

**HARRISON TOWNSHIP SCHOOL DISTRICT
MULLICA HILL, NEW JERSEY
BOARD OF EDUCATION REGULAR MEETING
Monday, August 18, 2025 – 7:00 PM**

A G E N D A

I. Call to Order: The New Jersey Open Public Meeting Act of 1975 was enacted to ensure the rights of the public to have advance notice of and to attend the meetings of the public bodies at which any business affecting their interest is discussed or acted upon. In accordance with the provisions of the Act, Harrison Township Board of Education has caused notice of the meetings to be published by having the dates, time, and place thereof posted on the Harrison Township School District website, at the Harrison Township School Building, and mailed to the Township Municipal Clerk, the South Jersey Times, and the Courier Post.

The Regular Meeting of the Harrison Township Board of Education will be called to order at _____ p.m. on Monday, August 18, 2025.

II. Roll Call:

_____ Todd Baron	_____ Walter Bright	_____ Colleen Kendrick
_____ Tim Bast	_____ John Cavanaugh	_____ Shannon Williams
_____ Jennifer Bowen	_____ Janette Coslop	_____ Stacey Muscarella

Attendance:

_____ Missy Peretti _____ Christopher DeSanto _____ Other _____

III. Flag Salute: I pledge allegiance to the flag of the United States of America, and to the republic for which it stands, one nation under God, indivisible, with liberty and justice for all.

IV. President’s Welcome:

V. Audience Participation I: The Board President will recognize those individuals who wish to comment on the agenda items. Please respect the following procedures:

- 1) Be recognized by the Board President.
- 2) State your full name and address.
- 3) Identify the agenda item you wish to comment on.
- 4) Wait to be recognized before making your comments.
- 5) Limit your comments to specific items.
- 6) You will have three minutes for comments.

VI. Approval of Minutes:

It is recommended that the Board of Education approve the following action items:

1. Approval of minutes of the July 21, 2025 Regular Session Board of Education Meeting (*Attachment: Min. #1*) and Executive Session Meeting. (*Attachment: Min. #2*)

MOTION TO APPROVE: _____ **SECOND:** _____

Roll Call:

_____ Todd Baron	_____ Walter Bright	_____ Colleen Kendrick
_____ Tim Bast	_____ John Cavanaugh	_____ Shannon Williams
_____ Jennifer Bowen	_____ Janette Coslop	_____ Stacey Muscarella

VII. Committee Reports:

1. Standing Committees
 - a. Finance – Walter Bright
 - b. Curriculum – Stacey Muscarella
 - c. Personnel – Shannon Williams
 - d. Negotiations – Jennifer Bowen
 - e. Board Development – Todd Baron
2. Ad Hoc Committees
 - f. Public Relations – Janette Coslop
 - g. School Safety – Shannon Williams
 - h. Shared Services – John Cavanaugh
 - i. Transportation – Tim Bast
3. Delegate/Representative Reports (if any)

VIII. Correspondence: (*Copies of Correspondence are included in backup materials*)

1. Email from Traci Pellicchia received July 28, 2025 re: resignation.
2. Letter from Angela Stewart received July 28, 2025 re: employment withdraw

IX. Business Administrator's Report:

A. Finance

It is recommended that the Board of Education approve the following action items:

1. Budget Transfer List for July 2025. (*Attachment: Fin. #1*)
2. Cash Reconciliation Report in accordance with 18A:17-36 and 18A:17-9 for the month of July 2025. (*Attachment: Fin. #2*) The Cash Reconciliation Report and Secretary's Reports are in agreement for the month of July 2025.
3. Board Secretary's Report in accordance with 18A:17-36 and 18A:17-9 for the month of July 2025. (*Attachment: Fin. #3*) The Board Secretary certifies that no line item has been over expended in violation of N.J.A.C. 6A:23A-16.10 (c) 3 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.
4. Board Secretary in accordance with N.J.A.C. 6A:23A-16.10 (c) 2 certifies that there are no changes in anticipated revenue amounts or revenue sources.

5. Board of Education Certification – pursuant to N.J.A.C. 6A:23A-16.10 (c) 4. We certify that after review of the Secretary’s monthly financial report (appropriations section) and upon consultation with the appropriate district officials, that to the best of our knowledge no major accounts or fund has been over expended in violation of N.J.A.C. 6A:23-16.10 (b) and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.
6. Payment of Bills:
 - a. June 30, 2025 Ratified Bill List \$43,627.52 (*Attachment: Fin. #6a*)
 - b. July 2025 Ratified Bill List \$312,853.53 (*Attachment: Fin. #6b*)
 - c. August 2025 Bill List \$364,387.62 (*Attachment: Fin. #6c*)
7. Approve Resolution 2025-26 #2 to designate the School Business Administrator as Temporary Purchasing Agent pursuant to statute and Local Finance Notices 2011-15 and 2011-16. (*Attachment: Fin. #7*)
8. Approve Resolution 2025-26 #3 to authorize the submission of the ESEA (Titles I, II, III, and IV) and IDEA (Basic and Preschool) grant applications and accept the funds awarded. (*Attachment: Fin. #8*)
9. Accept the funds awarded in the amount of \$7,300 from the FOCUS Competitive Grant #25000210 for the 2025-2026 school year. (*Attachment: Fin. #9*)
10. Approve the contract with Gloucester County Special Services School District (GCSSSD) for the provision of Chapter 226 Nonpublic Nursing Services for the 2025-2026 school year. (*Attachment: Fin. #10*)
11. Approve the maintenance contract with AME Inc. in the amount of \$6,536 for the 2025-2026 school year. (*Attachment: Fin. #11*)
12. Approve the contract with the Township of Harrison for two (2) School Resource Officers (SROs) for the 2025-2026 school year at \$57,706.27 per SRO for an annual total of \$115,412.54. (*Attachment: Fin. #12*)
13. Approve the sale of 157 outdated, unsupported iPads to Second Life Mac for an amount between \$8,937.30 and \$11,532.00. (*Attachment: Fin. #13*)

MOTION TO APPROVE ITEMS 1-13: _____ **SECOND:** _____

Roll Call:

_____ Todd Baron	_____ Walter Bright	_____ Colleen Kendrick
_____ Tim Bast	_____ John Cavanaugh	_____ Shannon Williams
_____ Jennifer Bowen	_____ Janette Coslop	_____ Stacey Muscarella

X. Superintendent's Report:

A. Personnel

The Superintendent recommends to the Board of Education the approval of the following action items:

1. When necessary, the Board authorizes the Superintendent of Schools to hire personnel to directly replace a staff vacancy occurring between Board of Education meeting dates to ensure uninterrupted operation of the school district. As always, employment is contingent upon criminal history review clearance and issuance of appropriate certification.
2. Acceptance of the resignation of Traci Pellicchia, General Aide at Pleasant Valley School, effective July 28, 2025.
3. Acceptance of the employment withdraw of Angela Stewart, BCBA for the District, effective July 28, 2025.
4. Acceptance of the employment withdraw of Connor Hawkes, Full-Time Custodian for the District, effective July 29, 2025.
5. Approval of the voluntary transfer of Jennifer Strockbine, Part-time Special Education Aide to Instructional Aide at Harrison Township School, effective September 1, 2025.
6. Approval of the voluntary transfer of Julie Grant, 2.75 hour/day General Aide to 5.0 hour/day General Aide at Pleasant Valley School, effective September 1, 2025.
7. Approval of the involuntary transfer of Michael Rossi, Special Education Teacher at Pleasant Valley School to MSD Teacher Grades 1-3 at Harrison Township School, effective September 1, 2025.
8. Approval of the employment of Kayleigh Edwards, of Haddon Township, as a 10-month plus 20 days BCBA for the District, effective September 22, 2025 through June 30, 2026, with a salary established at \$90,000 (pro-rated), plus benefits, pending receipt of required clearances. (*Attachment: Pers. #8*)
9. Approval of the employment of Jamie Wagner, of Pitman, as Self-Contained Special Education Teacher at Pleasant Valley School, effective October 20, 2025 through June 30, 2026, with salary established at BA, Step 12 (salary to be determined in accordance with the 2025-2028 contract between H.T.E.A. and H.T.B.O.E.), plus benefits, pending receipt of required clearances. (*Attachment: Pers. #9*)
10. Approval of the employment of Monique Jones, of Marlton, as Long-term Substitute Music Teacher at Pleasant Valley School during the absence of Allegra Counsellor for the period of September 1, 2025 through December 23, 2025, with salary established at the daily substitute rate for the first 20 days of service in this role, in accordance with State Statute, followed by a salary established at MA, Step 1 (salary to be determined in accordance with the 2025-2028 contract between H.T.E.A. and H.T.B.O.E.), pending receipt of required clearances. (*Attachment: Pers. #10*)

11. Approval of the employment of Andrea Dahlberg, of Wenonah, as Long-term Substitute Special Education Teacher at Harrison Township School during the absence of Jennifer Avila for the period of September 1, 2025 through June 30, 2026, with salary established at the daily substitute rate for the first 20 days of service in this role, in accordance with State Statute, followed by a salary established at BA+15, Step 9 (salary to be determined in accordance with the 2025-2028 contract between H.T.E.A. and H.T.B.O.E.), plus benefits, pending receipt of required clearances. *(Attachment: Pers. #11)*
12. Approval of the employment of Linda Mazzola, of Pitman, as Part-time Special Education Aide at Harrison Township School, effective September 1, 2025 through June 30, 2026 at a salary at Step 3 (salary to be established in accordance with the 2025-2028 contract between H.T.E.A. and H.T.B.O.E.), pending receipt of required clearances. *(Attachment: Pers. #12)*
13. Approval of the employment of Lamar Yancey, of Vineland, as Part-time Special Education Aide at Harrison Township School, effective September 1, 2025 through June 30, 2026 at a salary at Step 1 (salary to be established in accordance with the 2025-2028 contract between H.T.E.A. and H.T.B.O.E.), pending receipt of required clearances. *(Attachment: Pers. #13)*
14. Approval of the employment of Shakoya Rivera, of Cherry Hill, as Part-time Special Education Aide at Harrison Township School, effective September 1, 2025 through June 30, 2026 at a salary at Step 1 (salary to be established in accordance with the 2025-2028 contract between H.T.E.A. and H.T.B.O.E.), pending receipt of required clearances. *(Attachment: Pers. #14)*
15. Approval of the employment of Angela Paul, of Deptford, as Part-time Special Education Aide at Harrison Township School, effective September 1, 2025 through June 30, 2026 at a salary at Step 1 (salary to be established in accordance with the 2025-2028 contract between H.T.E.A. and H.T.B.O.E.), pending receipt of required clearances. *(Attachment: Pers. #15)*
16. Approval of the employment of Leticia Rios, of Bridgeton, as Full-Time Custodian at Harrison Township School, effective as soon as possible through June 30, 2026 with a salary at Step 2 (salary to be established in accordance with the 2025-2028 contract between H.T.E.A. and H.T.B.O.E.), plus benefits, pending receipt of required clearances. *(Attachment: Pers. #16)*
17. Approval of the employment of Sarah Donahue, of Mullica Hill, as Part-time (2.75 hours/day) General Aide at Pleasant Valley School, effective September 1, 2025 through June 30, 2026 with a salary at Step 1 (salary to be established in accordance with the 2025-2028 contract between H.T.E.A. and H.T.B.O.E.), pending receipt of required clearances. *(Attachment: Pers. #17)*
18. Approval of the Step/Level adjustment of Joshua Tunstall from BA, Step 7 to BA+15, Step TBD, salary to be established in accordance with the 2025-2028 contract between H.T.E.A. and H.T.B.O.E., effective September 1, 2025.

19. Approval of the employment of the following individuals as substitute teachers, nurses, general aides, bus drivers, bus aides and custodians for the district on an as-needed basis, effective September 1, 2025 through June 30, 2026, at the currently-approved hourly and daily rates, pending receipt of required clearances.

Traci Pellecchia – General Aide
 Gregory Boschetto – Bus Driver
 Monique Jones - Teacher
 Kristin Gardler - Nurse

Bailey Livezey - Teacher
 Rory DiSante – Bus Driver
 Guldali Davis - Teacher
 James Messina - Teacher

MOTION TO APPROVE ITEMS 1-19: _____ **SECOND:** _____

Roll Call:

_____ Todd Baron	_____ Walter Bright	_____ Colleen Kendrick
_____ Tim Bast	_____ John Cavanaugh	_____ Shannon Williams
_____ Jennifer Bowen	_____ Janette Coslop	_____ Stacey Muscarella

B. Education

It is recommended that the Board of Education approve the following action items:

1. Approval of a contract with GCSSSD for Students #28006 to attend the MD program for the 2025-2026 school year at a total cost of \$85,950 (tuition \$43,540 plus 1:1 Aide \$42,410).
2. Approval of a contract with GCSSSD for Student #27000 to attend the MD program for the 2025-2026 school year at a total cost of \$85,950 (tuition \$43,540 plus 1:1 Aide \$42,410).
3. Approval of a contract with GCSSSD for Student #30180 to attend the MD program for the 2025-2026 school year at a total cost of \$43,540 (tuition only).

MOTION TO APPROVE ITEMS 1-3: _____ **SECOND:** _____

Roll Call:

_____ Todd Baron	_____ Walter Bright	_____ Colleen Kendrick
_____ Tim Bast	_____ John Cavanaugh	_____ Shannon Williams
_____ Jennifer Bowen	_____ Janette Coslop	_____ Stacey Muscarella

C. Administration

It is recommended that the Board of Education approve the following action items:

1. Acknowledgement of the completion and the Superintendent’s presentation and public hearing of the New Jersey Department of Education School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act for July 1, 2024 through June 30, 2025 and approval of the submission of the same.
2. Acknowledgement of Fire Prevention Week October 6-10, 2025: Fire Prevention Assemblies at HTS on October 9, 2025.

3. Acknowledgement of Respect and Anti-Violence Week October 6-10, 2025.
4. Acknowledgement of Red Ribbon Week October 20-24, 2025.
5. Approval of Teddy Bear Clinics sponsored by the Department of Nursing at Rowan College of Burlington County.
6. Approval of Eagle Scout Project of Liam Marks to clean up Reimagination Garden, adding additional seating, and adding life-size checkerboard.
7. Approval of the placement of Kathy Lewin as mentor teacher to Monique Jones at Pleasant Valley School for a period of 15 weeks during the 2025-2026 school year under the auspice of the NJ Provisional Teacher Program.
8. Approval of the reimbursement of tuition cost to Lisa Heenan following successful completion of the following courses through Liberty University, requested amounts stated, with reimbursement after completion according to the terms of the established contract:
 - a. Advanced Learning Theory & Research – August 2025 through October 2025 - \$1,830.00
 - b. Theory of History & Social Foundations of Education – October 2025 through December 2025 - \$1,830.00
 - c. Curriculum Theory – January 2026 through March 2026 - \$1,830.00
 - d. Issues and Trends in Curriculum & Instruction – March 2026 through May 2026 - \$1,830.00
9. Approval of the reimbursement of graduate tuition cost to Brenna Damminger following successful completion of the following course through Walden University, according to terms in the negotiated agreement, requested amounts stated, with reimbursement June 2026:
 - a. Collaborative Communication for Administrators – September 2025 through November 2025 - \$3,300.00
 - b. School Organizational Dynamics: Policies and Law – September 2025 through November 2025 - \$3,300.00
10. Acknowledgement of safety drills conducted in the district schools:
 - a. Fire Drill
 - 1) Pleasant Valley School – July 30, 2025 (AM)
 - 2) Harrison Township School – August 4, 2025 (AM)
 - 3) Pleasant Valley School – August 11, 2025 (AM)
 - b. Shelter in Place Drill
 - 1) Pleasant Valley School – July 31, 2025 (AM)
 - c. Lockdown/Active Shooter Drill
 - 1) Harrison Township School – August 4, 2025 (AM)
 - 2) Pleasant Valley School – August 4, 2025 (AM)

MOTION TO APPROVE ITEMS 1-10: _____ **SECOND:** _____

Roll Call:

_____ Todd Baron	_____ Walter Bright	_____ Colleen Kendrick
_____ Tim Bast	_____ John Cavanaugh	_____ Shannon Williams
_____ Jennifer Bowen	_____ Janette Coslop	_____ Stacey Muscarella

D. Policy

It is recommended that the Board of Education approve the following action items:

- 1. No items at this time.

E. Transportation

It is recommended that the Board of Education approve the following action items:

- 1. No items at this time.

F. Buildings & Grounds

It is recommended that the Board of Education approve the following action items:

- 1. Approval of the following groups to utilize the facilities for the 2025-2026 fiscal year as outlined below:

<u>Name/Organization</u>	<u>Location/Date</u>	<u>Type of Use</u>
S. Severs/Girl Scouts	2 Wednesdays/month PVS Cafeteria 10/8/2025-5/27/2025	Girl Scout Meetings
F. Coakley/OKKA Karate	PVS Gym 12/20/2025	Black Belt Ceremony

MOTION TO APPROVE ITEM 1: _____ **SECOND:** _____

Roll Call:

_____ Todd Baron	_____ Walter Bright	_____ Colleen Kendrick
_____ Tim Bast	_____ John Cavanaugh	_____ Shannon Williams
_____ Jennifer Bowen	_____ Janette Coslop	_____ Stacey Muscarella

XI. New Business:

XII. Old Business:

XIII. Audience Participation II:

- 1) Be recognized by the Board President.
- 2) State your full name and address.
- 3) Wait to be recognized before making your comments.
- 4) Limit your comments to specific items.
- 5) You will have three minutes for comments.

XIV. Recess into Executive Session (if necessary):

It is recommended that the Board of Education, by Resolution, adjourn into Executive Session from which the general public will be excluded to discuss school matters. The results of this session will be made public immediately after or as soon thereafter as a decision is reached. Action may be taken.

MOTION TO APPROVE: _____ **SECOND:** _____

Time: _____ **Voice vote:** _____

XV. Out of Executive Session:

MOTION TO APPROVE: _____ **SECOND:** _____

Time: _____ **Voice vote:** _____

XVI. Adjournment:

MOTION TO APPROVE: _____ **SECOND:** _____

Time: _____ **Voice vote:** _____

HARRISON TOWNSHIP SCHOOL DISTRICT
BOARD OF EDUCATION
120 N. MAIN STREET
MULLICA HILL, NEW JERSEY

REGULAR MEETING
JULY 21, 2025
7:00 PM

Mrs. Shannon Williams, Board Vice President, called the meeting of the Harrison Township Board of Education to order at 7:00 p.m. It was announced that the Board might adjourn into Executive Session during the meeting to discuss personnel, student issues, property, or any other matter appropriate for this session, the results of which would be made public at a later date.

I. **Call to Order:** The New Jersey Open Public Meeting Act of 1975 was enacted to ensure the rights of the public to have advance notice of and to attend the meetings of the public bodies at which any business affecting their interest is discussed or acted upon. In accordance with the provisions of the Act, Harrison Township Board of Education has caused notice of the meetings to be published by having the dates, time, and place thereof posted on the Harrison Township School District website, at the Harrison Township School Building, and mailed to the Township Municipal Clerk, the South Jersey Times, and the Courier Post.

II. **Roll Call:**

Mr. Todd Baron	Mrs. Janette Coslop
Mr. Tim Bast	Mrs. Colleen Kendrick
Mrs. Jennifer Bowen (<i>absent</i>)	Mrs. Stacey Muscarella (<i>absent</i>)
Mr. Walter Bright	Mrs. Shannon Williams
Mr. John Cavanaugh	

Others Present:

Dr. Missy Peretti, Superintendent of Schools and Mr. Christopher C. DeSanto, Business Administrator/Board Secretary.

III. **Flag Salute:**

Led by Shannon Williams, Board Vice President of the Harrison Township Board of Education.

IV. **President's Welcome:**

V. **Audience Participation I:**

None

VI. Approval of Minutes:

Motion: For the Board of Education to approve the following action items:

1. Approval of minutes of the June 16, 2025 Regular Session Board of Education Meeting (*Attachment: Min. #1*) and Executive Session Meeting. (*Attachment: Min. #2*)

Motion: Mrs. Coslop
Roll Call: (7-0)

Second: Mr. Cavanaugh
Carried: Yes

VII. Committee Reports:

1. Standing Committees
 - a. Finance – Walter Bright (No report at this time.)
 - b. Curriculum – Stacey Muscarella (Absent)
 - c. Personnel – Shannon Williams (No report at this time.)
 - d. Negotiations – Jennifer Bowen (Absent)
 - e. Board Development – Todd Baron (No report at this time.)
2. Ad Hoc Committees
 - f. Public Relations – Janette Coslop (No report at this time.)
 - g. School Safety – Shannon Williams (No report at this time.)
 - h. Shared Services – John Cavanaugh (No report at this time.)
 - i. Transportation – Tim Bast (No report at this time.)
3. Delegate/Representative Reports (No report at this time.)

VIII. Correspondence:

None

IX. Business Administrator's Report:

- A. Finance

Motion: For the Board of Education to approve the following action items:

1. Budget Transfer List for June 2025. (*Attachment: Fin. #1*)
2. Cash Reconciliation Report in accordance with 18A:17-36 and 18A:17-9 for the month of June 2025. (*Attachment: Fin. #2*) The Cash Reconciliation Report and Secretary's Reports are in agreement for the month of June 2025.
3. Board Secretary's Report in accordance with 18A:17-36 and 18A:17-9 for the month of June 2025. (*Attachment: Fin. #3*) The Board Secretary certifies that no line item has been over expended in violation of N.J.A.C. 6A:23A-16.10 (c) 3 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.
4. Board Secretary in accordance with N.J.A.C. 6A:23A-16.10 (c) 2 certifies that there are no changes in anticipated revenue amounts or revenue sources.

5. Board of Education Certification – pursuant to N.J.A.C. 6A:23A-16.10 (c) 4. We certify that after review of the Secretary’s monthly financial report (appropriations section) and upon consultation with the appropriate district officials, that to the best of our knowledge no major accounts or fund has been over expended in violation of N.J.A.C. 6A:23-16.10 (b) and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

6. Payment of Bills:
 a. June 2025 Ratified Bill List \$2,256,291.32 (*Attachment: Fin. #6a*)
 b. July 2025 Bill List \$777,528.05 (*Attachment: Fin. #6b*)

Mrs. Kendrick had a question about the large Dell bill and she was happy to hear that it was for all new Chromebooks and technology upgrades.

7. Approval to establish an Adult Breakfast price for the 2025-2026 school year as follows:

- Adult Breakfast \$3.00

8. Acceptance of the following grant awards for the 2025-2026 School Year:

<u>IDEA Grant</u>	<u>Amount</u>
Basic	\$289,699
Basic – NP	34,653
Preschool	27,843
Preschool – NP	<u>2,694</u>
TOTAL AWARD	<u>\$354,889</u>

9. Approve Resolution 2025-26 #1 to increase the bid threshold to the issuance of LFN 2025-08 (*Attachment: Fin. #9*)

10. Approve change order for labor and materials to remove two old pneumatic valves with new electronic control valves for unit ventilator. Over contingency by \$3,947.00.

Motion: Mrs. Kendrick Second: Mr. Bright
 Roll Call: (7-0) Carried: Yes

X. Superintendent’s Report:

A. Personnel

Motion: For the Board of Education to approve the following action items:

1. Acceptance of the resignation of Renee Gavio, Special Education Teacher at Harrison Township School, effective June 30, 2025.
2. Approval of the voluntary transfer of Dana Savvas, current Special Education Aide to Instructional Aide at Harrison Township School, effective September 1, 2025.
3. Approval of the voluntary transfer of Sean Griffith, Custodian for the District, from Full-time to Part-time Custodian effective September 1, 2025.

