES - REGULAR	Adjustment	123,900.00	148,721.00	272,621.00
						.00	

[Adjustment] Tx: 16784 Cafeteria Repair Part

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
9/12/2023	60	60-990-310-500-00- 500	CAFETERIA REPAIRS	Adjustment	7,000.00	1,430.00	8,430.00
9/12/2023	60	60-990-310-600-00- 100	SUPPLIES & MATERIALS	Adjustment	34,500.00	-1,430.00	33,070.00
						.00	

[Adjustment] Tx: 16938 Setup Chapter 192/193

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
9/14/2023	20	20-502-219-330-00- 300	CHAPTER 192 COMP ED	Adjustment	.00	40,459.00	40,459.00
9/14/2023	20	20-506-100-390-00- 300	CHAPTER 193 SUPPL INST	Adjustment	.00	19,824.00	19,824.00
9/14/2023	20	20-507-219-330-00- 300	CHAPTER 193 INITIAL EXAM	Adjustment	.00	17,240.00	17,240.00
9/14/2023	20	20-507-219-330-00- 301	CHAPTER 193 ANNUAL EXAM	Adjustment	.00	5,320.00	5,320.00
9/14/2023	20	20-508-100-390-00- 300	CHAPTER 193 CORRECT SPCH	Adjustment	.00	27,900.00	27,900.00
						110,743.00	

**Stafford Township Board of Education
Account Maintenance Report
Appropriation Adjustments and Transfers for 2023-24 09/01/2023 - 09/30/2023**

[Adjustment] Tx: 16946 ADDITIONAL OVEN PARTS

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
9/15/2023	60	60-990-310-500-00- 500	CAFETERIA REPAIRS	Adjustment	8,430.00	2,000.00	10,430.00
9/15/2023	60	60-990-310-600-00- 100	SUPPLIES & MATERIALS	Adjustment	33,070.00	-2,000.00	31,070.00
						.00	

[Adjustment] Tx: 16958 SETUP OFFICIAL IDEA CARRY OVER

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
9/15/2023	20	20-250-200-300-00- CO	IDEA BASIC SER NP STAFFORD C/O	Adjustment	.00	202.58	202.58
9/15/2023	20	20-250-200-300-00- SCO	IDEA BASIC SER NP S/CO	Adjustment	8,752.26	-202.58	8,549.68
						.00	

[Adjustment] Tx: 18096 TWO ADDITIONAL PREK CLASSROOMS

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
9/15/2023	20	20-218-100-101-00- 001	PRESCHOOL TEACHERS	Adjustment	1,070,536.00	126,974.00	1,197,510.00
9/15/2023	20	20-218-200-321-00- 300	PRESCHOOL ED OTHR PUR SE	Adjustment	1,305,649.84	-126,974.00	1,178,675.84
						.00	

[Adjustment] Tx: 18108 TWO ADDITIONAL PREK CLASSROOMS

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
9/15/2023	20	20-218-100-101-00- 00A	Speech / Relief PreK	Adjustment	247,861.00	43,393.00	291,254.00
9/15/2023	20	20-218-200-321-00- 300	PRESCHOOL ED OTHR PUR SE	Adjustment	1,178,675.84	-43,393.00	1,135,282.84
						.00	

[Adjustment] Tx: 18112 SET UP STAFFORD C/O ACCOUNT FROM CANCELED PO'S

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
9/15/2023	20	20-218-200-321-00- SCO	Preschool Othr Purchased Service Stafford C/O	Adjustment	.00	38,973.00	38,973.00
						38,973.00	

**Stafford Township Board of Education
Account Maintenance Report
Appropriation Adjustments and Transfers for 2023-24 09/01/2023 - 09/30/2023**

[Adjustment] Tx: 18113 ADDITIONAL PREK AIDES NEEDED DUE TO ENROLLMENT

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
9/15/2023	20	20-218-100-106-00-001	PRESCHOOL TEACHER ASSIST	Adjustment	625,232.00	38,973.00	664,205.00
9/15/2023	20	20-218-200-321-00-SCO	Preschool Other Purchased Service Stafford C/O	Adjustment	38,973.00	-38,973.00	.00
						.00	

[Adjustment] Tx: 18114 PREK ADJUSTMENT DUE TO ROUNDING

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
9/15/2023	20	20-218-200-105-00-001	PRESCHOOL SECRET/CLERIC	Adjustment	93,717.00	1.00	93,718.00
9/15/2023	20	20-218-200-321-00-300	PRESCHOOL ED OTHR PUR SE	Adjustment	1,135,282.84	-1.00	1,135,281.84
						.00	

[Adjustment] Tx: 18115 INCREASE IN BUS AIDE DUE TO ENROLLMENT

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
9/15/2023	20	20-218-200-110-00-001	Bus Attendants Salaries	Adjustment	19,212.00	7,884.00	27,096.00
9/15/2023	20	20-218-200-321-00-300	PRESCHOOL ED OTHR PUR SE	Adjustment	1,135,281.84	-7,884.00	1,127,397.84
						.00	

[Adjustment] Tx: 18116 ADDITIONAL AIDES DUE TO INCREASE IN ENROLLMENT

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
9/15/2023	20	20-218-100-106-00-001	PRESCHOOL TEACHER ASSIST	Adjustment	664,205.00	62,831.00	727,036.00
9/15/2023	20	20-218-200-321-00-300	PRESCHOOL ED OTHR PUR SE	Adjustment	1,127,397.84	-62,831.00	1,064,566.84
						.00	

[Adjustment] Tx: 18209 ADDITIONAL EMPLOYEES NEEDED

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
9/15/2023	20	20-218-100-101-00-001	PRESCHOOL TEACHERS	Adjustment	1,197,510.00	162,291.00	1,359,801.00
9/15/2023	20	20-218-200-321-00-300	PRESCHOOL ED OTHR PUR SE	Adjustment	1,064,566.84	-162,291.00	902,275.84
						.00	

**Stafford Township Board of Education
Account Maintenance Report
Appropriation Adjustments and Transfers for 2023-24 09/01/2023 - 09/30/2023**

[Adjustment] Tx: 17047 Budget Transfer request from 6702 Gulino, Stephanie

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
9/19/2023	11	11-000-270-615-00- 122	VEHICLE FUEL	Adjustment	145,000.00	-500.00	144,500.00
9/19/2023	11	11-000-270-800-00- 800	TRANS MISC EXPENSE	Adjustment	4,260.00	500.00	4,760.00
						.00	

[Adjustment] Tx: 17066 ADJUST FOR FICA DUE BACK TO THE DISTRICT

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
9/19/2023	20	20-483-200-200-00- SCO	ESSER-II BENEFITS FY23	Adjustment	.00	7,340.49	7,340.49
						7,340.49	

[Adjustment] Tx: 17192 Stafford Hold PO

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
9/21/2023	11	11-000-221-176-00- 001	SUPERVISOR OF ELM SALARY	Adjustment	226,584.00	39,500.00	266,084.00
9/21/2023	11	11-120-100-101-65- 001	GRADES 1-5 TEACHER OA	Adjustment	2,442,783.00	-21,250.00	2,421,533.00
9/21/2023	11	11-204-100-101-70- 001	SLD TEACHER INTER	Adjustment	284,752.00	-18,250.00	266,502.00
						.00	

[Adjustment] Tx: 17222 Budget Transfer request from 4207 Martin, Kathleen A

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
9/25/2023	60	60-990-310-300-00- 300	PURCH OTHER PROF SERV	Adjustment	1,175,000.00	-110,195.00	1,064,805.00
9/25/2023	60	60-990-310-730-00- 700	NEW NON-INSTR. EQUIP.	Adjustment	.00	110,195.00	110,195.00
						.00	

**Stafford Township Board of Education
Account Maintenance Report
Appropriation Adjustments and Transfers for 2023-24 09/01/2023 - 09/30/2023**

[Adjustment] Tx: 17351 September 15, 2023 Payroll

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
9/25/2023	11	11-000-216-100-00-004	ESY SPEECH SAL	Adjustment	4,960.00	1,645.00	3,315.00
9/25/2023	11	11-000-216-100-70-004	ESY SPEECH INTER	Adjustment	8,878.00	1,645.00	10,523.00
9/25/2023	11	11-000-230-100-00-001-001	HUMAN RESOURCE SALARY	Adjustment	280,316.00	-719.00	279,597.00
9/25/2023	11	11-000-230-100-00-003-001	Human Resources Extra Comp	Adjustment	1,844.00	719.00	1,563.00
9/25/2023	11	11-000-262-107-00-001-001	COVID CAFE/PLAY ASSIST	Adjustment	1,155.00	-61.00	1,094.00
9/25/2023	11	11-000-262-107-00-003	CAFE/PLAY AIDES O/T	Adjustment	1,000.00	61.00	1,061.00
						.00	
9/25/2023	61	61-990-100-100-00-001	EXTEND DAY TEACH AID SAL	Adjustment	312,253.00	-9,113.00	303,140.00
9/25/2023	61	61-990-100-100-00-001	EXTEND DAY TEACH AID SAL	Adjustment	303,140.00	-1,224.00	301,916.00
9/25/2023	61	61-990-100-100-00-001-001	EXTEND DAY SPECIAL AIDES	Adjustment	39,157.00	9,113.00	48,270.00
9/25/2023	61	61-990-266-100-00-001	EXTENDED DAY GREETER SAL	Adjustment	4,590.00	1,224.00	5,814.00
9/25/2023	61	61-990-320-100-00-001	EXTENDED DAY COOR SAL	Adjustment	1,000.00	-1.00	999.00
9/25/2023	61	61-990-320-100-00-001-002	EXTEND DAY SECRETARY SAL	Adjustment	53,871.00	1.00	53,872.00
						.00	

**Stafford Township Board of Education
Account Maintenance Report
Appropriation Adjustments and Transfers for 2023-24 09/01/2023 - 09/30/2023**

[Adjustment] Tx: 17382 10 Month Salary Encumbrance Adjustments

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
9/25/2023	11	11-000-213-100-70-001	SCHOOL NURSE SAL INTER	Adjustment	67,408.00	1,650.00	65,758.00
9/25/2023	11	11-000-213-100-75-001	SCHOOL NURSE SAL PLC	Adjustment	67,858.00	1,650.00	69,508.00
9/25/2023	11	11-000-216-104-00-004	ESY OT/PT SALARY	Adjustment	7,300.00	-2,900.00	4,400.00
9/25/2023	11	11-000-216-104-60-001	OT/PT SALARY MCK	Adjustment	159,266.00	2,900.00	159,166.00
9/25/2023	11	11-000-217-100-60-001	EXTRAORD AIDE MCK	Adjustment	425,158.00	-38,275.00	386,883.00
9/25/2023	11	11-000-217-100-60-001	EXTRAORD AIDE MCK	Adjustment	386,883.00	-26,314.00	360,569.00
9/25/2023	11	11-000-217-100-60-001	EXTRAORD AIDE MCK	Adjustment	360,569.00	-48,811.00	311,758.00
9/25/2023	11	11-000-217-100-60-001	EXTRAORD AIDE MCK	Adjustment	311,758.00	-34,632.00	277,126.00
9/25/2023	11	11-000-217-100-60-001	EXTRAORD AIDE MCK	Adjustment	277,126.00	-70,979.00	206,147.00
9/25/2023	11	11-000-217-100-60-001	EXTRAORD AIDE MCK	Adjustment	206,147.00	-1,134.00	205,013.00
9/25/2023	11	11-000-217-100-60-001	EXTRAORD AIDE MCK	Adjustment	205,013.00	-54,304.00	150,709.00
9/25/2023	11	11-000-217-100-65-001	EXTRAORD AIDE OA	Adjustment	343,746.00	-164,481.00	179,265.00
9/25/2023	11	11-000-217-100-70-001	EXTRAORD AID INTER	Adjustment	239,370.00	38,275.00	277,645.00
9/25/2023	11	11-000-217-100-75-001	EXTRAORD AIDE PLC	Adjustment	33,645.00	-32,500.00	1,145.00
9/25/2023	11	11-000-219-104-00-001	CHILD STUDY TEAM	Adjustment	523,056.00	-40,100.00	482,956.00
9/25/2023	11	11-000-230-100-00-001	SUPERINTENDENT OFFICE	Adjustment	124,170.00	1.00	124,171.00
9/25/2023	11	11-000-230-100-00-001-001	HUMAN RESOURCE SALARY	Adjustment	279,597.00	-1.00	279,596.00
9/25/2023	11	11-000-270-160-00-001-003	TRANS. MECHANIC SALARY	Adjustment	138,381.04	544.00	138,925.04
9/25/2023	11	11-000-270-160-00-003-002	TRANS. MECHANIC O/T SAL	Adjustment	14,955.96	-544.00	14,411.96
9/25/2023	11	11-105-100-101-00-006	PRESCH/KINDER TEACH EXTR	Adjustment	.00	995.00	995.00
9/25/2023	11	11-110-100-101-75-002	KINDER SUB TEACH PLC	Adjustment	19,549.00	-995.00	18,554.00
9/25/2023	11	11-120-100-101-60-001	GRADES 1-5 TEACHER MCK	Adjustment	2,422,301.00	-58,783.00	2,363,518.00
9/25/2023	11	11-120-100-101-70-001	GRADES 1-5 TEACHER INTER	Adjustment	1,489,733.00	-57,456.00	1,432,277.00

**Stafford Township Board of Education
Account Maintenance Report
Appropriation Adjustments and Transfers for 2023-24 09/01/2023 - 09/30/2023**

[Adjustment] Tx: 17382 10 Month Salary Encumbrance Adjustments

9/25/2023	11	11-130-100-101-70-001	GRADES 6 TEACHER INTER	Adjustment	1,129,635.00	1,283,39.00	1,292,524.00
9/25/2023	11	11-204-100-106-60-001	SLD ASSISTANT MCK	Adjustment	53,008.00	26,314.00	79,322.00
9/25/2023	11	11-204-100-106-70-001	SLD ASSISTANT INTER	Adjustment	78,567.00	-36,245.00	42,322.00
9/25/2023	11	11-204-100-106-75-001	SLD ASSISTANT PLC	Adjustment	19,188.00	32,500.00	51,680.00
9/25/2023	11	11-209-100-106-60-001	BD ASSISTANT MCK	Adjustment	.00	70,979.00	70,979.00
9/25/2023	11	11-209-100-106-70-001	BD ASSISTANT INTER	Adjustment	35,826.00	1,134.00	36,960.00
9/25/2023	11	11-212-100-106-60-001	MD ASSISTANT MCK	Adjustment	.00	54,304.00	54,304.00
9/25/2023	11	11-212-100-106-65-001	MD ASSISTANT OA	Adjustment	36,245.00	199,113.00	235,358.00
9/25/2023	11	11-212-100-106-70-001	MD ASSISTANT INTER	Adjustment	.00	36,245.00	36,245.00
9/25/2023	11	11-213-100-101-60-001	RESOURCE TEACHER MCK	Adjustment	492,831.00	58,783.00	551,614.00
9/25/2023	11	11-213-100-101-60-001	RESOURCE TEACHER MCK	Adjustment	551,614.00	-37,208.00	514,406.00
9/25/2023	11	11-213-100-101-65-001	RESOURCE TEACHER OA	Adjustment	259,099.00	37,208.00	296,307.00
9/25/2023	11	11-213-100-101-70-001	RESOURCE TEACHER INTER	Adjustment	493,156.00	-65,333.00	427,823.00
9/25/2023	11	11-213-100-106-60-001	RR ASSISTANT MCK	Adjustment	23,179.00	48,811.00	71,990.00
9/25/2023	11	11-216-100-101-50-001	PSD TEACHER OXY	Adjustment	409,998.00	350.00	410,348.00
9/25/2023	11	11-216-100-101-70-004	ESY PSD TEACHER INTER	Adjustment	2,386.32	-350.00	2,036.32
						.00	

[Adjustment] Tx: 17380 NJASA Membership

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
9/26/2023	11	11-000-230-890-00-828	DUES AND FEES	Adjustment	7,777.00	883.00	8,660.00
9/26/2023	11	11-190-100-610-00-100	CURR. SUPPLY	Adjustment	45,828.95	-883.00	44,945.95
						.00	

**Stafford Township Board of Education
Account Maintenance Report
Appropriation Adjustments and Transfers for 2023-24 09/01/2023 - 09/30/2023**

[Adjustment] Tx: 17388 Budget Transfer request from 6702 Gulino, Stephanie

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
9/26/2023	11	11-000-270-518-00-500	CONTR SERV CTSA-SPEC ED	Adjustment	444,448.00	1,000.00	443,448.00
9/26/2023	11	11-000-270-800-00-800	TRANS MISC EXPENSE	Adjustment	4,760.00	1,000.00	5,760.00
						.00	

[Adjustment] Tx: 18034 Mckinley Art Supplies

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
9/29/2023	11	11-190-100-610-60-100	TEACHING SUPPLY MCK	Adjustment	38,000.00	-145.00	37,855.00
9/29/2023	11	11-190-100-610-60-109	MCK ART SUPPLIES	Adjustment	1,700.00	145.00	1,845.00
						.00	

[Adjustment] Tx: 18036 ENRICHMENT SUPPLIES

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
9/29/2023	11	11-212-100-610-70-100	STUDENT CAFE - INTER	Adjustment	2,500.00	-200.00	2,300.00
9/29/2023	11	11-401-100-610-00-100	ENRICHMENT SUPPLIES	Adjustment	.00	200.00	200.00
						.00	

[Adjustment] Tx: 18037 FIX ADJ FOR SCHOOL STORE

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
9/29/2023	11	11-204-100-610-70-100	SCHOOL STORE INTER	Adjustment	300.00	-200.00	100.00
9/29/2023	11	11-212-100-610-70-100	STUDENT CAFE - INTER	Adjustment	2,300.00	200.00	2,500.00
						.00	

[Adjustment] Tx: 18042 COOKIES

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
9/29/2023	11	11-000-218-610-00-100	GUIDANCE SUPPLY	Adjustment	799.00	600.00	1,399.00
9/29/2023	11	11-190-100-610-75-100	TEACHING SUPPLY PLC	Adjustment	30,300.00	-600.00	29,700.00
						.00	

Stafford Township Board of Education
Account Maintenance Report
Appropriation Adjustments and Transfers for 2023-24 09/01/2023 - 09/30/2023

[Adjustment] Tx: 18200 CANCELED PO 23-001848 SET UP AS STAFFORD CARRYOVER

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
9/30/2023	20	20-218-400-732-00- SCO	Preschool Equipment Stafford carryover	Adjustment	.00	200,000.00	200,000.00
						200,000.00	

Attachments are subject to change without notice

**Stafford Township Board of Education
Account Maintenance Report
Appropriation Adjustments and Transfers for 2023-24 09/01/2023 - 09/30/2023**

[Adjustment] Tx: 18260 SEPTEMBER 30TH PAYROLL

Date	Fund	Act #	Act Desc	Type	Pre	Adjustmen	Post
9/30/2023	11	11-000-230-100-00-001-001	HUMAN RESOURCE SALARY	Adjustment	279,596.00	1,500.00	278,096.00
9/30/2023	11	11-000-230-100-00-003-001	Human Resources Extra Comp	Adjustment	1,563.00	1,500.00	3,063.00
9/30/2023	11	11-000-262-107-00-002	SUB CAFE/PLAY ASST SAL	Adjustment	10,600.00	-40.00	10,560.00
9/30/2023	11	11-000-262-107-00-003	CAFE/PLAY AIDES O/T	Adjustment	1,001.00	40.00	1,101.00
9/30/2023	11	11-000-270-107-00-001	ATTENDANTS SALARY	Adjustment	354,129.00	27,569.00	381,698.00
9/30/2023	11	11-000-270-107-00-001-001	ATTENDANTS-SPECIAL ED.	Adjustment	16,000.00	-2,133.00	13,867.00
9/30/2023	11	11-000-270-107-50-001	PREK ATTENDANTS	Adjustment	85,245.00	-15,428.00	69,817.00
9/30/2023	11	11-000-270-160-00-001	DRIVERS SALARY	Adjustment	904,002.00	-3,196.00	900,806.00
9/30/2023	11	11-000-270-160-00-001-003	TRANS. MECHANIC SALARY	Adjustment	138,925.04	1,462.00	140,387.04
9/30/2023	11	11-000-270-160-00-003-002	TRANS. MECHANIC O/T SAL	Adjustment	14,411.96	-1,462.00	12,949.96
9/30/2023	11	11-000-270-160-00-004	ESY DRIVERS	Adjustment	6,812.00	-6,812.00	.00
9/30/2023	11	11-105-100-101-00-003	PRESCH/KINDER TEACH EXTR	Adjustment	995.00	994.00	1,989.00
9/30/2023	11	11-110-100-101-75-002	KINDER SUB TEACH PLC	Adjustment	18,554.00	-994.00	17,560.00
9/30/2023	11	11-110-100-101-75-002	KINDER SUB TEACH PLC	Adjustment	17,560.00	-214.00	17,346.00
9/30/2023	11	11-110-100-101-75-002	KINDER SUB TEACH PLC	Adjustment	17,346.00	-30.00	17,316.00
9/30/2023	11	11-110-100-101-75-003	KINDER TEACH EXTRA PLC	Adjustment	.00	30.00	30.00
9/30/2023	11	11-110-100-106-50-002	PRESCHOOL SUB INDE OXY	Adjustment	.00	214.00	214.00
9/30/2023	11	11-120-100-101-00-003	1-5 TEACHERS EXTRA	Adjustment	117,866.00	-69.00	117,797.00
9/30/2023	11	11-120-100-101-00-003	1-5 TEACHERS EXTRA	Adjustment	117,797.00	-1,765.00	116,032.00
9/30/2023	11	11-120-100-101-60-003	GRADE 1-5 TEACH EXTR MCK	Adjustment	.00	69.00	69.00
9/30/2023	11	11-120-100-101-65-003	GRADE 1-5 TEACH EXTRA OA	Adjustment	.00	1,765.00	1,765.00
9/30/2023	11	11-204-100-101-70-004	ESY SLD/LLD INTER	Adjustment	30,000.00	-72.00	29,928.00
9/30/2023	11	11-204-100-106-70-003	BD ASSISTANT O/T INTER	Adjustment	200.00	37.00	237.00

**Stafford Township Board of Education
Account Maintenance Report
Appropriation Adjustments and Transfers for 2023-24 09/01/2023 - 09/30/2023**

[Adjustment] Tx: 18260 SEPTEMBER 30TH PAYROLL

9/30/2023	11	11-209-100-106-70-004	ESY BD AIDES INTER	Adjustment	2,500.00	-17.00	2,463.00
9/30/2023	11	11-212-100-101-70-004	ESY MD TEACHER INTER	Adjustment	3,753.82	-3,462.00	291.82
9/30/2023	11	11-212-100-106-60-001	MD ASSISTANT MCK	Adjustment	54,304.00	22,226.00	76,530.00
9/30/2023	11	11-212-100-106-60-002	MD SUB AIDES MCK	Adjustment	.00	72.00	72.00
9/30/2023	11	11-212-100-106-65-001	MD ASSISTANT OA	Adjustment	235,358.00	16,120.00	251,478.00
9/30/2023	11	11-213-100-106-70-001	RR ASSISTANT INTER	Adjustment	53,544.00	-22,226.00	31,318.00
9/30/2023	11	11-213-100-106-70-001	RR ASSISTANT INTER	Adjustment	31,318.00	-12,658.00	18,660.00
9/30/2023	11	11-216-100-101-50-002	PSD SUB TEACHER OXY	Adjustment	33,506.00	-90.00	33,416.00
9/30/2023	11	11-216-100-101-50-003	PSD TEACHER EXTRA	Adjustment	.00	90.00	90.00
9/30/2023	11	11-216-100-106-50-002	PSD SUB AIDE OXY	Adjustment	15,500.00	-843.00	14,657.00
9/30/2023	11	11-216-100-106-50-003	PSD TEACH ASSIST O/T	Adjustment	.00	843.00	843.00
					.00		
9/30/2023	61	61-990-100-100-00-001	EXTEND DAY TEACH AID SAL	Adjustment	301,916.00	-2,650.00	299,266.00
9/30/2023	61	61-990-100-100-00-001-001	EXTEND DAY SPECIAL AIDES	Adjustment	48,270.00	2,650.00	50,920.00
9/30/2023	61	61-990-320-100-00-001	EXTENDED DAY COOR SAL	Adjustment	999.00	-53.00	946.00
9/30/2023	61	61-990-320-100-00-002	EXTEND DAY SUB SEC SAL	Adjustment	.00	53.00	53.00
9/30/2023	61	61-992-330-100-00-001	STAC STAFF SALARY	Adjustment	131,928.05	407.00	132,335.05
9/30/2023	61	61-992-330-100-00-002	STAC STAFF SUB	Adjustment	5,111.25	-407.00	4,704.25
					.00		



Acceptance of Donations
November 2023

Donator	Amount	To Be Used For	Deposit in Account
PTO	\$1,122.26	Bicycle Rack @ Intermediate	11-190-100-610-70-100

km/11-13-2023

Attachments are subject to change without notice



**AGREEMENT
FOR THE PROVISION OF
EDUCATIONAL SERVICES**

This Agreement made for the 2023-2024 school year by and between: Stafford Schools ("District") and the Monmouth-Ocean Educational Services Commission, with offices at 900 Green Grove Road, Tinton Falls, New Jersey 07712 ("MOESC").

