



Stafford Township School District
Superintendent's Educational Report
May 2025

Student Enrollment Report:

April 2024 – 2598

April 2025 – 2599

Choice Students:

April 2025 – 29

Staff Attendance Report:

April 2025

Certificated Staff

97%

Support Staff

94%

DRILL REPORT:

SCHOOL NAME	DRILL TYPE	OCCUPANTS INVOLVED		DATE	TIME
		Students	Staff		
Oxycocus Elementary	Fire Drill	166	76	4/14/2025	1:45 pm
Oxycocus Elementary	Active Shooter Drill	171	62	4/15/2025	2:00 pm
Primary Learning Center	Fire Drill	317	59	4/1/2025	9:36
Primary Learning Center	Active Shooter Drill	321	60	4/2/2025	9:37
Ocean Acres Elementary	Fire Drill	750	125	04/01/25	10:03 am
Ocean Acres Elementary	Active Shooter Drill	750	125	04/11/25	10:17 am
McKinley Avenue Elementary	Fire Drill	609	89	4/8/25	10AM
McKinley Avenue Elementary	Active Shooter Drill	582	89	4/11/25	9AM
Intermediate School	Fire Drill	638	100	4/8/25	10:00 am
Intermediate School	Active Shooter Drill	636	100	4/11/25	9:00 am



Stafford Township Board of Education

2025-2026 Goals

1. Promote a collaborative teaching, learning, and assessment environment that inspires creativity, innovation, and differentiation to support all learners.
2. Continue communication with the community to ensure transparency and continue collaboration.
3. Strive to maintain consistent oversight of the budget to provide the most enriching and complete academic experience for every student.

Attachments are subject to change without notice.



STAFFORD TOWNSHIP SCHOOL DISTRICT

George J. Chidiac
Superintendent

2025-2026 District Goals

1. Continue to implement district programs, including using benchmark assessments to monitor student progress and drive instruction in the classroom.
2. Provide targeted professional development opportunities and professional development days for staff to support instructional practices across the curriculum, with emphasis on ELA and math.
3. Enhance inclusionary practices with special education classrooms and continue to provide differentiation to students.

SETTLEMENT/SIDEBAR AGREEMENT

This settlement is made and entered into by and between Stafford Township School District Board of Education (hereinafter "Board") and Stafford Township Education Association, (hereinafter "Association") (hereinafter collectively referred to as "Parties"). Please note that this settlement will not serve as precedent in any other matter.

WHEREAS, the Association is the exclusive negotiation representative of certain employees employed by the Board, including affiliated secretarial positions; and

WHEREAS, the Board and the Association are parties to a collective negotiation agreement (hereinafter "the CNA"); and

WHEREAS, Employee ID #4013 has at all relevant times hereto been employed by the Board as a non-affiliated secretary; and

WHEREAS, for the 2024-2025 school year, Employee ID #4013 salary was \$71,906.00; and

WHEREAS, on or about April 1, 2025, Employee ID #4013 was involuntary transferred from her non-affiliated secretarial position to a secretarial position represented by the Association; and

WHEREAS, the top step for the Association Secretary salary guide is Step R, which provides for a top salary of \$61,421 for the 2024-2025 school year; and

WHEREAS, the Parties wish to avoid the expense and uncertainty of any further proceedings and desire to fully settle any and all claims and issues that were raised or could have been raised by either of the Parties related to the salary of Employee ID #4013 as a result of her transfer from a non-affiliated secretarial position to an affiliated secretarial position; and.

NOW, THEREFORE, in consideration of the promises hereinafter set forth, the Board and the Association agree as follows:

1. Employee ID #4013 will be considered Off Guide at the following salaries:

2024-2025 school year- \$71,906.00

2025-2026 school year- \$72,156.00

2026-2027 school year- \$72,406.00

2. Both the Board and Association agree that a grievance has not and will not be filed regarding the above matter. The Board and Association agree that if a grievance is or has been filed it will be deemed withdrawn with prejudice.

3. This Agreement does not constitute an admission of wrongdoing by either Party nor does it constitute any liability or breach of the CNA by the either Party. The parties agree that neither party shall be considered a prevailing or successful party.

4. This Agreement constitutes the complete understanding between the parties. No other promises or undertakings shall be binding upon the parties unless placed in writing and signed by a representative of each party.

5. This Agreement is non-precedential and cannot be used in any other proceedings.

This Agreement is subject to approval of the Board.

6. This Agreement may be executed in counterparts, which shall be taken together as the entire agreement of the Parties hereto. This Agreement may also be exchanged by the Parties via electronic mail for the purposes of securing signatures and will be fully enforceable as an original document.

IN WITNESS THEREOF, the undersigned parties have knowingly and voluntarily executed this Settlement Agreement on the dates below.

Stafford Township Education Association

By _____

Jeannine Golderer, President

Date: _____

Stafford Township Board of Education

By _____

Tammy Wagner, President

Date: _____

Attachments are subject to change without notice.

SIDEBAR AGREEMENT
BETWEEN
STAFFORD TOWNSHIP BOARD OF EDUCATION
AND
STAFFORD TOWNSHIP EDUCATION ASSOCIATION

WHEREAS, the Stafford Township Board of Education (hereinafter the "Board") has previously entered into a Collective Bargaining Agreement with the Stafford Township Education Association (hereinafter "STEA"); and

WHEREAS, it has been identified that this course of action would be in the best interests of the district; and

WHEREAS, the Superintendent has met and negotiated certain terms and conditions of employment with the STEA, and the STEA acknowledges and agrees with the reasons set forth above; and

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

NOW, THEREFORE, BE IT AGREED this **12th day of May, 2025**, by and between the Stafford Township Board of Education and the Stafford Township Education Association as follows:

This Sidebar Agreement is intended by the parties to be an Addendum to the current Collective Bargaining Agreement, shall be subject to all administrative authority expressed in that agreement, and shall remain in full force and effect upon the expiration of that agreement until the parties agree to a successor agreement.

2. This Sidebar Agreement establishes the following terms:
 - a. Under Article XI/Bus Drivers and Transportation Attendants Work Year, A.11 will be amended to reflect pay rate of \$28.00 an hour
 - b. Provided it does not interfere with a driver's regularly assigned run, full-time drivers shall have first pick of class trips distributed by seniority on a rotation basis. All such class trips shall be paid at the rate of \$28.00 per hour. All class trips shall be paid at a minimum of two (2) hours.
3. The parties agree and acknowledge that this Sidebar Agreement shall become effective as of the date of approval and adoption by the Board and the STEA.
4. Unless otherwise stated in this Sidebar Agreement, the terms herein shall have no impact on the terms and conditions set forth in the existing Collective Bargaining Agreement between the parties.

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

ATTEST:

ATTEST

Stafford Township Board of Education

President

Stafford Township Education Association

President

**Stafford Township Board of Education
Bills and Claims
May 2025 Bills Lists**

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
AMAZON.COM SERVICES INC	20-218-100-600-00-100	5325	PO-25-01526	Comfort Items for Preschool Student Use Inv: 1LR7-7VVP-WWVV	May 25		176.17
AMAZON.COM SERVICES INC	62-992-330-600-00-100	5325	PO-25-01549	STAC Concession Supplies Inv: 1WR6-XDTV-6D46	May 25		-22.08
AMAZON.COM SERVICES INC	62-992-330-600-00-100	5325	PO-25-01549	STAC Concession Supplies Inv: 19DV-D3NG-JCCH	May 25		2,168.17
AMAZON.COM SERVICES INC	11-000-266-610-00-100	5325	PO-25-01566	Security Supplies Inv: 1XDC-9FVK-46QL	May 25		72.11
AMAZON.COM SERVICES INC	20-231-200-600-00-118	5325	PO-25-01567	Material for St. Mary's Inv: 1PHY-HV3F-7MNC	May 25		116.76
AMAZON.COM SERVICES INC	11-000-262-610-70-105	5325	PO-25-01581	Main Supplies - INT Inv: 11TD-PWF4-F4TF	May 25		159.15
AMAZON.COM SERVICES INC	11-000-240-600-75-103	5325	PO-25-01585	Main Off Supplies Inv: 13HP-TYJK-NXFW	May 25		50.30
AMAZON.COM SERVICES INC	62-992-330-600-00-100	5325	PO-25-01591	STAC Concession Supplies Inv: 1F4N-79SK-LTYQ	May 25		-27.94
AMAZON.COM SERVICES INC	62-992-330-600-00-100	5325	PO-25-01591	STAC Concession Supplies Inv: 13G-1R31-J74F	May 25		687.64
AMAZON.COM SERVICES INC	62-992-330-600-00-100	5325	PO-25-01591	STAC Concession Supplies Inv: 1KLH-6N4Q-PJVP	May 25		-13.97
AMAZON.COM SERVICES INC	20-250-100-600-00-CO	5325	PO-25-01593	Non Public LCA & MD Supply Inv: 1QHP-3NM9-FNQX	May 25		35.02
AMAZON.COM SERVICES INC	20-250-100-600-60-110	5325	PO-25-01593	Non Public LCA & MD Supply Inv: 1QHP-3NM9-FNQX	May 25		18.50
AMAZON.COM SERVICES INC	61-990-320-610-00-100	5325	PO-25-01600	EDP Supplies Inv: 1DG7-MKFP-GK3H	May 25		208.35
AMAZON.COM SERVICES INC	11-000-261-610-65-105	5325	PO-25-01607	Door Closer - OA Inv: 13CL-FF7L-Y7CH	May 25		465.05
AMAZON.COM SERVICES INC	62-992-330-600-00-105	5325	PO-25-01612	STAC Supplies Inv: 1XCN-GKCR-JDVL	May 25		14.97
AMAZON.COM SERVICES INC	11-190-100-610-70-100	5325	PO-25-01626	General Supplies Inv: 1Q3G-QQ1V-3VTD	May 25		69.93
							4,178.13
ASCENDANCE TRUCKS, LLC	11-000-270-615-00-100	5569	PO-25-01543	Air Filters / Assy Oil Kit for Bus #203 Inv: XA122017607:01	May 25		55.44
							55.44
ASSUMPTION REGIONAL CATHOLIC SCHOOL	11-000-100-500-00-000	5675	PO-25-00330	Tuition Contract (JW) Inv: JUN 25	May 25		561.00
							561.00
BARNEGAT TWP. SCHOOLS	11-000-100-569-00-500	1185	PO-25-01059	Tuition Inv: MAR 25 VSR	May 25		2,016.25
BARNEGAT TWP. SCHOOLS	11-000-100-569-00-500	1185	PO-25-01059	Tuition Inv: MAR 25 GSR	May 25		2,016.25
							4,032.50
BAYADA HOME HEALTH CARE INC	11-000-217-320-65-300	4402	PO-25-00759	1:1 Nursing Services - OA Inv: 86077FD1672 3/24-25 - 3/28/25 JD	May 25		1,633.75
BAYADA HOME HEALTH CARE INC	11-000-217-320-65-300	4402	PO-25-00759	1:1 Nursing Services - OA Inv: 92214FD1661 3/31/25 JW	May 25		426.25

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Bills and Claims
May 2025 Bills Lists**

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BAYADA HOME HEALTH CARE INC	11-000-217-320-65-300	4402	PO-25-00759	1:1 Nursing Services - OA Inv: 98492FD1661 4/7/25 - 4/11/25 JW	May 25		2,090.00
BAYADA HOME HEALTH CARE INC	11-000-217-320-65-300	4402	PO-25-00759	1:1 Nursing Services - OA Inv: 92226FD1606 4/1/25 - 4/4/25 JW	May 25		1,745.00
BAYADA HOME HEALTH CARE INC	11-000-217-320-65-300	4402	PO-25-00759	1:1 Nursing Services - OA Inv: 106804FD1629 4/14/25 - 4/17/25 JW	May 25		1,663.75
BAYADA HOME HEALTH CARE INC	11-000-217-320-50-300	4402	PO-25-01640	1:1 Nursing Services - OXY Inv: 86073FD1774 3/24/25 - 3/28/25 JD	May 25		2,005.00
BAYADA HOME HEALTH CARE INC	11-000-217-320-50-300	4402	PO-25-01640	1:1 Nursing Services - OXY Inv: 92210FD1715 3/31/25 JD	May 25		503.75
BAYADA HOME HEALTH CARE INC	11-000-217-320-50-300	4402	PO-25-01640	1:1 Nursing Services - OXY Inv: 98488FD1697 4/7/25 - 4/11/25 JD	May 25		2,185.00
BAYADA HOME HEALTH CARE INC	11-000-217-320-50-300	4402	PO-25-01640	1:1 Nursing Services - OXY Inv: 92215FD2465 4/1/25 - 4/4/25 JD	May 25		1,711.25
BAYADA HOME HEALTH CARE INC	11-000-217-320-50-300	4402	PO-25-01640	1:1 Nursing Services - OXY Inv: 106774FD1681 4/14/25 - 4/17/25 JD	May 25		1,775.00
							15,738.75
BECKER'S SCHOOL SUPPLIES	11-000-261-610-50-105-001	2750	PO-25-01573	Classroom Carpets Inv: 2047016-IN	May 25		3,674.78
							3,674.78
BENECARD SERVICES, LLC	11-000-291-270-00-200	3324	PO-25-00696	Employee Prescription Benefit 24/25 (2nd half) Inv: 0067623 5/25 ACTIVE	May 25		128,253.66
							128,253.66
BSN SPORTS, LLC	11-000-261-610-50-105-001	5237	PO-25-01588	Gym Mats for Preschool Students Inv: 929550334	May 25		5,642.89
							5,642.89
COMEGNO LAW GROUP PC	11-000-230-331-00-323	5235	PO-25-01614	Legal Services - March 2025 Inv: 6948 STA-7421-03565	May 25		1,311.00
							1,311.00
COOPER ELECTRIC SUPPLY, LLC	11-000-262-610-60-105	2015	PO-25-01307	Light fixture for McKinley front entrance Inv: S057702435-001	May 25		173.00
							173.00
COSTCO WHOLESALE CORPORATION	11-000-230-890-00-815	4750	PO-25-01618	Renewal - membership	May 25		65.00
							65.00
DELTA DENTAL, INC.	11-000-291-270-00-200	2583	PO-25-00690	Employee Dental Coverage 24/25 (2nd half) Inv: PM000000001141395 5/25 ACTIVE	May 25		29,217.79
DELTA DENTAL, INC.	11-000-291-270-00-200-001	2583	PO-25-00690	Employee Dental Coverage 24/25 (2nd half) Inv: PM000000001141396 5/25 RETIREES	May 25		3,998.14
DELTA DENTAL, INC.	11-000-291-270-00-200-001	2583	PO-25-00690	Employee Dental Coverage 24/25 (2nd half) Inv: PM000000001141397 5/25 COBRA	May 25		325.43
							33,541.36
DIALED ACTION AGENCY, LLC	20-280-100-500-00-500	5083	PO-25-01447	entertainment for Dare Day 2025 Inv: 5/28/25 DARE DAY	May 25		2,700.00

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DIALED ACTION AGENCY, LLC	20-280-100-500-00-518	5083	PO-25-01447	entertainment for Dare Day 2025 Inv: 5/28/25 DARE DAY	May 25		300.00
							3,000.00
EDUCATIONAL SPECIALIZED ASSOCIATES LLC	20-250-100-300-50-300	5052	PO-25-01611	Outside Evaluation-OXY Inv: 4336	May 25		600.00
							600.00
ERCO CEILINGS, INC.	11-000-261-610-50-105	5233	PO-25-01616	Replacement ceiling tiles for district Inv: #INV-ECI-37174	May 25		620.86
ERCO CEILINGS, INC.	11-000-261-610-60-105	5233	PO-25-01616	Replacement ceiling tiles for district Inv: #INV-ECI-37174	May 25		620.86
ERCO CEILINGS, INC.	11-000-261-610-65-105	5233	PO-25-01616	Replacement ceiling tiles for district Inv: #INV-ECI-37174	May 25		620.86
ERCO CEILINGS, INC.	11-000-261-610-70-105	5233	PO-25-01616	Replacement ceiling tiles for district Inv: #INV-ECI-37174	May 25		620.86
ERCO CEILINGS, INC.	11-000-261-610-75-105	5233	PO-25-01616	Replacement ceiling tiles for district Inv: #INV-ECI-37174	May 25		620.86
							3,104.30
GEN SERVE, INC.	11-000-261-420-65-400	4630	PO-25-00076	Annual Maintenance Agreement for Generators Inv: 0509413-IN	May 25		240.00
GEN SERVE, INC.	11-000-261-420-75-400	4630	PO-25-00076	Annual Maintenance Agreement for Generators Inv: 0506023-IN	May 25		240.00
							480.00
GOPHER SPORT	11-000-261-610-50-105-001	1188	PO-25-01576	Fire Remediation Replacement Item-OXY Inv: IN439128	May 25		91.14
							91.14
HAWKSWOOD SCHOOL	20-250-100-500-00-500	5249	PO-25-00280	OOD Tuition Inv: 73657 JUN 25 NW	May 25		3,730.68
HAWKSWOOD SCHOOL	20-250-100-500-00-500	5249	PO-25-00290	OOD Tuition Inv: 73657 JUN 25 JV	May 25		3,730.68
							7,461.36
HILLYARD, INC.	11-000-262-610-50-104	3557	PO-25-01555	Paper Towels needed for District Inv: 256362	May 25		731.61
HILLYARD, INC.	11-000-262-610-60-104	3557	PO-25-01555	Paper Towels needed for District Inv: 256362	May 25		731.61
HILLYARD, INC.	11-000-262-610-65-104	3557	PO-25-01555	Paper Towels needed for District Inv: 256362	May 25		731.61
HILLYARD, INC.	11-000-262-610-70-104	3557	PO-25-01555	Paper Towels needed for District Inv: 256362	May 25		731.61
HILLYARD, INC.	11-000-262-610-75-104	3557	PO-25-01555	Paper Towels needed for District Inv: 256362	May 25		731.61
							3,658.05
Inspired Education (Happy Days II)	20-218-200-321-00-300	5681	PO-25-00426	PRESCHOOL TUITION Inv: JUN 25	May 25		64,815.55
							64,815.55
INSPIRED EDUCATION, LLC (HAPPY DAYS I)	20-218-200-321-00-300	5348	PO-25-00038	Tuition Pre-School 2024-2025 SY Inv: JUN 25	May 25		43,210.37

**Stafford Township Board of Education
Bills and Claims
May 2025 Bills Lists**

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
JOHNSON CONTROLS FIRE PROTECT, LP	11-000-261-420-70-400	4968	PO-25-00743	Replace 6 speakers/strobes at Intermediate School Inv: 52855102	May 25		43,210.37 4,958.93
KIRMS PRINTING COMPANY	62-992-330-590-00-500	4244	PO-25-00170	Advertising Inv: 525120809 MAY 25	May 25		4,958.93 2,522.18
LAKESHORE LEARNING MATERIALS	20-250-100-600-00-CO	1122	PO-25-01520	Non-public Supplies-LCA Inv: 90532267	May 25		2,522.18 580.35
LAKESHORE LEARNING MATERIALS	20-250-100-600-00-CO	1122	PO-25-01520	Non-public Supplies-LCA Inv: 90543744	May 25		35.99
LITTLE GRADUATES PRESCHOOL	20-218-200-321-00-300	5345	PO-25-00039	Pre-School Tuition 2024-2025 Inv: MAY 25	May 25 EFT		616.34 21,605.19
MASCHIO'S FOOD SERVICES, INC.	62-992-330-600-00-100	5648	PO-25-01378	Supplies for Concessions Inv: IN0100230 3/25	May 25		21,605.19 196.52
MASCHIO'S FOOD SERVICES, INC.	62-992-330-600-00-100	5648	PO-25-01378	Supplies for Concessions Inv: IN0100231 3/25	May 25		88.58
MASCHIO'S FOOD SERVICES, INC.	62-992-330-600-00-100	5648	PO-25-01378	Supplies for Concessions Inv: IN0100232 3/25	May 25		322.75
MASCHIO'S FOOD SERVICES, INC.	62-992-330-600-00-100	5648	PO-25-01378	Supplies for Concessions Inv: IN0100233 3/25	May 25		58.85
MASCHIO'S FOOD SERVICES, INC.	62-992-330-600-00-100	5648	PO-25-01378	Supplies for Concessions Inv: IN0100234 3/25	May 25		71.94
MASCHIO'S FOOD SERVICES, INC.	62-992-330-600-00-100	5648	PO-25-01430	Supplies for Concessions Inv: IN0100235 3/25	May 25		322.95
MASCHIO'S FOOD SERVICES, INC.	60-990-310-300-00-300	5648	PO-25-01617	School Lunch Program - MARCH Inv: IN0100380 MAR 25	May 25		92,789.87
MCCARTHY TIRE SERVICE CO. OF PHILA	11-000-270-615-00-120	5273	PO-25-01570	Tires and Mounting for Bus #213 Inv: 19-115713	May 25		93,851.46 1,646.60
MEADOWBROOK INDUSTRIES LLC	11-000-262-420-00-405	4075	PO-25-00062	Trash Removal District wide 2024-2025 school year Inv: MAY 2025	May 25		1,646.60 6,370.00
NATIONAL VISION ADMINISTRATORS LLC	11-000-291-270-00-200	3500	PO-25-00691	Employee Vision Benefit 24/25 (2nd half) Inv: 4455535 5/25 ACTIVE	May 25		6,370.00 6,683.57
NATIONAL VISION ADMINISTRATORS LLC	11-000-291-270-00-200-001	3500	PO-25-00691	Employee Vision Benefit 24/25 (2nd half) Inv: 4455536 5/25 COBRA	May 25		69.78
NATIONAL VISION ADMINISTRATORS LLC	11-000-291-270-00-200-001	3500	PO-25-00691	Employee Vision Benefit 24/25 (2nd half) Inv: 4455537 5/25 RETIREE	May 25		1,059.72
NEW YORK LIFE INSURANCE COMPANY	11-000-291-290-00-000	5204	PO-25-00013	Long-Term Disab. - non-affil emp/admin 24/25 Inv: 64449 APR 25	May 25		7,813.07 683.46

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Bills and Claims
May 2025 Bills Lists**

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OPEN SYSTEMS INTEGRATORS, INC	11-000-262-420-65-400	5393	PO-25-01487	Removal of current software system at Ocean Acres Inv: 67489	May 25		683.46 1,592.84
PARK ELECTRIC, INC.	11-000-261-610-70-105	4122	PO-25-01583	Repair Part - STAC Lobby Rooftop Unit motor Inv: P48452	May 25		1,592.84 808.27
PHILLY PRETZEL FACTORY	62-992-330-600-00-100	5717	PO-25-01336	Supplies for Concessions Inv: INV0002 MAR 25	May 25		808.27 720.00
PREFERRED BEHAVIORAL HEALTH OF NJ INC DBA: PREFERRED BEHAVIORAL HEALTH CARE	20-250-100-300-65-300	5484	PO-25-01605	Fit to Return-OA Inv: 4/9/25 SP	May 25		720.00 350.00
PREFERRED HOME HEALTH CARE & NURSING DBA: CARE OPTIONS FOR KIDS	11-000-213-300-50-300	4354	PO-25-01603	District Nursing Coverage Inv: 32969FC1082 3/20/25	May 25		350.00 232.50
PREVENTION SPECIALISTS INC	11-000-270-390-00-301	1178	PO-25-01631	Random Drug Tests for Transportation Dept Inv: 36505	May 25		232.50 753.00
PRIMO, INC.	62-992-330-590-00-500	4757	PO-25-01517	Stac Advertising Inv: 25325-35325-61974	May 25		753.00 233.40
Rebecca Gee	62-992-330-590-00-500	5599	PO-25-01579	Advertising for STAC Inv: 4/10/25 DIGITAL IMAGE INVOICE	May 25		233.40 210.00
Rebecca Gee	62-992-330-590-00-500	5599	PO-25-01579	Advertising for STAC Inv: 4/10/25 PRINT AD INVOICE	May 25		210.00 210.00
RIBBONS EXPRESS, INC.	11-000-240-600-70-105	4337	PO-25-01499	Office Supplies Inv: 2239124	May 25		420.00 1,809.00
Sonova USA, Inc.	20-250-100-600-50-110	5702	PO-25-01539	Lanyard for the microphone that connects to student's hearing aids Inv: 5403221973	May 25		1,809.00 84.79
SOUTH JERSEY PAPER PRODUCTS	11-000-262-610-70-104	4612	PO-25-01514	Hand soap needed for district Inv: 529300	May 25		84.79 367.68
SOUTH JERSEY PAPER PRODUCTS	11-000-262-610-50-104	4612	PO-25-01514	Hand soap needed for district Inv: 529300-01	May 25		367.68 367.68
SOUTH JERSEY PAPER PRODUCTS	11-000-262-610-65-104	4612	PO-25-01514	Hand soap needed for district Inv: 529300-01	May 25		367.68 183.84
SOUTH JERSEY PAPER PRODUCTS	11-000-262-610-60-104	4612	PO-25-01514	Hand soap needed for district Inv: 529300-01	May 25		183.84 367.68

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Bills and Claims
May 2025 Bills Lists**

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SOUTH JERSEY PAPER PRODUCTS	11-000-262-610-75-104	4612	PO-25-01514	Hand soap needed for district Inv: 529300	May 25		367.68
SOUTH JERSEY PAPER PRODUCTS	11-000-262-610-65-104	4612	PO-25-01514	Hand soap needed for district Inv: 529300	May 25		183.84
							1,838.40
STERTIL-KONI USA, INC.	11-000-270-420-00-400	5302	PO-25-01509	Lift Inspections for 2025 Inv: 184507	May 25		940.00
							940.00
UNUM	11-000-291-290-00-000	1809	PO-25-00014	STAA Employee Disability - 24739 Inv: 0550271-001 3 MAY 25	May 25		534.76
							534.76
WOLFINGTON BODY COMPANY, INC.	11-000-270-615-00-121	2533	PO-25-01594	Oil Filters for various buses Inv: 156034M	May 25		38.07
							38.07
Y.A.L.E. SCHOOL EAST, INC.	11-000-100-566-00-500	5740	PO-25-01482	Out of District Tuition Inv: #EAC 14MAY 25 22 JL	May 25		8,217.51
							8,217.51

Attachments are subject to change without notice.

**Stafford Township Board of Education
Bills and Claims
May 2025 Bills Lists**

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

Fund	Program	Purchase Orders	Current	Prior Year	Total
11 General Current Expense	000 Undistributed Expenditures	62	239,365.89		239,365.89
11 General Current Expense	190 Regular Programs - Undistributed	1	69.93		69.93
	Fund total:		239,435.82		239,435.82
20 Special Revenue Fund	218 Preschool Education	4	129,807.28		129,807.28
20 Special Revenue Fund	231 ESSA Title I, Part A	1	116.76		116.76
20 Special Revenue Fund	250 IDEA Part B	9	9,166.01		9,166.01
20 Special Revenue Fund	280 ESSA Title IV	2	3,000.00		3,000.00
	Fund total:		142,090.05		142,090.05
60 Enterprise Fund	990 Other Enterprise Funds	1	92,789.87		92,789.87
	Fund total:		92,789.87		92,789.87
61 Imported	990 Other Enterprise Funds	1	208.35		208.35
	Fund total:		208.35		208.35
62 Imported	992 Imported	17	7,763.96		7,763.96
	Fund total:		7,763.96		7,763.96
	Grand totals:	98	482,288.05		482,288.05

Attachments are subject to change without notice.

Stafford Township Board of Education
Bills and Claims
May 2025 Bills Lists

President

Vice President

Business Administrator

Attachments are subject to change without notice.

Stafford Township Board of Education
Bills and Claims
May 2025 Bills Lists - EFT

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
LITTLE GRADUATES PRESCHOOL	20-218-200-321-00-300	5345	PO-25-00039	Pre-School Tuition 2024-2025 Inv: MAY 25	May 25 EFT		21,605.19
							21,605.19

Attachments are subject to change without notice.

Stafford Township Board of Education
Bills and Claims
May 2025 Bills Lists - EFT

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

Fund	Program	Purchase Orders	Current	Prior Year	Total
20 Special Revenue Fund	218 Preschool Education		21,605.19		21,605.19
	Fund total:		21,605.19		21,605.19
	Grand totals:	1	21,605.19		21,605.19

Attachments are subject to change without notice.

Stafford Township Board of Education
Bills and Claims
May 2025 Bills Lists - EFT

President

Vice President

Business Administrator

Attachments are subject to change without notice.

**Stafford Township Board of Education
Bills and Claims
April 2025 Additional Bills List**

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
BARNEGAT TWP. SCHOOLS	11-000-100-569-00-500	1185	PO-25-01604	Tuition 2024-2025 Inv: MAR 25 CBM	Apr'25 Mid	002881	1,832.66
BARNEGAT TWP. SCHOOLS	11-000-100-569-00-500	1185	PO-25-01604	Tuition 2024-2025 Inv: OCT 24 CBM	Apr'25 Mid	002881	1,832.66
BARNEGAT TWP. SCHOOLS	11-000-100-569-00-500	1185	PO-25-01604	Tuition 2024-2025 Inv: NOV 24 CBM	Apr'25 Mid	002881	1,832.66
BARNEGAT TWP. SCHOOLS	11-000-100-569-00-500	1185	PO-25-01604	Tuition 2024-2025 Inv: DEC 24 CBM	Apr'25 Mid	002881	1,832.66
BARNEGAT TWP. SCHOOLS	11-000-100-569-00-500	1185	PO-25-01604	Tuition 2024-2025 Inv: JAN 25 CBM	Apr'25 Mid	002881	1,832.66
BARNEGAT TWP. SCHOOLS	11-000-100-569-00-500	1185	PO-25-01604	Tuition 2024-2025 Inv: FEB 25 CBM	Apr'25 Mid	002881	1,832.66
							10,995.96
BAYADA HOME HEALTH CARE INC	11-000-217-320-50-300	4402	PO-25-00762	1:1 Nursing Services - OXY Inv: 18516EL11/20/12/17/25 - 12/20/24 JD	Apr'25 Mid	002882	1,388.75
							1,388.75
COMCAST BUSINESS COMMUNICATIONS, LLS	11-190-100-500-50-500	1460	PO-25-00374	WAN Options OA, OXY & MCK Campus Inv: 137921226 3/25	Apr'25 Mid	002883	1,549.28
COMCAST BUSINESS COMMUNICATIONS, LLS	11-190-100-500-65-500	1460	PO-25-00374	WAN Options OA, OXY & MCK Campus Inv: 237921226 3/25	Apr'25 Mid	002883	1,549.28
							3,098.56
COSTCO WHOLESALE CORPORATION	62-992-330-600-00-100	4750	PO-25-01519	Supplies for Concessions Inv: 3/27/25 1025 230 25 805 BALANCE DUE	Apr'25 Mid	002884	193.73
COSTCO WHOLESALE CORPORATION	62-992-330-600-00-100	4750	PO-25-01519	Supplies for Concessions Inv: 04/13/25 1025 230 4 802	Apr'25 Mid	002884	138.82
COSTCO WHOLESALE CORPORATION	62-992-330-600-00-100	4750	PO-25-01519	Supplies for Concessions Inv: 04/11/2025 1025 230 9 820	Apr'25 Mid	002884	62.88
							395.43
MS. MARY DARMODY	11-000-223-581-50-500	2370	PO-25-01348	mileage reimbursement for MD-OXY Inv: REIMBURSEMENT	Apr'25 Mid	002877	101.52
							101.52
MS. STEPHANIE BUSH	11-000-221-610-00-100	3785	S BUSH	Petty Cash	25-0506	002880	46.47
MS. STEPHANIE BUSH	11-000-221-610-00-100	3785	S BUSH	Petty Cash	25-0506	002880	29.31
MS. STEPHANIE BUSH	11-000-221-610-00-100	3785	S BUSH	Petty Cash	25-0506	002880	14.98
MS. STEPHANIE BUSH	11-000-221-610-00-100	3785	S BUSH	Petty Cash	25-0506	002880	11.37
MS. STEPHANIE BUSH	11-000-221-610-00-100	3785	S BUSH	Petty Cash	25-0506	002880	46.47
							148.60
STAFFORD TWP. BOE	11-000-291-241-00-200	2356	PO-25-01632	Delayed Enrollment - T. Leonard (NJDP) Inv: 118698-TINA LEONARD	Back PERS-TL	No Check	9,756.23
							9,756.23
WILLIAM DEREN - Petty Cash	11-000-221-610-00-106	4099	B DEREN	Petty Cash	25-0530	002885	44.91
WILLIAM DEREN - Petty Cash	11-000-221-610-00-106	4099	B DEREN	Petty Cash	25-0530	002885	45.99
							90.90

Stafford Township Board of Education
Bills and Claims
April 2025 Additional Bills List

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

Fund	Program	Purchase Orders	Current	Prior Year	Total
11 General Current Expense	000 Undistributed Expenditures	16	22,481.96		22,481.96
11 General Current Expense	190 Regular Programs - Undistributed	4	3,098.56		3,098.56
	Fund total:		25,580.52		25,580.52
62 Imported	992 Imported	3	395.43		395.43
	Fund total:		395.43		395.43
	Grand totals:	21	25,975.95		25,975.95

Attachments are subject to change without notice.

Stafford Township Board of Education
Refund List (Revenue and Expense)
2024-25 April

Fund 60 Enterprise Fund

Refund #	Date	Description	Amount	Account Number	Payor Name	Type
RVR-25-000012	4/10/2025	LUNCH ACCOUNT REIMBURSEMENTS FOR TWO STUDENTS	6.25	60-1800-900-01	RICH AGNELLO	Revenue

Fund 60 Total:

6.25

Total Refunds:

6.25

Attachments are subject to change without notice.

Stafford Township Board of Education
Bills and Claims
April 2025 Additional Bills List

President

Vice President

Business Administrator

Attachments are subject to change without notice.

Stafford Township Board of Education
Bills and Claims
April 2025 Additional Bills List - EFT

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount
STAFFORD TWP. BOE	11-000-291-241-00-200	2356	PO-25-01632	Delayed Enrollment - T. Leonard (NJDP) Inv: 118698-TINA LEONARD	Back PERS- TL	No Check	9,756.23
							9,756.23

Attachments are subject to change without notice.

Stafford Township Board of Education
Bills and Claims
April 2025 Additional Bills List - EFT

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

Fund	Program	Purchase Orders	Current	Prior Year	Total
11 General Current Expense	000 Undistributed Expenditures		9,756.23		9,756.23
	Fund total:		9,756.23		9,756.23
	Grand totals:	1	9,756.23		9,756.23

Attachments are subject to change without notice.

Stafford Township Board of Education
Bills and Claims
April 2025 Additional Bills List - EFT

President

Vice President

Business Administrator

Attachments are subject to change without notice.

STAFFORD TOWNSHIP BOARD OF EDUCATION

BOARD SECRETARY'S REPORT/TREASURER'S REPORT

ATTACHMENT:G-3. & G-4.

MONTH OF MARCH 2025

	Opening Balances	Cash Receipts	Cash Disbursements	Ending Balances
Fund 10				
Current Expense				
Health Benefit				
Capital Outlay				
Special Schools				
	\$ 24,304,332.23	\$ 3,728,415.16	\$ 4,883,686.56	\$ 23,149,060.83
Fund 20				
Special Revenue	\$ 1,371,429.89	\$ 773,774.00	\$ 581,848.55	\$ 1,563,355.34
Fund 30				
Capital Projects	\$ 1,845,075.62	\$ 5,491.64	\$ 6,570.00	\$ 1,843,997.26
Fund 40				
Debt Service	\$ 0.52	\$ -	\$ -	\$ 0.52
Fund 60				
Food Service	\$ 534,769.27	\$ 51,848.81	\$ 95,372.85	\$ 491,245.23
Fund 61				
Extended Day	\$ 923,314.76	\$ 33,890.05	\$ 35,660.62	\$ 921,544.19
Fund 62				
STAC	\$ 325,171.63	\$ 110,015.34	\$ 33,920.06	\$ 401,266.91
Balances	\$ 29,304,093.92	\$ 4,703,435.00	\$ 5,637,058.64	\$ 28,370,470.28
Treasurer				
Fund 10	\$ 24,304,332.23	\$ 3,728,415.16	\$ 4,883,686.56	\$ 23,149,060.83
Fund 20	\$ 1,371,429.89	\$ 773,774.00	\$ 581,848.55	\$ 1,563,355.34
Fund 30	\$ 1,845,075.62	\$ 5,491.64	\$ 6,570.00	\$ 1,843,997.26
Fund 40	\$ 0.52	\$ -	\$ -	\$ 0.52
Fund 60	\$ 534,769.27	\$ 51,848.81	\$ 95,372.85	\$ 491,245.23
Fund 61	\$ 923,314.76	\$ 33,890.05	\$ 35,660.62	\$ 921,544.19
Fund 62	\$ 325,171.63	\$ 110,015.34	\$ 33,920.06	\$ 401,266.91
Balances	\$ 29,304,093.92	\$ 4,703,435.00	\$ 5,637,058.64	\$ 28,370,470.28

I certify that the Treasurer of School Monies and the Board Secretary's ending cash balances of Funds 10 through 61 for the month of March 2025 are correct and in agreement.

Lourdes LaGuardia, SBA/BS

**REPORT OF THE TREASURER
TO THE STAFFORD TOWNSHIP BOARD OF EDUCATION
ALL FUNDS
As of : 03/31/25**

CASH REPORT					
	FUNDS	Beginning Cash Balance	Cash Receipts This Month	Cash Disbursements This Month	Ending Cash Balance
		(1)	(2)	(3)	(1) + (2) - (3)
	GOVERNMENTAL FUNDS				
1	General Fund - Funds 10, 16 & 17	\$ 24,304,332.23	\$ 3,728,415.16	\$ 4,883,686.56	\$ 23,149,060.83
2	Special Revenue Fund - Fund 20	\$ 1,371,429.89	\$ 773,774.00	\$ 581,848.55	\$ 1,563,355.34
3	Capital Projects Fund - Fund 30	\$ 1,845,075.62	\$ 5,491.64	\$ 6,570.00	\$ 1,843,997.26
4	Debt Service Fund - Fund 40	\$ 0.52	\$ -		\$ 0.52
5	Total Governmental Funds [Ln 1 thru 4]	\$ 27,520,838.26	\$ 4,507,680.80	\$ 5,472,105.11	\$ 26,556,413.95
	ENTERPRISE FUNDS				
6	Fund 60 - Cafeteria	\$ 534,769.27	\$ 51,848.81	\$ 95,372.85	\$ 491,245.23
7	Fund 61 - Preschool, Extended Day, STAC	\$ 923,314.76	\$ 33,000.00	\$ 35,660.62	\$ 921,544.19
8	Fund 62	\$ 325,171.63	\$ 110,015.34	\$ 33,920.06	\$ 401,266.91
9	Total Enterprise Funds	\$ 1,783,255.66	\$ 195,754.20	\$ 164,953.53	\$ 1,814,056.33
10	Total General Account [Ln 5-Ln 3+Ln 10]	\$ 27,459,018.30	\$ 4,697,943.36	\$ 5,630,488.64	\$ 26,526,473.02
11	Total General Account + Capital Projects	\$ 29,304,053.92	\$ 4,703,435.00	\$ 5,637,058.64	\$ 28,370,470.28
12	TRUST AND AGENCY FUNDS (Fund 90)				
13	Payroll	\$ 3,337.47	\$ 1,905,927.74	\$ 1,905,599.98	\$ 3,665.23
14	Payroll Agency	\$ 203,797.80	\$ 2,245,070.09	\$ 2,220,922.02	\$ 227,945.87
15	Unemployment Trust	\$ 799,047.67	\$ 2,374.69	\$ 1,479.06	\$ 799,943.30
16	McKinley Student Activity	\$ 32,475.34	\$ 3,395.55	\$ 3,000.00	\$ 32,870.89
17	Oxycoccus Student Activity	\$ 4,948.30	\$ 421.46	\$ -	\$ 5,369.76
18	Intermediate Student Activity	\$ 15,667.89	\$ 47.56	\$ -	\$ 15,715.45
19	Ocean Acres Student Activity	\$ 21,989.27	\$ 65.46	\$ -	\$ 22,054.73
20	PLC Student Activity	\$ 18,848.79	\$ 2,123.64	\$ 1,808.00	\$ 19,164.43
21	FSA Account	\$ 9,604.12	\$ 5,294.50	\$ 4,656.59	\$ 10,242.03
22	United For Stafford	\$ 38,329.90	\$ 114.10		\$ 38,444.00
23	Total Trust & Agency Funds (Lines 14-23)	\$ 1,148,046.55	\$ 4,164,834.79	\$ 4,137,465.65	\$ 1,175,415.69
24	Total All Funds (Lines 5+10+24)	\$ 30,452,140.47	\$ 8,868,269.79	\$ 9,774,524.29	\$ 29,545,885.97

Prepared and Submitted By:

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

April 9, 2025
1

BANK RECONCILIATION
STAC Account

Bank Name		Ocean First		Prepared by: SB	
Account Number		16006009685		4/9/2025	
Statement Date		March 31, 2025			
Fund/Funds		10, 20, 40, 60, 61			
1	Balance per Bank				\$ 9,225.77
	Reconciling Items				
	Additions				
	Deposits in Transit				
	Date	Amount			
2a	from below	-			
2b	ACH needed in GL				
2c					
2d					
2	Total D.I.T.'s		-		
3	Total Additions			-	
	Deductions				
	Outstanding Checks				
4	(Attach List)		-		
5	Other (Explain Const. Acct. *				
6	Total Deductions			-	
7	Net Reconciling Items				-
8	Adjusted Balance per Bank as of: March 31, 2025				\$ 9,225.77

General Account
Outstanding Checks & Deposits In Transit

Month Ending March 31, 2025[illegible]

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

General Account
Outstanding Checks & Deposits In Transit

Deposit Number	Deposit Amount
	\$ -
For Note Purposes Only	
Returned Check Date	Returned Check Amount
	\$ -

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

Bank Name		Ocean First		Prepared by: SB	
Account Number		16006001010		4/7/2025	
Statement Date		February 28, 2025			
Fund/Funds		10, 20, 40, 60, 61			
1	Balance per Bank				\$ 1,148.95
	Reconciling Items				
	Additions				
	Deposits in Transit				
	Date	Amount			
	2a	from below	-		
	2b				
	2c				
	2d				
2	Total D.I.T.'s		-		
3	Total Additions			-	
	Deductions				
	Outstanding Checks				
4	(Attach List)		-		
5	Other (Explain Const. Acct. *				
6	Total Deductions			-	
7	Net Reconciling Items				-
8	Adjusted Balance per Bank as of: February 28, 2025				\$ 1,148.95

General Account
Outstanding Checks & Deposits In Transit

Month Ending February 28, 2025

<u>Check Number</u>	<u>Check Amount</u>	<u>Check Number</u>	<u>Check Amount</u>
Attachments are subject to audit.			
	\$ -		\$ -
Total Outstanding Checks:			\$ -

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

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

BANK RECONCILIATION

Construction Projects

30-101

Bank Name		Ocean First Bank		Prepared by: SB	
Account Number		16006006558		4/7/2025	
Statement Date		February 28, 2025			
Fund/Funds		30			
1	Balance per Bank				\$ 1,848,946.18
	Reconciling Items				
	Additions				
	Deposits in Transit				
	Date	Amount			
	2a				
	2b				
	2c				
	2d				
2	Total D.I.T.'s		-		
3	Total Additions			-	
	Deductions				
	Outstanding Checks				
4	(Attach List)		4,950.00		
5	Other (Explain)				
6	Total Deductions			4,950.00	
7	Net Reconciling Items				(4,950.00)
8	Adjusted Balance per Bank as of: February 28, 2025				\$ 1,843,996.18

Construction Projects Account
Outstanding Checks & Deposits In Transit

Month Ending February 28, 2025

Check <u>Number</u>	Check <u>Amount</u>	Deposit <u>Number</u>	Deposit <u>Amount</u>
21	\$ 4,950.00		
	\$ 4,950.00		\$ -

Bank Name	New Jersey Cash Management	Prepared by: SB
Account Number	000157488-171	4/7/2025
Statement Date	February 28, 2025	
Fund/Funds	30	
1 Balance per Bank		\$ 6,164,306.16
	Reconciling Items	
	Additions	
	Deposits in Transit	
	Date	Amount
	2a	
	2b	
	2c	
	2d	
2	Total D.I.T.'s	-
3	Total Additions	-
	Deductions	
	Outstanding Checks	
4	(Attach List)	-
5	Other (Explain)	
6	Total Deductions	-
7	Net Reconciling Items	-
8 Adjusted Balance per Bank as of: February 28, 2025		\$ 6,164,306.16

Month Ending ~~February~~ 28, 2025

Check Number	Check Amount	Deposit Number	Deposit Amount
	\$ -		\$ -

BANK RECONCILIATION
Agency Account

Bank Name	Ocean First	Prepared by: SB 4/7/2025
Account Number	16006006467	
Statement Date	February 28, 2025	
Fund/Funds	90	

Agency Account
Outstanding Checks

February 28, 2025

Check Number	Check <u>Amount</u>	Check <u>Number</u>	Check <u>Amount</u>	Check <u>Number</u>	Check <u>Amount</u>
All amounts are subject to change without notice.					
					.00

BANK RECONCILIATION **Agency Account**

90-101

Bank Name	Ocean First Bank	Prepared by: SB
Account Number	16006006467	4/7/2025
Statement Date	February 28, 2025	
Fund/Funds	90	

1	Balance per Bank		\$ 500,528.29
	Reconciling Items		
	Additions		
	Deposits in Transit		
	Date	Amount	
	2a	(0.78)	
	2b		
	2c		
	2d		
2	Total D.I.T.'s	(0.78)	
3	Total Additions		(0.78)
	Deductions		
	Outstanding Checks		
4	(Attach List)	272,581.64	
5	Other (Explain)		
6	Total Deductions		272,581.64
7	Net Reconciling Items		(272,582.42)
8	Adjusted Balance per Bank as of February 28, 2025		\$ 227,945.87

Agency Account Outstanding Checks & Deposits In Transit

Month Ending: February 28, 2025

Check Number	Check Amount
Per Attached	272,581.64
Misc Adj	
	\$ 272,581.64

Deposit Number	Deposit Amount
Misc	\$ (0.78)
	\$ (0.78)

BANK RECONCILIATION
Agency Account

Bank Name	Ocean First	Prepared by: SB 4/7/2025
Account Number	16006006467	
Statement Date	February 28, 2025	
Fund/Funds	90	

Agency Account
Outstanding Checks

1 E1 February 28, 2025

Check Number	Check Amount	Check Number	Check Amount	Check Number
178	235.63			
189	109.91			
190	521.46			
191	38,872.62			
192	5,856.52			
193	3,080.92			
TPAF	162,049.31			
PERS	61,855.27			
		Outstanding	272,581.64	

Attachments are subject to change without notice.

BANK RECONCILIATION
McKinley Student Activity Account

Bank Name	Ocean First Bank		Prepared by: SB
Account Number	16006006517		4/7/2025
Statement Date	February 28, 2025		
Fund/Funds	90		
Balance per Bank			\$ 32,870.89
Reconciling Items			
Additions			
Deposits in Transit			
	Date Amount		
2a		-	
2b			
2c			
2d			
2	Total D.I.T.'s	-	
3	Total Additions	-	
Deductions			
Outstanding Checks			
4	(Attach List)	-	
5	Other (Explain)*		
6	Total Deductions	-	
7	Net Reconciling Items		-
8 Adjusted Balance per Bank as of: February 28, 2025			\$ 32,870.89

McKinley Student Activity
Outstanding Checks & Deposits In Transit

Month Ending: February 28, 2025

Check Number	Check Amount
	\$ -

Deposit Number	Deposit Amount
	\$ -

BANK RECONCILIATION
Oxycoccus Student Activity Account

Bank Name	Ocean First Bank		Prepared by: SB
Account Number	16006006491		4/7/2025
Statement Date	February 28, 2025		
Fund/Funds	63		

1	Balance per Bank	5,369.76
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	Reconciling Items			
	Additions			
	Deposits in Transit			
	Date	Amount		
	2a			
	2b			
	2c			
	2d			
2	Total D.I.T.'s	-		
3	Total Additions	-		
	Deductions			
	Outstanding Checks			
4	(Attach List)	-		
5	Other (Explain)			
6	Total Deductions	-		
7	Net Reconciling Items			-
8	Adjusted Balance per Bank as of: February 28, 202			\$ 5,369.76

Oxycoccus Student Activity Account
Outstanding Checks & Deposits In Transit

Month Ending: February 28, 2025

Check Number	Check Amount
	\$ -

Deposit Number	Deposit Amount

BANK RECONCILIATION
Intermediate Student Activity Account

Bank Name	Ocean First Bank	Prepared by: SB
Account Number	16006006525	4/7/2025
Statement Date	February 28, 2025	
Fund/Funds	90	

1	Balance per Bank	15,715.45
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	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2">Reconciling Items</td> </tr> <tr> <td colspan="2">Deposits in Transit</td> </tr> <tr> <td style="width: 10%;">Date</td> <td style="width: 10%;">Amount</td> </tr> <tr> <td>2a</td> <td style="text-align: center;">-</td> </tr> <tr> <td>2b</td> <td></td> </tr> <tr> <td>2c</td> <td></td> </tr> <tr> <td>2d</td> <td></td> </tr> </table>	Reconciling Items		Deposits in Transit		Date	Amount	2a	-	2b		2c		2d			
Reconciling Items																	
Deposits in Transit																	
Date	Amount																
2a	-																
2b																	
2c																	
2d																	
2	Total D.I.T.'s	-															
3	Total Additions	-															
	Deductions																
	Outstanding Checks																
4	(Attach List)	-															
5	Other (Explain)																
6	Total Deductions	-															
7	Net Reconciling Items		-														
8	Adjusted Balance per Bank as of: February 28, 202		\$ 15,715.45														

Intermediate Student Activity Account
Outstanding Checks & Deposits In Transit

Month Ending: February 28, 2025

Check Number	Check Amount	Deposit Number	Deposit Amount
	\$ -		\$ -

BANK RECONCILIATION
Flexible Spending Account (FSA)

Bank Name		Ocean First Bank		Prepared by: SB	
Account Number		16006006475		4/7/2025	
Statement Date		February 28, 2025			
Fund/Funds		90			
1 Balance per Bank				\$ 10,242.03	
		Reconciling Items			
		Additions			
		Deposits in Transit			
		Date	Amount		
2a					
2b					
2c					
2d					
2		Total D.I.T.'s		-	
3		Total Additions			
		Deductions			
		Outstanding Checks			
4		(Attach List)		-	
5		Other (Explain)			
6		Total Deductions		-	
7		Net Reconciling Items		-	
8 Adjusted Balance per Bank as of: February 28, 202				\$ 10,242.03	

Flexible Spending Account
Outstanding Checks & Deposits In Transit

Month Ending: February 28, 2025

Check <u>Number</u> Claims	Check <u>Amount</u>	Deposit <u>Number</u>	Deposit <u>Amount</u>
	\$ -		\$ -

BANK RECONCILIATION
Ocean Acres Student Activity Account

Bank Name	Ocean First Bank	Prepared by: SB
Account Number	16006006509	4/7/2025
Statement Date	February 28, 2025	
Fund/Funds	63	

1	Balance per Bank	22,054.73
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	Reconciling Items					
	Additions					
	Deposits in Transit					
	Date	Amount				
	2a					
	2b					
	2c					
	2d					
2	Total D.I.T.'s	-				
3	Total Additions		-			
	Deductions					
	Outstanding Checks					
4	(Attach List)	-				
5	Other (Explain)					
6	Total Deductions		-			
7	Net Reconciling Items					-
8	Adjusted Balance per Bank as of: February 28, 202					\$ 22,054.73

Ocean Acres Student Activity Account
Outstanding Checks & Deposits In Transit

Month Ending: February 28, 2025

Check Number	Check Amount
	\$ -

Deposit Number	Deposit Amount

**Report of the Secretary to the Board of Education
Stafford Township Board of Education**

**Fund 10 - Interim Balance Sheet
For the nine month period ending 03/31/2025**

Assets and Resources

Assets

Account Number	Account Name	Subtotal Balance	Balance
101	Cash in Bank		12,143,832.38
102-107	Cash Equivalents		6,163,671.46
116	Investment - Capital Reserve Account		2,124,188.95
117	Investment - Maintenance Reserve Account		2,468,718.04
118	Investment - Current Expense Emergency Reserve Account		250,100.00
121	Tax Levy Receivable		5,512,670.00
	Accounts Receivable:		
141	Intergovernmental - StateAccounts Receivable:	1,825,752.00	
154	Allowance for Uncollectible Accounts Receivable (Credit)Accounts Receivable:		1,825,752.00
	Loans Receivable:		
			<u>30,488,932.83</u>

Resources

Account Number	Account Name	Subtotal Balance	Balance
301	Estimated Revenues	8,961,026.00	
302	Less Revenues	40,433,437.62	(1,472,411.62)
			<u>(1,472,411.62)</u>
	Total Assets and Resources:		<u>29,016,521.21</u>

Liabilities and Fund Equity

Liabilities

Account Number	Account Name	Subtotal Balance	Balance
421	Accounts Payable		431,515.54
			<u>431,515.54</u>

Fund Balance

Account Number	Account Name	Subtotal Balance	Subtotal Balance 2	Subtotal Balance 3	Balance
	Appropriated:				
753	Reserve for Encumbrances - Current Year	12,591,800.77			
754	Reserve for Encumbrances - Prior Year	34,245.00			
754+753	Reserve for Encumbrances - Current + Prior			<u>12,626,045.77</u>	
	Reserve Fund Balance:				
761	Capital Reserve Account	2,124,188.95			
604	Add: Increase in Capital Reserve	500.00			
317	Less: Budgeted Withdrawal from Capital Reserve-Transfer to Debt Service	0.00		<u>2,124,688.95</u>	
764	Maintenance Reserve Account	2,468,718.04			
606	Add: Increase in Maintenance Reserve	500.00			
310	Less: Budgeted Withdrawal from Maintenance Reserve	200,000.00		<u>2,269,218.04</u>	
766	Current Expense Emergency Reserve Account	250,100.00			
607	Add: Increase in Current Expense Emergency Reserve	100.00			
312	Less: Budgeted Withdrawal from Current Expense Emergency Reserve	40,000.00		<u>210,200.00</u>	
	Appropriations				
601	Appropriations	46,263,763.89			
602	Less: Expenditures	29,424,022.57			
603	Encumbrances	12,626,045.77	(42,050,068.34)	<u>4,213,695.55</u>	
	Total Appropriated			<u>21,443,848.31</u>	
	Unappropriated				
770	Unassigned Fund Balance			13,605,034.00	
303	Budgeted Fund Balance			<u>6,463,876.64</u>	
					<u>28,585,005.67</u>
	Total Liabilities and Fund Equity:				<u>29,016,521.21</u>

**Report of the Secretary to the Board of Education
Stafford Township Board of Education**

Fund 10 - Recapitulation of Budgeted Fund Balance

	Budgeted	Actual	Variance
Appropriations	46,263,763.89	42,050,068.34	4,213,695.55
Revenues	(38,961,026.00)	(40,433,437.62)	(-1,472,411.62)
	<u>7,302,737.89</u>	<u>1,616,630.72</u>	<u>5,686,107.17</u>
Change in Capital Reserve:			
Plus: Increase in Capital Reserves (604)	500.00	500.00	.00
	<u>500.00</u>	<u>500.00</u>	<u>.00</u>
Change in Maintenance Reserve:			
Plus: Increase in Maintenance Reserve (606)	500.00	500.00	.00
Less: Budgeted Withdrawal from Maintenance Reserve (310)	200,000.00	200,000.00	.00
	<u>(199,500.00)</u>	<u>(199,500.00)</u>	<u>.00</u>
Change in Emergency Reserve:			
Plus: Increase in Current Expense Emergency Reserve/Interest Deposits (607)	100.00	100.00	.00
Less: Budgeted Withdrawal from Current Expense Emergency Reserve (312)	40,000.00	40,000.00	.00
	<u>(39,900.00)</u>	<u>(39,900.00)</u>	<u>.00</u>

Attachments are subject to change without notice.

**Report of the Secretary to the Board of Education
Stafford Township Board of Education**

**Fund 10 - Interim Statements Comparing Budgeted Revenue with Actual to Date
and Appropriations with Expenditures and Encumbrances to Date
For the nine month period ending 03/31/2025**

Revenues/Sources of Funds

Account Number	Line	Revenues/Sources of Funds	Original Budget Certified For Taxes	Budget Transfers	Budgeted / Estimated	Actual to Date	Note	Unrealized Balance
52xx	-	Transfers from Other Funds	0.00	0.00	0.00	400,000.00	Over	(400,000.00)
10-1xxx	370	From Local Sources	33,455,959.00	0.00	33,455,959.00	34,547,843.11	Over	(1,091,884.11)
10-3xxx	520	From State Sources	5,211,718.00	220,086.00	5,431,804.00	5,473,065.00	Over	(41,261.00)
10-4xxx	570	From Federal Sources	73,263.00	0.00	73,263.00	12,529.51	Under	60,733.49
-	-	Total Revenues/Sources Of Funds	38,740,940.00	220,086.00	38,961,026.00	40,433,437.62	Over	(1,472,411.62)

General Fund

Current Expense

Account Number	Line	Expenditures Description	Original Budget Certified For Taxes	Budget Transfers	Appropriations	Expenditures	Encumbrances	Available Balance
11-1xx-100-xxx	3200	Regular Programs - Instruction	11,090,030.00	(34,801.00)	11,055,229.00	7,783,422.52	2,738,003.34	533,803.14
11-2xx-100-xxx	10300	Special Education - Instruction	4,687,172.32	215,305.00	4,902,477.32	3,453,457.73	1,345,161.79	304,157.80
11-230-100-xxx	11160	Basic Skills/Remedial - Instruction	584,354.32	45,014.00	629,368.32	434,874.84	183,644.77	10,848.71
11-401-100-xxx	17100	School-Sponsored Cocurricular/Extracurricular Activities - Instruction	144,808.00	0.00	144,808.00	87,741.30	0.00	57,066.70
	72140	Undistributed Expenditures:						
11-000-100-xxx	29180	Instruction (Tuition)	641,175.66	(81,920.00)	559,255.66	192,339.47	94,239.64	272,676.55
11-000-211-xxx	29680	Attendance and Social Work Services	32,587.00	1,459.00	34,046.00	25,421.67	8,473.86	150.47
11-000-213-xxx	30620	Health Services	316,201.10	0.00	316,201.10	204,167.92	78,765.66	33,267.52
11-000-216-xxx	40580	Speech, OT, PT and Related Services	1,007,842.00	(7,331.00)	1,000,511.00	568,385.19	213,783.03	218,342.78
11-000-217-xxx	41080	Other Support Services Students - Extraordinary Services	1,243,805.00	(332,582.00)	911,223.00	579,367.25	257,773.46	74,082.29
11-000-218-xxx	41660	Guidance	363,377.00	0.00	363,377.00	225,180.81	106,414.50	31,781.69
11-000-219-xxx	42200	Child Study Teams	1,195,921.56	77,010.00	1,271,231.56	871,498.25	339,433.31	60,300.00
11-000-221-xxx	43200	Improvement of Instruction	1,112,260.00	46,903.00	860,163.00	617,133.75	219,642.69	23,386.56
11-000-222-xxx	43620	Educational Media Services/School Library	41,226.00	(750.00)	40,476.00	336.28	815.05	39,324.67
11-000-223-xxx	44180	Instructional Staff Training	26,545.00	(200.00)	26,345.00	9,696.52	0.00	16,648.48
11-000-230-xxx	45300	General Administration	970,776.00	142,672.40	1,113,448.40	657,360.74	263,038.00	193,049.66
11-000-240-xxx	46160	School Administration	1,103,749.00	109,514.00	1,213,263.00	785,273.59	324,838.31	103,151.10
11-000-251-xxx	47200	Central Services	642,259.00	17,558.00	659,817.00	447,570.93	169,932.74	42,313.33
11-000-252-xxx	47620	Administrative Information Technology	97,307.00	77,356.17	174,663.17	75,132.42	67,549.22	31,981.53
11-000-261-xxx	48580	Required maintenance for School Facilities	492,585.00	(10,872.81)	481,712.19	(282,283.38)	106,797.34	657,198.23
11-000-262-xxx	49340	Custodial Services	3,316,209.54	245,982.82	3,562,192.36	2,322,426.94	1,062,322.94	177,442.48
11-000-263-xxx	50100	Care and Upkeep of Grounds	195,349.00	10,000.00	205,349.00	134,418.24	36,428.56	34,502.20
11-000-266-xxx	51100	Security	249,797.00	5,716.00	255,513.00	140,840.24	52,430.74	62,242.02
11-000-270-xxx	52180	Student Transportation	3,260,003.00	77,043.00	3,337,046.00	2,162,208.47	896,951.90	277,885.63
11-xxx-xxx-2xx	71260	Employee Benefits	13,019,621.50	(348,700.00)	12,670,921.50	7,760,200.63	3,996,893.92	913,826.95
		Total General Expense	45,534,261.00	254,376.58	45,788,637.58	29,055,872.32	12,563,334.77	4,169,430.49

Capital Outlay

Account Number	Line	Expenditures Description	Original Budget Certified For Taxes	Budget Transfers	Appropriations	Expenditures	Encumbrances	Available Balance
12-xxx-xxx-73x	75880	Equipment	20,500.00	279,299.31	299,799.31	268,746.25	15,111.00	15,942.06
12-000-4xx-xxx	76260	Facilities Acquisition and Construction	106,804.00	68,523.00	175,327.00	99,404.00	47,600.00	28,323.00
		Total Capital Outlay	127,304.00	347,822.31	475,126.31	368,150.25	62,711.00	44,265.06
		Total General Fund	45,661,565.00	602,198.89	46,263,763.89	29,424,022.57	12,626,045.77	4,213,695.55

**Report of the Secretary to the Board of Education
Stafford Township Board of Education**

**Fund 10 - Schedule of Revenues
Actual Compared with Estimate
For the nine month period ending 03/31/2025**

Account Number	Line	Account Name	Original Budget Certified For Taxes	Budget Transfers	Estimated	Actual	Unrealized
Revenues/Sources of Funds							
- Transfers from Other Funds							
10-52xx	680	Transfers from Other Funds	0.00	0.00	0.00	400,000.00	(400,000.00)
52xx	-	Total Transfers from Other Funds	0.00	0.00	0.00	400,000.00	(400,000.00)
- Local Sources							
10-1210	100	Local Tax Levy	33,076,010.00	0.00	33,076,010.00	33,076,010.00	0.00
10-1320	150	Tuition from LEAs Within State	110,000.00	0.00	110,000.00	60,386.06	49,613.94
10-1xxx	340	Interest Earned on Capital Reserve Funds	500.00	0.00	500.00	500.00	0.00
10-1xxx	330	Interest Earned on Maintenance Reserve Funds	500.00	0.00	500.00	500.00	0.00
10-1xxx	320	Interest Earned on Current Expense Emergency Reserve Funds	100.00	0.00	100.00	100.00	0.00
10-1xxx	350	Other Restricted Miscellaneous Revenues	268,849.00	0.00	268,849.00	1,410,347.05	(1,141,498.05)
10-1xxx	370	Total Revenue from Local Sources	33,455,959.00	0.00	33,455,959.00	34,547,843.11	(1,091,884.11)
- State Sources							
10-3116	410	School Choice Aid	432,941.00	0.00	432,941.00	432,941.00	0.00
10-3121	420	Categorical Transportation Aid	507,193.00	0.00	507,193.00	507,193.00	0.00
10-3131	430	Extraordinary Aid	400,000.00	0.00	400,000.00	441,261.00	(41,261.00)
10-3132	440	Categorical Special Education Aid	1,288,981.00	0.00	1,288,981.00	1,288,981.00	0.00
10-3176	460	Equalization Aid	2,343,968.00	0.00	2,343,968.00	2,343,968.00	0.00
10-3177	470	Categorical Security Aid	238,635.00	0.00	238,635.00	238,635.00	0.00
10-3xxx	500	Other State Aids	0.00	220,086.00	220,086.00	220,086.00	0.00
10-3xxx	520	Total Revenue from State Sources	5,211,718.00	220,086.00	5,431,804.00	5,473,065.00	(41,261.00)
- Federal Sources							
10-4200	540	Medicaid Reimbursement	73,263.00	0.00	73,263.00	12,529.51	60,733.49
10-4xxx	570	Total Revenue from Federal Sources	73,263.00	0.00	73,263.00	12,529.51	60,733.49
-	-	Total Revenues/Sources of Funds	38,740,940.00	220,086.00	38,961,026.00	40,433,437.62	(1,472,411.62)

Attachments are subject to change without notice.

**Report of the Secretary to the Board of Education
Stafford Township Board of Education**

**Fund 10 - Statement of Appropriations
Compared with Expenditures and Encumbrances
For the nine month period ending 03/31/2025**

Account Number	Line	Account Name	Original Budget Certified For Taxes	Budget Transfers	Appropriations	Expenditures	Encumbrances	Available Balance
General Fund								
- General Current Expense								
-- Regular Programs - Instruction								
--- Regular Programs - Instruction								
11-105-100-936	2060	Local Contribution - Transfer to Special Revenue - Inclusion	301,840.00	0.00	301,840.00	301,840.00	0.00	0.00
11-110-100-101	2080	Kindergarten - Salaries of Teachers	1,440,391.00	(64,203.00)	1,376,188.00	899,189.20	364,058.40	112,940.40
11-120-100-101	2100	Grades 1-5 - Salaries of Teachers	6,877,971.50	21,247.00	6,899,218.50	4,859,265.41	1,962,125.89	56,759.40
11-130-100-101	2120	Grades 6-8 - Salaries of Teachers	1,392,747.50	(159,646.00)	1,233,101.50	847,038.11	36,486.04	24,597.35
subtotal	subtotal	Total Regular Programs - Instruction	10,012,950.00	(202,602.00)	9,810,348.00	6,907,332.72	2,362,718.13	194,297.15
--- Regular Programs - Home Instruction								
11-150-100-101	2500	Salaries of Teachers	22,000.00	0.00	22,000.00	3,117.85	0.00	18,892.17
11-150-100-320	2540	Purchased Professional-Educational Services	5,000.00	0.00	5,000.00	0.00	0.00	5,000.00
subtotal	subtotal	Total Regular Programs - Home Instruction	27,000.00	0.00	27,000.00	3,107.83	0.00	23,892.17
--- Regular Programs - Undistributed Instruction								
11-190-100-340	3040	Purchased Technical Services	405,302.00	94,010.00	499,312.00	421,926.34	3,848.03	73,537.63
11-190-100-500	3060	Other Purchased Services (400-500 series)	53,500.00	0.00	53,500.00	23,307.57	17,446.26	12,746.17
11-190-100-610	3080	General Supplies	340,850.00	74,791.00	415,641.00	217,720.25	7,990.92	189,929.83
11-190-100-640	3100	Textbooks	238,078.00	(1,000.00)	237,078.00	209,892.81	0.00	27,185.19
11-190-100-800	3120	Other Objects	12,350.00	0.00	12,350.00	135.00	0.00	12,215.00
subtotal	subtotal	Total Regular Programs - Undistributed Instruction	1,050,080.00	167,801.00	1,217,881.00	872,981.97	29,285.21	315,613.82
11-1xx-100-xxxx	3200	Total Regular Programs - Instruction	11,090,030.00	(84,801.00)	11,055,229.00	7,783,422.52	2,738,003.34	533,803.14
-- Special Education Programs								
--- Learning and/or Language Disabilities - Mild/Moderate:								
11-204-100-101	4500	Salaries of Teachers	441,599.00	(288,159.00)	573,000.00	398,280.14	165,856.11	8,863.75
11-204-100-106	4520	Other Salaries for Instruction	252,093.00	89,773.00	351,866.00	238,599.95	95,580.13	17,685.92
11-204-100-610	4600	General Supplies	2,000.00	0.00	2,000.00	802.44	0.00	1,197.56
11-204-100-640	4620	Textbooks	10,400.00	0.00	10,400.00	2,471.47	0.00	7,928.53
11-204-100-xxx	4660	Total Learning and/or Language Disabilities - Mild/Moderate	1,135,652.00	(198,386.00)	937,266.00	640,154.00	261,436.24	35,675.76
--- Emotional Regulation Impairment:								
11-209-100-101	6000	Salaries of Teachers	214,084.32	(72,114.00)	141,970.32	101,950.30	36,319.80	3,700.22
11-209-100-106	6020	Other Salaries for Instruction	169,030.00	43,353.00	212,383.00	142,705.12	67,467.30	2,210.58
11-209-100-610	6100	General Supplies	1,700.00	(450.00)	1,250.00	155.24	0.00	1,094.76
11-209-100-640	6120	Textbooks	4,000.00	0.00	4,000.00	0.00	0.00	4,000.00
11-209-100-800	6140	Other Objects	7,400.00	(154.00)	7,246.00	335.67	571.00	6,339.33
11-209-100-xxx	6160	Total Emotional Regulation Impairment	396,214.32	(29,365.00)	366,849.32	245,146.33	104,358.10	17,344.89
--- Multiple Disabilities:								
11-212-100-101	6500	Salaries of Teachers	287,015.00	87,393.00	374,408.00	251,647.03	93,024.80	29,736.17
11-212-100-106	6520	Other Salaries for Instruction	304,323.00	234,131.00	538,454.00	358,531.82	146,475.41	33,446.77
11-212-100-610	6600	General Supplies	2,950.00	1,500.00	4,450.00	1,611.00	523.11	2,315.89
11-212-100-800	6640	Other Objects	3,200.00	(896.00)	2,304.00	934.33	375.00	994.67
11-212-100-xxx	6660	Total Multiple Disabilities	597,488.00	322,128.00	919,616.00	612,724.18	240,398.32	66,493.50
--- Resource Room/Resource Center:								
11-213-100-101	7000	Salaries of Teachers	1,438,589.00	9,687.00	1,448,276.00	958,269.93	407,720.02	82,286.05
11-213-100-106	7020	Other Salaries for Instruction	166,562.00	149,540.00	316,102.00	220,593.67	95,499.30	9.03
11-213-100-610	7100	General Supplies	3,325.00	0.00	3,325.00	1,787.64	0.00	1,537.36
11-213-100-xxx	7160	Total Resource Room/Resource Center	1,608,476.00	159,227.00	1,767,703.00	1,180,651.24	503,219.32	83,832.44
--- Autism:								
11-214-100-106	7520	Other Salaries for Instruction	0.00	3,548.00	3,548.00	3,547.38	0.00	0.62
11-214-100-xxx	7660	Total Autism	0.00	3,548.00	3,548.00	3,547.38	0.00	0.62
--- Preschool Disabilities - Full-Time:								
11-216-100-101	8500	Salaries of Teachers	531,195.00	(74,364.00)	456,831.00	300,954.67	120,693.51	35,182.82

**Report of the Secretary to the Board of Education
Stafford Township Board of Education**

Account Number	Line	Account Name	Original Budget Certified For Taxes	Budget Transfers	Appropriations	Expenditures	Encumbrances	Available Balance
11-216-100-106	8520	Other Salaries for Instruction	382,847.00	32,517.00	415,364.00	261,827.09	115,056.30	38,480.61
11-216-100-600	8600	General Supplies	8,600.00	0.00	8,600.00	2,536.85	0.00	6,063.15
11-216-100-xxx	8640	Total Preschool Disabilities - Full-Time	922,642.00	(41,847.00)	880,795.00	565,318.61	235,749.81	79,726.58
--- Home Instruction:								
11-219-100-101	9260	Salaries of Teachers	10,700.00	0.00	10,700.00	4,313.25	0.00	6,386.75
11-219-100-320	9300	Purchased Professional-Educational Services	16,000.00	0.00	16,000.00	1,302.74	0.00	14,697.26
11-219-100-xxx	9420	Total Home Instruction	26,700.00	0.00	26,700.00	5,615.99	0.00	21,084.01
subtotal special ed	10300	Total Special Education - Instruction	4,687,172.32	215,305.00	4,902,477.32	3,253,157.73	1,345,161.79	304,157.80
-- Basic Skills/Remedial - Instruction								
11-230-100-101	11000	Salaries of Teachers	337,758.32	(7,127.00)	330,631.32	225,056.10	9,261.90	9,313.32
11-230-100-106	11020	Other Salaries for Instruction	245,671.00	52,141.00	297,812.00	209,520.67	8,382.87	908.46
11-230-100-610	11100	General Supplies	925.00	0.00	925.00	298.07	0.00	626.93
11-230-100-xxx	11160	Total Basic Skills/Remedial - Instruction	584,354.32	45,014.00	629,368.32	434,874.84	183,644.77	10,848.71
-- School-Sponsored Cocurricular/Extracurricular Activities - Instruction								
11-401-100-100	17000	Salaries	144,308.00	0.00	144,308.00	87,241.30	0.00	57,066.70
11-401-100-600	17040	Supplies and Materials	500.00	(500.00)	0.00	0.00	0.00	0.00
11-401-100-800	17060	Other Objects	0.00	500.00	500.00	500.00	0.00	0.00
11-401-100-xxx	17100	Total School-Spon. Co/Extra-curricular Actvts. - Inst.	144,808.00	0.00	144,808.00	87,741.30	0.00	57,066.70
-- Total Undistributed Expenditures								
--- Undistributed Expenditures - Instruction (Tuition)								
11-000-100-561	29000	Tuition to Other LEAs Within the State-Regular	9,000.00	0.00	9,000.00	4,941.38	1,122.00	2,936.62
11-000-100-562	29020	Tuition to Other LEAs Within the State-Special	260,700.00	(81,920.00)	178,780.00	0.00	0.00	178,780.00
11-000-100-566	29100	Tuition to Priv. Sch. for the Disabled - Within the State	337,354.66	0.00	337,354.66	171,268.09	76,987.64	89,098.93
11-000-100-569	29160	Tuition - Other	34,121.00	0.00	34,121.00	16,130.00	16,130.00	1,861.00
11-000-100-xxx	29180	Total Undistributed Expenditures - Instruction (Tuition)	641,175.66	(81,920.00)	559,255.66	192,339.47	94,239.64	272,676.55
--- Undistributed Expenditures - Attendance and Social Work								
11-000-211-100	29500	Salaries	1,437.00	1,459.00	33,896.00	25,421.67	8,473.86	0.47
11-000-211-500	29620	Other Purchased Services (400-500 series)	150.00	0.00	150.00	0.00	0.00	150.00
11-000-211-xxx	29680	Total Attendance and Work	32,587.00	1,459.00	34,046.00	25,421.67	8,473.86	150.47
--- Undistributed Expenditures - Health Services								
11-000-213-100	30500	Salaries	291,545.00	(18,000.00)	273,545.00	177,651.70	74,679.30	21,214.00
11-000-213-300	30540	Purchased Professional and Technical Services	14,180.00	18,383.00	32,563.00	21,889.00	4,026.25	6,647.75
11-000-213-500	30560	Other Purchased Services (400-500 series)	500.00	0.00	500.00	0.00	0.00	500.00
11-000-213-600	30580	Supplies and Materials	9,976.10	(490.79)	9,485.31	4,519.93	60.11	4,905.27
11-000-213-616	30585	Supplies - Menstrual Products	0.00	107.79	107.79	107.29	0.00	0.50
11-000-213-xxx	30620	Total Undistributed Expenditures - Health Services	316,201.10	0.00	316,201.10	204,167.92	78,765.66	33,267.52
--- Undistributed Expenditures - Speech, OT, PT and Related Services								
11-000-216-100	40500	Salaries	969,842.00	(7,331.00)	962,511.00	542,790.10	206,499.90	213,221.00
11-000-216-320	40540	Purchased Professional - Educational Services	35,800.00	0.00	35,800.00	24,336.00	7,260.00	4,204.00
11-000-216-600	40540	Supplies and Materials	2,200.00	0.00	2,200.00	1,259.09	23.13	917.78
11-000-216-xxx	40580	Total Speech, OT, PT and Related Services	1,007,842.00	(7,331.00)	1,000,511.00	568,385.19	213,783.03	218,342.78
--- Undistributed Expenditures-Other Supp. Serv. Students-Extraordinary Svcs								
11-000-217-100	41000	Salaries	1,044,805.00	(332,582.00)	712,223.00	492,327.25	190,535.96	29,359.79
11-000-217-320	41020	Purchased Professional - Educational Services	191,000.00	0.00	191,000.00	87,040.00	67,237.50	36,722.50
11-000-217-600	41040	Supplies and Materials	8,000.00	0.00	8,000.00	0.00	0.00	8,000.00
11-000-217-xxx	41080	Total Other Support Services Students-Extraordinary Serv.	1,243,805.00	(332,582.00)	911,223.00	579,367.25	257,773.46	74,082.29
--- Undistributed Expenditures - Guidance								
11-000-218-104	41500	Salaries of Other Professional Staff	362,037.00	0.00	362,037.00	224,517.31	106,414.50	31,105.19
11-000-218-500	41600	Other Purchased Services (400-500 series)	340.00	0.00	340.00	0.00	0.00	340.00

**Report of the Secretary to the Board of Education
Stafford Township Board of Education**

Account Number	Line	Account Name	Original Budget Certified For Taxes	Budget Transfers	Appropriations	Expenditures	Encumbrances	Available Balance
11-000-218-600	41620	Supplies and Materials	1,000.00	0.00	1,000.00	663.50	0.00	336.50
11-000-218-xxx	41660	Total Undistributed Expenditures - Guidance	363,377.00	0.00	363,377.00	225,180.81	106,414.50	31,781.69
--- Undistributed Expenditures - Child Study Teams								
11-000-219-104	42000	Salaries of Other Professional Staff	1,012,959.56	33,353.00	1,046,312.56	718,611.44	305,705.39	21,995.73
11-000-219-105	42020	Salaries of Secretarial and Clerical Assistants	132,302.00	137.00	132,439.00	99,328.50	33,109.44	1.06
11-000-219-390	42080	Other Purchased Prof. and Tech. Services	41,000.00	43,320.00	84,320.00	49,763.97	357.19	34,198.84
11-000-219-500	42100	Other Purchased Services (400-500 series) (voc and cssd only)	3,350.00	0.00	3,350.00	1,544.82	201.32	1,603.86
11-000-219-600	42160	Supplies and Materials	4,610.00	0.00	4,610.00	2,249.52	9.57	2,300.51
11-000-219-800	42180	Other Objects	0.00	200.00	200.00	0.00	9.00	200.00
11-000-219-xxx	42200	Total Child Study Teams	1,194,221.56	77,010.00	1,271,231.56	871,498.25	339,433.31	60,300.00
--- Undistributed Expenditures - Improvement of Instruction Services								
11-000-221-102	43000	Salaries of Supervisor of Instruction	93,150.00	46,575.00	139,725.00	97,807.50	41,917.50	0.00
11-000-221-104	43020	Salaries of Other Professional Staff	46,200.00	(18,320.00)	27,880.00	10,650.99	4,750.02	12,478.99
11-000-221-105	43040	Salaries of Secretarial and Clerical Assist.	96,312.00	5,612.00	101,924.00	76,442.28	25,480.68	1.04
11-000-221-110	43060	Other Salaries	312,093.00	(1.00)	312,092.00	233,386.44	77,795.40	910.16
11-000-221-176	43080	Salaries of Facilitators, Math and Literacy Coaches	243,150.00	11,250.00	254,400.00	185,205.00	69,195.00	0.00
11-000-221-390	43120	Other Purchased Professional and Technical Services	695.00	0.00	695.00	0.00	0.00	695.00
11-000-221-500	43140	Other Purchased Services (400-500)	4,150.00	1,787.00	5,937.00	2,048.98	437.57	3,450.45
11-000-221-600	43160	Supplies and Materials	4,910.00	0.00	4,910.00	2,621.56	0.00	2,288.44
11-000-221-800	43180	Other Objects	12,600.00	0.00	12,600.00	8,971.00	66.52	3,562.48
11-000-221-xxx	43200	Total Improvement of Instruction Services	813,260.00	46,903.00	860,163.00	617,133.75	219,642.69	23,386.56
--- Undistributed Expenditures - Educational Media Services/School Library								
11-000-222-300	43540	Purchased Professional and Technical Services	2,941.00	0.00	2,941.00	0.00	0.00	2,941.00
11-000-222-500	43560	Other Purchased Services (400-500 series)	300.00	0.00	300.00	0.00	0.00	300.00
11-000-222-600	43580	Supplies and Materials	7,500.00	(750.00)	36,750.00	336.28	815.05	35,598.67
11-000-222-800	43600	Other Objects	485.00	0.00	485.00	0.00	0.00	485.00
11-000-222-xxx	43620	Total Educational Media Services/School Library	41,226.00	(750.00)	40,476.00	336.28	815.05	39,324.67
--- Undistributed Expenditures - Instructional Staff Training Services								
11-000-223-110	44060	Other Salaries	0.00	0.00	0.00	(2,100.00)	0.00	2,100.00
11-000-223-320	44080	Purchased Professional Educational Services	14,995.00	0.00	14,995.00	9,500.00	0.00	5,495.00
11-000-223-390	44100	Other Purchased Prof. and Tech. Services	4,650.00	0.00	4,650.00	1,000.00	0.00	3,650.00
11-000-223-500	44120	Other Purchased Services (400-500 series)	6,200.00	(200.00)	6,000.00	1,296.52	0.00	4,703.48
11-000-223-600	44140	Supplies and Materials	700.00	0.00	700.00	0.00	0.00	700.00
11-000-223-xxx	44180	Total Instructional Staff Training Services	26,545.00	(200.00)	26,345.00	9,696.52	0.00	16,648.48
--- Undistributed Expenditures - Support Services - General Administration								
11-000-230-100	45000	Salaries	427,284.00	77,203.00	504,487.00	355,707.35	137,443.64	11,336.01
11-000-230-300	45040	Legal Services	76,120.00	(3,149.00)	72,971.00	28,239.34	0.00	44,731.66
11-000-230-330	45060	Audit Fees	40,000.00	0.00	40,000.00	34,000.00	0.00	6,000.00
11-000-230-334	45080	Architectural/Engineering Services	40,000.00	(3,365.60)	36,634.40	7,475.00	0.00	29,159.40
11-000-230-339	45100	Other Purchased Professional Services	17,100.00	0.00	17,100.00	4,080.00	380.00	12,640.00
11-000-230-340	45120	Purchased Technical Services	25,500.00	3,834.00	29,334.00	13,573.83	217.33	15,542.84
11-000-230-530	45140	Communications / Telephone	129,900.00	9,110.00	139,010.00	57,597.99	74,045.96	7,366.05
11-000-230-590	45180	Misc Purchased Services (400-500 series, O/T 530 and 585)	147,090.00	48,590.00	195,680.00	125,859.97	47,951.07	21,868.96
11-000-230-610	45200	General Supplies	17,210.00	100.00	17,310.00	6,272.29	3,000.00	8,037.71
11-000-230-820	45240	Judgments Against The School District	10,000.00	10,000.00	20,000.00	0.00	0.00	20,000.00
11-000-230-890	45260	Miscellaneous Expenditures	20,624.00	350.00	20,974.00	7,282.00	0.00	13,692.00
11-000-230-895	45280	BOE Membership Dues and Fees	19,948.00	0.00	19,948.00	17,272.97	0.00	2,675.03

**Report of the Secretary to the Board of Education
Stafford Township Board of Education**

Account Number	Line	Account Name	Original Budget Certified For Taxes	Budget Transfers	Appropriations	Expenditures	Encumbrances	Available Balance
11-000-230-xxx	45300	Total Support Services - General Administration	970,776.00	142,672.40	1,113,448.40	657,360.74	263,038.00	193,049.66
--- Undistributed Expenditures - Support Services - School Administration								
11-000-240-103	46000	Salaries of Principals/Assistant Principals	551,537.00	46,574.00	598,111.00	438,611.22	149,308.68	10,191.10
11-000-240-105	46040	Salaries of Secretarial and Clerical Assistants	523,574.00	46,240.00	569,814.00	324,538.90	163,596.92	81,678.18
11-000-240-300	46080	Purchased Professional and Technical Services	5,800.00	5,200.00	11,000.00	5,200.00	0.00	5,800.00
11-000-240-500	46100	Other Purchased Services (400-500 series)	700.00	(45.00)	655.00	151.40	0.00	503.60
11-000-240-600	46120	Supplies and Materials	15,940.00	11,277.00	27,217.00	10,336.26	11,932.74	4,948.03
11-000-240-800	46140	Other Objects	6,198.00	268.00	6,466.00	6,435.81	0.00	30.19
11-000-240-xxx	46160	Total Support Services - School Administration	1,103,749.00	109,514.00	1,213,263.00	785,273.59	324,838.31	103,151.10
--- Undistributed Expenditures - Central Services								
11-000-251-100	47000	Salaries	584,923.00	(4,942.00)	579,981.00	420,658.47	150,219.40	9,103.13
11-000-251-330	47020	Purchased Professional Services	28,228.00	(2,528.00)	25,700.00	1,529.00	0.00	24,171.00
11-000-251-335	47025	Purchased Professional Services - Public Relations Cost	5,000.00	0.00	5,000.00	2,200.00	0.00	1,800.00
11-000-251-340	47040	Purchased Technical Services	8,000.00	19,867.00	27,867.00	8,566.21	18,172.65	1,128.14
11-000-251-592	47060	Miscellaneous Purchased Services (400-500 series)	9,383.00	(282.00)	9,101.00	6,200.77	1,489.00	1,411.23
11-000-251-600	47100	Supplies and Materials	4,225.00	5,443.00	9,668.00	5,017.48	51.69	4,598.83
11-000-251-890	47180	Miscellaneous Expenditures	2,500.00	0.00	2,500.00	2,399.00	0.00	101.00
11-000-251-xxx	47200	Total Central Services	642,259.00	17,558.00	659,817.00	447,570.93	169,932.74	42,313.33
--- Undistributed Expenditures - Administrative Information Technology								
11-000-252-100	47500	Salaries	70,486.00	0.00	70,486.00	52,647.75	17,549.22	289.03
11-000-252-340	47540	Purchased Technical Services	24,321.00	12,319.01	36,650.01	12,329.01	0.00	24,321.00
11-000-252-600	47580	Supplies and Materials	2,500.00	65,027.16	67,527.16	10,155.66	50,000.00	7,371.50
11-000-252-xxx	47620	Total Administrative Information Technology	97,307.00	77,356.17	174,663.17	75,132.42	67,549.22	31,981.53
--- Operation and Maintenance of Plant Services								
---- Undistributed Expenditures - Required Maintenance for School Facilities								
11-000-261-100	48500	Salaries	203,475.00	(24,133.00)	268,342.00	172,409.42	55,731.96	40,200.62
11-000-261-420	48520	Cleaning, Repair, and Maintenance Services	1,452,58.00	(4,098.61)	161,159.39	(485,049.77)	46,416.92	599,792.24
11-000-261-610	48540	General Supplies	34,852.00	17,358.80	52,210.80	30,356.97	4,648.46	17,205.37
11-000-261-xxx	48580	Total Required Maintenance for School Facilities	492,585.00	(10,872.81)	481,712.19	(282,283.38)	106,797.34	657,198.23
---- Undistributed Expenditures - Custodial Services								
11-000-262-100	49000	Salaries	1,130,334.00	24,133.00	1,154,467.00	824,696.75	267,526.01	62,244.24
11-000-262-107	49020	Salaries of Non-Instructional Aides	270,812.00	47,557.00	318,369.00	218,878.57	94,880.35	4,610.08
11-000-262-300	49040	Purchased Professional and Technical Services	17,100.00	0.00	17,100.00	11,668.16	7.43	5,424.41
11-000-262-420	49060	Cleaning, Repair, and Maintenance Services	206,194.00	5,002.02	211,196.02	129,934.42	42,125.41	39,136.19
11-000-262-490	49120	Other Purchased Property Services	120,000.00	0.00	120,000.00	6,644.73	113,355.27	0.00
11-000-262-520	49140	Insurance	223,394.54	(28,830.00)	194,564.54	175,112.00	9,397.00	10,055.54
11-000-262-590	49160	Miscellaneous Purchased Services	59,125.00	(30,000.00)	29,125.00	18,810.60	0.00	10,314.40
11-000-262-610	49180	General Supplies	130,050.00	4,400.00	134,450.00	89,574.46	9,254.26	35,621.28
11-000-262-621	49200	Energy (Natural Gas)	270,000.00	123,955.80	393,955.80	213,717.97	180,237.83	0.00
11-000-262-622	49220	Energy (Electricity)	545,208.00	100,000.00	645,208.00	310,493.88	334,714.12	0.00
11-000-262-626	49260	Energy (Gasoline)	11,000.00	0.00	11,000.00	597.09	10,402.91	0.00
11-000-262-800	49280	Other Objects	14,000.00	355.00	14,355.00	6,808.81	422.35	7,123.84
11-000-262-837	49300	Interest - Energy Savings Improvement Program Bonds	44,673.00	0.00	44,673.00	44,671.50	0.00	1.50
11-000-262-917	49320	Principal - Energy Savings Improvement Program Bonds	274,319.00	(590.00)	273,729.00	270,818.00	0.00	2,911.00
11-000-262-xxx	49340	Total Custodial Services	3,316,209.54	245,982.82	3,562,192.36	2,322,426.94	1,062,322.94	177,442.48
---- Undistributed Expenditures - Care and Upkeep of Grounds								
11-000-263-100	50000	Salaries	141,574.00	0.00	141,574.00	104,258.22	34,752.72	2,563.06
11-000-263-420	50040	Cleaning, Repair, and Maintenance Services	16,300.00	3,669.00	19,969.00	17,473.50	0.00	2,495.50
11-000-263-610	50060	General Supplies	37,425.00	6,331.00	43,756.00	12,686.52	1,675.84	29,393.64
11-000-263-800	50080	Other Objects	50.00	0.00	50.00	0.00	0.00	50.00
11-000-263-xxx	50100	Total Care And Upkeep Of Grounds	195,349.00	10,000.00	205,349.00	134,418.24	36,428.56	34,502.20

**Report of the Secretary to the Board of Education
Stafford Township Board of Education**

Account Number	Line	Account Name	Original Budget Certified For Taxes	Budget Transfers	Appropriations	Expenditures	Encumbrances	Available Balance
---- Undistributed Expenditures - Security								
11-000-266-100	51000	Salaries	226,938.00	0.00	226,938.00	132,824.17	52,384.20	41,729.63
11-000-266-300	51020	Purchased Professional and Technical Services	14,555.00	0.00	14,555.00	0.00	0.00	14,555.00
11-000-266-610	51060	General Supplies	6,304.00	5,745.00	12,049.00	7,866.82	46.54	4,135.64
11-000-266-800	51080	Other Objects	2,000.00	(29.00)	1,971.00	149.25	0.00	1,821.75
11-000-266-xxx	51100	Total Security	249,797.00	5,716.00	255,513.00	140,840.24	52,430.74	62,242.02
subtotal of 11- 000-26x-xxx	51120	Total Operation and Maintenance of Plant Services	4,253,940.54	250,826.01	4,504,766.55	2,315,402.04	1,257,979.58	931,384.93
--- Undistributed Expenditures - Student Transportation Services								
11-000-270-107	52000	Salaries of Non-Instructional Aides	675,541.00	71,063.00	746,604.00	478,210.39	210,912.79	57,480.88
11-000-270-160	52020	Salaries for Pupil Trans. (Between Home and Sch)-Regular	1,553,427.00	16,278.00	1,569,705.00	1,115,950.81	427,931.97	25,822.22
11-000-270-161	52040	Salaries for Pupil Trans. (Bet Home and Sch)-Special Ed.	12,000.00	(9,314.00)	2,686.00	0.00	0.00	2,686.00
11-000-270-162	52060	Salaries for Pupil Trans. (Other than Between Home and Sch)	4,500.00	0.00	4,500.00	2,681.71	0.00	1,818.29
11-000-270-390	52120	Other Purchased Professional and Technical Services	22,365.00	9,000.00	31,365.00	25,995.81	1,335.43	4,033.73
11-000-270-420	52140	Cleaning, Repair, and Maintenance Services	16,300.00	(10,000.00)	6,300.00	0.00	740.00	5,560.00
11-000-270-443	52180	Lease Purchase Payments - School Buses	78,027.00	(78,027.00)	0.00	0.00	0.00	0.00
11-000-270-503	52200	Contracted Services-Aid in Lieu Pymts- Non-Public School	28,000.00	(28,000.00)	0.00	0.00	0.00	0.00
11-000-270-505	52240	Contracted Services-Aid in Lieu Pymts- Choice School	68,075.00	(12,330.00)	55,745.00	28,084.70	27,659.50	0.80
11-000-270-511	52260	Contracted Services (Between Home and Sch)-Vendors	15,500.00	(1,000.00)	14,500.00	10,150.00	4,350.00	0.00
11-000-270-513	52300	Contracted Services (Between Home and Sch)-Joint Agreements	30,000.00	64,100.00	94,160.00	46,491.50	46,491.50	1,177.00
11-000-270-517	52360	Contracted Services (Regular Students)-ESCs and CTSAs	15,000.00	0.00	15,000.00	0.00	0.00	15,000.00
11-000-270-518	52380	Contracted Services (Special Ed. Students)-ESCs and CTSAs	444,448.00	44,000.00	488,448.00	292,937.00	49,219.12	146,291.88
11-000-270-593	52400	Miscellaneous Purchased Services - Transportation	45,700.00	(1,787.00)	43,573.00	41,469.56	348.83	1,754.61
11-000-270-610	52420	General Supplies	8,200.00	0.00	8,200.00	3,884.95	335.88	3,979.17
11-000-270-615	52440	Transportation Supplies	237,000.00	13,000.00	250,000.00	112,644.71	127,626.94	9,728.35
11-000-270-800	52460	Other Objects	6,260.00	0.00	6,260.00	3,707.30	0.00	2,552.70
11-000-270-xxx	52480	Total Student Transportation Services	3,260,003.00	77,043.00	3,337,046.00	2,162,208.47	896,951.90	277,885.63
--- Employee Benefits								
---- Unallocated Benefits								
11-000-291-220	71020	Social Security Contributions	830,958.00	300,000.00	1,130,958.00	714,178.98	416,779.02	0.00
11-000-291-241	71060	Other Retirement Contributions - PERS	1,180,182.00	4,011.00	1,184,193.00	788,778.40	395,414.00	0.60
11-000-291-260	71160	Worker's Compensation	299,040.00	0.00	299,040.00	290,495.00	8,545.00	0.00
11-000-291-270	71180	Health Benefits	9,763,050.50	(692,221.00)	9,070,829.50	5,869,767.54	2,474,740.32	726,321.64
11-000-291-280	71200	Tuition Reimbursement	18,000.00	(5,200.00)	12,800.00	0.00	0.00	12,800.00
11-000-291-290	71220	Other Employee Benefits	759,287.00	49,111.00	808,398.00	96,980.71	701,415.58	10,001.71
11-000-291-299	71227	Unused Sick Payments to Terminated / Retired Staff	169,104.00	(4,401.00)	164,703.00	0.00	0.00	164,703.00
total unallocated benefits	71260	11-000-291-2xx	13,019,621.50	(348,700.00)	12,670,921.50	7,760,200.63	3,996,893.92	913,826.95
11-xxx-xxx-2xx	72160	Total Employee Benefits	13,019,621.50	(348,700.00)	12,670,921.50	7,760,200.63	3,996,893.92	913,826.95
	72140	Total Undistributed Expenditures	29,027,896.36	28,858.58	29,056,754.94	17,496,675.93	8,296,524.87	3,263,554.14
	72260	Total General Expense	45,534,261.00	254,376.58	45,788,637.58	29,055,872.32	12,563,334.77	4,169,430.49
- Capital Outlay								
-- Equipment								
--- Instructional Equipment - Regular Education:								
12-120-100-730	73040	Grades 1-5	18,000.00	1,024.00	19,024.00	10,471.12	0.00	8,552.88
12-130-100-730	73060	Grades 6-8	2,500.00	0.00	2,500.00	0.00	0.00	2,500.00
-	-	Total Instructional Equipment - Regular Education	20,500.00	1,024.00	21,524.00	10,471.12	0.00	11,052.88
--- Equipment - Undistributed:								
12-000-219-730	75580	Undist. Expend.-Support Services - Child Study Teams	0.00	2,125.00	2,125.00	2,124.82	0.00	0.18
12-000-252-730	75680	Undistributed Expenditures - Administrative Information Tech.	0.00	102,666.34	102,666.34	102,666.34	0.00	0.00

**Report of the Secretary to the Board of Education
Stafford Township Board of Education**

Account Number	Line	Account Name	Original Budget Certified For Taxes	Budget Transfers	Appropriations	Expenditures	Encumbrances	Available Balance
12-000-270-733	75800	School Buses - Regular	0.00	140,666.20	140,666.20	140,666.20	0.00	0.00
12-000-300-730	75840	Undistributed Expenditures - Non-Instructional Services	0.00	32,817.77	32,817.77	12,817.77	15,111.00	4,889.00
	-	Total Equipment - Undistributed	0.00	278,275.31	278,275.31	258,275.13	15,111.00	4,889.18
12-xxx-xxx-73x	75880	Total Equipment	20,500.00	279,299.31	299,799.31	268,746.25	15,111.00	15,942.06
-- Facilities Acquisition and Construction Services								
12-000-400-390	76060	Other Purchased Professional and Technical Services	47,600.00	47,600.00	95,200.00	19,677.00	47,600.00	27,923.00
12-000-400-450	76080	Construction Services	0.00	20,923.00	20,923.00	20,523.00	0.00	400.00
12-000-400-800	76200	Other Objects	59,204.00	0.00	59,204.00	59,204.00	0.00	0.00
12-000-400-xxx	76260	Total Facilities Acquisition and Construction Services	106,804.00	68,523.00	175,327.00	99,404.00	47,600.00	28,323.00
12-xxx-xxx-xxx	76400	Total Capital Outlay	127,304.00	347,822.31	475,126.31	368,150.25	62,711.00	44,265.06
	84060	Total General Fund	45,661,565.00	602,198.89	46,263,763.89	29,424,022.57	12,226,045.77	4,213,695.55

Attachments are subject to change without notice.