4. Approval of the employment of Lisa Bregenzer, of Newfield, NJ, as a Full-time School Nurse at Pleasant Valley School, effective July 22, 2025 through June 30, 2026, with a salary established at BA+15, Step 8 (salary to be established in accordance with the 2025-2028 contract between H.T.B.O.E. and H.T.E.A.) plus benefits, pending receipt of required clearances. (*Attachment: Pers. #4*)
5. Approval of the employment of Ashley Drissel, of Mullica Hill, NJ, as a Part-time Nurse's Aide at Pleasant Valley School, effective September 1, 2025 through June 30, 2026, with a salary established at Step 1 (salary to be established in accordance with the 2025-2028 contract between H.T.B.O.E. and H.T.E.A.), pending receipt of required clearances. (*Attachment: Pers. #5*)
6. Approval of the employment of Emily Mickle, of Westville, NJ, as a Full-time Speech Pathologist at Pleasant Valley School, effective September 1, 2025 through June 30, 2026, with a salary established at MA, Step 2 (salary to be established in accordance with the 2025-2028 contract between H.T.B.O.E. and H.T.E.A.), plus benefits, pending receipt of required clearances. (*Attachment: Pers. #6*)
7. Approval of the employment of Angela Stewart, of Marlton, NJ, as a Full-time BCBA for the District, effective September 1, 2025 through June 30, 2026, with a salary established at MA+30, Step 10 (salary to be established in accordance with the 2025-2028 contract between H.T.B.O.E. and H.T.E.A.), plus benefits, pending receipt of required clearances. (*Attachment: Pers. #7*)
8. Approval of the Step/Level adjustment of Olivia Langerhans from MA+15, Step 9 to MA+30, Step TBD, salary to be established in accordance with the 2025-2028 contract between H.T.E.A. and H.T.B.O.E., effective September 1, 2025.
9. Approval of the Step/Level adjustment of Nicole Grieb from MA, Step 9 to MA+15, Step TBD, salary to be established in accordance with the 2025-2028 contract between H.T.E.A. and H.T.B.O.E., effective September 1, 2025.
10. Approval of the Step/Level adjustment of Brenna Damminger from BA+15, Step 4 to MA, Step TBD, salary to be established in accordance with the 2025-2028 contract between H.T.E.A. and H.T.B.O.E., effective September 1, 2025.
11. Approval of the employment of the following individuals as substitute teachers, nurses, general aides, bus drivers, bus aides and custodians for the district on an as-needed basis, effective September 1, 2025 through June 30, 2026, at the currently-approved hourly and daily rates, pending receipt of required clearances.

John Craig – Bus Driver	Julia Hynes - Teacher
Julissa Merla - Teacher	Victoria Carrero – General Aide
12. Approval of the employment of Leah Morris, of Pitman, NJ, as Part-time Instructional Aide at Harrison Township School with a salary established at Step 1 (salary to be established in accordance with the 2025-2028 contract between H.T.E.A. and H.T.B.O.E.), effective September 1, 2025, pending receipt of required clearances.
13. Approval of the employment of Caleb Brooks, of Salem, NJ, as Full-Time Custodian for the District with a salary established at Step 8 (salary to be established in accordance with the 2025-2028 contract between H.T.E.A. and H.T.B.O.E.), effective September 1, 2025, pending receipt of required clearances.

14. Approval of the employment of Trevor Lacy, of Clarksboro, NJ, as Full-Time Custodian for the District with a salary established at Step 5 (salary to be established in accordance with the 2025-2028 contract between H.T.E.A. and H.T.B.O.E.), effective September 1, 2025, pending receipt of required clearances.
15. Approval of the employment of Connor Hawkes, as Full-Time Custodian for the District with a salary established at Step 1 (salary to be established in accordance with the 2025-2028 contract between H.T.E.A. and H.T.B.O.E.), effective September 1, 2025, pending receipt of required clearances.

Motion: Mrs. Coslop
Roll Call: (7-0)

Second: Mr. Baron
Carried: Yes

B. Education

Motion: For the Board of Education to approve the following action items:

1. Approval of the 2024-2027 Harrison Township Language Instruction Educational Program (LIEP). (*Attachment: Edu. #1*)
2. Approval of a contract with State of NJ, Department of Human Services, Commission for the Blind and Visually Impaired (NJCBVI) to provide Level I services for Student #29014 for the 2025-2026 school year at annual cost of \$2,541.
3. Approval of a contract with State of NJ, Department of Human Services, Commission for the Blind and Visually Impaired (NJCBVI) to provide Level I services for Student #20625 for the 2025-2026 school year at annual cost of \$2,541.
4. Approval of a contract with GCSSSD for Student #28006 to attend ESY from July 7, 2025 through August 7, 2025 at a total cost of \$8,670 (tuition \$4,770 plus 1:1 Aide \$3,900).
5. Approval of a contract with GCSSSD for Student #27000 to attend ESY from July 7, 2025 through August 7, 2025 at a total cost of \$8,670 (tuition \$4,770 plus 1:1 Aide \$3,900).
6. Approval of a contract with GCSSSD for Student #30180 to attend ESY from July 7, 2025 through August 7, 2025 at a total cost of \$4,770 (tuition only).
7. Approval of a contract with Archbishop Damiano School for Student #33030 to attend during the 2025-2026 school year at a total cost of \$110,917.80 (school year tuition \$56,732.40 plus ESY tuition \$9,455.40 plus school year 1:1 Aide \$38,340.00 plus ESY 1:1 Aide \$6,390.00).
8. Approval of a contract with Archbishop Damiano School for Student #26162 to attend during the 2025-2026 school year at a total cost of \$66,187.80 (school year tuition \$56,732.40 plus ESY tuition \$9,455.40).

Motion: Mr. Bright
Roll Call: (7-0)

Second: Mr. Cavanaugh
Carried: Yes

C. Administration

Motion: For the Board of Education to approve the following action items:

1. Authorizing the awarding of contracts for professional services effective July 1, 2025 through June 30, 2026 without competitive bidding:
 - a. School District Physician: Dr. Craig Wax, DO
2. Approval of the Outside Evaluation Costs for the 2025-2026 school year.
(Attachment: Admin #2)
3. Approval of the following Kindergarten field trip for the 2025-2026 school year:
 - a. Storybook Land
4. Approval of the reimbursement of tuition cost to AnnaLisa Rodano following successful completion of the following courses through Walden University, requested amounts stated, with reimbursement after completion according to the terms of the established contract:
 - a. Leading the Future of Education – August 2025 through November 2025 - \$3,300.00
5. Approval of the reimbursement of tuition cost to John Berkett following successful completion of the following courses through Rowan University, requested amounts stated, with reimbursement after completion according to the terms of the established contract:
 - a. Project Management – September 2025 through October 2025 - \$3,450.00
 - b. Database Design – October 2025 through December 2025 - \$3,450.00
6. Acknowledgement of safety drills conducted in the district schools:
 - a. Fire Drill
 - 1) Harrison Township School – July 16, 2025 (AM)
 - b. Shelter-in-Place Drill
 - 1) Harrison Township School – July 16, 2025 (AM)

Motion: Mrs. Coslop
Roll Call: (7-0)

Second: Mrs. Kendrick
Carried: Yes

D. Policy

None

E. Transportation

Motion: For the Board of Education to approve the following action items:

1. Add Student #30180 to the Del City bus route already transporting Student #27000 to Bankbridge Developmental Center for ESY at no additional cost.

Motion: Mrs. Kendrick
Roll Call: (7-0)

Second: Mr. Bright
Carried: Yes

F. Buildings & Grounds

Motion: For the Board of Education to approve the following action items:

1. Approval of the following groups to utilize the facilities for the 2024-2025 and 2025-2026 fiscal years as outlined below:

<u>Name/Organization</u>	<u>Location/Date</u>	<u>Type of Use</u>
Casey Heitman/Heitman Hoops	Tuesdays PVS Gym 9/30/25-11/11/25	Basketball Clinic
Casey Heitman/Math Club	Mondays PVS Rm. A110 9/29/25-11/10/25	Math Club

Motion: Mr. Baron
Roll Call: (7-0)

Second: Mr. Bast
Carried: Yes

XI. New Business:

Dr. Peretti welcomed Mr. DeSanto as our new Business Administrator. Dr. Peretti indicated that it has been a seamless transition and we are excited to have him a part of the administrative team.

XII. Old Business:

None

XIII. Audience Participation II:

None

XIV. Recess into Executive Session:

RESOLUTION: To enter into Executive Session at 7:11 p.m.

Motion: Mr. Bright
Roll Call: Voice

Second: Mr. Cavanaugh
Carried: Yes

XV. Out of Executive Session:

MOTION: To return to Regular Session at 7:30 p.m.

Motion: Mr. Bast
Roll Call: Voice

Second: Mr. Baron
Carried: Yes

Motion: To approve the following items:

1. Acknowledgement of the June 2025 completion of the Superintendent's 2024-2025 Professional Evaluation.
2. Approval of the 2025-2026 Harrison Township BOE District Goals.

Motion: Mr. Bright
Roll Call: (7-0)

Second: Mr. Cavanaugh
Carried: Yes

XVI. Adjournment:

There was no further business. A motion was made to adjourn at 7:32 p.m.

Motion: Mr. Bright
Roll Call: Voice

Second: Mrs. Coslop
Carried: Yes

Respectfully Submitted,

Christopher C. DeSanto
Board Secretary

CORRES. #1

From: **Traci Pellecchia** <pellecchiat@harrisontwp.k12.nj.us>
Date: Mon, Jul 28, 2025 at 1:02 PM
Subject: Resignation Letter
To: Karen Russo <russok@harrisontwp.k12.nj.us>, Christine Fellona
<fellonac@harrisontwp.k12.nj.us>

Dear Dr. Russo and Mrs. Fellona,

Kindly accept this letter as my formal resignation as a general aid at Pleasant Valley School. I am so grateful for the opportunity to work with an amazing supportive group of administrators and teachers .

This school runs like a family making all who work here feel welcome and special. You have all been so supportive of me and it will be so hard for me not to be a part of it everyday . The decision I've made to leave is mainly due to where my life and my family is at this moment.

I will be available a few days a week and would welcome the opportunity to sub during the school year .

Thank you again for my time at this school. The staff and students will always be in my heart .

With gratitude ,
Traci Pellecchia

CORRES #2

July 28th, 2025

Dr. Peretti and Dr. Hynes,

I hope this letter finds you well. I am writing to respectfully withdraw my acceptance of the BCBA position with Harrison Township School District, which was approved by the Board of Education on July 21st, 2025.

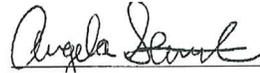
After careful consideration, I have decided to step back from this opportunity due to personal reasons. This was not an easy decision, but I feel it is in the best interest of both myself, my family and the district at this time.

I sincerely appreciate the trust you and the Board placed in me, and I am truly grateful for the opportunity to have been considered for the role.

I apologize for any inconvenience this may cause, and I wish nothing but the best for your school and its continued success.

Thank you for your understanding.

Sincerely,



Angela Stewart, Ed.S., BCBA, NCSP

FIN.#1

Date	Tr Num	Transfer Description	Budget Account	Before	Transfer	After
07/14/2025	202	Budget Transfer		0.00	7,500.00	7,500.00
			11-000-216-320-34-0-067			
			PURCH PROF OOD EXT. SERV.			
			11-000-216-320-34-0-164	10,000.00	1,872.00	11,872.00
			PURCH PROF HTS PT			
			11-000-240-330-55-0-200	4,000.00	1,000.00	5,000.00
			PURCH PROF SERVICES			
			11-000-262-520-55-0-100	85,000.00	3,512.50	88,512.50
			INSURANCE			
			11-000-262-520-55-0-200	85,000.00	3,512.50	88,512.50
			INSURANCE			
			11-000-216-320-34-0-167	154,150.00	(5,622.00)	148,528.00
			PURCH PROF HTS EXT. SERV.			
			11-000-216-320-34-0-267	154,150.00	(3,750.00)	150,400.00
			PURCH PROF PVS EXT. SERV.			
			11-000-240-340-33-0-247	3,000.00	(1,000.00)	2,000.00
			PURCHASED TECHNICAL SERVICES			
			11-000-262-590-55-0-000	13,500.00	(7,025.00)	6,475.00
			MISCEL. PURCH. SERV.			
				Transfer # 202	0.00	Net Change
07/15/2025	203	Budget Transfer		7,500.00	6,720.00	14,220.00
			11-000-216-320-34-0-067			
			PURCH PROF OOD EXT. SERV.			
			11-000-291-290-11-0-001	24,000.00	9,340.00	33,340.00
			ACCUM. SICK LEAVE			
			11-000-216-320-34-0-167	148,528.00	(3,360.00)	145,168.00
			PURCH PROF HTS EXT. SERV.			
			11-000-216-320-34-0-267	150,400.00	(3,360.00)	147,040.00
			PURCH PROF PVS EXT. SERV.			
			11-000-291-290-55-0-000	172,000.00	(9,340.00)	162,660.00
			H.B. WAIVERS			
				Transfer # 203	0.00	Net Change
07/24/2025	206	Budget Transfer		0.00	3,750.00	3,750.00
			11-000-213-300-55-0-125			
			PURCH PROF PHYSICIAN HTS			
			11-000-213-300-55-0-225	0.00	3,750.00	3,750.00
			PURCH PROF PHYSICIAN PVS			
			11-000-213-300-44-0-122	7,600.00	(7,500.00)	100.00
			PURCH PROF/TECH SERV			
				Transfer # 206	0.00	Net Change
07/24/2025	208	IDEA Basic Award Adjustment		310,086.00	14,266.00	324,352.00
			20-250-100-560-34-0-000			
			IDEA Basic - TUITION			
07/29/2025	211	Budget Transfer		102,150.00	(102,150.00)	0.00
			20-280-100-500-22-0-072			
			Nonpublic			
				Transfer # 211	(102,150.00)	Net Change
07/29/2025	212	Budget Transfer		0.00	6,341.00	6,341.00
			20-501-200-320-55-0-072			
			PURCH PROF/EDUC SRV			
			20-502-200-320-55-0-072	0.00	20,011.00	20,011.00
			PURCH PROF/EDUC SRV			
			20-507-200-320-55-0-072	0.00	37,392.00	37,392.00
			PURCH PROF/EDUC SRV			
			20-509-200-320-55-0-072	0.00	16,598.00	16,598.00
			PURCH PROF/EDUC SRV			
			20-510-200-320-55-0-072	0.00	4,525.00	4,525.00
			PURCH PROF/EDUC SRV			
			20-511-200-320-55-0-072	0.00	28,290.00	28,290.00
			PURCH PROF/EDUC SRV			
				Transfer # 212	113,157.00	Net Change

Start date 7/1/2025

End date 7/31/2025

Total Net Change to Budget for Period 25,273.00

11	GENERAL CURRENT EXPENSE	0.00
20	SPECIAL REVENUE FUNDS	25,273.00 *

* 'Before' amount = budget before transfer date.
 'After' amount = budget on transfer date. This is
 also true for multiple transfers with the same
 account and date.

* NET TRANSFER DIFFERENCE TO REFLECT ACTUAL GRANT ALLOCATIONS
 FROM IDEA AND NONPUBLIC ALLOCATION FROM STATE AID.

FIN #2

HARRISON TOWNSHIP BOARD OF EDUCATION
July 31, 2025
CASH RECONCILIATION REPORT

<u>FUNDS AND ACCOUNTS</u>	<u>BEGINNING BALANCE</u>	<u>RECEIVED</u>	<u>DISBURSED</u>	<u>ENDING BALANCE</u>
<u>GENERAL FUND - 10</u>				
GENERAL FUND	\$ 2,335,445.59	\$ 1,954,502.31	1,097,097.40	\$ 3,192,850.50
PAYROLL	0.00	205,784.85	205,784.25	0.60
PAYROLL AGENCY	147,308.02	107,291.29	206,994.60	47,604.71
UNEMPLOYMENT	117,706.73	174.95	-	117,881.68
FLEXIBLE SPENDING ACCT	5,566.55	0.21	1,298.69	4,268.07
	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL GENERAL FUND	2,606,026.89	2,267,753.61	1,511,174.94	3,362,605.56
<u>SPECIAL REVENUE FUND - 20</u>				
SPECIAL REVENUE	(190,574.99)	51,495.00	6,435.89	(145,515.88)
SCHOOL FUND	27,776.37	1,505.19	482.77	28,798.79
LIBRARY	12,316.59	0.52	-	12,317.11
	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL SPECIAL REVENUE FUND	(150,482.03)	53,000.71	6,918.66	(104,399.98)
CAPITAL PROJECTS - 30	(131,408.35)	-	30,475.81	(161,884.16)
DEBT SERVICE - 40	0.01	-	-	0.01
	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL GOVERNMENTAL FUNDS	\$ 2,324,136.52	\$ 2,320,754.32	\$ 1,548,569.41	\$ 3,096,321.43
ENTERPRISE FUND	91,744.32	5,191.02	-	96,935.34
	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL ALL FUNDS	\$ 2,415,880.84	\$ 2,325,945.34	\$ 1,548,569.41	\$ 3,193,256.77

RECONCILIATION OF BANK ACCOUNTS

<u>Bank Accounts:</u>	<u>Century ACCOUNT NUMBERS</u>	<u>BALANCES</u>
CUSTODIAN ACCOUNT	XXXXX5209	\$ 2,736,210.10
MAINTENANCE RESERVE	XXXXX5308	329,256.72
CAPITAL RESERVE	XXXXX5283	276,489.58
CAFETERIA	XXXXX5233	19,088.61
SCHOOL FUND	XXXXX0953	29,331.56
FLEXIBLE SPENDING ACCT	XXXXX5291	4,268.07
LIBRARY FUND	XXXXX5324	12,317.11
PAYROLL	XXXXX5217	7,932.82
PAYROLL AGENCY	XXXXX5225	48,222.36
UNEMPLOYMENT	XXXXX5275	117,881.68
		<hr/>
		3,580,998.61
ADD: DEPOSIT IN TRANSIT		2,329.18
LESS: OUTSTANDING CHECKS		<hr/>
		390,071.02
		<hr/>
TOTAL ALL ACCOUNTS		\$ 3,193,256.77

Prepared by:
Angela Orlowski
Secretary to the School Business Administrator

Starting date 7/1/2025 Ending date 7/31/2025 Fund: 10 GENERAL FUND

Assets and Resources

Assets:			
101	Cash in bank		\$900,822.43
102-106	Cash Equivalents		\$0.00
108	Impact Aid Reserve (General)		\$0.00
109	Impact Aid Reserve (Capital)		\$0.00
111	Investments		\$0.00
112	Unamortized Premums on Investments		\$0.00
113	Unamortized Discounts on Investments		\$0.00
114	Interest Receivable on Investments		\$0.00
115	Accrued Interest on Investments		\$0.00
116	Capital Reserve Account		\$0.00
117	Maintenance Reserve Account		\$0.00
118	Emergency Reserve Account		\$0.00
121	Tax levy Receivable		\$15,283,293.00
Accounts Receivable:			
132	Interfund	\$0.00	
141	Intergovernmental - State	\$4,784,093.43	
142	Intergovernmental - Federal	\$0.00	
143	Intergovernmental - Other	\$0.00	
153, 154	Other (net of estimated uncollectable of \$_____)	\$0.00	\$4,784,093.43
Loans Receivable:			
131	Interfund	\$0.00	
151, 152	Other (Net of estimated uncollectable of \$_____)	\$0.00	\$0.00
161	Bond Proceeds Receivable		\$0.00
171	Inventories for Consumption		\$0.00
172	Inventories for Resale		\$0.00
181	Prepaid Expenses		\$0.00
191	Deposits		\$0.00
192	Deferred Expenditures		\$0.00
199, xxx	Other Current Assets		\$0.00
Resources:			
301	Estimated Revenues	\$22,253,083.00	
302	Less Revenues	(\$22,014,402.06)	\$238,680.94
			<u>\$21,206,889.80</u>
Total assets and resources			

Starting date 7/1/2025 Ending date 7/31/2025 Fund: 10 GENERAL FUND

Liabilities and Fund Equity

Liabilities:

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

Report of the Secretary to the Board of Education
Harrison Twp Board of Ed

Starting date 7/1/2025 Ending date 7/31/2025 Fund: 10 GENERAL FUND

Fund Balance:

Appropriated:				
753,754	Reserve for Encumbrances			\$5,910,504.80
Reserved Fund Balance:				
761	Capital Reserve Account - July 1		\$0.00	
604	Add: Increase in Capital Reserve		\$0.00	
307	Less: Bud. w/d Cap. Reserve Eligible Costs		\$0.00	
309	Less: Bud. w/d Cap. Reserve Excess Costs		\$0.00	
317	Less: Bud. w/d cap. Reserve Debt Service		\$0.00	\$0.00
762	Reserve for Adult Education			\$0.00
763	Sale/Leaseback Reserve Account - July 1		\$0.00	
605	Add: Increase in Sale/Leaseback Reserve		\$0.00	
308	Less: Bud w/d Sale/Leaseback Reserve		\$0.00	\$0.00
764	Maintenance Reserve Account - July 1		\$0.00	
606	Add: Increase in Maintenance Reserve		\$0.00	
310	Less: Bud. w/d from Maintenance Reserve		\$0.00	\$0.00
765	Tuition Reserve Account - July 1		\$0.00	
311	Less: Bud. w/d from Tuition Reserve		\$0.00	\$0.00
766	Reserve for Cur. Exp. Emergencies - July 1		\$0.00	
607	Add: Increase in Cur. Exp. Emer. Reserve		\$0.00	
312	Less: Bud. w/d from Cur. Exp. Emer. Reserve		\$0.00	\$0.00
755	Reserve for Bus Advertising - July 1		\$0.00	
610	Add: Increase in Bus Advertising Reserve		\$0.00	
315	Less: Bud. w/d from Bus Advertising Reserve		\$0.00	\$0.00
756	Federal Impact Aid (General) - July 1		\$0.00	
611	Add: Increase in Federal Impact Aid (General)		\$0.00	
318	Less: Bud. w/d from Federal Impact Aid (Gen.)		\$0.00	\$0.00
757	Federal Impact Aid (Capital) - July 1		\$0.00	
612	Add: Increase in Federal Impact Aid (Capital)		\$0.00	
319	Less: Bud. w/d from Federal Impact Aid (Cap.)		\$0.00	\$0.00
769	Unemployment Fund - July 1		\$0.00	
	Add: Increase in Unemployment Fund		\$0.00	
678	Less: Bud. w/d from Unemployment Fund		\$0.00	\$0.00
750-752,76x	Other reserves			\$0.00
601	Appropriations		\$23,616,234.00	
602	Less: Expenditures	(\$1,046,193.20)		
	Less: Encumbrances	(\$5,910,504.80)	(\$6,956,698.00)	\$16,659,536.00
	Total appropriated			\$22,570,040.80
Unappropriated:				
770	Fund balance, July 1			\$0.00
771	Designated fund balance			\$0.00
303	Budgeted fund balance			(\$1,363,151.00)
	Total fund balance			\$21,206,889.80
	Total liabilities and fund equity			\$21,206,889.80

Starting date 7/1/2025 Ending date 7/31/2025 Fund: 10 GENERAL FUND

Revenues:		Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
00370	SUBTOTAL – Revenues from Local Sources	16,865,821	0	16,865,821	16,666,359	Under	199,462
00520	SUBTOTAL – Revenues from State Sources	5,383,361	0	5,383,361	5,348,043	Under	35,318
00570	SUBTOTAL – Revenues from Federal Sources	3,901	0	3,901	0	Under	3,901
Total		22,253,083	0	22,253,083	22,014,402		238,681

Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
03200	TOTAL REGULAR PROGRAMS - INSTRUCTION	7,878,890	0	7,878,890	324,153	238,008	7,316,728
10300	Total Special Education - Instruction	2,388,628	0	2,388,628	13,193	43,662	2,331,773
11160	Total Basic Skills/Remedial – Instruct.	1,241,660	0	1,241,660	159	0	1,241,501
12160	Total Bilingual Education – Instruction	300	0	300	0	0	300
22620	Total Other Supplemental/At-Risk Program	92,231	0	92,231	0	0	92,231
29180	Total Undistributed Expenditures - Instr	217,209	0	217,209	0	0	217,209
29680	Total Undistributed Expenditures – Atten	17,000	0	17,000	0	17,000	0
30620	Total Undistributed Expenditures – Healt	236,031	0	236,031	1,386	0	234,645
40580	Total Undistributed Expend – Speech, OT,	752,343	0	752,343	1,089	31,291	719,963
41660	Total Undist. Expend. – Guidance	214,685	0	214,685	0	0	214,685
42200	Total Undist. Expend. – Child Study Team	453,109	0	453,109	9,975	54,533	388,601
43200	Total Undist. Expend. – Improvement of I	372,558	0	372,558	31,063	342,171	(676)
43620	Total Undist. Expend. – Edu. Media Serv.	82,600	0	82,600	0	4,388	78,212
44180	Total Undist. Expend. – Instructional St	23,200	0	23,200	3,473	0	19,727
45300	Support Serv. - General Admin	415,414	0	415,414	44,015	235,538	135,861
46160	Support Serv. - School Admin	714,680	0	714,680	51,957	558,916	103,807
47200	Total Undist. Expend. – Central Services	342,565	0	342,565	43,317	269,852	29,396
47620	Total Undist. Expend. – Admin. Info. Tec	430,651	0	430,651	46,195	209,076	175,380
51120	Total Undist. Expend. – Oper. & Maint. O	2,139,177	0	2,139,177	66,572	669,382	1,403,223
52480	Total Undist. Expend. – Student Transpor	1,219,826	0	1,219,826	23,724	121,315	1,074,787
71260	TOTAL PERSONNEL SERVICES –EMPLOYEE	4,332,851	0	4,332,851	385,922	3,115,373	831,556
76260	Total Facilities Acquisition and Constru	34,972	0	34,972	0	0	34,972
84000	Transfer of Funds to Charter Schools	19,154	0	19,154	0	0	19,154
Total		23,619,734	0	23,619,734	1,046,193	5,910,505	16,663,036

