# HAZLET TOWNSHIP BOARD OF EDUCATION
# REGULAR MEETING
# RARITAN HIGH SCHOOL
# 419 MIDDLE ROAD.
# HAZLET, NEW JERSEY 07730
# MINUTES
# August 27, 2018

The Board of Education of Hazlet Township met for the purpose of an Executive Session and Regular Meeting on Monday, August 27, 2018, in Raritan High School, 419 Middle Road, Hazlet, NJ

## A. CALL TO ORDER

Mrs. Lauri J. O'Leary, Board President, called the Executive Session meeting to order at 7:05 p.m.

## ROLL CALL

**The following members were present**: Mr. Asfour, Mr. Barrett, Mrs. Bolen, Mr. Grossman, Mr. Lamb and Mrs. O'Leary
**Absent**: Mr. N. Iannello, Mr. V. Iannello and Mrs. Moreno
**Also present**: Scott Ridley, Ed.D. Superintendent of Schools, Joseph J. Annibale, Assistant Superintendent of Schools and Christopher J. Mullins, Business Administrator

## Motion To Go Into Executive Caucus

WHEREAS, the Sen. Byron M. Baer Open Public meetings Act, N.J.S.A. 10:4-6 et seq., (the "Act") provides that the Hazlet Township Board of Education may hold an "Executive Session" from which the public is excluded to discuss matters that are confidential or are one of the nine (9) subject matters listed Section 12(b) of the Act; and

WHEREAS, it is recommended by the Superintendent that the Hazlet Township Board of Education go into Executive Session on this date at Raritan High School, 419 Middle Road, Hazlet, New Jersey to discuss matters that are permissible for discussion in Executive Session; and

WHEREAS, the length of the Executive Session is estimated to be sixty (60) minutes after which the public meeting of the Board shall reconvene and proceed with business; and

WHEREAS, that the Board hereby declares that its discussion of the following subject(s) will be made public at a time when the public's interest in disclosure is greater than any privacy or governmental interest being protected from disclosure.

NOW, THEREFORE, BE IT RESOLVED by the Hazlet Township Board of Education that the Board shall go into Executive Session to discuss the following items:

_____ 1. Confidential Matters per Statute or Court Order
_____ 2. Impact Rights to Receive Federal Funds
_____ 3. Unwanted Invasion of Individual Privacy
_____ 4. Collective Bargaining
_____ 5. Acquisition of Real Property or Investment of Funds
__X__ 6. Public Safety Procedures
_____ 7. Litigation or Contract Matters or Att./Client Privilege
__X__ 8. Personnel Matters
_____ 9. Imposition of Penalties Upon an Individual

***ITEMS DISCUSSED IN EXECUTIVE SESSION MAY RESULT IN BOARD ACTION WHEN THE BOARD RECONVENES TO PUBLIC SESSION.***

A motion was made by Mrs. O'Leary, Board President to reconvene the meeting at 7:40 p.m.

**B. FIRE ANNOUNCEMENT - SALUTE TO FLAG - ANNOUNCEMENT OF ADEQUATE NOTICE - ROLL CALL**

Mrs. O'Leary made the following announcement: Fire exits are located in the directions I am indicating. In case of a fire, you will be notified in the following way: bell, horn or public address system. If you are alerted for fire, please move in a calm orderly manner to the nearest smoke free exits, or as directed by the establishment over the public address system. Thank you.

**The Pledge of Allegiance**
**Announcement of Adequate Notice Chapter 231, Laws of 1975**

Mrs. O'Leary announced the "Adequate notice of this meeting was provided in writing to each Board Member, the Independent, The Asbury Park Press, The Star Ledger, Township Clerk, posted on the bulletin board in the lobby of Township Hall and the Hazlet Township Library."

**ROLL CALL**

**The following members were present**: Mr. Asfour, Mr. Barrett, Mrs. Bolen, Mr. Grossman, Mr. Lamb, Mrs. O'Leary and Mikayla Brackett, student member
**Absent**: Mr. N. Iannello, Mr. V. Iannello and Mrs. Moreno
**Also present**: Scott Ridley, Ed.D. Superintendent of Schools, Joseph J. Annibale, Assistant Superintendent of Schools and Christopher J. Mullins, Business Administrator

**C. STUDENT MEMBER UPDATE - Mikayla Brackett**

Miss Brackett reported that the first day of school is Wednesday, September 12, 2018 and the following is happening at each school:
***Raritan High School*** - Freshman orientation is on the 11th.
***Hazlet Middle School*** - 7th grade orientation is on the 11th and picture day is the 20th.
***Beers Street School*** - 5th grade orientation is on the 11th.
***Cove Road School*** - 5th grade orientation is on the 11th at 1pm and spirit wear kickoff; pasta fundraiser on the 17th along with back to school night.
***Sycamore Drive ECLC*** - Orientation day is on the 11th.

## D. ACKNOWLEDGMENTS/ANNOUNCEMENTS

1. Superintendent's Report - Celebrate Hazlet - Dr. Ridley read the following statement:
   **Sycamore Drive Early Childhood Learning Center, Middle Road School and Raritan Valley School** were all recently awarded bronze level certification by Sustainable NJ. Schools achieving this distinction will be recognized in Atlantic City during the NJ School Boards Workshop in October.
   **Hazlet Middle School's** new science, math and technology labs will truly support 21st century, exploratory learning. The Media Center will now be known as *The Hurricane Hub*, a name designed by students and staff, to reflect its use as a gathering space for collaboration and an exchange of ideas.
   **RHS** Congratulations to the Explorer Early College Academy Class of 2022! The Hazlet School District and Brookdale Community College are very excited to welcome 30 incoming freshman for the 2018-2019 school year. A successful orientation program was held today and tonight we honor and acknowledge their acceptance into this prestigious program, which will provide an opportunity to earn both an Associate of Arts degree and high school diploma concurrently.

   **SECURITY UPDATE**

   - Mr. Annibale, Assistant Superintendent, and designated School Security Officer recently completed a weeklong training session to prepare him in the capacity of a law enforcement liaison moving forward.
   - At tomorrow's District Leadership meeting, the Monmouth County Sheriff's Department will present a special training session on emergent situations.
   - We are currently in the process of installing double-entry vestibules at all eight schools, an undertaking we expect to complete districtwide this fall.
   - Regarding armed guards in the buildings, this is an ongoing challenge as the entire County (and State) has posted for these positions and the demand substantially outweighs the supply. HTPD Chief Meehan, Mr. Annibale and I met last week to discuss this concern and the Chief is crafting strategies to provide additional coverage in the schools. This is an evolving process though I can assure the community that Security will remain front and center in all of our conversations as school begins anew.

2. 29 incoming Raritan High School freshmen who will be entering the Explorer Program Early College Academy were recognized. Dr. Ridley the following statement:
   Education is the key to a better life. Plain and simple. Education provides a tangible opportunity for every youngster to run down his or her goals, to rise above the competition, to make a mark, leave a legacy—become somebody.
   But it doesn't happen automatically and it doesn't come without effort. If you want a flat stomach, do your sit-ups; if you want to buy that car, earn the money. If you want to succeed in life—get an education. Start early, work hard, finish strong.
   Every young man and woman honored here tonight understands this.

   As many of you know, I have an insider's take regarding all this, having spent 16 productive years at Brookdale as a professor, department chair, dean and director. I know

the product firsthand and, quite frankly, it's a proven academic experience on a multitude of levels. Like Hazlet, Brookdale takes care of its own.

Dr. Piotrowski knows the value of this opportunity as well and I commend him for his relentless support of this initiative. From the day I walked in the door, he has sung the praises of this undertaking and pulled no punches in firming it up, making it better, and pointing all of us in the right direction.

And now tonight, we honor more than two dozen students who have taken that all-important first step. We celebrate your awareness, we remain available with advice and support every step of the way, and we wish you nothing but success as this venture takes flight.

As H. G. Wells once noted, ***"Human history becomes more and more a race between education and catastrophe."***
Go get 'em young people. We're with you 100%! Thank you.

## E. CITIZENS' QUESTION/COMMENTS ON AGENDA ITEMS

**Anyone who would like to address the Board regarding items that are on the agenda please come to the podium and state your name and address. Two 3-minute statements may be made. No participant may speak more than once on the same topic until all others who wish to speak on that topic have been heard.**

None

## F. APPROVAL OF MINUTES AND FINANCIAL REPORTS

A motion was made by Mr. Asfour, seconded by Mr. Barrett and unanimously carried by a roll call vote 6-0.

