

February 2025 Attachments

Item #	Description	Status
I-C	Resolution Authorizing Closed Session	Complete
V-A	January 15, 2025 Board Meeting Minutes	Complete
V-B	January 15, 2025 Closed Board Meeting Minutes	Complete
VI-A-1	Monthly Wellness Report	Complete
A-1	HIB Report	Complete
A-4	Revised 2024-2025 School Year Calendar	Complete
B-9	Job Description-Lead Custodian	Complete
B-10	Contract with Christopher Eberly as Business Administrator/Board Secretary	Complete
B-11	ESY Summer Learning Program 2024-2025- Certified and Support Staff, and Records Review	Complete
B-12	Title I Summer Learning Academy Program 2024-2025- Certified and Support Staff, and Training	Complete
B-13	Title I & ESY Summer Learning Academy Program 2024-2025- Substitute Certified Staff	Complete
B-14	ESY Summer Learning Program 2024-2025- Substitute Support Staff	Complete
B-15-a	Policy #: 3160- Physical Examination- Teaching Staff	Complete
B-15-b	Policy #: 4160- Physical Examination- Support Staff	Complete
B-17-a	Regulation#: 3160- Physical Examination- Teaching Staff	Complete
B-17-b	Regulation#: 4160- Physical Examination- Support Staff	Complete
C-1	Board Secretary's Certifications for the month of December 2024	Complete
C-3	Financial Reports for December 2024	Complete
C-4	Bills Lists	Complete
C-9	Resolution Accepting the Annual Consolidated Financial Report	Complete
C-11-a-1	Policy #8500- Food Services	Complete

**WATERFORD TOWNSHIP BOARD OF EDUCATION
REGULAR BOARD MEETING – January 15, 2025
WATERFORD ELEMENTARY SCHOOL**

DRAFT

V-A

I. MEETING CALLED TO ORDER 6:32 P.M.

This meeting was advertised in compliance with the Sunshine Law through the notice issued to the Courier-Post and filed with the clerk of the Township of Waterford and posted on the district website, wtsd.org.

A. ROLL CALL OF ATTENDANCE

Members Present: Matthew DeNafo, Barbara Libak Fanz, Daniel Hoover, Rosemarie Hunter, Thomas Leach, Michael McClintock, Ehren O'Donnell

Members absent: Benjamin De Vuyst, Jason Galante

Others present: Dr. Michael A. Nolan, Superintendent, Daniel J. Fox, Assistant Superintendent for Business /Board Secretary, Howard Long, Solicitor.

B. MOTION TO APPROVE BUSINESS NOT ANTICIPATED AT THE TIME OF THE AGENDA PURSUANT TO BOARD POLICY

C. MOTION TO APPROVE THE RESOLUTION AUTHORIZING CLOSED SESSION

A motion was made by Mr. Leach, seconded by Ms. Libak-Fanz, and carried by unanimous voice consent to approve the resolution authorizing closed session.

D. MOTION TO APPROVE THE RETURN TO OPEN SESSION

A motion was made by, Mr. Libak Fanz, seconded by Ms. Hunter, and carried by unanimous voice consent to return to open session at 7:00 p.m.

E. FLAG SALUTE

Mr. DeNafo led the Pledge of Allegiance.

F. MISSION STATEMENT

Mr. Hoover read the Mission Statement.

G. STATEMENT TO THE PUBLIC

Mr. DeNafo read the statement to the public.

II. COMMITTEE REPORTS

- A. EDUCATION-** Mr. O'Donnell gave an oral report.
- B. PERSONNEL-** Mr. McClintock gave an oral report.
- C. BUSINESS-** no report

III. PRESENTATIONS

- A. Code of Ethics-** Howard Long

IV. COMMENTS FROM THE PUBLIC ON AGENDA ITEMS ONLY

- A.** A motion was made by Mr. O'Donnell, seconded by Ms. Libak Fanz, and carried by unanimous voice consent to open the meeting to the public.

None

- B.** A motion was made by Mr. O'Donnell, seconded by Ms. Hunter, and carried by unanimous voice consent to close the meeting to the public.

WATERFORD TOWNSHIP BOARD OF EDUCATION
January 15, 2025

V. MINUTES

A motion was made by Ms. Hunter, seconded by Mr. O'Donnell, and carried by unanimous voice consent to approve the minutes for the following meeting as submitted by the Assistant Superintendent for Business/Board Secretary. (Mr. McClintock abstained from item C.)

- | | | |
|----|----------------|-------------------|
| A. | Board Meeting | December 18, 2024 |
| B. | Closed Session | December 18, 2024 |
| C. | Board Meeting | January 2, 2025 |

VI. SUPERINTENDENT'S REPORT

A motion was made by Mr. O'Donnell, seconded by Ms. Libak Fanz, and carried by a unanimous roll call vote to approve the following items:

A. Monthly District Reports-

1. Monthly Wellness Report (See Attachment)
2. Fire/Security Drill Log

School Name	Drill Date	Drill Time	Weather Conditions	Type of Drill	# of Students Involved	# of Staff Involved
Atco	12/12/2024	2:00 PM	38 degrees, Sunny	Active Shooter	209	41
Atco	12/18/2024	10:21	47 degrees, Sunny	Fire	211	44
TR	12/11/24	9:48 AM	N/A	Lockdown	232	64
TR	12/12/2024	9:44 AM	36 degrees, Sunny	Fire	233	63
TR	12/17/2023	9:59 AM	NA	Code Blue	n/a (230)	7
WES	12/4/2024	1:41 PM	N/A	Active Shooter	407	84
WES	12/9/2024	10:00 AM	48 degrees, cloudy	Fire drill	402	84

B. Enrollment:

Grade	2023-2024 # of Students	2024-2025 # of Students
PK (3 yr. old)	55	79
PK (4 yr. old)	95	72
PK (5 yr. old)	1	1
Sub Total:	151	152
K	108	108
1 st	108	110
2 nd	95	109
3 rd	107	97
4 th	116	110
5 th	112	117
6 th	130	113
Sub Total:	776	764
Total:	927	916

C. Suspension Report:

Suspension:	TR	Atco	WES
In School Suspension	0	0	3
Out of School Suspension	0	0	0

WATERFORD TOWNSHIP BOARD OF EDUCATION
January 15, 2025

VIII. SUPERINTENDENT'S RECOMMENDATIONS

A. EDUCATION

Upon the recommendation of the Superintendent, a motion was made by Ms. Libak-Fanz, seconded by Mr. O'Donnell, and carried by a roll call vote to approve the items 1 through 9.

1. **Harassment, Intimidation and Bullying (HIB) Report:**
Acknowledge and accept receipt of HIB Investigations. (See Attachment A-1).
2. **HSA Smencil Gram Fundraiser for the 2024-2025 School Year:**
Approve the HSA Smencil Gram fundraiser for the 2024-2025 school year.
3. **Revised District Improvement Plan for the 2024-2025 School Year:**
Approve the revisions of the Waterford Township District, District Improvement Plan for the 2024-2025 school year. (Available Upon Request).
4. **Field Trips for the 2024-2025 School Year:**
Approve the following field trips for the 2024-2025 school year:

Location	Date	Grade	Staff	Total Adults/Students	Cost PP	Total
Citizen's Bank Park	2/26/25	4	Grade 4 Teachers	22/110	Students- \$8 Adults- \$13	Admission: \$1,166 Transportation: \$1,050
Lincoln Financial Field	4/3/25	5	Grade 5 Teachers	24/115	Students- \$7 Adults- \$10	Admission: \$1,045 Transportation: \$1,200

5. **Title I Summer Learning Academy Program 2024-2025:**
Approve Title I Summer Learning Academy Program for the 2024-2025 school year to support students in English Language Arts and Mathematics as follows:

Grades	Dates	Hours	Location
K & 1	7/1/25-7/31/25 (M,T,W,Th)	9:20am-12:20pm	TR
2, 3, 4 & 5	7/1/25-7/31/25 (M,T,W,Th)	8:40am-11:40am	WES

6. **Special Education Extended School Year 2024-2025:**
Approve Extended School Year for the 2024-2025 school year as follows:

Grades	Dates	Hours	Location
PK, K & 1	7/1/25-7/31/25 (M,T,W,Th)	9:20am-12:20pm	TR
2, 3, 4 & 5	7/1/25-7/31/25 (M,T,W,Th)	8:40am-11:40am	WES

7. **Approve the following policy for the first reading:**
n/a
8. **Approve the following policy for the second reading:**
n/a
9. **Acknowledge receipt of the following regulations:**
n/a

B. PERSONNEL

A motion was made by Ms. Hunter, seconded by Mr. McClintock, and carried by a roll call vote to approve items 1 through 9.

WATERFORD TOWNSHIP BOARD OF EDUCATION
January 15, 2025

1. **Lateral Moves – Certified Staff Members:**

Approve the lateral move requests for the following Certified Staff members on the salary guide effective 2.01.25:

Name	Credential (from)	Credential (to)	Step (from)	Step (to)	Salary (from)	Salary (to)
Marsh, Carley	MA	MA +15	10	10	\$73,277	\$74,552

2. **Lateral Move – Support Staff:**

Approve the lateral move for the following support staff member effective 2.01.25:

Name	Position (from)	Position (to)	Step (from)	Step (To)	Hrly Rate (from)	Hrly Rate (to)
Small, Stephanie	Paraprofessional	Paraprofessional Highly-Qualified	1	1	\$16.85	\$18.15

3. **Appointment of Substitutes for the 2024-2025 School Year:**

Approve the following Substitutes for the remainder of the 2024-2025 school year, pending receipt of the required documents:

Name	Substitute Position	Rate (Gr. 1-6)	Rate (Gr. PreK - K)
Rouse, Rayven	Teacher	\$129.53 / day	\$142.49 / day
Slater, Warren	Paraprofessional	18.12 / hr.	19.93 / hr.

4. **Resignation of Non-Certified Staff Member(s):**

Approve the resignation of the following staff member(s):

Name	Location	Position	UPC	Effective Date
Patane, Jocelyn	District	Permanent Parapro Substitute	23-80-PP / BAM	12.17.24

5. **Perfect Attendance Awards—December 2024:**

Acknowledge and congratulate Madeline Crone who will receive a \$50.00 Amazon gift card for her Perfect Attendance record during the month of December. Ms. Crone joined our district at the beginning of the 2021-2022 school year and is currently teaching 2nd grade at Atco Elementary. Congratulations Madeline!!!!

6. **Leave-of-Absence:**

Approve the submission/notification of the following staff member's Leave-of-Absence:

Staff Member	Dates	Classification
4746	3.24.25 – 10.29.25	FMLA / NJFLA (acknowledge)

7. **Approve the following policy for the first reading:**

n/a

8. **Approve the following policy for the second reading:**

n/a

9. **Acknowledge receipt of the following regulations:**

n/a

C. BUSINESS

Upon the recommendation of the Superintendent, a motion was made by Mr. Leach, seconded by Ms. Hunter, and carried by a roll call vote to approve items 1 through 11. (Ms. Libak Fanz abstained from item 4.)

WATERFORD TOWNSHIP BOARD OF EDUCATION
January 15, 2025

1. **Board Secretary's Certifications for the month of November 2024 (See Attachment C-1):**
In accordance with 18A:17-9 for the month of November 2024, the Cash Reconciliation Report and the Board Secretary's report are in agreement. In accordance with 18A:17-9 for the month of November 2024, the Board Secretary certifies that no line item has been over-expended in violation of N.J.A.C. 23A-16.10(c)3 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year. The Board Secretary, in accordance with N.J.A.C. 6A:23A-16.10(c)2, certifies that the following changes in anticipated revenue amounts and revenue sources.
2. **Board of Education Monthly Financial Certification:**
Pursuant to N.J.A.C. 6A:23A-16.10(c) 4, the Waterford Township Board of Education certifies that as of October 2024 and after review of the Secretary's Monthly Financial Report and upon consultation with the appropriate district officials, to the best of the Board's knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10(a)1 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.
3. **Financial Reports for the month November 2024 (as per attached):**
 - a. Investment report.
 - b. Report of the Board Secretary in accordance with 18A:17-36 and 17A:17-9
 - c. Student Activity Fund General Ledger.
 - d. Nutri-Serve Food Management/Waterford Township School District Financial Statement. N/A
 - e. Transfers by transfer number
4. **Approval of Expenditures (as per attached):**
Approve the payment of bills and claims:
 - Bills List #1- \$1,389,161.16
 - Bills List #2- \$ 41,096.41
 - Bills List #3- \$ 31,521.60
 - Bills List #4- \$ 23,415.59
5. **Grants:**
n/a
6. **Tuition Contracts:**
n/a
7. **Budget:**
n/a
8. **Out of District Professional Development for the 2024-2025 School Year:**
n/a
9. **Facilities:**
n/a
10. **Transportation:**
n/a

WATERFORD TOWNSHIP BOARD OF EDUCATION
January 15, 2025

11. **Business-Related Policies:**
- a. **Approve the following policies for the first reading:**
n/a
 - b. **Approve the following policies for the second reading:**
n/a
 - c. **Acknowledge receipt of the following regulations:**
n/a

- D. **BYLAWS—Barbara Libak Fanz**
- 1. **Approve the following policy for the first reading :**
n/a
 - 2. **Approve the following policy for the second reading :**
n/a
 - 3. **Acknowledge receipt of the following regulations:**
n/a

VIII. REPORTS

- a. **Legislation-** Mr. Leach gave an oral report.
- b. **Camden County School Boards Association-** Mr. O'Donnell, "nothing to report".
- c. **New Jersey School Boards Association-** Dan Hoover, "nothing to report".
- d. **Camden County Educational Services Commission-** no report
- e. **Hammonton-Roe Hunter** gave an oral report
- f. **Board President's Report-** Matthew DeNafo gave an oral report.

IX. BOARD OF EDUCATION BUSINESS

- A. **OLD BUSINESS**
None

- B. **NEW BUSINESS**
None

X. COMMENTS FROM MEMBERS OF THE PUBLIC ON GENERAL TOPICS

- A. A motion was made by Ms. Hunter, seconded by Ms. Libak Fanz and carried by unanimous voice consent to open the meeting to the public.

None

- B. A motion was made by Mr. McClintock, seconded by Mr. Libak Fanz, and carried by unanimous voice consent to close the meeting to the public.

XI. MEETING ADJOURNMENT at 7:35

A motion was made by Mr. Hoover, seconded by Mr. Hunter and carried by unanimous voice consent to adjourn the meeting.

Respectfully Submitted,



Daniel J. Fox
Assistant Superintendent for Business/Board Secretary



Waterford Township August 2024- June 2025

August

20-21 New Teacher Orientation
27-29 Professional Development Day

September

30-2 Labor Day
3 First Day for Students

October

14 Columbus Day

November

4 Fall Break- Staff & Students
5 Election Day
6 Veteran's Day Observed
7-8 NJEA Convention
25-26 Early Dismissal- Parent Conferences
27 Early Dismissal-Staff & Students
28 & 29 Thanksgiving Recess

December

6 Professional Development Day
20 Early Dismissal- Staff & Students
23-1 Winter Recess

January

2 School Reopens
20 Martin Luther King, Jr. Day

February

14 Professional Development Day
17 Presidents' Day

March

April

17 Early Dismissal-Staff & Students
18-24 Spring Recess

May

26 Memorial Day

June

13-18 Early Dismissal-Teacher PLC
19 Early Dismissal Last Day of School-Students/Staff
Juneteenth Observed June 20th



Aug. 2024						
S	M	T	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

0(3)

Sept. 2024						
S	M	T	W	TH	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

20(20)

Oct. 2024						
S	M	T	W	TH	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

22(22)

Nov. 2024						
S	M	T	W	TH	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25*	26*	27*	28	29	30

14(14)

Dec. 2024						
S	M	T	W	TH	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20*	21
22	23	24	25	26	27	28
29	30	31				

14(15)

	=School Closed
*	=Early Dismissal

Numbers represent student days(teacher days)

Calendar subject to revision due to emergency closing of schools. In the event of a school closing, the 1st day will be made up on June 19th. Each day after will be made up during Spring Break.

*Snow Day: 1/6/25; 2/12/25

REVISED by the Board of Education: ---February 19,2025

20(20)

Jan. 2025						
S	M	T	W	TH	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

17(18)

Feb. 2025						
S	M	T	W	TH	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

21(21)

Mar. 2025						
S	M	T	W	TH	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

17(17)

Apr. 2025						
S	M	T	W	TH	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17*	18	19
20	21	22	23	24	25	26
27	28	29	30			

21(21)

May 2025						
S	M	T	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

14(14)

June 2025						
S	M	T	W	TH	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13*	14
15	16*	17*	18*	19*	20	21
22	23	24	25	26	27	28
29	30					

WATERFORD TOWNSHIP BOARD OF EDUCATION**Job Description**

TITLE: LEAD CUSTODIAN

FLSA CLASSIFICATION: Non-Exempt

QUALIFICATIONS:

1. Possesses high school diploma or equivalent training/experience
2. Ability to use a computer
3. Knowledge of modern cleaning practices, including basic methods of cleaning floors, carpets, furniture, walls and fixtures
4. Ability to communicate effectively and provide direction to custodial staff
5. Demonstrates knowledge of fire/safety laws and proper handling of hazardous materials
6. Holds a valid State of New Jersey driver's license and must live in close proximity to the school district
7. Provide Motor Vehicle Check Release Form
8. Must possess and maintain an acceptable driving record
9. Satisfactory health status
10. Required criminal history background check and proof of U.S. citizenship or legal resident alien status

REPORTS TO: Certified Educational Facilities Manager (CEFM)

OVERSEES: Custodians

JOB GOAL:

To oversee the custodial operations of individual school facilities and to ensure a safe, clean and comfortable school environment; to carry out clerical tasks required to maintain and operate the district's schools to the required standards; to ensure assignments are completed in a proper and timely manner; to act as a liaison between the custodial staff and the Certified Educational Facilities Manager.

PERFORMANCE RESPONSIBILITIES:

~~Supervision of Operations and Maintenance~~ **Oversight of Custodial Operations**

1. Completes custodial reports, building condition reports and other records as required.
2. Ensures building and premises, sidewalks and other structures on school property are neat and clean.

3. ~~Ensures~~ Oversees daily cleaning of floor of classrooms, offices, corridors, entrances, Lobbies and cafeteria.
4. Oversees a floor program to follow an established plan as outlined for each building. Program/plan should include sweeping, dry and wet mopping, vacuuming, shampooing, strip, seal and waxing (during school closings for winter and spring recess periods, NJEA Convention, and other times in accordance with district procedures.
5. ~~Ensures~~ Monitors custodial staff ~~cleans~~ cleaning and ~~disinfects~~ disinfecting daily as needed including drinking fountains, bathroom floors, bowls, seats, urinals, and other specified areas.
6. ~~Ensures~~ Monitors the set-up and break-down of seating in the cafeteria (or other specified room) as needed for meetings, programs and other activities.
7. Complies with procedures and local laws for disposal of trash and recyclables.
8. ~~Ensures~~ Monitors the inspection of grounds surrounding building for any trash or waste on a daily basis to maintain a safe and attractive appearance.
9. Takes precautions for prevention of fires; has knowledge of what to do in case of fire at school buildings and ensures custodial staff has information as well.
10. Monitors inventory levels of custodial supplies.
11. Prepares documentation (ie. work orders, supply orders, etc.) for the purpose of providing written support and/or conveying information.
12. Responds to immediate safety and/or operational concerns (ie. facility damage, alarms, etc.) for the purpose of taking appropriate action to resolve immediate safety issues and maintaining a functioning educational environment.

Supervision of Staff Monitoring Custodians

1. Schedules daily tasks, ~~supervises work of custodians~~, ensures completion of assigned tasks/work orders and participates in daily cleaning of facilities.
2. In conjunction with Certified Educational Facilities Manager, participates in the scheduling and training of the custodial staff.
3. If the Board of Education adopts a dress code or uniforms for custodians in order to improve security, efficiency or morale, ~~ensures~~ monitors that custodians conform to the dress code. Periodically informs the ~~Board~~ CEFM of opportunities to improve the policy on uniforms.
4. Reports any problems with custodial personnel to Educational Facilities Manager.
5. Ensures proper coverage for work hours and special events.
6. Assists custodial staff when needed for the purpose of supporting them in the completion of their work activities.

Other

1. Works with the Educational Facilities Manager to coordinate the custodial staff concerning shoveling, plowing, sanding walkways, driveways, and parking areas in the event of inclement weather.
2. Remains on district premises during school hours and during non-school hours when his/her attendance is required.

3. Keeps the building principals and the Educational Facilities Manager informed about the activities and accomplishments of the building custodial staff.
4. Maintains punctual and consistent attendance.
5. Ensures the mail-run between buildings is completed each day.
6. Performs other duties which may be assigned or required by law, code, regulation or Board of Education policy.

PHYSICAL REQUIREMENTS:

Position holder must be able to bend forward at the waist and is required to have full use of lower extremities. Must have the ability to rest on knees, to stand for long periods of time and be able to walk long distances. Position holder must be able to use upper body to draw, drag, haul or tug objects and to use fingers and palms to grasp objects. Must be able to hear normal conversations and have average visual ability needed to operate machinery. Must possess the ability to climb and work on roofs. Position holder must have the ability to lift 50 pounds occasionally and 25 pounds frequently.

TERMS OF EMPLOYMENT:

Twelve-month position. Salary in accordance with the Waterford Township Education Association Agreement.

ANNUAL EVALUATION:

Performance of this job will be evaluated annually in accordance with New Jersey State law and the provisions of the Board's policy on evaluations of non-certified personnel.

I acknowledge that I have read and understand the requirements of my job as noted above.

Signature

Printed Name

Date

BOE APPROVED: 05.30.18 / REVISED: 6.23.21
/ Revised: 3.23.22 / Revised: 3.15.23 / Revised: 2.19.25
DJF:ng
JobDescription.LeadCustodian

WATERFORD TOWNSHIP BOARD OF EDUCATION**EMPLOYMENT CONTRACT**

The Board of Education of the Waterford Township School District in the County of Camden (hereinafter "Board") and Christopher S. Eberly (hereinafter "Business Administrator/Board Secretary"), who resides at 706 Longwood Lane, Atco, NJ 08004, hereby enter into this Employment Contract for the school year effective July 1, 2025.

1. COMPENSATION

The Board of Education shall pay the Business Administrator/Board Secretary a yearly salary of \$137,500. Said salary shall be for the time period commencing on July 1, 2025, and ending on June 30, 2026.

2. SALARY DEDUCTIONS

Salary deductions will be made from the Business Administrator/Board Secretary's paycheck in a manner consistent with other employees of the Board.

3. WORK DAY

The workday for the Business Administrator/Board Secretary shall be similar to other administrative personnel except it is understood that the Business Administrator/Board Secretary is employed for specific tasks and is expected to work beyond the regular workday in order to accomplish such tasks when necessary. Such employment shall be considered part of the contract and no additional remuneration shall be provided.

4. PERFORMANCE

The Business Administrator/Board Secretary agrees to faithfully perform the duties of the position as set forth in the job description for the position and in accordance with all applicable laws, regulations, policies and directives.

In the event that the Business Administrator/Board Secretary shall lose his certification as a school administrator, then this contract shall become null and void.

5. VACATION

The Business Administrator/ Board Secretary shall be granted twenty (20) vacation days annually, all of which shall be available on July 1 of each year. The Superintendent may grant permission to carry over up to five (5) days which must be used in the next year or those days will be forfeited. The Business Administrator/ Board Secretary is permitted to take vacation days at any time, including, but not limited to, at the Business Administrator's/ Board Secretary sole option, upon retirement or resignation. The Board, through its business office, shall be responsible for maintaining written documentation of the Business Administrator's/ Board Secretary earned, used and accrued vacation days. In the event of leave of absence, the Business Administrator/ Board Secretary can run vacation days but cannot get a lump sum payment.

In figuring vacations, Saturdays, Sundays and legal holidays shall not be counted.

In case of any year in which the Business Administrator/Board Secretary retires or resigns, vacation days earned shall be prorated for that year. Upon separation the Business Administrator/Board Secretary shall be paid for all earned and unused vacation days at a daily rate calculated by dividing the annual salary by 260.