RECITALS:

The District requests the services of: **Child Study Team and/or Related Services as listed on the 2023-2024 MOESC Fee Schedule.**

AGREEMENT

In consideration of the mutual covenants herein contained, the District and MOESC agree as follows:

1. The attached standard terms and conditions are incorporated herein.
2. MOESC shall provide certified educational professionals to provide the services, as defined herein, during the time frame specified herein, at the facility/facilities of the District as the District shall specify, at a cost of the requested services per discipline as specified in the MOESC Fee Schedule. Please note: If requesting "Per Diem", any hours over 6.5 hours will be charged at the hourly rate per discipline.
3. Payment is due upon receipt based upon the District's monthly bill payment schedule.
4. The District recognizes that MOESC shall be utilizing independent contractors for these services and shall attempt, but is not obligated, to provide the same contractor for the duration of the request. Any change should be reported to the Director Special Services, no later than 48 hours before the change is made.



I. SUMMARY OF RESPONSIBILITIES

A. Responsibilities of the MOESC:

1. Provide properly certified educational professionals to perform the independent, advisory services specified in the Agreement, which shall be an independent contractor of MOESC.
2. Follow the direction of the District and its administration in the delivery of the contracted-for services.
3. Provide testing equipment and materials for Speech correction and Child Study Team services.
4. Provide liability insurance. The insurance certificate must name the DISTRICT, as an additionally insured. The minimum liability insurance limits should be \$1 million per occurrence and \$2 million aggregate.
5. Maintain feedback from requesting districts as to the services provided.
6. Abide by the District's daily schedule.

B. Responsibilities of District Board of Education to MOESC:

1. Provide access to appropriate, secure, safe and climate-controlled facility including janitorial services, and appropriate and timely removal of snow and ice from sidewalks, stairs and parking lots including the application of salt/sand.
2. Notify MOESC assigned staff member of facility closings no later than 6:00 a.m. on the day of closing or as soon as the decision is made.
3. Supervise, direct and administer the MOESC independent contractor so as to regulate MOESC's contribution to the District's educational program.
4. Facilitate any acceptable recommendations of the MOESC independent contractor into the educational program.
5. Make available a telephone within the facility for MOESC independent contractor calls in accordance with the District's existing practices.
6. Provide the MOESC office with the District's daily schedule and updates as necessary ten (10) days prior to revision.



7. Provide the appropriate educational program supervision of MOESC independent contractors.
8. Promptly report any and all MOESC independent contractor performance questions or problems to MOESC.
9. Provide only students appropriately registered in the District.
10. Agrees not to employ or contract with the independent educational professional assigned by MOESC to the District for any position within the District or assignment within the District for a period of eighteen (18) months from the date of the agreement for the provision of certified educational professionals between the District and the MOESC, unless the District purchases the MOESC's consent by paying the MOESC a fee in the amount of \$15,000 to defray the costs incurred by MOESC. MOESC expends considerable effort and time to find and then arrange for certified personnel to provide such services to the District and other school districts.

II. PROGRAM IMPLEMENTATION

The District shall provide a minimum of thirty (30) days' notice to MOESC for the implementation of a Program for a specific date. MOESC cannot guarantee the implementation of a Program upon less notice.

III. TERMINATION

This Agreement may be terminated without cause by the District or MOESC upon no less than thirty (30) days' notice.

IV. LEGAL

This Agreement contains the entire Agreement of the parties and no representations, inducements, promise or agreements, oral or otherwise, not embodied herein shall be of any force and effect and shall not be modified except by the written Agreement of the parties.

Any notice being given under this Agreement shall be duly and properly given and delivered by telefax directed to the Superintendent and by first-class mail and certified mail, return receipt requested, postage pre-paid to the Superintendent.

This Agreement supersedes any prior negotiations, discussions or communications between the parties.



Neither party may sell, assign, transfer or otherwise dispose of its obligations without the other party's prior written consent, which consent shall not be unreasonably withheld.

V. CLAIMS BY OR DISPUTES WITH THIRD PARTIES

In the event any claims or disputes arise in any way involving MOESC provided services with persons or entities not a party to this Agreement, then the District shall (1) notify MOESC immediately of learning of any such claim or dispute, and (2) cooperate with any MOESC decision or action to support or defend its services as the MOESC may determine in its sole discretion, including, but not limited to, attending, participating and joining in meetings, conferences, hearings and dispute resolution proceeding through the use of MOESC staff, attorneys or experts.

VI. ARBITRATION

Any controversy or claim arising out of or relating to this Agreement or its breach shall be confidentially resolved by arbitration in accordance with the then governing rules of the American Arbitration Association. The prevailing party shall be entitled to recover from the non-prevailing party as part of the arbitration award any costs and expenses, including attorney's fees and arbitration fees which the prevailing party incurred.

IN WITNESS WHEREOF, the parties have caused this AGREEMENT to be duly executed as of this ____ day of _____ 20__.

DISTRICT PRESIDENT BOARD OF EDUCATION

DISTRICT SECRETARY BOARD OF EDUCATION

Handwritten signature of Scott McCue in black ink.

Scott McCue
MOESC PRESIDENT BOARD OF EDUCATION

Handwritten signature of Christopher Mullins in black ink.

Christopher Mullins
MOESC SECRETARY BOARD OF EDUCATION



2023-2024 FEE SCHEDULE

Aide Placement Public Schools (APPS) - Paraprofessionals

Includes hiring, employing, evaluating, single health benefits (for Full Time), pension payments, payroll and W2 services.

Part Time / ESY	\$ 30 per hour
Full Time	\$ 48,900 per year

Child Study Team Services

Full Testing: Social Worker/Psychologist/LDTC, Report Only, No Meeting (1 to 75 Evals)	\$ 390 per evaluation (1 to 75)
Full Testing: Social Worker/Psychologist/LDTC, Report Only, No Meeting (76+ Evals)	\$ 670 per evaluation (76+)
Functional Behavioral Assessment	\$ 525 per assessment
Social Worker - per diem*	\$ 540 per day
Social Worker - per hour	\$ 87 per hour
Counseling Services - per diem*	\$ 600 per day
Counseling Services - per hour	\$ 97 per hour
Bilingual Full Testing: Social Worker/Psychologist/LDTC, Report Only, No Meeting	\$ 675 per evaluation
Bilingual Social Worker/Psychologist/LDTC - Services	\$ 155 per hour
Psychologist / LDTC - per diem*	\$ 600 per day
Psychologist / LDTC - per hour	\$ 97 per hour
Speech - Evaluations	\$ 390 per evaluation
Speech - Services - per diem*	\$ 835 per day
Speech - Services - per hour	\$ 135 per session/hour
Bilingual Speech - Evaluations	\$ 675 per evaluation
Bilingual Speech - Services	\$ 155 per session/hour
Occupational Therapy - Evaluations	\$ 390 per evaluation
Occupational Therapy - Services - per diem*	\$ 835 per day
Occupational Therapy - Services - per hour	\$ 135 per hour
Physical Therapy - Evaluations	\$ 390 per evaluation
Physical Therapy - Services - per diem*	\$ 835 per day
Physical Therapy - Services - per hour	\$ 135 per hour
Physical Therapy Assistant - Services - per diem* (must be supervised by a PT)	\$ 430 per day
Physical Therapy Assistant - Services - per hour (must be supervised by a PT)	\$ 70 per hour
Behaviorist - Board Certified Behavior Analyst (BCBA) - per diem*	\$ 955 per day
Behaviorist - Board Certified Behavior Analyst (BCBA) - per hour	\$ 155 per hour
Behaviorist - Registered Behavior Technician (RBT must be supervised by a BCBA)	\$ 80 per hour
Document Management in IEP Direct Software - New Student	\$ 50 per student
Document Management in IEP Direct Software - Existing Student	\$ 25 per student

* Per diem includes up to 6.5 hours per calendar day. If over 6.5 hours/day, then per diem + per hour charges will apply.



Monmouth-Ocean Educational Services Commission

900 Green Grove Road, Tinton Falls, NJ 07712 • 732-695-7800 • fax 732-493-4515 • www.moesc.org

2023-2024 FEE SCHEDULE

Contracted Business, Administrative & Technology Services

Business Office Services*

Business Administrator \$ 625 per day

Management / Assistant Business Administrator \$ 500 per day

Payroll \$ 50 per hour

Accounts Payable / Accounts Receivable \$ 45 per hour

Administrative Assistant \$ 40 per hour

On-Site & Substitute Administrative Services \$ 200 per day

Teacher Evaluations* - Pre-conference, Observation, Post-conference, Written Eval. \$ 150 per evaluation

Technology Services*

System & Network Administrators \$ 95 per hour

Level I Technician \$ 80 per hour

Level II Technician \$ 55 per hour

* Travel is not included in the rate(s), and will be billed to the District for both time and mileage

Electronics Recycling Services

Reimbursable Items (Free Pick-up with 50 functional, non-obsolete and unlocked units per pick-up location):

computers, laptops, servers, tablets & Chromebooks. Free Pick-up Items (with 50 Reimbursable Items per pick-up location): keyboards, mice, LCD monitors, printers, scanners, copiers, telefax machines, interactive whiteboards, associated computer components and parts, digital storage devices, networking devices, UPS equipment, LCD TVs, VCRs, DVD players, radios, stereos, video game consoles, projection devices, movie and slide projectors, cell phones, PDAs, MP3 players, iPods, Walkman music players, digital and analog telephones, calculators, adding machines, typewriters, cash registers, power cords and batteries associated with any of the above. Fees Apply for CRT monitors and CRT TVs. Non-Reimbursable Items: Any non-functional, obsolete, or locked units and/or the Free Pick-up Items listed above.

Reimbursement Items:

Computers \$3 per unit,

Laptops \$5 per unit,

Servers \$3 per unit,

Tablets \$6 per unit,

Chromebooks \$3 per unit.

(Free Pick-up with minimum 50 functional, non-obsolete, unlocked above items per pick-up location)

Home Instruction

MOESC Services \$ 75 per hour

Outside Agency Services - Administrative Fee 7%

IDEA and ESEA

Administrative Fee (from Allocations) - Based upon Expenditures Only 6%

Nonpublic Chapter 192/193

Administrative Fee (from Allocations) - Based upon State Approved Rates 6%

Nonpublic Chapter 226 Nursing

Administrative Fee (from Allocations) - Based upon State Approved Rates 6%

Nonpublic Security

Administrative Fee 7%

Nonpublic Technology

Administrative Fee (from Allocations) - NJ State Grant 5%

Nonpublic Textbooks

Administrative Fee 7%



Monmouth-Ocean Educational Services Commission

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2023-2024 FEE SCHEDULE

Nursing Services

Public School Certified Nurse	\$ 78 per hour
Registered Nurse	\$ 68 per hour
Licensed Practical Nurse	\$ 52 per hour
Intensive / 1:1 Student Nurse Services*, Registered Nurse (RN)	\$ 90 per hour
Intensive / 1:1 Student Nurse Services*, Licensed Practical Nurse (LPN)	\$ 80 per hour

* To include (but not be limited to): Oxygen Administration, Tracheotomy cleanings, seizure monitoring, diabetes management, medication administration, specialized treatments, school bus, etc. per doctor, 504, IEP, ISP, Health Plan or other guidance.

Professional Development

Virtual/On-Demand PD Courses and Webinars	\$ 50 per workshop/person
Virtual/On-Demand Courses and Webinars (District Membership up to 20 Participants)	\$ 900 per year
Personalized Webinar (Based upon District Needs, up to 25 attendees)	\$ 150 per hour
On-Site Certified Staff Training (Full day*, 1/2 day, or hourly)	TBD
- Pricing will be negotiated with the District, and based upon course length, content, number of attendees, etc.	
Para Professional Training - per day* (up to 15 attendees)	\$ 100 per person / day
Para Professional Training - per day* (16+ attendees)	\$ 80 per person / day

* Per diem includes up to 6.5 hours/day.

Real Estate

MAECOM School of Real Estate - NJ State Licensing Course (Textbook <u>not</u> Included)	\$ 395 per course
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Restraint Training

Certification Full-day = Approx 6 hrs <i>Minimum 5, Maximum 30 participants (Can be combined w/Re-Cert 1/2-day)</i>	5 - 9 Participants	\$ 178 per person
	10 - 14 Participants	\$ 128 per person
	15 - 19 Participants	\$ 102 per person
	20 - 25 Participants	\$ 82 per person
	26 - 30 Participants	\$ 66 per person
Re-Certification 1/2-day = Approx 3 hrs <i>Minimum 5, Maximum 30 participants (Can be combined w/Re-Cert 1/2-day)</i>	5 - 9 Participants	\$ 128 per person
	10 - 14 Participants	\$ 77 per person
	15 - 19 Participants	\$ 61 per person
	20 - 25 Participants	\$ 51 per person
	26 - 30 Participants	\$ 41 per person

Right To Know (RTK)

Training - On-Site	\$ 610 on-site/day
Training - Virtual	\$ 395 virtual/day
Training - Co-op (Minimum 5 District Attendees)	\$ 60 per person

School Security Officer Services

Unarmed	\$ 50 per hour
Armed	\$ 70 per hour



Monmouth-Ocean Educational Services Commission

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2023-2024 FEE SCHEDULE

Student Tuition Programs

Regional Achievement Academy (w/ or w/o an IEP) Grades 6-12	\$ 6,100 per month
<ul style="list-style-type: none"> • Individual Therapeutic, Group and Substance Abuse Counseling (included) • Vocational and Life Skills (included) • Wyman's Teen Outreach Program (included) • Community-Based and Adventure Education (included) 	
Summer Program - Regional Achievement Academy Grades 6-12	\$ 8,000 per program
Alternative Interim Program - (45 to 90 days only) Grades 6-12	\$ 385 per day
Drug or Alcohol Screening	\$ 100 per test
1:1 Aide - per Diem	\$ 275 per day

Title I, II, III, IV: Every Student Succeeds Act (ESSA) Services

Student Auxiliary, Administrative and Supervisory Services		
Title I, Part A - (Fee from Allocations) - Based upon State Approved Rates	5.0%	Administrative Fee
Title I, Part D - (Fee from Allocations) - Based upon State Approved Rates	5.0%	Administrative Fee
Title II, Part A - (Fee from Allocations) - Based upon State Approved Rates	5.0%	Administrative Fee
Title III - (Fee from Allocations) - Based upon State Approved Rates	2.0%	Administrative Fee
Title III, Immigrant - (Fee from Allocations) - Based upon State Approved Rates	2.0%	Administrative Fee
Title IV, Part A - (Fee from Allocations) - Based upon State Approved Rates	2.0%	Administrative Fee

Transportation Services

Contracted Routes	5.5%	Administrative Fee
Aide in Lieu Management	5.5%	Administrative Fee
NonPublic additional bidding/procurement (after 1st bid is not successful) (fee includes advertising, reconfiguring of route, staff time and resources)	\$ 50	per additional bid

Virtual School (New Jersey Virtual School™ www.njvs.org) Supervised by NJ Certified Teachers

Credit Recovery Course	\$ 350	per student*
Semester Course	\$ 350	per student*
Comprehensive Course	\$ 650	per student*
Comprehensive Course - Five (5) or more students per course	\$ 450	per student*
Advanced Placement - Comprehensive Course	\$ 800	per student*
Advanced Placement - Five (5) or more students per course	\$ 600	per student*
Personal Financial Literacy	\$ 225	per student*
Health - Credit Recovery	\$ 350	per student*
Health - Semester Course	\$ 650	per student*
Home School Core Content: Five (5) Comprehensive Courses	\$ 3,000	per student*
GED (General Educational Development) High School Diploma Course	\$ 450	per student*
Short-Term Instruction (minimum 2 weeks, school year only)	\$ 80	per wk/stud/course*
Summer School - Credit Recovery	\$ 300	per student*
Summer School - Semester Course	\$ 350	per student*
Summer School - Comprehensive Course	\$ 650	per student*
Drop Course Fee (Non-Refundable after the Drop Period ends)	\$ 100	per student/course**

* Required Texts/Materials are not included in the course cost(s). Some courses may require the purchase of additional materials. Please see www.njvs.org for specific course requirements.

** Refund requests must be submitted through help.njvs.org -> Submit a Request. A full refund may be granted if requested within one (1) day of enrollment (the Drop Period) with the NJVS. After the Drop Period, NJVS administration will determine refund eligibility (if any), however a \$100 Drop Course Fee is non-refundable.

CONTRACT FOR SCHOOL NURSING SERVICES

This AGREEMENT is made and entered into this 1st day of **July, 2023** by **Monmouth Ocean Educational Services Commission**, located at 900 Hope Road, Tinton Falls, New Jersey 07712 (hereinafter referred to **MOESC**) and the **Stafford Board of Education** (hereinafter referred to as **SCHOOL**).

RECITALS

A. **M-OESC** is engaged in the business of providing nursing services and **SCHOOL** has identified a need for a nurse to provide basic nursing care.

B. WHEREAS, it is the desire of both parties to make provision for on site/off site nursing services, in accordance with the terms of this Agreement.

THEREFORE, in consideration for the mutual covenants expressed herein, **M-OESC** and **SCHOOL** agree to the terms and conditions outlined herein:

I. RESPONSIBILITIES OF MOESC

A. Qualifications of Personnel

The Nurse supplied by **MOESC** shall be a Registered Nurse (RN)/Licensed Practical Nurse (LPN) who shall hold a current license, registration or certification to practice in the State of New Jersey and shall provide services pursuant to the applicable state laws.

B. Personnel Records Inspection

MOESC shall make available for inspection, upon the request of **SCHOOL**, the contractor file on its nurse who is providing on site services. The contents of such file will include:

1. Verification of current licensure or certification as applicable; and
2. Completed application/resume; and
3. A criminal record check, conducted upon approval, if required by state law; and

C. Service

MOESC shall provide a nurse to **SCHOOL** for (as needed) per week with the approval of **MOESC**. The Nurse will provide basic nursing services to **SCHOOL'S** students. **SCHOOL** acknowledges and understands that Nurse is a private sub-contractor, and substitution of nursing services can be arranged under this contract, provided sufficient notice is given by school and/or subcontractor nurse.

D. Place of Performance

M-OESC shall provide services Nursing Services/Substitute Nursing Services/Field Trip Nursing Services throughout the 2023-2024 school year.

E. Insurance

1. **Nursing Agency** shall maintain professional liability insurance and **Workers Compensation Insurance**.
2. **M-OESC** shall maintain general liability insurance for all acts of any contractor or employee.
3. **The School District must provide MOESC with a Certificate of Insurance naming MOESC as an additional insured providing \$5,000,000 in general liability limits and \$5,000,000 in auto liability limits.**

F. Payment of Contract

MOESC, as a contracting agency, shall remain responsible for the payment of sub-contractor invoices, reimbursement of any required expenses of sub-contractor, IRS and state reporting requirements.

G. Equal Opportunity Employment

MOESC agrees to comply with the New Jersey State requirements of N.J.S.A. 10:531 et seq., N.J.A.C. 17:27, and the Americans With Disabilities Act, where applicable, during the performance of this Agreement and will not discriminate against any employee or applicant for employment or contractor because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation or sex. **MOESC** will provide required reports as requested.

II. RESPONSIBILITIES OF SCHOOL

A. Payment for Services

SCHOOL shall compensate **MOESC** for services rendered pursuant to this Agreement. Section III hereunder shall govern billing terms and compensation.

B. Insurance

1. **SCHOOL** shall maintain at its sole expense valid policies of general liability insurance.
2. **SCHOOL** shall maintain, at its sole expense, Workers' Compensation Insurance for its employees.

C. Equipment and Supplies

SCHOOL shall supply **MOESC** Nurse with all necessary equipment, tools, materials and supplies necessary to perform services under this Agreement.

III. BILLING AND COMPENSATION

A. **SCHOOL** agrees to compensate **MOESC** at a rate of **\$78.00/hour for Public School Certified Nurse, \$68.00/hour for Registered Nurse (RN) services and \$52.00/hour for LPN (students being transported will be billed a minimum of two (2) hours per trip)**

B. **M-OESC** shall forward to **SCHOOL** an itemized bill on a monthly basis.

C. **SCHOOL** agrees that the fees paid to **M-OESC** as outlined in Section A will be automatically increased at each anniversary of the Agreement's effective date without any notice or formal amendment required under the Agreement. This does not prohibit **SCHOOL** or **M-OESC** from negotiating additional services or adjustments to Section A during each then current contract term.

D. **SCHOOL** agrees to pay submitted bills within thirty (30) days of receipt.

IV. ADDITIONAL TERMS

A. Term and Termination

This Agreement shall come into effect beginning on July 1, 2023 and shall remain in effect until June 30, 2024. This Agreement may be extended upon the written consent of each party outlining the terms and time for extension.

B. Governing Law

This Agreement shall be construed and governed in all respects according to the laws of the State of New Jersey.

C. Relationship to Parties

MOESC is an independent contractor. Nothing contained in this Agreement will be construed to create a partnership, joint venture, agency or employment relationship between the parties.

D. Assignment

This agreement may not be assigned by either party, in whole or in part.

E. Modification of Terms

No amendments or modifications to the terms of this Agreement shall be binding unless evidenced in writing and signed by an authorized representative of each party hereto.

F. Notices

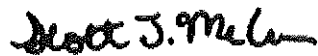
Any Notice given in connection with this Agreement shall be given in writing and shall be delivered either by hand or by certified mail, return receipt requested, to the other party, at the party's address stated below. Any party may change its address as stated herein by giving Notice of the change of address in accordance with this Paragraph.

G. Entire Agreement

This writing evidences the entire Agreement between **MOESC** and **SCHOOL**, there are no prior written or oral promises or representations incorporated herein. This Agreement may be executed in any number of Amendments or counter-parts, each which will be given full effect under this Agreement.

IN WITNESS WHEREOF, the parties have caused this AGREEMENT to be duly executed as of this ____ day of _____ 20__.