1. RESOLVED, that the following minutes submitted by the School Business Administrator/Board Secretary are hereby accepted.
    a. Regular Meeting and Executive Session of July 30, 2018
2. RESOLVED, that all Board Members, who received the following Financial Reports, through dates noted, are hereby accepted:
    a. Treasurer's Report through July 30, 2018 (Treasurer's Report is in agreement with the Board Secretary's Report for July 30, 2018). ***Exhibit A***
    b. Board Secretary's Report - Revenue and Budget Summary Reports through July 2018. (Certification has been made by the Board Secretary to each Board member that no over expenditure of funds existed in any). ***Exhibit B***
    c. Report of Transfers
3. RESOLVED, pursuant to N.A.J.C. 6A:23-2-11I4, the Board certifies that as of July 30, 2018, after review of the Secretary's monthly financial report (appropriations sections) and upon consultation with appropriate District officials, that to the best of our knowledge, no major account or funds have been over expended in violation of N.J.A.C. 6A:23-2.11(b).

## G. PRESIDENT'S REPORT - Lauri J. O'Leary

Mrs. O'Leary congratulated the Explorer Program students and wished them luck. Mrs. O'Leary also thanked Mr. Mullins, Mr. Hildner and Mr. Dockery for their collective efforts in keeping all Referendum vendors on track and making certain that the upgrades, repairs and renovations continue to move forward in a timely manner.

## H. SECRETARY'S REPORT

None

## I. NEW BUSINESS

"1" Finance

A motion was made by Mr. Grossman, seconded by Mr. Lamb and unanimously carried by a roll call vote 6-0.

a. BE IT RESOLVED, that the Board approve the list of bills, claims, supplies received and services rendered to the Board of Education of the Township of Hazlet:

| | | |
|---|---|---|
| **Gross Payroll & Agency** | | |
| **7/12/18** | | $496,222.01 |
| **7/30/18** | | $443,307.87 |
| **Voided checks and transfers** | July 2018 | ($3,888.41) |
| **Hand Checks** | | |
| **Bond Payment** | July 2018 | $496.993.06 |
| **Lease Payments** | | |
| **Food Service Payments** | July 2018 | $7,396.84 |
| **Bill List 08/27/2018** ***Exhibit C*** | | |
| General Current Expense | $1,693,624.88 | |
| Special Revenue | $95,467.25 | |
| Capital Projects | 4,743,489.11$ | |
| **TOTAL** | $6,532,581.24 | $6,532,581.24 |
| **Bill List 07/31/2018** ***Exhibit C-1*** | | |
| General Current Expense | $15,000.00 | |
| Capital Projects | $1,479,534.92 | |
| **TOTAL** | $1,494,534.92 | $1,494,534.92 |
| **TOTAL** | | **$9,467,146.53** |

b. BE IT RESOLVED, that the Board approve the following transfers:

**Transfer #4, Dated 8/7/18**

| | BUDGET ID | | | | BUDGET DESCRIPTION | | | | AMT | AMT |
|---|---|---|---|---|---|---|---|---|---|---|
| | Fd | Prog | Fct | Obj | FUND | PROGRAM | FUNCTION | OBJECT | OUT | IN |
| | 11 | 000 | 100 | 566 | CE | Undist Expend | Instruction | Private Tuition | $100,000.00 | |
| | 12 | 000 | 261 | 732 | Cap Outlay | Undist Expend | Facilities Maint | Non Instruct Equip | | $100,000.00 |
| | **TOTAL** | | | | | | | | $100,000.00 | $100,000.00 |

1. Funds required to purchase equipment from carry over funds.

**Transfer #5, Dated 8/7/18**

| | BUDGET ID | | | | BUDGET DESCRIPTION | | | | AMT | AMT |
|---|---|---|---|---|---|---|---|---|---|---|
| | Fd | Prog | Fct | Obj | FUND | PROGRAM | FUNCTION | OBJECT | OUT | IN |
| | 11 | 000 | 262 | 110 | CE | Undist Expend | Custodial Svcs | Other Sal | $15,292.24 | |
| | 11 | 000 | 262 | 622 | CE | Undist Expend | Custodial Svcs | Electricity | $25,000.00 | |
| | 11 | 000 | 262 | 621 | CE | Undist Expend | Custodial Svcs | Natural Gas | $29,600.00 | |
| | 11 | 000 | 291 | 270 | CE | Undist Expend | Personnel Svcs | Health Bene | $27,411.44 | |
| | 11 | 000 | 219 | 390 | CE | Undist Expend | CST | Purch Svcs | | $25.00 |
| | 11 | 000 | 221 | 102 | CE | Undist Expend | Instr Svcs | Sal Supv | | $1,461.24 |
| | 11 | 000 | 221 | 102 | CE | Undist Expend | Instr Svcs | Sal Supv | | $0.12 |
| | 11 | 000 | 221 | 104 | CE | Undist Expend | Instr Svcs | Prof Sal | | $2,852.20 |
| | 11 | 000 | 221 | 105 | CE | Undist Expend | Instr Svcs | Secty Sal | | $444.24 |
| | 11 | 000 | 221 | 110 | CE | Undist Expend | Instr Svcs | Other Sal | | $7,967.64 |
| | 11 | 000 | 230 | 100 | CE | Undist Expend | Supp Svcs | Sal Personnel | | $7,610.56 |
| | 11 | 000 | 240 | 103 | CE | Undist Expend | Supp Svcs | Sal Princ | | $0.20 |
| | 11 | 000 | 240 | 103 | CE | Undist Expend | Supp Svcs | Sal Princ | | $0.20 |
| | 11 | 000 | 251 | 100 | CE | Undist Expend | Central Svcs | Sal Personnel | | $1,440.84 |
| | 11 | 000 | 251 | 100 | CE | Undist Expend | Central Svcs | Sal Personnel | | $2,100.00 |
| | 11 | 000 | 262 | 100 | CE | Undist Expend | Custodial Svcs | Sal Personnel | | $3,509.20 |
| | 11 | 000 | 261 | 100 | CE | Undist Expend | Facility Maint | Sal Personnel | | $15,292.24 |
| | 11 | 000 | 262 | 300 | CE | Undist Expend | Custodial Svcs | Purch Svcs | | $54,600.00 |
| | **TOTAL** | | | | | | | | $97,303.68 | $97,303.68 |

1. Funds required to cover accounts.

**Transfer #6 Dated 8/21/18**

| | BUDGET ID | | | | BUDGET DESCRIPTION | | | | AMT | AMT |
|---|---|---|---|---|---|---|---|---|---|---|
| | Fd | Prog | Fct | Obj | FUND | PROGRAM | FUNCTION | OBJECT | OUT | IN |
| | 11 | 000 | 270 | 512 | CE | Undist Expend | Student Trans | Contr Services | | $873.63 |
| | 13 | 422 | 100 | 890 | Special Schs | Summer School | Instruction | Misc Expend | $873.63 | |
| | **TOTAL** | | | | | | | | $873.63 | $873.63 |

1. Funds required to cover ESY Trip Transportation.

c. BE IT RESOLVED, that the Board approve Jersey Shore Sports Medicine Center, Stephen G. Rice, M.D., Director, as Raritan High School team physician services for the 2018-2019 athletic school year at a cost of $5,000.00.

d. BE IT RESOLVED, that the Board approve entering into an Interlocal agreement between Hazlet Township Public Schools and Union Beach School District for truancy/residency services for the 2018-2019 school year at the rate of $45 per hour, as recommended by the Superintendent of Schools.

e. BE IT RESOLVED, that the Board ratify attendance and tuition for the following students to the school listed for the 2018-2019 Extended School Year.

<u>The Shore Center for Students with Autism</u>
Three (3) students at a total tuition cost of $24,000.00
June 25, 2018 through August 7, 2018
<u>The Shore Center for Students with Autism</u>

Extraordinary Services – Personal Aide for three (3) students at a total tuition cost of $10,500.00
June 25, 2018 through August 7, 2018
The Shore Center for Students with Autism
Extraordinary Services – Excess Speech Therapy for three (3) students and Excess Occupational Therapy for one (1) student. The fees will be determined pending completion of each student's 2018-2019 Individual Educational Plan.
June 25, 2018 through August 7, 2018

f. BE IT RESOLVED, that the Board approve attendance and tuition for the following students to the school listed for the 2018-2019 10-month school year.

The Shore Center for Students with Autism
Four (4) students at total a tuition cost of $204,000.00
September 6, 2018 through June 19, 2019
The Shore Center for Students with Autism
Extraordinary Services – Personal Aide for three (3) students at a total cost of $126,000.00
September 6, 2018 through June 19, 2019
The Shore Center for Students with Autism
Extraordinary Services – Excess Speech Therapy for three (3) students and Excess Occupational Therapy for one (1) student. The fees will be determined pending completion of each student's 2018-2019 Individual Educational Plan.
September 6, 2018 through June 19, 2019

g. APPOINTMENT OF PROFESSIONALS

WHEREAS, the Public School Contract Law (N.J.S.A.18A:18A-5 et. seq.) requires that the awarding of a contract for "Professional Services" without competitive bidding requires a statement of supporting reasons for award in a resolution adopted at a public meeting.

NOW, THEREFORE, BE IT RESOLVED, that the following firms shall be and are hereby appointed to perform the services listed.