Starting date 7/1/2025 Ending date 7/31/2025 Fund: 10 GENERAL FUND

Revenues:			Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
00100	10-1210	Local Tax Levy	16,648,428	0	16,648,428	16,648,428		0
00140	10-1310	Tuition from Individuals	83,750	0	83,750	0	Under	83,750
00150	10-1320	Tuition from LEAs Within State	61,000	0	61,000	0	Under	61,000
00300	10-1__	Unrestricted Miscellaneous Revenues	72,638	0	72,638	17,521	Under	55,117
00330	10-1__	Interest Earned on Maintenance Reserve	5	0	5	410		(405)
00420	10-3121	Categorical Transportation Aid	2,020,669	0	2,020,669	2,020,669		0
00430	10-3131	Extraordinary Aid	80,000	0	80,000	80,000		0
00440	10-3132	Categorical Special Education Aid	2,663,329	0	2,663,329	2,663,329		0
00470	10-3177	Categorical Security Aid	584,045	0	584,045	584,045		0
00500	10-3__	Other State Aids	35,318	0	35,318	0	Under	35,318
00540	10-4200	Medicaid Reimbursement	3,901	0	3,901	0	Under	3,901
Total			22,253,083	0	22,253,083	22,014,402		238,681

Expenditures:			Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
02000	11-105-100-101	Preschool – Salaries of Teachers	122,531	0	122,531	0	0	122,531
02080	11-110-__-101	Kindergarten – Salaries of Teachers	823,675	0	823,675	110	0	823,565
02100	11-120-__-101	Grades 1-5 – Salaries of Teachers	4,966,750	0	4,966,750	2,233	0	4,964,517
02120	11-130-__-101	Grades 6-8 – Salaries of Teachers	844,105	0	844,105	0	0	844,105
02500	11-150-100-101	Salaries of Teachers	5,500	0	5,500	0	0	5,500
03060	11-190-1__-[4-5]	Other Purchased Services (400-500 series	136,400	0	136,400	3,067	6,134	127,199
03080	11-190-1__-610	General Supplies	979,929	0	979,929	318,743	231,874	429,311
06500	11-212-100-101	Salaries of Teachers	229,147	0	229,147	1,994	0	227,153
06520	11-212-100-106	Other Salaries for Instruction	354,507	0	354,507	1,619	0	352,888
06540	11-212-100-320	Purchased Professional-Educational Servi	9,875	0	9,875	0	0	9,875
06600	11-212-100-610	General Supplies	3,200	0	3,200	0	0	3,200
06620	11-212-100-640	Textbooks	7,500	0	7,500	0	0	7,500
06640	11-212-100-8__	Other Objects	300	0	300	0	0	300
07000	11-213-100-101	Salaries of Teachers	1,186,539	0	1,186,539	6,271	0	1,180,268
07020	11-213-100-106	Other Salaries for Instruction	283,991	0	283,991	165	0	283,826
07040	11-213-100-320	Purchased Professional-Educational Servi	1,800	0	1,800	0	0	1,800
07100	11-213-100-610	General Supplies	3,800	0	3,800	81	104	3,615
07120	11-213-100-640	Textbooks	10,000	0	10,000	0	0	10,000
07140	11-213-100-8__	Other Objects	24,800	0	24,800	0	710	24,090
08000	11-215-100-101	Salaries of Teachers	69,041	0	69,041	3,063	0	65,978
08020	11-215-100-106	Other Salaries for Instruction	73,628	0	73,628	0	0	73,628
08100	11-215-100-6__	General Supplies	1,500	0	1,500	0	0	1,500
09300	11-219-100-320	Purchased Professional-Educational Servi	129,000	0	129,000	0	42,848	86,152
11000	11-230-100-101	Salaries of Teachers	990,596	0	990,596	0	0	990,596
11020	11-230-100-106	Other Salaries for Instruction	250,564	0	250,564	159	0	250,405
11100	11-230-100-610	General Supplies	500	0	500	0	0	500
12100	11-240-100-610	General Supplies	300	0	300	0	0	300
22060	11-424-100-179	Salaries of Reading Specialists	92,231	0	92,231	0	0	92,231

Starting date 7/1/2025 Ending date 7/31/2025 Fund: 10 GENERAL FUND

Expenditures:			Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
29080	11-000-100-565	Tuition to CSSD & Regular Day Schools	134,170	0	134,170	0	0	134,170
29100	11-000-100-566	Tuition to Priv. School for the Disabled	83,039	0	83,039	0	0	83,039
29620	11-000-211-[4-5]	Other Purchased Services (400-500-series	17,000	0	17,000	0	17,000	0
30500	11-000-213-1__	Salaries	212,031	0	212,031	1,386	0	210,645
30540	11-000-213-3__	Purchased Professional and Technical Ser	10,100	0	10,100	0	0	10,100
30580	11-000-213-6__	Supplies and Materials	13,900	0	13,900	0	0	13,900
40500	11-000-216-1__	Salaries	326,993	0	326,993	1,089	0	325,904
40520	11-000-216-320	Purchased Professional – Educational Ser	417,300	0	417,300	0	31,174	386,126
40540	11-000-216-6__	Supplies and Materials	8,050	0	8,050	0	117	7,933
41500	11-000-218-104	Salaries of Other Professional Staff	210,985	0	210,985	0	0	210,985
41560	11-000-218-320	Purchased Professional – Educational Ser	3,300	0	3,300	0	0	3,300
41620	11-000-218-6__	Supplies and Materials	400	0	400	0	0	400
42000	11-000-219-104	Salaries of Other Professional Staff	349,587	0	349,587	5,733	0	343,854
42020	11-000-219-105	Salaries of Secretarial and Clerical Ass	46,222	0	46,222	3,859	42,453	(90)
42060	11-000-219-320	Purchased Professional – Educational Ser	39,850	0	39,850	0	11,314	28,536
42100	11-000-219-[4-5]	Other Purchased Services (400-500 series	4,600	0	4,600	383	766	3,451
42140	11-000-219-592	Misc. Purch. Svc. (400-500 series O/than	5,350	0	5,350	0	0	5,350
42160	11-000-219-6__	Supplies and Materials	5,700	0	5,700	0	0	5,700
42180	11-000-219-8__	Other Objects	1,800	0	1,800	0	0	1,800
43000	11-000-221-102	Salaries of Supervisor of Instruction	371,958	0	371,958	31,063	341,696	(801)
43140	11-000-221-[4-5]	Other Purch. Services (400-500 series)	100	0	100	0	0	100
43160	11-000-221-6__	Supplies and Materials	500	0	500	0	475	25
43520	11-000-222-177	Salaries of Technology Coordinators	50,000	0	50,000	0	0	50,000
43540	11-000-222-3__	Purchased Professional and Technical Ser	12,100	0	12,100	0	2,327	9,773
43580	11-000-222-6__	Supplies and Materials	20,500	0	20,500	0	2,061	18,439
44020	11-000-223-104	Salaries of Other Professional Staff	15,000	0	15,000	3,473	0	11,527
44080	11-000-223-320	Purchased Professional – Educational Ser	5,000	0	5,000	0	0	5,000
44120	11-000-223-[4-5]	Other Purch. Services (400-500 series)	3,200	0	3,200	0	0	3,200
45000	11-000-230-1__	Salaries	231,614	0	231,614	19,311	212,416	(112)
45040	11-000-230-331	Legal Services	65,000	0	65,000	2,775	0	62,225
45060	11-000-230-332	Audit Fees	21,000	0	21,000	0	0	21,000
45080	11-000-230-334	Architectural/Engineering Services	1,000	0	1,000	0	0	1,000
45100	11-000-230-339	Other Purchased Professional Services	15,000	0	15,000	0	0	15,000
45140	11-000-230-530	Communications/Telephone	36,500	0	36,500	4,759	16,067	15,674
45160	11-000-230-585	BOE Other Purchased Services	7,000	0	7,000	0	6,290	710
45180	11-000-230-590	Misc Purch Services (400-500 series, O/T	15,300	0	15,300	7,971	766	6,563
45200	11-000-230-610	General Supplies	4,000	0	4,000	200	0	3,800
45220	11-000-230-630	BOE In-House Training/Meeting Supplies	8,500	0	8,500	79	0	8,421
45280	11-000-230-895	BOE Membership Dues and Fees	10,500	0	10,500	8,920	0	1,580
46000	11-000-240-103	Salaries of Principals/Assistant Princip	510,843	0	510,843	42,873	471,608	(3,638)
46040	11-000-240-105	Salaries of Secretarial and Clerical Ass	134,787	0	134,787	6,693	73,623	54,471

Starting date 7/1/2025 Ending date 7/31/2025 Fund: 10 GENERAL FUND

Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
46080	11-000-240-3__ Purchased Professional and Technical Ser	22,200	0	22,200	0	11,874	10,326
46100	11-000-240-[4-5] Other Purchased Services (400-500 series	8,900	0	8,900	691	1,381	6,828
46120	11-000-240-6__ Supplies and Materials	19,700	0	19,700	600	116	18,984
46140	11-000-240-8__ Other Objects	18,250	0	18,250	1,100	314	16,836
47000	11-000-251-1__ Salaries	300,660	0	300,660	24,498	269,473	6,689
47020	11-000-251-330 Purchased Professional Services	28,500	0	28,500	16,942	0	11,558
47060	11-000-251-592 Misc. Purch. Services (400-500 Series, O	3,405	0	3,405	175	351	2,879
47100	11-000-251-6__ Supplies and Materials	4,000	0	4,000	301	28	3,671
47180	11-000-251-890 Other Objects	6,000	0	6,000	1,400	0	4,600
47500	11-000-252-1__ Salaries	218,151	0	218,151	20,315	181,638	16,197
47540	11-000-252-340 Purchased Technical Services	7,500	0	7,500	0	0	7,500
47560	11-000-252-[4-5] Other Purchased Services (400-500 series	120,000	0	120,000	25,879	26,178	67,943
47580	11-000-252-6__ Supplies and Materials	85,000	0	85,000	0	1,260	83,740
48520	11-000-261-420 Cleaning, Repair, and Maintenance Servic	167,000	0	167,000	0	60,527	106,473
48540	11-000-261-610 General Supplies	69,000	0	69,000	659	3,019	65,322
49000	11-000-262-1__ Salaries	679,423	0	679,423	55,893	439,424	184,106
49020	11-000-262-107 Salaries of Non-Instructional Aides	254,719	0	254,719	1,784	0	252,935
49120	11-000-262-490 Other Purchased Property Services	42,135	0	42,135	0	0	42,135
49140	11-000-262-520 Insurance	170,000	7,025	177,025	0	153,815	23,210
49160	11-000-262-590 Miscellaneous Purchased Services	13,500	(7,025)	6,475	451	761	5,263
49180	11-000-262-610 General Supplies	70,000	0	70,000	29	7,695	62,275
49200	11-000-262-621 Energy (Natural Gas)	110,000	0	110,000	0	0	110,000
49220	11-000-262-622 Energy (Electricity)	350,000	0	350,000	0	0	350,000
49280	11-000-262-8__ Other Objects	6,000	0	6,000	0	2,340	3,660
50040	11-000-263-420 Cleaning, Repair, and Maintenance Svc.	50,000	0	50,000	0	1,800	48,200
50060	11-000-263-610 General Supplies	2,000	0	2,000	0	0	2,000
51020	11-000-266-3__ Purchased Professional and Technical Ser	112,200	0	112,200	0	0	112,200
51040	11-000-266-420 Cleaning, Repair, and Maintenance Svc.	43,200	0	43,200	7,757	0	35,444
52000	11-000-270-107 Salaries of Non-Instructional Aides	134,304	0	134,304	847	0	133,457
52020	11-000-270-160 Sal. For Pupil Trans (Bet Home & Sch) -	554,373	0	554,373	15,156	113,390	425,827
52040	11-000-270-161 Sal. For Pupil Trans (Bet Home & Sch) -	49,149	0	49,149	0	0	49,149
52120	11-000-270-390 Other Purchased Prof. and Technical Serv	10,200	0	10,200	0	0	10,200
52140	11-000-270-420 Cleaning, Repair, & Maint. Services	80,000	0	80,000	0	4,819	75,181
52200	11-000-270-503 Contract Serv.-Aid in Lieu Pymts-Non-Pub	115,000	0	115,000	0	0	115,000
52340	11-000-270-515 Contract Serv. (Sp Ed Stds) - Joint Agre	30,000	0	30,000	0	0	30,000
52380	11-000-270-518 Contract Serv. (Spl. Ed. Students) - ESC	10,000	0	10,000	0	0	10,000
52400	11-000-270-593 Misc. Purchased Services - Transportatio	32,800	0	32,800	62	124	32,615
52420	11-000-270-610 General Supplies	200,000	0	200,000	7,497	2,403	190,100
52460	11-000-270-8__ Other objects	4,000	0	4,000	163	580	3,258
71020	11-000-291-220 Social Security Contributions	274,382	0	274,382	15,061	0	259,321
71060	11-000-291-241 Other Retirement Contributions - PERS	333,200	0	333,200	0	0	333,200

Starting date 7/1/2025 Ending date 7/31/2025 Fund: 10 GENERAL FUND

Expenditures:			Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
71120	11-000-291-249	Other Retirement Contributions - Regular	45,070	0	45,070	63	0	45,007
71160	11-000-291-260	Workmen's Compensation	136,000	0	136,000	0	146,421	(10,421)
71180	11-000-291-270	Health Benefits	3,307,199	0	3,307,199	337,369	2,968,952	878
71200	11-000-291-280	Tuition Reimbursement	41,000	0	41,000	0	0	41,000
71220	11-000-291-290	Other Employee Benefits	196,000	0	196,000	33,430	0	162,570
76240	12-000-400-932	Capital Outlay - Transfer to Capital Pro	34,972	0	34,972	0	0	34,972
84000	10-000-100-56_	Transfer of Funds to Charter Schools	19,154	0	19,154	0	0	19,154
Total			23,619,734	0	23,619,734	1,046,193	5,910,505	16,663,036

Starting date 7/1/2025 Ending date 7/31/2025 Fund: 20 SPECIAL REVENUE FUNDS

Assets and Resources

Assets:			
101	Cash in bank		\$45,269.11
102-106	Cash Equivalents		\$0.00
108	Impact Aid Reserve (General)		\$0.00
109	Impact Aid Reserve (Capital)		\$0.00
111	Investments		\$0.00
112	Unamortized Premums on Investments		\$0.00
113	Unamortized Discounts on Investments		\$0.00
114	Interest Receivable on Investments		\$0.00
115	Accrued Interest on Investments		\$0.00
116	Capital Reserve Account		\$0.00
117	Maintenance Reserve Account		\$0.00
118	Emergency Reserve Account		\$0.00
121	Tax levy Receivable		\$0.00
Accounts Receivable:			
132	Interfund	\$0.00	
141	Intergovernmental - State	\$0.00	
142	Intergovernmental - Federal	\$0.00	
143	Intergovernmental - Other	\$0.00	
153, 154	Other (net of estimated uncollectable of \$ _____)	\$0.00	\$0.00
Loans Receivable:			
131	Interfund	\$0.00	
151, 152	Other (Net of estimated uncollectable of \$ _____)	\$0.00	\$0.00
161	Bond Proceeds Receivable		\$0.00
171	Inventories for Consumption		\$0.00
172	Inventories for Resale		\$0.00
181	Prepaid Expenses		\$0.00
191	Deposits		\$0.00
192	Deferred Expenditures		\$0.00
199, xxx	Other Current Assets		\$0.00
Resources:			
301	Estimated Revenues	\$949,421.00	
302	Less Revenues	(\$51,495.00)	\$897,926.00
Total assets and resources			<u>\$943,195.11</u>

Starting date 7/1/2025 Ending date 7/31/2025 Fund: 20 SPECIAL REVENUE FUNDS

Liabilities and Fund Equity

Liabilities:

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

Starting date 7/1/2025 Ending date 7/31/2025 Fund: 20 SPECIAL REVENUE FUNDS

Fund Balance:

	Appropriated:			
753,754	Reserve for Encumbrances			\$76,428.60
	Reserved Fund Balance:			
761	Capital Reserve Account - July 1	\$0.00		
604	Add: Increase in Capital Reserve	\$0.00		
307	Less: Bud. w/d Cap. Reserve Eligible Costs	\$0.00		
309	Less: Bud. w/d Cap. Reserve Excess Costs	\$0.00		
317	Less: Bud. w/d cap. Reserve Debt Service	\$0.00		\$0.00
762	Reserve for Adult Education			\$0.00
763	Sale/Leaseback Reserve Account - July 1	\$0.00		
605	Add: Increase in Sale/Leaseback Reserve	\$0.00		
308	Less: Bud w/d Sale/Leaseback Reserve	\$0.00		\$0.00
764	Maintenance Reserve Account - July 1	\$0.00		
606	Add: Increase in Maintenance Reserve	\$0.00		
310	Less: Bud. w/d from Maintenance Reserve	\$0.00		\$0.00
765	Tuition Reserve Account - July 1	\$0.00		
311	Less: Bud. w/d from Tuition Reserve	\$0.00		\$0.00
766	Reserve for Cur. Exp. Emergencies - July 1	\$0.00		
607	Add: Increase in Cur. Exp. Emer. Reserve	\$0.00		
312	Less: Bud. w/d from Cur. Exp. Emer. Reserve	\$0.00		\$0.00
755	Reserve for Bus Advertising - July 1	\$0.00		
610	Add: Increase in Bus Advertising Reserve	\$0.00		
315	Less: Bud. w/d from Bus Advertising Reserve	\$0.00		\$0.00
756	Federal Impact Aid (General) - July 1	\$0.00		
611	Add: Increase in Federal Impact Aid (General)	\$0.00		
318	Less: Bud. w/d from Federal Impact Aid (Gen.)	\$0.00		\$0.00
757	Federal Impact Aid (Capital) - July 1	\$0.00		
612	Add: Increase in Federal Impact Aid (Capital)	\$0.00		
319	Less: Bud. w/d from Federal Impact Aid (Cap.)	\$0.00		\$0.00
769	Unemployment Fund - July 1	\$0.00		
	Add: Increase in Unemployment Fund	\$0.00		
678	Less: Bud. w/d from Unemployment Fund	\$0.00		\$0.00
750-752,76x	Other reserves			\$0.00
601	Appropriations	\$639,155.00		
602	Less: Expenditures	(\$6,225.89)		
	Less: Encumbrances	(\$76,428.60)	(\$82,654.49)	\$556,500.51
	Total appropriated			\$632,929.11
	Unappropriated:			
770	Fund balance, July 1			\$0.00
771	Designated fund balance			\$0.00
303	Budgeted fund balance			\$310,266.00
	Total fund balance			\$943,195.11
	Total liabilities and fund equity			<u>\$943,195.11</u>

Starting date 7/1/2025 Ending date 7/31/2025 Fund: 20 SPECIAL REVENUE FUNDS

Revenues:		Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
	(Total of Accounts W/O a Grid# Assigned)	50,000	0	50,000	0	Under	50,000
00770	Total Revenues from State Sources	102,150	11,007	113,157	51,495	Under	61,662
00830	Total Revenues from Federal Sources	786,264	0	786,264	0	Under	786,264
	Total	938,414	11,007	949,421	51,495		897,926

Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
84200	Student Activity Fund	50,000	0	50,000	0	0	50,000
88000	Nonpublic Textbooks	0	6,341	6,341	0	0	6,341
88020	Nonpublic Auxiliary Services	0	20,011	20,011	0	0	20,011
88040	Nonpublic Handicapped Services	0	37,392	37,392	0	0	37,392
88060	Nonpublic Nursing Services	0	16,598	16,598	0	0	16,598
88080	Nonpublic Technology Initiative	0	4,525	4,525	0	0	4,525
88090	Nonpublic Security Aid Program	0	28,290	28,290	0	0	28,290
88740	Total Federal Projects	563,882	(87,884)	475,998	6,226	76,429	393,344
	Total	613,882	25,273	639,155	6,226	76,429	556,501

Starting date 7/1/2025 Ending date 7/31/2025 Fund: 20 SPECIAL REVENUE FUNDS

Revenues:	Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
	50,000	0	50,000	0	Under	50,000
00765 20-32__ Other Restricted Entitlements	102,150	11,007	113,157	51,495	Under	61,662
00775 20-441[1-6] Title I	56,066	0	56,066	0	Under	56,066
00780 20-445[1-5] Title II	19,376	0	19,376	0	Under	19,376
00790 20-447[1-4] Title IV	8,500	0	8,500	0	Under	8,500
00805 20-442[0-9] I.D.E.A. Part B (Handicapped)	702,322	0	702,322	0	Under	702,322
Total	938,414	11,007	949,421	51,495		897,926

Expenditures:	Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
84200 20-475-__-__ Student Activity Fund	50,000	0	50,000	0	0	50,000
88000 20-501-__-__ Nonpublic Textbooks	0	6,341	6,341	0	0	6,341
88020 20-50[-2-5-]__ Nonpublic Auxiliary Services	0	20,011	20,011	0	0	20,011
88040 20-50[-6-8-]__ Nonpublic Handicapped Services	0	37,392	37,392	0	0	37,392
88060 20-509-__-__ Nonpublic Nursing Services	0	16,598	16,598	0	0	16,598
88080 20-510-__-__ Nonpublic Technology Initiative	0	4,525	4,525	0	0	4,525
88090 20-511-__-__ Nonpublic Security Aid Program	0	28,290	28,290	0	0	28,290
88500 20-__-__-__ Title I	56,066	0	56,066	6,226	0	49,840
88520 20-__-__-__ Title II	19,376	0	19,376	0	0	19,376
88560 20-__-__-__ Title IV	110,650	(102,150)	8,500	0	0	8,500
88620 20-__-__-__ I.D.E.A. Part B (Handicapped)	377,790	14,266	392,056	0	76,429	315,627
Total	613,882	25,273	639,155	6,226	76,429	556,501

Starting date 7/1/2025 Ending date 7/31/2025 Fund: 30 CAPITAL PROJECTS FUNDS

Assets and Resources

Assets:			
101	Cash in bank		(\$30,475.81)
102-106	Cash Equivalents		\$0.00
108	Impact Aid Reserve (General)		\$0.00
109	Impact Aid Reserve (Capital)		\$0.00
111	Investments		\$0.00
112	Unamortized Premums on Investments		\$0.00
113	Unamortized Discounts on Investments		\$0.00
114	Interest Receivable on Investments		\$0.00
115	Accrued Interest on Investments		\$0.00
116	Capital Reserve Account		\$0.00
117	Maintenance Reserve Account		\$0.00
118	Emergency Reserve Account		\$0.00
121	Tax levy Receivable		\$0.00
Accounts Receivable:			
132	Interfund	\$0.00	
141	Intergovernmental - State	\$0.00	
142	Intergovernmental - Federal	\$0.00	
143	Intergovernmental - Other	\$0.00	
153, 154	Other (net of estimated uncollectable of \$_____)	\$0.00	\$0.00
Loans Receivable:			
131	Interfund	\$0.00	
151, 152	Other (Net of estimated uncollectable of \$_____)	\$0.00	\$0.00
161	Bond Proceeds Receivable		\$0.00
171	Inventories for Consumption		\$0.00
172	Inventories for Resale		\$0.00
181	Prepaid Expenses		\$0.00
191	Deposits		\$0.00
192	Deferred Expenditures		\$0.00
199, xxx	Other Current Assets		\$0.00
Resources:			
301	Estimated Revenues	\$0.00	
302	Less Revenues	\$0.00	\$0.00
Total assets and resources			(\$30,475.81)

Starting date 7/1/2025 Ending date 7/31/2025 Fund: 30 CAPITAL PROJECTS FUNDS

Liabilities and Fund Equity

Liabilities:

101	Cash Overdraft	(\$30,475.81)
401	Interfund Loans Payable	\$0.00
402	Interfund Accounts Payable	\$0.00
411	Intergovernmental Accounts Payable - State	\$0.00
412	Intergovernmental Accounts Payable - Federal	\$0.00
413	Intergovernmental Accounts Payable - Other	\$0.00
421	Accounts Payable	\$0.00
422	Judgments Payable	\$0.00
431	Contracts Payable	\$0.00
451	Loans Payable	\$0.00
471	Payroll Deductions and Withholdings	\$0.00
481	Deferred Revenues	\$0.00
580	Unemployment Trust Fund Liability	\$0.00
499, xxx	Other Current Liabilities	\$0.00
Total liabilities		\$0.00

Starting date 7/1/2025 Ending date 7/31/2025 Fund: 30 CAPITAL PROJECTS FUNDS

Fund Balance:

Appropriated:

753,754 Reserve for Encumbrances (\$30,475.81)

Reserved Fund Balance:

761	Capital Reserve Account - July 1	\$0.00	
604	Add: Increase in Capital Reserve	\$0.00	
307	Less: Bud. w/d Cap. Reserve Eligible Costs	\$0.00	
309	Less: Bud. w/d Cap. Reserve Excess Costs	\$0.00	
317	Less: Bud. w/d cap. Reserve Debt Service	\$0.00	\$0.00
762	Reserve for Adult Education		\$0.00
763	Sale/Leaseback Reserve Account - July 1	\$0.00	
605	Add: Increase in Sale/Leaseback Reserve	\$0.00	
308	Less: Bud w/d Sale/Leaseback Reserve	\$0.00	\$0.00
764	Maintenance Reserve Account - July 1	\$0.00	
606	Add: Increase in Maintenance Reserve	\$0.00	
310	Less: Bud. w/d from Maintenance Reserve	\$0.00	\$0.00
765	Tuition Reserve Account - July 1	\$0.00	
311	Less: Bud. w/d from Tuition Reserve	\$0.00	\$0.00
766	Reserve for Cur. Exp. Emergencies - July 1	\$0.00	
607	Add: Increase in Cur. Exp. Emer. Reserve	\$0.00	
312	Less: Bud. w/d from Cur. Exp. Emer. Reserve	\$0.00	\$0.00
755	Reserve for Bus Advertising - July 1	\$0.00	
610	Add: Increase in Bus Advertising Reserve	\$0.00	
315	Less: Bud. w/d from Bus Advertising Reserve	\$0.00	\$0.00
756	Federal Impact Aid (General) - July 1	\$0.00	
611	Add: Increase in Federal Impact Aid (General)	\$0.00	
318	Less: Bud. w/d from Federal Impact Aid (Gen.)	\$0.00	\$0.00
757	Federal Impact Aid (Capital) - July 1	\$0.00	
612	Add: Increase in Federal Impact Aid (Capital)	\$0.00	
319	Less: Bud. w/d from Federal Impact Aid (Cap.)	\$0.00	\$0.00
769	Unemployment Fund - July 1	\$0.00	
	Add: Increase in Unemployment Fund	\$0.00	
678	Less: Bud. w/d from Unemployment Fund	\$0.00	\$0.00
750-752,76x	Other reserves		\$0.00
601	Appropriations	\$0.00	
602	Less: Expenditures	(\$30,475.81)	
	Less: Encumbrances	\$30,475.81	\$0.00
	Total appropriated		(\$30,475.81)

Unappropriated:

770	Fund balance, July 1		\$0.00
771	Designated fund balance		\$0.00
303	Budgeted fund balance		\$0.00
	Total fund balance		(\$30,475.81)
	Total liabilities and fund equity		<u>(\$30,475.81)</u>

Starting date 7/1/2025 Ending date 7/31/2025 Fund: 30 CAPITAL PROJECTS FUNDS

Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
89200	TOTAL CAPITAL PROJECT FUNDS	0	0	0	30,476	(30,476)	0
Total		0	0	0	30,476	(30,476)	0

Starting date 7/1/2025 Ending date 7/31/2025 Fund: 30 CAPITAL PROJECTS FUNDS

Expenditures:

	Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
89080 30-000-4__-45_ Construction Services	0	0	0	30,476	(30,476)	0
Total	0	0	0	30,476	(30,476)	0

Starting date 7/1/2025 Ending date 7/31/2025 Fund: 40 DEBT SERVICE FUNDS

Assets and Resources

Assets:

101	Cash in bank		\$0.00
102-106	Cash Equivalents		\$0.00
108	Impact Aid Reserve (General)		\$0.00
109	Impact Aid Reserve (Capital)		\$0.00
111	Investments		\$0.00
112	Unamortized Premums on Investments		\$0.00
113	Unamortized Discounts on Investments		\$0.00
114	Interest Receivable on Investments		\$0.00
115	Accrued Interest on Investments		\$0.00
116	Capital Reserve Account		\$0.00
117	Maintenance Reserve Account		\$0.00
118	Emergency Reserve Account		\$0.00
121	Tax levy Receivable		\$315,480.00

Accounts Receivable:

132	Interfund	\$0.00	
141	Intergovernmental - State	\$162,520.00	
142	Intergovernmental - Federal	\$0.00	
143	Intergovernmental - Other	\$0.00	
153, 154	Other (net of estimated uncollectable of \$ _____)	\$0.00	\$162,520.00

Loans Receivable:

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

Resources:

301	Estimated Revenues	\$478,000.00	
302	Less Revenues	(\$478,000.00)	\$0.00

Total assets and resources

\$478,000.00

Starting date 7/1/2025 Ending date 7/31/2025 Fund: 40 DEBT SERVICE FUNDS

Liabilities and Fund Equity

Liabilities:

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

Starting date 7/1/2025 Ending date 7/31/2025 Fund: 40 DEBT SERVICE FUNDS

Fund Balance:

Appropriated:			
753,754	Reserve for Encumbrances		\$441,125.00
Reserved Fund Balance:			
761	Capital Reserve Account - July 1	\$0.00	
604	Add: Increase in Capital Reserve	\$0.00	
307	Less: Bud. w/d Cap. Reserve Eligible Costs	\$0.00	
309	Less: Bud. w/d Cap. Reserve Excess Costs	\$0.00	
317	Less: Bud. w/d cap. Reserve Debt Service	\$0.00	\$0.00
762	Reserve for Adult Education		\$0.00
763	Sale/Leaseback Reserve Account - July 1	\$0.00	
605	Add: Increase in Sale/Leaseback Reserve	\$0.00	
308	Less: Bud w/d Sale/Leaseback Reserve	\$0.00	\$0.00
764	Maintenance Reserve Account - July 1	\$0.00	
606	Add: Increase in Maintenance Reserve	\$0.00	
310	Less: Bud. w/d from Maintenance Reserve	\$0.00	\$0.00
765	Tuition Reserve Account - July 1	\$0.00	
311	Less: Bud. w/d from Tuition Reserve	\$0.00	\$0.00
766	Reserve for Cur. Exp. Emergencies - July 1	\$0.00	
607	Add: Increase in Cur. Exp. Emer. Reserve	\$0.00	
312	Less: Bud. w/d from Cur. Exp. Emer. Reserve	\$0.00	\$0.00
755	Reserve for Bus Advertising - July 1	\$0.00	
610	Add: Increase in Bus Advertising Reserve	\$0.00	
315	Less: Bud. w/d from Bus Advertising Reserve	\$0.00	\$0.00
756	Federal Impact Aid (General) - July 1	\$0.00	
611	Add: Increase in Federal Impact Aid (General)	\$0.00	
318	Less: Bud. w/d from Federal Impact Aid (Gen.)	\$0.00	\$0.00
757	Federal Impact Aid (Capital) - July 1	\$0.00	
612	Add: Increase in Federal Impact Aid (Capital)	\$0.00	
319	Less: Bud. w/d from Federal Impact Aid (Cap.)	\$0.00	\$0.00
769	Unemployment Fund - July 1	\$0.00	
	Add: Increase in Unemployment Fund	\$0.00	
678	Less: Bud. w/d from Unemployment Fund	\$0.00	\$0.00
750-752,76x	Other reserves		\$0.00
601	Appropriations	\$478,000.00	
602	Less: Expenditures	\$0.00	
	Less: Encumbrances	(\$441,125.00)	(\$441,125.00)
	Total appropriated		\$478,000.00
Unappropriated:			
770	Fund balance, July 1		\$0.00
771	Designated fund balance		\$0.00
303	Budgeted fund balance		\$0.00
	Total fund balance		\$478,000.00
	Total liabilities and fund equity		\$478,000.00

Starting date 7/1/2025 Ending date 7/31/2025 Fund: 40 DEBT SERVICE FUNDS

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$478,000.00	\$441,125.00	\$36,875.00
Revenues	(\$478,000.00)	(\$478,000.00)	\$0.00
Subtotal	<u>\$0.00</u>	<u>(\$36,875.00)</u>	<u>\$36,875.00</u>
Change in Capital Reserve Account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$0.00</u>	<u>(\$36,875.00)</u>	<u>\$36,875.00</u>
Change in Sale/Leaseback Account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$0.00</u>	<u>(\$36,875.00)</u>	<u>\$36,875.00</u>
Change in Maintenance Reserve Account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$0.00</u>	<u>(\$36,875.00)</u>	<u>\$36,875.00</u>
Change in Emergency Reserve Account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$0.00</u>	<u>(\$36,875.00)</u>	<u>\$36,875.00</u>
Change in Tuition Reserve Account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$0.00</u>	<u>(\$36,875.00)</u>	<u>\$36,875.00</u>
Change in Bus Advertising Reserve Account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$0.00</u>	<u>(\$36,875.00)</u>	<u>\$36,875.00</u>
Change in Federal Impact Aid (General):			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$0.00</u>	<u>(\$36,875.00)</u>	<u>\$36,875.00</u>
Change in Federal Impact Aid (Capital):			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$0.00</u>	<u>(\$36,875.00)</u>	<u>\$36,875.00</u>
Less: Adjustment for prior year	\$0.00	\$0.00	\$0.00
Budgeted fund balance	<u>\$0.00</u>	<u>(\$36,875.00)</u>	<u>\$36,875.00</u>

Prepared and submitted by : 
 Board Secretary

8/6/25
 Date

Starting date 7/1/2025 Ending date 7/31/2025 Fund: 40 DEBT SERVICE FUNDS

Revenues:		Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
00885	Total Revenues from Local Sources	315,480	0	315,480	315,480		0
0093A	Other	162,520	0	162,520	162,520		0
	Total	478,000	0	478,000	478,000		0

Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
89660	Total Regular Debt Service	478,000	0	478,000	0	441,125	36,875
	Total	478,000	0	478,000	0	441,125	36,875

Starting date 7/1/2025 Ending date 7/31/2025 Fund: 40 DEBT SERVICE FUNDS

Revenues:			Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
00860	40-1210	Local Tax Levy	315,480	0	315,480	315,480		0
00890	40-3160	Debt Service Aid Type II	162,520	0	162,520	162,520		0
Total			478,000	0	478,000	478,000		0

Expenditures:			Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
89600	40-701-510-834	Interest on Bonds	78,000	0	78,000	0	41,125	36,875
89620	40-701-510-910	Redemption of Principal	400,000	0	400,000	0	400,000	0
Total			478,000	0	478,000	0	441,125	36,875

Check Journal
Rec and Unrec checks

Harrison Twp Board of Ed
Hand and Machine checks

FIN # 6a -
08/05/25 11:46

Starting date 6/30/2025

Ending date 6/30/2025

Fund Totals

11	GENERAL CURRENT EXPENSE	\$43,417.52
20	SPECIAL REVENUE FUNDS	\$210.00
	Total for all checks listed	\$43,627.52

Prepared and submitted by: _____

Board President

_____ Date

Starting date 6/30/2025

Ending date 6/30/2025

Chk#	Date	Rec date	Code	Vendor name	Check Comment	Check amount
						5,850.00
051622	06/30/25		7299	FOUR SEASONS LANDSCAPING		
	500333	08/07/24		Landscaping		\$5,850.00
						999.00
051623	06/30/25		9719	Ozobot		
	501406	06/09/25		I & D Supplies		\$999.00
						72.91
051624	06/30/25		9960	UGI Energy Services, LLC		
	500426	08/27/24		Natural Gas Supply		\$72.91
						12,568.62
051626	06/30/25		0038	CLEARVIEW REGIONAL SCHOOL DISTRICT		
	500456	09/04/24		Joint Transp.		\$2,809.22
	500547	09/18/24		Diesel Fuel		\$827.16
	500716	11/06/24		Aid-in-Lieu		\$8,932.24
						14,784.99
051627	06/30/25		6686	TOWNSHIP OF HARRISON		
	500754	11/11/24		Gasoline		\$14,784.99
						210.00
051628	06/30/25		9364	Great Minds PBC		
	501452	06/24/25		Wit & Wisdom		\$210.00
						520.00
051629	06/30/25		7121	HILLYARD / MID-ATLANTIC		
	501416	06/17/25		Parts & Labor		\$520.00
						8,622.00
051635	06/30/25		A196	Gorman, DAnella & Morlok		
	500318	08/07/24		Legal Services		\$8,622.00

July 2025 Ratified Bill List

Check Journal

Harrison Twp Board of Ed

Fin #66

Rec and Unrec checks

Hand and Machine checks

08/05/25 11:49

Starting date 7/15/2025

Ending date 7/31/2025

Chk#	Date	Rec date	Code	Vendor name	Check Comment	Check amount
051625	07/22/25		9667	Comcast		1,879.39
	600149	07/21/25		Internet/Ethernet		\$1,879.39

Fund Totals

11	GENERAL CURRENT EXPENSE	\$1,879.39
	Total for all checks listed	\$1,879.39

July 2025

Ratified Bill List #1	\$ 1,879.39
Ratified Bill List #2	\$ 0.00
Ratified Bill List #3	\$ 0.00
Payroll	<u>\$ 310,974.14</u>
	<u><u>\$ 312,853.53</u></u>

Prepared and submitted by: _____
Board President

_____ Date

July 2025 Payroll

Journal
and Unrec checks

Harrison Twp Board of Ed
Hand and Machine checks

08/05/25 11:51

Starting date 7/15/2025

Ending date 7/31/2025

Fund Totals

10	GENERAL FUND	\$6,521.88
11	GENERAL CURRENT EXPENSE	\$298,226.37
20	SPECIAL REVENUE FUNDS	\$6,225.89
	Total for all checks listed	\$310,974.14

Prepared and submitted by:



Board Secretary



Date

Journal
and Unrec checks

Harrison Twp Board of Ed
Hand and Machine checks

08/05/25 11:51

Starting date 7/15/2025

Ending date 7/31/2025

Chk#	Date	Rec date	Code	Vendor name	Check Comment	Check amount
B42350	07/15/25		0086	HARRISON TWP BD/ED AGENCY ACCT		10,416.55
	600096	07/15/25	FICA			\$7,124.33
	600097	07/15/25	DCRP			\$31.28
	6J0002	07/15/25	Db 10-141 / Cr 10-101			\$3,260.94
B42356	07/29/25		0086	HARRISON TWP BD/ED AGENCY ACCT		11,228.54
	600096	07/15/25	FICA			\$7,936.32
	600097	07/15/25	DCRP			\$31.28
	6J0003	07/29/25	Db 10-141 / Cr 10-101			\$3,260.94
B42359	07/31/25		0086	HARRISON TWP BD/ED AGENCY ACCT		86.37
	600096	07/15/25	FICA			\$86.37
=42300	07/15/25		PAY	Payroll		139,314.10
	600000	07/01/25	Payroll 2025 - 2026			\$139,314.10
=42367	07/30/25		PAY	Payroll		149,928.58
	600000	07/01/25	Payroll 2025 - 2026			\$149,928.58
=42368	07/31/25		PAY	Payroll		
	600000	07/01/25	Payroll 2025 - 2026			

August 2025 Bill List

FIN#6c

Check Journal
 Rec and Unrec checks

Harrison Twp Board of Ed
 Hand and Machine checks

08/13/25 16:19

Starting date 8/18/2025 Ending date 8/18/2025

Chk#	Date	Rec date	Code	Vendor name	Check Comment	Check amount
051731	08/18/25		9889	WILSON LANGUAGE TRAINING CORP.		3,823.20
	600138	07/21/25		Foundations		\$3,823.20
051732	08/18/25		0231	WOLFINGTON BODY COMPANY, INC.		1,046.71
	600198	07/23/25		Bus Parts		\$240.90
	600260	08/11/25		Bus Parts		\$805.81
051733	08/18/25		A352	Yocolano; Pasquale		99.05
	600189	07/24/25		Lunch Acct. Refund		\$99.05

Fund Totals

11	GENERAL CURRENT EXPENSE	\$326,476.82
20	SPECIAL REVENUE FUNDS	\$35,541.60
60	ENTERPRISE FUNDS	\$2,369.20
	Total for all checks listed	\$364,387.62

Prepared and submitted by: _____
 Board President

 Date

Check Journal
 Rec and Unrec checks

Harrison Twp Board of Ed
 Hand and Machine checks

08/13/25 16:19

Starting date 8/18/2025 Ending date 8/18/2025

Chk#	Date	Rec date	Code	Vendor name	Check Comment	Check amount
051639	08/18/25		A328	ALLSTATE Sign & Plaque		231.95
	600196	07/23/25		Sign		\$231.95
051640	V 08/18/25	08/18/25		00.0 \$ Multi Stub Void	#051642 Stub	
051641	V 08/18/25	08/18/25		00.0 \$ Multi Stub Void	#051642 Stub	
051642	08/18/25		A120	Amazon Capital Services		22,004.22
	600041	07/08/25		Supplies		\$633.10
	600042	07/08/25		Supplies		\$2,800.13
	600083	07/14/25		Math Supplies		\$2,305.96
	600085	07/14/25		LA Supplies		\$1,108.91
	600086	07/14/25		Science Supplies		\$2,037.82
	600087	07/14/25		Science Supplies		\$106.39
	600091	07/14/25		PE Supplies		\$309.66
	600092	07/14/25		Bulk Supply		\$145.88
	600093	07/14/25		Bulk Supply		\$3,697.67
	600094	07/16/25		Supplies		\$27.70
	600116	07/15/25		Bulk Supplies		\$5,205.00
	600119	07/15/25		Bulk Supplies		\$1,766.44
	600152	07/22/25		Teacher Supply		\$86.04
	600154	07/22/25		Supplies		\$84.70
	600155	07/22/25		Supplies		\$1,380.41
	600193	07/23/25		Supplies		\$308.41
051643	08/18/25		7814	ARCHBISHOP DAMIANO SCHOOL		25,300.80
	600019	07/03/25		Tuition & Aide		\$25,300.80
051644	08/18/25		A192	Ascendance Truck Eastern PA, LLC		89.26
	600229	08/07/25		Bus Parts		\$89.26
051645	08/18/25		7152	ATLANTIC CITY ELECTRIC		13,197.21
	600281	08/11/25		Electric Utility		\$13,197.21
051646	08/18/25		A293	Audubon Plumbing Supply		268.58
	600205	07/29/25		Supplies		\$268.58
051647	08/18/25		A329	Bonham; Eric		56.95
	600160	07/24/25		Lunch Acct Refund		\$56.95
051648	08/18/25		0432	BrainPOP		6,993.00
	600055	07/09/25		Subscription		\$6,993.00
051649	08/18/25		A321	Butler Water Corrections		4,250.00
	600002	07/08/25		H2O Treatment		\$4,250.00
051650	08/18/25		0792	CARROLL, COLLEEN		1,400.00
	600240	08/07/25		OT Services		\$1,400.00
051651	08/18/25		A330	Clements; Timothy		19.45
	600161	07/24/25		Lunch Acct. Refund		\$19.45
051652	08/18/25		7599	CM3 BUILDING SOLUTIONS, INC.		4,635.00
	600095	07/15/25		Service Contract		\$4,635.00

Check Journal
 Rec and Unrec checks

Harrison Twp Board of Ed
 Hand and Machine checks

08/13/25 16:19

Starting date 8/18/2025 Ending date 8/18/2025

Chk#	Date	Rec date	Code	Vendor name	Check Comment	Check amount
051653	08/18/25		A351	Collins; Stephanie		12.55
	600185	07/24/25		Lunch Acct. Refund		\$12.55
051654	08/18/25		9667	Comcast.		1,880.54
	600149	07/21/25		Internet/Ethernet		\$1,880.54
051655	08/18/25		8133	COMCAST BUSINESS		302.30
	600109	07/15/25		Cable, Phone & Fax		\$302.30
051656	08/18/25		A331	Concha-Leon; Alonso		10.75
	600162	07/24/25		Lunch Acct. Refund		\$10.75
051657	08/18/25		0850	CONNER STRONG & BUCKELEW		616.00
	600283	08/13/25		Insurance		\$616.00
051658	08/18/25		9870	DCI FLEET		4,818.67
	600113	07/15/25		Parts & Service		\$4,818.67
051659	08/18/25		A332	Denton; Hagen		25.10
	600163	07/24/25		Lunch Acct. Refund		\$25.10
051660	08/18/25		9901	Durkin; Erin		10.65
	600165	07/24/25		Lunch Acct. Refund		\$10.65
051661	08/18/25		0402	EASTLACK; VALARIE		45.00
	600282	08/13/25		Notary Renewal		\$45.00
051662	08/18/25		0283	EXPLORE LEARNING		5,931.00
	600057	07/09/25		License		\$5,931.00
051663	08/18/25		A334	Ezeiruaku; Simeon		12.80
	600166	07/24/25		Lunch Acct. Refund		\$12.80
051664	08/18/25		6910	FOLLETT SOFTWARE, LLC		1,056.36
	600067	07/14/25		Service Renewal		\$1,056.36
051665	08/18/25		7299	FOUR SEASONS LANDSCAPING		2,930.00
	600006	07/08/25		Service		\$2,930.00
051666	08/18/25		1116	FRONTLINE EDUCATION, INC.		15,592.72
	600101	07/15/25		Applicant and Attendance		\$15,592.72
051667	08/18/25		A336	Gancheva; Ivelin		13.90
	600168	07/24/25		Lunch Acct. Refund		\$13.90
051668	08/18/25		9904	Gill; Jim		21.35
	600169	07/24/25		Lunch Acct. Refund		\$21.35
051669	08/18/25		A337	Gillespie; Olen		51.45
	600170	07/24/25		Lunch Acct. Refund		\$51.45
051670	08/18/25		9364	Great Minds PBC		17,815.40
	600148	07/21/25		Wit & Wisdom		\$17,815.40
051671	08/18/25		8105	HARRING FIRE PROTECTION, LLC		4,086.00
	600003	07/14/25		Inspections		\$4,086.00
051672	08/18/25		A183	Harris Education Solutions		33,890.79
	600013	07/03/25		Realtime		\$33,890.79
051673	08/18/25		6608	HEWITT; DR. JAMES		600.00
	600255	08/11/25		Psych. Eval.		\$600.00

Check Journal
 Rec and Unrec checks

Harrison Twp Board of Ed
 Hand and Machine checks

08/13/25 16:19

Starting date 8/18/2025 Ending date 8/18/2025

Chk#	Date	Rec date	Code	Vendor name	Check Comment	Check amount
051674	08/18/25		7121	HILLYARD / MID-ATLANTIC		6,037.54
	600008	07/08/25		Supplies		\$2,716.04
	600191	07/23/25		Supplies		\$3,321.50
051675	08/18/25		0104	Hobart Service		1,543.50
	600034	07/14/25		Service		\$1,543.50
051676	08/18/25		8032	HOFFMAN'S EXTERMINATING		541.00
	600020	07/03/25		Exterminating		\$541.00
051677	08/18/25		A338	Horay; Glen		83.45
	600171	07/24/25		Lunch Acct. Refund		\$83.45
051678	08/18/25		0326	JC MAGEE SECURITY SOLUTIONS		930.00
	600078	07/14/25		Door Closures		\$930.00
051679	08/18/25		A115	JOHNSON & TOWERS		1,709.20
	600156	07/22/25		Bus Parts		\$1,709.20
051680	08/18/25		9125	Johnson Controls Fire Protection LP		10,497.28
	600004	07/08/25		Inspections		\$8,832.59
	600081	07/15/25		Contract		\$1,664.69
051681	08/18/25		A339	Kaur; Parneet		17.70
	600172	07/24/25		Lunch Acct. Refund		\$17.70
051682	08/18/25		9592	Kelly; Shawn		13.45
	600173	07/24/25		Lunch Acct. Refund		\$13.45
051683	08/18/25		0959	kiva group, the		475.00
	600197	07/23/25		Supplies		\$475.00
051684	08/18/25		A335	Kotyk, Colleen		34.90
	600167	07/24/25		Lunch Acct. Refund		\$34.90
051685	08/18/25		0134	LANGERHANS, OLIVIA		103.82
	600139	07/21/25		Supplies		\$103.82
051686	08/18/25		7701	Larc Norcross School		17,740.80
	600098	07/15/25		ESY Tuition		\$17,740.80
051687	08/18/25		9137	LEARNING Without Tears		8,079.00
	600053	07/09/25		Supplies		\$8,079.00
051688	08/18/25		A340	McGuire; Jack		14.55
	600174	07/24/25		Lunch Acct. Refund		\$14.55
051689	08/18/25		A341	McGurrin; Jeffrey		12.35
	600175	07/24/25		Lunch Acct. Refund		\$12.35
051690	08/18/25		9254	Mystery Science		3,998.00
	600056	07/09/25		Membership		\$3,998.00
051691	08/18/25		0460	NATIONAL HIGHWAY PRODUCTS		188.90
	600130	07/16/25		Signs		\$188.90
051692	08/18/25		8052	NEW JERSEY AMERICAN WATER		2,475.24
	600275	08/11/25		Water Utility		\$2,475.24
051693	08/18/25		9080	NJ MOTOR VEHICLE COMMISSION		50.00
	600265	08/11/25		Reg. Renewal		\$50.00