DISTRICT PRESIDENT BOARD OF EDUCATION
EDUCATION



Scott McCue
MOESC PRESIDENT BOARD OF EDUCATION
EDUCATION

DISTRICT SECRETARY BOARD OF



Christopher Mullins
MOESC SECRETARY BOARD OF

Attachments are subject to change without notice



PROPIO LANGUAGE SERVICES AGREEMENT

Propio LS, LLC, ("Propio") and "Client", identified below, agree that the terms and conditions shown below will apply to services provided by Propio.

Client:	Stafford Township School District
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TERMS OF SERVICE

1. TERM OF AGREEMENT.

Initial Term Length	3 years
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This Agreement will become effective upon the Initial Term Effective Date and will continue in effect for the duration of the initial term, outlined above. Upon the expiration of the initial term, this Agreement will automatically renew for one-year periods unless either party provides written cancellation notice to the other at least sixty (60) days prior to the expiration of the current contract. Upon receipt of a timely cancellation notice by either party, this agreement will terminate sixty (60) days from the date of notice.

2. FEES. During the Term of this Agreement, usage charges for Interpreter, Translator, or Language Services will be billed monthly at the rates set forth in Attachment B, Rate Sheet, incorporated herein by this reference. Document and website translation services and other content/language related services such as subtitling, closed captioning, voiceover, transcription, localization engineering, documents 508 Compliance, software development, and braille translation and/or printing, along with interpreting services such as simultaneous conference/event interpretation, CART, tactile or gesture sign language, or Certified Deaf Interpreter services will be scoped and bid upon request.

3. PAYMENT TERMS. Client agrees to pay all properly invoiced charges for Interpreting, Translation, or other Language Services within 30 days of the invoice date. Interest will accrue from the date on which payment is due at a rate equal to the lesser of 1.5% per month or the maximum rate permitted by applicable law. On occasion, not all end User Data associated with a call may be collected for multiple reasons, including the refusal or inability of the caller to provide the requested information. Missing End User Data will not be reason to deny payment of service to Propio for services that have been rendered. Invoices will be sent to the Client billing address shown in Attachment A, or to such other address as Client may specify by giving written notice to Propio. Client agrees to report any invoice disputes within 30 days of the invoiced date. Propio shall not be considered liable for any dispute reported after 30 days from invoiced date.

4. USE OF SERVICE. Client represents that Client will not use the Interpreter, Translator, or Language Services in any manner that may violate any applicable statute or government regulation. Client will indemnify, defend and hold Propio, its affiliates, and their respective successors harmless from any claim or action whatsoever arising from the use of Interpreter Services in any manner prohibited by this Section.

Client agrees that all translation orders approved by its staff are considered billable. Client shall be solely and fully responsible for charges resulting from approved translation orders either approved in Propio's online platforms or by email, whether or not such use is authorized. The Client agrees not to disclose translation platform access to other parties unless prior written approval from Propio is received.

5. UNAUTHORIZED USE OF SERVICE. Client agrees that all interpreting calls directed from its staff to Propio are authorized to receive billable interpreting services. Client shall be solely and fully responsible for charges resulting from interpreting calls directed to Propio from its staff, whether or not such use is authorized. The Client agrees not to disclose the phone number to other parties unless prior written approval from Propio is received.

6. REIMBURSEMENT: Client may on occasion request Propio staff to travel. Client and Propio must agree and approve the expenses to be reimbursed in full, prior to travel arrangements being made.

7. LIMITED WARRANTIES.

A. Propio will perform Interpreter, Translator, or Language Services in a professional manner. Except as otherwise set forth above, Propio makes no representation, warranty, or guarantee, express or implied, about Interpreter, Translator, or Language Services. Propio does not warrant the availability of interpreters or translators at all times, and Propio specifically disclaims any warranty or condition of merchantability or fitness for a particular purpose. Client recognizes that over-the-phone consecutive interpretations may not be entirely accurate in all cases. Propio may monitor or record calls for quality assurance.

8. LIMITATION OF LIABILITY.

A. For purposes of the exclusive remedy and limitations of liability set forth in this section, "Propio" shall be deemed to include Propio, its affiliates, and their respective successors, directors, officers, employees, agents, representatives, suppliers, interpreters, and translators (whether employees or independent contractors), and "damages" will refer collectively to all injury, damage, loss or expense incurred.

B. Except for obligations under section 3 (Payment Terms), and to the extent not prohibited by applicable law:



9. FORCE MAJEURE. A party is not liable under this Agreement for non-performance caused by events or conditions beyond that party's control if the party makes reasonable efforts to perform. This provision does not relieve either party of its obligation to make payments then owing.

10. CONFIDENTIALITY. Propio will not disclose any information derived from Client's communications, may use it only for purposes specifically contemplated in this Agreement, and will treat it with the same degree of care as it does its own confidential information, but with no less than reasonable care. These obligations do not apply to information, which is or becomes generally known to the public through no act or omission of Propio. If Propio, its agents or employees have been requested or are required (by oral questions, interrogatories, requests for information or documents, subpoena, civil investigative demand or similar process) to disclose any such communications or else stand liable for contempt or suffer other legal censure or penalty, then Propio, its agents or employees so compelled may disclose such information pursuant to that request or requirement without liability hereunder.

11. NON-SOLICITATION. Client agrees that for one year after termination, whether voluntary or involuntary, not to directly or indirectly, on its own or behalf of another individual or entity, a) solicit the employees of Propio or any of its subsidiaries or affiliates or other interfere with the employment relationship between Propio and its employees. b) Client also agrees not to solicit, induce or entice any agent, consultant, contractor, or interpreter/translator of Propio's, with whom the Client has access to during the course of this Agreement, to terminate or alter their relationship with Propio.

12. RECORDING POLICY. Propio is an electronic communications service provider, Propio LS, LLC, under 18 US Code § 2511 (2)(c)(d), records calls for quality monitoring purposes only. Recording access is controlled by a role-based security system and is granted only to authorized Propio personnel. Recordings are protected both while in-motion and at-rest using symmetrical AES256 encryption. Recordings are destroyed within 60 days of service.

Propio is required to maintain strict compliance with various state and federal laws including but not limited to Telephone Recordings Laws and HIPAA regulations, as such, strict privacy, security, and confidentiality policies govern the management, access and destruction of this data. Consequently, Propio does not provide call recordings to clients or any outside third party unless legally compelled to do so and is provided a court or administrative order, such as a subpoena.

13. NOTICES. All notices required or permitted to be given under this Agreement must be in writing and delivered in person or by means evidenced by a delivery receipt to the other party at the address shown in Attachment A and will be effective upon receipt.

14. ASSIGNMENT. Client may not assign or otherwise want to any of its rights or obligations under this Agreement without the prior written consent of Propio.

15. TERMINATION.

A. If (i) Client fails to pay any charge when due and the failure continues for seven (7) days after receipt by Client of written notice of the failure from Propio or (ii) Client fails to perform or observe any other material term or condition of this Agreement and the failure continues for thirty (30) days after receipt by Client of written notice of the failure from Propio, then in either case Client shall be in default and Propio may terminate this Agreement and exercise any available rights or remedies.

B. If Propio fails to perform or observe any material term or condition of this Agreement and the failure continues for thirty (30) days after receipt of written notice of the failure from Client, Propio shall be in default, and Client may terminate this Agreement and exercise any available rights or remedies.

16. ENTIRE AGREEMENT. This Agreement is the parties' entire agreement relating to its subject matter. It supersedes all prior or contemporaneous oral or written communications, proposals, conditions, representations, and warranties and prevails over any conflicting or additional terms of any quote, order, acknowledgment, or other communication between the parties relating to its subject matter during the term of this Agreement. No modification to this Agreement will be binding unless in writing and signed by an authorized representative of each party. If any provision, or part thereof, in this Agreement, is held to be invalid, void, or illegal, it shall be severed from this Agreement and shall not affect, impair, or invalidate any other provision or part thereof, and it shall be replaced by a provision which comes closest to the severed provision, or part thereof, in language and intent, without being invalid, void, or illegal.

17. SURVIVAL OF OBLIGATIONS. The obligations of the parties under this Agreement by which their nature should continue beyond the termination or expiration of this Agreement will remain in effect after termination or expiration.

18. NO THIRD-PARTY BENEFICIARIES. Neither this Agreement nor the provision of Interpreter Services shall be construed to create any duty or obligation on the part of Propio to any third parties, including, without limitation, any persons participating in or the subject of conversations for which Interpreter Services are provided. This Agreement does not provide any third party with any right, privilege, remedy, claim or cause of action against Propio, its affiliates, or their respective successors.

19. CHOICE OF LAW. Kansas law and controlling U.S. federal law will govern any action related to this Agreement. No choice of law rules of any jurisdiction will apply.

20. DEFINITIONS. Interpreter: a person who orally or using American Sign Language interprets from one language to another, Translator: a person who translates written text from one language into another, End User Data: data unique to the client organization, their employees, or



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Attachments are subject to change without notice

Stafford Township School District		Propio LS, LLC	
Accepted by:	Signature	Accepted by:	Signature
Type or Print Name		Type or Print Name	
Title		Title	
Date		Date	



Attachment A
RATE SHEET

Interpreting Services:

On-Demand Phone Interpretation	Price	Unit
Language		
Spanish	0.65	Per minute
Non-Spanish*	0.85	Per minute
LEP Direct Dial (Elective Options by Account)		
Spoken Languages		
On-Demand Video Interpretation		
Spanish	1.10	Per minute (in addition to stated standard rate)
Non-Spanish*		
American Sign Language (ASL)		
Spanish	0.95	Per minute
Non-Spanish*	0.95	Per minute
American Sign Language (ASL)	1.89	Per minute

1.ON-DEMAND OVER-THE-PHONE INTERPRETATION

a.Proprio provides remote on-demand interpreting services in hundreds of languages as outlined on the Language Availability List*.

b.Connect time is considered to begin from the instant the language and client account number is identified and ends at the time an interpreter accepts the call effectively beginning the service request. Proprio connects participants with a first in queue process.

c.Connect times may vary significantly depending on the language and the availability of contracted interpreters at the time of call.

d.Each call placed internationally will incur an additional charge.

2.SCHEDULED OVER-THE-PHONE INTERPRETATION

a.Clients may schedule phone appointments with interpreters in specific languages. The designated minimum for scheduled phone services are 30 minutes, requested duration, or physical worked time--whichever is greater. Billing is based on the established minimum, requested duration or physical time worked whichever greater.

b.Service requests should be placed a minimum of 24 hours in advance.

c.Services not cancelled 24 hours in advance of the scheduled start time, will result in the designated minimum being charged.

3.ON-DEMAND VIDEO INTERPRETATION

a.On-demand video interpretation is performed on the Proprio One platform.

b.Connect time is considered to begin from the instant the language and client account number is identified to the time an interpreter accepts the call to begin the service request. Proprio connects participants on a first in queue process.

c.Connect times may vary significantly depending on the language and the availability of contracted interpreters at the time of call.

4.ONSITE/IN-PERSON CONSECUTIVE SERVICES

a.Onsite/In-Person services are billed on a monthly basis. Billing for spoken language services are based on the designated minimum (2 hours) or time worked, whichever is greater. The designated minimum for American Sign Language is the requested duration, established minimums (2 hours) or time worked, whichever is greater. Services performed in excess of the defined minimum will be billed in 15-minute increments thereafter.

b.Scheduled business hours are 8:00 a.m. – 5:00 p.m. CST, Monday through Friday. Premiums are charged, in addition to the standard rate, for request that are outside scheduled business hours, on federal holidays or for spoken language requests placed less than 24 hours in advance and ASL requests not placed 48 hours in advance of the requested start time.

c.Services for spoken languages not cancelled with 24 hours' minimum cancellation notice will result in the designed minimum being charged. For American Sign Language (ASL), a minimum cancellation notice of 48 hours is required.

d.Mileage is billed at the current IRS rate and parking is reimbursed at cost, if applicable. All other expense requires prior client approval.



Written Document Translation Services:

Written Document Translation		
English (United States)	Spanish	\$0.13
English (United States)	Arabic	\$0.15
English (United States)	German	\$0.25
English (United States)	Persian (Iran)	\$0.19
English (United States)	French (Canada)	\$0.26
English (United States)	French (France)	\$0.25
English (United States)	Hindi	\$0.15
English (United States)	Hmong	\$0.22
English (United States)	Haitian (Creole)	\$0.27
English (United States)	Italian	\$0.20
English (United States)	Japanese	\$0.26
English (United States)	Karen	\$0.27
English (United States)	Korean	\$0.19
English (United States)	Nepali	\$0.21
English (United States)	Polish	\$0.18
English (United States)	Portuguese (Brazil)	\$0.15
English (United States)	Portuguese (Portugal)	\$0.17
English (United States)	Russian	\$0.16
English (United States)	Somali	\$0.22
English (United States)	Swahili	\$0.21
English (United States)	Tagalog	\$0.24
English (United States)	Ukrainian	\$0.17
English (United States)	Vietnamese	\$0.15
English (United States)	Chinese (Simplified)	\$0.16
English (United States)	Chinese (Traditional, Taiwan)	\$0.18
English (United States)	All Other Languages	Quoted by Project
Minimum Project Fee		\$75.00
Desktop Publishing/Formatting		\$51.00
Rush Processing		15%
Translation Into English		15%
508 PDF Remediation		\$3.75
Translation Memory Discounts (TMM)		
Exact Match & Repetitions		70%
Fuzzy Match Discounts		60%
		50%
		30%

6.WRITTEN TRANSLATION SERVICES

Client agrees standard turnaround time for translation projects with fewer than 6,000 words is three (3) to five (5) business days from project approval, based on the size and complexity of the project. A dedicated Project Manager will communicate the expected delivery date for each project as part of the cost estimate or quote. Rush processing fees require written approval in advance.

Client shall have a thirty (30) day inspection period following the delivery of completed work to report any issues or concerns. Client acknowledges that translation sometimes involves preferential choices where more than one word or phrase might be used to say the same thing (e.g., “large” and “big”). Propio will correct errors or omissions reported during the inspection period at no cost to Client and will make preferential changes at Client’s expense and Propio’s discretion. A separate invoice will be issued for any preferential changes upon the completion of those changes. Changes requested after the inspection period shall be considered a new project and are subject to a new project quote.

Client agrees to use Propio’s secure online portal, Vu, for receiving Translation Services—including, but not limited to, uploading source/native documents, receiving and approving quotes, communication regarding projects, and receiving completed projects.

Propio agrees to provide training regarding the use of Vu and will assign a dedicated translation Project Manager to Client to manage Client’s translation projects and to assist clients, as needed.



7.DOCUMENT TRANSLATION BILLING

Translation Services are invoiced upon delivery of the completed work to the Client. Invoices are delivered via email in .pdf format and contain the following information: invoice date, invoice number, "bill to" address, person/department who ordered the service, PO number (if applicable), description of services rendered, quantity, rate, and total amount due. For translation of documents, the "quantity" is set to "1" for each document translated and the "rate" displays the total amount due for that document, based on the approved price quotation. Detailed information regarding per word fees and translation memory discounts applied is available within the project quotation. For hourly services, such as desktop publishing or layout work, the "quantity" will be the number of hours billed and the "rate" will display the hourly rate. For per item fees, such as translation certification, the quantity will be set based on the number of items received. Terms are Net 30 from invoice date.

a. For projects quoted at \$30,000.00 USD or more, Propio requires a 50% down payment prior to the commencement of work. The remaining balance shall be invoiced upon delivery of the completed work to the client.

b. Advance payments, periodic payments, and/or other unique terms and conditions may be included for some projects, based on size of project, length of project, and other factors. Such requirements, if any, will be stated in the project quote. Acceptance of the project quote shall be deemed acceptance of these terms and conditions as a supplement to the terms and conditions of this Agreement.

c. Client reserves the right to cancel a project at any time prior to completion. To cancel a project, Client must contact the Propio Project Manager assigned to the project using the Vu messaging system or email. Cancellation shall be considered received upon written confirmation by the Project Manager or four (4) business hours after the cancellation notice is sent, whichever occurs first. When a project is cancelled prior to completion, Client shall be responsible to pay for work completed prior to cancellation. In the unusual circumstance where Propio was required to incur expenses applicable to the entire project prior to cancellation and cannot recover unused funds from the vendor at issue, Client shall be responsible for the entire expense paid.

d. The client agrees that performing an internal review does not affect the invoicing process. The project is considered delivered once Propio makes translated documents available in Vu and notifies the requester.

e. Past due invoice(s) may result in Client's account being placed on credit hold and services discontinued until the account is brought back to current status.

Other services can be scoped and bid upon request.

Attachment B
BUSINESS ASSOCIATES AGREEMENT

THIS BUSINESS ASSOCIATE AGREEMENT (this "Agreement") is made as of the date set forth below, by and between "Covered Entity" and Propio, LS, LLC ("Business Associate"), each individually a "Party" and together the "Parties."

Covered Entity	Stafford Township School District
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A. Purpose. The purpose of this Agreement is to comply with the Business Associate requirements of the Health Insurance Portability and Accountability Act of 1996 ("HIPAA") and implementing regulations, 45 C.F.R. parts 142 and 160-164, as may be amended, including the Privacy Rule, the Security Rule and the Breach Notification Rule (together, the "Rules"). Unless otherwise defined in this Agreement, capitalized terms have the meanings given in the above-referenced HIPAA statute and regulations.

B. Relationship. Covered Entity is a Covered Entity, as defined in the Rules. Covered Entity and Business Associate have entered into a relationship in which Business Associate may receive, use, obtain, access or create Protected Health Information ("PHI") from or on behalf of Covered Entity in the course of providing language services (the "Services") for Covered Entity. As provided in the Rules, PHI shall include, when applicable, Electronic Protected Health Information ("E PHI"). Business Associate acknowledges that it has direct compliance obligations under the Rules, and is bound to comply with all requirements of the Rules made applicable to business associates pursuant to the Health Information Technology for Economic and Clinical Health Act ("HITECH Act"), Pub. L. No. 111-5, Title XIII. Accordingly, in consideration of the receipt of good and valuable consideration, the receipt, adequacy and sufficiency of which are acknowledged, the Parties agree as follows:

1. Permitted Uses and Disclosures. Business Associate may use and/or disclose PHI only as permitted or required by this Agreement or as otherwise Required by Law. Business Associate may disclose PHI to, and permit the use of PHI by, its employees, contractors, agents, or other representatives only to the extent directly related to and necessary for the performance of the Services. Disclosure of PHI to and use of PHI by subcontractors and agents is also subject to Section 5 below. When requesting PHI from Covered Entity, Business Associate will request the minimum PHI necessary to perform the Services. Business Associate will not use or disclose PHI in a manner (i) inconsistent with Covered Entity's obligations or Business Associate's obligations under the Rules, or (ii) that would violate the Rules if disclosed or used in such a manner by Covered Entity. Notwithstanding the foregoing, Business Associate may use or disclose PHI as provided in Section 7 below.

2. Covered Entity's Obligations Under the Privacy Rule. To the extent that Business Associate is to carry out one or more of the Covered Entity's obligations under the Privacy Rule, Business Associate agrees to comply with the requirements of the Privacy Rule that apply to the Covered Entity in the performance of such obligations.

3. Safeguards for the Protection of PHI. Business Associate will implement and maintain commercially appropriate security safeguards to ensure that PHI obtained from or on behalf of Covered Entity is not used or disclosed by Business Associate in violation of this Agreement and otherwise comply with the Security Rule with respect to E PHI, as applicable. Such safeguards shall be designed to protect the confidentiality and integrity of such PHI obtained, accessed or created from or on behalf of Covered Entity. Security measures maintained by Business Associate shall include administrative, physical, and technical security safeguards as necessary to protect such PHI, including such safeguards that reasonably and appropriately protect the confidentiality, integrity, and availability of all E PHI that it creates, receives, maintains, or transmits on behalf of Covered Entity, all in accordance with the Rules.

4. Reporting and Mitigating the Effect of Unauthorized Uses and Disclosures.

4.1 If Business Associate has knowledge of any use or disclosure of PHI not provided for by this Agreement or of any security incident, then Business Associate will notify Covered Entity within three (3) business days in accordance with Section 11.4 below, or as shall hereafter be specified by written notice from the Covered Entity. Any such notice shall be deemed given when so delivered to or received at the proper address. Business Associate will establish and implement procedures and other reasonable mitigation efforts for mitigating, to the greatest extent possible, any harmful effects arising from any improper use and/or disclosure of PHI.

4.2 Business Associate will comply with Section 13402 of the HITECH Act and implementing regulations, 45 CFR Part 164, Subpart D, as may be amended. Business Associate shall report to Covered Entity any potential Breach of Unsecured PHI, as defined in the Breach Notification Rule, within three (3) business days of discovery, and shall provide all information regarding such potential Breach necessary to effect Covered Entity's notification obligations under the Breach Notification Rule; provided, however, that if Business Associate is also an agent of Covered Entity then Business Associate shall report to Covered Entity any incident that may give rise to a reportable breach within one (1) business day of discovery of such incident.

5. Subcontractors and Agents - Use and Disclosure of PHI. Business Associate will require any subcontractor or agent that is authorized to receive, use, or have access to PHI obtained from or created by Business Associate on behalf of the Covered Entity, to execute a business associate agreement with terms at least as restrictive as such restrictions, conditions and requirements regarding the use and/or disclosure of PHI and safeguarding of PHI that apply to Business Associate under this Agreement.

6. Individual Rights. Under the Privacy Rule, the Individual whose PHI is used or maintained has specific rights regarding the PHI.

6.3 Right to Accounting of Disclosures. Business Associate agrees to document such disclosures of PHI as would be required for Covered Entity to respond to a request by an individual for an accounting of disclosures of PHI in accordance with 45 C.F.R. § 164.528 and to forward a copy of such documentation of each such disclosure to Covered Entity no later than ten (10) business days following Covered Entity's request for such documentation. Business Associate agrees to provide to Covered Entity or an individual, in the reasonable time and manner designated by Covered Entity, such further information as may be reasonably requested by Covered Entity in order to permit Covered Entity to respond to a request by an individual for an accounting of disclosures of PHI in accordance with 45 C.F.R. § 164.528. To the extent Business Associate makes any disclosures on behalf of Covered Entity through an electronic health record as defined in Section 13400 of the HITECH Act, Business Associate agrees to document all such disclosures of PHI as required under the HITECH Act and any implementing regulations, and to provide an accounting of disclosures directly to an individual upon request by such individual. Business Associate's obligation to document disclosures made through an electronic health record and provide an accounting of such disclosures directly to individuals upon request shall be effective as of the date by which business associates are required to comply with Section 13403(c) of the HITECH Act or such later date specified by the Secretary of HHS.

7. Use and Disclosure for Business Associate's Purposes.

7.1 Use. Except as otherwise limited in this Agreement, Business Associate may use PHI for the proper management and administration of Business Associate or to carry out the legal responsibilities of Business Associate.

7.2 Disclosure. Business Associate may disclose PHI for the proper management and administration of Business Associate, or to carry out the legal responsibilities of Business Associate, provided the disclosures are required by law, or Business Associate obtains reasonable assurances from the person to whom the PHI is disclosed that it will remain confidential and be used or further disclosed only as required by law or for the purpose for which it was disclosed to the person, and the person notifies Business Associate of any instances of which it is aware in which the confidentiality of the PHI has been breached.

8. Access to Records. Business Associate will maintain its internal practices, books, records, and policies and procedures relating to the use and disclosure of PHI received from, or created or received by Business Associate on behalf of, Covered Entity, available to HHS, the Office for Civil Rights ("OCR"), or their agents for purposes of monitoring compliance with HIPAA and the HITECH Act.

9. Term and Termination.

9.1 Term. This Agreement will become effective on the Effective Date. Unless terminated sooner pursuant to this Section 9, this Agreement shall remain in effect for the duration of all Services provided by Business Associate and for so long as Business Associate shall remain in possession of any PHI received from, or created or received by Business Associate on behalf of Covered Entity, unless Covered Entity has agreed in accordance with Section 9.3 that it is infeasible to return or destroy all PHI.