BE IT FURTHER RESOLVED, that the aforegoing approval is made without competitive bidding as a "Professional Service" under the provisions of the Public School Contracts law (N.J.S.A. 18A:18A-5 et.seq.) because said profession cannot reasonably be described by written specifications and is regulated by law and the performance of which services requires knowledge of an advanced formal type in a field of learning acquired by a prolonged course of specialized instruction and study as distinguished from general academic instruction and apprenticeship training.

Tender Touch Occupational Therapy
$250.00 Evaluation with report
$85.00 per hour
Speech Start
$85.00 per hour

## I. NEW BUSINESS

"2" Personnel

A motion was made by Mrs. Bolen, seconded by Mr. Barrett and unanimously carried by a roll call vote 6-0.

a. BE IT RESOLVED, that the Board accept the resignation of Katelyn Tivald, Director of School Counseling Services, effective September 28, 2018, as recommended by the Superintendent of Schools.

b. BE IT RESOLVED, that the Board accept the resignation of Jenel Bramante, paraprofessional, effective August 28, 2018, as recommended by the Superintendent of Schools.

c. BE IT RESOLVED, that the Board approve Laura Ackermann as a school counselor in the District on Level MA, Step 2, effective September 1, 2018 with a salary of $56,550.00 as recommended by the Superintendent of Schools. (replaces Allison Eader)

d. BE IT RESOLVED, that the Board ratify a revised salary for Gary Miller, full time custodian at Beers Street School, reflecting the removal of the Lead Custodian stipend, effective July 30, 2018 to $46,742.82 as recommended by the Superintendent of Schools.

e. BE IT RESOLVED, that the Board ratify a revised salary for Rocco Nesci, Lead Custodian at Beers Street School, effective July 30, 2018 to $69,740.05 as recommended by the Superintendent of Schools.

f. BE IT RESOLVED, that the Board approve the following Supplemental Positions, for the 2018-2019 school year, shared positions will receive shared stipends, as recommended by the Superintendent of Schools.

| **RARITAN HIGH SCHOOL** | **RECOMMENDED** | **STIPEND** |
|---|---|---|
| After School Library Proctor | William Brownson<br>Ada McCrady<br>Dane Stephenson<br>Thomas Shockley (Alternate) | $33 PH |
| Culinary Club Advisor | Caitlyn Kraszewski | $1,450.00 |
| **COVE ROAD SCHOOL** | **RECOMMENDED** | **STIPEND** |
| FIRST Lego League Advisor | Deahna Grazioli | $2,724.00 |

g. BE IT RESOLVED, that the Board Approve the following teachers for the reclassification of the salary due to completion of graduate school courses, for the 2018-2019 school year, as recommended by the Superintendent of Schools.

| **TEACHER** | **FROM** | | | **TO** | | |
|---|---|---|---|---|---|---|
| | **LEVEL** | **STEP** | **SALARY** | **LEVEL** | **STEP** | **SALARY** |
| Blanchard, Agata | BA | 9 | 61,800.00 | BA+20 | 9 | 62,625.00 |
| DeSevo, Michael | BA+20 | 2 | 54,825.00 | MA | 2 | 56,550.00 |

| | | | | | | |
|---|---|---|---|---|---|---|
| Gazzillo, Antonia | BA+20 | 7 | 59,325.00 | MA | 7 | 61,050.00 |
| Howley, Ann | MA+15 | 12 | 77,225.00 | MA+30 | 12 | 78,125.00 |
| Kinnaly, Shauna | BA+20 | 11 | 68,925.00 | MA | 11 | 70,650.00 |
| Lane, Kathleen | BA | 3 | 54,600.00 | BA+20 | 3 | 55,425.00 |
| Vona, Anthony | BA | 7 | 58,500.00 | MA | 7 | 61,050.00 |
| Watson, Diane | BA+20 | 7 | 59,325.00 | MA | 7 | 61,050.00 |

h. BE IT RESOLVED, that the Board approve the following volunteers for the 2018-2019 school year, as recommended by the Superintendent of Schools.

| SCHOOL | POSITION | RECOMMEND |
|---|---|---|
| Middle Road School | PTO Secretary | Keri Perry |
| Middle Road School | PTO Treasurer | Jill Rehfeld |
| Middle Road School | PTO President | Diane Seeger |
| Lillian Drive School | Parent Helper | Kathleen DiStefano |
| Raritan High School | Football | Joseph Schillaci |

i. BE IT RESOLVED, that the Board approve the following, Clinical Practice (Student Teachers), as recommended by the Superintendent of Schools.

| STUDENT'S NAME | COLLEGE | COOPERATING TEACHER(S) | GRADE & SUBJECT | LOCATION | TERM |
|---|---|---|---|---|---|
| Chimento, Emily | Monmouth University | Joan Schneider | Grade 3 | LDS | Sept 2018 - April 2019 |
| Cokefair, Noelle | Monmouth University | Catherine Eclarinal | ESL/Grade 1 | LDS | Sept 2018 - Dec 2018 |
| Collins, Jillian | Monmouth University | Coleen Kriete<br>Michael Bernstein | 9-12 Math | RHS | Sept 2018 - April 2019 |
| Crocilla, Amanda | Monmouth University | Amy Wentz | Grade 4 | MRS | Sept 2018 - April 2019 |
| Del Buono, Alicia | Georgian Court University | Lauren Bratter<br>Elissa Scotto | Grade 2 | LDS | Sept 2018 - Dec 2018 |
| Fay, Jack | Monmouth University | Eric Pritchard | 9-12 Social Studies | RHS | Sept 2018 - April 2019 |
| Gazerwitz, Dana | Monmouth University | Taryn Landers | 9-12 Biology | RHS | Sept 2018 - April 2019 |
| Isaacson, Matthew | Monmouth University | Robert Nucci | 9-12 Phys Ed | RHS | Sept 2018 - Dec 2018 |
| McClintock, Megan | Monmouth University | Patricia Nicholl | Grade 4 | MRS | Sept 2018 - Dec 2019 |
| Papa, Samantha | Monmouth University | Jaime Scarfi | Grade 1 | MRS | Sept 2018 - April 2019 |
| Purcell, Alyssa | Monmouth University | Suzanne Florio | Grade 1 | MRS | Sept 2018 - April 2019 |
| Rigo, Kristen | Monmouth University | Rory Clayton<br>Dana Valenti | 9-12 English | RHS | Sept 2018 - April 2019 |
| Stanziale, Anthony | The College of NJ | Allison Massaro<br>Jennifer Hartman | Grade 3 | LDS | Sept 2018 - Dec 14, 2018 |
| Waldron, Hayley | Monmouth University | Rachel Ben | Grade 2 | MRS | Sept 2018 - April 2019 |
| Zerilli, Tiana | Rutgers University | Amanda Healey<br>Raymond Lahaye | Music | LDS/SDS/RHS | Sept 2018 - May 2019 |

Pending PPW

j. BE IT RESOLVED, that the Board approve the following Clinical Practicum (Student Internship/Externship), as recommended by the Superintendent of Schools.

| STUDENT'S NAME | COLLEGE | SUPERVISING CST | PROGRAM | HRS | LOCATION | TERM |
|---|---|---|---|---|---|---|
| Gambuzza, Alyssa | Monmouth University | Jessica Rigassio | Guidance | 300 | RHS | September 2018 - June 2019 |
| Micelli, Kristi | Monmouth University | Jacqueline Allen | Guidance | 300 | HMS | September 2018 - June 2019 |
| Parry, Marlene | Rutgers University | Frank Murano | Social Work | 450 | HMS | September 2018 - April 2019 |
| Pavlonnis, Danielle | Georgian Court University | Brian Hamilton | Psychology | 1200 | RHS | September 2018 - June 2019 |
| Rappel, Rebecca | Rutgers University | Frank Murano | Social Work | 450 | HMS | September 2018 - April 2019 |

Pending PPW

k. BE IT RESOLVED, that the Board hereby ratify the retention of Marion Conrad as an administrative data consultant to the district effective August 28, 2018 at a rate of $70 per hour, total cost not to exceed $5,000.00, as recommended by the Superintendent of Schools.

l. BE IT RESOLVED, that the Board approve the following District substitutes for the 2018-2019 school year, as recommended by the Superintendent of Schools, ***Exhibit D***.

m. BE IT RESOLVED, that the Board approve the following substitute personnel for the 2018-2019 school year, as recommended by the Superintendent of Schools.

| CLASS I | CLASS II | MAINTENANCE/CUSTODIAN |
|---|---|---|
| Pavlonnis, Danielle (ppw) | Zerilli, Tiana (ppw) | Erven, Aaron |
| | Fiumano, Carmine (ppw) | |
| **PARAPROFESSIONAL** | Gambuzza, Alyssa (ppw) | |
| Davi, Samantha (ppw) | Sfayer, Lauren (ppw) | |
| | Papa, Samantha (ppw) | |

## I. NEW BUSINESS

"3" Student Activities

A motion was made by Mr. Asfour, seconded by Mr. Barrett and unanimously carried by a roll call vote 6-0.

a. BE IT RESOLVED, that the Board approve the following student field trips:

| | School | Activity | Destination |
|---|---|---|---|
| 1 | Raritan High - RHS | Marching Band Performance | Prudential Center, Newark, NJ |

b. BE IT RESOLVED, that the Board approve the attached 2018-2019 Sports schedule for Raritan High School and Hazlet Middle School, ***Exhibit E***.

