JEFFERSON TOWNSHIP BOARD OF EDUCATION
Regular Meeting and Public Budget Hearing Agenda
Monday, April 24, 2023 5:30 PM (Closed Session) – 7:30 PM (Regular Session)
Jefferson Township High School Media Center

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District Vision Statement

The district will be a leader in academic excellence while developing healthy, well-rounded, resourceful students who are positive, contributing members of local and global communities.

A. _____, called the meeting to order at _____ PM, and read the Open Meeting Statement, below:

In accordance with the Open Meeting Law, the Jefferson Township Board of Education has caused notice of this meeting to be published by having the date, time and place thereof, posted in the Jefferson Township Municipal Building, with copies of such notice delivered or mailed or electronically mailed to the following:

DAILY RECORD, NJ HERALD and posted on the
Jefferson Township Board of Education website (www.Jefftwp.org);

and a copy of said notice delivered to the Municipal Clerk of the Township of Jefferson and the Jefferson Township Library.

B. Pledge of Allegiance.

C. **ROLL CALL**:

_____Mrs. Gould	_____Mrs. Perez	_____Mr. Terpstra
_____Mrs. Grater	_____Mrs. Small	_____Mrs. Wildermuth, *Vice President*
_____Mr. Natale	_____Mr. Stewart	_____Mrs. Poulas, *President*

_____ Nicholas Roberts, Student Representative
_____ Robert McKoy, Student Representative

D. **CLOSED SESSION**

Motion by _____, seconded by _____, that the Board of Education adopt the following resolution:

_____Mrs. Gould	_____Mrs. Perez	_____Mr. Terpstra
_____Mrs. Grater	_____Mrs. Small	_____Mrs. Wildermuth, *Vice President*
_____Mr. Natale	_____Mr. Stewart	_____Mrs. Poulas, *President*

BE IT RESOLVED, by the Jefferson Township Board of Education on this 24th day of April, 2023 at ____ PM, as follows:

1. The Board shall recess to closed session in accordance with the Open Public Meetings Law, N.J.S.A. 10:4-12b (1), (2), (6), (7) and (8). The general nature of the discussion will involve matters confidential by law, any investigations or tactics or techniques to protect persons or litigation, anticipated litigation and attorney-client matters.
2. These matters will be disclosed to the public as soon as the need for confidentiality no longer applies.
3. This resolution shall take effect immediately.

Motion to close Executive Session by _____, seconded by _____, that the meeting is called to public session at _____ PM.

_____Mrs. Gould	_____Mrs. Perez	_____Mr. Terpstra
_____Mrs. Grater	_____Mrs. Small	_____Mrs. Wildermuth, *Vice President*
_____Mr. Natale	_____Mr. Stewart	_____Mrs. Poulas, *President*

E. SUPERINTENDENT'S REPORT

- Good News and Progress Report

F. PRESENTATIONS

- JTHS Academy Acceptance Recognitions - Mrs. Jeanne Howe, Superintendent
- 2023-2024 Budget Budget Presentation and Public Hearing – Mrs. Jeanne Howe, Superintendent and Mrs. Rita Oroho Giacchi, Business Administrator

G. PUBLIC COMMENTS ON 2023-2024 BUDGET

At this time, members of the public are invited to address the Board regarding the 2023-2024 budget. Please note that all comments on the budget will be made in accordance with Policy 0167 – Public Presentation at Board Meetings. Each statement made by all participants may be limited to three minutes in duration. If you would like to address the Board, please state your name and address before making your statement to the Board.

H. COMMENTS FROM THE AUDIENCE *(on agenda action items only, if applicable)*

Public participation shall be governed by the following rules (Per District Policy #0167):

1. The Public participation period shall be for **thirty minutes** or fewer;
2. A participant must be recognized by the presiding officer and must preface comments by an announcement of his or her name, place of residence, and group affiliation, if appropriate;
3. Each statement made by a participant shall be **limited to three minutes duration**;
4. No participant may speak more than once on the same topic until all others who wish to speak on that topic have been heard;
5. Participants may not yield their time to another individual;
6. All statements shall be directed to the presiding officer;
7. The presiding officer may:
   a) Interrupt, warn, or terminate a participant's statement when the statement is too lengthy, abusive, obscene, or irrelevant;
   b) Request any individual to leave the meeting when that person does not observed reasonable decorum;
   c) Request the assistance of law enforcement officers in the removal of a disorderly person when that person's conduct interferes with the orderly progress of the meeting;
   d) Call for a recess or an adjournment to another time when the lack of public decorum so interferes with the orderly conduct of the meeting as to warrant such action; and
   e) Waive these rules when necessary for the protection of privacy or the efficient administration of the Board's business.