6. HOLIDAYS

The Business Administrator/ Board Secretary shall be entitled to all school holidays and recesses pursuant to the school calendar, with the exception of summer recess. Paid time off for holidays and other recesses besides the summer shall not be charged against the Business Administrator's/ Board Secretary vacation allotment. Exceptions: If a holiday falls on a Saturday, it shall be celebrated on a Friday; if it falls on a Sunday, it shall be celebrated on a

Monday. The School Business Administrator may convert holidays to Floating Holidays if not taken.

7. PERSONAL LEAVE

A. The Business Administrator/Board Secretary shall be entitled to four (4) personal days with pay. Unused personal days shall be converted to sick days except, pursuant to NJSA 18A:30-7, no person shall be allowed to increase his total sick day accumulation by more than 15 days in any one year.

B. Notwithstanding the personal days as outlined in Paragraph 7(A), the Business Administrator/ Board Secretary shall be allowed bereavement leave as follows: five (5) days in the event of the death of a spouse, child, mother, father, sister, brother, mother-in-law, father-in-law, sister-in-law, brother-in-law, daughter-in-law, son-in-law, grandmother, grandfather, or grandchildren; two (2) days for other family members. In addition, there shall be one (1) emergency bereavement day for an individual not otherwise covered under this paragraph.

8. SICK LEAVE

A. Sick leave is hereby defined to mean absence from the Business Administrator/Board Secretary's post of duty because of personal or family member's disability due to illness, injury or because the Business Administrator/Board Secretary has been excluded from school by the school's medical authorities on account of a contagious disease or of being quarantined for such a disease.

B. The Business Administrator/Board Secretary shall be entitled to twelve (12) sick days per year with pay.

C. Unused sick days and personal days converted to sick shall be carried forward, and pursuant to NJSA 18A:30-7, no person shall be allowed to increase their total sick day accumulation by more than 15 days in any one year.

D. Upon retirement, the Business Administrator/Board Secretary shall be paid for any unused sick days calculated by multiplying the annual salary divided by 260 times the number of unused sick days to a maximum of \$15,000.00.

9. INSURANCE

The Business Administrator/Board Secretary shall be entitled to the following benefits:

A. Enrollment in a health plan with family coverage which shall include the prescription insurance equal to or better than the Direct 10 plan offered by New Jersey State Health Benefits Plan.

The Business Administrator/Board Secretary shall contribute toward the cost of his health care in accordance with P.L. 2020, Chapter 44 for employee elected health coverage. In no case shall the Business Administrator/Board Secretary pay less than 1.5% of base salary in accordance with N.J.S.A. 18A:16-17 (P.L. 1979, c. 391)."

The Business Administrator/Board Secretary otherwise entitled to insurance coverage shall have the option to withdraw from any such coverage and to be paid in accordance with the district's IRS Section 125 plan. All withdrawals from insurance coverage shall be for a minimum of one (1) year. The cash payment shall be in the form of a stipend payable semi-annually on December 15 and June 15. The maximum annual payment shall be \$5,000.

B. Enrollment in full family dental insurance coverage through Delta Dental and enrollment in the VSP vision plan.

The Business Administrator/Board Secretary shall contribute toward the cost of his dental insurance coverage and VSP vision plan e in accordance with the guidelines of Tier 4 of PL 2011, Chapter 78. P.L. 2020. In no case shall the Business Administrator/Board Secretary pay less than 1.5% of base salary in accordance with N.J.S.A. 18A:16-17 (P.L. 1979, c. 391).”

B. Enrollment in a disability insurance policy that will provide a monthly benefit not to exceed 66 2/3% of the salary after 30 days of disability of the School Business Administrator/Board Secretary. The Business Administrator/Board Secretary otherwise entitled to disability insurance coverage shall have the option to withdraw from any such coverage and to be paid a sum equal to 50% of the board share of the premium. This Disability Insurance benefit is not a duplication of benefits and is not otherwise provided to the employee pursuant to law or contract.

10. TRAVEL

The Board shall reimburse the Business Administrator/Board Secretary for use of his personal automobile for school business at the rate in accordance with board policy and pursuant to applicable law and regulation and is reimbursed at a rate “in accordance with OMB-Circular 16-11 plus the cost of parking and tolls.”

11. TERMINATION

This Employment Contract may be terminated by:

- A. Mutual agreement by the parties
- B. Unilateral termination by the Business Administrator/Board Secretary upon 60 days’ written notice to the Board; or

- C. Termination by the Board for inefficiency, incapacity, misbehavior, conduct unbecoming an Business Administrator/Board Secretary or other just cause in the manner prescribed by New Jersey Law as may be applicable.

12. PROFESSIONAL ASSOCIATIONS

The Board agrees to pay full dues and fees of the Business Administrator/Board Secretary to the CCASBO, NJASBO and ASBO International.

13. PROFESSIONAL DEVELOPMENT

A. The Business Administrator/Board Secretary shall be entitled to attend the annual workshop of the NJASBO, one other in-state conference of his choice and one out-of-state conference of his choice. Registration, travel, lodging and meal expenses shall be paid by the Board in accordance with Board policy, N.J.A.C. 6A:23A-3.1, N.J.S.A. 18A:11-12, and applicable OMB Circulars.

B. The Board agrees to pay the full cost of registration and other reasonable expenses incurred in order for the Business Administrator/Board Secretary to attend educational conferences, seminars, workshops and other professional meetings, visit other school systems and use other means to keep abreast of modern educational thoughts and practices in accordance with Board policy, N.J.A.C. 6A:23A-3.1, N.J.S.A. 18A:11-12, and applicable OMB Circulars. Prior Board approval is needed for any sum over Fifty Dollars (\$50.00). Mileage allowance shall be as specified by the Board.

C. Graduate Courses

(1) The Board agrees to pay the cost of two graduate courses per year for the Business Administrator/Board Secretary. No tuition aid will be provided unless it culminates in

acquisition of a graduate degree from an accredited institution. Receipts and satisfactory completion of the course are required (grade report or transcript if requested).

(2) Approval for courses shall be by the Superintendent.

14. PROFESSIONAL LIABILITY

A. The Board agrees that it shall defend, hold harmless and indemnify Business Administrator/Board Secretary from any and all demands, claims, suits, actions and legal proceedings brought against the School Business Administrator/Board Secretary in his individual capacity or in his official capacity as agent and/or employee of the Board provided the incident arose while the Business Administrator/Board Secretary was acting within the scope of his employment and as such, liability coverage is within the authority of the Board to provide under state law.

B. The Board will provide the Business Administrator/Board Secretary with professional liability insurance in an amount equal to that provided to Board members. The premium is to be paid by the Board.

15. PROVISIONS

The provisions of this contract shall continue in effect beyond the termination date as the policy of the Board, unless and until any provisions are modified by formal action of the Board.

16. COMPLETE AGREEMENT

This Employment Contract embodies the entire agreement between the parties hereto and cannot be varied except by written agreement of the undersigned parties.

17. CONFLICTS

In the event of any conflict between the terms, conditions and provisions of this Employment Contract and the provisions of the Board's policies or any permissive state or

federal law, then, unless otherwise prohibited by law, the terms of this Employment Contract shall take precedence over the contrary provisions of the Board's policies or any such permissive law during the term of the contract.

18. SAVINGS CLAUSE

If, during the term of the Employment Contract, it is found that a specific clause of the Employment Contract is illegal in federal or state law, the remainder of the Employment Contract not affected by such a ruling shall remain in force.

WATERFORD TOWNSHIP
BOARD OF EDUCATION

Matthew DeNafo
Board President

Date

Christopher S. Eberly
Business Administrator/
Board Secretary

Date

Extended School Year Summer Learning Program 2025: Records Review and Instructional Planning

Name	Rate/Hour	Total # of Hours	Total	Account #
Anders, Emily	\$41.00	Up to 3.25 Hours	\$133.25	11-422-100-101-01-03-000
Bowman, Andrea	\$41.00	Up to 3.25 Hours	\$133.25	11-422-100-101-01-03-000
Intessimoni, Rachel	\$41.00	Up to 3.25 Hours	\$133.25	11-422-100-101-01-03-000
Komis, Danielle	\$41.00	Up to 3.25 Hours	\$133.25	11-422-100-101-01-03-000
Magner, Gabriele	\$41.00	Up to 3.25 Hours	\$133.25	11-422-100-101-01-03-000
Mark, Jessica	\$41.00	Up to 3.25 Hours	\$133.25	11-422-100-101-01-03-000
Sindoni, Rachel	\$41.00	Up to 3.25 Hours	\$133.25	11-422-100-101-01-03-000
Vitarelli, Al	\$41.00	Up to 3.25 Hours	\$133.25	11-422-100-101-01-03-000
Walsh, Kelly	\$41.00	Up to 3.25 Hours	\$133.25	11-422-100-101-01-03-000

Extended School Year Summer Learning Program 2025: Staff

Name	Position	# of Days	Rate/ Hour	Hours/ Day	Total	Account #
Kennevan, Christina	Site Coordinator	19	\$55.00	3.25	\$3,396.25	11-422-240-104-01-03-000
Anders, Emily	Teacher	19	\$55.00	3.25	\$3,396.25	11-422-100-101-01-03-000
Bowman, Andrea	Teacher	19	\$55.00	3.25	\$3,396.25	11-422-100-101-01-03-000
Intessimoni, Rachel	Teacher	19	\$55.00	3.25	\$3,396.25	11-422-100-101-01-03-000
Komis, Danielle	Teacher	19	\$55.00	3.25	\$3,396.25	11-422-100-101-01-03-000
Magner, Gabriele	Teacher	19	\$55.00	3.25	\$3,396.25	11-422-100-101-01-03-000
Mark, Jessica	Teacher	19	\$55.00	3.25	\$3,396.25	11-422-100-101-01-03-000
Sindoni, Rachel	Teacher	19	\$55.00	3.25	\$3,396.25	11-422-100-101-01-03-000
Vitarelli, Al	Teacher	19	\$55.00	3.25	\$3,396.25	11-422-100-101-01-03-000
Walsh, Kelly	Teacher	19	\$55.00	3.25	\$3,396.25	11-422-100-101-01-03-000
Holwell, Gabrielle	Counseling & SEL	Up to 10	\$55.00	3.25	\$1,787.50	11-422-218-104-01-03-000
Hall, Kami	Nurse	19	\$55.00	3.25	\$3,396.25	11-422-213-104-01-03-000

Name	Position	# of Days	Rate/ Hour	Hours/ Day	Total	Account #
Ravenkamp, Erica	Nurse	19	\$55.00	3.25	\$3,396.25	11-422-213-104-01-03-000
Gallagher, Carly	Speech/Language- ESY	Up to 19	\$55.00	3.25	\$3,396.25	11-422-216-104-01-53-000
Whitfield, Lori	Speech/Language- ESY	Up to 19	\$55.00	3.25	\$3,396.25	11-422-216-104-01-53-000
Bundick, Stacey	Paraprofessional	19	\$18.93	3.25	\$1,168.93	11-422-100-106-01-03-000
Campione, Alicia	Paraprofessional	19	\$18.88	3.25	\$1,122.62	11-422-100-106-01-03-000
Conner, Patricia	Paraprofessional	19	\$18.93	3.25	\$1,168.93	11-422-100-106-01-03-000
Domm, Sarah	Paraprofessional	19	\$18.88	3.25	\$1,122.62	11-422-100-106-01-03-000
Dottoli, Rita	Paraprofessional	19	\$18.93	3.25	\$1,168.93	11-422-100-106-01-03-000
O'Donnell, Jill	Paraprofessional	19	\$18.88	3.25	\$1,122.62	11-422-100-106-01-03-000
Small, Stephanie	Paraprofessional	19	\$18.88	3.25	\$1,122.62	11-422-100-106-01-03-000
Smith, Carole	Paraprofessional	19	\$18.93	3.25	\$1,168.93	11-422-100-106-01-03-000
Worrell, Kathleen	Paraprofessional	19	\$18.93	3.25	\$1,168.93	11-422-100-106-01-03-000

**Board of Education Agenda Items - Attachment
February 19, 2025**

Title I Summer Learning Academy Program 2025: Staff

Name	Position	# of Days	Rate/ Hour	Hours/ Day	Total	Account #
Campanella, Mary	Teacher	19	\$55.00	3.25	\$3,396.25	20-235-100-101-88-04-000
Caputi, Miriam	Teacher	19	\$55.00	3.25	\$3,396.25	20-235-100-101-88-04-000
Crone, Madeline	Teacher	19	\$55.00	3.25	\$3,396.25	20-235-100-101-88-04-000
DiPasquale, Elizabeth	Teacher	19	\$55.00	3.25	\$3,396.25	20-235-100-101-88-04-000
Gray, Lauren	Teacher	19	\$55.00	3.25	\$3,396.25	20-235-100-101-88-04-000
Johnson, Margaret	Teacher	19	\$55.00	3.25	\$3,396.25	20-235-100-101-88-04-000
Low, Mary	Teacher	19	\$55.00	3.25	\$3,396.25	20-235-100-101-88-04-000
Peterson, Samantha	Teacher	19	\$55.00	3.25	\$3,396.25	20-235-100-101-88-04-000
Poulton, Paige	Teacher	19	\$55.00	3.25	\$3,396.25	20-235-100-101-88-04-000
Schafer, Alison	Teacher	19	\$55.00	3.25	\$3,396.25	20-235-100-101-88-04-000
Stephan, Jamie	Teacher	19	\$55.00	3.25	\$3,396.25	20-235-100-101-88-04-000
Seth, Elizabeth	Tutor Float	19	\$25.94	3.25	\$1,601.80	20-235-100-104-88-04-000
Michelini, Candice	SC/IC	19	\$55.00	3.25	\$3,396.25	20-235-200-104-88-04-000

Title I Summer Learning Academy Program 2025: Training

Name	Rate/Hour	Total # of Hours	Total	Account #
Caputi, Miriam	\$41.00	Up to 2 hours	\$82.00	20-235-200-104-08-04-000
DeAntonellis, Judith	\$41.00	Up to 2 hours	\$82.00	20-235-200-104-08-04-000
DiPasquale, Elizabeth	\$41.00	Up to 2 hours	\$82.00	20-235-200-104-08-04-000

Title I and ESY Summer Learning Programs 2025: Substitute Certified Staff

Name	Position	Rate/Hour	Total # of Hours	Account #
Borda, Cassie	Teacher	\$55.00	Up to 3.25 hours/day on as needed basis	Title I - 20-235-100-101-88-04-000 ESY - 11-422-100-101-01-03-000
DeAntonellis, Judith	Teacher	\$55.00	Up to 3.25 hours/day on as needed basis	Title I - 20-235-100-101-88-04-000 ESY - 11-422-100-101-01-03-000
Vento, Joelle	Teacher	\$55.00	Up to 3.25 hours/day on as needed basis	Title I - 20-235-100-101-88-04-000 ESY - 11-422-100-101-01-03-000

ESY Summer Learning Program 2025: Substitute Support Staff

Name	Position	Rate/Hour	Total # of Hours	Account #
Vento, Joelle	Paraprofessional	PK-K: \$20.63 1 st -5 th : \$18.75	Up to 3.25 hours/day on as needed basis	11-422-100-106-01-03-000

POLICY

WATERFORD TOWNSHIP BOARD OF EDUCATION

Teaching Staff Members

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PHYSICAL EXAMINATION (M)

3160 PHYSICAL EXAMINATION (M)

The Board of Education shall require any candidate for employment who has received a conditional offer of employment to undergo a physical examination pursuant to N.J.S.A. 18A:16-2. a. to determine whether the candidate is able to perform with reasonable accommodation job-related functions pursuant to P.L. 101-336. Americans with Disabilities Act of 1990 (ADA), pursuant to N.J.A.C. 6A:32-6.3.

If upon completing an examination it is determined a candidate for employment who received a conditional offer of employment is unable to perform with reasonable accommodation job-related functions pursuant to the provisions of the ADA, the conditional offer of employment will be rescinded either by the Superintendent of Schools, if the Board has not yet approved the appointment, or by the Board, if the Board had approved the appointment at a Board meeting.

In accordance with N.J.A.C. 6A:32-6.2(a), the Board will develop the requirements for the physical examination and provide for notification to candidates for employment regarding the requirements for the physical examination which shall include, but not be limited to, a health history to include past serious illnesses and injuries; current health problems; **and** allergies; ~~and a record of immunizations~~. The physical examination shall also include, but not be limited to: height and weight; blood pressure; pulse and respiratory rate; vision screening; hearing screening.

Pursuant to N.J.S.A. 18A:16-3, the Board shall bear the cost of physical examinations required by this Policy performed by a physician or institution designated by the Board. However, the candidate shall bear the cost if the examination is performed by a physician or institution designated by the candidate with approval of the Board. In the event the Board approves the physician or institution designated by the candidate to complete an examination required by this Policy, the candidate will be provided with the detailed requirements of the examination.

Teaching staff member physicals, examinations, and/or annual medical updates do not require screening or disclosure of HIV status.

The Board will follow the current New Jersey Department of Health Guidance for Tuberculosis (TB) Testing in New Jersey Schools.

Health records of candidates for employment and current teaching staff members, including computerized records, shall be secured and shall be stored and maintained separately from other personnel files pursuant to N.J.A.C. 6A:32-6.3(d). The information



POLICY

WATERFORD TOWNSHIP BOARD OF EDUCATION

Teaching Staff Members

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PHYSICAL EXAMINATION (M)

contained in medical records shall be kept confidential. Only the teaching staff member, the Superintendent, and the school medical inspector shall have access to medical information regarding an individual teaching staff member. Health records shall be the property of the Board and may be shared only with authorized individuals in accordance with N.J.S.A. 18A:16-5 and N.J.A.C. 6A:32-6.3(d).

Pursuant to N.J.A.C. 6A:32-6.3(c), an individual teaching staff member may provide health status information, including medications, which may be of value to medical personnel in the event of an emergency requiring treatment. In such instances, a staff member may also choose to share with the Principal, and, if desired, with the certified school nurse, information regarding current health status to assure ready access in a medical emergency.

Pursuant to N.J.S.A. 18A:16-2, the Board may require physical or psychiatric examinations of a teaching staff member whenever, in the Board's judgment a teaching staff member shows evidence of deviation from normal physical or mental health. Any additional individual examinations will be pursuant to the requirements of N.J.A.C. 6A:32-6.3(b). Additional examinations and/or certifications may be required to verify fitness in accordance with Policy No. 3161 – Examination for Cause or disability in accordance with Policy Nos. 3425 – Work Related Disability Pay and 3435 – Anticipated Disability.

42 U.S.C.A. 12101

N.J.S.A. 18A:16-2 et seq. 18A:16-3; 18A:16-5

N.J.A.C. 6A:32-6.1; 6A:32-6.2; 6A:32-6.3

Adopted: 25 June 2014

Revised: 20 Nov 2024



POLICY

WATERFORD TOWNSHIP BOARD OF EDUCATION

Support Staff
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PHYSICAL EXAMINATION (M)

4160 PHYSICAL EXAMINATION (M)

The Board of Education shall require any candidate for employment who has received a conditional offer of employment to undergo a physical examination pursuant to N.J.S.A. 16-2. a. to determine whether the candidate is able to perform with reasonable accommodation job-related functions pursuant to P.L. 101-336, Americans with Disabilities Act of 1990 (ADA), pursuant to N.J.A.C. 6A:32-6.3.

If upon completing an examination it is determined a candidate for employment who received a conditional offer of employment is unable to perform with reasonable accommodation job-related functions pursuant to the provisions of the ADA, the conditional offer of employment will be rescinded either by the Superintendent of Schools, if the Board has not yet approved the appointment, or by the Board, if the Board had approved the appointment at a Board meeting

In accordance with N.J.A.C. 6A:32-6.2(a), the Board will develop the requirements for the physical examination and provide for notification to candidates for employment regarding the requirements for the which shall include, but is not be limited to, a health history to include past serious illnesses and injuries; current health problems; **and** allergies; ~~and a record of immunizations~~. The physical examination shall also include, but not be limited to, a health screening to include, but not be limited to: height and weight; blood pressure; pulse and respiratory rate; vision screening; hearing screening.

Pursuant to N.J.S.A. 18A:16-3, the Board shall bear the cost of physical examinations required by this Policy performed by a physician or institution designated by the Board. However, the candidate shall bear the cost if the examination is performed by a physician or institution designated by the candidate with approval of the Board. In the event the Board approves the physician or institution designated by the candidate to complete an examination required by this Policy, the candidate will be provided with the detailed requirements of the examination.

School employee physicals, examinations and/or annual medical updates do not require screening or disclosure of HIV status.

The Board will follow the current New Jersey Department of Health Guidance for Tuberculosis (TB) testing in New Jersey Schools.



POLICY

WATERFORD TOWNSHIP BOARD OF EDUCATION

Support Staff
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PHYSICAL EXAMINATION (M)

Health records of Candidates for employment and current support staff members including computerized records, shall be secured and will be stored and maintained separately from other personnel files pursuant to N.J.A.C. 6A:32-6.3(d). The information contained in medical records shall be kept confidential. Only the support staff member, the Superintendent, and the school medical inspector shall have access to medical information regarding an individual support staff member. Only the support staff member, the Superintendent, and the school medical inspector shall have access to medical information regarding an individual support staff member. Health records shall be the property of the Board and may be shared only with authorized individuals in accordance with N.J.S.A. 18A:16-5 and N.J.A.C. 6A:32-6.3(d).

Pursuant to N.J.A.C. 6A:32-6.3(c), an individual support staff member may provide health status information, including medications, which may be of value to medical personnel in the event of an emergency requiring treatment. In such instances, support staff member may also choose to share with the Principal and, if desired, with the certified school nurse, information regarding current health status to assure ready access in a medical emergency.

Pursuant to N.J.S.A. 18A:16-2, or physical or psychiatric examinations of a support staff member whenever, in the Board's judgment, a staff member shows evidence of deviation from normal physical or mental health. Any additional individual examinations will be pursuant to the requirements of N.J.A.C. 6A:32-6.3(b). Additional examinations and/or certifications may be required to verify fitness in accordance with Policy No. 3161 - Examination for Cause or disability in accordance with Policy Nos. 4425 – Work Related Disability Pay and 4435 – Anticipated Disability.

42 U.S.C.A. 12101

N.J.S.A. 18A:16-2 et seq. 18A:16-3; 18A:16-5

N.J.A.C. 6A:32-6.1; 6A:32-6.2; 6A:32-6.3

Adopted: 25 June 2014

Revised: 20 November 2024



REGULATION

WATERFORD TOWNSHIP BOARD OF EDUCATION

TEACHING STAFF MEMBERS
R 3160/Page 3 of 3
PHYSICAL EXAMINATION (M)

R 3160 PHYSICAL EXAMINATION (M)

A. Definitions

1. "Employee" or "staff member" means the holder of any full-time or part-time position of employment.
2. "Health history" means the record of a person's past health events obtained in writing, completed by the individual or their physician.
3. "Health screening" means the testing of people, using one or more diagnostic tools, to determine the presence or precursors of a particular disease.
4. "Physical examination" means the assessment of an individual's health by a professional licensed to practice medicine or osteopathy, or by an advanced practice nurse or physician assistant. Physical examination includes specific procedures required by statute as stated in N.J.A.C. 6A:16-2.2.
5. "Physician assistant" means a health care professional licensed to practice medicine with physician supervision.

B. Employees' Initial Physical Examination

Candidates for employment who have received a conditional offer of employment shall be required to undergo a physical examination. The physical examination shall include, but is not limited to a health history and, health screenings, to determine whether the candidate is able to perform with reasonable accommodation job-related functions pursuant to P.L. 101-336, Americans with Disabilities Act of 1990 (ADA). The candidate for employment will be provided the Board's requirements for the physical examination.

1. A health history shall be completed by the employee or by his/her physician which shall include the employee's:
 - a. Past serious illnesses and injuries;
 - b. Current health problems;
 - c. Allergies; and



REGULATION

WATERFORD TOWNSHIP BOARD OF EDUCATION

TEACHING STAFF MEMBERS
R 3160/Page 3 of 3
PHYSICAL EXAMINATION (M)

d. ~~Record of immunizations.~~

2. A health screening shall include, but is not limited to:

- a. Height
- b. Weight;
- c. Blood pressure;
- d. Pulse and respiration rate;
- e. Vision screening;
- f. Hearing screening.