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08/13/25 16:19

Starting date 8/18/2025

Ending date 8/18/2025

Chk#	Date	Rec date	Code	Vendor name	Check Comment	Check amount
051694	08/18/25		9985	NJ School Jobs		1,000.00
	600131	07/21/25		Emp. Ads		\$500.00
	600236	08/07/25		Emp. Ad		\$500.00
051695	08/18/25		0875	NJADP		150.00
	600214	07/30/25		Membership		\$150.00
051696	08/18/25		7147	NJSIG		31,585.14
	600099	07/15/25		Worker's Comp Ins.		\$31,585.14
051697	08/18/25		A233	Pandolfo DC; Mark P.		330.00
	600136	07/21/25		DOT Physical		\$110.00
	600143	07/21/25		DOT Physicals		\$220.00
051698	08/18/25		A343	Parlett; Thomas		29.10
	600177	07/24/25		Lunch Acct. Refund		\$29.10
051699	08/18/25		0388	PELLEGRINO		87.69
	600262	08/11/25		Bus Parts		\$87.69
051700	08/18/25		A344	Phan; Sang		16.05
	600178	07/24/25		Lunch Acct. Refund		\$16.05
051701	08/18/25		0733	PRINT SIGNS & DESIGNS		122.00
	600029	07/08/25		Supplies		\$122.00
051702	08/18/25		0171	PRO-ED, INC.		116.60
	600135	07/21/25		Scoring Forms		\$116.60
051703	08/18/25		9875	Professional Medical Staffing		8,346.25
	600284	08/13/25		LPN Services		\$8,346.25
051704	08/18/25		A345	Rea; Andrew		17.10
	600179	07/24/25		Lunch Acct. Refund		\$17.10
051705	08/18/25		A346	Reichenbach; Keith		26.85
	600180	07/24/25		Lunch Acct. Refund		\$26.85
051706	08/18/25		7445	RICOH USA, INC.		4,760.83
	600069	07/09/25		Copiers		\$4,760.83
051707	08/18/25		A347	Rivell; Warren		30.60
	600181	07/24/25		Lunch Acct. Refund		\$30.60
051708	08/18/25		0805	ROCHESTER 100 INC.		4,200.00
	600134	07/21/25		Folders		\$400.00
	600137	07/21/25		Nicky Folders		\$3,800.00
051709	08/18/25		A342	Rodriquez; Elizabeth		22.10
	600176	07/24/25		Lunch Acct. Refund		\$22.10
051710	08/18/25		A348	Russo; Nicholas		10.55
	600182	07/24/25		Lunch Acct. Refund		\$10.55
051711	08/18/25		A349	Ryan; Kevin		11.55
	600183	07/24/25		Lunch Acct. Refund		\$11.55
051712	08/18/25		1076	SCHOOL SPECIALTY, LLC		3,028.64
	600108	07/15/25		Supplies		\$2,293.41
	600122	07/15/25		Bulk Supplies		\$475.79

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Starting date 8/18/2025 Ending date 8/18/2025

Chk#	Date	Rec date	Code	Vendor name	Check Comment	Check amount
051712	08/18/25		1076	SCHOOL SPECIALTY, LLC		3,028.64
	600145	07/21/25		Bulk Supplies		\$259.44
051713	08/18/25		9682	SDI Innovations		2,396.30
	600195	07/23/25		Datebooks		\$2,396.30
051714	08/18/25		9814	Service Tire Truck Centers		258.69
	600194	07/23/25		Bus Tires		\$258.69
051715	08/18/25		4089	SHERWIN-WILLIAMS		779.70
	600159	07/22/25		Supplies		\$779.70
051716	08/18/25		A350	Shickora; Gary		17.20
	600184	07/24/25		Lunch Acct. Refund		\$17.20
051717	08/18/25		A284	SPOT Therapy		500.00
	600239	08/07/25		PT Services		\$500.00
051718	08/18/25		0415	STAPLES ADVANTAGE		4,102.59
	600140	07/21/25		Bulk Supplies		\$2,286.27
	600141	07/21/25		Bulk Supplies		\$1,816.32
051719	08/18/25		1016	TCI		28,632.00
	600052	07/09/25		Social Studies Curr.		\$28,632.00
051720	08/18/25		0757	TEACHING STRATEGIES, LLC		2,850.00
	600058	07/09/25		Curriculum Cloud		\$2,850.00
051721	08/18/25		0807	Tobii Dynavox LLC		199.00
	600104	07/15/25		Subscription		\$199.00
051722	08/18/25		A333	Tran DMD; Alyssa		40.55
	600164	07/24/25		Lunch Acct. Refund		\$40.55
051723	08/18/25		6795	TREASURER - STATE OF N.J.		85.00
	600253	08/11/25		Med Waste Reg. Fee		\$85.00
051724	08/18/25		7216	TREASURER, STATE OF NEW JERSEY		182.00
	600258	08/11/25		Lift Inspection Fee		\$182.00
051725	08/18/25		1032	UTICA NATIONAL INSURANCE GROUP		38,454.00
	600147	07/21/25		Insurance		\$38,454.00
051726	08/18/25		9806	Vogdes; Stephen		44.80
	600186	07/24/25		Lunch Acct. Refund		\$44.80
051727	08/18/25		0055	W.B. Mason		2,971.50
	600142	07/21/25		Copy Paper		\$1,067.60
	600200	08/12/25		Water Delivery		\$325.10
	600212	07/29/25		Colored Copy Paper		\$1,578.80
051728	08/18/25		A261	Wax; Dr. Craig M.		1,250.00
	600233	08/07/25		District Doc		\$1,250.00
051729	08/18/25		9949	Weiner; Ryan		21.45
	600187	07/24/25		Lunch Acct. Refund		\$21.45
051730	08/18/25		9631	Westervelt; Kristopher		27.40
	600188	07/24/25		Lunch Acct. Refund		\$27.40

Harrison Township School District
Office of the Business Administrator/Board Secretary

Mrs. Angela Otlowski
Assistant to the Business Administrator
otlowski@harrisontwp.k12.nj.us

Mrs. Deborah Heller
Business Office Specialist
hellerd@harrisontwp.k12.nj.us

Mrs. Traci Chappell
Business Office Specialist
chappellt@harrisontwp.k12.nj.us



Mr. Christopher C. DeSanto, MBA
Business Administrator/Board Secretary
desanto@harrisontwp.k12.nj.us

RESOLUTION 2025-26 #2

**TO DESIGNATE THE SCHOOL BUSINESS ADMINISTRATOR AS
TEMPORARY PURCHASING AGENT**

WHEREAS 18A:18A-3 permits a board of education to authorize its purchasing agent to award contracts that do not exceed in a contract year the annual limit as established by the Governor, and

WHEREAS, local boards of education have been advised by the Division of Purchase and Property, New Jersey Department of the Treasury that the Governor has authorized the following bid and quotation thresholds effective July 1, 2025,

	<u>Bid Threshold</u>	<u>Quotation Threshold</u>
With Qualified Purchasing Agent	\$53,000	\$7,950

WHEREAS, pursuant to statute, as noted in Local Finance Notices 2011-15, and 2011-16, if the office of the purchasing agent (who holds a QPA certification) becomes vacant, a local contracting unit may appoint a person who does not hold a QPA certification as Temporary Purchasing Agent for one year from the date of the vacancy, and, with permission of the Director, for a second one year appointment. During the term of the appointment of a Temporary Purchasing Agent, a contracting unit's bid threshold may remain at the maximum amount allowed, provided that the governing body has passed a resolution authorizing such an amount.

WHEREAS Lisa Ridgway, former interim SBA/BS, possessed the designation of Qualified Purchasing Agent as Issued by the Director of the Division of Local Government Services in accordance with N.J.A.C. 5:34-5 et seq. at the time of vacancy, and

WHEREAS the Harrison Township Board of Education desires to maintain its bid and quotation thresholds as provided in N.J.S.A. 18A:18A-3;

NOW THEREFORE BE IT RESOLVED that the Board of Education of Harrison Township, in the County of Gloucester, in the State of New Jersey hereby designates Mr. Christopher C. DeSanto, School Business Administrator of the Harrison Township School District, as Temporary Purchasing Agent for the 2025-2026 school year.

I, Christopher C. DeSanto, Board Secretary to the Board of Education of the Township of Harrison, hereby certify the foregoing is a true copy of the Resolution adopted by the Board of Education of the Township of Harrison, County of Gloucester, at the public meeting held on the 18th day of August 2025

Christopher C. DeSanto, MBA
School Business Administrator / Board Secretary

Harrison Township School District
Office of the Business Administrator/Board Secretary

Mr. Christopher C. DeSanto, MBA
Business Administrator/Board Secretary
desanto@harrisontwp.k12.nj.us



Mrs. Angela Otlowski
Assistant to the Business Administrator
otlowski@harrisontwp.k12.nj.us

Mrs. Deborah Heller
Business Office Specialist
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Mrs. Traci Chappell
Business Office Specialist
chappellt@harrisontwp.k12.nj.us

RESOLUTION 2025-26 #3

**To Authorize the Submission of the ESEA (Titles I, II, III, and IV)
and IDEA (Basic and Preschool) Grant Applications and Accept the
Funds Awarded Pursuant to the Same**

WHEREAS the Harrison Township School District has been allocated \$324,352 (Basic) and \$30,537 (Preschool) from the Individuals with Disabilities Education Act (IDEA) of 2004 for the 2025-2026 school year; and

WHEREAS the Harrison Township School District has been allocated \$145,141 (Title I), \$27,518 (Title II), \$637 (Title III), and \$10,000 (Title IV) from the Elementary and Secondary Education Act of 1965 for the 2025-2026 school year; and

WHEREAS the Harrison Township Board of Education believes it is in the best interest to utilize these Federal Funds to help meet the needs of its students.

THEREFORE, BE IT RESOLVED, the Board of Education of Harrison Township, in the County of Gloucester, in the State of New Jersey hereby authorizes the submission of the IDEA and ESEA grant applications for the 2025-2026 school year to the New Jersey Office of Grant Management via NJ Homeroom; and

BE IT FURTHER RESOLVED, the Board of Education of Harrison Township accepts the funds awarded pursuant to the above submission.

I, Christopher C. DeSanto, Board Secretary to the Board of Education of the Township of Harrison, hereby certify the foregoing is a true copy of the Resolution adopted by the Board of Education of the Township of Harrison, County of Gloucester, at the public meeting held on the 18th day of August 2025

Christopher C. DeSanto, MBA
School Business Administrator / Board Secretary

Click to Return to Application Select
Click to Return to Menu List / Sign Out

The application has been approved. No more updates will be saved for the application.

Grant Acceptance of Funds

NEW JERSEY DEPARTMENT OF EDUCATION

**FISCAL YEAR 2025 GRANT ACCEPTANCE
CERTIFICATION (GAC)**

Funding for Optimal Comp Univ Screen FOCUS Comp
URGENT: REQUIRES BOARD ACTION
PAYMENTS WILL NOT BE INITIATED UNTIL THE FUNDING
AWARDED IS ACCEPTED
THROUGH THE COMPLETION AND ELECTRONIC
SUBMISSION OF THIS FORM USING
THE DISTRICT ACCEPTS BUTTON AT THE BOTTOM OF
THIS PAGE

LEA: Harrison Township

GRANT NUMBER 25000210

COUNTY Gloucester

I, Name CHRISTOPHER DeSANTO Title BUSINESS ADMINISTRATOR of Harrison Township (152070) Board of Education or equivalent governing body certify that:

1. The grant award indicated below has been accepted by the Board of Education or equivalent body at its meeting date of AUGUST 18, 2025 (MM/DD/YYYY)

NOTE: Your Board Meeting to accept the funds must occur on or after 5/29/2025, the date the application was approved by the New Jersey Department of Education(NJDOE).

PROGRAM NAME	GRANT NUMBER	FY 2025 AWARD AMOUNT
Funding for Optimal Comp Univ Screen FOCUS Comp	25000210	7300

2. The above referenced grant shall be implemented in accordance with the Fiscal Year (FY) 2025. Notification of Grant Award and the approved FY 2025 Funding for Optimal Comp Univ Screen FOCUS Comp application, including assurances, filed with the NJDOE which was used as the basis of awarding the grant.

3. The grant shall be administered and monitored in accordance with the appropriate state and federal regulations.

4. Wherever the program supported with these funds involves the procurement of goods or services from vendors or consultants, written contracts between LEA and such vendors or consultants, and the award for such contracts, shall be in accordance with the provisions of N.J.S.A. 18A-1, et-seq.

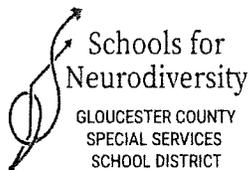
5. The contents of Attachments A & B, Grant Agreement Terms and Conditions of the Department of Education, have been viewed by accessing the link here, and the terms have been accepted. Attachments A & B.pdf

6. Any special conditions that are noted on the "Special Conditions" tab within the electronic application have been reviewed, accepted and will be adhered to. [NOTE: Please check the "Special Conditions" tab within the application prior to accepting this award.]

District Accepts

PRD 2.0 user ID: CHRISDES152070

New Jersey Department of Education
Send Questions to: eweghelp@doe.nj.gov



Schools for Neurodiversity
Gloucester County Special Services School District
1340 Tanyard Road
Sewell, NJ 08080
Nonpublic Office 856 – 468 – 6530 ext. 1045

To: Mr. Christopher DeSanto, Business Administrator/Board Secretary – Harrison Public School District
From: Jaime Gaetano, Supervisor, Nonpublic Programs
Date: August 7, 2025
Re: Required Consultation with Nonpublic Schools - Friends School Mullica Hill

Enclosed are the **2024-2025** and **2025-2026 Distribution (Rationale) of Nonpublic Nursing Fund Forms**. Also enclosed is the **Annual Nonpublic School Nursing Report Form** which still needs your Chief School Administrator's signature. **On or before October 1**, these documents are to be submitted to the Executive County Superintendent of Education with your **2025-2026 District Consultation Form**.

Additionally, the following must be submitted to the Executive County Superintendent of Education:

1. **A copy of the nursing contract** with GCSSSD to provide the services.
2. **Approved minutes** of the district board of education meeting *approving* the contract which describes the methods by which the health services to nonpublic school students will be provided for the ensuing year.

Please contact me at (856) 468-6530 ext. 1045 if you have any questions. Thank you.

c: C. Retzbach
L. Hynes

Agreement to Provide Chapter 226 Nonpublic Nursing Services

2025-2026 School Year

This agreement made between the Board of Education of the Gloucester County Special Services School District (hereinafter referred to as GCSSSD), and the Board of Education of the Harrison Township Public School District, (hereinafter referred to as the District).

WHEREAS, the Legislature of the State of New Jersey has found and determined that the welfare of the State requires that all school-age children be assured equal access to appropriate health care services; and,

WHEREAS, P.L. 1991, Chapter 226 provides that each Board of Education of a district in which a nonpublic school is located shall provide certain nursing services and may provide additional medical services to those students who are enrolled full time in the nonpublic school;

NOW, THEREFORE, in consideration of the terms and conditions hereinafter set forth, the parties hereto agree that the GCSSSD shall provide to the District Chapter 226 Services to eligible nonpublic school students effective July 1, 2025 and terminating June 30, 2026 as follows:

1. Nursing Services to Nonpublic Schools
GCSSSD shall provide the following nursing services for pupils within the District who are enrolled full time in the nonpublic school, subject to the limitations set forth in Sections 3, 4 and 5 below:
 - a. Assistance with medical examinations, including dental screening;
 - b. Conducting screening of hearing examinations;
 - c. The maintenance of student health records and notification of local or county health officials of any student who has not been properly immunized;
 - d. Conducting examinations of pupils between the ages of 10 and 18 for the condition known as Scoliosis; and
 - e. Conducting vision screenings.
 - f. Provision of first aid and emergency care.
2. Additional Medical Services
To the extent the funding for nursing services set forth in paragraph 6 below is available, GCSSSD may provide equipment and materials authorized under P.L. 1991, Chapter 226.
3. Instructional Services Not Included
GCSSSD shall not provide instructional services to nonpublic schools in connection with the provision of services referred to above
4. Nonpublic School Declining Nursing Services
A nonpublic school may decline the nursing services which are provided for herein by submitting written notification to the District from the appropriate administrator of the nonpublic school. The District will inform GCSSSD in writing that it is relieved of responsibility hereunder for providing such services.
5. Parent or Guardian Objection
A pupil who is enrolled in a nonpublic school and whose parent or guardian objects to the pupil receiving any services provided hereunder shall not be compelled to receive the services except for a physical or medical examination to determine whether the pupil is ill or infected with a communicable disease pursuant to N.J.S.A. 18A:40-30. In the event that a parent or guardian objects to the pupil receiving any nursing services provided for herein, GCSSSD is relieved of responsibility hereunder for providing such services.
6. The District agrees to pay GCSSSD a sum equal to the full funding allocated by the State Department of Education for nursing services to nonpublic schools within its district pursuant to the provisions of Chapter 226, Laws of 1991. Billing will be based upon the nonpublic school enrollment on the last school day prior to October 16 of the preceding school year. Districts shall pay GCSSSD in full based on the District's schedule of funding from the State Department of Education.
7. Notice of termination of services for the 2025-2026 school year must be provided in writing by either party by March 31, 2026. In the absence of such notice by either party, this contract commits the District to receiving and paying for Chapter 226 Nursing Services from GCSSSD for the 2025-2026 school year.

Intending to be legally bound, the authorized representatives of GCSSSD and the District have executed this agreement on the dates indicated below based on duly adopted resolutions authorizing this agreement.

Harrison Township Public School District
School Business Administrator/Board Secretary

Date



Business Administrator/Board Secretary
Gloucester County Special Services School District



Witness

Date

Witness



Annual Nonpublic School Nursing Report Form
Description of the Type and Number of Services Provided
During the 2024-25 School Year

Instructions

- 1. The nonpublic school nursing services provider must fill out this form by June 30, 2025 and provide to the school district and the nonpublic school by the first week in September.
2. The responsible school district providing nursing services to nonpublic schools must submit this form annually to the executive county superintendent on or before October 1 and shall provide a copy to the lead school administrator of the nonpublic schools within school district boundaries.

Nonpublic school name: Friends School Mullica Hill
Prepared by: Tamara Wilcox RW

A. Basic Nursing Services: Number of Students Served1

- 1. Creation or update of student health records, including immunization record review: number of students served (unduplicated count): 612

Notes:

- > This number is required in the Nonpublic Project Completion Report submitted by districts each fall.
> If number is not available, substitute the following number: Total number of students eligible for nursing services minus number of students who declined services.

- 2. Assisted with medical examinations, including dental screenings: number of students served (unduplicated count): 0
3. Audiometric screening: number of students served (duplicated count): 103
4. Scoliosis examinations: number of students served (duplicated count): 20
5. Emergency care: number of students served (duplicated count): 230

B. Additional Medical Services (Provide a brief description & number of students served. Attach an additional sheet, if necessary.)

- 1. Description:
Number of Students Served:
2. Description:
Number of Students Served:

C. Nonconsumable equipment purchases greater than \$500 (e.g., typanometer, gurney). Provide a brief description.

D. The above is an accurate representation of services delivered during the previous school year.

Name of nonpublic school nurse: Tamara Wilcox RW Date: 6-2-2025
Signature:

Name of nonpublic school administrator: Matthew H Bradley Date:
Signature: Matthew H Bradley

Name of Chief School Administrator: Date:
Signature:

1 If a school is not using funds for the listed activity, mark "0"

2025 - 2026 Rational for the Distribution of Nursing Funds

This information is intended to provide nonpublic schools and districts with an accounting of the budgeted nursing services and the actual nursing services delivered. Use these two worksheets to enter in the budgeted amounts (as per the contract) at the start of the year and then enter the actual amounts provided after the completion of the school year to identify any differences. This improves the district's ability to monitor the program and increases transparency for the nonpublic schools.

NOTE: If you would like to input data directly into this Excel worksheet, please use the word version of this document.

Instructions

The first worksheet is for the current year and the second worksheet is for the prior year.

The Budget column should be filled in before the start of services (by the first day of the school year). The Actual column should be filled in at the end of the school year, reflecting the actual delivery of services.

Service provider name: GLOUCESTER COUNTY SPECIAL SERVICES SCHOOL DISTRICT			
Nonpublic school name : Friends School - Harrison			
State Program Funding*			
Start date for nursing services: Week of September 1, 2025			
State reimbursement rate (per student)*:		\$146	
Number of students served (from most current Nonpublic Enrollment Report):		114	
State funding provided (reimbursement rate x number students):		\$16,598	
Nursing Service Costs	Budget	Actual	Difference
Number of annual service hours to be provided:	330		0
Nursing service hourly rate:	\$46		\$0
Total nursing service costs (# of hours x hourly rate):	\$15,203		\$0
Weeks served:	39		0
Hrs. per week served:	9		0
Nursing Program Budget			
1. Total nursing service costs	\$15,203		\$0
2. Supplies/equipment	\$300		\$0
3. Administrative costs (funds expended by the district board, not to exceed 6% of nursing allocation)	\$995		\$0
4. Other	\$100		\$0
5. Total program costs budgeted by the district	\$16,598		\$0



Date: July 30, 2025

Agreement No. 25-0624-120NJ-3LE

Maintenance Agreement

By and Between: (AME)
A.M.E. Inc.
695 US-46
Suite 403
Fairfield, NJ 07004

(CUSTOMER)
Harrison Township School District
120 North Main Street
Mullica Hill, NJ 08062

Services will be provided at the following location(s):
120 North Main Street, Mullica Hill, NJ 08062

Agreement Term:
Start Date: *July 1, 2025* Expiration Date: *June 30, 2026*

Maintenance: Annual price: \$ 6,536.00 (plus applicable sales tax). Contract will be billed annually in advance.

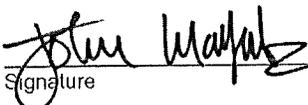
Maintenance, diagnosis, and inspection will be performed in person **Three time** (3 visits per year).

AME shall provide Services in accordance with **ESCNJ Building Management Systems RFP #ESCNJ 20/21-50** for the attached work scope documents and terms and conditions, which form a part of this Agreement, including but not limited to the following:

- System Network Controllers maintenance
- General review of the system to verify proper operation
- Assist maintenance staff in assessing system performance and operation
- Unlimited Remote Support via phone and internet connection (Internet connection provided by CUSTOMER)
- Preferred response time on emergency service
- Special hourly rate for additional service work
- Electronic reports are provided upon completion of every inspection
- Any additional work outside of the word defined in this agreement will be billed at ESCNJ negotiated rate of \$ 140.00/hour

This proposal and the pages attached shall become an Agreement only upon signature below by A.M.E. Inc. and CUSTOMER. No waiver or modification of any terms or conditions of this Agreement shall be binding unless made in writing and signed by an authorized representative of A.M.E. Inc.

A.M.E. Inc.



Signature

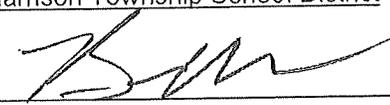
John Mazurek

Print Name

7/30/25

Date

Harrison Township School District



Signature

Brian Wasilewski

Print Name

7/30/2025

Date

FIN #12



Dennis Chambers, Administrator
Phone: 856-478-4111 ext. 6137
dchambers@harrisontwp.us

Julie Cundey, Acting Municipal Clerk
Phone: 856-478-4111 ext. 6136
jcundey@harrisontwp.us

Township of Harrison
114 Bridgeton Pike
Mullica Hill, NJ 08062
www.harrisontwp.us

Lou Manzo, Mayor
Lawrence Moore, Deputy Mayor
Michelle Powell, Committeewoman
Kevin French, Committeeman
Jeffrey Jacques, Committeeman

August 5, 2025

Christopher Desanto
Harrison Township School District
120 North Main Street
Mullica Hill, NJ 08062

Mr. Desanto,

Enclosed, please find (2) copies of the Shared Services Agreement for signature. Please sign and return a copy to my office at your earliest convenience.

Please let me know if you have any questions or concerns.


Julie Cundey
Acting Municipal Clerk

**SHARED SERVICES AGREEMENT
BETWEEN THE TOWNSHIP OF HARRISON AND THE
HARRISON TOWNSHIP SCHOOL DISTRICT BOARD OF EDUCATION
SCHOOL RESOURCE OFFICERS (“SROs”)**

THIS AGREEMENT dated August 4, 2025, is made between the **TOWNSHIP OF HARRISON** (hereinafter "Township"), a municipal corporation of the State of New Jersey, with principal offices located at 114 Bridgeton Pike, Mullica Hill, New Jersey 08062; and the **HARRISON TOWNSHIP SCHOOL DISTRICT BOARD OF EDUCATION** (hereinafter the “Board” or the “District”), with principal offices located at 120 North Main Street, Mullica Hill, New Jersey 08062, and collectively with the Township known as the “Parties”.