9.2 Termination by Covered Entity for Cause. Upon Covered Entity's knowledge of a material breach of this Agreement by Business Associate with respect to the Privacy Rule, Covered Entity shall provide Business Associate an opportunity to cure the breach or end the violation. Covered Entity may terminate this Agreement if Business Associate does not cure the breach or end the violation within the time period specified by Covered Entity. Covered Entity may immediately terminate this Agreement if Business Associate has breached a material term of this Agreement with respect to the Privacy Rule and cure is not possible. If Covered Entity determines that Business Associate has violated a material term of the Agreement with respect to the Security Rule, Covered Entity may immediately terminate this Agreement without providing Business Associate an opportunity to cure the breach.

9.3 Effect of Termination. Upon termination of this Agreement, Business Associate will recover any PHI relating to the Agreement in the possession of its subcontractors or agents. Business Associate will return to Covered Entity or destroy all such PHI plus all other PHI relating to the Agreement in its possession, and will retain no copies, if Business Associate believes that it is not feasible to recover, return or destroy the PHI as described above, Business Associate shall notify Covered Entity in writing. The notification shall include: (i) a statement that Business Associate has determined that it is infeasible to recover, return or destroy the PHI in its possession or in the possession of its subcontractors or agents, and (ii) the specific reasons for such determination. If Covered Entity agrees in its sole discretion that Business Associate cannot feasibly recover, return or destroy the PHI, Business Associate will ensure that any and all protections, requirements and restrictions contained in this Agreement will be extended to any PHI retained after the termination of the Agreement, and that any further uses and/or disclosures will be limited to the purposes that make the return or destruction of the PHI infeasible.

10. Indemnification. Except to the extent that this provision would have the effect of reducing or eliminating any insurance coverage that otherwise would be available to pay damages suffered by Covered Entity, Business Associate agrees to hold harmless and indemnify Covered Entity, and its officers, directors, employees and agents, from and against any loss, suit, claim, action, damage, obligation, demand, liability, penalty, fine, judgment, verdict, settlement, cost or expense (including without limitation reasonable attorneys' and other consultants' fees and court costs) arising out of or relating to any material breach of this Business Associate Agreement by Business Associate.

...



11.4 Notices. Any notice to be given under this Agreement to a Party shall be made via commercial courier or hand delivery to such Party at its address given below. Any such notice shall be deemed given when so delivered to or received at the proper address.

If to Covered Entity, to:

Propio LS, LLC
10801 Mastin St, Suite 580
Overland Park, KS 66210

If to Business Associate, to:

ATTN: Compliance Officer
compliance@propio-LS.com

11.5 Venue. Any action or proceeding seeking to enforce any provision, or based on any right arising out of, this Agreement, shall be brought against any of the Parties in the courts of the State of Kansas, County of Johnson and each of the Parties consents to the jurisdiction of such courts (and of the appropriate appellate courts) in any such action or proceeding and waives any objection to venue therein. Process in any action or proceeding referred to in the preceding sentence may be served on any Party anywhere.

12. Compliance with HIPAA and the HITECH Act. Any ambiguity in this Agreement shall be resolved in favor of a meaning that permits the Parties to comply with HIPAA, the Rules, and the HITECH Act. To the extent HIPAA, the Rules, and the HITECH Act are revised, this Agreement shall be deemed automatically amended to the extent necessary to comply with such revisions, upon notice to Business Associate from the Covered Entity.

13. Independent Contractors. Except if otherwise agreed to in writing in a separate agreement between Business Associate and Covered Entity for services that give rise to this Agreement, the relationship between Business Associate and Covered Entity is an independent contractor relationship. None of the provisions of this Agreement shall be construed to create an agency, partnership, employer/employee, master/servant or joint venture relationship between the parties.

IN WITNESS WHEREOF, each of the Parties has caused this Agreement to be executed in its name and on its behalf as of the first date upon which Services were or are provided by Business Associate on behalf of Covered Entity (the "Effective Date").

Accepted by:

Signature

Accepted by:

Signature

Propio LS, LLC

Type or Print Name

Type or Print Name

Title

Title

Date

Date

**Stafford Township School District
Office of Instructional Services
Manahawkin, NJ 08050
Professional Development Requests
For Approval at: 11/12/2023
Board of Education Meeting**

Date of Workshop	Provider, Location (Description/"Title")	Attendance is Mandatory (M), Optional (O), ETTC Hours (E)	Attendee	If Annual Event: total Attendance and Cost for Previous Year	Total Cost for Each Date, Each Attendee
10/31/2023. 11/7/23, 1/15/24, 2/19/24	MSU, online workshops for Pyramid Model Module for PICS/PIRS,	M	Nicole Cattelona	\$0	\$0
12/12/23	NJ Dept of Agriculture, USDA Foods Conference, NJ Convention Center, Edison, NJ	O	Louides LaGuardia	\$0	\$76.74 (Travel expense)
5/14/2024	NJASBO Admin Assistant workshop	O	Kathleen Martin	\$0	\$167.60 \$125 + \$42.30 (travel expense)
10/5/23, 11/29/23, 1/1/24	NJPSA/FEA Leadership Academy, virtual	M	Hope Zaun	\$0	\$0
10/25/23	NJPSA/FEA new Resident Orientation L2L, Virtual	M	Hope Zaun	\$0	\$0
10/17/2023	NJDOE, @023-2024 Regional Preschool Administrator Meeting	M	William Wilkinson	\$0	\$23.76 (travel expenses)
5/14/2024	NJASBO, Payroll Administrator's Program	O	Carolyn Timpanaro	\$0	\$167.30 \$125.00 + \$42.30 (travel expense)

The Superintendent has reviewed all documentation for compliance with NJAC 6A:23A-7.5 and said documentation is available upon request. *bp*

**Stafford Township School District
Office of Instructional Services
Manahawkin, NJ 08050
Professional Development Requests
For Approval at: 11/12/2023
Board of Education Meeting**

Date of Workshop	Provider, Location (Description/"Title")	Attendance is Mandatory (M), Optional (O), ETTC Hours (E)	Attendee	Annual Event: total Attendance and Cost for Previous Year	Total Cost for Each Date, Each Attendee
10/27/23. 12/15/23, 1/12/24, 2/23/24, 4/17/24, 5/17/24, 5/22/24, 6/7/24	Ocean County Math League Monthly Organization Meetings	O	Mark Dillon	\$0	\$30.00 (travel expense)
10/12/2023, 2/3/24	Ocean County CIACC Partnership, Ocean County Resources, Lakehurst and online	O	Melissa Rybczynski Kelsey Molzon Kelsey Schmidt Heather Colucci	\$0	\$120.00 (\$30.00 travel expense)
11/16/2023	SDA Grant Process & NJQSAC Checklist 7.6 Code & Regulation, NJASBO, Mt. Laurel.	O	Lourdes LaGuardia	\$0	\$167.30 \$125+42.30 (mileage)
12/1/2023	The 38 th Annual International Dyslexia Association Fall Conference, "Beyond Decoding: Confronting Comprehension Head On", Doubletree by Hilton Somerset Hotel & Conference Center	O	Elizabeth Bradley	\$0	\$225.93 (Using ESSA Funds)
10/19/2023, 10/26, 11/9/23, 11/13/23	School Safety Specialist Academy, Bergen County Police and Fire Academy, Mahwah, NJ	M	Richard Meyer	\$0	\$908.80 (travel expenses)

The Superintendent has reviewed all documentation for compliance with NJAC 6A:23A-7.5 and said documentation is available upon request. *bp*

**Stafford Township School District
Office of Instructional Services
Manahawkin, NJ 08050**

**Professional Development Requests
For Approval at: 11/12/2023
Board of Education Meeting**

Date of Workshop	Provider, Location (Description/"Title")	Attendance is Mandatory (M), Optional (O), ETTC Hours (E)	Attendee	If Annual Event: total Attendance and Cost for Previous Year	Total Cost for Each Date, Each Attendee
11/16/2023	Strategies to De-escalate Conflict and Respond effectively to Disruptive Student Behavior, SRI & ETTC , Galloway	O	Jamie Weber	\$0	Using ETTC hours \$20.00 (travel expense)
11/4/2023 and other dates TBD	Classroom visits, Pre-K, Out of District meetings, Hopkins Building, Burlington and Barnegat PreK. Other locations TBD	O	William Wilkinson, Lourdes LaGuardia, Erin Pelusio, Jocelyn Brown, Amanda Bosta, Karen Wilson, Alexandria Georgieff	\$0	\$55.00 (travel expenses)
Self Pacing Program	Legal One Affirmative Action Officer Online Certificate Program	M	Lourdes LaGuardia Kristin Ducker	\$0	\$1,000.00 \$500 each

Attachments are subject to change without notice

To approve the following substitutes for the 2023-2024 school year:

- a. +Tanya Romanow = Secretary
- b. +Marie Gautier = Teacher Aide
- c. +Lenina Traut = Bus Attendant
- d. Timothy Garrigan = Custodian
- e. William Sweeney = Custodian
- f. Patricia Laden-Pruden = Teacher Aide, CPA
- g. Maria Calvi = County Certified Teacher, Teacher Aide
- h. +Ali Giberson = County Certified Teacher
- i. Glenn Steele = Bus Driver (Pending S Endorsement)
- j. +James Kelley = Bus Aide
- k. Courtney Krauchick = LPN Nurse
- l. Stacie Lenz = LPN Nurse
- m. Michael Shannon = Custodian
- n. John Lyons = Bus Driver
- o. Donna Yatauro= Bus Attendant

>Indicates rehire

*Indicates upgrade

+Indicates an additional position

#TA w/certification

Revised 11.1.2023

Attachments are subject to change without notice

[illegible]

10/9/2023

Stafford Township School District
PERSONNEL CHANGE OF ASSIGNMENTS 2023-2024 SCHOOL YEAR
November 13, 2023

| |

Attachments are subject to change without notice

Stafford Township School District
PERSONNEL TRANSFER OF ASSIGNMENTS 2023-2024 SCHOOL YEAR
November 13, 2023

	Last Name	First Name	Beginning Date	Ending Date	Current Assignment/Location	New Assignment/Location
1	Delli Sante	Ann	10/16/2023	6/30/2024	PT Hourly Teacher Aide MD Class - Ocean Acres	PT Teacher Aide - Kindergarten- PLC
2	Ashton	Donna	11/15/2023	6/30/2024	Non-Afiliated Secretary - Central Office	Non-Afiliated Secretary - Transportation

10/12/2023

Attachments are subject to change without notice

**Stafford Township School District
Student Teaching/Fieldwork Placement
November 13, 2023**

	Last Name	First Name	School	Beginning Date	Ending Date	Cooperating Teacher/Location	Type of Placement
1	Louis	Neveen	Grand Canyon Univ	1/2024	4/2024	A Segalla & M Ross/PLC	Fieldwork
2	Manning	Nicole	Stockton	1/2/24	4/2024	K Kievet/OA	Student Teaching
3	LeVance	Kaitlyn	Stockton	1/16/24	5/2024	R Stivala/McK	Fieldwork
4	May	Tommy	Stockton	1/16/2024	5/1/2024	D Breslow/Int	Fieldwork
5	Cioffi	Emily	Stockton	1/24/2024	3/6/2024	S Dohn/McK	Fieldwork
6	Klion	Emily	Stockton	1/24/2024	3/6/2024	T Hollenback/Oxy	Fieldwork
7	Lopez	Bethannie	Stockton	1/24/2024	3/6/2024	T Bruther/OA	Fieldwork
8	Colacci	Haley	Fairleigh Dickerson	1/2/2024	5/3/2024	A Prestera/OA	Fieldwork

Revised 10.20.23

Attachments are subject to change without notice

**Stafford Township School District
2023-2024 School Behavioral Threat Assessment Teams
November 13, 2023**

Intermediate

1. Hope Zaun
2. Kristin Ducker
3. Melissa Rybczynski
4. Kelsey Molzon
5. Thomas Costello
6. Shannon Farrell
7. Elizabeth Newman
8. Daniel DiPasquale
9. Richard Meyer
10. TBD – Safety Officer
11. STPD: M. Lawrence

McKinley

12. Tiffany Eberle
13. Richard Meyer
14. Stephanie Szczepan
15. Mary Francis Smolens
16. Kristin Cheeseman
17. Megan Beauchemin
18. Heather Colucci
19. Richard Meyer
20. TBD – Safety Officer

Ocean Acres

21. Susan D'Alessandro
22. Scott Entrikin
23. Shannon Pandolfo
24. Jennifer Lowe
25. TBD -Safety Officer
26. STPD: M. Lawrence
27. Shannon Pirone
28. Richard Meyer

Primary Learning Center

29. Dawn Reo
30. Carmel LaRosa
31. Janet Corbett
32. Kelsey Schmidt
33. Stacey Suydam
34. Richard Meyer
35. TBD - Safety Officer

**Stafford Township School District
2023-2024 School Behavioral Threat Assessment Teams
November 13, 2023**

Oxycocus

- 36. William Wilkinson
- 37. Sean Reilly
- 38. TBD – Social Worker
- 39. Lorryn Calicchio
- 40. Danielle Garris
- 41. Richard Meyer
- 42. TBD - Safety Officer

Attachments are subject to change without notice

Student Services

TITLE: (Stafford) BEHAVIOR TECHNICIAN

NJ ASSIGNMENT(S): As Appropriate to Duties

QUALIFICATIONS:

1. Bachelor or Associate's Degree in a behavioral health or related field
2. Additional certification may be required
3. Relevant experience preferred
4. Compassionate and empathetic
5. Strong Interpersonal skills
6. Develop and maintain relationships with students, teachers and administrators
7. Maintains discretion
8. Excellent written and verbal and communication skills
9. Required criminal history check and proof of U.S. citizenship or legal resident alien status

REPORTS TO: Director of Special Services or Designee

JOB GOAL: Responsible for assisting Director of Special Services or Designee to implement behavior reduction and behavior plans.

PERFORMANCE RESPONSIBILITIES:

1. Provide direct care to students in a school setting to implement skill acquisition and behavior reduction treatments as directed by the Director of Special Services or Designee.
2. Assist teachers/students with day to day activities.
3. Monitor, collect and record data on student behavior and their progress, and communicate to staff.
4. Collaborate, communicate and assist with training of students, parents and staff.
5. Provide a safe and supportive environment for students.
6. Maintain discretion and strict confidentiality.
7. Attend training to acquire further knowledge.
8. Demonstrate how to implement specific behavioral interventions (CPI-Crisis Prevention Intervention), strategies and techniques.
9. Provide CPI in the classroom as necessary to assist staff with disruptive behaviors.
10. Performs all other tasks and assumes such other duties as designated by the Director of Special Services or designee.

TERMS OF EMPLOYMENT: Work year and salary as per STEA negotiated agreement.

EVALUATION: Performance of this job will be evaluated in accordance with state law and provisions of the board's policy on evaluation of support staff.

DATE ADOPTED: 11/13/2023

REVISED:

Central Office Administration

TITLE: HUMAN RESOURCES COORDINATOR

QUALIFICATIONS:

1. High School diploma or GED.
2. A minimum of one year experience in human resources or personnel.
3. Strong typing and computer skills including knowledge of Genesis, spreadsheets, word processing, internet and email.
4. Strong verbal and written communication skills and solid project management skills.
5. Exceptional customer service orientation, including maintaining confidential information.
6. Required criminal history check and proof of U.S. citizenship or resident alien status

REPORTS TO: Superintendent or Designee

JOB GOAL: To provide the maximum services for the human resources department.

PERFORMANCE RESPONSIBILITIES:

1. Oversees new and substitute employee criteria, i.e., applications, certifications, physicals, Mantoux tests, criminal history, emergent hires, transcripts, verification of employment, etc.
2. Insures accurate personnel files for contracts, correspondence, evaluations, tracking, transcripts, graduate credit increments, and Stafford Education Units.
3. Oversees the hiring of substitutes to include approval letters and maintains current substitute lists.
4. Maintains personnel in Genesis for professional development hours, certifications, tenure, assignments, and health benefits.
5. Maintains Frontline for postings, applications.
6. Oversees all county substitute certificate applications.
7. Oversees all student teacher applications and related paperwork.
8. Prepares Fall Staff Report.
9. Maintains social security database for information received from NJDOE regarding disqualified applicants/personnel.
10. Conducts orientation for new and substitute employees for AESOP, health benefits, etc.
11. Performs other duties as assigned by the superintendent or designee.

TERMS OF EMPLOYMENT: Salary and work year to be determined by the board.

EVALUATION: Performance of this job will be evaluated in accordance with provisions of the board's policy on evaluation of noncertified personnel.

Date Adopted: July 19, 2007

Date Revised: 10/21/2010, 11/13/23

Central Office Administration

TITLE: Information Technology Supervisor

QUALIFICATIONS:

1. Formal training or equivalent experience with computer technology and networked information systems including but not limited to: Windows Server 2003 and higher, Windows 7 and higher, VmWare ESX, Cisco Unity and Call manager, Cisco Routers and Switches, Internet Security, Microsoft SQL Server, LAN WAN Communications, TCP/IP Protocol, Google Apps For Education, Microsoft Exchange Server, DNS Services, DHCP Services, Back-Up Exec, and knowledge of IS operations.
2. Broad knowledge of instructional technology equipment and applications on-line services, technology resources and integration of technology across curriculum.
3. Demonstrated ability to develop long-range plans for Technology application in the schools and conduct related budget analysis
4. Required criminal history background check and proof of U.S. citizenship or legal resident alien status.

REPORTS TO: Superintendent or Designee

SUPERVISES: Technology Department staff (Network Administrator, Computer Technicians, and other related Technology staff)

JOB GOAL: To provide leadership in the development, implementation, and coordination of the district's Technology Plan. To keep Stafford's network operational, maintained, and up to date.
To promote enhanced instruction through the use of technology across the curriculum; and, to promote efficiency in the schools with the use of technology.

PERFORMANCE RESPONSIBILITIES

1. Studies, evaluates, and as appropriate, recommends to the Superintendent the adoption of new technology methods, programs, and hardware.
2. Works with the Director of Curriculum Instruction and Planning and other professional staff in planning and implementing the effective use of instructional technology across the curriculum.
3. Assists in the planning and implementation of the district's technology in-service education program for the entire staff.
4. Implements and evaluates the district's technology needs and education programs; recommends changes as appropriate.
5. Provides leadership in the development of district policies and procedures related to the use of instructional technology, computer software and online services.

6. Maintains current back-ups of all data stored on the district's network.
7. Cooperates with central office administrators and school principals in the development of a district wide electronic information system and provides technical assistance as needed.
8. Maintains an inventory of the district's computer equipment and software.
9. Maintains a log of all equipment maintenance activities.
10. Maintains a catalog of available instructional software and works cooperatively with the Director of Curriculum Instruction and Planning to provide access to appropriate software for teacher and student use.
11. Maintains an up to date content filtering solution to filter out unwanted content from the Internet.
12. Develops and coordinates the sections of the budget that relate to technology.
13. Represents the district's computer education program to the public through computer workshops and other presentations.
14. Coordinates the maintenance and repair of district's computers and related hardware.
15. Assists in preparing technology grant applications.
16. Oversees issues related to computer service contracts with other districts.
17. Maintains network security measures, including securing network from the Internet.
18. Maintains and updates district's Domain Name Servers, Domain Names and Web Servers.
19. Performs other technology related duties within the scope of employment and certification as may be assigned.
20. Keeps current technology advances.
21. Maintains an administrative network account for the Superintendent.
22. Maintains reports of technology advances, network usage, Internet usage, email usage, web site usage, and other reports as necessary.
23. Performs any other technology related duties within the scope of employment and certification as may be assigned by the Superintendent or designee.

Terms of

Employment: Salary and work year to be determined by the board of education.

Evaluation: Performance of this job will be evaluated annually in accordance with the provisions of the board policy on evaluation of support personnel.

Date Adopted: 2/11/99

Date Revised: 11/16/00, 10/16/03, 5/17/2018, 11/13/2023

Central Office Administration

TITLE: NON-AFFILIATED SECRETARY/ATTENDANCE OFFICER

QUALIFICATIONS:

1. High school diploma; secretarial training
2. Experience in general business and school office work
3. Knowledge of automated office equipment including knowledge of Genesis, spreadsheets, word processing, internet and e-mail
4. Strong analytical, communication and human relations skills
5. Required criminal history background check and proof of U.S. citizenship or legal resident alien status

REPORTS TO: Superintendent or Designee

JOB GOALS: To carry out all secretarial and clerical duties necessary for the smooth and efficient operation of the district

PERFORMANCE RESPONSIBILITIES:

1. Coordinates the efficient workflow of the attendance and registrar's office for the district
2. Performs all secretarial and confidential work as assigned by the Superintendent or designee
3. Assists in the preparation of all correspondence and reports emanating from the Superintendent or Designee
4. Maintains a regular filing system and processes incoming correspondence
5. Maintains and issues the district's identification badges for all employees and substitutes
6. Places and receives telephone calls, and records messages
7. Maintains a schedule of appointments and makes arrangements for conferences, meetings and interviews
8. Assists in preparing reports required by law, administrative code and board policy for the Superintendent or designee
9. Coordinate student data management system
10. Process student withdrawals, transfers and notify appropriate personnel
11. Conduct residency verification checks
12. Maintain student records in compliance with statutes, and perform proper disposition of student records
13. Maintains daily contact with schools to monitor undocumented absences and excessive tardiness; confers with parents/guardians and makes home calls when necessary
14. Maintains confidentiality of student records at all times
15. Advise parents/guardians of their legal responsibility to ensure school attendance; issues five day notices as required under law
16. Handles all court matters pertaining to attendance problems; prepares necessary reports; and attends pre-trial conferences and/or court sessions as required
17. Investigates challenges to students' legal residence in accordance with law and board policy
18. Performs other related duties as may be assigned by Superintendent or designee

TERMS OF

EMPLOYMENT: Salary and work year to be determined by the board of education.

EVALUATION: Performance of this job will be evaluated annually in accordance with provisions of the board's policy on evaluation of noncertified personnel.

Date Adopted: 5/12/2015
Revised: 6/18/2015, 5/17/2018, 11/13/2023

Attachments are subject to change without notice

Central Office Administration

TITLE: BUSINESS DATA AND HEALTH BENEFITS ANALYST

QUALIFICATIONS:

1. Minimum of a Bachelor's degree in Finance, Accounting, Business Administration or comparable area from an accredited four-year college or university.
2. Minimum of five (5) years' experience in finance and/or budgeting and accounting
3. A thorough understanding of the Generally Accepted Accounting Principles (GAAP) established by the Governmental Accounting Standards Board, school budget preparation and internal control systems
4. Possesses excellent technology skills, information management skills, analytical skills and human relations' skills.
5. Experience in personnel/employee benefits and human resources functions
6. to effectively use district systems (i.e. Genesis, Frontline Central, Frontline Absence Management, Benefits Solver- SEHBP, etc.)
7. Required criminal history background check and proof of U.S. citizenship or legal resident alien status

REPORTS TO: Superintendent or designee

JOB GOAL: Supports all areas of the Central Office. Effectively manage and analyze personnel data; and district health benefit enrollments and recordkeeping.