C. Medical Requirements upon Employment

1. The Board will follow the current New Jersey Department of Health Guidance for Tuberculosis (TB) Testing in New Jersey Schools.

2. A teaching staff member may provide health status information, including medications, which may be of value to medical personnel in the event of an emergency requiring treatment. The staff member may also choose to share with the Principal and, if desired, with the certified school nurse, information regarding current health status to assure ready access in a medical emergency pursuant to N.J.A.C. 6A:32-6.3(c).

D. Health Records

- 1. Health records of candidates for employment who have received a conditional offer of employment and of current employees, including computerized records, shall be secured, and shall be stored and maintained separate from other personnel files in accordance with N.J.A.C. 6A:32-6.3(d).
- 2. Health records shall be the property of the Board and may be shared only with authorized individuals in accordance with N.J.S.A. 18A:16-5 and N.J.A.C. 6A:32-6.3(d).



REGULATION

WATERFORD TOWNSHIP BOARD OF EDUCATION

TEACHING STAFF MEMBERS
R 3160/Page 3 of 3
PHYSICAL EXAMINATION (M)

E. Employees' Physical Examination and Medical Updates

Teaching Staff Member physical, examinations and/or annual medical updates shall not require disclosure of HIV status.

F. Review of Examinations and Assessments

1. The results of a physical examination or testing of a candidate for employment who has received a conditional offer of employment will be reviewed by the Superintendent and/or school medical review officer, to determine a candidate's physical and mental fitness to function with reasonable accommodation in the position for which the candidate has made application. That determination will be made a part of the candidate's application.

Rescinding a Conditional Offer of Employment – Notice to Candidates for Employment Who Receive a Conditional Offer of Employment

1. All candidates for employment who receive a conditional offer of employment shall be informed by the district that:
 - a. An offer of employment by the Superintendent of Schools or designee is conditional upon completion of the Board's required physical examinations, tests, and assessments;
 - b. The required examinations, tests, and assessments will be used to determine the candidate's ability to perform with reasonable accommodations job-related functions pursuant to ADA; and
 - c. If it is determined upon completing the examinations, tests, or assessments the candidate is unable to perform with reasonable accommodations job-related functions pursuant to the provisions of the ADA, the conditional offer of employment will be rescinded either by the Superintendent if the Board has not yet approved the appointment or by the Board, if the Board had approved the appointment at a Board meeting.

Adopted: 25 June 2014
Revised: 16 October 2024



REGULATION

WATERFORD TOWNSHIP BOARD OF EDUCATION

SUPPORT STAFF
R 4160/Page 1 of 4
PHYSICAL EXAMINATION (M)

R 4160 PHYSICAL EXAMINATION (M)

A. Definitions

1. "Employee" or "staff member" means the holder of any full-time or part-time position of employment.
2. "Health history" means the record of a person's past health events obtained in writing, completed by the individual or their physician.
3. "Health screening" means the testing of people, using one or more diagnostic tools, to determine the presence or precursors of a particular disease.
4. "Physical examination" means the assessment of an individual's health by a professional licensed to practice medicine or osteopathy, or by an advanced practice nurse or physician assistant. Physical examination includes specific procedures required by statute as stated in N.J.A.C. 6A:16-2.2.
5. "Physician assistant" means a health care professional licensed to practice medicine with physician supervision.

B. Physical Examination – Candidates for Employment Who Have Received a Conditional Offer of Employment

1. Candidates for employment who have received a conditional offer of employment shall be required to undergo a physical examination. The physical examination shall include, but is not limited to a health history and health screenings to determine whether the candidate is able to perform with reasonable accommodation job-related functions pursuant to P.L. 101-336, Americans with Disabilities Act of 1990 (ADA). The candidate for employment will be provided the Board's requirements for the physical examination.
 - a. A health history shall include the candidate's:
 - (1) Past serious illnesses and injuries;
 - (2) Current health problems;



REGULATION

WATERFORD TOWNSHIP BOARD OF EDUCATION

SUPPORT STAFF
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PHYSICAL EXAMINATION (M)

- (3) Allergies; and
- (4) ~~A record of immunizations.~~

b. A health screening shall include, but is not limited to, his/her:

- (1) Height;
- (2) Weight;
- (3) Blood pressure;
- (4) Pulse and respiration rate;
- (5) Vision screening; and
- (6) Hearing screening.

C. Medical Requirements Upon Employment

1. The Board will follow the current New Jersey Department of Health Guidance for Tuberculosis (TB) Testing in New Jersey Schools.
2. An individual support staff member may provide health status information, including medications, that may be of value to medical personnel in the event of an emergency requiring treatment. In such instances, the staff member may also choose to share with the Principal and, if desired, with the certified school nurse, information regarding current health status to assure ready access in a medical emergency pursuant to N.J.A.C. 6A:32-6.3(c).

D. Health Records

1. Health records of candidates for employment who have received a conditional offer of employment and of current employees, including computerized records, shall be secured, stored and maintained separately from other personnel files in accordance with N.J.A.C. 6A:32-6.3(d).



REGULATION

WATERFORD TOWNSHIP BOARD OF EDUCATION

SUPPORT STAFF
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PHYSICAL EXAMINATION (M)

2. Health records shall be the property of the Board and may be shared only with authorized individuals in accordance with N.J.S.A. 18A:16-5 and N.J.A.C. 6A:32-6.3(d).

E. Review of Examinations and Assessments

1. The results of a physical examination or testing of a candidate for employment who has received a conditional offer of employment will be reviewed by the Superintendent and the school physician and/or Medical Review Officer, to determine a candidate's physical and mental fitness to function with reasonable accommodation in the position for which the candidate has made application. That determination will be made a part of the candidate's application.

F. Rescinding a Conditional Offer of Employment – Notice to Candidates for Employment Who Receive a Conditional Offer of Employment

1. All candidates for employment who receive a conditional offer of employment shall be informed by the district that:
 - a. An offer of employment by the Superintendent of Schools or designee is conditional upon completion of the Board's required physical examinations, tests and assessments;
 - b. The required examinations, tests and assessments will be used to determine the candidate's ability to perform with reasonable accommodations job-related functions pursuant to ADA; and
 - c. If it is determined upon completing the examination(s), tests or assessment(s) the candidate is unable to perform with reasonable accommodations job-related functions pursuant to the provisions of the ADA, the conditional offer of employment will be rescinded either by the Superintendent if the Board has not yet approved the appointment or by the Board, if the Board has approved the appointment at a Board meeting.

Adopted: 25 June 2014

Revised: 17 May 2017

Revised: 16 October 2024



REGULATION

WATERFORD TOWNSHIP
BOARD OF EDUCATION

SUPPORT STAFF
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PHYSICAL EXAMINATION (M)



**BOARD SECRETARY'S CERTIFICATIONS
FOR THE MONTH OF DECEMBER 2025**

In accordance with 18A:17-9 for the month of December, 2024, the Cash Reconciliation report and the Board Secretary's report are in agreement.

In accordance with 18A:17-9 for the month of December, 2024, the Board Secretary certifies that no line item has been over-expended in violation of N.J.A.C. 6A:23A-16.10c.3 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

The Board Secretary, in accordance with N.J.A.C. 6A:23A-16.10.2 certifies that the following changes in anticipated revenue amounts and revenue sources:

Code	Source	Amount
1320	Tuition – In State	
1420	Transportation Fees	5,187.00
1510	Interest on Investment	
	Interest on Capital reserve	5,624
	Interest on Maintenance Reserve	4,394
1980	Extraordinary Aid	
3121	Transportation Aid	
4200	Medicaid Reimbursement	
1990	Unrestricted Misc. revenue	
Total		15,205

/s/ Daniel J. Fox

Daniel J. Fox, Board Secretary

INVESTMENT REPORT

December 2024

INVESTMENTS PRESENTLY IN EFFECT - N.J.S.A. 40A-5.2

General Account	\$2,729,015.39
NJ Cash Management Fund ~ Current ACC.....	\$2,491,315.63
NJ Cash Management Fund ~ Capital Reserve.....	\$1,242,367.06
NJ Cash Management Fund ~ Maintenance	\$381,116.73
Payroll.....	\$12,115.15
Agency	\$109,668.92
Flexible Spending Account.....	\$7,403.03
UCC Trust.....	\$34,318.51
TOTAL	<u>\$7,007,320.42</u>

AVERAGE INTEREST RATE

INTEREST EARNED FROM INVESTMENTS

General Account	\$3,611.88	1.36%
NJ Cash Management Fund ~ Current ACC.....	\$9,421.85	4.45%
NJ Cash Management Fund ~ Capital Reserve.....	\$4,698.49	4.45%
NJ Cash Management Fund ~ Maintenance	\$1,441.36	4.45%
Payroll.....	\$70.61	1.36%
Agency.....	\$214.39	1.36%
Flexible Spending Account.....	\$8.29	1.36%
UCC Trust.....	\$39.91	1.36%
TOTAL INTEREST FOR December 2024	\$19,506.78	
Amount Previously Reported	\$83,708.59	
TOTAL JULY 1ST TO DATE	<u>\$103,215.37</u>	

DETAILED BREAKDOWN NJSA 40A:5-15.2

Certificates of Deposit:

<u>Date Invested</u>	<u>Bank</u>	<u>Term</u>	<u>Number</u>	<u>Amount</u>	<u>Rate</u>	<u>Matures</u>
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CERTIFICATION

I, Daniel J. Fox, Investment Officer of the Waterford Township Board of Education, hereby certify that the above is a true and correct report of the status of investments of the monies held by the Waterford Township Board of Education.

Signature Business Administrator

Date

CASH RECEIPTS AND DISBURSEMENTS REPORT
WATERFORD TOWNSHIP BOARD OF EDUCATION
ALL FUNDS
December 2024

FUNDS	BEGINNING CASH	CASH RECEIPTS	CASH DISBURSEMENTS	ENDING CASH
GOVERNMENT FUNDS				
1 General Fund [Fund 10]	\$ 4,260,796.95	\$ 2,792,262.64	\$ 3,712,654.09	\$ 3,340,405.50
1b Capital Reserve [10-116]	\$ 1,237,668.57	\$ 4,698.49	\$ -	\$ 1,242,367.06
1b Maintenance Reserve [10-117]	\$ 379,675.37	\$ 1,441.36	\$ -	\$ 381,116.73
2 Special Revenue [Fund 20]	\$ 557,871.26	\$ 394,873.80	\$ 370,783.63	\$ 581,961.43
1b Internal Services [Fund 71]	\$ 21,491.17	\$ 1,193.50	\$ -	\$ 22,684.67
Total Government Funds [General]	\$ 6,457,503.32	\$ 3,194,469.79	\$ 4,083,437.72	\$ 5,568,535.39
5 Cafeteria Account [Fund 61]	\$ 56,495.46	\$ 67,655.63	\$ 51,441.08	\$ 72,710.01
Total Enterprise Funds [61-64]	\$ 56,495.46	\$ 67,655.63	\$ 51,441.08	\$ 72,710.01
TOTAL GOVERNMENT & ENTERPRISE	\$ 6,513,998.78	\$ 3,262,125.42	\$ 4,134,878.80	\$ 5,641,245.40
TRUST & AGENCY FUNDS				
6a Agency [Fund 90]	\$ 62,144.56	\$ 792,312.78	\$ 795,894.42	\$ 58,562.92
7 Payroll [Fund 91]	\$ 4,724.21	\$ -	\$ 2,459.36	\$ 2,264.85
8 Unemployment Trust [Fund 92]	\$ 40,729.66	\$ 39.91	\$ 6,451.06	\$ 34,318.51
6b Flexible Spending Acct [Fund 93]	\$ 6,883.14	\$ 920.00	\$ 400.11	\$ 7,403.03
9 Student Activity Fund [Fund 95]	\$ 2,538.05	\$ 10.00	\$ -	\$ 2,548.05
Total Trust & Agency Funds	\$ 117,019.62	\$ 793,282.69	\$ 805,204.95	\$ 105,097.36
TOTAL ALL FUNDS	\$ 6,631,018.40	\$ 4,055,408.11	\$ 4,940,083.75	\$ 5,746,342.76

Denise Niedoba

Denise Niedoba, Accountant

1-17-25

Date

Start date 12/1/2024

End date 12/31/2024

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TR#	Transfer Description	Amount	To Account	From Account
2716	12/31/24 :SECTATCO >2025-01-03	333.37	11-000-218-104-01-01-040 GUIDANCE EXTRA TIME ATCO	- - - - -
		662.63	11-000-240-105-01-01-040 SCHL ADMIN OT ATCO	- - - - -
		4.00	11-000-262-107-01-01-040 CAFE AIDE EXTRA TIME ATC	- - - - -
		600.00	- - - - -	11-000-223-320-00-01-040 PD SERVICES ATCO
		400.00	- - - - -	11-000-240-580-58-01-040 WORKSHOPS/TRAVEL/MILEAGE
2739	12/31/24 :funds for transportation	5,915.00	11-000-270-350-00-14-000 ADMIN FEE	- - - - -
		20,000.00	11-000-270-517-00-14-000 CONTRACTED SERVI - ESC	- - - - -
		6,285.00	11-000-270-518-00-14-000 CONTRCTD SERV - SP-ESC	- - - - -
		16,700.00	- - - - -	11-000-270-518-30-14-000 Contracted Serve SPED ESC
		15,500.00	- - - - -	11-000-291-241-00-10-000 PENSION
2741	12/31/24 :Extraordinary Aide	1,645.00	11-000-217-106-00-00-040 EXTRA AIDE SAL ATCO	11-000-100-563-00-15-000 TUITION TO COUNTY VOCATI
		4,000.00	11-000-217-106-00-00-040 EXTRA AIDE SAL ATCO	11-000-100-565-01-15-000 TUITION SSD AIDES ESY
		2,156.00	11-000-217-106-00-00-040 EXTRA AIDE SAL ATCO	11-000-217-106-00-00-060 EXTRA AIDE SAL TR
2742	12/31/24 :Extraordinary Aide	79.00	11-000-240-420-44-23-100 COPIER MAINT WES OFFICE	11-000-240-420-44-01-040 COPIER MAINT ATC
		296.00	11-000-240-420-44-23-100 COPIER MAINT WES OFFICE	11-000-240-420-44-23-040 COPIER MAINTENANCE ATCO
2772	12/31/24 :Return funds for 10%	1,175.00	11-422-270-511-00-14-000 SUMMER SCHOOL	11-230-100-340-00-04-000 PURCHASED TECHNICAL SERV
		75,751.00	Report Total	

STUDENT ACTIVITY REPORT

December 2024

Account #	Account Description	Advisor Name	Opening Balance 7/1/2024	Deposits	Withdrawals	Ending Balance 11/30/2024
95-499-BA	Book Fines ~ Atco		\$319.56	\$0.00	\$0.00	\$319.56
95-499-BT	Book Fines ~ TR		\$67.65	\$0.00	\$0.00	\$67.65
95-499-SC	WES Student Council	Meaghan Knoll	\$21.74	\$0.00	\$0.00	\$21.74
95-499-WE	Field Day ~ WES	Meaghan Knoll	\$11.60	\$0.00	\$0.00	\$11.60
95-499-BW	Book Fines ~ WES		\$97.00	\$27.25	\$0.00	\$124.25
95-499-C	Community Relief Fund	Erica Ravenkamp	\$1,508.46	\$0.00	\$0.00	\$1,508.46
95-499-FW	School Fund Raisers ~ WES	Ryan Ciavaglia	\$30.82	\$0.00	\$0.00	\$30.82
95-499-WM	Wildcat Mentor Program	Ryan Ciavaglia	\$28.97	\$0.00	\$0.00	\$28.97
95-499-ST	Staff Activity Account	Mike Nolan	\$435.00	\$0.00	\$0.00	\$435.00
95-101	Cash ~ Student Activity Account		\$2,520.80	\$27.25	\$0.00	\$2,548.05

Starting date 7/1/2024 Ending date 12/31/2024 Fund: 10 General Fund

Assets and Resources

Assets:

101	Cash in bank		\$3,340,405.50
102-106	Cash Equivalents		\$6,700.00
108	Impact Aid Reserve (General)		\$0.00
109	Impact Aid Reserve (Capital)		\$0.00
111	Investments		\$0.00
112	Unamortized Premums on Investments		\$0.00
113	Unamortized Discounts on Investments		\$0.00
114	Interest Receivable on Investments		\$0.00
115	Accrued Interest on Investments		\$0.00
116	Capital Reserve Account		\$1,242,367.06
117	Maintenance Reserve Account		\$381,116.73
118	Emergency Reserve Account		\$0.00
121	Tax levy Receivable		\$0.00

Accounts Receivable:

132	Interfund	\$798.93	
141	Intergovernmental - State	\$8,589,048.62	
142	Intergovernmental - Federal	\$0.00	
143	Intergovernmental - Other	\$9,751.85	
153, 154	Other (net of estimated uncollectable of \$_____)	\$512.19	\$8,600,111.59

Loans Receivable:

131	Interfund	\$32,307.07	
151, 152	Other (Net of estimated uncollectable of \$_____)	\$0.00	\$32,307.07
161	Bond Proceeds Receivable		\$0.00
171	Inventories for Consumption		\$0.00
172	Inventories for Resale		\$0.00
181	Prepaid Expenses		\$0.00
191	Deposits		\$0.00
192	Deferred Expenditures		\$0.00
199, xxx	Other Current Assets		\$0.00

Resources:

301	Estimated Revenues	\$30,291,680.00	
302	Less Revenues	(\$22,145,347.79)	\$8,146,332.21

Total assets and resources

\$21,749,340.16

Starting date 7/1/2024 Ending date 12/31/2024 Fund: 10 General Fund

Liabilities and Fund Equity

Liabilities:

401	Interfund Loans Payable	\$0.00
402	Interfund Accounts Payable	\$0.00
411	Intergovernmental Accounts Payable - State	\$0.00
412	Intergovernmental Accounts Payable - Federal	\$0.00
413	Intergovernmental Accounts Payable - Other	\$0.00
421	Accounts Payable	\$1,284,808.72
422	Judgments Payable	\$0.00
431	Contracts Payable	\$0.00
451	Loans Payable	\$0.00
471	Payroll Deductions and Withholdings	\$0.00
481	Deferred Revenues	\$0.00
580	Unemployment Trust Fund Liability	\$0.00
499, xxx	Other Current Liabilities	\$8,748.05
Total liabilities		\$1,293,556.77

Report of the Secretary to the Board of Education
Waterford BOE

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Starting date 7/1/2024 Ending date 12/31/2024 Fund: 10 General Fund

Fund Balance:

Appropriated:			
753,754	Reserve for Encumbrances		\$16,438,019.75
Reserved Fund Balance:			
761	Capital Reserve Account - July 1	\$1,211,743.08	
604	Add: Increase in Capital Reserve	\$25,000.00	
307	Less: Bud. w/d Cap. Reserve Eligible Costs	(\$329,922.00)	
309	Less: Bud. w/d Cap. Reserve Excess Costs	\$0.00	
317	Less: Bud. w/d cap. Reserve Debt Service	\$0.00	\$906,821.08
762	Reserve for Adult Education		\$0.00
763	Sale/Leaseback Reserve Account - July 1	\$0.00	
605	Add: Increase in Sale/Leaseback Reserve	\$0.00	
308	Less: Bud w/d Sale/Leaseback Reserve	\$0.00	\$0.00
764	Maintenance Reserve Account - July 1	\$571,722.24	
606	Add: Increase in Maintenance Reserve	\$5,000.00	
310	Less: Bud. w/d from Maintenance Reserve	(\$47,500.00)	\$529,222.24
765	Tuition Reserve Account - July 1	\$0.00	
311	Less: Bud. w/d from Tuition Reserve	\$0.00	\$0.00
766	Reserve for Cur. Exp. Emergencies - July 1	\$0.00	
607	Add: Increase in Cur. Exp. Emer. Reserve	\$0.00	
312	Less: Bud. w/d from Cur. Exp. Emer. Reserve	\$0.00	\$0.00
755	Reserve for Bus Advertising - July 1	\$0.00	
610	Add: Increase in Bus Advertising Reserve	\$0.00	
315	Less: Bud. w/d from Bus Advertising Reserve	\$0.00	\$0.00
756	Federal Impact Aid (General) - July 1	\$0.00	
611	Add: Increase in Federal Impact Aid (General)	\$0.00	
318	Less: Bud. w/d from Federal Impact Aid (Gen.)	\$0.00	\$0.00
757	Federal Impact Aid (Capital) - July 1	\$0.00	
612	Add: Increase in Federal Impact Aid (Capital)	\$0.00	
319	Less: Bud. w/d from Federal Impact Aid (Cap.)	\$0.00	\$0.00
769	Unemployment Fund - July 1	\$0.00	
	Add: Increase in Unemployment Fund	\$0.00	
678	Less: Bud. w/d from Unemployment Fund	\$0.00	\$0.00
750-752,76x	Other reserves		\$0.00
601	Appropriations	\$33,261,347.00	
602	Less: Expenditures	(\$15,976,064.89)	
	Less: Encumbrances	(\$16,433,882.75)	(\$32,409,947.64)
	Total appropriated		\$18,725,462.43
Unappropriated:			
770	Fund balance, July 1		\$1,734,457.96
771	Designated fund balance		\$2,618,108.00
303	Budgeted fund balance		(\$2,622,245.00)
	Total fund balance		\$20,455,783.39
	Total liabilities and fund equity		<u>\$21,749,340.16</u>

Starting date 7/1/2024 Ending date 12/31/2024 Fund: 10 General Fund

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$33,261,347.00 ✓	\$32,409,947.64 ✓	\$851,399.36
Revenues	(\$30,291,680.00) ✓	(\$22,145,347.79) ✓	(\$8,146,332.21)
Subtotal	<u>\$2,969,667.00</u>	<u>\$10,264,599.85</u>	<u>(\$7,294,932.85)</u>
Change in Capital Reserve Account:			
Plus - Increase in reserve	\$25,000.00	\$30,623.98	(\$5,623.98)
Less - Withdrawal from reserve	(\$329,922.00)	(\$329,922.00)	\$0.00
Subtotal	<u>\$2,664,745.00</u>	<u>\$9,965,301.83</u>	<u>(\$7,300,556.83)</u>
Change in Sale/Leaseback Account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$2,664,745.00</u>	<u>\$9,965,301.83</u>	<u>(\$7,300,556.83)</u>
Change in Maintenance Reserve Account:			
Plus - Increase in reserve	\$5,000.00	(\$190,605.51)	\$195,605.51
Less - Withdrawal from reserve	(\$47,500.00)	(\$47,500.00)	\$0.00
Subtotal	<u>\$2,622,245.00</u>	<u>\$9,727,196.32</u>	<u>(\$7,104,951.32)</u>
Change in Emergency Reserve Account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$2,622,245.00</u>	<u>\$9,727,196.32</u>	<u>(\$7,104,951.32)</u>
Change in Tuition Reserve Account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$2,622,245.00</u>	<u>\$9,727,196.32</u>	<u>(\$7,104,951.32)</u>
Change in Bus Advertising Reserve Account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$2,622,245.00</u>	<u>\$9,727,196.32</u>	<u>(\$7,104,951.32)</u>
Change in Federal Impact Aid (General):			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$2,622,245.00</u>	<u>\$9,727,196.32</u>	<u>(\$7,104,951.32)</u>
Change in Federal Impact Aid (Capital):			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$2,622,245.00</u>	<u>\$9,727,196.32</u>	<u>(\$7,104,951.32)</u>
Less: Adjustment for prior year	\$0.00	\$0.00	\$0.00
Budgeted fund balance	<u>\$2,622,245.00</u>	<u>\$9,727,196.32</u>	<u>(\$7,104,951.32)</u>

Prepared and submitted by :

Board Secretary

Date

Report of the Secretary to the Board of Education
Waterford BOE

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Starting date 7/1/2024 Ending date 12/31/2024 Fund: 10 General Fund