## I. NEW BUSINESS

"4" Professional Development

A motion was made by Mr. Barrett, seconded by Mr. Asfour and unanimously carried by a roll call vote 6-0.

a. BE IT RESOLVED, that the Board authorize travel of the following personnel for the workshop(s) below:

| Name | Activity and Location | Date(s) | Cost Not to Exceed |
|---|---|---|---|
| Brian Hamilton | CPI Training, New Providence, NJ | 9/25-28/18 | 1,494.00 |
| Deborah De Maio | International Dyslexia Association 23rd Fall Conference, Somerset, NJ | 9/21/18 | 253.60 |
| Dianne Ochse | American Academy of Pediatrics Annual School Health Conference, Somerset, NJ | 10/17/18 | 91.12 |
| Mary Lynn DiNapoli | Food Service, Robbinsville, NJ | 9/6/18 | 74.90 |
| Mary Lynn DiNapoli | Labor Relations/Personnel Management Robbinsville, NJ | 3/16/19<br>3/23/19<br>3/30/19<br>4/6/19 | 286.40 |
| Mary Lynn DiNapoli | School Plant Planning Construction & Adm Robbinsville, NJ | 2/9/19<br>2/23/19<br>3/2/19<br>3/9/19 | 284.90 |
| Suzanne Capraro | 51st Annual Conference on Reading and Writing New Brunswick, NJ | 10/26/18 | 185.00 |
| *Iris Lopez-Rivera | 2018 FLENJ Summer Refresher, West Long Branch, NJ | 8/9/18 | 100.00 |
| *Jennifer Linnell | Newsela Summer Session, Middletown, NJ | 8/13/18 | 58.25 |

***Ratify**

## I. NEW BUSINESS

"5" Curriculum

A motion was made by Mr. Lamb, seconded by Mr. Barrett and unanimously carried by a roll call vote 6-0.

a. BE IT RESOLVED, that the Board approve the following curricula for the 2018-2019 school year.

| | | |
|---|---|---|
| American Foundations | Geometry | Science, Grade 2 |
| AP Statistics | Geometry Honors | Science, Grade 3 |
| Art, Grades 6-8 | Health, Grades K-2 | Science, Grade 4 |
| English III | Health, Graded 3-5 | Science, Kindergarten |
| English III Honors | Music Industry | Social Studies, Grade 3 |
| Enrichment, Grade 1 | Music, Grades 3-5 | Social Studies, Grade 4 |
| Enrichment, Grade 2 | Music, Grades 6-8 | Social Studies, Grade 5 |
| Enrichment, Grade 3 | Music, Grades K-2 | Social Studies, Grade 6 |
| Enrichment, Grade 4 | Physical Education, Grades 3-5 | Spanish I |
| Enrichment, Grade 5 | Physical Education, Grades K-2 | Spanish II |
| Enrichment, Grade 6 | Principles of Algebra I | Spanish III |
| Enrichment, Kindergarten | Principles of Algebra II | Spanish IV Honors |
| ESL, Grades 7-12 | Principles of Geometry | Technology, Grades 6-8 |
| European History | Science, Grade 1 | The American Experience |
| 21st Century Civics | | |

## I. NEW BUSINESS

"6" Policy

A motion was made by Mr. Grossman, seconded by Mr. Asfour and unanimously carried by a roll call vote 6-0.

a. BE IT RESOLVED, that the Board suspend the rules of Bylaw 0131 requiring two Board readings to adopt a Policy and adopt Policy 5512 - Harassment, Intimidation, and Bullying with one reading to have this Policy effective September 1, 2018.

b. BE IT RESOLVED, that the Board approve a first reading and adoption for Policy Alert 216, ***Exhibit F***, as recommended by the Superintendent of Schools.

| *Policy #* | *Regulation #* | *Policy/Regulation/Bylaw Name* |
|---|---|---|
| 1613 | 1613 | Disclosure and Review of Applicant's Employment History (M) New |
| 5561 | 5561 | Use of Physical Restraint and Seclusion Techniques for Students with Disabilities (M) |
| 8561 | | Procurement Procedures for School Nutrition Programs (M) |

## I. NEW BUSINESS

"7" Facilities & Transportation

A motion was made by Mr. Grossman, seconded by Mrs. Bolen and unanimously carried by a roll call vote 6-0.

a. BE IT RESOLVED, that the Board approve the Municipal Assistance/Shared Services Agreement between the County of Monmouth and Hazlet Township Public Schools, for 10 years, effective October 1, 2018 through September 30, 2028.

b. BE IT RESOLVED, that the Board approve the Commodity Resale Agreement between the County of Monmouth and the Hazlet Township Public Schools, for five years, effective October 1, 2018 through September 30, 2023.

## J. SUPERINTENDENT'S REPORT

A motion was made by Mr. Barrett, seconded by Mr. Lamb to accept the Superintendent's report and All in Favor.

1. The Superintendent submitted the following fire drill report for the month of July 2018

| SCHOOL | DATE | STATION | TIME |
|---|---|---|---|
| Raritan High School | 7/26/18 | 12 | 9:50 AM |
| Raritan High School | 7/30/18 | 5 | 10:00 AM |

2. BE IT RESOLVED, that the Board approve the submission of the Statement of

Assurance for the Comprehensive Equity Plan for the 2018-2019 school year.

**K. BOARD DISCUSSION/COMMITTEE UPDATES**

Mrs. O'Leary gave a referendum update and thanked Mr. Hildner, Mr. Dockery and Mr. Mullins for their management of the projects.

**L. LEGISLATIVE UPDATE**

None

**M. CITIZEN'S COMMENTS**

**Anyone who would like to address the Board please come to the podium and state your name and address. Two 3 minute statements may be made. No participant may speak more than once on the same topic until all others who wish to speak on that topic have been heard.**

None

**N. ADJOURNMENT**

A motion was made by Mr. Lamb, seconded by Mr. Asfour to adjourn the meeting at 8:00 p.m.

Respectfully Submitted,



Christopher J. Mullins
Business Administrator/Board Secretary

CJM:jdd

# EXHIBIT “A”

# Treasurer’s Report

REPORT OF THE TREASURER
TO THE BOARD OF EDUCATION

DISTRICT OF TOWNSHIP OF HAZLET

FOR THE MONTH ENDING
7/31/2018

| | BEGINNING CASH BALANCE | CASH RECEIPTS THIS MONTH | CASH DISBURSEMENTS THIS MONTH | ENDING CASH BALANCE(1+2-3) |
|---|---|---|---|---|
| GOVERNMENTAL FUNDS | | | | |
| 1. GENERAL FUND--FUND 10 | $ 1,873,360.18 | $ 3,017,728.74 | $ 2,860,227.17 | $2,030,861.75 |
| 2. SPECIAL REVENUE -- FUND 20 | (118,984.69) | 158,301.00 | 44,533.54 | (5,217.23) |
| 3. CAPITAL PROJECTS -- FUND 30 | 66,936.09 | 28,625,105.00 | 5,335,376.73 | 23,356,664.36 |
| 4. DEBT SERVICE FUND--FUND 40 | 1.00 | 646,916.00 | 496,993.06 | 149,923.94 |
| 5. SPECIAL FUND -- FUND 70 | 17,935.49 | 2,410.95 | 10,771.67 | 9,574.77 |
| 6. SUB-TOTAL BEFORE CAPITAL RESERVE | 1,839,248.07 | 32,450,461.69 | 8,747,902.17 | 25,541,807.59 |
| 7. CAPITAL RESERVE ACCOUNT | 1,952,770.48 | 3,482,478.00 | 250,729.48 | 5,184,519.00 |
| 8. EMERGENCY RESERVE ACCOUNT | | 250,000.00 | | 250,000.00 |
| 9. TOTAL GOVERNMENT FUNDS (Lines 6 & 7) | $ 3,792,018.55 | $ 36,182,939.69 | $ 8,998,631.65 | $ 30,976,326.59 |
| | | | | |
| 10. ENTERPRISE FUND (Fund 5X - Food Service) | 60,771.20 | 26,300.96 | 8,750.83 | 78,321.33 |
| 11. TRUST AND AGENCY FUNDS (Fund 6X) | | | | |
| 12. PAYROLL | - | 516,702.69 | 516,702.69 | - |
| 13. PAYROLL AGENCY | 109,317.27 | 422,882.34 | 433,391.48 | 98,808.13 |
| 14. OTHER (Attach List) (Board Secretary Account) | - | - | - | - |
| 15. TOTAL TRUST & AGENCY FUNDS (Lines 11-13) | 170,088.47 | 939,585.03 | 950,094.17 | 159,579.33 |
| 16. TOTAL ALL FUNDS (Lines 8, 9 & 14) | $ 3,962,107.02 | $ 37,148,825.68 | $ 9,957,476.65 | $ 31,153,456.05 |