Please note that "Comments from the Audience" is not a time for dialogue – it is an opportunity for you to share a comment with the Board of Education. In addition, by law, administrators and Board of Education members are not permitted to publicly discuss personnel matters, student discipline, or other issues requiring confidentiality. While we may not respond to your comments, all input shared with the Board of Education is taken very seriously, and will be discussed at future deliberations by the Board of Education and its Committees.

I. STUDENT REPRESENTATIVES

J. COMMITTEE REPORTS

K. MINUTES OF MEETINGS

Motion by _____, seconded by _____, that the minutes of the **March 20, 2023 Regular Meeting** be approved as submitted:

_____Mrs. Gould	_____Mrs. Perez	_____Mr. Terpstra
_____Mrs. Grater	_____Mrs. Small	_____Mrs. Wildermuth, *Vice President*
_____Mr. Natale	_____Mr. Stewart	_____Mrs. Poulas, *President*

Motion by _____, seconded by _____, that the Executive Session minutes of the **March 20, 2023 Regular Meeting** be approved as submitted:

_____Mrs. Gould	_____Mrs. Perez	_____Mr. Terpstra
_____Mrs. Grater	_____Mrs. Small	_____Mrs. Wildermuth, *Vice President*
_____Mr. Natale	_____Mr. Stewart	_____Mrs. Poulas, *President*

L. FINANCE AND BUILDING NEEDS

Motion by _____, seconded by _____, to accept the recommendation of the Superintendent to approve and adopt motions L.1 through L.26, as described below:

_____Mrs. Gould	_____Mrs. Perez	_____Mr. Terpstra
_____Mrs. Grater	_____Mrs. Small	_____Mrs. Wildermuth, *Vice President*
_____Mr. Natale	_____Mr. Stewart	_____Mrs. Poulas, *President*

L.1 Motion to approve the adoption of the Budget for School Year 2023-2024.

BE IT RESOLVED that the budget be approved for the 2023-2024 school year using the 2023-2024 state aid figures and the Secretary to the Board of Education be authorized to submit to the Executive County Superintendent for approval in accordance with N.J.S.A.18A:7F-5 and 18A:7F-6:

	General Fund	Special Revenues	Debt Service	Total
2023-2024 Total Expenditures	$59,104,294	$4,181,043	$2,411,999	$65,697,336
Less: Anticipated Revenues	$11,446,252	$4,181,043	$212,905	$15,840,200
Taxes to be Raised	$47,658,042	$0	$2,199,094	$49,857,136

L.2 *WHEREAS*, the district has a taxing authority which is comprised of:

Banked Cap Expiring in 2024-2025	$0
Banked Cap Expiring in 2025-2026	$0
Banked Cap Expiring in 2026-2027	$0
2% Allowable Tax Levy Adjustment	$921,530
Maximum Adjustment for Healthcare Costs	$814,313
Base 2022-2023	$46,076,512
Total Available Tax Levy	$47,812,355

And

WHEREAS, The Board has approved that there should be raised for the General Fund a tax levy of $47,658,042, inclusive of a $660,000 health care cost adjustment,

NOW THEREFORE BE IT RESOLVED that the Jefferson Township Board of Education, in the County of Morris, New Jersey, approves that the unused, unexpired taxing authority of $154,313.00 be banked for potential use in the subsequent allowable fiscal years.

L.3 *BE IT RESOLVED* that the Board of Education includes in the 2023-2024 budget a **capital reserve** withdrawal in the amount of $714,000 for:

- Roof Replacement Project at Cozy Lake Elementary School

L.4 *BE IT RESOLVED* that the Board of Education includes in the 2023-2024 budget a **maintenance reserve** withdrawal in the approximate amount of $242,500, representing the total projected balance as of June 30, 2023. This withdrawal will be utilized to offset required maintenance expenses and will exhaust the account.

L.5 Motion to authorize transfer of $200,000 from the Unemployment Fund to the General Fund in the 2023-2024 budget year to reverse the January 2021 discretionary deposit.