Revenues:		Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
00370	SUBTOTAL – Revenues from Local Sources	15,663,293	0	15,663,293	7,852,754	Under	7,810,539
00520	SUBTOTAL – Revenues from State Sources	14,579,430	0	14,579,430	14,279,430	Under	300,000
00570	SUBTOTAL – Revenues from Federal Sources	48,957	0	48,957	13,163	Under	35,794
Total		30,291,680	0	30,291,680	22,145,348		8,146,332
Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
03200	TOTAL REGULAR PROGRAMS - INSTRUCTION	4,176,272	87,167	4,263,439	1,869,102	2,226,348	167,990
10300	Total Special Education - Instruction	1,841,917	40,667	1,882,584	692,107	1,110,711	79,766
11160	Total Basic Skills/Remedial – Instruct.	985,074	(112,031)	873,043	341,870	509,195	21,978
17100	Total School-Sponsored Co/Extra Curricul	13,000	0	13,000	37	0	12,963
20620	Total Summer School	139,312	(16,398)	122,914	82,102	2,880	37,932
29180	Total Undistributed Expenditures - Instr	12,793,975	(69,340)	12,724,635	7,439,363	5,218,063	67,209
29680	Total Undistributed Expenditures – Atten	117,038	1,746	118,784	65,023	49,847	3,915
30620	Total Undistributed Expenditures – Healt	193,539	915	194,454	74,711	106,793	12,951
40580	Total Undistributed Expend – Speech, OT,	362,126	3,909	366,035	129,909	231,524	4,602
41080	Total Undist. Expend. – Other Supp. Serv	515,060	3,714	518,774	202,866	314,021	1,887
41660	Total Undist. Expend. – Guidance	172,215	83	172,298	65,463	100,229	6,605
42200	Total Undist. Expend. – Child Study Team	413,053	195	413,248	176,270	229,570	7,408
43200	Total Undist. Expend. – Improvement of I	188,830	(3,317)	185,513	83,140	88,347	14,025
43620	Total Undist. Expend. – Edu. Media Serv.	516,585	(5,372)	511,213	291,512	167,552	52,149
44180	Total Undist. Expend. – Instructional St	73,757	(9,705)	64,052	17,005	13,854	33,193
45300	Support Serv. - General Admin	451,397	20,025	471,422	266,676	188,860	15,886
46160	Support Serv. - School Admin	600,752	16,727	617,479	277,143	290,484	49,852
47200	Total Undist. Expend. – Central Services	474,297	(245)	474,052	262,270	208,624	3,158
51120	Total Undist. Expend. – Oper. & Maint. O	1,743,410	10,236	1,753,646	778,269	836,014	139,363
52480	Total Undist. Expend. – Student Transpor	3,043,359	64,633	3,107,992	978,140	2,113,477	16,374
71260	TOTAL PERSONNEL SERVICES –EMPLOYEE	3,964,239	(29,473)	3,934,766	1,748,189	2,098,456	88,121
75880	TOTAL EQUIPMENT	76,200	0	76,200	31,448	37,563	7,189
76260	Total Facilities Acquisition and Constr	401,803	0	401,803	103,451	291,469	6,882
Total		33,257,210	4,137	33,261,347	15,976,065	16,433,883	851,399

✓ ✓ ✓

Starting date 7/1/2024 Ending date 12/31/2024 Fund: 10 General Fund

Revenues:				Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
00100	10-1210	Local Tax Levy		15,368,770	0	15,368,770	7,684,385	Under	7,684,385
00150	10-1320	Tuition from LEAs Within State		38,883	0	38,883	6,658	Under	32,225
00250	10-14[2-4]0	Transportation Fees from Other LEAs		1,000	0	1,000	6,187		(5,187)
00300	10-1___	Unrestricted Miscellaneous Revenues		224,640	0	224,640	115,506	Under	109,134
00330	10-1___	Interest Earned on Maintenance Reserve		5,000	0	5,000	9,394		(4,394)
00340	10-1___	Interest Earned on Capital Reserve Funds		25,000	0	25,000	30,624		(5,624)
00410	10-3116	School Choice Aid		433,182	0	433,182	433,182		0
00420	10-3121	Categorical Transportation Aid		1,164,511	0	1,164,511	1,164,511		0
00430	10-3131	Extraordinary Aid		300,000	0	300,000	0	Under	300,000
00440	10-3132	Categorical Special Education Aid		1,665,961	0	1,665,961	1,665,961		0
00460	10-3176	Equalization Aid		10,736,075	0	10,736,075	10,736,075		0
00470	10-3177	Categorical Security Aid		279,701	0	279,701	279,701		0
00540	10-4200	Medicaid Reimbursement		48,957	0	48,957	13,163	Under	35,794
Total				30,291,680	0	30,291,680	22,145,348		8,146,332
Expenditures:				Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
02060	11-105-100-936	Local Contribution – Transfer to Special		117,600	0	117,600	117,600	0	0
02080	11-110-___-101	Kindergarten – Salaries of Teachers		482,456	(25,684)	456,772	178,931	272,160	5,681
02100	11-120-___-101	Grades 1-5 – Salaries of Teachers		2,501,343	103,749	2,605,092	1,023,966	1,545,887	35,240
02120	11-130-___-101	Grades 6-8 – Salaries of Teachers		502,755	(2,345)	500,410	183,826	297,078	19,506
02500	11-150-100-101	Salaries of Teachers		2,100	0	2,100	0	0	2,100
02540	11-150-100-320	Purchased Professional – Educational Ser		7,000	(1,490)	5,510	770	1,730	3,010
03000	11-190-1__-106	Other Salaries for Instruction		171,019	0	171,019	50,190	90,999	29,830
03020	11-190-1__-320	Purchased Professional – Educational Ser		16,105	0	16,105	1,142	0	14,963
03040	11-190-1__-340	Purchased Technical Services		10,800	10,650	21,450	21,450	0	0
03060	11-190-1__-[4-5]	Other Purchased Services (400-500 series		17,905	4,151	22,056	7,050	14,054	953
03080	11-190-1__-610	General Supplies		330,323	(49,732)	280,591	235,595	2,534	42,462
03100	11-190-1__-640	Textbooks		0	48,550	48,550	48,137	407	6
03120	11-190-1__-8__	Other Objects		16,866	(682)	16,184	445	1,500	14,239
04500	11-204-100-101	Salaries of Teachers		147,714	74,427	222,141	86,790	129,092	6,258
04520	11-204-100-106	Other Salaries for Instruction		23,533	(2,500)	21,033	0	12,155	8,878
04600	11-204-100-610	General Supplies		550	414	964	333	0	631
06000	11-209-100-101	Salaries of Teachers		164,292	200	164,492	64,533	95,111	4,848
06020	11-209-100-106	Other Salaries for Instruction		600	0	600	0	0	600
06100	11-209-100-610	General Supplies		300	120	420	401	0	19
06500	11-212-100-101	Salaries of Teachers		78,952	(6,102)	72,850	25,500	38,250	9,100
06520	11-212-100-106	Other Salaries for Instruction		250	(30)	220	0	0	220
06600	11-212-100-610	General Supplies		0	3,556	3,556	1,810	29	1,716
07000	11-213-100-101	Salaries of Teachers		1,297,910	(35,039)	1,262,871	470,207	765,921	26,743
07020	11-213-100-106	Other Salaries for Instruction		12,624	25,250	37,874	9,904	27,059	912
07100	11-213-100-610	General Supplies		8,650	(1,379)	7,271	4,941	37	2,293
08500	11-216-100-101	Salaries of Teachers		68,907	0	68,907	27,031	40,546	1,330

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Expenditures:			Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
08520	11-216-100-106	Other Salaries for Instruction	19,365	(18,000)	1,365	0	0	1,365
08600	11-216-100-6__	General Supplies	2,520	(250)	2,270	344	11	1,915
09260	11-219-100-101	Salaries of Teachers	2,000	0	2,000	0	0	2,000
09300	11-219-100-320	Purchased Professional-Educational Servi	13,750	0	13,750	313	2,500	10,937
11000	11-230-100-101	Salaries of Teachers	973,074	(119,806)	853,268	340,618	509,195	3,455
11040	11-230-100-320	Purchased Professional-Education Service	0	8,425	8,425	0	0	8,425
11060	11-230-100-340	Purchased Technical Services	10,000	0	10,000	0	0	10,000
11100	11-230-100-610	General Supplies	2,000	(650)	1,350	1,252	0	98
17000	11-401-100-1__	Salaries	13,000	0	13,000	37	0	12,963
20000	11-422-100-101	Salaries of Teachers	34,575	(3,972)	30,603	28,434	0	2,169
20020	11-422-100-106	Other Salaries of Instruction	18,775	(500)	18,275	15,174	0	3,101
20500	11-422-200-1__	Salaries	20,932	10,379	31,311	28,810	0	2,502
20520	11-422-200-3__	Purchased Professional and Technical Ser	14,155	(10,789)	3,366	0	2,880	486
20540	11-422-200-[4-5]	Purchased Services (400-500 series)	50,675	(11,766)	38,909	9,684	0	29,225
20560	11-422-200-6__	Supplies and Materials	200	250	450	0	0	450
29000	11-000-100-561	Tuition to Other LEAs within the State -	10,087,987	45,500	10,133,487	6,058,892	4,074,571	24
29020	11-000-100-562	Tuition to Other LEAs within the State -	410,328	0	410,328	230,027	177,227	3,075
29040	11-000-100-563	Tuition to County Voc. School District-R	78,750	(1,645)	77,105	14,195	33,123	29,787
29080	11-000-100-565	Tuition to CSSD & Regular Day Schools	263,729	(139,600)	124,129	44,564	79,493	73
29100	11-000-100-566	Tuition to Priv. School for the Disabled	1,911,284	26,405	1,937,689	1,074,926	853,650	9,113
29140	11-000-100-568	Tuition – State Facilities	41,897	0	41,897	16,759	0	25,138
29500	11-000-211-1__	Salaries	86,868	388	87,256	37,553	49,702	0
29600	11-000-211-3__	Purchased Professional and Technical Ser	29,570	1,358	30,928	27,366	0	3,563
29620	11-000-211-[4-5]	Other Purchased Services (400-500-series	500	0	500	56	144	300
29640	11-000-211-6__	Supplies and Materials	100	0	100	48	0	52
30500	11-000-213-1__	Salaries	177,639	0	177,639	71,409	106,230	0
30540	11-000-213-3__	Purchased Professional and Technical Ser	11,610	(200)	11,410	231	0	11,179
30560	11-000-213-[4-5]	Other Purchased Services (400-500 series	190	0	190	0	0	190
30580	11-000-213-6__	Supplies and Materials	4,100	1,115	5,215	3,071	562	1,582
40500	11-000-216-1__	Salaries	229,726	(2,900)	226,826	89,229	134,001	3,596
40520	11-000-216-320	Purchased Professional – Educational Ser	129,700	6,424	136,124	39,206	96,900	18
40540	11-000-216-6__	Supplies and Materials	2,000	500	2,500	1,388	424	688
40560	11-000-216-8__	Other Objects	700	(115)	585	85	200	300
41000	11-000-217-1__	Salaries	507,560	(4,255)	503,305	198,797	303,213	1,295
41020	11-000-217-320	Purchased Professional – Educational Ser	0	13,309	13,309	2,476	10,722	112
41040	11-000-217-6__	Supplies and Materials	7,500	(5,340)	2,160	1,593	87	480
41500	11-000-218-104	Salaries of Other Professional Staff	162,940	385	163,325	65,288	95,884	2,152
41520	11-000-218-105	Salaries of Secretarial and Clerical Ass	750	0	750	0	750	0
41580	11-000-218-390	Other Purchased Professional & Technical	7,500	0	7,500	175	3,595	3,730
41600	11-000-218-[4-5]	Other Purchased Services (400-500 series	50	(50)	0	0	0	0
41620	11-000-218-6__	Supplies and Materials	975	(251)	724	0	0	724

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Expenditures:				Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
42000	11-000-219-104	Salaries of Other Professional Staff		334,325	500	334,825	142,731	187,329	4,765
42020	11-000-219-105	Salaries of Secretarial and Clerical Ass		49,328	0	49,328	24,664	24,664	1
42080	11-000-219-390	Other Purchased Professional & Technical		20,000	0	20,000	3,600	16,050	350
42100	11-000-219-[4-5]	Other Purchased Services (400-500 series		4,400	595	4,995	2,754	1,495	747
42160	11-000-219-6__	Supplies and Materials		4,000	(900)	3,100	1,632	33	1,435
42180	11-000-219-8__	Other Objects		1,000	0	1,000	890	0	110
43020	11-000-221-104	Salaries of Other Professional Staff		27,660	1,050	28,710	16,093	12,379	239
43040	11-000-221-105	Salaries of Secretarial & Clerical Assis		56,409	(692)	55,717	27,717	27,302	698
43080	11-000-221-176	Salaries of Facilitators, Math & Literac		82,007	0	82,007	32,311	48,466	1,230
43100	11-000-221-320	Purchased Prof. – Educational Services		21,000	(3,150)	17,850	6,556	0	11,294
43140	11-000-221-[4-5]	Other Purch. Services (400-500 series)		400	(400)	0	0	0	0
43160	11-000-221-6__	Supplies and Materials		600	100	700	135	0	565
43180	11-000-221-8__	Other Objects		754	(225)	529	329	200	0
43500	11-000-222-1__	Salaries		130,546	(1,250)	129,296	53,225	66,617	9,455
43520	11-000-222-177	Salaries of Technology Coordinators		116,184	112	116,296	58,148	58,148	1
43540	11-000-222-3__	Purchased Professional and Technical Ser		211,755	(823)	210,932	155,880	31,214	23,837
43560	11-000-222-[4-5]	Other Purchased Services (400-500 series		1,000	0	1,000	0	0	1,000
43580	11-000-222-6__	Supplies and Materials		57,100	(3,411)	53,689	24,259	11,574	17,856
44020	11-000-223-104	Salaries of Other Professional Staff		2,450	475	2,925	984	200	1,741
44040	11-000-223-105	Salaries of Secretarial & Clerical Assis		19,582	270	19,852	9,926	9,926	0
44060	11-000-223-110	Other Salaries		14,750	0	14,750	3,769	164	10,817
44080	11-000-223-320	Purchased Professional – Educational Ser		28,600	(8,825)	19,775	1,472	475	17,828
44120	11-000-223-[4-5]	Other Purch. Services (400-500 series)		7,775	(1,225)	6,550	854	3,089	2,607
44140	11-000-223-6__	Supplies and Materials		600	(400)	200	0	0	200
45000	11-000-230-1__	Salaries		232,147	5,375	237,522	118,258	119,216	48
45040	11-000-230-331	Legal Services		41,150	9,800	50,950	14,635	35,365	950
45060	11-000-230-332	Audit Fees		36,600	8,600	45,200	39,000	6,000	200
45080	11-000-230-334	Architectural/Engineering Services		2,300	(2,300)	0	0	0	0
45100	11-000-230-339	Other Purchased Professional Services		11,500	(800)	10,700	5,365	3,300	2,035
45120	11-000-230-340	Purchased Technical Services		7,300	(5,500)	1,800	594	787	420
45140	11-000-230-530	Communications/Telephone		56,350	(400)	55,950	27,119	21,546	7,285
45160	11-000-230-585	BOE Other Purchased Services		2,300	0	2,300	2,200	0	100
45180	11-000-230-590	Misc Purch Services (400-500 series, O/T		43,450	(500)	42,950	38,064	433	4,453
45200	11-000-230-610	General Supplies		3,750	150	3,900	2,116	1,668	116
45220	11-000-230-630	BOE In-House Training/Meeting Supplies		1,500	2,500	4,000	3,227	544	228
45260	11-000-230-890	Miscellaneous Expenditures		450	3,100	3,550	3,506	0	44
45280	11-000-230-895	BOE Membership Dues and Fees		12,600	0	12,600	12,593	0	7
46000	11-000-240-103	Salaries of Principals/Assistant Princip		390,951	11,482	402,433	180,360	191,154	30,919
46020	11-000-240-104	Salaries of Other Professional Staff		11,250	500	11,750	51	9,000	2,699
46040	11-000-240-105	Salaries of Secretarial and Clerical Ass		165,524	4,645	170,169	81,699	82,976	5,494
46080	11-000-240-3__	Purchased Professional and Technical Ser		0	1,000	1,000	0	0	1,000

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Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
46100	11-000-240-[4-5] Other Purchased Services (400-500 series	18,727	(1,856)	16,871	8,648	4,618	3,606
46120	11-000-240-6__ Supplies and Materials	6,400	0	6,400	2,385	60	3,955
46140	11-000-240-8__ Other Objects	7,900	956	8,856	4,000	2,677	2,179
47000	11-000-251-1__ Salaries	398,857	5,082	403,939	200,870	202,300	769
47040	11-000-251-340 Purchased Technical Services	56,015	(7,342)	48,673	46,194	2,039	440
47060	11-000-251-592 Misc. Purch. Services (400-500 Series, O	4,190	(245)	3,945	1,094	2,303	548
47100	11-000-251-6__ Supplies and Materials	7,325	3,635	10,960	8,916	731	1,314
47140	11-000-251-832 Interest on Lease Purchase Agreements	6,310	(2,000)	4,310	3,156	1,151	4
47180	11-000-251-890 Other Objects	1,600	625	2,225	2,041	100	84
48500	11-000-261-1__ Salaries	84,489	81	84,570	42,285	42,285	1
48520	11-000-261-420 Cleaning, Repair, and Maintenance Serv	288,590	0	288,590	97,400	145,715	45,475
48540	11-000-261-610 General Supplies	2,500	0	2,500	30	0	2,470
49000	11-000-262-1__ Salaries	335,707	35,170	370,877	169,338	182,533	19,006
49020	11-000-262-107 Salaries of Non-Instructional Aides	181,685	(1,326)	180,359	60,815	107,895	11,649
49040	11-000-262-3__ Purchased Professional and Technical Ser	5,562	(5,000)	562	0	0	562
49060	11-000-262-420 Cleaning, Repair, and Maintenance Svc.	61,060	7,200	68,260	33,747	33,553	959
49080	11-000-262-441 Rental of Land & Bldg. Oth. Than Lease P	12,767	0	12,767	7,161	5,595	11
49120	11-000-262-490 Other Purchased Property Services	21,200	0	21,200	8,590	11,970	640
49140	11-000-262-520 Insurance	99,650	1,151	100,801	100,551	250	0
49160	11-000-262-590 Miscellaneous Purchased Services	4,100	0	4,100	60	0	4,040
49180	11-000-262-610 General Supplies	99,321	(2,472)	96,849	64,188	25,228	7,433
49200	11-000-262-621 Energy (Natural Gas)	87,112	(9,420)	77,692	13,532	56,359	7,802
49220	11-000-262-622 Energy (Electricity)	286,444	(9,420)	277,024	127,163	143,642	6,219
49260	11-000-262-626 Energy (Gasoline)	2,000	0	2,000	859	0	1,141
49280	11-000-262-8__ Other Objects	470	400	870	700	0	170
50040	11-000-263-420 Cleaning, Repair, and Maintenance Svc.	25,250	(7,600)	17,650	2,250	1,550	13,850
50060	11-000-263-610 General Supplies	115	0	115	0	0	115
51020	11-000-266-3__ Purchased Professional and Technical Ser	121,000	1,472	122,472	27,164	79,149	16,159
51040	11-000-266-420 Cleaning, Repair, and Maintenance Svc.	1,548	0	1,548	81	0	1,467
51060	11-000-266-610 General Supplies	22,840	0	22,840	22,355	290	195
52020	11-000-270-160 Sal. For Pupil Trans (Bet Home & Sch) –	52,001	300	52,301	26,096	26,025	180
52100	11-000-270-350 Management Fee – ESC & CTSA Trans. Prog	35,000	20,784	55,784	18,030	37,753	1
52120	11-000-270-390 Other Purchased Prof. and Technical Serv	7,500	0	7,500	5,500	0	2,000
52200	11-000-270-503 Contract Serv.–Aid in Lieu Pymts–Non-Pub	86,210	4,419	90,629	0	90,629	0
52240	11-000-270-505 Contract Serv.–Aid in Lieu Pymts–Choice S	9,320	1,273	10,593	0	10,593	0
52260	11-000-270-511 Contract Services (Bet. Home & Sch) -Ven	1,695,000	15,213	1,710,213	524,897	1,184,718	599
52280	11-000-270-512 Contr Serv (Oth. Than Bet Home & Sch) -	45,150	(5,684)	39,466	9,885	23,064	6,517
52300	11-000-270-513 Contr Serv (Bet. Home & Sch) – Joint Agr	0	23,389	23,389	4,938	18,451	0
52320	11-000-270-514 Contract Serv. (Sp Ed Stds) - Vendors	453,125	(145,725)	307,400	94,434	212,966	0
52340	11-000-270-515 Contract Serv. (Sp Ed Stds) – Joint Agre	63,000	(61,968)	1,032	1,032	0	0
52360	11-000-270-517 Contract Serv. (Reg. Students) – ESCs &	78,000	20,651	98,651	24,358	73,645	648

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Expenditures:				Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
52380	11-000-270-518	Contract Serv. (Spl. Ed. Students) – ESC		515,853	186,757	702,610	267,458	435,133	19
52400	11-000-270-593	Misc. Purchased Services - Transportatio		750	0	750	0	500	250
52420	11-000-270-610	General Supplies		1,700	5,223	6,923	1,313	0	5,610
52460	11-000-270-8__	Other objects		750	0	750	200	0	550
53180	11-1__-100-270	Health Benefits		1,169,421	(1,169,421)	0	0	0	0
53200	11-1__-100-280	Tuition Reimbursement		25,000	4,137	29,137	12,489	16,627	22
54180	11-2__-100-270	Health Benefits		723,206	(723,206)	0	0	0	0
59180	11-000-211-270	Health Benefits		205	(205)	0	0	0	0
59680	11-000-213-270	Health Benefits		98,119	(98,119)	0	0	0	0
60180	11-000-216-270	Health Benefits		37,159	(37,159)	0	0	0	0
60668	11-000-217-270	Health Benefits		10,173	(10,173)	0	0	0	0
61180	11-000-218-270	Health Benefits		47,826	(47,826)	0	0	0	0
61500	11-000-219-210	Group Insurance		1,850	80	1,930	(89)	2,011	8
61680	11-000-219-270	Health Benefits		38,203	(38,203)	0	0	0	0
62680	11-000-221-270	Health Benefits		58,149	(58,149)	0	0	0	0
63180	11-000-222-270	Health Benefits		22,641	(22,641)	0	0	0	0
63680	11-000-223-270	Health Benefits		6,642	(6,642)	0	0	0	0
64500	11-000-230-210	Group Insurance		1,500	0	1,500	522	783	196
64680	11-000-230-270	Health Benefits		44,951	(44,951)	0	0	0	0
65500	11-000-240-210	Group Insurance		3,080	2,675	5,755	2,004	3,448	303
65680	11-000-240-270	Health Benefits		120,238	(120,238)	0	0	0	0
66680	11-000-251-270	Health Benefits		128,654	(128,654)	0	0	0	0
68345	11-000-261-270	Health Benefits		8,256	(8,256)	0	0	0	0
68445	11-000-262-270	Health Benefits		71,056	(71,056)	0	0	0	0
69180	11-000-270-270	Health Benefits		29,556	(29,556)	0	0	0	0
71020	11-000-291-220	Social Security Contributions		228,015	0	228,015	97,460	130,555	0
71060	11-000-291-241	Other Retirement Contributions - PERS		282,500	(15,500)	267,000	0	256,878	10,122
71120	11-000-291-249	Other Retirement Contributions - Regular		32,400	0	32,400	12,286	20,114	0
71140	11-000-291-250	Unemployment Compensation		50,000	(5,375)	44,625	0	0	44,625
71160	11-000-291-260	Workmen's Compensation		150,000	(3,906)	146,094	144,364	0	1,730
71180	11-000-291-270	Health Benefits		274,276	2,596,979	2,871,255	1,379,219	1,472,439	19,597
71200	11-000-291-280	Tuition Reimbursement		0	5,892	5,892	4,962	930	0
71220	11-000-291-290	Other Employee Benefits		231,888	0	231,888	94,972	125,397	11,518
71227	11-000-291-299	Unused Sick Pay to Term/Retired Staff		69,275	0	69,275	0	69,275	0
73040	12-120-100-73__	Grades 1-5		53,700	0	53,700	31,448	18,320	3,932
75760	12-000-266-73__	Undist. Expend. – Security		22,500	0	22,500	0	19,243	3,257
76080	12-000-400-450	Construction Services		329,922	0	329,922	56,707	266,338	6,877
76140	12-000-400-721	Lease Purchase Agreements - Principal		68,550	0	68,550	45,412	23,133	5
76210	12-000-400-896	Assessment for Debt Service on SDA Fundi		3,331	0	3,331	1,332	1,999	0
Total				33,257,210	4,137	33,261,347	15,976,065	16,433,883	851,399