PREPARED & SUBMITTED BY

Patricia C. Smith
TREASURER OF SCHOOL MONIES

| | | |
|---|---|---|
| BOARD BALANCE (WARRANT) | $ 30,976,326.59 | |
| RECONCILING ITEMS | | |
| ADJUSTED BOARD BALANCE (WARRANT) | | 30,976,326.59 |
| TREASURER'S BALANCE (WARRANT) | | 30,976,326.59 |

| | |
|---|---|
| DIFFERENCE | $ - |

# EXHIBIT “B”

# Board Secretary Report

8/22 12:10pm

# REPORT OF THE SECRETARY
## TO THE BOARD OF EDUCATION
## Hazlet Twp. Public Schools
### General Fund - Fund 10
### Interim Balance Sheet
### For 1 Month Period Ending 07/31/2018

## ASSETS AND RESOURCES

--- A S S E T S ---

| | | | |
|---|---|---|---|
| 101 | Cash in bank | | $2,030,861.75 |
| 116 | Capital reserve Account | | $3,052,668.96 |
| 118 | Investments - Cur. Exp. Emergency Rsrv. | | $250,000.00 |
| 121 | Tax levy receivable | | $203,510.00 |
| | Accounts receivable: | | |
| 132 | Interfund | $2,275,371.84 | |
| 141 | Intergovernmental - State | $318,458.35 | |
| | | | $2,593,830.19 |
| | Loans receivable: | | |
| 131 | Interfund | $109,120.00 | |
| | | | $109,120.00 |
| | Other Current Assets | | $0.00 |

--- R E S O U R C E S ---

| | | | |
|---|---|---|---|
| 301 | Estimated Revenues | $53,515,150.00 | |
| 302 | Less Revenues | ($1,802,426.94) | |
| | | | $51,712,723.06 |
| | Total assets and resources | | $59,952,713.96 |

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Hazlet Twp. Public Schools
General Fund - Fund 10
Interim Balance Sheet
For 1 Month Period Ending 07/31/2018

LIABILITIES AND FUND EQUITY

| | | | | | |
|---|---|---|---|---|---|
| --- L I A B I L I T I E S --- | | | | | |
| 421 | Accounts Payable | | | | $87,166.80 |
| | Other current liabilities | | | | $210,575.62 |
| | TOTAL LIABILITIES | | | | $297,742.42 |
| F U N D B A L A N C E | | | | | |
| --- A p p r o p r i a t e d --- | | | | | |
| 753 | Reserve for Encumbrances - Current Year | | | $18,147,395.48 | |
| 754 | Reserve for Encumbrance - Prior Year | | | $292,936.74 | |
| | Reserved fund balance: | | | | |
| 760 | Reserved Fund Balance | | | $2,434,518.71 | |
| 601 | Appropriations | | $55,661,547.93 | | |
| 602 | Less : Expenditures | $2,722,628.61 | | | |
| 603 | Encumbrances | $18,440,332.22 | ($21,162,960.83) | | |
| | | | | $34,498,587.10 | |
| | Total Appropriated | | | $55,373,438.03 | |
| --- U n a p p r o p r i a t e d --- | | | | | |
| 770 | Unreserved Fund Balance - | | | $6,083,751.51 | |
| 303 | Budgeted Fund Balance | | | ($1,802,218.00) | |
| | TOTAL FUND BALANCE | | | | $59,654,971.54 |
| | TOTAL LIABILITIES AND FUND EQUITY | | | | $59,952,713.96 |

Hazlet Twp. Public Schools
General Fund - Fund 10
Interim Balance Sheet
For 1 Month Period Ending 07/31/2018

| RECAPITULATION OF FUND BALANCE: | Budgeted | Actual | Variance |
|---|---|---|---|
| Appropriations | $55,661,547.93 | $21,162,960.83 | $34,498,587.10 |
| Revenues | ($53,515,150.00) | ($1,802,426.94) | ($51,712,723.06) |
| | $2,146,397.93 | $19,360,533.89 | ($17,214,135.96) |
| Less: Adjust for prior year encumb. | ($344,179.93) | ($344,179.93) | |
| Budgeted Fund Balance | $1,802,218.00 | $19,016,353.96 | ($17,214,135.96) |

| Recapitulation of Budgeted Fund Balance by Subfund | | | |
|---|---|---|---|
| Fund 10 (includes 10, 11, 12, and 13) | $1,802,218.00 | $19,016,353.96 | ($17,214,135.96) |
| Fund 18 (Restricted ED JOBS) | $0.00 | $0.00 | $0.00 |
| Fund 19 (Restricted FEMA Block Grants) | $0.00 | $0.00 | $0.00 |
| TOTAL Budgeted Fund Balance | $1,802,218.00 | $19,016,353.96 | ($17,214,135.96) |

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Hazlet Twp. Public Schools
GENERAL FUND - FUND 10
INTERIM STATEMENTS COMPARING
BUDGET REVENUE WITH ACTUAL TO DATE AND
APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE
For 1 Month Period Ending 07/31/2018

| | | BUDGETED ESTIMATED | ACTUAL TO DATE | NOTE: OVER OR (UNDER) | UNREALIZED BALANCE |
|---|---|---|---|---|---|
| *** REVENUES/SOURCES OF FUNDS *** | | | | | |
| 1XXX | From Local Sources | $40,734,625.00 | $1,802,426.94 | | $38,932,198.06 |
| 3XXX | From State Sources | $12,750,373.00 | .00 | | $12,750,373.00 |
| 4XXX | From Federal Sources | $30,152.00 | .00 | | $30,152.00 |
| | TOTAL REVENUE/SOURCES OF FUNDS | $53,515,150.00 | $1,802,426.94 | | $51,712,723.06 |

| *** EXPENDITURES *** | | APPROPRIATIONS | EXPENDITURES | ENCUMBRANCES | AVAILABLE BALANCE |
|---|---|---|---|---|---|
| --- CURRENT EXPENSE --- | | | | | |
| 11-1XX-100-XXX | Regular Programs - Instruction | $16,975,153.54 | $237,324.10 | $854,607.74 | $15,883,221.70 |
| 11-2XX-100-XXX | Special Education - Instruction | $3,846,262.00 | $1,468.05 | $4,319.29 | $3,840,474.66 |
| 11-230-100-XXX | Basic Skills - Remedial Instruction | $597,005.00 | $0.00 | $0.00 | $597,005.00 |
| 11-240-100-XXX | Bilingual Education - Instruction | $135,625.00 | $0.00 | $0.00 | $135,625.00 |
| 11-401-100-XXX | School-Spon. Cocurr. Acti-Instr | $286,287.00 | $8,661.99 | $16,288.26 | $261,336.75 |
| 11-402-100-XXX | School-Spons. Athletics - Instruction | $693,284.50 | $17,977.17 | $41,850.88 | $633,456.45 |
| --- UNDISTRIBUTED EXPENDITURES --- | | | | | |
| 11-000-100-XXX | Instruction | $1,579,885.00 | $0.00 | $877,191.17 | $702,693.83 |
| 11-000-211-XXX | Attendance and Social Work Services | $54,894.00 | $4,524.50 | $50,369.50 | $0.00 |
| 11-000-213-XXX | Health Services | $621,550.00 | $3,040.20 | $16,817.34 | $601,692.46 |
| 11-000-216-XXX | Speech, OT,PT & Related Svcs | $416,433.00 | $0.00 | $0.00 | $416,433.00 |
| 11-000-217-XXX | Other Support Serv - Students Extra Srvc | $710,462.00 | ($2,089.02) | $257,437.39 | $455,113.63 |
| 11-000-218-XXX | Guidance | $945,811.00 | $59,134.79 | $100,051.08 | $786,625.13 |
| 11-000-219-XXX | Child Study Teams | $1,250,667.00 | $29,100.82 | $180,712.95 | $1,040,853.23 |
| 11-000-221-XXX | Improv of Inst. - Instruc Staff | $1,175,393.44 | $99,690.33 | $1,017,289.22 | $58,413.89 |
| 11-000-222-XXX | Educational Media Serv/School Library | $24,768.00 | $229.50 | $3,376.22 | $21,162.28 |
| 11-000-223-XXX | Instructional Staff Training Services | $79,795.00 | $1,130.00 | $5,794.08 | $72,870.92 |
| 11-000-230-XXX | Supp. Serv.-General Administration | $1,183,975.17 | $194,381.08 | $584,506.47 | $405,087.62 |
| 11-000-240-XXX | Supp. Serv.-School Administration | $2,462,680.40 | $216,131.60 | $2,184,588.76 | $61,960.04 |
| 11-000-25X-XXX | Central Serv & Admin. Inform. Tech. | $704,081.84 | $70,232.35 | $604,466.94 | $29,382.55 |
| 11-000-261-XXX | Require Maint. for School Facilities | $993,398.51 | $56,809.25 | $492,422.29 | $444,166.97 |
| 11-000-262-XXX | Custodial Services | $3,947,297.25 | $452,506.68 | $2,171,843.09 | $1,322,947.48 |
| 11-000-263-XXX | Care and Upkeep of Grounds | $411,441.66 | $11,762.35 | $226,635.04 | $173,044.27 |
| 11-000-266-XXX | Security | $484,196.00 | $11,163.64 | $12,235.00 | $460,797.36 |
| 11-000-270-XXX | Student Transportation Services | $2,369,170.63 | $131,060.21 | $119,705.81 | $2,118,404.61 |
| 11-XXX-XXX-2XX | Allocated and Unallocated Benefits | $11,350,597.56 | $951,493.90 | $7,730,363.78 | $2,668,739.88 |
| | TOTAL GENERAL CURRENT EXPENSE EXPENDITURES/USES OF FUNDS | $53,300,114.50 | $2,555,733.49 | $17,552,872.30 | $33,191,508.71 |