RECITALS

WHEREAS, pursuant to the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et seq., authorizes and encourages public bodies such as municipalities and Board of Education to enter into Shared Services Agreements with other governmental units to contract for the provision of any service which the parties to such agreement are empowered to render or receive under and within its own jurisdiction, whether administrative or otherwise, by adoption of a Resolution therefore; and

WHEREAS, the Township of Harrison and the Harrison Township School District Board of Education are "local units" as defined by N.J.S.A. 40A:65-3; and

WHEREAS, the Township of Harrison and the Harrison Township School District Board of Education understand that the residents of the Township and District will benefit from the sharing of certain defined services, and

WHEREAS, the Board has requested that in order to maintain the health, safety and welfare of the students and staff of the District, that the Township assign the services of two (2) dedicated School Resource Officers (“SROs”); and

WHEREAS, pursuant to the Shared Services Regulations promulgated under N.J.S.A. 40A:65-4, et seq., the Township and the Board has agreed that the District can be better served by two (2) SROs with services commensurate with their level of training and expertise in school policing ; and

WHEREAS, the Parties wish to memorialize their arrangement by the creation of a Shared Services Agreement (the “Agreement”) for the purpose of effectuating cost savings measures and to improve the efficient and effective provision of SRO Services to the schools; and

WHEREAS, the Parties have the necessary funds available to utilize in the planning, development, staffing and supplying of SRO Services to the District for the benefit of the staff and students attending the schools; and

WHEREAS, the Parties contemplate that no services shall be otherwise provided pursuant to this Agreement, except in accordance with applicable federal, state, and local laws and regulations governing the provision of police services.

WHEREAS, the proper and respective officials of the local units were authorized to execute this Shared Services Agreement pursuant to the adoption of Resolutions of their respective entities.

NOW, THEREFORE, in consideration of the foregoing recitals, promises and obligations set forth herein, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, and intending to be legally bound, it is hereby mutually agreed as follows:

1. DURATION, CANCELLATION, AND DEFINITIONS

1.1. Duration of Agreement and Right of Cancellation. The term for this Agreement shall be for one (1) year, commencing September 1, 2025 and ending on June 30, 2026 or the last scheduled day of the 2025-2026 school year, whichever is earlier. The Parties agree to meet no later than April, 2026 to discuss any extension or modification to this Agreement for a subsequent year.

1.2. Definitions. As used in this Agreement, unless the context indicates otherwise, the following terms shall have the following meanings and are to be interpreted consistent with the context of this Agreement in which each term is used:

1.2.1. "Agreement" shall refer to the within Shared Services Agreement executed by the Township and the Board.

1.2.2. "Township" shall refer to the Township of Harrison, County of Gloucester and State of New Jersey.

1.2.3. "Board" shall refer to the Harrison Township School District Board of Education, Gloucester County and State of New Jersey

1.2.4. "District" shall mean the Harrison Township School District, Gloucester County and State of New Jersey.

1.2.5. "Police Department" shall mean the Harrison Township Police Department.

1.2.6. "Chief of Police" shall mean the Chief of Police of the Harrison Township Police Department, who is vested with all of the powers and duties set forth in N.J.S.A. 40A:14-118, et seq. and Township Code § 53-6, et seq.

1.2.7. "SRO" is defined to mean School Resource Officer.

1.2.8. "SRO Services" means the duties and services to be provided by the School Re-source Office in accordance with the job responsibilities set forth in Section 2 of this Agreement.

1.2.9. "School" or "Schools" shall refer to Pleasant Valley School and the Harrison Township Elementary School.

2. SRO SERVICES AND OBLIGATIONS

2.1. Terms and Conditions. The services of a School Resource Officer shall be provided according to the following terms and conditions:

2.1.1. During the term of this Agreement, the Police Chief shall assign two (2) Police Officers to the Board to provide services as SROs for the District, each to work at one of the Schools. The Police Chief shall assure compliance with all aspects and requirements of the Agreement between the Township and the Board.

2.1.2. The SROs assigned to the District shall not leave their post except when requested by appropriate superior officers. The assigned SROs are not to be removed from their assignments for any routine police functions.

2.1.3. The duties and responsibilities and operational requirements of the SRO shall be as follows:

2.1.3.1. The SROs shall be assigned to work full-time in accordance with the Student Calendar in effect for each year of the Agreement, exclusive of all school-holidays and as the Calendar may be amended throughout the year by the Superintendent to account for snow or other emergency days.

2.1.3.2. One (1) SRO will be regularly assigned to work at Pleasant Valley School, and one (1) SRO will be regularly assigned to work at the Harrison Township Elementary School.

2.1.3.3. Generally, the SROs will work at the schools from 7 am to 3:30 pm Monday – Thursday, and 7 am to 3:00 pm on Friday, when school is in session. Specific SRO duty hours at a particular school shall be set by mutual agreement between the Board, at the recommendation of the principal of the school to which the SRO is assigned, and the Chief of Police.

2.1.3.4. One (1) marked police car shall be made available for each SRO and should remain parked on school premises while the officer is on duty.

2.1.3.5. Each SRO shall conduct regular patrols of the School buildings and grounds and monitor the hallways, with emphasis on entrance and dismissal time, change of class period, lunch periods and gym periods.

2.1.3.6. Each SRO shall take necessary actions as to trespassers, suspicious persons and conditions and report significant acts, occurrences and conditions to the school principal or their designee.

2.1.3.7. Each SRO shall meet regularly with School Administration, School Disciplinarian(s), School Nurse, Security Personnel and other District personnel.

2.1.3.8. Each SRO shall participate in and help coordinate all safety drills in coordination with the school principal.

2.1.3.9. Each SRO shall develop proactive programs and make recommendations to protect school and personal property from damage and theft.

2.1.3.10. Each SRO shall interface with students, especially those requiring special attention, mediation or intervention services.

2.1.3.11. Each SRO will provide and/or facilitate safety and security programs as requested by the Superintendent to both staff and students, including but not limited to: information on the prevention and intervention of bullying and harassment; cyber-bullying; weapons possession and response; drug and alcohol awareness and prevent programs; and programs to identify and manage students with behavioral issues before such students become involved in the criminal justice system.

2.1.3.12. Each SRO shall provide security and surveillance at their assigned school, note and report irregularities, dangerous practices and conditions, accidents, fires and other acts or circumstances requiring police or other action, which affect the health and welfare of the students and school personnel

2.1.3.13. Each SRO shall protect life and property.

2.1.3.14. Each SRO shall suppress criminal activity.

2.1.3.15. Each SRO shall conduct investigations of criminal or delinquent activity according to established Police Department policies and procedures, and shall coordinate the sharing of delinquency information between the schools and Police Department consistent with N.J.S.A. 2A:4A-60(e) and the Uniform State Memorandum of Agreement between Education and Law Enforcement Officials, as revised from time to time.

2.1.3.16. Each SRO shall apprehend and prosecute criminal offenders, warn, detain, cite and/or take into custody, violators of the law when necessary.

2.1.3.17. Each SRO shall assist in residency verification, truancy and delinquency investigations.

2.1.3.18. Each SRO shall apprise the School Principal on matters dealing with enforcement of custody orders or domestic violence restraining orders.

2.1.3.19. Each SRO shall provide instruction for specialized, short-term programs involving a range of subjects such as security, crime prevention, drug and alcohol education, the criminal justice system and related topics.

2.1.3.20. Each SRO, with the knowledge of the School Principal and upon assignment by his/her immediate supervisor, shall investigate offenses occurring off school property, provided such investigations relate to students attend the school to which the SRO is assigned.

2.1.3.21. Upon request, each SRO shall attend conferences between school personnel and parents regarding either individual students or general security concerns.

2.1.3.22. Each SRO shall serve as a role model to students by demonstrating appropriate attitudes, behavior and respect.

2.1.3.23. Each SRO shall enforce traffic and parking laws and regulations on school property.

2.1.3.24. Each SRO shall advise appropriate school personnel on conduct which may or may not rise to the level of criminality.

2.2 Board Actions. The Board shall take the following actions:

2.2.1. The Administration of the Schools shall meet with the School's assigned SRO as needed, but not less than once a month to discuss any student, safety and/or security issues impacting the School.

2.2.2. The Schools shall be responsible for informing students and parents of safety and/or security issues in a timely manner and as necessary.

2.2.3. Each School shall provide and maintain adequate facilities on the School's premises to be used by the SROs as office space. Any equipment and/or furnishings located in this office space will remain the property of the Board and shall not be removed from the office.

3. COMPENSATION AND PAYMENT.

3.1. SRO Services. In exchange for the Township providing the services of two (2) SROs as required under this Agreement, the Board shall pay to the Township an annual sum equal to Fifty-Seven Thousand Seven Hundred Six Dollars and 27/100 (\$57,706.27) per SRO.

3.2. Manner and Frequency of Payment. All compensation specified herein shall be payable in four quarterly installments, due on or before August 31, 2025, November 1, 2025, February 1, 2026, and May 1, 2026.

4. SRO EMPLOYER, EQUIPMENT, TRAINING, INDEMNIFICATION, AND INSURANCE.

4.1. SROs are Township Employees. It is understood between the Township and the Board, and any successors or assigns, that the SROs are employees of the Township and shall in no way be construed as employees or joint employees of the Board for any purpose including, but not limited to, Affordable Care Act, or any successor insurance program adopted by the federal or state governments, pensions, health or other benefit insurance, taxes, Fair Labor Standards Act, Workers Compensation, or for any other reason.

4.2. Exclusive Control and Supervision. SROs supplied by the Township are subject to the sole and exclusive control, supervision of the Township through its Police Department and Police Chief.

4.3. Training/Criminal Background Check. The Township shall be responsible for ensuring that any individual assigned pursuant to this Agreement shall have undergone the requisite SRO training program as established by The Police Training Commission in the Division of Criminal Justice in the Department of Law and Public Safety, or any successor division or department. In addition to the initial SRO training received by the individuals assigned under this Agreement, the Township shall ensure that these individuals undergo such additional training as is recommended by the Department of Law and Public Safety on an annual basis.

The Township shall further ensure that any individual assigned to the District has undergone the requisite criminal background check consistent with N.J.S.A. 18A:6-7.2. Any cost associated with any SRO training program or the criminal background check shall be borne by the Township.

4.4. Equipment. All property, equipment, supplies, materials and vehicles furnished by the Township or used by the SROs in performing their duties under this Agreement shall remain the property of the Township. Any property, equipment, supplies, or materials furnished by the Board or used by the SROs (not owned by the Township) shall remain the property of the Board and shall be returned to the Board upon notice to the SRO.

4.5. Indemnification. The Township shall be responsible for all claims and suits resulting from or arising out of the negligence or intentional misconduct of its SROs, and the Township agrees to fully indemnify and hold harmless the Board from any such claims or suits including, but not limited to, any reasonable attorney's fees and costs of suit incurred by the Board as a result thereof. The Board shall indemnify and hold harmless the Township, its officers, directors, employees, agents and representatives, for any such claims or suits including, but not limited to, any reasonable attorney's fees and costs of suit incurred by the Township as a result of any claims or suits brought by third parties for any negligence or intentional misconduct by any employee of the Board.

4.6. Insurance. The Township shall furnish to the Board, a Certificate of such insurance coverage containing a thirty (30) day advance cancellation clause and which said coverage shall name the Board as an additional insured under the Township's insurance policy. It is the intent and understanding between the parties that any duties undertaken by an SRO pursuant to this Agreement will be considered duties undertaken pursuant to the SROs employment with Harrison Township.

4.6.1. All SROs shall be fully and properly insured for Worker's compensation coverage by the Township as required by the laws of the State of New Jersey.

5. **DEFAULT, CURE AND TERMINATION.**

5.1. Event of Default. The following events shall constitute default of this Agreement:

5.1.1. Failure of the Board to pay the Township any undisputed amount that becomes due under this Agreement, for a period of thirty (30) days after the amount becomes due.

5.1.2. Failure of either party to perform or fulfill any other covenants or conditions set forth in this Agreement, when such failure continues for a period of thirty (30) days after notice of such failure from the non-defaulting party.

5.2. Opportunity to Cure. In the event of default, as defined in Section 5.1 of this Agreement, the non-defaulting Party may serve upon the defaulting Party a written notice of its intent to terminate this Agreement and demand that the defaulting Party cure such default within sixty (60) days from the date of such written notice. If the defaulting Party cures the default within sixty (60) days from the date of such notice, then the notice of intent to terminate shall have no force or effect. If, however, the defaulting Party has not cured the default by the end of the sixty-day period, after the expiration of the sixty (60) day period, this Agreement shall automatically terminate with no further obligation of either Party.

6. **NOTICE.** Unless otherwise provided in writing, any notices to be given or to be served upon any of the Parties hereto, must be in writing and may be delivered personally or by overnight, certified, or registered mail, or by a nationally-recognized courier service. Such notices shall be delivered to the applicable Party at their respective addresses as set forth below, or at such other address as either Party may hereafter designate to all other Parties in writing:

The Township: Township of Harrison
 114 Bridgeton Pike
 Mullica Hill, New Jersey 08062
 Attn: Dennis Chambers
 Township Administrator

The Board: Harrison Township School
Board of Education
120 North Main Street
Mullica Hill, New Jersey 08062
Attn.: Christopher DeSanto
Business Administrator/Board Secretary

7. GENERAL PROVISIONS.

7.1. Mutual Cooperation. The Parties agree to undertake all commercially reasonable efforts to effectuate the terms of this Agreement and agree to cooperate with each other in the timely effectuation of the same.

7.2. Amendments. This Agreement shall not be amended except by mutual consent of all Parties hereto in a signed writing transmitted to all Parties pursuant to the notice provisions set forth herein.

7.3. Counterparts/Facsimile Signature. This Agreement may be executed in separate counterparts, each of which shall be an original and all of which taken together shall constitute one and the same instrument, and such execution may be evidenced by signatures delivered by facsimile transmission. Delivery of an executed copy of this Agreement by facsimile shall be equally as effective as delivery of a manually-executed copy of this Agreement and delivered, shall constitute an original, fully enforceable counterpart for all purposes. Facsimile counterparts shall be accepted and enforceable. Immediately following the delivery of a facsimile counterpart, the sending Party shall deliver a counterpart with the original execution page. The Agreement shall not be effective as to either party until approved by both party's governing bodies.

7.4. Terms Deemed Invalid. In the event that any provision of this Agreement shall be determined to be invalid, unlawful or ineffective, the remaining provisions of this Agreement shall not be affected thereby and shall remain in full force and effect and the Parties shall act in good faith to amend this Agreement to conform to any such finding of invalidity, illegality or ineffectiveness.

7.5. Governing Law and Venue. This Agreement shall be governed by and construed in accordance with the laws of the State of New Jersey, without reference to choice of law rules, and the Parties hereby further agree to submit to jurisdiction of the Superior Court of New Jersey, Gloucester County Vicinage. Service of any complaint may be affected consistent with the terms hereof for the delivery of notices. The Parties hereby waive formal service of process. The Parties expressly waive trial by jury in any such litigation.

7.6. Acknowledgement of Parties. Each of the Parties has carefully read and understands the terms and conditions of this Agreement, and each party has been advised by counsel as to the meaning and legal implications of this Agreement, and executes this document as its own free act. This Agreement has been prepared with the joint input of counsel for both Parties, and therefore, this Agreement shall be construed on with parity between the Parties, and any presumption for resolving ambiguities against the drafter or any Party shall not apply.

7.7. Waiver of Breach. The waiver by any Party of a breach of any provision of this Agreement shall not operate nor be construed as a waiver of any subsequent breach, nor shall any waiver of any provision of this Agreement in any instance be deemed to be a waiver of any other provision in any other instance.

7.8. Authority to Bind. The Township and the Board each represent that it is duly authorized to execute this Agreement, and to enter into the agreement described herein, and that the person signing this Agreement has the authority to bind the party for whom he is signing this Agreement. No undertaking or obligation contained herein conflicts with any contracts or obligations to which any of the Parties to this Agreement is a party.

7.9. Binding Agreement. This Agreement shall be binding upon, enforceable against, and inure to the benefit of all of the Parties and their respective successors, assigns, employees, partners, affiliates, associates, agents, representatives, directors, officers, members, subsidiaries, related corporations, parent companies, shareholders, principals, and underwriters. Any reference to a Party shall be deemed to include reference to all of the foregoing.

7.10. Entire Agreement. This Agreement, including all of the prefatory/introductory statements and recitals and all of the exhibits attached hereto, are incorporated herein and made a part hereof, and collectively constitute the entire understanding between the Parties hereto, represents the final written expression of the Parties with respect to the subject matter hereof, and may not be amended, altered or modified except by a writing signed by each of the Parties.

7.11. Captions. Captions and titles to this Agreement are inserted for the purpose of convenience of reference only and are not to be construed as limiting or modifying the scope and intent of the various provisions of this Agreement.

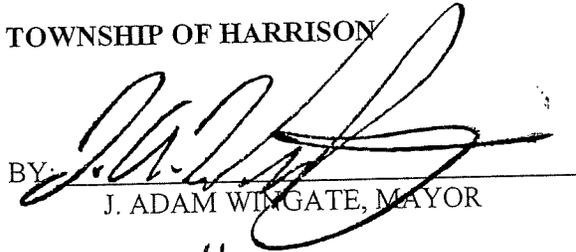
7.12. Notice of Actions. The Parties and their respective counsel agree immediately to provide each other with notice of any lawsuits, administrative actions or governmental declarations threatened or pending of which they are actually aware which may affect this Agreement or any specific provisions thereof.

7.13. Time for Performance. Should any date on or before which the performance of any act is required under the terms of the Agreement fall on a Saturday, Sunday, legal holiday and/or generally recognized religious holiday in the State of New Jersey (such as Christmas, Good Friday, etc.), the date for performance shall be extended to and shall occur on the next succeeding business day. All references to "days" shall be deemed to refer to calendar days unless the context clearly and unequivocally requires otherwise. Except as otherwise set forth herein, any act to be performed on or before a certain day shall be deemed to be required to be performed on or before 5:00 p.m. on the day set forth and, if performed after 5:00 p.m., shall be deemed not to have been performed on said date.

[Signatures appear on next page]

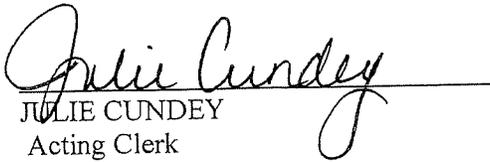
IN WITNESS WHEREOF, each party has executed this Agreement and affixed its corporate seal on the date indicated. By executing this agreement, each party acknowledges that said execution has been duly authorized by a proper Resolution of the governing body.

TOWNSHIP OF HARRISON

BY: 
J. ADAM WINGATE, MAYOR

Dated: August 4, 2025

ATTEST:


JULIE CUNDEY
Acting Clerk

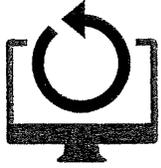
**HARRISON TOWNSHIP SCHOOL
DISTRICT BOARD OF EDUCATION**

BY: _____
STACEY MUSCARELLA
BOARD PRESIDENT

Dated: August _____, 2025

ATTEST:

CHRISTOPHER DESANTO,
Business Administrator/Board Secretary



SecondLifeMac

Buyback Quote

Number: 00011786

Date: 8/13/25

Signature due by: 8/19/25

Receive products by: 9/12/25

John Berkett
 Harrison Township School District
 120 N Main St
 Mullica Hill, New Jersey 8062
 United States
 berkettj@harrisonschool.k12.nj.us
 8564782016

David Willard
 Second Life Mac
 7603 New Gross Point Road
 Skokie, Illinois 60077
 United States
 willard@secondlifemac.com

Confidentiality

This Purchase and Sale Agreement (this "Agreement") and the information contained is strictly confidential and may not be shared or distributed to any third party, in whole or part, without Second Life Mac's express written permission. Upon mutual execution of this Agreement, Customer hereby agrees to sell and Second Life Mac hereby agrees to purchase the equipment listed below in accordance with the terms and conditions of this Agreement.

Product	Quantity	Quoted Price	Total Quoted Price
iPad 5th Gen 9.7" 128GB (2017)	51	\$64.00	\$3,264.00
iPad 6th Gen 9.7" 128GB (2018)	106	\$78.00	\$8,268.00
Total Quoted Price			\$11,532.00
Total Value of Deductions Waived			\$2,198.00

Guarantee

All units quoted with Grade A prices. Grade B = 85%. Grade C = 70%. Grade D = 50%. Grade F = 5%.

This quote is guaranteed until 9/12/25 when signed on or before 8/19/25.

All products must be received on or before 9/12/25.

Pick-Up and Shipping

Second Life Mac provides all shipping supplies and delivery expenses at no additional cost.

Second Life Mac also offers a full-service on-site solution that provides convenience and security. All logistics and material handling responsibilities are completed by a dedicated team of full-time employees of Second Life Mac and coordinated by a dedicated Project Manager. Our Project Manager will collect the requirements for each site location(s) and present a comprehensive plan. Full-service includes our custom packaging, zero-touch packing, and loading. Finally, all of the assets are transported directly from the point(s) of origin directly to our secure 42,000 sq. ft. facility in Skokie, IL. This solution is provided at no additional cost.

Deductions

All products must be unlocked upon receipt or payment will be delayed.

Any devices still locked 30 days after notification will remain locked, incur a \$5 processing fee per device, and be valued



SecondLifeMac

Buyback Quote

Number: 00011786

Date: 8/13/25

Signature due by: 8/19/25

Receive products by: 9/12/25

at \$0.

WAIVED - Case and asset tag removal - \$5 / product

Factory engraving removal - \$10 / product

100% WAIVED - iPhone / iPad OEM charging cable replacement for missing, damaged, or failure - \$4 / product

100% WAIVED - iPhone / iPad OEM power adapter replacement for missing, damaged, or failure - \$5 / product

Terms

Except as otherwise herein provided, Second Life Mac makes no representations or warranties of any kind, and Customer hereby waives any right to any other express or implied representations or warranties of any kind relating to the transactions contemplated by this Agreement.

This Agreement shall be binding upon, and inure to the benefit of, the parties hereto and their respective successors and assigns. This Agreement sets forth the entire agreement and understanding between the parties relating to the subject matter hereof and shall modify and supersede any prior agreement or discussion relating to such subject matter. This Agreement and the parties' rights and obligations hereunder may not be assigned without the prior written consent of the other party hereto. This Agreement may not be amended or supplemented other than by means of a written instrument duly executed and delivered by each of the parties hereto. This Agreement may be executed in multiple counterparts. Facsimile or .pdf copies of the signature page hereof shall be deemed originals and shall be binding for all purposes.

This Agreement shall be governed by and construed in accordance with the internal laws of the State of Illinois. All claims or proceedings arising out of or related to this Agreement shall be litigated in courts located within Chicago, Illinois, and both parties hereby consent and submit to the jurisdiction of any local, state or federal court located in Chicago, Illinois. EACH OF THE PARTIES HERETO HEREBY IRREVOCABLY WAIVES, TO THE FULLEST EXTENT PERMITTED BY APPLICABLE LAW, ANY AND ALL RIGHT TO TRIAL BY JURY IN ANY LEGAL PROCEEDING ARISING OUT OF OR RELATED TO THIS AGREEMENT OR THE TRANSACTIONS CONTEMPLATED HEREBY.

In the event of any suit or other proceeding between the parties related to this Agreement or any rights or obligations hereunder, the substantially non-prevailing party shall pay the substantially prevailing party's reasonable legal fees and expenses, in addition to such other damages as may be awarded.

By signing below, you have reviewed and accepted the above quote and the below additional terms and conditions submitted by Second Life Mac for the purchase of the listed equipment and acknowledge that they will form part of and be incorporated into this agreement through its completion. Ownership of devices transfers to Second Life Mac once devices shipped or are picked up by Second Life Mac personnel.

Harrison Township School District

My Fav Electronics, Inc. d/b/a Second Life Mac

Signature: _____

Signature: _____

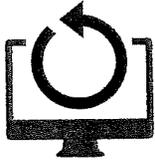
Name: _____

Name: _____

Date: _____

Date: _____

Additional Terms & Conditions



SecondLifeMac

Buyback Quote

Number: 00011786

Date: 8/13/25

Signature due by: 8/19/25

Receive products by: 9/12/25

Device Ownership and Condition

The client ("Client") named on the quote attached hereto (the "Quote") represents and warrants to My Fav Electronics, Inc. d/b/a Second Life Mac ("SLM") that it has legal title to the devices, free from any liens or encumbrances. Client also represents and warrants that the devices are in the condition described in the Quote and these Terms and Conditions (together, this "Agreement"), including any noted defects, and that Client has all necessary corporate authority to enter into this Agreement. Upon receipt by SLM at its designated facility, ownership of the devices transfers from Client to SLM. Once ownership has transferred, Client forfeits the right to selectively request the return of any of the devices.

SLM Quote

SLM is committed to providing a seamless and transparent buyback process. Our quotes are designed to offer maximum value while ensuring a quick and efficient transaction. This agreement is valid only if signed by both parties prior to the Signature Due Date. Products must be available for SLM pickup by the "Receive products by" date. If Client cannot meet this deadline, SLM may cancel this contract and provide a revised quote reflecting current market rates.