L.6 *WHEREAS*, school district policy and N.J.A.C. 6A:23A-7.3(a) provides that the Jefferson Township Board of Education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such travel and expense reimbursement for the 2023-2024 school year; and

WHEREAS, maximum expenditure amount allotted for travel and expense reimbursement for the 2022-2023 school year was $97,839; and

WHEREAS, travel and expense reimbursement has reached a total amount of $37,315.69 as of March 15, 2023; and

NOW THEREFORE BE IT RESOLVED, that the Jefferson Township Board of Education, in the County of Morris, New Jersey, hereby establishes the school district travel maximum for the 2023-2024 at the sum of $100,513, and

BE IT FURTHER RESOLVED, that the School Business Administrator shall track and record these costs to ensure that the maximum amount is not exceeded.

L.7 *WHEREAS*, N.J.A.C. 6A:23A:5.2(a) mandates boards to establish annually prior to budget preparation, for public relations and each type of professional service, a maximum level of spending for the ensuing school year; and

WHEREAS, the budget includes the following appropriations:

Account Code	Description	$
11-000-213-300	Health - School Physician	30,300
11-000-216-320	Purchased Student Related Support Services	14,050
11-000-217-320	Purchased Professional Extraordinary Services	110,130
11-000-218-320-390	Student Guidance Services - Medical Screenings	14,846
11-000-219-320	Purchased Prof-Ed Services - Educational/Medical Services Provided to Students	26,050
11-000-219-390	Other Purchased Prof & Tech Services - Student Evaluations	30,000
11-000-223-320	Purchased Professional Development Services - Speakers	40,600
11-000-230-331	Legal Services	150,000
11-000-230-332	Auditor Fees	46,000
11-000-230-334	Architect/Engineer Services	50,000

11-000-230-339	Other Professional Services	7,300
11-150-100-320	Hospital-Based Homebound Instruction	20,000
	Total	539,276

And

WHEREAS, the Administration needs to notify the Board if there arises a need to exceed said maximums, upon which the Board may adopt a dollar increase in the maximum amount through formal Board action; and

WHEREAS, the Board and Administration wishes to minimize the amount of paperwork involved in this area; and

NOW THEREFORE BE IT RESOLVED, that the Jefferson Township Board of Education, in the County of Morris, New Jersey, establishes maximums for professional services in the areas listed above at a level of 120% of the amounts listed for the 2023-2024 school year.

L.8 Motion to approve the **purchase order** list dated March 2023 in the amount of **$586,425.15**.

L.9 Motion to approve the **check register** as of March 2023 in the amount of **$6,504,422.74**.

Fund	Amount
General Fund (10)	$6,048,694.95
Special Revenue Funds (20)	$257,356.66
Debt Service (40)	$198,371.13
Total	**$6,048,694.95**

L.10 Motion to approve the **vendors' bills** list for release on or after April 25, 2023, in the amount of **$686,304.63**.

L.11 Motion to approve the funds **transfers** in the 2022-2023 Fiscal Year, dated March 31, 2023 in the amount of **$1,042,199.00**.

L.12 Motion to approve the certification by the Board Secretary that the Account Balance Report, pursuant to N.J.S.A. 18A:17-9, that as of March 31, 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).

L.13 Motion to certify, in accordance with N.J.A.C. 6A:23-2.11(c), that as of February 28, 2023, after review of the Board Secretary's and Treasurer's Monthly Financial Reports and upon consultation with the appropriate district officials, to the best of our knowledge no major account or fund has been over-expended in violation of N.J.A.C. 6A:23-2.11(b), and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

L.14 Motion to accept the funding and approve the application for Supplemental Stabilization Aid in the amount of $1,007,260, pursuant to P.L.2023, c.32.

L.15 Motion to accept the following grant from the The NY Jets Foundation for use towards the Jefferson Township High School Girls' Flag Football Program, in accordance with Policy # 7230, Gifts, Grants, and Donations.

Item/Purpose	Amount
JTHS Girls' Flag Football Program (equipment, coaches, & misc. expenditures)	$9,000.00

L.16 Motion to accept the following anonymous donation from Fidelity Charitable Donor Advised Fund to use towards the Jefferson Township High School Girls Basketball Team, in accordance with Policy # 7230, Gifts, Grants, and Donations.

Item/Purpose	Amount
JTHS Girls' Basketball Team	$ 2,500.00

L.17 Motion to approve purchasing for the 2023-2024 school year from the following vendor sources.