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Assets and Resources

Assets:

101	Cash in bank		\$581,961.43
102-106	Cash Equivalents		\$0.00
108	Impact Aid Reserve (General)		\$0.00
109	Impact Aid Reserve (Capital)		\$0.00
111	Investments		\$0.00
112	Unamortized Premums on Investments		\$0.00
113	Unamortized Discounts on Investments		\$0.00
114	Interest Receivable on Investments		\$0.00
115	Accrued Interest on Investments		\$0.00
116	Capital Reserve Account		\$0.00
117	Maintenance Reserve Account		\$0.00
118	Emergency Reserve Account		\$0.00
121	Tax levy Receivable		\$0.00

Accounts Receivable:

132	Interfund	\$0.00	
141	Intergovernmental - State	\$1,626,670.80	
142	Intergovernmental - Federal	\$7,220.58	
143	Intergovernmental - Other	\$0.00	
153, 154	Other (net of estimated uncollectable of \$_____)	\$0.00	\$1,633,891.38

Loans Receivable:

131	Interfund	\$0.00	
151, 152	Other (Net of estimated uncollectable of \$_____)	\$0.00	\$0.00
161	Bond Proceeds Receivable		\$0.00
171	Inventories for Consumption		\$0.00
172	Inventories for Resale		\$0.00
181	Prepaid Expenses		\$0.00
191	Deposits		\$0.00
192	Deferred Expenditures		\$0.00
199, xxx	Other Current Assets		\$0.00

Resources:

301	Estimated Revenues	\$3,855,857.11	
302	Less Revenues	(\$3,208,472.09)	\$647,385.02

Total assets and resources

\$2,863,237.83

Starting date 7/1/2024 Ending date 12/31/2024 Fund: 20 Special Revenue Fund

Liabilities and Fund Equity

Liabilities:

401	Interfund Loans Payable	\$0.00
402	Interfund Accounts Payable	\$0.00
411	Intergovernmental Accounts Payable - State	\$0.00
412	Intergovernmental Accounts Payable - Federal	\$0.00
413	Intergovernmental Accounts Payable - Other	\$0.00
421	Accounts Payable	\$44,452.56
422	Judgments Payable	\$0.00
431	Contracts Payable	\$0.00
451	Loans Payable	\$0.00
471	Payroll Deductions and Withholdings	\$0.00
481	Deferred Revenues	\$496,899.13
580	Unemployment Trust Fund Liability	\$0.00
499, xxx	Other Current Liabilities	\$0.00
Total liabilities		\$541,351.69

Starting date 7/1/2024 Ending date 12/31/2024 Fund: 20 Special Revenue Fund

Fund Balance:

Appropriated:

753,754 Reserve for Encumbrances \$1,857,990.72

Reserved Fund Balance:

761	Capital Reserve Account - July 1	\$0.00	
604	Add: Increase in Capital Reserve	\$0.00	
307	Less: Bud. w/d Cap. Reserve Eligible Costs	\$0.00	
309	Less: Bud. w/d Cap. Reserve Excess Costs	\$0.00	
317	Less: Bud. w/d cap. Reserve Debt Service	\$0.00	\$0.00
762	Reserve for Adult Education		\$0.00
763	Sale/Leaseback Reserve Account - July 1	\$0.00	
605	Add: Increase in Sale/Leaseback Reserve	\$0.00	
308	Less: Bud w/d Sale/Leaseback Reserve	\$0.00	\$0.00
764	Maintenance Reserve Account - July 1	\$0.00	
606	Add: Increase in Maintenance Reserve	\$0.00	
310	Less: Bud. w/d from Maintenance Reserve	\$0.00	\$0.00
765	Tuition Reserve Account - July 1	\$0.00	
311	Less: Bud. w/d from Tuition Reserve	\$0.00	\$0.00
766	Reserve for Cur. Exp. Emergencies - July 1	\$0.00	
607	Add: Increase in Cur. Exp. Emer. Reserve	\$0.00	
312	Less: Bud. w/d from Cur. Exp. Emer. Reserve	\$0.00	\$0.00
755	Reserve for Bus Advertising - July 1	\$0.00	
610	Add: Increase in Bus Advertising Reserve	\$0.00	
315	Less: Bud. w/d from Bus Advertising Reserve	\$0.00	\$0.00
756	Federal Impact Aid (General) - July 1	\$0.00	
611	Add: Increase in Federal Impact Aid (General)	\$0.00	
318	Less: Bud. w/d from Federal Impact Aid (Gen.)	\$0.00	\$0.00
757	Federal Impact Aid (Capital) - July 1	\$0.00	
612	Add: Increase in Federal Impact Aid (Capital)	\$0.00	
319	Less: Bud. w/d from Federal Impact Aid (Cap.)	\$0.00	\$0.00
769	Unemployment Fund - July 1	\$0.00	
	Add: Increase in Unemployment Fund	\$0.00	
678	Less: Bud. w/d from Unemployment Fund	\$0.00	\$0.00
750-752,76x	Other reserves		\$0.00
601	Appropriations	\$3,855,857.11	
602	Less: Expenditures	(\$1,533,970.97)	
	Less: Encumbrances	(\$1,857,990.72)	(\$3,391,961.69)
	Total appropriated		\$2,321,886.14
Unappropriated:			
770	Fund balance, July 1		\$0.00
771	Designated fund balance		\$0.00
303	Budgeted fund balance		\$0.00
	Total fund balance		\$2,321,886.14
	Total liabilities and fund equity		\$2,863,237.83

Starting date 7/1/2024 Ending date 12/31/2024 Fund: 20 Special Revenue Fund

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$3,855,857.11	\$3,391,961.69	\$463,895.42
Revenues	(\$3,855,857.11)	(\$3,208,472.09)	(\$647,385.02)
Subtotal	<u>\$0.00</u>	<u>\$183,489.60</u>	<u>(\$183,489.60)</u>
Change in Capital Reserve Account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$0.00</u>	<u>\$183,489.60</u>	<u>(\$183,489.60)</u>
Change in Sale/Leaseback Account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$0.00</u>	<u>\$183,489.60</u>	<u>(\$183,489.60)</u>
Change in Maintenance Reserve Account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$0.00</u>	<u>\$183,489.60</u>	<u>(\$183,489.60)</u>
Change in Emergency Reserve Account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$0.00</u>	<u>\$183,489.60</u>	<u>(\$183,489.60)</u>
Change in Tuition Reserve Account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$0.00</u>	<u>\$183,489.60</u>	<u>(\$183,489.60)</u>
Change in Bus Advertising Reserve Account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$0.00</u>	<u>\$183,489.60</u>	<u>(\$183,489.60)</u>
Change in Federal Impact Aid (General):			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$0.00</u>	<u>\$183,489.60</u>	<u>(\$183,489.60)</u>
Change in Federal Impact Aid (Capital):			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$0.00</u>	<u>\$183,489.60</u>	<u>(\$183,489.60)</u>
Less: Adjustment for prior year	\$0.00	\$0.00	\$0.00
Budgeted fund balance	<u>\$0.00</u>	<u>\$183,489.60</u>	<u>(\$183,489.60)</u>

Prepared and submitted by :


Board Secretary


Date

Starting date 7/1/2024 Ending date 12/31/2024 Fund: 20 Special Revenue Fund

Revenues:		Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
00745	Total Revenues from Local Sources	27,907	0	27,907	7,277	Under	20,630
00770	Total Revenues from State Sources	2,895,348	0	2,895,348	2,711,118	Under	184,230
00830	Total Revenues from Federal Sources	815,002	0	815,002	372,477	Under	442,525
0083A	Other	117,600	0	117,600	117,600		0
Total		3,855,857	0	3,855,857	3,208,472		647,385
Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
84100	Local Projects	27,907	0	27,907	1,776	3,771	22,359
85120	Total Instruction	1,419,369	(36,323)	1,383,046	491,435	738,442	153,169
86380	Total Support Services	1,593,579	36,323	1,629,902	599,733	846,623	183,546
88740	Total Federal Projects	815,002	(0)	815,002	441,026	269,155	104,821
Total		3,855,857	(0)	3,855,857	1,533,971	1,857,991	463,895

Starting date 7/1/2024 Ending date 12/31/2024 Fund: 20 Special Revenue Fund

Revenues:				Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
00730	20-1320	Tuition from LEAs - Preschool		0	0	0	0		0
00740	20-1__	Other Revenue from Local Sources		27,907	0	27,907	7,277	Under	20,630
00755	20-3218	Preschool Education Aid – Prior Year Car		184,230	0	184,230	0	Under	184,230
00760	20-3218	Preschool Education Aid		2,711,118	0	2,711,118	2,711,118		0
00775	20-441[1-6]	Title I		384,737	0	384,737	127,840	Under	256,897
00780	20-445[1-5]	Title II		56,839	0	56,839	28,905	Under	27,934
00790	20-447[1-4]	Title IV		16,159	0	16,159	5,424	Under	10,735
00805	20-442[0-9]	I.D.E.A. Part B (Handicapped)		273,014	0	273,014	133,058	Under	139,956
00809	20-4544	ARP ESSER NJTSS Mental Health Support		0	0	0	2		(2)
00814	20-4540	ARP - ESSER		61,831	0	61,831	61,340	Under	491
00825	20-4__	Other		22,423	0	22,423	15,908	Under	6,514
00835	20-5200	Transfers from Operating Budget – Presch		117,600	0	117,600	117,600		0
Total				3,855,857	0	3,855,857	3,208,472		647,385

Expenditures:				Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
84100	20-__-__-__	Local Projects		27,907	0	27,907	1,776	3,771	22,359
85000	20-218-100-101	Salaries of Teachers		1,010,250	(56,598)	953,652	356,707	544,845	52,100
85020	20-218-100-106	Other Salaries for Instruction		307,004	20,275	327,279	114,728	190,712	21,839
85030	20-218-100-321	Purch Prof-Ed Services		51,000	0	51,000	2,283	2,775	45,942
85080	20-218-100-6__	General Supplies		36,115	0	36,115	15,237	110	20,768
85100	20-218-100-8__	Other Objects		15,000	0	15,000	2,480	0	12,520
86000	20-218-200-102	Salaries of Supervisors of Instruction		110,000	(9,535)	100,465	42,190	58,273	2
86020	20-218-200-103	Salaries of Program Directors		65,850	1,000	66,850	33,410	33,410	30
86040	20-218-200-104	Salaries of Other Professional Staff		36,450	44,858	81,308	34,136	45,449	1,723
86060	20-218-200-105	Salaries of Secr. And Clerical Assistant		38,325	0	38,325	19,162	19,162	1
86080	20-218-200-110	Other Salaries		67,944	(5,550)	62,394	30,633	27,415	4,346
86100	20-218-200-173	Salaries of Community Parent Involvement		103,337	0	103,337	41,334	62,002	1
86120	20-218-200-176	Salaries of Master Teachers		105,175	(10,000)	95,175	0	53,146	42,029
86140	20-218-200-200	Personnel Services – Employee Benefits		637,245	11,550	648,795	279,605	357,068	12,122
86200	20-218-200-329	Purchased Professional – Educational Ser		101,000	(28,000)	73,000	9,581	16,900	46,519
86220	20-218-200-330	Other Purchased Professional Services		30,250	400	30,650	11,214	19,404	32
86240	20-218-200-420	Cleaning, Repair & Maintenance Services		43,476	16,100	59,576	16,789	21,266	21,521
86280	20-218-200-511	Contr. Trans. Serv. (Bet. Home & Sch)		95,532	28,000	123,532	37,337	86,084	111
86300	20-218-200-516	Contr. Trans. Serv. (Field Trips)		5,000	0	5,000	984	0	4,016
86320	20-218-200-580	Travel		1,200	0	1,200	450	0	750
86340	20-218-200-6__	Supplies and Materials		149,795	(12,500)	137,295	42,018	47,044	48,233
86360	20-218-200-8__	Other Objects		3,000	0	3,000	890	0	2,110
88500	20-__-__-__	Title I		384,737	0	384,737	153,187	136,116	95,434
88520	20-__-__-__	Title II		56,839	0	56,839	27,079	20,497	9,262
88560	20-__-__-__	Title IV		16,159	0	16,159	16,159	0	0
88620	20-__-__-__	I.D.E.A. Part B (Handicapped)		273,014	(0)	273,014	160,346	112,542	126
88700	20-__-__-__	Other		22,423	0	22,423	22,423	0	0

Starting date 7/1/2024 Ending date 12/31/2024 Fund: 20 Special Revenue Fund

Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
88713	20-487-____-____ ARP-ESSER Grant Program	61,831	(0)	61,831	61,831	0	0
Total		3,855,857	(0)	3,855,857	1,533,971	1,857,991	463,895

Batch Number 3 Batch 3 Bill List #2 - Checks \$3,046,456.10 Batch Total

U359 3P LEARNING, INC.**\$37.62 Vend Total**

P.O. # 501541 additional Reading Eggs

\$37.62 PO Total

11-190-100-610-00-01-040

REG PRGM - INST SUPPLIES

\$37.62

Inv# INV-US-22994

\$37.62

01/21/25

D263 ACTIVE CHEMICAL CORPORATION**\$383.00 Vend Total**

P.O. # 501185 Water treatment service

\$383.00 P PO Total

11-000-262-420-00-20-000

CLEANING, REPAIR MAINTEN

\$383.00 P

Inv# 96252

\$383.00 P

02/11/25

1898 ARCHBISHOP DAMIANO SCHOOL**\$5,753.00 Vend Total**

P.O. # 501664 FY 24 TUITION ADJUSTMENT

\$5,753.00 PO Total

11-000-100-566-30-15-000

Private School Secondary

\$5,753.00

Inv# Adjust 2024/ADS 40

\$5,753.00

01/21/25

1153 ARCHWAY PROGRAMS, INC**\$18,136.26 Vend Total**

P.O. # 501074 24/25 TUITION RC

\$5,553.13 P PO Total

11-000-100-566-00-15-000

S.E. TUITIONS - PRIVATE

\$5,553.13 P

Inv# INV-000086488 RC FEB

\$5,553.13 P

01/22/25

P.O. # 501075 24/25 TUITION BC

\$5,553.13 P PO Total

11-000-100-566-00-15-000

S.E. TUITIONS - PRIVATE

\$5,553.13 P

Inv# INV-000086491 BC FEB

\$5,553.13 P

01/22/25

P.O. # 501526 TUITION PSD

\$7,030.00 P PO Total

11-000-100-566-30-15-000

Private School Secondary

\$7,030.00 P

Inv# INV-000086747 PSD Fe

\$7,030.00 P

01/21/25

1152 BANCROFT A NEW JERSEY NON PROFIT CORPORA**\$33,577.12 Vend Total**

P.O. # 501065 Tuition ST

\$7,836.64 P PO Total

11-000-100-566-30-15-000

Private School Secondary

\$7,836.64 P

Inv# WATER1221 ST DEC

\$7,836.64 P

01/21/25

P.O. # 501299 24/25 TUITION AG

\$6,067.20 P PO Total

11-000-100-566-00-15-000

S.E. TUITIONS - PRIVATE

\$6,067.20 P

Inv# WATER1224-01 AG DEC

\$6,067.20 P

01/21/25

P.O. # 501300 24/25 TUITION HL

\$11,836.64 P PO Total

11-000-100-566-30-15-000

Private School Secondary

\$11,836.64 P

Inv# WATER1221 HL DEC

\$11,836.64 P

01/21/25

P.O. # 501301 24/25 TUITION CC

\$7,836.64 P PO Total

11-000-100-566-30-15-000

Private School Secondary

\$7,836.64 P

Inv# WATER1221 CC DEC

\$7,836.64 P

01/21/25

2060 BROOKFIELD ACADEMY**\$10,260.23 Vend Total**

P.O. # 501047 24/25 Tuition TD

\$8,610.23 P PO Total

11-000-100-566-30-15-000

Private School Secondary

\$8,610.23 P

Inv# INV-27754

\$8,610.23 P

01/21/25

Batch Number	3	Batch 3	\$3,046,456.10	Batch Total
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2060 BROOKFIELD ACADEMY**\$10,260.23 Vend Total**

P.O. # 501591 Homebound Services

\$1,650.00 P PO Total

11-150-100-320-00-00-000

Homebound Instruction Gen Ed

\$1,650.00 P

Inv# INV-27707

\$1,650.00 P 01/21/25

4269 CAMPBELL LOCK & SAFE, INC.**\$1,685.00 Vend Total**

P.O. # 501204 Lock services for district

\$1,685.00 P PO Total

11-000-261-420-00-20-060

REQUIRED MAINTENANCE

\$490.00

Inv# 33939

\$220.00 P 01/30/25

Inv# 33970

\$270.00 P 02/11/25

11-000-261-420-00-20-100

REQUIRED MAINTENANCE

\$1,195.00 P

Inv# 33971

\$1,195.00 P 02/11/25

2136 CC EDUCATIONAL SERVICES COMMISSION**\$142,853.25 Vend Total**

P.O. # 501416 OOD Trans 2024-2025 SY

\$142,853.25 P PO Total

11-000-270-350-00-14-000

ADMIN FEE

\$8,086.04 P

Inv# 5V0703

\$3,582.42 P 01/30/25

Inv# 5V0874

\$4,503.62 P 02/11/25

11-000-270-517-00-14-000

CONTRACTED SERVI - ESC

\$17,147.48 P

Inv# 5V0703

\$6,407.40 P 01/30/25

Inv# 5V0874

\$10,740.08 P 02/11/25

11-000-270-518-00-14-000

CONTRCTD SERV - SP-ESC

\$98,464.32 P

Inv# 5V0703

\$45,111.66 P 01/30/25

Inv# 5V0874

\$53,352.66 P 02/11/25

11-000-270-518-30-14-000

Contracted Serve SPED ESC

\$14,172.41 P

Inv# 5V0703

\$6,073.89 P 01/30/25

Inv# 5V0874

\$8,098.52 P 02/11/25

20-218-200-511-00-14-000

PREK TRANSP

\$4,983.00 P

Inv# 5V0703

\$2,114.00 P 01/30/25

Inv# 5V0874

\$2,869.00 P 02/11/25

2989 CC TECHNICAL SCHOOLS**\$4,731.80 Vend Total**

P.O. # 501002 2024/2025 Tuition

\$4,731.80 P PO Total

11-000-100-563-00-15-000

TUITION TO COUNTY VOCATI

\$4,731.80 P

Inv# 24-25 Tuition Dec

\$4,731.80 P 01/30/25

2996 CENTER FOR NEUROLOGICAL & NRODEV HEALTH**\$780.00 Vend Total**

P.O. # 501084 Diagnostic; Amanda Magenta

\$780.00 P PO Total

11-000-219-390-00-03-000

CST OUTSIDE EVAL

\$780.00 P

Inv# 19740304

\$780.00 P 01/21/25

2881 DAVIDSON; PATRICK**\$21.28 Vend Total**

P.O. # 501695 Preschool supplies

\$21.28 PO Total

20-218-100-600-00-02-060

PEA IN SUPPLS TR

\$21.28

Inv# Amz-113-0396358

\$21.28 01/30/25

Batch Number	3	Batch 3		\$3,046,456.10	Batch Total
A347	DIVISION ON AUTISM AND DEVELOPMENTAL DIS				\$425.00 Vend Total
P.O. #	501608	Autism Conference		\$425.00	PO Total
11-000-223-580-58-02-060	PD TRAVEL TR			\$425.00	
Inv# 0035	\$425.00	02/04/25			
4523	DLC TECHNOLOGY SOLUTIONS, INC.				\$5,000.00 Vend Total
P.O. #	501492	Imaging solution for desktops		\$5,000.00	PO Total
11-000-222-610-00-19-000	TECH SUPPLIES DIST			\$5,000.00	
Inv# 10820	\$5,000.00	01/30/25			
2780	E2E EXCHANGE LLC				\$2,975.00 Vend Total
P.O. #	501580	Erate consulting Cat 2		\$2,250.00	PO Total
11-000-222-340-01-19-000	TECHNICAL SERVICES -DIST			\$2,250.00	
Inv# BM 2025-5151	\$750.00 P	01/21/25			
Inv# C2 2025-3288	\$1,500.00 P	01/21/25			
P.O. #	501629	Erate cat 1 2 of 2		\$725.00 P	PO Total
11-000-222-340-01-19-000	TECHNICAL SERVICES -DIST			\$725.00	
Inv# C1 2025-1291	\$725.00	01/21/25			
4454	ELECTRONIC VERIFICATION SYSTEMS, LLC				\$116.54 Vend Total
P.O. #	501039	ADDRESS VERIFICATION		\$116.54 P	PO Total
11-000-230-340-00-23-000	PURCHASED TECHNICAL SERV			\$116.54 P	
Inv# 330025263	\$116.54 P	01/30/25			
4468	EMPIRE EVENTS, LLC				\$165.00 Vend Total
P.O. #	501737	Preschool End of Year		\$165.00 P	PO Total
20-218-100-321-00-02-060	PRESHOOL EDUCATIONAL SERVICES			\$165.00 P	
Inv# 38532073	\$165.00 P	02/11/25			
3886	EVESHAM TROPHY AWARDS & PLAQUES, LLC				\$455.70 Vend Total
P.O. #	501622	Plaques		\$455.70	PO Total
11-000-230-610-00-23-000	SUPERINTENDENT SUPPLIES			\$455.70	
Inv# 24127	\$455.70	01/21/25			
3075	FIRST STUDENT, INC				\$400,099.19 Vend Total
P.O. #	501222	2024-2025 TRANS. CONTRACT		\$394,550.19 P	PO Total
11-000-270-511-00-14-000	CONTRACTED SERVICES -REG			\$312,638.62 P	
Inv# 12021919	\$126,348.78 P	01/30/25			
Inv# 12024275	\$186,289.84 P	02/11/25			
11-000-270-512-00-14-000	CONT SER - LATE RUNS			\$6,040.65 P	
Inv# 12021919	\$2,562.70 P	01/30/25			
Inv# 12024275	\$3,477.95 P	02/11/25			
11-000-270-514-00-14-000	CONTRACTED SERV - SP			\$37,409.68 P	
Inv# 12021919	\$15,939.28 P	01/30/25			
Inv# 12024275	\$21,470.40 P	02/11/25			
11-000-270-514-30-14-000	Contracted Serve SPED Secondar			\$19,354.84 P	
Inv# 12021919	\$7,969.64 P	01/30/25			

Batch Number	3	Batch 3	\$3,046,456.10	Batch Total
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3075 FIRST STUDENT, INC**\$400,099.19 Vend Total**

P.O. # 501222 2024-2025 TRANS. CONTRACT

\$394,550.19 P PO Total

11-000-270-514-30-14-000	Contracted Serve SPED Secondar	\$19,354.84	P	
Inv# 12024275	\$11,385.20 P		02/11/25	

20-218-200-511-00-14-000	PREK TRANSP	\$19,106.40	P	
Inv# 12021919	\$9,553.20 P		01/30/25	
Inv# 12024275	\$9,553.20 P		02/11/25	

P.O. # 501426 Atco Tutoring Trans

\$3,401.00 P PO Total

20-235-200-500-55-04-040	Transportation Atco	\$3,401.00	P	
Inv# 12021922	\$1,611.00 P		01/30/25	
Inv# 12024279	\$1,790.00 P		02/11/25	

P.O. # 501428 WES After School Trans

\$2,148.00 P PO Total

20-235-200-500-55-04-100	Transportation WES	\$2,148.00	P	
Inv# 12021924	\$2,148.00 P		01/30/25	