**Report of the Secretary to the Board of Education
Stafford Township Board of Education**

**Fund 20 - Interim Balance Sheet
For the nine month period ending 03/31/2025**

Assets and Resources

Assets

Account Number	Account Name	Subtotal Balance	Balance
101	Cash in Bank		1,563,355.34
	Accounts Receivable:		
142	Intergovernmental - FederalAccounts Receivable:	1,572.42	
xxx	Other Current AssetsAccounts Receivable:		1,572.42
			<u>1,564,927.76</u>

Resources

Account Number	Account Name	Subtotal Balance	Balance
301	Estimated Revenues	8,441,034.92	
302	Less Revenues	5,987,864.36	2,453,170.56
			<u>2,453,170.56</u>
	Total Assets and Resources:		<u>4,018,098.32</u>

Liabilities and Fund Equity

Liabilities

Account Number	Account Name	Subtotal Balance	Balance
411	Intergovernmental Accounts Payable - State		1.49
421	Accounts Payable		179,973.00
481	Deferred Revenues		106,690.87
			<u>286,665.36</u>

Fund Balance

Account Number	Account Name	Subtotal Balance	Subtotal Balance 2	Subtotal Balance 3	Balance
	Appropriated:				
753	Reserve for Encumbrances - Current Year		1,495,495.21		
754+753	Reserve for Encumbrances - Current + Prior			1,495,495.21	
	Reserve Fund Balance:				
601	Appropriations		8,441,034.92		
602	Less: Expenditures	4,709,601.96			
603	Encumbrances	1,495,495.21	(6,205,097.17)	2,235,937.75	
					<u>3,731,432.96</u>
	Total Liabilities and Fund Equity:				<u>4,018,098.32</u>

Attachments are subject to change without notice.

**Report of the Secretary to the Board of Education
Stafford Township Board of Education**

Fund 20 - Recapitulation of Budgeted Fund Balance

	Budgeted	Actual	Variance
Appropriations	8,441,034.92	6,205,097.17	2,235,937.75
Revenues	(8,441,034.92)	(5,987,864.36)	(2,453,170.56)
	.00	217,232.81	(217,232.81)

Attachments are subject to change without notice.

**Report of the Secretary to the Board of Education
Stafford Township Board of Education**

**Fund 20 - Interim Statements Comparing Budgeted Revenue with Actual to Date
and Appropriations with Expenditures and Encumbrances to Date
For the nine month period ending 03/31/2025**

Revenues/Sources of Funds

Account Number	Line	Revenues/Sources of Funds	Original Budget Certified For Taxes	Budget Transfers	Budgeted / Estimated	Actual to Date	Note	Unrealized Balance
20-1xxx	745	From Local Sources	0.00	0.00	0.00	55,342.31	Over	(55,342.31)
20-3xxx	770	From State Sources	6,789,540.00	289,191.00	7,078,731.00	5,085,036.00	Under	1,993,695.00
20-4xxx	830	From Federal Sources	392,538.00	969,765.92	1,362,303.92	847,486.05	Under	514,817.87
-		Total Revenues/Sources Of Funds	7,182,078.00	1,258,956.92	8,441,034.92	5,987,864.36	Under	2,453,170.56

Special Revenue Fund

State Projects

Account Number	Line	Expenditures Description	Original Budget Certified For Taxes	Budget Transfers	Appropriations	Expenditures	Encumbrances	Available Balance
20-218-100-xxx	87100	Total Preschool Education Aid	6,789,540.00	0.00	6,789,540.00	3,612,391.55	1,263,337.87	1,913,810.58
20-xxx-xxx-xxx	88190	Total Other State Projects	0.00	289,191.00	289,191.00	176,117.11	47,403.00	65,470.79
20-xxx-xxx-xxx		Total State Projects	6,789,540.00	289,191.00	7,078,731.00	3,788,508.66	1,310,740.87	1,979,281.37

Federal Projects

Account Number	Line	Expenditures Description	Original Budget Certified For Taxes	Budget Transfers	Appropriations	Expenditures	Encumbrances	Available Balance
20-xxx-xxx-xxx	88500	Title I	25,000.00	301,571.56	326,571.56	139,983.70	55,798.63	130,789.23
20-xxx-xxx-xxx	88520	Title II	0.00	46,841.67	46,841.67	35,800.40	0.00	11,041.27
20-xxx-xxx-xxx	88540	Title III	0.00	26,536.82	26,536.82	17,029.32	4,628.30	4,879.20
20-xxx-xxx-xxx	88560	Title IV	0.00	31,907.41	31,907.41	8,654.21	3,000.00	20,253.20
20-xxx-xxx-xxx	88620	I.D.E.A. Part B (Handicapped)	0.00	771,625.50	771,625.50	560,604.61	121,327.41	89,693.48
-		Additional Federal Grants	367,538.00	(30,717.04)	158,820.96	158,820.96	0.00	0.00
20-xxx-xxx-xxx		Total Federal Projects	392,538.00	969,765.92	1,362,303.92	920,893.20	184,754.34	256,656.38
		Total Special Revenue Fund	7,182,078.00	1,258,956.92	8,441,034.92	4,709,601.96	1,495,495.21	2,235,937.75

Attachments are subject to change without notice.

**Report of the Secretary to the Board of Education
Stafford Township Board of Education**

**Fund 20 - Schedule of Revenues
Actual Compared with Estimate
For the nine month period ending 03/31/2025**

Account Number	Line	Account Name	Original Budget Certified For Taxes	Budget Transfers	Estimated	Actual	Unrealized
Revenues/Sources of Funds							
- Local Sources							
20-1xxx	740	Other Revenue from Local Sources	0.00	0.00	0.00	55,342.31	(55,342.31)
20-1xxx	745	Total Local Sources	0.00	0.00	0.00	55,342.31	(55,342.31)
- State Sources							
20-3218	760	Preschool Education Aid	6,789,540.00	0.00	6,789,540.00	4,843,230.00	1,946,310.00
20-3257	761	SDA Emergent Needs and Capital Maintenance in School Districts	0.00	56,613.00	56,613.00	56,613.00	0.00
20-32xx	765	Other Restricted Entitlements	0.00	232,578.00	232,578.00	185,199.00	47,385.00
20-3xxx	770	Total from State Sources	6,789,540.00	289,191.00	7,078,731.00	5,085,036.00	1,993,695.00
- Federal Sources							
20-4411-4414	775	Title I	25,000.00	301,571.56	326,571.56	179,365.56	147,206.00
20-4451-4455	780	Title II	0.00	46,841.67	46,841.67	38,804.67	8,037.00
20-4491-4494	785	Title III	0.00	26,536.82	26,536.82	15,063.82	11,473.00
20-4471-4474	790	Title IV	0.00	31,907.41	31,907.41	8,654.41	23,253.00
20-4420-4429	805	I.D.E.A. Part B (Handicapped)	0.00	771,625.50	771,625.50	502,156.50	269,469.00
20-4541	806	ARP ESSER Subgrant Accelerated Learning Coaching and Educator Support Grant	59,283.00	(3,940.69)	55,342.31	0.00	55,342.31
20-4542	807	ARP ESSER Subgrant Evidence-Based Summer Learning and Enrichment Activities Grant	0.00	37,349.90	37,349.90	37,349.90	0.00
20-4543	808	ARP ESSER Subgrant Evidence-Based Comprehensive Beyond the School Day Activities Grant	0.00	546.76	546.76	546.76	0.00
20-4540	814	ARP ESSER	308,250.00	(242,710.57)	65,544.43	65,544.43	0.00
20-4546	829	ARP Homeless Children and Youth II Grant	0.00	37.56	37.56	0.00	37.56
20-4xxx	830	Total from Federal Sources	392,538.00	969,765.92	1,362,303.92	847,486.05	514,817.87
-	-	Total Revenues/Sources of Funds	7,182,078.00	1,258,956.92	8,441,034.92	5,987,864.36	2,453,170.56

Attachments are subject to change without notice.

**Report of the Secretary to the Board of Education
Stafford Township Board of Education**

**Fund 20 - Statement of Appropriations
Compared with Expenditures and Encumbrances
For the nine month period ending 03/31/2025**

Account Number	Line	Account Name	Original Budget Certified For Taxes	Budget Transfers	Appropriations	Expenditures	Encumbrances	Available Balance
Special Revenue Fund								
- State Projects								
-- Preschool Education Aid								
--- PEA Instruction								
20-218-100-101	85000	Salaries of Teachers	1,799,569.00	0.00	1,799,569.00	1,061,828.40	428,089.35	309,651.25
20-218-100-106	85020	Other Salaries for Instruction	861,652.00	1,322.45	862,974.45	582,609.77	227,703.66	52,661.02
20-218-100-321	85030	Purchased Professional-Educational Services	13,000.00	(2,670.00)	10,330.00	3,500.00	3,500.00	3,330.00
20-218-100-500	85040	Other Purchased Services (400-500 series)	5,500.00	0.00	5,500.00	0.00	0.00	5,500.00
20-218-100-600	85080	General Supplies	45,000.00	0.00	45,000.00	16,563.91	1,938.23	23,497.86
20-218-100-800	85100	Other Objects	3,000.00	0.00	3,000.00	0.00	0.00	3,000.00
20-218-100-xxx	85120	Total Preschool Education Aid	2,727,721.00	(1,347.55)	2,726,373.45	1,664,502.08	664,231.24	397,640.13
--- PEA - Support Services								
20-218-200-102	86000	Salaries of Supervisors of Instruction	92,115.00	1,035.00	93,150.00	61,205.00	27,945.00	0.00
20-218-200-103	86020	Salaries of Program Directors	131,882.00	1.00	131,883.00	98,911.47	32,970.48	1.05
20-218-200-104	86040	Salaries of Other Professional Staff	281,334.00	(3,343.00)	277,991.00	187,386.45	78,474.90	12,129.65
20-218-200-105	86060	Salaries of Secretarial and Clerical Assistants	97,466.00	1,370.08	98,836.08	74,425.01	24,410.46	0.61
20-218-200-110	86080	Other Salaries	91,895.00	101,923.04	193,818.04	141,411.52	52,406.52	0.00
20-218-200-173	86100	Salaries of Community Parent Involvement Specialist	109,287.00	73,657.00	182,944.00	128,060.66	54,883.14	0.20
20-218-200-176	86120	Salaries of Master Teachers	215,463.00	(76,155.00)	139,308.00	89,547.08	38,377.32	11,383.60
20-218-200-200	86140	Personal Services - Employee Benefits	718,676.00	0.00	718,676.00	0.00	0.00	718,676.00
20-218-200-321	86160	Purchased Educational Services - Contracted Pre-K	1,901,256.00	(18,538.12)	1,842,717.88	1,145,074.80	280,867.41	416,775.67
20-218-200-329	86200	Other Purchased Educational Services	0.00	2,670.00	2,670.00	2,625.00	0.00	45.00
20-218-200-330	86220	Other Purchased Professional Services	0.00	4,000.00	11,000.00	11,000.00	0.00	0.00
20-218-200-420	86240	Cleaning, Repair and Maintenance Services	0.00	(4,000.00)	48,000.00	0.00	0.00	48,000.00
20-218-200-511	86280	Contracted Services-Transportation (Bet. Home and School)	203,445.00	(41,272.45)	162,172.55	0.00	0.00	162,172.55
20-218-200-516	86300	Contracted Services - Transportation (Field Trips)	3,000.00	0.00	3,000.00	0.00	800.00	2,200.00
20-218-200-580	86320	Travel	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
20-218-200-600	86340	Supplies and Materials	50,000.00	0.00	50,000.00	754.68	0.00	49,245.32
20-218-200-800	86360	Other Objects	4,000.00	0.00	4,000.00	149.88	0.00	3,850.12
20-218-200-xxx	86380	Total PEA - Support Services	3,959,819.00	1,347.55	3,961,166.55	1,944,551.55	591,135.23	1,425,479.77
--- PEA - Facilities Acquisition and Construction Services								
20-218-400-731	87000	Instructional Equipment	58,000.00	0.00	58,000.00	310.84	0.00	57,689.16
20-218-400-732	87020	Noninstructional Equipment	44,000.00	0.00	44,000.00	3,027.08	7,971.40	33,001.52
20-218-400-xxx	87040	Total PEA - Facilities Acquisition and Construction Services	102,000.00	0.00	102,000.00	3,337.92	7,971.40	90,690.68
20-218-xxx-xxx	87100	Total Preschool Education Aid	6,789,540.00	0.00	6,789,540.00	3,612,391.55	1,263,337.87	1,913,810.58
-- Other State Projects								
20-xxx-xxx-xxx	88000	Nonpublic Textbooks	0.00	10,586.00	10,586.00	6,131.89	0.00	4,454.11
20-xxx-xxx-xxx	88020	Nonpublic Auxiliary Services	0.00	58,087.00	58,087.00	40,660.90	17,426.10	0.00
20-xxx-xxx-xxx	88040	Nonpublic Handicapped Services	0.00	77,447.00	77,447.00	54,212.90	23,234.10	0.00
20-xxx-xxx-xxx	88060	Nonpublic Nursing Services	0.00	26,910.00	26,910.00	26,910.00	0.00	0.00
20-xxx-xxx-xxx	88080	Nonpublic Technology Initiative	0.00	10,143.00	10,143.00	4,378.87	924.85	4,839.28
20-xxx-xxx-xxx	88090	Nonpublic Security Aid	0.00	49,405.00	49,405.00	41,572.65	1.00	7,831.35
20-492-xxx-xxx	88136	SDA Emergent Needs and Capital Maintenance in School Districts	0.00	56,613.00	56,613.00	2,450.00	5,816.95	48,346.05
20-xxx-xxx-xxx	88190	Total Other State Projects	0.00	289,191.00	289,191.00	176,317.21	47,403.00	65,470.79
88200		Total State Projects	6,789,540.00	289,191.00	7,078,731.00	3,788,708.76	1,310,740.87	1,979,281.37
- Federal Projects								
-- Title I								

**Report of the Secretary to the Board of Education
Stafford Township Board of Education**

Account Number	Line	Account Name	Original Budget Certified For Taxes	Budget Transfers	Appropriations	Expenditures	Encumbrances	Available Balance
20-xxx-100-101	88480	Salaries- Instruction- Salaries of Teacher	25,000.00	154,000.00	179,000.00	125,300.00	53,700.00	0.00
20-xxx-100-500	88483	Other Purchased Services- Instruction (400-500 series)	0.00	200.00	200.00	0.00	0.00	200.00
20-xxx-100-600	88484	Instructional Supplies- Instruction	0.00	16,220.73	16,220.73	7,855.87	1,216.03	7,148.83
20-xxx-200-200	88491	Benefits	0.00	114,560.00	114,560.00	0.00	0.00	114,560.00
20-xxx-200-500	88494	Other Purchased Services - Support	0.00	10,000.00	10,000.00	6,537.00	0.00	3,463.00
20-xxx-200-600	88495	Supplies and Materials-Support	0.00	6,590.83	6,590.83	290.83	882.60	5,417.40
20-xxx-xxx-xxx	88500	Total Title I	25,000.00	301,571.56	326,571.56	139,983.70	55,798.63	130,789.23
-- Title II								
20-xxx-100-101	88501	Salaries- Instruction- Salaries of Teacher	0.00	5,166.00	5,166.00	1,045.00	0.00	4,121.00
20-xxx-200-100	88510	Salaries-Support	0.00	19,787.00	19,787.00	17,899.51	0.00	1,887.49
20-xxx-200-200	88511	Benefits	0.00	1,936.00	1,936.00	0.00	0.00	1,936.00
20-xxx-200-300	88512	Professional Tech Services-Support	0.00	9,655.62	9,655.62	8,390.62	0.00	1,265.00
20-xxx-200-500	88514	Other Purchased Services - Support	0.00	5,750.00	5,750.00	5,390.00	0.00	420.00
20-xxx-200-600	88515	Supplies and Materials-Support	0.00	4,547.05	4,547.05	3,185.27	0.00	1,411.78
20-xxx-xxx-xxx	88520	Total Title II	0.00	46,841.67	46,841.67	35,800.40	0.00	11,041.27
-- Title III								
20-xxx-100-110	88522	Salaries- Other Salaries	0.00	990.00	990.00	0.00	0.00	990.00
20-xxx-100-300	88523	Purchased Services- Instruction	0.00	5,702.72	5,702.72	5,702.72	0.00	0.00
20-xxx-100-600	88525	Instructional Supplies- Instruction	0.00	6,414.00	6,414.00	6,091.90	0.00	322.10
20-xxx-100-800	88526	Other Objects-Instruction	0.00	2,400.00	2,400.00	417.00	0.00	1,983.00
20-xxx-200-200	88531	Benefits	0.00	76.00	76.00	0.00	0.00	76.00
20-xxx-200-300	88532	Professional Tech Services-Support	0.00	2,500.00	2,500.00	0.00	1,120.00	1,380.00
20-xxx-200-500	88534	Other Purchased Services - Support	0.00	1,900.00	1,900.00	1,100.00	800.00	0.00
20-xxx-200-600	88535	Supplies and Materials-Support	0.00	6,554.10	6,554.10	3,717.70	2,708.30	128.10
20-xxx-xxx-xxx	88540	Total Title III	0.00	26,536.82	26,536.82	17,029.32	4,628.30	4,879.20
-- Title IV								
20-xxx-100-500	88544	Other Purchased Services- Instruction (400-500 series)	0.00	3,000.00	3,000.00	0.00	3,000.00	0.00
20-xxx-100-600	88545	Instructional Supplies- Instruction	0.00	10,746.41	10,746.41	7,879.77	0.00	2,866.64
20-xxx-200-400	88553	Purchased Property-Support	0.00	3,000.00	3,000.00	0.00	0.00	3,000.00
20-xxx-200-600	88555	Supplies and Materials-Support	0.00	15,161.00	15,161.00	774.44	0.00	14,386.56
20-xxx-xxx-xxx	88560	Total Title IV	0.00	31,907.41	31,907.41	8,654.21	3,000.00	20,253.20
-- I.D.E.A. Part B (Handicapped)								
20-xxx-100-300	88603	Purchased Services- Instruction	0.00	205,693.00	205,693.00	129,577.95	32,171.50	43,943.55
20-xxx-100-500	88604	Other Purchased Services- Instruction (400-500 series)	0.00	434,253.22	434,253.22	348,182.02	86,071.20	0.00
20-xxx-100-600	88607	Instructional Supplies- Instruction	0.00	66,981.80	66,981.80	51,156.11	3,084.71	12,740.98
20-xxx-200-300	88612	Professional Tech Services-Support	0.00	64,608.48	64,608.48	31,688.53	0.00	32,919.95
20-xxx-200-600	88615	Supplies and Materials-Support	0.00	89.00	89.00	0.00	0.00	89.00
20-xxx-xxx-xxx	88620	Total I.D.E.A. Part B (Handicapped)	0.00	771,625.50	771,625.50	560,604.61	121,327.41	89,693.48
-- Additional Federal Grants								
20-487-xxx-xxx	88713	ARP ESSER Grant Program	308,255.00	(242,710.57)	65,544.43	65,544.43	0.00	0.00
20-488-xxx-xxx	88714	ARP ESSER Subgrant Accelerated Learning Coaching and Educator Support Grant	59,283.00	(3,940.69)	55,342.31	55,342.31	0.00	0.00
20-489-xxx-xxx	88715	ARP ESSER Subgrant Evidence-Based Summer Learning and Enrichment Activities Grant	0.00	37,349.90	37,349.90	37,349.90	0.00	0.00
20-490-xxx-xxx	88716	ARP ESSER Subgrant Evidence-Based Comprehensive Beyond the School Day Activities Grant	0.00	546.76	546.76	546.76	0.00	0.00
20-496-xxx-xxx	88719	ARP Homeless Children and Youth II Grant	0.00	37.56	37.56	37.56	0.00	0.00
20-xxx-xxx-xxx	-	Total Additional Federal Grants	367,538.00	(208,717.04)	158,820.96	158,820.96	0.00	0.00
20-xxx-xxx-xxx	88740	Total Federal Projects	392,538.00	969,765.92	1,362,303.92	920,893.20	184,754.34	256,656.38
20-xxx-xxx-xxx	88760	Total Special Revenue Fund	7,182,078.00	1,258,956.92	8,441,034.92	4,709,601.96	1,495,495.21	2,235,937.75

**Report of the Secretary to the Board of Education
Stafford Township Board of Education**

**Fund 30 - Interim Balance Sheet
For the nine month period ending 03/31/2025**

Assets and Resources

Assets

Account Number	Account Name	Subtotal Balance	Balance
101	Cash in Bank		1,843,996.18
102-107	Cash Equivalents		1.08
	Accounts Receivable:		
	Loans Receivable:		
			<u>1,843,997.26</u>

Resources

Account Number	Account Name	Subtotal Balance	Balance
301	Estimated Revenues	77,544,324.00	
302	Less Revenues	68,629.84	77,475,694.16
			<u>77,475,694.16</u>
	Total Assets and Resources:		<u>79,319,691.42</u>

Liabilities and Fund Equity

Liabilities

Account Number	Account Name	Subtotal Balance	Balance
			0.00

Fund Balance

Account Number	Account Name	Subtotal Balance	Subtotal Balance 2	Subtotal Balance 3	Balance
	Appropriated:				
753	Reserve for Encumbrances - Current Year			7,053,702.28	
601	Appropriations		80,642,985.14		
602	Less: Expenditures	1,228,293.72			
603	Encumbrances	7,053,702.28	(8,376,996.00)	72,265,989.14	
	Unappropriated:				
770	Unassigned Fund Balance		1,802,661.14		
303	Budgeted Fund Balance		1,802,661.14	0.00	
	Total Fund Balance			<u>79,319,691.42</u>	
					<u>79,319,691.42</u>
	Total Liabilities and Fund Equity:				<u>79,319,691.42</u>

Attachments are subject to change without notice.

**Report of the Secretary to the Board of Education
Stafford Township Board of Education**

Fund 30 - Recapitulation of Budgeted Fund Balance

	Budgeted	Actual	Variance
Appropriations	80,642,985.14	8,376,996.00	72,265,989.14
Revenues	(77,544,324.00)	(68,629.84)	(77,475,694.16)
	<u>3,098,661.14</u>	<u>8,308,366.16</u>	<u>(5,209,705.02)</u>

Attachments are subject to change without notice.

**Report of the Secretary to the Board of Education
Stafford Township Board of Education**

**Fund 30 - Interim Statements Comparing Budgeted Revenue with Actual to Date
and Appropriations with Expenditures and Encumbrances to Date
For the nine month period ending 03/31/2025**

Revenues/Sources of Funds

Account Number	Line	Revenues/Sources of Funds	Original Budget Certified for Taxes	Budget Transfers	Budgeted / Estimated	Actual to Date	Note	Unrealized Balance
30-1xxx		From Local Sources	0.00	0.00	0.00	68,629.84	Over	(68,629.84)
30-3xxx		From State Sources	0.00	334,620.00	334,620.00	0.00	Under	334,620.00
	980	Total Other Financing Sources	0.00	77,209,704.00	77,209,704.00	0.00	Under	77,209,704.00
	-	Total Revenues/Sources Of Funds	0.00	77,544,324.00	77,544,324.00	68,629.84	Under	77,475,694.16

Total Capital Projects Fund Expenditures

Facilities Acquisition and Construction Services

Account Number	Line	Expenditures Description	Original Budget Certified For Taxes	Budget Transfers	Appropriations	Expenditures	Encumbrances	Available Balance
30-000-4xx-390	89060	Other Purchased Professional and Technical Services	0.00	17,463,539.50	17,463,539.50	30,500.00	5,790,502.28	11,642,537.22
30-000-4xx-450	89080	Construction Services	0.00	63,172,875.64	63,172,875.64	1,206,223.72	1,263,200.00	60,623,451.92
30-000-4xx-800	89180	Other Objects	0.00	6,570.00	6,570.00	6,570.00	0.00	0.00
			0.00	80,642,985.14	80,642,985.14	1,323,293.72	7,053,702.28	72,265,989.14
		Total Capital Projects Fund Expenditures	0.00	80,642,985.14	80,642,985.14	1,323,293.72	7,053,702.28	72,265,989.14

Attachments are subject to change without notice.

**Report of the Secretary to the Board of Education
Stafford Township Board of Education**

**Fund 30 - Schedule of Revenues
Actual Compared with Estimate
For the nine month period ending 03/31/2025**

Account Number	Line	Account Name	Original Budget Certified For Taxes	Budget Transfers	Estimated	Actual	Unrealized
Revenues/Sources of Funds							
- Local Sources							
30-1510	950	Earnings on Investments	0.00	0.00	0.00	68,629.84	(68,629.84)
30-1xxx		Total Revenue from Local Sources	0.00	0.00	0.00	68,629.84	(68,629.84)
- State Sources							
30-3255	945	Additional State School Building Aid - EDA Grant	0.00	334,620.00	334,620.00	0.00	334,620.00
30-3xxx		Total Revenue from State Sources	0.00	334,620.00	334,620.00	0.00	334,620.00
- Other Financing Sources							
30-5xxx	980	Other Financing Sources	0.00	77,209,704.00	77,209,704.00	0.00	77,209,704.00
	980	Total Other Financing Sources	0.00	77,209,704.00	77,209,704.00	0.00	77,209,704.00
	-	Total Revenues/Sources of Funds	0.00	77,544,324.00	77,544,324.00	68,629.84	77,475,694.16

Attachments are subject to change without notice.

**Report of the Secretary to the Board of Education
Stafford Township Board of Education**

**Fund 30 - Statement of Appropriations
Compared with Expenditures and Encumbrances
For the nine month period ending 03/31/2025**

Account Number	Line	Account Name	Original Budget Certified For Taxes	Budget Transfers	Appropriations	Expenditures	Encumbrances	Available Balance
Total Capital Projects Fund Expenditures								
- Facilities Acquisition and Construction Services								
-- Other Purchased Professional and Technical Services								
30-000-4xx-390	89060	Other Purchased Professional and Technical Services	0.00	17,463,539.50	17,463,539.50	30,500.00	5,790,502.28	11,642,537.22
30-000-4xx-390	89060		0.00	17,463,539.50	17,463,539.50	30,500.00	5,790,502.28	11,642,537.22
-- Construction Services								
30-000-4xx-450	89080	Construction Services	0.00	63,172,875.64	63,172,875.64	1,286,223.72	1,263,200.00	60,623,451.92
30-000-4xx-450	89080		0.00	63,172,875.64	63,172,875.64	1,286,223.72	1,263,200.00	60,623,451.92
-- Other Objects								
30-000-4xx-800	89180	Other Objects	0.00	6,570.00	6,570.00	6,570.00	0.00	0.00
30-000-4xx-800	89180		0.00	6,570.00	6,570.00	6,570.00	0.00	0.00
	89200		0.00	80,642,985.14	80,642,985.14	1,323,293.72	7,053,702.28	72,265,989.14
	84060	Total Capital Projects Fund Expenditures	0.00	80,642,985.14	80,642,985.14	1,323,293.72	7,053,702.28	72,265,989.14

Attachments are subject to change without notice.

**Report of the Secretary to the Board of Education
Stafford Township Board of Education**

**Fund 40 - Interim Balance Sheet
For the nine month period ending 03/31/2025**

Assets and Resources

Assets

Account Number	Account Name	Subtotal Balance	Balance
101	Cash in Bank		0.52
	Accounts Receivable:		
	Loans Receivable:		
			0.52

Resources

Account Number	Account Name	Subtotal Balance	Balance
301	Estimated Revenues	677,150.00	
302	Less Revenues	677,150.00	0.00
			0.00
	Total Assets and Resources:		0.52

Liabilities and Fund Equity

Liabilities

Account Number	Account Name	Subtotal Balance	Balance
			0.00

Fund Balance

Account Number	Account Name	Subtotal Balance	Subtotal Balance 2	Subtotal Balance 3	Balance
	Appropriated:				
	Reserve Fund Balance:				
	Appropriations				
601	Appropriations		677,150.00		
602	Less: Expenditures	677,150.00			
603	Encumbrances	0.00	(677,150.00)	0.00	
	Total Appropriated			0.00	
	Unappropriated				
770	Unassigned Fund Balance			0.52	
					0.52
	Total Liabilities and Fund Equity:				0.52

Attachments are subject to change without notice.

**Report of the Secretary to the Board of Education
Stafford Township Board of Education**

Fund 40 - Recapitulation of Budgeted Fund Balance

	Budgeted	Actual	Variance
Appropriations	677,150.00	677,150.00	.00
Revenues	(677,150.00)	(677,150.00)	(.00)
	.00	.00	.00

Attachments are subject to change without notice.

**Report of the Secretary to the Board of Education
Stafford Township Board of Education**

**Fund 40 - Interim Statements Comparing Budgeted Revenue with Actual to Date
and Appropriations with Expenditures and Encumbrances to Date
For the nine month period ending 03/31/2025**

Revenues

Account Number	Line	Revenues/Sources of Funds	Original Budget Certified for Taxes	Budget Transfers	Budgeted / Estimated	Actual to Date	Note	Unrealized Balance
-		Total Revenue from Local Sources	446,919.00	0.00	446,919.00	446,919.00		0.00
-		Total from Revenue from State Sources	230,231.00	0.00	230,231.00	230,231.00		0.00
-		Total Revenues	677,150.00	0.00	677,150.00	677,150.00		0.00

Expenditures

Regular Debt Service

Account Number	Line	Expenditures Description	Original Budget Certified For Taxes	Budget Transfers	Appropriations	Expenditures	Encumbrances	Available Balance
40-701-510-910	89560	Redemption of Principal on Early Retirement Bonds	460,000.00	0.00	460,000.00	460,000.00	0.00	0.00
40-701-510-834	89600	Interest on Bonds	217,150.00	0.00	217,150.00	217,150.00	0.00	0.00
		Total Regular Debt Service Expenditures	677,150.00	0.00	677,150.00	677,150.00	0.00	0.00
		Total Debt Service Fund Expenditures	677,150.00	0.00	677,150.00	677,150.00	0.00	0.00

Attachments are subject to change without notice.

**Report of the Secretary to the Board of Education
Stafford Township Board of Education**

**Fund 40 - Schedule of Revenues
Actual Compared with Estimate
For the nine month period ending 03/31/2025**

Account Number	Line	Account Name	Original Budget Certified For Taxes	Budget Transfers	Estimated	Actual	Unrealized
Revenues							
- Local Sources							
40-1210	860	Local Tax Levy	446,919.00	0.00	446,919.00	446,919.00	0.00
-		Total Revenue from Local Sources	446,919.00	0.00	446,919.00	446,919.00	0.00
- State Sources							
40-3160	890	Debt Service Aid Type II	230,231.00	0.00	230,231.00	230,231.00	0.00
-		Total from Revenue from State Sources	230,231.00	0.00	230,231.00	230,231.00	0.00
-		Total Revenues	677,150.00	0.00	677,150.00	677,150.00	0.00
Expenditures							
-		Total Debt Service Fund Expenditures	0.00	0.00	0.00	0.00	0.00

Attachments are subject to change without notice.

**Report of the Secretary to the Board of Education
Stafford Township Board of Education**

**Fund 40 - Statement of Appropriations
Compared with Expenditures and Encumbrances
For the nine month period ending 03/31/2025**

Account Number	Line	Account Name	Original Budget Certified For Taxes	Budget Transfers	Appropriations	Expenditures	Encumbrances	Available Balance
Expenditures								
- Regular Debt Service								
-- Redemption of Principal on Early Retirement Bonds								
40-701-510-910	89560	Redemption of Principal on Early Retirement Bonds	460,000.00	0.00	460,000.00	460,000.00	0.00	0.00
40-701-510-910	89560		460,000.00	0.00	460,000.00	460,000.00	0.00	0.00
-- Interest on Bonds								
40-701-510-834	89600	Interest on Bonds	217,150.00	0.00	217,150.00	217,150.00	0.00	0.00
40-701-510-834	89600		217,150.00	0.00	217,150.00	217,150.00	0.00	0.00
	89660	Total Regular Debt Service Expenditures	677,150.00	0.00	677,150.00	677,150.00	0.00	0.00
-		Total Debt Service Fund Expenditures	677,150.00	0.00	677,150.00	677,150.00	0.00	0.00

School Business Administrator Signature

Date

**Stafford Township Board of Education
Monthly Transfer Report
2024-25 March**

Budget Category	Accounts	Original Budget	Prior Year Encumbrances	Original Budget For 10% Calc	Maximum Transfer Out Allowed	YTD Net Transfers	% change of transfers	Remaining Transfers Out Allowed	Account Balance
Regular Programs	11-1xx-100-xxx 12-1xx-100-xxx 13-1xx-100-xxx 18-1xx-100-xxx	11,110,530.00	142,100.00	11,252,630.00	1,125,263.00	-175,877.00	-1.56	949,386.00	544,650.98
Special Education, Basic Skills/Remedial and Bilingual Instruction and Speech/OT/PT and Ex	1x-2xx-100-xxx 1x-000-216-xxx 1x-000-217-xxx	7,523,173.64	.00	7,523,173.64	752,317.36	-79,594.00	-1.06	672,723.36	607,431.58
Vocational Programs-Local	1x-3xx-100-xxx	.00	.00	.00	.00	.00	.00	.00	.00
School-Spon. Co/Extra-Curr. Activities,School Sponsored Athletics, and Other Instructional	11-4xx-100-xxx 11-4xx-2xx-xxx 12-4xx-100-xxx	144,808.00	.00	144,808.00	14,480.80	.00	.00	14,480.80	57,066.70
Community Services Programs/Operations	1x-800-330-xxx	.00	.00	.00	.00	.00	.00	.00	.00
UNDISTRIBUTED EXPENSES		18,778,511.64	142,100.00	18,920,611.64	1,897,061.16	-255,471.00	-1.35	1,636,590.16	1,209,149.26
Tuition	11-000-100-xxx 16-000-100-xxx 17-000-100-xxx 18-000-100-xxx	641,175.66	.00	641,175.66	64,117.57	-81,920.00	-12.78	-17,802.43	272,676.55
Attendance and Social Work, Health, Guidance, Child Study Teams, Education, Media Services	1x-000-211-xxx 1x-000-213-xxx 1x-000-218-xxx 1x-000-219-xxx 1x-000-222-xxx	1,947,612.66	3,400.00	1,951,012.66	195,101.27	76,444.00	3.92	271,545.27	164,824.53
Improvement of Instruction Services and Instructional Staff Training Services	1x-000-221-xxx 1x-000-223-xxx	839,805.00	.00	839,805.00	83,980.50	46,703.00	5.56	130,683.50	40,035.04
General Administration	11-000-230-xxx	970,776.00	22,135.40	1,012,911.40	101,291.14	100,537.00	9.93	201,828.14	173,049.66
School Administration	11-000-240-xxx	1,103,749.00	.00	1,103,749.00	110,374.90	109,514.00	9.92	219,888.90	103,151.10
Central Services & Administrative Information Technology	11-000-25x-xxx	739,566.00	19,585.17	759,151.17	75,915.12	75,329.00	9.92	151,244.12	74,294.86
Operation and Maintenance of Plant Services	11-000-26x-xxx	4,253,940.54	68,067.37	4,322,007.91	432,200.79	182,758.64	4.23	614,959.43	757,255.89
Student Transportation Services	11-000-270-xxx	3,260,003.00	.00	3,260,003.00	326,000.30	77,043.00	2.36	403,043.30	277,285.63
Personal Services-Employee Benefits	11-xxx-xxx-2xx	13,019,621.50	.00	13,019,621.50	1,301,962.15	-348,700.00	-2.68	953,262.15	903,826.95
Food Services	11-000-310-xxx	.00	.00	.00	.00	.00	.00	.00	.00
Transfer Property Sale Proceedes to Debt Service Reserve	11-000-520-xxx	.00	.00	.00	.00	.00	.00	.00	.00
Transfer from General Fund Surplus to Debt Service Fund to Repay CDL	11-000-520-xxx	.00	.00	.00	.00	.00	.00	.00	.00
TOTAL GENERAL CURRENT EXPENSES		26,776,249.36	133,187.94	26,909,437.30	2,690,943.74	237,708.64	.88	2,928,652.38	2,766,400.21
Equipment	12-xxx-xxx-73x	.00	256,150.31	256,150.31	25,615.03	20,000.00	7.81	45,615.03	4,889.00

**Stafford Township Board of Education
Monthly Transfer Report
2024-25 March**

Budget Category	Accounts	Original Budget	Prior Year Encumbrances	Original Budget For 10% Calc	Maximum Transfer Out Allowed	YTD Net Transfers	% change of transfers	Remaining Transfers Out Allowed	Account Balance
Facilities Acquisition and Construction Services	12-000-4xx-xxx	106,804.00	68,523.00	175,327.00	17,532.70	.00	.00	17,532.70	28,323.00
Capital Reserve-Transfer to Capital Expend. Fund	12-000-4xx-931	.00	.00	.00	.00	.00	.00	.00	.00
Capital Reserve-Transfer to Repayment of Debt	12-000-4xx-933	.00	.00	.00	.00	.00	.00	.00	.00
TOTAL CAPITAL EXPENDITURES		106,804.00	324,673.31	431,477.31	43,147.73	20,000.00	4.64	63,147.73	33,212.00
TOTAL SPECIAL SCHOOLS	13-xxx-xxx-xxx	.00	.00	.00	.00	.00	.00	.00	.00
Transfer of Funds to Charter Schools	10-000-100-56x	.00	.00	.00	.00	.00	.00	.00	.00
General Fund Contribution to School Based Budgets	10-000-520-930	.00	.00	.00	.00	.00	.00	.00	.00
OPERATING BUDGET GRAND TOTAL		45,661,565.00	599,961.25	46,261,526.25	4,628,152.63	2,237.64	.00	4,628,390.27	4,008,761.47

School Business Administrator Signature

Date

Attachments are subject to change without notice.

**Stafford Township Board of Education
Account Maintenance Report
Appropriation Adjustments and Transfers for March 2024-25**

[Adjustment] Tx: 41075 Budget Transfer request from 6096 Huffman, Christine

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
3/3/2025	20	20-250-100-300-00-300	IDEA BASIC PUR PROF SERV	Adjustment	133,521.80	-647.50	132,874.30
3/3/2025	20	20-250-100-300-50-300	IDEA BASIC PUR PROF SERV OXY	Adjustment	23,591.20	647.50	24,238.70
							.00

[Adjustment] Tx: 41128 Budget Transfer request from 4582 Orlando, Denise

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
3/5/2025	61	61-990-266-600-00-100	EXTENDED DAY SECURITY SUPPLY	Adjustment	194.00	500.00	694.00
3/5/2025	61	61-990-320-890-00-800	EXTENDED DAY MISC. EXPEN	Adjustment	500.00	-500.00	.00
							.00

[Adjustment] Tx: 41131 Budget Transfer request from 5767 Weidenhof, Marybeth

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
3/5/2025	62	62-992-330-400-00-400	STAC REPAIRS	Adjustment	30,350.00	150.00	30,500.00
3/5/2025	62	62-992-330-600-00-100	STAC CONCESSION SUPPLIES	Adjustment	16,750.00	-150.00	16,600.00
							.00

[Adjustment] Tx: 41132 Budget Transfer request from 6096 Huffman, Christine

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
3/5/2025	11	11-209-100-610-50-110	BD SUPPLY OXY	Adjustment	450.00	-450.00	.00
3/5/2025	11	11-212-100-610-70-100	STUDENT CAFE - INTER	Adjustment	1,688.48	450.00	2,138.48
							.00

[Adjustment] Tx: 41152 Budget Transfer request from 5406 Jenkins, Tina M

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
3/6/2025	11	11-000-262-420-50-400	MAINT/REPAIR SERV OXY	Adjustment	10,000.00	1,000.00	11,000.00
3/6/2025	11	11-000-262-420-60-400	MAINT/REPAIR SERV MCK	Adjustment	10,000.00	-1,000.00	9,000.00
							.00

**Stafford Township Board of Education
Account Maintenance Report
Appropriation Adjustments and Transfers for March 2024-25**

[Adjustment] Tx: 41153 Budget Transfer request from 6237 Pavao, Elizabeth

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
3/6/2025	20	20-280-100-500-00-500	TITLE IV OTHR PURCH SERV	Adjustment	2,400.00	300.00	2,700.00
3/6/2025	20	20-280-200-600-00-113	TITLE IV SUPPLIES	Adjustment	13,278.00	-300.00	12,978.00
							.00

[Adjustment] Tx: 41154 Budget Transfer request from 6096 Huffman, Christine

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
3/6/2025	11	11-000-213-300-60-300	CONTR NURSE SERV MCK	Adjustment	2,294.50	370.00	2,664.50
3/6/2025	11	11-000-213-300-70-300	CONTR NURSE SERV INT	Adjustment	9,949.75	-705.00	9,244.75
3/6/2025	11	11-000-213-300-75-300	CONTR NURSE SERV PLC	Adjustment	3,083.00	335.00	3,418.00
							.00

[Adjustment] Tx: 41172 Budget Transfer request from 6096 Huffman, Christine

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
3/6/2025	20	20-250-100-300-00-300	IDEA BASIC PUR PROF SERV	Adjustment	132,874.30	-10,404.00	122,470.30
3/6/2025	20	20-250-100-300-50-300	IDEA BASIC PUR PROF SERV OXY	Adjustment	24,238.70	2,781.00	27,019.70
3/6/2025	20	20-250-100-300-60-300	IDEA BASIC PUR PROF SERV MCK	Adjustment	3,490.00	1,296.00	4,786.00
3/6/2025	20	20-250-100-300-75-300	IDEA PUR PROF SERV PLC	Adjustment	4,190.00	6,327.00	10,517.00
							.00

[Adjustment] Tx: 41189 ANTICIPATED CONVENIENCE FEES

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
3/7/2025	61	61-990-291-270-00-200	EXTENDED DAY HEALTH BENE	Adjustment	45,000.00	-3,300.00	41,700.00
3/7/2025	61	61-990-320-340-00-300	EXTEND DAY PUR TECH SERV	Adjustment	11,941.00	3,300.00	15,241.00
							.00

[Adjustment] Tx: 41195 MOVE BACK TO PREK C/O ACCOUNT

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
3/7/2025	20	20-218-100-106-00-001	PRESCHOOL TEACHER ASSIST	Adjustment	813,142.00	-20,167.55	792,974.45
3/7/2025	20	20-218-100-106-00-SCO	PREK SUB TEACH ASSIST STAFFORD CARRYOVER	Adjustment	.00	20,167.55	20,167.55
							.00

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[Adjustment] Tx: 41196 MOVE FROM PREK C/O TO DEFERRED FOR 25-26

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
3/7/2025	20	20-218-100-101-00- SCO	PRESCHOOL SUB TEACHER STAFFORD CARRYOVER	Adjustment	33,547.71	-33,547.71	.00
3/7/2025	20	20-218-100-106-00- SCO	PREK SUB TEACH ASSIST STAFFORD CARRYOVER	Adjustment	20,167.55	-20,167.55	.00
3/7/2025	20	20-218-100-600-00- SCO	PRESCHOOL SUPPLIES STAFFORD CARRYOVER	Adjustment	440.95	-440.95	.00
3/7/2025	20	20-218-200-200-00- SCO	PRESCHOOL BENEFITS STAFFORD CARRYOVER	Adjustment	52,534.66	-52,534.66	.00
						-106,690.87	

[Adjustment] Tx: 41202 COVER RETURN FROM LEAVES

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
3/7/2025	20	20-218-100-101-00- 002	PRESCHOOL SUB TEACHER	Adjustment	161,450.00	-3,740.00	157,710.00
3/7/2025	20	20-218-100-101-00- SCO	PRESCHOOL SUB TEACHER STAFFORD CARRYOVER	Adjustment	.00	3,740.00	3,740.00
						.00	

[Adjustment] Tx: 41210 Budget Transfer request from 5767 Weidenhof, Marybeth

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
3/10/2025	62	62-992-330-300-00- 300	STAC PUR PROF SERVICE	Adjustment	57,337.00	3,500.00	60,837.00
3/10/2025	62	62-992-330-590-00- 500	STAC ADVERTISING	Adjustment	37,000.00	-3,500.00	33,500.00
						.00	

[Adjustment] Tx: 41211 Budget Transfer request from 6096 Huffman, Christine

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
3/10/2025	11	11-000-213-300-70- 300	CONTR NURSE SERV PL	Adjustment	9,244.75	-1,089.25	8,155.50
3/10/2025	11	11-000-213-300-75- 300	CONTR NURSE SERV PLC	Adjustment	3,418.00	1,089.25	4,507.25
						.00	

[Adjustment] Tx: 41219 Budget Transfer request from 6548 Glidden, Jennifer

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
3/10/2025	11	11-000-270-518-00- 500	CONTR SERV CTSA-SPEC ED	Adjustment	494,448.00	-6,000.00	488,448.00
3/10/2025	11	11-000-270-615-00- 121	TRANS SUPPLY-STUDENT VEHICLES	Adjustment	87,557.80	6,000.00	93,557.80
						.00	

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[Adjustment] Tx: 41220 Budget Transfer request from 5400 Jenkins, Tina M

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
3/10/2025	11	11-000-261-610-00-105	DISTRICT MAINT SUPPLY M1	Adjustment	5,752.00	-3,000.00	2,752.00
3/10/2025	11	11-000-261-610-60-105	MCKINLEY M1 SUPPLY	Adjustment	7,200.00	1,000.00	8,200.00
3/10/2025	11	11-000-261-610-65-105	OA M1 SUPPLIES	Adjustment	8,100.00	1,000.00	9,100.00
3/10/2025	11	11-000-261-610-70-105	INTERMEDIATE M1 SUPPLIES	Adjustment	5,500.00	1,000.00	6,500.00
3/10/2025	11	11-000-262-610-00-105	MAINTENANCE SUPPLY	Adjustment	10,000.00	-3,000.00	7,000.00
3/10/2025	11	11-000-262-610-60-105	MAINT SUPPLY MCK	Adjustment	4,600.00	2,000.00	6,600.00
3/10/2025	11	11-000-262-610-65-105	MAINT SUPPLY OA	Adjustment	6,600.00	1,000.00	7,600.00
						.00	

[Adjustment] Tx: 41577 Budget Transfer request from 6096 Hufman, Christine

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
3/11/2025	11	11-000-216-610-60-100	OT/PT/SPEECH SUPPLIES MCK	Adjustment	298.00	-1.26	296.74
3/11/2025	11	11-000-216-610-65-100	OT/PT/SPEECH SUPPLIES OA	Adjustment	298.00	-16.50	281.50
3/11/2025	11	11-000-216-610-70-100	OT/PT/SPEECH SUPPLIES INTER	Adjustment	200.00	-5.98	194.02
3/11/2025	11	11-000-216-610-75-100	OT/PT/SPEECH SUPPLIES PLC	Adjustment	99.00	23.74	122.74
						.00	

[Adjustment] Tx: 41578 Budget Transfer request from 6096 Hufman, Christine

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
3/11/2025	20	20-250-100-600-60-110	IDEA BASIC SUPPLIES MCKINLEY	Adjustment	11,626.49	6.31	11,632.80
3/11/2025	20	20-250-100-600-65-110	IDEA BASIC SUPPLIES OA	Adjustment	10,174.91	3.98	10,178.89
3/11/2025	20	20-250-100-600-70-110	IDEA BASIC SUPPLIES INTERMEDIATE	Adjustment	6,742.18	-10.29	6,731.89
						.00	

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[Adjustment] Tx: 41621 Budget Transfer request from 5400 Jenkins, Tina M

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
3/13/2025	11	11-000-262-420-60-400	MAINT/REPAIR SERV MCK	Adjustment	9,000.00	-1,000.00	8,000.00
3/13/2025	11	11-000-262-420-65-400	MAINT/REPAIR SERV OA	Adjustment	14,000.00	1,000.00	15,000.00
						.00	

[Adjustment] Tx: 41644 Budget Transfer request from 5400 Jenkins, Tina M

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
3/13/2025	11	11-000-262-420-50-400	MAINT/REPAIR SERV OXY	Adjustment	11,000.00	900.00	11,900.00
3/13/2025	11	11-000-262-420-60-400	MAINT/REPAIR SERV MCK	Adjustment	8,000.00	-900.00	7,100.00
						.00	

[Adjustment] Tx: 41653 REFERENDUM ELECTION COSTS

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
3/13/2025	30	30-000-410-390-00-005	REFERENDUM ELECTION COSTS	Adjustment	.00	78,103.00	78,103.00
3/13/2025	30	30-000-410-450-50-002	REFERENDUM ADDITIONS/ALTERATIONS OXY	Adjustment	42,176,135.00	-58,066.00	42,118,069.00
3/13/2025	30	30-000-410-450-60-001	REFERENDUM RENO CABINTRY/SINKS MCK	Adjustment	3,019,120.00	-4,115.00	3,015,005.00
3/13/2025	30	30-000-410-450-65-001	REFERENDUM HVAC OA	Adjustment	5,622,815.00	-7,419.00	5,615,396.00
3/13/2025	30	30-000-410-450-70-001	REFERENDUM RENOVATIONS INTER	Adjustment	901,815.00	-1,224.00	900,591.00
3/13/2025	30	30-000-410-450-75-001	REFERENDUM HVAC PLO	Adjustment	4,491,917.50	-5,804.00	4,486,113.50
3/13/2025	30	30-000-410-450-99-001	REFERENDUM RENOVATIONS STAC	Adjustment	1,108,450.00	-1,475.00	1,106,975.00
						.00	

[Adjustment] Tx: 41673 Budget Transfer request from 5096 Hufman, Christine

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
3/14/2025	20	20-250-100-300-00-300	IDEA BASIC PUR PROF SERV	Adjustment	122,470.30	-11,760.00	110,710.30
3/14/2025	20	20-250-100-300-50-300	IDEA BASIC PUR PROF SERV OXY	Adjustment	27,019.70	11,760.00	38,779.70
						.00	

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[Adjustment] Tx: 41695 ED-DATA TIME AND MATERIAL REQ

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
3/17/2025	11	11-000-251-330-00-300	PURCH PROF SERV - ADMIN	Adjustment	27,728.00	-2,028.00	25,700.00
3/17/2025	11	11-000-251-340-00-300	PURCHASED TECHNICAL SERV	Adjustment	23,639.00	2,028.00	25,667.00
						.00	

[Adjustment] Tx: 41722 PLC SOIL SAMPLES

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
3/20/2025	30	30-000-410-390-75-001	REFERENDUM CONSTRUCTION MANAGEMENT PLC	Adjustment	26,000.00	1,620.00	27,620.00
3/20/2025	30	30-000-410-450-75-001	REFERENDUM HVAC PLC	Adjustment	4,486,113.50	-1,620.00	4,484,493.50
						.00	

[Adjustment] Tx: 41822 ANTICIPATED DCRP THRU JUNE 2025

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
3/21/2025	11	11-000-291-270-00-200	EMPLOYEE HEALTH BENE.	Adjustment	8,941,053.50	-45,000.00	8,896,053.50
3/21/2025	11	11-000-291-290-00-200	EMPLOYER CONTRIBUTE DCRP	Adjustment	71,027.00	45,000.00	116,027.00
						.00	

Attachments are subject to change without notice

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[Adjustment] Tx: 41824 COVER MARCH 14TH PAYROLL

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
3/21/2025	11	11-000-217-100-50-003	O/T EXTRAORD AIDE OXY	Adjustment	9,925.00	1,689.00	11,614.00
3/21/2025	11	11-000-217-100-60-001	EXTRAORD AIDE MCK	Adjustment	190,860.00	-2,400.00	188,460.00
3/21/2025	11	11-000-217-100-60-003	O/T EXTRAORD AIDE MCK	Adjustment	10,011.00	562.00	10,573.00
3/21/2025	11	11-000-217-100-70-003	O/T EXTRAORD AIDE INTER	Adjustment	4,169.00	527.00	4,696.00
3/21/2025	11	11-000-217-100-75-001	EXTRAORD AIDE PLC	Adjustment	75,096.00	-810.00	74,286.00
3/21/2025	11	11-000-217-100-75-003	O/T EXTRAORD AIDE PLC	Adjustment	2,795.00	432.00	3,227.00
3/21/2025	11	11-000-240-105-65-002	SUB SCHOOL SEC OA	Adjustment	47,799.00	1,008.00	48,807.00
3/21/2025	11	11-000-240-105-70-002	SUB SCHOOL SEC INT	Adjustment	19,400.00	221.00	19,621.00
3/21/2025	11	11-000-240-105-75-001	SCHOOL SECRETARY PLC	Adjustment	139,842.00	-1,229.00	138,613.00
3/21/2025	11	11-000-270-107-00-001-001	ATTENDANTS-SPECIAL ED.	Adjustment	42,105.00	-5,687.00	36,418.00
3/21/2025	11	11-000-270-160-00-001-003	TRANS. MECHANIC SALARY	Adjustment	146,625.00	338.00	146,963.00
3/21/2025	11	11-000-270-160-00-002	SUB DRIVER SALARY	Adjustment	52,370.00	4,947.00	57,317.00
3/21/2025	11	11-000-270-160-00-007	DRIVER TRAINING	Adjustment	6,013.00	402.00	6,415.00
3/21/2025	11	11-000-291-270-00-200	EMPLOYEE HEALTH BENEF	Adjustment	8,896,053.50	-3,721.00	8,892,332.50
3/21/2025	11	11-000-291-290-00-200	EMPLOYER CONTRIBUTION DCRP	Adjustment	116,027.00	3,721.00	119,748.00
3/21/2025	11	11-120-100-101-65-001	GRADES 1-5 TEACHER OA	Adjustment	2,500,796.00	-6,190.00	2,494,606.00
3/21/2025	11	11-120-100-101-65-002	GRADE 1-5 SUB TEACH OA	Adjustment	63,268.00	6,190.00	69,458.00
3/21/2025	11	11-120-100-101-70-002	GRADE 1-5 SUB TEACH INTR	Adjustment	59,022.00	5,736.00	64,758.00
3/21/2025	11	11-130-100-101-70-001	GRADES 6 TEACHER INTER	Adjustment	1,236,218.50	-5,736.00	1,230,482.50
3/21/2025	11	11-150-100-101-70-001	HOME BOUND INSTR INTER	Adjustment	2,000.00	41.00	2,041.00
3/21/2025	11	11-150-100-101-75-001	HOME BOUND INSTR PLC	Adjustment	1,500.00	-41.00	1,459.00
3/21/2025	11	11-204-100-101-60-001	SLD TEACHER MCK	Adjustment	125,947.00	-13.00	125,934.00

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[Adjustment] Tx: 41824 COVER MARCH 14TH PAYROLL

3/21/2025	11	11-204-100-101-75-002	SLD SUB TEACHER PLC	Adjustment	1,100.00	13.00	1,113.00
3/21/2025	11	11-204-100-106-60-002	SLD SUB ASSISTANT MCK	Adjustment	3,156.00	152.00	3,308.00
3/21/2025	11	11-204-100-106-65-001	SLD ASSISTANT OA	Adjustment	106,593.00	-1,812.00	104,781.00
3/21/2025	11	11-204-100-106-65-002	SLD SUB ASSISTANT OA	Adjustment	3,122.00	608.00	3,730.00
3/21/2025	11	11-204-100-106-65-003	SLD ASSIST. O/T OA	Adjustment	496.00	44.00	540.00
3/21/2025	11	11-204-100-106-70-002	SLD SUB ASSISTANT INTER	Adjustment	2,614.00	1,008.00	3,622.00
3/21/2025	11	11-209-100-101-65-001	BD TEACHER OA	Adjustment	62,948.00	-408.00	62,540.00
3/21/2025	11	11-209-100-101-65-002	BD SUB TEACHER OA	Adjustment	55.00	3.00	58.00
3/21/2025	11	11-209-100-106-70-003	BD ASSISTANT O/T INTER	Adjustment	2,150.00	405.00	2,555.00
3/21/2025	11	11-212-100-106-60-003	MD ASSISTANT O/T MCK	Adjustment	789.00	986.00	1,775.00
3/21/2025	11	11-212-100-106-65-001	MD ASSISTANT OA	Adjustment	194,473.00	-2,944.00	191,529.00
3/21/2025	11	11-212-100-106-65-002	MD SUB AIDES OA	Adjustment	4,391.00	76.00	4,467.00
3/21/2025	11	11-212-100-106-65-003	MD ASSISTANT O/T OA	Adjustment	7,370.00	1,485.00	8,855.00
3/21/2025	11	11-212-100-106-70-003	MD ASSISTANT O/T INTERMEDIATE	Adjustment	74.00	397.00	471.00
3/21/2025	11	11-214-100-106-50-001	PDD ASSISTANT OXY	Adjustment	2,876.00	384.00	3,260.00
3/21/2025	11	11-216-100-106-50-001	PSD ASSISTANT OXY	Adjustment	378,136.00	-159.00	377,977.00
3/21/2025	11	11-216-100-106-50-003	PSD TEACH ASSIST O/T	Adjustment	2,023.00	138.00	2,161.00
3/21/2025	11	11-216-100-106-75-004	ESY PSD AIDES INTER	Adjustment	363.00	-363.00	.00
3/21/2025	11	11-219-100-101-70-001	HOME BOUND SP ED INT	Adjustment	1,700.00	-402.00	1,298.00
3/21/2025	11	11-219-100-101-75-001	HOME BOUND SP ED PLC	Adjustment	1,000.00	402.00	1,402.00
3/21/2025	11	11-230-100-106-75-001	INTER CLASS AIDE PLC	Adjustment	144,532.00	-373.00	144,159.00
3/21/2025	11	11-230-100-106-75-003	O/T INTERV AIDE PLC	Adjustment	2,607.00	373.00	2,980.00

.00

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[Adjustment] Tx: 41824 COVER MARCH 14TH PAYROLL

3/21/2025	20	20-218-200-104-00-001	PRESCH OTHER PROF STAFF	Adjustment	280,533.00	-882.00	279,651.00
3/21/2025	20	20-218-200-104-00-002	PRESCH SUB PROF STAFF	Adjustment	.00	200.00	200.00
3/21/2025	20	20-218-200-105-00-002	PRESCH SUB SECRETARY	Adjustment	114.00	120.00	234.00
3/21/2025	20	20-218-200-110-00-002	PREK SECURITY GUARD SUB SALARY	Adjustment	2,558.00	562.00	3,120.00
							.00
3/21/2025	61	61-990-266-100-00-001	EXTENDED DAY GREETER SAL	Adjustment	5,434.00	-242.00	5,192.00
3/21/2025	61	61-990-320-100-00-002	EXTEND DAY SUB SEC SAL	Adjustment	.00	242.00	242.00
							.00

[Adjustment] Tx: 41827 ANTICIPATED CONCESSION SUPPLIES NEEDED

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
3/21/2025	62	62-992-330-270-00-200	STAC STAFF HEALTH BENEFITS	Adjustment	86,500.00	-6,000.00	80,500.00
3/21/2025	62	62-992-330-600-00-100	STAC CONCESSION SUPPLIES	Adjustment	16,600.00	6,000.00	22,600.00
							.00

[Adjustment] Tx: 41970 Budget Transfer request from 5400 Jenkins, Tina M

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
3/27/2025	11	11-000-262-610-00-104	JANITORIAL SUPPLY	Adjustment	3,100.00	-1,000.00	2,100.00
3/27/2025	11	11-000-262-610-70-104	JANITORIAL SUPPLY INTER	Adjustment	17,880.00	500.00	18,380.00
3/27/2025	11	11-000-262-610-75-104	JANITORIAL SUPPLY OLC	Adjustment	17,380.00	500.00	17,880.00
							.00

[Adjustment] Tx: 41971 Budget Transfer request from 6096 Huffman, Christine

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
3/27/2025	20	20-250-100-300-00-300	IDEA BASIC PUR PROF SERV	Adjustment	110,710.30	-4,200.00	106,510.30
3/27/2025	20	20-250-100-300-50-300	IDEA BASIC PUR PROF SERV OXY	Adjustment	38,779.70	4,200.00	42,979.70
							.00

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[Adjustment] Tx: 41992 Budget Transfer request from 6096 Huffman, Christine

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
3/28/2025	20	20-250-100-300-00-300	IDEA BASIC PUR PROF SERV	Adjustment	106,510.30	-3,010.00	103,500.30
3/28/2025	20	20-250-100-300-50-300	IDEA BASIC PUR PROF SERV OXY	Adjustment	42,979.70	3,360.00	46,339.70
3/28/2025	20	20-250-100-300-65-300	IDEA BASIC PUR PROF SERV OA	Adjustment	8,900.00	-350.00	3,550.00
						.00	

[Adjustment] Tx: 41999 REFERENDUM PERMIT FEES

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
3/28/2025	30	30-000-410-390-00-003	REFERENDUM ARCHITECT	Adjustment	5,011,750.00	-4,950.00	5,006,800.00
3/28/2025	30	30-000-410-390-75-001	REFERENDUM CONSTRUCTION MANAGEMENT PLC	Adjustment	27,620.00	-1,620.00	26,000.00
3/28/2025	30	30-000-410-800-50-001	REFERENDUM FEES-OXY	Adjustment	.00	6,570.00	6,570.00
						.00	

Attachments are subject to change without notice

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[Adjustment] Tx: 42002 SPLIT OUT REFERENDUM ARCHITECT ACCOUNTS BY LOCATION

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
3/28/2025	30	30-000-410-390-00-003	REFERENDUM ARCHITECT	Adjustment	5,006,800.00	4,964,600.00	42,200.00
3/28/2025	30	30-000-410-390-50-003	REFERENDUM ARCHITECT-OXY	Adjustment	.00	3,589,150.00	3,589,150.00
3/28/2025	30	30-000-410-390-50-003-001	REFERENDUM ARCHITECT-TRAILERS-OXY	Adjustment	.00	92,000.00	92,000.00
3/28/2025	30	30-000-410-390-50-003-002	REFERENDUM ARCHITECT-TRAILERS REIMBURSABLES-OXY	Adjustment	.00	5,000.00	5,000.00
3/28/2025	30	30-000-410-390-50-003-003	REFERENDUM ARCHITECT REIMBURSABLES-OXY	Adjustment	.00	40,000.00	40,000.00
3/28/2025	30	30-000-410-390-60-003	REFERENDUM ARCHITECT-MCK	Adjustment	.00	138,021.00	138,021.00
3/28/2025	30	30-000-410-390-60-003-003	REFERENDUM ARCHITECT REIMBURSABLES-MCK	Adjustment	.00	4,960.00	4,960.00
3/28/2025	30	30-000-410-390-65-003	REFERENDUM ARCHITECT-OA	Adjustment	.00	445,150.00	445,150.00
3/28/2025	30	30-000-410-390-65-003-003	REFERENDUM ARCHITECT REIMBURSABLES-OA	Adjustment	.00	20,000.00	20,000.00
3/28/2025	30	30-000-410-390-70-003	REFERENDUM ARCHITECT-INTER	Adjustment	.00	68,193.00	68,193.00
3/28/2025	30	30-000-410-390-70-003-003	REFERENDUM ARCHITECT REIMBURSABLES-INTER	Adjustment	.00	2,320.00	2,320.00
3/28/2025	30	30-000-410-390-75-003	REFERENDUM ARCHITECT-PLC	Adjustment	.00	459,135.00	459,135.00
3/28/2025	30	30-000-410-390-75-003-003	REFERENDUM ARCHITECT REIMBURSABLES-PLC	Adjustment	.00	18,000.00	18,000.00
3/28/2025	30	30-000-410-390-99-003	REFERENDUM ARCHITECT-STAC	Adjustment	.00	79,951.00	79,951.00
3/28/2025	30	30-000-410-390-99-003-003	REFERENDUM ARCHITECT REIMBURSABLES-STAC	Adjustment	.00	2,720.00	2,720.00

.00

[Adjustment] Tx: 42060 COPY MACHINE USAGE

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
3/31/2025	11	11-000-251-340-00-300	PURCHASED TECHNICAL SERV	Adjustment	25,667.00	2,200.00	27,867.00
3/31/2025	11	11-000-251-600-00-100	BUS. OFFICE EXP & SUPPLY	Adjustment	11,768.00	-2,200.00	9,568.00

.00

**Stafford Township Board of Education
Account Maintenance Report
Appropriation Adjustments and Transfers for March 2024-25**

[Adjustment] Tx: 42131 MARCH 28TH PAYROLL ADJUSTMENTS

Date	Fund	Act #	Act Desc	Type	Pre	Adjustment	Post
3/31/2025	11	11-000-217-100-50-003	O/T EXTRAORD AIDE OXY	Adjustment	11,614.00	2,273.00	13,887.00
3/31/2025	11	11-000-217-100-60-003	O/T EXTRAORD AIDE MCK	Adjustment	10,573.00	1,578.00	12,151.00
3/31/2025	11	11-000-217-100-65-003	O/T EXTRAORD AIDE OA	Adjustment	1,500.00	465.00	1,965.00
3/31/2025	11	11-000-217-100-70-003	O/T EXTRAORD AIDE INTER	Adjustment	4,696.00	920.00	5,616.00
3/31/2025	11	11-000-217-100-75-003	O/T EXTRAORD AIDE PLC	Adjustment	3,227.00	232.00	3,459.00
3/31/2025	11	11-000-240-105-60-002	SUB SCHOOL SEC MCK	Adjustment	8,000.00	82.00	8,082.00
3/31/2025	11	11-000-240-105-65-002	SUB SCHOOL SEC OA	Adjustment	48,807.00	1,540.00	50,347.00
3/31/2025	11	11-000-240-105-70-002	SUB SCHOOL SEC INT	Adjustment	19,621.00	801.00	20,422.00
3/31/2025	11	11-000-240-105-75-001	SCHOOL SECRETARY PLC	Adjustment	138,613.00	-2,423.00	136,190.00
3/31/2025	11	11-000-270-107-00-001-001	ATTENDANTS-SPECIAL ED.	Adjustment	36,418.00	-504.00	35,914.00
3/31/2025	11	11-000-270-107-00-003	ATTENDANTS OVERTIME	Adjustment	2,288.00	459.00	2,747.00
3/31/2025	11	11-000-270-107-00-003-001	ATTENDANTS DOUBLE BACK RUNS	Adjustment	.00	15.00	15.00
3/31/2025	11	11-000-270-160-00-002	SUB DRIVER SALARY	Adjustment	57,317.00	6,920.00	64,237.00
3/31/2025	11	11-000-270-160-00-002-001	TRANS SUB SECRETARY SAL	Adjustment	179.00	552.00	731.00
3/31/2025	11	11-000-270-160-00-003	DRIVERS O/T	Adjustment	4,468.00	-6,920.00	-2,452.00
3/31/2025	11	11-000-270-160-00-003-002	TRANS. MECHANIC O/T SAL	Adjustment	12,136.00	-873.00	11,263.00
3/31/2025	11	11-000-270-160-00-003-003	DRIVER DOUBLE BACK RUNS	Adjustment	.00	30.00	30.00
3/31/2025	11	11-000-270-160-00-007	DRIVER TRAINING	Adjustment	6,415.00	321.00	6,736.00
3/31/2025	11	11-110-100-101-75-001	KINDER TEACH PLC	Adjustment	1,327,188.00	-998.00	1,326,190.00
3/31/2025	11	11-110-100-101-75-002	KINDER SUB TEACH PLC	Adjustment	42,000.00	998.00	42,998.00
3/31/2025	11	11-120-100-101-65-002	GRADE 1-5 SUB TEACH OA	Adjustment	69,458.00	7,085.00	76,543.00
3/31/2025	11	11-120-100-101-70-002	GRADE 1-5 SUB TEACH INTR	Adjustment	64,758.00	6,062.00	70,820.00

**Stafford Township Board of Education
Account Maintenance Report
Appropriation Adjustments and Transfers for March 2024-25**

[Adjustment] Tx: 42131 MARCH 28TH PAYROLL ADJUSTMENTS

3/31/2025	11	11-130-100-101-70-001	GRADES 6 TEACHER INTER	Adjustment	1,230,482.50	13,147.00	1,217,335.50
3/31/2025	11	11-150-100-101-00-001	HOME BOUND INSTR SALARY	Adjustment	14,000.00	-1,067.00	12,933.00
3/31/2025	11	11-150-100-101-70-001	HOME BOUND INSTR INTER	Adjustment	2,041.00	1,067.00	3,108.00
3/31/2025	11	11-204-100-101-60-001	SLD TEACHER MCK	Adjustment	125,984.00	-115.00	125,819.00
3/31/2025	11	11-204-100-101-75-002	SLD SUB TEACHER PLC	Adjustment	1,113.00	115.00	1,228.00
3/31/2025	11	11-204-100-106-65-001	SLD ASSISTANT OA	Adjustment	104,781.00	-5,468.00	99,313.00
3/31/2025	11	11-204-100-106-65-001	SLD ASSISTANT OA	Adjustment	99,313.00	-1,520.00	97,793.00
3/31/2025	11	11-204-100-106-65-002	SLD SUB ASSISTANT OA	Adjustment	3,730.00	456.00	4,186.00
3/31/2025	11	11-204-100-106-70-002	SLD SUB ASSISTANT INTER	Adjustment	3,622.00	1,064.00	4,686.00
3/31/2025	11	11-209-100-101-00-004	ESY BD TEACHER	Adjustment	1,172.00	-230.00	942.00
3/31/2025	11	11-209-100-101-65-002	BD SUB TEACHER OA	Adjustment	58.00	230.00	288.00
3/31/2025	11	11-209-100-106-70-003	BD ASSISTANT O/T INTER	Adjustment	2,555.00	288.00	2,843.00
3/31/2025	11	11-212-100-106-60-003	MD ASSISTANT O/T MCK	Adjustment	1,775.00	283.00	2,058.00
3/31/2025	11	11-212-100-106-65-001	MD ASSISTANT OA	Adjustment	191,529.00	-3,079.00	188,450.00
3/31/2025	11	11-212-100-106-65-003	MD ASSISTANT O/T OA	Adjustment	8,855.00	2,063.00	10,918.00
3/31/2025	11	11-213-100-106-60-002	RR SUB AIDES MCK	Adjustment	1,066.00	112.00	1,178.00
3/31/2025	11	11-213-100-106-70-003	OT RESOURCE AIDE INT	Adjustment	403.00	45.00	448.00
3/31/2025	11	11-214-100-106-50-001	PDD ASSISTANT OXY	Adjustment	3,260.00	288.00	3,548.00
3/31/2025	11	11-216-100-101-50-003	PSD TEACHER EXTRA	Adjustment	81.00	54.00	135.00
3/31/2025	11	11-216-100-106-50-001	PSD ASSISTANT OXY	Adjustment	377,977.00	-100.00	377,877.00
3/31/2025	11	11-216-100-106-50-003	PSD TEACH ASSIST O/T	Adjustment	2,161.00	46.00	2,207.00
3/31/2025	11	11-219-100-101-00-001	HOME BOUND SPECIAL ED	Adjustment	5,000.00	-2,264.00	2,736.00

**Stafford Township Board of Education
Account Maintenance Report
Appropriation Adjustments and Transfers for March 2024-25**

[Adjustment] Tx: 42131 MARCH 28TH PAYROLL ADJUSTMENTS

3/31/2025	11	11-219-100-101-75-001	HOME BOUND SP ED PLC	Adjustment	1,402.00	2,264.00	3,666.00
3/31/2025	11	11-230-100-106-65-001	INTER CLASS AIDE OA	Adjustment	125,671.00	-303.00	125,368.00
3/31/2025	11	11-230-100-106-75-001	INTER CLASS AIDE PLC	Adjustment	144,159.00	-590.00	143,569.00
3/31/2025	11	11-230-100-106-75-002	INTERV AIDS SUBS PLC	Adjustment	2,390.00	479.00	2,779.00
3/31/2025	11	11-230-100-106-75-003	O/T INTERV AIDE PLC	Adjustment	2,980.00	414.00	3,394.00
3/31/2025	11	11-401-100-100-00-003	ENRICHMENT SALARIES	Adjustment	142,735.00	-18.00	142,717.00
3/31/2025	11	11-401-100-100-00-003-003	SPECIAL ED ENRICHMENT SALARY	Adjustment	1,573.00	18.00	1,591.00
						.00	
3/31/2025	20	20-218-200-104-00-001	PRESCH OTHER PROF STAFF	Adjustment	279,651.00	-2,060.00	277,591.00
3/31/2025	20	20-218-200-104-00-002	PRESCH SUB PROF STAFF	Adjustment	200.00	200.00	400.00
3/31/2025	20	20-218-200-105-00-002	PRESCH SUB SECRETARY	Adjustment	234.00	960.00	1,194.00
3/31/2025	20	20-218-200-110-00-002	PREK SECURITY GUARD SUB SALARY	Adjustment	3,120.00	900.00	4,020.00
						.00	

Attachments are subject to change without notice.

Stafford Township Board of Education

SEHBP Medical

1/1/25 - 12/31/25

Coverage Status	Census	NJ Direct / Freedom \$10	NJ Direct / Freedom \$10
		Current Rates 1/1/24-12/31/24	Renewal Rate 1/1/25-12/31/25
Single	25	\$1,080.78	\$1,304.62
2 Adults	36	\$2,161.56	\$2,609.24
Family	52	\$3,091.03	\$3,731.21
Parent/Child(ren)	10	\$2,010.25	\$2,426.59
Monthly Premium	123	\$285,671.72	\$344,831.96
Annual Premium		\$3,428,060.64	\$4,138,043.52
Coverage Status	Census	NJ Direct / Freedom \$15	NJ Direct / Freedom \$15
		Current Rates 1/1/24-12/31/24	Renewal Rate 1/1/25-12/31/25
Single	0	\$1,028.87	\$1,241.96
2 Adults	1	\$2,057.75	\$2,483.92
Family	4	\$2,942.58	\$3,552.00
Parent/Child(ren)	0	\$1,913.70	\$2,310.04
Monthly Premium	5	\$13,828.01	\$16,691.92
Annual Premium		\$165,936.84	\$200,303.04
Coverage Status	Census	NJEHP	NJEHP
		Current Rates 1/1/24-12/31/24	Renewal Rate 1/1/25-12/31/25
Single	68	\$908.26	\$960.85
2 Adults	12	\$1,816.52	\$1,921.69
Family	62	\$2,597.62	\$2,748.02
Parent/Child(ren)	6	\$1,689.36	\$1,787.17
Monthly Premium	148	\$254,748.52	\$269,498.34
Annual Premium		\$3,056,982.24	\$3,233,980.08
Coverage Status	Census	GSHP	GSHP
		Current Rates 1/1/24-12/31/24	Renewal Rate 1/1/25-12/31/25
Single	0	\$784.01	\$829.40
2 Adults	0	\$1,568.01	\$1,658.80
Family	0	\$2,242.26	\$2,372.08
Parent/Child(ren)	0	\$1,458.25	\$1,542.68
Monthly Premium	0	\$0.00	\$0.00
Annual Premium		\$0.00	\$0.00
Total Annual Premium	276	\$6,650,979.72	\$7,572,326.64
Annual Change			\$921,346.92
Percent Change			13.9%

*Census Counts from February 2024

 Brown & Brown

AMENDMENT TO THE AGREEMENT

STAFFORD TOWNSHIP BOARD OF EDUCATION

GROUP NO. 07571

IT IS AGREED that in accordance with ARTICLE VI, Section 3 of the Contract between Delta Dental of New Jersey, Inc. and the above group, said Contract is hereby amended effective July 1, 2024 with the changes indicated below:

Article III, Section 8 is amended to read:

Subscription charges under this Contract shall be as follows:

<u>Sublocation(s)</u>	<u>COVERAGE</u>	<u>MONTHLY CHARGES</u>
00001,00002,00003	One Party	\$46.49
	Two Party	\$92.98
	Three Party	\$139.46

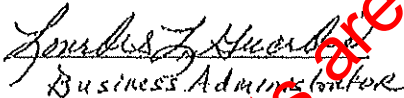
The above rates are guaranteed from July 1, 2024 to June 30, 2025.