- State/NASPO Contract/NJSTART
- Morris County Cooperative Pricing Council
- Hunterdon County Educational Services Commission
- Educational Services Commission of NJ
- Educational Data Services
- Camden County Educational Services Commission
- Somerset County Cooperative Pricing System

L.18 Motion to approve resolution, as described below:

Pursuant to PL 2015, Chapter 47, the Jefferson Township Board of Education intends to renew, award, or permit to expire the attached list of contracts previously awarded by the Jefferson Township Board of Education. These contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations, in particular, New Jersey Title 18A:18 et.seq, N.J.A.C. Chapter 23, and Federal Uniform Administrative Requirements 2 CFR, Part 200. (*Appendix B*)

L.19 Motion to approve resolution, as described below:

RESOLVED, upon the recommendation of the Superintendent, that the Jefferson Township Board of Education, in the County of Morris, New Jersey authorizes Parette Somjen Architects to submit all necessary plans and paperwork to the Department of Education concerning the heating loop repair project at the Jefferson Township High School to serve as an application to the Office of School Facilities and an amendment to the District's Long Range Facility Plan; and

BE IT FURTHER RESOLVED, this project shall be a "Regular Operating District Grant" project and the Board of Education is seeking State funding but will fund the remaining portion of the Project through the District's Capital Reserve Account.

L.20 Motion to establish student meal rates for the 2023-2024 school year, as described below*:*

	Lunch	Breakfast
Elementary	$4.00	$2.50
Middle School	$4.25	$2.75
High School	$4.25	$2.75

L.21 Motion to approve the Resolution to participate in the Joint Transportation Agreement for special education, non-public, public and vocational transportation services for the 2023-2024 school year with the Union County Educational Services Commission. (*copy available for review)*

L.22 Motion to approve **Change Order #01** in the amount of $26,932.72 to Alarm Communications Technologies, Inc. for modifications to the original scope of work for the fire alarm upgrades at Jefferson Township High School, resulting in an overall reduction of **$73,067.28**, inclusive of the project allowance, as described below:

Original Contract Amount	$ 936,777.00
Change Order #01	$ 26,932.72
Original Allowance	$ 100,000.00
Final Contract Amount	**$ 863,709.72**

L.23 Motion to approve **Change Order #01** in the amount of $98,647.50 to ACP for modifications to the original scope of work for the HVAC upgrades at Jefferson Township High School, Middle School and Arthur Stanlick Elementary School, resulting in an overall reduction of **$1,352.50**, inclusive of the project allowance, as described below:

Original Contract Amount	$ 1,844,000.00
Change Order #01	$ 98,647.50
Original Allowance	$ 100,000.00
Final Contract Amount	**$ 1,842,347.50**

L.24 Proprietary Bus Bid - Placeholder

Motion to approve purchase of Apple Technology products through the Hunterdon County Education Services Commission, as described below:

WHEREAS, the Hunterdon County Educational Services Commission (HCESC), as Lead Agency for the HCESC cooperative pricing system (system identifier 34HUNCCP), has awarded a contract for proprietary Apple Technology products following the public solicitation of sealed bids pursuant to N.J.S.A. 18A:18A-15, N.J.S.A. 40A:11-13 and N.J.A.C. 5:39-9.1; and

WHEREAS, the Jefferson Township Board of Education is a member of the HCESC cooperative pricing system and is authorized to make purchases from contracts awarded by the HCESC pursuant to N.J.A.C. 5:34-7.1 et. seq.; and

WHEREAS, the Apple Technology products covered by the HCESC contract sought by the Jefferson Township Board of Education are of such a specialized nature that only such products will meet the needs of the Jefferson Township Board of Education; and

WHEREAS, the Jefferson Township Board of Education has heavily invested time and funds into the acquisition and integration of Apple products in local operations that will be wasted if non-Apple products are used to supplement the existing technology; and

WHEREAS, the use of non-Apple products would require the wholesale replacement of the technology currently used by the Jefferson Township Board of Education or an unsupportable level of training, support and maintenance services that would utterly defeat the purpose of public contracting laws;

NOW THEREFORE, BE IT RESOLVED, that the Jefferson Township Board of Education hereby authorized the purchase of proprietary Apple Technology products from the HCESC contact as follows, pending final verification from the Hunterdon County Educational Services Commission (HCESC).

L.25 Motion to approve the agreement with the Passaic Valley Sewerage Commission to discharge Jefferson Board of Education (High School/Middle School) waste, at a rate of $47.25 per 1,000 gallons, per agreement.