PERFORMANCE RESPONSIBILITIES:

1. Trains and provides support with all central office personnel with district programs including but not limited to Genesis and Frontline.
2. Prepares and analyzes data for the School Business Administrator and other departments.
3. Assists and supports the Payroll Coordinator and the Human Resources Department with workman's compensation, earned sick time and all other Central Office staff.
4. Maintains Frontline for posting and applications.
5. Cultivates a team-oriented culture for direct reports that emphasizes quality, continuous improvement, retention, development and high performance.
6. Will conduct special projects.
7. Responsible for Genesis training and assist central office when needed
8. Extracts and prepares reports for Business Administrator (such as health benefits roster control report, Chapter 44, Chapter 78, scattergrams, PCR, seniority list, etc.).
9. Performs other duties as assigned by the Superintendent or designee.
10. Conducts annual benefits Open Enrollment for all employees as well as initial enrollment for new hires in the district.
11. Coordinate COBRA enrollment.

12. Serves as the primary point-person for overall benefits management for the district.
13. Maintain knowledge of laws and regulations governing employee health insurance coverage.
14. Performs other related duties as may be assigned by the Superintendent or designee.

TERMS OF
EMPLOYMENT:

Twelve months. Contract terms and salary to be determined by the board.

EVALUATION:

Performance of this job will be evaluated annually in accordance with provisions of the board's policy on evaluation of the business administrator.

Adopted: 4/11/2022

Revised: 5/8/23, 11/13/23

Attachments are subject to change without notice

Instruction/Curriculum

TITLE: (Stafford) SCHOOL NURSE COORDINATOR

NJ ASSIGNMENT(S): School Nurse

QUALIFICATIONS:

1. New Jersey School Nurse Certificate
2. Demonstrated expertise in school health nursing practice
3. Knowledge of child growth and development, community and family dynamics, current health issues; and wellness education
4. Knowledge of community health and social services resources and ability to communicate effectively with non-school health professionals and social service agencies
5. Required criminal history background check and proof of U.S. citizenry or legal resident alien status
6. 3 years experience as a school nurse in district

REPORTS TO: Director of Special Services

JOB GOAL: To promote health and safety in the school environment and provide health services to students, faculty and staff; to assist with the teaching of sound health practices.

PERFORMANCE RESPONSIBILITIES:

1. Works in cooperation with the school physician, other school health professionals (e.g. dentist, optometrist), and members of the staff, parents and community health professionals to ensure a healthy school climate and to minimize absence due to illness.
2. Monitors that the school based nurse conducts health services and screening programs as required by law and/or board policies.
3. Monitors that the school based nurse maintains up-to-date health records on all students. All records are confidential and kept on one form – State Form A-45, as required by law.
4. Monitors that school based nurse notifies principal or his/her designee to arrange immediate examination of any pupil who appears to be under the influence of alcohol or other drugs.
5. Monitors and/or confers with and advises students, parents, and staff members on matters pertaining to the health and safety of students.
6. Participates in the development of a comprehensive health education curriculum and serves as a health/safety education resource person to teachers. Upon request of principal, assists teachers with instruction of certain health units.
7. Monitors that the school based nurse promotes healthy/safe school environment by assisting the administration and staff to assess safe and sanitary conditions throughout the school. Reports problems promptly to the principal.
8. Monitors and/or administers prescribed medication to students in accordance with law and board policy.
9. Collaborates with community and other non-school health agencies to meet the health needs of children and families.
10. Provides special health care and related services to meet the needs of students with disabilities.
11. Assists the Director of Special Services with the preparation of the school's health budget.
12. Remains abreast of current developments in the health field through continuing education and participation in professional development activities.
13. Assists in the development of policies, procedures, and plans for comprehensive health education and services.
14. Prepares health and safety reports as required by law and/or requested by the principal/Director of Special Services.

15. Monitors and/or reports any suspicion of child abuse to the Division of Youth and Family Services and building principal or his/her designee.
16. Participates in district committees (i.e. Safety, Wellness, Food Allergy and District/Parent Advisory Committees).
17. Works with the Director of Special Services to adjust schedule as needed to provide nursing coverage in any/all district schools.
18. Collaborates with school physician, school nurses, and administrators to maintain standards of nursing practice.
19. Works closely with the school physician to plan for the in-school and homebound needs of students, and consults with the school physician as necessary regarding any unusual health-related issues in school or the community.
20. Meets monthly or as needed with Director of Special Services to discuss and plan health-related issues and programs.
21. Develops and maintains volunteer program for student health service designees (e.g. administration of epinephrine and management of diabetes).
22. Monitors and/or performs such other appropriate duties as required under law or as may be assigned by the principal and Director of Special Services

TERMS OF EMPLOYMENT: Stipend and Hours as per STEA negotiated agreement

EVALUATION: Performance of this job will be evaluated annually in accordance with of the Board's policy on evaluation of certified staff.

DATE ADOPTED: 11/21/2013

DATE REVISED: 11/13/2023

Student Services

TITLE: (Stafford) BEHAVIORIST

NJ ASSIGNMENT(S): As Appropriate to Duties

QUALIFICATIONS:

1. New Jersey Certificate: Teacher of the Handicapped or Teacher of Students with Disabilities or one of the following:
 - a. School Psychologist Certification
 - b. Social Worker Certification
 - c. Learning Disabilities Teacher-Consultant Certification
2. Minimum of 3 years working with students with developmental delays and/or behavioral difficulties in a school or clinical setting (Background/experience in Applied Behavior Analysis or Verbal Behavior training)
3. Board Certified Behavior Analysis, required
4. Demonstrates effective problem solving, communications, organization, planning, record keeping, and human relations skills
5. Demonstrate ability to work effectively with students, staff, parents, administrators and others
6. Such alternatives as the Board may find appropriate and acceptable
7. Clinical experience a plus
8. Required criminal history check and proof of U.S. citizenship or legal resident alien status

REPORTS TO: Director of Special Services or Designee

JOB GOAL: To provide program development and ongoing training for teachers, paraprofessionals, and parents in behavioral supports. Act as a liaison between the teacher, child study teams, parents, administration and school community in facilitating the understanding of behavioral programs. The Behaviorist will implement "best practice" instructional models and consult with the principal, teachers and parents in the support of students, to maximize his/her learning potential.

PERFORMANCE RESPONSIBILITIES:

1. Consult with general, special education staff and child study team to plan, develop or evaluate specific behavioral interventions, strategies and techniques for students in need.
2. Demonstrate how to implement specific behavioral interventions (CPI-Crisis Prevention Intervention), strategies and techniques.
3. Provide training and support to teachers and aides in applied behavior analysis to help them work effectively with teachers and students with behavioral needs.
4. Develop specific behavioral programs and consultation for students to decrease inappropriate and interfering behaviors district wide.
5. Monitor behavior intervention effectiveness and student progress.
6. Monitor classrooms and staff to ensure that behavioral intervention plans are being implemented by

- teacher/aide.
7. Collaborate and plan with the child study team in order to provide students with behavior plans that are suited to their individual needs through Functional Behavioral Assessment when needed.
 8. Complete reports and submit completed referrals, intervention and follow-up procedures to the Director of Special Services or Designee.
 9. Develop demonstration lessons to help teachers deal with behavioral issues that may arise throughout the school year.
 10. Serve as a resource for professional and nonprofessional staff.
 11. Provide support and consultation for parents.
 12. Assist other professionals with student crisis intervention.
 13. Identify staff development needs through surveys/discussions and design appropriate in service opportunities.
 14. Strives to maintain and enhance professional competence through professional reading as well as participation in workshops, conferences and appropriate staff development programs in accordance with district guidelines.
 15. Performs other duties within the scope of his/her employment and certification as may be assigned.
 16. Provide continued support and direction for the ReThink program that is currently in operation.
 17. Performs all other tasks and assumes such other duties as designated by the Director of Special Services or Designee

TERMS OF EMPLOYMENT: Work year and salary as per STEA negotiated agreement.

EVALUATION: Performance of this job will be evaluated in accordance with state law and provisions of the board's policy on evaluation of certified staff.

DATE ADOPTED: 6/22/2017
REVISED: 11/13/2023

Stafford Township Board of Education Policy

ADMINISTRATION
1642.01
Sick Leave

1642.01 SICK LEAVE

The Board of Education shall grant sick leave in accordance with N.J.S.A. 18A:30-2. All persons holding any office, position, or employment in the school district, who are steadily employed by the Board or who are protected by tenure in their office, position, or employment under the provisions of this or any other law, except persons in the classified service of the civil service under Title 11, Civil Service, of the Revised Statutes shall be allowed sick leave in accordance with N.J.S.A. 18A:30-2.

Pursuant to N.J.S.A. 18A:30-1.a., sick leave is defined as the absence from an employee's post of duty, for any of the following reasons:

1. The employee is personally ill or injured;
2. For diagnosis, care, or treatment of, or recovery from, an employee's mental or physical illness, injury or other adverse health condition, or for preventive medical care for the employee;
3. For the employee to aid or care for a family member of the employee during diagnosis, care, or treatment of, or recovery from, the family member's mental or physical illness, injury or other adverse health condition, or during preventive medical care for the family member;
4. Absence necessary due to circumstances resulting from the employee, or a family member of the employee, being a victim of domestic or sexual violence, if the leave is to allow the employee to obtain for the employee or the family member:
 - a. Medical attention needed to recover from physical or psychological injury or disability caused by domestic or sexual violence;
 - b. Services from a designated domestic violence agency or other victim services organization;
 - c. Psychological or other counseling;
 - d. Relocation; or
 - e. Legal services, including obtaining a restraining order or preparing for, or participating in, any civil or criminal legal proceeding related to the domestic or sexual violence;
5. The death of a family member for up to seven days;

Stafford Township Board of Education Policy

ADMINISTRATION
1642.01
Sick Leave

6. To attend a child's school-related conference, meeting, function or other event requested or required by a school administrator, teacher, or other professional staff member responsible for the child's education, or to attend a meeting regarding care provided to the child in connection with the child's health conditions or disability;
7. The school or place of care of a child of the employee is closed by order of a public official or because of a state of emergency declared by the Governor due to an epidemic or other public health emergency;
8. The employee has been exposed to a contagious disease or is quarantined for the disease in the employee's immediate household.

N.J.S.A. 18A:30-1, this Policy, and Regulation 1642.01 shall not supersede any law providing collective bargaining rights for school district employees, and shall not reduce, diminish, or adversely affect an employee's collective bargaining rights pursuant to N.J.S.A. 18A:30-1.b.

The Board reserves the right to require of any employee who claims sick leave sufficient proof in accordance with N.J.S.A. 18A:30-4 and Section C. of Regulation 1642.01.

The Superintendent or designee will prepare rules for the administration of N.J.S.A. 18A:30-1, N.J.S.A. 18A:30-4, this Policy, and Regulation 1642.01, which shall be binding on all employees.

The Superintendent or designee will submit to the Board the names of those employees absent for non-compensable cause or whose claim for sick leave pay cannot be justified. The willful misuse of sick leave may be subject to discipline.

29 U.S.C. 2601 et seq.
N.J.S.A. 18A:30-1; 18A:30-2; 18A:30-4

Adopted:

Stafford Township Board of Education Regulation

ADMINISTRATION
R1642.01
Sick Leave

R 1642.01 SICK LEAVE

A. Definitions – N.J.S.A. 18A:30-1.c. and 18A:30-4.i.

1. "Certified Domestic Violence Specialist" means a person who has fulfilled the requirements of certification as a Domestic Violence Specialist established by the New Jersey Association of Domestic Violence Professionals.
2. "Child" means a biological, adopted or foster child, stepchild or legal ward of an employee, child of a domestic partner or civil union partner of the employee.
3. "Designated domestic violence agency" means a county-wide organization whose primary purpose is to provide services to victims of domestic violence and which provides services that conform to the core domestic violence services profile as defined by the Division of Child Protection and Permanency in the Department of Children and Families and is under contract with the division for the express purpose of providing the services.
4. "Domestic or sexual violence" means stalking, any sexually violent offense, as defined in N.J.S.A. 30:4-27.26, or domestic violence as defined in N.J.S.A. 20:25-19 and N.J.S.A. 17:29B-16.
5. "Family member" means a child, grandchild, sibling, spouse, domestic partner, civil union partner, parent, or grandparent of an employee, or a spouse, domestic partner, or civil union partner of a parent or grandparent of the employee, or a sibling of a spouse, domestic partner, or civil union partner of the employee, or any other individual related by blood to the employee or whose close association with the employee is the equivalent of a family relationship.
6. "Health care professional" means any person licensed under Federal, State, or local law or the laws of a foreign nation, to provide health care services, or any other person who has been authorized to provide health care by a licensed health care professional including, but not limited to, doctors, nurses, and emergency room personnel.
7. "Supervisor" means the building or district administrative staff member designated by the Superintendent who is responsible for supervising the employee.

B. Eligibility for Sick Leave – N.J.S.A. 18A:30-1

Stafford Township Board of Education Regulation

ADMINISTRATION
R1642.01
Sick Leave

1. Sick leave is defined as the absence from an employee's post of duty, for any of the following reasons:
 - a. The employee is personally ill or injured;
 - b. For diagnosis, care, or treatment of, or recovery from, an employee's mental or physical illness, injury or other adverse health condition, or for preventive medical care for the employee;
 - c. For the employee to aid or care for a family member of the employee during diagnosis, care, or treatment of, or recovery from, the family member's mental or physical illness, injury or other adverse health condition, or during preventive medical care for the family member;
 - d. Absence necessary due to circumstances resulting from the employee, or a family member of the employee, being a victim of domestic or sexual violence, if the leave is to allow the employee to obtain for the employee or the family member:
 - (1) Medical attention needed to recover from physical or psychological injury or disability caused by domestic or sexual violence;
 - (2) Services from a designated domestic violence agency or other victim services organization;
 - (3) Psychological or other counseling;
 - (4) Relocation; or
 - (5) Legal services, including obtaining a restraining order or preparing for, or participating in, any civil or criminal legal proceeding related to the domestic or sexual violence;
 - e. The death of a family member for up to seven days;
 - f. To attend a child's school-related conference, meeting, function or other event requested or required by a school administrator, teacher, or other professional staff member responsible for the child's education, or to attend a meeting regarding care provided to the child in connection with the child's health conditions or disability;

Stafford Township Board of Education Regulation

ADMINISTRATION
R1642.01
Sick Leave

- g. The school or place of care of a child of the employee is closed by order of a public official or because of a state of emergency declared by the Governor, due to an epidemic or other public health emergency; or
 - h. The employee has been exposed to a contagious disease or is quarantined for the disease in the employee's immediate household.
 - 2. N.J.S.A. 18A:30-1, Policy 1642.01, and this Regulation shall not supersede any law providing collective bargaining rights for school district employees and shall not reduce, diminish, or adversely affect an employee's collective bargaining rights.
- C. Physician's Certificate Required for Sick Leave – N.J.S.A. 18A:30-4
 - 1. In case of sick leave claimed due to personal illness or injury, the Board of Education may require a physician's certificate to be filed with the Secretary of the Board in order to obtain sick leave.
 - 2. If an employee's need to use sick leave as defined pursuant to N.J.S.A. 18A:30-1 and B. above is foreseeable, the Board requires advance notice, not to exceed seven calendar days, as determined by the Superintendent, prior to the date the leave is to begin, of the intention to use the leave and its expected duration, and the employee shall make a reasonable effort to schedule the use of sick leave in a manner that does not unduly disrupt the operations of the Board.
 - 3. If the reason for the leave is not foreseeable, the Board of Education requires an employee to give notice of the intention as soon as practicable, provided the Board of Education has notified the employee of this requirement. If the reason for leave is not foreseeable, employees are required to provide documentation for the leave 7 days following the event.

Stafford Township Board of Education Regulation

ADMINISTRATION
R1642.01
Sick Leave

4. The Board may prohibit an employee from using foreseeable sick leave on certain dates, and require reasonable documentation if sick leave that is not foreseeable is used during those dates. Please note the district has established blackout dates for foreseeable sick leave as noted below:

First Day of School for Students
Friday Before November Break
Monday After November Break
Wednesday Before Thanksgiving Break
Day Before Winter Break
Day of Return from Winter Break
Thursday before Spring Break
Monday after Spring Break

5. In case of sick leave claimed for three or more consecutive days, the Board may require reasonable documentation that the leave is being taken for a purpose permitted pursuant to N.J.S.A. 18A:30-1.a. and B.1. above.
6. If the leave is permitted under N.J.S.A. 18A:30-1.a.(2) or (3) and B.1.b. or c. above, documentation signed by a health care professional who is treating the employee or the family member of the employee indicating the need for the leave and, if possible, the number of days of leave, shall be considered reasonable documentation.
7. If the leave is permitted under N.J.S.A. 18A:30-1.a.(4) and B.1.d. above because of domestic or sexual violence, any of the following shall be considered reasonable documentation of the domestic or sexual violence:
- a. Medical documentation;
 - b. A law enforcement agency record or report;
 - c. A court order;
 - d. Documentation that the perpetrator of the domestic or sexual violence has been convicted of a domestic or sexual violence offense;
 - e. Certification from a certified Domestic Violence Specialist or a representative of a designated domestic violence agency or other victim services organization; or

Stafford Township Board of Education Regulation

ADMINISTRATION
R1642.01
Sick Leave

- f. Other documentation or certification provided by a social worker, counselor, member of the clergy, shelter worker, health care professional, attorney, or other professional who has assisted the employee or family member in dealing with the domestic or sexual violence.
8. If the leave is permitted under N.J.S.A. 18A:30-1.a.(7) and B.1.g. above, a copy of the order of the public official or the determination by the health authority shall be considered reasonable documentation.

D. Sick Leave Charges

1. An employee who is absent for more than fifty percent of their work day shall be charged a full sick day if the employee's reason for absence is covered by N.J.S.A. 18A:30-1.
2. A sick leave day once commenced may be reinstated as a working day only with the approval of the Superintendent or designee.
3. An employee absent on sick leave on a day when the school is closed early for emergency reasons will be charged with a full sick leave day.
4. An employee scheduled for a sick leave absence on a day on which the schools do not open because of an emergency will not be charged with a sick leave day.

E. Readmission After Disability

1. An employee absent on sick leave, covered under N.J.S.A. 18A:30-1.a.(1), (3); and (8) and B.1.a.; b.; and h., for more than five consecutive working days who wishes to return to work shall submit the signed statement of their physician or institution indicating the employee's fitness to perform their duties.
2. The Board may, at its discretion, require the employee submit to an examination by a physician or institution designated by the Board to confirm the information submitted by the employee's physician or institution.
 - a. The Board shall bear the cost of the examination if the examination is performed by a physician or institution designated by the Board.
3. If the results of the examination conducted pursuant to paragraph E.2. above are inconsistent with the statement of the employee's physician in E.1. above, the employee and the Board shall agree to a third

Stafford Township Board of Education Regulation

ADMINISTRATION
R1642.01
Sick Leave

physician or institution to conduct the examination. The Board shall bear the cost of this third examination.

F. Accumulation of Sick Leave

1. If any employee requires in any school year less than the specified number of days of sick leave with pay allowed, all days of such minimum sick leave not utilized that year shall be accumulative to be used for additional sick leave as needed in subsequent years in accordance with N.J.S.A. 18A:30-3.

G. Exhaustion of Sick Leave

1. The Superintendent or designee shall monitor employee accumulated sick leave and charge an employee's accumulated sick leave.
 - a. Sick leave will be charged first, to the sick leave newly available in the employee's current contract year and, when that sick leave entitlement is exhausted, to the employee's accumulated sick leave.

H. Records

1. The personnel file of each person employed by this district will include an accurate record of the employee's use and accumulation of sick leave days.
 - a. The Superintendent or designee will maintain the employee's record of accumulated sick leave in accordance with Policy 1642.01 and this Regulation.
2. Each employee's attendance record will record the reason for any absence.

Issued:

Stafford Township Board of Education Regulation

SUPPORT STAFF
R4212
Attendance

R 4212 ATTENDANCE

A. Review of Attendance Data

1. A record shall be kept of the attendance of each support staff member, including secretarial staff; maintenance and custodial staff; food service staff; other support staff members, and staff members that supervise support staff members. Any absence, for part or all of a school day, shall be recorded along with the reason for the absence. The record will distinguish sick leave, professional days, unpaid leaves of absence, personal leave, bereavement leave, and any other leaves of absences taken by the support staff member. The support staff member's attendance record will include notation of verification of an absence where such verification is required by the Superintendent or by Policy and Regulation 1642.01. The support staff member's rate of absence shall be calculated at least once per school year and entered on the support staff member's attendance record. A support staff member's attendance record shall be part of the support staff member's personnel file.
2. A cumulative attendance record shall be assembled for each department or classification of employees in the school district.
3. An attendance report shall be prepared from the cumulative attendance record. The attendance summary shall show the rate of absence for a department and/or classification of employee.

B. Attendance Reporting and Improvement Plan

1. Planning
 - a. Each absence of a support staff member shall be reported by the support staff member in accordance with the school district's procedure.
 - b. The absence of a support staff member shall be provided to the support staff member's Principal or supervisor designated by the Superintendent, as appropriate, who shall determine if a substitute or replacement is required for the period of the absence.
 - c. A report of such absences shall also be provided to the Superintendent or designee.

Stafford Township Board of Education Regulation

SUPPORT STAFF
R4212
Attendance

d. The supervisor designated by the Superintendent shall determine if an absence requires further verification. Reasons for further verification may include, but are not limited to, the following:

- (1) A pattern of absences on the same day(s) of the week;
- (2) A pattern of absences before or after nonworking days;
- (3) The habitual exhaustion of personal leave.

e. The Superintendent or designee will meet with the support staff member supervisors to discuss attendance records of support staff members. The attendance records shall be analyzed for patterns of absences, such as excessive absenteeism in a given department, school, or work place in the school district, among certain groups of support staff members, for certain specific causes, or on certain days of the week, month, or year. Specific strategies for reducing the rate of absences shall be developed.

2. Implementation

a. The Superintendent or designee or the support staff member's supervisor designated by the Superintendent, shall be responsible for implementing a plan for the improvement of support staff member attendance.

b. The support staff member's supervisor designated by the Superintendent shall encourage the regular attendance of the support staff members in their workplace, school, or department. The support staff member's supervisor designated by the Superintendent shall maintain contact with absent employees and may confer with support staff members who return from an absence of any duration.

c. The Superintendent shall direct support staff member supervisors to incorporate a support staff member's attendance record in the support staff member's evaluation.

d. The support staff member's supervisor designated by the Superintendent shall report to the Superintendent or designee any support staff member whom the supervisor suspects of misusing sick leave or falsifying the reasons for an absence.

Stafford Township Board of Education Regulation

SUPPORT STAFF
R4212
Attendance

3. Counseling

- a. The Superintendent or supervisor designated by the Superintendent may schedule a conference with a support staff member where the number and/or pattern of the support staff member's absences or the reasons offered for the support staff member's absences may indicate a concern.
- b. Prior to the giving of any admonition, reprimand, or imposition of discipline of any kind, the Superintendent or supervisor designated by the Superintendent shall determine the nature of the absences and consider any extenuating circumstances.
- c. A written report of any attendance conference shall be prepared and retained with the support staff member's evaluations. The support staff member shall be permitted to examine the report and affix their comments, if any, to evaluation reports.

C. Record of Attendance

1. A record shall be kept of the attendance of all support staff members, including supervisors. Any absence, for part or all of a school day, shall be recorded with the reason for the absence. A support staff member's attendance record shall be part of the employee's personnel file.
2. The record will distinguish sick leave; professional days; unpaid leaves of absences; personal leave; bereavement leave; and any other leaves taken by the support staff member. The support staff member's attendance record will include notation of verification of an absence where such verification is required by the Superintendent, Policy 1642.01, or any other law or Board policy.
3. A support staff member's rate of absence shall be calculated at least once per school year and entered on the support staff member's attendance record.
4. At the end of each school year, the Superintendent, School Business Administrator/Board Secretary, and support staff members' supervisors will review attendance records for support staff members.