ARTICLE I, Section 3 is amended in part to read:

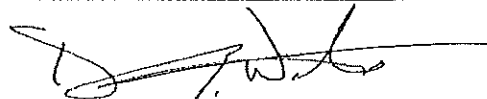
3. The "Anniversary Date" of this Contract is July 1, 2026 and the first day of July of each subsequent year for as long as this Contract shall remain in full force.

Except as herein amended, all terms and provisions of the Contract shall remain in full force.

STAFFORD TOWNSHIP
BOARD OF EDUCATION


Business Administrator

DELTA DENTAL OF NEW JERSEY, INC.



Dennis G. Wilson
President



Barry J. Petrucci, F.S.A., M.A.A.A.
Vice President
Underwriting & Actuarial Services

Stafford Township Board of Education

Prescriptions Rates

7/1/25 - 6/30/26

Coverage Status	Benecard Non-Admin 7/1/25 - 6/30/26
Single	\$233.43
2 Adult	\$687.87
Family	\$694.63
Parent/Child	\$391.68
Coverage Status	Benecard Admin 7/1/25 - 6/30/26
Single	\$329.68
2 Adult	\$772.89
Family	\$780.49
Parent/Child	\$440.08
Coverage Status	Benecard EHP 7/1/25 - 6/30/26
Single	\$273.10
2 Adult	\$641.15
Family	\$648.45
Parent/Child	\$369.53
Coverage Status	Benecard GSHP 7/1/25 - 6/30/26
Single	\$273.10
2 Adult	\$641.15
Family	\$648.45
Parent/Child	\$369.53

THE PUBLIC EMPLOYER TRUST AGREEMENT

Stafford Township Board of Education, as a current participant in the Public Employer Trust (herein after known as "the Trust"), for the policy period beginning July 1, 2025 through June 30, 2026, understands and agrees to the following:

- The monthly premium statements mailed to the participant, by the insurance company, should be submitted with the billed premiums within the thirty-day grace period. Any changes to be made to the billed amount will be adjusted by the insurance company on future bills.
- The insurance company is responsible to provide the participant with an ample supply of descriptive material for distribution to its eligible employees.
- The insurance company will provide a direct claim system, which will process claims between the employee's home address and the insurance company claim office.
- Any future rate adjustments will be based upon the claim experience of the Trust. As such, no separate experience records will be available or obtainable on any one participant.
- The participant may discontinue its involvement in the Trust at the end of the policy period, providing 60 days' advanced written notice to the Administrator, Brown & Brown. All premiums must be paid in full prior to the cancellation date. The participant will automatically renew in the Trust for the new policy period unless written termination is received as specified herein.
- Benefit Programs Adopted:
Medical (), Prescription Drug (X), Dental (), Vision ()
- As Administrator, Brown & Brown reserves the right to make changes in the insurance company for the Trust, so long as the insurance company guarantees benefits that are equal to or greater than current benefits.

For: Stafford Township Board of Education

The Public Employer Trust

Signature of Participant Officer

Lourdes LaGuardia

Name of Participant Officer (Print)

School Business Administrator

Title or Position

May 12, 2025

Date

Signature of Brown & Brown Representative

Name of Representative (Print)

Title

Date

Stafford Township Board of Education

Vision Options

7/1/25 - 6/30/26

Coverage Status	Census*	NVA	NVA	NVA
		Current Rates 7/1/24 - 6/30/25	Renewal Rates 7/1/25 - 6/30/29 (4Y)	Alt Renew (Add Costco) 7/1/25 - 6/30/29 (4Y)
Single	113	\$11.63	\$10.76	\$11.63
2 Adults	72	\$20.91	\$19.34	\$20.91
Family	130	\$27.85	\$25.76	\$27.85
Parent/Child(ren)	9	\$20.31	\$18.79	\$20.31
Monthly Premium	324	\$6,623.00	\$6,126.28	\$6,623.00
Annual Premium		\$79,476.00	\$73,515.30	\$79,476.00
Total Annual Premium	324	\$79,476.00	\$73,515.30	\$79,476.00
Total Difference			-\$5,960.70	\$0.00
Percent Change			-7.50%	0.00%

*Census Counts derived from an NVA Nov 2024 report showing active employees

**Preschool Education Program Contract
School Year 2025-2026**

This Agreement is made and entered into this first day of **July 2025** by and between the **Stafford Township School District**, with principal offices located at **250 North Main Street, Manahawkin, New Jersey 08050** (hereinafter referred to as the “District”), and **Happy Days Preschool I**, with its principal offices located at **1445 Forecastle Avenue, Manahawkin, New Jersey 08050** (hereinafter referred to as the “private provider” as applicable or “Provider”) (together “the parties”). With locations operating at: (School Name, Address, City)

Happy Days Preschool I, 1445 Forecastle Avenue, Manahawkin, NJ 08050

Whereas, the School Funding Reform Act, P.L. 2007, c.260 (SFRA), adopted in January of 2008 provides for the expansion of a high-quality preschool program to all age- and income-eligible at-risk preschool children in New Jersey; and

Whereas, this Agreement seeks to ensure that pursuant to the SFRA, the high-quality preschool program offered by the Provider contracting with the District shall meet the educational needs of the eligible three- and four-year-old preschool children of the District through the coordination of all federal, state and local public and private community resources; and

Whereas, the District is required to offer a high-quality preschool program and has determined to do so by contracting with a qualified Provider that complies with the Manual of Requirements for Child Care Centers, *N.J.A.C. 3A:52*; and meets the Elements of High-Quality Preschool Programs, *N.J.A.C. 6A:13A*; and

Whereas, the Provider is a private provider and is licensed by the New Jersey Department of Children and Families (DCF) and offers services in accordance with the applicable statutory and regulatory provisions and agrees to be bound by the Manual of Requirements for Child Care Centers, *N.J.A.C. 3A:52*; Elements of High-Quality Preschool Programs, *N.J.A.C. 6A:13A*, and Fiscal Accountability, Efficiency and Budgeting Procedures, *N.J.A.C. 6A:23A*, and

Whereas, it is the intent of the parties that through this Agreement, each party shall be in compliance with all applicable federal and state statutes and regulations. The parties recognize that in the event that there are statutory or regulatory amendments there will be a need to amend this Agreement during its term to comply with any such changes.

Now, therefore, the parties hereby acknowledge and agree to the following:

I Purpose of Agreement

- A. This Agreement provides funding for the minimum of a six (6) hour comprehensive preschool educational program (Program) for **182** school calendar days during the 2025-2026 school year. **[The number entered should equal the number of student contact days (# number of student contact days) and the number of teacher professional**

Preschool Contract
2025-2026 School Year

development days (# number of District professional development days) on the District school calendar exclusive of any extended year or summer programming. Also insert this number in Subsection III (B), first paragraph.]

- B. The Provider shall offer a Program that shall meet the educational needs of the eligible three-and four-year-old preschool children of the District as set forth in this agreement and in accordance with the applicable requirements of the Elements of High-Quality Preschool Programs (*N.J.A.C. 6A:13A*), and the Manual of Requirements for Child Care Centers (*N.J.A.C. 3A:52*) and the requirements of this Agreement.
- C. The District shall work collaboratively with the Provider to meet the requirements of the Elements of High-Quality Preschool Programs (*N.J.A.C. 6A:13A*) and the Manual of Requirements for Child Care Centers (*N.J.A.C. 3A:52*) and shall compensate the Provider in accordance with this Agreement.

II Definitions

A. All terms within this contract have the same meaning as defined in *N.J.A.C. 6A:13A-1.2*, as supplemented below.

1. For purposes of this Agreement, the term minimum of a “six (6) hour comprehensive educational program day” means a full-day preschool Program in accordance with the school District’s grade one through twelve daily school calendar, meeting 180 days or more, depending on the district’s required number, between September 1 and June, and not exceeding June 30 of the District’s academic year.
2. For purposes of this Agreement, the term "Appropriately Certified Teacher" means an individual meeting the requirements set forth in Subsection III (E)(1) of this Agreement and *N.J.A.C. 6A:13A-4.3*.
3. For purposes of this Agreement, the term "Appropriately Qualified Teacher Assistant" means an individual meeting the requirements set forth in Subsection III (E) (2) of this Agreement and *N.J.A.C. 6A:13A-4.3*.
4. For purposes of this Agreement, the term “Preschool Instructional Coach” means an individual meeting the requirements set forth in *N.J.A.C. 6A:13A-4.2*.
5. For the purposes of this Agreement, the term “Quarterly Expenditure Report” means a report of all actual, approvable, reasonable and customary expenditures with supporting documentation and receipts available for inspection at any time by District or Department of Education (DOE) designee, for each quarter following the payment and report schedule provided in Section VII, Compensation, for all District-approved

Preschool Contract
2025-2026 School Year

Provider budget planning documents for the 2025-2026 school year. This includes reporting the actual expenses for all approved salaries, benefits, payroll taxes, substitute stipends, classroom materials and supplies, technology, field trips and associated transportation, space costs, food costs, and administrative and indirect costs.

6. For the purposes of this Agreement, the terms “absent without excuse” and “unexcused absence” mean any absence not due to sickness or medical condition documented by a licensed medical professional or documented family emergency. Every effort should be made to reduce chronic absenteeism, which is defined as at least 10 percent of 180 days or 18 days of school. The District Board of Education shall ensure that preschool students are not suspended, long-term or short-term, and are not expelled from school (*N.J.A.C. 6A:13A-4.4(g)*).
7. For the purposes of this Agreement, the term “homeless children and youths” is as defined in Subtitle VII-B of the McKinney-Vento Homeless Assistance Act (McKinney-Vento) (42 U.S.C. §11431 et seq.), (*N.J.A.C. 6A:17-2.2*); the Individuals with Disabilities Education Act (IDEA) (20 U.S.C. §1400 et seq.); and the Improving Head Start for School Readiness Act (42 U.S.C. §9801 et seq.), and refers to individuals who lack a fixed, regular, and adequate nighttime residence and includes the following four categories:
 1. Children and youth who:
 - a. share the housing of other persons due to loss of housing, economic hardship, or a similar reason;
 - b. are living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative accommodations;
 - c. are living in emergency or transitional shelters; or
 - d. are abandoned in hospitals.
 2. Children and youth who have a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings.
 3. Children and youth who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings.
 4. Children of migrant or seasonal workers who qualify as homeless because they are living in circumstances described in the first three categories.

Preschool Contract
2025-2026 School Year

III Provider Requirements

A. General

The Provider shall at all times:

1. Be a private provider within the meaning of *N.J.A.C. 6A:13A-1.2*.
2. Be licensed by the DCF, Office of Licensing as a Child Care Program pursuant to *N.J.S.A. 30:5B-1 et seq.*
3. Operate pursuant to the requirements set forth in the Elements of High-Quality Preschool Programs (*N.J.A.C. 6A:13A*), and the Manual of Requirements for Child Care Centers (*N.J.A.C. 3A:52*) and the terms of this Agreement.

B. Comprehensive Education Program Requirements

The Provider shall offer a Program for **182** school calendar days during the 2025-2026 school year between September 1 and June 30 *[The number entered should equal the number of student contact days plus the number of teacher professional development days on the District school calendar exclusive of any extended year or summer programming. Insert number from Subsection I (A).]* The calendar will consist of dates that are mutually agreed upon with the District, bearing in mind that dates should coordinate with District transportation, if applicable.

1. The length of the school day shall be at least six (6) hours and shall conform to the length of the school day of the District consistent with Subsection I (A).
2. The Program shall consist of the comprehensive curriculum articulated in the District's preschool plan or updates, as approved by the DOE and at a minimum shall include the following components:
 - a. A comprehensive curriculum supported by research, aligned with the *New Jersey Preschool Teaching and Learning Standards*, and linked to the *New Jersey Student Learning Standards (NJSLS)* that is approved by the DOE as part of the District's plan and annual updates;
 - b. Professional Development;
 - c. Health and Social Service Coordination;
 - d. Parent Involvement Activities; and

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e. Transition Activities.

3. Secular Program

The Program offered by the Provider shall comply with all federal, state and local laws and regulations regarding the secular nature of Programs receiving public funding. It is understood that violation of this provision shall be deemed a breach of this Agreement and shall be the basis for immediate termination pursuant to Section III of this Agreement.

C. Free Provision of Program

The Provider shall not charge parents or families of children in the Program any registration or other fees to participate in the Program, if the children are eligible for the Program, free of charge.

The Provider shall not require parents or families of children to participate in wrap-around services in order to be eligible for enrollment in the Program.

D. Director Qualifications

The Provider shall have a director meeting the qualifications set forth in the Manual of Requirements for Child Care Centers (*N.J.A.C. 3A:52*) and the Elements of High- Quality Preschool Programs (*N.J.A.C. 6A:15A*).

1. The director shall be responsible for the development and implementation of the overall Program and shall work on a full-time basis and will be on-site at the child care center unless his/her presence is required at a District, DOE, or DCF function.
2. The director shall not serve in any other position including, but not limited to, instructional staff member or family worker, during the same hours as he/she is serving in the capacity of center director.
3. If the director is required to be off-site for a required District, DOE, or DCF function, or is using paid time off, he/she shall assign an on-site designee, pursuant the Manual of Requirements for Child Care Centers, *N.J.A.C. 3A:52*. The designee shall not be a district-funded classroom teacher or teacher assistant.

E. Staff Qualifications

The Provider's staff shall have the following qualifications:

1. All "Appropriately Certified Teachers" shall hold a bachelor's degree and, at a minimum, a Certificate of Eligibility or Certificate of Eligibility with Advanced

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Standing for Preschool through Grade Three certification or other equivalent preschool certification, as set forth in *N.J.A.C. 6A:9B* et seq.

2. The Provider shall require all “Appropriately Qualified Teacher Assistants”, both new hires and existing staff, to have, at a minimum, a high school diploma or its equivalent and, in school districts or schools supported by Title 1 funding, to also meet the requirements established by the Every Student Succeeds Act, P.L. 114-95.
3. The Provider shall notify the District in writing, within thirty (30) business days, of any termination of employment of teachers or teacher assistants serving children in preschool classrooms and when the employment of new personnel takes place.
4. In Districts approved to participate in the Limited Certificate of Eligibility/Certificate of Eligibility with Advanced Standing Pilot Program, the Provider shall be considered a part of the District’s plan for participating teachers.

F. Staffing Standards

The Provider shall comply with the following staffing standards for the six-hour comprehensive educational Program:

1. Class Size

Contracted class size shall not be greater than fifteen (15) children with one certified teacher and one appropriately qualified teacher assistant, pursuant to *N.J.A.C. 6A:13A-4.3*. This ratio should be in place for the six (6)-hour day as described below.

2. Line of Sight

The teacher and/or teacher assistant must maintain a line of sight of the children during the six (6)-hour comprehensive educational Program day.

3. Teacher Absences

A substitute teacher and/or substitute teacher assistant shall be present and working in the preschool classroom for each day that a teacher and/or teacher assistant is absent, whether due to illness, required training, or approved personal leave. The substitute teacher shall hold, at a minimum, a substitute credential pursuant to *N.J.A.C. 6A:9B-7* et seq. A vacant teaching position shall not be filled by an individual holding only a substitute credential for longer than 20 school days, *N.J.S.A. 18A:16-1.1(a)*. The Commissioner may grant an extension of up to an additional 20 school days upon written application from the District demonstrating its inability to hire an appropriately certified teacher for the vacant position within the original 20-day time limit. The qualification for a substitute teacher assistant shall, at a minimum, be a high school diploma. The District shall share its current substitute list with the Provider. The

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District shall work with the Provider in acquiring substitute certification for qualified staff.

4. District staff will not actively recruit staff from the Child Care Program. Districts will agree to fund Child Care Programs at a level allowing for pay parity between the two Programs.

G. Family Workers

The Provider shall have one (1) full time family worker, as required by *N.J.A.C. 6A:13A-4.6 (b) 2i-iv*, in place for a maximum of 75 children being served by the Provider who shall:

1. Collaborate with the School District staff to ensure that activities for family involvement and social services occur. District will invite Child Care families to participate in their parent involvement activities.
2. Coordinate participation in health and social services designated by the District to serve the needs of the children and their families.
3. Provide all requested data to the District.
4. Report to the director and collaborate with appropriate District social services staff.
5. Complete a minimum of three (3) visits with each family in each school year.
6. Not serve as teacher, secretary, substitute, or in any other capacity during the same hours as they are serving as the family worker.

H. Criminal History Background Checks

The Provider, pursuant to the Manual of Requirements for Child Care Centers, *N.J.A.C. 3A:52-1 et seq.*, and the Head Start Program Performance Standards (2024)-45 CFR Chapter XIII, Subchapter B, Part 1302.90(b), must establish written personnel policies and procedures approved by the governing body and available to all staff, and will ensure that a preemployment Criminal History Record Information (CHRI) fingerprint background check, interview, reference verification and sex offender registry check is completed for all staff members at least 18 years of age who are or will be working at the center on a regularly scheduled basis, including transportation staff and contractors, to determine whether any such person has been convicted of a crime, as specified in P.L. 2000, c. 77 and that said check indicates that no criminal history record information exists on file in either the Identification Division of the Federal Bureau of Investigation or the State Bureau of Identification, or tribal criminal history records which would disqualify said employee from employment pursuant to law or that the check reveals a disqualifying offense and the

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individual has demonstrated rehabilitation as determined by the Department of Children and Families.

A Program has 90 days after the person is hired to complete all portions of the background check, including the child abuse and neglect state registry check.

A program must review the information found in each employment application and completed background check to assess the relevancy of any issue uncovered by the completed background check including any arrest, pending criminal charge, or conviction and must use Child Care and Development Fund (CCDF) disqualification factors described in [42 U.S.C. 9858f\(c\)\(1\)\(D\)](#) and [42 U.S.C. 9858f\(h\)\(1\)](#) or tribal disqualification factors to determine whether the prospective employee can be hired or the current employee must be terminated.

1. Within two weeks after a new staff member begins working at the center, the Provider shall ensure that the new staff member completes the CHRI fingerprinting process.
2. Until the center receives the results of the CHRI background check from DCF for a new staff member, the center shall ensure that a current staff member is present whenever the new staff member is caring for children at the center.
3. The Provider's director or human resource director shall certify to the District that all procedures related to background checks are followed for the center and each qualifying staff member as established by DCF pursuant to the Manual of Requirements for Child Care Centers, *N.J.A.C. 3A:52*.
4. If it is discovered during the course of the Agreement that either a) an employee with disqualifying CHRI on file that has not demonstrated rehabilitation as determined by the DCF, or b) an employee who has not had a CHRI background check is working at a school location, said employee shall be immediately removed by the Provider.
5. Failure by the Provider to comply with DCF regulations regarding CHRI background check procedures and/or failure to remove said staff member immediately either upon notification by the District or discovery by the Provider shall be deemed a breach of this Agreement by the Provider and shall be a basis for non-renewal pursuant to Section X or termination pursuant to Section XI of this Agreement.
6. In accordance with Child Abuse Record Information Background Check Procedures, 3A:52-4.10, the Provider must ensure that any Provider or District newly hired employee or consultant does not have unsupervised access to children until the entire background check process is complete.

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7. The Provider must also ensure that any Provider or District employee, consultant, or contractor with access to children enrolled in the Program must have the entire background check completed at least once every five years, in accordance with federal and state regulations.
8. When a person who is not required to complete a CHRI background check is working with children at the center, the center shall ensure oversight of that person by another staff member and ensure that person is not left alone to supervise a child or group of children, *N.J.A.C. 3A:52-4.10; N.J.A.C.3A:52-4.11*.

I. Child Abuse Record Information Checks

The Provider, pursuant to the Manual of Requirements for Child Care Centers, *N.J.A.C.3A:52*, shall obtain from all staff members who are or will be working at the center on a regularly scheduled basis, written consent for DCF to conduct a Child Abuse Record Information (CARI) background check to determine whether an incident of child abuse and/or neglect has been substantiated against any such person.

1. Within two weeks after a new staff member begins working at the center, the Provider shall submit to the DCF Office of Licensing a completed CARI consent form for the new staff member.
2. Until the results of the CARI background check of a new staff member have been received from DCF, the Provider shall ensure that a current staff member is present whenever the new staff member is in the presence of children.
3. The Provider's director or human resource director shall certify to the District that all procedures in relation to CARI checks are followed for the center and each qualifying staff member as established by DCF pursuant to the Manual of Requirements for Child Care Centers, *N.J.A.C. 3A:52-4.9*.
4. If it is discovered during the course of this Agreement that a CARI background check reveals that an incident of child abuse and/or neglect has been substantiated against a staff member, said staff member shall be immediately removed by the Provider.
5. Failure by the Provider to comply with DCF regulations regarding CARI background check procedures and/or failure to remove said staff member immediately either upon notification by the District or discovery by the Provider shall be deemed a breach of this Agreement by the Provider and shall be a basis for non-renewal pursuant to Section X or termination pursuant to Section XI of this Agreement.
6. Provider must conduct the complete background checks for each employee, consultant, or contractor at least once every five years, in accordance with federal and state

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regulations, which must include each of the checks listed in paragraphs H and I of Section III of this Agreement.

7. When a person who is not required to complete a CARI background check is working with children at the center, the center shall ensure oversight of that person by another staff member and ensure that person is not left alone to supervise a child or group of children, *N.J.A.C. 3A:52-4.10; N.J.A.C. 3A:52-4.11*.
8. As of June 1, 2018, *P.L. 2018, c. 5* requires that all school districts, charter schools, nonpublic schools, and contracted service providers make certain inquiries regarding child abuse and sexual misconduct of prospective employees who will have regular contact with students. Consistent with the statute, the DOE has developed employment forms that hiring entities may use to complete the required employment history review. If a hiring entity chooses not to use the forms provided below, the hiring entity is still required to comply with the terms of the statute. Please note that this employment review is separate from the criminal history review requirements. The resources below include two forms and a list of frequently asked questions regarding the implementation of *P.L. 2018, c. 5*:
 - [Sexual Misconduct/Child Abuse Disclosure Release](#)
 - [Sexual Misconduct/Child Abuse Disclosure Information Request](#) (follow-up form)

J. Nondiscrimination

The Provider shall be fully responsible for the recruitment and hiring of staff necessary to perform this Agreement. The Provider shall operate in conformity with the provisions of all federal and state anti-discrimination statutes and directives, including Title VII of the Civil Rights Act of 1964 and the New Jersey Law Against Discrimination, *N.J.S.A. 10:5-1 et seq.*, and is committed to Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act, 42 U.S.C. §1201 et seq.

1. The Provider certifies that it is an Equal Opportunity Employer and will not discriminate in the recruitment, selection, hiring, promotion or demotion of staff or the selection of services provided to children on the basis of or against any person because of race, creed, religion, color, national origin/nationality, ancestry, age, sex/gender (including pregnancy), marital status/civil union partnership, familial status, affectional or sexual orientation, gender identity or expression, domestic partnership status, atypical hereditary cellular or blood trait, genetic information, disability, (including perceived disability, physical, mental, and/or intellectual disabilities), or liability for service in the Armed Forces of the United States.

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2. The Provider agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Provider setting forth the above provisions of the above nondiscrimination clause.
3. The Provider certifies that it has an Affirmative Action Program and except with respect to affectional or sexual orientation and gender identity or expression, the Provider will take affirmative action to ensure that such applicants are recruited and employed, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.
4. The Provider agrees to make good faith efforts to meet targeted county employment goals established in accordance with *N.J.A.C. 17:27-3.2*.
5. The Provider agrees to inform in writing to its appropriate recruitment agencies including, but not limited to, employment agencies, placement bureaus, colleges, universities, and labor unions, that it does not discriminate on the basis of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.
6. The Provider agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job-related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable federal law and applicable federal court decisions.
7. In conforming with the targeted employment goals, the Provider agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, consistent with the statutes and court decisions of the State of New Jersey, and applicable federal law and applicable federal court decisions.
8. Providers must also adhere to contracting requirements for affirmative action and affirmative action supplements. Forms can be accessed at <https://www.nj.gov/treasury/purchase/forms.shtml>

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K. Confidentiality of Pupil Records

The Provider shall keep all pupil records in strictest confidence. During the term of this Agreement and at all times thereafter, the Provider shall not publish, disclose or use pupil records without prior written consent of the District or as otherwise provided by law in strict accordance with N.J.S.A. 18A:36-19, *N.J.A.C. 3A:52-1.1* et seq., *N.J.A.C. 6A:32-7.1* et seq., and the Federal Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g.

L. Attendance Records

The Provider shall collect and report daily attendance information on each enrolled child in the following manner:

1. The Provider and District will work together to address chronic absenteeism which is defined as missing at least ten (10) percent of school days, or 18 days of a 180-day school year. Providers with excessive absenteeism rates should create an action plan.
2. If any enrolled child is absent without excuse for up to ten (10) consecutive days of school, the District and Provider shall make every effort to contact the family and get the child to school. The District and Provider may begin attempts to contact the family prior to ten (10) consecutive unexcused absences.
3. The Provider will make a concerted attempt to get the child to come to school. If these attempts fail and the child is absent without excuse for ten (10) consecutive days of school, the child shall no longer be enrolled and the District/Provider may fill the slot with another child.
4. Daily attendance reports shall be provided to the District on a monthly basis. The District will be responsible for entering the attendance data into their data system. If the District requires entry of data into their system, additional compensation shall be provided to the contracted Provider.
5. In accordance with the Zero Tolerance for Guns Act, *N.J.S.A. 18A:37-7* et seq. and *N.J.A.C. 6A:13A-4.4* (g), preschool children shall not be expelled or suspended, which includes sending children home early or excluding children for any reason other than medical such as injury or illness. Positive behavior supports through the *Pyramid Model for Supporting Social Emotional Competencies* shall be employed to reduce or eliminate challenging behaviors.

M. Financial Management System

The Provider shall implement sound fiscal practices that include, but are not limited to:

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1. Adherence to Treasury Circular 15-08-OMB, requiring recipients of State aid funds to have an annual single audit, an annual financial statement audit or a Program-specific audit, based on the State aid funds received. A Program specific audit can be elected when a recipient's State financial assistance is under only one State Program, i.e., Preschool Education Aid.
 - i. Recipients that expend \$750,000 or more in State financial assistance within their fiscal year must require these recipients to have annual single audits or Program-specific audits.
 - ii. Recipients that expend less than \$750,000 in State financial assistance within their fiscal year but expend \$100,000 or more in State financial assistance within their fiscal year, must require these recipients to have either a financial statement audit performed or a Program-specific audit.
2. Maintaining a financial management system that provides timely, accurate, current and complete disclosure of all financial activities related to the Agreement, in accordance with Generally Accepted Accounting Principles (GAAP).
3. Making expenditures in strict accordance with the DOE's 2025-2026 Private Provider Budget and Expenditure Guidance.
4. Maintaining a preschool accounting system of all financial activities related to the Agreement separate from other funding sources.
5. Maintaining a general ledger and account reconciliation of all financial activities related to the Agreement.
6. Making modifications to the approved budget, when appropriate, based on reasonable and customary costs and verifiable documentation.
7. Amending the approved budget, when appropriate, with approval by the District Board of Education.
8. Timely completion of all financial requirements and timely electronic submission of all financial reports described in Section VII of this Agreement.

IV District/Provider Coordination, Cooperation

- A. The Provider and the District shall ensure that the high-quality elements required by the *New Jersey Preschool Program Implementation Guidelines* are met.
- B. The District shall, at a minimum, provide a Preschool Instructional Coach for every twenty (20) preschool classrooms to provide coaching and classroom support for classroom

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teachers in accordance with *N.J.A.C. 6A:13A-4.2*. Preschool Instructional Coaches will also address special needs including, but not limited to, providing additional assistance to uncertified or inexperienced teachers and professional development that supports preschool English language learners and preschool children in inclusive classroom settings. The Provider agrees to allow the Preschool Instructional Coaches to provide coaching and professional development services in the Provider's contracted classrooms. The District, with the center director and the teaching staff, shall develop an individualized professional development plan for the teaching staff that describes the role and activities of the Preschool Instructional Coach for the school year. The District shall notify the Provider within thirty (30) days of any staffing changes in Preschool Instructional Coach positions and assignments.

- C. The District shall make available to the Provider appropriate in-service training and systematic professional development activities.
- D. The District shall include the Provider's teachers, in addition to assistant teachers, family workers, and any additional positions funded by Preschool Expansion Aid, in all professional development experiences offered by the District for the preschool teaching staff. The Provider's teachers must attend a minimum of **two (2)** professional development in-service/trainings/workshops offered by the District.
- E. The District shall make available a substitute teacher list to the Provider.
- F. The District shall verify the credentials and progress toward obtaining the appropriate certification or credentials, where applicable, of all preschool teaching staff in a Provider and shall verify that all required background and criminal checks on all employees have been conducted.
- G. The District and the Provider shall articulate plans and activities for children and parents who are making the transition to elementary schools.
- H. The District shall make available health and social service resources to the Provider.
- I. The District and Provider are jointly responsible for recruitment of children.
- J. The District is responsible for ensuring that each preschool child is screened within two months of school entry using a developmentally-based early childhood screening assessment approved by the DOE.
- K. Eligibility for contract renewal is based on each contracting Provider classroom maintaining a minimum reliable score of **4.5 {all districts must insert a 4.5 unless discussion with DOE results in a different score entry}** on the Early Childhood Environment Rating Scale, Third Edition (ECERS-3). The ECERS-3 must be administered

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by the District by an individual deemed reliable by the tool developer in each classroom no less than once every three (3) years.

- L. The Provider shall allow District or DOE designee(s) necessary access to conduct needs assessments and data collection.
 - M. The District shall provide financial management assistance to the Provider in the development and monitoring of the Provider's annual budget and implementation of the preschool Program.
 - N. The District shall provide a copy of its work schedule for all teaching staff to the Provider to allow the Provider to ensure that the work schedule established for the teaching staff in the contracted preschool classrooms is comparable to the work schedule provided by the District for both teaching staff contract hours and teaching staff student contact hours and is made available to all affected teaching staff.
 - O. The District shall share with the Provider the plan for transition initiatives from Program entry to kindergarten through grade three.
 - P. The Provider shall submit a copy of their lease agreement or any written agreement for space, rent, or mortgage to the District for the school year, in every instance when the Provider is bound by such an agreement.
 - Q. The Provider shall receive written approval from the District, consistent with *N.J.A.C. 6A:13A-7.1(c)* prior to any change affecting physical space or location of classrooms.
 - R. Providers must notify the District within 24 hours of any on-site injuries or institutional abuse allegations within the District-funded classrooms. At a minimum, reporting should include: 1) the occurrence of an injury or illness while under the Provider's supervision that results in a child visiting the emergency room; 2) the occurrence of an injury or illness while under the Provider's supervision that results in a child's admittance to the hospital; 3) the death of a child while under the Provider's supervision; or 4) the occurrence of an injury or illness that results in a call to 911, on-site medical or transported emergency care, or urgent care.
 - S. McKinney-Vento and the New Jersey Administrative Code applies to homeless children and youths, which includes children attending preschool Programs. District and Provider shall collaborate and coordinate to ensure that children experiencing homelessness are immediately enrolled, participate in educational programming, and have access to high quality early childhood Programs.
1. School Districts that offer a public preschool education Program must ensure that children experiencing homelessness have the same access to that education as is

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provided to non-homeless children (42 U.S.C. § 11432(g) (4)), (*N.J. A.C. 6A:17-2.1, 6A:17-2.3*).

2. McKinney-Vento requires state and local educational agencies (LEAs) to remove barriers to school enrollment (42 U.S.C. § 11432(g)(1)(I)), (*N.J.A.C. 6A:17-2.4(a)(3)*).
3. Districts must ensure the immediate enrollment of children experiencing homelessness, even if they lack documents typically required for enrollment, including birth certificates, health records, and proof of residency. Immediate enrollment is one of the core protections of the McKinney-Vento Act (42 U.S.C. § 11432(g)(3)(C)), (*N.J.A.C. 6A:17-2.5(g)*).
4. Ongoing communication, collaboration, and coordination between Provider and District, including teachers, social workers, McKinney-Vento regional coordinators/district homeless liaisons, and health staff members are vital in order to increase the enrollment of children and the provision of services to them and their families.
5. In accordance with McKinney-Vento and New Jersey Administrative Code (*N.J.A.C. 6A:17-2.3, N.J.A.C. 6A:27-6.2*), Districts must provide transportation to ensure children experiencing homelessness have access to their educational day.
6. School Districts that transport non-homeless children also must provide comparable transportation services for children experiencing homelessness (42 U.S.C. § 11432(g)(4)(A)), (*N.J.A.C. 6A:17-2.3, N.J.A.C. 6A:27-6.2*). In addition, transportation to the School District of residence must be provided when requested by a parent or guardian (42 U.S.C. § 11432(g)(1)(J)(iii), (*N.J.A.C. 6A:17-2.4(a)(7)*)). Districts must continue to provide transportation to and from the School District of residence to formerly homeless students who become permanently housed for the remainder of the academic year during which the child becomes permanently housed (42 U.S.C. § 11432(g)(3)(A)(i)(II), (*N.J.A.C. 6A:17-2.5*)). All transportation must be arranged promptly to ensure immediate enrollment and so as not to create barriers to homeless students' attendance, retention, and success (see 42 U.S.C § 11431(2) and 11432(g)(1)(I)), (*N.J.A.C. 6A:17-1.1, N.J.A.C. 6A:17-2.4*).

T. The District will require that all Provider teachers fulfill their school year and will not allow staff to move from Provider classes to the District any time during the school year once classes have started. Their employment agreement with Provider will be honored.

- U. The District, in the spirit of partnership, will not actively recruit teaching staff or supervisors from the Provider.

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V. Monitoring of Program Performance

- A. The District and the DOE are responsible for monitoring the Provider on a regular basis to ensure that the Provider is delivering a quality Program. The Provider shall provide the District, the DOE, and the Department of Human Services access to its site and Program records for purposes of monitoring and ensuring that the Provider is complying with all aspects of this Agreement.
- B. The Provider shall inform the District in writing of all conditions that may negatively affect or are negatively affecting the performance of services as soon as they are known. The disclosure shall be accompanied by a statement of the action taken or contemplated by the Provider to correct the problems and when corrective action will be taken.
- C. The District may, at any reasonable time, make site visits to inspect the Program, facility, books, records, and equipment relating to the provision of the early childhood education services, review Program accomplishments and management and financial control systems, as well as interview any officials and/or employees whose work involves the performance of this Agreement or compliance with its terms.
- D. The District shall conduct on-site monitoring at least twice in each contract year to assess compliance and shall ensure that the Provider is complying with the requirements of this Agreement.
- E. The District shall assess classroom quality and create action plans for teaching staff using the following steps:
1. The District shall score Program quality on a graduated scale in all preschool classrooms based on results of the ECERS-3 as referenced in Subsection IV (K) of this Agreement.
 2. An action plan shall be developed and implemented by the District and Provider if any classroom falls below the minimum acceptable ECERS-3 score referenced in Subsection IV (K) of this Agreement. Development of the action plan shall involve participation of the District and the Provider in joint discussions to determine the classroom quality improvements that are necessary based upon the results of the observation instrument and establishment of a timeframe for making the required changes. The Preschool Instructional Coach shall provide technical assistance to the classroom teacher based upon the action plan.
 3. If the District deems that improvements have not been made according to the established plan and schedule, the District or Provider may request that the classroom or Program be evaluated by a reliable independent observer approved by the DOE. If the reliable independent observer verifies that the action plan is not being satisfied, steps shall be taken to remove the Provider teacher from the classroom or not renew or

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terminate the preschool Program contract pursuant to the provisions for non-renewal pursuant to Section X or termination pursuant to Section XI of this Agreement.

VI. Records, Maintenance and Retention of Records

- A. Any and all records concerning the operation of the Program shall be retained in accordance with The School District Records Retention Schedule (attached to this Agreement as Attachment A and incorporated herein). Such records shall be made available to the representatives of the District and the DOE upon request. Such records shall also be available to the public to the same extent that the District records are available for public inspection.
- B. Where not otherwise specified in the School District Records Retention Schedule, the retention period starts on July 1 for records created by or filed with the Provider during the prior school year.
- C. If the provider intends to destroy any records no longer necessary to maintain under the School District Records Retention Schedule, Provider must consult and seek written approval from the District, prior to any destruction of records. Otherwise, the Provider shall transfer those records to the custody of the District.
- D. The Provider shall cause all subcontractors to comply with the terms of this Section.
- E. The Provider shall maintain and have available for audit and/or inspection all books and records that may be requested by the District, DOE, and/or DCF. A copy of said documents shall be provided to the District, the DOE, and/or DCF upon request.
- F. The Provider shall submit to the District, in a timely manner, monthly student enrollment and attendance reports, and such other reports or data as may be required by this Agreement, statute(s) or regulation(s). The District and DOE shall provide reasonable notice of audits and/or inspections.
- G. The Provider shall provide, in a timely manner, copies of all work papers produced in connection with audits made by the Provider to the District and the DOE, upon written request.

VII. Compensation

- A. The maximum number of children for which the Provider will be compensated is **thirty (30)** for the 2025-2026 school year. The District shall pay monthly to the Provider one eleventh (1/11) of the provider's approved 2025-2026 budget planning document with first payment to be issued by the District by August 1, subject to revisions pursuant to

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Subsection VII(C), (D), (G), & (H). Any revisions made pursuant to Subsection VII(C), (D), (G), & (H) shall be made based on the provider's average daily enrollment, not average daily attendance. The District-approved 2025-2026 budget planning document is attached as Attachment B.

- B. From November through June, in the event the average monthly enrollment for the month is greater than or equal to fourteen-fifteenths ($14/15$) of the number of contract slots in A above, then the amount due the following month under the contract shall equal the monthly amount as described in A above.
- C. From November through June, in the event the average monthly enrollment for the month is less than fourteen-fifteenths ($14/15$) of the number of contract slots, the amount due the following month under the contract shall equal the monthly amount multiplied by the average monthly enrollment for the month, divided by the number of contract slots.
- D. For the month of November, the amount due under the contract shall not be subject to adjustment due to September or October enrollment for each contracted classroom that is open to receive children by September 1.
- E. The Provider shall collect and report daily attendance information on each enrolled child in the manner set forth in Subsection III (L)(4).
- F. Collection of attendance information should be used for operational and reporting purposes only.
- G. The District shall make eleven (11) monthly payments to the Provider in the sum of one-eleventh ($1/11$) of the revenues provided under the Provider's District-approved 2025-2026 budget planning document as set forth in A above.
- H. Except for August 1, September 1, and October 15, payments shall be made each month following receipt and verification of the Provider's enrollment for the previous month. The enrollment report is to be submitted to the District on the last business day of each month. Monthly payments will not be made until the enrollment report is received and reviewed by the District. The District will review the enrollment report within one week of receiving the report. In addition, the final payment, which is to be adjusted in accordance with C and F above and based on the Provider's enrollment reports for May and June and Quarterly Expenditure Reports including receipts and supporting documentation, pursuant to H below, shall be issued on or before August 1, 2026.
- I. The Provider agrees to submit to the District a Quarterly Expenditure Report, as defined in Subsection II (A)(5), of actual, approvable, reasonable and customary expenditures signed and certified by the director and officer of the corporation (if the director is not an officer), if incorporated, and understands that the District will recoup any unexpended or misspent

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funds based on the Quarterly Expenditure Reports, enrollment records, and monthly payments made by the District. Based on its review of the Quarterly Expenditure Report, the District shall make prorated adjustments to subsequent monthly payments.

1. If the provision for receipt and verification of the Provider's enrollment as described in H above are met, monthly payments shall be made on: August 1, September 1, October 15, November 15, December 15, January 15, February 15, March 15, April 15, and May 15. One final payment shall be issued on or before August 1, 2025.
2. Quarterly expenditure reports (for quarters ending September 30, December 31, March 31, and June 30) shall be submitted to the District no later than: October 15, January 15, April 15, and June 30, with exception of the final quarter (June 30). In the case of the final quarter, the final report must be submitted within two weeks from June 30.
3. The Provider will appropriately expend funds to meet the Elements of High-Quality Preschool Programs, *N.J.A.C. 6A:13A* for each category of goods and services in their District-approved 2025-2026 budget planning document, including, but not limited to, instructional staff positions, materials, supplies, and technology. Materials, supplies, and technology purchases must also meet the criteria set forth in the District's comprehensive preschool curriculum.
4. The District may make a monthly payment adjustment at any time during the contract period to reimburse the Provider for large expenditures related to approved budget items including, but not limited to, playground equipment.
5. Districts may not withhold funding at any time during the contract period without meeting with the Provider. Any funds withheld during the contract period, and any associated meetings with the Provider, must be documented. If the issue of payment is not resolved locally, an appeal may be made to the Commissioner pursuant to *N.J.A.C. 6A:13, Controversies and Disputes*.

VIII. Availability of Funds

The parties recognize that payments by the District to the Provider under this Agreement are expressly dependent upon, and subject to the availability to the District of state funds. The Provider is aware that the District's receipt of state funds is expressly conditional upon allocation, review, and approval by the DOE.

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IX. Term of Agreement

The term of this Agreement shall be July 1, 2025 to June 30, 2026.

X. Renewal or Non-Renewal of a Preschool Program Contract

The District, DOE, and Provider shall use the following processes for renewal or non-renewal of the Provider preschool Program contract:

A. For all Provider contract renewals:

1. The District shall notify any Provider, in writing on or before May 1 of each contract year, of its intent to renew the preschool Program contract for an additional one-year term.
2. The Provider shall notify the District in writing within thirty (30) days of receipt of a renewal notice from the District of its acceptance or rejection of the offer to renew the Agreement for one year.

B. For all Provider contract non-renewals:

1. The District shall notify the Provider, the DOE, Division of Early Childhood Services, and the DCF, Office of Licensing with a full explanation in writing on or before April 1 in any contract year of the intent to not renew any Provider's preschool Program contract for an additional one-year term and/or an intention to reduce slots. The notification shall include the reason(s) for non-renewal, including, but not limited to:
 - a. Fiscal mismanagement: The District must provide documentation verifying evidence of the Provider's fiscal mismanagement as well as documentation that the District attempted to assist the Provider to correct fiscal mismanagement issues.
 - b. Poor classroom quality: The District must provide evidence that it first assessed classroom quality and created a classroom quality improvement plan in accordance with Section V of this Agreement.
 - c. Available in-District classroom space: For a non-renewal based on available in-District space, the following requirements must be met:
 - i. The new configuration must meet the elements of high quality described in *N.J.A.C. 6A:13A* and educational facilities standards for preschool described in *N.J.A.C. 6A:26*; and

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ii. It must be economically more efficient to serve the preschool children in the district space, after considering all costs associated with providing the preschool Program; and

iii. The quality of the current in-District preschool Program must meet an average ECERS-3 score of at least four point five (4.5).

2. The Provider may dispute the non-renewal and/or slot reduction of the preschool Program contract received in writing from the District by notifying the District and the DOE in writing within ten (10) business days of receipt of the notice of non-renewal.

3. The appropriateness of the non-renewal decision will be affirmed or denied by the DOE. The non-renewal decision may be appealed to the Commissioner of the DOE ("Commissioner") pursuant to *N.J.A.C. 6A:3, Controversies and Disputes*.

4. Upon non-renewal, the District shall recover from the Provider all playground materials, playground equipment both installed and uninstalled, start-up classroom materials and start-up classroom technology or the monetary equivalent thereof. The amount to be recovered shall be determined by current market value or depreciated value of said items (as per Federal Depreciation schedule), whichever is lower.

XI Termination of a Preschool Program Contract (see *N.J.A.C. 6A:13A-9.4(b)*)

A. The District shall have the right to terminate this Agreement immediately upon:

1. Notice of revocation of the Provider's license;
2. Provider's breach of any of the following provisions of this Agreement:
 - a. Failure to conduct CHRI background checks as set forth in Subsection III(H) of this Agreement;
 - b. Failure to conduct CARI checks as set forth in Subsection III(I) of this Agreement; or
 - c. Violation of any federal, state or local law or regulation regarding the secular nature of Programs receiving public funding as set forth in Subsection III(B)(3) of this Agreement.
3. Provider's action(s) or inaction(s) that placed children in the Program at serious risk of harm.

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4. Failure to comply with all applicable requirements established pursuant to N.J.A.C. 6A:13A, et seq.; or

5. Any other reasonable cause within the discretion of the school district and with written approval from the Department.

B. For any breach of contract, except those that trigger the right to immediate termination defined in Subsection XI(A), the District shall have the right to terminate this Agreement as follows:

1. If a Provider fails to comply with all terms of this Agreement or applicable Federal, State, or local requirements, the school district shall notify, in writing, the Provider and the Department about the deficiency and provide a timeframe for compliance.

2. If the Provider fails to submit a corrective action plan demonstrating how they will resolve the deficiency within ninety (90) days and the Provider fails to implement the corrective action plan within thirty (30) days, the District may initiate termination of this agreement upon written notice to the Provider and the Department. Termination of the contract shall be subject to written approval by the Department to the school district and Provider.

C. The Provider shall have the right to appeal to the Commissioner a District's decision to terminate this Agreement pursuant to N.J.A.C. 6A:3, Controversies and Disputes. The filing of an appeal under N.J.A.C. 6A:3 shall not prevent the termination from becoming effective on the date specified unless the appealing party seeks and is granted a stay pending decision by the Commissioner.

D. The District and the Provider may terminate this Agreement by mutual agreement, in writing, upon notice to and receipt of written approval from the DOE.

1. In the event of termination under this Subsection XI(D), said termination shall take effect upon the thirtieth day from the date the District and the Provider receive written approval from the DOE to terminate this Agreement.

E. Upon termination, the District shall recover monetary value of startup materials limited to playground equipment, non-consumable startup materials, and start up classroom technology based on DOE approval. The amount recovered shall be determined by the current market value or depreciated value of said items (as per Federal Depreciation Schedule), whichever is lower.

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- F. In the event of non-renewal or termination of this Agreement pursuant to Sections X and XI of this Agreement, by either the District or the Provider, the Provider shall continue the service until the District has found an appropriate placement for all children unless termination was instigated under the provisions set forth in Subsection XI(A) in which case termination shall be immediate. At no time shall the Provider be required to continue the service for more than ninety (90) days beyond the expiration or termination date of the existing Agreement. The Provider will be reimbursed for this continued service at the funding level established in Section VII of this Agreement.

XII. Informal Dispute Resolution Process

- A. The District and Provider shall attempt to resolve any dispute that may arise under this Agreement. If the dispute cannot be resolved locally, an appeal may be made to the Commissioner pursuant to *N.J.A.C. 6A:3, Controversies and Disputes*.

XIII. Subcontracting and Assignment

- A. The Provider shall not subcontract and/or assign services to be provided pursuant to Section I of this Agreement, without written approval from the District and the Commissioner.
- B. The Provider agrees to make all records of any subcontractor available to the District, the DOE, the DCF and any federal agency whose funds are expended in the course of this Agreement for the purpose of review. All subcontracts entered into by the Provider shall include a provision whereby the subcontractor acknowledges its obligation to make all pertinent records available to the District, the DOE, the DCF and any federal agency whose funds are expended in the course of this Agreement.
- C. The subcontractor shall comply with all applicable laws and regulations.

XIV. Indemnification

- A. The Provider shall assume all risk of and responsibility for, and agrees to indemnify, defend and save harmless the State of New Jersey from and against any and all claims, demands, suits, actions, recoveries, judgments and costs, and expenses in connection therewith on account of the loss of life, property or injury or damages to the person, body or property of any person or persons, whatsoever, which shall arise from or result directly or indirectly from (1) the work, service or materials provided under this Agreement; or (2) any failure to perform the Provider's obligations under this Agreement or any improper or deficient performance of the Provider's obligations under this Agreement. This indemnification obligation is not limited by, but is in addition to, the insurance obligations contained in this Agreement. Furthermore, the provisions of this indemnification clause shall in no way limit the obligations assumed by the Provider under this Agreement, nor shall they be construed

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to neither relieve the Provider from any liability nor preclude the State from taking other actions available to it under any other provision of this Agreement or at law.

- B. The Provider shall immediately notify the District and the DOE in writing of any action or suit pending or filed or any claim which may result in litigation against the District and/or the State of New Jersey by any person, organization, or other entity.

XV. Insurance

- A. The Provider shall procure and maintain, at its own expense, until at least two years after the completion of all services performed under this Agreement and any modification hereto, liability insurance for damages imposed by law and assumed under this Agreement, of the kinds and in the amounts hereinafter provided, from insurance companies admitted or approved to do business in the State of New Jersey. The Provider expressly understands and agrees that any insurance protection required by this Agreement shall in no way limit the Provider's obligations assumed in this Agreement, and shall not be construed to relieve the Provider from liability in excess of such coverage, nor shall it preclude the State from taking such other actions as are available to it under any other provisions of this Agreement or otherwise in law.

1. The types and minimum amount of insurance shall be as follows:

a. General Liability Insurance

- i. The minimum limits of liability for this insurance shall be as follows:

(A) Bodily Injury Liability

Each Occurrence: \$1,000,000.00

Aggregate: \$3,000,000.00

(B) Property Damage Liability

Each Occurrence: \$1,000,000.00

Aggregate: \$3,000,000.00

- ii. The above required General Liability Insurance shall name the State of New Jersey as an additional insured. The above required General Liability Insurance shall also name the District as an additional insured. The coverage to be provided under this policy shall include contractual liability coverage. The aggregate limits may be increased by the parties, upon mutual agreement, in order to provide adequate protection to the State and the District.

b. Comprehensive Automobile Liability Insurance

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The Comprehensive Automobile Liability policy shall cover owned, non-owned and hired vehicles and/or buses for the approved transport of children with minimum limits as follows:

- i. Bodily Injury Liability: \$2,000,000.00 each occurrence;
- ii. Property Damage Liability: \$2,000,000.00 each occurrence; and
- iii. The above required Comprehensive Automobile Liability Insurance shall name the State of New Jersey as an additional insured. The above required Comprehensive Automobile Liability Insurance shall also name the District as an additional insured. The Provider shall equip any vehicle and/or bus used in the transportation of children with "children's seats."

c. Workers' Compensation Insurance

Workers' Compensation Insurance shall be provided in accordance with the requirements of the laws of this State and shall include an endorsement to extend coverage to any state which may be interpreted to have legal jurisdiction.

d. Employer's Liability Insurance

Employer's Liability Insurance with limits not less than:

- (1) \$1,000,000 Bodily Injury, each occurrence;
- (2) \$1,000,000 Disease each employee; and
- (3) \$1,000,000 Disease aggregate limit.

e. Employee Fidelity Bond

An Employee Fidelity Bond shall be procured on all employees of the Provider insuring against loss from employee's dishonest acts. The Bond shall be in the amount of a percentage of the current year's budget set forth in the schedule below:

Total Budget	Minimum Bond Amount
Up to \$100,000.00	20 percent of budget (Minimum \$10,000)
\$100,000.01 to \$250,000	\$20,000 plus 15 percent of all over \$100,000
\$250,000.01 to \$500,000.00	\$42,500 plus 13 percent of all over \$250,000
\$500,000.01 to \$750,000.00	\$75,000 plus 8 percent of all over \$500,000

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Total Budget	Minimum Bond Amount
\$750,000.01 to \$1,000,000.00	\$95,000 plus 4 percent of all over \$750,000
\$1,000,000.01 to \$2,000,000.00	\$105,000 plus 2 percent of all over \$1,000,000
\$2,000,000.01 to \$5,000,000.00	\$125,000 plus 1 percent of all over \$2,000,000
\$5,000,000.01 to \$10,000,000	\$155,000 plus ½ percent of all over \$5,000,000
10,000,000.01 and upwards	\$180,000 plus ¼ percent of all over \$10,000,000

In fixing such minimum bond, round to the nearest \$1,000.

2. The Provider shall, prior to the commencement of services required under this Agreement, provide the District with valid Certificates of Insurance as evidence of the Provider's insurance coverage in accordance with the foregoing provisions. Such Certificates of Insurance shall specify that the insurance provided is of the types and is in the amounts required in Subsection A(1)(a), (b), (c), (d) and (e) above.
3. Standard exclusions will be allowed provided they are not inconsistent with the requirements set forth Subsection A(1)(a), (b), (c), (d) and (e) above. Allowance of any additional exclusions will be at the discretion of the State. Regardless of the allowance of exclusions or deductions by the State, the Provider shall be responsible for the deductible limit of the policy and all exclusions consistent with the risks the Provider assumes under this Agreement and as imposed by law.
4. The Certificates shall provide for notice in writing to the District prior to any cancellation, expiration, or non-renewal during the term the insurance is required in accordance with this Agreement. The Provider shall also, upon request, provide the DOE with valid Certificates of Insurance and copies of each policy required under this Agreement certified by the agent or underwriter to be true copies of the policies provided to the Provider.

In the event that the Provider provides evidence of insurance in the form of Certificates of Insurance valid for a period of time less than the period during which the Provider is required by the terms of this Agreement to maintain insurance, said certificates shall be acceptable, but the Provider shall be obligated to renew its insurance policies as necessary and to provide new Certificates of Insurance from time to time, so that the District is continuously in possession of evidence of the Provider's insurance in accordance with the foregoing provisions.

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5. In the event the Provider fails or refuses to renew any of its insurance policies, or any policy is canceled, terminated, or modified so that the insurance does not meet the requirements of this Agreement, the District may refuse to make payment of any further monies due under this Agreement until such time as the Provider reinstates the insurance, consistent with the requirements of this Agreement. Upon reinstatement, the District will promptly pay the Provider all money withheld in accordance with this provision. If the Provider does not reinstate the insurance within thirty (30) days of notice by the District of the insurance lapse, the District may, upon approval of the Commissioner, terminate this Agreement.
6. The Provider shall immediately notify the District and the DOE in writing of any action or suit pending or filed or any claim which may result in litigation against the District and/or the State of New Jersey by any person, organization, or other entity.

XVI. Notices

Any notices required or permitted to be given under this Agreement shall be in writing and shall be deemed to have been given to the party to whom intended if a) delivered by registered and certified mail, return receipt requested or b) delivered by hand. Until changed by notice in the manner specified above, the addresses of the parties to this Agreement shall be:

For the District:

Lourdes LaGuardia, Business Administrator
Stafford Township Board of Education
250 North Main Street
Manahawkin, NJ 08050

With a copy to:

Martin J. Buckley Esq.
DMM Law Firm
620 Lacey Road, Suite 1
Forked River, NJ 08731

For the Provider:

Rafael Farhi, Owner
Inspired Education LLC (Happy Days I)
1445 Forecastle Avenue
Manahawkin, NJ 08050

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XVII. Anti-Collusion

The Provider warrants and represents that this Agreement has not been solicited, secured, or procured directly or indirectly in a manner contrary to the laws of the State of New Jersey and that the federal, state and local laws and regulations have not been violated and shall not be violated as they relate to the procurement or the performance of the Agreement by any conduct, including the paying or giving of any fee, commission, compensation, gift, gratuity or consideration of any kind, directly or indirectly, to any state or district employee, officer, or official.

XVIII. Subrecipient

The relationship of the Provider to the District is that of a subrecipient of the District. The State gives Preschool Education Aid to the District, who further passes the same funding through to the Provider. The Provider, its agents and employees shall act in an independent capacity in the performance of this Agreement and shall not be considered employees of the District or the State of New Jersey and shall not have the right to bind or obligate the District or State in any manner.

XIX. Independent Contractor

The relationship of the Provider to the District is that of an Independent Contractor. The Provider, its agents and employees shall act in an independent capacity in the performance of this Agreement and shall not be considered employees of the District or the State of New Jersey and shall not have the right to bind or obligate the District or State in any manner.

XX. Business Registration

Pursuant to *N.J.S.A. 52:32-44*, the Provider must provide a copy of its business registration certificate to the District prior to execution of the contract.

XXI. Pay to Play Provisions

A. Pay to Play Bar

Pursuant to *N.J.A.C. 6A:23A*, and consistent with the definitions of *N.J.S.A. 19:44A-1 et seq.*, each contracting for-profit Provider shall provide the requisite vendor certification(s) of reportable contributions to the District in advance of execution of the contract so that the District may determine whether there has been any contribution that would bar the entry of the contract between the District and the for-profit Provider.

B. Pay to Play Disclosure

Pursuant to *N.J.S.A. 19:44A-20.26* (P.L. 2005, c. 271), each contracting for-profit Provider

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shall submit the requisite disclosure(s) to the District at least ten (10) days prior to entering into this contract.

C. Disclosure of Contributions to ELEC

Pursuant to *N.J.S.A. 19:44A-20.27* (P.L. 2005, c. 271), each contracting for-profit Provider shall file an annual disclosure statement on political contributions with the New Jersey Election Law Enforcement Commission if the for-profit Provider receives contracts in excess of \$50,000 from public entities in a calendar year. It is the for-profit Provider's responsibility to determine if filing is necessary.

XXII. Miscellaneous

A. Compliance with Laws

The Provider covenants that it is familiar with and shall comply with the provisions of all statutes and regulations of the DCF, Child Protection and Permanency, and the DOE, as well as other federal, state and local statutes and regulations which are, or may become, applicable to the provision of child care services and early childhood education provided under this Agreement. This includes, but is not limited to, the Provider's obligation immediately to report to Child Protection and Permanency any suspected incident of child abuse or neglect. The Provider agrees it shall maintain, throughout the term of this Agreement, a current Child Care Center License as issued by the DCF's Office of Licensing.

B. Applicable Law

The parties agree that this Agreement shall be construed and enforced under the laws of the State of New Jersey.

C. Entire Agreement

This Agreement, together with all Attachments referred to herein, constitutes the entire Agreement between the parties and supersedes all oral and written Agreements, if any, between the parties. No amendment or modification changing the Agreement's scope or terms shall have any force and effect unless it is made in writing, signed by both parties and approved by DOE.

D. Headings

Section headings contained in this Agreement are for reference purposes only and shall not in any way affect the meaning or interpretation of this Agreement.

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E. Severability

If any of the provisions of this Agreement are determined to be invalid, such invalidity shall not affect or impair the validity of the other provisions, which shall be considered severable and shall remain in full force and effect.

F. Waiver

No term or provision hereof shall be deemed waived and no breach excused by the parties unless such waiver or consent shall be in writing and signed by the appropriate officers of the parties.

- G. The District must provide this contract to the Provider no later than 14 days after receipt of the contract from the NJ State Department of Education in order to allow the Provider's administration, Board of Directors, and any counsel to review the contract prior to signing and before submission to the District Board of Education for approval. In addition, the parties shall execute the Certification Acknowledging Modification (attached to this Agreement as Attachment C and incorporated herein), which shall be returned to the Department of Education with the final signed agreement between the parties. Please note, if modifications are requested and the District fails to provide an executed Attachment C Certification Acknowledging Modification, the DOE will not review the requested modifications.

Attachments are subject to change without notice.

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In Witness Whereof the parties have executed this Agreement as of the day and year above set forth.

Stafford Township School District
Name of School District

By:

Board of Education President Signature

Date

Approved as to Legal Form:

By:

General Counsel Signature

Inspired Education LLC (Happy Days Preschool II)
Name of Provider's Center/Agency

By:

Authorized Provider Signature and Title

Date

Attachments are subject to change without notice.

**Preschool Education Program Contract
School Year 2025-2026**

This Agreement is made and entered into this first day of **July 2025** by and between the **Stafford Township School District**, with principal offices located at **250 North Main Street, Manahawkin, New Jersey 08050** (hereinafter referred to as the “District”), and **Happy Days Preschool II**, with its principal offices located at **400 North Main Street, Suite 5, Manahawkin, New Jersey 08050** (hereinafter referred to as the “private provider” as applicable or “Provider”) (together “the parties”). With locations operating at: (School Name, Address, City)

Happy Days Preschool II, 400 North Main Street, Suite 5, Manahawkin, NJ 08050

Whereas, the School Funding Reform Act, P.L. 2007, c.260 (SFRA), adopted in January of 2008 provides for the expansion of a high-quality preschool program to all age- and income-eligible at-risk preschool children in New Jersey; and

Whereas, this Agreement seeks to ensure that pursuant to the SFRA, the high-quality preschool program offered by the Provider contracting with the District shall meet the educational needs of the eligible three- and four-year-old preschool children of the District through the coordination of all federal, state and local public and private community resources; and

Whereas, the District is required to offer a high-quality preschool program and has determined to do so by contracting with a qualified Provider that complies with the Manual of Requirements for Child Care Centers, *N.J.A.C. 3A:52*; and meets the Elements of High-Quality Preschool Programs, *N.J.A.C. 6A:13A*; and

Whereas, the Provider is a private provider and is licensed by the New Jersey Department of Children and Families (DCF) and offers services in accordance with the applicable statutory and regulatory provisions and agrees to be bound by the Manual of Requirements for Child Care Centers, *N.J.A.C. 3A:52*; Elements of High-Quality Preschool Programs, *N.J.A.C. 6A:13A*, and Fiscal Accountability, Efficiency and Budgeting Procedures, *N.J.A.C. 6A:23A*, and

Whereas, it is the intent of the parties that through this Agreement, each party shall be in compliance with all applicable federal and state statutes and regulations. The parties recognize that in the event that there are statutory or regulatory amendments there will be a need to amend this Agreement during its term to comply with any such changes.

Now, therefore, the parties hereby acknowledge and agree to the following:

I Purpose of Agreement

- A. This Agreement provides funding for the minimum of a six (6) hour comprehensive preschool educational program (Program) for **182** school calendar days during the 2025-2026 school year. **[The number entered should equal the number of student contact days (# number of student contact days) and the number of teacher professional**

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development days (# number of District professional development days) on the District school calendar exclusive of any extended year or summer programming. Also insert this number in Subsection III (B), first paragraph.]

- B. The Provider shall offer a Program that shall meet the educational needs of the eligible three-and four-year-old preschool children of the District as set forth in this agreement and in accordance with the applicable requirements of the Elements of High-Quality Preschool Programs (*N.J.A.C. 6A:13A*), and the Manual of Requirements for Child Care Centers (*N.J.A.C. 3A:52*) and the requirements of this Agreement.
- C. The District shall work collaboratively with the Provider to meet the requirements of the Elements of High-Quality Preschool Programs (*N.J.A.C. 6A:13A*) and the Manual of Requirements for Child Care Centers (*N.J.A.C. 3A:52*) and shall compensate the Provider in accordance with this Agreement.

II Definitions

A. All terms within this contract have the same meaning as defined in *N.J.A.C. 6A:13A-1.2*, as supplemented below.

- 1. For purposes of this Agreement, the term minimum of a “six (6) hour comprehensive educational program day” means a full-day preschool Program in accordance with the school District’s grade one through twelve daily school calendar, meeting 180 days or more, depending on the district’s required number, between September 1 and June, and not exceeding June 20 of the District’s academic year.
- 2. For purposes of this Agreement, the term "Appropriately Certified Teacher" means an individual meeting the requirements set forth in Subsection III (E)(1) of this Agreement and *N.J.A.C. 6A:13A-4.3*.
- 3. For purposes of this Agreement, the term "Appropriately Qualified Teacher Assistant" means an individual meeting the requirements set forth in Subsection III (E) (2) of this Agreement and *N.J.A.C. 6A:13A-4.3*.
- 4. For purposes of this Agreement, the term “Preschool Instructional Coach” means an individual meeting the requirements set forth in *N.J.A.C. 6A:13A-4.2*.
- 5. For the purposes of this Agreement, the term “Quarterly Expenditure Report” means a report of all actual, approvable, reasonable and customary expenditures with supporting documentation and receipts available for inspection at any time by District or Department of Education (DOE) designee, for each quarter following the payment and report schedule provided in Section VII, Compensation, for all District-approved

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Provider budget planning documents for the 2025-2026 school year. This includes reporting the actual expenses for all approved salaries, benefits, payroll taxes, substitute stipends, classroom materials and supplies, technology, field trips and associated transportation, space costs, food costs, and administrative and indirect costs.

6. For the purposes of this Agreement, the terms “absent without excuse” and “unexcused absence” mean any absence not due to sickness or medical condition documented by a licensed medical professional or documented family emergency. Every effort should be made to reduce chronic absenteeism, which is defined as at least 10 percent of 180 days or 18 days of school. The District Board of Education shall ensure that preschool students are not suspended, long-term or short-term, and are not expelled from school (*N.J.A.C. 6A:13A-4.4(g)*).
7. For the purposes of this Agreement, the term “homeless children and youths” is as defined in Subtitle VII-B of the McKinney-Vento Homeless Assistance Act (McKinney-Vento) (42 U.S.C. §11431 et seq.), (*N.J.A.C. 6A:17-2.2*); the Individuals with Disabilities Education Act (IDEA) (20 U.S.C. §1400 et seq.); and the Improving Head Start for School Readiness Act (42 U.S.C. §9801 et seq.), and refers to individuals who lack a fixed, regular, and adequate nighttime residence and includes the following four categories:
 1. Children and youth who:
 - a. share the housing of other persons due to loss of housing, economic hardship, or a similar reason;
 - b. are living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative accommodations;
 - c. are living in emergency or transitional shelters; or
 - d. are abandoned in hospitals.
 2. Children and youth who have a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings.
 3. Children and youth who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings.
 4. Children of migrant or seasonal workers who qualify as homeless because they are living in circumstances described in the first three categories.

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III Provider Requirements

A. General

The Provider shall at all times:

1. Be a private provider within the meaning of *N.J.A.C. 6A:13A-1.2*.
2. Be licensed by the DCF, Office of Licensing as a Child Care Program pursuant to *N.J.S.A. 30:5B-1 et seq.*
3. Operate pursuant to the requirements set forth in the Elements of High-Quality Preschool Programs (*N.J.A.C. 6A:13A*), and the Manual of Requirements for Child Care Centers (*N.J.A.C. 3A:52*) and the terms of this Agreement.

B. Comprehensive Education Program Requirements

The Provider shall offer a Program for **182** school calendar days during the 2025-2026 school year between September 1 and June 30 *[The number entered should equal the number of student contact days plus the number of teacher professional development days on the District school calendar exclusive of any extended year or summer programming. Insert number from Subsection I (A).]* The calendar will consist of dates that are mutually agreed upon with the District, bearing in mind that dates should coordinate with District transportation, if applicable.

1. The length of the school day shall be at least six (6) hours and shall conform to the length of the school day of the District consistent with Subsection I (A).
2. The Program shall consist of the comprehensive curriculum articulated in the District's preschool plan or updates, as approved by the DOE and at a minimum shall include the following components:
 - a. A comprehensive curriculum supported by research, aligned with the *New Jersey Preschool Teaching and Learning Standards*, and linked to the *New Jersey Student Learning Standards (NJSLS)* that is approved by the DOE as part of the District's plan and annual updates;
 - b. Professional Development;
 - c. Health and Social Service Coordination;
 - d. Parent Involvement Activities; and

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e. Transition Activities.

3. Secular Program

The Program offered by the Provider shall comply with all federal, state and local laws and regulations regarding the secular nature of Programs receiving public funding. It is understood that violation of this provision shall be deemed a breach of this Agreement and shall be the basis for immediate termination pursuant to Section III of this Agreement.

C. Free Provision of Program

The Provider shall not charge parents or families of children in the Program any registration or other fees to participate in the Program, if the children are eligible for the Program, free of charge.

The Provider shall not require parents or families of children to participate in wrap-around services in order to be eligible for enrollment in the Program.

D. Director Qualifications

The Provider shall have a director meeting the qualifications set forth in the Manual of Requirements for Child Care Centers (*N.J.A.C. 3A:52*) and the Elements of High- Quality Preschool Programs (*N.J.A.C. 6A:15A*).

1. The director shall be responsible for the development and implementation of the overall Program and shall work on a full-time basis and will be on-site at the child care center unless his/her presence is required at a District, DOE, or DCF function.
2. The director shall not serve in any other position including, but not limited to, instructional staff member or family worker, during the same hours as he/she is serving in the capacity of center director.
3. If the director is required to be off-site for a required District, DOE, or DCF function, or is using paid time off, he/she shall assign an on-site designee, pursuant the Manual of Requirements for Child Care Centers, *N.J.A.C. 3A:52*. The designee shall not be a district-funded classroom teacher or teacher assistant.

E. Staff Qualifications

The Provider's staff shall have the following qualifications:

1. All "Appropriately Certified Teachers" shall hold a bachelor's degree and, at a minimum, a Certificate of Eligibility or Certificate of Eligibility with Advanced

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Standing for Preschool through Grade Three certification or other equivalent preschool certification, as set forth in *N.J.A.C. 6A:9B* et seq.

2. The Provider shall require all “Appropriately Qualified Teacher Assistants”, both new hires and existing staff, to have, at a minimum, a high school diploma or its equivalent and, in school districts or schools supported by Title 1 funding, to also meet the requirements established by the Every Student Succeeds Act, P.L. 114-95.
3. The Provider shall notify the District in writing, within thirty (30) business days, of any termination of employment of teachers or teacher assistants serving children in preschool classrooms and when the employment of new personnel takes place.
4. In Districts approved to participate in the Limited Certificate of Eligibility/Certificate of Eligibility with Advanced Standing Pilot Program, the Provider shall be considered a part of the District’s plan for participating teachers.

F. Staffing Standards

The Provider shall comply with the following staffing standards for the six-hour comprehensive educational Program:

1. Class Size

Contracted class size shall not be greater than fifteen (15) children with one certified teacher and one appropriately qualified teacher assistant, pursuant to *N.J.A.C. 6A:13A-4.3*. This ratio should be in place for the six (6)-hour day as described below.

2. Line of Sight

The teacher and/or teacher assistant must maintain a line of sight of the children during the six (6)-hour comprehensive educational Program day.

3. Teacher Absences

A substitute teacher and/or substitute teacher assistant shall be present and working in the preschool classroom for each day that a teacher and/or teacher assistant is absent, whether due to illness, required training, or approved personal leave. The substitute teacher shall hold, at a minimum, a substitute credential pursuant to *N.J.A.C. 6A:9B-7* et seq. A vacant teaching position shall not be filled by an individual holding only a substitute credential for longer than 20 school days, *N.J.S.A. 18A:16-1.1(a)*. The Commissioner may grant an extension of up to an additional 20 school days upon written application from the District demonstrating its inability to hire an appropriately certified teacher for the vacant position within the original 20-day time limit. The qualification for a substitute teacher assistant shall, at a minimum, be a high school diploma. The District shall share its current substitute list with the Provider. The

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District shall work with the Provider in acquiring substitute certification for qualified staff.

4. District staff will not actively recruit staff from the Child Care Program. Districts will agree to fund Child Care Programs at a level allowing for pay parity between the two Programs.

G. Family Workers

The Provider shall have one (1) full time family worker, as required by *N.J.A.C. 6A:13A-4.6 (b) 2i-iv*, in place for a maximum of 75 children being served by the Provider who shall:

1. Collaborate with the School District staff to ensure that activities for family involvement and social services occur. District will invite Child Care families to participate in their parent involvement activities.
2. Coordinate participation in health and social services designated by the District to serve the needs of the children and their families.
3. Provide all requested data to the District.
4. Report to the director and collaborate with appropriate District social services staff.
5. Complete a minimum of three (3) visits with each family in each school year.
6. Not serve as teacher, secretary, substitute, or in any other capacity during the same hours as they are serving as the family worker.

H. Criminal History Background Checks

The Provider, pursuant to the Manual of Requirements for Child Care Centers, *N.J.A.C. 3A:52-1 et seq.*, and the Head Start Program Performance Standards (2024)-45 CFR Chapter XIII, Subchapter B, Part 1302.90(b), must establish written personnel policies and procedures approved by the governing body and available to all staff, and will ensure that a preemployment Criminal History Record Information (CHRI) fingerprint background check, interview, reference verification and sex offender registry check is completed for all staff members at least 18 years of age who are or will be working at the center on a regularly scheduled basis, including transportation staff and contractors, to determine whether any such person has been convicted of a crime, as specified in P.L. 2000, c. 77 and that said check indicates that no criminal history record information exists on file in either the Identification Division of the Federal Bureau of Investigation or the State Bureau of Identification, or tribal criminal history records which would disqualify said employee from employment pursuant to law or that the check reveals a disqualifying offense and the

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individual has demonstrated rehabilitation as determined by the Department of Children and Families.

A Program has 90 days after the person is hired to complete all portions of the background check, including the child abuse and neglect state registry check.

A program must review the information found in each employment application and completed background check to assess the relevancy of any issue uncovered by the completed background check including any arrest, pending criminal charge, or conviction and must use Child Care and Development Fund (CCDF) disqualification factors described in [42 U.S.C. 9858f\(c\)\(1\)\(D\)](#) and [42 U.S.C. 9858f\(h\)\(1\)](#) or tribal disqualification factors to determine whether the prospective employee can be hired or the current employee must be terminated.

1. Within two weeks after a new staff member begins working at the center, the Provider shall ensure that the new staff member completes the CHRI fingerprinting process.
2. Until the center receives the results of the CHRI background check from DCF for a new staff member, the center shall ensure that a current staff member is present whenever the new staff member is caring for children at the center.
3. The Provider's director or human resource director shall certify to the District that all procedures related to background checks are followed for the center and each qualifying staff member as established by DCF pursuant to the Manual of Requirements for Child Care Centers, *N.J.A.C. 3A:52*.
4. If it is discovered during the course of the Agreement that either a) an employee with disqualifying CHRI on file that has not demonstrated rehabilitation as determined by the DCF, or b) an employee who has not had a CHRI background check is working at a school location, said employee shall be immediately removed by the Provider.
5. Failure by the Provider to comply with DCF regulations regarding CHRI background check procedures and/or failure to remove said staff member immediately either upon notification by the District or discovery by the Provider shall be deemed a breach of this Agreement by the Provider and shall be a basis for non-renewal pursuant to Section X or termination pursuant to Section XI of this Agreement.
6. In accordance with Child Abuse Record Information Background Check Procedures, 3A:52-4.10, the Provider must ensure that any Provider or District newly hired employee or consultant does not have unsupervised access to children until the entire background check process is complete.

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7. The Provider must also ensure that any Provider or District employee, consultant, or contractor with access to children enrolled in the Program must have the entire background check completed at least once every five years, in accordance with federal and state regulations.
8. When a person who is not required to complete a CHRI background check is working with children at the center, the center shall ensure oversight of that person by another staff member and ensure that person is not left alone to supervise a child or group of children, *N.J.A.C. 3A:52-4.10; N.J.A.C.3A:52-4.11*.

I. Child Abuse Record Information Checks

The Provider, pursuant to the Manual of Requirements for Child Care Centers, *N.J.A.C.3A:52*, shall obtain from all staff members who are or will be working at the center on a regularly scheduled basis, written consent for DCF to conduct a Child Abuse Record Information (CARI) background check to determine whether an incident of child abuse and/or neglect has been substantiated against any such person.

1. Within two weeks after a new staff member begins working at the center, the Provider shall submit to the DCF Office of Licensing a completed CARI consent form for the new staff member.
2. Until the results of the CARI background check of a new staff member have been received from DCF, the Provider shall ensure that a current staff member is present whenever the new staff member is in the presence of children.
3. The Provider's director or human resource director shall certify to the District that all procedures in relation to CARI checks are followed for the center and each qualifying staff member as established by DCF pursuant to the Manual of Requirements for Child Care Centers, *N.J.A.C. 3A:52-4.9*.
4. If it is discovered during the course of this Agreement that a CARI background check reveals that an incident of child abuse and/or neglect has been substantiated against a staff member, said staff member shall be immediately removed by the Provider.
5. Failure by the Provider to comply with DCF regulations regarding CARI background check procedures and/or failure to remove said staff member immediately either upon notification by the District or discovery by the Provider shall be deemed a breach of this Agreement by the Provider and shall be a basis for non-renewal pursuant to Section X or termination pursuant to Section XI of this Agreement.
6. Provider must conduct the complete background checks for each employee, consultant, or contractor at least once every five years, in accordance with federal and state

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regulations, which must include each of the checks listed in paragraphs H and I of Section III of this Agreement.

7. When a person who is not required to complete a CARI background check is working with children at the center, the center shall ensure oversight of that person by another staff member and ensure that person is not left alone to supervise a child or group of children, *N.J.A.C. 3A:52-4.10; N.J.A.C. 3A:52-4.11*.
8. As of June 1, 2018, *P.L. 2018, c. 5* requires that all school districts, charter schools, nonpublic schools, and contracted service providers make certain inquiries regarding child abuse and sexual misconduct of prospective employees who will have regular contact with students. Consistent with the statute, the DOE has developed employment forms that hiring entities may use to complete the required employment history review. If a hiring entity chooses not to use the forms provided below, the hiring entity is still required to comply with the terms of the statute. Please note that this employment review is separate from the criminal history review requirements. The resources below include two forms and a list of frequently asked questions regarding the implementation of *P.L. 2018, c. 5*:
 - [Sexual Misconduct/Child Abuse Disclosure Release](#)
 - [Sexual Misconduct/Child Abuse Disclosure Information Request](#) (follow-up form)

J. Nondiscrimination

The Provider shall be fully responsible for the recruitment and hiring of staff necessary to perform this Agreement. The Provider shall operate in conformity with the provisions of all federal and state anti-discrimination statutes and directives, including Title VII of the Civil Rights Act of 1964 and the New Jersey Law Against Discrimination, *N.J.S.A. 10:5-1 et seq.*, and is committed to Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act, 42 U.S.C. §1201 et seq.

1. The Provider certifies that it is an Equal Opportunity Employer and will not discriminate in the recruitment, selection, hiring, promotion or demotion of staff or the selection of services provided to children on the basis of or against any person because of race, creed, religion, color, national origin/nationality, ancestry, age, sex/gender (including pregnancy), marital status/civil union partnership, familial status, affectional or sexual orientation, gender identity or expression, domestic partnership status, atypical hereditary cellular or blood trait, genetic information, disability, (including perceived disability, physical, mental, and/or intellectual disabilities), or liability for service in the Armed Forces of the United States.

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2. The Provider agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Provider setting forth the above provisions of the above nondiscrimination clause.
3. The Provider certifies that it has an Affirmative Action Program and except with respect to affectional or sexual orientation and gender identity or expression, the Provider will take affirmative action to ensure that such applicants are recruited and employed, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.
4. The Provider agrees to make good faith efforts to meet targeted county employment goals established in accordance with *N.J.A.C. 17:27-3.2*.
5. The Provider agrees to inform in writing to its appropriate recruitment agencies including, but not limited to, employment agencies, placement bureaus, colleges, universities, and labor unions, that it does not discriminate on the basis of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.
6. The Provider agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job-related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable federal law and applicable federal court decisions.
7. In conforming with the targeted employment goals, the Provider agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, consistent with the statutes and court decisions of the State of New Jersey, and applicable federal law and applicable federal court decisions.
8. Providers must also adhere to contracting requirements for affirmative action and affirmative action supplements. Forms can be accessed at <https://www.nj.gov/treasury/purchase/forms.shtml>

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K. Confidentiality of Pupil Records

The Provider shall keep all pupil records in strictest confidence. During the term of this Agreement and at all times thereafter, the Provider shall not publish, disclose or use pupil records without prior written consent of the District or as otherwise provided by law in strict accordance with N.J.S.A. 18A:36-19, *N.J.A.C.* 3A:52-1.1 et seq., *N.J.A.C.* 6A:32-7.1 et seq., and the Federal Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g.

L. Attendance Records

The Provider shall collect and report daily attendance information on each enrolled child in the following manner:

1. The Provider and District will work together to address chronic absenteeism which is defined as missing at least ten (10) percent of school days, or 18 days of a 180-day school year. Providers with excessive absenteeism rates should create an action plan.
2. If any enrolled child is absent without excuse for up to ten (10) consecutive days of school, the District and Provider shall make every effort to contact the family and get the child to school. The District and Provider may begin attempts to contact the family prior to ten (10) consecutive unexcused absences.
3. The Provider will make a concerted attempt to get the child to come to school. If these attempts fail and the child is absent without excuse for ten (10) consecutive days of school, the child shall no longer be enrolled and the District/Provider may fill the slot with another child.
4. Daily attendance reports shall be provided to the District on a monthly basis. The District will be responsible for entering the attendance data into their data system. If the District requires entry of data into their system, additional compensation shall be provided to the contracted Provider.
5. In accordance with the Zero Tolerance for Guns Act, *N.J.S.A.* 18A:37-7 et seq. and *N.J.A.C.* 6A:13A-4.4 (g), preschool children shall not be expelled or suspended, which includes sending children home early or excluding children for any reason other than medical such as injury or illness. Positive behavior supports through the *Pyramid Model for Supporting Social Emotional Competencies* shall be employed to reduce or eliminate challenging behaviors.

M. Financial Management System

The Provider shall implement sound fiscal practices that include, but are not limited to:

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1. Adherence to Treasury Circular 15-08-OMB, requiring recipients of State aid funds to have an annual single audit, an annual financial statement audit or a Program-specific audit, based on the State aid funds received. A Program specific audit can be elected when a recipient's State financial assistance is under only one State Program, i.e., Preschool Education Aid.
 - i. Recipients that expend \$750,000 or more in State financial assistance within their fiscal year must require these recipients to have annual single audits or Program-specific audits.
 - ii. Recipients that expend less than \$750,000 in State financial assistance within their fiscal year but expend \$100,000 or more in State financial assistance within their fiscal year, must require these recipients to have either a financial statement audit performed or a Program-specific audit.
2. Maintaining a financial management system that provides timely, accurate, current and complete disclosure of all financial activities related to the Agreement, in accordance with Generally Accepted Accounting Principles (GAAP).
3. Making expenditures in strict accordance with the DOE's 2025-2026 Private Provider Budget and Expenditure Guidance.
4. Maintaining a preschool accounting system of all financial activities related to the Agreement separate from other funding sources.
5. Maintaining a general ledger and account reconciliation of all financial activities related to the Agreement.
6. Making modifications to the approved budget, when appropriate, based on reasonable and customary costs and verifiable documentation.
7. Amending the approved budget, when appropriate, with approval by the District Board of Education.
8. Timely completion of all financial requirements and timely electronic submission of all financial reports described in Section VII of this Agreement.

IV District/Provider Coordination, Cooperation

- A. The Provider and the District shall ensure that the high-quality elements required by the *New Jersey Preschool Program Implementation Guidelines* are met.
- B. The District shall, at a minimum, provide a Preschool Instructional Coach for every twenty (20) preschool classrooms to provide coaching and classroom support for classroom

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teachers in accordance with *N.J.A.C. 6A:13A-4.2*. Preschool Instructional Coaches will also address special needs including, but not limited to, providing additional assistance to uncertified or inexperienced teachers and professional development that supports preschool English language learners and preschool children in inclusive classroom settings. The Provider agrees to allow the Preschool Instructional Coaches to provide coaching and professional development services in the Provider's contracted classrooms. The District, with the center director and the teaching staff, shall develop an individualized professional development plan for the teaching staff that describes the role and activities of the Preschool Instructional Coach for the school year. The District shall notify the Provider within thirty (30) days of any staffing changes in Preschool Instructional Coach positions and assignments.

- C. The District shall make available to the Provider appropriate in-service training and systematic professional development activities.
- D. The District shall include the Provider's teachers, in addition to assistant teachers, family workers, and any additional positions funded by Preschool Expansion Aid, in all professional development experiences offered by the District for the preschool teaching staff. The Provider's teachers must attend a minimum of **two (2)** professional development in-service/trainings/workshops offered by the District.
- E. The District shall make available a substitute teacher list to the Provider.
- F. The District shall verify the credentials and progress toward obtaining the appropriate certification or credentials, where applicable, of all preschool teaching staff in a Provider and shall verify that all required background and criminal checks on all employees have been conducted.
- G. The District and the Provider shall articulate plans and activities for children and parents who are making the transition to elementary schools.
- H. The District shall make available health and social service resources to the Provider.
- I. The District and Provider are jointly responsible for recruitment of children.
- J. The District is responsible for ensuring that each preschool child is screened within two months of school entry using a developmentally-based early childhood screening assessment approved by the DOE.
- K. Eligibility for contract renewal is based on each contracting Provider classroom maintaining a minimum reliable score of **4.5 {all districts must insert a 4.5 unless discussion with DOE results in a different score entry}** on the Early Childhood Environment Rating Scale, Third Edition (ECERS-3). The ECERS-3 must be administered

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by the District by an individual deemed reliable by the tool developer in each classroom no less than once every three (3) years.

- L. The Provider shall allow District or DOE designee(s) necessary access to conduct needs assessments and data collection.
 - M. The District shall provide financial management assistance to the Provider in the development and monitoring of the Provider's annual budget and implementation of the preschool Program.
 - N. The District shall provide a copy of its work schedule for all teaching staff to the Provider to allow the Provider to ensure that the work schedule established for the teaching staff in the contracted preschool classrooms is comparable to the work schedule provided by the District for both teaching staff contract hours and teaching staff student contact hours and is made available to all affected teaching staff.
 - O. The District shall share with the Provider the plan for transition initiatives from Program entry to kindergarten through grade three.
 - P. The Provider shall submit a copy of their lease agreement or any written agreement for space, rent, or mortgage to the District for the school year, in every instance when the Provider is bound by such an agreement.
 - Q. The Provider shall receive written approval from the District, consistent with *N.J.A.C. 6A:13A-7.1(c)* prior to any change affecting physical space or location of classrooms.
 - R. Providers must notify the District within 24 hours of any on-site injuries or institutional abuse allegations within the District-funded classrooms. At a minimum, reporting should include: 1) the occurrence of an injury or illness while under the Provider's supervision that results in a child visiting the emergency room; 2) the occurrence of an injury or illness while under the Provider's supervision that results in a child's admittance to the hospital; 3) the death of a child while under the Provider's supervision; or 4) the occurrence of an injury or illness that results in a call to 911, on-site medical or transported emergency care, or urgent care.
 - S. McKinney-Vento and the New Jersey Administrative Code applies to homeless children and youths, which includes children attending preschool Programs. District and Provider shall collaborate and coordinate to ensure that children experiencing homelessness are immediately enrolled, participate in educational programming, and have access to high quality early childhood Programs.
1. School Districts that offer a public preschool education Program must ensure that children experiencing homelessness have the same access to that education as is

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provided to non-homeless children (42 U.S.C. § 11432(g) (4)), (*N.J. A.C. 6A:17-2.1, 6A:17-2.3*).