- SLM will purchase used Apple and other devices (the "Devices") from Client as outlined in the Quote. Quotes are valid for 30 days from the date listed.
- The Quote is based on information provided by Client, assuming Devices are in the discussed condition per our grading scale. After evaluation, we'll provide a Proof of Erasure Report (the "Report") with any necessary adjustments.
- Devices must reach SLM by the pickup/mail-in expiration date, or the Quote may be invalidated and pricing altered at SLM's discretion.
- Quoted prices assume Devices match specified models and contain all OEM components. SLM may adjust pricing if received devices differ or contain non-OEM parts.
- SLM may alter pricing due to market changes or if the devices don't meet quoted expectations.

Grading & Audit

Upon receipt of devices, SLM will conduct a thorough assessment and will grade each device according to its condition and functionality. The price quote provided in this agreement details the payment for each device based on its model and corresponding grade (A, B, C, D, or F). Grade A = 100% of quoted price. Grade B = 85%. Grade C = 70%. Grade D = 50%. Grade F = 5%. Any deductions due to missing accessories or devices not meeting the quoted condition will be calculated from the total device value. The final payment will reflect the agreed-upon pricing, adjusted for the actual grades of the devices received.

Pickup/Mail-in

- The transfer of ownership and risk occurs when the Devices are loaded onto SLM's carrier for pickup, or when our SLM team collects them. To maintain the integrity of our process and ensure data security, devices cannot be returned once ownership has transferred.
- In some cases, SLM offers comprehensive packaging and palletizing services at your facility, making the process as convenient as possible for you.

Pricing and Payment

The price for each device is listed in the Quote, based on its model, condition, and market value as determined by SLM. Payment will be made to Client within 90 days after SLM's receipt and verification of the devices, subject to the terms herein. SLM may adjust the final payment if devices do not match the described condition or are missing or damaged. If client sends device models to SLM that are not listed on the quote, SLM will assign a fair market value as determined by evaluated grade by SLM.

Locked Devices

SLM aims to maximize device value while protecting your data. For efficient processing and prompt payment, we strongly advise unlocking all devices before shipment. Client must remove devices from MDM, asset management systems, security systems, loss prevention software, and Apple School/Business Manager accounts. Devices still locked after 30 days of notification will remain locked, incur a \$5 processing fee per device, and be valued at \$0.

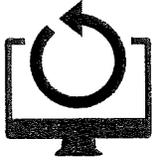
Locks Bonus

To incentivize the unlocking of devices prior to shipment, SLM offers a \$1 per device bonus when 90% or more of the devices in an order are unlocked upon receipt. This bonus applies only to the unlocked devices in the order and will be applied to the final payment. For example, if an order contains 100 devices and 90 are unlocked (meeting the 90% threshold), the \$1 bonus will be paid on the 90 unlocked devices only.

Mac Firmware Passcode*

- For devices with Firmware Passcodes, Client must provide the passcode within 48 hours for SLM removal.
- Devices with enabled Firmware Passwords at processing will incur a \$5.00 fee per device, deducted from the quote price.
- If over 50% of the order has Firmware issues, a \$5.00 charge applies to each device in the entire order.
- Unresolved Firmware Passcodes result in non-payment for the device.

*If Client chooses to have locked devices returned, SLM at their own discretion will offer to return said devices to Client for the cost of shipping plus a fee of \$12 per device for iPads, iPhones, Apple Watches, and Apple TVs and a fee of \$22 per device for MacBooks and Desktops (including pros, minis, and iMacs).



SecondLifeMac

Buyback Quote

Number: 00011786

Date: 8/13/25

Signature due by: 8/19/25

Receive products by: 9/12/25

Late Delivery of Devices

The pricing set forth in the Quote is contingent upon SLM receiving the devices by the delivery date specified therein. Device values depreciate over time according to market conditions. Any delivery delayed beyond the agreed-upon date may result in pricing adjustments to reflect current market values at the time of receipt.

For late deliveries, the following adjustments will apply:

- a. 0-14 Days past due: No impact (grace period).
- b. 15-30 Days past due: 5% reduction in quoted device values.
- c. 31 Days past due: 10% reduction in quoted device values.
- d. 32+ Days past due: 10% reduction, plus an additional 0.333% reduction per day for each day beyond 31 days.

Clients should provide realistic delivery timeframes and notify SLM promptly of any anticipated delays. SLM is not obligated to honor originally quoted prices for late deliveries.

Contract Obligations and Device Purchase Window

Once signed, this agreement remains valid for SLM to purchase the specified devices within 12 months from the signature date. Client remains contractually obligated to work with SLM for the purchase of these devices, even if the original pickup deadline has passed. Pricing may be adjusted based on the actual pickup date in accordance with the Late Delivery of Devices terms. Client may not sell or transfer the specified devices to third parties during this period without SLM's written consent.

R2 Destruction

SLM requires written notification prior to device arrival for any Client requesting R2-certified destruction services. An additional fee will be applied for R2 destruction and deducted from the final payout amount. SLM will not accommodate R2 destruction requests made after devices have been received at our facility or requests not submitted in writing. All R2 destruction requirements must be specified in the initial quote to ensure proper handling and processing.

Data Destruction

SLM will make reasonable attempts to erase all data on the electronic storage media contained within each device. Devices must be able to be powered on and provide access to the storage media for SLM to complete this process. For Devices that are non-functional and cannot be erased, SLM offers the following options:

1. eRecycling devices (which involves no data erasure) at no charge to Client. If Client does not specify a disposal method, SLM will eRecycle non-functional devices and they will be physically destroyed.
2. R2-certified processing center will be used for non-functional devices where the storage media on these devices will be physically destroyed. This service is offered with a fee of \$12 per device for iPads, iPhones, Apple Watches, and Apple TVs and a fee of \$22 per device for MacBooks and Desktops (including pros, minis, and iMacs).

Device Eligibility

SLM typically accepts a wide range of Apple devices for buyback. However, it's important to note that devices of a certain age may have no monetary value in our buyback program. If we receive devices that fall into this category or otherwise have no buyback value, we reserve the right to charge a processing and recycling fee. This fee, if applicable, will be deducted from the total payment for other eligible devices in the shipment. To avoid unexpected fees or deductions, we advise clients to accurately report the age and condition of all devices prior to shipment.

Data Security and Liability

SLM prioritizes data security and will erase data using industry-standard methods, compliant with the standards of the National Institute of Standards and Technology. Client is solely responsible for backing up any necessary data before providing devices to SLM, as SLM cannot be held liable for any unintended data loss or damage during the erasure process.

Non-Apple Engraving

SLM recognizes that devices may bear custom markings or engravings. However, undisclosed alterations may affect device value. This includes, but is not limited to, institutional logos, asset tags, or personalized engravings. A-D grade devices receive 25% of their quoted Grade A value; F-grade devices maintain the 5% non-functional payout.

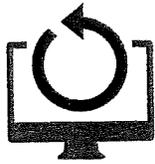
Accessory Deductions

Accessories must be Apple OEM in working condition and good cosmetic condition. Client will be charged for accessories that are missing, non-Apple, non-working, or in poor cosmetic condition. See Deductions above for specific accessory charges.

Client Representations and Warranties

By agreeing to these Terms, Client represents and warrants to SLM as follows:

- a. Client has full power and authority to own and sell the Devices as set forth in the Quote as well as at time of pick-up or mail-in service,



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released by signature authorization. Client has good and marketable title to the Devices and title to all of the Devices will be transferred to SLM, free and clear of all liens and encumbrances.

b. Agreement to these Terms and the consummation of the transactions contemplated hereunder and any Quote have been and will be duly authorized and the individual signing below or otherwise agreeing to these Terms has full right, power, authority and capacity to enter into these Terms and to any Quote, whether prior to the date hereof or hereafter. Consummation of the transaction contemplated by these Terms or any Quote will not result in the breach of any term or provision of any agreement, contract, financing arrangement, lease or other agreement to which Client is a party, except to the extent that any such breach would not have a material adverse effect.

c. There are no contracts of any kind relating to the management, leasing, licensing, operation, maintenance or repair of the Devices.

d. To Client's knowledge, there are and will be no material violations of any federal, state, county or municipal statutes, laws, codes, ordinances, rules, regulations, orders, decrees and directives, relating to the Devices.

e. There is no claim, litigation, proceeding or governmental investigation pending or, to the best knowledge of Client, threatened against or relating to the Devices or against Client which affects its ownership of the Devices.

f. No person has any right of first refusal or any option to acquire title to the Devices.

Disclaimer of Warranties

Any services provided by SLM hereunder or pursuant to any quote are provided "as is" without representation, warranty or condition of any kind, either express or implied. This includes, but is not limited to, implied warranties of merchantability or fitness for a particular purpose. While we strive for excellence, SLM does not warrant that our services will meet all client requirements. Some jurisdictions do not allow limitations on implied warranties, so these limitations may not apply in all cases. Clients may have additional rights that vary by location.

Limitation of Liability

In no event will SLM, its affiliates, or their respective directors, officers, employees, shareholders, partners, or agents be liable for any incidental, indirect, punitive, exemplary, consequential or other similar damages. This includes, but is not limited to, damages for loss of profits, business interruption, or loss of information, whether arising from or related to these terms or services, regardless of the basis of the claim. Some jurisdictions do not allow the exclusion or limitation of liability for consequential or incidental damages, so these limitations may not apply in all cases.

Compliance

SLM reserves the right to take steps SLM believes are reasonably necessary or appropriate to enforce and/or verify compliance with any part of these Terms (including but not limited to SLM's right to cooperate with any legal process relating to Client or the Devices). Client acknowledges and agrees that SLM has the right, without liability to Client, to disclose any registration data and/or account information to law enforcement authorities, government officials, and/or third parties, if, in SLM's reasonable discretion, it believes it is necessary to comply with any law, rule, or regulation, or with these Terms.

Indemnification

Client will indemnify, defend and hold harmless SLM and its officers, directors, employees, agents, affiliates, successors and permitted assigns (collectively, "Indemnified Party") against any and all losses, damages, liabilities, deficiencies, claims, actions, judgments, settlements, interest, awards, penalties, fines, costs, or expenses of whatever kind, including attorneys' fees, fees and the costs of enforcing any right to indemnification under these Terms and the costs of pursuing any insurance providers, incurred by Indemnified Party/awarded against Indemnified Party, relating to/arising out of or resulting from any claim of a third party or Client or arising out of or occurring in connection with Client's obligations under these Terms or arising out of a breach of the representations and warranties made by it herein. Client will not enter into any settlement without SLM's or Indemnified Party's prior written consent.

Entire Agreement

These Terms, including and together with any related exhibits, schedules, attachments, appendices, and Quotes, constitute the sole and entire agreement of Client and SLM with respect to the subject matter contained herein, and supersedes all prior and contemporaneous understandings, agreements, representations and warranties, both written and oral, regarding such subject matter.

Survival

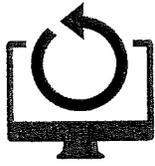
Subject to the limitations and other provisions of these Terms, the representations and warranties of the Client contained herein shall survive the expiration or earlier termination of this Agreement, as well as any other provision that, in order to give proper effect to its intent, should survive such expiration or termination, shall survive indefinitely.

Severability

If any term or provision of these Terms is held to be invalid, illegal or unenforceable in any jurisdiction, such invalidity, illegality or unenforceability shall not affect any other term or provision of these Terms or invalidate or render unenforceable such term or provision in any other jurisdiction.

Waiver

No waiver by SLM of any of these Terms shall be effective unless explicitly set forth in writing and signed by SLM. Except as otherwise set forth herein, no failure to exercise, or delay in exercising, any rights, remedy, power or privilege arising from these Terms shall operate or be



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construed as a waiver thereof, nor shall any single or partial exercise of any right, remedy, power or privilege hereunder preclude any other or further exercise thereof or the exercise of any other right, remedy, power or privilege.

Cumulative Remedies

All rights and remedies provided in hereunder are cumulative and not exclusive, and the exercise by SLM of any right or remedy does not preclude the exercise of any other rights or remedies that may now or subsequently be available at law, in equity, by statute, in any other agreement between the parties or otherwise.

Successors and Assigns

This Agreement is binding on and inures to the benefit of the parties to these Terms and their respective permitted successors and permitted assigns.

No Third-Party Beneficiaries

This Agreement benefits solely the parties to these Terms and their respective permitted successors and assigns and nothing herein, express or implied, confers on any other person any legal or equitable right, benefit or remedy of any nature whatsoever under or by reason of these Terms.

Choice of Law; Venue

These Terms, including all exhibits, schedules, attachments and appendices attached hereto, and all Quotes and other matters arising out of or relating to these Terms, are governed by, and construed in accordance with, the laws of the State of Illinois. Each party irrevocably and unconditionally submits to the exclusive jurisdiction of such courts and agrees to bring any such action, litigation or proceeding only in the state or Federal courts located in Chicago, Illinois.

On-Site Photography

To maintain accurate records of the buyback process and better our training, SLM may conduct on-site photography of devices and relevant property during pickup or assessment. These photographs will exclude any individuals, including Client's team members or students. The images will be used solely for internal documentation, quality control, and resolution of potential discrepancies in device condition or quantity. Clients may request copies of these photographs for their records.

Costs of Collection

In the event of any action between the parties seeking enforcement of any of the terms and conditions set forth herein or a Quote(s), the prevailing party in such action will be awarded, in addition to damages, or injunctive or other relief, its reasonable costs and expenses, including but not limited to, costs and reasonable attorney's fees.

Recommendation for iPad Resale Vendor

Introduction

This document provides a comprehensive analysis of three vendor quotes for the resale of 5th and 6th generation iPads from the Harrison Township School District. The primary objective of this analysis is to identify the vendor offering the highest financial return for the school district's used devices, considering a realistic distribution of device conditions. Based on a thorough review of the proposals from Second Life Mac, Tech to School (MTQ), and Tech Defenders, this document will recommend the most advantageous option, detailing the rationale behind the selection.

Executive Summary

After a detailed evaluation of the three proposals, taking into account that the majority of units will be graded as B or C, **Second Life Mac** continues to emerge as the clear frontrunner, offering the highest total payout for the iPads. Their competitive pricing for Grade B and C devices, coupled with favorable terms regarding logistics and waived deductions, positions them as the most beneficial partner for the Harrison Township School District in this resale endeavor. This recommendation is based on a direct comparison of quoted prices for a mixed inventory of Grade B and C devices, as well as an assessment of the overall value proposition presented by each vendor.

Vendor Comparison (Based on 50% Grade B and 50% Grade C)

To facilitate a clear understanding of each vendor's offering, a direct comparison of their quoted prices for a mixed inventory (50% Grade B and 50% Grade C) is presented below. It is important to note that the quantities of iPads are 51 units of iPad 5th Gen 9.7" 128GB (2017) and 106 units of iPad 6th Gen 9.7" 128GB (2018).

Second Life Mac

Second Life Mac's grading scale indicates that Grade B devices are valued at 85% of Grade A prices, and Grade C devices at 70% of Grade A prices.

Grade A Prices:

- iPad 5th Gen 9.7" 128GB (2017): \$64.00 per unit
- iPad 6th Gen 9.7" 128GB (2018): \$78.00 per unit

Calculated Grade B Prices:

- iPad 5th Gen: $\$64.00 * 0.85 = \54.40
- iPad 6th Gen: $\$78.00 * 0.85 = \66.30

Calculated Grade C Prices:

- iPad 5th Gen: $\$64.00 * 0.70 = \44.80
- iPad 6th Gen: $\$78.00 * 0.70 = \54.60

Based on the assumption of 50% Grade B and 50% Grade C for each model, the total potential payout from Second Life Mac is calculated as follows:

iPad 5th Gen (51 units):

- 25.5 units @ $\$54.40$ (Grade B) = $\$1,387.20$
- 25.5 units @ $\$44.80$ (Grade C) = $\$1,142.40$

iPad 6th Gen (106 units):

- 53 units @ $\$66.30$ (Grade B) = $\$3,513.90$
- 53 units @ $\$54.60$ (Grade C) = $\$2,893.80$

Total Payout from Second Life Mac: $\$1,387.20 + \$1,142.40 + \$3,513.90 + \$2,893.80 =$
 $\$8,937.30$

Second Life Mac also offers significant value through waived deductions totaling $\$2,198.00$. These waived deductions include charges for case and asset tag removal, factory engraving removal, and replacement of missing or damaged charging cables and power adapters. This comprehensive approach to deductions minimizes potential hidden costs and maximizes the net return for the school district.

Tech to School (MTQ)

Tech to School (MTQ) provided specific prices for Grade B and C devices:

Grade B Prices:

- iPad 5th Gen: $\$30.00$ per unit
- iPad 6th Gen: $\$38.00$ per unit

Grade C Prices:

- iPad 5th Gen: $\$20.00$ per unit
- iPad 6th Gen: $\$25.00$ per unit

Based on the assumption of 50% Grade B and 50% Grade C for each model, the total potential payout from Tech to School (MTQ) is calculated as follows:

iPad 5th Gen (51 units):

- 25.5 units @ \$30.00 (Grade B) = \$765.00
- 25.5 units @ \$20.00 (Grade C) = \$510.00

iPad 6th Gen (106 units):

- 53 units @ \$38.00 (Grade B) = \$2,014.00
- 53 units @ \$25.00 (Grade C) = \$1,325.00

Total Payout from Tech to School (MTQ): \$765.00 + \$510.00 + \$2,014.00 + \$1,325.00 = **\$4,614.00**

While Tech to School (MTQ) provides a clear grading scale, their prices for Grade B and C devices are significantly lower than those offered by Second Life Mac.

Tech Defenders

Tech Defenders provided specific prices for Grade B and C devices:

Grade B Prices:

- iPad 5th Gen: \$55.00 per unit
- iPad 6th Gen: \$62.00 per unit

Grade C Prices:

- iPad 5th Gen: \$40.00 per unit
- iPad 6th Gen: \$46.00 per unit

Based on the assumption of 50% Grade B and 50% Grade C for each model, the total potential payout from Tech Defenders is calculated as follows:

iPad 5th Gen (51 units):

- 25.5 units @ \$55.00 (Grade B) = \$1,402.50
- 25.5 units @ \$40.00 (Grade C) = \$1,020.00

iPad 6th Gen (106 units):

- 53 units @ \$62.00 (Grade B) = \$3,286.00
- 53 units @ \$46.00 (Grade C) = \$2,438.00

Total Payout from Tech Defenders: \$1,402.50 + \$1,020.00 + \$3,286.00 + \$2,438.00 =
\$8,146.50

Tech Defenders also provides a detailed grading scale for each iPad model. Their estimated payout is \$6,785 and a guaranteed minimum payout of \$6,106, which are lower than the calculated potential payout based on the 50% B/C split. This suggests their estimates might be more conservative or account for other factors not explicitly detailed in the grading table.

Conclusion and Recommendation

Based on the revised analysis considering a 50% Grade B and 50% Grade C distribution of devices, the financial returns from each vendor are as follows:

- **Second Life Mac:** \$8,937.30
- **Tech Defenders:** \$8,146.50
- **Tech to School (MTQ):** \$4,614.00

Second Life Mac consistently offers the highest payout for the iPads, even when accounting for a realistic distribution of device conditions. Their transparent grading system, competitive pricing for lower-grade devices, and waived deductions make them the most financially attractive option. Furthermore, their full-service on-site solution for pickup and shipping adds significant logistical convenience and reduces the burden on the school district.

Therefore, it is strongly recommended that the Harrison Township School District select **Second Life Mac** for the resale of their 5th and 6th generation iPads. This choice will maximize the financial return and streamline the logistics of the buyback process.

Additional Considerations

Shipping and Logistics

All three vendors are expected to include shipping as part of their service, though the level of detail provided in their quotes varies:

- **Second Life Mac** explicitly states that they "provide all shipping supplies and delivery expenses at no additional cost." They also offer a full-service on-site solution that includes custom packaging, zero-touch packing, and loading, with assets transported directly to their secure 42,000 sq. ft. facility in Skokie, IL. This comprehensive approach to logistics adds significant value to their offer.
- **Tech Defenders** mentions "Shipping Method: Ground" in their quote, indicating that shipping is included, though they do not provide the same level of detail about their logistics process as Second Life Mac.

- **Tech to School (MTQ)** does not explicitly mention shipping arrangements in the provided quote, but it is standard industry practice to include shipping in buyback services for educational institutions.

The detailed logistics support offered by Second Life Mac, particularly their full-service on-site solution, represents an additional advantage beyond their higher payout, as it minimizes the administrative and logistical burden on the school district staff.

PERS. #8

KAYLEIGH EDWARDS
BOARD CERTIFIED BEHAVIOR ANALYST & LICENSED BEHAVIOR SPECIALIST

CONTACT

 [Redacted]

 [Redacted]

CAREER OBJECTIVE

Dedicated and compassionate Board Certified Behavior Analyst (BCBA) with a Master's degree in Applied Behavior Analysis and 7+ years of ABA experience designing and implementing evidence-based interventions for individuals with Autism and other developmental disabilities. Experienced across school-based, clinic-based, and home-based environments with individuals ranging from 2 years old to adulthood, conducting Functional Behavior Assessments (FBAs), developing behavior intervention plans and skill acquisition instructional plans, training and providing direct supervision to BT/RBT's and paraprofessionals to implement behavioral strategies with fidelity. Committed to promoting student success, increasing functional skills and emotional regulation, and making data-driven decisions to achieve success within programming.

SKILLS

- APPLIED BEHAVIOR ANALYSIS
- BEHAVIOR CONSULTATION
- COLLABORATION WITH OTHERS
- DATA ANALYSIS
- PROGRAM DEVELOPMENT

RELEVANT EXPERIENCE

Board Certified Behavior Analyst
Behavior Interventions, Inc – Limerick, Pennsylvania
April 2024 – Current
Lead clinician overseeing treatment planning, data analysis, ongoing direct supervision of BT/RBT service providers, collaboration with families, caregivers, teachers, and other school staff. Conducting Functional behavior Assessments (FBAs) and skill-based assessments (VB-MAPP, ABLLS-R, AFLS, PEAK, etc.), along with development of behavior intervention plans and skill acquisition instructional plans. Maintains administrative and non-clinical functions such as completing insurance-funded reports and submitting documentation in accordance with state regulations and BACB ethical standards. Engages in professional development activities and supports the professional development of Behavior Interventions' team members through approved supervision activities.

EDUCATION

SAINT JOSEPH'S UNIVERSITY
Philadelphia, PA
Bachelor of Science (B.S.). Autism Behavioral Studies & Marketing
Aug 2017- May 2021

PEPPERDINE UNIVERSITY
Malibu, CA
Master of Science (M.S.). Applied Behavior Analysis
Oct 2021 – June 2023

Awards, Honors & Certifications
Board Certified Behavior Analyst (BCBA)
Licensed Behavior Specialist (LBS)
CPR/First Aid Certified
Prevention Crisis Management Certified

Assistant Behavior Analyst
Behavior Interventions, Inc – Limerick, Pennsylvania
March 2023 – June 2024
Provides services to families referred. Services include Parent Training, Behavior Consultation, Training/Workshops, and Assessments. Each service contract provides specifications and expectations of services provided.

Registered Behavior Technician
Behavior Interventions, Inc – King of Prussia, Pennsylvania
Sept 2021 – June 2024
Provides behavioral intervention based on the science of behavior analysis to support skill development and/or reduction of problematic behaviors under the supervision of a BCBA or Assistant Behavior Analyst.

Behavior Technician
Behavior Interventions – King of Prussia, Pennsylvania
June 2021 – Sept 2021
Provides behavioral intervention based on the science of behavior analysis to support skill development and/or reduction of problematic behaviors under the supervision of a BCBA or Assistant Behavior Analyst.

Behavioral Therapist
The Kinney Center for Autism Education and Support – Philadelphia, Pennsylvania
Aug 2017- May 2021

Jamie Wagner

EXPERIENCE

Penns Grove Middle School, Penns Grove, NJ— *Self Contained Special Education Teacher*

September 2017 - PRESENT

In the middle school, I am currently the ERI teacher in the behavioral 6-8 classroom teaching all subjects on multiple educational levels. I was the self-contained ELA teacher for grades 6-8 for 2 years. I also taught self-contained ELA, Math, Sci and SS to 8th grade for 3 years. During COVID, I taught a hybrid schedule of virtual class as well as in person classes. One year I ran the Spanish Classes through a program called Duolingo. Wrote IEPs and participated in meetings. Trained in Just Words Program. I run the theater program.