D. Attendance Improvement Plan

1. The attendance record prepared for support staff members shall be analyzed for patterns of absence, such as excessive absenteeism in a

Stafford Township Board of Education Regulation

SUPPORT STAFF
R4212
Attendance

given school or work place, among certain groups of employees, for certain specific causes, or on certain days of the week, month, or year.

2. Specific strategies for reducing the rate of absences shall be developed.
3. The Superintendent shall designate an administrator or supervisor to be responsible for implementing the approved plan for the improvement of support staff member attendance in the school district.
4. The record of a conference(s) dealing with excessive absenteeism may serve as an element in the evaluation of any support staff member's performance.

E. In-Service Training

1. The School Business Administrator Board Secretary or supervisor designated by the Superintendent shall meet with support staff members at the beginning of each school year to:
 - a. Inform support staff members of Board policy and district regulations on attendance;
 - b. Familiarize employees with the procedures to be used in requesting, reporting, and verifying absences;
 - c. Acquaint support staff members with the degree to which attendance will affect evaluation reports.

Issued:

Stafford Township Board of Education Policy

PROGRAM
2270
Religion in the Schools

2270 RELIGION IN THE SCHOOLS

The Board of Education recognizes that religious belief and disbelief are matters of personal conviction rather than governmental authority and the students of this district are protected by the First Amendment of the United States Constitution and by Article I, Paragraph 4 of the New Jersey State Constitution from the establishment of religion in the schools. The First Amendment requires public school officials to show neither favoritism toward nor hostility against religious expression, such as prayer.

As a condition of receiving Elementary and Secondary Education Act of 1965 (ESEA) funds, the Board of Education must annually certify in writing to the New Jersey Department of Education that no Board policy prevents, or otherwise denies participation in, constitutionally protected prayer in public elementary and secondary schools, as detailed in the United States Department of Education's Guidance on Constitutionally Protected Prayer and Religious Expression in Public Elementary and Secondary Schools (USDOE Guidance). The Board must provide this certification to the New Jersey Department of Education by October 1 of each year during which the Board participates in an ESEA program. The USDOE Guidance provides information on the current state of the law concerning constitutionally protected prayer and religious expression in public elementary and secondary schools.

The following activities as outlined in the USDOE Guidance will be permitted upon applying the governing constitutional principles in particular public school contexts related to prayer: prayer and religious exercise during non-instructional time; organized prayer groups and activities; teachers, administrators, and other school employees; moments of silence; accommodation of prayer and religious exercise during instructional time; student assemblies and noncurricular events; prayer at graduation; and/or baccalaureate ceremonies.

The following activities as outlined in the USDOE Guidance will be permitted upon applying constitutional principles regarding religious expression other than prayer in particular public school contexts: religious literature; teaching about religion; student dress codes and policies; religious expression in class assignments and homework; and/or excusals for religious activities.

In addition to the constitutional principles outlined in this Policy and the USDOE Guidance, public schools may also be subject to requirements under Federal and State laws relevant to prayer and religious expression. Such Federal and State laws may not, however, obviate or conflict with a public school's Federal constitutional obligations described in the USDOE Guidance. The Equal Access Act, 20 U.S.C. Section 4071, is designed to ensure that student religious activities are accorded the same access to Federally funded public secondary school facilities as are student secular activities.

The United States Department of Justice has developed guidance for interpreting the Equal Access Act's requirements outlined in the USDOE Guidance in the area of

Stafford Township Board of Education Policy

PROGRAM
2270
Religion in the Schools

general provisions, prayer service and worship exercises, means of publicized meetings, lunch-time and recess, and leadership of religious student groups.

Any issues regarding prayer and religious expression in the schools, the USDOE Guidance, and the provisions of this Policy shall be referred to the Superintendent of Schools who may consult with the Board Attorney.

U.S. Const. Amend. 1
The Equal Access Act, 20 U.S.C. Section 4071
U.S. Department of Education - Guidance on Constitutionally Protected Prayer and Religious Expression in Public Elementary and Secondary Schools – May 15, 2023
N.J. Const. (1947) Art. 1, para. 4
N.J.S.A. 18A:35-4.6 et seq.; 18A:36-16

Adopted: 22 July 2004
Revised: 21 October 2010
Revised: July 16, 2020
Revised:

Stafford Township Board of Education Policy

TEACHING STAFF
3161
Examination for Cause

3161 EXAMINATION FOR CAUSE

- A. Pursuant to N.J.S.A. 18A:16-2 and N.J.A.C. 6A:32-6.3, the Board of Education may require physical or psychiatric examinations of a teaching staff member whenever, in the judgment of the Board, a teaching staff member shows evidence of deviation from normal physical or mental health, to determine the teaching staff member's physical and mental fitness to perform, with reasonable accommodation, the position the teaching staff member currently holds, or to detect any health risk(s) to students and other employees. When the Board requires a teaching staff member to undergo a physical or psychiatric examination:
1. The Board shall provide the teaching staff member with a written statement of the reasons for the required examination; and
 2. The Board shall provide the teaching staff member with a hearing, if requested.
 - a. Notice of the teaching staff member's right to a hearing shall be provided with the statement of reasons for the required examination;
 - b. The teaching staff member must request the Board hearing, in writing, within five working days of the teaching staff member's receipt of the written statement of reasons:
 - (1) The teaching staff member shall be ordered to submit to the appropriate examination(s) by the physician or institution designated by the Board if the teaching staff member failed to timely request a hearing before the Board;
 - c. The Board hearing shall be conducted in accordance with the provisions of N.J.S.A. 18A:25-7 and will offer the teaching staff member the opportunity to appear before the Board to refute the reason(s) for the required examination(s);
 - d. The teaching staff member shall be ordered to submit to the appropriate examination(s) by the physician or institution designated by the Board if the teaching staff member failed to persuade the Board at the hearing that the teaching staff member should not be required to submit to the appropriate examination(s); and
 - e. The determination of such a hearing shall be appealable to the Commissioner pursuant to N.J.S.A. 18A:6-9 and N.J.A.C. 6A:4 – Appeals.

Stafford Township Board of Education Policy

TEACHING STAFF
3161
Examination for Cause

3. The teaching staff member may refuse, without reprisal, to waive their right to protect the confidentiality of medical information, in accordance with P.L. 104-191, Health Insurance Portability and Accountability Act of 1996.
- B. Pursuant to N.J.S.A. 18A:16-3, the Board shall bear the cost of examinations made by a physician or institution designated by the Board. However, the teaching staff member shall bear the cost if the examination is performed by a physician or institution designated by the teaching staff member with approval of the Board.
1. If the teaching staff member submits names of physicians or institutions to the Board for consideration to complete the appropriate examination(s), the Board is not required to designate the physician or institution submitted for consideration by the teaching staff member, but shall not act unreasonably in withholding its approval of the physician or institution.
 2. The teaching staff member shall authorize the physician or institution performing the examination to immediately release the examination results to the Superintendent.
 3. All records and reports relating to any such examination shall be the property of the Board, in accordance with N.J.S.A. 18A:16-5.
 - a. Health records of teaching staff members, including computerized records, shall be secured, stored, and maintained separately from other personnel files; and
 - b. Health records may be shared only with authorized individuals in accordance with N.J.S.A. 18A:16-5.
 4. If the results of any such examination indicate mental abnormality or communicable disease, the teaching staff member shall be ineligible for further service until proof of recovery, satisfactory to the Board, is furnished, but if the teaching staff member is under contract or has tenure, they may be granted sick leave with compensation as provided by law and shall, upon satisfactory recovery, be permitted to complete the term of their contract, if they are under contract, or be reemployed with the same tenure as they possessed at the time their services were discontinued, if they have tenure, unless their absence shall exceed a period of two years in accordance with N.J.S.A. 18A:16-4.
- C. In order to return to work, the teaching staff member must submit to an appropriate examination and submit the results of the examination to the Superintendent.

Stafford Township Board of Education Policy

TEACHING STAFF
3161
Examination for Cause

1. The examination must be conducted by a physician or institution upon which the Board and teaching staff member confer and agree;
 2. If the physician or institution conducting the examination is conducted by the Board's choice, the cost shall be borne by the Board; if the physician or institution conducting the examination is conducted by the teaching staff member's choice, the cost shall be borne by the teaching staff member; and
 3. The teaching staff member shall authorize the physician or institution performing the examination to immediately release the examination results to the Superintendent.
- D. A teaching staff member who refuses to submit to an examination required by the Board in accordance with this Policy and has exhausted the hearing procedures established by law and this Policy shall be subject to discipline, which may include, but is not limited to, termination or certification of tenure charges to the Commissioner of Education, as applicable.

42 U.S.C.A. 12101

N.J.S.A. 18A:6-10; 18A:16-2; 18A:16-3; 18A:16-4; 18A:16-5
18A:25-7; 18A:28-5; 18A:30.1 et seq.

N.J.A.C. 6A:32-6.2; 6A:32-6.3

Adopted: 22 July 2004

Revised: 21 October 2010

Revised: 11 July 2022

Revised:

Stafford Township Board of Education Policy

TEACHING STAFF
3212
Attendance
M

3212 ATTENDANCE

The regular and prompt attendance of teaching staff members is an essential element in the efficient operation of the school district and the educational program. Teaching staff member absenteeism disrupts the educational program and the Board of Education considers attendance an important component of a teaching staff member's job performance.

Teaching staff members shall provide notice for the use of sick time as required in N.J.S.A. 18A:30-4 and Policy and Regulation 1642.01 in accordance with the district's procedure for teaching staff members to report the use of sick leave and other absences. A teaching staff member who fails to give prompt notice of an absence, misuses sick leave, fails to verify an absence in accordance with statute, administrative code, or Board policy; falsifies the reason for an absence; is absent without authorization; is repeatedly tardy; or accumulates an excessive number of absences may be subject to appropriate consequences which may include, but not be limited to, the withholding of a salary increment, termination, nonrenewal, and/or certification of tenure charges.

Sick leave is defined in accordance with N.J.S.A. 18A:30-1 and Policy and Regulation 1642.01. No teaching staff member will be discouraged from the prudent, necessary use of sick leave and any other leave provided for by statute; administrative code; collective bargaining agreement; an individual employment contract; or the policies of the Board. The Superintendent or Board of Education may require verification to be filed with the Secretary of the Board in order to obtain sick leave in accordance with the provisions of N.J.S.A. 18A:30-4 and Policy and Regulation 1642.01.

The Superintendent, in consultation with administrative staff members, will review the rate of absence among teaching staff members. The review will include the collection and analysis of attendance patterns, the training of teaching staff members in their attendance responsibilities, and the counseling of teaching staff members for whom regular and prompt attendance is a problem.

N.J.S.A. 18A:27-4; 18A:28-5; 18A:30-1; 18A:30-2; 18A:30-4

Adopted: 22 July 2004
Revised: 21 October 2010
Revised: 18 June 2015
Revised:

Stafford Township Board of Education Policy

SUPPORT STAFF
4161
Examination for Cause

4161 EXAMINATION FOR CAUSE

- A. Pursuant to N.J.S.A. 18A:16-2 and N.J.A.C. 6A:32-6.3, the Board of Education may require physical or psychiatric examinations of a support staff member whenever, in the judgment of the Board, a support staff member shows evidence of deviation from normal physical or mental health, to determine the support staff member's physical and mental fitness to perform, with reasonable accommodation, the position the support staff member currently holds, or to detect any health risk(s) to students and other employees. When the Board requires a support staff member to undergo a physical or psychiatric examination:
1. The Board shall provide the support staff member with a written statement of the reasons for the required examination; and
 2. The Board shall provide the support staff member with a hearing, if requested.
 - a. Notice of the support staff member's right to a hearing shall be provided with the statement of reasons for the required examination;
 - b. The support staff member must request the Board hearing, in writing, within five working days of the support staff member's receipt of the written statement of reasons:
 - (1) The support staff member shall be ordered to submit to the appropriate examination(s) by the physician or institution designated by the Board if the support staff member failed to timely request a hearing before the Board;
 - c. The Board hearing shall be conducted in accordance with the provisions of N.J.S.A. 18A:25-7 and will offer the support staff member the opportunity to appear before the Board to refute the reason(s) for the required examination(s);
 - d. The support staff member shall be ordered to submit to the appropriate examination(s) by the physician or institution designated by the Board if the support staff member failed to persuade the Board at the hearing that the support staff member should not be required to submit to the appropriate examination(s); and
 - e. The determination of such a hearing shall be appealable to the Commissioner pursuant to N.J.S.A. 18A:6-9 and N.J.A.C. 6A:4 - Appeals.

Stafford Township Board of Education Policy

SUPPORT STAFF
4161
Examination for Cause

3. The support staff member may, without reprisal, refuse to waive their right to protect the confidentiality of medical information, in accordance with P.L. 104-191, Health Insurance Portability and Accountability Act of 1996.
- B. Pursuant to N.J.S.A. 18A:16-3, the Board shall bear the cost of examinations made by a physician or institution designated by the Board. However, the support staff member shall bear the cost if the examination is performed by a physician or institution designated by the support staff member with approval of the Board.
1. If the support staff member submits names of physicians or institutions to the Board for consideration to complete the appropriate examination(s), the Board is not required to designate the physician or institution submitted for consideration by the support staff member, but shall not act unreasonably in withholding its approval of the physician or institution.
 2. The support staff member shall authorize the physician or institution performing the examination to immediately release the examination results to the Superintendent.
 3. All records and reports relating to any such examination shall be the property of the Board, in accordance with N.J.S.A. 18A:16-5.
 - a. Health records of support staff members, including computerized records, shall be secured, stored, and maintained separately from other personnel files; and
 - b. Health records may be shared only with authorized individuals in accordance with N.J.S.A. 18A:16-5.
 4. If the results of any such examination indicate mental abnormality or communicable disease, the support staff member shall be ineligible for further service until proof of recovery, satisfactory to the Board, is furnished, but if the support staff member is under contract or has tenure, they may be granted sick leave with compensation as provided by law and shall, upon satisfactory recovery, be permitted to complete the term of their contract, if they are under contract, or be reemployed with the same tenure as they possessed at the time their services were discontinued, if they have tenure, unless their absence shall exceed a period of two years in accordance with N.J.S.A. 18A:16-4.
- C. In order to return to work, the support staff member must submit to an appropriate examination and submit the results of the examination to the Superintendent.

Stafford Township Board of Education Policy

SUPPORT STAFF
4161
Examination for Cause

1. The examination must be conducted by a physician or institution upon which the Board and support staff member confer and agree;
 2. If the physician or institution conducting the examination is conducted by the Board's choice, the cost shall be borne by the Board; if the physician or institution conducting the examination is conducted by the support staff member's choice, the cost shall be borne by the support staff member; and
 3. The support staff member shall authorize the physician or institution performing the examination to immediately release the examination results to the Superintendent.
- D. A support staff member who refuses to submit to the examination required by the Board in accordance with this Policy and has exhausted the hearing procedures established by law and this Policy shall be subject to discipline, which may include, but is not limited to, termination or certification of tenure charges to the Commissioner of Education, as applicable.

42 U.S.C.A. 12101

N.J.S.A. 18A:6-10; 18A:16-2; 18A:16-3; 18A:16-4; 18A:16-5
18A:25-7; 18A:28-5; 18A:30.1 et seq.

N.J.A.C. 6A:32-6.2; 6A:32-6.3

Adopted: 22 July 2004

Revised: 11 July 2022

Revised:

Stafford Township Board of Education Policy

SUPPORT STAFF
4212
Attendance
M

4212 ATTENDANCE

The regular and prompt attendance of support staff members is an essential element in the efficient operation of the school district and the effective conduct of the educational program. Support staff member absenteeism disrupts the educational program and the Board of Education considers attendance an important component of a support staff member's job performance.

Support staff members shall provide notice for the use of sick time as required in N.J.S.A. 18A:30-4 and Policy and Regulation 1642.01 in accordance with the district's procedure for support staff members to report the use of sick leave and other absences. A support staff member who fails to give prompt notice of an absence, misuses sick leave, fails to verify an absence in accordance with statute, administrative code, or Board policy; falsifies the reason for an absence; is absent without authorization; is repeatedly tardy; or accumulates an excessive number of absences may be subject to appropriate consequences which may include, but not be limited to, the withholding of a salary increment, termination, nonrenewal, and/or certification of tenure charges.

Sick leave is defined in accordance with N.J.S.A. 18A:30-1 and Policy and Regulation 1642.01. No support staff member will be discouraged from the prudent, necessary use of sick leave and any other leave provided for by statute; administrative code; the collective bargaining agreement; in an individual employment contract; or the policies of the Board. The Superintendent or Board of Education may require verification to be filed with the Secretary of the Board in order to obtain sick leave in accordance with the provisions of N.J.S.A. 18A:30-4 and Policy and Regulation 1642.01.

The Superintendent, in consultation with administrative staff members, will review the rate of absence among support staff members. The review will include the collection and analysis of attendance patterns, the training of support staff members in their attendance responsibilities, and the counseling of support staff members for whom regular and prompt attendance is a problem.

N.J.S.A. 18A:30-1; 18A:30-2; 18A:30-4

Adopted: 22 July 2004
Revised: 16 December 2010
Revised: 18 June 2015
Revised:

Stafford Township Board of Education Policy

PUPILS
5116

Education of Homeless Children and Youths

5116 EDUCATION OF HOMELESS CHILDREN AND YOUTHS

The Board of Education will admit and enroll homeless children and youths in accordance with Federal and State laws and New Jersey Administrative Code. The Board of Education adopts this Policy to be in compliance with law and administrative code to ensure the enrollment of homeless children and youths in school and to respond to appeals made by parents or other parties related to the enrollment of homeless children and youths.

The Board shall determine that a child or youth is homeless when the child or youth resides in a publicly or privately operated shelter designed to provide temporary living accommodations, including: hotels or motels; congregate shelters, including domestic violence and runaway shelters; transitional housing; and homes for adolescent mothers. A child or youth is also determined homeless when the child or youth resides in a public or private place not designated for or ordinarily used as a regular sleeping accommodation, including: cars or other vehicles including mobile homes; tents or other temporary shelters; parks; abandoned buildings; bus or train stations; or temporary shelters provided to migrant workers and their children on farm sites. A child or youth is determined homeless when the child or youth resides in the residence of relatives or friends where the homeless child or youth resides out of necessity because the child's or youth's family lacks a regular or permanent residence of its own. A child or youth is also determined homeless when the child or youth resides in substandard housing.

The school district of residence for a homeless child or youth is responsible for the education of the child and shall assume all responsibilities as required in N.J.A.C. 6A:17-2.3. The school district of residence for a homeless child or youth means the school district in which the parent of a homeless child or youth resided prior to becoming homeless.

The school district liaison is designated by the Superintendent of Schools for the education of homeless children and youths. The school district liaison will facilitate communication and cooperation between the school district of residence and the school district where the homeless child or youth resides and shall assume all responsibilities as outlined in N.J.A.C. 6A:17-2.4(a).

When a homeless child or youth resides in a school district, the school district liaison shall notify the liaison of the school district of residence within twenty-four hours of receiving notification from the parent, a shelter director, or an involved agency. Upon notification of the need for enrollment of a homeless child or youth, the liaison in the school district of residence shall coordinate enrollment procedures immediately based upon the best interest of the child pursuant to N.J.A.C. 6A:17-2.5(b).

The Superintendent of the school district of residence or designee shall decide in which school district the homeless child or youth shall be enrolled in accordance with the provisions of N.J.A.C. 6A:17-2.5.

Stafford Township Board of Education Policy

PUPILS
5116

Education of Homeless Children and Youths

Unless parental rights have been terminated by a court of competent jurisdiction, the parent retains all rights under N.J.A.C. 6A:17-2.

When a dispute occurs regarding the determination of homelessness or the determination of the school district of enrollment made by the school district of residence, the Superintendent(s) or the designee(s) of the involved district(s) or the child's or youth's parent(s) shall immediately notify the Executive County Superintendent of Schools, who, in consultation with the New Jersey Department of Education's (NJDOE) McKinney-Vento Homeless Education Coordinator or the Coordinator's designee, shall immediately decide the child's or youth's status. If a dispute remains between the parent and the involved school district(s) following the Executive County Superintendent's determination, the parent or the involved district Board(s) of Education may appeal to the Commissioner of Education for determination pursuant to N.J.A.C. 6A:3, Controversies and Disputes.

When a school district designated as the school district of residence disputes its designation as the school district of residence, or where no designation can be agreed upon by the involved school districts, the Superintendent(s) or designee(s) of the involved school districts shall immediately notify the Executive County Superintendent of Schools. The Executive County Superintendent shall make a determination immediately, if possible, but no later than within forty-eight hours and, when necessary, in consultation with the NJDOE's Homeless Education Coordinator or the Coordinator's designee.

If the dispute regarding determination of the school district of residence does not involve the determination of homelessness and/or school district of enrollment, the school district disputing the Executive County Superintendent's determination may appeal to the NJDOE pursuant to N.J.A.C. 6A:23A-19.2(d), (e), and (f) and request a determination from the NJDOE Division of Administration and Finance. If an appeal of a determination of school district of residence also includes an appeal of the determination of homelessness and/or school district of enrollment, the appeal shall be submitted to the Commissioner of Education pursuant to N.J.A.C. 6A:3, Controversies and Disputes.

Any dispute or appeal shall not delay the homeless child's or youth's immediate enrollment or continued enrollment in the school district. The homeless child or youth shall be enrolled in the school district in which enrollment or continued enrollment is sought by the parent, pending resolution of the dispute or appeal. Disputes and appeals involving the services provided to a homeless child or youth with a disability shall be made pursuant to N.J.A.C. 6A:14.

Notwithstanding the provisions of N.J.S.A. 18A:38-1, 18A:7B-12, or 18A:7B-12.1, or any other section of law to the contrary, any student who moves from one school district to another as a result of being homeless due to an act of terrorism or due to a natural disaster which results in the declaration of a state of emergency or disaster by the State or by the Federal government, may continue to enroll in the school district in which the parent or guardian last resided prior to becoming homeless for

Stafford Township Board of Education Policy

PUPILS
5116

Education of Homeless Children and Youths

up to two full school years after the act of terrorism or natural disaster; and during the two-year period, if the student is enrolled in the district in which the parent last resided prior to becoming homeless and the student's parent remains homeless for that period, the student shall attend that district tuition-free and that district shall provide the student transportation to and from school in accordance with N.J.S.A. 18A:7B-12.3.

Financial responsibility, including the payment of tuition for the homeless child or youth, will be in accordance with N.J.A.C. 6A:17-2.8. The school district of residence shall list the child on its annual Application for State School Aid (ASSA) pursuant to N.J.S.A. 18A:7F-33 until the parent establishes a permanent residence or is deemed domiciled in another jurisdiction pursuant to N.J.S.A. 18A:38-1.d. At that time, the school district of residence or the school district in which the parent has been deemed domiciled shall no longer list the student on its ASSA. The State shall assume fiscal responsibility for the tuition of the child pursuant to N.J.S.A. 18A:7B-12.1 and shall pay the tuition to the school district in which the child or youth is currently enrolled until the parent establishes a permanent residence or is deemed domiciled in another jurisdiction pursuant to N.J.S.A. 18A:38-1.d. under the circumstances outlined in N.J.A.C. 6A:17-2.8(c).

On or before December 31 of each year, the district shall report to the Office of Homelessness Prevention in the Department of Community Affairs an accounting of each instance in which the district is made aware that a student enrolled in the district because the student's parent moved to the district as a result of being homeless in accordance with N.J.S.A. 18A:38-1.f.