2. McKinney-Vento requires state and local educational agencies (LEAs) to remove barriers to school enrollment (42 U.S.C. § 11432(g)(1)(I)), (*N.J.A.C. 6A:17-2.4(a)(3)*).
3. Districts must ensure the immediate enrollment of children experiencing homelessness, even if they lack documents typically required for enrollment, including birth certificates, health records, and proof of residency. Immediate enrollment is one of the core protections of the McKinney-Vento Act (42 U.S.C. § 11432(g)(3)(C)), (*N.J.A.C. 6A:17-2.5(g)*).
4. Ongoing communication, collaboration, and coordination between Provider and District, including teachers, social workers, McKinney-Vento regional coordinators/district homeless liaisons, and health staff members are vital in order to increase the enrollment of children and the provision of services to them and their families.
5. In accordance with McKinney-Vento and New Jersey Administrative Code (*N.J.A.C. 6A:17-2.3, N.J.A.C. 6A:27-6.2*), Districts must provide transportation to ensure children experiencing homelessness have access to their educational day.
6. School Districts that transport non-homeless children also must provide comparable transportation services for children experiencing homelessness (42 U.S.C. § 11432(g)(4)(A)), (*N.J.A.C. 6A:17-2.3, N.J.A.C. 6A:27-6.2*). In addition, transportation to the School District of residence must be provided when requested by a parent or guardian (42 U.S.C. § 11432(g)(1)(J)(iii), (*N.J.A.C. 6A:17-2.4(a)(7)*)). Districts must continue to provide transportation to and from the School District of residence to formerly homeless students who become permanently housed for the remainder of the academic year during which the child becomes permanently housed (42 U.S.C. § 11432(g)(3)(A)(i)(II), (*N.J.A.C. 6A:17-2.5*). All transportation must be arranged promptly to ensure immediate enrollment and so as not to create barriers to homeless students' attendance, retention, and success (see 42 U.S.C § 11431(2) and 11432(g)(1)(I)), (*N.J.A.C. 6A:17-1.1, N.J.A.C. 6A:17-2.4*).

T. The District will require that all Provider teachers fulfill their school year and will not allow staff to move from Provider classes to the District any time during the school year once classes have started. Their employment agreement with Provider will be honored.

U. The District, in the spirit of partnership, will not actively recruit teaching staff or supervisors from the Provider.

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V. Monitoring of Program Performance

- A. The District and the DOE are responsible for monitoring the Provider on a regular basis to ensure that the Provider is delivering a quality Program. The Provider shall provide the District, the DOE, and the Department of Human Services access to its site and Program records for purposes of monitoring and ensuring that the Provider is complying with all aspects of this Agreement.
- B. The Provider shall inform the District in writing of all conditions that may negatively affect or are negatively affecting the performance of services as soon as they are known. The disclosure shall be accompanied by a statement of the action taken or contemplated by the Provider to correct the problems and when corrective action will be taken.
- C. The District may, at any reasonable time, make site visits to inspect the Program, facility, books, records, and equipment relating to the provision of the early childhood education services, review Program accomplishments and management and financial control systems, as well as interview any officials and/or employees whose work involves the performance of this Agreement or compliance with its terms.
- D. The District shall conduct on-site monitoring at least twice in each contract year to assess compliance and shall ensure that the Provider is complying with the requirements of this Agreement.
- E. The District shall assess classroom quality and create action plans for teaching staff using the following steps:
1. The District shall score Program quality on a graduated scale in all preschool classrooms based on results of the ECERS-3 as referenced in Subsection IV (K) of this Agreement.
 2. An action plan shall be developed and implemented by the District and Provider if any classroom falls below the minimum acceptable ECERS-3 score referenced in Subsection IV (K) of this Agreement. Development of the action plan shall involve participation of the District and the Provider in joint discussions to determine the classroom quality improvements that are necessary based upon the results of the observation instrument and establishment of a timeframe for making the required changes. The Preschool Instructional Coach shall provide technical assistance to the classroom teacher based upon the action plan.
 3. If the District deems that improvements have not been made according to the established plan and schedule, the District or Provider may request that the classroom or Program be evaluated by a reliable independent observer approved by the DOE. If the reliable independent observer verifies that the action plan is not being satisfied, steps shall be taken to remove the Provider teacher from the classroom or not renew or

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terminate the preschool Program contract pursuant to the provisions for non-renewal pursuant to Section X or termination pursuant to Section XI of this Agreement.

VI. Records, Maintenance and Retention of Records

- A. Any and all records concerning the operation of the Program shall be retained in accordance with The School District Records Retention Schedule (attached to this Agreement as Attachment A and incorporated herein). Such records shall be made available to the representatives of the District and the DOE upon request. Such records shall also be available to the public to the same extent that the District records are available for public inspection.
- B. Where not otherwise specified in the School District Records Retention Schedule, the retention period starts on July 1 for records created by or filed with the Provider during the prior school year.
- C. If the provider intends to destroy any records no longer necessary to maintain under the School District Records Retention Schedule, Provider must consult and seek written approval from the District, prior to any destruction of records. Otherwise, the Provider shall transfer those records to the custody of the District.
- D. The Provider shall cause all subcontractors to comply with the terms of this Section.
- E. The Provider shall maintain and have available for audit and/or inspection all books and records that may be requested by the District, DOE, and/or DCF. A copy of said documents shall be provided to the District, the DOE, and/or DCF upon request.
- F. The Provider shall submit to the District, in a timely manner, monthly student enrollment and attendance reports, and such other reports or data as may be required by this Agreement, statute(s) or regulation(s). The District and DOE shall provide reasonable notice of audits and/or inspections.
- G. The Provider shall provide, in a timely manner, copies of all work papers produced in connection with audits made by the Provider to the District and the DOE, upon written request.

VII. Compensation

- A. The maximum number of children for which the Provider will be compensated is **forty-five (45)** for the 2025-2026 school year. The District shall pay monthly to the Provider one eleventh (1/11) of the provider's approved 2025-2026 budget planning document with first payment to be issued by the District by August 1, subject to revisions pursuant to

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Subsection VII(C), (D), (G), & (H). Any revisions made pursuant to Subsection VII(C), (D), (G), & (H) shall be made based on the provider's average daily enrollment, not average daily attendance. The District-approved 2025-2026 budget planning document is attached as Attachment B.

- B. From November through June, in the event the average monthly enrollment for the month is greater than or equal to fourteen-fifteenths ($14/15$) of the number of contract slots in A above, then the amount due the following month under the contract shall equal the monthly amount as described in A above.
- C. From November through June, in the event the average monthly enrollment for the month is less than fourteen-fifteenths ($14/15$) of the number of contract slots, the amount due the following month under the contract shall equal the monthly amount multiplied by the average monthly enrollment for the month, divided by the number of contract slots.
- D. For the month of November, the amount due under the contract shall not be subject to adjustment due to September or October enrollment for each contracted classroom that is open to receive children by September 1.
- E. The Provider shall collect and report daily attendance information on each enrolled child in the manner set forth in Subsection III (L)(4).
- F. Collection of attendance information should be used for operational and reporting purposes only.
- G. The District shall make eleven (11) monthly payments to the Provider in the sum of one-eleventh ($1/11$) of the revenues provided under the Provider's District-approved 2025-2026 budget planning document as set forth in A above.
- H. Except for August 1, September 1, and October 15, payments shall be made each month following receipt and verification of the Provider's enrollment for the previous month. The enrollment report is to be submitted to the District on the last business day of each month. Monthly payments will not be made until the enrollment report is received and reviewed by the District. The District will review the enrollment report within one week of receiving the report. In addition, the final payment, which is to be adjusted in accordance with C and F above and based on the Provider's enrollment reports for May and June and Quarterly Expenditure Reports including receipts and supporting documentation, pursuant to H below, shall be issued on or before August 1, 2026.
- I. The Provider agrees to submit to the District a Quarterly Expenditure Report, as defined in Subsection II (A)(5), of actual, approvable, reasonable and customary expenditures signed and certified by the director and officer of the corporation (if the director is not an officer), if incorporated, and understands that the District will recoup any unexpended or misspent

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funds based on the Quarterly Expenditure Reports, enrollment records, and monthly payments made by the District. Based on its review of the Quarterly Expenditure Report, the District shall make prorated adjustments to subsequent monthly payments.

1. If the provision for receipt and verification of the Provider's enrollment as described in H above are met, monthly payments shall be made on: August 1, September 1, October 15, November 15, December 15, January 15, February 15, March 15, April 15, and May 15. One final payment shall be issued on or before August 1, 2025.
2. Quarterly expenditure reports (for quarters ending September 30, December 31, March 31, and June 30) shall be submitted to the District no later than: October 15, January 15, April 15, and June 30, with exception of the final quarter (June 30). In the case of the final quarter, the final report must be submitted within two weeks from June 30.
3. The Provider will appropriately expend funds to meet the Elements of High-Quality Preschool Programs, *N.J.A.C. 6A:13A* for each category of goods and services in their District-approved 2025-2026 budget planning document, including, but not limited to, instructional staff positions, materials, supplies, and technology. Materials, supplies, and technology purchases must also meet the criteria set forth in the District's comprehensive preschool curriculum.
4. The District may make a monthly payment adjustment at any time during the contract period to reimburse the Provider for large expenditures related to approved budget items including, but not limited to, playground equipment.
5. Districts may not withhold funding at any time during the contract period without meeting with the Provider. Any funds withheld during the contract period, and any associated meetings with the Provider, must be documented. If the issue of payment is not resolved locally, an appeal may be made to the Commissioner pursuant to *N.J.A.C. 6A:15*, Controversies and Disputes.

VIII. Availability of Funds

The parties recognize that payments by the District to the Provider under this Agreement are expressly dependent upon, and subject to the availability to the District of state funds. The Provider is aware that the District's receipt of state funds is expressly conditional upon allocation, review, and approval by the DOE.

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IX. Term of Agreement

The term of this Agreement shall be July 1, 2025 to June 30, 2026.

X. Renewal or Non-Renewal of a Preschool Program Contract

The District, DOE, and Provider shall use the following processes for renewal or non-renewal of the Provider preschool Program contract:

A. For all Provider contract renewals:

1. The District shall notify any Provider, in writing on or before May 1 of each contract year, of its intent to renew the preschool Program contract for an additional one-year term.
2. The Provider shall notify the District in writing within thirty (30) days of receipt of a renewal notice from the District of its acceptance or rejection of the offer to renew the Agreement for one year.

B. For all Provider contract non-renewals:

1. The District shall notify the Provider, the DOE, Division of Early Childhood Services, and the DCF, Office of Licensing with a full explanation in writing on or before April 1 in any contract year of the intent to not renew any Provider's preschool Program contract for an additional one-year term and/or an intention to reduce slots. The notification shall include the reason(s) for non-renewal, including, but not limited to:
 - a. Fiscal mismanagement: The District must provide documentation verifying evidence of the Provider's fiscal mismanagement as well as documentation that the District attempted to assist the Provider to correct fiscal mismanagement issues.
 - b. Poor classroom quality: The District must provide evidence that it first assessed classroom quality and created a classroom quality improvement plan in accordance with Section V of this Agreement.
 - c. Available in-District classroom space: For a non-renewal based on available in-District space, the following requirements must be met:
 - i. The new configuration must meet the elements of high quality described in *N.J.A.C. 6A:13A* and educational facilities standards for preschool described in *N.J.A.C. 6A:26*; and

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ii. It must be economically more efficient to serve the preschool children in the district space, after considering all costs associated with providing the preschool Program; and

iii. The quality of the current in-District preschool Program must meet an average ECERS-3 score of at least four point five (4.5).

2. The Provider may dispute the non-renewal and/or slot reduction of the preschool Program contract received in writing from the District by notifying the District and the DOE in writing within ten (10) business days of receipt of the notice of non-renewal.

3. The appropriateness of the non-renewal decision will be affirmed or denied by the DOE. The non-renewal decision may be appealed to the Commissioner of the DOE ("Commissioner") pursuant to *N.J.A.C. 6A:3, Controversies and Disputes*.

4. Upon non-renewal, the District shall recover from the Provider all playground materials, playground equipment both installed and uninstalled, start-up classroom materials and start-up classroom technology or the monetary equivalent thereof. The amount to be recovered shall be determined by current market value or depreciated value of said items (as per Federal Depreciation schedule), whichever is lower.

XI Termination of a Preschool Program Contract (see *N.J.A.C. 6A:13A-9.4(b)*)

A. The District shall have the right to terminate this Agreement immediately upon:

1. Notice of revocation of the Provider's license;
2. Provider's breach of any of the following provisions of this Agreement:
 - a. Failure to conduct CHRI background checks as set forth in Subsection III(H) of this Agreement;
 - b. Failure to conduct CARI checks as set forth in Subsection III(I) of this Agreement; or
 - c. Violation of any federal, state or local law or regulation regarding the secular nature of Programs receiving public funding as set forth in Subsection III(B)(3) of this Agreement.
3. Provider's action(s) or inaction(s) that placed children in the Program at serious risk of harm.

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4. Failure to comply with all applicable requirements established pursuant to N.J.A.C. 6A:13A, et seq.; or

5. Any other reasonable cause within the discretion of the school district and with written approval from the Department.

B. For any breach of contract, except those that trigger the right to immediate termination defined in Subsection XI(A), the District shall have the right to terminate this Agreement as follows:

1. If a Provider fails to comply with all terms of this Agreement or applicable Federal, State, or local requirements, the school district shall notify, in writing, the Provider and the Department about the deficiency and provide a timeframe for compliance.

2. If the Provider fails to submit a corrective action plan demonstrating how they will resolve the deficiency within ninety (90) days and the Provider fails to implement the corrective action plan within thirty (30) days, the District may initiate termination of this agreement upon written notice to the Provider and the Department. Termination of the contract shall be subject to written approval by the Department to the school district and Provider.

C. The Provider shall have the right to appeal to the Commissioner a District's decision to terminate this Agreement pursuant to *N.J.A.C. 6A:3, Controversies and Disputes*. The filing of an appeal under *N.J.A.C. 6A:3* shall not prevent the termination from becoming effective on the date specified unless the appealing party seeks and is granted a stay pending decision by the Commissioner.

D. The District and the Provider may terminate this Agreement by mutual agreement, in writing, upon notice to and receipt of written approval from the DOE.

1. In the event of termination under this Subsection XI(D), said termination shall take effect upon the thirtieth day from the date the District and the Provider receive written approval from the DOE to terminate this Agreement.

E. Upon termination, the District shall recover monetary value of startup materials limited to playground equipment, non-consumable startup materials, and start up classroom technology based on DOE approval. The amount recovered shall be determined by the current market value or depreciated value of said items (as per Federal Depreciation Schedule), whichever is lower.

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- F. In the event of non-renewal or termination of this Agreement pursuant to Sections X and XI of this Agreement, by either the District or the Provider, the Provider shall continue the service until the District has found an appropriate placement for all children unless termination was instigated under the provisions set forth in Subsection XI(A) in which case termination shall be immediate. At no time shall the Provider be required to continue the service for more than ninety (90) days beyond the expiration or termination date of the existing Agreement. The Provider will be reimbursed for this continued service at the funding level established in Section VII of this Agreement.

XII. Informal Dispute Resolution Process

- A. The District and Provider shall attempt to resolve any dispute that may arise under this Agreement. If the dispute cannot be resolved locally, an appeal may be made to the Commissioner pursuant to *N.J.A.C. 6A:3, Controversies and Disputes*.

XIII. Subcontracting and Assignment

- A. The Provider shall not subcontract and/or assign services to be provided pursuant to Section I of this Agreement, without written approval from the District and the Commissioner.
- B. The Provider agrees to make all records of any subcontractor available to the District, the DOE, the DCF and any federal agency whose funds are expended in the course of this Agreement for the purpose of review. All subcontracts entered into by the Provider shall include a provision whereby the subcontractor acknowledges its obligation to make all pertinent records available to the District, the DOE, the DCF and any federal agency whose funds are expended in the course of this Agreement.
- C. The subcontractor shall comply with all applicable laws and regulations.

XIV. Indemnification

- A. The Provider shall assume all risk of and responsibility for, and agrees to indemnify, defend and save harmless the State of New Jersey from and against any and all claims, demands, suits, actions, recoveries, judgments and costs, and expenses in connection therewith on account of the loss of life, property or injury or damages to the person, body or property of any person or persons, whatsoever, which shall arise from or result directly or indirectly from (1) the work, service or materials provided under this Agreement; or (2) any failure to perform the Provider's obligations under this Agreement or any improper or deficient performance of the Provider's obligations under this Agreement. This indemnification obligation is not limited by, but is in addition to, the insurance obligations contained in this Agreement. Furthermore, the provisions of this indemnification clause shall in no way limit the obligations assumed by the Provider under this Agreement, nor shall they be construed

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to neither relieve the Provider from any liability nor preclude the State from taking other actions available to it under any other provision of this Agreement or at law.

- B. The Provider shall immediately notify the District and the DOE in writing of any action or suit pending or filed or any claim which may result in litigation against the District and/or the State of New Jersey by any person, organization, or other entity.

XV. Insurance

- A. The Provider shall procure and maintain, at its own expense, until at least two years after the completion of all services performed under this Agreement and any modification hereto, liability insurance for damages imposed by law and assumed under this Agreement, of the kinds and in the amounts hereinafter provided, from insurance companies admitted or approved to do business in the State of New Jersey. The Provider expressly understands and agrees that any insurance protection required by this Agreement shall in no way limit the Provider's obligations assumed in this Agreement, and shall not be construed to relieve the Provider from liability in excess of such coverage, nor shall it preclude the State from taking such other actions as are available to it under any other provisions of this Agreement or otherwise in law.

1. The types and minimum amount of insurance shall be as follows:

a. General Liability Insurance

- i. The minimum limits of liability for this insurance shall be as follows:

(A) Bodily Injury Liability

Each Occurrence: \$1,000,000.00

Aggregate: \$3,000,000.00

(B) Property Damage Liability

Each Occurrence: \$1,000,000.00

Aggregate: \$3,000,000.00

- ii. The above required General Liability Insurance shall name the State of New Jersey as an additional insured. The above required General Liability Insurance shall also name the District as an additional insured. The coverage to be provided under this policy shall include contractual liability coverage. The aggregate limits may be increased by the parties, upon mutual agreement, in order to provide adequate protection to the State and the District.

b. Comprehensive Automobile Liability Insurance

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The Comprehensive Automobile Liability policy shall cover owned, non-owned and hired vehicles and/or buses for the approved transport of children with minimum limits as follows:

- i. Bodily Injury Liability: \$2,000,000.00 each occurrence;
- ii. Property Damage Liability: \$2,000,000.00 each occurrence; and
- iii. The above required Comprehensive Automobile Liability Insurance shall name the State of New Jersey as an additional insured. The above required Comprehensive Automobile Liability Insurance shall also name the District as an additional insured. The Provider shall equip any vehicle and/or bus used in the transportation of children with "children's seats."

c. Workers' Compensation Insurance

Workers' Compensation Insurance shall be provided in accordance with the requirements of the laws of this State and shall include an endorsement to extend coverage to any state which may be interpreted to have legal jurisdiction.

d. Employer's Liability Insurance

Employer's Liability Insurance with limits not less than:

- (1) \$1,000,000 Bodily Injury, each occurrence;
- (2) \$1,000,000 Disease each employee; and
- (3) \$1,000,000 Disease aggregate limit.

e. Employee Fidelity Bond

An Employee Fidelity Bond shall be procured on all employees of the Provider insuring against loss from employee's dishonest acts. The Bond shall be in the amount of a percentage of the current year's budget set forth in the schedule below:

Total Budget	Minimum Bond Amount
Up to \$100,000.00	20 percent of budget (Minimum \$10,000)
\$100,000.01 to \$250,000	\$20,000 plus 15 percent of all over \$100,000
\$250,000.01 to \$500,000.00	\$42,500 plus 13 percent of all over \$250,000
\$500,000.01 to \$750,000.00	\$75,000 plus 8 percent of all over \$500,000

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Total Budget	Minimum Bond Amount
\$750,000.01 to \$1,000,000.00	\$95,000 plus 4 percent of all over \$750,000
\$1,000,000.01 to \$2,000,000.00	\$105,000 plus 2 percent of all over \$1,000,000
\$2,000,000.01 to \$5,000,000.00	\$125,000 plus 1 percent of all over \$2,000,000
\$5,000,000.01 to \$10,000,000	\$155,000 plus ½ percent of all over \$5,000,000
10,000,000.01 and upwards	\$180,000 plus ¼ percent of all over \$10,000,000

In fixing such minimum bond, round to the nearest \$1,000.

2. The Provider shall, prior to the commencement of services required under this Agreement, provide the District with valid Certificates of Insurance as evidence of the Provider's insurance coverage in accordance with the foregoing provisions. Such Certificates of Insurance shall specify that the insurance provided is of the types and is in the amounts required in Subsection A(1)(a), (b), (c), (d) and (e) above.
3. Standard exclusions will be allowed provided they are not inconsistent with the requirements set forth Subsection A(1)(a), (b), (c), (d) and (e) above. Allowance of any additional exclusions will be at the discretion of the State. Regardless of the allowance of exclusions or deductions by the State, the Provider shall be responsible for the deductible limit of the policy and all exclusions consistent with the risks the Provider assumes under this Agreement and as imposed by law.
4. The Certificates shall provide for notice in writing to the District prior to any cancellation, expiration, or non-renewal during the term the insurance is required in accordance with this Agreement. The Provider shall also, upon request, provide the DOE with valid Certificates of Insurance and copies of each policy required under this Agreement certified by the agent or underwriter to be true copies of the policies provided to the Provider.

In the event that the Provider provides evidence of insurance in the form of Certificates of Insurance valid for a period of time less than the period during which the Provider is required by the terms of this Agreement to maintain insurance, said certificates shall be acceptable, but the Provider shall be obligated to renew its insurance policies as necessary and to provide new Certificates of Insurance from time to time, so that the District is continuously in possession of evidence of the Provider's insurance in accordance with the foregoing provisions.

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5. In the event the Provider fails or refuses to renew any of its insurance policies, or any policy is canceled, terminated, or modified so that the insurance does not meet the requirements of this Agreement, the District may refuse to make payment of any further monies due under this Agreement until such time as the Provider reinstates the insurance, consistent with the requirements of this Agreement. Upon reinstatement, the District will promptly pay the Provider all money withheld in accordance with this provision. If the Provider does not reinstate the insurance within thirty (30) days of notice by the District of the insurance lapse, the District may, upon approval of the Commissioner, terminate this Agreement.
6. The Provider shall immediately notify the District and the DOE in writing of any action or suit pending or filed or any claim which may result in litigation against the District and/or the State of New Jersey by any person, organization, or other entity.

XVI. Notices

Any notices required or permitted to be given under this Agreement shall be in writing and shall be deemed to have been given to the party to whom intended if a) delivered by registered and certified mail, return receipt requested or b) delivered by hand. Until changed by notice in the manner specified above, the addresses of the parties to this Agreement shall be:

For the District:

Lourdes LaGuardia, Business Administrator
Stafford Township Board of Education
250 North Main Street
Manahawkin, NJ 08050

With a copy to:

Martin J. Buckley Esq.
DMM Law Firm
620 Lacey Road, Suite 1
Forked River, NJ 08731

For the Provider:

Rafael Farhi, Owner
Inspired Education LLC (Happy Days I)
1445 Forecastle Avenue
Manahawkin, NJ 08050

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XVII. Anti-Collusion

The Provider warrants and represents that this Agreement has not been solicited, secured, or procured directly or indirectly in a manner contrary to the laws of the State of New Jersey and that the federal, state and local laws and regulations have not been violated and shall not be violated as they relate to the procurement or the performance of the Agreement by any conduct, including the paying or giving of any fee, commission, compensation, gift, gratuity or consideration of any kind, directly or indirectly, to any state or district employee, officer, or official.

XVIII. Subrecipient

The relationship of the Provider to the District is that of a subrecipient of the District. The State gives Preschool Education Aid to the District, who further passes the same funding through to the Provider. The Provider, its agents and employees shall act in an independent capacity in the performance of this Agreement and shall not be considered employees of the District or the State of New Jersey and shall not have the right to bind or obligate the District or State in any manner.

XIX. Independent Contractor

The relationship of the Provider to the District is that of an Independent Contractor. The Provider, its agents and employees shall act in an independent capacity in the performance of this Agreement and shall not be considered employees of the District or the State of New Jersey and shall not have the right to bind or obligate the District or State in any manner.

XX. Business Registration

Pursuant to *N.J.S.A. 52:32-44*, the Provider must provide a copy of its business registration certificate to the District prior to execution of the contract.

XXI. Pay to Play Provisions

A. Pay to Play Bar

Pursuant to *N.J.A.C. 6A:23A*, and consistent with the definitions of *N.J.S.A. 19:44A-1 et seq.*, each contracting for-profit Provider shall provide the requisite vendor certification(s) of reportable contributions to the District in advance of execution of the contract so that the District may determine whether there has been any contribution that would bar the entry of the contract between the District and the for-profit Provider.

B. Pay to Play Disclosure

Pursuant to *N.J.S.A. 19:44A-20.26* (P.L. 2005, c. 271), each contracting for-profit Provider

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shall submit the requisite disclosure(s) to the District at least ten (10) days prior to entering into this contract.

C. Disclosure of Contributions to ELEC

Pursuant to *N.J.S.A. 19:44A-20.27* (P.L. 2005, c. 271), each contracting for-profit Provider shall file an annual disclosure statement on political contributions with the New Jersey Election Law Enforcement Commission if the for-profit Provider receives contracts in excess of \$50,000 from public entities in a calendar year. It is the for-profit Provider's responsibility to determine if filing is necessary.

XXII. Miscellaneous

A. Compliance with Laws

The Provider covenants that it is familiar with and shall comply with the provisions of all statutes and regulations of the DCF, Child Protection and Permanency, and the DOE, as well as other federal, state and local statutes and regulations which are, or may become, applicable to the provision of child care services and early childhood education provided under this Agreement. This includes, but is not limited to, the Provider's obligation immediately to report to Child Protection and Permanency any suspected incident of child abuse or neglect. The Provider agrees it shall maintain, throughout the term of this Agreement, a current Child Care Center License as issued by the DCF's Office of Licensing.

B. Applicable Law

The parties agree that this Agreement shall be construed and enforced under the laws of the State of New Jersey.

C. Entire Agreement

This Agreement, together with all Attachments referred to herein, constitutes the entire Agreement between the parties and supersedes all oral and written Agreements, if any, between the parties. No amendment or modification changing the Agreement's scope or terms shall have any force and effect unless it is made in writing, signed by both parties and approved by DOE.

D. Headings

Section headings contained in this Agreement are for reference purposes only and shall not in any way affect the meaning or interpretation of this Agreement.

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E. Severability

If any of the provisions of this Agreement are determined to be invalid, such invalidity shall not affect or impair the validity of the other provisions, which shall be considered severable and shall remain in full force and effect.

F. Waiver

No term or provision hereof shall be deemed waived and no breach excused by the parties unless such waiver or consent shall be in writing and signed by the appropriate officers of the parties.

- G. The District must provide this contract to the Provider no later than 14 days after receipt of the contract from the NJ State Department of Education in order to allow the Provider's administration, Board of Directors, and any counsel to review the contract prior to signing and before submission to the District Board of Education for approval. In addition, the parties shall execute the Certification Acknowledging Modification (attached to this Agreement as Attachment C and incorporated herein), which shall be returned to the Department of Education with the final signed agreement between the parties. Please note, if modifications are requested and the District fails to provide an executed Attachment C Certification Acknowledging Modification, the DOE will not review the requested modifications.

Attachments are subject to change without notice.

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In Witness Whereof the parties have executed this Agreement as of the day and year above set forth.

Stafford Township School District
Name of School District

By:

Board of Education President Signature

Date

Approved as to Legal Form:

By:

General Counsel Signature

Inspired Education LLC (Happy Days Preschool II)
Name of Provider's Center/Agency

By:

Authorized Provider Signature and Title

Date

Attachments are subject to change without notice.

**Preschool Education Program Contract
School Year 2025-2026**

This Agreement is made and entered into this first day of **July 2025** by and between the **Stafford Township School District**, with principal offices located at **250 North Main Street, Manahawkin, New Jersey 08050** (hereinafter referred to as the “District”), and **Little Graduates Preschool and Learning Center LLC**, with its principal offices located at **935 North Main Street, Manahawkin, New Jersey 08050** (hereinafter referred to as the “private provider” as applicable or “Provider”) (together “the parties”). With locations operating at: (School Name, Address, City)

Little Graduates Preschool & Learning Center, 935 North Main Street, Manahawkin, NJ 08050

Whereas, the School Funding Reform Act, P.L. 2007, c.260 (SFRA), adopted in January of 2008 provides for the expansion of a high-quality preschool program to all age- and income-eligible at-risk preschool children in New Jersey; and

Whereas, this Agreement seeks to ensure that pursuant to the SFRA, the high-quality preschool program offered by the Provider contracting with the District shall meet the educational needs of the eligible three- and four-year-old preschool children of the District through the coordination of all federal, state and local public and private community resources; and

Whereas, the District is required to offer a high-quality preschool program and has determined to do so by contracting with a qualified Provider that complies with the Manual of Requirements for Child Care Centers, *N.J.A.C. 3A:52*; and meets the Elements of High-Quality Preschool Programs, *N.J.A.C. 6A:13A*; and

Whereas, the Provider is a private provider and is licensed by the New Jersey Department of Children and Families (DCF) and offers services in accordance with the applicable statutory and regulatory provisions and agrees to be bound by the Manual of Requirements for Child Care Centers, *N.J.A.C. 3A:52*; Elements of High-Quality Preschool Programs, *N.J.A.C. 6A:13A*, and Fiscal Accountability, Efficiency and Budgeting Procedures, *N.J.A.C. 6A:23A*, and

Whereas, it is the intent of the parties that through this Agreement, each party shall be in compliance with all applicable federal and state statutes and regulations. The parties recognize that in the event that there are statutory or regulatory amendments there will be a need to amend this Agreement during its term to comply with any such changes.

Now, therefore, the parties hereby acknowledge and agree to the following:

I Purpose of Agreement

- A. This Agreement provides funding for the minimum of a six (6) hour comprehensive preschool educational program (Program) for **182** school calendar days during the 2025-2026 school year. **[The number entered should equal the number of student contact**

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days (# number of student contact days) and the number of teacher professional development days (# number of District professional development days) on the District school calendar exclusive of any extended year or summer programming. Also insert this number in Subsection III (B), first paragraph.]

- B. The Provider shall offer a Program that shall meet the educational needs of the eligible three-and four-year-old preschool children of the District as set forth in this agreement and in accordance with the applicable requirements of the Elements of High-Quality Preschool Programs (*N.J.A.C. 6A:13A*), and the Manual of Requirements for Child Care Centers (*N.J.A.C. 3A:52*) and the requirements of this Agreement.
- C. The District shall work collaboratively with the Provider to meet the requirements of the Elements of High-Quality Preschool Programs (*N.J.A.C. 6A:13A*), and the Manual of Requirements for Child Care Centers (*N.J.A.C. 3A:52*) and shall compensate the Provider in accordance with this Agreement.

II Definitions

- A. All terms within this contract have the same meaning as defined in *N.J.A.C. 6A:13A-1.2*, as supplemented below.
 - 1. For purposes of this Agreement, the term minimum of a “six (6) hour comprehensive educational program day” means a full-day preschool Program in accordance with the school District’s grade one through twelve daily school calendar, meeting 180 days or more, depending on the District’s required number, between September 1 and June, and not exceeding June 30 of the District’s academic year.
 - 2. For purposes of this Agreement, the term "Appropriately Certified Teacher" means an individual meeting the requirements set forth in Subsection III (E)(1) of this Agreement and *N.J.A.C. 6A:13A-4.3*.
 - 3. For purposes of this Agreement, the term "Appropriately Qualified Teacher Assistant" means an individual meeting the requirements set forth in Subsection III (E) (2) of this Agreement and *N.J.A.C. 6A:13A-4.3*.
 - 4. For purposes of this Agreement, the term “Preschool Instructional Coach” means an individual meeting the requirements set forth in *N.J.A.C. 6A:13A-4.2*.
 - 5. For the purposes of this Agreement, the term “Quarterly Expenditure Report” means a report of all actual, approvable, reasonable and customary expenditures with supporting documentation and receipts available for inspection at any time by District or Department of Education (DOE) designee, for each quarter following the payment and

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report schedule provided in Section VII, Compensation, for all District-approved Provider budget planning documents for the 2025-2026 school year. This includes reporting the actual expenses for all approved salaries, benefits, payroll taxes, substitute stipends, classroom materials and supplies, technology, field trips and associated transportation, space costs, food costs, and administrative and indirect costs.

6. For the purposes of this Agreement, the terms “absent without excuse” and “unexcused absence” mean any absence not due to sickness or medical condition documented by a licensed medical professional or documented family emergency. Every effort should be made to reduce chronic absenteeism, which is defined as at least 10 percent of 180 days or 18 days of school. The District Board of Education shall ensure that preschool students are not suspended, long-term or short-term, and are not expelled from school (*N.J.A.C. 6A:13A-4.4(g)*).
7. For the purposes of this Agreement, the term “homeless children and youths” is as defined in Subtitle VII-B of the McKinney-Vento Homeless Assistance Act (McKinney-Vento) (42 U.S.C. §11431 et seq.); (*N.J.A.C. 6A:17-2.2*); the Individuals with Disabilities Education Act (IDEA) (20 U.S.C. §1400 et seq.); and the Improving Head Start for School Readiness Act (42 U.S.C. §9801 et seq.), and refers to individuals who lack a fixed, regular, and adequate nighttime residence and includes the following four categories:
 1. Children and youth who:
 - a. share the housing of other persons due to loss of housing, economic hardship, or a similar reason;
 - b. are living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative accommodations;
 - c. are living in emergency or transitional shelters; or
 - d. are abandoned in hospitals.
 2. Children and youth who have a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings.
 3. Children and youth who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings.
 4. Children of migrant or seasonal workers who qualify as homeless because they are living in circumstances described in the first three categories.

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III Provider Requirements

A. General

The Provider shall at all times:

1. Be a private provider within the meaning of *N.J.A.C. 6A:13A-1.2*.
2. Be licensed by the DCF, Office of Licensing as a Child Care Program pursuant to *N.J.S.A. 30:5B-1 et seq.*
3. Operate pursuant to the requirements set forth in the Elements of High-Quality Preschool Programs (*N.J.A.C. 6A:13A*), and the Manual of Requirements for Child Care Centers (*N.J.A.C. 3A:52*) and the terms of this Agreement.

B. Comprehensive Education Program Requirements

The Provider shall offer a Program for **182** school calendar days during the 2025-2026 school year between September 1 and June 30 *[The number entered should equal the number of student contact days plus the number of teacher professional development days on the District school calendar exclusive of any extended year or summer programming. Insert number from Subsection I (A).]* The calendar will consist of dates that are mutually agreed upon with the District, bearing in mind that dates should coordinate with District transportation, if applicable.

1. The length of the school day shall be at least six (6) hours and shall conform to the length of the school day of the District consistent with Subsection I (A).
2. The Program shall consist of the comprehensive curriculum articulated in the District's preschool plan or updates, as approved by the DOE and at a minimum shall include the following components:
 - a. A comprehensive curriculum supported by research, aligned with the *New Jersey Preschool Teaching and Learning Standards*, and linked to the *New Jersey Student Learning Standards (NJSLS)* that is approved by the DOE as part of the District's plan and annual updates;
 - b. Professional Development;
 - c. Health and Social Service Coordination;
 - d. Parent Involvement Activities; and

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e. Transition Activities.

3. Secular Program

The Program offered by the Provider shall comply with all federal, state and local laws and regulations regarding the secular nature of Programs receiving public funding. It is understood that violation of this provision shall be deemed a breach of this Agreement and shall be the basis for immediate termination pursuant to Section III of this Agreement.

C. Free Provision of Program

The Provider shall not charge parents or families of children in the Program any registration or other fees to participate in the Program, if the children are eligible for the Program, free of charge.

The Provider shall not require parents or families of children to participate in wrap-around services in order to be eligible for enrollment in the Program.

D. Director Qualifications

The Provider shall have a director meeting the qualifications set forth in the Manual of Requirements for Child Care Centers (*N.J.A.C. 3A:52*) and the Elements of High- Quality Preschool Programs (*N.J.A.C. 6A:15A*).

1. The director shall be responsible for the development and implementation of the overall Program and shall work on a full-time basis and will be on-site at the child care center unless his/her presence is required at a District, DOE, or DCF function.
2. The director shall not serve in any other position including, but not limited to, instructional staff member or family worker, during the same hours as he/she is serving in the capacity of center director.
3. If the director is required to be off-site for a required District, DOE, or DCF function, or is using paid time off, he/she shall assign an on-site designee, pursuant the Manual of Requirements for Child Care Centers, *N.J.A.C. 3A:52*. The designee shall not be a district-funded classroom teacher or teacher assistant.

E. Staff Qualifications

The Provider's staff shall have the following qualifications:

1. All "Appropriately Certified Teachers" shall hold a bachelor's degree and, at a minimum, a Certificate of Eligibility or Certificate of Eligibility with Advanced

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Standing for Preschool through Grade Three certification or other equivalent preschool certification, as set forth in *N.J.A.C. 6A:9B* et seq.

2. The Provider shall require all “Appropriately Qualified Teacher Assistants”, both new hires and existing staff, to have, at a minimum, a high school diploma or its equivalent and, in school districts or schools supported by Title 1 funding, to also meet the requirements established by the Every Student Succeeds Act, P.L. 114-95.
3. The Provider shall notify the District in writing, within thirty (30) business days, of any termination of employment of teachers or teacher assistants serving children in preschool classrooms and when the employment of new personnel takes place.
4. In Districts approved to participate in the Limited Certificate of Eligibility/Certificate of Eligibility with Advanced Standing Pilot Program, the Provider shall be considered a part of the District’s plan for participating teachers.

F. Staffing Standards

The Provider shall comply with the following staffing standards for the six-hour comprehensive educational Program:

1. Class Size

Contracted class size shall not be greater than fifteen (15) children with one certified teacher and one appropriately qualified teacher assistant, pursuant to *N.J.A.C. 6A:13A-4.3*. This ratio should be in place for the six (6)-hour day as described below.

2. Line of Sight

The teacher and/or teacher assistant must maintain a line of sight of the children during the six (6)-hour comprehensive educational Program day.

3. Teacher Absences

A substitute teacher and/or substitute teacher assistant shall be present and working in the preschool classroom for each day that a teacher and/or teacher assistant is absent, whether due to illness, required training, or approved personal leave. The substitute teacher shall hold, at a minimum, a substitute credential pursuant to *N.J.A.C. 6A:9B-7* et seq. A vacant teaching position shall not be filled by an individual holding only a substitute credential for longer than 20 school days, *N.J.S.A. 18A:16-1.1(a)*. The Commissioner may grant an extension of up to an additional 20 school days upon written application from the District demonstrating its inability to hire an appropriately certified teacher for the vacant position within the original 20-day time limit. The qualification for a substitute teacher assistant shall, at a minimum, be a high school diploma. The District shall share its current substitute list with the Provider. The

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District shall work with the Provider in acquiring substitute certification for qualified staff.

4. District staff will not actively recruit staff from the Child Care Program. Districts will agree to fund Child Care Programs at a level allowing for pay parity between the two Programs.

G. Family Workers

The Provider shall have one (1) full time family worker, as required by *N.J.A.C. 6A:13A-4.6 (b) 2i-iv*, in place for a maximum of 75 children being served by the Provider who shall:

1. Collaborate with the School District staff to ensure that activities for family involvement and social services occur. District will invite Child Care families to participate in their parent involvement activities.
2. Coordinate participation in health and social services designated by the District to serve the needs of the children and their families.
3. Provide all requested data to the District.
4. Report to the director and collaborate with appropriate District social services staff.
5. Complete a minimum of three (3) visits with each family in each school year.
6. Not serve as teacher, secretary, substitute, or in any other capacity during the same hours as they are serving as the family worker.

H. Criminal History Background Checks

The Provider, pursuant to the Manual of Requirements for Child Care Centers, *N.J.A.C. 3A:52-1 et seq.*, and the Head Start Program Performance Standards (2024)-45 CFR Chapter XIII, Subchapter B, Part 1302.90(b), must establish written personnel policies and procedures approved by the governing body and available to all staff, and will ensure that a preemployment Criminal History Record Information (CHRI) fingerprint background check, interview, reference verification and sex offender registry check is completed for all staff members at least 18 years of age who are or will be working at the center on a regularly scheduled basis, including transportation staff and contractors, to determine whether any such person has been convicted of a crime, as specified in P.L. 2000, c. 77 and that said check indicates that no criminal history record information exists on file in either the Identification Division of the Federal Bureau of Investigation or the State Bureau of Identification, or tribal criminal history records which would disqualify said employee from employment pursuant to law or that the check reveals a disqualifying offense and the

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individual has demonstrated rehabilitation as determined by the Department of Children and Families.

A Program has 90 days after the person is hired to complete all portions of the background check, including the child abuse and neglect state registry check.

A program must review the information found in each employment application and completed background check to assess the relevancy of any issue uncovered by the completed background check including any arrest, pending criminal charge, or conviction and must use Child Care and Development Fund (CCDF) disqualification factors described in [42 U.S.C. 9858f\(c\)\(1\)\(D\)](#) and [42 U.S.C. 9858f\(h\)\(1\)](#) or tribal disqualification factors to determine whether the prospective employee can be hired or the current employee must be terminated.

1. Within two weeks after a new staff member begins working at the center, the Provider shall ensure that the new staff member completes the CHRI fingerprinting process.
2. Until the center receives the results of the CHRI background check from DCF for a new staff member, the center shall ensure that a current staff member is present whenever the new staff member is caring for children at the center.
3. The Provider's director or human resource director shall certify to the District that all procedures related to background checks are followed for the center and each qualifying staff member as established by DCF pursuant to the Manual of Requirements for Child Care Centers, *N.J.A.C. 3A:52*.
4. If it is discovered during the course of the Agreement that either a) an employee with disqualifying CHRI on file that has not demonstrated rehabilitation as determined by the DCF, or b) an employee who has not had a CHRI background check is working at a school location, said employee shall be immediately removed by the Provider.
5. Failure by the Provider to comply with DCF regulations regarding CHRI background check procedures and/or failure to remove said staff member immediately either upon notification by the District or discovery by the Provider shall be deemed a breach of this Agreement by the Provider and shall be a basis for non-renewal pursuant to Section X or termination pursuant to Section XI of this Agreement.
6. In accordance with Child Abuse Record Information Background Check Procedures, 3A:52-4.10, the Provider must ensure that any Provider or District newly hired employee or consultant does not have unsupervised access to children until the entire background check process is complete.

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7. The Provider must also ensure that any Provider or District employee, consultant, or contractor with access to children enrolled in the Program must have the entire background check completed at least once every five years, in accordance with federal and state regulations.
8. When a person who is not required to complete a CHRI background check is working with children at the center, the center shall ensure oversight of that person by another staff member and ensure that person is not left alone to supervise a child or group of children, *N.J.A.C. 3A:52-4.10; N.J.A.C.3A:52-4.11*.

I. Child Abuse Record Information Checks

The Provider, pursuant to the Manual of Requirements for Child Care Centers, *N.J.A.C.3A:52*, shall obtain from all staff members who are or will be working at the center on a regularly scheduled basis, written consent for DCF to conduct a Child Abuse Record Information (CARI) background check to determine whether an incident of child abuse and/or neglect has been substantiated against any such person.

1. Within two weeks after a new staff member begins working at the center, the Provider shall submit to the DCF Office of Licensing a completed CARI consent form for the new staff member.
2. Until the results of the CARI background check of a new staff member have been received from DCF, the Provider shall ensure that a current staff member is present whenever the new staff member is in the presence of children.
3. The Provider's director or human resource director shall certify to the District that all procedures in relation to CARI checks are followed for the center and each qualifying staff member as established by DCF pursuant to the Manual of Requirements for Child Care Centers, *N.J.A.C. 3A:52-4.9*.
4. If it is discovered during the course of this Agreement that a CARI background check reveals that an incident of child abuse and/or neglect has been substantiated against a staff member, said staff member shall be immediately removed by the Provider.
5. Failure by the Provider to comply with DCF regulations regarding CARI background check procedures and/or failure to remove said staff member immediately either upon notification by the District or discovery by the Provider shall be deemed a breach of this Agreement by the Provider and shall be a basis for non-renewal pursuant to Section X or termination pursuant to Section XI of this Agreement.
6. Provider must conduct the complete background checks for each employee, consultant, or contractor at least once every five years, in accordance with federal and state

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regulations, which must include each of the checks listed in paragraphs H and I of Section III of this Agreement.

7. When a person who is not required to complete a CARI background check is working with children at the center, the center shall ensure oversight of that person by another staff member and ensure that person is not left alone to supervise a child or group of children, *N.J.A.C. 3A:52-4.10; N.J.A.C. 3A:52-4.11*.
8. As of June 1, 2018, *P.L. 2018, c. 5* requires that all school districts, charter schools, nonpublic schools, and contracted service providers make certain inquiries regarding child abuse and sexual misconduct of prospective employees who will have regular contact with students. Consistent with the statute, the DOE has developed employment forms that hiring entities may use to complete the required employment history review. If a hiring entity chooses not to use the forms provided below, the hiring entity is still required to comply with the terms of the statute. Please note that this employment review is separate from the criminal history review requirements. The resources below include two forms and a list of frequently asked questions regarding the implementation of *P.L. 2018, c. 5*:
 - [Sexual Misconduct/Child Abuse Disclosure Release](#)
 - [Sexual Misconduct/Child Abuse Disclosure Information Request](#) (follow-up form)

J. Nondiscrimination

The Provider shall be fully responsible for the recruitment and hiring of staff necessary to perform this Agreement. The Provider shall operate in conformity with the provisions of all federal and state anti-discrimination statutes and directives, including Title VII of the Civil Rights Act of 1964 and the New Jersey Law Against Discrimination, *N.J.S.A. 10:5-1 et seq.*, and is committed to Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act, 42 U.S.C. §1201 et seq.

1. The Provider certifies that it is an Equal Opportunity Employer and will not discriminate in the recruitment, selection, hiring, promotion or demotion of staff or the selection of services provided to children on the basis of or against any person because of race, creed, religion, color, national origin/nationality, ancestry, age, sex/gender (including pregnancy), marital status/civil union partnership, familial status, affectional or sexual orientation, gender identity or expression, domestic partnership status, atypical hereditary cellular or blood trait, genetic information, disability, (including perceived disability, physical, mental, and/or intellectual disabilities), or liability for service in the Armed Forces of the United States.

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2. The Provider agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Provider setting forth the above provisions of the above nondiscrimination clause.
3. The Provider certifies that it has an Affirmative Action Program and except with respect to affectional or sexual orientation and gender identity or expression, the Provider will take affirmative action to ensure that such applicants are recruited and employed, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.
4. The Provider agrees to make good faith efforts to meet targeted county employment goals established in accordance with *N.J.A.C. 17:27-3.2*.
5. The Provider agrees to inform in writing to its appropriate recruitment agencies including, but not limited to, employment agencies, placement bureaus, colleges, universities, and labor unions, that it does not discriminate on the basis of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.
6. The Provider agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job-related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable federal law and applicable federal court decisions.
7. In conforming with the targeted employment goals, the Provider agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, consistent with the statutes and court decisions of the State of New Jersey, and applicable federal law and applicable federal court decisions.
8. Providers must also adhere to contracting requirements for affirmative action and affirmative action supplements. Forms can be accessed at <https://www.nj.gov/treasury/purchase/forms.shtml>

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K. Confidentiality of Pupil Records

The Provider shall keep all pupil records in strictest confidence. During the term of this Agreement and at all times thereafter, the Provider shall not publish, disclose or use pupil records without prior written consent of the District or as otherwise provided by law in strict accordance with N.J.S.A. 18A:36-19, *N.J.A.C. 3A:52-1.1* et seq., *N.J.A.C. 6A:32-7.1* et seq., and the Federal Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g.

L. Attendance Records

The Provider shall collect and report daily attendance information on each enrolled child in the following manner:

1. The Provider and District will work together to address chronic absenteeism which is defined as missing at least ten (10) percent of school days, or 18 days of a 180-day school year. Providers with excessive absenteeism rates should create an action plan.
2. If any enrolled child is absent without excuse for up to ten (10) consecutive days of school, the District and Provider shall make every effort to contact the family and get the child to school. The District and Provider may begin attempts to contact the family prior to ten (10) consecutive unexcused absences.
3. The Provider will make a concerted attempt to get the child to come to school. If these attempts fail and the child is absent without excuse for ten (10) consecutive days of school, the child shall no longer be enrolled and the District/Provider may fill the slot with another child.
4. Daily attendance reports shall be provided to the District on a monthly basis. The District will be responsible for entering the attendance data into their data system. If the District requires entry of data into their system, additional compensation shall be provided to the contracted Provider.
5. In accordance with the Zero Tolerance for Guns Act, *N.J.S.A. 18A:37-7* et seq. and *N.J.A.C. 6A:13A-4.4* (g), preschool children shall not be expelled or suspended, which includes sending children home early or excluding children for any reason other than medical such as injury or illness. Positive behavior supports through the *Pyramid Model for Supporting Social Emotional Competencies* shall be employed to reduce or eliminate challenging behaviors.

M. Financial Management System

The Provider shall implement sound fiscal practices that include, but are not limited to:

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1. Adherence to Treasury Circular 15-08-OMB, requiring recipients of State aid funds to have an annual single audit, an annual financial statement audit or a Program-specific audit, based on the State aid funds received. A Program specific audit can be elected when a recipient's State financial assistance is under only one State Program, i.e., Preschool Education Aid.
 - i. Recipients that expend \$750,000 or more in State financial assistance within their fiscal year must require these recipients to have annual single audits or Program-specific audits.
 - ii. Recipients that expend less than \$750,000 in State financial assistance within their fiscal year but expend \$100,000 or more in State financial assistance within their fiscal year, must require these recipients to have either a financial statement audit performed or a Program-specific audit.
2. Maintaining a financial management system that provides timely, accurate, current and complete disclosure of all financial activities related to the Agreement, in accordance with Generally Accepted Accounting Principles (GAAP).
3. Making expenditures in strict accordance with the DOE's 2025-2026 Private Provider Budget and Expenditure Guidance.
4. Maintaining a preschool accounting system of all financial activities related to the Agreement separate from other funding sources.
5. Maintaining a general ledger and account reconciliation of all financial activities related to the Agreement.
6. Making modifications to the approved budget, when appropriate, based on reasonable and customary costs and verifiable documentation.
7. Amending the approved budget, when appropriate, with approval by the District Board of Education.
8. Timely completion of all financial requirements and timely electronic submission of all financial reports described in Section VII of this Agreement.

IV District/Provider Coordination, Cooperation

- A. The Provider and the District shall ensure that the high-quality elements required by the *New Jersey Preschool Program Implementation Guidelines* are met.
- B. The District shall, at a minimum, provide a Preschool Instructional Coach for every twenty (20) preschool classrooms to provide coaching and classroom support for classroom

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teachers in accordance with *N.J.A.C. 6A:13A-4.2*. Preschool Instructional Coaches will also address special needs including, but not limited to, providing additional assistance to uncertified or inexperienced teachers and professional development that supports preschool English language learners and preschool children in inclusive classroom settings. The Provider agrees to allow the Preschool Instructional Coaches to provide coaching and professional development services in the Provider's contracted classrooms. The District, with the center director and the teaching staff, shall develop an individualized professional development plan for the teaching staff that describes the role and activities of the Preschool Instructional Coach for the school year. The District shall notify the Provider within thirty (30) days of any staffing changes in Preschool Instructional Coach positions and assignments.

- C. The District shall make available to the Provider appropriate in-service training and systematic professional development activities.
- D. The District shall include the Provider's teachers, in addition to assistant teachers, family workers, and any additional positions funded by Preschool Expansion Aid, in all professional development experiences offered by the District for the preschool teaching staff. The Provider's teachers must attend a minimum of **two (2)** professional development in-service/trainings/workshops offered by the District.
- E. The District shall make available a substitute teacher list to the Provider.
- F. The District shall verify the credentials and progress toward obtaining the appropriate certification or credentials, where applicable, of all preschool teaching staff in a Provider and shall verify that all required background and criminal checks on all employees have been conducted.
- G. The District and the Provider shall articulate plans and activities for children and parents who are making the transition to elementary schools.
- H. The District shall make available health and social service resources to the Provider.
- I. The District and Provider are jointly responsible for recruitment of children.
- J. The District is responsible for ensuring that each preschool child is screened within two months of school entry using a developmentally-based early childhood screening assessment approved by the DOE.
- K. Eligibility for contract renewal is based on each contracting Provider classroom maintaining a minimum reliable score of **4.5 {all districts must insert a 4.5 unless discussion with DOE results in a different score entry}** on the Early Childhood Environment Rating Scale, Third Edition (ECERS-3). The ECERS-3 must be administered

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by the District by an individual deemed reliable by the tool developer in each classroom no less than once every three (3) years.

- L. The Provider shall allow District or DOE designee(s) necessary access to conduct needs assessments and data collection.
 - M. The District shall provide financial management assistance to the Provider in the development and monitoring of the Provider's annual budget and implementation of the preschool Program.
 - N. The District shall provide a copy of its work schedule for all teaching staff to the Provider to allow the Provider to ensure that the work schedule established for the teaching staff in the contracted preschool classrooms is comparable to the work schedule provided by the District for both teaching staff contract hours and teaching staff student contact hours and is made available to all affected teaching staff.
 - O. The District shall share with the Provider the plan for transition initiatives from Program entry to kindergarten through grade three.
 - P. The Provider shall submit a copy of their lease agreement or any written agreement for space, rent, or mortgage to the District for the school year, in every instance when the Provider is bound by such an agreement.
 - Q. The Provider shall receive written approval from the District, consistent with *N.J.A.C. 6A:13A-7.1(c)* prior to any change affecting physical space or location of classrooms.
 - R. Providers must notify the District within 24 hours of any on-site injuries or institutional abuse allegations within the District-funded classrooms. At a minimum, reporting should include: 1) the occurrence of an injury or illness while under the Provider's supervision that results in a child visiting the emergency room; 2) the occurrence of an injury or illness while under the Provider's supervision that results in a child's admittance to the hospital; 3) the death of a child while under the Provider's supervision; or 4) the occurrence of an injury or illness that results in a call to 911, on-site medical or transported emergency care, or urgent care.
 - S. McKinney-Vento and the New Jersey Administrative Code applies to homeless children and youths, which includes children attending preschool Programs. District and Provider shall collaborate and coordinate to ensure that children experiencing homelessness are immediately enrolled, participate in educational programming, and have access to high quality early childhood Programs.
1. School Districts that offer a public preschool education Program must ensure that children experiencing homelessness have the same access to that education as is

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provided to non-homeless children (42 U.S.C. § 11432(g) (4)), (*N.J. A.C. 6A:17-2.1, 6A:17-2.3*).

2. McKinney-Vento requires state and local educational agencies (LEAs) to remove barriers to school enrollment (42 U.S.C. § 11432(g)(1)(I)), (*N.J.A.C. 6A:17-2.4(a)(3)*).
3. Districts must ensure the immediate enrollment of children experiencing homelessness, even if they lack documents typically required for enrollment, including birth certificates, health records, and proof of residency. Immediate enrollment is one of the core protections of the McKinney-Vento Act (42 U.S.C. § 11432(g)(3)(C)), (*N.J.A.C. 6A:17-2.5(g)*).
4. Ongoing communication, collaboration, and coordination between Provider and District, including teachers, social workers, McKinney-Vento regional coordinators/district homeless liaisons, and health staff members are vital in order to increase the enrollment of children and the provision of services to them and their families.
5. In accordance with McKinney-Vento and New Jersey Administrative Code (*N.J.A.C. 6A:17-2.3, N.J.A.C. 6A:27-6.2*), Districts must provide transportation to ensure children experiencing homelessness have access to their educational day.
6. School Districts that transport non-homeless children also must provide comparable transportation services for children experiencing homelessness (42 U.S.C. § 11432(g)(4)(A)), (*N.J.A.C. 6A:17-2.3, N.J.A.C. 6A:27-6.2*). In addition, transportation to the School District of residence must be provided when requested by a parent or guardian (42 U.S.C. § 11432(g)(1)(J)(iii), (*N.J.A.C. 6A:17-2.4(a)(7)*)). Districts must continue to provide transportation to and from the School District of residence to formerly homeless students who become permanently housed for the remainder of the academic year during which the child becomes permanently housed (42 U.S.C. § 11432(g)(3)(A)(i)(II), (*N.J.A.C. 6A:17-2.5*)). All transportation must be arranged promptly to ensure immediate enrollment and so as not to create barriers to homeless students' attendance, retention, and success (see 42 U.S.C § 11431(2) and 11432(g)(1)(I)), (*N.J.A.C. 6A:17-1.1, N.J.A.C. 6A:17-2.4*).

T. The District will require that all Provider teachers fulfill their school year and will not allow staff to move from Provider classes to the District any time during the school year once classes have started. Their employment agreement with Provider will be honored.

U. The District, in the spirit of partnership, will not actively recruit teaching staff or supervisors from the Provider.

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V. Monitoring of Program Performance

- A. The District and the DOE are responsible for monitoring the Provider on a regular basis to ensure that the Provider is delivering a quality Program. The Provider shall provide the District, the DOE, and the Department of Human Services access to its site and Program records for purposes of monitoring and ensuring that the Provider is complying with all aspects of this Agreement.
- B. The Provider shall inform the District in writing of all conditions that may negatively affect or are negatively affecting the performance of services as soon as they are known. The disclosure shall be accompanied by a statement of the action taken or contemplated by the Provider to correct the problems and when corrective action will be taken.
- C. The District may, at any reasonable time, make site visits to inspect the Program, facility, books, records, and equipment relating to the provision of the early childhood education services, review Program accomplishments and management and financial control systems, as well as interview any officials and/or employees whose work involves the performance of this Agreement or compliance with its terms.
- D. The District shall conduct on-site monitoring at least twice in each contract year to assess compliance and shall ensure that the Provider is complying with the requirements of this Agreement.
- E. The District shall assess classroom quality and create action plans for teaching staff using the following steps:
1. The District shall score Program quality on a graduated scale in all preschool classrooms based on results of the ECERS-3 as referenced in Subsection IV (K) of this Agreement.
 2. An action plan shall be developed and implemented by the District and Provider if any classroom falls below the minimum acceptable ECERS-3 score referenced in Subsection IV (K) of this Agreement. Development of the action plan shall involve participation of the District and the Provider in joint discussions to determine the classroom quality improvements that are necessary based upon the results of the observation instrument and establishment of a timeframe for making the required changes. The Preschool Instructional Coach shall provide technical assistance to the classroom teacher based upon the action plan.
 3. If the District deems that improvements have not been made according to the established plan and schedule, the District or Provider may request that the classroom or Program be evaluated by a reliable independent observer approved by the DOE. If the reliable independent observer verifies that the action plan is not being satisfied, steps shall be taken to remove the Provider teacher from the classroom or not renew or

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terminate the preschool Program contract pursuant to the provisions for non-renewal pursuant to Section X or termination pursuant to Section XI of this Agreement.

VI. Records, Maintenance and Retention of Records

- A. Any and all records concerning the operation of the Program shall be retained in accordance with The School District Records Retention Schedule (attached to this Agreement as Attachment A and incorporated herein). Such records shall be made available to the representatives of the District and the DOE upon request. Such records shall also be available to the public to the same extent that the District records are available for public inspection.
- B. Where not otherwise specified in the School District Records Retention Schedule, the retention period starts on July 1 for records created by or filed with the Provider during the prior school year.
- C. If the provider intends to destroy any records no longer necessary to maintain under the School District Records Retention Schedule, Provider must consult and seek written approval from the District, prior to any destruction of records. Otherwise, the Provider shall transfer those records to the custody of the District.
- D. The Provider shall cause all subcontractors to comply with the terms of this Section.
- E. The Provider shall maintain and have available for audit and/or inspection all books and records that may be requested by the District, DOE, and/or DCF. A copy of said documents shall be provided to the District, the DOE, and/or DCF upon request.
- F. The Provider shall submit to the District, in a timely manner, monthly student enrollment and attendance reports, and such other reports or data as may be required by this Agreement, statute(s) or regulation(s). The District and DOE shall provide reasonable notice of audits and/or inspections.
- G. The Provider shall provide, in a timely manner, copies of all work papers produced in connection with audits made by the Provider to the District and the DOE, upon written request.

VII. Compensation

- A. The maximum number of children for which the Provider will be compensated is **fifteen (15)** for the 2025-2026 school year. The District shall pay monthly to the Provider one eleventh (1/11) of the provider's approved 2025-2026 budget planning document with first payment to be issued by the District by August 1, subject to revisions pursuant to

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Subsection VII(C), (D), (G), & (H). Any revisions made pursuant to Subsection VII(C), (D), (G), & (H) shall be made based on the provider's average daily enrollment, not average daily attendance. The District-approved 2025-2026 budget planning document is attached as Attachment B.

- B. From November through June, in the event the average monthly enrollment for the month is greater than or equal to fourteen-fifteenths ($14/15$) of the number of contract slots in A above, then the amount due the following month under the contract shall equal the monthly amount as described in A above.
- C. From November through June, in the event the average monthly enrollment for the month is less than fourteen-fifteenths ($14/15$) of the number of contract slots, the amount due the following month under the contract shall equal the monthly amount multiplied by the average monthly enrollment for the month, divided by the number of contract slots.
- D. For the month of November, the amount due under the contract shall not be subject to adjustment due to September or October enrollment for each contracted classroom that is open to receive children by September 1.
- E. The Provider shall collect and report daily attendance information on each enrolled child in the manner set forth in Subsection III (L)(4).
- F. Collection of attendance information should be used for operational and reporting purposes only.
- G. The District shall make eleven (11) monthly payments to the Provider in the sum of one-eleventh ($1/11$) of the revenues provided under the Provider's District-approved 2025-2026 budget planning document as set forth in A above.
- H. Except for August 1, September 1, and October 15, payments shall be made each month following receipt and verification of the Provider's enrollment for the previous month. The enrollment report is to be submitted to the District on the last business day of each month. Monthly payments will not be made until the enrollment report is received and reviewed by the District. The District will review the enrollment report within one week of receiving the report. In addition, the final payment, which is to be adjusted in accordance with C and F above and based on the Provider's enrollment reports for May and June and Quarterly Expenditure Reports including receipts and supporting documentation, pursuant to H below, shall be issued on or before August 1, 2026.
- I. The Provider agrees to submit to the District a Quarterly Expenditure Report, as defined in Subsection II (A)(5), of actual, approvable, reasonable and customary expenditures signed and certified by the director and officer of the corporation (if the director is not an officer), if incorporated, and understands that the District will recoup any unexpended or misspent

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funds based on the Quarterly Expenditure Reports, enrollment records, and monthly payments made by the District. Based on its review of the Quarterly Expenditure Report, the District shall make prorated adjustments to subsequent monthly payments.

1. If the provision for receipt and verification of the Provider's enrollment as described in H above are met, monthly payments shall be made on: August 1, September 1, October 15, November 15, December 15, January 15, February 15, March 15, April 15, and May 15. One final payment shall be issued on or before August 1, 2025.
2. Quarterly expenditure reports (for quarters ending September 30, December 31, March 31, and June 30) shall be submitted to the District no later than: October 15, January 15, April 15, and June 30, with exception of the final quarter (June 30). In the case of the final quarter, the final report must be submitted within two weeks from June 30.
3. The Provider will appropriately expend funds to meet the Elements of High-Quality Preschool Programs, *N.J.A.C. 6A:13A* for each category of goods and services in their District-approved 2025-2026 budget planning document, including, but not limited to, instructional staff positions, materials, supplies, and technology. Materials, supplies, and technology purchases must also meet the criteria set forth in the District's comprehensive preschool curriculum.
4. The District may make a monthly payment adjustment at any time during the contract period to reimburse the Provider for large expenditures related to approved budget items including, but not limited to, playground equipment.
5. Districts may not withhold funding at any time during the contract period without meeting with the Provider. Any funds withheld during the contract period, and any associated meetings with the Provider, must be documented. If the issue of payment is not resolved locally, an appeal may be made to the Commissioner pursuant to *N.J.A.C. 6A:15*, Controversies and Disputes.

VIII. Availability of Funds

The parties recognize that payments by the District to the Provider under this Agreement are expressly dependent upon, and subject to the availability to the District of state funds. The Provider is aware that the District's receipt of state funds is expressly conditional upon allocation, review, and approval by the DOE.

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IX. Term of Agreement

The term of this Agreement shall be July 1, 2025 to June 30, 2026.

X. Renewal or Non-Renewal of a Preschool Program Contract

The District, DOE, and Provider shall use the following processes for renewal or non-renewal of the Provider preschool Program contract:

A. For all Provider contract renewals:

1. The District shall notify any Provider, in writing on or before May 1 of each contract year, of its intent to renew the preschool Program contract for an additional one-year term.
2. The Provider shall notify the District in writing within thirty (30) days of receipt of a renewal notice from the District of its acceptance or rejection of the offer to renew the Agreement for one year.

B. For all Provider contract non-renewals:

1. The District shall notify the Provider, the DOE, Division of Early Childhood Services, and the DCF, Office of Licensing with a full explanation in writing on or before April 1 in any contract year of the intent to not renew any Provider's preschool Program contract for an additional one-year term and/or an intention to reduce slots. The notification shall include the reason(s) for non-renewal, including, but not limited to:
 - a. Fiscal mismanagement: The District must provide documentation verifying evidence of the Provider's fiscal mismanagement as well as documentation that the District attempted to assist the Provider to correct fiscal mismanagement issues.
 - b. Poor classroom quality: The District must provide evidence that it first assessed classroom quality and created a classroom quality improvement plan in accordance with Section V of this Agreement.
 - c. Available in-District classroom space: For a non-renewal based on available in-District space, the following requirements must be met:
 - i. The new configuration must meet the elements of high quality described in *N.J.A.C. 6A:13A* and educational facilities standards for preschool described in *N.J.A.C. 6A:26*; and

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ii. It must be economically more efficient to serve the preschool children in the district space, after considering all costs associated with providing the preschool Program; and

iii. The quality of the current in-District preschool Program must meet an average ECERS-3 score of at least four point five (4.5).

2. The Provider may dispute the non-renewal and/or slot reduction of the preschool Program contract received in writing from the District by notifying the District and the DOE in writing within ten (10) business days of receipt of the notice of non-renewal.

3. The appropriateness of the non-renewal decision will be affirmed or denied by the DOE. The non-renewal decision may be appealed to the Commissioner of the DOE ("Commissioner") pursuant to *N.J.A.C. 6A:3, Controversies and Disputes*.

4. Upon non-renewal, the District shall recover from the Provider all playground materials, playground equipment both installed and uninstalled, start-up classroom materials and start-up classroom technology or the monetary equivalent thereof. The amount to be recovered shall be determined by current market value or depreciated value of said items (as per Federal Depreciation schedule), whichever is lower.

XI Termination of a Preschool Program Contract (see *N.J.A.C. 6A:13A-9.4(b)*)

A. The District shall have the right to terminate this Agreement immediately upon:

1. Notice of revocation of the Provider's license;
2. Provider's breach of any of the following provisions of this Agreement:
 - a. Failure to conduct CHRI background checks as set forth in Subsection III(H) of this Agreement;
 - b. Failure to conduct CARI checks as set forth in Subsection III(I) of this Agreement; or
 - c. Violation of any federal, state or local law or regulation regarding the secular nature of Programs receiving public funding as set forth in Subsection III(B)(3) of this Agreement.
3. Provider's action(s) or inaction(s) that placed children in the Program at serious risk of harm.

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4. Failure to comply with all applicable requirements established pursuant to N.J.A.C. 6A:13A, et seq.; or

5. Any other reasonable cause within the discretion of the school district and with written approval from the Department.

B. For any breach of contract, except those that trigger the right to immediate termination defined in Subsection XI(A), the District shall have the right to terminate this Agreement as follows:

1. If a Provider fails to comply with all terms of this Agreement or applicable Federal, State, or local requirements, the school district shall notify, in writing, the Provider and the Department about the deficiency and provide a timeframe for compliance.

2. If the Provider fails to submit a corrective action plan demonstrating how they will resolve the deficiency within ninety (90) days and the Provider fails to implement the corrective action plan within thirty (30) days, the District may initiate termination of this agreement upon written notice to the Provider and the Department. Termination of the contract shall be subject to written approval by the Department to the school district and Provider.

C. The Provider shall have the right to appeal to the Commissioner a District's decision to terminate this Agreement pursuant to *N.J.A.C. 6A:3, Controversies and Disputes*. The filing of an appeal under *N.J.A.C. 6A:3* shall not prevent the termination from becoming effective on the date specified unless the appealing party seeks and is granted a stay pending decision by the Commissioner.

D. The District and the Provider may terminate this Agreement by mutual agreement, in writing, upon notice to and receipt of written approval from the DOE.

1. In the event of termination under this Subsection XI(D), said termination shall take effect upon the thirtieth day from the date the District and the Provider receive written approval from the DOE to terminate this Agreement.

E. Upon termination, the District shall recover monetary value of startup materials limited to playground equipment, non-consumable startup materials, and start up classroom technology based on DOE approval. The amount recovered shall be determined by the current market value or depreciated value of said items (as per Federal Depreciation Schedule), whichever is lower.

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- F. In the event of non-renewal or termination of this Agreement pursuant to Sections X and XI of this Agreement, by either the District or the Provider, the Provider shall continue the service until the District has found an appropriate placement for all children unless termination was instigated under the provisions set forth in Subsection XI(A) in which case termination shall be immediate. At no time shall the Provider be required to continue the service for more than ninety (90) days beyond the expiration or termination date of the existing Agreement. The Provider will be reimbursed for this continued service at the funding level established in Section VII of this Agreement.

XII. Informal Dispute Resolution Process

- A. The District and Provider shall attempt to resolve any dispute that may arise under this Agreement. If the dispute cannot be resolved locally, an appeal may be made to the Commissioner pursuant to *N.J.A.C. 6A:3, Controversies and Disputes*.

XIII. Subcontracting and Assignment

- A. The Provider shall not subcontract and/or assign services to be provided pursuant to Section I of this Agreement, without written approval from the District and the Commissioner.
- B. The Provider agrees to make all records of any subcontractor available to the District, the DOE, the DCF and any federal agency whose funds are expended in the course of this Agreement for the purpose of review. All subcontracts entered into by the Provider shall include a provision whereby the subcontractor acknowledges its obligation to make all pertinent records available to the District, the DOE, the DCF and any federal agency whose funds are expended in the course of this Agreement.
- C. The subcontractor shall comply with all applicable laws and regulations.

XIV. Indemnification

- A. The Provider shall assume all risk of and responsibility for, and agrees to indemnify, defend and save harmless the State of New Jersey from and against any and all claims, demands, suits, actions, recoveries, judgments and costs, and expenses in connection therewith on account of the loss of life, property or injury or damages to the person, body or property of any person or persons, whatsoever, which shall arise from or result directly or indirectly from (1) the work, service or materials provided under this Agreement; or (2) any failure to perform the Provider's obligations under this Agreement or any improper or deficient performance of the Provider's obligations under this Agreement. This indemnification obligation is not limited by, but is in addition to, the insurance obligations contained in this Agreement. Furthermore, the provisions of this indemnification clause shall in no way limit the obligations assumed by the Provider under this Agreement, nor shall they be construed

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to neither relieve the Provider from any liability nor preclude the State from taking other actions available to it under any other provision of this Agreement or at law.

- B. The Provider shall immediately notify the District and the DOE in writing of any action or suit pending or filed or any claim which may result in litigation against the District and/or the State of New Jersey by any person, organization, or other entity.

XV. Insurance

- A. The Provider shall procure and maintain, at its own expense, until at least two years after the completion of all services performed under this Agreement and any modification hereto, liability insurance for damages imposed by law and assumed under this Agreement, of the kinds and in the amounts hereinafter provided, from insurance companies admitted or approved to do business in the State of New Jersey. The Provider expressly understands and agrees that any insurance protection required by this Agreement shall in no way limit the Provider's obligations assumed in this Agreement, and shall not be construed to relieve the Provider from liability in excess of such coverage, nor shall it preclude the State from taking such other actions as are available to it under any other provisions of this Agreement or otherwise in law.

1. The types and minimum amount of insurance shall be as follows:

a. General Liability Insurance

- i. The minimum limits of liability for this insurance shall be as follows:

(A) Bodily Injury Liability

Each Occurrence: \$1,000,000.00

Aggregate: \$3,000,000.00

(B) Property Damage Liability

Each Occurrence: \$1,000,000.00

Aggregate: \$3,000,000.00

- ii. The above required General Liability Insurance shall name the State of New Jersey as an additional insured. The above required General Liability Insurance shall also name the District as an additional insured. The coverage to be provided under this policy shall include contractual liability coverage. The aggregate limits may be increased by the parties, upon mutual agreement, in order to provide adequate protection to the State and the District.

b. Comprehensive Automobile Liability Insurance

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The Comprehensive Automobile Liability policy shall cover owned, non-owned and hired vehicles and/or buses for the approved transport of children with minimum limits as follows:

- i. Bodily Injury Liability: \$2,000,000.00 each occurrence;
- ii. Property Damage Liability: \$2,000,000.00 each occurrence; and
- iii. The above required Comprehensive Automobile Liability Insurance shall name the State of New Jersey as an additional insured. The above required Comprehensive Automobile Liability Insurance shall also name the District as an additional insured. The Provider shall equip any vehicle and/or bus used in the transportation of children with "children's seats."

c. Workers' Compensation Insurance

Workers' Compensation Insurance shall be provided in accordance with the requirements of the laws of this State and shall include an endorsement to extend coverage to any state which may be interpreted to have legal jurisdiction.

d. Employer's Liability Insurance

Employer's Liability Insurance with limits not less than:

- (1) \$1,000,000 Bodily Injury, each occurrence;
- (2) \$1,000,000 Disease each employee; and
- (3) \$1,000,000 Disease aggregate limit.

e. Employee Fidelity Bond

An Employee Fidelity Bond shall be procured on all employees of the Provider insuring against loss from employee's dishonest acts. The Bond shall be in the amount of a percentage of the current year's budget set forth in the schedule below:

Total Budget	Minimum Bond Amount
Up to \$100,000.00	20 percent of budget (Minimum \$10,000)
\$100,000.01 to \$250,000	\$20,000 plus 15 percent of all over \$100,000
\$250,000.01 to \$500,000.00	\$42,500 plus 13 percent of all over \$250,000
\$500,000.01 to \$750,000.00	\$75,000 plus 8 percent of all over \$500,000

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Total Budget	Minimum Bond Amount
\$750,000.01 to \$1,000,000.00	\$95,000 plus 4 percent of all over \$750,000
\$1,000,000.01 to \$2,000,000.00	\$105,000 plus 2 percent of all over \$1,000,000
\$2,000,000.01 to \$5,000,000.00	\$125,000 plus 1 percent of all over \$2,000,000
\$5,000,000.01 to \$10,000,000	\$155,000 plus ½ percent of all over \$5,000,000
10,000,000.01 and upwards	\$180,000 plus ¼ percent of all over \$10,000,000

In fixing such minimum bond, round to the nearest \$1,000.

2. The Provider shall, prior to the commencement of services required under this Agreement, provide the District with valid Certificates of Insurance as evidence of the Provider's insurance coverage in accordance with the foregoing provisions. Such Certificates of Insurance shall specify that the insurance provided is of the types and is in the amounts required in Subsection A(1)(a), (b), (c), (d) and (e) above.
3. Standard exclusions will be allowed provided they are not inconsistent with the requirements set forth Subsection A(1)(a), (b), (c), (d) and (e) above. Allowance of any additional exclusions will be at the discretion of the State. Regardless of the allowance of exclusions or deductions by the State, the Provider shall be responsible for the deductible limit of the policy and all exclusions consistent with the risks the Provider assumes under this Agreement and as imposed by law.
4. The Certificates shall provide for notice in writing to the District prior to any cancellation, expiration, or non-renewal during the term the insurance is required in accordance with this Agreement. The Provider shall also, upon request, provide the DOE with valid Certificates of Insurance and copies of each policy required under this Agreement certified by the agent or underwriter to be true copies of the policies provided to the Provider.

In the event that the Provider provides evidence of insurance in the form of Certificates of Insurance valid for a period of time less than the period during which the Provider is required by the terms of this Agreement to maintain insurance, said certificates shall be acceptable, but the Provider shall be obligated to renew its insurance policies as necessary and to provide new Certificates of Insurance from time to time, so that the District is continuously in possession of evidence of the Provider's insurance in accordance with the foregoing provisions.

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5. In the event the Provider fails or refuses to renew any of its insurance policies, or any policy is canceled, terminated, or modified so that the insurance does not meet the requirements of this Agreement, the District may refuse to make payment of any further monies due under this Agreement until such time as the Provider reinstates the insurance, consistent with the requirements of this Agreement. Upon reinstatement, the District will promptly pay the Provider all money withheld in accordance with this provision. If the Provider does not reinstate the insurance within thirty (30) days of notice by the District of the insurance lapse, the District may, upon approval of the Commissioner, terminate this Agreement.
6. The Provider shall immediately notify the District and the DOE in writing of any action or suit pending or filed or any claim which may result in litigation against the District and/or the State of New Jersey by any person, organization, or other entity.

XVI. Notices

Any notices required or permitted to be given under this Agreement shall be in writing and shall be deemed to have been given to the party to whom intended if a) delivered by registered and certified mail, return receipt requested or b) delivered by hand. Until changed by notice in the manner specified above, the addresses of the parties to this Agreement shall be:

For the District:

Lourdes LaGuardia, Business Administrator
Stafford Township Board of Education
250 North Main Street
Manahawkin, NJ 08050

With a copy to:

Martin J. Buckley Esq.
DMM Law Firm
620 Lacey Road, Suite 1
Forked River, NJ 08731

For the Provider:

Kalil ONeal
Little Graduates Preschool & Learning Center LLC
935 North Main Street
Manahawkin, NJ 08050

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XVII. Anti-Collusion

The Provider warrants and represents that this Agreement has not been solicited, secured, or procured directly or indirectly in a manner contrary to the laws of the State of New Jersey and that the federal, state and local laws and regulations have not been violated and shall not be violated as they relate to the procurement or the performance of the Agreement by any conduct, including the paying or giving of any fee, commission, compensation, gift, gratuity or consideration of any kind, directly or indirectly, to any state or district employee, officer, or official.

XVIII. Subrecipient

The relationship of the Provider to the District is that of a subrecipient of the District. The State gives Preschool Education Aid to the District, who further passes the same funding through to the Provider. The Provider, its agents and employees shall act in an independent capacity in the performance of this Agreement and shall not be considered employees of the District or the State of New Jersey and shall not have the right to bind or obligate the District or State in any manner.

XIX. Independent Contractor

The relationship of the Provider to the District is that of an Independent Contractor. The Provider, its agents and employees shall act in an independent capacity in the performance of this Agreement and shall not be considered employees of the District or the State of New Jersey and shall not have the right to bind or obligate the District or State in any manner.

XX. Business Registration

Pursuant to *N.J.S.A. 52:32-44*, the Provider must provide a copy of its business registration certificate to the District prior to execution of the contract.

XXI. Pay to Play Provisions

A. Pay to Play Bar

Pursuant to *N.J.A.C. 6A:23A*, and consistent with the definitions of *N.J.S.A. 19:44A-1 et seq.*, each contracting for-profit Provider shall provide the requisite vendor certification(s) of reportable contributions to the District in advance of execution of the contract so that the District may determine whether there has been any contribution that would bar the entry of the contract between the District and the for-profit Provider.

B. Pay to Play Disclosure

Pursuant to *N.J.S.A. 19:44A-20.26* (P.L. 2005, c. 271), each contracting for-profit Provider

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shall submit the requisite disclosure(s) to the District at least ten (10) days prior to entering into this contract.

C. Disclosure of Contributions to ELEC

Pursuant to *N.J.S.A. 19:44A-20.27* (P.L. 2005, c. 271), each contracting for-profit Provider shall file an annual disclosure statement on political contributions with the New Jersey Election Law Enforcement Commission if the for-profit Provider receives contracts in excess of \$50,000 from public entities in a calendar year. It is the for-profit Provider's responsibility to determine if filing is necessary.

XXII. Miscellaneous

A. Compliance with Laws

The Provider covenants that it is familiar with and shall comply with the provisions of all statutes and regulations of the DCF, Child Protection and Permanency, and the DOE, as well as other federal, state and local statutes and regulations which are, or may become, applicable to the provision of child care services and early childhood education provided under this Agreement. This includes, but is not limited to, the Provider's obligation immediately to report to Child Protection and Permanency any suspected incident of child abuse or neglect. The Provider agrees it shall maintain, throughout the term of this Agreement, a current Child Care Center License as issued by the DCF's Office of Licensing.

B. Applicable Law

The parties agree that this Agreement shall be construed and enforced under the laws of the State of New Jersey.

C. Entire Agreement

This Agreement, together with all Attachments referred to herein, constitutes the entire Agreement between the parties and supersedes all oral and written Agreements, if any, between the parties. No amendment or modification changing the Agreement's scope or terms shall have any force and effect unless it is made in writing, signed by both parties and approved by DOE.

D. Headings

Section headings contained in this Agreement are for reference purposes only and shall not in any way affect the meaning or interpretation of this Agreement.

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E. Severability

If any of the provisions of this Agreement are determined to be invalid, such invalidity shall not affect or impair the validity of the other provisions, which shall be considered severable and shall remain in full force and effect.

F. Waiver

No term or provision hereof shall be deemed waived and no breach excused by the parties unless such waiver or consent shall be in writing and signed by the appropriate officers of the parties.

- G. The District must provide this contract to the Provider no later than 14 days after receipt of the contract from the NJ State Department of Education in order to allow the Provider's administration, Board of Directors, and any counsel to review the contract prior to signing and before submission to the District Board of Education for approval. In addition, the parties shall execute the Certification Acknowledging Modification (attached to this Agreement as Attachment C and incorporated herein), which shall be returned to the Department of Education with the final signed agreement between the parties. Please note, if modifications are requested and the District fails to provide an executed Attachment C Certification Acknowledging Modification, the DOE will not review the requested modifications.

Attachments are subject to change without notice.

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In Witness Whereof the parties have executed this Agreement as of the day and year above set forth.

Stafford Township School District
Name of School District

By:

Board of Education President Signature

Date

Approved as to Legal Form:

By:

General Counsel Signature

Little Graduates Preschool & Learning Center LLC
Name of Provider's Center/Agency

By:

Authorized Provider Signature and Title

Date

Attachments are subject to change without notice.

**Preschool Education Program Contract
School Year 2025-2026**

This Agreement is made and entered into this first day of **July 2025** by and between the **Stafford Township School District**, with principal offices located at **250 North Main Street, Manahawkin, New Jersey 08050** (hereinafter referred to as the “District”), and **The Learning Experience**, with its principal offices located at **1600 Route 72 West, Manahawkin, New Jersey 08050** (hereinafter referred to as the “private provider” as applicable or “Provider”) (together “the parties”). With locations operating at: (School Name, Address, City)

The Learning Experience, 1600 Route 72 West, Manahawkin, NJ 08050

Whereas, the School Funding Reform Act, P.L. 2007, c.260 (SFRA), adopted in January of 2008 provides for the expansion of a high-quality preschool program to all age- and income-eligible at-risk preschool children in New Jersey; and

Whereas, this Agreement seeks to ensure that pursuant to the SFRA, the high-quality preschool program offered by the Provider contracting with the District shall meet the educational needs of the eligible three- and four-year-old preschool children of the District through the coordination of all federal, state and local public and private community resources; and

Whereas, the District is required to offer a high-quality preschool program and has determined to do so by contracting with a qualified Provider that complies with the Manual of Requirements for Child Care Centers, *N.J.A.C. 3A:52*; and meets the Elements of High-Quality Preschool Programs, *N.J.A.C. 6A:13A*; and

Whereas, the Provider is a private provider and is licensed by the New Jersey Department of Children and Families (DCF) and offers services in accordance with the applicable statutory and regulatory provisions and agrees to be bound by the Manual of Requirements for Child Care Centers, *N.J.A.C. 3A:52*; Elements of High-Quality Preschool Programs, *N.J.A.C. 6A:13A*, and Fiscal Accountability, Efficiency and Budgeting Procedures, *N.J.A.C. 6A:23A*, and

Whereas, it is the intent of the parties that through this Agreement, each party shall be in compliance with all applicable federal and state statutes and regulations. The parties recognize that in the event that there are statutory or regulatory amendments there will be a need to amend this Agreement during its term to comply with any such changes.

Now, therefore, the parties hereby acknowledge and agree to the following:

I Purpose of Agreement

- A. This Agreement provides funding for the minimum of a six (6) hour comprehensive preschool educational program (Program) for **182** school calendar days during the 2025-2026 school year. **[The number entered should equal the number of student contact days (# number of student contact days) and the number of teacher professional**

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development days (# number of District professional development days) on the District school calendar exclusive of any extended year or summer programming. Also insert this number in Subsection III (B), first paragraph.]

- B. The Provider shall offer a Program that shall meet the educational needs of the eligible three-and four-year-old preschool children of the District as set forth in this agreement and in accordance with the applicable requirements of the Elements of High-Quality Preschool Programs (*N.J.A.C. 6A:13A*), and the Manual of Requirements for Child Care Centers (*N.J.A.C. 3A:52*) and the requirements of this Agreement.
- C. The District shall work collaboratively with the Provider to meet the requirements of the Elements of High-Quality Preschool Programs (*N.J.A.C. 6A:13A*) and the Manual of Requirements for Child Care Centers (*N.J.A.C. 3A:52*) and shall compensate the Provider in accordance with this Agreement.

II Definitions

A. All terms within this contract have the same meaning as defined in *N.J.A.C. 6A:13A-1.2*, as supplemented below.

- 1. For purposes of this Agreement, the term minimum of a “six (6) hour comprehensive educational program day” means a full-day preschool Program in accordance with the school District’s grade one through twelve daily school calendar, meeting 180 days or more, depending on the district’s required number, between September 1 and June, and not exceeding June 30 of the District’s academic year.
- 2. For purposes of this Agreement, the term "Appropriately Certified Teacher" means an individual meeting the requirements set forth in Subsection III (E)(1) of this Agreement and *N.J.A.C. 6A:13A-4.3*.
- 3. For purposes of this Agreement, the term "Appropriately Qualified Teacher Assistant" means an individual meeting the requirements set forth in Subsection III (E) (2) of this Agreement and *N.J.A.C. 6A:13A-4.3*.
- 4. For purposes of this Agreement, the term “Preschool Instructional Coach” means an individual meeting the requirements set forth in *N.J.A.C. 6A:13A-4.2*.
- 5. For the purposes of this Agreement, the term “Quarterly Expenditure Report” means a report of all actual, approvable, reasonable and customary expenditures with supporting documentation and receipts available for inspection at any time by District or Department of Education (DOE) designee, for each quarter following the payment and report schedule provided in Section VII, Compensation, for all District-approved

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Provider budget planning documents for the 2025-2026 school year. This includes reporting the actual expenses for all approved salaries, benefits, payroll taxes, substitute stipends, classroom materials and supplies, technology, field trips and associated transportation, space costs, food costs, and administrative and indirect costs.