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Hazlet Twp. Public Schools
GENERAL FUND - FUND 10
INTERIM STATEMENTS COMPARING
BUDGET REVENUE WITH ACTUAL TO DATE AND
APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE
For 1 Month Period Ending 07/31/2018

| *** EXPENDITURES - cont'd *** | APPROPRIATIONS | EXPENDITURES | ENCUMBRANCES | AVAILABLE BALANCE |
|---|---|---|---|---|
| *** CAPITAL OUTLAY *** | | | | |
| 12-XXX-XXX-73X Equipment | $110,275.57 | $3,021.57 | $90,648.00 | $16,606.00 |
| 12-000-4XX-XXX Facilities acquisition & constr. serv. | $2,087,481.49 | $128,410.21 | $795,891.83 | $1,163,179.45 |
| TOTAL CAP OUTLAY EXPEND./USES OF FUNDS | $2,197,757.06 | $131,431.78 | $886,539.83 | $1,179,785.45 |
| *** SPECIAL SCHOOLS *** | | | | |
| 13-422-100-XXX Summer school -instruction | $160,676.37 | $35,175.34 | $920.09 | $124,580.94 |
| 13-422-2XX-XXX Summer school-support serv | $3,000.00 | $288.00 | .00 | $2,712.00 |
| TOTAL SPECIAL SCHOOLS EXPENDITURES/USES OF FUNDS | $163,676.37 | $35,463.34 | $920.09 | $127,292.94 |
| TOTAL GENERAL FUND EXPENDITURES | $55,661,547.93 | $2,722,628.61 | $18,440,332.22 | $34,498,587.10 |

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Hazlet Twp. Public Schools
GENERAL FUND - FUND 10
SCHEDULE OF REVENUES
ACTUAL COMPARED WITH ESTIMATED
For 1 Month Period Ending 07/31/2018

| | | ESTIMATED | ACTUAL | UNREALIZED |
|---|---|---|---|---|
| --- LOCAL SOURCES --- | | | | |
| 1210 | Local Tax Levy | $40,356,575.00 | $1,681,524.00 | $38,675,051.00 |
| 1310 | Tuition from Individuals | $153,000.00 | $110,080.00 | $42,920.00 |
| 1320 | Tuition from LEAs Within State | | $2,840.00 | ($2,840.00) |
| 1410 | Transp Fees from Individuals | $40,000.00 | $2,181.25 | $37,818.75 |
| 1420-1440 | Transp Fees from Other LEAs | $20,000.00 | .00 | $20,000.00 |
| 1910 | Rents and Royalties | $25,000.00 | $1,325.00 | $23,675.00 |
| 1XXX | Miscellaneous | $140,050.00 | $4,476.69 | $135,573.31 |
| | TOTAL | $40,734,625.00 | $1,802,426.94 | $38,932,198.06 |
| --- STATE SOURCES --- | | | | |
| 3121 | Categorical Transportation Aid | $91,986.00 | .00 | $91,986.00 |
| 3131 | Extraordinary Aid | $200,000.00 | .00 | $200,000.00 |
| 3132 | Categorical Special Education Aid | $1,936,203.00 | .00 | $1,936,203.00 |
| 3176 | Equalization | $10,451,173.00 | .00 | $10,451,173.00 |
| 3177 | Categorical Security | $71,011.00 | .00 | $71,011.00 |
| | TOTAL | $12,750,373.00 | $0.00 | $12,750,373.00 |
| --- FEDERAL SOURCES --- | | | | |
| 4200 | Medicaid Reimbursement | $30,152.00 | .00 | $30,152.00 |
| | TOTAL | $30,152.00 | $0.00 | $30,152.00 |
| --- OTHER FINANCING SOURCES --- | | | | |
| | TOTAL REVENUES/SOURCES OF FUNDS | $53,515,150.00 | $1,802,426.94 | $51,712,723.06 |

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Hazlet Twp. Public Schools
GENERAL FUND - FUND 10
STATEMENT OF APPROPRIATIONS
COMPARED WITH EXPENDITURES AND ENCUMBRANCES
For 1 Month Period Ending 07/31/2018

| | Appropriations | Expenditures | Encumbrances | Available Balance |
|---|---|---|---|---|
| *** G E N E R A L C U R R E N T E X P E N S E *** | | | | |
| --- Regular Programs - Instruction --- | | | | |
| 11-105-100-101 Preschool - Salaries of Teachers | $224,225.00 | .00 | .00 | $224,225.00 |
| 11-110-100-101 Kindergarten - Salaries of Teachers | $986,228.00 | $3,862.55 | .00 | $982,365.45 |
| 11-120-100-101 Grades 1-5 - Salaries of Teachers | $4,959,983.00 | $9,967.30 | .00 | $4,950,015.70 |
| 11-130-100-101 Grades 6-8 - Salaries of Teachers | $3,730,136.00 | $9,989.20 | .00 | $3,720,146.80 |
| 11-140-100-101 Grades 9-12 - Salaries of Teachers | $5,011,937.00 | $10,074.60 | .00 | $5,001,862.40 |
| --- Regular Programs - Home Instruction --- | | | | |
| 11-150-100-101 Salaries of Teachers | $50,000.00 | $4,200.00 | $0.00 | $45,800.00 |
| 11-150-100-320 Purchased Prof.-Ed. Services | $12,000.00 | .00 | .00 | $12,000.00 |
| --- Regular Programs - Undistr. Instruction --- | | | | |
| 11-190-100-106 Other Salaries for Instruction | $84,438.00 | $8,230.50 | .00 | $76,207.50 |
| 11-190-100-320 Purchased Prof.-Ed. Services | $1,000.00 | .00 | .00 | $1,000.00 |
| 11-190-100-340 Purchased Technical Services | $353,140.00 | $64,925.64 | $120,912.30 | $167,302.06 |
| 11-190-100-500 Other Purch. Serv. (400-500 series) | $158,650.00 | $11,304.95 | $28,002.93 | $119,342.12 |
| 11-190-100-610 General Supplies | $1,182,853.54 | $83,538.29 | $610,485.61 | $488,829.64 |
| 11-190-100-640 Textbooks | $134,793.55 | $21,720.57 | $92,556.40 | $20,516.58 |
| 11-190-100-800 Other Objects | $85,769.45 | $9,510.50 | $2,650.50 | $73,608.45 |
| TOTAL | $16,975,153.54 | $237,324.10 | $854,607.74 | $15,883,221.70 |
| --- SPECIAL EDUCATION - INSTRUCTION --- | | | | |
| Learning and/or Language Disabilities Mild or Moderate: | | | | |
| 11-204-100-101 Salaries of Teachers | $728,150.00 | $0.00 | $0.00 | $728,150.00 |
| 11-204-100-106 Other Salaries for Instruction | $240,324.00 | .00 | .00 | $240,324.00 |
| 11-204-100-610 General Supplies | $8,970.00 | .00 | $2,392.76 | $6,577.24 |
| 11-204-100-640 Textbooks | $2,000.00 | .00 | .00 | $2,000.00 |
| TOTAL | $979,444.00 | $0.00 | $2,392.76 | $977,051.24 |
| Resource Room/Resource Center: | | | | |
| 11-213-100-101 Salaries of Teachers | $2,122,981.00 | $0.00 | $0.00 | $2,122,981.00 |
| 11-213-100-106 Other Salaries for Instruction | $665,308.00 | $1,468.05 | .00 | $663,839.95 |
| 11-213-100-610 General supplies | $5,250.00 | .00 | $922.53 | $4,327.47 |
| 11-213-100-640 Textbooks | $8,054.00 | .00 | $1,004.00 | $7,050.00 |
| TOTAL | $2,801,593.00 | $1,468.05 | $1,926.53 | $2,798,198.42 |
| Preschool Disabilities - Part-Time: | | | | |
| 11-215-100-101 Salaries of Teachers | $64,025.00 | $0.00 | $0.00 | $64,025.00 |
| 11-215-100-600 General Supplies | $1,200.00 | .00 | .00 | $1,200.00 |
| TOTAL | $65,225.00 | $0.00 | $0.00 | $65,225.00 |
| TOTAL SPECIAL ED - INSTRUCTION | $3,846,262.00 | $1,468.05 | $4,319.29 | $3,840,474.66 |
| --- Basic Skills/Remedial-Instruction --- | | | | |
| 11-230-100-101 Salaries of Teachers | $596,005.00 | $0.00 | $0.00 | $596,005.00 |
| 11-230-100-610 General Supplies | $1,000.00 | .00 | .00 | $1,000.00 |
| TOTAL | $597,005.00 | $0.00 | $0.00 | $597,005.00 |
| --- Bilingual Education-Instruction --- | | | | |
| 11-240-100-101 Salaries of Teachers | $135,625.00 | $0.00 | $0.00 | $135,625.00 |