N.J.S.A. 18A:7B-12; 18A:7B-12.1; 18A:7B-12.3; 18A:38-1
N.J.A.C. 6A:17-2.1 et seq

Adopted: 22 July 2004
Revised: 23 February 2017
Revised: 11 May 2017
Revised: 11 October 2021
Revised:

Stafford Township Board of Education Policy

OPERATIONS
8500
Food Services
M

8500 FOOD SERVICES

The Board of Education shall make school lunch available to all students enrolled in a school in the district unless less than five percent of enrolled students in the school are Federally eligible for a free or reduced price lunch in accordance with N.J.S.A. 18A:33-4. School lunches made available pursuant to N.J.S.A. 18A:33-4 and this Policy shall meet minimum nutritional standards, established by the Department of Education.

Free or reduced price breakfast and lunch, as required, shall be offered, under a school lunch program, school breakfast program, or a breakfast after the bell program, to all enrolled students who are determined to be Federally eligible for free or reduced price meals. As provided by N.J.S.A. 18A:33-14a.(3) and N.J.S.A. 18A:33-14a.a.(2), any student who is eligible for a reduced price lunch and breakfast, pursuant to Federal income eligibility standards and criteria, shall not be required to pay for such lunch or breakfast. Free lunch or breakfast shall also be offered to each enrolled student who is Federally ineligible for free or reduced price meals, but who has an annual household income that is not less than one hundred and eighty-six percent, and not more than one hundred ninety-nine percent, of the Federal poverty level, as determined pursuant to N.J.S.A. 18A:33-21b1.

- A. Breakfast Program – N.J.S.A. 18A:33-10; 18A:33-10.1; 18A:33-11; 18A:33-11.1; 18A:33-11.3; 18A:33-14a.

If twenty percent or more of the students enrolled in a school in the district on October 1 of the preceding school year were Federally eligible for free or reduced price meals under the National School Lunch Program or the Federal School Breakfast Program, the district shall establish a school breakfast program in the school in accordance with the provisions of N.J.S.A. 18A:33-10.

Notwithstanding the provisions of N.J.S.A. 18A:33-10 to the contrary, if ten percent or more of the students enrolled in a school in the district on October 1 of the preceding school year were Federally eligible for free or reduced price meals under the National School Lunch Program or the Federal School Breakfast Program the district shall establish a breakfast program in accordance with the provisions of N.J.S.A. 18A:33-10.1.

If seventy percent or more of the students enrolled in a school in the district on or before the last school day before October 16 of the preceding school year were Federally eligible for free or reduced price meals under the National School Lunch Program or the Federal School Breakfast Program, the district shall establish a breakfast after the bell program pursuant to N.J.S.A. 18A:33-11.3.

Stafford Township Board of Education Policy

OPERATIONS
8500
Food Services
M

In accordance with N.J.S.A. 18A:33-11, in implementing a school lunch program, pursuant to N.J.S.A. 18A:33-4 et seq., a school breakfast program, pursuant N.J.S.A. 18A:33-9 et seq., or N.J.S.A. 18A:33-10.1, or a breakfast after the bell program, pursuant to N.J.S.A. 18A:33-11.1 or N.J.S.A. 18A:33-11.3, the district shall:

1. Publicize, to parents and students, the availability of the respective school meals program, as well as the various ways in which a student may qualify to receive free or reduced price meals under the program, as provided by N.J.S.A. 18A:33-4 and N.J.S.A. 18A:33-14a;
2. Make every effort to ensure that subsidized students are not recognized as program participants, by the student body, faculty, or staff, in a manner that is different from the manner in which unsubsidized students are recognized as program participants. Such efforts shall include, but need not be limited to, the establishment of a neutral meal plan or voucher system that does not make a distinction between subsidized and unsubsidized students; and
3. Make every effort to:
 - a. Facilitate the prompt and accurate identification of categorically eligible students who may be certified to participate in the program, on a subsidized basis, without first submitting an application therefor, and, whenever an application is required to establish eligibility for subsidized meals, encourage students and their families to submit a subsidized school meals application for that purpose;
 - b. Facilitate and expedite, to the greatest extent practicable, the subsidized school meals application and income-eligibility determination processes that are used, by the district, to certify a student for free or reduced price school meals on the basis of income, and assist parents in completing the school meals application; and
 - c. Encourage students who are neither categorically eligible nor income-eligible for free or reduced price school meals to nonetheless participate, on a paid and unsubsidized basis, in the program.

If the district participates in the Federal School Breakfast Program, the district is encouraged to increase the number of students participating in the program by establishing a breakfast after the bell program that incorporates school breakfast into the first-period classroom or the first few minutes of the school day pursuant to N.J.S.A. 18A:33-11.1.

Stafford Township Board of Education Policy

OPERATIONS
8500
Food Services
M

Pursuant to N.J.S.A. 18A:33-14a., school breakfasts made available to students under a school breakfast program or a breakfast after the bell program shall meet minimum nutritional standards, established by the New Jersey Department of Education.

The State of New Jersey shall provide funding to each school in the district if the school operates a School Breakfast Program or a breakfast after the bell program, as may be necessary to reimburse the costs associated with the school's provision of free breakfasts, pursuant to N.J.S.A. 18A:33-14a.b., to students who are Federally ineligible for free or reduced price meals.

B. Summer Food Service Program – N.J.S.A. 18A:33-23; 18A:33-24; 18A:33-25; 18A:33-26

In accordance with N.J.S.A. 18A:33-24, if fifty percent or more of the students enrolled in the school district on or before the last school day before October 16 of the preceding school year were Federally eligible for free or reduced price meals under the National School Lunch Program or the Federal School Breakfast Program, the district shall become a sponsor or site under the Federal Summer Food Service Program or apply for a waiver pursuant to N.J.S.A. 18A:33-26.

In accordance with N.J.S.A. 18A:33-23, the district shall notify each student enrolled and the student's parent of the availability of, and criteria of eligibility for, the summer meals program and the locations in the district where the summer meals are available. The district shall provide this notification by distributing flyers provided by the New Jersey Department of Agriculture pursuant to subsection N.J.S.A. 18A:33-23.c. The district may also provide electronic notice of the information through the usual means by which the district communicates with parents and students electronically.

Pursuant to N.J.S.A. 18A:33-26.a., the New Jersey Department of Agriculture may grant a waiver of the requirements of N.J.S.A. 18A:33-24 et seq. To be granted a waiver, the district must show that it lacks the staff, facilities, or equipment to sponsor the Federal Summer Food Service Program, or the means to finance the hiring or acquisition of such staff, facilities, or equipment. The New Jersey Department of Agriculture also may grant a waiver for one year to the district if a different sponsor currently runs the Federal Summer Food Service Program within the district's community.

Pursuant to N.J.S.A. 18A:33-26.b., the district shall report to the New Jersey Department of Agriculture, in the manner prescribed by the New Jersey Department of Agriculture, its reasons for requesting a waiver of the requirements of N.J.S.A. 18A:33-24 et seq. The report shall include, but need not be limited to, a description of the specific impediments to

Stafford Township Board of Education Policy

OPERATIONS
8500
Food Services
M

implementing the program and actions that could be taken to remove those impediments or, where applicable, the identification of the sponsor that currently runs the program within the same community.

C. Information Provided to Parents Regarding the National School Lunch Program and the Federal School Breakfast Program – N.J.S.A. 18A:33-21b1

1. At the beginning of each school year, or upon initial enrollment in the case of a student who enrolls during the school year, the school shall provide each student's parent with:

- a. Information on the National School Lunch Program and the Federal School Breakfast Program, including, but not limited to, information on the availability of free or reduced price meals for eligible students, information on the application and determination processes that are used to certify eligible students for subsidized school meals, and information on the rights that are available to students and their families under N.J.S.A. 18A:33-21b1 and N.J.S.A. 18A:33-21; and
- b. A school meals application form, as well as instructions for completing the application, and, as necessary, assistance in completing the application.

2. The school meals information and application provided to parents, pursuant to N.J.S.A. 18A:33-21b1.a. shall:

- a. Be communicated in a language that the parent understands;
- b. Specify the limited purposes for which collected personal data may be used, as provided by N.J.S.A. 18A:33-21b1.c.; and
- c. Be submitted to the parent either in writing or electronically. In the latter case, the school district shall use the usual means by which it communicates with parents electronically.

A school meals application that is completed by a parent shall be confidential, and shall not be used or shared by the student's school or school district, except as may be necessary to:

- a. Determine whether a student identified in the application is eligible for free or reduced price school meals;
- b. Determine whether the school or school district is required, by N.J.S.A. 18A:33-11.3 or by N.J.S.A. 18A:33-24, to establish a

Stafford Township Board of Education Policy

OPERATIONS
8500
Food Services
M

breakfast after the bell program, or to participate as a sponsor or site in the Federal Summer Meals Service Program;

- c. Ensure that the school receives appropriate reimbursement from the State and Federal governments, for meals provided to eligible students, free of charge, through a school lunch program, a school breakfast program, a breakfast after the bell program, a summer meals program, or an emergency meals distribution program; and
- d. Facilitate school aid determinations under the "School Funding Reform Act of 2008," N.J.S.A. 18A:7F-43 et seq.

D. Free or Reduced Price Meals' Application Process – 7 CFR 245

School meals applications shall be reviewed in a timely manner. An eligibility determination will be made, the family will be notified of its status, and the status will be implemented as soon as possible within ten operating days of receipt of the completed application pursuant to 7 CFR 245.6(c)(6). Any student found eligible shall be offered free or reduced price meals or free milk immediately upon the establishment of their eligibility and shall continue to receive such meals during the pendency of any inquiry regarding their eligibility in accordance with the requirements of the Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture. Carry-over of previous year's eligibility for students shall be in accordance with the requirements of the Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture.

In accordance with 7 CFR 245.6(c)(1) and (2), eligibility for free or reduced price meals, as determined through an approved application or by direct certification, must remain in effect for the entire school year and for up to thirty operating days in the subsequent school year. Prior to the processing of an application or the completion of direct certification procedures for the current school year, children from households with approved applications or documentation of direct certification on file from the preceding year, shall be offered reimbursable free and reduced price meals, as appropriate.

In accordance with 7 CFR 245.6(c)(6)(iii), children from households that notify the local educational agency that they do not want free or reduced price benefits must have their benefits discontinued as soon as possible.

Pursuant to 7 CFR 245.6(c)(7), if the district receives an incomplete school meals application or a school meals application that does not meet the eligibility criteria for free or reduced priced benefits, the school meals application must be denied. The district shall document and retain the denied

Stafford Township Board of Education Policy

OPERATIONS
8500
Food Services
M

school meals application and reasons for ineligibility for three years in accordance with 7 CFR 245.6(e).

In accordance with 7 CFR 245.6(c)(7), parents of students who are denied benefits must receive prompt, written notification of their denial. The notification may be provided by mail or e-mail to the individual who signed the school meals application. Posting the denial on the "notification" page of an online system does not meet this requirement. Likewise, informing the parent of denial via telephone does not meet this requirement. If the district uses an automated telephone information system to notify parents of denied benefits, the district must also provide the parents with written notification of the denial. The notification must provide the: reason for denial of benefits; right to appeal; instructions on how to appeal; and ability to reapply for free and reduced price benefits at any time during the school year.

In accordance with 7 CFR 245.6(e), the district shall record the eligibility determination and notification in an easily referenced format. The record shall include the: denial date; reason for denial; date the denial notice was sent; and signature or initials of the determining official (may be electronic, where applicable).

Any parents of students who have benefits that are to be reduced or terminated must be given ten calendar days' written notice of the change prior to the date the change will go into effect pursuant to 7 CFR 245.6a(j). The first day of the advance notice period shall be the day the notice is sent. The notice of adverse action may be sent via mail or to the e-mail address of the parent. The district shall notify the household of adverse action by phone only.

Pursuant to 7 CFR 245.6a(j), the notice of adverse action must advise the parents of: change in benefits; reasons for the change; an appeal must be filed within the ten calendar days advance notice period to ensure continued benefits while awaiting a hearing and decision; instructions on how to appeal; and the parents may reapply for benefits at any time during the school year.

If the district participates in any National School Lunch Program, School Breakfast Program, or provides free milk under the Special Milk Program, the district shall submit to the New Jersey Department of Agriculture a free and reduced price policy statement pursuant to 7 CFR 245.10.

In accordance with 7 CFR 245.1(b), the district shall avoid any policy or practice leading to the overt identification of students receiving free or reduced price meal benefits. Overt identification is any action that may result in a child being recognized as potentially eligible for or certified for free or reduced price school meals. Unauthorized disclosure or overt identification of students receiving free and reduced price meal benefits is prohibited. The

Stafford Township Board of Education Policy

OPERATIONS
8500
Food Services
M

district shall ensure that a child's eligibility status is not disclosed at any point in the process of providing free and reduced price meals, including: notification of the availability of free and reduced price benefits; certification and notification of eligibility; provision of meals in the cafeteria; and the point of service. In addition, the district shall ensure students who receive free and reduced price benefits are not overtly identified when they are provided additional services under programs or activities available to low-income students based on their eligibility for free and reduced price meals.

Pursuant to 7 CFR 245.2, disclosure means revealing or using individual student's program eligibility information obtained through the free and reduced price meal or free milk eligibility process for a purpose other than the purpose for which the information was obtained. Disclosure includes, but is not limited to, access, release, or transfer of personal data about students by means of print, tape, microfilm, microfiche, electronic communication, or any other means. It includes eligibility information obtained through the school meals application or through direct certification.

If the district accepts both cash and electronic payments, the district shall ensure students are not overtly identified through the method of payment pursuant to 7 CFR 245.8(b). To the maximum extent practicable, the district must ensure the sale of non-program foods and the method of payment for non-program foods do not inadvertently result in students being identified by their peers as receiving free and reduced price benefits.

The School Business Administrator/Board Secretary or designee will verify applications of those eligible for free or reduced price meals in accordance with the requirements of the Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture.

E. Meal Charge Program – N.J.S.A. 18A:33-21

The Board of Education provides a meal charge program to permit unsubsidized students in the district to charge for breakfast or lunch. Collection of any payment for a meal charge program account that is in arrears shall be addressed in accordance with provisions of this Policy.

"Unsubsidized student" means a student who is neither categorically eligible nor income-eligible for free or reduced price school meals, and who is, consequently, required to pay for any such meals that are served to the student under the National School Lunch Program or the Federal School Breakfast Program.

The Board of Education recognizes a student may not have breakfast or lunch (meal), as applicable, or money to purchase a meal at school on a school day causing the student's meal charge account to fall into arrears. The district

Stafford Township Board of Education Policy

OPERATIONS
8500
Food Services
M

shall contact the student's parent to provide notice of the arrearage and shall provide the parent with a period of ten school days to pay the amount due. If the student's parent has not made full payment by the end of the designated ten school day period, then the district shall again contact the student's parent to provide notice of any action to be taken by the school district in response to the arrearage.

A parent who has received a second notice their child's meal bill is in arrears and who has not made payment in full within one week from the date of the second notice may be requested to meet with the Principal or designee to discuss and resolve the matter.

A parent's refusal to meet with the Principal or designee or take other steps to resolve the matter may be indicative of more serious issues in the family or household. However, when a parent's routine failure to provide breakfast or lunch is reasonably suspected to be indicative of child neglect, the Principal or designee shall immediately report such suspicion to the Department of Children and Families, Division of Child Protection and Permanency as required in N.J.S.A. 9:6-8.10. Such reporting shall not be delayed to accommodate a parent's meeting with the Principal or designee.

A school district shall report at least biannually to the New Jersey Department of Agriculture the number of students who are denied school breakfast or school lunch in accordance with N.J.S.A. 18A:33-21.a.(2) and this Policy.

Nothing in N.J.S.A. 18A:33-21 or this Policy shall be construed to require the district to deny or restrict the ability of an unsubsidized student to access school breakfast or school lunch when the student's school breakfast or school lunch bill is in arrears.

The school or school district shall not:

1. Publicly identify or stigmatize an unsubsidized student who cannot pay for a school breakfast or a school lunch or whose school breakfast or school lunch bill is in arrears. (For example, by requiring the student to sit at a separate table or by requiring that the student wear a wristband, hand stamp, or identifying mark, or by serving the student an alternative meal);
2. Require an unsubsidized student, who cannot pay for a school breakfast or a school lunch or whose school breakfast or school lunch bill is in arrears to do chores or other work to pay for the school breakfast or school lunch;
3. Require an unsubsidized student to discard a school breakfast or school lunch after it has been served because of the student's inability

Stafford Township Board of Education Policy

OPERATIONS
8500
Food Services
M

to pay for a school breakfast or school lunch or because money is owed for previously provided meals;

4. Prohibit an unsubsidized student, or sibling of such a student, from attending or participating in non-fee-based extracurricular activities, field trips, or school events, from receiving grades, official transcripts, or report cards, or from graduating or attending graduation events, solely because of the student's unresolved meal debt; or
5. Require the parent of an unsubsidized student to pay fees or costs in excess of the actual amounts owed for meals previously served to the student.

If an unsubsidized student owes money for the equivalent of five or more school meals, the Principal or designee shall:

1. Determine whether the student is categorically eligible or income-eligible for free or reduced price meals, by conducting a review of all available records related to the student, and by making at least two attempts, not including the initial attempt made pursuant to N.J.S.A. 18A:33-21.c.(2), to contact the student's parent and have the parent fill out a school meals application; and
2. Contact the parent of the unsubsidized student to offer assistance with respect to the completion of the school meals application; and to determine if there are other issues in the household that have caused the student to have insufficient funds to purchase a school breakfast or school lunch; and to offer any other appropriate assistance.

The school district shall direct communications about a student's school breakfast or school lunch bill being in arrears to the parent and not to the student. Nothing in N.J.S.A. 18A:33-21 shall prohibit the school district from sending a student home with a letter addressed to a parent.

Notwithstanding the provisions of N.J.S.A. 18A:33-21 and the provisions of any other law, rule, or regulation to the contrary, an unsubsidized student shall not be denied access to a school meal, regardless of the student's ability to pay or the status of the student's meal arrearages, during any period of time in which the school is making a determination, pursuant to N.J.S.A. 18A:33-21.c., as to whether the student is eligible for, and can be certified to receive, free or reduced price meals.

If the student's meal bill is in arrears, but the student has the money to purchase a meal on a subsequent school day, the student will be provided a meal with payment and the food service program will not use the student's

Stafford Township Board of Education Policy

OPERATIONS
8500
Food Services
M

payment to repay previously unpaid charges if the student intended to use the money to purchase that school day's meal.

Students receiving free meals will not be denied a meal even if they accrued a negative balance from other purchases in the cafeteria.

The school district may post this Policy on the school district's website provided there is a method in place to ensure this Policy reaches all households without access to a computer or the Internet.

F. Provision of Meals to Homeless Children – N.J.S.A. 18A:33-21c

The district's liaison for the education of homeless children shall coordinate with district personnel to ensure that a homeless student receives free school meals and is monitored according to district policies pursuant to N.J.S.A. 18A:33-21c.

G. Provision of School Meals During Period of School Closure – N.J.S.A. 18A:33-27.2

In the event the Board is provided a written directive, by either the New Jersey Department of Health or the health officer of the jurisdiction, to institute a public health-related closure due to the COVID-19 epidemic, the district shall implement a program, during the period of the school closure, to provide school meals, at local distribution sites designated pursuant to N.J.S.A. 18A:33-27.2.b., to all students enrolled in the district who are either categorically eligible or income-eligible for free or reduced price school meals.

In the event of an emergency closure, as described in N.J.S.A. 18A:33-27.2.a., the district shall identify one or more school meal distribution sites that are walkable and easily accessible to students in the district. The district shall collaborate with county and municipal government officials in identifying appropriate sites. A school meals distribution site may include, but need not be limited to: faith-based locations; community centers, such as YMCAs; and locations in the district where meals are made available through a summer meals program. In a district that includes high density housing, the district shall make every effort to identify a school meal distribution site in that housing area.

The district shall identify students enrolled in the district who are categorically eligible or income-eligible for free or reduced price meals, and for whom a school meal distribution site, identified pursuant to N.J.S.A. 18A:33-27.2.b., is not within walking distance. In the case of these students, the district shall distribute the school meals to the student's residence or to the student's bus stop along an established bus route, provided that the student or the student's parent is present at the bus stop for the distribution. Food

Stafford Township Board of Education Policy

OPERATIONS
8500
Food Services
M

distributed pursuant to N.J.S.A. 18A:33-27.2.c. may include up to a total of three school days' worth of food per delivery.

The district may use school buses owned and operated by the district to distribute school meals pursuant to N.J.S.A. 18A:33-27.2. If the district does not own and operate its own buses, the district may contract for the distribution of school meals, and these contracts shall not be subject to the public bidding requirements established pursuant to the "Public School Contracts Law," N.J.S.A. 18A:18A-1 et seq.

The district shall collaborate, as feasible, with other districts and with local government units to implement the emergency meals distribution program, as required by N.J.S.A. 18A:33-27.2, in order to promote administrative and operational efficiencies and cost savings.

School lunches and breakfasts that are made available, through an emergency meals distribution program operating pursuant to N.J.S.A. 18A:33-27.2, shall be provided to eligible students, free of charge, in accordance with the provisions of N.J.S.A. 18A:33-4.a. and N.J.S.A. 18A:33-14a.

H. Statement of Compliance

All food service programs shall be operated pursuant to 7 CFR 245, as appropriate, and this Policy

N.J.S.A. 18A:18A-42.1; 18A:33-4; 18A:33-5; 18A:33-10;
18A:33-10.1; 18A:33-11; 18A:33-11.1; 18A:33-11.2;
18A:33-11.3; 18A:33-14a.; 18A:33-21; 18A:33-21a.;
18A:33-21b.1; 18A:33-21c.; 18A:33-23; 18A:33-24;
18A:33-25; 18A:33-26; 18A:33-27.2; 18A:58-7.1;
18A:58-7.2

N.J.A.C. 2:26

N.J.A.C. 6A:23-2.6 et seq.

N.J.A.C. 8:24-2.1 through 7.5

7 C.F.R. 210.1 et seq.

Adopted: 22 July 2004

Revised:

Stafford Township Board of Education Regulation

TEACHING STAFF
R3212
Attendance

R 3212 ATTENDANCE

A. Review of Attendance Data

1. A record shall be kept of the attendance of each teaching staff member, including teachers; educational services personnel; administrators; and other certificated staff members. Any absence, for part or all of a school day, shall be recorded along with the reason for the absence. The record will distinguish sick leave, professional days, unpaid leaves of absence, personal leave, bereavement leave, and any other leaves of absences taken by the teaching staff member. The teaching staff member's attendance record will include notation of verification of an absence where such verification is required by the Superintendent or by Policy and Regulation 1642.01. The teaching staff member's rate of absence shall be calculated at least once per school year and entered on the teaching staff member's attendance record. A teaching staff member's attendance record shall be part of the teaching staff member's personnel file.
2. A cumulative attendance record shall be assembled for each school in the school district and also for the school district as required by the New Jersey Department of Education.
3. An attendance summary shall be prepared from the cumulative attendance record. The attendance summary shall show the rate of absence for each school in the district and also for the school district.

B. Attendance Reporting and Improvement Plan

1. Planning
 - a. Each absence of a teaching staff member shall be reported by the teaching staff member in accordance with the school district's procedure.
 - b. The absence of a teaching staff member shall be provided to the teaching staff member's Principal or supervisor designated by the Superintendent, as appropriate, who shall determine if a substitute or replacement is required for the period of the absence.
 - c. A report of such absences shall also be provided to the Superintendent or designee.