6. For the purposes of this Agreement, the terms “absent without excuse” and “unexcused absence” mean any absence not due to sickness or medical condition documented by a licensed medical professional or documented family emergency. Every effort should be made to reduce chronic absenteeism, which is defined as at least 10 percent of 180 days or 18 days of school. The District Board of Education shall ensure that preschool students are not suspended, long-term or short-term, and are not expelled from school (*N.J.A.C. 6A:13A-4.4(g)*).
7. For the purposes of this Agreement, the term “homeless children and youths” is as defined in Subtitle VII-B of the McKinney-Vento Homeless Assistance Act (McKinney-Vento) (42 U.S.C. §11431 et seq.), (*N.J.A.C. 6A:17-2.2*); the Individuals with Disabilities Education Act (IDEA) (20 U.S.C. §1400 et seq.); and the Improving Head Start for School Readiness Act (42 U.S.C. §9801 et seq.), and refers to individuals who lack a fixed, regular, and adequate nighttime residence and includes the following four categories:
 1. Children and youth who:
 - a. share the housing of other persons due to loss of housing, economic hardship, or a similar reason;
 - b. are living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative accommodations;
 - c. are living in emergency or transitional shelters; or
 - d. are abandoned in hospitals.
 2. Children and youth who have a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings.
 3. Children and youth who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings.
 4. Children of migrant or seasonal workers who qualify as homeless because they are living in circumstances described in the first three categories.

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III Provider Requirements

A. General

The Provider shall at all times:

1. Be a private provider within the meaning of *N.J.A.C. 6A:13A-1.2*.
2. Be licensed by the DCF, Office of Licensing as a Child Care Program pursuant to *N.J.S.A. 30:5B-1 et seq.*
3. Operate pursuant to the requirements set forth in the Elements of High-Quality Preschool Programs (*N.J.A.C. 6A:13A*), and the Manual of Requirements for Child Care Centers (*N.J.A.C. 3A:52*) and the terms of this Agreement.

B. Comprehensive Education Program Requirements

The Provider shall offer a Program for **182** school calendar days during the 2025-2026 school year between September 1 and June 30 *[The number entered should equal the number of student contact days plus the number of teacher professional development days on the District school calendar exclusive of any extended year or summer programming. Insert number from Subsection I (A).]* The calendar will consist of dates that are mutually agreed upon with the District, bearing in mind that dates should coordinate with District transportation, if applicable.

1. The length of the school day shall be at least six (6) hours and shall conform to the length of the school day of the District consistent with Subsection I (A).
2. The Program shall consist of the comprehensive curriculum articulated in the District's preschool plan or updates, as approved by the DOE and at a minimum shall include the following components:
 - a. A comprehensive curriculum supported by research, aligned with the *New Jersey Preschool Teaching and Learning Standards*, and linked to the *New Jersey Student Learning Standards (NJSLS)* that is approved by the DOE as part of the District's plan and annual updates;
 - b. Professional Development;
 - c. Health and Social Service Coordination;
 - d. Parent Involvement Activities; and

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e. Transition Activities.

3. Secular Program

The Program offered by the Provider shall comply with all federal, state and local laws and regulations regarding the secular nature of Programs receiving public funding. It is understood that violation of this provision shall be deemed a breach of this Agreement and shall be the basis for immediate termination pursuant to Section III of this Agreement.

C. Free Provision of Program

The Provider shall not charge parents or families of children in the Program any registration or other fees to participate in the Program, if the children are eligible for the Program, free of charge.

The Provider shall not require parents or families of children to participate in wrap-around services in order to be eligible for enrollment in the Program.

D. Director Qualifications

The Provider shall have a director meeting the qualifications set forth in the Manual of Requirements for Child Care Centers (*N.J.A.C. 3A:52*) and the Elements of High- Quality Preschool Programs (*N.J.A.C. 6A:15A*).

1. The director shall be responsible for the development and implementation of the overall Program and shall work on a full-time basis and will be on-site at the child care center unless his/her presence is required at a District, DOE, or DCF function.
2. The director shall not serve in any other position including, but not limited to, instructional staff member or family worker, during the same hours as he/she is serving in the capacity of center director.
3. If the director is required to be off-site for a required District, DOE, or DCF function, or is using paid time off, he/she shall assign an on-site designee, pursuant the Manual of Requirements for Child Care Centers, *N.J.A.C. 3A:52*. The designee shall not be a district-funded classroom teacher or teacher assistant.

E. Staff Qualifications

The Provider's staff shall have the following qualifications:

1. All "Appropriately Certified Teachers" shall hold a bachelor's degree and, at a minimum, a Certificate of Eligibility or Certificate of Eligibility with Advanced

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Standing for Preschool through Grade Three certification or other equivalent preschool certification, as set forth in *N.J.A.C. 6A:9B* et seq.

2. The Provider shall require all “Appropriately Qualified Teacher Assistants”, both new hires and existing staff, to have, at a minimum, a high school diploma or its equivalent and, in school districts or schools supported by Title 1 funding, to also meet the requirements established by the Every Student Succeeds Act, P.L. 114-95.
3. The Provider shall notify the District in writing, within thirty (30) business days, of any termination of employment of teachers or teacher assistants serving children in preschool classrooms and when the employment of new personnel takes place.
4. In Districts approved to participate in the Limited Certificate of Eligibility/Certificate of Eligibility with Advanced Standing Pilot Program, the Provider shall be considered a part of the District’s plan for participating teachers.

F. Staffing Standards

The Provider shall comply with the following staffing standards for the six-hour comprehensive educational Program:

1. Class Size

Contracted class size shall not be greater than fifteen (15) children with one certified teacher and one appropriately qualified teacher assistant, pursuant to *N.J.A.C. 6A:13A-4.3*. This ratio should be in place for the six (6)-hour day as described below.

2. Line of Sight

The teacher and/or teacher assistant must maintain a line of sight of the children during the six (6)-hour comprehensive educational Program day.

3. Teacher Absences

A substitute teacher and/or substitute teacher assistant shall be present and working in the preschool classroom for each day that a teacher and/or teacher assistant is absent, whether due to illness, required training, or approved personal leave. The substitute teacher shall hold, at a minimum, a substitute credential pursuant to *N.J.A.C. 6A:9B-7* et seq. A vacant teaching position shall not be filled by an individual holding only a substitute credential for longer than 20 school days, *N.J.S.A. 18A:16-1.1(a)*. The Commissioner may grant an extension of up to an additional 20 school days upon written application from the District demonstrating its inability to hire an appropriately certified teacher for the vacant position within the original 20-day time limit. The qualification for a substitute teacher assistant shall, at a minimum, be a high school diploma. The District shall share its current substitute list with the Provider. The

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District shall work with the Provider in acquiring substitute certification for qualified staff.

4. District staff will not actively recruit staff from the Child Care Program. Districts will agree to fund Child Care Programs at a level allowing for pay parity between the two Programs.

G. Family Workers

The Provider shall have one (1) full time family worker, as required by *N.J.A.C. 6A:13A-4.6 (b) 2i-iv*, in place for a maximum of 75 children being served by the Provider who shall:

1. Collaborate with the School District staff to ensure that activities for family involvement and social services occur. District will invite Child Care families to participate in their parent involvement activities.
2. Coordinate participation in health and social services designated by the District to serve the needs of the children and their families.
3. Provide all requested data to the District.
4. Report to the director and collaborate with appropriate District social services staff.
5. Complete a minimum of three (3) visits with each family in each school year.
6. Not serve as teacher, secretary, substitute, or in any other capacity during the same hours as they are serving as the family worker.

H. Criminal History Background Checks

The Provider, pursuant to the Manual of Requirements for Child Care Centers, *N.J.A.C. 3A:52-1 et seq.*, and the Head Start Program Performance Standards (2024)-45 CFR Chapter XIII, Subchapter B, Part 1302.90(b), must establish written personnel policies and procedures approved by the governing body and available to all staff, and will ensure that a preemployment Criminal History Record Information (CHRI) fingerprint background check, interview, reference verification and sex offender registry check is completed for all staff members at least 18 years of age who are or will be working at the center on a regularly scheduled basis, including transportation staff and contractors, to determine whether any such person has been convicted of a crime, as specified in P.L. 2000, c. 77 and that said check indicates that no criminal history record information exists on file in either the Identification Division of the Federal Bureau of Investigation or the State Bureau of Identification, or tribal criminal history records which would disqualify said employee from employment pursuant to law or that the check reveals a disqualifying offense and the

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individual has demonstrated rehabilitation as determined by the Department of Children and Families.

A Program has 90 days after the person is hired to complete all portions of the background check, including the child abuse and neglect state registry check.

A program must review the information found in each employment application and completed background check to assess the relevancy of any issue uncovered by the completed background check including any arrest, pending criminal charge, or conviction and must use Child Care and Development Fund (CCDF) disqualification factors described in [42 U.S.C. 9858f\(c\)\(1\)\(D\)](#) and [42 U.S.C. 9858f\(h\)\(1\)](#) or tribal disqualifications factors to determine whether the prospective employee can be hired or the current employee must be terminated.

1. Within two weeks after a new staff member begins working at the center, the Provider shall ensure that the new staff member completes the CHRI fingerprinting process.
2. Until the center receives the results of the CHRI background check from DCF for a new staff member, the center shall ensure that a current staff member is present whenever the new staff member is caring for children at the center.
3. The Provider's director or human resource director shall certify to the District that all procedures related to background checks are followed for the center and each qualifying staff member as established by DCF pursuant to the Manual of Requirements for Child Care Centers, *N.J.A.C. 3A:52*.
4. If it is discovered during the course of the Agreement that either a) an employee with disqualifying CHRI on file that has not demonstrated rehabilitation as determined by the DCF, or b) an employee who has not had a CHRI background check is working at a school location, said employee shall be immediately removed by the Provider.
5. Failure by the Provider to comply with DCF regulations regarding CHRI background check procedures and/or failure to remove said staff member immediately either upon notification by the District or discovery by the Provider shall be deemed a breach of this Agreement by the Provider and shall be a basis for non-renewal pursuant to Section X or termination pursuant to Section XI of this Agreement.
6. In accordance with Child Abuse Record Information Background Check Procedures, 3A:52-4.10, the Provider must ensure that any Provider or District newly hired employee or consultant does not have unsupervised access to children until the entire background check process is complete.

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7. The Provider must also ensure that any Provider or District employee, consultant, or contractor with access to children enrolled in the Program must have the entire background check completed at least once every five years, in accordance with federal and state regulations.
8. When a person who is not required to complete a CHRI background check is working with children at the center, the center shall ensure oversight of that person by another staff member and ensure that person is not left alone to supervise a child or group of children, *N.J.A.C. 3A:52-4.10; N.J.A.C.3A:52-4.11*.

I. Child Abuse Record Information Checks

The Provider, pursuant to the Manual of Requirements for Child Care Centers, *N.J.A.C.3A:52*, shall obtain from all staff members who are or will be working at the center on a regularly scheduled basis, written consent for DCF to conduct a Child Abuse Record Information (CARI) background check to determine whether an incident of child abuse and/or neglect has been substantiated against any such person.

1. Within two weeks after a new staff member begins working at the center, the Provider shall submit to the DCF Office of Licensing a completed CARI consent form for the new staff member.
2. Until the results of the CARI background check of a new staff member have been received from DCF, the Provider shall ensure that a current staff member is present whenever the new staff member is in the presence of children.
3. The Provider's director or human resource director shall certify to the District that all procedures in relation to CARI checks are followed for the center and each qualifying staff member as established by DCF pursuant to the Manual of Requirements for Child Care Centers, *N.J.A.C. 3A:52-4.9*.
4. If it is discovered during the course of this Agreement that a CARI background check reveals that an incident of child abuse and/or neglect has been substantiated against a staff member, said staff member shall be immediately removed by the Provider.
5. Failure by the Provider to comply with DCF regulations regarding CARI background check procedures and/or failure to remove said staff member immediately either upon notification by the District or discovery by the Provider shall be deemed a breach of this Agreement by the Provider and shall be a basis for non-renewal pursuant to Section X or termination pursuant to Section XI of this Agreement.
6. Provider must conduct the complete background checks for each employee, consultant, or contractor at least once every five years, in accordance with federal and state

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regulations, which must include each of the checks listed in paragraphs H and I of Section III of this Agreement.

7. When a person who is not required to complete a CARI background check is working with children at the center, the center shall ensure oversight of that person by another staff member and ensure that person is not left alone to supervise a child or group of children, *N.J.A.C. 3A:52-4.10; N.J.A.C. 3A:52-4.11*.
8. As of June 1, 2018, *P.L. 2018, c. 5* requires that all school districts, charter schools, nonpublic schools, and contracted service providers make certain inquiries regarding child abuse and sexual misconduct of prospective employees who will have regular contact with students. Consistent with the statute, the DOE has developed employment forms that hiring entities may use to complete the required employment history review. If a hiring entity chooses not to use the forms provided below, the hiring entity is still required to comply with the terms of the statute. Please note that this employment review is separate from the criminal history review requirements. The resources below include two forms and a list of frequently asked questions regarding the implementation of *P.L. 2018, c. 5*:
 - [Sexual Misconduct/Child Abuse Disclosure Release](#)
 - [Sexual Misconduct/Child Abuse Disclosure Information Request](#) (follow-up form)

J. Nondiscrimination

The Provider shall be fully responsible for the recruitment and hiring of staff necessary to perform this Agreement. The Provider shall operate in conformity with the provisions of all federal and state anti-discrimination statutes and directives, including Title VII of the Civil Rights Act of 1964 and the New Jersey Law Against Discrimination, *N.J.S.A. 10:5-1 et seq.*, and is committed to Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act, 42 U.S.C. §1201 et seq.

1. The Provider certifies that it is an Equal Opportunity Employer and will not discriminate in the recruitment, selection, hiring, promotion or demotion of staff or the selection of services provided to children on the basis of or against any person because of race, creed, religion, color, national origin/nationality, ancestry, age, sex/gender (including pregnancy), marital status/civil union partnership, familial status, affectional or sexual orientation, gender identity or expression, domestic partnership status, atypical hereditary cellular or blood trait, genetic information, disability, (including perceived disability, physical, mental, and/or intellectual disabilities), or liability for service in the Armed Forces of the United States.

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2. The Provider agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Provider setting forth the above provisions of the above nondiscrimination clause.
3. The Provider certifies that it has an Affirmative Action Program and except with respect to affectional or sexual orientation and gender identity or expression, the Provider will take affirmative action to ensure that such applicants are recruited and employed, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.
4. The Provider agrees to make good faith efforts to meet targeted county employment goals established in accordance with *N.J.A.C. 17:27-3.2*.
5. The Provider agrees to inform in writing to its appropriate recruitment agencies including, but not limited to, employment agencies, placement bureaus, colleges, universities, and labor unions, that it does not discriminate on the basis of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.
6. The Provider agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job-related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable federal law and applicable federal court decisions.
7. In conforming with the targeted employment goals, the Provider agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, consistent with the statutes and court decisions of the State of New Jersey, and applicable federal law and applicable federal court decisions.
8. Providers must also adhere to contracting requirements for affirmative action and affirmative action supplements. Forms can be accessed at <https://www.nj.gov/treasury/purchase/forms.shtml>

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K. Confidentiality of Pupil Records

The Provider shall keep all pupil records in strictest confidence. During the term of this Agreement and at all times thereafter, the Provider shall not publish, disclose or use pupil records without prior written consent of the District or as otherwise provided by law in strict accordance with N.J.S.A. 18A:36-19, *N.J.A.C. 3A:52-1.1 et seq.*, *N.J.A.C. 6A:32-7.1 et seq.*, and the Federal Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g.

L. Attendance Records

The Provider shall collect and report daily attendance information on each enrolled child in the following manner:

1. The Provider and District will work together to address chronic absenteeism which is defined as missing at least ten (10) percent of school days, or 18 days of a 180-day school year. Providers with excessive absenteeism rates should create an action plan.
2. If any enrolled child is absent without excuse for up to ten (10) consecutive days of school, the District and Provider shall make every effort to contact the family and get the child to school. The District and Provider may begin attempts to contact the family prior to ten (10) consecutive unexcused absences.
3. The Provider will make a concerted attempt to get the child to come to school. If these attempts fail and the child is absent without excuse for ten (10) consecutive days of school, the child shall no longer be enrolled and the District/Provider may fill the slot with another child.
4. Daily attendance reports shall be provided to the District on a monthly basis. The District will be responsible for entering the attendance data into their data system. If the District requires entry of data into their system, additional compensation shall be provided to the contracted Provider.
5. In accordance with the Zero Tolerance for Guns Act, *N.J.S.A. 18A:37-7 et seq.* and *N.J.A.C. 6A:13A-4.4 (g)*, preschool children shall not be expelled or suspended, which includes sending children home early or excluding children for any reason other than medical such as injury or illness. Positive behavior supports through the *Pyramid Model for Supporting Social Emotional Competencies* shall be employed to reduce or eliminate challenging behaviors.

M. Financial Management System

The Provider shall implement sound fiscal practices that include, but are not limited to:

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1. Adherence to Treasury Circular 15-08-OMB, requiring recipients of State aid funds to have an annual single audit, an annual financial statement audit or a Program-specific audit, based on the State aid funds received. A Program specific audit can be elected when a recipient's State financial assistance is under only one State Program, i.e., Preschool Education Aid.
 - i. Recipients that expend \$750,000 or more in State financial assistance within their fiscal year must require these recipients to have annual single audits or Program-specific audits.
 - ii. Recipients that expend less than \$750,000 in State financial assistance within their fiscal year but expend \$100,000 or more in State financial assistance within their fiscal year, must require these recipients to have either a financial statement audit performed or a Program-specific audit.
2. Maintaining a financial management system that provides timely, accurate, current and complete disclosure of all financial activities related to the Agreement, in accordance with Generally Accepted Accounting Principles (GAAP).
3. Making expenditures in strict accordance with the DOE's 2025-2026 Private Provider Budget and Expenditure Guidance.
4. Maintaining a preschool accounting system of all financial activities related to the Agreement separate from other funding sources.
5. Maintaining a general ledger and account reconciliation of all financial activities related to the Agreement.
6. Making modifications to the approved budget, when appropriate, based on reasonable and customary costs and verifiable documentation.
7. Amending the approved budget, when appropriate, with approval by the District Board of Education.
8. Timely completion of all financial requirements and timely electronic submission of all financial reports described in Section VII of this Agreement.

IV District/Provider Coordination, Cooperation

- A. The Provider and the District shall ensure that the high-quality elements required by the *New Jersey Preschool Program Implementation Guidelines* are met.
- B. The District shall, at a minimum, provide a Preschool Instructional Coach for every twenty (20) preschool classrooms to provide coaching and classroom support for classroom

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teachers in accordance with *N.J.A.C. 6A:13A-4.2*. Preschool Instructional Coaches will also address special needs including, but not limited to, providing additional assistance to uncertified or inexperienced teachers and professional development that supports preschool English language learners and preschool children in inclusive classroom settings. The Provider agrees to allow the Preschool Instructional Coaches to provide coaching and professional development services in the Provider's contracted classrooms. The District, with the center director and the teaching staff, shall develop an individualized professional development plan for the teaching staff that describes the role and activities of the Preschool Instructional Coach for the school year. The District shall notify the Provider within thirty (30) days of any staffing changes in Preschool Instructional Coach positions and assignments.

- C. The District shall make available to the Provider appropriate in-service training and systematic professional development activities.
- D. The District shall include the Provider's teachers, in addition to assistant teachers, family workers, and any additional positions funded by Preschool Expansion Aid, in all professional development experiences offered by the District for the preschool teaching staff. The Provider's teachers must attend a minimum of **two (2)** professional development in-service/trainings/workshops offered by the District.
- E. The District shall make available a substitute teacher list to the Provider.
- F. The District shall verify the credentials and progress toward obtaining the appropriate certification or credentials, where applicable, of all preschool teaching staff in a Provider and shall verify that all required background and criminal checks on all employees have been conducted.
- G. The District and the Provider shall articulate plans and activities for children and parents who are making the transition to elementary schools.
- H. The District shall make available health and social service resources to the Provider.
- I. The District and Provider are jointly responsible for recruitment of children.
- J. The District is responsible for ensuring that each preschool child is screened within two months of school entry using a developmentally-based early childhood screening assessment approved by the DOE.
- K. Eligibility for contract renewal is based on each contracting Provider classroom maintaining a minimum reliable score of **4.5 {all districts must insert a 4.5 unless discussion with DOE results in a different score entry}** on the Early Childhood Environment Rating Scale, Third Edition (ECERS-3). The ECERS-3 must be administered

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by the District by an individual deemed reliable by the tool developer in each classroom no less than once every three (3) years.

- L. The Provider shall allow District or DOE designee(s) necessary access to conduct needs assessments and data collection.
 - M. The District shall provide financial management assistance to the Provider in the development and monitoring of the Provider's annual budget and implementation of the preschool Program.
 - N. The District shall provide a copy of its work schedule for all teaching staff to the Provider to allow the Provider to ensure that the work schedule established for the teaching staff in the contracted preschool classrooms is comparable to the work schedule provided by the District for both teaching staff contract hours and teaching staff student contact hours and is made available to all affected teaching staff.
 - O. The District shall share with the Provider the plan for transition initiatives from Program entry to kindergarten through grade three.
 - P. The Provider shall submit a copy of their lease agreement or any written agreement for space, rent, or mortgage to the District for the school year, in every instance when the Provider is bound by such an agreement.
 - Q. The Provider shall receive written approval from the District, consistent with *N.J.A.C. 6A:13A-7.1(c)* prior to any change affecting physical space or location of classrooms.
 - R. Providers must notify the District within 24 hours of any on-site injuries or institutional abuse allegations within the District-funded classrooms. At a minimum, reporting should include: 1) the occurrence of an injury or illness while under the Provider's supervision that results in a child visiting the emergency room; 2) the occurrence of an injury or illness while under the Provider's supervision that results in a child's admittance to the hospital; 3) the death of a child while under the Provider's supervision; or 4) the occurrence of an injury or illness that results in a call to 911, on-site medical or transported emergency care, or urgent care.
 - S. McKinney-Vento and the New Jersey Administrative Code applies to homeless children and youths, which includes children attending preschool Programs. District and Provider shall collaborate and coordinate to ensure that children experiencing homelessness are immediately enrolled, participate in educational programming, and have access to high quality early childhood Programs.
1. School Districts that offer a public preschool education Program must ensure that children experiencing homelessness have the same access to that education as is

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provided to non-homeless children (42 U.S.C. § 11432(g) (4)), (*N.J. A.C. 6A:17-2.1, 6A:17-2.3*).

2. McKinney-Vento requires state and local educational agencies (LEAs) to remove barriers to school enrollment (42 U.S.C. § 11432(g)(1)(I)), (*N.J.A.C. 6A:17-2.4(a)(3)*).
3. Districts must ensure the immediate enrollment of children experiencing homelessness, even if they lack documents typically required for enrollment, including birth certificates, health records, and proof of residency. Immediate enrollment is one of the core protections of the McKinney-Vento Act (42 U.S.C. § 11432(g)(3)(C)), (*N.J.A.C. 6A:17-2.5(g)*).
4. Ongoing communication, collaboration, and coordination between Provider and District, including teachers, social workers, McKinney-Vento regional coordinators/district homeless liaisons, and health staff members are vital in order to increase the enrollment of children and the provision of services to them and their families.
5. In accordance with McKinney-Vento and New Jersey Administrative Code (*N.J.A.C. 6A:17-2.3, N.J.A.C. 6A:27-6.2*), Districts must provide transportation to ensure children experiencing homelessness have access to their educational day.
6. School Districts that transport non-homeless children also must provide comparable transportation services for children experiencing homelessness (42 U.S.C. § 11432(g)(4)(A)), (*N.J.A.C. 6A:17-2.3, N.J.A.C. 6A:27-6.2*). In addition, transportation to the School District of residence must be provided when requested by a parent or guardian (42 U.S.C. § 11432(g)(1)(J)(iii), (*N.J.A.C. 6A:17-2.4(a)(7)*)). Districts must continue to provide transportation to and from the School District of residence to formerly homeless students who become permanently housed for the remainder of the academic year during which the child becomes permanently housed (42 U.S.C. § 11432(g)(3)(A)(i)(II), (*N.J.A.C. 6A:17-2.5*)). All transportation must be arranged promptly to ensure immediate enrollment and so as not to create barriers to homeless students' attendance, retention, and success (see 42 U.S.C § 11431(2) and 11432(g)(1)(I)), (*N.J.A.C. 6A:17-1.1, N.J.A.C. 6A:17-2.4*).

T. The District will require that all Provider teachers fulfill their school year and will not allow staff to move from Provider classes to the District any time during the school year once classes have started. Their employment agreement with Provider will be honored.

- U. The District, in the spirit of partnership, will not actively recruit teaching staff or supervisors from the Provider.

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V. Monitoring of Program Performance

- A. The District and the DOE are responsible for monitoring the Provider on a regular basis to ensure that the Provider is delivering a quality Program. The Provider shall provide the District, the DOE, and the Department of Human Services access to its site and Program records for purposes of monitoring and ensuring that the Provider is complying with all aspects of this Agreement.
- B. The Provider shall inform the District in writing of all conditions that may negatively affect or are negatively affecting the performance of services as soon as they are known. The disclosure shall be accompanied by a statement of the action taken or contemplated by the Provider to correct the problems and when corrective action will be taken.
- C. The District may, at any reasonable time, make site visits to inspect the Program, facility, books, records, and equipment relating to the provision of the early childhood education services, review Program accomplishments and management and financial control systems, as well as interview any officials and/or employees whose work involves the performance of this Agreement or compliance with its terms.
- D. The District shall conduct on-site monitoring at least twice in each contract year to assess compliance and shall ensure that the Provider is complying with the requirements of this Agreement.
- E. The District shall assess classroom quality and create action plans for teaching staff using the following steps:
1. The District shall score Program quality on a graduated scale in all preschool classrooms based on results of the ECERS-3 as referenced in Subsection IV (K) of this Agreement.
 2. An action plan shall be developed and implemented by the District and Provider if any classroom falls below the minimum acceptable ECERS-3 score referenced in Subsection IV (K) of this Agreement. Development of the action plan shall involve participation of the District and the Provider in joint discussions to determine the classroom quality improvements that are necessary based upon the results of the observation instrument and establishment of a timeframe for making the required changes. The Preschool Instructional Coach shall provide technical assistance to the classroom teacher based upon the action plan.
 3. If the District deems that improvements have not been made according to the established plan and schedule, the District or Provider may request that the classroom or Program be evaluated by a reliable independent observer approved by the DOE. If the reliable independent observer verifies that the action plan is not being satisfied, steps shall be taken to remove the Provider teacher from the classroom or not renew or

Preschool Contract
2025-2026 School Year

terminate the preschool Program contract pursuant to the provisions for non-renewal pursuant to Section X or termination pursuant to Section XI of this Agreement.

VI. Records, Maintenance and Retention of Records

- A. Any and all records concerning the operation of the Program shall be retained in accordance with The School District Records Retention Schedule (attached to this Agreement as Attachment A and incorporated herein). Such records shall be made available to the representatives of the District and the DOE upon request. Such records shall also be available to the public to the same extent that the District records are available for public inspection.
- B. Where not otherwise specified in the School District Records Retention Schedule, the retention period starts on July 1 for records created by or filed with the Provider during the prior school year.
- C. If the provider intends to destroy any records no longer necessary to maintain under the School District Records Retention Schedule, Provider must consult and seek written approval from the District, prior to any destruction of records. Otherwise, the Provider shall transfer those records to the custody of the District.
- D. The Provider shall cause all subcontractors to comply with the terms of this Section.
- E. The Provider shall maintain and have available for audit and/or inspection all books and records that may be requested by the District, DOE, and/or DCF. A copy of said documents shall be provided to the District, the DOE, and/or DCF upon request.
- F. The Provider shall submit to the District, in a timely manner, monthly student enrollment and attendance reports, and such other reports or data as may be required by this Agreement, statute(s) or regulation(s). The District and DOE shall provide reasonable notice of audits and/or inspections.
- G. The Provider shall provide, in a timely manner, copies of all work papers produced in connection with audits made by the Provider to the District and the DOE, upon written request.

VII. Compensation

- A. The maximum number of children for which the Provider will be compensated is **thirty (30)** for the 2025-2026 school year. The District shall pay monthly to the Provider one eleventh (1/11) of the provider's approved 2025-2026 budget planning document with first payment to be issued by the District by August 1, subject to revisions pursuant to

Preschool Contract
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Subsection VII(C), (D), (G), & (H). Any revisions made pursuant to Subsection VII(C), (D), (G), & (H) shall be made based on the provider's average daily enrollment, not average daily attendance. The District-approved 2025-2026 budget planning document is attached as Attachment B.

- B. From November through June, in the event the average monthly enrollment for the month is greater than or equal to fourteen-fifteenths ($14/15$) of the number of contract slots in A above, then the amount due the following month under the contract shall equal the monthly amount as described in A above.
- C. From November through June, in the event the average monthly enrollment for the month is less than fourteen-fifteenths ($14/15$) of the number of contract slots, the amount due the following month under the contract shall equal the monthly amount multiplied by the average monthly enrollment for the month, divided by the number of contract slots.
- D. For the month of November, the amount due under the contract shall not be subject to adjustment due to September or October enrollment for each contracted classroom that is open to receive children by September 1.
- E. The Provider shall collect and report daily attendance information on each enrolled child in the manner set forth in Subsection III (L)(4).
- F. Collection of attendance information should be used for operational and reporting purposes only.
- G. The District shall make eleven (11) monthly payments to the Provider in the sum of one-eleventh ($1/11$) of the revenues provided under the Provider's District-approved 2025-2026 budget planning document as set forth in A above.
- H. Except for August 1, September 1, and October 15, payments shall be made each month following receipt and verification of the Provider's enrollment for the previous month. The enrollment report is to be submitted to the District on the last business day of each month. Monthly payments will not be made until the enrollment report is received and reviewed by the District. The District will review the enrollment report within one week of receiving the report. In addition, the final payment, which is to be adjusted in accordance with C and F above and based on the Provider's enrollment reports for May and June and Quarterly Expenditure Reports including receipts and supporting documentation, pursuant to H below, shall be issued on or before August 1, 2026.
- I. The Provider agrees to submit to the District a Quarterly Expenditure Report, as defined in Subsection II (A)(5), of actual, approvable, reasonable and customary expenditures signed and certified by the director and officer of the corporation (if the director is not an officer), if incorporated, and understands that the District will recoup any unexpended or misspent

Preschool Contract
2025-2026 School Year

funds based on the Quarterly Expenditure Reports, enrollment records, and monthly payments made by the District. Based on its review of the Quarterly Expenditure Report, the District shall make prorated adjustments to subsequent monthly payments.

1. If the provision for receipt and verification of the Provider's enrollment as described in H above are met, monthly payments shall be made on: August 1, September 1, October 15, November 15, December 15, January 15, February 15, March 15, April 15, and May 15. One final payment shall be issued on or before August 1, 2025.
2. Quarterly expenditure reports (for quarters ending September 30, December 31, March 31, and June 30) shall be submitted to the District no later than: October 15, January 15, April 15, and June 30, with exception of the final quarter (June 30). In the case of the final quarter, the final report must be submitted within two weeks from June 30.
3. The Provider will appropriately expend funds to meet the Elements of High-Quality Preschool Programs, *N.J.A.C. 6A:13A* for each category of goods and services in their District-approved 2025-2026 budget planning document, including, but not limited to, instructional staff positions, materials, supplies, and technology. Materials, supplies, and technology purchases must also meet the criteria set forth in the District's comprehensive preschool curriculum.
4. The District may make a monthly payment adjustment at any time during the contract period to reimburse the Provider for large expenditures related to approved budget items including, but not limited to, playground equipment.
5. Districts may not withhold funding at any time during the contract period without meeting with the Provider. Any funds withheld during the contract period, and any associated meetings with the Provider, must be documented. If the issue of payment is not resolved locally, an appeal may be made to the Commissioner pursuant to *N.J.A.C. 6A:13, Controversies and Disputes*.

VIII. Availability of Funds

The parties recognize that payments by the District to the Provider under this Agreement are expressly dependent upon, and subject to the availability to the District of state funds. The Provider is aware that the District's receipt of state funds is expressly conditional upon allocation, review, and approval by the DOE.

Preschool Contract
2025-2026 School Year

IX. Term of Agreement

The term of this Agreement shall be July 1, 2025 to June 30, 2026.

X. Renewal or Non-Renewal of a Preschool Program Contract

The District, DOE, and Provider shall use the following processes for renewal or non-renewal of the Provider preschool Program contract:

A. For all Provider contract renewals:

1. The District shall notify any Provider, in writing on or before May 1 of each contract year, of its intent to renew the preschool Program contract for an additional one-year term.
2. The Provider shall notify the District in writing within thirty (30) days of receipt of a renewal notice from the District of its acceptance or rejection of the offer to renew the Agreement for one year.

B. For all Provider contract non-renewals:

1. The District shall notify the Provider, the DOE, Division of Early Childhood Services, and the DCF, Office of Licensing with a full explanation in writing on or before April 1 in any contract year of the intent to not renew any Provider's preschool Program contract for an additional one-year term and/or an intention to reduce slots. The notification shall include the reason(s) for non-renewal, including, but not limited to:
 - a. Fiscal mismanagement: The District must provide documentation verifying evidence of the Provider's fiscal mismanagement as well as documentation that the District attempted to assist the Provider to correct fiscal mismanagement issues.
 - b. Poor classroom quality: The District must provide evidence that it first assessed classroom quality and created a classroom quality improvement plan in accordance with Section V of this Agreement.
 - c. Available in-District classroom space: For a non-renewal based on available in-District space, the following requirements must be met:
 - i. The new configuration must meet the elements of high quality described in *N.J.A.C. 6A:13A* and educational facilities standards for preschool described in *N.J.A.C. 6A:26*; and

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ii. It must be economically more efficient to serve the preschool children in the district space, after considering all costs associated with providing the preschool Program; and

iii. The quality of the current in-District preschool Program must meet an average ECERS-3 score of at least four point five (4.5).

2. The Provider may dispute the non-renewal and/or slot reduction of the preschool Program contract received in writing from the District by notifying the District and the DOE in writing within ten (10) business days of receipt of the notice of non-renewal.

3. The appropriateness of the non-renewal decision will be affirmed or denied by the DOE. The non-renewal decision may be appealed to the Commissioner of the DOE ("Commissioner") pursuant to *N.J.A.C. 6A:3, Controversies and Disputes*.

4. Upon non-renewal, the District shall recover from the Provider all playground materials, playground equipment both installed and uninstalled, start-up classroom materials and start-up classroom technology or the monetary equivalent thereof. The amount to be recovered shall be determined by current market value or depreciated value of said items (as per Federal Depreciation schedule), whichever is lower.

XI Termination of a Preschool Program Contract (see *N.J.A.C. 6A:13A-9.4(b)*)

A. The District shall have the right to terminate this Agreement immediately upon:

1. Notice of revocation of the Provider's license;
2. Provider's breach of any of the following provisions of this Agreement:
 - a. Failure to conduct CHRI background checks as set forth in Subsection III(H) of this Agreement;
 - b. Failure to conduct CARI checks as set forth in Subsection III(I) of this Agreement; or
 - c. Violation of any federal, state or local law or regulation regarding the secular nature of Programs receiving public funding as set forth in Subsection III(B)(3) of this Agreement.
3. Provider's action(s) or inaction(s) that placed children in the Program at serious risk of harm.

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4. Failure to comply with all applicable requirements established pursuant to N.J.A.C. 6A:13A, et seq.; or

5. Any other reasonable cause within the discretion of the school district and with written approval from the Department.

B. For any breach of contract, except those that trigger the right to immediate termination defined in Subsection XI(A), the District shall have the right to terminate this Agreement as follows:

1. If a Provider fails to comply with all terms of this Agreement or applicable Federal, State, or local requirements, the school district shall notify, in writing, the Provider and the Department about the deficiency and provide a timeframe for compliance.

2. If the Provider fails to submit a corrective action plan demonstrating how they will resolve the deficiency within ninety (90) days and the Provider fails to implement the corrective action plan within thirty (30) days, the District may initiate termination of this agreement upon written notice to the Provider and the Department. Termination of the contract shall be subject to written approval by the Department to the school district and Provider.

C. The Provider shall have the right to appeal to the Commissioner a District's decision to terminate this Agreement pursuant to N.J.A.C. 6A:3, Controversies and Disputes. The filing of an appeal under N.J.A.C. 6A:3 shall not prevent the termination from becoming effective on the date specified unless the appealing party seeks and is granted a stay pending decision by the Commissioner.

D. The District and the Provider may terminate this Agreement by mutual agreement, in writing, upon notice to and receipt of written approval from the DOE.

1. In the event of termination under this Subsection XI(D), said termination shall take effect upon the thirtieth day from the date the District and the Provider receive written approval from the DOE to terminate this Agreement.

E. Upon termination, the District shall recover monetary value of startup materials limited to playground equipment, non-consumable startup materials, and start up classroom technology based on DOE approval. The amount recovered shall be determined by the current market value or depreciated value of said items (as per Federal Depreciation Schedule), whichever is lower.

Preschool Contract
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- F. In the event of non-renewal or termination of this Agreement pursuant to Sections X and XI of this Agreement, by either the District or the Provider, the Provider shall continue the service until the District has found an appropriate placement for all children unless termination was instigated under the provisions set forth in Subsection XI(A) in which case termination shall be immediate. At no time shall the Provider be required to continue the service for more than ninety (90) days beyond the expiration or termination date of the existing Agreement. The Provider will be reimbursed for this continued service at the funding level established in Section VII of this Agreement.

XII. Informal Dispute Resolution Process

- A. The District and Provider shall attempt to resolve any dispute that may arise under this Agreement. If the dispute cannot be resolved locally, an appeal may be made to the Commissioner pursuant to *N.J.A.C. 6A:3, Controversies and Disputes*.

XIII. Subcontracting and Assignment

- A. The Provider shall not subcontract and/or assign services to be provided pursuant to Section I of this Agreement, without written approval from the District and the Commissioner.
- B. The Provider agrees to make all records of any subcontractor available to the District, the DOE, the DCF and any federal agency whose funds are expended in the course of this Agreement for the purpose of review. All subcontracts entered into by the Provider shall include a provision whereby the subcontractor acknowledges its obligation to make all pertinent records available to the District, the DOE, the DCF and any federal agency whose funds are expended in the course of this Agreement.
- C. The subcontractor shall comply with all applicable laws and regulations.

XIV. Indemnification

- A. The Provider shall assume all risk of and responsibility for, and agrees to indemnify, defend and save harmless the State of New Jersey from and against any and all claims, demands, suits, actions, recoveries, judgments and costs, and expenses in connection therewith on account of the loss of life, property or injury or damages to the person, body or property of any person or persons, whatsoever, which shall arise from or result directly or indirectly from (1) the work, service or materials provided under this Agreement; or (2) any failure to perform the Provider's obligations under this Agreement or any improper or deficient performance of the Provider's obligations under this Agreement. This indemnification obligation is not limited by, but is in addition to, the insurance obligations contained in this Agreement. Furthermore, the provisions of this indemnification clause shall in no way limit the obligations assumed by the Provider under this Agreement, nor shall they be construed

Preschool Contract
2025-2026 School Year

to neither relieve the Provider from any liability nor preclude the State from taking other actions available to it under any other provision of this Agreement or at law.

- B. The Provider shall immediately notify the District and the DOE in writing of any action or suit pending or filed or any claim which may result in litigation against the District and/or the State of New Jersey by any person, organization, or other entity.

XV. Insurance

- A. The Provider shall procure and maintain, at its own expense, until at least two years after the completion of all services performed under this Agreement and any modification hereto, liability insurance for damages imposed by law and assumed under this Agreement, of the kinds and in the amounts hereinafter provided, from insurance companies admitted or approved to do business in the State of New Jersey. The Provider expressly understands and agrees that any insurance protection required by this Agreement shall in no way limit the Provider's obligations assumed in this Agreement, and shall not be construed to relieve the Provider from liability in excess of such coverage, nor shall it preclude the State from taking such other actions as are available to it under any other provisions of this Agreement or otherwise in law.

1. The types and minimum amount of insurance shall be as follows:

a. General Liability Insurance

- i. The minimum limits of liability for this insurance shall be as follows:

(A) Bodily Injury Liability

Each Occurrence: \$1,000,000.00

Aggregate: \$3,000,000.00

(B) Property Damage Liability

Each Occurrence: \$1,000,000.00

Aggregate: \$3,000,000.00

- ii. The above required General Liability Insurance shall name the State of New Jersey as an additional insured. The above required General Liability Insurance shall also name the District as an additional insured. The coverage to be provided under this policy shall include contractual liability coverage. The aggregate limits may be increased by the parties, upon mutual agreement, in order to provide adequate protection to the State and the District.

b. Comprehensive Automobile Liability Insurance

Preschool Contract
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The Comprehensive Automobile Liability policy shall cover owned, non-owned and hired vehicles and/or buses for the approved transport of children with minimum limits as follows:

- i. Bodily Injury Liability: \$2,000,000.00 each occurrence;
- ii. Property Damage Liability: \$2,000,000.00 each occurrence; and
- iii. The above required Comprehensive Automobile Liability Insurance shall name the State of New Jersey as an additional insured. The above required Comprehensive Automobile Liability Insurance shall also name the District as an additional insured. The Provider shall equip any vehicle and/or bus used in the transportation of children with "children's seats."

c. Workers' Compensation Insurance

Workers' Compensation Insurance shall be provided in accordance with the requirements of the laws of this State and shall include an endorsement to extend coverage to any state which may be interpreted to have legal jurisdiction.

d. Employer's Liability Insurance

Employer's Liability Insurance with limits not less than:

- (1) \$1,000,000 Bodily Injury, each occurrence;
- (2) \$1,000,000 Disease each employee; and
- (3) \$1,000,000 Disease aggregate limit.

e. Employee Fidelity Bond

An Employee Fidelity Bond shall be procured on all employees of the Provider insuring against loss from employee's dishonest acts. The Bond shall be in the amount of a percentage of the current year's budget set forth in the schedule below:

Total Budget	Minimum Bond Amount
Up to \$100,000.00	20 percent of budget (Minimum \$10,000)
\$100,000.01 to \$250,000	\$20,000 plus 15 percent of all over \$100,000
\$250,000.01 to \$500,000.00	\$42,500 plus 13 percent of all over \$250,000
\$500,000.01 to \$750,000.00	\$75,000 plus 8 percent of all over \$500,000

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2025-2026 School Year

Total Budget	Minimum Bond Amount
\$750,000.01 to \$1,000,000.00	\$95,000 plus 4 percent of all over \$750,000
\$1,000,000.01 to \$2,000,000.00	\$105,000 plus 2 percent of all over \$1,000,000
\$2,000,000.01 to \$5,000,000.00	\$125,000 plus 1 percent of all over \$2,000,000
\$5,000,000.01 to \$10,000,000	\$155,000 plus ½ percent of all over \$5,000,000
10,000,000.01 and upwards	\$180,000 plus ¼ percent of all over \$10,000,000

In fixing such minimum bond, round to the nearest \$1,000.

2. The Provider shall, prior to the commencement of services required under this Agreement, provide the District with valid Certificates of Insurance as evidence of the Provider's insurance coverage in accordance with the foregoing provisions. Such Certificates of Insurance shall specify that the insurance provided is of the types and is in the amounts required in Subsection A(1)(a), (b), (c), (d) and (e) above.
3. Standard exclusions will be allowed provided they are not inconsistent with the requirements set forth Subsection A(1)(a), (b), (c), (d) and (e) above. Allowance of any additional exclusions will be at the discretion of the State. Regardless of the allowance of exclusions or deductions by the State, the Provider shall be responsible for the deductible limit of the policy and all exclusions consistent with the risks the Provider assumes under this Agreement and as imposed by law.
4. The Certificates shall provide for notice in writing to the District prior to any cancellation, expiration, or non-renewal during the term the insurance is required in accordance with this Agreement. The Provider shall also, upon request, provide the DOE with valid Certificates of Insurance and copies of each policy required under this Agreement certified by the agent or underwriter to be true copies of the policies provided to the Provider.

In the event that the Provider provides evidence of insurance in the form of Certificates of Insurance valid for a period of time less than the period during which the Provider is required by the terms of this Agreement to maintain insurance, said certificates shall be acceptable, but the Provider shall be obligated to renew its insurance policies as necessary and to provide new Certificates of Insurance from time to time, so that the District is continuously in possession of evidence of the Provider's insurance in accordance with the foregoing provisions.

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5. In the event the Provider fails or refuses to renew any of its insurance policies, or any policy is canceled, terminated, or modified so that the insurance does not meet the requirements of this Agreement, the District may refuse to make payment of any further monies due under this Agreement until such time as the Provider reinstates the insurance, consistent with the requirements of this Agreement. Upon reinstatement, the District will promptly pay the Provider all money withheld in accordance with this provision. If the Provider does not reinstate the insurance within thirty (30) days of notice by the District of the insurance lapse, the District may, upon approval of the Commissioner, terminate this Agreement.
6. The Provider shall immediately notify the District and the DOE in writing of any action or suit pending or filed or any claim which may result in litigation against the District and/or the State of New Jersey by any person, organization, or other entity.

XVI. Notices

Any notices required or permitted to be given under this Agreement shall be in writing and shall be deemed to have been given to the party to whom intended if a) delivered by registered and certified mail, return receipt requested or b) delivered by hand. Until changed by notice in the manner specified above, the addresses of the parties to this Agreement shall be:

For the District:

Lourdes LaGuardia, Business Administrator
Stafford Township Board of Education
250 North Main Street
Manahawkin, NJ 08050

With a copy to:

Martin J. Buckley, Esq.
DMM Law Firm
620 Lacey Road, Suite 1
Forked River, NJ 08731

For the Provider:

Colleena Lieter, Franchisee Director
The Learning Experience
1600 Route 72 West
Manahawkin, NJ 08050

Preschool Contract
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XVII. Anti-Collusion

The Provider warrants and represents that this Agreement has not been solicited, secured, or procured directly or indirectly in a manner contrary to the laws of the State of New Jersey and that the federal, state and local laws and regulations have not been violated and shall not be violated as they relate to the procurement or the performance of the Agreement by any conduct, including the paying or giving of any fee, commission, compensation, gift, gratuity or consideration of any kind, directly or indirectly, to any state or district employee, officer, or official.

XVIII. Subrecipient

The relationship of the Provider to the District is that of a subrecipient of the District. The State gives Preschool Education Aid to the District, who further passes the same funding through to the Provider. The Provider, its agents and employees shall act in an independent capacity in the performance of this Agreement and shall not be considered employees of the District or the State of New Jersey and shall not have the right to bind or obligate the District or State in any manner.

XIX. Independent Contractor

The relationship of the Provider to the District is that of an Independent Contractor. The Provider, its agents and employees shall act in an independent capacity in the performance of this Agreement and shall not be considered employees of the District or the State of New Jersey and shall not have the right to bind or obligate the District or State in any manner.

XX. Business Registration

Pursuant to *N.J.S.A. 52:32-44*, the Provider must provide a copy of its business registration certificate to the District prior to execution of the contract.

XXI. Pay to Play Provisions

A. Pay to Play Bar

Pursuant to *N.J.A.C. 6A:23A*, and consistent with the definitions of *N.J.S.A. 19:44A-1 et seq.*, each contracting for-profit Provider shall provide the requisite vendor certification(s) of reportable contributions to the District in advance of execution of the contract so that the District may determine whether there has been any contribution that would bar the entry of the contract between the District and the for-profit Provider.

B. Pay to Play Disclosure

Pursuant to *N.J.S.A. 19:44A-20.26* (P.L. 2005, c. 271), each contracting for-profit Provider

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shall submit the requisite disclosure(s) to the District at least ten (10) days prior to entering into this contract.

C. Disclosure of Contributions to ELEC

Pursuant to *N.J.S.A. 19:44A-20.27* (P.L. 2005, c. 271), each contracting for-profit Provider shall file an annual disclosure statement on political contributions with the New Jersey Election Law Enforcement Commission if the for-profit Provider receives contracts in excess of \$50,000 from public entities in a calendar year. It is the for-profit Provider's responsibility to determine if filing is necessary.

XXII. Miscellaneous

A. Compliance with Laws

The Provider covenants that it is familiar with and shall comply with the provisions of all statutes and regulations of the DCF, Child Protection and Permanency, and the DOE, as well as other federal, state and local statutes and regulations which are, or may become, applicable to the provision of child care services and early childhood education provided under this Agreement. This includes, but is not limited to, the Provider's obligation immediately to report to Child Protection and Permanency any suspected incident of child abuse or neglect. The Provider agrees it shall maintain, throughout the term of this Agreement, a current Child Care Center License as issued by the DCF's Office of Licensing.

B. Applicable Law

The parties agree that this Agreement shall be construed and enforced under the laws of the State of New Jersey.

C. Entire Agreement

This Agreement, together with all Attachments referred to herein, constitutes the entire Agreement between the parties and supersedes all oral and written Agreements, if any, between the parties. No amendment or modification changing the Agreement's scope or terms shall have any force and effect unless it is made in writing, signed by both parties and approved by DOE.

D. Headings

Section headings contained in this Agreement are for reference purposes only and shall not in any way affect the meaning or interpretation of this Agreement.

Preschool Contract
2025-2026 School Year

E. Severability

If any of the provisions of this Agreement are determined to be invalid, such invalidity shall not affect or impair the validity of the other provisions, which shall be considered severable and shall remain in full force and effect.

F. Waiver

No term or provision hereof shall be deemed waived and no breach excused by the parties unless such waiver or consent shall be in writing and signed by the appropriate officers of the parties.

- G. The District must provide this contract to the Provider no later than 14 days after receipt of the contract from the NJ State Department of Education in order to allow the Provider's administration, Board of Directors, and any counsel to review the contract prior to signing and before submission to the District Board of Education for approval. In addition, the parties shall execute the Certification Acknowledging Modification (attached to this Agreement as Attachment C and incorporated herein), which shall be returned to the Department of Education with the final signed agreement between the parties. Please note, if modifications are requested and the District fails to provide an executed Attachment C Certification Acknowledging Modification, the DOE will not review the requested modifications.

Attachments are subject to change without notice.

Preschool Contract
2025-2026 School Year

In Witness Whereof the parties have executed this Agreement as of the day and year above set forth.

Stafford Township School District
Name of School District

By:

Board of Education President Signature

Date

Approved as to Legal Form:

By:

General Counsel Signature

The Learning Experience
Name of Provider's Center/Agency

By:

Authorized Provider Signature and Title

Date

Attachments are subject to change without notice.



"The educated way to purchase..."
www.ed-data.com

Mrs. Lourdes LaGuardia
Stafford Township School District
250 North Main Street
Manahawkin, NJ 08050

Friday, January 3, 2025

Dear Board of Education:

Ed-Data and the New Jersey Cooperative thank you for your support and participation in the largest and most successful shared services program of its kind. Participating members streamlined procurement by reducing work and costs while guaranteeing compliance with state regulations.

Proposed rates and services are outlined below for your convenience and budgeting purposes. Please review and execute the electronic renewal at the bottom of the page.

The Supply Procurement System License and Maintenance fee for the 2025-2026 school year will be: **\$6,375.00**

The licensing fee refers to using our copyrighted Supply Procurement System bid specifications and interactive software. The maintenance fee refers to supplying cooperative bid pricing, vendor and bid documentation, cross-referenced awarded vendor catalogs, updating users and account codes, and customer service support. The proposed renewal covers services from 07/01/2025 to 06/30/2026.

Payment Schedule

<u>Date</u>	<u>License and Maintenance</u>
07/01/2025	\$1,593.75
10/01/2025	\$1,593.75
01/01/2026	\$1,593.75
04/01/2026	\$1,593.75
<hr/>	
	\$6,375.00

Additional Enrolled Services

- **Time and Materials** (Covering Services from 04/01/2026 to 03/31/2027)
\$2,100.00 (Billed Annually 05/01/2026)
- **e-PO** (Covering Services for 2025-2026 School Year)
\$125.00 (Billed Annually 01/01/2026)

I Please Type Your Name

do hereby ☐ Accept ☐ Reject this agreement with Educational Data Services, Inc.

If you have any comments to make, please enter them below;

Enter your comments here

[Click here to send your response](#)

Bill To

Stafford Township Arts
Center
 Lourdes LaGuardia
 1000 Mckinley Ave
 Stafford Township, NJ
 08050

cell (908) 492-2815
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QUOTE Q3783

“STAFFORDARTCENTER- WALKWAY CANOPY”

PO # 25CE2815

February 25, 2025

Valid for 30 days.

Installation Address

1000 Mckinley Ave
 Stafford Township, NJ 08050

Qty	Description	Price
1	Entrance Awning (STUDENT DROP OFF GABLE AWNING) Material Tempotest: No, Sunbrella: No, Other: Yes, Fabric Name: VINYL TBD, Fabric Number: TBD Specifications Width: 7', Height: 26', Projection: 125', Truss Height: 6" Description Notes: NEW GABLE STYLE WALKWAY MANUFACTURED AND INSTALLED OVER CONCRETE WALKWAY. CONCRETE FOOTINGS TO BE MOUNTED OUTSIDE OF WALKWAY EVERY 10'.	\$31,500.00
1	Entrance Awning (STUDENT DROP OFF HALF BARREL AWNING) Material Tempotest: No, Sunbrella: No, Other: Yes, Fabric Name: VINYL TBD, Fabric Number: TBD Specifications Width: 7', Height: 26', Projection: 125', Truss Height: 6" Description Notes: NEW HALF BARREL STYLE WALKWAY MANUFACTURED AND INSTALLED OVER CONCRETE WALKWAY. CONCRETE FOOTINGS TO BE MOUNTED OUTSIDE OF WALKWAY EVERY 10'.	\$36,500.00
26	Welded Frame (SIDE PANELS) Material Tempotest: No, Sunbrella: No, Other: Yes, Fabric Name: TBD, Fabric Number: TBD, Zipstrip: MATCH Description Notes: WELDED SIDE PANELS MANUFACTURED AND INSTALLED ON BOTH SIDES OF WALKWAY AWNING. PANELS TO HAVE CLEAR WINDOW ON TOP	\$24,700.00 (\$950.00 ea)

Notes

Please direct any questions or concerns to Juana Valle at (732)380-8012 or
 jv@jerseyshoreawning.com

Terms and Conditions

50% deposit is equivalent to signed contract. Deposits are non-refundable.

Final payment is due upon completion.

All permits and township approvals are the responsibility of the customer

Approval drawings are included with one revision. Additional revisions are \$25.00 per drawing

Engineered drawings can be provided at an extra cost

Scheduled Lead times provided to you at the time your orders are submitted and finalized are "Estimated" lead times, and are subject to change based on

availability of materials, order volume.
Acrylic and Vinyl Awnings will wrinkle.
See pgs. 1-3

Customer:

Name

Signature

Date

Attachments are subject to change without notice.



Jersey Shore Awning
607 Memorial Drive
Neptune, NJ 07753
phone (732) 380-8012
fax (732) 380-8011
www.jerseyshoreawning.com

TERMS AND CONDITIONS

Jersey Shore Awning does not connect or disconnect electrical components. Customer is responsible for any electrical work. JSA does not remove or replace pavers. Customer is responsible for re-installation and repairs of pavers. Two year warranty on our materials and workmanship. Five year warranty on all seams against failure. Ten year warranty on frames against structural failure. All warranties apply to Monmouth, Ocean, Middlesex and Essex Counties in NJ. For warranties on locations outside of these counties, please see JSA's Terms and Conditions.

1. JERSEY SHORE AWNING, INC. (hereinafter "JSA" or "we") hereby warrants all materials to be as specified and that all work shall be performed in a workmanlike manner, according to accepted standard practices. THIS EXPRESS WARRANTY EXCLUDES ALL OTHER AGREEMENTS, REPRESENTATIONS AND WARRANTIES, EXPRESSED OR IMPLIED. JSA SPECIFICALLY DISCLAIMS ANY IMPLIED WARRANTY OF MERCHANTABILITY OR WARRANTY OF FITNESS FOR A PARTICULAR PURPOSE.
2. "Customer" or "you" understands that all vinyl coated and fabric materials will expand and contract when exposed to changing temperatures and weather conditions. These materials may be used to construct awnings, trim, and binding and JSA cannot warranty these materials against wrinkling or shrinkage. Any necessary sewing or stitching of material will be done with clear thread.
3. Acrylic material is NOT waterproof. Fabric is water resistant and minor drips are normal. (Sunbrella, Para, etc.) Customer shall have a pro rated warranty on fabric, whether manufactured from vinyl-coated fabric or other fabric types, provided the awning has been maintained and cleaned regularly. The Customer's failure to maintain and clean the awning regularly could result in the fabric not meeting its intended life expectancy and voiding this warranty. JSA recommends cleaning every three (3) to four (4) years.
4. JSA shall not be responsible for loss or damage to Customer's business or property or injury or death to persons. For any risk, liability or responsibility assumed by the Customer and/or Owner under this Contract or disclaimed by JSA under this Contract (collectively, the "Assumed Risks"), the parties acknowledge and agree that: a) some of the Assumed Risks may be covered under insurance held by the Customer or the property owner; b) JSA shall have no liability (in contract or in tort) to the Risks; and c) such action or inaction on the part of JSA shall not constitute a breach of this Contract or of any duty of care owed to the Customer, a property owner or third parties. Notwithstanding any other contrary provision in the Contract, Customer agrees to indemnify, hold harmless and defend JSA from and against all claims, obligations, demands, damages, causes of action, liabilities, losses, and expenses, including reasonable attorneys' and expert fees, whether now known or hereafter known, foreseen or unforeseen, attributable in whole or in part to the Assumed Risks (the "Indemnity"). This Indemnity shall be capped at \$1 million dollars (US) and is given to JSA in consideration for the warranty offered by JSA hereunder (if applicable) and/or for the job pricing, which would be higher absent the Indemnity.
5. The parties agree that Customer's sole and exclusive remedy against JSA shall be for the repair or replacement of any awning materials, which are defective when delivered. In no event shall JSA be liable for direct, indirect, special, incidental, or consequential damages (including loss of profits) whether based on contract, tort or any other legal theory. Any defects or discrepancies in the awning materials as delivered or installed must be reported to JSA within twenty (20) days after the Customer receives the awning materials or it will be conclusively presumed that the awning materials were as ordered and were received in good condition. Notice to JSA of any defects, discrepancies or objections must be delivered in writing via certified or registered mail to JERSEY SHORE AWNING INC., 607 Memorial Drive, Neptune, New Jersey, 07724
6. It is hereby expressly provided that although the said materials have been herein before described, the materials delivered by JSA hereunder shall be deemed to correspond with their description, when they correspond with the sample which has been produced to, examined, and selected by the Customer. Since aesthetics is an important factor in our industry and since JSA's services are essentially to transform acrylic and metal into pleasing designs, it is sometimes necessary to alter Customer's layout and/or specifications to make them conform to available materials, acceptable tolerances and engineering or regulatory constraints. JSA reserves the right to make such changes. JSA also reserves the right to cancel this contract if engineering changes required by a governmental entity or permitting authority increase JSA's materials and/or labor costs by more than 5%. JSA is not obligated to advance any permitting or engineering fees on Customer's behalf.
7. JSA will not be responsible for the usefulness of any frame not built or installed by us, unless we are authorized by the customer to rebuild same to JSA's specifications. JSA does not warrant against water leaks where awning meets wall when existing frames are recovered unless such leaks are listed and addressed on contract. All awning materials used by JSA have been treated with a mildew inhibitor. Mildew is micro-organic bacteria, which can grow on any material, metal, glass or plastics. BUT WE OFFER NO GUARANTEE WHATSOEVER THAT MILDEW WILL NOT OCCUR.
8. It is hereby expressly acknowledged, understood and agreed that this is a contract for a special order of custom fabricated goods and materials and the Customer cannot alter, revoke or cancel the same without the specific written consent of JSA.
9. The estimated delivery date of this order is subject to contingencies beyond the control of JSA, including, but not limited to fires, strikes, lockout, inability to secure material, labor or transportation, inclement weather, accidents, Acts of God, and unavailability of the Customer. In the event of the occurrence of such contingency, the estimated delivery date shall be extended by equal duration to the extent of the duration of such contingency.
10. Customer agrees to pay JSA the full balance of the purchase price immediately upon completions and delivery of the material and work to the Customer and time of such payment shall be of the essence. No back charges will be accepted. JSA shall retain title to all goods pending receipt of the entire purchase price.

11. The Customer covenants and agrees that upon his default by the failure to pay any part of or the entire purchase price when due, or otherwise, JSA shall, at its option, have the right to:
- Without judicial action, take possession of all said property and all payment made by the Customer up to the time of said default shall be applied as rent and depreciation on said property for and during the time the property is in the Customer's possession. Permission is granted to re-enter the property to remove said property; JSA is granted permission to re-enter the Customer's land or structure to remove said property; and/or,
 - Bring legal action to collect all monies due JSA under the terms of this agreement; and/or,
 - Enforce and foreclose a lien against the said property without further notice to the Customer; and/or,
 - Void any warranties and pursue any other remedy available to said company in law or in equity.
12. The Customer covenants and agrees to pay reasonable attorney's fees and costs to JSA in the event JSA incurs such fees and costs in enforcing its rights under the terms of this contract, including attorney's fees incurred in obtaining and enforcing a judgment and/or pursuing or defending an appeal. Any legal action brought by either party shall be governed by New Jersey law and, shall, at JSA's election, be brought in Monmouth County, New Jersey, or a different county if necessary to enforce JSA's lien rights or other remedies.
13. This proposal by JSA shall expire sixty (60) days after date of issue but is subject to withdrawal during such time if notice to that effect is given before written acceptance by the Customer. The only terms of the agreement between the Customer and JSA are those set forth in this document, and these terms may be changed or modified only by writing signed by both parties.
14. After acceptance of this proposal, any delay by the purchaser may result in a change of price corresponding to any change in the cost of labor or raw materials.
15. A charge of 1-1/2% per month or fraction thereof (18% per annum) shall be added to all delinquent accounts.
15. Occasionally after installation, "pinholes" can be found in the awning cover. This is not a result of fabric quality and does not affect the long-term performance of your awning cover.
16. Over time, awnings experience a great deal of environmental hardship from day-to-day exposure to the elements. This exposure may cause the awning cover to fade and lose color, become brittle and hard or even lose material surface from what is known as "plasticizer migration". Given these conditions, we know that removing a cover may result in any combination of the following conditions: "pinholes", cracks, small tears, wrinkles and/or "crazing". In addition, once awning covers are removed from the frame and reinstalled, they tend to readily attract dirt, smudges and marks. Therefore, if we remove awning cover from the frame for storage, cleaning and/or maintenance, we cannot guarantee or provide remedy against the above possible conditions. Any awning take down, regardless of age, will get extremely dirty and Jersey Shore Awning Inc. cannot be held responsible for this occurrence. We strongly recommend awnings be cleaned every three (3) to four (4) years.
17. Concerning warranties for jobs outside of Monmouth, Ocean, Middlesex and Essex Counties. JSA will not be responsible for any expenses incurred by JSA to bring JSA's labor, to and from the job site, or to bring the awning(s), to and from JSA, including (without limitation): airfare, room and board, taxi's, rental cars, taxes, duty, labor cost to and from the job site, etc.

RETRACTABLE AWNINGS

18. JSA strongly recommends extending Retractable Awning only when in use.
19. Retractable Awnings are designed for sun protection only, not for rain protection. JSA cannot warrant Retractable Awnings against collapse or damage resulting from rain, severe weather, or winds in excess of 30 m.p.h. During such time, the Customer is advised to keep these awnings retracted. JSA recommends that Customer use only durable fabric with Retractable Awnings. Use of any other fabric voids JSA's warranty. Motion/wind sensors do not, in any way, guarantee against damage from winds in excess of 30 m.p.h.
20. Retractable Awnings Warranty
- 15 yr. Frame Warranty
 - 10 yr. Fabric Warranty
 - 7 yr. Motor Warranty
21. Customer acknowledges receipt from JSA of exhibit "A" called "Statutory Disclosures".

STATUTORY DISCLOSURES

Jersey Shore Awning Inc.

Exhibit "A"

THREE (3) DAY RIGHT OF RECISSION (applicable only to residential homeowners.) YOU ARE ENTERING INTO A CONTRACT THAT MAY RESULT IN A CHARGE ON YOUR HOME. YOU HAVE A LEGAL RIGHT UNDER FEDERAL LAW TO CANCEL THIS CONTRACT WITHOUT COST, WITHIN THREE (3) BUSINESS DAYS FROM THE DATE YOUR CONTRACT IS FULLY EXECUTED (SIGNED BY BOTH PARTIES). IF YOU DECIDE TO CANCEL THIS TRANSACTION, YOU MAY DO SO BY: A) NOTIFYING JSA IN WRITING AT THE POSTAL ADDRESS BELOW; B) USE ANY WRITTEN STATEMENT THAT IS SIGNED AND DATED BY YOU AND STATES YOUR INTENTION TO CANCEL; AND C) SENDING THE NOTICE NO LATER THAN THE THIRD BUSINESS DAY FOLLOWING FINAL EXECUTION OF YOUR CONTRACT. IF YOU SEND OR DELIVER YOUR WRITTEN NOTICE TO CANCEL SOME OTHER WAY, IT MUST BE DELIVERED TO JSA AT THE ADDRESS BELOW NO LATER THAN THE ABOVE SPECIFIED TIMEFRAME. IF YOU PROPERLY AND TIMELY CANCEL THE CONTRACT, JSA WILL REFUND YOUR DEPOSIT (SUBJECT TO CLEARANCE OF ANY DEPOSIT MADE BY CHECK) WITHIN 10 BUSINESS DAYS, NOT INCLUDING THE DATE JSA RECEIVES YOUR WRITTEN NOTICE OF CANCELLATION. ANY SUCH NOTICE OF CANCELLATION SHOULD BE ADDRESSED TO JERSEY SHORE AWNING INC., ATTN WADE MCCLELLAN, 607 MEMORIAL DRIVE, NEPTUNE, NJ 07753. EMAIL: SALES@JERSEYSHOREAWNING.COM.



REGULAR SCALLOP



STRAIGHT SCALLOP

Attachments are subject to change without notice.

Attachments are subject to change without notice.



**Modular Classroom Building
Stafford Township School District**

Lourdes LaGuardia

MOBILEASE
MODULAR SPACE, INC.

MOBILEASE MODULAR SPACE, INC.

201 Rt. 130

Pedricktown NJ 08067

856-686-9600

murph@mobileasemodular.com

April 2, 2025

SCOPE OF WORK

I. Manufacturer and Engineering Drawings:

The drawings shall include the following:

1. Cover Page
2. Specifications
3. Elevations
4. Floor Plan
5. Electrical Plan
6. Mechanical Plan
7. Cross Section
8. Foundation and Anchor Plan
9. *Exterior Deck Systems – included with the exterior deck option*

Drawings are sealed by a State of NJ Registered Professional Engineer and are Third Party Inspected/Certified.

II. Site Clearing/Preparation/Investigation:

- It is the responsibility of the client to guarantee unobstructed accessibility for delivery of the modular units and provide a staging area. The location shall be coordinated with Mobilease's project manager in order to facilitate the setting up of the modular buildings.
- Mobilease is assuming a 3,000 PSF soil compaction or above.

III. Installation of Modular Building:

- Transport modular units to Manahawkin, NJ. Includes all hauling permits and escorts.
- Install 8"x8"x16" double dry stack CMU piers on ABS pads on grade and anchor per NJ PE Stamped Foundation Design.
- Truck set mods on CMU dry stack piers above grade.
- Anchor modular frame using auger ground anchors or equal.
- Seal interior / exterior modular building and install ship loose items.
- Supply and install perimeter skirting to match siding.
- Provide and install a skid steerer and forklift as required for site work.
- Provide and install gutters and downspouts to grade.
- Mobilease to provide dumpsters and port-a-potties.
- Provide construction cleaning (scrap and broom sweep) to the interior of building and remove and dispose of all Mobilease construction debris from site.
- Mobilease will supply a project manager/superintendent during delivery and installation. Mobilease will also provide a contract administrator.

MOBILEASE MODULAR SPACE, INC.

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April 2, 2025

SCOPE OF WORK

IV. Site Related Work:

Electrical:

- Furnish & install service from existing transformer Underground out to Modular building location with a 800 Amp NEMA 3R MDP to feed (4) factory supplied 225 Amp panels & (1) 125 Amp Panel.
- Furnish & install service including entering existing transformer vault. Including Excavation and backfill.
- Furnish & install conduit, supports, and wire including all general materials for installation.
- Install outdoor wall packs for lighting over doorways.
- Supply & installation fire alarm systems from FAST.
- All conduit will be installed in PVC Schedule 40.

Plumbing:

We hereby propose to furnish the prevailing wage labor and materials necessary to complete the following work:

- Connect domestic water and sanitary sewer to a modular classroom building. This building has 8 individual powder rooms. Also, 2 classroom sinks in each of the 8 classrooms, 16 sinks total. Provide additional underground sub ups.
- Provide excavation and backfill. Install underground 4" PVC sewer line and 2' water line per drawings dated 3/14/25. Manifold in all stub downs from modular building and connect to sewer.
- Provide excavation and backfill, install up to 100' of 2" poly water line. Connect one end to modular building with necessary heat tape and insulation. The other end we will stub up near the fire hydrant for Stafford water company to connect. Water company to provide water meter and pit and make necessary tap. We will saw cut and patch asphalt roadway approximately 50'.
- Be advised we are making educated guesses due to the lack of site plans.

Not including: Permit fees, dumpsters for debris, roof flashings, police for traffic control, smoke test, below floor water interconnects, hot boxes, water meter, storm pipe, unsuitable soils.

Data/Comm:

- Furnish & install (1) 1- voice/ 1 data Cat -6 teacher outlets within the (8) classrooms.
- Furnish & install (3) 2-data Cat-6 Student outlet within the (8) classrooms.

Parking Lot:

- Provide and install an asphalt parking lot per drawings provided 3.14.25. Pricing based upon 3" porous asphalt, 2 3/8" filter course. 6 3/4" stone. Line striping included per plan.

Sidewalks:

- Provide and install sidewalks per drawings date 3.14.25.

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April 2, 2025

SCOPE OF WORK

Teardown and Return Delivery:

- Dismantle modular building and prepare for shipping.
- Remove decks and ramps and return to Mobilease Yard
- Cut and cap utilities 2' below grade.
- Parking lot to remain in place.
- Deliver modular buildings back to MMS yard.
- Grade site after building removal. Seed and straw disturbed areas.

Aluminum Decks/Ramps/canopies:

- 10'x12' aluminum deck with 40' aluminum ramp and steps
- 10'x 12' aluminum deck with steps

V. Technical Clarifications:

- The customer is responsible for marking out all private utilities.
- The customer is responsible for all zoning requirements.
- Prices quoted herein exclude any and all taxes.
- All utility fees / Upgrade fees, etc. are the responsibility of the Owner.
- This proposal is based on prevailing wages.
- The proposal excludes provision for site grading, parking lots, furniture, and all other site, building, and demo not listed in the above scope of work.
- The proposal excludes all rock excavation / Hazardous material or replacement of unsuitable/contaminated material.
- Proposal excludes Asbestos remediation / removal.
- Proposal excludes soils borings report, compaction / concrete testing.
- Lost time due to unknown underground obstructions, utilities, weather, and other parties.
- Prices quoted herein, Excludes Sales and/or Use tax, local taxes.
- Tree removal and fence removal, if required, by others.

MOBILEASE MODULAR SPACE, INC.

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April 2, 2025

Pricing Summary

156`x64` Modular Building- 8 classrooms w/ restrooms (New Building)

• 24-month operating lease	\$ 22,050.00 per month
• General conditions/delivery/install	\$ 330,000.00
• Building and deck foundations if required	\$ 65,500.00
• Aluminum decks/ramps/steps	\$ 33,300.00
• Plumbing connections per scope	\$ 96,600.00
• Electrical connections per scope	\$ 198,050.00
• Data/communications	\$ 42,870.00
• Site restoration	\$ 25,000.00
• Parking lot	\$ 111,200.00
• Curb parking lot	\$ 28,900.00
• Sidewalks	\$ 22,795.00
• B inlets and OCS inlet	\$ 35,200.00
• Subsurface detention system	\$ 198,000.00
• Yard drain basins and storm piping	\$ 59,100.00
• Teardown and return delivery	\$ 137,000.00

If Stafford township would like to renew the lease month to month at the completion of the lease term they may do so indefinitely at the rate of \$ 22,050.00 per month

If Stafford would like to renew the lease for 12 months at the completion of the initial lease term the rate would be \$ 20,400.00 per month.

We would require 90 days' written notice prior to termination of the lease.

Pricing based upon ESCNJ pricing.

SHARED SERVICES AGREEMENT

Stafford Township School District Board of Education and Beach Haven School District Board of Education

Pursuant to N.J.S.A. 40A:65-1 et. seq., as well as N.J.S.A. 18A:46-5.1, the Stafford Township School District (“Stafford”) and the Beach Haven School District (“Beach Haven”) hereby enter into a Shared Services Agreement (“Agreement”) effective July 1, 2025, through June 30, 2027

The parties hereby agree as follows:

1. This Agreement shall be in effect for a period of two years, effective July 1, 2025, through June 30, 2027
2. For the 2-year period set forth above, Stafford will provide Child Study Team services to Beach Haven.
3. These services will be provided by the Stafford Child Study Team “(Team)” to Beach Haven pursuant to the following provisions:
 - a. Team members shall remain employees of the Stafford Township School District. As such, Stafford shall be responsible for maintaining Workers' Compensation and Employer's Liability.
 - b. Team members shall be available to Beach Haven Administration by phone or electronic mail.
 - c. Team members shall participate, in person, in Beach Haven preschool transition planning meetings.
 - d. Team members shall participate, in person, in Beach Haven in identification/initial evaluation-planning meetings.
 - e. Team members shall, as necessary, evaluate Beach Haven students.
 - f. Team members shall participate, in person, in post-evaluation meetings for Beach Haven students.
 - g. Team members shall participate, in person, in meetings to determine the eligibility for special education services for Beach Haven students.
 - h. Team members shall participate, in person, in annual review meetings for Beach Haven special education students.
 - i. Team members will coordinate the development, monitoring, and evaluation of the I.E.P.
 - j. Team members will work with Beach Haven administration to coordinate communication between the District and the students' homes.
 - k. Team members shall ensure that written notice and copies of all required special education forms are provided to parents of Beach Haven special education students.
 - l. Team members shall conduct manifestation determinations as needed for Beach Haven special education students.
 - m. Team members shall develop and monitor behavior intervention plans for Beach Haven special education students.

- n. Team members shall determine whether or not a series of suspensions of Beach Haven special education students constitutes a change of placement.
4. Stafford shall provide the following additional services for Beach Haven's special education program:
- Attend monthly county CST meetings, as needed
 - Assist with ASSA Count
 - Develop procedures for special education compliance
 - Develop End of Year report
 - Due Process lead person
 - Complaint investigation lead person
 - Special education monitoring lead person
 - Monitor district special education plan and revise as needed
 - Monitor special education programs
 - Provide quarterly IEP progress reporting
 - A team member representative will attend and facilitate Beach Haven SEPAG meetings.

In the event that the work of the Stafford CST results in the filing of any legal action by the parents of a Beach Haven special education student, Beach Haven hereby agrees that Isabel Machado, Stafford's special education attorney, shall provide said representation at a rate of \$160.00 per hour. Beach Haven shall pay Isabel Machado's firm directly for any such work.

5. Stafford represents that all assigned individuals providing services pursuant to this Agreement are qualified, properly trained, have undergone all required background checks, and have all required licenses necessary for the provision of said services.
6. In the course of performing services pursuant to this Agreement, the Team member shall be required to comply with any and all applicable Beach Haven Policies. In the event Stafford or a Team member has witnessed or has reliable information that a student has been subject to, harassment, intimidation, or bullying, he/she shall report the incident to the appropriate school official designated by Beach Haven's policy, or to any Beach Haven administrator or safe schools resource officer, who shall immediately initiate the Beach Haven's procedures concerning school bullying.
7. Stafford and Team members will be required to keep all student information strictly confidential in accordance with the Family Educational Rights and Privacy Act, 20 U.S.C. 1232g, and its implementing regulations at 34 C.F.R. 99.1 et seq. and N.J.A.C. 6A:32-7.1 et seq
8. Stafford and Beach Haven will maintain all documentation related to this transaction for a period of five years from the date of final payment. Such financial records shall be made available to the New Jersey Office of the State Comptroller upon request pursuant to N.J.A.C. 17:44-2.2

9. Beach Haven will compensate Stafford Township School District on a per-pupil fee basis at a rate of \$3,100.00 per pupil receiving said services. If required, this rate may be adjusted for any given student upon mutual agreement.

10. This contract will be in force for a period of two years as follows:

July 1, 2025 – June 30, 2026, \$3,100 per pupil

July 1, 2026 – June 30, 2027, \$3,100 per pupil

11. Payment from Beach Haven for these services will be as follows for the 2025-2026 school year:

Due Date	Amount
7/15/25	\$775 per pupil
10/15/25	\$775 per pupil
1/15/26	\$775 per pupil
4/15/26	\$775 per pupil

*For students classified mid-year, this amount will be reduced on a pro-rata basis.

Payment from Beach Haven for these services will be as follows for the 2026-2027 school year:

Due Date	Amount
7/15/26	\$775 per pupil
10/15/26	\$775 per pupil
1/15/27	\$775 per pupil
4/15/27	\$775 per pupil

12. Additional services may be added to this contract as negotiated in the future.

13. Travel Reimbursement: As per Stafford Township School District's Education Association Contract:

a. Teachers who may be required to use their own car in the performance of their duties and teachers who are assigned to more than one school shall be reimbursed for all such travel at the rate of the IRS standard mileage rate per school year.

b. Reimbursement shall be made at the conclusion of the school year, pro-rated based on the duration of this agreement.

c. The annual maximum per employee shall not exceed \$1500.00 as per Policy #6471.

d. All travel requests must be submitted and approved in writing by the Superintendent of Schools.

14. All invoices should be emailed to George J. Chidiac, gchidiac@staffordschools.org and copied to Ted Loeffler, tloeffler@beachhavenschool.com.
15. Invoices shall be processed and paid within 30 calendar days.
16. Neither party shall have any further financial responsibility to the other arising out of this Agreement other than the payments called for in the body of the Agreement.
17. Stafford indemnifies and holds Beach Haven and Beach's nominees, officers, directors, agents, employees, shareholders, successors, and assigns harmless from and against any and all third-party claims, demands, liabilities, and expenses including reasonable attorney's fees, and litigation expenses, arising from the negligent acts or omissions or willful misconduct of Stafford or its agents, employees, or contractors, as it relates to the provision of Child Study Team services to Beach Haven.
18. Beach Haven indemnifies and holds Stafford and Stafford's nominees, officers, directors, agents, employees, shareholders, successors, and assigns harmless from and against any and all third-party claims, demands, liabilities, and expenses including reasonable attorney's fees, and litigation expenses, arising from the negligent acts or omissions or willful misconduct of Beach Haven, its agents, employees, or contractors, as it relates to Stafford's provision of Child Study Team services to Beach Haven shall provide Stafford with proof that the Team members have been named as an additional insured on Beach Haven's insurance policy.
19. Either party may terminate the Agreement upon one hundred twenty (120) days' written notice upon the other, without cause.
20. If either party fails to comply with any of the obligations required of it in this Agreement, written notice specifying the failure must be provided to the breaching party. If the party fails to remedy and cure such failure within fifteen (15) days, then the non-breaching party will have the right to terminate the contract immediately upon giving an additional thirty (30) days prior written notice of that intention.
21. Should any dispute arise regarding this Agreement, it shall be submitted to the Ocean County Superintendent for resolution. The County Superintendent's decision regarding any such dispute shall be final.
22. Neither party shall have any further financial responsibility to the other arising out of this Agreement other than the payments called for in the body of the Agreement.
23. Each party represents that the execution, delivery, and performance of this Agreement has been authorized via a resolution by its respective board of education.
24. This Agreement constitutes the entire agreement and understanding between the parties in relation to its subject matter and supersedes all previous and contemporaneous agreements,

understandings, representations, and warranties between the parties. This Agreement may not be amended, altered, or modified in any manner except in writing executed by the parties hereto.

25. The invalidity of any clause contained herein shall not render any other provision invalid and the balance of the Agreement shall be binding upon all parties hereto.
26. The parties agree that the provisions of N.J.S.A.10:2-1 through 10:2-4 and N.J.S.A. 10:5-31, et seq., and the rules and regulations promulgated pursuant thereto, are hereby made a part of this agreement and are binding upon them.
27. A copy of this Agreement shall be filed, for informational purposes, with the Division of Local Government Services in the Department of Community Affairs, pursuant to rules and regulations promulgated by the Director, in accordance with N.J.S.A. 40A:65-4(b).
28. The parties shall not assign this agreement to any person or entity in whole or in part.
29. It is understood and agreed by the parties that a failure or delay in the enforcement of any of the provisions of this Agreement by either of the parties shall not be construed as a waiver of those provisions.
30. This agreement shall be governed by and construed in accordance with the laws of the State of New Jersey.

Beach Haven School District

Stafford Township School District

Board President

Dated:

Witness

Date of Board Adoption

Board President

Dated:

Witness

Date of Board Adoption

**SHARED SERVICES AGREEMENT
TECHNOLOGY SPECIALIST /
NETWORK ADMINISTRATOR**

THIS AGREEMENT ("Agreement") is made on the 30th day of April, 2025, by and between the Long Beach Island Board of Education, a body corporate and politic existing under the laws of the State of New Jersey having its principal offices located at 201 20th Street, Ship Bottom, New Jersey 08008 (hereinafter "Long Beach Island") and Stafford Township Board of Education, a body corporate and politic of the State of New Jersey, having its principal offices at 250 North Main Street, Manahawkin, New Jersey 08050 (hereinafter "Stafford").

WHEREAS, the "Uniform Shared Services and Consolidations Act," N.J.S.A. 40:65-1 authorizes local governmental entities to enter into agreements for the sharing of services; and

WHEREAS, Long Beach Island and Stafford wish to enter into an agreement under which Stafford agrees to provide a Qualified Network Administrator and / or Technology Support Specialist to Long Beach Island for two days per week ("the Services"); and provide a Systems Specialist for one day per week as well as a Network Administrator for half a day on-site with availability through phone/email as necessary.

WHEREAS, Long Beach Island and Stafford desire to set forth in this Agreement the specific terms and conditions of the Services to be performed and provided by the Network Administrator to Long Beach Island; and

WHEREAS, pursuant to N.J.S.A. 40A:65-3, this Agreement will take effect upon adoption of an appropriate Resolution by Long Beach Island and Stafford approving the Agreement and upon execution of Agreement; and

NOW, THEREFORE, in consideration of the mutual covenants and terms contained herein, the parties agree as follows.

1. **TERM:** The Agreement shall commence on July 1, 2025 and if not otherwise terminated sooner, shall terminate June 30, 2026.

2. **LEAD AGENCY:** Long Beach Island shall serve as the contracting agency/lead agency.

3. **EMPLOYER:**

a. Stafford will be the employer of the Network Administrator and / or Systems Specialist and in the event that the Network Administrator currently in the position is terminated or resigns from said position, Stafford will coordinate the interview and hiring process for a replacement;

b. Stafford will provide all payroll and other personnel services/functions regarding the Network Administrator; and

c. Stafford shall incur all expenses for the employment of the Network Administrator and / or Systems Specialist, including but not limited to salary, FICA, medicare and all health insurance costs not contributed by the employee pursuant to law, and pension.

4. SUPERVISION: The Network Administrator and or Systems Specialist shall work and report to Long Beach Island Technology Coordinator.

5. DAYS WORKED: The Systems Specialist shall work at Long Beach Island a maximum of one day per week as well as the Network Administrator for half a day on-site with availability through phone / email as necessary. The days of the week to be mutually agreed to by Long Beach Island Superintendent and the Stafford Superintendent understanding that the schedule may be subject to change if an emergency is identified in either school district. Further, the hours to be worked by the Network Administrator / Systems Specialist shall be agreed to by Long Beach Island and Stafford however, in no case will the hours for the System Specialist be less than the hours of a Long Beach Island school day. Long Beach Island shall maintain a daily log of days / hours worked of each employee.

6. SERVICES: The Services to be provided by the Network Administrator shall include but not be limited to the following:

- a. Manage district information systems including network installations, upgrades, and maintenance of all hardware and software;
- b. Maintain the performance, upgrades, and operation of the WAN and LAN infrastructures;
- c. Control the security aspects of all Information Technology (IT) systems by implementing and managing the necessary firewalls, filters, proxy servers, etc.;
- d. Manage network protocols, specifically, DNS, DHCP, WINS, etc.;
- e. Manage all user accounts including add, remove, certify, and move new or existing end-user accounts and administer permissions and access rights;
- f. Implement, perform, and maintain backups and disaster recovery plans for all network, server, hardware, and software systems of the district; and
- g. Such other duties to be assigned by the Long Beach Island Technology Coordinator during the two days per week.

7. CONTRACTED COST: The cost for Services to be paid by Long Beach Island to Stafford shall be Fifty-Two Thousand Five Hundred Thirty Dollars (\$52,530.00), with the first payment due on the first day of August, 2025, and on the first day of each month thereafter with the last payment due no later than June 30, 2026, in the prorated amount per month of Four Thousand Three Hundred Seventy-Seven Dollars and Fifty Cents (\$4,377.50). In the event of a termination of this Agreement prior to June 30, 2026, any amount payable by Long Beach Island to Stafford will be prorated on a per diem basis.

In addition to the contracted cost, Long Beach Island will reimburse Stafford for the cost incurred by the Network Administrator traveling between the two school buildings at the Office of Management and Budget rate.

8. HOLD HARMLESS: The Parties hereby agree to mutually indemnify, defend and hold one another harmless from any and all claims, demands, liabilities, causes of action, complaints, suits (at law or in equity), loss of life, injury or damages to person or property, penalties, fines, judgments, losses, costs and expenses (including without limitation reasonable attorneys' fees, court costs, consultants' and experts' fees, and the cost of enforcing this Agreement) for their respective acts or omissions, including those of their agents or employees, (collectively "claims"), arising in connection with or related to, directly or indirectly the provision of the Services provided hereunder, but only to the extent that the indemnifying Party is found to be solely liable and the indemnified Party is found to be without any liability under the circumstances. The parties' obligation under this Paragraph shall survive the cancellation or termination of this Agreement.

9. PERFORMANCE OF STAFF: By execution of this Agreement, Long Beach Island and Stafford both acknowledge and agree that each District remains responsible for the performance of its staff, each District also acknowledges retention of the ultimate responsibility for the education of its students. Long Beach Island and Stafford also acknowledge and agree that this Agreement shall not be construed as a commitment, or intention, by either board of education for the provision of Services contained in this Agreement beyond the 2023-2024 school year.

10. AUTHORITY: Notwithstanding anything to the contrary herein, the parties to this Agreement expressly acknowledge that they are not delegating their authority under the Shared Service Agreement statutes of the State of New Jersey and, therefore, each board of education retains ultimate decision making authority.

11. TERMINATION OF CONTRACT: Either party may terminate the agreement by giving the other party 30 days prior written notice of termination. In the event of termination, the contracting district shall pay Stafford for all services rendered up to and including the date of termination.