L.26 Motion to accept and approve the following resolution in accordance with Travel and Work Related Expenses N.J.A.C. 6A:23B:

WHEREAS, The employees listed in Appendix A, are attending the named professional development seminar at such identified venues; and

WHEREAS, The attendance at stated function was previously approved by the Superintendent, or designee, as work related and within the scope of the work responsibilities of the attendee; and

WHEREAS, The attendance at the function was approved as promoting delivery of instruction or furthering efficient operation of the school district and fiscally prudent; and

WHEREAS, The travel and related expenses particular to attendance at this function are in accordance with the state travel guidelines established by the Department of Treasury in NJOMB circular letter;

NOW THEREFORE BE IT RESOLVED, That the Board finds the travel and related expense and the expenses particular to attendance at this previously approved function is necessary/unavoidable; and

BE IT FURTHER RESOLVED, That the expense is justified and therefore reimbursable *(Appendix A).*

M. PERSONNEL

Motion by _____ , seconded by _____, to accept the recommendation of the Superintendent to approve and adopt motions M.1 through M.17, as described below:

_____Mrs. Gould	_____Mrs. Perez	_____Mr. Terpstra
_____Mrs. Grater	_____Mrs. Small	_____Mrs. Wildermuth, *Vice President*
_____Mr. Natale	_____Mr. Stewart	_____Mrs. Poulas, *President*

M.1 Motion to take action on personnel matters, as listed below; and appoint and submit to the Executive County Superintendent applications for emergent hiring and the applicant's attestation that he/she has not been convicted of any disqualifying crime pursuant to the provisions of N.J.S.A. 18A:6-7.1 et. Seq., N.J.S.A. 18A:39-17 et. seq., or N.J.S.A. 18A:6-4.13 et. seq. for those employees listed below:
(All appointments are contingent upon receipt of proper teaching certification and all salary placements are pending receipt of college transcripts verifying degree status and letter stating years of service in other districts.)

PERSONNEL								
A. ADMINISTRATIVE								
Name	Nature of Action	Position/Control Number	Deg/Step	Salary	Loc.	Date Effective	Date Termin.	Discussion

N. EDUCATION

Motion by _____, seconded by _____, to accept the recommendation of the Superintendent to approve and adopt motions N.1 through N.4, as described below:

_____Mrs. Gould	_____Mrs. Perez	_____Mr. Terpstra
_____Mrs. Grater	_____Mrs. Small	_____Mrs. Wildermuth, *Vice President*
_____Mr. Natale	_____Mr. Stewart	_____Mrs. Poulas, *President*

N.1 Motion to **rescind** tuition student received for the 2022-2023 school year, as indicated below plus related services as needed:

Local ID	School	Tuition	Effective
2721353551	Calais School	$31,493	2/3/23
5291415363	Windsor Learning Center	$22,110	4/14/23

N.2 Motion to **approve** tuition student received for the 2022-2023 school year, as indicated below plus related services as needed:

Local ID	School	Tuition	Effective
7541873462	Celebrate the Children	$33,936	3/29/23-6/30/23
2721353551	Calais School	$20,859	3/31/23-6/30/23

N.3 Motion to affirm Superintendent's report on incidents of Harassment, Intimidation and Bullying findings reported for February 22, 2022 through March 20, 2023.

N.4 Motion to approve the following **day field trips**:

School, Group	Location
JTHS, Diversity Committee	Succasunna, NJ
JTMS, 7th Grade	Lyndhurst, NJ
JTHS, Art Students	Randolph, NJ
JTHS, DECA and FBLA Students	Jackson, NJ
JTHS, Art Class Students	Wayne, NJ
Arthur Stanlick Elementary School, 5th Grade	Oak Ridge, NJ
JTHS, CBI (Community Based Instruction)	Lake Hopatcong, NJ

O. POLICY

Motion by _____, seconded by _____, to accept the recommendation of the Superintendent to approve motions O.1 and O.2, as described below:

_____Mrs. Gould	_____Mrs. Perez	_____Mr. Terpstra
_____Mrs. Grater	_____Mrs. Small	_____Mrs. Wildermuth, *Vice President*
_____Mr. Natale	_____Mr. Stewart	_____Mrs. Poulas, *President*

O.1 Motion to approve the **First Reading** of the following Bylaws, Policies and Regulations:
(*copy available on district website for review*)

File Code	Title	Action
P 0144	Board Member Orientation & Training	RV
P 2520	Instructional Supplies	RV
R 2520	Instructional Supplies	RV
P 3217	Use of Corporal Punishment	RV
P 4217	Use of Corporal Punishment	N
P 5305	Health Services Personnel	RV
P 5308	Student Health Records	RV
R 5308	Student Health Records	RV
P 5310	Health Services	RV
R 5310	Health Services	RV