Hazlet Twp. Public Schools
GENERAL FUND - FUND 10
STATEMENT OF APPROPRIATIONS
COMPARED WITH EXPENDITURES AND ENCUMBRANCES
For 1 Month Period Ending 07/31/2018

| | Appropriations | Expenditures | Encumbrances | Available Balance |
|---|---|---|---|---|
| TOTAL | $135,625.00 | $0.00 | $0.00 | $135,625.00 |
| --- School spons.cocurricular activities-Instruction --- | | | | |
| 11-401-100-100 Salaries | $223,527.00 | $2,888.00 | .00 | $220,639.00 |
| 11-401-100-600 Supplies and Materials | $44,343.00 | $5,773.99 | $14,813.76 | $23,755.25 |
| 11-401-100-800 Other Objects | $18,417.00 | .00 | $1,474.50 | $16,942.50 |
| TOTAL | $286,287.00 | $8,661.99 | $16,288.26 | $261,336.75 |
| --- School sponsored athletics-Instruct. --- | | | | |
| 11-402-100-100 Salaries | $506,335.00 | $3,595.94 | .00 | $502,739.06 |
| 11-402-100-500 Purchased Services (300-500 series) | $1,320.00 | .00 | .00 | $1,320.00 |
| 11-402-100-600 Supplies and Materials | $80,368.50 | $2,666.23 | $41,715.88 | $35,986.39 |
| 11-402-100-800 Other Objects | $55,914.00 | $11,715.00 | $135.00 | $44,064.00 |
| 11-402-100-930 Transfers to Cover Deficit (Agency Funds) | $49,347.00 | .00 | .00 | $49,347.00 |
| TOTAL | $693,284.50 | $17,977.17 | $41,850.88 | $633,456.45 |
| --- UNDISTRIBUTED EXPENDITURES --- | | | | |
| --- Instruction --- | | | | |
| 11-000-100-563 Tuition to Co.Voc.School Dist.-reg. | $317,500.00 | .00 | .00 | $317,500.00 |
| 11-000-100-564 Tuition to Co.Voc. School Dist.-spec. | $60,500.00 | .00 | $56,760.00 | $3,740.00 |
| 11-000-100-566 Tuition to Priv Sch for Disbl w/i State | $1,201,885.00 | .00 | $820,431.17 | $381,453.83 |
| TOTAL | $1,579,885.00 | $0.00 | $877,191.17 | $702,693.83 |
| --- Attendance and social work services --- | | | | |
| 11-000-211-100 Salaries | $54,294.00 | $4,524.50 | $49,769.50 | .00 |
| 11-000-211-600 Supplies and Materials | $600.00 | .00 | $600.00 | .00 |
| TOTAL | $54,894.00 | $4,524.50 | $50,369.50 | $0.00 |
| --- Health services --- | | | | |
| 11-000-213-100 Salaries | $579,950.00 | $1,423.50 | .00 | $578,526.50 |
| 11-000-213-300 Purchased Prof. & Tech. Svc. | $26,380.00 | $916.66 | $10,083.34 | $15,380.00 |
| 11-000-213-500 Other Purchd. Serv.(400-500 series) | $120.00 | .00 | .00 | $120.00 |
| 11-000-213-600 Supplies and Materials | $10,500.00 | $595.86 | $6,481.10 | $3,423.04 |
| 11-000-213-800 Other Objects | $4,600.00 | $104.18 | $252.90 | $4,242.92 |
| TOTAL | $621,550.00 | $3,040.20 | $16,817.34 | $601,692.46 |
| --- Speech, OT,PT & Related Svcs --- | | | | |
| 11-000-216-100 Salaries | $380,230.00 | .00 | .00 | $380,230.00 |
| 11-000-216-320 Purchased Prof. Ed. Services | $32,778.00 | .00 | .00 | $32,778.00 |
| 11-000-216-600 Supplies and Materials | $3,425.00 | .00 | .00 | $3,425.00 |
| TOTAL | $416,433.00 | $0.00 | $0.00 | $416,433.00 |
| --- Other support services - Students - Extra Srvc | | | | |
| 11-000-217-100 Salaries | $374,873.00 | ($2,089.02) | .00 | $376,962.02 |
| 11-000-217-320 Purchased Prof. Ed. Services | $303,922.00 | .00 | $256,104.00 | $47,818.00 |
| 11-000-217-600 Supplies and Materials | $31,667.00 | .00 | $1,333.39 | $30,333.61 |
| TOTAL | $710,462.00 | ($2,089.02) | $257,437.39 | $455,113.63 |

Hazlet Twp. Public Schools
GENERAL FUND - FUND 10
STATEMENT OF APPROPRIATIONS
COMPARED WITH EXPENDITURES AND ENCUMBRANCES
For 1 Month Period Ending 07/31/2018

| | Appropriations | Expenditures | Encumbrances | Available Balance |
|---|---|---|---|---|
| --- Guidance --- | | | | |
| 11-000-218-104 Salaries Other Prof. Staff | $684,690.00 | $693.00 | .00 | $683,997.00 |
| 11-000-218-105 Sal Secr. & Clerical Asst. | $99,366.00 | $8,280.50 | $91,085.50 | .00 |
| 11-000-218-320 Purchased Prof. - Ed. Services | $7,450.00 | .00 | .00 | $7,450.00 |
| 11-000-218-390 Other Purch. Prof. & Tech Svc. | $52,000.00 | $47,648.51 | .00 | $4,351.49 |
| 11-000-218-500 Other Purchased Services (400-500 series) | $115.00 | .00 | .00 | $115.00 |
| 11-000-218-600 Supplies and Materials | $79,258.00 | $16.78 | .00 | $79,241.22 |
| 11-000-218-800 Other Objects | $22,932.00 | $2,496.00 | $8,965.58 | $11,470.42 |
| TOTAL | $945,811.00 | $59,134.79 | $100,051.08 | $786,625.13 |
| --- Child Study Teams --- | | | | |
| 11-000-219-104 Salaries Other Prof. Staff | $927,648.00 | $5,696.58 | .00 | $921,951.42 |
| 11-000-219-105 Sal Secr. & Clerical Asst. | $151,137.00 | $14,094.70 | $137,041.70 | $0.60 |
| 11-000-219-320 Purchased Prof. - Ed. Services | $130,160.00 | .00 | $41,665.00 | $88,495.00 |
| 11-000-219-390 Other Purch. Prof. & Tech Svc. | $9,025.00 | $9,025.00 | .00 | .00 |
| 11-000-219-592 Misc Purch Ser(400-500 O/than Resid costs) | $2,700.00 | $0.00 | $0.00 | $2,700.00 |
| 11-000-219-600 Supplies and Materials | $18,077.00 | $284.54 | $1,731.25 | $16,061.21 |
| 11-000-219-800 Other Objects | $11,920.00 | .00 | $275.00 | $11,645.00 |
| TOTAL | $1,250,667.00 | $29,100.82 | $180,712.95 | $1,040,853.23 |
| --- Improv. of instr. Serv. --- | | | | |
| 11-000-221-102 Salaries Superv. of Instr. | $716,943.36 | $59,745.28 | $657,198.08 | .00 |
| 11-000-221-104 Salaries Other Prof. Staff | $185,477.20 | $12,123.10 | $133,354.10 | $40,000.00 |
| 11-000-221-105 Sal Secr. & Clerical Asst. | $44,916.24 | $3,743.02 | $41,173.22 | .00 |
| 11-000-221-11X Other Salaries | $201,236.64 | $19,154.69 | $182,081.95 | .00 |
| 11-000-221-500 Other Purchased Services (400-500 series) | $2,500.00 | $213.81 | .00 | $2,286.19 |
| 11-000-221-600 Supplies and Materials | $2,500.00 | $27.99 | $59.62 | $2,412.39 |
| 11-000-221-800 Other Objects | $21,820.00 | $4,682.44 | $3,422.25 | $13,715.31 |
| TOTAL | $1,175,393.44 | $99,690.33 | $1,017,289.22 | $58,413.89 |
| --- Educational media serv./sch.library --- | | | | |
| 11-000-222-100 Salaries | $12,210.00 | .00 | .00 | $12,210.00 |
| 11-000-222-600 Supplies and Materials | $12,558.00 | $229.50 | $3,376.22 | $8,952.28 |
| TOTAL | $24,768.00 | $229.50 | $3,376.22 | $21,162.28 |
| --- Instructional Staff Training Services --- | | | | |
| 11-000-223-11X Other Salaries | $15,000.00 | .00 | .00 | $15,000.00 |
| 11-000-223-500 Other Purchased Services (400-500 series) | $9,200.00 | .00 | $124.08 | $9,075.92 |
| 11-000-223-800 Other Objects | $55,595.00 | $1,130.00 | $5,670.00 | $48,795.00 |
| TOTAL | $79,795.00 | $1,130.00 | $5,794.08 | $72,870.92 |
| --- Support services-general administration --- | | | | |
| 11-000-230-100 Salaries | $596,998.56 | $49,359.88 | $540,076.18 | $7,562.50 |
| 11-000-230-331 Legal Services | $81,000.00 | $3,346.00 | $2,954.00 | $74,700.00 |
| 11-000-230-332 Audit Fees | $36,500.00 | $33,600.00 | $115.00 | $2,785.00 |
| 11-000-230-339 Other Purchased Prof. Svc. | $38,000.00 | $365.00 | $957.50 | $36,677.50 |
| 11-000-230-340 Purchased Tech. Services | $58,935.00 | $26,826.42 | $10,581.25 | $21,527.33 |
| 11-000-230-530 Communications/Telephone | $89,600.00 | $5,355.96 | $12,718.06 | $71,525.98 |