12. DISPUTE RESOLUTION: Pursuant to N.J.S.A. 40:8A-6(b) in the event a dispute arises between the parties as to the terms of the Agreement or the satisfactory performance by any of the parties of the services or other responsibilities provided for in the Agreement, such disputes or questions shall be resolved by binding arbitration or binding fact-finding procedures. The parties hereunder agree that if such binding arbitration or binding fact-finding procedures are required to settle any questions or disputes, the parties hereunder agree that the parties shall mutually appoint a single arbitrator consistent with American Arbitration Association Rules.

13. FAILURE TO PERFORM: Each Party shall immediately notify the other party in writing of any alleged failure to satisfactorily perform its obligations under this Agreement. If the non-performing fails to rectify its performance within ten (10) days, the other party may cancel this Agreement upon thirty (30) days written notice.

14. NOTICE: Notices given in accordance with the terms of this Agreement shall be deemed sufficiently served if such notice is mailed by certified or registered mail, or is delivered personally to either of the parties at the addresses set forth on the first page of this Agreement, or at such other place as the parties may from time-to time designate in writing. In computing the number of days specified in any notice given hereunder, the date of mailing or personal service, as the case may be, shall be counted as the first day.

15. INCORPORATION OF LANGUAGE: The parties to this Agreement further agree to incorporate into this Agreement the mandatory language of subsection 3.4(a) of the Regulations promulgated by the Treasurer pursuant to P.L. 1975, c.127, as amended and supplemented from time to time, and agrees to comply fully with the terms, provisions and obligations of said subsection 3.4(a), provided that said subsection shall be applied subject to the terms of subsection 3.4(c) of said Regulations.

16. CHANGES TO THE AGREEMENT: No change or modification of any of the covenants, terms or provisions hereof shall be valid unless in writing and signed by the parties hereto. There are no understandings or agreements of any kind between the parties hereto, verbal or otherwise, other than as set forth in this agreement.

17. LAWS OF NEW JERSEY: The Agreement shall be governed by and construed under the laws of the State of New Jersey.

18. SEVERABILITY: The provisions of the Agreement are severable and it is the intention of the parties hereto that if this Agreement cannot take effect in its entirety because of the final judgment of any Court of competent jurisdiction, holding invalid any part or parts thereof, the remaining provisions of the Agreement shall be given full force and effect as completely as if parts held invalid had not been included therein.

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

ATTEST:

LONG BEACH ISLAND BOARD OF EDUCATION

By: _____
Business Administrator/Board Secretary

By: _____
Board President

STAFFORD TOWNSHIP BOARD OF EDUCATION

By: _____
Business Administrator/Board Secretary

By: _____
Board President

SHARED SERVICES AGREEMENT
Between
THE STAFFORD TOWNSHIP BOARD OF EDUCATION
and
EAGLESWOOD BOARD OF EDUCATION

THIS AGREEMENT, dated this 12th day of May 2025 is by and between the Board of Education of Stafford Township in the County of Ocean, State of New Jersey, with offices located at 250 North Main Street Manahawkin, New Jersey 08050 ("Stafford"), and the Board of Education of Eagleswood Township Elementary School District in the County of Ocean, State of New Jersey, with offices located at 511 Route 9, West Creek, NJ 08092 ("Eagleswood").

W I T N E S S E T H:

WHEREAS, the Uniform Shared Services and Consolidated Act, N.J.S.A. 40A:65-1 et seq. (the "Act") authorizes local school districts to enter into an agreement with each other to provide or receive any service which the parties to an agreement are empowered to render within their own jurisdiction; and

WHEREAS, Stafford has an employment relationship and employment agreement with a duly certified Board Certified Behavior Analyst ("BCBA"), and

WHEREAS, Eagleswood has requested Stafford to provide Eagleswood with the services of its BCBA; and

WHEREAS, it is the desire of Stafford to provide Eagleswood with such services; and

WHEREAS, in furtherance of the principles of the Act, Eagleswood and Stafford (collectively the "parties") have negotiated an Agreement for the sharing of services within their respective jurisdictions;

NOW, THEREFORE BE IT RESOLVED that, based on the foregoing premises, and in consideration of the mutual promises and covenants of the parties, as set forth below, the parties agree as follows:

1. Purpose: The legal authority for such inter-local services is found in N.J.S.A. 40A:65-1 et seq. and N.J.A.C. 5:23-4.6 et seq. The governing bodies of Eagleswood and Stafford have determined that it is in the mutual best interest of each board for the parties for Stafford's BCBA to provide BCBA services to Eagleswood as set forth within this Agreement.

2. Term: This Agreement shall commence on September 1, 2025 and terminate on June 30, 2026.

3. Termination: Either party may terminate this Agreement for any reason on thirty (30) days written notice to the other party. In the event that either party defaults in the performance of any of its obligations under this Agreement after receiving written notice of same and failing to cure such default within fourteen (14) days of said written notice, the non-defaulting party shall be entitled to terminate this Agreement. **Failure to Perform**: Each Party shall immediately notify the other party in writing of any alleged failure to satisfactorily perform its obligations under this Agreement. If the non-performing fails to rectify its performance within ten (10) days, the other party may cancel this Agreement upon thirty (30) days written notice. Stafford Township School District will be the responsible party for evaluating the BCBA and any disciplinary action that may occur during the BCBA's duration of employment and be entitled to a Stafford Township Education Association union representation.

4. Services: For the Term of this Agreement, Stafford will provide BCBA services to Eagleswood one day per week or on as needed basis. These services will be provided by the Stafford School District to Eagleswood pursuant to the following provisions:

- a. The BCBA shall work in Eagleswood, one day per week or on an as needed basis, the day of the week must be mutually acceptable to both Stafford and Eagleswood administration.
- b. Hours: The BCBA will follow Eagleswood's school hours for staff, not to exceed the Stafford Township Education Association contractual hours, on the assigned day to the district and will only be required to attend a certified staff meeting and faculty meeting in Stafford Schools as per their teacher contract agreement.
- c. The BCBA will have a duty free lunch period and a prep period that follows the Stafford Township Education Association contract.
- d. The BCBA shall remain an employee of Stafford. As such, Stafford shall be responsible for maintaining Workers Compensation and Employer's Liability Insurance for the BCBA.
- e. The BCBA shall be available to Eagleswood Administration by phone or electronic mail on the day they are assigned to Eagleswood only.
- f. The BCBA shall at all times during the term of this Agreement hold a valid and appropriate certificate to act as a BCBA.
- g. Additional services may be added to this contract as negotiated in the future.
- h. The BCBA shall complete the following tasks when working in Eagleswood in coordination with Eagleswood Administration:
 - i. Consult with general, special education staff and child study team to plan, develop or evaluate specific behavioral interventions, strategies and techniques for students in need.
 - ii. Demonstrate how to implement specific behavioral interventions (CPI-Crisis Prevention Intervention), strategies and techniques.
 - iii. Provide training and support to teachers and aides in applied behavior analysis to help them work effectively with teachers and students with behavioral needs.
 - iv. Develop specific behavioral programs and consultation for students to decrease inappropriate and interfering behaviors district wide.
 - v. Monitor behavior intervention effectiveness and student progress.

- vi. Monitor classrooms and staff to ensure that behavioral intervention plans are being implemented by teacher/aide.
- vii. Collaborate and plan with the child study team in order to provide students with behavior plans that are suited to their individual needs through Functional Behavioral Assessment when needed.
- viii. Complete reports and submit completed referrals, intervention and follow-up procedures to the Director of Special Services or Designee.
- ix. Develop demonstration lessons to help teachers deal with behavioral issues that may arise throughout the school year.
- x. Serve as a resource for professional and nonprofessional staff.
- xi. Provide support and consultation for parents.
- xii. Assist other professionals with student crisis intervention.
- xiii. Identify staff development needs through surveys/discussions and design appropriate in-service opportunities.
- xiv. Strives to maintain and enhance professional competence through professional reading as well as participation in workshops, conferences and appropriate staff development programs in accordance with district guidelines.
- xv. Performs other duties within the scope of his/her employment and certification as may be assigned.

5. Payment:

- a. Eagleswood shall pay Stafford \$400.00 per day that the BCBA provides in-person services to Eagleswood.
- b. Travel Reimbursement: As per Stafford Township School District's Education Association Contract:
 - a. Teachers who may be required to use their own car in the performance of their duties and teachers who are assigned to more than one school shall be reimbursed for all such travel at the rate of the IRS standard mileage rate per school year.
 - b. Reimbursement shall be made at the conclusion of the school year, pro-rated based on the duration of this agreement.
 - c. The annual maximum per employee shall not exceed \$1500.00 as per Policy #6471.
 - d. All travel requests must be submitted and approved in writing by the Superintendent of Schools.
- c. All invoices should be emailed to George J. Chidiac, gchidiac@staffordschools.org and copied to Stephen Brennan, sbrennan@etesd.com.
- d. Invoices shall be processed and paid within 30 calendar days.
- e. Neither party shall have any further financial responsibility to the other arising out of this Agreement other than the payments called for in the body of the Agreement.

6. Employment: This Agreement does not create, establish, or imply an employment relationship among or between the parties to this Agreement. Stafford shall remain the employer for the BCBA. In the event that any issues with the BCBA's performance and/or conduct arise during the term of the Agreement, Eagleswood may immediately terminate this Agreement.

7. Background Check / Certification: Stafford represents that all assigned individuals providing services pursuant to this Agreement have undergone all required background checks, and have all required licenses and certifications necessary for the provision of said services.

8. Policies: In the course of performing services pursuant to this Agreement, the BCBA shall be required to comply with any and all applicable Eagleswood policies. In the event a BCBA has witnessed or has reliable information that a student has been subject to, harassment, intimidation or bullying during the event, he/she shall report the incident to the appropriate school official designated by Eagleswood's policy, or to any Eagleswood administrator or safe schools resource officer, who shall immediately initiate the Eagleswood procedures concerning school bullying.

9. Confidentiality: BCBA will be required to keep all Eagleswood student information strictly confidential in accordance with the Family Educational Rights and Privacy Act, 20 U.S.C. 1232g, and its implementing regulations at 34 C.F.R. 99.1 et seq. and N.J.A.C. 6A:32-7.1 et seq.

10. Records: Stafford and Eagleswood will maintain all documentation related to this transaction for a period of five years from the date of final payment. Such financial records shall be made available to the New Jersey Office of the State Comptroller upon request pursuant to N.J.A.C. 17:44-2.2.

11. Indemnification.

a. Stafford indemnifies and holds Eagleswood nominees, board members, officers, directors, agents, employees, successors and assigns harmless from and against any and all third-party claims, demands, liabilities, and expenses including reasonable attorney's fees and litigation expenses, arising from the negligent acts or omissions or willful misconduct of Stafford, its agents, employees, or contractors, as it relates to the provision of BCBA services to Eagleswood.

b. Eagleswood indemnifies and holds Stafford and Stafford's nominees, board members, officers, directors, agents, employees, successors and assigns harmless from and against any and all third-party claims, demands, liabilities, and expenses including reasonable attorney's fees and litigation expenses, arising from the negligent acts or omissions or willful misconduct of Eagleswood, its agents, employees, or contractors, as it relates to its duties under this Agreement.

12. Disputes: In the event a dispute shall arise concerning the terms and conditions of this Agreement and the parties are unable to reach a resolution between themselves, same shall be mediated and arbitrated by the Ocean County Executive County Superintendent. The County Superintendent's decision regarding any such dispute shall be final.

13. Authorization: Each party represents that the execution, delivery and performance of this Agreement has been authorized via a resolution by its respective board of education.

14. Entire Agreement: This Agreement constitutes the entire agreement and understanding between the parties in relation to its subject matter and supersedes all previous and contemporaneous agreements, understandings, representations and warranties between the parties. This Agreement may not be amended, altered or modified in any manner except in writing executed by the parties hereto.

15. Severability: If any term or condition of this Agreement, or any application of this Agreement shall be determined to be contrary to the laws, rules, or regulations of the State of New Jersey, or of the United States, such term or condition, or application shall be deemed to be invalid, but all other terms and conditions and application shall continue in full force and effect.

16. Non-Discrimination: The parties agree that the provisions of N.J.S.A.10:2-1 through 10:2-4 and N.J.S.A. 10:5-31, et seq., and the rules and regulations promulgated pursuant thereto, are hereby made a part of this agreement and are binding upon them.

17. Public Inspection and Filing: A copy of this Agreement shall be filed, for informational purposes, with the Division of Local Government Services in the Department of Community Affairs, pursuant to rules and regulations promulgated by the Director, in accordance with N.J.S.A. 40A:65-4(b).

18. Non-Assignment: The parties shall not assign this agreement to any person or entity in whole or in part.

19. Waiver: It is understood and agreed by the parties that a failure or delay in the enforcement of any of the provisions of this Agreement by either of the parties shall not be construed as a waiver of those provisions.

20. Headlines: Captions and headings in this Agreement are for ease of reference only and do not constitute a part of this Agreement.

21. Governing Law: This Agreement and any questions concerning its validity, construction or performance shall be governed by the laws of the State of New Jersey.

22. Modifications: The parties may modify this Agreement by the mutual consent of both boards of education. Any modification to the terms of this Agreement must be reduced to writing and shall become a written amendment to the Agreement between the parties

23. Authority to Execute: Stafford and Eagleswood will take action at their respective meetings of the boards of education authorizing the agreement to and execution of this Agreement.

Eagleswood Board of Education

Stafford Board of Education

Board President

Dated:

Witness

Date of Board Adoption

Board President

Dated:

Witness

Date of Board Adoption

Attachments are subject to change without notice.

SHARED SERVICES AGREEMENT
Between
THE STAFFORD TOWNSHIP BOARD OF EDUCATION
and
EAGLESWOOD BOARD OF EDUCATION

THIS AGREEMENT, dated this 12th day of May 2025 is by and between the Board of Education of Stafford Township in the County of Ocean, State of New Jersey, with offices located at 250 North Main Street Manahawkin, New Jersey 08050 ("Stafford"), and the Board of Education of Eagleswood Township Elementary School District in the County of Ocean, State of New Jersey, with offices located at 511 Route 9, West Creek, NJ 08092 ("Eagleswood").

W I T N E S S E T H:

WHEREAS, the Uniform Shared Services and Consolidated Act, N.J.S.A. 40A:65-1 et seq. (the "Act") authorizes local school districts to enter into an agreement with each other to provide or receive any service which the parties to an agreement are empowered to render within their own jurisdiction; and

WHEREAS, Stafford has an employment relationship and employment agreement with a Registered Behavior Technician ("RBT"); and

WHEREAS, Eagleswood has requested Stafford to provide Eagleswood with the services of its RBT; and

WHEREAS, it is the desire of Stafford to provide Eagleswood with such services; and

WHEREAS, in furtherance of the principles of the Act, Eagleswood and Stafford (collectively the "parties") have negotiated an Agreement for the sharing of services within their respective jurisdictions;

NOW, THEREFORE BE IT RESOLVED that, based on the foregoing premises, and in consideration of the mutual promises and covenants of the parties, as set forth below, the parties agree as follows:

1. Purpose: The legal authority for such inter-local services is found in N.J.S.A. 40A:65-1 et seq. and N.J.A.C. 5:23-4.6 et seq. The governing bodies of Eagleswood and Stafford have determined that it is in the mutual best interest of each board for the parties for Stafford's RBT to provide RBT services to Eagleswood as set forth within this Agreement.

2. Term: This Agreement shall commence on September 1, 2025 and terminate on June 30, 2026.

3. Termination: Either party may terminate this Agreement for any reason on thirty (30) days written notice to the other party. In the event that either party defaults in the performance of any of its obligations under this Agreement after receiving written notice of same and failing to cure such default within fourteen (14) days of said written notice, the non-

defaulting party shall be entitled to terminate this Agreement. **Failure to Perform:** Each Party shall immediately notify the other party in writing of any alleged failure to satisfactorily perform its obligations under this Agreement. If the non-performing fails to rectify its performance within ten (10) days, the other party may cancel this Agreement upon thirty (30) days written notice. Stafford Township School District will be the responsible party for evaluating the RBT and any disciplinary action that may occur during the RBT's duration of employment and be entitled to a Stafford Township Education Association union representation.

4. Services: For the Term of this Agreement, Stafford will provide RBT services to Eagleswood one day per week and/or on an as needed basis. These services will be provided by the Stafford School District to Eagleswood pursuant to the following provisions:

- a. The RBT shall work in Eagleswood one day per week and/or on an as needed basis, the day of the week must be mutually acceptable to both Stafford and Eagleswood administration.
- b. Hours: The RBT will follow Eagleswood's school hours for staff, not to exceed the Stafford Township Education Association contractual hours, on the assigned day to the district and will only be required to attend a certified staff meeting and faculty meeting in Stafford Schools as per the Stafford Township Education Association agreement.
- c. The RBT will have a (45) minute duty free lunch period and (30) minutes per regular full day of non-student contact time.
- d. The RBT shall remain an employee of Stafford. As such, Stafford shall be responsible for maintaining Workers Compensation and Employer's Liability Insurance for the RBT.
- e. The RBT shall be available to Eagleswood Administration by phone or electronic mail on the day they are assigned to Eagleswood only.
- f. The RBT shall at all times during the term of this Agreement hold a valid and appropriate certificate to act as a RBT.
- g. Additional services may be added to this contract as negotiated in the future.
- h. The RBT shall complete the following tasks when working in Eagleswood in coordination with Eagleswood Administration:
 - i. Consult with general, special education staff and child study team to plan, develop or evaluate specific behavioral interventions, strategies and techniques for students in need.
 - ii. Demonstrate how to implement specific behavioral interventions (CPI-Crisis Prevention Intervention), strategies and techniques.
 - iii. Provide training and support to teachers and aides in applied behavior analysis to help them work effectively with teachers and students with behavioral needs.
 - iv. Develop specific behavioral programs and consultation for students to decrease inappropriate and interfering behaviors district wide.
 - v. Monitor behavior intervention effectiveness and student progress.
 - vi. Monitor classrooms and staff to ensure that behavioral intervention plans are being implemented by teacher/aide.

- vii. Collaborate and plan with the child study team in order to provide students with behavior plans that are suited to their individual needs through Functional Behavioral Assessment when needed.
- viii. Complete reports and submit completed referrals, intervention and follow-up procedures to the designated administrator.
- ix. Develop demonstration lessons to help teachers deal with behavioral issues that may arise throughout the school year.
- x. Serve as a resource for professional and nonprofessional staff.
- xi. Provide support and consultation for parents.
- xii. Assist other professionals with student crisis intervention.
- xiii. Identify staff development needs through surveys/discussions and design appropriate in-service opportunities.
- xiv. Strives to maintain and enhance professional competence through professional reading as well as participation in workshops, conferences and appropriate staff development programs in accordance with district guidelines.
- xv. Performs other duties within the scope of his/her employment and certification as may be assigned.

5. Payment:

- a. Eagleswood shall pay Stafford \$175.00 per day that the RBT provides in-person services to Eagleswood.
- b. Travel Reimbursement: As per Stafford Township School District's Education Association Contract:
 - a. Teachers who may be required to use their own car in the performance of their duties and teachers who are assigned to more than one school shall be reimbursed for all such travel at the rate of the IRS standard mileage rate per school year.
 - b. Reimbursement shall be made at the conclusion of the school year, pro-rated based on the duration of this agreement.
 - c. The annual maximum per employee shall not exceed \$1500.00 as per Policy #6471.
 - d. All travel requests must be submitted and approved in writing by the Superintendent of Schools.
- c. All invoices should be emailed to George J. Chidiac, gchidiac@staffordschools.org and copied to Stephen Brennan, sbrennan@etesd.com.
- d. Invoices shall be processed and paid within 30 calendar days.
- e. Neither party shall have any further financial responsibility to the other arising out of this Agreement other than the payments called for in the body of the Agreement.

6. Employment: This Agreement does not create, establish, or imply an employment relationship among or between the parties to this Agreement. Stafford shall remain the employer for the RBT. In the event that any issues with the RBT's performance and/or conduct arise during the term of the Agreement, Eagleswood may immediately terminate this Agreement.

7. Background Check / Certification: Stafford represents that all assigned individuals providing services pursuant to this Agreement have undergone all required background checks, and have all required licenses and certifications necessary for the provision of said services.

8. Policies: In the course of performing services pursuant to this Agreement, the RBT shall be required to comply with any and all applicable Eagleswood policies. In the event a RBT has witnessed or has reliable information that a student has been subject to, harassment, intimidation or bullying during the event, he/she shall report the incident to the appropriate school official designated by Eagleswood's policy, or to any Eagleswood administrator or safe schools resource officer, who shall immediately initiate the Eagleswood procedures concerning school bullying.

9. Confidentiality: RBT will be required to keep all Eagleswood student information strictly confidential in accordance with the Family Educational Rights and Privacy Act, 20 U.S.C. 1232g, and its implementing regulations at 34 C.F.R. 99.1 et seq. and N.J.A.C. 6A:32-7.1 et seq.

10. Records: Stafford and Eagleswood will maintain all documentation related to this transaction for a period of five years from the date of final payment. Such financial records shall be made available to the New Jersey Office of the State Comptroller upon request pursuant to N.J.A.C. 17:44-2.2

11. Indemnification:

a. Stafford indemnifies and holds Eagleswood nominees, board members, officers, directors, agents, employees, successors and assigns harmless from and against any and all third-party claims, demands, liabilities, and expenses including reasonable attorney's fees and litigation expenses, arising from the negligent acts or omissions or willful misconduct of Stafford, its agents, employees, or contractors, as it relates to the provision of RBT services to Eagleswood.

b. Eagleswood indemnifies and holds Stafford and Stafford's nominees, board members, officers, directors, agents, employees, successors and assigns harmless from and against any and all third-party claims, demands, liabilities, and expenses including reasonable attorney's fees and litigation expenses, arising from the negligent acts or omissions or willful misconduct of Eagleswood, its agents, employees, or contractors, as it relates to its duties under this Agreement.

12. Disputes: In the event a dispute shall arise concerning the terms and conditions of this Agreement and the parties are unable to reach a resolution between themselves, same shall be mediated and arbitrated by the Ocean County Executive County Superintendent. The County Superintendent's decision regarding any such dispute shall be final.

13. Authorization: Each party represents that the execution, delivery and performance of this Agreement has been authorized via a resolution by its respective board of education.

14. Entire Agreement: This Agreement constitutes the entire agreement and understanding between the parties in relation to its subject matter and supersedes all previous and contemporaneous agreements, understandings, representations and warranties between the parties. This Agreement may not be amended, altered or modified in any manner except in writing executed by the parties hereto.

15. Severability: If any term or condition of this Agreement, or any application of this Agreement shall be determined to be contrary to the laws, rules, or regulations of the State of New Jersey, or of the United States, such term or condition, or application shall be deemed to be invalid, but all other terms and conditions and application shall continue in full force and effect.

16. Non-Discrimination: The parties agree that the provisions of N.J.S.A.10:2-1 through 10:2-4 and N.J.S.A. 10:5-31, et seq., and the rules and regulations promulgated pursuant thereto, are hereby made a part of this agreement and are binding upon them.

17. Public Inspection and Filing: A copy of this Agreement shall be filed, for informational purposes, with the Division of Local Government Services in the Department of Community Affairs, pursuant to rules and regulations promulgated by the Director, in accordance with N.J.S.A. 40A:65-4(b).

18. Non-Assignment: The parties shall not assign this agreement to any person or entity in whole or in part.

19. Waiver: It is understood and agreed by the parties that a failure or delay in the enforcement of any of the provisions of this Agreement by either of the parties shall not be construed as a waiver of those provisions.

20. Headlines: Captions and headings in this Agreement are for ease of reference only and do not constitute a part of this Agreement.

21. Governing Law: This Agreement and any questions concerning its validity, construction or performance shall be governed by the laws of the State of New Jersey.

22. Modifications: The parties may modify this Agreement by the mutual consent of both boards of education. Any modification to the terms of this Agreement must be reduced to writing and shall become a written amendment to the Agreement between the parties

23. Authority to Execute: Stafford and Eagleswood will take action at their respective meetings of the boards of education authorizing the agreement to and execution of this Agreement.

Eagleswood Board of Education

Stafford Board of Education

Board President

Dated:

Witness

Date of Board Adoption

Board President

Dated:

Witness

Date of Board Adoption

Attachments are subject to change without notice.

SHARED SERVICES AGREEMENT
Between
THE STAFFORD TOWNSHIP BOARD OF EDUCATION
and
EAGLESWOOD BOARD OF EDUCATION

THIS AGREEMENT, dated this 12th day of May 2025 is by and between the Board of Education of Stafford Township in the County of Ocean, State of New Jersey, with offices located at 250 North Main Street Manahawkin, New Jersey 08050 ("Stafford"), and the Board of Education of Eagleswood Township Elementary School District in the County of Ocean, State of New Jersey, with offices located at 511 Route 9, West Creek, NJ 08092 ("Eagleswood").

W I T N E S S E T H:

WHEREAS, the Uniform Shared Services and Consolidated Act, N.J.S.A. 40A:65-1 et seq. (the "Act") authorizes local school districts to enter into an agreement with each other to provide or receive any service which the parties to an agreement are empowered to render within their own jurisdiction; and

WHEREAS, Stafford has an employment relationship and employment agreement with a duly certified English as a Second Language Teacher ("ESL"); and

WHEREAS, Eagleswood has requested Stafford to provide Eagleswood with the services of its ESL; and

WHEREAS, it is the desire of Stafford to provide Eagleswood with such services; and

WHEREAS, in furtherance of the principles of the Act, Eagleswood and Stafford (collectively the "parties") have negotiated an Agreement for the sharing of services within their respective jurisdictions;

NOW, THEREFORE BE IT RESOLVED that, based on the foregoing premises, and in consideration of the mutual promises and covenants of the parties, as set forth below, the parties agree as follows:

1. Purpose: The legal authority for such inter-local services is found in N.J.S.A. 40A:65-1 et seq. and N.J.A.C. 5:23-4.6 et seq. The governing bodies of Eagleswood and Stafford have determined that it is in the mutual best interest of each board for the parties for Stafford's ESL to provide ESL services to Eagleswood as set forth within this Agreement.

2. Term: This Agreement shall commence on September 1, 2025 and terminate on June 30, 2026.

3. Termination: Either party may terminate this Agreement for any reason on thirty (30) days written notice to the other party. In the event that either party defaults in the performance of any of its obligations under this Agreement after receiving written notice of same and failing to cure such default within fourteen (14) days of said written notice, the non-defaulting party shall be entitled to terminate this Agreement. **Failure to Perform**: Each Party shall immediately notify the other party in writing of any alleged failure to satisfactorily perform its obligations under this Agreement. If the non-performing fails to rectify its performance within ten (10) days, the other party may cancel this Agreement upon thirty (30) days written notice. Stafford Township School District will be the responsible party for evaluating the ESL and any disciplinary action that may occur during the ESL's duration of employment and be entitled to a Stafford Township Education Association union representation.

4. Services: For the Term of this Agreement, Stafford will provide ESL services to Eagleswood for one half day per week. These services will be provided by the Stafford School District to Eagleswood pursuant to the following provisions:

- a. The ESL shall work in Eagleswood, in person, one half day per week, the day of the week must be mutually acceptable to both Stafford and Eagleswood administration.
- b. Hours: The ESL will follow Eagleswood's school hours for staff, not to exceed the Stafford Township Education Association contractual hours, on the assigned day to the district and will only be required to attend a certified staff meeting and faculty meeting in Stafford Schools as per their teacher contract agreement.
- c. The ESL will have a duty free lunch period and a prep period that follows the Stafford Township Education Association contract.
- d. The ESL shall remain an employee of Stafford. As such, Stafford shall be responsible for maintaining Workers Compensation and Employer's Liability Insurance for the ESL.
- e. The ESL shall be available to Eagleswood Administration by phone or electronic mail on the day they are assigned to Eagleswood only.
- f. The ESL shall at all times during the term of this Agreement hold a valid and appropriate certificate to act as an ESL.
- g. Additional services may be added to this contract as negotiated in the future.
- h. The ESL shall complete the following tasks when working in Eagleswood in coordination with Eagleswood Administration:
 - i. Administers the district-approved screening assessment (WAPT, etc.) to identify students who may be eligible for services.
 - ii. Recommends entry and exit of students from ML program based on multiple criteria established by the district.
 - iii. Annually administers the state-mandated ACCESS for ELLs assessment to all ML students.
 - iv. Tracks the performance of former ML students for a minimum of two years using appropriate forms to ensure continued student success.
 - v. Maintains and communicates accurate and up-to-date data on all ML students using district-approved forms and procedures.

- vi. Is familiar with all state regulations as they pertain to ML, as stated in the New Jersey Administrative Code.
- vii. Identifies a continuum of long and short-term course objectives consistent with the district-approved curriculum.
- viii. Plans, prepares, and delivers lesson plans for students based on available research of “best practices” in the field of ESL.
- ix. Selects and/or modifies appropriate learning materials from appropriate sources (texts, supplements, AV materials, etc.) and shares with regular classroom teachers.
- x. Consults and collaborates with classroom teachers to provide mainstream support for ML students.
- xi. Maintains ongoing communications with the parents of ML students.
- xii. Productively interacts with classroom teachers and child study team members on a regular basis to monitor the classroom program and needs of ML students.

5. Payment:

- a. Eagleswood shall pay Stafford \$200.00 per half day that the ESL provides in-person services to Eagleswood.
- b. Travel Reimbursement: As per Stafford Township School District’s Education Association Contract:
 - a. Teachers who may be required to use their own car in the performance of their duties and teachers who are assigned to more than one school shall be reimbursed for all such travel at the rate of the IRS standard mileage rate per school year.
 - b. Reimbursement shall be made at the conclusion of the school year, pro-rated based on the duration of this agreement.
 - c. The annual maximum per employee shall not exceed \$1500.00 as per Policy #6471.
 - d. All travel requests must be submitted and approved in writing by the Superintendent of Schools.
- c. All invoices should be emailed to George J. Chidiac gchidiac@staffordschools.org and copied to Stephan Brennan, sbrennan@etesd.com.
- d. Invoices shall be processed and paid within 30 calendar days.
- e. Neither party shall have any further financial responsibility to the other arising out of this Agreement other than the payments called for in the body of the Agreement.

6. Employment: This Agreement does not create, establish, or imply an employment relationship among or between the parties to this Agreement. Stafford shall remain the employer for the ESL. In the event that any issues with the ESL's performance and/or conduct arise during the term of the Agreement, Eagleswood may immediately terminate this Agreement.

7. Background Check / Certification: Stafford represents that all assigned individuals providing services pursuant to this Agreement have undergone all required background checks, and have all required licenses and certifications necessary for the provision of said services.

8. Policies: In the course of performing services pursuant to this Agreement, the ESL shall be required to comply with any and all applicable Eagleswood policies. In the event an ESL has witnessed or has reliable information that a student has been subject to, harassment, intimidation or bullying during the event, he/she shall report the incident to the appropriate school official designated by Eagleswood's policy, or to any Eagleswood administrator or safe schools resource officer, who shall immediately initiate the Eagleswood procedures concerning school bullying.

9. Confidentiality: ESL will be required to keep all Eagleswood student information strictly confidential in accordance with the Family Educational Rights and Privacy Act, 20 U.S.C. 1232g, and its implementing regulations at 34 C.F.R. 99.1 et seq. and N.J.A.C. 6A:32-7.1 et seq.

10. Records: Stafford and Eagleswood will maintain all documentation related to this transaction for a period of five years from the date of final payment. Such financial records shall be made available to the New Jersey Office of the State Comptroller upon request pursuant to N.J.A.C. 17:44-2.2

11. Indemnification:

a. Stafford indemnifies and holds Eagleswood nominees, board members, officers, directors, agents, employees, successors and assigns harmless from and against any and all third-party claims, demands, liabilities, and expenses including reasonable attorney's fees and litigation expenses, arising from the negligent acts or omissions or willful misconduct of Stafford, its agents, employees, or contractors, as it relates to the provision of ESL services to Eagleswood.

b. Eagleswood indemnifies and holds Stafford and Stafford's nominees, board members, officers, directors, agents, employees, successors and assigns harmless from and against any and all third-party claims, demands, liabilities, and expenses including reasonable attorney's fees and litigation expenses, arising from the negligent acts or omissions or willful misconduct of Eagleswood, its agents, employees, or contractors, as it relates to its duties under this Agreement.

12. Disputes: In the event a dispute shall arise concerning the terms and conditions of this Agreement and the parties are unable to reach a resolution between themselves, same shall be mediated and arbitrated by the Ocean County Executive County Superintendent. The County Superintendent's decision regarding any such dispute shall be final.

13. Authorization: Each party represents that the execution, delivery and performance of this Agreement has been authorized via a resolution by its respective board of education.

14. Entire Agreement: This Agreement constitutes the entire agreement and understanding between the parties in relation to its subject matter and supersedes all previous and contemporaneous agreements, understandings, representations and warranties between the parties. This Agreement may not be amended, altered or modified in any manner except in writing executed by the parties hereto.

15. Severability: If any term or condition of this Agreement, or any application of this Agreement shall be determined to be contrary to the laws, rules, or regulations of the State of New Jersey, or of the United States, such term or condition, or application shall be deemed to be invalid, but all other terms and conditions and application shall continue in full force and effect.

16. Non-Discrimination: The parties agree that the provisions of N.J.S.A.10:2-1 through 10:2-4 and N.J.S.A. 10:5-31, et seq., and the rules and regulations promulgated pursuant thereto, are hereby made a part of this agreement and are binding upon them.

17. Public Inspection and Filing: A copy of this Agreement shall be filed, for informational purposes, with the Division of Local Government Services in the Department of Community Affairs, pursuant to rules and regulations promulgated by the Director, in accordance with N.J.S.A. 40A:65-4(b).

18. Non-Assignment: The parties shall not assign this agreement to any person or entity in whole or in part.

19. Waiver: It is understood and agreed by the parties that a failure or delay in the enforcement of any of the provisions of this Agreement by either of the parties shall not be construed as a waiver of those provisions.

20. Headlines: Captions and headings in this Agreement are for ease of reference only and do not constitute a part of this Agreement.

21. Governing Law: This Agreement and any questions concerning its validity, construction or performance shall be governed by the laws of the State of New Jersey.

22. Modifications: The parties may modify this Agreement by the mutual consent of both boards of education. Any modification to the terms of this Agreement must be reduced to writing and shall become a written amendment to the Agreement between the parties

23. Authority to Execute: Stafford and Eagleswood will take action at their respective meetings of the boards of education authorizing the agreement to and execution of this Agreement.

Eagleswood Board of Education

Stafford Board of Education

Board President

Dated:

Board President

Dated:

Witness

Witness

Date of Board Adoption

Date of Board Adoption

Attachments are subject to change without notice.

SHARED SERVICES AGREEMENT
Between
THE STAFFORD TOWNSHIP BOARD OF EDUCATION
and
EAGLESWOOD BOARD OF EDUCATION

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W I T N E S S E T H:

WHEREAS, the Uniform Shared Services and Consolidated Act, N.J.S.A. 40A:65-1 et seq. (the "Act") authorizes local school districts to enter into an agreement with each other to provide or receive any service which the parties to an agreement are empowered to render within their own jurisdiction; and

WHEREAS, Stafford has an employment relationship and employment agreement with a duly certified Teacher of World Language; and

WHEREAS, Eagleswood has requested Stafford to provide Eagleswood with the services of its Teacher of World Language; and

WHEREAS, it is the desire of Stafford to provide Eagleswood with such services; and

WHEREAS, in furtherance of the principles of the Act, Eagleswood and Stafford (collectively the "parties") have negotiated an Agreement for the sharing of services within their respective jurisdictions;

NOW, THEREFORE BE IT RESOLVED that, based on the foregoing premises, and in consideration of the mutual promises and covenants of the parties, as set forth below, the parties agree as follows:

1. Purpose: The legal authority for such inter-local services is found in N.J.S.A. 40A:65-1 et seq. and N.J.A.C. 5:23-4.6 et seq. The governing bodies of Eagleswood and Stafford have determined that it is in the mutual best interest of each board for the parties for Stafford's Teacher of World Language to provide Teacher of World Language services to Eagleswood as set forth within this Agreement.

2. Term: This Agreement shall commence on September 1, 2025 and terminate on June 30, 2026.

3. Termination: Either party may terminate this Agreement for any reason on thirty (30) days written notice to the other party. In the event that either party defaults in the performance of any of its obligations under this Agreement after receiving written notice of same and failing to cure such default within fourteen (14) days of said written notice, the non-defaulting party shall be entitled to terminate this Agreement. **Failure to Perform**: Each Party shall immediately notify the other party in writing of any alleged failure to satisfactorily perform its obligations under this Agreement. If the non-performing fails to rectify its performance within ten (10) days, the other party may cancel this Agreement upon thirty (30) days written notice. Stafford Township School District will be the responsible party for evaluating the Teacher of World Language and any disciplinary action that may occur during the Teacher of World Language's duration of employment and be entitled to a Stafford Township Education Association union representation.

4. Services: For the Term of this Agreement, Stafford will provide Teacher of World Language services to Eagleswood for one day per week. These services will be provided by the Stafford School District to Eagleswood pursuant to the following provisions:

- a. The Teacher of World Language shall work in Eagleswood, in person, one day per week and or on an as needed basis, the day of the week must be mutually acceptable to both Stafford and Eagleswood administration.
- b. Hours: The Teacher of World Language will follow Eagleswood's school hours for staff, not to exceed the Stafford Township Education Association contractual hours, on the assigned day to the district and will only be required to attend a certified staff meeting and faculty meeting in Stafford Schools as per their teacher contract agreement.
- c. The Teacher of World Language will have a duty free lunch period and a prep period that follows the Stafford Township Education Association contract.
- d. The Teacher of World Language shall remain an employee of Stafford. As such, Stafford shall be responsible for maintaining Workers Compensation and Employer's Liability Insurance for the Teacher of World Language.
- e. The Teacher of World Language shall be available to Eagleswood Administration by phone or electronic mail on the day they are assigned to Eagleswood only.
- f. The Teacher of World Language shall at all times during the term of this Agreement hold a valid and appropriate certificate to act as a Teacher of World Language.
- g. Additional services may be added to this contract as negotiated in the future.
- h. The Teacher of World Language shall complete the following tasks when working in Eagleswood in coordination with Eagleswood Administration:
 1. Works to achieve district educational goals and objectives by heightening students' linguistic and cultural awareness.
 2. Develops lesson plans and instructional materials and provides individualized and small group instruction in order to address the needs of individual students.
 3. Sets specific objectives wherever possible in lesson preparation and weekly lesson plans to engage students in using language rather than memorizing vocabulary lists and analyzing grammatical concepts.

4. Monitors pupil academic progress and personal growth toward stated objectives of instruction.
5. Maintains records of pupil's educational progress in class record books and/or board approved forms and summarizes these marks for reporting purposes.
6. Identifies pupil needs and cooperates with other professional staff members in assessing and resolving learning problems.
7. Establishes and maintains standards of pupil behavior needed to achieve a classroom climate conducive to learning.
8. Budgets class time effectively.
9. Communicates with parents through conferences and other means to inform them about the school program and to discuss pupil progress.
10. Devises written and oral assignments and tests that require analytical and critical thinking as well as the reproduction of facts.
11. Plans class activities and lesson presentations that are age appropriate for the class and meet the individual needs, interests and ability levels of all pupils.
12. Maintains professional competence and continuous improvement through in-service education activities and other professional growth activities.
13. Participates in school-level planning, faculty meetings/committees and other school system groups.
14. Makes effective use of community resources to enhance the instructional program.
15. Upholds and enforces school rules, administrative regulations and board policy.
16. Performs other duties which may be within the scope of his/her employment and certification as may be assigned.

5. Payment:

- a. Eagleswood shall pay Stafford \$400.00 per day that the Teacher of World Language provides in-person services to Eagleswood.
- b. Travel Reimbursement: As per Stafford Township School District's Education Association Contract:
 - a. Teachers who may be required to use their own car in the performance of their duties and teachers who are assigned to more than one school shall be reimbursed for all such travel at the rate of the IRS standard mileage rate per school year.
 - b. Reimbursement shall be made at the conclusion of the school year, pro-rated based on the duration of this agreement.
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- c. All invoices should be emailed to George J. Chidiac gchidiac@staffordschools.org and copied to Stephan Brennan, sbrennan@etesd.com.
- d. Invoices shall be processed and paid within 30 calendar days.

- e. Neither party shall have any further financial responsibility to the other arising out of this Agreement other than the payments called for in the body of the Agreement.

6. Employment: This Agreement does not create, establish, or imply an employment relationship among or between the parties to this Agreement. Stafford shall remain the employer for the Teacher of World Language. In the event that any issues with the Teacher of World Language's performance and/or conduct arise during the term of the Agreement, Eagleswood may immediately terminate this Agreement.

7. Background Check / Certification: Stafford represents that all assigned individuals providing services pursuant to this Agreement have undergone all required background checks, and have all required licenses and certifications necessary for the provision of said services.

8. Policies: In the course of performing services pursuant to this Agreement, the Teacher of World Language shall be required to comply with any and all applicable Eagleswood policies. In the event a Teacher of World Language has witnessed or has reliable information that a student has been subject to, harassment, intimidation or bullying during the event, he/she shall report the incident to the appropriate school official designated by Eagleswood's policy, or to any Eagleswood administrator or safe schools resource officer, who shall immediately initiate the Eagleswood procedures concerning school bullying.

9. Confidentiality: Teacher of World Language will be required to keep all Eagleswood student information strictly confidential in accordance with the Family Educational Rights and Privacy Act, 20 U.S.C. 1232g and its implementing regulations at 34 C.F.R. 99.1 et seq. and N.J.A.C. 6A:32-7.1 et seq.

10. Records: Stafford and Eagleswood will maintain all documentation related to this transaction for a period of five years from the date of final payment. Such financial records shall be made available to the New Jersey Office of the State Comptroller upon request pursuant to N.J.A.C. 17:44-2.2

11. Indemnification:

- a. Stafford indemnifies and holds Eagleswood nominees, board members, officers, directors, agents, employees, successors and assigns harmless from and against any and all third-party claims, demands, liabilities, and expenses including reasonable attorney's fees and litigation expenses, arising from the negligent acts or omissions or willful misconduct of Stafford, its agents, employees, or contractors, as it relates to the provision of Teacher of World Language services to Eagleswood.
- b. Eagleswood indemnifies and holds Stafford and Stafford's nominees, board members, officers, directors, agents, employees, successors and assigns harmless from and against any and all third-party claims, demands, liabilities, and expenses including

reasonable attorney's fees and litigation expenses, arising from the negligent acts or omissions or willful misconduct of Eagleswood, its agents, employees, or contractors, as it relates to its duties under this Agreement.

12. Disputes: In the event a dispute shall arise concerning the terms and conditions of this Agreement and the parties are unable to reach a resolution between themselves, same shall be mediated and arbitrated by the Ocean County Executive County Superintendent. The County Superintendent's decision regarding any such dispute shall be final.

13. Authorization: Each party represents that the execution, delivery and performance of this Agreement has been authorized via a resolution by its respective board of education.

14. Entire Agreement: This Agreement constitutes the entire agreement and understanding between the parties in relation to its subject matter and supersedes all previous and contemporaneous agreements, understandings, representations and warranties between the parties. This Agreement may not be amended, altered or modified in any manner except in writing executed by the parties hereto.

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16. Non-Discrimination: The parties agree that the provisions of N.J.S.A.10:2-1 through 10:2-4 and N.J.S.A. 10:5-31, et seq., and the rules and regulations promulgated pursuant thereto, are hereby made a part of this agreement and are binding upon them.

17. Public Inspection and Filing: A copy of this Agreement shall be filed, for informational purposes, with the Division of Local Government Services in the Department of Community Affairs, pursuant to rules and regulations promulgated by the Director, in accordance with N.J.S.A. 40A:69-4(b).

18. Non-Assignment: The parties shall not assign this agreement to any person or entity in whole or in part.

19. Waiver: It is understood and agreed by the parties that a failure or delay in the enforcement of any of the provisions of this Agreement by either of the parties shall not be construed as a waiver of those provisions.

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21. Governing Law: This Agreement and any questions concerning its validity, construction or performance shall be governed by the laws of the State of New Jersey.

22. Modifications: The parties may modify this Agreement by the mutual consent of both boards of education. Any modification to the terms of this Agreement must be reduced to writing and shall become a written amendment to the Agreement between the parties

23. Authority to Execute: Stafford and Eagleswood will take action at their respective meetings of the boards of education authorizing the agreement to and execution of this Agreement.

Eagleswood Board of Education

Stafford Board of Education

Board President

Dated:

Witness

Date of Board Adoption

Board President

Dated:

Witness

Date of Board Adoption

Attachments are subject to change without notice

SHARED SERVICES AGREEMENT
Between
THE STAFFORD TOWNSHIP BOARD OF EDUCATION
and
EAGLESWOOD BOARD OF EDUCATION

THIS AGREEMENT, dated this 12th day of May 2025 is by and between the Board of Education of Stafford Township in the County of Ocean, State of New Jersey, with offices located at 250 North Main Street Manahawkin, New Jersey 08050 ("Stafford"), and the Board of Education of Eagleswood Township Elementary School District in the County of Ocean, State of New Jersey, with offices located at 511 Route 9, West Creek, NJ 08092 ("Eagleswood").

W I T N E S S E T H:

WHEREAS, the Uniform Shared Services and Consolidated Act, N.J.S.A. 40A:65-1 et seq. (the "Act") authorizes local school districts to enter into an agreement with each other to provide or receive any service which the parties to an agreement are empowered to render within their own jurisdiction; and

WHEREAS, Stafford has an employment relationship and employment agreement with a duly certified Learning Disabled Teacher Consultant (LDTC); and

WHEREAS, Eagleswood has requested Stafford to provide Eagleswood with the services of its LDTC; and

WHEREAS, it is the desire of Stafford to provide Eagleswood with such services; and

WHEREAS, in furtherance of the principles of the Act, Eagleswood and Stafford (collectively the "parties") have negotiated an Agreement for the sharing of services within their respective jurisdictions;

NOW, THEREFORE BE IT RESOLVED that, based on the foregoing premises, and in consideration of the mutual promises and covenants of the parties, as set forth below, the parties agree as follows:

1. Purpose: The legal authority for such inter-local services is found in N.J.S.A. 40A:65-1 et seq. and N.J.A.C. 5:23-4.6 et seq. The governing bodies of Eagleswood and Stafford have determined that it is in the mutual best interest of each board for the parties for Stafford's LDTC to provide LDTC services to Eagleswood as set forth within this Agreement.

2. Term: This Agreement shall commence on September 1, 2025 and terminate on June 30, 2026.

3. Termination: Either party may terminate this Agreement for any reason on thirty (30) days written notice to the other party. In the event that either party defaults in the performance of any of its obligations under this Agreement after receiving written notice of same and failing to cure such default within fourteen (14) days of said written notice, the non-

defaulting party shall be entitled to terminate this Agreement. **Failure to Perform:** Each Party shall immediately notify the other party in writing of any alleged failure to satisfactorily perform its obligations under this Agreement. If the non-performing fails to rectify its performance within ten (10) days, the other party may cancel this Agreement upon thirty (30) days written notice. Stafford Township School District will be the responsible party for evaluating the LDTC and any disciplinary action that may occur during the LDTC's duration of employment and be entitled to a Stafford Township Education Association union representation.

4. Services: For the Term of this Agreement, Stafford will provide LDTC services to Eagleswood for two full school days per week. These services will be provided by the Stafford School District to Eagleswood pursuant to the following provisions:

- a. The LDTC shall work in Eagleswood, in person, two days per week, the days of the week must be mutually acceptable to both Stafford and Eagleswood administration.
- b. Hours: The LDTC will follow Eagleswood's school hours for staff not to exceed the Stafford Township Education Association contractual hours, on the assigned day to the district and will only be required to attend a certified staff meeting and faculty meeting in Stafford Schools as per their teacher contract agreement.
- c. The LDTC will have a duty free lunch period and a prep period that follows the Stafford Township Education Association contract.
- d. The LDTC shall remain an employee of Stafford. As such, Stafford shall be responsible for maintaining Workers Compensation and Employer's Liability Insurance for the LDTC.
- e. The LDTC shall be available to Eagleswood Administration by phone or electronic mail on the day they are assigned to Eagleswood only.
- f. The LDTC shall at all times during the term of this Agreement hold a valid and appropriate certificate to act as a LDTC.
- g. Additional services may be added to this contract as negotiated in the future.
- h. The LDTC shall complete the following tasks when working in Eagleswood in coordination with Eagleswood Administration:
 - i. Participates in the evaluation, classification and placement of all pupils with special needs.
 - ii. Assesses academic proficiency and learning characteristics of each pupil referred to the child study team for evaluation and interprets the findings in written reports and informal conferences.
 - iii. Assists in the development and coordination of an appropriate Individualized Education Plan for each pupil requiring special education and/or related services. Participates in the ongoing assessment of academic achievement and educational placement of classified pupils.
 - iv. Consults with classroom teachers, administrators and parents regarding special instructional methods and/or materials necessary to meet the specific needs of individual pupils.
 - v. Keeps up-to-date in the field of learning disabilities and with current regulations governing the education of pupils with disabilities.
 - vi. Participates in the development and delivery of in-service programs and parent seminars related to learning disabilities and effective teaching methods.

- vii. Works to keep the community informed of the special education program and the role of the learning disability teacher-consultant.
- viii. Serves as a case manager as assigned and maintains appropriate case records.
- ix. Strives to maintain and improve professional competence and to keep abreast of latest professional practices/methods.
- x. Performs all duties required as a member of the child study team by administrative code, state and federal laws and board policy.

5. Payment:

- a. Eagleswood shall pay Stafford \$400.00 per day that the LDTC provides in-person services to Eagleswood.
- b. Travel Reimbursement: As per Stafford Township School District's Education Association Contract:
 - a. Teachers who may be required to use their own car in the performance of their duties and teachers who are assigned to more than one school shall be reimbursed for all such travel at the rate of the IRS standard mileage rate per school year.
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- c. All invoices should be emailed to George J. Chidiac, gchidiac@staffordschools.org and copied to Stephen Brennan, sbrennan@etesd.com.
- d. Invoices shall be processed and paid within 30 calendar days.
- e. Neither party shall have any further financial responsibility to the other arising out of this Agreement other than the payments called for in the body of the Agreement.

6. Employment: This Agreement does not create, establish, or imply an employment relationship among or between the parties to this Agreement. Stafford shall remain the employer for the LDTC. In the event that any issues with the LDTC's performance and/or conduct arise during the term of the Agreement, Eagleswood may immediately terminate this Agreement.

7. Background Check / Certification: Stafford represents that all assigned individuals providing services pursuant to this Agreement have undergone all required background checks, and have all required licenses and certifications necessary for the provision of said services.

8. Policies: In the course of performing services pursuant to this Agreement, the LDTC shall be required to comply with any and all applicable Eagleswood policies. In the event a LDTC has witnessed or has reliable information that a student has been subject to, harassment,

intimidation or bullying during the event, he/she shall report the incident to the appropriate school official designated by Eagleswood's policy, or to any Eagleswood administrator or safe schools resource officer, who shall immediately initiate the Eagleswood procedures concerning school bullying.

9. Confidentiality: LDTC will be required to keep all Eagleswood student information strictly confidential in accordance with the Family Educational Rights and Privacy Act, 20 U.S.C. 1232g, and its implementing regulations at 34 C.F.R. 99.1 et seq. and N.J.A.C. 6A:32-7.1 et seq.

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11. Indemnification:

- a. Stafford indemnifies and holds Eagleswood nominees, board members, officers, directors, agents, employees, successors and assigns harmless from and against any and all third-party claims, demands, liabilities, and expenses including reasonable attorney's fees and litigation expenses, arising from the negligent acts or omissions or willful misconduct of Stafford, its agents, employees, or contractors, as it relates to the provision of LDTC services to Eagleswood.
- b. Eagleswood indemnifies and holds Stafford and Stafford's nominees, board members, officers, directors, agents, employees, successors and assigns harmless from and against any and all third party claims, demands, liabilities, and expenses including reasonable attorney's fees and litigation expenses, arising from the negligent acts or omissions or willful misconduct of Eagleswood, its agents, employees, or contractors, as it relates to its duties under this Agreement.

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13. Authorization: Each party represents that the execution, delivery and performance of this Agreement has been authorized via a resolution by its respective board of education.

14. Entire Agreement: This Agreement constitutes the entire agreement and understanding between the parties in relation to its subject matter and supersedes all previous and contemporaneous agreements, understandings, representations and warranties between the parties. This Agreement may not be amended, altered or modified in any manner except in writing executed by the parties hereto.

15. Severability: If any term or condition of this Agreement, or any application of this Agreement shall be determined to be contrary to the laws, rules, or regulations of the State of New Jersey, or of the United States, such term or condition, or application shall be deemed to be invalid, but all other terms and conditions and application shall continue in full force and effect.

16. Non-Discrimination: The parties agree that the provisions of N.J.S.A.10:2-1 through 10:2-4 and N.J.S.A. 10:5-31, et seq., and the rules and regulations promulgated pursuant thereto, are hereby made a part of this agreement and are binding upon them.

17. Public Inspection and Filing: A copy of this Agreement shall be filed, for informational purposes, with the Division of Local Government Services in the Department of Community Affairs, pursuant to rules and regulations promulgated by the Director, in accordance with N.J.S.A. 40A:65-4(b).

18. Non-Assignment: The parties shall not assign this agreement to any person or entity in whole or in part.

19. Waiver: It is understood and agreed by the parties that a failure or delay in the enforcement of any of the provisions of this Agreement by either of the parties shall not be construed as a waiver of those provisions.

20. Headlines: Captions and headings in this Agreement are for ease of reference only and do not constitute a part of this Agreement.

21. Governing Law: This Agreement and any questions concerning its validity, construction or performance shall be governed by the laws of the State of New Jersey.

22. Modification: The parties may modify this Agreement by the mutual consent of both boards of education. Any modification to the terms of this Agreement must be reduced to writing and shall become a written amendment to the Agreement between the parties

23. Authority to Execute: Stafford and Eagleswood will take action at their respective meetings of the boards of education authorizing the agreement to and execution of this Agreement.

Eagleswood Board of Education

Board President

Dated:

Witness

Date of Board Adoption

Stafford Board of Education

Board President

Dated:

Witness

Date of Board Adoption

Attachments are subject to change without notice.

SHARED SERVICES AGREEMENT
Between
THE STAFFORD TOWNSHIP BOARD OF EDUCATION
and
EAGLESWOOD BOARD OF EDUCATION

THIS AGREEMENT, dated this 12th day of May 2025 is by and between the Board of Education of Stafford Township in the County of Ocean, State of New Jersey, with offices located at 250 North Main Street Manahawkin, New Jersey 08050 ("Stafford"), and the Board of Education of Eagleswood Township Elementary School District in the County of Ocean, State of New Jersey, with offices located at 511 Route 9, West Creek, NJ 08092 ("Eagleswood").

W I T N E S S E T H:

WHEREAS, the Uniform Shared Services and Consolidated Act, N.J.S.A. 40A:65-1 et seq. (the "Act") authorizes local school districts to enter into an agreement with each other to provide or receive any service which the parties to an agreement are empowered to render within their own jurisdiction; and

WHEREAS, Stafford has an employment relationship and employment agreement with a duly certified School Psychologist and

WHEREAS, Eagleswood has requested Stafford to provide Eagleswood with the services of its School Psychologist; and

WHEREAS, it is the desire of Stafford to provide Eagleswood with such services; and

WHEREAS, in furtherance of the principles of the Act, Eagleswood and Stafford (collectively the "parties") have negotiated an Agreement for the sharing of services within their respective jurisdictions;

NOW, THEREFORE BE IT RESOLVED that, based on the foregoing premises, and in consideration of the mutual promises and covenants of the parties, as set forth below, the parties agree as follows:

1. Purpose: The legal authority for such inter-local services is found in N.J.S.A. 40A:65-1 et seq. and N.J.A.C. 5:23-4.6 et seq. The governing bodies of Eagleswood and Stafford have determined that it is in the mutual best interest of each board for the parties for Stafford's School Psychologist to provide School Psychologist services to Eagleswood as set forth within this Agreement.

2. Term: This Agreement shall commence on September 1, 2025 and terminate on June 30, 2026.

3. Termination: Either party may terminate this Agreement for any reason on thirty (30) days written notice to the other party. In the event that either party defaults in the performance of any of its obligations under this Agreement after receiving written notice of same and failing to cure such default within fourteen (14) days of said written notice, the non-defaulting party shall be entitled to terminate this Agreement. **Failure to Perform**: Each Party shall immediately notify the other party in writing of any alleged failure to satisfactorily perform its obligations under this Agreement. If the non-performing fails to rectify its performance within ten (10) days, the other party may cancel this Agreement upon thirty (30) days written notice. Stafford Township School District will be the responsible party for evaluating the School Psychologist and any disciplinary action that may occur during the School Psychologist's duration of employment and be entitled to a Stafford Township Education Association union representation.

4. Services: For the Term of this Agreement, Stafford will provide School Psychologist services to Eagleswood for one full school days per week and/or on an as needed basis. These services will be provided by the Stafford School District to Eagleswood pursuant to the following provisions:

- a. The School Psychologist shall work in Eagleswood, in person, one day per week and/or on an as needed basis, the days of the week must be mutually acceptable to both Stafford and Eagleswood administration.
- b. Hours: The School Psychologist will follow Eagleswood's school hours for staff, not to exceed the Stafford Township Education Association contractual hours, on the assigned day to the district and will only be required to attend a certified staff meeting and faculty meeting in Stafford Schools as per their teacher contract agreement.
- c. The School Psychologist will have a duty free lunch period and a prep period that follows the Stafford Township Education Association contract.
- d. The School Psychologist shall remain an employee of Stafford. As such, Stafford shall be responsible for maintaining Workers Compensation and Employer's Liability Insurance for the School Psychologist.
- e. The School Psychologist shall be available to Eagleswood Administration by phone or electronic mail on the day they are assigned to Eagleswood only.
- f. The School Psychologist shall at all times during the term of this Agreement hold a valid and appropriate certificate to act as a School Psychologist.
- g. Additional services may be added to this contract as negotiated in the future.
- h. The School Psychologist shall complete the following tasks when working in Eagleswood in coordination with Eagleswood Administration:
 - i. Participates in the evaluation, classification and placement of all pupils with special needs.
 - ii. Administers, scores and evaluates standard psychological tests for the purpose of assessing the intellectual, educational, emotional, social and behavioral characteristics of those students referred.
 - iii. Interprets the results of psychological testing and assists in the development and coordination of an appropriate Individualized Education Plan for each pupil

- requiring special education and/or related services and participates in the ongoing evaluation of the academic progress and educational placement of classified pupils.
- iv. Serves as a case manager as assigned and maintains appropriate case records.
 - v. Provides psychological counseling to students, parents and staff and, as needed, makes referrals to appropriate community resources. Also advises parents and staff as to the needs of the student.
 - vi. Assists in the development and delivery of in service programs and parent seminars.
 - vii. Keeps the staff and community informed of the school's psychological services.
 - viii. Keeps current with the latest concepts in the area of school psychology and related fields.
 - ix. Observes pupils in classrooms and other school settings.
 - x. Serves as a consultant to parents, school personnel and community groups on child development and mental health topics.
 - xi. Cooperates with personnel of community health and social welfare agencies.
 - xii. Performs all duties required as a member of the child study team by administrative code, state and federal laws and board policy.
 - xiii. Performs other related duties as may be deemed appropriate by the superintendent or supervisor of special services.

5. Payment:

- a. Eagleswood shall pay Stafford \$400.00 per day that the School Psychologist provides in-person services to Eagleswood.
- b. Travel Reimbursement: As per Stafford Township School District's Education Association Contract:
 - a. Teachers who may be required to use their own car in the performance of their duties and teachers who are assigned to more than one school shall be reimbursed for all such travel at the rate of the IRS standard mileage rate per school year.
 - b. Reimbursement shall be made at the conclusion of the school year, prorated based on the duration of this agreement.
 - c. The annual maximum per employee shall not exceed \$1500.00 as per Policy #6471.
 - d. All travel requests must be submitted and approved in writing by the Superintendent of Schools.
- c. All invoices should be emailed to George J. Chidiac, gchidiac@staffordschools.org and copied to Stephen Brennan, sbrennan@etesd.com.
- d. Invoices shall be processed and paid within 30 calendar days.
- e. Neither party shall have any further financial responsibility to the other arising out of this Agreement other than the payments called for in the body of the Agreement.

6. Employment: This Agreement does not create, establish, or imply an employment relationship among or between the parties to this Agreement. Stafford shall remain the employer for the School Psychologist. In the event that any issues with the School Psychologist's performance and/or conduct arise during the term of the Agreement, Eagleswood may immediately terminate this Agreement.

7. Background Check / Certification: Stafford represents that all assigned individuals providing services pursuant to this Agreement have undergone all required background checks, and have all required licenses and certifications necessary for the provision of said services.

8. Policies: In the course of performing services pursuant to this Agreement, the School Psychologist shall be required to comply with any and all applicable Eagleswood policies. In the event a School Psychologist has witnessed or has reliable information that a student has been subject to, harassment, intimidation or bullying during the event, he/she shall report the incident to the appropriate school official designated by Eagleswood's policy, or to any Eagleswood administrator or safe schools resource officer, who shall immediately initiate the Eagleswood procedures concerning school bullying.

9. Confidentiality: School Psychologist will be required to keep all Eagleswood student information strictly confidential in accordance with the Family Educational Rights and Privacy Act, 20 U.S.C. 1232g, and its implementing regulations at 34 C.F.R. 99.1 et seq. and N.J.A.C. 6A:32-7.1 et seq.

10. Records: Stafford and Eagleswood will maintain all documentation related to this transaction for a period of five years from the date of final payment. Such financial records shall be made available to the New Jersey Office of the State Comptroller upon request pursuant to N.J.A.C. 17:44-2.2.

11. Indemnification.

a. Stafford indemnifies and holds Eagleswood nominees, board members, officers, directors, agents, employees, successors and assigns harmless from and against any and all third-party claims, demands, liabilities, and expenses including reasonable attorney's fees and litigation expenses, arising from the negligent acts or omissions or willful misconduct of Stafford, its agents, employees, or contractors, as it relates to the provision of School Psychologist services to Eagleswood.

b. Eagleswood indemnifies and holds Stafford and Stafford's nominees, board members, officers, directors, agents, employees, successors and assigns harmless from and against any and all third-party claims, demands, liabilities, and expenses including reasonable attorney's fees and litigation expenses, arising from the negligent acts or omissions or willful misconduct of Eagleswood, its agents, employees, or contractors, as it relates to its duties under this Agreement.

12. Disputes: In the event a dispute shall arise concerning the terms and conditions of this Agreement and the parties are unable to reach a resolution between themselves, same shall be mediated and arbitrated by the Ocean County Executive County Superintendent. The County Superintendent's decision regarding any such dispute shall be final.

13. Authorization: Each party represents that the execution, delivery and performance of this Agreement has been authorized via a resolution by its respective board of education.

14. Entire Agreement: This Agreement constitutes the entire agreement and understanding between the parties in relation to its subject matter and supersedes all previous and contemporaneous agreements, understandings, representations and warranties between the parties. This Agreement may not be amended, altered or modified in any manner except in writing executed by the parties hereto.

15. Severability: If any term or condition of this Agreement, or any application of this Agreement shall be determined to be contrary to the laws, rules, or regulations of the State of New Jersey, or of the United States, such term or condition, or application shall be deemed to be invalid, but all other terms and conditions and application shall continue in full force and effect.

16. Non-Discrimination: The parties agree that the provisions of N.J.S.A.10:2-1 through 10:2-4 and N.J.S.A. 10:5-31, et seq., and the rules and regulations promulgated pursuant thereto, are hereby made a part of this agreement and are binding upon them.

17. Public Inspection and Filing: A copy of this Agreement shall be filed, for informational purposes, with the Division of Local Government Services in the Department of Community Affairs, pursuant to rules and regulations promulgated by the Director, in accordance with N.J.S.A. 40A:65-4(b).

18. Non-Assignment: The parties shall not assign this agreement to any person or entity in whole or in part.

19. Waiver: It is understood and agreed by the parties that a failure or delay in the enforcement of any of the provisions of this Agreement by either of the parties shall not be construed as a waiver of those provisions.

20. Headlines: Captions and headings in this Agreement are for ease of reference only and do not constitute a part of this Agreement.

21. Governing Law: This Agreement and any questions concerning its validity, construction or performance shall be governed by the laws of the State of New Jersey.

22. Modifications: The parties may modify this Agreement by the mutual consent of both boards of education. Any modification to the terms of this Agreement must be reduced to writing and shall become a written amendment to the Agreement between the parties

23. Authority to Execute: Stafford and Eagleswood will take action at their respective meetings of the boards of education authorizing the agreement to and execution of this Agreement.

Eagleswood Board of Education

Stafford Board of Education

Board President

Dated:

Witness

Date of Board Adoption

Board President

Dated:

Witness

Date of Board Adoption

Attachments are subject to change without notice.

SHARED SERVICES AGREEMENT
Between
THE STAFFORD TOWNSHIP BOARD OF EDUCATION
and
EAGLESWOOD BOARD OF EDUCATION

THIS AGREEMENT, dated this 12th day of May 2025 is by and between the Board of Education of Stafford Township in the County of Ocean, State of New Jersey, with offices located at 250 North Main Street Manahawkin, New Jersey 08050 ("Stafford"), and the Board of Education of Eagleswood Township Elementary School District in the County of Ocean, State of New Jersey, with offices located at 511 Route 9, West Creek, NJ 08092 ("Eagleswood").

W I T N E S S E T H:

WHEREAS, the Uniform Shared Services and Consolidated Act, N.J.S.A. 40A:65-1 et seq. (the "Act") authorizes local school districts to enter into an agreement with each other to provide or receive any service which the parties to an agreement are empowered to render within their own jurisdiction; and

WHEREAS, Stafford has an employment relationship and employment agreement with a duly certified Physical Education Teacher and

WHEREAS, Eagleswood has requested Stafford to provide Eagleswood with the services of its Physical Education Teacher; and

WHEREAS, it is the desire of Stafford to provide Eagleswood with such services; and

WHEREAS, in furtherance of the principles of the Act, Eagleswood and Stafford (collectively the "parties") have negotiated an Agreement for the sharing of services within their respective jurisdictions;

NOW, THEREFORE BE IT RESOLVED that, based on the foregoing premises, and in consideration of the mutual promises and covenants of the parties, as set forth below, the parties agree as follows:

1. Purpose: The legal authority for such inter-local services is found in N.J.S.A. 40A:65-1 et seq. and N.J.A.C. 5:23-4.6 et seq. The governing bodies of Eagleswood and Stafford have determined that it is in the mutual best interest of each board for the parties for Stafford's Physical Education Teacher to provide Physical Education Teacher services to Eagleswood as set forth within this Agreement.

2. Term: This Agreement shall commence on September 1, 2025 and terminate on June 30, 2026.

3. Termination: Either party may terminate this Agreement for any reason on thirty (30) days written notice to the other party. In the event that either party defaults in the performance of any of its obligations under this Agreement after receiving written notice of same and failing to cure such default within fourteen (14) days of said written notice, the non-defaulting party shall be entitled to terminate this Agreement. **Failure to Perform**: Each Party shall immediately notify the other party in writing of any alleged failure to satisfactorily perform its obligations under this Agreement. If the non-performing fails to rectify its performance within ten (10) days, the other party may cancel this Agreement upon thirty (30) days written notice. Stafford Township School District will be the responsible party for evaluating the Physical Education Teacher and any disciplinary action that may occur during the Physical Education Teacher's duration of employment and be entitled to a Stafford Township Education Association union representation.

4. Services: For the Term of this Agreement, Stafford will provide Physical Education Teacher services to Eagleswood for two full school days per week. These services will be provided by the Stafford School District to Eagleswood pursuant to the following provisions:

- a. The Physical Education Teacher shall work in Eagleswood, in person, two days per week and the days of the week must be mutually acceptable to both Stafford and Eagleswood administration.
- b. Hours: The Physical Education Teacher will follow Eagleswood's school hours for staff, not to exceed the Stafford Township Education Association contractual hours, on the assigned day to the district and will only be required to attend a certified staff meeting and faculty meeting in Stafford Schools as per their teacher contract agreement.
- c. The Physical Education Teacher will have a duty free lunch period and a prep period that follows the Stafford Township Education Association contract.
- d. The Physical Education Teacher shall remain an employee of Stafford. As such, Stafford shall be responsible for maintaining Workers Compensation and Employer's Liability Insurance for the Physical Education Teacher.
- e. The Physical Education Teacher shall be available to Eagleswood Administration by phone or electronic mail on the day they are assigned to Eagleswood only.
- f. The Physical Education Teacher shall at all times during the term of this Agreement hold a valid and appropriate certificate to act as a Physical Education Teacher.
- g. Additional services may be added to this contract as negotiated in the future.
- h. The Physical Education Teacher shall complete the following tasks when working in Eagleswood in coordination with Eagleswood Administration:
 1. Works to achieve district educational goals and objectives by teaching skills in health education, safety, physical fitness, rhythms and dance, and individual, dual or team sports, using curriculum and instructional materials adopted by the board of education.
 2. Works cooperatively with other health and physical education teachers and regular classroom teachers in planning an effective comprehensive school health program.

3. Provides health, safety, family life education and/or physical education instruction as assigned.
4. Sets specific objectives wherever possible in lesson preparation and weekly lesson plans and carries through presentation to effectively achieve these objectives.
- (a) Provides appropriate safety instruction and makes safety checks on equipment and field areas for defects or hazards before use to ensure the overall safety of pupils. If defects or hazards are found these must be reported immediately to the building principal or buildings and grounds supervisor; and
- (b) Assumes responsibility for proper use and storage of physical education equipment.
6. Establishes and maintains standards of pupil behavior needed to provide an orderly, productive learning environment.
7. Evaluates each pupil's growth in health/physical education related knowledge and skills and maintains records of pupils' progress in class record books and/or board approved forms and summarizes these marks for reporting purposes.
8. Maintains professional competence and continuous improvement through in-service education provided by the district and other professional growth activities.
9. Communicates with parents through conferences and other means to inform them about the school program and to discuss pupil progress.
10. Identifies pupil needs, and cooperates with other professional staff members in helping pupils solve health, behavior and learning problems.
11. Participates in curriculum development activities, faculty meetings and school-level planning.
12. Upholds and enforces school rules, administrative regulations and board policy.
13. Performs other duties, which may be within the scope of his/her employment and certification as may be assigned.
5. Payment:
- a. Eagleswood shall pay Stafford \$400.00 per day that the Physical Education Teacher provides in-person services to Eagleswood.
- b. Travel Reimbursement: As per Stafford Township School District's Education Association Contract:
- a. Teachers who may be required to use their own car in the performance of their duties and teachers who are assigned to more than one school shall be reimbursed for all such travel at the rate of the IRS standard mileage rate per school year.
- b. Reimbursement shall be made at the conclusion of the school year, pro-rated based on the duration of this agreement.
- c. The annual maximum per employee shall not exceed \$1500.00 as per Policy #6471.
- d. All travel requests must be submitted and approved in writing by the Superintendent of Schools.

- c. All invoices should be emailed to George J. Chidiac, gchidiac@staffordschools.org and copied to Stephen Brennan, sbrennan@etesd.com.
- d. Invoices shall be processed and paid within 30 calendar days.
- e. Neither party shall have any further financial responsibility to the other arising out of this Agreement other than the payments called for in the body of the Agreement.

6. Employment: This Agreement does not create, establish, or imply an employment relationship among or between the parties to this Agreement. Stafford shall remain the employer for the Physical Education Teacher. In the event that any issues with the Physical Education Teacher's performance and/or conduct arise during the term of the Agreement, Eagleswood may immediately terminate this Agreement.

7. Background Check / Certification: Stafford represents that all assigned individuals providing services pursuant to this Agreement have undergone all required background checks, and have all required licenses and certifications necessary for the provision of said services.

8. Policies: In the course of performing services pursuant to this Agreement, the Physical Education Teacher shall be required to comply with any and all applicable Eagleswood policies. In the event a Physical Education Teacher has witnessed or has reliable information that a student has been subject to, harassment, intimidation or bullying during the event, he/she shall report the incident to the appropriate school official designated by Eagleswood's policy, or to any Eagleswood administrator or safe schools resource officer, who shall immediately initiate the Eagleswood procedures concerning school bullying.

9. Confidentiality: Physical Education Teacher will be required to keep all Eagleswood student information strictly confidential in accordance with the Family Educational Rights and Privacy Act, 20 U.S.C. 1232g, and its implementing regulations at 34 C.F.R. 99.1 et seq. and N.J.A.C. 6A:32-7.1 et seq.

10. Records: Stafford and Eagleswood will maintain all documentation related to this transaction for a period of five years from the date of final payment. Such financial records shall be made available to the New Jersey Office of the State Comptroller upon request pursuant to N.J.A.C. 17:44-2.2

11. Indemnification:

- a. Stafford indemnifies and holds Eagleswood nominees, board members, officers, directors, agents, employees, successors and assigns harmless from and against any and all third-party claims, demands, liabilities, and expenses including reasonable attorney's fees and litigation expenses, arising from the negligent acts or omissions or willful misconduct of Stafford, its agents, employees, or contractors, as it relates to the provision of Physical Education Teacher services to Eagleswood.

- b. Eagleswood indemnifies and holds Stafford and Stafford's nominees, board members, officers, directors, agents, employees, successors and assigns harmless from and against any and all third-party claims, demands, liabilities, and expenses including reasonable attorney's fees and litigation expenses, arising from the negligent acts or omissions or willful misconduct of Eagleswood, its agents, employees, or contractors, as it relates to its duties under this Agreement.

12. Disputes: In the event a dispute shall arise concerning the terms and conditions of this Agreement and the parties are unable to reach a resolution between themselves, same shall be mediated and arbitrated by the Ocean County Executive County Superintendent. The County Superintendent's decision regarding any such dispute shall be final.

13. Authorization: Each party represents that the execution, delivery and performance of this Agreement has been authorized via a resolution by its respective board of education.

14. Entire Agreement: This Agreement constitutes the entire agreement and understanding between the parties in relation to its subject matter and supersedes all previous and contemporaneous agreements, understandings, representations and warranties between the parties. This Agreement may not be amended, altered or modified in any manner except in writing executed by the parties hereto.

15. Severability: If any term or condition of this Agreement, or any application of this Agreement shall be determined to be contrary to the laws, rules, or regulations of the State of New Jersey, or of the United States, such term or condition, or application shall be deemed to be invalid, but all other terms and conditions and application shall continue in full force and effect.

16. Non-Discrimination: The parties agree that the provisions of N.J.S.A.10:2-1 through 10:2-4 and N.J.S.A. 10:5-31, et seq., and the rules and regulations promulgated pursuant thereto, are hereby made a part of this agreement and are binding upon them.

17. Public Inspection and Filing: A copy of this Agreement shall be filed, for informational purposes, with the Division of Local Government Services in the Department of Community Affairs, pursuant to rules and regulations promulgated by the Director, in accordance with N.J.S.A. 40A:65-4(b).

18. Non-Assignment: The parties shall not assign this agreement to any person or entity in whole or in part.

19. Waiver: It is understood and agreed by the parties that a failure or delay in the enforcement of any of the provisions of this Agreement by either of the parties shall not be construed as a waiver of those provisions.

20. Headlines: Captions and headings in this Agreement are for ease of reference only and do not constitute a part of this Agreement.

21. Governing Law: This Agreement and any questions concerning its validity, construction or performance shall be governed by the laws of the State of New Jersey.

22. Modifications: The parties may modify this Agreement by the mutual consent of both boards of education. Any modification to the terms of this Agreement must be reduced to writing and shall become a written amendment to the Agreement between the parties.

23. Authority to Execute: Stafford and Eagleswood will take action at their respective meetings of the boards of education authorizing the agreement to and execution of this Agreement.

Eagleswood Board of Education

Stafford Board of Education

Board President

Dated:

Witness

Date of Board Adoption

Board President

Dated:

Witness

Date of Board Adoption

SHARED SERVICES AGREEMENT
Between
THE STAFFORD TOWNSHIP BOARD OF EDUCATION
and
EAGLESWOOD BOARD OF EDUCATION

THIS AGREEMENT, dated this 12th day of May 2025 is by and between the Board of Education of Stafford Township in the County of Ocean, State of New Jersey, with offices located at 250 North Main Street Manahawkin, New Jersey 08050 ("Stafford"), and the Board of Education of Eagleswood Township Elementary School District in the County of Ocean, State of New Jersey, with offices located at 511 Route 9, West Creek, NJ 08092 ("Eagleswood").

W I T N E S S E T H:

WHEREAS, the Uniform Shared Services and Consolidated Act, N.J.S.A. 40A:65-1 et seq. (the "Act") authorizes local school districts to enter into an agreement with each other to provide or receive any service which the parties to an agreement are empowered to render within their own jurisdiction; and

WHEREAS, Stafford has an employment relationship and employment agreement with a duly certified Speech Therapist and

WHEREAS, Eagleswood has requested Stafford to provide Eagleswood with the services of its Speech Therapist; and

WHEREAS, it is the desire of Stafford to provide Eagleswood with such services; and

WHEREAS, in furtherance of the principles of the Act, Eagleswood and Stafford (collectively the "parties") have negotiated an Agreement for the sharing of services within their respective jurisdictions;

NOW, THEREFORE BE IT RESOLVED that, based on the foregoing premises, and in consideration of the mutual promises and covenants of the parties, as set forth below, the parties agree as follows:

1. Purpose: The legal authority for such inter-local services is found in N.J.S.A. 40A:65-1 et seq. and N.J.A.C. 5:23-4.6 et seq. The governing bodies of Eagleswood and Stafford have determined that it is in the mutual best interest of each board for the parties for Stafford's Speech Therapist to provide Speech Therapist services to Eagleswood as set forth within this Agreement.

2. Term: This Agreement shall commence on September 1, 2025 and terminate on June 30, 2026.

3. Termination: Either party may terminate this Agreement for any reason on thirty (30) days written notice to the other party. In the event that either party defaults in the performance of any of its obligations under this Agreement after receiving written notice of same and failing to cure such default within fourteen (14) days of said written notice, the non-defaulting party shall be entitled to terminate this Agreement. **Failure to Perform**: Each Party shall immediately notify the other party in writing of any alleged failure to satisfactorily perform its obligations under this Agreement. If the non-performing fails to rectify its performance within ten (10) days, the other party may cancel this Agreement upon thirty (30) days written notice. Stafford Township School District will be the responsible party for evaluating the Speech Therapist and any disciplinary action that may occur during the Speech Therapist's duration of employment and be entitled to a Stafford Township Education Association union representation.

4. Services: For the Term of this Agreement, Stafford will provide Speech Therapist services to Eagleswood for two full school days per week. These services will be provided by the Stafford School District to Eagleswood pursuant to the following provisions:

- a. The Speech Therapist shall work in Eagleswood, in person, two days per week, the days of the week must be mutually acceptable to both Stafford and Eagleswood administration.
- b. Hours: The Speech Therapist will follow Eagleswood's school hours for staff, not to exceed the Stafford Township Education Association contractual hours, on the assigned day to the district and will only be required to attend a certified staff meeting and faculty meeting in Stafford Schools as per their teacher contract agreement.
- c. The Speech Therapist will have a duty free lunch period and a prep period that follows the Stafford Township Education Association contract.
- d. The Speech Therapist shall remain an employee of Stafford. As such, Stafford shall be responsible for maintaining Workers Compensation and Employer's Liability Insurance for the Speech Therapist.
- e. The Speech Therapist shall be available to Eagleswood Administration by phone or electronic mail on the day they are assigned to Eagleswood only.
- f. The Speech Therapist shall at all times during the term of this Agreement hold a valid and appropriate certificate to act as a Speech Therapist.
- g. Additional services may be added to this contract as negotiated in the future.
- h. The Speech Therapist shall complete the following tasks when working in Eagleswood in coordination with Eagleswood Administration:
 1. Makes assessments, analyses and classifications of students' communication competencies and characteristics.
 2. Plans, prepares and delivers treatment programs for children with speech and language deficiencies.
 3. Provides diagnostic evaluations of pupils referred to the child study team for communication disorders and participates in team conferences related to those pupils.
 4. Develops and implements an individualized educational program (IEP) in conjunction with parents and teachers for pupils who are eligible for speech correction and identifies pupils in need of related services.

5. Provides individual and small group intervention sessions with students who have been classified.
6. Conducts classes in language stimulation.
7. Maintains close liaison with the child study team.
8. Keeps those records necessary for each child and completes all required local, state and federal reports.
9. Participates in the development and improvement of opportunities for disabled/exceptional students by providing individual or group in-service experiences for staff and parents.
10. Conducts ongoing evaluation of all children in the program to determine appropriateness of their program.
11. Acts as educational consultant to classroom teachers, guidance counselors and administrators as required.
12. Assists in proper referrals of individuals to agencies and specialists in the community.
13. Assumes primary responsibility for requisitioning and maintaining needed equipment and supplies.
14. Participates in appropriate professional development activities to keep abreast of latest developments in the field of speech pathology and related fields.
15. Assumes other related duties as assigned by the superintendent of schools or the supervisor of special services.

5. Payment:

- a. Eagleswood shall pay Stafford \$400.00 per day that the Speech Therapist provides in-person services to Eagleswood.
- b. Travel Reimbursement: As per Stafford Township School District's Education Association Contract:
 - a. Teachers who may be required to use their own car in the performance of their duties and teachers who are assigned to more than one school shall be reimbursed for all such travel at the rate of the IRS standard mileage rate per school year.
 - b. Reimbursement shall be made at the conclusion of the school year, pro-rated based on the duration of this agreement.
 - c. The annual maximum per employee shall not exceed \$1500.00 as per Policy #6471.
 - d. All travel requests must be submitted and approved in writing by the Superintendent of Schools.
- c. All invoices should be emailed to George J. Chidiac, gchidiac@staffordschools.org and copied to Stephen Brennan, sbrennan@etesd.com.
- d. Invoices shall be processed and paid within 30 calendar days.
- e. Neither party shall have any further financial responsibility to the other arising out of this Agreement other than the payments called for in the body of the Agreement.

6. Employment: This Agreement does not create, establish, or imply an employment relationship among or between the parties to this Agreement. Stafford shall remain the employer for the Speech Therapist. In the event that any issues with the Speech Therapist's performance and/or conduct arise during the term of the Agreement, Eagleswood may immediately terminate this Agreement.

7. Background Check / Certification: Stafford represents that all assigned individuals providing services pursuant to this Agreement have undergone all required background checks, and have all required licenses and certifications necessary for the provision of said services.

8. Policies: In the course of performing services pursuant to this Agreement, the Speech Therapist shall be required to comply with any and all applicable Eagleswood policies. In the event a Speech Therapist has witnessed or has reliable information that a student has been subject to, harassment, intimidation or bullying during the event, he/she shall report the incident to the appropriate school official designated by Eagleswood's policy, or to any Eagleswood administrator or safe schools resource officer, who shall immediately initiate the Eagleswood procedures concerning school bullying.

9. Confidentiality: Speech Therapist will be required to keep all Eagleswood student information strictly confidential in accordance with the Family Educational Rights and Privacy Act, 20 U.S.C. 1232g, and its implementing regulations at 34 C.F.R. 99.1 et seq. and N.J.A.C. 6A:32-7.1 et seq.

10. Records: Stafford and Eagleswood will maintain all documentation related to this transaction for a period of five years from the date of final payment. Such financial records shall be made available to the New Jersey Office of the State Comptroller upon request pursuant to N.J.A.C. 17:44-2.2.

11. Indemnification.

- a. Stafford indemnifies and holds Eagleswood nominees, board members, officers, directors, agents, employees, successors and assigns harmless from and against any and all third-party claims, demands, liabilities, and expenses including reasonable attorney's fees and litigation expenses, arising from the negligent acts or omissions or willful misconduct of Stafford, its agents, employees, or contractors, as it relates to the provision of Speech Therapist services to Eagleswood.
- b. Eagleswood indemnifies and holds Stafford and Stafford's nominees, board members, officers, directors, agents, employees, successors and assigns harmless from and against any and all third-party claims, demands, liabilities, and expenses including reasonable attorney's fees and litigation expenses, arising from the negligent acts or

omissions or willful misconduct of Eagleswood, its agents, employees, or contractors, as it relates to its duties under this Agreement.

12. Disputes: In the event a dispute shall arise concerning the terms and conditions of this Agreement and the parties are unable to reach a resolution between themselves, same shall be mediated and arbitrated by the Ocean County Executive County Superintendent. The County Superintendent's decision regarding any such dispute shall be final.

13. Authorization: Each party represents that the execution, delivery and performance of this Agreement has been authorized via a resolution by its respective board of education.

14. Entire Agreement: This Agreement constitutes the entire agreement and understanding between the parties in relation to its subject matter and supersedes all previous and contemporaneous agreements, understandings, representations and warranties between the parties. This Agreement may not be amended, altered or modified in any manner except in writing executed by the parties hereto.

15. Severability: If any term or condition of this Agreement, or any application of this Agreement shall be determined to be contrary to the laws, rules, or regulations of the State of New Jersey, or of the United States, such term or condition, or application shall be deemed to be invalid, but all other terms and conditions and application shall continue in full force and effect.

16. Non-Discrimination: The parties agree that the provisions of N.J.S.A.10:2-1 through 10:2-4 and N.J.S.A. 10:5-31, et seq., and the rules and regulations promulgated pursuant thereto, are hereby made a part of this agreement and are binding upon them.

17. Public Inspection and Filing: A copy of this Agreement shall be filed, for informational purposes, with the Division of Local Government Services in the Department of Community Affairs, pursuant to rules and regulations promulgated by the Director, in accordance with N.J.S.A. 40A:65-4(b).

18. Non-Assignment: The parties shall not assign this agreement to any person or entity in whole or in part.

19. Waiver: It is understood and agreed by the parties that a failure or delay in the enforcement of any of the provisions of this Agreement by either of the parties shall not be construed as a waiver of those provisions.

20. Headlines: Captions and headings in this Agreement are for ease of reference only and do not constitute a part of this Agreement.

21. Governing Law: This Agreement and any questions concerning its validity, construction or performance shall be governed by the laws of the State of New Jersey.

22. Modifications: The parties may modify this Agreement by the mutual consent of both boards of education. Any modification to the terms of this Agreement must be reduced to writing and shall become a written amendment to the Agreement between the parties

23. Authority to Execute: Stafford and Eagleswood will take action at their respective meetings of the boards of education authorizing the agreement to and execution of this Agreement.

Eagleswood Board of Education

Stafford Board of Education

Board President

Board President

Dated:

Dated:

Witness

Witness

Date of Board Adoption

Date of Board Adoption

Attachments are subject to change without notice.