Penns Grove High School, Carneys Point, NJ— *Special Education Teacher*

September 2005 - June 2017

During my 12 years at the high school, I worked for the first 8 years as an inclusion teacher in every subject, including drive's education. Then, for two years I taught LLD ELA 9/10 and 11/12 classrooms. My final 2 years at the high school I was the Self Contained Math, Science, ELA and History teacher. During those two years, I worked with CBI students and did various trips throughout town. I was also the Sophomore Class Advisor, Yearbook Advisor, Winter Track and Field Throwing Coach and worked with various teachers throughout the school building.

Harrison Township Recreation Summer Camp, — *Counselor*

June 2015 - present

I am a camp counselor for children ages 5-13. I create lesson plans based on the weekly theme and direct the summer camp musical theater play. I run a Facebook page for parents and use a sound system for wireless microphones.

The ARC Gloucester, Camp Sun N Fun — *Counselor*

June 2000 - August 2000

I was a camp counselor for people with disabilities at a live in summer camp

SKILLS

SEL trained
CBI trained
Just Words Trained
IEP writing
Flexile to work in all subject areas

AWARDS

President's Medallion for Leadership and Service

National Dean's List

All NJ Academic Team

for people ages 8 and up.

EDUCATION

Rowan University, Glassboro, NJ— *Teacher of the Handicapped*

September 2002 - May 2005

Graduated Cum Laude with a GPA of 3.5

Worked 1-1 with students with reading and spelling problems.

Created Lesson Plans

Created IEPs

Provided written feedback to parents on student progress

Gloucester County College, Sewell, NJ— *Associate's Degree*

September 2000 - May 2002

Treasurer of Alpha Psi Pi National Honors Society

Tutored Students in Math and ELA

National Dean's List

Assistant Basketball Coach for students in grades 5-8

Monique Jones

Passionate music teacher looking to obtain a position at a primary or secondary school to instill children with the desire to learn and have involvement in instrumental and/or choral music.

Skills

- 6+ years of in-class workshops and after-school education with grades K through 4
- Effective classroom management
- In-class adjustments
- Creative lesson planning
- 26+ years piano study, 12 years flute, 10+ years guitar, bass, and drums study.
- Extensive experience in Java, Adobe Photoshop, Finale, Microsoft Word, PowerPoint, Excel, Publisher, OpenOffice, Davinci Resolve

Related Experience

Perkins Center for the Arts, Moorestown, New Jersey

Piano Instructor, September 2019–Present

- Instructs students on different piano techniques and musical language.
- Works with elementary students ages five to eight years of age
- Adapt lessons to students different learning abilities and incorporate child's strengths into each lesson.

Mad Science, Pennington, New Jersey

Science Instructor, January 2018–2020

- Work with students ranging from two to ten years of age.
- Adapt lessons to students' individual learning abilities and incorporate child's strengths into each lesson.
- Clarify challenging technical terms and concepts for children.
- Integrate fine arts with science terminology.

Mad Science, North White Plains, New York

Science Instructor, January 2012–August 2017

- Worked with students ranging from two to ten years of age.
- Adapted lessons to students' individual learning abilities and incorporate child's strengths into each lesson.
- Clarified challenging technical terms and concepts for students.
- Work with students who are English Language Learners and have Special Needs.

Saints John and Paul Elementary School, Larchmont, New York

Musician--Educator, September 2015--June 2016

- Worked with students ages five to twelve.
- Created lesson plans including differentiation for special education students.
- Conducted choral and instrumental lessons to improve performance.
- Conducted lessons involving teaching literacy and multiculturalism through music.

Certification

Initial Certification in Music P–12

New York State, May 2013

New Jersey State, October 2019

Education

Manhattanville College, Purchase, New York
Bachelor of Music in Music Education, May 2013
GPA: **3.2**

Manhattanville College, Purchase, New York
Master of Arts in Teaching in Music Education, Expected May 2015
GPA: **3.6**

Student Performance Links

<https://youtu.be/GFNmaEIRHE>, <https://youtu.be/OIGHcuJLuxY>, <https://youtu.be/IPHHX2866Pg>,
https://youtu.be/V3vJ42aDv_g, <https://youtu.be/8fl5Qquz5Jw>.

ANDREA DAHLBERG

PROFILE

I am an ambitious, passionate, advocate for special education, in both my professional and personal life. I have 8 years experience as a Special Educator in Maryland and New Jersey. In addition to having my undergraduate degree in Special Education, I am working towards my masters degree in Special Education. Additionally, I am a parent of a child with autism and value the complex relationships required to allow all children to feel a part of their community. I am driven to be a leader in my field and educate students, families, and the community on neurodiversity and inclusive practices.

EXPERIENCE

**Community and Parent Involvement Specialist, Gloucester City Preschool
— August 2023-Present (Grant position)**

**Community and Parent Involvement Specialist, Lindenwold Preschool—
2022-2023 (Grant position)**

- Serve as a liaison between families, school, and community resources
- Collaborate with teachers and professional staff to organize family engagement plans and activities within the school and community
- Create the Community Needs Assessment and utilize the results when creating opportunities for families
- Organize and run all quarterly Early Childhood Advisory Council meetings (ECAC)
- Collaborate with instructional coaches to ensure curriculum alignment and connection with family engagement program
- Manage all preschool registration responsibilities
- Create and facilitate professional development for teachers and para-educators
- Create monthly newsletter

**Special Education 4th-6th Grade Teacher, Wenonah Elementary School—
2021-2022**

**Special Education 5th Grade Inclusion Teacher, Swedesboro School
District — 2017-2021**

- Develop and implement lessons applying the Universal Design for Learning (UDL) framework

- Collaborate with general education co-teachers to ensure that materials taught align with accommodations and modifications outlined on IEPs
- Differentiate, modify, and adapt curriculum materials for students with IEPs
- Work with parents to foster independence with students including but not limited to; developmental stages, motor skills, development of language skills, self regulation skills, and executive functioning skills
- Utilize various methods to analyze student data and enhance classroom instruction
- Create engaging lesson plans to meet all students
- Collect, monitor, and analyze IEP goal data and report on IEP progress reports and annual reviews
- Create S.M.A.R.T goals for IEP students
- I&RS (Intervention & Referral Services) case monitor

Inclusion Specialist (K-5), West Towson Elementary, Baltimore, MD — 2016-2017

- Collaborate with General Education Teachers, School Social Workers, Related Service Providers, and Support Staff to ensure student and staff success
- Differentiate, modify, and adapt curriculum materials in accordance with data driven results and research based strategies
- Provide reading interventions (Wilson Reading System and Leveled Literacy Intervention) to students requiring focused and intensive Tier 3 interventions.
- Develop and administer Individual Education Plans (IEPs) to include formal and informal assessments and behavior intervention plans (BIPS).
- Utilize Social Thinking Curriculum to incorporate all aspects of behavior intervention and social learning in the classroom.
- Apply Applied Behavioral Analysis training skills throughout instruction and daily classroom routines and management

IKEA Visual Manager, Philadelphia, PA— 2004-2009

- Created action plans for successful implementation of several store openings
- Coordinated overall visual, inspirational, and commercial level of the IKEA brand

- Managed visual merchandisers with daily routines and creation and implementation of new store layouts
- Developed, facilitated, and instructed Auto CAD and “Lead the Leader” professional developments

EDUCATION

- Towson University, Towson, MD
Bachelor of Science Special Education 2016
- Art Institute of Philadelphia, Philadelphia, PA
Associate of Science in Merchandising 2002

REFERENCES

- Jacqueline Traini- Principal
Clifford School, Swedesboro, NJ
- Jeffrey Patterson- Preschool Director/Elementary Coordinator
Lindenwold School District, Lindenwold, NJ
- Jenna Passaro- General Education Teacher
Wenonah Elementary School, Wenonah, NJ
- Lizann Ward- School Psychologist
Cold Springs School, Gloucester City, NJ

Linda Mazzola

A person who is dedicated in supporting young children's learning, teachers and school.

Professional Summary

I would be a good candidate for a preschool - 1st grade paraprofessional position or teachers instructional aid in an elementary school. I have multiple years of experience as, a lead teacher in Pa., Early Intervention 3-5, and Paraprofessional in Pre K. Rooms, Kindergarten rooms and one on one experience as well. I've worked with children, teachers and primary care givers in a variety of settings: home, community and school.

Authorized to work in the US for any employer

Work Experience

Paraprofessional, Kindergarten

Deptford - Pine Acres-Township of Deptford, NJ
Present

Almost 2 years completed a kindergarten Paraprofessional position:

- Worked one on one
- Support students in small group settings
- Helped with classroom management
- Supported teachers in all aspects

Assistant for Wenonah Elementary School

Wenonah Elementary School-Wenonah, NJ
March 2020 to Present

I wear different hats in my position at Wenonah Elementary School. I work one on one with an Autistic 4th grader for some periods, I support some mainstream education 4th grade students with IEPs, I work small groups in the special Education room and I hold small activity groups with Pre K students.

Developmental Therapist

BATA INC.-Gloucester County/Camden County
July 2018 to Present

Provide special Education Services for babies to three years old in homes and daycares.

Work with caregivers and or teachers by modeling and providing strategies on how to support the child's special needs: language development, attention, following directions, self regulating, adaptive skills and more.

Early Intervention Therapist

Kids and Family Early Intervention agency-Philadelphia, PA
June 2010 to December 2012

Provided special Education services to children ages 3 - 5 in their homes with family or in their schools with teachers.

Lead Head Start Teacher

Settlement Music School-Philadelphia, PA
August 2007 to June 2010

Lead Head start teacher ages 3 - 5 year olds.
Followed Creative Curriculum/Montessori Approach
Classroom Management
Social/Emotional skills
Home Visits/Parent/Teacher conferences

Lead Special Education Teacher

Elwyn SEEDS-Philadelphia, PA
August 2004 to June 2008

Maintained a class of 15 identified special needs 3 - 5 year olds.
Evaluated children
Devised IEPs
Managed 2 classroom Aides
Held home visits for each child

Education

Bachelor's in Early Childhood Education

West Chester University of Pennsylvania

Bachelor's in Early Childhood Education

West Chester University of Pennsylvania-West Chester, PA
August 1990 to June 1995

Skills

- Communication Skills (10+ years)
- Lesson planning (10+ years)
- Preschool experience
- Childcare
- problem solving (10+ years)
- Documentation (10+ years)
- Early childhood education (10+ years)
- Experience with children (10+ years)
- Proficient in computers (6 years)
- Childhood development (10+ years)
- Classroom Management (10+ years)

- Curriculum Development
- Teaching (10+ years)
- Autism Experience (5 years)
- Classroom experience (10+ years)
- Special needs (10+ years)
- Management
- Special Education (8 years)
- Case Management (10+ years)

Lamar Yancey

Thunderbolt Academy

1/2025-present

Behavior Support Specialist

Responsible for supporting students with intensive behavioral needs in various diverse educational settings

Implementing behavior support plans, utilizing de-escalation and crisis management techniques

Documenting students progress in a positive and inclusive learning environment

Working with teachers, interdisciplinary teams, and potentially parents to address student needs and foster a collaborative environment

Ensure the safety through constant monitoring and supervision including and during class transitions in all school locations

Provide direct assistance to students. including working with groups, supervising transitions, and implementing accommodations and modifying when needed

The ability to develop healthy and safe relationships with students and staff

Ranch Hope for Boys

3/2018-3/2024

Training Manager

Provide training, supervision and instruction to all new hires as well as current employees in our shelter, residential and specialized units

Coordinate all training required by IAIU in response to investigations

Provide in cottage training to all new staff

Provide one-on-one coaching to staff requiring a refresher and those preparing for advancement

Serve as a HWC instructor and Handle with care

Measure success of training programs through analysis of surveys and review of critical incident reports

Instruct annual courses required to obtain and maintain accreditation

Serve as a CPR/AED instructor

Assume the day to day responsibility for the residential training program

Trainer for all the new hired employees

Assisting in Employee Interviews

Youth Consultation Services

5/2015-Present

Shift Supervisor

Provide supervision, instruction, and behavior modification for DD/ID classified adolescent and young adult residents in residential treatment home

Complete daily log information and documentation for program

Assist in the creation and implementation of treatment plans for residents

Supervise and assist program residents with daily living tasks, while ensuring the safety of all residents and employees

Providing transportation for home and medical visits. Also supervising home visits

Monitoring and developing new and current staff to goals and successful expectations

Ranch Hope, Inc. Strang School

8/2015-8/2017

Teacher's Assistant

Provide supervision, instruction, and behavior modification for adolescent residents in a school setting

Execute various tasks, including but not limited to mechanical repairs, using an assortment of tools ,

Ensure a healthy and safe environment according to NJ State Licensing regulations

Assist in the creation and implementation of treatment plans for students

Assisting teacher with lesson plans also providing discipline through the nurtured heart approach

Making sure safety is the #1 priority

Ranch Hope, Inc.

11/2001-8/2015

Senior Houseparent

Provide supervision, instruction, and behavior modification for residents in a residential treatment facility

Complete daily log information and documentation for program

Conduct staff interviews, orientations, and trainings

Assist in the creation and implementation of treatment plans for residents

Supervise houseparents in the absence of Unit Supervisor

Also involved in monthly 6 core strategy meetings for the betterment of the program. Various topics discussed therapeutically and ways to improve the nurtured heart approach

Providing transportation for home and medical visits. Also supervising home visits if needed

Maintaining a budget as well as grocery shopping and general house upkeep

Education

Bridgeton High School

1997

Bridgeton, NJ

Certifications

Praxis Para-Pro Certification

2015

Handle with care Trainer

2018-present

Certified American Red Cross CPR Trainer

2018-present

Shakoya Rivera

Work Experience

One to One Paraprofessional

Sunbelt Staffing-Haddon Heights, NJ
September 2024 to Present

- Provided one-on-one support to students with special needs, assisting them in their academic and social development
- Implemented individualized education plans (IEPs) under the guidance of special education teachers, ensuring that students' specific goals and objectives were met
- Collaborated with classroom teachers to modify curriculum materials and adapt instructional strategies to meet the diverse learning needs of students
- Assisted in the implementation of behavior management techniques, promoting a positive and inclusive learning environment for all students
- Supported students during transitions between activities or classrooms, ensuring their safety and well-being at all times
- Utilized assistive technology devices and tools to enhance student engagement and participation in classroom activities
- Monitored student progress through data collection and observation, providing feedback to teachers on areas of improvement or additional support needed
- Promoted independence skills among students by teaching self-help tasks such as personal hygiene routines or organizational strategies
- Developed positive relationships with parents/guardians by maintaining open lines of communication regarding student progress, challenges faced, and strategies implemented

Medical Technician

Veteran's Affairs Hospital-Philadelphia, PA
October 2022 to May 2023

- Accept specimens (blood, urine, feces, assorted body fluids, etc.) after checking relevant documentation, i.e., name of person placing order, date of order, patient identification data, practitioner requesting order, tests requested, appropriateness of sample, urgency status of order, collection time, patient location, qualifying comment on order, order number, etc.
- Draw blood specimens from patients in accordance with physician's orders and phlebotomy guidelines.
- Inspects specimens to determine suitability for the testing requested: Correctness of specimen required for the tests ordered, sufficiency of specimen, degree of hemolysis (if that would affect the test required), Iced when required, time collected consistent with test limitations.
- Act as a liaison in areas regarding matters such as test requests, integrity of specimens received, disposition of orders for uncollected specimens (cancellation or reordering of specimens), follow-up of orders for recollection or collection by Nursing personnel, status of requests, ordering assistance, interim reports, availability of tests, etc., and refers questions to appropriate technical personnel after exhausting existing manuals and policies.
- Help organize phlebotomy collection lists and labels, separates lists and labels.
- Perform serum/plasma processing. Performs centrifuge of serum specimens.
- Monitor/report issues with lab equipment. Performs monitoring of temperatures of refrigerators/freezers, eye wash station, centrifuges, area cleanliness, and courier logs.

- Adhere to regulations and guidelines by TJC/OSHA/CAP for point of care testing, lab equipment, confidentiality/privacy, and HIPPA laws.

Lead Accessioning Technician/Phlebotomist

Atlantic Diagnostic Laboratories-Bensalem, PA

January 2020 to October 2022

- Supervised Accessioning Department, including all aspects of staff management such as conducting team meetings, creating schedules, and ensured efficient management of patient care and specimen handling .
- Interviewed prospective candidates.
- Performed phlebotomy procedures following a sequence of steps approved for sample collection.
- Responsible for selecting the best venipuncture site, most suitable phlebotomy equipment (needle type, size and length), most appropriate cleansing agent(s), proper collection vials and assessing the patient's condition before, during and after the procedure.
- Proper identification of patient and specimens by two identifiers. Ensure all specimens have been collected for tests that were ordered. Record specimens received.
- Analyzed specimen integrity and follow specimen rejection procedures as needed.
- Observed urine and oral drug screens.
- Processed specimens delivered by couriers and phlebotomist ensuring they sign into the proper logs.
- Properly disposed of specimens, and entered insurance data into the lab software.

Patient Service Technician/Phlebotomist

LabCorp-Paoli, PA

January 2017 to July 2019

- Performed blood collections by venipuncture and capillary techniques for all age groups.
- Collected specimens for drug screens, paternity tests, alcohol tests. Performed data entry of patient information in an accurate, processed billing information and collected payments when required.
- Prepared all collected specimens for testing and analysis, maintained patient and specimen information logs.
- Handled administrative and clerical duties as necessary, and traveled to additional sites as needed.

Mobile Phlebotomist

Brookside Laboratory-Aston, PA

January 2016 to January 2017

- Traveled to patient's homes, nursing homes and rehab centers to draw blood.
- Handled proper labeling, storage of collected specimens, and specimen pick up.
- Maintained accurate patient records including any medical issues experienced by patients during blood draw

Transported collected specimens to laboratory for testing.

Education

Bachelor of Arts in Business Administration

Strayer University-Suitland-Silver Hill, MD

2025

Certificate

Harris School of Business-Upper Darby, PA

September 2015

High School Diploma

Haverford High School-Havertown, PA

June 2009

Skills

- Microsoft Office
- Medical Office Experience
- Blood sampling
- Customer service
- Documentation review
- Laboratory Experience
- Patient Care
- Supervising experience
- Hospital experience
- Typing
- Phlebotomy
- Self and Social Awareness
- Medical records
- Specimen collection / processing
- Clerical experience
- Computer skills
- Front desk
- Interviewing
- Laboratory experience
- Front Desk
- Driving
- Data collection
- HIPAA
- ICD-10
- Experience with children
- Customer Service
- Venipuncture
- Leadership
- Communication

Certifications and Licenses

Certified Phlebotomy Technician

Certified Medical Assistant

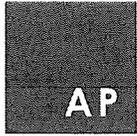
Driver's License

CPR Certification

October 2022 to October 2024

BLS Certification

October 2022 to October 2024



ANGELA PAUL

PROFESSIONAL SUMMARY

Warmhearted Special Education Teaching Assistant consistently provides individualized care to differently-abled students. Tailors activities to students' disabilities and audio-visual sensitivities. Committed to providing safe and comfortable classroom environments for learners.

SKILLS

- I have assisted in class with young children through our church, and special activity events planned for them.
- I have a great deal of patience in their needs, and goals throughout each school day, and love the rewarding feeling of their accomplishments.
- I have a love and capassion for working with children due to personal experience with children I know and have cared for with special needs
- I am very creative due to having a degree in Art and love coming up with fun crafts and art projects that children will enjoy.

EXPERIENCE

Special Education Teacher's Aide, Evergreen Ave Elementary School, Apr 2022 - Current, Woodbury , NJ

I work with the children on their assignments, and activities during the the school day, assist with behavioral technique skills needed to help them physically and emotionally throughout the day, document their progress each day, and aid them using the bathroom, or changing students if needed.

Sales Representative, Bridgestone America , May 2017 - Feb 2019, Turnersville , NJ
Greetings customers, billing invoices, scheduling appointments, inventory, closing store tasks.

Optician Technician, Advanced Vision Consultants , Mar 2014 - Jun 2016, Cherry Hill, NJ
Vision Exams, testing depth perception, utilizing ocular testing apparatus, gathering medical history, front desk assistance, and welcoming patients in a friendly and helpful manor.

EDUCATION

Associate of Arts, Commercial Art, Advertising Illustration

Jun 1992

Hussain School of Art - Philadelphia , PA

Majored in Commercial Art, Advertising, and Illustrative design



LETICIA RIOS

Summary

Quality Control professional with a strong focus on maintaining precise records and conducting thorough inspections to ensure compliance with industry standards and corporate guidelines. Demonstrate exceptional attention to detail and problem solving skills. Committed to enhancing product quality through effective leadership and time management

EXPERIENCE

QUALITY CONTROL

Sapphire Manufacturin, Bridgeton NJ 08302

2023-Present

- Maintained precise records of quality assessments and corrective actions, ensuring compliance with industry standards and corporate guideline.
- Conducted thorough inspections of materials and finished products, ensuring adherence to quality standard.
- Streamlined quality control processes, leading to a noticeable reduction in defect rates and improved overall product quality.

LINE LEADER

B&B Poultry CO. Norma NJ

2009-2022

- Led a team in production line operations, achieving on-time delivery and enhancing overall output quality.
- Maintained quality control standards, ensuring compliance with safety regulations and minimizing product defects.

SKILLS

- Problem Solving
- Time Management
- Attention to Detail
- Leadership
- Dependable

SARAH DONAHUE

Overview

Accomplished marketing, healthcare and sales employee with Division I sports experience, looking for a position that provides opportunities for partnership building and strategic engagement.

Education

Bachelor of Arts and Sciences, Communications
2004

University of Rhode Island
Division I Women's Soccer Team

Volunteer & Leadership Commitments Present

2022-

Director, Intramural Soccer

Harrison Soccer Club

- Coordinator of teams for Intramural league play
- Working closely with other towns soccer leagues to plan schedules for spring and fall seasons.
- Organizing teams with parent volunteer coaches
- Inputting schedules into shared database and updating with conflicts and weather issues.

Head Coach, Travel Soccer

Harrison Soccer Club

- Scheduling and executing twice a week practice, Saturday league games and enrolling in tournaments.
- Maintaining the proper paperwork required for all players and coaches within multiple databases.
- Posting and relaying daily communications to all players and parents regarding league play, schedule updates, field locations and essential details for game day play.
- Coordinate with outside training company to ensure a professional relationship with staff.

Related Professional Experiences

SunMed Medical

2010-

2014

Regional Account Manager

- Department Lead, overseeing eight employees while implementing daily procedures for patients.
- Worked closely with doctors and therapists to code Lymphedema garments and diagnosis to help provide insurance coverage with all insurance companies.
- Excelled in coding Lymphedema diagnosis with BlueCross MASS, Medicare, UHC, and Aetna.
- Territory account manager for Lymphedema Department processing order for patients and therapists in 31 states.
- Served as single point of contact for field therapists, manufacturers, patients, doctors and insurance providers.
- Built personal relationships with physical therapists and patients to meet high expectations of doctor requirements, insurance verification and contracted providers.
- Strong understanding of health insurance coverage and requirements with standard insurance companies as well as Medicare.
- Daily tasks included working closely with therapists and doctors to provide maximum coverage for their patients and expediting garments with manufactures to ensure top quality care for patients.

Verizon

Maintenance Administrator

2006-2010

- Oversee 9 contractors developing FIOS builds within PA and DE including key productivity analysis, outside contractor management, marketing efforts, customer service, relationship development, order fulfillment, and maintenance of key steps involving FIOS.
- Specialized skills in customer service regarding new and/or problematic customer orders, complaints, damages and crucial reports related to financial budgets within Verizon.
- Responsible for knowledge and day to day use of multiple databases to ensure satisfaction with customers, preparation of various reports regarding budgets set up upper-level executives, large scale claims, and analyzing problems within the department to establish and maintain customers.

-
- Effectively increased National backlog of problematic orders bringing total number down to less than 10% on average.
 - Worked under deadline to update pricing of sixty imperative contracts for Verizon to transfer to new billing database.
 - Regularly acted for local management to further management/company knowledge.

Comcast-Spectacor

2005-2006

Group Sales Account Executive

- Managed various accounts involving school groups, youth athletic leagues, church groups, major corporations and various groups requiring high numbers of tickets for sporting and special events at the Wachovia Center, the Spectrum, the Liacouras Center and the Franklin Institute.
- Created strong new accounts by targeting prospects in need of fund raising for school, sports and youth groups.
- Acted as liaison between specific groups and arenas
- Synchronized groups with specialized performances during events such as singing the National Anthem, halftime presentations, and after game use of venue.
- Initiated and developed an ongoing relationship for the Philadelphia Wings Lacrosse Team with a National Championship cheerleading/dance team to perform at halftime resulting in major group ticket sales for ongoing seasons.

New Jersey Devils Professional Hockey Team

2004-2005

Season Ticket Sales Account Executive

- Before the NHL strike, performed daily tasks to provide fans with season tickets and partial ticket plans.

Clear Channel Providence

2002-2004

Promotions and Marketing Intern

- Interned for 94 HJY, Coast 93.3 and B 101 radio stations promoting national radio events while providing support to the morning show with traffic and news.