P 6112	Reimbursement of Federal & Other Grant Expenditures	RV
R 6115.01	Federal Awards/Funds Internal Controls – Allowability of Costs	N
P 6115.04	Federal Funds – Duplication of Benefits	N
P 6311	Contracts for Goods or Services Funded by Federal Grants	RV
P 7440	School District Security	RV
P 9100	Public Relations	A
R 9140	Citizens Advisory Committee	A
P 9140	Citizens Advisory Committee	RV

KEY: **N –** New **RV –** Revised **A -** Abolish

O.2 Motion to approve the **Second Reading** of the following Bylaws, Policies and Regulations:
(*copy available on district website for review*)

File Code	Title	Action
B 0145	Board Member Resignation and Removal	RV

KEY: **N –** New **RV –** Revised

P. RECOGNITION OF MONTHLY REPORTS

Upon the recommendation of the Superintendent, the Board recognizes the reported Harassment, Intimidation and Bullying Incidents (HIB) for the period of March 20, 2023 through April 24, 2023.

School	Incidents Reported	Confirmed Incidents	Unconfirmed Incidents
Ellen T. Briggs	0	0	0
Arthur Stanlick	0	0	0
Cozy Lake	2	0	2
White Rock	0	0	0
Jefferson Twp. Middle School	2	1	1
Jefferson Twp. High School	5	2	3

Enrollment as of 3/31/23:

	March 2022	March 2023
Grades Pre-K-1	406	434
Grades 2-5	703	694
Total Elementary	**1,109**	1,128
Grades 6-8	563	575
Grades 9-12	926	869
GRAND TOTAL	**2,588**	**2,572**
Tuition students received	0	1
Out-of-district placement	28	27

Q. COMMUNICATIONS

R. PUBLIC COMMENTS

Please refer to Section G "Public participation shall be governed by the following rules (Per District Policy #0167)"

S. OLD BUSINESS

T. NEW BUSINESS

U. CLOSED SESSION

Motion by _____, seconded by _____, that the Board of Education adopt the following resolution:

BE IT RESOLVED, by the Jefferson Township Board of Education on this 24th day of April 2023, at ____ PM, as follows:

1. The Board shall recess to closed session in accordance with the Open Public Meetings Law, N.J.S.A. 10:4-12b (1), (2), (6), (7) and (8). The general nature of the discussion will involve matters confidential by law, any investigations or tactics or techniques to protect persons or litigation, anticipated litigation and attorney-client matters.
2. These matters will be disclosed to the public as soon as the need for confidentiality no longer applies.

3. This resolution shall take effect immediately.

The meeting was called to public session at _____ PM.

V. ADJOURN

Motion by _____, seconded by _____, to adjourn the meeting at _____ PM.

_____Mrs. Gould	_____Mrs. Perez	_____Mr. Terpstra
_____Mrs. Grater	_____Mrs. Small	_____Mrs. Wildermuth, *Vice President*
_____Mr. Natale	_____Mr. Stewart	_____Mrs. Poulas, *President*

Appendix A

Name	Event Date	Location	Seminar/Function	Registration Fee $	Lodging cost per night	Meal cost per day	# of Travel Days	Mileage @ $0.47/mi.	Miscellaneous Fees (including parking/ tolls/misc fees)	Total Expense