SHARED SERVICES AGREEMENT
Between
THE STAFFORD TOWNSHIP BOARD OF EDUCATION
and
EAGLESWOOD BOARD OF EDUCATION

THIS AGREEMENT, dated this 12th day of May 2025 is by and between the Board of Education of Stafford Township in the County of Ocean, State of New Jersey, with offices located at 250 North Main Street Manahawkin, New Jersey 08050 ("Stafford"), and the Board of Education of Eagleswood Township Elementary School District in the County of Ocean, State of New Jersey, with offices located at 511 Route 9, West Creek, NJ 08092 ("Eagleswood").

W I T N E S S E T H:

WHEREAS, the Uniform Shared Services and Consolidated Act, N.J.S.A. 40A:65-1 et seq. (the "Act") authorizes local school districts to enter into an agreement with each other to provide or receive any service which the parties to an agreement are empowered to render within their own jurisdiction; and

WHEREAS, Stafford has an employment relationship and employment agreement with a duly certified Art Teacher and

WHEREAS, Eagleswood has requested Stafford to provide Eagleswood with the services of its Art Teacher; and

WHEREAS, it is the desire of Stafford to provide Eagleswood with such services; and

WHEREAS, in furtherance of the principles of the Act, Eagleswood and Stafford (collectively the "parties") have negotiated an Agreement for the sharing of services within their respective jurisdictions;

NOW, THEREFORE BE IT RESOLVED that, based on the foregoing premises, and in consideration of the mutual promises and covenants of the parties, as set forth below, the parties agree as follows:

1. Purpose: The legal authority for such inter-local services is found in N.J.S.A. 40A:65-1 et seq. and N.J.A.C. 5:23-4.6 et seq. The governing bodies of Eagleswood and Stafford have determined that it is in the mutual best interest of each board for the parties for Stafford's Art Teacher to provide Art Teacher services to Eagleswood as set forth within this Agreement.

2. Term: This Agreement shall commence on September 1, 2025 and terminate on June 30, 2026.

3. Termination: Either party may terminate this Agreement for any reason on thirty (30) days written notice to the other party. In the event that either party defaults in the performance of any of its obligations under this Agreement after receiving written notice of same and failing to cure such default within fourteen (14) days of said written notice, the non-

defaulting party shall be entitled to terminate this Agreement. **Failure to Perform:** Each Party shall immediately notify the other party in writing of any alleged failure to satisfactorily perform its obligations under this Agreement. If the non-performing fails to rectify its performance within ten (10) days, the other party may cancel this Agreement upon thirty (30) days written notice. Stafford Township School District will be the responsible party for evaluating the Art Teacher and any disciplinary action that may occur during the Art Teacher's duration of employment and be entitled to a Stafford Township Education Association union representation.

4. Services: For the Term of this Agreement, Stafford will provide Art Teacher services to Eagleswood for one full school day per week. These services will be provided by the Stafford School District to Eagleswood pursuant to the following provisions:

- a. The Art Teacher shall work in Eagleswood, in person, one day per week and the day of the week must be mutually acceptable to both Stafford and Eagleswood administration.
- b. Hours: The Art Teacher will follow Eagleswood's school hours for staff, not to exceed the Stafford Township Education Association contractual hours on the assigned day to the district and will only be required to attend a certified staff meeting and faculty meeting in Stafford Schools as per their teacher contract agreement.
- c. The Art Teacher will have a duty-free lunch period and a prep period that follows the Stafford Township Education Association contract.
- d. The Art Teacher shall remain an employee of Stafford. As such, Stafford shall be responsible for maintaining Workers Compensation and Employer's Liability Insurance for the Art Teacher.
- e. The Art Teacher shall be available to Eagleswood Administration by phone or electronic mail on the day they are assigned to Eagleswood only.
- f. The Art Teacher shall at all times during the term of this Agreement hold a valid and appropriate certificate to act as an Art Teacher.
- g. Additional services may be added to this contract as negotiated in the future.
- h. The Art Teacher shall complete the following tasks when working in Eagleswood in coordination with Eagleswood Administration:
 1. Works to achieve state core curriculum content standards and district educational goals and objectives by promoting active learning and skills development in the classroom. Teaches pupils through an approved course of study using board-adopted curricula, textbooks and other appropriate teaching materials.
 2. Develops lesson plans and instructional materials and provides opportunities for individualized and small group instruction in order to adapt the curriculum to the needs of each pupil.
 3. Sets specific objectives wherever possible in lesson preparation and weekly lesson plans and carries through presentation to effectively achieve these objectives.
 4. Assesses pupil academic progress and personal growth toward stated objectives of instruction.
 5. Maintains records of pupil's educational progress in class record books and/or board approved forms and summarizes these marks for reporting purposes.

6. Identifies pupil needs and cooperates with other professional staff members in assessing and resolving learning problems.
7. Establishes and maintains standards of pupil behavior needed to achieve a classroom climate conducive to learning.
8. Budgets class time effectively.
9. Communicates with parents through conferences and other means to inform them about the school program and to discuss pupil progress.
10. Devises written and oral assignments and tests that require analytical and critical thinking as well as the reproduction of facts.
11. Supervises pupils in out-of-classroom activities as assigned.
12. Maintains professional competence and continuous improvement through in-service education activities and other professional growth activities.
13. Participates in school-level planning, faculty meetings/committees and other school system groups.
14. Makes effective use of community resources to enhance the instructional program.
15. Upholds and enforces school rules, administrative regulations and board policy.
16. Performs other duties which may be within the scope of his/her employment and certification as may be assigned.

5. Payment:

- a. Eagleswood shall pay Stafford \$400.00 per day that the Art Teacher provides in-person services to Eagleswood.
- b. Travel Reimbursement: As per Stafford Township School District's Education Association Contract:
 - a. Teachers who may be required to use their own car in the performance of their duties and teachers who are assigned to more than one school shall be reimbursed for all such travel at the rate of the IRS standard mileage rate per school year.
 - b. Reimbursement shall be made at the conclusion of the school year, pro-rated based on the duration of this agreement.
 - c. The annual maximum per employee shall not exceed \$1500.00 as per Policy #6471.
 - d. All travel requests must be submitted and approved in writing by the Superintendent of Schools.
- c. All invoices should be emailed to George J. Chidiac, gchidiac@staffordschools.org and copied to Stephen Brennan, sbrennan@etesd.com.
- d. Invoices shall be processed and paid within 30 calendar days.
- e. Neither party shall have any further financial responsibility to the other arising out of this Agreement other than the payments called for in the body of the Agreement.

6. Employment: This Agreement does not create, establish, or imply an employment relationship among or between the parties to this Agreement. Stafford shall remain the employer for the Art Teacher. In the event that any issues with the Art Teacher's performance and/or conduct arise during the term of the Agreement, Eagleswood may immediately terminate this Agreement.

7. Background Check / Certification: Stafford represents that all assigned individuals providing services pursuant to this Agreement have undergone all required background checks, and have all required licenses and certifications necessary for the provision of said services.

8. Policies: In the course of performing services pursuant to this Agreement, the Art Teacher shall be required to comply with any and all applicable Eagleswood policies. In the event an Art Teacher has witnessed or has reliable information that a student has been subject to, harassment, intimidation or bullying during the event, he/she shall report the incident to the appropriate school official designated by Eagleswood's policy, or to any Eagleswood administrator or safe schools resource officer, who shall immediately initiate the Eagleswood procedures concerning school bullying.

9. Confidentiality: Art Teacher will be required to keep all Eagleswood student information strictly confidential in accordance with the Family Educational Rights and Privacy Act, 20 U.S.C. 1232g, and its implementing regulations at 34 C.F.R. 99.1 et seq. and N.J.A.C. 6A:32-7.1 et seq.

10. Records: Stafford and Eagleswood will maintain all documentation related to this transaction for a period of five years from the date of final payment. Such financial records shall be made available to the New Jersey Office of the State Comptroller upon request pursuant to N.J.A.C. 17:44-2.2.

11. Indemnification:

a. Stafford indemnifies and holds Eagleswood nominees, board members, officers, directors, agents, employees, successors and assigns harmless from and against any and all third-party claims, demands, liabilities, and expenses including reasonable attorney's fees and litigation expenses, arising from the negligent acts or omissions or willful misconduct of Stafford, its agents, employees, or contractors, as it relates to the provision of the Art Teacher services to Eagleswood.

b. Eagleswood indemnifies and holds Stafford and Stafford's nominees, board members, officers, directors, agents, employees, successors and assigns harmless from and against any and all third-party claims, demands, liabilities, and expenses including reasonable attorney's fees and litigation expenses, arising from the negligent acts or omissions or willful misconduct of Eagleswood, its agents, employees, or contractors, as it relates to its duties under this Agreement.

12. Disputes: In the event a dispute shall arise concerning the terms and conditions of this Agreement and the parties are unable to reach a resolution between themselves, same shall be mediated and arbitrated by the Ocean County Executive County Superintendent. The County Superintendent's decision regarding any such dispute shall be final.

13. Authorization: Each party represents that the execution, delivery and performance of this Agreement has been authorized via a resolution by its respective board of education.

14. Entire Agreement: This Agreement constitutes the entire agreement and understanding between the parties in relation to its subject matter and supersedes all previous and contemporaneous agreements, understandings, representations and warranties between the parties. This Agreement may not be amended, altered or modified in any manner except in writing executed by the parties hereto.

15. Severability: If any term or condition of this Agreement, or any application of this Agreement shall be determined to be contrary to the laws, rules, or regulations of the State of New Jersey, or of the United States, such term or condition, or application shall be deemed to be invalid, but all other terms and conditions and application shall continue in full force and effect.

16. Non-Discrimination: The parties agree that the provisions of N.J.S.A.10:2-1 through 10:2-4 and N.J.S.A. 10:5-31, et seq., and the rules and regulations promulgated pursuant thereto, are hereby made a part of this agreement and are binding upon them.

17. Public Inspection and Filing: A copy of this Agreement shall be filed, for informational purposes, with the Division of Local Government Services in the Department of Community Affairs, pursuant to rules and regulations promulgated by the Director, in accordance with N.J.S.A. 40A:65-4(b).

18. Non-Assignment: The parties shall not assign this agreement to any person or entity in whole or in part.

19. Waiver: It is understood and agreed by the parties that a failure or delay in the enforcement of any of the provisions of this Agreement by either of the parties shall not be construed as a waiver of those provisions.

20. Headlines: Captions and headings in this Agreement are for ease of reference only and do not constitute a part of this Agreement.

21. Governing Law: This Agreement and any questions concerning its validity, construction or performance shall be governed by the laws of the State of New Jersey.

22. Modifications: The parties may modify this Agreement by the mutual consent of both boards of education. Any modification to the terms of this Agreement must be reduced to writing and shall become a written amendment to the Agreement between the parties

23. Authority to Execute: Stafford and Eagleswood will take action at their respective meetings of the boards of education authorizing the agreement to and execution of this Agreement.

Eagleswood Board of Education

Stafford Board of Education

Board President

Dated:

Witness

Date of Board Adoption

Board President

Dated:

Witness

Date of Board Adoption

5-1-2025

Attachments are subject to change without notice.

SHARED SERVICES AGREEMENT
Between
THE STAFFORD TOWNSHIP BOARD OF EDUCATION
and
EAGLESWOOD BOARD OF EDUCATION

THIS AGREEMENT, dated this 12th day of May 2025 is by and between the Board of Education of Stafford Township in the County of Ocean, State of New Jersey, with offices located at 250 North Main Street Manahawkin, New Jersey 08050 ("Stafford"), and the Board of Education of Eagleswood Township Elementary School District in the County of Ocean, State of New Jersey, with offices located at 511 Route 9, West Creek, NJ 08092 ("Eagleswood").

W I T N E S S E T H:

WHEREAS, the Uniform Shared Services and Consolidated Act, N.J.S.A. 40A:65-1 et seq. (the "Act") authorizes local school districts to enter into an agreement with each other to provide or receive any service which the parties to an agreement are empowered to render within their own jurisdiction; and

WHEREAS, Stafford has an employment relationship and employment agreement with a duly certified Curriculum/Special Education Director and/or Administrator to oversee curriculum and special education; and

WHEREAS, Eagleswood has requested Stafford to provide Eagleswood with the services of its Curriculum/Special Education Director and/or Administrator; and

WHEREAS, it is the desire of Stafford to provide Eagleswood with such services; and

WHEREAS, in furtherance of the principles of the Act, Eagleswood and Stafford (collectively the "parties") have negotiated an Agreement for the sharing of services within their respective jurisdictions;

NOW, THEREFORE BE IT RESOLVED that, based on the foregoing premises, and in consideration of the mutual promises and covenants of the parties, as set forth below, the parties agree as follows:

1. Purpose: The legal authority for such inter-local services is found in N.J.S.A. 40A:65-1 et seq. and N.J.A.C. 5:23-4.6 et seq. The governing bodies of Eagleswood and Stafford have determined that it is in the mutual best interest of each board for the parties for Stafford's Curriculum/Special Education Director and/or Administrator to provide Curriculum/Special Education Director and/or Administrator services to Eagleswood as set forth within this Agreement.

2. Term: This Agreement shall commence on July 1, 2025 and terminate on June 30, 2026.

3. Termination: Either party may terminate this Agreement for any reason on thirty (30) days written notice to the other party. In the event that either party defaults in the performance of any of its obligations under this Agreement after receiving written notice of same and failing to cure such default within fourteen (14) days of said written notice, the non-defaulting party shall be entitled to terminate this Agreement. **Failure to Perform**: Each Party shall immediately notify the other party in writing of any alleged failure to satisfactorily perform its obligations under this Agreement. If the non-performing fails to rectify its performance within ten (10) days, the other party may cancel this Agreement upon thirty (30) days written notice. Stafford Township School District will be the responsible party for evaluating the Curriculum/Special Education Director and/or Administrator and any disciplinary action that may occur during the Curriculum/Special Education Director and/or Administrator's duration of employment and be entitled to a Stafford Township Education Association union representation.

4. Services: For the Term of this Agreement, Stafford Township shall provide staff development for the teaching staff of Eagleswood as needed. The Stafford Township Superintendent will make recommendations to Eagleswood relative to curriculum. The Stafford Township Superintendent shall also recommend for approval by Eagleswood any and all expenditures deemed necessary to fulfill the curriculum/instructional function, to include, but not be limited to, textbooks, professional development, supplemental supplies, and software. The Stafford Township Board of Education will provide Special Education Director Services. The Curriculum/Special Education Director and/or Administrator assigned will coordinate with the Eagleswood Child Study Team personnel and outside professional services as needed. These services will be provided by the Stafford School District to Eagleswood pursuant to the following provisions:

- a. Hours: The Curriculum/Special Education Director and/or Administrator will follow Stafford's school hours for staff on the assigned day to the district and will only be required to attend at Eagleswood at the request of the Superintendent.
- b. The Curriculum/Special Education Director and/or Administrator shall remain an employee of Stafford. As such, Stafford shall be responsible for maintaining Workers Compensation and Employer's Liability Insurance for the Curriculum/Special Education Director and/or Administrator.
- c. The Curriculum/Special Education Director and/or Administrator shall be available to CST and Eagleswood Administration by phone or electronic mail and/or google meet.
- d. The Curriculum/Special Education Director and/or Administrator shall at all times during the term of this Agreement hold a valid and appropriate certificate to act as a Curriculum/Special Education Director and/or Administrator.
- e. Additional services may be added to this contract as negotiated in the future.

5. Payment

- a. Eagleswood shall pay Stafford NO COST per year that the Curriculum/Special Education Director provide services to Eagleswood.
- b. Eagleswood shall pay for the cost of materials for necessary curriculum and/or special education supplies. They will issue their own purchase orders.
- c. All invoices should be emailed to George J. Chidiac, gchidiac@staffordschools.org and copied to Stephen Brennan, sbrennan@etesd.com.
- d. Invoices shall be processed and paid within 30 calendar days.
- e. Neither party shall have any further financial responsibility to the other arising out of this Agreement other than the payments called for in the body of the Agreement.

6. Employment: This Agreement does not create, establish, or imply an employment relationship among or between the parties to this Agreement. Stafford shall remain the employer for the Curriculum/Special Education Director and/or Administrator. In the event that any issues with the Curriculum/Special Education Director and/or Administrator's performance and/or conduct arise during the term of the Agreement, Eagleswood may immediately terminate this Agreement.

7. Background Check / Certification: Stafford represents that all assigned individuals providing services pursuant to this Agreement have undergone all required background checks, and have all required licenses and certifications necessary for the provision of said services.

8. Policies: In the course of performing services pursuant to this Agreement, the Curriculum/Special Education Director and/or Administrator shall be required to comply with any and all applicable Eagleswood policies. In the event an Curriculum/Special Education Director and/or Administrator has witnessed or has reliable information that a student has been subject to, harassment, intimidation or bullying during the event, he/she shall report the incident to the appropriate school official designated by Eagleswood's policy, or to any Eagleswood Curriculum/Special Education Director and/or Administrator or safe schools resource officer, who shall immediately initiate the Eagleswood procedures concerning school bullying.

9. Confidentiality: Curriculum/Special Education Director and/or Administrator will be required to keep all Eagleswood student information strictly confidential in accordance with the Family Educational Rights and Privacy Act, 20 U.S.C. 1232g, and its implementing regulations at 34 C.F.R. 99.1 et seq. and N.J.A.C. 6A:32-7.1 et seq

10. Records: Stafford and Eagleswood will maintain all documentation related to this transaction for a period of five years from the date of final payment. Such financial records shall be made available to the New Jersey Office of the State Comptroller upon request pursuant to N.J.A.C. 17:44-2.2

11. Indemnification:

- a. Stafford indemnifies and holds Eagleswood nominees, board members, officers, directors, agents, employees, successors and assigns harmless from and against any and all third-party claims, demands, liabilities, and expenses including reasonable attorney's fees and litigation expenses, arising from the negligent acts or omissions or willful misconduct of Stafford, its agents, employees, or contractors, as it relates to the provision of Curriculum/Special Education Director and/or Administrator services to Eagleswood.
- b. Eagleswood indemnifies and holds Stafford and Stafford's nominees, board members, officers, directors, agents, employees, successors and assigns harmless from and against any and all third-party claims, demands, liabilities, and expenses including reasonable attorney's fees and litigation expenses, arising from the negligent acts or omissions or willful misconduct of Eagleswood, its agents, employees, or contractors, as it relates to its duties under this Agreement.

12. Disputes: In the event a dispute shall arise concerning the terms and conditions of this Agreement and the parties are unable to reach a resolution between themselves, same shall be mediated and arbitrated by the Ocean County Executive County Superintendent. The County Superintendent's decision regarding any such dispute shall be final.

13. Authorization: Each party represents that the execution, delivery and performance of this Agreement has been authorized via a resolution by its respective board of education.

14. Entire Agreement: This Agreement constitutes the entire agreement and understanding between the parties in relation to its subject matter and supersedes all previous and contemporaneous agreements, understandings, representations and warranties between the parties. This Agreement may not be amended, altered or modified in any manner except in writing executed by the parties hereto.

15. Severability: If any term or condition of this Agreement, or any application of this Agreement shall be determined to be contrary to the laws, rules, or regulations of the State of New Jersey, or of the United States, such term or condition, or application shall be deemed to be invalid, but all other terms and conditions and application shall continue in full force and effect.

16. Non-Discrimination: The parties agree that the provisions of N.J.S.A.10:2-1 through 10:2-4 and N.J.S.A. 10:5-31, et seq., and the rules and regulations promulgated pursuant thereto, are hereby made a part of this agreement and are binding upon them.

17. Public Inspection and Filing: A copy of this Agreement shall be filed, for informational purposes, with the Division of Local Government Services in the Department of Community Affairs, pursuant to rules and regulations promulgated by the Director, in accordance with N.J.S.A. 40A:65-4(b).

18. Non-Assignment: The parties shall not assign this agreement to any person or entity in whole or in part.

19. Waiver: It is understood and agreed by the parties that a failure or delay in the enforcement of any of the provisions of this Agreement by either of the parties shall not be construed as a waiver of those provisions.

20. Headlines: Captions and headings in this Agreement are for ease of reference only and do not constitute a part of this Agreement.

21. Governing Law: This Agreement and any questions concerning its validity, construction or performance shall be governed by the laws of the State of New Jersey.

22. Modifications: The parties may modify this Agreement by the mutual consent of both boards of education. Any modification to the terms of this Agreement must be reduced to writing and shall become a written amendment to the Agreement between the parties

23. Authority to Execute: Stafford and Eagleswood will take action at their respective meetings of the boards of education authorizing the agreement to and execution of this Agreement.

Eagleswood Board of Education

Stafford Board of Education

Board President

Board President

Dated:

Dated:

Witness

Witness

Date of Board Adoption

Date of Board Adoption

SHARED SERVICES AGREEMENT
Between
THE STAFFORD TOWNSHIP BOARD OF EDUCATION
and
EAGLESWOOD BOARD OF EDUCATION

THIS AGREEMENT, dated this 12th day of May 2025 is by and between the Board of Education of Stafford Township in the County of Ocean, State of New Jersey, with offices located at 250 North Main Street Manahawkin, New Jersey 08050 ("Stafford"), and the Board of Education of Eagleswood Township Elementary School District in the County of Ocean, State of New Jersey, with offices located at 511 Route 9, West Creek, NJ 08092 ("Eagleswood").

W I T N E S S E T H:

WHEREAS, the Uniform Shared Services and Consolidated Act, N.J.S.A. 40A:65-1 et seq. (the "Act") authorizes local school districts to enter into an agreement with each other to provide or receive any service which the parties to an agreement are empowered to render within their own jurisdiction; and

WHEREAS, Stafford has an employment relationship and employment agreement with Administrative Assistants to the Superintendent; and

WHEREAS, Eagleswood has requested Stafford to provide Eagleswood with the services of its Administrative Assistants to the Superintendent; and

WHEREAS, it is the desire of Stafford to provide Eagleswood with such services; and

WHEREAS, in furtherance of the principles of the Act, Eagleswood and Stafford (collectively the "parties") have negotiated an Agreement for the sharing of services within their respective jurisdictions;

NOW, THEREFORE BE IT RESOLVED that, based on the foregoing premises, and in consideration of the mutual promises and covenants of the parties, as set forth below, the parties agree as follows:

1. Purpose: The legal authority for such inter-local services is found in N.J.S.A. 40A:65-1 et seq. and N.J.A.C. 5:23-4.6 et seq. The governing bodies of Eagleswood and Stafford have determined that it is in the mutual best interest of each board for the parties for Stafford's Administrative Assistants to the Superintendent to provide Administrative Assistants to the Superintendent services to Eagleswood as set forth within this Agreement.

2. Term: This Agreement shall commence on July 1, 2025 and terminate on June 30, 2026.

3. Termination: Either party may terminate this Agreement for any reason on thirty (30) days written notice to the other party. In the event that either party defaults in the performance of any of its obligations under this Agreement after receiving written notice of same and failing to cure such default within fourteen (14) days of said written notice, the non-defaulting party shall be entitled to terminate this Agreement. **Failure to Perform**: Each Party shall immediately notify the other party in writing of any alleged failure to satisfactorily perform its obligations under this Agreement. If the non-performing fails to rectify its performance within ten (10) days, the other party may cancel this Agreement upon thirty (30) days written notice. Stafford Township School District will be the responsible party for evaluating the Administrative Assistants to the Superintendent and any disciplinary action that may occur during the Administrative Assistant's duration of employment and be entitled to a Stafford Township Education Association union representation.

4. Services: For the Term of this Agreement, Stafford will provide Administrative Assistants to the Superintendent services to Eagleswood on an as needed basis. These services will be provided by the Stafford School District to Eagleswood pursuant to the following provisions:

- a. The Administrative Assistants to the Superintendent shall work with Eagleswood, as needed, the day(s) of the week must be mutually acceptable to both Stafford and Eagleswood administration.
- b. Hours: The Administrative Assistants to the Superintendent will follow Stafford's school hours
- c. The Administrative Assistants to the Superintendent shall remain an employee of Stafford. As such, Stafford shall be responsible for maintaining Workers Compensation and Employer's Liability Insurance for the Administrative Assistants to the Superintendent.
- d. The Administrative Assistants to the Superintendent shall be available to Eagleswood Administration by phone or electronic mail.
- e. Additional services may be added to this contract as negotiated in the future.
- f. The Administrative Assistants to the Superintendent shall complete the following tasks when working in Eagleswood in coordination with Eagleswood Administration:
 - i. Assists with maintaining student records and ensures their confidentiality.
 - ii. Assists teachers, administrators, and other professional staff members, providing information and assistance where needed for the ultimate benefit of students.
 - iii. Assists with and works closely with, and involves parents, and assists in the resolution of school-related problems.
 - iv. Assists with providing orientation and information relative to school procedures for parents.
 - v. Assists with providing orientation and information relative to school procedures for staff and administration.
 - vi. Assists with maintaining a professional office environment.
 - vii. Assists with utilizing school resources to keep the community informed of school related events
 - viii. Assists with consulting with teachers, parents, and staff regarding student needs.

- ix. Assist with planning and evaluation of the superintendent.
- x. Assist with planning of school and district goals
- xi. Assist with planning and preparing the Board of Education agenda
- xii. Assist with revision and adoption of Board policies and regulations
- xiii. Assist with district communications to parents and staff including but not limited to: emails, letters, newsletters, and/or social media
- xiv. Assist with the creation and implementation of the district school calendar
- xv. Assist the Superintendent with administrative tasks as needed

5. Payment:

- a. Eagleswood shall pay Stafford NO COST per year that the Administrative Assistants provide services to Eagleswood.
- b. All invoices should be emailed to George J. Chidiac, gchidiac@staffordschools.org and copied to Stephen Brennan, sbrennan@etesd.com.
- c. Invoices shall be processed and paid within 30 calendar days.
- d. Neither party shall have any further financial responsibility to the other arising out of this Agreement other than the payments called for in the body of the Agreement.

6. Employment: This Agreement does not create, establish, or imply an employment relationship among or between the parties to this Agreement. Stafford shall remain the employer for the Administrative Assistants to the Superintendent. In the event that any issues with the Administrative Assistant's performance and/or conduct arise during the term of the Agreement, Eagleswood may immediately terminate this Agreement.

7. Background Check / Certification: Stafford represents that all assigned individuals providing services pursuant to this Agreement have undergone all required background checks, and have all required licenses and certifications necessary for the provision of said services.

8. Policies: In the course of performing services pursuant to this Agreement, the Administrative Assistants to the Superintendent shall be required to comply with any and all applicable Eagleswood policies. In the event an Administrative Assistant to the Superintendent has witnessed or has reliable information that a student has been subject to, harassment, intimidation or bullying during the event, he/she shall report the incident to the appropriate school official designated by Eagleswood's policy, or to any Eagleswood administrator or safe schools resource officer, who shall immediately initiate the Eagleswood procedures concerning school bullying.

9. Confidentiality: Administrative Assistants to the Superintendent will be required to keep all Eagleswood student information strictly confidential in accordance with the Family Educational Rights and Privacy Act, 20 U.S.C. 1232g, and its implementing regulations at 34 C.F.R. 99.1 et seq. and N.J.A.C. 6A:32-7.1 et seq

10. Records: Stafford and Eagleswood will maintain all documentation related to this transaction for a period of five years from the date of final payment. Such financial records shall be made available to the New Jersey Office of the State Comptroller upon request pursuant to N.J.A.C. 17:44-2.2

11. Indemnification:

- a. Stafford indemnifies and holds Eagleswood nominees, board members, officers, directors, agents, employees, successors and assigns harmless from and against any and all third-party claims, demands, liabilities, and expenses including reasonable attorney's fees and litigation expenses, arising from the negligent acts or omissions or willful misconduct of Stafford, its agents, employees, or contractors, as it relates to the provision of Administrative Assistants to the Superintendent services to Eagleswood.
- b. Eagleswood indemnifies and holds Stafford and Stafford's nominees, board members, officers, directors, agents, employees, successors and assigns harmless from and against any and all third-party claims, demands, liabilities, and expenses including reasonable attorney's fees and litigation expenses, arising from the negligent acts or omissions or willful misconduct of Eagleswood, its agents, employees, or contractors, as it relates to its duties under this Agreement.

12. Disputes: In the event a dispute shall arise concerning the terms and conditions of this Agreement and the parties are unable to reach a resolution between themselves, same shall be mediated and arbitrated by the Ocean County Executive County Superintendent. The County Superintendent's decision regarding any such dispute shall be final.

13. Authorization: Each party represents that the execution, delivery and performance of this Agreement has been authorized via a resolution by its respective board of education.

14. Entire Agreement: This Agreement constitutes the entire agreement and understanding between the parties in relation to its subject matter and supersedes all previous and contemporaneous agreements, understandings, representations and warranties between the parties. This Agreement may not be amended, altered or modified in any manner except in writing executed by the parties hereto.

15. Severability: If any term or condition of this Agreement, or any application of this Agreement shall be determined to be contrary to the laws, rules, or regulations of the State of New Jersey, or of the United States, such term or condition, or application shall be deemed to be invalid, but all other terms and conditions and application shall continue in full force and effect.

16. Non-Discrimination: The parties agree that the provisions of N.J.S.A.10:2-1 through 10:2-4 and N.J.S.A. 10:5-31, et seq., and the rules and regulations promulgated pursuant thereto, are hereby made a part of this agreement and are binding upon them.

17. Public Inspection and Filing: A copy of this Agreement shall be filed, for informational purposes, with the Division of Local Government Services in the Department of Community Affairs, pursuant to rules and regulations promulgated by the Director, in accordance with N.J.S.A. 40A:65-4(b).

18. Non-Assignment: The parties shall not assign this agreement to any person or entity in whole or in part.

19. Waiver: It is understood and agreed by the parties that a failure or delay in the enforcement of any of the provisions of this Agreement by either of the parties shall not be construed as a waiver of those provisions.

20. Headlines: Captions and headings in this Agreement are for ease of reference only and do not constitute a part of this Agreement.

21. Governing Law: This Agreement and any questions concerning its validity, construction or performance shall be governed by the laws of the State of New Jersey.

22. Modifications: The parties may modify this Agreement by the mutual consent of both boards of education. Any modification to the terms of this Agreement must be reduced to writing and shall become a written amendment to the Agreement between the parties

23. Authority to Execute: Stafford and Eagleswood will take action at their respective meetings of the boards of education authorizing the agreement to and execution of this Agreement.

Eagleswood Board of Education

Stafford Board of Education

Board President

Board President

Dated:

Dated:

Witness

Witness

Date of Board Adoption

Date of Board Adoption

SHARED SERVICES AGREEMENT
Between
THE STAFFORD TOWNSHIP BOARD OF EDUCATION
and
EAGLESWOOD BOARD OF EDUCATION

THIS AGREEMENT, dated this 12th day of May 2025 is by and between the Board of Education of Stafford Township in the County of Ocean, State of New Jersey, with offices located at 250 North Main Street Manahawkin, New Jersey 08050 ("Stafford"), and the Board of Education of Eagleswood Township Elementary School District in the County of Ocean, State of New Jersey, with offices located at 511 Route 9, West Creek, NJ 08092 ("Eagleswood").

W I T N E S S E T H:

WHEREAS, the Uniform Shared Services and Consolidated Act, N.J.S.A. 40A:65-1 et seq. (the "Act") authorizes local school districts to enter into an agreement with each other to provide or receive any service which the parties to an agreement are empowered to render within their own jurisdiction; and

WHEREAS, Stafford has an employment relationship and employment agreement with a duly certified Facilities Supervisor; and

WHEREAS, Eagleswood has requested Stafford to provide Eagleswood with the services of its Facilities Supervisor; and

WHEREAS, it is the desire of Stafford to provide Eagleswood with such services; and

WHEREAS, in furtherance of the principles of the Act, Eagleswood and Stafford (collectively the "parties") have negotiated an Agreement for the sharing of services within their respective jurisdictions;

NOW, THEREFORE BE IT RESOLVED that, based on the foregoing premises, and in consideration of the mutual promises and covenants of the parties, as set forth below, the parties agree as follows:

1. Purpose: The legal authority for such inter-local services is found in N.J.S.A. 40A:65-1 et seq. and N.J.A.C. 5:23-4.6 et seq. The governing bodies of Eagleswood and Stafford have determined that it is in the mutual best interest of each board for the parties for Stafford's Facilities Supervisor to provide Facilities Supervisor services to Eagleswood as set forth within this Agreement.

2. Term: This Agreement shall commence on July 1, 2025 and terminate on June 30, 2026.

3. Termination: Either party may terminate this Agreement for any reason on thirty (30) days written notice to the other party. In the event that either party defaults in the performance of any of its obligations under this Agreement after receiving written notice of same and failing to cure such default within fourteen (14) days of said written notice, the non-defaulting party shall be entitled to terminate this Agreement. **Failure to Perform**: Each Party shall immediately notify the other party in writing of any alleged failure to satisfactorily perform its obligations under this Agreement. If the non-performing fails to rectify its performance within ten (10) days, the other party may cancel this Agreement upon thirty (30) days written notice. Stafford Township School District will be the responsible party for evaluating the Facilities Supervisor and any disciplinary action that may occur during the Facilities Supervisor's duration of employment and be entitled to a Stafford Township Education Association union representation.

4. Services: For the Term of this Agreement, Stafford will provide Facilities Supervisor services to Eagleswood on an as needed basis. These services will be provided by the Stafford School District to Eagleswood pursuant to the following provisions:

- a. The Facilities Supervisor shall work in Eagleswood, in person, as needed, the days of the week must be mutually acceptable to both Stafford and Eagleswood administration.
- b. Hours: The Facilities Supervisor will follow Eagleswood's school hours for staff on the assigned day to the district and will only be required to attend a certified staff meeting and faculty meeting in Stafford Schools as per their teacher contract agreement.
- c. The Facilities Supervisor shall remain an employee of Stafford. As such, Stafford shall be responsible for maintaining Workers Compensation and Employer's Liability Insurance for the Facilities Supervisor.
- d. The Facilities Supervisor shall be available to Eagleswood Administration by phone or electronic mail.
- e. The Facilities Supervisor shall at all times during the term of this Agreement hold a valid and appropriate certificate to act as a Facilities Supervisor.
- f. Additional services may be added to this contract as negotiated in the future.
- g. The Facilities Supervisor shall complete the following tasks when working in Eagleswood in coordination with Eagleswood Administration:
 - i. Ensure maintenance of clean and orderly buildings.
 - ii. Keeps building and premises, including sidewalks, driveways, and play areas neat and clean at all times.
 - iii. Cleans and dusts classrooms, offices, library and faculty room daily; empties wastebaskets in these areas.
 - iv. Cleans corridors after each school day, and during the day when their condition requires it.
 - v. Cleans and sanitizes bathroom fixtures and floors daily, and replenishes paper and soap supplies as needed.
 - vi. Custodial tasks
 - vii. Make routine inspections and written/oral reports as required for assigned facilities, including safety reports and work orders.

- viii. Coordination of community and other non-school uses of facilities.
- ix. Monitor safety practices of custodians
- x. Completes custodial reports, building condition reports and other records as required.
- xi. Inspect buildings during extended non-work periods as required and authorized.
- xii. Assist students and staff as is customary, reasonable, and required.
- xiii. In case of emergency, inspect, adjust, operate, and repair heating, ventilation, and air conditioning equipment
- xiv. Monitor and control use of energy, reducing to a minimum by turning off lights when not in use, setting thermostats to produce temperatures in compliance with established standards, and other measures within the control of the night supervisor and as authorized by the building principals.
- xv. Open and secure buildings as necessary.
- xvi. Remove snow and/or applies sand/salt to sidewalks, steps, ramps, parking areas, and school roadways as directed.
- xvii. Effectively communicate in a concise and effective manner.

5. Payment:

- a. Eagleswood shall pay Stafford NO COST per year that the Facilities Supervisor provides services to Eagleswood.
- b. Eagleswood shall pay for the cost of materials for facility supplies. They will issue their own purchase orders.
- c. All invoices should be emailed to George J. Chidiac, gchidiac@staffordschools.org and copied to Stephen Brennan, sbrennan@etesd.com.
- d. Invoices shall be processed and paid within 30 calendar days.
- e. Neither party shall have any further financial responsibility to the other arising out of this Agreement other than the payments called for in the body of the Agreement.

6. Employment: This Agreement does not create, establish, or imply an employment relationship among or between the parties to this Agreement. Stafford shall remain the employer for the Facilities Supervisor. In the event that any issues with the Facilities Supervisor's performance and/or conduct arise during the term of the Agreement, Eagleswood may immediately terminate this Agreement.

7. Background Check / Certification: Stafford represents that all assigned individuals providing services pursuant to this Agreement have undergone all required background checks, and have all required licenses and certifications necessary for the provision of said services.

8. Policies: In the course of performing services pursuant to this Agreement, the Facilities Supervisor shall be required to comply with any and all applicable Eagleswood policies. In the event a Facilities Supervisor has witnessed or has reliable information that a student has been subject to, harassment, intimidation or bullying during the event, he/she shall report the incident to the appropriate school official designated by Eagleswood's policy, or to any Eagleswood administrator or safe schools resource officer, who shall immediately initiate the Eagleswood procedures concerning school bullying.

9. Confidentiality: Facilities Supervisor will be required to keep all Eagleswood student information strictly confidential in accordance with the Family Educational Rights and Privacy Act, 20 U.S.C. 1232g, and its implementing regulations at 34 C.F.R. 99.1 et seq. and N.J.A.C. 6A:32-7.1 et seq

10. Records: Stafford and Eagleswood will maintain all documentation related to this transaction for a period of five years from the date of final payment. Such financial records shall be made available to the New Jersey Office of the State Comptroller upon request pursuant to N.J.A.C. 17:44-2.2

11. Indemnification:

- a. Stafford indemnifies and holds Eagleswood nominees, board members, officers, directors, agents, employees, successors and assigns harmless from and against any and all third-party claims, demands, liabilities, and expenses including reasonable attorney's fees and litigation expenses, arising from the negligent acts or omissions or willful misconduct of Stafford, its agents, employees, or contractors, as it relates to the provision of Facilities Supervisor services to Eagleswood.
- b. Eagleswood indemnifies and holds Stafford and Stafford's nominees, board members, officers, directors, agents, employees, successors and assigns harmless from and against any and all third-party claims, demands, liabilities, and expenses including reasonable attorney's fees and litigation expenses, arising from the negligent acts or omissions or willful misconduct of Eagleswood, its agents, employees, or contractors, as it relates to its duties under this Agreement.

12. Disputes: In the event a dispute shall arise concerning the terms and conditions of this Agreement and the parties are unable to reach a resolution between themselves, same shall be mediated and arbitrated by the Ocean County Executive County Superintendent. The County Superintendent's decision regarding any such dispute shall be final.

13. Authorization: Each party represents that the execution, delivery and performance of this Agreement has been authorized via a resolution by its respective board of education.

14. Entire Agreement: This Agreement constitutes the entire agreement and understanding between the parties in relation to its subject matter and supersedes all previous and contemporaneous agreements, understandings, representations and warranties between the parties. This Agreement may not be amended, altered or modified in any manner except in writing executed by the parties hereto.

15. Severability: If any term or condition of this Agreement, or any application of this Agreement shall be determined to be contrary to the laws, rules, or regulations of the State of New Jersey, or of the United States, such term or condition, or application shall be deemed to be invalid, but all other terms and conditions and application shall continue in full force and effect.

16. Non-Discrimination: The parties agree that the provisions of N.J.S.A.10:2-1 through 10:2-4 and N.J.S.A. 10:5-31, et seq., and the rules and regulations promulgated pursuant thereto, are hereby made a part of this agreement and are binding upon them.

17. Public Inspection and Filing: A copy of this Agreement shall be filed, for informational purposes, with the Division of Local Government Services in the Department of Community Affairs, pursuant to rules and regulations promulgated by the Director, in accordance with N.J.S.A. 40A:65-4(b).

18. Non-Assignment: The parties shall not assign this agreement to any person or entity in whole or in part.

19. Waiver: It is understood and agreed by the parties that a failure or delay in the enforcement of any of the provisions of this Agreement by either of the parties shall not be construed as a waiver of those provisions.

20. Headlines: Captions and headings in this Agreement are for ease of reference only and do not constitute a part of this Agreement.

21. Governing Law: This Agreement and any questions concerning its validity, construction or performance shall be governed by the laws of the State of New Jersey.

22. Modifications: The parties may modify this Agreement by the mutual consent of both boards of education. Any modification to the terms of this Agreement must be reduced to writing and shall become a written amendment to the Agreement between the parties.

23. Authority to Execute: Stafford and Eagleswood will take action at their respective meetings of the boards of education authorizing the agreement to and execution of this Agreement.

Eagleswood Board of Education

Board President

Dated:

Witness

Date of Board Adoption

Stafford Board of Education

Board President

Dated:

Witness

Date of Board Adoption

Attachments are subject to change without notice.

SHARED SERVICES AGREEMENT
Between
THE STAFFORD TOWNSHIP BOARD OF EDUCATION
and
EAGLESWOOD BOARD OF EDUCATION

THIS AGREEMENT, dated this 12th day of May 2025 is by and between the Board of Education of Stafford Township in the County of Ocean, State of New Jersey, with offices located at 250 North Main Street Manahawkin, New Jersey 08050 ("Stafford"), and the Board of Education of Eagleswood Township Elementary School District in the County of Ocean, State of New Jersey, with offices located at 511 Route 9, West Creek, NJ 08092 ("Eagleswood").

W I T N E S S E T H:

WHEREAS, the Uniform Shared Services and Consolidated Act, N.J.S.A. 40A:65-1 et seq. (the "Act") authorizes local school districts to enter into an agreement with each other to provide or receive any service which the parties to an agreement are empowered to render within their own jurisdiction; and

WHEREAS, Stafford has an employment relationship and employment agreement with a duly certified Technology Director; and

WHEREAS, Eagleswood has requested Stafford to provide Eagleswood with the services of its Technology Director; and

WHEREAS, it is the desire of Stafford to provide Eagleswood with such services; and

WHEREAS, in furtherance of the principles of the Act, Eagleswood and Stafford (collectively the "parties") have negotiated an Agreement for the sharing of services within their respective jurisdictions;

NOW, THEREFORE BE IT RESOLVED that, based on the foregoing premises, and in consideration of the mutual promises and covenants of the parties, as set forth below, the parties agree as follows:

1. Purpose: The legal authority for such inter-local services is found in N.J.S.A. 40A:65-1 et seq. and N.J.A.C. 5:23-4.6 et seq. The governing bodies of Eagleswood and Stafford have determined that it is in the mutual best interest of each board for the parties for Stafford's Technology Director to provide Technology Director services to Eagleswood as set forth within this Agreement.

2. Term: This Agreement shall commence on July 1, 2025 and terminate on June 30, 2026.

3. Termination: Either party may terminate this Agreement for any reason on thirty (30) days written notice to the other party. In the event that either party defaults in the performance of any of its obligations under this Agreement after receiving written notice of same and failing to cure such default within fourteen (14) days of said written notice, the non-defaulting party shall be entitled to terminate this Agreement. **Failure to Perform**: Each Party shall immediately notify the other party in writing of any alleged failure to satisfactorily perform its obligations under this Agreement. If the non-performing fails to rectify its performance within ten (10) days, the other party may cancel this Agreement upon thirty (30) days written notice. Stafford Township School District will be the responsible party for evaluating the Technology Director and any disciplinary action that may occur during the Technology Director's duration of employment and be entitled to a Stafford Township Education Association union representation.

4. Services: For the Term of this Agreement, Stafford will provide Technology Director services to Eagleswood as needed and directed by Superintendent. These services will be provided by the Stafford School District to Eagleswood pursuant to the following provisions:

- a. Hours: The Technology Director will follow Stafford's school hours
- b. The Technology Director shall remain an employee of Stafford. As such, Stafford shall be responsible for maintaining Workers Compensation and Employer's Liability Insurance for the Technology Director.
- c. The Technology Director shall be available to Eagleswood Administration by phone or electronic mail and/or google meet.
- d. Additional services may be added to this contract as negotiated in the future.
- e. The Technology Director shall complete the following tasks when working in Eagleswood in coordination with Eagleswood Administration:
 - i. Manage district information systems including network installations, upgrades, and maintenance of all hardware and software;
 - ii. Maintain the performance, upgrades, and operation of necessary infrastructures;
 - iii. Control the security aspects of all Information Technology (IT) systems by implementing and managing the necessary firewalls, filters, proxy servers, etc.;
 - iv. Manage network protocols.;
 - v. Manage all user accounts including add, remove, certify, and move new or existing end-user accounts and administer permissions and access rights;
 - vi. Implement, perform, and maintain backups and disaster recovery plans for all network, server, hardware, and software systems of the district; and

5. Payment:

- a. Eagleswood shall pay Stafford NO COST per year that the Technology Director provide services to Eagleswood.
- b. All invoices should be emailed to George J. Chidiac, gchidiac@staffordschools.org and copied to Stephen Brennan, sbrennan@etesd.com.
- c. Invoices shall be processed and paid within 30 calendar days.
- d. Neither party shall have any further financial responsibility to the other arising out of this Agreement other than the payments called for in the body of the Agreement.
- e. Eagleswood shall pay for the cost of materials for technology supplies. They will issue their own purchase orders.

6. Employment: This Agreement does not create, establish, or imply an employment relationship among or between the parties to this Agreement. Stafford shall remain the employer for the Technology Director. In the event that any issues with the Technology Director's performance and/or conduct arise during the term of the Agreement, Eagleswood may immediately terminate this Agreement.

7. Background Check / Certification: Stafford represents that all assigned individuals providing services pursuant to this Agreement have undergone all required background checks, and have all required licenses and certifications necessary for the provision of said services.

8. Policies: In the course of performing services pursuant to this Agreement, the Technology Director shall be required to comply with any and all applicable Eagleswood policies. In the event a Technology Director has witnessed or has reliable information that a student has been subject to, harassment, intimidation or bullying during the event, he/she shall report the incident to the appropriate school official designated by Eagleswood's policy, or to any Eagleswood administrator or safe schools resource officer, who shall immediately initiate the Eagleswood procedures concerning school bullying.

9. Confidentiality: Technology Director will be required to keep all Eagleswood student information strictly confidential in accordance with the Family Educational Rights and Privacy Act, 20 U.S.C. 1232g, and its implementing regulations at 34 C.F.R. 99.1 et seq. and N.J.A.C. 6A:32-7.1 et seq.

10. Records: Stafford and Eagleswood will maintain all documentation related to this transaction for a period of five years from the date of final payment. Such financial records shall be made available to the New Jersey Office of the State Comptroller upon request pursuant to N.J.A.C. 17:44-2.2

11. Indemnification:

- a. Stafford indemnifies and holds Eagleswood nominees, board members, officers, directors, agents, employees, successors and assigns harmless from and against any and all third-party claims, demands, liabilities, and expenses including reasonable attorney's fees and litigation expenses, arising from the negligent acts or omissions or willful misconduct of Stafford, its agents, employees, or contractors, as it relates to the provision of Technology Director services to Eagleswood.
- b. Eagleswood indemnifies and holds Stafford and Stafford's nominees, board members, officers, directors, agents, employees, successors and assigns harmless from and against any and all third-party claims, demands, liabilities, and expenses including reasonable attorney's fees and litigation expenses, arising from the negligent acts or omissions or willful misconduct of Eagleswood, its agents, employees, or contractors, as it relates to its duties under this Agreement.

12. Disputes: In the event a dispute shall arise concerning the terms and conditions of this Agreement and the parties are unable to reach a resolution between themselves, same shall be mediated and arbitrated by the Ocean County Executive County Superintendent. The County Superintendent's decision regarding any such dispute shall be final.

13. Authorization: Each party represents that the execution, delivery and performance of this Agreement has been authorized via a resolution by its respective board of education.

14. Entire Agreement: This Agreement constitutes the entire agreement and understanding between the parties in relation to its subject matter and supersedes all previous and contemporaneous agreements, understandings, representations and warranties between the parties. This Agreement may not be amended, altered or modified in any manner except in writing executed by the parties hereto.

15. Severability: If any term or condition of this Agreement, or any application of this Agreement shall be determined to be contrary to the laws, rules, or regulations of the State of New Jersey, or of the United States, such term or condition, or application shall be deemed to be invalid, but all other terms and conditions and application shall continue in full force and effect.

16. Non-Discrimination: The parties agree that the provisions of N.J.S.A.10:2-1 through 10:2-4 and N.J.S.A. 10:5-31, et seq., and the rules and regulations promulgated pursuant thereto, are hereby made a part of this agreement and are binding upon them.

17. Public Inspection and Filing: A copy of this Agreement shall be filed, for informational purposes, with the Division of Local Government Services in the Department of Community Affairs, pursuant to rules and regulations promulgated by the Director, in accordance with N.J.S.A. 40A:65-4(b).

18. Non-Assignment: The parties shall not assign this agreement to any person or entity in whole or in part.

19. Waiver: It is understood and agreed by the parties that a failure or delay in the enforcement of any of the provisions of this Agreement by either of the parties shall not be construed as a waiver of those provisions.

20. Headlines: Captions and headings in this Agreement are for ease of reference only and do not constitute a part of this Agreement.

21. Governing Law: This Agreement and any questions concerning its validity, construction or performance shall be governed by the laws of the State of New Jersey.

22. Modifications: The parties may modify this Agreement by the mutual consent of both boards of education. Any modification to the terms of this Agreement must be reduced to writing and shall become a written amendment to the Agreement between the parties

23. Authority to Execute: Stafford and Eagleswood will take action at their respective meetings of the boards of education authorizing the agreement to and execution of this Agreement.

Eagleswood Board of Education

Stafford Board of Education

Board President

Board President

Dated:

Dated:

Witness

Witness

Date of Board Adoption

Date of Board Adoption

SHARED SERVICES AGREEMENT
Between
THE STAFFORD TOWNSHIP BOARD OF EDUCATION
and
EAGLESWOOD BOARD OF EDUCATION

THIS AGREEMENT, dated this 12th day of May 2025 is by and between the Board of Education of Stafford Township in the County of Ocean, State of New Jersey, with offices located at 250 North Main Street Manahawkin, New Jersey 08050 ("Stafford"), and the Board of Education of Eagleswood Township Elementary School District in the County of Ocean, State of New Jersey, with offices located at 511 Route 9, West Creek, NJ 08092 ("Eagleswood").

W I T N E S S E T H:

WHEREAS, the Uniform Shared Services and Consolidated Act, N.J.S.A. 40A:65-1 et seq. (the "Act") authorizes local school districts to enter into an agreement with each other to provide or receive any service which the parties to an agreement are empowered to render within their own jurisdiction; and

WHEREAS, Stafford has an employment relationship and employment agreement with a HVAC Technician; and

WHEREAS, Eagleswood has requested Stafford to provide Eagleswood with the services of its HVAC Technician; and

WHEREAS, it is the desire of Stafford to provide Eagleswood with such services; and

WHEREAS, in furtherance of the principles of the Act, Eagleswood and Stafford (collectively the "parties") have negotiated an Agreement for the sharing of services within their respective jurisdictions;

NOW, THEREFORE BE IT RESOLVED that, based on the foregoing premises, and in consideration of the mutual promises and covenants of the parties, as set forth below, the parties agree as follows:

1. Purpose: The legal authority for such inter-local services is found in N.J.S.A. 40A:65-1 et seq. and N.J.A.C. 5:23-4.6 et seq. The governing bodies of Eagleswood and Stafford have determined that it is in the mutual best interest of each board for the parties for Stafford's HVAC Technician to provide HVAC Technician services to Eagleswood as set forth within this Agreement.

2. Term: This Agreement shall commence on July 1, 2025 and terminate on June 30, 2026.

3. Termination: Either party may terminate this Agreement for any reason on thirty (30) days written notice to the other party. In the event that either party defaults in the performance of any of its obligations under this Agreement after receiving written notice of same and failing to cure such default within fourteen (14) days of said written notice, the non-defaulting party shall be entitled to terminate this Agreement. **Failure to Perform:** Each Party shall immediately notify the other party in writing of any alleged failure to satisfactorily perform its obligations under this Agreement. If the non-performing fails to rectify its performance within ten (10) days, the other party may cancel this Agreement upon thirty (30) days written notice. Stafford Township School District will be the responsible party for evaluating the HVAC Technician and any disciplinary action that may occur during the HVAC Technician's duration of employment and be entitled to a Stafford Township Education Association union representation.

4. Services: For the Term of this Agreement, Stafford will provide HVAC Technician services to Eagleswood on an as needed basis. These services will be provided by the Stafford School District to Eagleswood pursuant to the following provisions:

- a. The HVAC Technician shall work in Eagleswood, in person on an as needed basis, the days of the week must be mutually acceptable to both Stafford and Eagleswood administration.
- b. Hours: The HVAC Technician will follow Eagleswood's school hours for staff on the assigned day to the district.
- c. The HVAC Technician shall remain an employee of Stafford. As such, Stafford shall be responsible for maintaining Workers Compensation and Employer's Liability Insurance for the HVAC Technician.
- d. The HVAC Technician shall be available to Eagleswood Administration by phone or electronic mail on the day(s) of service.
- e. Additional services may be added to this contract as negotiated in the future.
- f. The HVAC Technician shall complete the following tasks when working in Eagleswood in coordination with Eagleswood Administration:
 1. Assumes responsibility for the safe and efficient operation of HVAC systems in the school district.
 2. Manages preventative maintenance software.
 3. Checks pressure of the HVAC compressors to prevent breakdowns in advance.
 4. Program thermostats and microprocessors to get the most efficient use of the HVAC units in the most cost-effective way.
 5. Repairs and replaces all HVAC units.
 6. Change-out HVAC compressors using the proper recovery methods of refrigerants set by the EPA Clean Air Act 1990, Final Rule.
 7. Oversees filter replacement program and maintains a log on all filter changes throughout the school district.

8. Must be knowledgeable of and keep current of existing state and federal regulations, and keep a log on all recovered refrigerants and purchases.
9. Must store and dispose of all refrigerants properly as stated in the Clean Air Act.
10. Performs diagnostic tests on HVAC equipment necessary to make repairs and to prevent future loss of the facilities.
11. Maintains an inventory of filters, belts, motors and other parts necessary to make emergency repairs.
12. Assist Electrician when necessary
13. Responds to emergency calls
14. Maintains all HVAC equipment as per State of New Jersey, PEOSH indoor Air Quality Standards, N.J.A.C. 12:100-13
15. All other repair tasks as deemed necessary by the Director of Facilities.

5. Payment:

- a. Eagleswood shall pay Stafford \$22/hour and/or \$176.00 per day the HVAC Technician provided in-person services to Eagleswood.
- b. All invoices should be emailed to George J. Chidiac, gchidiac@staffordschools.org and copied to Stephen Brennan, sbrennan@etesd.com
- c. Invoices shall be processed and paid within 30 calendar days.
- d. Neither party shall have any further financial responsibility to the other arising out of this Agreement other than the payments called for in the body of the Agreement.

6. Employment: This Agreement does not create, establish, or imply an employment relationship among or between the parties to this Agreement. Stafford shall remain the employer for the HVAC Technician. In the event that any issues with the HVAC Technician's performance and/or conduct arise during the term of the Agreement, Eagleswood may immediately terminate this Agreement.

7. Background Check / Certification: Stafford represents that all assigned individuals providing services pursuant to this Agreement have undergone all required background checks, and have all required licenses and certifications necessary for the provision of said services.

8. Policies: In the course of performing services pursuant to this Agreement, the HVAC Technician shall be required to comply with any and all applicable Eagleswood policies. In the event a HVAC Technician has witnessed or has reliable information that a student has been subject to, harassment, intimidation or bullying during the event, he/she shall report the incident to the appropriate school official designated by Eagleswood's policy, or to any Eagleswood administrator or safe schools resource officer, who shall immediately initiate the Eagleswood procedures concerning school bullying.

9. Confidentiality: HVAC Technician will be required to keep all Eagleswood student information strictly confidential in accordance with the Family Educational Rights and Privacy Act, 20 U.S.C. 1232g, and its implementing regulations at 34 C.F.R. 99.1 et seq. and N.J.A.C. 6A:32-7.1 et seq

10. Records: Stafford and Eagleswood will maintain all documentation related to this transaction for a period of five years from the date of final payment. Such financial records shall be made available to the New Jersey Office of the State Comptroller upon request pursuant to N.J.A.C. 17:44-2.2

11. Indemnification:

- a. Stafford indemnifies and holds Eagleswood nominees, board members, officers, directors, agents, employees, successors and assigns harmless from and against any and all third-party claims, demands, liabilities, and expenses including reasonable attorney's fees and litigation expenses, arising from the negligent acts or omissions or willful misconduct of Stafford, its agents, employees, or contractors, as it relates to the provision of HVAC Technician services to Eagleswood.
- b. Eagleswood indemnifies and holds Stafford and Stafford's nominees, board members, officers, directors, agents, employees, successors and assigns harmless from and against any and all third-party claims, demands, liabilities, and expenses including reasonable attorney's fees and litigation expenses, arising from the negligent acts or omissions or willful misconduct of Eagleswood, its agents, employees, or contractors, as it relates to its duties under this Agreement.

12. Disputes: In the event a dispute shall arise concerning the terms and conditions of this Agreement and the parties are unable to reach a resolution between themselves, same shall be mediated and arbitrated by the Ocean County Executive County Superintendent. The County Superintendent's decision regarding any such dispute shall be final.

13. Authorization: Each party represents that the execution, delivery and performance of this Agreement has been authorized via a resolution by its respective board of education.

14. Entire Agreement: This Agreement constitutes the entire agreement and understanding between the parties in relation to its subject matter and supersedes all previous and contemporaneous agreements, understandings, representations and warranties between the parties. This Agreement may not be amended, altered or modified in any manner except in writing executed by the parties hereto.

15. Severability: If any term or condition of this Agreement, or any application of this Agreement shall be determined to be contrary to the laws, rules, or regulations of the State of New Jersey, or of the United States, such term or condition, or application shall be deemed to be invalid, but all other terms and conditions and application shall continue in full force and effect.

16. Non-Discrimination: The parties agree that the provisions of N.J.S.A.10:2-1 through 10:2-4 and N.J.S.A. 10:5-31, et seq., and the rules and regulations promulgated pursuant thereto, are hereby made a part of this agreement and are binding upon them.

17. Public Inspection and Filing: A copy of this Agreement shall be filed, for informational purposes, with the Division of Local Government Services in the Department of Community Affairs, pursuant to rules and regulations promulgated by the Director, in accordance with N.J.S.A. 40A:65-4(b).

18. Non-Assignment: The parties shall not assign this agreement to any person or entity in whole or in part.

19. Waiver: It is understood and agreed by the parties that a failure or delay in the enforcement of any of the provisions of this Agreement by either of the parties shall not be construed as a waiver of those provisions.

20. Headlines: Captions and headings in this Agreement are for ease of reference only and do not constitute a part of this Agreement.

21. Governing Law: This Agreement and any questions concerning its validity, construction or performance shall be governed by the laws of the State of New Jersey.

22. Modifications: The parties may modify this Agreement by the mutual consent of both boards of education. Any modification to the terms of this Agreement must be reduced to writing and shall become a written amendment to the Agreement between the parties

23. Authority to Execute: Stafford and Eagleswood will take action at their respective meetings of the boards of education authorizing the agreement to and execution of this Agreement.

Eagleswood Board of Education

Stafford Board of Education

Board President

Board President

Dated:

Dated:

Witness

Witness

Date of Board Adoption

Date of Board Adoption

SHARED SERVICES AGREEMENT
Between
THE STAFFORD TOWNSHIP BOARD OF EDUCATION
and
EAGLESWOOD BOARD OF EDUCATION

THIS AGREEMENT, dated this 12th day of May 2025 is by and between the Board of Education of Stafford Township in the County of Ocean, State of New Jersey, with offices located at 250 North Main Street Manahawkin, New Jersey 08050 ("Stafford"), and the Board of Education of Eagleswood Township Elementary School District in the County of Ocean, State of New Jersey, with offices located at 511 Route 9, West Creek, NJ 08092 ("Eagleswood").

W I T N E S S E T H:

WHEREAS, the Uniform Shared Services and Consolidated Act, N.J.S.A. 40A:65-1 et seq. (the "Act") authorizes local school districts to enter into an agreement with each other to provide or receive any service which the parties to an agreement are empowered to render within their own jurisdiction; and

WHEREAS, Stafford has an employment relationship and employment agreement with an Electrician; and

WHEREAS, Eagleswood has requested Stafford to provide Eagleswood with the services of its Electrician; and

WHEREAS, it is the desire of Stafford to provide Eagleswood with such services; and

WHEREAS, in furtherance of the principles of the Act, Eagleswood and Stafford (collectively the "parties") have negotiated an Agreement for the sharing of services within their respective jurisdictions;

NOW, THEREFORE BE IT RESOLVED that, based on the foregoing premises, and in consideration of the mutual promises and covenants of the parties, as set forth below, the parties agree as follows:

1. Purpose: The legal authority for such inter-local services is found in N.J.S.A. 40A:65-1 et seq. and N.J.A.C. 5:23-4.6 et seq. The governing bodies of Eagleswood and Stafford have determined that it is in the mutual best interest of each board for the parties for Stafford's Electrician to provide Electrician services to Eagleswood as set forth within this Agreement.

2. Term: This Agreement shall commence on July 1, 2025 and terminate on June 30, 2026.

3. Termination: Either party may terminate this Agreement for any reason on thirty (30) days written notice to the other party. In the event that either party defaults in the performance of any of its obligations under this Agreement after receiving written notice of same and failing to cure such default within fourteen (14) days of said written notice, the non-defaulting party shall be entitled to terminate this Agreement. **Failure to Perform**: Each Party shall immediately notify the other party in writing of any alleged failure to satisfactorily perform its obligations under this Agreement. If the non-performing fails to rectify its performance within ten (10) days, the other party may cancel this Agreement upon thirty (30) days written notice. Stafford Township School District will be the responsible party for evaluating the Electrician and any disciplinary action that may occur during the Electrician's duration of employment and be entitled to a Stafford Township Education Association union representation.

4. Services: For the Term of this Agreement, Stafford will provide Electrician services to Eagleswood on an as needed basis. These services will be provided by the Stafford School District to Eagleswood pursuant to the following provisions:

- a. The Electrician shall work in Eagleswood, in person on an as needed basis, the days of the week must be mutually acceptable to both Stafford and Eagleswood administration.
- b. Hours: The Electrician will follow Eagleswood's school hours for staff on the assigned day to the district.
- c. The Electrician shall remain an employee of Stafford. As such, Stafford shall be responsible for maintaining Workers Compensation and Employer's Liability Insurance for the Electrician.
- d. The Electrician shall be available to Eagleswood Administration by phone or electronic mail on the day(s) of service.
- e. Additional services may be added to this contract as negotiated in the future.
- f. The Electrician shall complete the following tasks when working in Eagleswood in coordination with Eagleswood Administration:
 1. Install, maintain, and repair electrical wiring, equipment, and fixtures. Ensure that work is in accordance with relevant codes. May install or service street lights, intercom systems, or electrical control systems.
 2. Assemble, install, test, and maintain electrical or electronic wiring, equipment, appliances, apparatus, and fixtures, using hand tools and power tools.
 3. Diagnose malfunctioning systems, apparatus, and components, using test equipment and hand tools, to locate the cause of a breakdown and correct the problem.
 4. Connect wires to circuit breakers, transformers, or other components.
 5. Inspect electrical systems, equipment, and components to identify hazards, defects, and the need for adjustment or repair, and to ensure compliance with codes.
 6. Advise management on whether continued operation of equipment could be hazardous.
 7. Test electrical systems and continuity of circuits in electrical wiring, equipment, and fixtures, using testing devices such as ohmmeters, voltmeters, and oscilloscopes, to ensure compatibility and safety of system.
 8. Maintain current electrician's license or identification card to meet governmental regulations.

9. Plan layout and installation of electrical wiring, equipment and fixtures, based on job specifications and local codes.
10. Direct and train workers to install, maintain, or repair electrical wiring, equipment, and fixtures.
11. Prepare sketches or follow blueprints to determine the location of wiring and equipment and to ensure conformance to building and safety codes.
12. Use a variety of tools and equipment such as power construction equipment, measuring devices, power tools, and testing equipment including oscilloscopes, ammeters, and test lamps.
13. Install ground leads and connect power cables to equipment, such as motors.
14. Perform business management duties such as maintaining records and files, preparing reports and ordering supplies and equipment.
15. Repair or replace wiring, equipment, and fixtures, using hand tools and power tools.
16. Work from ladders, scaffolds, and roofs to install, maintain or repair electrical wiring, equipment, and fixtures.
17. Place conduit (pipes or tubing) inside designated partitions, walls, or other concealed areas, and pull insulated wires or cables through the conduit to complete circuits between boxes.
18. Construct and fabricate parts, using hand tools and specifications.
19. Fasten small metal or plastic boxes to walls to house electrical switches or outlets.
20. Perform physically demanding tasks, such as digging trenches to lay conduit and moving and lifting heavy objects.
21. Provide preliminary sketches and cost estimates for materials and services.
22. Provide assistance during emergencies by operating floodlights and generators, placing flares, and driving needed vehicles.

5. Payment:

- a. Eagleswood shall pay Stafford \$34/hour the Electrician provided in-person services to Eagleswood.
- b. All invoices should be emailed to George J. Chidiac, gchidiac@staffordschools.org and copied to Stephen Brennan, sbrennan@etesd.com
- c. Invoices shall be processed and paid within 30 calendar days.
- d. Neither party shall have any further financial responsibility to the other arising out of this Agreement other than the payments called for in the body of the Agreement.

6. Employment: This Agreement does not create, establish, or imply an employment relationship among or between the parties to this Agreement. Stafford shall remain the employer for the Electrician. In the event that any issues with the Electrician's performance and/or conduct arise during the term of the Agreement, Eagleswood may immediately terminate this Agreement.

7. Background Check / Certification: Stafford represents that all assigned individuals providing services pursuant to this Agreement have undergone all required background checks, and have all required licenses and certifications necessary for the provision of said services.

8. Policies: In the course of performing services pursuant to this Agreement, the Electrician shall be required to comply with any and all applicable Eagleswood policies. In the event an Electrician has witnessed or has reliable information that a student has been subject to, harassment, intimidation or bullying during the event, he/she shall report the incident to the appropriate school official designated by Eagleswood's policy, or to any Eagleswood administrator or safe schools resource officer, who shall immediately initiate the Eagleswood procedures concerning school bullying.

9. Confidentiality: Electrician will be required to keep all Eagleswood student information strictly confidential in accordance with the Family Educational Rights and Privacy Act, 20 U.S.C. 1232g, and its implementing regulations at 34 C.F.R. 99.1 et seq. and N.J.A.C. 6A:32-7.1 et seq

10. Records: Stafford and Eagleswood will maintain all documentation related to this transaction for a period of five years from the date of final payment. Such financial records shall be made available to the New Jersey Office of the State Comptroller upon request pursuant to N.J.A.C. 17:44-2.2

11. Indemnification:

- a. Stafford indemnifies and holds Eagleswood nominees, board members, officers, directors, agents, employees, successors and assigns harmless from and against any and all third-party claims, demands, liabilities, and expenses including reasonable attorney's fees and litigation expenses, arising from the negligent acts or omissions or willful misconduct of Stafford, its agents, employees, or contractors, as it relates to the provision of Electrician services to Eagleswood.
- b. Eagleswood indemnifies and holds Stafford and Stafford's nominees, board members, officers, directors, agents, employees, successors and assigns harmless from and against any and all third-party claims, demands, liabilities, and expenses including reasonable attorney's fees and litigation expenses, arising from the negligent acts or omissions or willful misconduct of Eagleswood, its agents, employees, or contractors, as it relates to its duties under this Agreement.

12. Disputes: In the event a dispute shall arise concerning the terms and conditions of this Agreement and the parties are unable to reach a resolution between themselves, same shall be mediated and arbitrated by the Ocean County Executive County Superintendent. The County Superintendent's decision regarding any such dispute shall be final.

13. Authorization: Each party represents that the execution, delivery and performance of this Agreement has been authorized via a resolution by its respective board of education.

14. Entire Agreement: This Agreement constitutes the entire agreement and understanding between the parties in relation to its subject matter and supersedes all previous and contemporaneous agreements, understandings, representations and warranties between the parties. This Agreement may not be amended, altered or modified in any manner except in writing executed by the parties hereto.

15. Severability: If any term or condition of this Agreement, or any application of this Agreement shall be determined to be contrary to the laws, rules, or regulations of the State of New Jersey, or of the United States, such term or condition, or application shall be deemed to be invalid, but all other terms and conditions and application shall continue in full force and effect.

16. Non-Discrimination: The parties agree that the provisions of N.J.S.A.10:2-1 through 10:2-4 and N.J.S.A. 10:5-31, et seq., and the rules and regulations promulgated pursuant thereto, are hereby made a part of this agreement and are binding upon them.

17. Public Inspection and Filing: A copy of this Agreement shall be filed, for informational purposes, with the Division of Local Government Services in the Department of Community Affairs, pursuant to rules and regulations promulgated by the Director, in accordance with N.J.S.A. 40A:65-4(b).

18. Non-Assignment: The parties shall not assign this agreement to any person or entity in whole or in part.

19. Waiver: It is understood and agreed by the parties that a failure or delay in the enforcement of any of the provisions of this Agreement by either of the parties shall not be construed as a waiver of those provisions.

20. Headings: Captions and headings in this Agreement are for ease of reference only and do not constitute a part of this Agreement.

21. Governing Law: This Agreement and any questions concerning its validity, construction or performance shall be governed by the laws of the State of New Jersey.

22. Modifications: The parties may modify this Agreement by the mutual consent of both boards of education. Any modification to the terms of this Agreement must be reduced to writing and shall become a written amendment to the Agreement between the parties

23. Authority to Execute: Stafford and Eagleswood will take action at their respective meetings of the boards of education authorizing the agreement to and execution of this Agreement.

Eagleswood Board of Education

Stafford Board of Education

Board President

Board President

Dated:

Dated:

Witness

Witness

Date of Board Adoption

Date of Board Adoption

rev/5-1-2025

Attachments are subject to change without notice.

SHARED SERVICES AGREEMENT
Between
THE STAFFORD TOWNSHIP BOARD OF EDUCATION
and
EAGLESWOOD BOARD OF EDUCATION

THIS AGREEMENT, dated this 12th day of May 2025 is by and between the Board of Education of Stafford Township in the County of Ocean, State of New Jersey, with offices located at 250 North Main Street Manahawkin, New Jersey 08050 ("Stafford"), and the Board of Education of Eagleswood Township Elementary School District in the County of Ocean, State of New Jersey, with offices located at 511 Route 9, West Creek, NJ 08092 ("Eagleswood").

W I T N E S S E T H:

WHEREAS, the Uniform Shared Services and Consolidated Act, N.J.S.A. 40A:65-1 et seq. (the "Act") authorizes local school districts to enter into an agreement with each other to provide or receive any service which the parties to an agreement are empowered to render within their own jurisdiction; and

WHEREAS, Stafford has an employment relationship and employment agreement with a duly certified Substitute Safety Officer; and

WHEREAS, Eagleswood has requested Stafford to provide Eagleswood with the services of its Substitute Safety Officer; and

WHEREAS, it is the desire of Stafford to provide Eagleswood with such services; and

WHEREAS, in furtherance of the principles of the Act, Eagleswood and Stafford (collectively the "parties") have negotiated an Agreement for the sharing of services within their respective jurisdictions;

NOW, THEREFORE BE IT RESOLVED that, based on the foregoing premises, and in consideration of the mutual promises and covenants of the parties, as set forth below, the parties agree as follows:

1. Purpose: The legal authority for such inter-local services is found in N.J.S.A. 40A:65-1 et seq. and N.J.A.C. 5:23-4.6 et seq. The governing bodies of Eagleswood and Stafford have determined that it is in the mutual best interest of each board for the parties for Stafford's Substitute Safety Officer to provide Safety Officer services to Eagleswood as set forth within this Agreement.

2. Term: This Agreement shall commence on September 1, 2025 and terminate on June 30, 2026.

3. Termination: Either party may terminate this Agreement for any reason on thirty (30) days written notice to the other party. In the event that either party defaults in the

performance of any of its obligations under this Agreement after receiving written notice of same and failing to cure such default within fourteen (14) days of said written notice, the non-defaulting party shall be entitled to terminate this Agreement. **Failure to Perform:** Each Party shall immediately notify the other party in writing of any alleged failure to satisfactorily perform its obligations under this Agreement. If the non-performing fails to rectify its performance within ten (10) days, the other party may cancel this Agreement upon thirty (30) days written notice. Stafford Township School District will be the responsible party for evaluating the Substitute Safety Officer and any disciplinary action that may occur during the Safety Officer's duration of employment and be entitled to a Stafford Township Education Association union representation.

4. Services: For the Term of this Agreement, Stafford will provide Substitute Safety Officer services to Eagleswood on an as needed basis. These services will be provided by the Stafford School District to Eagleswood pursuant to the following provisions:

- a. The Substitute Safety Officer shall work in Eagleswood, in person, on an as needed basis, the days of the week must be mutually acceptable to both Stafford and Eagleswood administration.
- b. Hours: The Substitute Safety Officer will follow Eagleswood's school hours for staff on the assigned day to the district and must attend all Safety Officer training requirements. The Substitute Safety Officer must also complete the training course for safe school resource and must be certified by a New Jersey Police Training Commission.
- c. The Substitute Safety Officer shall remain an employee of Stafford. As such, Stafford shall be responsible for maintaining Workers Compensation and Employer's Liability Insurance for the Substitute Safety Officer.
- d. The Substitute Safety Officer shall be available to Eagleswood Administration by phone or electronic mail.
- e. The Substitute Safety Officer shall at all times during the term of this Agreement hold a valid and appropriate license to act as a Substitute Safety Officer.
- f. Additional services may be added to this contract as negotiated in the future.
- g. The Substitute Safety Officer shall complete the following tasks when working in Eagleswood in coordination with Eagleswood Administration:
 - i. Enforces, with the assistance of appropriate staff member, all school rules and regulations which pertain to the safety and welfare of students and staff.
 - ii. Monitors buildings and grounds, including entrances, exits, halls, lavatories, gym, auditorium, cafeteria, etc.
 - iii. Possesses awareness of the building procedure to follow in the event of an emergency or disaster.
 - iv. Notifies the building administration, police, and/or appropriate emergency personnel of any emergency, potentially dangerous or unusual situations.
 - v. Assist the professional staff, police, and emergency personnel in handling emergencies or disruptive situations.
 - vi. Monitors and assists students upon entering the school during morning arrival and leaving the school during afternoon dismissal.

- vii. Ensures a smooth traffic flow of students through the hallways, assisting students with on-time arrival to class and to assigned locations.
- viii. Detains unauthorized person; calls for police assistance in accordance with the district's security plan/crisis management plan.
- ix. Participates in the district's/school's emergency and crisis management plan as assigned.
- x. Reports all incidents of loitering, damage, and/or unlawful activity to the proper authorities, with significant information.
- xi. Familiarity knowledge of all current technology and video equipment as related to district security equipment.
- xii. Confers with appropriate district personnel in investigating all truancy and residency issues making the necessary home calls/home visits.
- xiii. Advises parents of their legal responsibility to ensure school attendance as required by law.
- xiv. Handles court matters pertaining to attendance problems; prepares necessary reports; and attends pre-trial conferences and/or court sessions as required.
- xv. Notifies immediately appropriate personnel of evidence of substance abuse, child abuse, child neglect, severe medical or social conditions, potential suicide or individuals appearing to be under the influence of alcohol, controlled substances, or anabolic steroids.
- xvi. Provides workshops and training for school personnel as necessary.
- xvii. Be visible within school community. Attends and participates in school functions as necessary. Build working relationship with each school's staff as well as with student and parent groups.
- xviii. Acts as liaison to local and county authorities.
- xix. Assist and coordinate monthly emergency management drills at each school with Director from September through June.
- xx. Protects confidentiality of records and information about staff/students and uses discretion when required to share any such information.
- xxi. Adheres to Stafford Board of Education policies and procedures.
- xxii. Be current and up to date on all required training.
- xxiii. Helps develop and execute the Continuity Plan and Reunification Plan.
- xxiv. Lead tabletop exercises in conjunction with Continuity Plan and Reunification Plan.
- xxv. Member of school safety committee teams.
- xxvi. Performs all other duties as assigned by the Superintendent, the Building Principal, his/her designee, or other appropriate Building/District administrators.

5. Payment:

- a. Eagleswood shall pay Stafford \$30.00 per hour or \$240.00 per day that the substitute safety officer provides in-person services to Eagleswood.

- b. All invoices should be emailed to George J. Chidiac, gchidiac@staffordschools.org and copied to Stephen Brennan, sbrennan@etesd.com.
- c. Invoices shall be processed and paid within 30 calendar days.
- d. Neither party shall have any further financial responsibility to the other arising out of this Agreement other than the payments called for in the body of the Agreement.

6. Employment: This Agreement does not create, establish, or imply an employment relationship among or between the parties to this Agreement. Stafford shall remain the employer for the Substitute Safety Officer. In the event that any issues with the Substitute Safety Officer's performance and/or conduct arise during the term of the Agreement, Eagleswood may immediately terminate this Agreement.

7. Background Check / Certification: Stafford represents that all assigned individuals providing services pursuant to this Agreement have undergone all required background checks, and have all required licenses and certifications necessary for the provision of said services.

8. Policies: In the course of performing services pursuant to this Agreement, the Substitute Safety Officer shall be required to comply with any and all applicable Eagleswood policies. In the event a Substitute Safety Officer has witnessed or has reliable information that a student has been subject to, harassment, intimidation or bullying during the event, he/she shall report the incident to the appropriate school official designated by Eagleswood's policy, or to any Eagleswood administrator or safe schools resource officer, who shall immediately initiate the Eagleswood procedures concerning school bullying.

9. Confidentiality: Substitute Safety Officer will be required to keep all Eagleswood student information strictly confidential in accordance with the Family Educational Rights and Privacy Act, 20 U.S.C. 1232g, and its implementing regulations at 34 C.F.R. 99.1 et seq. and N.J.A.C. 6A:32-7.1 et seq.

10. Records: Stafford and Eagleswood will maintain all documentation related to this transaction for a period of five years from the date of final payment. Such financial records shall be made available to the New Jersey Office of the State Comptroller upon request pursuant to N.J.A.C. 17:44-2.2

11. Indemnification:

- a. Stafford indemnifies and holds Eagleswood nominees, board members, officers, directors, agents, employees, successors and assigns harmless from and against any and all third-party claims, demands, liabilities, and expenses including reasonable attorney's fees and litigation expenses, arising from the negligent acts or omissions or

willful misconduct of Stafford, its agents, employees, or contractors, as it relates to the provision of Safety Officer services to Eagleswood.

- b. Eagleswood indemnifies and holds Stafford and Stafford's nominees, board members, officers, directors, agents, employees, successors and assigns harmless from and against any and all third-party claims, demands, liabilities, and expenses including reasonable attorney's fees and litigation expenses, arising from the negligent acts or omissions or willful misconduct of Eagleswood, its agents, employees, or contractors, as it relates to its duties under this Agreement.

12. Disputes: In the event a dispute shall arise concerning the terms and conditions of this Agreement and the parties are unable to reach a resolution between themselves, same shall be mediated and arbitrated by the Ocean County Executive County Superintendent. The County Superintendent's decision regarding any such dispute shall be final.

13. Authorization: Each party represents that the execution, delivery and performance of this Agreement has been authorized via a resolution by its respective board of education.

14. Entire Agreement: This Agreement constitutes the entire agreement and understanding between the parties in relation to its subject matter and supersedes all previous and contemporaneous agreements, understandings, representations and warranties between the parties. This Agreement may not be amended, altered or modified in any manner except in writing executed by the parties hereto.

15. Severability: If any term or condition of this Agreement, or any application of this Agreement shall be determined to be contrary to the laws, rules, or regulations of the State of New Jersey, or of the United States, such term or condition, or application shall be deemed to be invalid, but all other terms and conditions and application shall continue in full force and effect.

16. Non-Discrimination: The parties agree that the provisions of N.J.S.A.10:2-1 through 10:2-4 and N.J.S.A. 10:5-31, et seq., and the rules and regulations promulgated pursuant thereto, are hereby made a part of this agreement and are binding upon them.

17. Public Inspection and Filing: A copy of this Agreement shall be filed, for informational purposes, with the Division of Local Government Services in the Department of Community Affairs, pursuant to rules and regulations promulgated by the Director, in accordance with N.J.S.A. 40A:65-4(b).

18. Non-Assignment: The parties shall not assign this agreement to any person or entity in whole or in part.

19. Waiver: It is understood and agreed by the parties that a failure or delay in the enforcement of any of the provisions of this Agreement by either of the parties shall not be construed as a waiver of those provisions.

20. Headlines: Captions and headings in this Agreement are for ease of reference only and do not constitute a part of this Agreement.

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22. Modifications: The parties may modify this Agreement by the mutual consent of both boards of education. Any modification to the terms of this Agreement must be reduced to writing and shall become a written amendment to the Agreement between the parties

23. Authority to Execute: Stafford and Eagleswood will take action at their respective meetings of the boards of education authorizing the agreement to and execution of this Agreement.

Eagleswood Board of Education

Stafford Board of Education

Board President

Board President

Dated:

Dated:

Witness

Witness

Date of Board Adoption

Date of Board Adoption

SHARED SERVICES AGREEMENT
Between
THE STAFFORD TOWNSHIP BOARD OF EDUCATION
and
EAGLESWOOD BOARD OF EDUCATION

THIS AGREEMENT, dated this 12th day of May 2025 is by and between the Board of Education of Stafford Township in the County of Ocean, State of New Jersey, with offices located at 250 North Main Street Manahawkin, New Jersey 08050 ("Stafford"), and the Board of Education of Eagleswood Township Elementary School District in the County of Ocean, State of New Jersey, with offices located at 511 Route 9, West Creek, NJ 08092 ("Eagleswood").

W I T N E S S E T H:

WHEREAS, the Uniform Shared Services and Consolidated Act, N.J.S.A. 40A:65-1 et seq. (the "Act") authorizes local school districts to enter into an agreement with each other to provide or receive any service which the parties to an agreement are empowered to render within their own jurisdiction; and

WHEREAS, Stafford has an employment relationship and employment agreement with a Substitute Custodian; and

WHEREAS, Eagleswood has requested Stafford to provide Eagleswood with the services of its Substitute Custodian; and

WHEREAS, it is the desire of Stafford to provide Eagleswood with such services; and

WHEREAS, in furtherance of the principles of the Act, Eagleswood and Stafford (collectively the "parties") have negotiated an Agreement for the sharing of services within their respective jurisdictions;

NOW, THEREFORE BE IT RESOLVED that, based on the foregoing premises, and in consideration of the mutual promises and covenants of the parties, as set forth below, the parties agree as follows:

1. Purpose: The legal authority for such inter-local services is found in N.J.S.A. 40A:65-1 et seq. and N.J.A.C. 5:23-4.6 et seq. The governing bodies of Eagleswood and Stafford have determined that it is in the mutual best interest of each board for the parties for Stafford's Substitute Custodian to provide Custodian services to Eagleswood as set forth within this Agreement.

2. Term: This Agreement shall commence on July 1, 2025 and terminate on June 30, 2026.

3. Termination: Either party may terminate this Agreement for any reason on thirty (30) days written notice to the other party. In the event that either party defaults in the

performance of any of its obligations under this Agreement after receiving written notice of same and failing to cure such default within fourteen (14) days of said written notice, the non-defaulting party shall be entitled to terminate this Agreement. **Failure to Perform:** Each Party shall immediately notify the other party in writing of any alleged failure to satisfactorily perform its obligations under this Agreement. If the non-performing fails to rectify its performance within ten (10) days, the other party may cancel this Agreement upon thirty (30) days written notice. Stafford Township School District will be the responsible party for evaluating the Substitute Custodian and any disciplinary action that may occur during the Substitute Custodian's duration of employment and be entitled to a Stafford Township Education Association union representation.

4. Services: For the Term of this Agreement, Stafford will provide Substitute Custodian services to Eagleswood on an as needed basis. These services will be provided by the Stafford School District to Eagleswood pursuant to the following provisions:

- a. The Substitute Custodian shall work in Eagleswood, in person on an as needed basis, the days of the week must be mutually acceptable to both Stafford and Eagleswood administration.
- b. Hours: The Substitute Custodian will follow Eagleswood's school hours for staff on the assigned day to the district.
- c. The Substitute Custodian shall remain an employee of Stafford. As such, Stafford shall be responsible for maintaining Workers Compensation and Employer's Liability Insurance for the Substitute Custodian.
- d. The Substitute Custodian shall be available to Eagleswood Administration by phone or electronic mail on the day(s) of service.
- e. Additional services may be added to this contract as negotiated in the future.
- f. The Substitute Custodian shall complete the following tasks when working in Eagleswood in coordination with Eagleswood Administration:
 - i. Opens/closes the building each day. Determines, before leaving, that all doors and windows are secured, and all lights, except those left on for safety reasons, are turned off.
 - ii. Keeps building and premises, including sidewalks, driveways, and play areas neat and clean at all times.
 - iii. Operates heat, ventilation, and air conditioning systems to provide temperatures appropriate to the season and to ensure economical use of fuel, water, and electricity.
 - iv. Checks daily to ensure that all exit doors are clear and all panic bolts are working properly during the hours of building occupancy.
 - v. Displays the U.S. flag during school hours on days when school is in session.
 - vi. Cleans and dusts classrooms, offices, library and faculty room daily; empties wastebaskets in these areas.
 - vii. Cleans corridors after each school day, and during the day when their condition requires it.

- viii. Cleans and sanitizes bathroom fixtures and floors daily, and replenishes paper and soap supplies as needed.
- ix. Cleans and sanitizes all drinking fountains daily.
- x. Cleans cafeteria dining areas after use.
- xi. Shovels, plows, salts, and/or sweeps sidewalks, steps, driveways and parking areas as necessary.
- xii. Obeys all fire/safety and environmental laws and regulations relating to the plant operation.
- xiii. Keeps the grounds free from rubbish and debris.
- xiv. Cleans chalkboards or whiteboards daily.
- xv. Moves furniture or equipment within the building as required for various activities and as directed by the director of facilities or designee.
- xvi. Complies with all laws and procedures for the storage and disposal of trash, waste, and debris.
- xvii. Conducts an ongoing program of general maintenance, upkeep and repair, making minor repairs and reporting major repair needs promptly to the director of facilities or designee.
- xviii. Cleans all windows on both the inside and outside as scheduled.
- xix. Keeps all floors in a clean and attractive condition and in a good state of preservation.
- xx. Performs grounds keeping chores including grass cutting, tree trimming, leaf raking and removal of litter, to maintain the grounds in a safe and attractive condition.
- xxi. Performs related duties as assigned.

5. Payment:

- a. Eagleswood shall pay Stafford \$16.00 per hour for the Substitute Custodian provided in-person services to Eagleswood.
- b. All invoices should be emailed to George J. Chidiac, gchidiac@staffordschools.org and copied to Stephen Brennan, sbrennan@etesd.com
- c. Invoices shall be processed and paid within 30 calendar days.
- d. Neither party shall have any further financial responsibility to the other arising out of this Agreement other than the payments called for in the body of the Agreement.