M172 FP MAILING SOLUTIONS**\$221.85 Vend Total**

P.O. # 501395 Postage Machine Rent

\$221.85 P PO Total

11-000-230-530-00-23-000	COMMUNICATIONS/POSTAGE	\$221.85	P	
Inv# RI106487568	\$221.85 P		01/21/25	

4461 GALLAGHER, CARLY**\$44.46 Vend Total**

P.O. # 501410 Mileage; Amanda Magenta

\$44.46 P PO Total

11-000-216-800-58-53-000	SPEECH TRAVEL	\$44.46	P	
Inv# Mileage- Dec.	\$20.21 P		02/11/25	
Inv# Mileage- Jan	\$24.25 P		02/11/25	

3835 GARRISON; JASON**\$100.00 Vend Total**

P.O. # 501184 Board meeting video

\$100.00 P PO Total

11-000-230-339-00-23-000	OTHER PURC PROF SERV	\$100.00	P	
Inv# 697	\$100.00 P		01/30/25	

4200 GIBBINS; EMMA**\$50.01 Vend Total**

P.O. # 501436 Mileage

\$50.01 P PO Total

11-190-100-580-58-06-100	MILEAGE INSTRUCTION STAF	\$50.01	P	
Inv# Mileage- Jan	\$50.01 P		02/11/25	

1499 HAMMONTON BOARD OF EDUCATION**\$2,157,009.84 Vend Total**

P.O. # 501021 Annual Tuition

\$2,143,383.00 P PO Total

11-000-100-561-00-15-000	TUITION TO OTHER LEAS, R	\$2,017,597.40	P	
Inv# FEB 2025	\$1,008,798.70 P		01/23/25	
Inv# March 2025	\$1,008,798.70 P		02/11/25	

11-000-100-562-00-15-000	TUITION TO OTHER LEAS, S	\$74,602.20	P	
Inv# FEB 2025	\$37,301.10 P		01/23/25	
Inv# March 2025	\$37,301.10 P		02/11/25	

20-250-100-500-00-15-000	OTHER PURCHASED SERVICES	\$51,183.40	P	
Inv# FEB 2025	\$25,591.70 P		01/23/25	

Batch Number	3	Batch 3	\$3,046,456.10	Batch Total
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1499 HAMMONTON BOARD OF EDUCATION**\$2,157,009.84 Vend Total**

P.O. # 501021 Annual Tuition

\$2,143,383.00 P PO Total

20-250-100-500-00-15-000

OTHER PURCHASED SERVICES

\$51,183.40 P

Inv# March 2025

\$25,591.70 P 02/11/25

P.O. # 501551 TUITION CKC

\$3,142.24 P PO Total

11-000-100-562-00-15-000

TUITION TO OTHER LEAS, S

\$3,142.24

Inv# 2025-0014 C.K.C MS

\$3,142.24 01/30/25

P.O. # 501615 24/25 TUITION JP

\$10,484.60 P PO Total

11-000-100-561-00-15-000

TUITION TO OTHER LEAS, R

\$10,484.60 P

Inv# 2025-0013 Aug/Sept

\$1,497.80 P 01/23/25

Inv# 2025-0013 Dec

\$1,497.80 P 01/23/25

Inv# 2025-0013 Feb

\$1,497.80 P 01/23/25

Inv# 2025-0013 Jan

\$1,497.80 P 01/23/25

Inv# 2025-0013 Nov

\$1,497.80 P 01/23/25

Inv# 2025-0013 Oct

\$1,497.80 P 01/23/25

Inv# 2025-0013 March

\$1,497.80 P 02/11/25

H267 HD SUPPLY FORMERLY HOME DEPOT PRO**\$21,966.50 Vend Total**

P.O. # 501550 Supplies for Atco School

\$7,651.24 PO Total

11-000-262-610-00-20-000

MAINTENANCE SUPPLIES

\$7,651.24

Inv# 846912988

\$7,651.24 02/04/25

P.O. # 501579 Refrigerator for Board Office

\$777.45 P PO Total

11-000-262-610-00-20-000

MAINTENANCE SUPPLIES

\$777.45

Inv# 844518712

\$777.45 01/21/25

P.O. # 501616 Supplies for WES

\$10,551.81 PO Total

11-000-262-610-00-20-000

MAINTENANCE SUPPLIES

\$10,551.81 P

Inv# 841886005

\$10,551.81 P 02/11/25

P.O. # 501699 Salt Spreader and Salt

\$1,598.00 P PO Total

11-000-262-610-00-20-000

MAINTENANCE SUPPLIES

\$1,598.00 P

Inv# 848865721

\$1,598.00 P 02/11/25

P.O. # 501700 Ice Melt

\$1,388.00 P PO Total

11-000-262-610-00-20-000

MAINTENANCE SUPPLIES

\$1,388.00

Inv# 847879269

\$1,388.00 02/11/25

2186 HERMAN; KELLY**\$116.54 Vend Total**

P.O. # 501079 Mileage; Amanda Magenta

\$116.54 P PO Total

11-000-219-580-58-43-000

PSY TRAVEL

\$116.54 P

Inv# Mileage- Nov/Dec 24

\$116.54 P 01/21/25

2029 HEWITT PSYCHIATRIC, PC**\$600.00 Vend Total**

P.O. # 501708 Eval/Homebound

\$600.00 PO Total

11-000-218-390-00-05-000

GUIDANCE SERVICES

\$600.00

Inv# 42452

\$600.00 02/04/25

Batch Number	3	Batch 3	\$3,046,456.10	Batch Total
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2712 INTERACTIVE KIDS EDUCATIONAL SERVICES, L**\$7,242.50 Vend Total**

P.O. # 501216 BCBA; Amanda Magenta

\$5,000.00 P **PO Total**

11-000-217-320-00-03-000

EXTRAORDNRY

\$4,367.50 P

Inv# 2089

\$1,675.00 P 01/21/25

Inv# 2110

\$2,692.50 P 02/11/25

11-000-219-390-00-03-000

CST OUTSIDE EVAL

\$632.50 P

Inv# 2089

\$632.50 P 01/21/25

P.O. # 501251 BCBA

\$2,242.50 P **PO Total**

20-275-200-300-00-04-000

PURCHASED PROF DISTRICT

\$2,242.50 P

Inv# 2089

\$260.00 P 01/21/25

Inv# 2110

\$1,982.50 P 02/11/25

4118 KALUSA; COLLEEN**\$30.91 Vend Total**

P.O. # 501596 riemburse from grant purch;MD

\$30.91 **PO Total**

20-002-100-600-00-06-100

STUDY CARRELS KALUSA

\$30.91

Inv# C.KALUSA CLSR ITEMS

\$30.91 01/21/25

4598 KEYBOARD CONSULTANTS**\$7,951.00 Vend Total**

P.O. # 501422 smartboard replace WES 202,203

\$5,406.00 **PO Total**

12-120-100-730-00-19-000

TECHNOLOGY EQUIPMENT

\$5,406.00

Inv# 92103

\$5,406.00 01/22/25

P.O. # 501590 smartboard for room5 atco

\$2,545.00 P **PO Total**

12-120-100-730-00-19-000

TECHNOLOGY EQUIPMENT

\$2,545.00

Inv# 92339

\$2,545.00 01/21/25

3318 KINGSWAY LEARNING CENTER / KINGSWAY SVCS**\$66,443.60 Vend Total**

P.O. # 501142 24/25 Tuition RH

\$7,434.80 P **PO Total**

11-000-100-566-30-15-000

Private School Secondary

\$7,434.80 P

Inv# 1005591 RH Mar

\$7,434.80 P 01/30/25

P.O. # 501143 24/25 Tuition AK

\$7,434.80 P **PO Total**

11-000-100-566-00-15-000

S.E. TUITIONS - PRIVATE

\$7,434.80 P

Inv# 1005591 AK Mar

\$7,434.80 P 01/30/25

P.O. # 501144 24/25 Tuition BL

\$11,034.80 P **PO Total**

11-000-100-566-30-15-000

Private School Secondary

\$11,034.80 P

Inv# 1005639 BL Mar

\$11,034.80 P 01/30/25

P.O. # 501145 24/25 Tuition QW

\$7,434.80 P **PO Total**

11-000-100-566-30-15-000

Private School Secondary

\$7,434.80 P

Inv# 1005591 QW Mar

\$7,434.80 P 01/30/25

P.O. # 501163 24/25 Tuition MB

\$11,034.80 P **PO Total**

11-000-100-566-30-15-000

Private School Secondary

\$7,434.80 P

Inv# 1005639

\$7,434.80 P 02/11/25

20-487-100-500-00-00-000

Out of District Tuition

\$3,600.00 P

Inv# 1005639

\$3,600.00 P 02/11/25

Batch Number	3	Batch 3		\$3,046,456.10	Batch Total
3318	KINGSWAY LEARNING CENTER / KINGSWAY SVCS			\$66,443.60	Vend Total
P.O. #	501164	24/25 Tuition JB		\$11,034.80 P	PO Total
11-000-100-566-30-15-000	Private School Secondary			\$7,434.80 P	
Inv# 1005639		\$7,434.80 P	02/11/25		
20-487-100-500-00-00-000	Out of District Tuition			\$3,600.00 P	
Inv# 1005639-JB		\$3,600.00 P	02/11/25		
P.O. #	501165	24/25 Tuition JI		\$11,034.80 P	PO Total
11-000-100-566-00-15-000	S.E. TUITIONS - PRIVATE			\$7,434.80 P	
Inv# 1005639-JI		\$7,434.80 P	02/11/25		
20-487-100-500-00-00-000	Out of District Tuition			\$3,600.00 P	
Inv# 1005639-JI		\$3,600.00 P	02/11/25		
3830	KISTLER O'BRIEN FIRE PROTECTION			\$652.26	Vend Total
P.O. #	501500	Extinguisher inspections		\$652.26 P	PO Total
11-000-262-420-00-20-000	CLEANING, REPAIR MAINTEN			\$652.26 P	
Inv# 287415		\$652.26 P	01/21/25		
4396	KONDAS; HEATHER			\$106.99	Vend Total
P.O. #	501631	Petty Cash -HK		\$25.15	PO Total
11-190-100-610-00-01-040	REG PRGM - INST SUPPLIES			\$25.15	
Inv# H.kONDAS-WILDCAT		\$25.15	01/21/25		
P.O. #	501660	Petty Cash Reimbursement (cash		\$50.00	PO Total
11-190-100-610-00-01-040	REG PRGM - INST SUPPLIES			\$50.00	
Inv# Rite Aid Gft Cards		\$50.00	01/30/25		
P.O. #	501669	Petty Cash		\$20.77 P	PO Total
11-190-100-610-00-01-040	REG PRGM - INST SUPPLIES			\$20.77	
Inv# Wmrt-brk w/buddies		\$20.77	01/30/25		
P.O. #	501735	Petty Cash - In Office		\$11.07 P	PO Total
11-190-100-610-00-01-040	REG PRGM - INST SUPPLIES			\$11.07	
Inv# shoprite		\$11.07	02/11/25		
4308	KS STATEBANK			\$6,070.96	Vend Total
P.O. #	501029	Lease Payment Atco Modular Cla		\$6,070.96 P	PO Total
11-000-251-832-00-23-000	INTEREST ON LEASE PURCHASE			\$337.72 P	
Inv# 59901-4-2025		\$337.72 P	02/11/25		
12-000-400-721-00-23-040	LEASE PURCHASE PRIN ATCO			\$5,733.24 P	
Inv# 59901-4-2025		\$5,733.24 P	02/11/25		
1620	LAKE SHORE LEARNING MATERIALS			\$119.64	Vend Total
P.O. #	501688	PBSIS Atco;L.DiRenzo		\$119.64	PO Total
20-275-100-600-00-04-000	TITLE II SUPPLIES DIST			\$119.64	
Inv# 90176624		\$119.64	02/11/25		

Batch Number	3	Batch 3		\$3,046,456.10	Batch Total
3997	LIGHTSPEED TECHNOLOGIES, INC.				\$42.00 Vend Total
P.O. #	501327	FM batteries; Amanda Magenta		\$42.00	PO Total
11-000-217-610-00-03-000		EXTRAORDINARY SUPPL		\$42.00	
Inv# 158415		\$42.00	01/21/25		
3784	LINDENWOLD PUBLIC SCHOOL DISTRICT				\$6,099.60 Vend Total
P.O. #	501539	homeless tuition		\$6,099.60 P	PO Total
11-000-100-561-00-15-000		TUITION TO OTHER LEAS, R		\$6,099.60 P	
Inv# 5V0032 Nov		\$3,049.80 P	01/21/25		
Inv# 5V0042 Dec		\$3,049.80 P	01/21/25		
1440	MGL PRINTING SOLUTIONS				\$413.00 Vend Total
P.O. #	501657	ACCTDEPT - W-2, 1095 & 1099		\$370.00	PO Total
11-000-251-610-00-25-000		SUPPLIES CENTRAL SERV		\$370.00	
Inv# 212346		\$370.00	01/30/25		
P.O. #	501733	ATTN: DENISE NIEDOBA		\$43.00 P	PO Total
11-000-251-610-00-25-000		SUPPLIES CENTRAL SERV		\$43.00	
Inv# 212683		\$43.00	02/04/25		
4498	MINUTEMAN PRESS - BAR MARKETING CORP				\$484.18 Vend Total
P.O. #	501709	PK/K Registration Labels/Diane		\$484.18	PO Total
11-000-230-530-00-23-000		COMMUNICATIONS/POSTAGE		\$484.18	
Inv# 7740		\$484.18	02/04/25		
4618	MINUTES MATTER, LLC				\$180.00 Vend Total
P.O. #	501600	CPR		\$180.00	PO Total
20-218-200-329-00-02-060		PEA SPT EDUCATIONAL SERV		\$180.00	
Inv# TR first aid/cpr/aed		\$180.00	01/21/25		
1008	NJ PRINCIPALS & SUPERVISOR				\$100.00 Vend Total
P.O. #	501666	MANNA Professional Development		\$100.00	PO Total
11-000-240-890-00-06-100		MISC. EXPENSE, ADM. DUES		\$100.00	
Inv# 000072916		\$100.00	01/30/25		
4088	NJ SCHOOL JOBS				\$75.00 Vend Total
P.O. #	501317	POSTINGS FOR 24-25		\$75.00 P	PO Total
11-000-230-530-00-23-000		COMMUNICATIONS/POSTAGE		\$75.00 P	
Inv# 19008		\$75.00 P	02/04/25		
3470	NJ SCHOOLS INSURANCE GROUP				\$6,147.28 Vend Total
P.O. #	501727	Overpayment Claim #24WC03377Z		\$6,147.28	PO Total
11-000-262-110-00-00-000		CUST SALARIES		\$2,458.91	
Inv# 24WC03377Z		\$2,458.91	02/04/25		
20-218-262-110-00-00-060		Custodial Salaries		\$3,688.37	
Inv# 24WC03377Z		\$3,688.37	02/04/25		

Batch Number	3	Batch 3		\$3,046,456.10	Batch Total
1656	NJASBO			\$145.00	Vend Total
P.O. #	501609			\$145.00	PO Total
11-000-251-592-58-25-000	TRAVEL			\$145.00	
Inv# 200027324		\$145.00	01/22/25		
3678	NORTHEAST ELECTRICAL SERVICES, LLC			\$5,552.73	Vend Total
P.O. #	501649 TRECC Delivery Bell Issues			\$360.00 P	PO Total
11-000-261-420-00-20-060	REQUIRED MAINTENANCE			\$360.00	
Inv# 10225		\$360.00	01/30/25		
P.O. #	501679			\$5,192.73 P	PO Total
11-000-261-420-00-20-040	REQUIRED MAINTENANCE			\$5,192.73	
Inv# 10303		\$5,192.73	01/30/25		
3841	NORTHEAST PLUMBING SERVICES, LLC			\$7,933.69	Vend Total
P.O. #	501206 Maintenance/repairs - Atco			\$283.00 P	PO Total
11-000-261-420-00-20-040	REQUIRED MAINTENANCE			\$283.00 P	
Inv# 15912		\$283.00 P	02/11/25		
P.O. #	501207 Maintenance/Repairs - TRECC			\$2,360.27 P	PO Total
11-000-261-420-00-20-060	REQUIRED MAINTENANCE			\$1,258.67 P	
Inv# 15847		\$734.40 P	02/04/25		
Inv# 15911		\$524.27 P	02/11/25		
20-218-261-420-00-20-060	Required Maintenance			\$1,101.60 P	
Inv# 15847		\$1,101.60 P	02/04/25		
P.O. #	501208 Maintenance/Repairs - WES			\$4,400.76 P	PO Total
11-000-261-420-00-20-100	REQUIRED MAINTENANCE			\$4,400.76 P	
Inv# 15837		\$4,400.76 P	01/30/25		
P.O. #	501636 Service Calls at Atco and TR			\$889.66 P	PO Total
11-000-261-420-00-20-040	REQUIRED MAINTENANCE			\$281.00	
Inv# 15727		\$281.00	01/21/25		
11-000-261-420-00-20-060	REQUIRED MAINTENANCE			\$608.66	
Inv# 15726		\$608.66	01/21/25		
1775	OTC BRANDS, INC.			\$1,116.16	Vend Total
P.O. #	501634 PBSIS WES L. DiRenzo			\$652.16	PO Total
20-275-100-600-00-04-000	TITLE II SUPPLIES DIST			\$652.16	
Inv# 73562618401		\$652.16	01/30/25		
P.O. #	501635 PBSIS - ATCO L. DiRenzo			\$464.00 P	PO Total
20-275-100-600-00-04-000	TITLE II SUPPLIES DIST			\$464.00	
Inv# 73562625401		\$464.00	01/30/25		
S271	REAL OT SOLUTIONS			\$665.05	Vend Total
P.O. #	501739 School Business; Amanda Magent			\$665.05	PO Total
11-000-223-320-00-03-000	PD SERV			\$665.05	
Inv# S11889		\$665.05	02/11/25		

Batch Number	3	Batch 3		\$3,046,456.10	Batch Total
2379	REALLY GOOD STUFF, LLC			\$311.19	Vend Total
P.O. #	501633	PBSIS WES L.DiRenzo		\$311.19	PO Total
20-275-100-600-00-04-000		TITLE II SUPPLIES DIST		\$311.19	
Inv# 8751090		\$311.19	01/30/25		
G189	RUDNESKY; FRANK			\$3,750.00	Vend Total
P.O. #	501234	Leadership Training WES		\$3,750.00 P	PO Total
20-235-100-300-00-04-100		Title I Ed Consultants		\$3,750.00 P	
Inv# 20124-SL BAL DUE		\$3,750.00 P	01/21/25		
1103	SCHOOL HEALTH CORP.			\$509.96	Vend Total
P.O. #	501606	CPR Supplies;Mrs.D.		\$509.96	PO Total
11-000-213-610-00-06-100		HEALTH SUPPLIES - WES		\$509.96	
Inv# CiNV000188212		\$509.96	02/11/25		
Z920	SMARTPASS			\$1,728.24	Vend Total
P.O. #	501270	WES smartpass/hallwaypass		\$1,728.24	PO Total
11-000-222-340-00-06-100		SOFTWARE SUBSCRIPT WES		\$1,728.24	
Inv# 6202		\$1,728.24	01/30/25		
3862	SRI & ETC, RICHARD STOCKTON COLLEGE			\$874.00	Vend Total
P.O. #	501470	PD Days/A.Magenta		\$874.00	PO Total
20-275-200-300-00-04-000		PURCHASED PROF DISTRICT		\$874.00	
Inv# Workshop 12/6		\$874.00	02/04/25		
4348	STEWART BUSINESS SYSTEMS, LLC			\$1,359.00	Vend Total
P.O. #	501655	Papercut Renewal; Ed Leypoldt		\$1,359.00	PO Total
11-000-222-340-01-19-000		TECHNICAL SERVICES -DIST		\$1,359.00	
Inv# IN2813164		\$1,359.00	02/04/25		
4352	SWEETWATER.COM			\$508.83	Vend Total
P.O. #	501514	Portable PA system; Ed Leypold		\$508.83	PO Total
11-000-222-610-00-19-000		TECH SUPPLIES DIST		\$508.83	
Inv# 43217499		\$508.83	01/30/25		
2972	TAB SHREDDING INC.			\$145.82	Vend Total
P.O. #	501329	DOCUMENT SHREDDING		\$145.82 P	PO Total
11-000-251-340-00-25-000		BUSINESS SERVICES		\$145.82 P	
Inv# 188018		\$145.82 P	02/11/25		
V683	TEACHING CHANNEL, INC.			\$325.00	Vend Total
P.O. #	501586	PEA Online Training		\$325.00	PO Total
20-218-200-329-00-02-060		PEA SPT EDUCATIONAL SERV		\$325.00	
Inv# 1694274		\$325.00	01/21/25		

Batch Number	3	Batch 3		\$3,046,456.10	Batch Total
4283	TFD UNLIMITED LLC				\$137.50 Vend Total
P.O. #	501676	Earbuds for testing; EdLeybold		\$137.50	PO Total
11-000-222-610-00-19-000		TECH SUPPLIES DIST		\$137.50	
Inv#	TFD61666		\$137.50	01/30/25	
4552	THE DANCE CONNECTION				\$700.00 Vend Total
P.O. #	501358	Preschool Dance Classes		\$700.00 P	PO Total
20-218-100-321-00-02-060		PRESHOOL EDUCATIONAL SERVICES		\$700.00 P	
Inv#	10/21 & 10/25 sess.		\$350.00 P	02/04/25	
Inv#	9/23 & 9/30 sess.		\$350.00 P	02/04/25	
4354	THE HARTFORD LIFE INSURANCE COMPANY				\$3,206.52 Vend Total
P.O. #	501043	Admin Disability Insurance		\$3,206.52 P	PO Total
11-000-219-210-00-10-000		GROUP INSURANCE		\$576.57	
Inv#	41156 Dec 24		\$192.19	01/21/25	
Inv#	41551 Jan 25		\$192.19	01/21/25	
Inv#	41807 Feb 25		\$192.19	01/30/25	
11-000-230-210-00-10-000		GROUP INS SUPT		\$391.26	
Inv#	41156 Dec 24		\$130.42 P	01/21/25	
Inv#	41551 Jan 25		\$130.42 P	01/21/25	
Inv#	41807 Feb 25		\$130.42 P	01/30/25	
11-000-240-210-00-10-000		GROUP INSURANCE SCH ADMIN		\$1,723.89	
Inv#	41156 Dec 24		\$574.63 P	01/21/25	
Inv#	41551 Jan 25		\$574.63 P	01/21/25	
Inv#	41807 Feb 25		\$574.63 P	01/30/25	
20-218-291-210-00-10-060		DISABILITY PEA		\$514.80 P	
Inv#	41156 Dec 24		\$171.60 P	01/21/25	
Inv#	41551 Jan 25		\$171.60 P	01/21/25	
Inv#	41807 Feb 25		\$171.60 P	01/30/25	
3823	THOMSON REUTERS - WEST				\$3,116.40 Vend Total
P.O. #	501668	Clear Registration Software		\$3,116.40 P	PO Total
11-000-211-300-00-00-000		STUDENT ACCOUNTING SERV		\$3,116.40 P	
Inv#	23159657		\$3,116.40 P	02/11/25	
V982	UGI ENERGY SERVICES, LLC				\$6,493.73 Vend Total
P.O. #	501187	Energy services - Atco		\$1,434.07 P	PO Total
11-000-262-621-00-20-040		NATURAL GAS ATCO		\$1,434.07 P	
Inv#	G6508494		\$1,434.07 P	02/11/25	
P.O. #	501188	Energy services - WES		\$2,942.56 P	PO Total
11-000-262-621-00-20-100		NATURAL GAS WES		\$2,942.56 P	
Inv#	G6509802		\$2,942.56 P	02/11/25	
P.O. #	501189	Energy services - TRECC		\$2,117.10 P	PO Total
11-000-262-621-00-20-060		NATURAL GAS TR		\$846.84 P	
Inv#	G6509805		\$846.84 P	02/11/25	