All Meals are prorated 75% on travel days per GSA guidance

Appendix B

VENDOR NAME	CONTRACT #	EXP. DATE
Accu Scan	ESCNJ 22/23-11	6/30/2024
Allegiance Trucks LLC	HCESC-Trans 20-04	3/16/2024
Alliance Pest Control	ESCNJ 21/22-13	9/15/2023
AME Inc.	ESCNJ 20/21-50	4/24/2024
American Mobile Glass	T-0084/40175	7/31/2024
Apple Computer Inc - **Certain Items**	ESCNJ 18/19-67	5/12/2023
Atlantic Communication Electro Inc	T-0109/83917	4/30/2023
Atlantic Tomorrows Office/Facimilie Comminications	G-2075/40467 Ricoh USA	8/11/2023
ATRA Janitorial Supply Co Inc.	Ed-Data/ESCNJ 21/22-18	12/1/23-1/24/24
ATT Sports Inc. - approved installer of SHAW	ESCJ/AEPA-20A	6/1/2023
B & H Foto & Electronic Corp.	HCESC-CAT 22-01 Technology	4/18/2024
B & H Foto & Electronic Corp.	HCESC-CAT-22-16 Photography	10/3/2024
BCI truck Inc.	Somerset Co-Op SOCCP CC-0129-21	10/14/2023
Ben Shaffer Recreation - Playground Supplies	MCCPC #42	6/30/2023
Ben Shaffer Recreation - Playground Supplies	T-0103/16-Fleet-00135	5/30/2023
Ben Shaffer Recreation	ESCNJ 21/22-10	5/8/2023
Beyer Bros Corp. - OEM Automotive Parts Light Duty	T2760/19-FLEET-00922	8/4/2023
Bio Shine Inc.	HCESC CAT23-02	2/24/2024
Bio Shine Inc.	HCESC-CAT/Serv-23-03	2/27/2024
Bucks County International Inc.	CC-0129-21 - Somerset Co-Op	10/14/2023
Campbell Freightliner LLC - Maint/Repairs Heavy Duty Veh	T2108/8926	11/20/2023
Carousel Industries Of No. America Inc.	M-0483/89968/V00000238	7/31/2023
CDW Government Inc.	ESCNJ/AEPA-22G	6/30/2023
City Fire Equipment Co. Inc.	MORRIS #13A	6/30/2023
Commercial Interiors Direct Inc	ESCNJ 19/20-05	8/31/2023
CORE BTS Inc.	M7000/21-TELE-01506/Distrib V00000956	5/31/2024
Core Mechanical Inc.	T-1372/88697	10/31/2023
County Concrete Corp.	MCCPC #24	12/31/2023
Craftmaster Harware LLC - Locking Hardware PARTS ONLY	T-2981/21-FOOD-16468	7/31/2025
Creston Hydraulics Inc.	T-0085/88272	1/19/2024
Custom Bandag Inc.	M8000/V00002954	3/31/2024
David Weber Oil Company - Automotive Lubricants	T-0097/20-FLEET-01343	11/24/2023
David Weber Oil Company - Lubricants	T-0097/81519	11/29/2023
Dell Marketing LLP	M-0483/19-TELE-00656	7/31/2023
Demco Inc.	T-0114/17-FOOD00246	8/30/2023
DFFLM LLC	MCCPC 15C	10/31/2023
Eplus Technology Inc	HUNTERDON #18-02	4/18/2024
Fastenal	M-0002/79873	6/30/2023
Ferguson Enterprises LLC	HCESC CAT-19-09	5/7/2023
Fibar Systems	MCCPC #42	6/30/2023
Fire and Security Technologies	MCCPC 13-A	6/30/2023
Fisher & Son Co.	MCCPC #42	6/30/2023
Fox Fence Co./Rosando Fence Co. Inc.	ESCNJ 20/21-17	11/19/2023
Generations Services Inc.	HCESC SER 21B	11/2/2023
Generations Technologies Inc.	HCESC CAT 19-07	4/20/2023
Genserve LLC	MCCPC 46	6/30/2023