Stafford Township Board of Education Regulation

TEACHING STAFF
R3212
Attendance

d. The Principal or supervisor designated by the Superintendent shall determine if an absence requires further verification. Reasons for further verification may include, but are not limited to, the following:

- (1) A pattern of absences on the same day(s) of the week;
- (2) A pattern of absences before or after nonworking days;
- (3) The habitual exhaustion of personal leave.

e. The Superintendent or designee will meet with Principals and supervisors to discuss attendance records of teaching staff members. The attendance records shall be analyzed for patterns of absences, such as excessive absenteeism in a given department, school, or work place in the school district, among certain groups of teaching staff members, for certain specific causes, or on certain days of the week, month, or year. Specific strategies for reducing the rate of absences shall be developed.

2. Implementation

a. The Superintendent or designee or the teaching staff member's Principal or supervisor designated by the Superintendent shall be responsible for implementing a plan for the improvement of teaching staff member attendance.

b. The teaching staff member's Principal or supervisor designated by the Superintendent shall encourage the regular attendance of teaching staff members in their workplace, school, or department. The teaching staff member's Principal or supervisor designated by the Superintendent shall maintain contact with absent employees and may confer with teaching staff members who return from an absence of any duration.

c. The Superintendent shall direct Principals and supervisors designated by the Superintendent to incorporate a teaching staff member's attendance record in the teaching staff member's evaluation.

d. The teaching staff member's Principal or supervisor designated by the Superintendent shall report to the Superintendent or designee any teaching staff member whom the Principal or

Stafford Township Board of Education Regulation

TEACHING STAFF
R3212
Attendance

supervisor designated by the Superintendent suspects of misusing sick leave or falsifying the reasons for an absence.

3. Counseling

- a. The Superintendent, Principal, or supervisor designated by the Superintendent may schedule a conference with a teaching staff member where the number and/or pattern of the teaching staff member's absences or the reasons offered for the teaching staff member's absences may indicate a concern.
- b. Prior to the giving of any admonition, reprimand, or imposition of discipline of any kind, the Superintendent, Principal, or supervisor designated by the Superintendent shall determine the nature of the absences and consider any extenuating circumstances.
- c. A written report of any attendance conference shall be prepared and retained with the teaching staff member's evaluations. The teaching staff member shall be permitted to examine the report and affix their comments, if any, to evaluation reports.

C. Record of Attendance

1. A record shall be kept of the attendance of all teaching staff members, including supervisors. Any absence, for part or all of a school day, shall be recorded with the reason for the absence. A teaching staff member's attendance record shall be part of the teaching staff member's personnel file.
2. The record will distinguish sick leave; professional days; unpaid leaves of absences; personal leave; bereavement leave; and any other leaves taken by the teaching staff member. The teaching staff member's attendance record will include notation of verification of an absence where such verification is required by the Superintendent, Policy 1642.01, or any other law or Board policy.
3. A teaching staff member's rate of absence shall be calculated at least once per school year and entered on the teaching staff member's attendance record.
4. At the end of each school year, the Superintendent of Schools, Principals, and teaching staff members' supervisors designated by the Superintendent will review attendance records for teaching staff members.

Stafford Township Board of Education Regulation

TEACHING STAFF
R3212
Attendance

D. Attendance Improvement Plan

1. The attendance record prepared for teaching staff members shall be analyzed for patterns of absence, such as excessive absenteeism in a given school or work place, among certain groups of employees, for certain specific causes, or on certain days of the week, month, or year.
2. Specific strategies for reducing the rate of absences shall be developed.
3. The Superintendent shall designate an administrator or supervisor to be responsible for implementing the approved plan for the improvement of teaching staff member attendance in the school district and in schools in the district.
4. The record of a conference(s) dealing with excessive absenteeism may serve as an element in the evaluation of any teaching staff member's performance.

E. In-Service Training

1. The teaching staff member's Principal or supervisor designated by the Superintendent shall meet with teaching staff members at the beginning of each school year to:
 - a. Inform teaching staff members of Board policy and district regulations on attendance;
 - b. Familiarize employees with the procedures to be used in requesting, reporting, and verifying absences; and
 - c. Acquaint teaching staff members with the degree to which attendance will affect evaluation reports.

Issued: 22 July 2004
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Revised:

Stafford Township Board of Education Regulation

PUPILS
R5116

Education of Homeless Children and Youths

R 5116 EDUCATION OF HOMELESS CHILDREN AND YOUTHS

A. Definitions – N.J.A.C. 6A:17-1.2

1. "Best interest determination" means the school placement decision made by Division of Child Protection and Permanency (DCP&P) based on the factors considered, as set forth at N.J.S.A. 30:4C-26b.
2. "Career or technical education" or "CTE" means as defined in N.J.A.C. 6A:19-1.2.
3. "DCP&P" means the Division of Child Protection and Permanency, which is a division in the New Jersey Department of Children and Families (DCF) that is responsible for the placement of children in resource family care, pursuant to N.J.S.A. 30:4C-26b.
4. "Educational stability school district notification" means the notification provided by DCP&P to the school district, pursuant to N.J.S.A. 30:4C-26b.h.
5. "Enroll" or "enrollment" means attending classes and participating fully in school activities.
6. "Homeless child" means a child or youth who lacks a fixed, regular, and adequate residence, pursuant to N.J.S.A. 18A:7B-12, N.J.A.C. 6A:17-2.2, and B below.
7. "Immediate" or "immediately" means at the instant the need for placement is made known.
8. "Parent" means the natural or adoptive parent, legal guardian, resource family care parent, surrogate parent, or person acting in the place of a parent, such as the person with whom the child legally resides or a person legally responsible for the child's welfare.
9. "Point of contact" means the employee identified in each school district who facilitates all activities needed to ensure enrollment and attendance of children in resource family care.
10. "Resource family care" means twenty-four-hour substitute care for children placed away from their parent(s) and for whom DCP&P has placement and care responsibility. The term is synonymous with "foster care" as defined in the Federal Elementary and Secondary Education Act (ESEA), as reauthorized by the Every Student Succeeds Act (ESSA), and includes "resource family home" found elsewhere in

Stafford Township Board of Education Regulation

PUPILS
R5116

Education of Homeless Children and Youths

the New Jersey Administrative Code and in the New Jersey Statutes Annotated.

11. "School district liaison for the education of homeless children and youths" means the person identified in each school district who facilitates all activities needed to ensure the enrollment and attendance of homeless children and youths.
12. "School district of residence" for a homeless child or youth means the school district in which the parent of a homeless child or youth resided prior to becoming homeless. It may not be the school district in which the student currently resides. This term is synonymous with "school district of origin" referenced in the McKinney-Vento Homeless Education Assistance Act. "School district of residence" for a student in a State facility means the school district in which the parent with whom the student lived prior to placement in a State facility currently resides, pursuant to N.J.S.A. 18A:7B-12b. In the case of a child placed in resource family care prior to September 9, 2010, in accordance with N.J.S.A. 18A:7B-12, the "school district of residence" means the school district in which the resource family care parent(s) resides. In the case of a child placed in resource family care on or after September 9, 2010, in accordance with N.J.S.A. 18A:7B-12, the "school district of residence" means the present school district of residence of the parent(s) with whom the child lived prior to the most recent placement in resource family care.
13. "School of origin" for a child in resource family care means the school district in which a child was enrolled prior to a change in the child's care, custody, or guardianship. If a child's resource family care placement changes, the school of origin would then be considered the school district in which the child is enrolled at the time of the placement change.
14. "State agency" means the New Jersey Department of Human Services, the New Jersey Department of Correction, the New Jersey Department of Children and Families, or the New Jersey Juvenile Justice Commission.
15. "State facility" means residential and day programs operated by, contracted with, or specified by the New Jersey Department of Human Services, the New Jersey Department of Correction, the New Jersey Department of Children and Families, or the New Jersey Juvenile Justice Commission.

Stafford Township Board of Education Regulation

PUPILS
R5116

Education of Homeless Children and Youths

16. "Transitional living facility" means a temporary facility that provides housing to a child due to domestic violence, pursuant to N.J.S.A. 18A:7B-12.1.
17. "Unaccompanied youth" means a youth not in the physical custody of a parent at the time of enrollment.

B. Determination of Homelessness – N.J.A.C. 6A:17-2.2

1. The Board of Education for the school district of residence shall determine that a child or youth is homeless for the purposes of N.J.A.C. 6A:17-2, Policy 5116, and this Regulation when the child or youth resides in any of the following:
 - a. A publicly or privately operated shelter designed to provide temporary living accommodations, including: hotels or motels; congregate shelters, including domestic violence and runaway shelters; transitional housing; and homes for adolescent mothers;
 - b. A public or private place not designated for or ordinarily used as a regular sleeping accommodation, including: cars or other vehicles including mobile homes; tents or other temporary shelters; parks; abandoned buildings; bus or train stations; or temporary shelters provided to migrant workers and their children on farm sites;
 - c. The residence of relatives or friends where the homeless child or youth resides out of necessity because their family lacks a regular or permanent residence of its own; or
 - d. Substandard housing.

C. Responsibilities of the School District of Residence – N.J.A.C. 6A:17-2.3

1. The school district of residence for a homeless child or youth shall be responsible for the education of the child and shall:
 - a. Determine the school district in which the child shall be enrolled after consulting with the parent pursuant to N.J.A.C. 6A:17-2.5 and E. below;
 - b. Pay the cost of tuition pursuant to N.J.S.A. 18A:38-19, when the child attends school in another school district; and

Stafford Township Board of Education Regulation

PUPILS
R5116

Education of Homeless Children and Youths

- c. Provide for transportation for the child pursuant to N.J.A.C. 6A:27-6.2.
 2. The determination of the homeless child's or youth's school district of residence shall be made by the Superintendent of the school district of residence or designee, pursuant to N.J.A.C. 6A:17-2.4 and D. below based upon information received from the parent, a shelter provider, another school district, or an involved agency.
 3. The school district identified in accordance with N.J.S.A. 18A:7B-12 as the school district of residence for a homeless child or youth shall be the school district of residence until the parent establishes a permanent residence. Financial responsibility will remain with the homeless child's school district of residence until the family is deemed domiciled in another jurisdiction, pursuant to N.J.S.A. 18A:38-1.d.
- D. Designation of School District Liaisons and Their Responsibilities – N.J.A.C. 6A:17-2.4
1. The Superintendent designates the school district liaison for the education of homeless children or youths. The school district liaison shall:
 - a. Facilitate communication and cooperation between the school district of residence and the school district where the homeless child or youth resides;
 - b. Develop procedures to ensure a homeless child or youth residing in the school district is enrolled and attending school pursuant to N.J.A.C. 6A:17-2.5 and E. below;
 - c. Ensure homeless families, children, and youths receive educational services for which they are eligible, including Head Start programs, preschool programs administered by the Board, and referrals to health care, dental, mental health, and other appropriate services;
 - d. Inform parents of homeless children and youths of the educational and related opportunities available to their children and ensure that parents are provided with meaningful opportunities to participate in the education of their children;
 - e. Ensure that public notice of the educational rights of homeless children and youths is disseminated where such children receive services, such as schools, family shelters, and soup kitchens;

Stafford Township Board of Education Regulation

PUPILS
R5116

Education of Homeless Children and Youths

- f. Ensure enrollment disputes are resolved pursuant to N.J.A.C. 6A:17-2.7 and G. below;
 - g. Ensure the parent of a homeless child or youth, or any unaccompanied youth, is fully informed of all transportation services, including transportation to the school district of residence, and is assisted in accessing transportation to the school selected under N.J.A.C. 6A:17-2.5 and F. below;
 - h. Assist the parent to obtain the homeless child's or youth's medical records or required immunizations; and
 - i. Assist an unaccompanied youth to ensure the youth is enrolled in, and is receiving, all services pursuant to N.J.A.C. 6A:17, Policy 5116, and this Regulation.
 - 2. When a homeless child or youth resides in a school district, the school district liaison shall notify the liaison of the school district of residence within twenty-four hours of receiving notification from the parent, a shelter director, or an involved agency.
 - 3. Upon notification of the need for enrollment of a homeless child or youth, the liaison in the school district of residence shall coordinate enrollment procedures immediately based upon the best interest of the child, pursuant to N.J.A.C. 6A:17-2.5(b) and E.2. below.
- E. School District Enrollment – N.J.A.C. 6A:17-2.5
- 1. The Superintendent of the school district of residence or designee shall decide in which school district the homeless child or youth shall be enrolled as follows:
 - a. Enroll the homeless child or youth in the school district of residence to the extent feasible, except when doing so is contrary to the wishes of the homeless child's or youth's parent;
 - b. Continue the homeless child's or youth's education in the school district of last attendance if it is not the school district of residence; or
 - c. Enroll the homeless child in the school district where the child resides.

Stafford Township Board of Education Regulation

PUPILS
R5116

Education of Homeless Children and Youths

2. The Superintendent of the school district of residence or designee shall decide the school district of enrollment of a homeless child or youth based on what is determined to be in the best interest of the child or youth after considering:
 - a. The enrollment of the homeless child or youth in the school district of residence to the extent feasible, except when doing so is contrary to the wishes of the child's or youth's parent.
 - b. The continuity of the child's educational program;
 - c. The eligibility of the child for special instructional programs, including, but not limited to, bilingual, gifted and talented, special education, early childhood, and career and technical education programs; and
 - d. The distance, travel time, and safety factors in coordinating transportation services from the residence to the school.
3. The Superintendent of the school district of residence or designee shall determine the child's or youth's school district of enrollment immediately after consultation with the parent. The school district of residence shall adhere to the following procedures:
 - a. Enrollment decisions shall be made immediately upon notification of the need for enrollment. When the decision is made, the child or youth shall be enrolled immediately. If a dispute arises regarding enrollment of a homeless child or youth, the homeless child or youth shall be immediately enrolled in the school district in which enrollment is sought by the parent, pending resolution of the dispute pursuant to N.J.A.C. 6A:17-2.7 and G. below.
 - b. Consultation with the parent regarding the enrollment decision and the right to appeal the decision shall be documented in writing.
 - c. A decision to enroll a homeless child or youth in a school district other than the school district of residence or the school district requested by the parent shall be explained in writing and provided to the parent.
4. When a decision is made to enroll the child or youth in a school district other than the school district of residence, the Superintendent or designee of the school district of residence shall forward to the new

Stafford Township Board of Education Regulation

PUPILS
R5116

Education of Homeless Children and Youths

school district all relevant school and health records consistent with the provisions of N.J.A.C. 6A:32-7.

5. When a homeless child or youth with a disability is enrolled in a school district other than the school district of residence, the school district of enrollment shall treat the student as a transfer student pursuant to N.J.A.C. 6A:14, Special Education.
 6. When the school district of residence for a homeless child or youth cannot be determined, the Superintendent or designee of the school district in which the child or youth currently resides shall enroll the child or youth immediately in the school district of the current residence or the school district of last attendance.
 7. The school district selected pursuant to N.J.A.C. 6A:17-2, Policy 5116, and this Regulation shall immediately enroll the homeless child or youth, even if the child or youth is unable to produce records normally required for enrollment such as previous academic records, medical records, proof of residency, or other documentation.
 8. Enrollment in the school district of residence; enrollment in the school district of last attendance; if not the school district of residence; or enrollment in the school district where the child or youth resides shall continue for the duration of homelessness, including when a family becomes homeless between academic years, and also for the remainder of the academic year if the homeless child or youth becomes permanently housed during the academic year.
- F. Parental Rights – N.J.A.C. 6A:17-2.6
1. Unless parental rights have been terminated by a court of competent jurisdiction, the parent retains all rights under N.J.A.C. 6A:17-2, Policy 5116, and this Regulation.
- G. Disputes and Appeals – N.J.A.C. 6A:17-2.7
1. When a dispute occurs regarding the determination of homelessness or the determination of the school district of enrollment made by the school district of residence, the Superintendent(s) or designee(s) of the involved school district(s) or the child's or youth's parent(s) shall immediately notify the Executive County Superintendent. In consultation with the New Jersey Department of Education's (NJDOE) McKinney-Vento Homeless Education Coordinator or the Coordinator's designee, the Executive County Superintendent shall immediately decide the child's or youth's status. If a dispute remains between the parent and the involved school district(s) following the Executive

Stafford Township Board of Education Regulation

PUPILS
R5116

Education of Homeless Children and Youths

County Superintendent's determination, the parent or the involved district Board(s) of Education may appeal to the Commissioner of Education for a determination pursuant to N.J.A.C. 6A:3, Controversies and Disputes.

2. When a school district designated as the school district of residence disputes its designation as the school district of residence, or where no designation can be agreed upon by the involved school districts, the Superintendent(s) or designee(s) of the involved school districts shall immediately notify the Executive County Superintendent. The Executive County Superintendent shall make a determination immediately, if possible, but no later than within forty-eight hours and, when necessary, in consultation with the NJDOE's Homeless Education Coordinator, or the Coordinator's designee.

- a. If the dispute regarding determination of the school district of residence does not involve the determination of homelessness and/or school district of enrollment, the school district disputing the Executive County Superintendent's determination may appeal to the NJDOE pursuant to N.J.A.C. 6A:23A-19.2(d), (e), and (f), and request a determination from the Division of Finance.

- b. If an appeal of a determination of the school district of residence also includes an appeal of the determination of homelessness and/or school district of enrollment, the appeal shall be submitted to the Commissioner pursuant to N.J.A.C. 6A:3, Controversies and Disputes.

3. Any dispute or appeal shall not delay the homeless child's or youth's immediate enrollment or continued enrollment in the school district. The homeless child or youth shall be enrolled in the school district in which enrollment or continued enrollment is sought by the parent, pending resolution of the dispute or appeal.

4. Disputes and appeals involving the services provided to a homeless child or youth with a disability shall be made pursuant to N.J.A.C. 6A:14.

Tuition – N.J.A.C. 6A:17-2.8

1. When the homeless child or youth is enrolled in a school district other than the school district of residence, the school district of residence shall pay to the school district of enrollment the tuition costs pursuant to N.J.S.A. 18A:38-19 until the parent establishes a permanent residence or is deemed domiciled in another jurisdiction pursuant to

Stafford Township Board of Education Regulation

PUPILS
R5116

Education of Homeless Children and Youths

N.J.S.A. 18A:38-1.d. At that time, the school district of residence or the school district in which the parent has been deemed domiciled shall pay tuition to the school district of enrollment.

2. The school district of residence shall list the child on its annual Application for State School Aid (ASSA) pursuant to N.J.S.A. 18A:7F-33 until the parent establishes a permanent residence or is deemed domiciled in another jurisdiction pursuant to N.J.S.A. 18A:38-1.d. At that time, the school district of residence or the school district in which the parent has been deemed domiciled shall list the student on its ASSA.
3. The State shall assume fiscal responsibility for the tuition of the child or youth pursuant to N.J.S.A. 18A:7B-12.1 and shall pay the tuition to the school district in which the child or youth is currently enrolled until the parent establishes a permanent residence or is deemed domiciled in another jurisdiction pursuant to N.J.S.A. 18A:38-1.d., under the following circumstances:
 - a. If the school district of residence cannot be determined for the homeless child or youth;
 - b. If the school district of residence is outside of the State; or
 - c. If a child or youth resides in a domestic violence shelter, homeless shelter, or transitional living facility located in a school district other than the school district of residence for more than a year during the placement pursuant to N.J.S.A. 18A:7B-12.d. and 12.1.
4. When the State assumes fiscal responsibility for the tuition of a homeless child or youth under the circumstances at N.J.A.C. 6A:17-2.8(c) and H.3. above, the State shall pay to the school district in which the child or youth is enrolled the weighted base per pupil amount calculated pursuant to N.J.S.A. 18A:7F-49 and the appropriate security and special education categorical aids per pupil pursuant to N.J.S.A. 18A:7F-55 and 56.

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Revised: 23 February 2017
Revised: 11 May 2017
Revised:

Stafford Township School District
Special Services
2023-2024 School Year

In-district Tuition Students
November 2023

ID#	District	Class	Building
25187	LBI	MD	Intermediate

Out of District Tuition
November 2023

ID#	School
23753	Education Academy
22497	Education Academy
23439	Hawkswood School
24714	Hawkswood School
24527	Lehmann School
22509	Shore Center for Autism
21588	Shore Center for Autism

Stafford Township School District
Manahawkin, NJ 08050

"BUILDING A BETTER WORLD ONE STUDENT AT A TIME"

Oxycocus Elementary School
William Wilkinson, Director of Early Childhood Education
"A Great Place to Begin!"

MONTHLY REPORT

OCTOBER 2023

MISSION STATEMENT

The mission of the Stafford Township School District, a partnership of schools, parents, and community, shall provide a secure, nurturing environment that fosters a positive self-image through educational achievement and promotes mastery of the New Jersey Student Learning Standards while encouraging students to become life-long learners in a global society.

REQUIRED INFORMATION

ENROLLMENT

PEA Grant: 121
PSD: 52
TOTAL: 173

HEALTH REPORT

Student Visits: 145
Medications: 4
Staff Visits: 8
CST Meetings: 4
Class Trip (PLC): 1

TOTAL: 162

REQUIRED DRILLS

<i>Drill</i>	<i>Date</i>	<i>Time</i>	<i>Occupants</i>
Fire Drill	10/3/23	9:30am	217
Evacuation (non-fire)	10/4/23	9:45am	218

Stafford Township School District
Manahawkin, NJ

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Primary Learning Center
Dawn Reo, Principal

"Believe and Succeed"

Monthly Report
October 2023

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Required Information:

Enrollment:

Grade K: 299

Grade DK: 9

Special Education: 11

PreK: 74

Total Enrollment: 393

Choice: 5

Health Reports:

Visits: 393

Medications: 103

Staff Contacts: 7

Screenings: 127

Accidents: 2

Workman's Comp: 0

Total Visits: 632

Required Drills:

Drill	Date	Time	Occupants
Fire Drill	October 4	2:16	430
Evacuation (non-fire) drill	October 12	9:45	426

Stafford Township School District
Manahawkin, NJ

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Ocean Acres Elementary School
Susan D'Alessandro, Principal
Growing by Leaps and Bounds

Monthly Report
October 2023

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Required Information:

Enrollment:

Grade 1: 298

Grade 2: 311

Grade K: 6

Pre-K: 105

Choice: 0

Total Enroll: 720

Health Reports:

Visits: 1047

Medications: 74

Staff Contact: 326

Screenings: 0

Accidents: 0

Work.Comp: 11

Total Visits: 1461

Required Drills:

<i>Drill</i>	<i>Date</i>	<i>Time</i>	<i>Occupants</i>
Fire Drill	10/03/23	10:11	800
Non-Fire Evacuation	10/25/23	10:02	800

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McKinley Avenue Elementary School
Tiffany Eberle, Principal
"Believe and Succeed"

Monthly Report
October, 2023

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Required Information:

Enrollment:

Grade 3: 278
Grade 4: 296
Special Education: 36
Total Enrollment: 610

Choice: 5

Health Reports:

Visits: 680
Medications: 184
Staff Contacts: 20
Screenings: 6
Accidents: 0
Workman's Comp.: 11
Total Visits: 901

Required Drills:

<u>Drill</u>	<u>Date</u>	<u>Time</u>	<u>Occupants</u>
Fire Drill	10/13/2023	9:01 am	685
Non-Bomb Threat Evacuation	10/9/2023	10:00 am	668

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Stafford Township School District
Manahawkin, NJ

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Intermediate School
Hope Zaun, Principal

"Believe and Succeed"

Monthly Report
October, 2023

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Required Information:

Enrollment:

5th Grade: 328
6th Grade: 304
Total Enrollment: 498

Special Ed: 134
Choice: 44

Health Reports:

Visits: 732
Medications: 101
Staff Contacts: 2
Screenings: 0
Accidents: 2
Workman's Comp: 1

Total Visits: 856

Required Drills

<i>Drill</i>	<i>Date</i>	<i>Time</i>	<i>Occupants</i>
Fire Drill	10/13/2023	9:02 am	587
Evacuation Drill	10/9/2023	10:00 am	655