Batch Number	3	Batch 3	\$3,046,456.10	Batch Total
V982	UGI ENERGY SERVICES, LLC			\$6,493.73 Vend Total
P.O. #	501189	Energy services - TRECC	\$2,117.10 P	PO Total
20-218-262-621-00-20-060	Gas - TR		\$1,270.26 P	
Inv#	G6509805	\$1,270.26 P	02/11/25	
3946	UNIVERSITY BEHAVIORAL HEALTH CARE			\$3,873.38 Vend Total
P.O. #	501054	Employee Assistance Plan	\$3,873.38 P	PO Total
11-000-291-290-00-10-000	OTHER EMPLOYEE BENEFITS		\$3,873.38 P	
Inv#	FY25-79-Q2	\$1,936.69 P	02/11/25	
Inv#	FY25-79-Q3	\$1,936.69 P	02/11/25	
3705	V.J.D. LANDSCAPING AND PROPERTY MAINT			\$800.00 Vend Total
P.O. #	501306	Lawn Services	\$800.00 P	PO Total
11-000-263-420-00-20-000	GROUNDS - MAINTENENCE		\$800.00 P	
Inv#	9691	\$800.00 P	01/21/25	
4621	VIG SOLUTIONS			\$3,635.00 Vend Total
P.O. #	501587	replacment computers Win11	\$3,635.00	PO Total
11-000-222-610-00-19-000	TECH SUPPLIES DIST		\$3,635.00	
Inv#	13417	\$3,635.00	01/21/25	
F303	VIKING PEST CONTROL			\$81.44 Vend Total
P.O. #	501260	Pest Control Services	\$81.44 P	PO Total
11-000-262-420-00-20-000	CLEANING, REPAIR MAINTEN		\$81.44 P	
Inv#	902364230	\$70.20 P	01/30/25	
Inv#	902435735	\$11.24 P	01/30/25	
2015	WADE, LONG & WOOD, LLC			\$1,610.66 Vend Total
P.O. #	501033	Solicitor Costs	\$1,610.66 P	PO Total
11-000-230-331-00-23-000	LEGAL SERVICES		\$1,610.66 P	
Inv#	32485	\$1,610.66 P	01/21/25	
2485	WATERFORD TWP. B.O.E. CAFETERIA			\$40.39 Vend Total
P.O. #	501604	Cookie Decorating	\$40.39	PO Total
11-190-100-610-00-02-060	REG PRGM - INST SUPPLIES		\$17.58	
Inv#	11-3-12/16/2024-1	\$17.58	01/21/25	
20-218-100-600-00-02-060	PEA IN SUPPLS TR		\$22.81	
Inv#	11-3-12/16/2024-1	\$22.81	01/21/25	
2485	WATERFORD TWP.B.O.E. CAFETERIA			\$107.44 Vend Total
P.O. #	501040	BOARD MEALS	\$107.44 P	PO Total
11-000-230-630-00-23-000	BOARD SUPPLIES		\$107.44 P	
Inv#	11-3-01/24/2025-1	\$107.44 P	02/04/25	
1006	WATERFORD; TOWNSHIP OF			\$21,450.75 Vend Total
P.O. #	501311	2024-2025 SRO Shared service C	\$21,450.75 P	PO Total
11-000-266-300-00-23-000	SECURITY SERVICES		\$17,562.45 P	
Inv#	2024-23 correction	\$2,058.00 P	02/04/25	

Batch Number	3	Batch 3	\$3,046,456.10	Batch Total
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1006 WATERFORD; TOWNSHIP OF**\$21,450.75 Vend Total**

P.O. # 501311 2024-2025 SRO Shared service C

\$21,450.75 P PO Total

11-000-266-300-00-23-000	SECURITY SERVICES		\$17,562.45	P
Inv# 2025-2		\$3,572.40	P	02/04/25
Inv# 2025-3		\$5,731.05	P	02/04/25
Inv# 2025-4		\$6,201.00	P	02/11/25
20-218-266-300-00-23-060	Security Services		\$3,888.30	P
Inv# 2025-2		\$893.10	P	02/04/25
Inv# 2025-3		\$1,444.95	P	02/04/25
Inv# 2025-4		\$1,550.25	P	02/11/25

3675 WILLIAMS SCOTSMAN, INC**\$1,278.81 Vend Total**

P.O. # 501178 Trailer rental - Atco School

\$1,278.81 P PO Total

11-000-262-441-00-20-040	Rental of Land & Buildings		\$1,278.81	P
Inv# 9022884746		\$1,278.81	P	01/30/25

2307 WINSLOW TWP. B.O.E.**\$21,079.90 Vend Total**

P.O. # 501677 Tuition TCJ

\$10,539.95 P PO Total

11-000-100-562-00-15-000	TUITION TO OTHER LEAS, S		\$8,740.81	P
Inv# DEC24 TJ		\$1,846.65	P	01/22/25
Inv# SEP24-NOV24 TJ		\$6,894.16	P	01/22/25
11-000-270-515-00-14-000	JOINTURE SP ED		\$1,799.14	P
Inv# DEC24 TJ		\$380.10	P	01/22/25
Inv# SEP24-NOV24 TJ		\$1,419.04	P	01/22/25

P.O. # 501678 Tuition & Transportation

\$10,539.95 P PO Total

11-000-100-562-00-15-000	TUITION TO OTHER LEAS, S		\$8,740.81	P
Inv# DEC24 TJOH		\$1,846.65	P	01/22/25
Inv# SEP24-NOV24 TJOH		\$6,894.16	P	01/22/25
11-000-270-515-00-14-000	JOINTURE SP ED		\$1,799.14	P
Inv# DEC24 TJOH		\$380.10	P	01/22/25
Inv# SEP24-NOV24 TJOH		\$1,419.04	P	01/22/25

4534 WISE; AMELIA**\$15.42 Vend Total**

P.O. # 501080 Mileage; Amanda Magenta

\$15.42 P PO Total

11-000-211-580-58-13-000	SOCIAL WORK TRAVEL		\$15.42	P
Inv# Mileage- Jan		\$15.42	P	02/11/25

3524 XTEL COMMUNICATIONS**\$2,975.55 Vend Total**

P.O. # 501254 Phone bill

\$2,975.55 P PO Total

11-000-230-530-00-19-000	TELEPHONE		\$2,975.55	P
Inv# 34769		\$2,975.55	P	01/21/25

1158 Y.A.L.E. SCHOOL INC. (CHERRY HILL)**\$34,132.36 Vend Total**

P.O. # 501368 24/25 Tuition HJ

\$12,665.59 P PO Total

11-000-100-566-30-15-000	Private School Secondary		\$12,665.59	P
Inv# CH/FEB25 87 HJ		\$12,665.59	P	01/22/25

Batch Number	3	Batch 3		\$3,046,456.10	Batch Total
1158	Y.A.L.E. SCHOOL INC. (CHERRY HILL)			\$34,132.36	Vend Total
P.O. #	501369	24/25 Tuition CL		\$7,155.59 P	PO Total
11-000-100-566-30-15-000	Private School Secondary			\$7,155.59 P	
Inv#	CH/FEB25 87 CL		\$7,155.59 P	01/22/25	
P.O. #	501370	24/25 Tuition DR		\$7,155.59 P	PO Total
11-000-100-566-30-15-000	Private School Secondary			\$7,155.59 P	
Inv#	CHFEB25 87 DR		\$7,155.59 P	01/22/25	
P.O. #	501371	24/25 Tuition DY		\$7,155.59 P	PO Total
11-000-100-566-30-15-000	Private School Secondary			\$7,155.59 P	
Inv#	CH/FEB25 87 DY		\$7,155.59 P	01/22/25	
4566	Y.A.L.E. SCHOOL WEST, INC.			\$7,049.38	Vend Total
P.O. #	501459	24/25 TUITION		\$7,049.38 P	PO Total
11-000-100-566-30-15-000	Private School Secondary			\$7,049.38 P	
Inv#	WESTII/FEB25 19 AE		\$7,049.38 P	01/22/25	
E850	YORK-ZALESKI; ALMA			\$23.69	Vend Total
P.O. #	501628	Mileage		\$23.69	PO Total
11-190-100-580-58-00-000	MILEAGE			\$23.69	
Inv#	Mileage-Dec 24		\$23.69	01/21/25	
Total for Report =				\$3,046,456.10	

(DN)

Vendor Bill List

Waterford BOE

Page 1 of 1

Batch Count = 1

Bill List # 3- Nutri Serve

02/11/25 11:13

Batch Number 4

Batch 4

\$86,617.97 Batch Total

3506 NUTRI-SERVE FOOD MANAGEMENT, INC

\$86,617.97 Vend Total

P.O. # 501466 Food Services

\$86,617.97 P PO Total

61-910-310-100-00-61-000	CAFETERIA SALARIES			\$41,272.01 P
Inv# SIN001921	\$18,079.22 P	01/30/25		
Inv# SIN002022	\$23,192.79 P	02/11/25		
61-910-310-300-02-61-999	MANAGEMENT FEE			\$8,418.00 P
Inv# SIN001921	\$4,209.00 P	01/30/25		
Inv# SIN002022	\$4,209.00 P	02/11/25		
61-910-310-590-00-61-999	OTHER DIRECT EXPENSES			\$2,920.47 P
Inv# SIN001921	\$1,033.85 P	01/30/25		
Inv# SIN002022	\$1,886.62 P	02/11/25		
61-910-310-600-00-61-999	SUPPLIES & CLEANING			\$3,541.59 P
Inv# SIN001921	\$1,196.29 P	01/30/25		
Inv# SIN002022	\$2,345.30 P	02/11/25		
61-910-310-870-00-61-999	COST OF SALES			\$30,465.90 P
Inv# SIN001921	\$11,818.75 P	01/30/25		
Inv# SIN002022	\$18,647.15 P	02/11/25		

Total for Report =

\$86,617.97

DN

Vendor Bill List

Waterford BOE

Bill List

Page 1 of 4

Batch Count = 1

02/06/25 13:19

Batch Number 5

Batch 5

\$60,927.86

Batch Total

4411 ATLANTIC CITY ELECTRIC 5500 2154 379**\$517.88 Vend Total**

P.O. # 501190 Electric Street Lights TRECC

\$517.88 P PO Total

11-000-262-622-01-20-060

ELECTRIC STREET LIGHTS

\$207.15 P

Inv# 55002154379 1/25

\$207.15 P 01/30/25

20-218-262-622-00-20-060

Electric TR

\$310.73 P

Inv# 55002154379 1/25

\$310.73 P 01/30/25

4409 ATLANTIC CITY ELECTRIC 5500 3210 584**\$16,649.32 Vend Total**

P.O. # 501191 Electric - Waterford Elem.

\$16,649.32 P PO Total

11-000-262-622-00-20-100

ELECTRICITY WES

\$16,649.32 P

Inv# 55003210584 1/25

\$16,649.32 P 01/30/25

4410 ATLANTIC CITY ELECTRIC 5500 4710 475**\$7,807.70 Vend Total**

P.O. # 501200 Electric - TRECC

\$7,807.70 P PO Total

11-000-262-622-00-20-060

ELECTRICITY TR

\$3,123.08 P

Inv# 55004710475 1/25

\$3,123.08 P 01/30/25

20-218-262-622-00-20-060

Electric TR

\$4,684.62 P

Inv# 55004710475 1/25

\$4,684.62 P 01/30/25

4412 ATLANTIC CITY ELECTRIC 5500 9692 629**\$672.26 Vend Total**

P.O. # 501194 Electric - Atco Elementary

\$672.26 P PO Total

11-000-262-622-03-20-040

ELECTRICITY ATCO

\$672.26 P

Inv# 55009692629 1/25

\$672.26 P 01/30/25

4407 ATLANTIC CITY ELECTRIC 5500 9762 406**\$58.30 Vend Total**

P.O. # 501198 Electric - Street Lights -Atco

\$58.30 P PO Total

11-000-262-622-02-20-040

ELECTRIC - STREET LIGHTS

\$58.30 P

Inv# 55009762406 12/24

\$26.73 P 01/30/25

Inv# 55009762406 1/25

\$31.57 P 02/04/25

4413 ATLANTIC CITY ELECTRIC 5500 9762 737**\$5,218.48 Vend Total**

P.O. # 501199 Electric - Atco Elementary

\$5,218.48 P PO Total

11-000-262-622-00-20-040

ELECTRICITY ATCO

\$5,218.48 P

Inv# 55009762737 1/25

\$5,218.48 P 01/30/25

4408 ATLANTIC CITY ELECTRIC 5501 2617 118**\$17.22 Vend Total**

P.O. # 501186 Electric for Garage - TRECC

\$17.22 P PO Total

11-000-262-622-02-20-060

ELECTRIC - GARAGE

\$6.88 P

Inv# 55012617118 1/25

\$6.88 P 01/30/25

20-218-262-622-00-20-060

Electric TR

\$10.34 P

Inv# 55012617118 1/25

\$10.34 P 01/30/25

4296 COMCAST**\$9,811.84 Vend Total**

P.O. # 501146 Internet and Ethernet renewal

\$9,811.84 P PO Total

11-000-222-340-01-19-000

TECHNICAL SERVICES -DIST

\$9,811.84 P

Inv# 222150191

\$3,220.24 P 02/06/25

Inv# 230090936

\$3,271.65 P 02/06/25

Batch Number	5	Batch 5	\$60,927.86	Batch Total
4296	COMCAST		\$9,811.84	Vend Total
P.O. #	501146	Internet and Ethernet renewal	\$9,811.84 P	PO Total
11-000-222-340-01-19-000	TECHNICAL SERVICES -DIST		\$9,811.84 P	
Inv# 232696839	\$3,319.95 P	02/06/25		
4084	READYREFRESH BY NESTLE		\$355.41	Vend Total
P.O. #	501167	Deliveries/rental 24/25 WES/TR	\$355.41 P	PO Total
20-218-262-610-00-20-000	Custodial Supplies		\$355.41 P	
Inv# 04L6703424199	\$355.41 P	01/30/25		
1121	SOUTH JERSEY GAS CO.		\$8,950.53	Vend Total
P.O. #	501179	Gas services for TRECC	\$5,328.99 P	PO Total
11-000-262-621-00-20-060	NATURAL GAS TR		\$2,131.59 P	
Inv# Acct 9444089106	\$2,131.59 P	01/30/25		
20-218-262-621-00-20-060	Gas - TR		\$3,197.40 P	
Inv# Acct 9444089106	\$3,197.40 P	01/30/25		
P.O. #	501180	Gas services for Atco Elem.	\$3,621.54 P	PO Total
11-000-262-621-00-20-040	NATURAL GAS ATCO		\$3,621.54 P	
Inv# Acct 9559720000	\$3,621.54 P	01/30/25		
1928	WASTE MANAGEMENT CAMDEN		\$3,561.63	Vend Total
P.O. #	501231	Trash removal services	\$3,561.63 P	PO Total
11-000-262-420-00-20-000	CLEANING, REPAIR MAINTEN		\$3,561.63 P	
Inv# 3400293-2498-5	\$3,561.63 P	01/30/25		
4347	XEROX CORPORATION		\$7,307.29	Vend Total
P.O. #	501150	Copier Costs WES	\$793.26 P	PO Total
11-190-100-420-44-23-100	COPIER MAINT WES INSTR		\$264.30 P	
Inv# 022705547	\$174.83 P	01/30/25		
Inv# 022884508	\$89.47 P	01/30/25		
11-190-100-440-44-23-100	COPIER RENTAL WES		\$528.96 P	
Inv# 022705547	\$264.48 P	01/30/25		
Inv# 022884508	\$264.48 P	01/30/25		
P.O. #	501151	Copier Costs WES Office	\$1,006.64 P	PO Total
11-000-240-420-44-23-100	COPIER MAINT WES OFFICE		\$719.14 P	
Inv# 022705548	\$480.74 P	02/04/25		
Inv# 022884509	\$238.40 P	02/04/25		
11-000-240-440-44-23-100	COPIER RENTAL WES OFFICE		\$287.50 P	
Inv# 022705548	\$143.75 P	02/04/25		
Inv# 022884509	\$143.75 P	02/04/25		
P.O. #	501152	Copier Costs Business Office	\$330.33 P	PO Total
11-000-251-440-44-23-000	COPIER RENTAL BUSINESS OFFICE		\$330.33 P	
Inv# 022705549	\$164.66 P	01/30/25		
Inv# 022884510	\$165.67 P	01/30/25		

Batch Number	5	Batch 5		\$60,927.86	Batch Total
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4347 XEROX CORPORATION

\$7,307.29 Vend Total

P.O. # 501153 Copier Costs CST

\$415.57 P PO Total

11-000-219-420-44-23-000	COPIER MAINTENANCE SPS		\$170.67	P
Inv# 022705550		\$109.63	P	01/30/25
Inv# 022884511		\$61.04	P	01/30/25

11-000-219-440-44-23-000	COPIER RENTAL SPS		\$244.90	P
Inv# 022705550		\$122.45	P	01/30/25
Inv# 022884511		\$122.45	P	01/30/25

P.O. # 501154 Copier Costs Atco Office

\$1,482.27 P PO Total

11-000-240-420-44-23-040	COPIER MAINTENANCE ATCO		\$917.70	P
Inv# 022705553		\$468.00	P	01/30/25
Inv# 022884515		\$449.70	P	02/06/25

11-000-240-440-44-23-040	COPIER RENTAL ATCO OFFICE		\$564.57	P
Inv# 022705553		\$420.82	P	01/30/25
Inv# 022884515		\$143.75	P	02/06/25

P.O. # 501155 Copier Costs TR Teachers

\$641.76 P PO Total

11-190-100-420-44-23-060	COPIER MAINT TR INSTR		\$112.80	P
Inv# 022705551		\$73.07	P	01/30/25
Inv# 022884512		\$39.73	P	01/30/25

11-190-100-440-44-23-060	COPIER RENTAL tr		\$528.96	P
Inv# 022705551		\$264.48	P	01/30/25
Inv# 022884512		\$264.48	P	01/30/25

P.O. # 501156 Copier Costs TR Office

\$773.17 P PO Total

11-000-240-420-44-23-060	COPIER MAINT TR OFFICE		\$518.27	P
Inv# 022705552		\$306.36	P	01/30/25
Inv# 022884513		\$211.91	P	01/30/25

11-000-240-440-44-23-060	COPIER RENTAL TR OFFICE		\$254.90	P
Inv# 022705552		\$127.45	P	01/30/25
Inv# 022884513		\$127.45	P	01/30/25

P.O. # 501157 Copier Costs Atco Teachers

\$1,063.28 P PO Total

11-190-100-420-44-23-040	COPIER MAINT ATCO INSTR		(\$7.36)	P
Inv# 022797128		(\$32.24)	P	01/30/25
Inv# 022797129		\$8.04	P	01/30/25
Inv# 022797130		\$9.65	P	01/30/25
Inv# 022884514		\$7.19	P	01/30/25

11-190-100-440-44-23-040	COPIER RENTAL INSTR ATCO		\$1,070.64	P
Inv# 022051767		\$356.88	P	01/30/25
Inv# 022797130		\$356.88	P	01/30/25
Inv# 022884514		\$356.88	P	01/30/25

P.O. # 501158 Copier Costs WES Teachers

\$801.01 P PO Total

11-190-100-420-44-23-100	COPIER MAINT WES INSTR		\$272.05	P
Inv# 022797127		\$140.41	P	01/30/25
Inv# 022884507		\$131.64	P	01/30/25

Batch Number	5	Batch 5		\$60,927.86	Batch Total
4347	XEROX CORPORATION			\$7,307.29	Vend Total
P.O. #	501158	Copier Costs WES Teachers		\$801.01 P	PO Total
11-190-100-440-44-23-100		COPIER RENTAL WES		\$528.96	P
Inv# 022797127		\$264.48	P	01/30/25	
Inv# 022884507		\$264.48	P	01/30/25	
Total for Report =				\$60,927.86	

Bill List # 4 - ACH Pymts

Batch Number 2

Batch 2

\$42,965.72 Batch Total

2139 ASCD

\$295.00 Vend Total

P.O. # 501448 Membership A.Bowman

\$295.00 PO Total

11-190-100-890-00-06-100

TEACHER MEMBERSHIPS

\$295.00

Inv# 001618809

\$295.00

01/30/25

3155 CDW-GOVERNMENT, LLC

\$880.52 Vend Total

P.O. # 501691 Toner; Ed Leypoldt

\$880.52 PO Total

11-000-222-610-00-19-000

TECH SUPPLIES DIST

\$880.52

Inv# AC47S9S

\$880.52

02/11/25

3426 CRISIS PREVENTION INSTITUTE, INC.

\$6,648.00 Vend Total

P.O. # 501522 CPI Training Fieger

\$4,599.00 P PO Total

20-275-200-580-58-04-000

TRAVEL

\$4,599.00

Inv# NAIN-126578

\$4,599.00

01/30/25

P.O. # 501614 Prof; Amanda Magenta

\$2,049.00 P PO Total

11-000-223-580-58-03-000

PD TRAVEL

\$2,049.00

Inv# NAIN-129776

\$2,049.00

01/30/25

4592 FOX, DANIEL J. - PETTY CASH

\$937.72 Vend Total

P.O. # 501408 Dedicated IP Address

\$142.56 P PO Total

11-000-251-610-00-25-000

SUPPLIES CENTRAL SERV

\$142.56

Inv# 1 yr subscrip-Nord

\$142.56

01/30/25

P.O. # 501445 Drum Unit

\$134.34 P PO Total

11-000-251-610-00-25-000

SUPPLIES CENTRAL SERV

\$134.34

Inv# Staples-Drum Unit

\$134.34

01/30/25

P.O. # 501665 OFFICE SUPPLIES

\$160.82 P PO Total

11-000-251-610-00-25-000

SUPPLIES CENTRAL SERV

\$160.82

Inv# Amz-113-7897720

\$160.82

01/30/25

P.O. # 501744 Gift Cards

\$500.00 P PO Total

11-000-251-890-00-25-000

MISC CENTRAL SERV

\$500.00

Inv# 11387961649525854

\$500.00

02/04/25

D181 KONDAS; HEATHER PETTY CASH

\$33.32 Vend Total

P.O. # 501443 Kick bands for 504 kids

\$29.84 PO Total

11-190-100-610-00-01-040

REG PRGM - INST SUPPLIES

\$29.84

Inv# 113-0369090-6247422

\$29.84

02/11/25

P.O. # 501680 Reimbursement- Sept-Pettycard

\$3.48 P PO Total

11-190-100-610-00-01-040

REG PRGM - INST SUPPLIES

\$3.48

Inv# Tax for DT receipt

\$3.48

01/30/25

4308 KS STATEBANK

\$6,070.96 Vend Total

P.O. # 501029 Lease Payment Atco Modular Cla

\$6,070.96 P PO Total

11-000-251-832-00-23-000

INTEREST ON LEASE PURCHASE

\$149.21 P

Inv# 59901-3-2025

\$149.21 P

01/30/25

Batch Number	2	Batch 2	\$42,965.72	Batch Total
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4308 KS STATEBANK**\$6,070.96 Vend Total**