Gillespie Group Inc	ESCNJ 19/20-05	8/31/2023
Govconnection Inc.	M-0483/89974/V00002878	7/31/2023
Grainger Inc.	M-0002/79875	6/30/2023
Grass Roots Turf Products	MCCPC #42	6/30/2023
Griffith-Allied Trucking LLC - #2 Fuel Oil	G-0077/44806	6/30/2023
Griffith-Allied Trucking LLC- Ultra Low Sulfur for Generators	T-1845/19-FOOD-011005	3/31/2025
Hannon Floor Coverings Corp.	ESCNJ 19/20-05	6/30/2024
Hertz Furniture Systems LLC - limited items	ESCNJ 22/23-08	7/1/2024
Hoffman Services	M-4009/22-FLEET-01983	4/13/2024
Home Depot Inc.	M-8001/18-FLEET-00234	12/31/2026
Hoover Truck Centers	ESCNJ22/23-24	12/1/2023
Hoover Truck Centers - Bus Parts	Somerset CC-0131-22	5/5/2024
In-Line Air Conditioning Co. Inc. - Time & Materials	ESCNJ 19/20-13	3/17/2024
Independence Contractors Inc.	T0849/42270	8/28/2023
Jay-Hill Corp.	HCESC SER 21-11	11/15/2023
Johnny On the Spot	T0208/V00001704	9/30/2023
Johnston G.P. Inc.	T-1316/80802 V00003906 distrib.	1/31/2024
K & S Music - Musical Instruments	ESCNJ 21/22-34	6/4/2023
K & S Music - Equipment/Repairs/Conditioning	ESCNJ 19/20-25	2/28/2024
Keyport Army/Navy	MCCPC 22	12/31/2023
Lenovo (United States) Inc	M-0483/21-TELE-01428	7/31/2023
Liberty Mechanical -Boiler Maint, Repair & Emer Replacement T/M	ESCNJ 19/20-32	1/17/2024
Liberty Mechanical - ALTERNATE VENDOR	HCESC-SER-21-A	1/2/2023
Magic Touch Construction Co., Inc.	ESCNJ 20/21-18	6/30/2023
Manhattan Welding Company Inc. **ALTERNATE VENDOR	ESCNJ 19/20-32	1/17/2024
Boiler Maintenance & Repair & Emergency Replacement	ESCNJ 19/20-32	1/17/2024
MAP International Import & Export	ESCNJ 20/21-36	10/15/2023
MAP International Import & Export	HCSC CAT-22-08	8/19/2024
MBT Contracting LLC	Ed-data 10976	12/1/2023
McCloskey Mechanical Contractors Inc. - Primary Contractor	HCESC -SER-21C - 2 YEARS	11/2/2023
McCloskey Mechanical Contractors Inc.	HCESC - SER 21A	11/2/2023
Mc Guire Chevrolet/Cadillac - Light Duty Class 4 lower	T-2760/19-FLEET-00917	8/4/2023
MTB Electric, LLC	ESCNJ 18/19-77	6/30/2023
National Terminal Inc	T-1845/19-FOOD-01100	3/31/2025
Nickerson Corporation - Bleachers - Exterior/Interior	ESCNJ - Various	3/17/24, 4/26/24
Nickerson Corporation - Toilet Partitions/Lockers	ESCNJ - Various	8/27/23, 5/8/23
Nickerson Corporation -	ESCNJ 18/19-41	5/2/2023
Northeast Janitorial Supply- Maint Equip	ESCNJ 21/22/18	1/22/2024
Oak Security Group	ESCNJ20/21-08	10/23/2023
Open Systems Integrators Inc. (Bldg Access)	ESCNJ 19/20-38	6/5/2023
Open Systems Integrators Inc. (Cloud Based Bldg Access, etc.)	ESCNJ 20/21-13	6/29/2023
Partac Peat Corp - Athletic Equip./Supplies	ESCNJ 21/22-10	5/8/2023
Parts Authority	T-2761/20-FLEET-00984	2/25/2024
Parts Authority	ESCNJ 20/21-39	11/14/2023
Petro Mechanics Inc.	T0849/42265	8/28/2023
PKA Technologies Inc.	M-7000/21-TELE-01195/Dist V00001540	5/31/2024
Power Place Inc.	T-2187/43039	2/16/2024

PowerCo Inc.	HCESC-Cat/Ser-23-06	3/31/2024
Puresan Holdings LLC - Custodial Supplies	ESCNJ 21/22-18	1/21/2024
Quadient Inc. (was Neopost)	T-0200/41267	4/14/2024
Rand Plumbing/JTMK LLC	HCESC-SER-20C	11/2/2024
Raptor Technologies LLC	ESCNJ 21/22-33	2/20/2024
Riddell Sports Group Inc/Reconditioning	ESCNJ 22/23-13	9/3/2023
Route 23 Automall - Utility Vehicles	MCCPC 15C	10/31/2023
Route 23 Auto Mall - Maint/Repair Heavy Duty Vehicles	T-2108/89262	11/20/2023
Schindler Elevator Company	T-2946/20-GNSV2-01122	2/29/2024
School Specialty Corp & Companies	T-0114/17-FOOD-06175	8/31/2023
School Specialty - Science Supplies	ESCNJ 19/20-24	9/19/2023
Shi International	M-0483/89974/V00000229	7/31/2023
Smart Stitch, LLC	Morris #22	12/31/2023
Staples Business Advantage - very few items	HCESC-196 limited items	4/16/2023
Storr Tractor Company	HCESC-CAT/SER 23-06	3/31/2024
Suburban Propane LLP	T-0108/79926	5/31/2025
Tele-Measurements Inc.	HUNT CAT-19-06	4/9/2023
The Music Shop LLC	HCESC SER 21-14	1/15/2024
The Sherwin Williams Company	ESCNJ 19/20-14	2/23/2024
Tony Sanchez Ltd	Somerset Co-Op	10/11/2022
Tree King Inc.	MORRIS #18	12/31/2023
Troller Electric LLC	ESCNJ 18/19-77	6/30/2023
Verizon Wireless	M-4006/22-TELE-05441	8/11/2024
Wasak Inc.	T-0154/22-GNSV1-39216	3/31/2026
Water Dynamics Inc.	T-0154/22-GNSV1-39217	3/31/2026
WB Mason - Copy Paper	ESCNJ 21/22-22	7/31/2023
Weatherproofing Technologies Inc.	ESCNJ/AEPA 21D	2/28/2024