6. Employment: This Agreement does not create, establish, or imply an employment relationship among or between the parties to this Agreement. Stafford shall remain the employer for the Substitute Custodian. In the event that any issues with the Substitute Custodian's performance and/or conduct arise during the term of the Agreement, Eagleswood may immediately terminate this Agreement.

7. Background Check / Certification: Stafford represents that all assigned individuals providing services pursuant to this Agreement have undergone all required background checks, and have all required licenses and certifications necessary for the provision of said services.

8. Policies: In the course of performing services pursuant to this Agreement, the Substitute Custodian shall be required to comply with any and all applicable Eagleswood policies. In the event a Custodian has witnessed or has reliable information that a student has been subject to, harassment, intimidation or bullying during the event, he/she shall report the incident to the appropriate school official designated by Eagleswood's policy, or to any Eagleswood administrator or safe schools resource officer, who shall immediately initiate the Eagleswood procedures concerning school bullying.

9. Confidentiality: Substitute Custodian will be required to keep all Eagleswood student information strictly confidential in accordance with the Family Educational Rights and Privacy Act, 20 U.S.C. 1232g, and its implementing regulations at 34 C.F.R. 99.1 et seq. and N.J.A.C. 6A:32-7.1 et seq

10. Records: Stafford and Eagleswood will maintain all documentation related to this transaction for a period of five years from the date of final payment. Such financial records shall be made available to the New Jersey Office of the State Comptroller upon request pursuant to N.J.A.C. 17:44-2.2

11. Indemnification:

- a. Stafford indemnifies and holds Eagleswood nominees, board members, officers, directors, agents, employees, successors and assigns harmless from and against any and all third-party claims, demands, liabilities, and expenses including reasonable attorney's fees and litigation expenses, arising from the negligent acts or omissions or willful misconduct of Stafford, its agents, employees, or contractors, as it relates to the provision of Substitute Custodian services to Eagleswood.
- b. Eagleswood indemnifies and holds Stafford and Stafford's nominees, board members, officers, directors, agents, employees, successors and assigns harmless from and against any and all third-party claims, demands, liabilities, and expenses including reasonable attorney's fees and litigation expenses, arising from the negligent acts or omissions or willful misconduct of Eagleswood, its agents, employees, or contractors, as it relates to its duties under this Agreement.

12. Disputes: In the event a dispute shall arise concerning the terms and conditions of this Agreement and the parties are unable to reach a resolution between themselves, same shall be mediated and arbitrated by the Ocean County Executive County Superintendent. The County Superintendent's decision regarding any such dispute shall be final.

13. Authorization: Each party represents that the execution, delivery and performance of this Agreement has been authorized via a resolution by its respective board of education.

14. Entire Agreement: This Agreement constitutes the entire agreement and understanding between the parties in relation to its subject matter and supersedes all previous and contemporaneous agreements, understandings, representations and warranties between the parties. This Agreement may not be amended, altered or modified in any manner except in writing executed by the parties hereto.

15. Severability: If any term or condition of this Agreement, or any application of this Agreement shall be determined to be contrary to the laws, rules, or regulations of the State of New Jersey, or of the United States, such term or condition, or application shall be deemed to be invalid, but all other terms and conditions and application shall continue in full force and effect.

16. Non-Discrimination: The parties agree that the provisions of N.J.S.A.10:2-1 through 10:2-4 and N.J.S.A. 10:5-31, et seq., and the rules and regulations promulgated pursuant thereto, are hereby made a part of this agreement and are binding upon them.

17. Public Inspection and Filing: A copy of this Agreement shall be filed, for informational purposes, with the Division of Local Government Services in the Department of Community Affairs, pursuant to rules and regulations promulgated by the Director, in accordance with N.J.S.A. 40A:65-4(b).

18. Non-Assignment: The parties shall not assign this agreement to any person or entity in whole or in part.

19. Waiver: It is understood and agreed by the parties that a failure or delay in the enforcement of any of the provisions of this Agreement by either of the parties shall not be construed as a waiver of those provisions.

20. Headlines: Captions and headings in this Agreement are for ease of reference only and do not constitute a part of this Agreement.

21. Governing Law: This Agreement and any questions concerning its validity, construction or performance shall be governed by the laws of the State of New Jersey.

22. Modifications: The parties may modify this Agreement by the mutual consent of both boards of education. Any modification to the terms of this Agreement must be reduced to writing and shall become a written amendment to the Agreement between the parties.

23. Authority to Execute: Stafford and Eagleswood will take action at their respective meetings of the boards of education authorizing the agreement to and execution of this Agreement.

Eagleswood Board of Education

Board President

Dated:

Witness

Date of Board Adoption

Stafford Board of Education

Board President

Dated:

Witness

Date of Board Adoption

Attachments are subject to change without notice.

SHARED SERVICES AGREEMENT
Between
THE STAFFORD TOWNSHIP BOARD OF EDUCATION
and
EAGLESWOOD BOARD OF EDUCATION

THIS AGREEMENT, dated this 12th day of May 2025 is by and between the Board of Education of Stafford Township in the County of Ocean, State of New Jersey, with offices located at 250 North Main Street Manahawkin, New Jersey 08050 ("Stafford"), and the Board of Education of Eagleswood Township Elementary School District in the County of Ocean, State of New Jersey, with offices located at 511 Route 9, West Creek, NJ 08092 ("Eagleswood").

WITNESSETH:

WHEREAS, the Uniform Shared Services and Consolidated Act, N.J.S.A. 40A:65-1 et seq. (the "Act") authorizes local school districts to enter into an agreement with each other to provide or receive any service which the parties to an agreement are empowered to render within their own jurisdiction; and

WHEREAS, Stafford has an employment relationship and employment agreement with a duly certified Transportation Services; and

WHEREAS, Eagleswood has requested Stafford to provide Eagleswood with the services of its Transportation Services; and

WHEREAS, it is the desire of Stafford to provide Eagleswood with such services; and

WHEREAS, in furtherance of the principles of the Act, Eagleswood and Stafford (collectively the "parties") have negotiated an Agreement for the sharing of services within their respective jurisdictions;

NOW, THEREFORE BE IT RESOLVED that, based on the foregoing premises, and in consideration of the mutual promises and covenants of the parties, as set forth below, the parties agree as follows:

1. Purpose: The legal authority for such inter-local services is found in N.J.S.A. 40A:65-1 et seq. and N.J.A.C. 5:23-4.6 et seq. The governing bodies of Eagleswood and Stafford have determined that it is in the mutual best interest of each board for the parties for Stafford's Transportation Services to provide Transportation Services to Eagleswood as set forth within this Agreement.

2. Term: This Agreement shall commence on July 1, 2025 and terminate on June 30, 2026.

3. Termination: Either party may terminate this Agreement for any reason on thirty (30) days written notice to the other party. In the event that either party defaults in the performance of any of its obligations under this Agreement after receiving written notice of same and failing to

cure such default within fourteen (14) days of said written notice, the non-defaulting party shall be entitled to terminate this Agreement. **Failure to Perform:** Each Party shall immediately notify the other party in writing of any alleged failure to satisfactorily perform its obligations under this Agreement. If the non-performing fails to rectify its performance within ten (10) days, the other party may cancel this Agreement upon thirty (30) days written notice. Stafford Township School District will be the responsible party for evaluating the Transportation Services and any disciplinary action that may occur during the Transportation Services' duration of employment and be entitled to a Stafford Township Education Association union representation.

4. Services: For the Term of this Agreement, Stafford will provide Transportation Services to Eagleswood on an as needed basis. Stafford Township will provide student busing, when required, at the cost of \$26.50/hour (this is based on Step 1 of the Stafford Township Education Association contract) up to 5.5 hours. Stafford Township shall provide transportation services for field trips at a rate of \$25/hour with a 2-hour daily minimum. Stafford Township will provide transportation, when possible, for out of district routes based at the cost of \$26.50/hour up to 5.5 hours. Stafford Township will provide transportation services for Extended School Year (ESY) at a rate of \$26.50 per hour with a 3-hour daily minimum, as needed. For out of district bus routes for which Stafford Township does not have an in-house route, Eagleswood shall contract with Monmouth Ocean Education Services Commission or other districts for the best daily rate. Stafford Township will subject all transportation routes through the bidding process required by law. The SBA will facilitate this process. These services will be provided by the Stafford Township School District to Eagleswood pursuant to the following provisions:

5. Employment: This Agreement does not create, establish, or imply an employment relationship among or between the parties to this Agreement. Stafford shall remain the employer for the Transportation Services. In the event that any issues with the Transportation Services' performance and/or conduct arise during the term of the Agreement, Eagleswood may immediately terminate this Agreement.

6. Background Check / Certification: Stafford represents that all assigned individuals providing services pursuant to this Agreement have undergone all required background checks, and have all required licenses and certifications necessary for the provision of said services.

7. Policies: In the course of performing services pursuant to this Agreement, the Transportation Services shall be required to comply with any and all applicable Eagleswood policies. In the event a Transportation Services has witnessed or has reliable information that a student has been subject to, harassment, intimidation or bullying during the event, he/she shall report the incident to the appropriate school official designated by Eagleswood's policy, or to any Eagleswood administrator or safe schools resource officer, who shall immediately initiate the Eagleswood procedures concerning school bullying.

8. Confidentiality: Transportation Services will be required to keep all Eagleswood student information strictly confidential in accordance with the Family Educational Rights and Privacy Act, 20 U.S.C. 1232g, and its implementing regulations at 34 C.F.R. 99.1 et seq. and N.J.A.C. 6A:32-7.1 et seq

9. Records: Stafford and Eagleswood will maintain all documentation related to this transaction for a period of five years from the date of final payment. Such financial records shall be made available to the New Jersey Office of the State Comptroller upon request pursuant to N.J.A.C. 17:44-2.2

10. Indemnification:

- a. Stafford indemnifies and holds Eagleswood nominees, board members, officers, directors, agents, employees, successors and assigns harmless from and against any and all third-party claims, demands, liabilities, and expenses including reasonable attorney's fees and litigation expenses, arising from the negligent acts or omissions or willful misconduct of Stafford, its agents, employees, or contractors, as it relates to the provision of Transportation Services to Eagleswood.
- b. Eagleswood indemnifies and holds Stafford and Stafford's nominees, board members, officers, directors, agents, employees, successors and assigns harmless from and against any and all third-party claims, demands, liabilities, and expenses including reasonable attorney's fees and litigation expenses, arising from the negligent acts or omissions or willful misconduct of Eagleswood, its agents, employees, or contractors, as it relates to its duties under this Agreement.

11. Disputes: In the event a dispute shall arise concerning the terms and conditions of this Agreement and the parties are unable to reach a resolution between themselves, same shall be mediated and arbitrated by the Ocean County Executive County Superintendent. The County Superintendent's decision regarding any such dispute shall be final.

12. Authorization: Each party represents that the execution, delivery and performance of this Agreement has been authorized via a resolution by its respective board of education.

13. Entire Agreement: This Agreement constitutes the entire agreement and understanding between the parties in relation to its subject matter and supersedes all previous and contemporaneous agreements, understandings, representations and warranties between the parties. This Agreement may not be amended, altered or modified in any manner except in writing executed by the parties hereto.

14. Severability: If any term or condition of this Agreement, or any application of this Agreement shall be determined to be contrary to the laws, rules, or regulations of the State of New Jersey, or of the United States, such term or condition, or application shall be deemed to be invalid, but all other terms and conditions and application shall continue in full force and effect.

15. Non-Discrimination: The parties agree that the provisions of N.J.S.A.10:2-1 through 10:2-4 and N.J.S.A. 10:5-31, et seq., and the rules and regulations promulgated pursuant thereto, are hereby made a part of this agreement and are binding upon them.

16. Public Inspection and Filing: A copy of this Agreement shall be filed, for informational purposes, with the Division of Local Government Services in the Department of Community Affairs, pursuant to rules and regulations promulgated by the Director, in accordance with N.J.S.A. 40A:65-4(b).

17. Non-Assignment: The parties shall not assign this agreement to any person or entity in whole or in part.

18. Waiver: It is understood and agreed by the parties that a failure or delay in the enforcement of any of the provisions of this Agreement by either of the parties shall not be construed as a waiver of those provisions.

19. Headlines: Captions and headings in this Agreement are for ease of reference only and do not constitute a part of this Agreement.

20. Governing Law: This Agreement and any questions concerning its validity, construction or performance shall be governed by the laws of the State of New Jersey.

21. Modifications: The parties may modify this Agreement by the mutual consent of both boards of education. Any modification to the terms of this Agreement must be reduced to writing and shall become a written amendment to the Agreement between the parties.

22. Authority to Execute: Stafford and Eagleswood will take action at their respective meetings of the boards of education authorizing the agreement to and execution of this Agreement.

Eagleswood Board of Education

Stafford Board of Education

Board President

Board President

Dated:

Dated:

Witness

Witness

Date of Board Adoption

Date of Board Adoption

SHARED SERVICES AGREEMENT
Between
THE STAFFORD TOWNSHIP BOARD OF EDUCATION
and
EAGLESWOOD BOARD OF EDUCATION

THIS AGREEMENT, dated this 12th day of May 2025 is by and between the Board of Education of Stafford Township in the County of Ocean, State of New Jersey, with offices located at 250 North Main Street Manahawkin, New Jersey 08050 ("Stafford"), and the Board of Education of Eagleswood Township Elementary School District in the County of Ocean, State of New Jersey, with offices located at 511 Route 9, West Creek, NJ 08092 ("Eagleswood").

W I T N E S S E T H:

WHEREAS, the Uniform Shared Services and Consolidated Act, N.J.S.A. 40A:65-1 et seq. (the "Act") authorizes local school districts to enter into an agreement with each other to provide or receive any service which the parties to an agreement are empowered to render within their own jurisdiction; and

WHEREAS, Stafford has an employment relationship and employment agreement with a duly certified Speech Therapist and

WHEREAS, Eagleswood has requested Stafford to provide Eagleswood with the services of its Speech Therapist; and

WHEREAS, it is the desire of Stafford to provide Eagleswood with such services; and

WHEREAS, in furtherance of the principles of the Act, Eagleswood and Stafford (collectively the "parties") have negotiated an Agreement for the sharing of services within their respective jurisdictions;

NOW, THEREFORE BE IT RESOLVED that, based on the foregoing premises, and in consideration of the mutual promises and covenants of the parties, as set forth below, the parties agree as follows:

1. Purpose: The legal authority for such inter-local services is found in N.J.S.A. 40A:65-1 et seq. and N.J.A.C. 5:23-4.6 et seq. The governing bodies of Eagleswood and Stafford have determined that it is in the mutual best interest of each board for the parties for Stafford's Speech Therapist to provide Speech Therapist services to Eagleswood as set forth within this Agreement.

2. Term: This Agreement shall commence on May 5, 2025 and terminate on June 30, 2025.

3. Termination: Either party may terminate this Agreement for any reason on thirty (30) days written notice to the other party. In the event that either party defaults in the performance of any of its obligations under this Agreement after receiving written notice of same and failing to cure such default within fourteen (14) days of said written notice, the non-defaulting party shall be entitled to terminate this Agreement. **Failure to Perform**: Each Party shall immediately notify the other party in writing of any alleged failure to satisfactorily perform its obligations under this Agreement. If the non-performing fails to rectify its performance within ten (10) days, the other party may cancel this Agreement upon thirty (30) days written notice. Stafford Township School District will be the responsible party for evaluating the Speech Therapist and any disciplinary action that may occur during the Speech Therapist's duration of employment and be entitled to a Stafford Township Education Association union representation.

4. Services: For the Term of this Agreement, Stafford will provide Speech Therapist services to Eagleswood for approximately 15 hours per week. These services will be provided by the Stafford School District to Eagleswood pursuant to the following provisions:

- a. The Speech Therapist shall work in Eagleswood, in person, two days per week, the days of the week must be mutually acceptable to both Stafford and Eagleswood administration.
- b. Hours: The Speech Therapist will follow Eagleswood's school hours for staff, not to exceed the Stafford Township Education Association contractual hours, on the assigned day to the district and will only be required to attend a certified staff meeting and faculty meeting in Stafford Schools as per their teacher contract agreement.
- c. The Speech Therapist will have a duty free lunch period and a prep period that follows the Stafford Township Education Association contract.
- d. The Speech Therapist shall remain an employee of Stafford. As such, Stafford shall be responsible for maintaining Workers Compensation and Employer's Liability Insurance for the Speech Therapist.
- e. The Speech Therapist shall be available to Eagleswood Administration by phone or electronic mail on the day they are assigned to Eagleswood only.
- f. The Speech Therapist shall at all times during the term of this Agreement hold a valid and appropriate certificate to act as a Speech Therapist.
- g. Additional services may be added to this contract as negotiated in the future.
- h. The Speech Therapist shall complete the following tasks when working in Eagleswood in coordination with Eagleswood Administration:
 1. Makes assessments, analyses and classifications of students' communication competencies and characteristics.
 2. Plans, prepares and delivers treatment programs for children with speech and language deficiencies.
 3. Provides diagnostic evaluations of pupils referred to the child study team for communication disorders and participates in team conferences related to those pupils.
 4. Develops and implements an individualized educational program (IEP) in conjunction with parents and teachers for pupils who are eligible for speech correction and identifies pupils in need of related services.

5. Provides individual and small group intervention sessions with students who have been classified.
6. Conducts classes in language stimulation.
7. Maintains close liaison with the child study team.
8. Keeps those records necessary for each child and completes all required local, state and federal reports.
9. Participates in the development and improvement of opportunities for disabled/exceptional students by providing individual or group in-service experiences for staff and parents.
10. Conducts ongoing evaluation of all children in the program to determine appropriateness of their program.
11. Acts as educational consultant to classroom teachers, guidance counselors and administrators as required.
12. Assists in proper referrals of individuals to agencies and specialists in the community.
13. Assumes primary responsibility for requisitioning and maintaining needed equipment and supplies.
14. Participates in appropriate professional development activities to keep abreast of latest developments in the field of speech pathology and related fields.
15. Assumes other related duties as assigned by the superintendent of schools or the supervisor of special services.

5. Payment:

- a. Eagleswood shall pay Stafford \$51.44 per hour that the Speech Therapist provides in-person services to Eagleswood.
- b. Travel Reimbursement: As per Stafford Township School District's Education Association Contract:
 - a. Teachers who may be required to use their own car in the performance of their duties and teachers who are assigned to more than one school shall be reimbursed for all such travel at the rate of the IRS standard mileage rate per school year.
 - b. Reimbursement shall be made at the conclusion of the school year, pro-rated based on the duration of this agreement.
 - c. The annual maximum per employee shall not exceed \$1500.00 as per Policy #6471.
 - d. All travel requests must be submitted and approved in writing by the Superintendent of Schools.
- c. All invoices should be emailed to George J. Chidiac, gchidiac@staffordschools.org and copied to Stephen Brennan, sbrennan@etesd.com.
- d. Invoices shall be processed and paid within 30 calendar days.
- e. Neither party shall have any further financial responsibility to the other arising out of this Agreement other than the payments called for in the body of the Agreement.

6. Employment: This Agreement does not create, establish, or imply an employment relationship among or between the parties to this Agreement. Stafford shall remain the employer for the Speech Therapist. In the event that any issues with the Speech Therapist's performance and/or conduct arise during the term of the Agreement, Eagleswood may immediately terminate this Agreement.

7. Background Check / Certification: Stafford represents that all assigned individuals providing services pursuant to this Agreement have undergone all required background checks, and have all required licenses and certifications necessary for the provision of said services.

8. Policies: In the course of performing services pursuant to this Agreement, the Speech Therapist shall be required to comply with any and all applicable Eagleswood policies. In the event a Speech Therapist has witnessed or has reliable information that a student has been subject to, harassment, intimidation or bullying during the event, he/she shall report the incident to the appropriate school official designated by Eagleswood's policy, or to any Eagleswood administrator or safe schools resource officer, who shall immediately initiate the Eagleswood procedures concerning school bullying.

9. Confidentiality: Speech Therapist will be required to keep all Eagleswood student information strictly confidential in accordance with the Family Educational Rights and Privacy Act, 20 U.S.C. 1232g, and its implementing regulations at 34 C.F.R. 99.1 et seq. and N.J.A.C. 6A:32-7.1 et seq.

10. Records: Stafford and Eagleswood will maintain all documentation related to this transaction for a period of five years from the date of final payment. Such financial records shall be made available to the New Jersey Office of the State Comptroller upon request pursuant to N.J.A.C. 17:44-2.2.

11. Indemnification.

- a. Stafford indemnifies and holds Eagleswood nominees, board members, officers, directors, agents, employees, successors and assigns harmless from and against any and all third-party claims, demands, liabilities, and expenses including reasonable attorney's fees and litigation expenses, arising from the negligent acts or omissions or willful misconduct of Stafford, its agents, employees, or contractors, as it relates to the provision of Speech Therapist services to Eagleswood.
- b. Eagleswood indemnifies and holds Stafford and Stafford's nominees, board members, officers, directors, agents, employees, successors and assigns harmless from and against any and all third-party claims, demands, liabilities, and expenses including reasonable attorney's fees and litigation expenses, arising from the negligent acts or

omissions or willful misconduct of Eagleswood, its agents, employees, or contractors, as it relates to its duties under this Agreement.

12. Disputes: In the event a dispute shall arise concerning the terms and conditions of this Agreement and the parties are unable to reach a resolution between themselves, same shall be mediated and arbitrated by the Ocean County Executive County Superintendent. The County Superintendent's decision regarding any such dispute shall be final.

13. Authorization: Each party represents that the execution, delivery and performance of this Agreement has been authorized via a resolution by its respective board of education.

14. Entire Agreement: This Agreement constitutes the entire agreement and understanding between the parties in relation to its subject matter and supersedes all previous and contemporaneous agreements, understandings, representations and warranties between the parties. This Agreement may not be amended, altered or modified in any manner except in writing executed by the parties hereto.

15. Severability: If any term or condition of this Agreement, or any application of this Agreement shall be determined to be contrary to the laws, rules, or regulations of the State of New Jersey, or of the United States, such term or condition, or application shall be deemed to be invalid, but all other terms and conditions and application shall continue in full force and effect.

16. Non-Discrimination: The parties agree that the provisions of N.J.S.A.10:2-1 through 10:2-4 and N.J.S.A. 10:5-31, et seq., and the rules and regulations promulgated pursuant thereto, are hereby made a part of this agreement and are binding upon them.

17. Public Inspection and Filing: A copy of this Agreement shall be filed, for informational purposes, with the Division of Local Government Services in the Department of Community Affairs, pursuant to rules and regulations promulgated by the Director, in accordance with N.J.S.A. 40A:65-4(b).

18. Non-Assignment: The parties shall not assign this agreement to any person or entity in whole or in part.

19. Waiver: It is understood and agreed by the parties that a failure or delay in the enforcement of any of the provisions of this Agreement by either of the parties shall not be construed as a waiver of those provisions.

20. Headlines: Captions and headings in this Agreement are for ease of reference only and do not constitute a part of this Agreement.

21. Governing Law: This Agreement and any questions concerning its validity, construction or performance shall be governed by the laws of the State of New Jersey.

22. Modifications: The parties may modify this Agreement by the mutual consent of both boards of education. Any modification to the terms of this Agreement must be reduced to writing and shall become a written amendment to the Agreement between the parties

23. Authority to Execute: Stafford and Eagleswood will take action at their respective meetings of the boards of education authorizing the agreement to and execution of this Agreement.

Eagleswood Board of Education

Stafford Board of Education

Board President

Board President

Dated:

Dated:

Witness

Witness

Date of Board Adoption

Date of Board Adoption

Attachments are subject to change without notice.

2025-2026 HEALTHY MEALS

Stafford Township School District

Breakfast

Student Breakfast	\$2.35	Adult Breakfast	\$2.75
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Lunch

Student Lunch	\$3.60	Adult Lunch	\$4.10
Student Entrée Only	\$2.85	Adult Entrée Only	\$3.35
Extra Entrée with Lunch	\$2.52		

Beverages

Milk	\$0.75	100% Juice 4 oz.	\$0.75
Bottled Water 8 oz./16 oz.	\$0.80/\$1.25	100% Sparkling Juice	\$2.25

À La Carte Snacks

Fresh or Chilled Fruit	\$0.55	WG Package Cookie	\$1.25
Vegetable Side	\$0.55	Soft Pretzel	\$1.00
Small Side Salad	\$1.75	Fresh Baked Cookie	\$.50
Savory Soup	\$1.75	Ice Cream	\$1.75-\$2.25
Baked Chips	\$1.25	Rice Krispie Treat	\$1.25
Churro	\$1.00	Pop Tart	\$1.25
Cereal Bar	\$1.25		



QUESTIONS OR COMMENTS?

Please call us at (973) 598-0005
to speak to one of Maschio's
Registered Dietitian Nutritionists.

FOLLOW US:

@MASCHIOFOOD



Healthy meals grow

healthy kids!

SHARED SERVICES AGREEMENT ("AGREEMENT") FOR FOOD SERVICES

BETWEEN

THE STAFFORD TOWNSHIP BOARD OF EDUCATION

AND

THE EAGLESWOOD TOWNSHIP BOARD OF EDUCATION

This Agreement is made by and between the Stafford Township Board of Education, an educational entity of the State of New Jersey, having its principal offices located at 250 North Main Street, Mahanawkin, New Jersey 08050 ("Stafford") and the Eagleswood Township Board of Education, an educational entity of the State of New Jersey, having its principal offices located at 511 Route 9, West Creek, New Jersey 08092 ("Eagleswood").

WHEREAS, pursuant to the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et seq., a board of education, as a local unit of the State of New Jersey, has the authority to enter into a contract with any other board of education or local unit for the provision of services jointly within the jurisdictions of both boards of education, to the extent that either board of education is empowered to provide or receive the service within its own jurisdiction; and

WHEREAS, Stafford is a Local Education Agency with the authority to administer the free and reduced meal program pursuant to 42 U.S.C. §1751 et seq., 7 C.F.R. §210.2 and 7 C.F.R. §220.2; and

WHEREAS, Eagleswood wishes to transfer authority to operate the National School Lunch Program, the School Breakfast Program and the After School Snack Program to Stafford;

WHEREAS, Eagleswood has requested of Stafford to provide food services, including its National School Lunch Program, its School Breakfast Program, and its After School Snack Program as needed for the **2025-2026** school year with the exception that Eagleswood will be responsible for reviewing and approving all of their Free and Reduced Lunch Applications and notifying the Food Service of the approval, upon mutually agreeable terms and conditions as set forth herein below.

TERMS AND CONDITIONS

THEREFORE, in consideration of the mutual terms, conditions and covenants contained in this Agreement, the parties hereby agree as follows:

SERVICES. Stafford will provide the following services to Eagleswood:

1. Provision and Management of Food Services: An onsite manager where upon Eagleswood will reimburse Stafford for the salary and benefits, payable in MONTHLY installments not to exceed \$30,408 per annum.
2. Provision and Management of the Free and Reduced Meals Program:
 - a. Eagleswood is hereby transferring and Stafford is hereby accepting all legal and financial authority for daily on-site operation of the programs noted herein above for the students of Eagleswood.

- i. Stafford will be responsible for:
 1. Obtaining from Eagleswood, recording and reporting point of service counts for eligibility categories via Stafford or its food services independent contractor;
 2. Collecting money, selling tickets, and implementing the existing meal charges policy (which is acceptable to both parties) via Stafford or its food services independent contractor;
 3. Determining unit prices and menu planning;
 4. Administering the meals at cafeteria sites via Stafford or its food services independent contractor;
 5. Maintaining the records for the programs set forth herein above as well as the retaining of free/reduced price meal applications. In interest of time, all applications will be reviewed, approved and parental notification sent by Eagleswood then submitted to Stafford. All pertinent information submitted for Direct Certification must be processed by Eagleswood and done by Stafford, in accordance with applicable timeframes set forth in the regulations;
 6. Complying with all school meal program federal and state regulations, including but not limited to provisions regarding confidentiality of student information.
 7. Processing the applications, including determining eligibility, notifying applicants, reviewing all applications for completeness will be handled by Eagleswood to ensure timeliness then submitting these applications to Stafford. Stafford will do a second review of the applications at a later date completing the verification requirements, providing a Determining Official, and updating eligibility changes;
- ii. Eagleswood remains responsible for:
 1. Distributing the free/reduced-price meal eligibility applications;
- b. The parties hereby agree that meals will be provided in accordance with Eagleswood's school calendar.

PAYMENT. In return for the services set forth in Paragraph #1 herein above, Eagleswood will make payment to Stafford in the amount of \$30,408 in ten monthly payments. Payment shall be due on or before the 15th of each month, beginning September 15, 2025. In addition, Stafford shall be entitled to all financial payments and/or, reimbursements from the Department of Agriculture for Eagleswood students.

INFORMATION SHARING AND CONFIDENTIALITY.

1. Stafford's food services independent contractor will need to know student information including but not limited to allergies and other specific student food service needs. Eagleswood agrees to provide Stafford with this information.
2. Eagleswood maintains responsibility for student food service needs and agrees to indemnify and hold Stafford harmless provision for issues arising under this provision for any failure on the part of Eagleswood to appropriately meet a student's food service need.
3. Stafford agrees to maintain confidentiality of any student information shared pursuant to the terms of this agreement in accordance with applicable law.

COOPERATION. The parties hereby agree to cooperate fully, to work in good faith, and to mutually assist each other in the performance of this agreement. In connection therewith, the parties shall from time to time meet upon reasonable request of either party at a mutually agreed time and location to confer in good faith and amicably in a business-like manner work out disputes arising from the implementation of this agreement.

TERM. The initial term of this agreement shall be the 2025-2026 school year. If the parties mutually agree, they may extend the terms of this agreement by executing a written renewal. However, if the parties do not

mutually agree to renew the terms of this agreement, the agreement shall terminate on June 30, 2026. The term of each renewal shall not exceed one school year.

TERMINATION. Either party has the authority to terminate this Agreement, for any reason not otherwise prohibited by law, through formal action taken by either Board at a duly advertised public meeting of the Board of Education, and upon sixty (60) days written notice thereafter to the other party.

ENTIRE AGREEMENT. This document embodies the entire agreement between the parties. Any such modifications or amendments shall be in writing, signed by both parties, attached hereto, and shall become part of this Agreement.

SEVERABILITY. If any provision of this Agreement is held to be invalid or unenforceable for any reason, this Agreement shall remain in full force and effect in accordance with its terms, disregarding such unenforceable or invalid provisions.

AUTHORIZATIONS AND SIGNATURES

AUTHORIZING RESOLUTIONS. Pursuant to N.J.S.A. 40A:65-5, Stafford and Eagleswood shall each adopt a resolution authorizing this Agreement. The resolutions adopted by Stafford and by Eagleswood shall authorize the execution of this form of Agreement by the respective Presidents and Board Secretaries of the Eagleswood Board of Education and Stafford Board of Education.

IN WITNESS WHEREOF, the parties have authorized their duly established officers to set their hands and seals below to confirm the agreement of the respective parties to the terms of this Shared Services Agreement.

ATTEST/WITNESS

STAFFORD TOWNSHIP BOARD OF EDUCATION

Lourdes LaGuardia, Board Secretary/
School Business Administrator

Tammy Wagner, Board President

ATTTEST/WITNESS

EAGLESWOOD TOWNSHIP BOARD OF EDUCATION

Stephen Brennan, Board Secretary/
School Business Administrator

Isabella Pharo, Board President

**Stafford Township School District
Office of Instructional Services
Manahawkin, NJ 08050
Professional Development Requests
For Approval at: 5/12/2025
Board of Education Meeting**

Date of Workshop	Provider, Location (Description/"Title")	Attendance is Mandatory (M), Optional (O), ETTC Hours (E)	Attendee	If Annual Event: total Attendance and Cost for Previous Year	Total Cost for Each Date, Each Attendee
5/1/25	Legal One Affirmative Action Officer Certificate Program -self paced- online- NJPSA/FEA	M	Stephanie Bush		\$500.00
10/20/25-10/23/2025	NJBSA, NJ School Boards Workshop, AC Convention Center, Atlantic City		George Chidiac Lourdes LaGuardia Stephanie Bush Sean Reilly Michael Wilk Kevin Cooney Brian Penlon Gregory Gioe Robert Morello Matthew Regulski Christopher Smith Bonnie Strouse Tammy Wagner Joseph Washco		Group \$2000.00 (\$142.86 each \$108.61/each travel expense)
5/9/25	2024-2025 Regional PreSchool Administrator Meeting-Burlington HS Burlington, NJ	M	William Wilkinson		\$55.00 (travel expense)
5/30/25	Lifeforce CPR instructor recertification-Neptune	M	Jessica Bayer		\$90.00 + \$20 (travel) = \$110.00
5/20/25	MOESC Lunch and Learn / Updates Fire Codes, Security, AI	O	Lourdes LaGuardia		\$561.02 (travel Expenses)
5/13/25	NJDOE- SEL4NJ Brick by Brick: A Leader's guide to Building SEL in Schools	O	Caitlin Gioe		\$60.00 (travel expenses)

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

**Stafford Township School District
Office of Instructional Services**

Manahawkin, NJ 08050
Professional Development Requests
For Approval at: 5/12/2025
Board of Education Meeting

Date of Workshop	Provider, Location (Description/"Title")	Attendance is Mandatory (M), Optional (O), ETTC Hours (E)	Attendee	If Annual Event: total Attendance and Cost for Previous Year	Total Cost for Each Date, Each Attendee
10/15/2025- (VP) 10/16-17/25	2025 NJPSA/FEA/NJASCD Fall Conference- Ocean Casino Resort, Atlantic City	O	Hope Zaun Kristin Ducker Tiffany Eberle Jacqueline Aliseo Susan D'Alessandro Jennifer Lowe Dawn Reo William Wilkinson Richard Meyer		\$2235 + \$500 (travel expenses)= \$2735

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

To approve the following substitutes for the 2024-2025 school year:

- a. Brittany Rabinowitz= Teacher Aide
- b. #Ashley Fenkel= County Certified Teacher
- c. Christine MacCotter=Teacher Aide
- d. Susan Townsend= Teacher Aide
- e. Jessica Arnone= Teacher Aide
- f. Debra Hein= Teacher Aide
- g. Melissa Smentkowski= County Certified Teacher, Teacher Aide, Secretary
- h. Amanda Uccellini= County Certified Teacher, Teacher Aide
- i. +Santa Spanvill=Teacher Aide, CPA
- j. +Tracey McGowan= Teacher Aide, Custodian
- k. Lori Silberberg= Bus Aide

>Indicates rehire

*Indicates upgrade

+Indicates an additional position

#TA w/certification

Revised 4/29/2025

Attachments are subject to change without notice.

[illegible][illegible]

Administrator Rehire 25.26 SY

	Last Name	First Name	Location	Position
1	Reilly	Sean	Administration	Director of Special Services
2	Ducker	Kristin	Intermediate	Vice Principal
3	Zaun	Hope	Intermediate	Principal
4	Aliseo	Jacqueline	McKinley	Vice Principal
5	Eberle	Tiffany	McKinley	Principal
6	D'Alessandro	Susan	Ocean Acres	Principal
7	Lowe	Jennifer	Ocean Acres	Vice Principal
8	Wilkinson	William	Oxycocus	Director of Early Education
9	Meyer	Richard	Primary Learning Center	Vice Principal
10	Reo	Dawn	Primary Learning Center	Principal

Attachments are subject to change without notice.

Certified Staff Rehire 25.26 SY

	Last Name	First Name	Location	Position
1	Aboyoun	Marcella	Intermediate	Teacher - Grade 6
2	Bamber	Thomas	Intermediate	Teacher - ERI Class
3	Bazerque	Kaitlyn	Intermediate	Teacher- Speech
4	Blomquist	James	Intermediate	Teacher - Grade 6
5	Breslow	Daniel	Intermediate	Teacher - Grade 5
6	Burgess	Nadine	Intermediate	Teacher - Basic Skills
7	Costello	Thomas	Intermediate	School Psychologist
8	D'Agostino	Amy	Intermediate	Teacher - Resource Room
9	Dean	Madison	Intermediate	Teacher- Grade 5
10	Deren	Kristi	Intermediate	Teacher- Grade 5
11	Derion	Jenna	Intermediate	Teacher- Grade 6
12	Dillon	Kelly	Intermediate	Teacher- Grade 5
13	DiPasquale	Daniel	Intermediate	Teacher - Health & Phys. Ed.
14	Farrell	Shannon	Intermediate	Teacher - Basic Skills
15	Flynn	Kelley	Intermediate	Teacher LLD Class
16	Fritz-Wegryn	Janeen	Intermediate	Teacher- Grade 6
17	Gallacher	Tracey	Intermediate	Teacher- Grade 6
18	Georgeson	Victoria	Intermediate	Teacher- Grade 5
19	Golderer	Jeannine	Intermediate	Teacher- Grade 5
20	Haldenwang	Danielle	Intermediate	Teacher- Grade 5
21	Kelly	Michele	Intermediate	Teacher- Grade 6
22	Kirk	Alexis	Intermediate	Teacher- Grade 5
23	Kuhl	Emma	Intermediate	Teacher - Resource Room
24	Lally	Alicia	Intermediate	Teacher- Grade 6
25	Leming	Erika	Intermediate	Teacher- Grade 6
26	Mastrogiovanni	Shannon	Intermediate	Teacher - Computer/G & T
27	McAvoy	Laurie Ann	Intermediate	Teacher- Grade 5
28	McCue	Elizabeth	Intermediate	Teacher - LLD Class
29	McHugh	Alexis	Intermediate	Teacher - Speech
30	Mendes	Amanda	Intermediate	Teacher- Grade 5
31	Molzon	Kelsey	Intermediate	School Counselor
32	Newcomb	Kelly	Intermediate	Teacher - STEAM
33	Newman	Elizabeth	Intermediate	School Social Worker
34	Nulty	Charles	Intermediate	Teacher - Music
35	O'Donnell	Meredith	Intermediate	Teacher- Grade 5
36	Opalenik	George	Intermediate	Teacher - Resource Room
37	Palermo	Samantha	Intermediate	Teacher- Grade 6
38	Parsley	Kristine	Intermediate	Teacher- Grade 6
39	Potts	Jill	Intermediate	Teacher- Grade 5
40	Power	Alexa	Intermediate	Teacher- Grade 6
41	Reilly	Katherine	Intermediate	Teacher - Resource Room
42	Rowland	Jennifer	Intermediate	Teacher - MD Class
43	Ruiz	Mary	Intermediate	Teacher - Basic Skills
44	Siciliano	Kaitlyn	Intermediate	Teacher- Grade 5
45	Staub	Jaime	Intermediate	Teacher- Grade 6
46	Sutton	Jessica	Intermediate	Teacher - Art

Certified Staff Rehire 25.26 SY

47	Tapia	Danielle	Intermediate	Teacher - Resource Room
48	Tomlinson	Jennifer	Intermediate	Teacher - Grade 6
49	Tylicki	Tracey	Intermediate	Teacher - Music
50	Waldron	Cara	Intermediate	Long Term Sub Floater Nurse
51	Adanatzian	Diana	McKinley	Teacher- Grade 4
52	Aires	Matthew	McKinley	Teacher - Health & Phys. Ed.
53	Banach	Megan	McKinley	Teacher - Grade 3
54	Beauchemin	Megan	McKinley	Teacher - Basic Skills
55	Becker	Caitlin	McKinley	Teacher- Grade 3
56	Berardo	Liane	McKinley	Teacher- Grade 3
57	Bisogno	Brielle	McKinley	PT Teacher - Health & Phys. Ed.
58	Bodziak	Kelly	McKinley	Teacher- Grade 3
59	Brady	Sarah	McKinley	Teacher - Grade 3
60	Buck	Julie	McKinley	Teacher- Grade 3
61	Calantoni	Lisa	McKinley	Teacher - ESL
62	Cheeseman	Kristin	McKinley	Teacher- Grade 4
63	Choflet	Monica	McKinley	Teacher- Grade 4
64	Cipriano	Jenna	McKinley	Teacher- Grade 3
65	Colecchia	Tiffanie	McKinley	Teacher- Grade 3
66	Colucci	Heather	McKinley	School Counselor
67	Cruz	Kathy	McKinley	Teacher-Spanish
68	Davis	Susanne	McKinley	Teacher- Grade 4
69	DeFilippis	Crystal	McKinley	Teacher- Grade 4
70	Denise	Madison	McKinley	Teacher - LLD Class
71	Dillon	Mark	McKinley	Teacher- Grade 3
72	Dohn	Sherry	McKinley	Occupational Therapist
73	Dreher	Sarah	McKinley	Teacher- Grade 4
74	DuBois	Jennifer	McKinley	Teacher- Grade 3
75	Eck'Art	Kerry	McKinley	Teacher- Grade 4
76	Gallagher	Shannon	McKinley	Teacher- Grade 4
77	Gioe	Caitlin	McKinley	Teacher- SEL
78	Guerrera	Jordan	McKinley	Teacher- Grade 4
79	Hahl	Tiffany	McKinley	Teacher - MD Class
80	Kilgallon	Susan	McKinley	Teacher - STEAM
81	Knoeller	Francesca	McKinley	Teacher- Grade 4
82	Levrock	Kelly	McKinley	Teacher - Resource Room
83	Mc Coy	Pia	McKinley	Physical Therapist Assistant
84	McElroy	Molly	McKinley	Teacher-Resource Room
85	Mikuletzky	Meghan	McKinley	Teacher - LLD Class
86	Molettiere	Julia	McKinley	School Nurse
87	Montefusco	Donald	McKinley	Teacher - Health & Phys. Ed.
88	Motta	Dorena	McKinley	Teacher- Grade 3
89	Myers	Madeline	McKinley	Teacher - Music
90	Nelson	Mandy	McKinley	Teacher- Grade 4
91	Nicoletti	Cheryl	McKinley	Teacher- Grade 3
92	Paolo	Heather	McKinley	Teacher - Resource Room
93	Rechenberg	Lori	McKinley	Teacher - Basic Skills

Certified Staff Rehire 25.26 SY

94	Reeves	Brooke	McKinley	Teacher- Grade 3
95	Salvaggione	Kerri	McKinley	Teacher- Grade 3
96	Scali	Leah	McKinley	Teacher - Resource Room
97	Simon	Michelle	McKinley	Teacher - Resource Room
98	Smolens	MaryFrancis	McKinley	LDTC
99	St Germain	Elise	McKinley	Teacher - Basic Skills
100	Stivala	Robyn	McKinley	Teacher- Grade 4
101	Stout	Maria	McKinley	Teacher - Resource Room
102	Szczepan	Stephanie	McKinley	School Psychologist
103	Terry	Chelsey	McKinley	Teacher- Speech
104	Vincent	Gabriella	McKinley	Teacher-Grade 3
105	Weber	Jamie	McKinley	Teacher- Resource
106	Willadsen	Suzanne	McKinley	Teacher - Art
107	Wright	Alyssa	McKinley	Teacher- Music
108	Allotta	Alison	Ocean Acres	School Nurse
109	Bellissimo	Alicia	Ocean Acres	Teacher- Preschool
110	Bevacqua	Nicole	Ocean Acres	Teacher- Grade 1
111	Bohm	Anna	Ocean Acres	Teacher - LLD Class
112	Bradley	Elizabeth	Ocean Acres	Teacher - Basic Skills
113	Brant	Tiffany	Ocean Acres	Teacher- Grade 1
114	Brown	Jocelyn	Ocean Acres	Teacher-PIC/PIRS
115	Bruther	Tracey	Ocean Acres	Occupational Therapist
116	Buckley	Kathrine	Ocean Acres	Teacher - Basic Skills
117	Burke	Jeanne Marie	Ocean Acres	Teacher- Grade 2
118	Callandrielo	Rachel	Ocean Acres	Teacher- Grade 2
119	Cooney	Jennifer	Ocean Acres	Teacher- Grade 1
120	Costigan	Kenneth	Ocean Acres	Teacher - Health & Phys. Ed.
121	Cracchiolo	Stefani	Ocean Acres	Teacher - Music
122	Dante	Andrea	Ocean Acres	Teacher- Grade 1
123	DeFillippo	Jessica	Ocean Acres	Teacher- Grade 2
124	Doran	Carol	Ocean Acres	School Nurse
125	Entrikin	Scott	Ocean Acres	School Counselor
126	Frangipani	Jullian	Ocean Acres	Teacher- Speech
127	Frost	Victoria	Ocean Acres	Teacher- LLD Class
128	Garcia-Romero	Ashley	Ocean Acres	Teacher- Grade 2
129	Georgieff	Alexandra	Ocean Acres	Teacher- Preschool
130	Gudzak	Loren	Ocean Acres	Teacher - MD Class
131	Hebeler	Caitlin	Ocean Acres	Teacher- BD Class
132	Hill	Mary	Ocean Acres	Teacher - Resource Room
133	Johnson	Emily	Ocean Acres	Teacher- Grade 2
134	Kievit	Kelly	Ocean Acres	Teacher- Grade 1
135	Kilgallon	Daniel	Ocean Acres	Behaviorist
136	Kossove	Danielle	Ocean Acres	Teacher- Grade 2
137	Kundrat	Lori	Ocean Acres	Teacher- Preschool
138	Maloney	Theresa	Ocean Acres	Teacher- Grade 2
139	Mangino	Rebecca	Ocean Acres	Teacher- Preschool
140	Matthews	Stacy	Ocean Acres	Teacher- Grde 1

Certified Staff Rehire 25.26 SY

141	Metzger	Amanda	Ocean Acres	Teacher- Grde 2
142	Muina	Jacquelyn	Ocean Acres	Teacher- Grade 2
143	Murphy	Jaime	Ocean Acres	Teacher- Grade 2
144	Murphy-Greenblatt	Christine	Ocean Acres	LDTC
145	Nadeau	Jennifer	Ocean Acres	Teacher- Grade 1
146	Pandolfo	Shannon	Ocean Acres	Teacher- Grade 2
147	Pelenski	Miguelina	Ocean Acres	Teacher- Spanish
148	Pirone	Shannon	Ocean Acres	School Psychologist
149	Posa	Stephanie	Ocean Acres	Teacher- Preschool
150	Potter	Kelly	Ocean Acres	Teacher- Grade 1
151	Quinn	Taryn	Ocean Acres	Behaviorist
152	Reese	Kelly	Ocean Acres	Teacher- Grade 2
153	Reilly	Alexandra	Ocean Acres	Teacher- Grade 1
154	Renner	Jill	Ocean Acres	Teacher- Speech
155	Rodriguez	Lauren	Ocean Acres	Teacher- Preschool
156	Rotundo	Susanne	Ocean Acres	Teacher- Grade 1
157	Ruggiero	Frank	Ocean Acres	Teacher- Art
158	Savianeso	Ryan	Ocean Acres	Teacher- Health & PE
159	Schnepp	Jordyn	Ocean Acres	Teacher- Grade 1
160	Seegers	Julie	Ocean Acres	Teacher- Grade 1
161	Signorino	Trevor	Ocean Acres	Teacher - Health & Phys. Ed.
162	Smith	Steven	Ocean Acres	Teacher - Resource Room
163	Sutton	Kathryn	Ocean Acres	Teacher-Preschool
164	Titus	Kristin	Ocean Acres	Teacher- Grade 1
165	Toci	Lisa	Ocean Acres	Teacher - Resource Room
166	VanDeMark	Ashley	Ocean Acres	Teacher- Grade 2
167	Vaughan	Kelly	Ocean Acres	Teacher- MD Class
168	Walker	Amanda	Ocean Acres	Teacher- Preschool
169	Watson	Robyn	Ocean Acres	Teacher - STEAM
170	Abbatemarco	Kristen	Oxycocus	School Social Worker
171	Armstrong	Jamie	Oxycocus	Teacher- Preschool
172	Bilardo	Kaley	Oxycocus	Teacher - PSD Class
173	Boeta	Amanda	Oxycocus	Teacher - PSD Class
174	Calicchio	Leann	Oxycocus	Teacher- Preschool
175	Cattelona	Nicole	Oxycocus	Preschool Intervention Referral Specialist
176	Costello	Trisha	Oxycocus	CPIS
177	Darmody	Mary	Oxycocus	Preschool Instructional Coach
178	DeBella-McNemer	Ashley	Oxycocus	Teacher- Preschool
179	Elia-Way	Alyssa	Oxycocus	Teacher- Preschool
180	Galeotafiore	Megan	Oxycocus	Teacher-Preschool
181	Garris	Danielle	Oxycocus	School Psychologist
182	Hobbs	Gabrielle	Oxycocus	Teacher - PSD Class
183	Hollenback	Tamara	Oxycocus	Occupational Therapist
184	Mancini	Eileen	Oxycocus	School Nurse
185	Myhre	Amber	Oxycocus	Teacher- Speech
186	Nelson	Brian	Oxycocus	Teacher - Health & Phys. Ed.
187	Panacek	Anna	Oxycocus	Teacher- Preschool

Certified Staff Rehire 25.26 SY

188	Peters	Shannon	Oxycocus	Teacher- Speech
189	Schmitt	Renee	Oxycocus	Teacher - PSD Class
190	Shimonis	Marie	Oxycocus	Teacher- Preschool
191	Smith	Jessica	Oxycocus	Teacher-Preschool
192	Spaschak	Molly	Oxycocus	School Social Worker
193	Swain	Linda	Oxycocus	Teacher- Preschool
194	Woram	Stephanie	Oxycocus	Teacher - PSD Class
195	Bayer	Jessica	Primary Learning Center	Teacher - Health & Phys. Ed.
196	Brummer	Nicole	Primary Learning Center	Teacher- Kindergarten
197	Callhahan	Roxanne	Primary Learning Center	Teacher - STEAM
198	Carbone	Jeanie	Primary Learning Center	Teacher- Speech
199	Colombo-Conforti	Janet	Primary Learning Center	Teacher - LLD Class
200	Dillard	Kimberly	Primary Learning Center	Teacher- Kindergarten
201	Haugh	Madison	Primary Learning Center	Teacher- MD Class
202	Hester	Jennifer	Primary Learning Center	Teacher- Kindergarten
203	Hoops	Catherine	Primary Learning Center	Teacher- Preschool
204	Horner	Jennifer	Primary Learning Center	Teacher- Kindergarten
205	Hughes	Karen	Primary Learning Center	Teacher- Kindergarten
206	Kane	Katelyn	Primary Learning Center	Teacher- Kindergarten
207	LaRussa	Jennifer	Primary Learning Center	Teacher - Art
208	Leavey	Meredith	Primary Learning Center	LDTC
209	Pullen	Kaley	Primary Learning Center	Teacher- Preschool
210	Rieger	Nicole	Primary Learning Center	Teacher- Kindergarten
211	Ross	Marisa	Primary Learning Center	Teacher- Kindergarten
212	Ruiz	Cori	Primary Learning Center	Teacher- Kindergarten
213	Sargent	Natalie	Primary Learning Center	Teacher - ESL
214	Schmidt	Kelsey	Primary Learning Center	School Counselor
215	Segalla	Alicia	Primary Learning Center	Teacher - Resource Room
216	Sheehan	Sheryll	Primary Learning Center	Teacher- Preschool
217	Sinatra	Tracy	Primary Learning Center	Teacher- Kindergarten
218	Slota	Veronica	Primary Learning Center	Teacher- Kindergarten
219	Suydam	Stacey	Primary Learning Center	Teacher- Kindergarten
220	Toth	Amanda	Primary Learning Center	Teacher- Kindergarten
221	Van Sciver	Maia	Primary Learning Center	Teacher- Kindergarten
222	Vanacore-Decker	Bailey	Primary Learning Center	Long Term Sub Floater Nurse
223	Wilson	Karen	Primary Learning Center	Teacher- Preschool

Attachments are subject to change without notice.

Teacher Aide Rehire 25.26 SY

	Last Name	First Name	Location	Position
1	Azzolino	Nicole	Intermediate	PT Teacher Aide - Resource Room
2	Blanchard	Yvette	Intermediate	PT Teacher Aide- Resource
3	Budd	Dawn	Intermediate	PT Teacher Aide- MD Class
4	Buterick	Joanne	Intermediate	Teacher Aide - MD Class
5	Carbone	Stephanie	Intermediate	PT Teacher Aide- MD Class
6	Graziano	Lisa	Intermediate	Teacher Aide- LLD Class
7	Herring	Linette	Intermediate	PT Teacher Aide- Resource
8	Horne	Michelle	Intermediate	PT Teacher Aide - ERI Class
9	Houser	Michele	Intermediate	PT Teacher Aide - ERI Class
10	Jones	Lauren	Intermediate	PT Teacher Aide- Resource
11	Keppe	Erin	Intermediate	PT Teacher Aide- MD Class
12	Melito	Nancy	Intermediate	PT Teacher Aide- Reg. Ed.
13	Mrazek	Joseph	Intermediate	PT Teacher Aide- MD Class
14	Novaes Falanga Platt	Carolina	Intermediate	PT Teacher Aide- MD Class
15	O'Shea	Ashleigh	Intermediate	PT Teacher Aide- MD Class
16	Rainey	Corene	Intermediate	PT Teacher Aide - Resource
17	Sharkey-Evans	Eileen	Intermediate	PT Teacher Aide- Resource
18	Sill	Ellen	Intermediate	PT Teacher Aide - Reg. Ed.
19	Smith	Kelly	Intermediate	PT Teacher Aide- ERI Class
20	Sutton	Patricia	Intermediate	PT Teacher Aide - MD Class
21	Villani	Christina	Intermediate	PT Teacher Aide- Resource
22	Warner	Katie	Intermediate	PT Teacher Aide- ERI Class
23	Westcott	Kelli	Intermediate	PT Teacher Aide - MD Class
24	Woolf	Marie	Intermediate	Teacher Aide- LLD Class
25	Aljoe	Jennifer	McKinley	Teacher Aide- Resource Class
26	Bonno	Lisa	McKinley	PT Teacher Aide - LLD Class
27	Coppola	Maureen	McKinley	PT Teacher Aide - LLD Class
28	Giles	Heather	McKinley	PT Teacher Aide- MD Class
29	Leone	Crystal	McKinley	PT Teacher Aide- LLD Class
30	McClendon	Fatou	McKinley	PT Teacher Aide - MD Class
31	Murray	Janice	McKinley	PT Teacher Aide - MD Class
32	Musco	Lori	McKinley	PT Teacher Aide- MD Class
33	Pezza	Christine	McKinley	PT Teacher Aide-MD Class
34	Racz	Robin	McKinley	Teacher Aide - Resource
35	Rogers	Sharron	McKinley	PT Teacher Aide - MD Class
36	Stillwell	Susan	McKinley	Teacher Aide- Resource
37	Thompson	Dorine	McKinley	Teacher Aide- LLD Class
38	White	Megan	McKinley	Registered Behavioral Technician
39	Wiesemann	Angela	McKinley	PT Teacher Aide- LLD Class
40	Amirr	Denise	Ocean Acres	PT Teacher Aide- MD Class
41	Attardi	Laura	Ocean Acres	PT Teacher Aide- Preschool
42	Bender	Kyla	Ocean Acres	PT Teacher Aides- ERI Class
43	Borgwardt	Judith	Ocean Acres	Teacher Aide - LLD Class
44	Boyce	Sharon	Ocean Acres	PT Teacher Aide - Preschool
45	Buczynski	Aimee	Ocean Acres	PT Teacher Aide - MD Class
46	Cahill	Melissa	Ocean Acres	Teacher Aide- MD Class

Teacher Aide Rehire 25.26 SY

47	Calvi	Maria	Ocean Acres	PT Teacher Aide- ERI Class
48	Cassarino	Brenda	Ocean Acres	PT Teacher Aide - Preschool
49	Cirone	Patricia	Ocean Acres	PT Teacher Aide - Preschool
50	Dadd	Jolynn	Ocean Acres	PT Teacher Aide- Resource
51	Fitzsimmons	Claire	Ocean Acres	PT Teacher Aide- Resource
52	Fontana	Marianna	Ocean Acres	PT Teacher Aide- MD Class
53	Forrester	Karen	Ocean Acres	PT Teacher Aide- LLD Class
54	Francaviglia	Lisa	Ocean Acres	PT Teacher Aide- MD Class
55	Gnagey	Megan	Ocean Acres	PT Teacher Aide - Preschool
56	Harper	Sheena	Ocean Acres	PT Teacher Aide-ERI Class
57	Harrold	Arielle	Ocean Acres	PT Teacher Aide-Reg. Ed.
58	Hoffman	Tara	Ocean Acres	PT Teacher Aide- Preschool
59	Horner	Nina	Ocean Acres	PT Teacher Aide-Reg. Ed.
60	Hughes	Marion	Ocean Acres	PT Teacher Aide- MD Class
61	Kraft	Katelyn	Ocean Acres	PT Teacher Aide- Preschool
62	Kundrat	Jesse	Ocean Acres	Registered Behavior Technician
63	LaCava	Patricia	Ocean Acres	PT Teacher Aide- Preschool
64	Mabie	Annmarie	Ocean Acres	Registered Behavioral Technician
65	Mullen	Kelly	Ocean Acres	PT Teacher Aide- Preschool
66	Narducci	Marianne	Ocean Acres	PT Teacher Aide- Preschool
67	Olsen	Hannah	Ocean Acres	PT Teacher Aide-MD Class
58	Ramirez-Kelley	Joceline	Ocean Acres	PT Teacher Aide- Resource
69	Rolenc	Deborah	Ocean Acres	PT Teacher Aide - ERI Class
70	Santiago	Kristie	Ocean Acres	PT Teacher Aide- Preschool
71	Scott	Erin	Ocean Acres	PT Teacher Aide - MD Class
72	Sedano	Jessica	Ocean Acres	PT Teacher Aide-Reg. Ed.
73	Signorelli	Lisa	Ocean Acres	PT Teacher Aide- Preschool
74	Siragusa	Jillian	Ocean Acres	PT Teacher Aide- ERI Class
75	Starin	Lisa	Ocean Acres	PT Teacher Aide-Preschool
76	Stark	Nicole	Ocean Acres	PT Teacher Aide-Reg. Ed.
77	Tampone	Judy	Ocean Acres	PT Teacher Aide- Preschool
78	Triano	Catherine	Ocean Acres	PT Teacher Aide - Reg. Ed.
79	Zuhl	Arlison	Ocean Acres	PT Teacher Aide- MD Class
80	Baratta	Unabel	Oxycocus	PT Teacher Aide - PSD Class
81	Bellini	Natalina	Oxycocus	PT Teacher Aide - PSD Class
82	Carey	Angela	Oxycocus	PT Teacher Aide- PSD Class
83	Colletti	Jaclyn	Oxycocus	PT Teacher Aide- Preschool
84	Compitello	Maureen	Oxycocus	PT Teacher Aide - PSD Class
85	Cruz	Tiffany	Oxycocus	PT Teacher Aide - PSD Class
86	Curtin	Marylouise	Oxycocus	PT Teacher Aide - Preschool
87	Danna	Karen	Oxycocus	PT Teacher Aide - Preschool
88	DeMarco-Snyder	Rosalie	Oxycocus	PT Teacher Aide- PSD Class
89	Evaristo	Bethany	Oxycocus	PT Teacher Aide - PSD Class
90	Fiore	Kimberly	Oxycocus	PT Teacher Aide - Preschool
91	Garcia	Belinda	Oxycocus	PT Teacher Aide-Preschool
92	Garzon	Lisa	Oxycocus	PT Teacher Aide-Preschool
93	Gautier	Marie	Oxycocus	PT Teacher Aide- Preschool

Teacher Aide Rehire 25.26 SY

94	Giardina	Angela	Oxycocus	PT Teacher Aide - Preschool
95	Glassen	Amy	Oxycocus	Teacher Aide - PSD Class
96	Godinez	Marisol	Oxycocus	PT Teacher Aide - PSD Class
97	Gunsten	Lori	Oxycocus	PT Teacher Aide - Preschool
98	Hafner	Amanda	Oxycocus	Registered Behavior Technician
99	Jankowski	Laura	Oxycocus	PT Teacher Aide - Preschool
100	Levenson	Carol	Oxycocus	PT Teacher Aide - PSD Class
101	Martin	Lori	Oxycocus	PT Teacher Aide - Preschool
102	McDowall	Carrie	Oxycocus	PT Teacher Aide - Preschool
103	Melchiondo	Jennifer	Oxycocus	PT Teacher Aide - Preschool
104	Mignone	Robin	Oxycocus	PT Teacher Aide - PSD Class
105	Mondello	Danielle	Oxycocus	PT Teacher Aide- Preschool
106	Mullins	Cara	Oxycocus	PT Teacher Aide- Preschool
107	Nugent	Michelle	Oxycocus	PT Teacher Aide- Preschool
108	O'Brien	Janice	Oxycocus	Teacher Aide - PSD Class
109	Osborn	Christina	Oxycocus	PT Teacher Aide - Preschool
110	Paster	Lucy	Oxycocus	PT Teacher Aide- PSD Class
111	Perez	Erica	Oxycocus	PT Teacher Aide - PSD
112	Petrozzino	Diane	Oxycocus	PT Teacher Aide - Preschool
113	Ray	Marcella	Oxycocus	PT Teacher Aide - PSD Class
114	Schwartz	Gina	Oxycocus	PT Teacher Aide- PSD Class
115	St Pierre	Lisa	Oxycocus	PT Teacher Aide- PSD Class
116	Westpy	Maureen	Oxycocus	PT Teacher Aide - PSD Class
117	Barone	Katherine	Primary Learning Center	PT Teacher Aide - Preschool
118	Bersen	Joyce	Primary Learning Center	PT Teacher Aide- MD Class
119	Boyle	Carol	Primary Learning Center	PT Teacher Aide - Reg. Ed.
120	Bryant	Kristy	Primary Learning Center	PT Teacher Aide- MD Class
121	Colino	Katerina	Primary Learning Center	PT Teacher Aide - Preschool
122	Covell	Cory	Primary Learning Center	PT Teacher Aide - Reg. Ed.
123	de la Cruz-Chuzeville	Denice	Primary Learning Center	PT Teacher Aide - Preschool
124	Dealessandro	Debra	Primary Learning Center	PT Teacher Aide- Reg. Ed.
125	Fenkel	Ashlee	Primary Learning Center	PT Teacher Aide - Reg. Ed.
126	Folse	Chudia	Primary Learning Center	PT Teacher Aide- LLD Class
127	Gutierrez	Marielis	Primary Learning Center	PT Teacher Aide - Preschool
128	Hall	Leslie	Primary Learning Center	PT Teacher Aide- Regular Ed.
129	Hart	Denise	Primary Learning Center	PT Teacher Aide- MD Class
130	Jones	Rachel	Primary Learning Center	PT Teacher Aide- Resource
131	Lazlo	Carolyn	Primary Learning Center	PT Teacher Aide- Reg. Ed.
132	Leddy	Alexis	Primary Learning Center	PT Teacher Aide- MD Class
133	Melchiorri	LoriBeth	Primary Learning Center	PT Teacher Aide- LLD Class
134	Meyer	Deborah	Primary Learning Center	PT Teacher Aide - Preschool
135	Pascone	Eniko	Primary Learning Center	PT Teacher Aide - Preschool
136	Rank	Amy	Primary Learning Center	PT Teacher Aide- Preschool
137	Rondinone	Kathleen	Primary Learning Center	PT Teacher Aide - MD Class
138	Schroeder	Jennifer	Primary Learning Center	PT Teacher Aide- MD Class
139	Zambardi	Ivette	Primary Learning Center	Teacher Aide - LLD Class
140	Zullo	Jennifer	Primary Learning Center	PT Teacher Aide - Preschool

Cafeteria Playground Aide Rehire 25.26 SY

	Last Name	First Name	Location	Position
1	Alaimo	Maria	Intermediate	Cafeteria/Playground Aide
2	Hofmann	Linda	Intermediate	Cafeteria/Playground Aide
3	Kelly	Elizabeth	Intermediate	Cafeteria/Playground Aide
4	Navantieri	Debralynn	Intermediate	Cafeteria/Playground Aide
5	Pentlicki	Tami	Intermediate	Cafeteria/Playground Aide
6	Quatrone	Danielle	Intermediate	Cafeteria Playground Aide
7	Robles	Jennifer	Intermediate	Cafeteria/Playground Aide
8	Ruch	Julie	Intermediate	Cafeteria Playground Aide
9	Appleton	Susan	McKinley	Cafeteria/Playground Aide
10	Broderick	Lenore	McKinley	Cafeteria/Playground Aide
11	Exel	Michele	McKinley	Cafeteria/Playground Aide
12	Ficken	Colleen	McKinley	Cafeteria/Playground Aide
13	Hayes	Diane	McKinley	Cafeteria Playground Aide
14	Heinrichs	Gretchen	McKinley	Cafeteria Playground Aide
15	La Marca-Siano	Antonina	McKinley	Cafeteria/Playground Aide
16	Tallman	Jaime	McKinley	Cafeteria/Playground Aide
17	Vogt	Cynthia	McKinley	Cafeteria/Playground Aide
18	Basile	Kathleen	Ocean Acres	Cafeteria/Playground Aide
19	Cook	Nancy	Ocean Acres	Cafeteria/Playground Aide
20	Dunfee	Lucinda	Ocean Acres	Cafeteria Playground Aide
21	Gialanella	Jill	Ocean Acres	Cafeteria Playground Aide
22	Guertin	Maria	Ocean Acres	Cafeteria/Playground Aide
23	Haines-Mueller	Eva	Ocean Acres	Cafeteria/Playground Aide
24	Rinaldi	Joyce	Ocean Acres	Cafeteria/Playground Aide
25	Rodriguez	Kristin	Ocean Acres	Cafeteria Playground Aide
26	Spano	Darlene	Ocean Acres	Cafeteria/Playground Aide
27	Crombie	Dina	Primary Learning Center	Cafeteria Playground Aide
28	Glogoza	Donna	Primary Learning Center	Cafeteria/Playground Aide
29	Loftus	Theresa	Primary Learning Center	Cafeteria/Playground Aide
30	Williams	Mary	Primary Learning Center	Cafeteria/Playground Aide

Attachments are subject to change without notice.

Bus Driver/Bus Attendant/Bus Mechanic Rehire 25.26 SY

	Last Name	First Name	Location	Position
1	Alaimo	Maria	Transportation	Bus Attendant
2	Appleton	Susan	Transportation	Bus Attendant
3	Broderick	Lenore	Transportation	Bus Attendant
4	Exel, Michele	Michele	Transportation	Bus Attendant
5	Fedor	Mary Kay	Transportation	Bus Attendant
6	Gerardo	Gina	Transportation	Bus Attendant
7	Gers	Mary	Transportation	Bus Attendant
8	Haines-Mueller	Eva	Transportation	Bus Attendant
9	Hazelton	Valerie	Transportation	Bus Attendant
10	Heinrichs	Gretchen	Transportation	Bus Attendant
11	Hofmann	Linda	Transportation	Bus Attendant
12	Hollingshead	Brenda	Transportation	Bus Attendant
13	Houser	Michele	Transportation	Bus Attendant
14	Kelly	Elizabeth	Transportation	Bus Attendant
15	Keymer	Anne	Transportation	Bus Attendant
16	Knoerzer	Leatha	Transportation	Bus Attendant
17	Miljus	Zachary	Transportation	Bus Attendant
18	Navantieri	Debrallynn	Transportation	Bus Attendant
19	O'Boyle	Sarah	Transportation	Bus Attendant
20	Parisi	Tara	Transportation	Bus Attendant
21	Pucci	Holly	Transportation	Bus Attendant
22	Robles	Jennifer	Transportation	Bus Attendant
23	Rodriguez	Kristin	Transportation	Bus Attendant
24	Rogers	Jennifer	Transportation	Bus Attendant
25	Rowley	Jeannine	Transportation	Bus Attendant
26	Schweitzer	Deborah	Transportation	Bus Attendant
27	Sliker	Linda	Transportation	Bus Attendant
28	Smith	Shaunna	Transportation	Bus Attendant
29	Soper	Peggy	Transportation	Bus Attendant
30	Spezzaferra	Nicole	Transportation	Bus Attendant
31	Szafranski	Cheri	Transportation	Bus Attendant
32	Tallman	Jaime	Transportation	Bus Attendant
33	Vazquez-Santiago	Sandra	Transportation	Bus Attendant
34	Witkowski	Robin	Transportation	Bus Attendant
35	Yatauro	Donna	Transportation	Bus Attendant
36	Bain	Greg	Transportation	Bus Driver
37	Basile	David	Transportation	Bus Driver
38	Bodony	Emily	Transportation	Bus Driver
39	Budd	Miranda	Transportation	Bus Driver
40	Davis	Lillian	Transportation	Bus Driver
41	Di Carlo-Cottone	Michele	Transportation	Bus Driver
42	Forte	Christopher	Transportation	Bus Driver
43	Guertin	Timothy	Transportation	Bus Driver
44	Hammonds	Harold	Transportation	Bus Driver
45	Hammonds	Helen	Transportation	Bus Driver
46	Hargrove	Lisa	Transportation	Bus Driver

Attachments are subject to change without notice.

Bus Driver/Bus Attendant/Bus Mechanic Rehire 25.26 SY

47	Hersch	John	Transportation	Bus Driver
48	Kelley	James	Transportation	Bus Driver
49	Kern	David	Transportation	Bus Driver
50	Levy-Minetti	Janet	Transportation	Bus Driver
51	Lewis	Tracey	Transportation	Bus Driver
52	Leyh	Richard	Transportation	Bus Driver
53	Mamudoski	Eileen	Transportation	Bus Driver
54	McCrudden	Patricia	Transportation	Bus Driver
55	McGinty	Mary	Transportation	Bus Driver
56	Mernagh	Eugene	Transportation	Bus Driver
57	Palmer	Kristina	Transportation	Bus Driver
58	Revinski	Chester	Transportation	Bus Driver
59	Rzemyk	Brenda	Transportation	Bus Driver
60	Salmons	Cynthia	Transportation	Bus Driver
61	Scully	Patricia	Transportation	Bus Driver
62	Soper	Frederick	Transportation	Bus Driver
63	Sullivan	Daniel	Transportation	Bus Driver
64	Szczepaniak	Richard	Transportation	Bus Driver
65	Tagliaferro	Joseph	Transportation	Bus Driver
66	Verrier	Lauren	Transportation	Bus Driver
67	Whittaker	Colleen	Transportation	Bus Driver
68	Parker	Jonathan	Transportation	Bus Mechanic

Attachments are subject to change without notice.

	Last Name	First Name	Location	Position
1	Sheehan	Michael	Administration	PT Courier
2	Baldino	Glen	Intermediate	PT Custodian
3	Garcia	Isabel	Intermediate	Custodian
4	Godinez	Maria	Intermediate	Custodian
5	Gyenes	Michael	Intermediate	Maintenance Worker
6	Hall	Arthur	Intermediate	PT Custodian
7	Heitzmann	William	Intermediate	Maintenance Worker
8	Martinez	Andres	Intermediate	Building Mechanic
9	McCue	Scott	Intermediate	Custodian
10	Smith	Robert	Intermediate	Maintenance Worker
11	Holowka	Kevin	McKinley	Custodian
12	Kroliczak	Angela	McKinley	Custodian
13	Mitrano	Eugene	McKinley	Custodian
14	Piscopo	Zachary	McKinley	Custodian
15	Williams	Oral	McKinley	Custodian
16	Isaryk	Roman	Ocean Acres	Custodian
17	Mobus	Deborah	Ocean Acres	PT Custodian
18	Mowatt	Richard	Ocean Acres	PT Custodian
19	Mower	Cathy	Ocean Acres	Custodian
20	Palmieri	Julie	Ocean Acres	Custodian
21	Sevilla-Morales	Eleuterio	Ocean Acres	Building Mechanic
22	Traut	Lenina	Ocean Acres	Custodian
23	Flores Andrade	Reyna	Oxycoccus	Custodian
24	LeVan	Loretta	Oxycoccus	Custodian
25	Rosado	Edwin	Oxycoccus	Custodian
26	Cattelona	Alexander	Primary Learning Center	Custodian
27	Destefano	Nicholas	Primary Learning Center	Custodian
28	Pacheco	Gicela	Primary Learning Center	Custodian

Attachments are subject to change without notice.

Affiliated Secretary Rehire 25.26

	Last Name	First Name	Location	Position
1	Cefalo	Cynthia	Intermediate	Secretary
2	Gulino	Stephanie	Intermediate	Secretary
3	Beirne	Vicki	McKinley	Secretary
4	Bowers	Annette	McKinley	Secretary
5	Wilkinson	Suzanne	McKinley	Secretary
6	Bellissimo	Lisa	Ocean Acres	Secretary
7	Colecchia	Debra	Ocean Acres	Secretary
8	Glory	Tara	Oxycocus	Secretary
9	Hufman	Christine	Oxycocus	Secretary
10	Leszczynsk	Jaime	Oxycocus	Secretary
11	Orlando	Denise	Oxycocus	Secretary
12	Scherer	June	Oxycocus	Secretary
13	Larosa	Carmel	Primary Learning Center	Secretary
14	Tatur	Heather	Primary Learning Center	Secretary
15	Ashton	Donna	Transportation	Secretary
16	Glidden	Jennifer	Transportation	Transportation Dispatcher

Attachments are subject to change without notice.

Non-Affiliated Rehire 25.26

	Last Name	First Name	Location	Position
1	Brennan	Stephen	Administration	Treasurer
2	Cabrera	Craig	Administration	Night Custodial/Mechanic/Grounds Supervisor
3	Clayton	Anthony	Administration	Day Custodial/Mechanic/Ground Supervisor
4	Dover	Tricia	Administration	Human Resources Coordinator
5	Hall	Vanessa	Administration	Business Office Mgr./Head Bookkeeper
6	Huston	Laura	Administration	Administrative Assistant
7	Jenkins	Tina	Administration	Non-Aff Secretary
8	Leonard	Tina	Administration	Non-Aff Secretary
9	Lockwood	Jeannette	Administration	Bookkeeper/Assist. Payroll Coord
10	Martin	Kathleen	Administration	Administrative Assistant
11	Nikola	Michael	Administration	Director of Facilities
12	O'Brien	Jennifer	Administration	Business Data & HB Analyst
13	O'Brien	Julie	Administration	Bookkeeper
14	Pavao	Elizabeth	Administration	Assistant HR Coordinator
15	Timpanaro	Carolyn	Administration	Payroll Coordinator
16	Triggiani	Bianca	Administration	Administrative Assistant
17	Amirr	Glen	Intermediate	School Safety Officer
18	Bleichner	Matthew	Intermediate	Systems Specialist
19	Coughlin	Christopher	Intermediate	School Safety Officer
20	Evans	Lee	Intermediate	School Safety Officer
21	Mrazek	Joseph	Intermediate	School Safety Officer
22	Oler	Keith	Intermediate	School Safety Officer
23	Silipigni	Joseph	Intermediate	HVAC Technician
24	Scirrotto	Matthew	McKinley	Systems Specialist
25	Sbailo	Victor	Ocean Acres	Systems Specialist
26	Wyatt	Thomas	Ocean Acres	HVAC Technician
27	Deren	William	Primary Learning Center	Information Technology Supervisor
28	Dunn	Nancy	Primary Learning Center	Non-Aff Secretary
29	Wyckoff	Christopher	Primary Learning Center	Systems Specialist
30	Ferrara-Carpitella	Christinte	STAC	PT STAC Secretary
31	Fitamant	Eric	STAC	PT Technician
32	Matusek	Grace	STAC	Event Coordinator
33	Weidenhof	Marybeth	STAC	Artistic Director
34	Mc Ilhenny	Eric	Transportation	Senior Bus Mechanic
35	McCord	Lenina	Transportation	Assistant Transportation Coordinator
36	Press	Michael	Transportation	Transportation Coordinator

[illegible][illegible]

May 12, 2025

[illegible]

Stafford Township Board of Education Policy

COMMUNITY
9120
Public Information Program

9120 PUBLIC INFORMATION PROGRAM

The Board of Education believes all reasonable means should be employed to keep the community served by the school district informed on matters of importance regarding district programs, finances, personnel, policies, and operations.

The Board will determine which of its official actions have sufficient community impact and interest to warrant special release; the Board alone will release to the news media information about those matters of importance. The Board President may release information regarding Board actions of lesser importance as they have been recorded in the minutes of the Board meetings and upon the request of media representatives.

Only the Board President or Board Member(s) authorized by the board president may speak for the board or for the district, when authorized by the Superintendent, whether online or offline. This is in compliance with board policy.

Board members shall continue to be responsible for monitoring their own interactions on social media sites, and shall not participate in any conversation where a quorum of board members is formed by their participation.

The Board President may distribute Board of Education information via a Board of Education approved medium and/or platform(s). Such information may include, but not be limited to: the posting of monthly agendas, Board and District happenings, Board Member spotlights, press releases, etc.

Any information distributed by the Board President on District platform(s) shall not include individual opinions of Board Members (i.e. political speech) or confidential items.

The Board President, forty-eight (48) hours prior to disseminating such information, shall provide each Board member with a copy of the information to be distributed. In the event a Board member objects, for any reason, to the content of the information to be distributed, the Board member must inform the Board President in writing within the same forty-eight (48) hour window prior to the information being distributed. The Board President shall not distribute any information that is objected to by a majority of the Board. If the proposed information is objected by a minority, the Board President shall use their discretion in whether or not to distribute the material.

The release of all other publications, photographs, and documents depicting the accomplishments of the pupils and staff of the district shall be approved by the Superintendent of Schools or designee. Any information impacting law enforcement reports/ investigations will first be discussed with and will only be released with the approval of law enforcement and in accordance with the uniform memorandum of agreement between school districts and law enforcement.

Stafford Township Board of Education Policy

COMMUNITY

9120

Public Information Program

The school district will not release or publish photographs or release other personal identifying information of an individual district pupil without the prior written permission of the parent(s) or legal guardian(s) or from the adult pupil. Written permission slips for such release from each parent(s) or legal guardian(s) or adult pupil will be obtained by the Principal or designee for the pupils in their school building or by the Program Administrator for pupils in programs where a Principal is not assigned. These written permission forms shall be maintained by the Principal or Program Administrator. Group photographs may be released by the district without permission, but in no event will an individual pupil in a group photograph be identified by name and/or by other personal identifier without written permission from the parent(s) or legal guardian(s) or adult pupil.

The Superintendent of Schools shall direct an information program designed to acquaint residents of the community and the public generally with the achievements and the needs of the schools. As a minimum, information shall be disseminated regarding the district's educational goals; the district's guarantee of equal educational opportunity; the district's programs for basic skills improvement, special education, bilingual education, and English as a second language; and summary reports of the administration of statewide assessment tests. Every effort shall be made to foresee and avoid problems caused by misunderstanding or lack of information.

The public information program may include the publication and distribution of a district newsletter, meetings with parent(s) or legal guardian(s) and interested residents, a presentation and interpretation of the proposed annual budget, periodically distributed calendars and notices of events, the Superintendent's annual report, and a pupil handbook, as well as the release of news and photographs of school activities for publication. Notices, publications, and other written materials may be prepared in languages other than English when necessary and appropriate for understanding.

The Board of Education adopts the following strategies to minimize the cost of public relations as defined in N.J.A.C. 6A:23A-9.3(c)14 in accordance with N.J.A.C. 6A:23A-5.2.

School district publications shall be produced and distributed in the most cost-efficient manner possible that will enable the school district to inform and educate the target community. The use of expensive materials or production techniques where lower cost methods are available and appropriate, such as the use of multi-color glossy publications instead of suitable, less expensive alternatives, is prohibited.

The school district will not distribute, via mass mailings or other means to the district community at large, publications that include the picture(s) of any members of the Board of Education within ninety days before any election in which any Board member is seeking any elective office or any election relating to school district operations held in the district. Any publication(s) distributed by the Board via mass

Stafford Township Board of Education Policy

COMMUNITY
9120
Public Information Program

mailings or other means to the district community at large within sixty days before any election in which any Board member is seeking any elective office or any election relating to school district operations held in the district must be submitted to the Executive County Superintendent for review prior to distribution to ensure that the public funds are being expended in a reasonable and cost-effective manner.

Public relations activities, such as booths at Statewide conferences, marketing activities and celebrations for opening schools and community events, and TV productions that are not part of the instructional program or do not provide information about district or Board operations to the public, that are excessive in nature are prohibited. All activities involving promotional efforts to advance a particular position on school elections or any referenda are prohibited.

Nothing in N.J.A.C. 6A:23A-5.2 and this Policy shall preclude the school district from accepting donations or volunteer services from community members, local private education foundations and local business owners to conduct or assist in public relations services. Examples include, but are not limited to: providing school district flyers, newsletters, or other materials containing school related information of public concern to local businesses, public meeting places, or other local organizations to display or make available for dissemination; making school district related information of public concern available to local newspapers to publish related articles; and utilizing volunteered services of local community members, district employees, members of parent organizations or local businesses with expertise in related areas such as printing, advertising, publishing, or journalism. The Board of Education will establish annually prior to budget preparation, a maximum dollar limit for public relation, as defined in N.J.A.C. 6A:23A-9.3(c)14. In the event it becomes necessary to exceed the established maximum dollar limit for public relations, the Superintendent of Schools shall recommend to the Board of Education an increase in the maximum dollar amount for public. Any increase in the maximum dollar amount shall require formal Board action.

N.J.A.C. 6A:23A-5.2

Adopted: 22 July 2004
Revised: 20 November 2008
Revised: 16 July 2009
Revised: 24 July 2013
Revised:

**Stafford Township School District
Special Services
2024-2025 School Year**

**In-district Tuition Students
May 2025**

ID#	District	Class	Building
25290	Barnegat	6	Intermediate
25289	Barnegat	LLD	Ocean Acres
25666	Eagleswood	ERI	Intermediate
25621	Barnegat	MD	Intermediate
25734	Eagleswood	ERI	Ocean Acres

**Out of District Tuition
May 2025**

ID#	School
23753	Education Academy
22497	Education Academy
24527	Lehmann School
22509	Shore Center for Autism
21588	Shore Center for Autism
23439	Hawkswood School
24714	Hawkswood School
23050	Y.A.L.E. School Northfield Campus
23229	Y.A.L.E. School Northfield Campus
25722	Children's Center of Monmouth County

Stafford Township School District
Manahawkin, NJ 08050

"BUILDING A BETTER WORLD ONE STUDENT AT A TIME"

Oxycoccus Elementary School
William Wilkinson, Director of Early Childhood Education
"A Great Place to Begin!"

MONTHLY REPORT

APRIL 2025

MISSION STATEMENT

The mission of the Stafford Township School District, a partnership of schools, parents, and community, shall provide a secure, nurturing environment that fosters a positive self-image through educational achievement and promotes mastery of the New Jersey Student Learning Standards while encouraging students to become life-long learners in a global society.

REQUIRED INFORMATION

ENROLLMENT		HEALTH REPORT	
PEA Grant	111	Student Visits	228
PSD	73	Staff Visits	14
		Medications	18
		CST Meetings/Screenings	4
		Trips	1
TOTAL	184	TOTAL	225

REQUIRED DRILLS

DRILL	DATE	TIME	OCCUPANTS
Fire Drill	4/14/2025	1:45 pm	242
Active Shooter Drill	4/15/2025	2:00 pm	233

Stafford Township School District
Manahawkin, NJ

"BUILDING A BETTER WORLD ONE STUDENT AT A TIME"

Primary Learning Center
Dawn Reo, Principal

"Believe and Succeed"

Monthly Report
April 2025

MISSION STATEMENT

The mission of the Stafford Township School District, a partnership of schools, parents, and community, shall provide a secure, nurturing environment that fosters a positive self image through educational achievement and promotes mastery of the New Jersey Student Learning Standards while encouraging students to become life-long learners in a global society.

Required Information:

Enrollment:

Grade K: 255

Grade DK: 5

Special Education: 16

PreK: 60

Total Enrollment: 336

Choice: 4

Health Reports:

Visits: 219

Medications: 13

Staff Contacts: 3

Screenings: 122

Accidents: 0

Workman's Comp: 3

Total Visits: 360

Required Drills:

Drill	Date	Time	Occupants
Fire Drill	April 1, 2025	9:36	376
Active Shooter Drill	April 2, 2025	9:37	381

Stafford Township School District
Manahawkin, NJ

"BUILDING A BETTER WORLD ONE STUDENT AT A TIME"

Ocean Acres Elementary School
Susan D'Alessandro, Principal
Growing by Leaps and Bounds

Monthly Report
April 2025

MISSION STATEMENT

The mission of the Stafford Township School District, a partnership of schools, parents, and community, shall provide a secure, nurturing environment that fosters a positive self-image through educational achievement and promotes mastery of the New Jersey Student Learning Standards while encouraging students to become life-long learners in a global society.

Required Information:

Enrollment:

Grade 1: 318
Grade 2: 315
Grade K: 1
Pre-K: 120
Total Enroll: 755

Health Reports:

Visits: 781
Medications: 35
Staff/Parent Contact: 103
In person Parent Conferences: 0
Screenings: 3
Accidents: 0
Work. Comp: 8
Total Visits: 930

<i>Drill</i>	<i>Date</i>	<i>Time</i>	<i>Occupants</i>
Fire Drill	04/01/25	10:03am	850
Active shooter	04/11/25	10:17am	820

Stafford Township School District
Manahawkin, NJ

"BUILDING A BETTER WORLD ONE STUDENT AT A TIME"

McKinley Avenue Elementary School
Tiffany Eberle, Principal

"Learning Today, Leading Tomorrow"

Monthly Report
April, 2025

MISSION STATEMENT

The mission of the Stafford Township School District, a partnership of schools, parents, and community, shall provide a secure, nurturing environment that fosters a positive self-image through educational achievement and promotes mastery of the New Jersey Student Learning Standards while encouraging students to become life-long learners in a global society.

Required Information:

Enrollment:

Grade 3: 314
Grade 4: 295
Special Education: 26
Total Enrollment: 635

Choice: 8

Health Reports:

Visits: 491
Medications: 112
Staff Contacts: 10
Screenings: 0
Accidents: 0
Workman's Comp.: 5
Total Visits: 618

Required Drills:

<i>Drill</i>	<i>Date</i>	<i>Time</i>	<i>Occupants</i>
Fire Drill	4/8/2025	10:00 am	698
Lockdown	4/11/2025	9:00 am	671

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Intermediate School
Hope Zaun, Principal

"Believe and Succeed"

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Required Information:

Enrollment:

3rd Grade: 1

4th Grade: 3

5th Grade: 326

6th Grade: 342

Total Enrollment: 672 records

Special Ed: 174

Choice: 11

Health Reports:

Total Visits: 350 (Not including screening visits)

Medications: 130

Staff Contact: 10

Screenings: 300

Accidents: 1

Workman's Comp: 2

Required Drills:

<i>Drill</i>	<i>Date</i>	<i>Time</i>	<i>Occupants</i>
Fire Drill	4/8/25	10:00 am	638
Shelter in Place Drill	4/11/25	9:00 am	636