P.O. # 501029 Lease Payment Atco Modular Cla

\$6,070.96 P PO Total

12-000-400-721-00-23-040

LEASE PURCHASE PRIN ATCO

\$5,921.75 P

Inv# 59901-3-2025

\$5,921.75 P 01/30/25

X260 MAGENTA; AMANDA - PETTY CASH**\$92.69 Vend Total**

P.O. # 501632 Petty Cash; Amanda Magenta

\$44.73 P PO Total

11-000-217-610-00-03-000

EXTRAORDINARY SUPPL

\$44.73

Inv# amz-114-2236443

\$44.73 01/30/25

P.O. # 501681 Petty cash; Amanda Magenta

\$47.96 P PO Total

11-216-100-610-00-03-000

PSD SUPPLIES

\$47.96

Inv# Amz-114-7166512

\$47.96 01/30/25

Z048 MANNA; CHRISTINE PETTY CASH**\$197.44 Vend Total**

P.O. # 501625 Board Games and Breakfast

\$167.45 P PO Total

11-190-100-610-00-06-100

REG PRGM - INST SUPPLIES

\$167.45

Inv# Sams-Games/breakfe

\$167.45 01/30/25

P.O. # 501626 Avery Textured HevyWgt Paper

\$29.99 P PO Total

11-000-240-610-00-06-100

SCHOOL ADMIN SUPPLIES

\$29.99

Inv# Staples-Note Cards

\$29.99 01/30/25

E397 NEW JERSEY TUTORING CORPS INC.**\$21,494.68 Vend Total**

P.O. # 501381 After School Tutoring Atco

\$9,097.34 P PO Total

20-235-100-329-55-04-040

Instructional Consultants Atco

\$9,097.34 P

Inv# 1205

\$9,097.34 P 02/11/25

P.O. # 501382 After School Tutoring WES

\$12,397.34 P PO Total

20-235-100-329-55-04-100

Instructional Consultants WES

\$12,397.34 P

Inv# 1205

\$12,397.34 P 02/11/25

3733 PEARSON CLINICAL ASSESSMENT**\$451.14 Vend Total**

P.O. # 501512 EFA Scales; Amanda Magenta

\$451.14 PO Total

11-000-216-610-00-83-000

OT SUPPLIES

\$451.14

Inv# 27242590

\$451.14 01/30/25

4662 SCHOOL SPECIALITY, LLC**\$1,182.66 Vend Total**

P.O. # 501641 PBSIS WES;L. DiRenzo

\$245.93 P PO Total

20-275-100-600-00-04-000

TITLE II SUPPLIES DIST

\$245.93

Inv# 208135306531

\$245.93 01/30/25

P.O. # 501658 Supplies PK Coach

\$74.68 P PO Total

20-218-221-610-00-02-060

COACH SUPPLIES

\$74.68

Inv# 208135314107

\$74.68 02/04/25

P.O. # 501707 Seat sacks - Atco

\$862.05 P PO Total

11-190-100-610-00-01-040

REG PRGM - INST SUPPLIES

\$862.05

Inv# 208135323855

\$862.05 02/11/25

Batch Number	2	Batch 2	\$42,965.72	Batch Total
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4545 SHI INTERNATIONAL CORP.**\$836.55 Vend Total**

P.O. # 501652 Printer; Ed Leypoldt

\$836.55 PO Total

11-000-222-610-00-19-000

TECH SUPPLIES DIST

\$836.55

Inv# B19300338

\$836.55

01/30/25

D273 SMARTBOX NETWORK, LLC**\$149.15 Vend Total**

P.O. # 501619 Wellness Treats

\$149.15 PO Total

20-016-200-600-00-00-000

WELLNESS SUPPLIE

\$149.15

Inv# 14779

\$149.15

01/30/25

1846 STAPLES ADVANTAGE**\$1,978.53 Vend Total**

P.O. # 501462 surge protectors; Ed Leypoldt

\$263.88 P PO Total

11-000-222-610-00-19-000

TECH SUPPLIES DIST

\$263.88

Inv# 6015024884

\$263.88

01/30/25

P.O. # 501623 Jill Emmons- Toner Dan

\$104.58 P PO Total

11-000-251-610-00-25-000

SUPPLIES CENTRAL SERV

\$104.58

Inv# 6021768506

\$104.58

01/30/25

P.O. # 501643 Microphones

\$283.81 P PO Total

11-190-100-610-00-01-040

REG PRGM - INST SUPPLIES

\$283.81

Inv# 6022771310

\$283.81

01/30/25

P.O. # 501654 Id Holder

\$71.65 P PO Total

11-190-100-610-00-01-040

REG PRGM - INST SUPPLIES

\$71.65

Inv# 6022187463

\$71.65

01/30/25

P.O. # 501683 Office Supplies- Nancy

\$206.67 P PO Total

11-000-251-610-00-25-000

SUPPLIES CENTRAL SERV

\$206.67

Inv# 6023038064

\$206.67

02/11/25

P.O. # 501684

\$242.24 P PO Total

11-000-262-610-00-20-000

MAINTENANCE SUPPLIES

\$242.24

Inv# 6023038070

\$242.24

02/11/25

P.O. # 501696 Nurse supplies

\$103.78 P PO Total

11-000-213-610-00-02-060

HEALTH SUPPLIES TR

\$51.89

Inv# 6023038066

\$51.89

02/11/25

20-218-213-610-00-02-060

PEA Health Supplies

\$51.89

Inv# 6023038066

\$51.89

02/11/25

P.O. # 501701 Office Supplies -Atco

\$506.92 P PO Total

11-000-240-610-00-01-040

SCHOOL ADMIN SUPPLIES

\$506.92

Inv# 6023693409

\$506.92

02/11/25

P.O. # 501704 Headphones - LIB

\$195.00 P PO Total

11-000-222-610-00-01-040

MEDIA SUPPLIES ATCO

\$195.00

Inv# 6023038067

\$195.00

02/11/25

Batch Number	2	Batch 2	\$42,965.72	Batch Total
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3328 W.B. MASON CO., INC

\$1,084.10 Vend Total

P.O. # 501536 Paper Supply

\$1,076.16 P PO Total

11-190-100-610-00-01-040

REG PRGM - INST SUPPLIES

\$1,076.16

Inv# 250998456

\$1,076.16

01/30/25

P.O. # 501598 name plate

\$7.94 P PO Total

20-218-240-610-00-02-060

PEA ADMIN SUPPLIES

\$7.94

Inv# 251671084

\$7.94

01/30/25

3780 WAGEWORKS, INC.

\$204.00 Vend Total

P.O. # 501044 Flex Spending Account

\$204.00 P PO Total

11-000-251-340-00-25-000

BUSINESS SERVICES

\$204.00 P

Inv# INV7320609 Dec 24

\$100.00 P

01/30/25

Inv# INV7430606 Jan 25

\$104.00 P

01/30/25

4668 WEAVER, JAMES - PETTY CASH

\$429.26 Vend Total

P.O. # 501637 JR Flood Locksmith - Atco

\$34.00 P PO Total

11-000-262-610-00-20-000

MAINTENANCE SUPPLIES

\$34.00

Inv# Atco-Locksmith

\$34.00

01/30/25

P.O. # 501642 Reimbursment for Gas 01/03/25

\$79.45 P PO Total

11-000-262-626-01-20-000

GASOLINE

\$79.45

Inv# Gas- 1/3/25

\$79.45

01/30/25

P.O. # 501650 Reimbursment for gas

\$27.02 P PO Total

11-000-262-626-01-20-000

GASOLINE

\$27.02

Inv# Gas 1/6/25

\$27.02

01/30/25

P.O. # 501663 Reimbursment

\$140.65 PO Total

11-000-262-610-00-20-000

MAINTENANCE SUPPLIES

\$140.65

Inv# Home Depot 1/13/25

\$140.65

01/30/25

P.O. # 501712 Debit Card Purchases

\$148.14 PO Total

11-000-262-610-00-20-000

MAINTENANCE SUPPLIES

\$69.69

Inv# home depoy 1/17/25

\$69.69

02/11/25

11-000-262-626-01-20-000

GASOLINE

\$78.45

Inv# gas 1/19/25

\$78.45

02/11/25

Total for Report =**\$42,965.72**

DN

WATERFORD TOWNSHIP BOARD OF EDUCATION
RESOLUTION ACCEPTING
ANNUAL COMPREHENSIVE FINANCIAL REPORT

WHEREAS the Waterford Township Board of Education in accordance with NJSA 18A:23-1 must have a certified External Audit of the district's Annual Comprehensive Financial Report(ACFR); and

WHEREAS the ACFR has been received and presented by Bowman & Company and the Board of Education discussed said audit at its public meeting held on February 19, 2025,

WHEREAS, the ACFR did not contain any recommendations, and

WHEREAS, a summary or the report was made available to the public, now

BE IT RESOLVED that the Waterford Township Board of Education accepts the audit for the fiscal year ending June 30, 2024.

I HEREBY CERTIFY THAT THIS IS A TRUE COPY OF THE
RESOLUTION
APPROVED BY THE WATERFORD TOWNSHIP BOARD OF
EDUCATION
AT ITS PUBLIC MEETING HELD ON FEBRUARY 19, 2025.

Daniel J. Fox
School Business Administrator/Board Secretary

POLICY

WATERFORD TOWNSHIP BOARD OF EDUCATION

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FOOD SERVICES

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 **United States Department of Agriculture (USDOA) 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:33-4.a.(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. Definitions – N.J.S.A. 18A:33-3.2

“Categorically eligible” means that a student is homeless, is a migrant child, is a runaway child, is a foster child, or is a Head Start child, as defined in 7 CFR Part 245, or is receiving assistance under the Supplemental Nutrition Assistance Program (SNAP), the Temporary Assistance for Needy Families Program (TANF), the Food Distribution Program on Indian Reservations (FDPIR), or, to the extent that the USDOA authorizes the matching of Medicaid data to identify children who are eligible for free school meals, is a participant in the Medicaid program, and which student, by virtue of such status, is automatically eligible to be certified to receive free school meals under the National School Lunch Program or the Federal School Breakfast Program, without first submitting an application or being subject to the Federal income verification requirements established by 7 CFR Part 245.

“Eligible student” means a student who is categorically eligible or income-eligible for one or more subsidized school meals.



“Emergency meals distribution program” means a program, established under N.J.S.A. 18A:33-27.2, pursuant to which a school district is required to provide subsidized school meals to eligible students, through designated distribution sites, during any period in which a school in the district is subject to a public health-related closure due to the COVID-19 pandemic.

“Federal School Breakfast Program” means the Federal reimbursement program, established under the “Child Nutrition Act of 1966,” 42 USC s.1771 et seq., pursuant to which the USDOA is authorized to provide grants-in-aid and other assistance to the States, as may be necessary to help finance the establishment, maintenance, operation, and expansion of school breakfast programs and facilitate the provision of free and reduced price breakfasts to eligible students.

“Federally eligible for free or reduced price meals” or “Federally eligible” means that a student is categorically eligible for free lunch under the National School Lunch Program or for free breakfast under the Federal School Breakfast Program, or that the student satisfies Federal income eligibility requirements, adopted by the USDOA pursuant to 7 CFR Part 245, as is necessary to Federally qualify for and receive free or reduced price lunch under the National School Lunch Program or free or reduced price breakfast under the Federal School Breakfast Program.

“Federally ineligible for free or reduced price meals” or “Federally ineligible” means that a student is not categorically eligible for, and fails to satisfy Federal income eligibility requirements, adopted by the USDOA pursuant to 7 CFR Part 245, as is necessary for the student to Federally qualify for and receive free or reduced price lunch under the National School Lunch Program or free or reduced price breakfast under the Federal School Breakfast Program.

Income-eligible” means that a student either satisfies Federal income eligibility requirements, adopted by the USDOA pursuant to 7 CFR Part 245, or satisfies State-level income eligibility requirements, set



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WATERFORD TOWNSHIP BOARD OF EDUCATION

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FOOD SERVICES

forth in N.J.S.A. 18A:33-4.a. or N.J.S.A. 18A:33-14a.a., as is necessary for the student to qualify for and receive subsidized lunch under the National School Lunch Program or subsidized breakfast under the Federal School Breakfast Program, on the basis of income.

“Low-income family” means a family with an annual household income amounting to not more than one hundred and eighty-five percent of the Federal poverty level.

“Middle-income family” means a family with an annual household income amounting to not less than one hundred and eighty-six percent, and not more than two hundred and twenty-four percent, of the Federal poverty level.

“National School Lunch Program” means the Federal reimbursement program established under the “Richard B. Russell National School Lunch Act,” 42 USC 1751 et seq., pursuant to which the USDOA is authorized to provide grants-in-aid and other assistance to the States, as may be necessary to help finance the establishment, maintenance, operation, and expansion of school lunch programs and facilitate the provision of free and reduced price lunches to eligible students.

“Participating school” means a public or nonpublic school that provides daily lunch to enrolled students, through a school lunch program operated pursuant to the National School Lunch Program, or that provides daily breakfast to enrolled students, through a school breakfast program or breakfast after the bell program operated pursuant to the Federal School Breakfast Program, or both.

“Participating school district or nonpublic school” means a public school district or a nonpublic school that is required, or elects, to participate in the National School Lunch Program, the Federal School Breakfast Program, or both, as the case may be.

OPERATIONS

“School breakfast program” means a program that is established and operated by a public or nonpublic school, in accordance with the requirements of the Federal School Breakfast Program and, in the



case of a public school, in accordance with a plan adopted pursuant to N.J.S.A. 18A:33-10 or N.J.S.A. 18A:33-10.1, and pursuant to which the school offers daily breakfasts to all enrolled students.

“School lunch program” means a program that is established and operated by a school district, or by a nonpublic school, in accordance with the requirements of the National School Lunch Program and the provisions of N.J.S.A. 18A:33-4, and pursuant to which the district or nonpublic school offers daily lunches to all students enrolled therein.

“Student” means a child eighteen years of age or younger who is enrolled at a school in the State.

“Subsidized school breakfast” or **“subsidized breakfast”** means a school breakfast that is offered to an eligible student, free of charge, and the costs of which are reimbursed by the State or Federal government, as provided by N.J.S.A. 18A:33-14a.a. and b.

“Subsidized school lunch” or **“subsidized lunch”** means a school lunch that is offered to an eligible student, free of charge, and the cost of which is reimbursed by the State or Federal government, as provided by N.J.S.A. 18A:33-14a.a. and b.

“Subsidized school meals” or **“subsidized meals”** includes both subsidized school breakfasts and subsidized school lunches.

“Subsidized school meals application” means an application that identifies a student’s annual household income and is completed by the student’s parent, pursuant to N.J.S.A. 18A:33-21b1, N.J.S.A. 18A:33-21.c., or applicable Federal law, and which may be used by a school district, or by a public school or nonpublic school, both for the purposes of determining whether a student is income-eligible for subsidized school meals and for the other limited purposes specified in N.J.S.A. 18A:33-21b1.c.

“Subsidized school meals certification process” or **“subsidized meals certification”** means the process pursuant to which a school or school district obtains and reviews a student’s subsidized school meals application, or engages in the review of other relevant documentation



and materials pertaining to the student, as necessary to determine whether the student is categorically eligible or income-eligible for subsidized school meals under the National School Lunch Program, or under the Federal School Breakfast Program, or both.

“Summer Food Service Program” means the Federal reimbursement program, established under 42 USC 1761 and 7 CFR Part 225, pursuant to which the USDOA is authorized to provide grants-in-aid and other assistance to the States, as may be necessary to help schools, local government agencies, nonprofit organizations, colleges and universities, and summer camps to finance the administrative and operational costs of providing meals to children, in low-income areas, during the summer months and other planned periods of school closure.

“Summer meals program” means the Summer Food Service Program, the Seamless Summer Option authorized by 42 USC 1761, or any other similar State or Federal program that is designed to ensure that children have access to nutritious meals during the summer months and other planned periods of school closure.

“Unsubsidized school breakfast” or **“unsubsidized breakfast”** means a school breakfast that is offered, upon the payment of a fee, to a student who is neither categorically eligible nor income-eligible for subsidized breakfast, regardless of whether such student remains income-eligible for subsidized school lunch under the provisions of N.J.S.A. 18A:33-4, and the cost of which breakfast is not reimbursable by the State or Federal government.

“Unsubsidized school lunch” or **“unsubsidized lunch”** means a school lunch that is offered, upon the payment of a fee, to a student who is not categorically eligible or income-eligible for subsidized lunch, and the cost of which is not reimbursable by the State or Federal government.

A.B. 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



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WATERFORD TOWNSHIP BOARD OF EDUCATION

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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.

In accordance with N.J.S.A. 18A:33-11, in implementing a school lunch program, pursuant to 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, **each school and** 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 **subsidized school** ~~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 **receiving subsidized school meals** are not **identified** ~~recognized as program participants~~, by the student body, faculty, or staff, in a manner that is distinct from the manner in which ~~unsubsidized~~ students **receiving unsubsidized school meals** are **identified** ~~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 **these two groups** ~~subsidized and unsubsidized students~~; and



3. **To the greatest extent practicable** ~~Make every effort to:~~
- a. Facilitate **and expedite** the prompt and accurate identification of categorically eligible students who may be certified to **receive** ~~participate in the program, on a~~ subsidized **school meals** basis, without first submit ting an application therefore, and, whenever an application is required to establish **income** 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 **school or school** district, to certify a student for **subsidized** ~~free or reduced-price~~ school meals on the basis of income, and assist parents in completing the **subsidized** school meals application; and
 - c. Encourage students who are neither categorically eligible nor income-eligible for ~~free or reduced-price~~ **subsidized** school **subsidized school breakfast meals** to nonetheless participate; **in the school lunch program or school breakfast program, of r both as appropriate** 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.

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 **USDOA 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



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N.J.S.A. 18A:33-14a.b., to students who are Federally ineligible for free or reduced price meals.

- B. C. 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 **in the school district** 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 (**NJDOA**) 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 ~~NJDOA 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 ~~NJDOA 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., **when requesting a waiver pursuant to N.J.S.A. 18A:33-26.a.**, the district shall report to the ~~NJDOA New Jersey Department of Agriculture~~, in the manner prescribed by the ~~NJDOA 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



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impediments to 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.

G. D. 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 **participating** school shall provide each student's parent with:
 - a. A hard copy of information on the National School Lunch Program and the Federal School Breakfast Program, including, but not limited to:
 - (1) Information on the **ability availability** of **all categorically eligible and income-eligible students to receive free school lunch under the National School Lunch Program, as provided by N.J.S.A. 18A:33-4.a., and free school breakfast under the Federal School Breakfast Program, as provided by N.J.S.A. 18A:33-14a.a. or reduced-price meals for eligible students;**
 - (2) ~~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~~ **subsidized school meals application and certification** processes that are used to **determine whether a student is categorically eligible or income-eligible** ~~certify eligible students~~ for subsidized school meals,
 - (3) **Information highlighting the need for parents to complete a subsidized school meals application for each student, and encouraging parents to complete the application, both to ensure that the**



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student will have access to all subsidized school meals for which the student is eligible and to ensure that the school and the district have the necessary information to facilitate relevant eligibility determinations, receive appropriate reimbursement, and engage in all other activities authorized under N.J.S.A. 18A:33-21b1.c.; and

- (4) ~~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 **hard copy of a subsidized** 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. **Include a notice that an application to apply for the school lunch and school breakfast programs may be submitted at any time during the school year and is required to be submitted annually** ~~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.~~

The district may also provide the information and application electronically, through the usual means by which the district electronically communicates with parents.



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3. A **subsidized** 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 **income-eligible** for free or reduced price school meals **and, if so, whether the student satisfies Federal or State-level income eligibility requirements for subsidized school lunches, subsidized school breakfasts, or both;**
 - 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 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 **subsidized school meals served** ~~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.
4. **The school district shall require the parent to either submit an application to apply for the school lunch and school breakfast programs or submit a signed card provided by the school district indicating that the parent has received the application and information and is not interested in participating in the school lunch and school breakfast programs. The card shall include a notice stating that a parent may submit an application to apply for the school lunch and school breakfast programs at any time during the school year.**

If a school district does not receive an application or a signed card from the parent, the school district shall make at least one attempt to contact the student's parent and request that the parent submit either an application or signed card.



5. **The provisions of N.J.S.A. 18A:33-21b1 shall not apply in the case of a school which participates in the Community Eligibility Provision.**

~~E.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). **“Operating days” mean days that reimbursable meals are offered to eligible students under the National School Lunch Program or School Breakfast Program.** 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, ~~NJDOA 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, ~~NJDOA 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



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application must be denied. The district shall document and retain the denied 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 ~~NJDOA 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 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, ~~NJDOA New Jersey Department of Agriculture~~.



F. 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 an **unsubsidized school breakfast or school lunch meal** at school on a school day causing the student’s **an unsubsidized school breakfast or unsubsidized school lunch bill meal charge account** to fall into arrears. The **participating school** district 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 **participating school** 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 **student’s child’s unsubsidized school breakfast or unsubsidized school lunch 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



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delayed to accommodate a parent's meeting with the Principal or designee.

A **participating** school district shall report at least biannually to the ~~NJDOA New Jersey Department of Agriculture~~ the number **and percentage** of **enrolled** students who **have been** ~~are~~ denied school breakfast or school lunch **on the basis of an unsubsidized meal bill arrearage, pursuant to** 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 :

1. **Rrequire the participating school** district to deny or restrict the ability of ~~an unsubsidized~~ student to access **unsubsidized** school breakfast or **unsubsidized** school lunch when the student's school breakfast or school lunch bill is in arrears; **or**

The school or school district shall not:

1. Publicly identify or stigmatize ~~a an unsubsidized~~ student who cannot pay for ~~a an~~ **unsubsidized** school breakfast or a **unsubsidized** school lunch or whose **unsubsidized** 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 to accept ~~by serving the student~~ an alternative meal);
2. Require ~~a an unsubsidized~~ student, who cannot pay for ~~a an~~ **unsubsidized** school breakfast or ~~a an~~ **unsubsidized** school lunch or whose **unsubsidized** school breakfast or ~~school~~ lunch bill is in arrears to do chores or other work to pay for the unsubsidized school breakfast or **unsubsidized** school lunch;
3. Require ~~a an unsubsidized~~ student to discard a **an unsubsidized** school breakfast or **an unsubsidized** school lunch after it has been served ~~either because of the student's inability is unable~~ to pay for **the unsubsidized** a school breakfast or **unsubsidized** school lunch or because because **the student's unsubsidized school breakfast or unsubsidized lunch bill is in arrears** ~~money is owed for previously provided meals~~;



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4. Prohibit ~~a an unsubsidized student, or a sibling thereof 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 **breakfast or lunch meal** debt; or
5. Require a **student's** ~~the parent of an unsubsidized student~~ to pay fees or costs in excess of the actual amounts owed for **an unsubsidized school breakfast or an unsubsidized school lunch meals** previously served to the student.

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

1. Determine whether the student is ~~categorically eligible or income-eligible~~ for **subsidized school 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.b.1,e.(2), to contact the student's parent and have the parent **complete fill-out** a **subsidized** school meals application; and
2. Contact the **student's** ~~parent of the unsubsidized student~~ t
 - a. ~~Offer~~ assistance with respect to the completion of the **subsidized** school meals application; and
 - b. ~~to-Determine whether if~~ there are other issues in the household that have caused the student to have insufficient funds to purchase a **an unsubsidized** school breakfast or **unsubsidized** school lunch; **as the case may be**, and
 - c. ~~to-Offer~~ any other appropriate assistance.

The **participating** school district shall direct communications about a student's **unsubsidized** school ~~breakfast or school lunch bill being in-~~ **arrears meals arrearage** to the parent and not to the student. Nothing in



N.J.S.A. 18A:33-21 shall prohibit the **participating** 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, a ~~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 **participating** school **district** 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, **subsidized school 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 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.]

G.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.

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

Whenever, ~~In the event~~ the Board receives is provided a written directive, by either the New Jersey Department of Health or the health officer of the jurisdiction, **instituting to institute** a public health-related school closure due to the COVID-19 epidemic, the **district having jurisdiction over the closed school** shall implement and operate an emergency school meals distribution a program, during the period of the school closure, An



emergency school meals distribution program implemented pursuant to N.J.S.A. 18A:33-27.2.b., shall provide **for subsidized** school meals to be made available **to be made available**, at meal 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 **therefor** ~~for free or reduced price school meals~~.

In order to facilitate the emergency distribution of subsidized school meals in ~~In~~ the event of an emergency **public school** closure, as described in N.J.S.A.18A:33-27.2.a., **each** ~~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 **distribution sites including** . ~~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 an emergency** 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 **subsidized** school lunch, **subsidized school breakfast or both** ~~free or reduced price meals~~, and for whom **a an emergency** 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 **subsidized** school meals to the student's residence or to the student's bus stop along an established bus route, provided that, **in the latter case**, the student or the student's parent **shall be** is present at the bus stop **to accept** ~~for~~ the distribution. **Distributions made** ~~Food 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 **subsidized** 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 enter into a contract authorizing another party to engage in** ~~for~~ the **emergency** distribution of **subsidized** school meals, **on the district's behalf, pursuant to N.J.S.A. 18A:33-27.2, and any such these** contracts shall ~~not be exempt from 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 **when implementing to implement the** emergency meals distribution program, **pursuant to 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:33-21b1; 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. 2:36

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.

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