Hazlet Twp. Public Schools
GENERAL FUND - FUND 10
STATEMENT OF APPROPRIATIONS
COMPARED WITH EXPENDITURES AND ENCUMBRANCES
For 1 Month Period Ending 07/31/2018

| | Appropriations | Expenditures | Encumbrances | Available Balance |
|---|---|---|---|---|
| 11-000-230-590 Other Purchased Services | $203,000.00 | $46,821.44 | $9,005.78 | $147,172.78 |
| 11-000-230-610 General Supplies | $8,791.61 | $41.61 | $1,998.70 | $6,751.30 |
| 11-000-230-890 Misc. Expenditures | $45,650.00 | $6,694.12 | $6,100.00 | $32,855.88 |
| 11-000-230-895 BOE Membership Dues and Fees | $25,500.00 | $21,970.65 | .00 | $3,529.35 |
| TOTAL | $1,183,975.17 | $194,381.08 | $584,506.47 | $405,087.62 |
| --- Support services-school administration --- | | | | |
| 11-000-240-103 Salaries Princ./Asst. Princ. | $1,609,988.40 | $134,165.44 | $1,475,819.84 | $3.12 |
| 11-000-240-104 Salaries Other Prof. Staff | $245,145.00 | $20,428.66 | $224,715.26 | $1.08 |
| 11-000-240-105 Sal Secr. & Clerical Asst. | $554,001.00 | $44,957.41 | $470,543.26 | $38,500.33 |
| 11-000-240-1XX Other Salaries | $8,346.00 | $0.00 | $0.00 | $8,346.00 |
| 11-000-240-500 Other Purchased Services | $5,900.00 | $931.44 | $2,794.32 | $2,174.24 |
| 11-000-240-600 Supplies and Materials | $17,950.00 | $522.65 | $7,551.08 | $9,876.27 |
| 11-000-240-800 Other Objects | $21,350.00 | $15,126.00 | $3,165.00 | $3,059.00 |
| TOTAL | $2,462,680.40 | $216,131.60 | $2,184,588.76 | $61,960.04 |
| --- Central Services --- | | | | |
| 11-000-251-100 Salaries | $525,873.84 | $44,500.10 | $481,373.74 | .00 |
| 11-000-251-340 Purchased Technical Services | $30,000.00 | $15,257.80 | $12,799.00 | $1,943.20 |
| 11-000-251-592 Misc Pur Serv (400-500 seriess ) | $5,000.00 | $18.69 | $54.13 | $4,927.18 |
| 11-000-251-600 Supplies and Materials | $10,500.00 | .00 | $5,885.89 | $4,614.11 |
| 11-000-251-832 Interest on Lease Purchase Agreements | $8,000.00 | .00 | .00 | $8,000.00 |
| 11-000-251-89X Other Objects | $11,150.00 | $1,190.00 | $400.00 | $9,560.00 |
| TOTAL | $590,523.84 | $60,966.59 | $500,512.76 | $29,044.49 |
| --- Admin. Info. Technology --- | | | | |
| 11-000-252-100 Salaries | $113,558.00 | $9,265.76 | $103,954.18 | $338.06 |
| TOTAL | $113,558.00 | $9,265.76 | $103,954.18 | $338.06 |
| TOTAL Cent. Svcs. & Admin IT | $704,081.84 | $70,232.35 | $604,466.94 | $29,382.55 |
| --- Required Maint.for School Facilities --- | | | | |
| 11-000-261-100 Salaries | $416,324.24 | $36,277.74 | $363,297.22 | $16,749.28 |
| 11-000-261-420 | | | | |
| 11-000-261-420 Cleaning, Repair & Maint. Svc | $384,465.00 | $10,078.00 | $88,077.26 | $286,309.74 |
| 11-000-261-610 General Supplies | $188,809.27 | $10,426.51 | $40,920.81 | $137,461.95 |
| 11-000-261-800 Other Objects | $3,800.00 | $27.00 | $127.00 | $3,646.00 |
| TOTAL | $993,398.51 | $56,809.25 | $492,422.29 | $444,166.97 |
| --- Custodial Services --- | | | | |
| 11-000-262-1XX Salaries | $2,086,970.96 | $187,119.95 | $1,712,595.92 | $187,255.09 |
| 11-000-262-300 Purchased Prof. & Tech. Svc. | $279,100.00 | $15,600.00 | $255,204.87 | $8,295.13 |
| 11-000-262-420 Cleaning, Repair & Maint. Svc. | $211,498.00 | $1,739.43 | $37,766.57 | $171,992.00 |
| 11-000-262-441 Rental of Land & Bldgs Other Than Lease | $2,500.00 | .00 | .00 | $2,500.00 |
| 11-000-262-490 Other Purchased Property Svc. | $130,700.00 | $11,106.53 | $55,344.17 | $64,249.30 |
| 11-000-262-520 Insurance | $208,055.00 | $195,064.53 | .00 | $12,990.47 |
| 11-000-262-590 Misc. Purchased Services | $2,675.00 | $66.65 | $91.45 | $2,516.90 |
| 11-000-262-610 General Supplies | $149,648.29 | $8,156.55 | $80,446.97 | $61,044.77 |
| 11-000-262-621 Energy (Natural Gas) | $420,400.00 | .00 | .00 | $420,400.00 |

Hazlet Twp. Public Schools
GENERAL FUND - FUND 10
STATEMENT OF APPROPRIATIONS
COMPARED WITH EXPENDITURES AND ENCUMBRANCES
For 1 Month Period Ending 07/31/2018

| | Appropriations | Expenditures | Encumbrances | Available Balance |
|---|---|---|---|---|
| 11-000-262-622 Energy (Electricity) | $450,000.00 | $32,953.04 | $30,313.14 | $386,733.82 |
| 11-000-262-8XX Other Objects | $5,750.00 | $700.00 | $80.00 | $4,970.00 |
| TOTAL | $3,947,297.25 | $452,506.68 | $2,171,843.09 | $1,322,947.48 |
| --- Care and Upkeep of Grounds --- | | | | |
| 11-000-263-100 Salaries | $132,144.00 | $11,612.35 | $120,530.93 | $0.72 |
| 11-000-263-420 Cleaning, Repair, & Maintenance Serv. | $206,397.66 | .00 | $100,099.66 | $106,298.00 |
| 11-000-263-610 General Supplies | $72,900.00 | $150.00 | $6,004.45 | $66,745.55 |
| TOTAL | $411,441.66 | $11,762.35 | $226,635.04 | $173,044.27 |
| --- Security --- | | | | |
| 11-000-266-100 Salaries | $129,000.00 | $10,923.64 | .00 | $118,076.36 |
| 11-000-266-300 Purchased Prof. & Tech. Svc. | $327,896.00 | .00 | .00 | $327,896.00 |
| 11-000-266-420 Cleaning, Repair, & Maintenance Serv. | $27,300.00 | $240.00 | $12,235.00 | $14,825.00 |
| TOTAL | $484,196.00 | $11,163.64 | $12,235.00 | $460,797.36 |
| TOTAL Oper & Maint of Plant Services | $5,836,333.42 | $532,241.92 | $2,903,135.42 | $2,400,956.08 |
| --- Student transportation services --- | | | | |
| 11-000-270-107 Salaries of Non-Instructional Aids | $22,000.00 | $1,942.00 | .00 | $20,058.00 |
| 11-000-270-160 Sal Pupil Trans(Bet Home & Sch)-reg | $60,297.00 | $4,608.08 | $50,688.88 | $5,000.04 |
| 11-000-270-390 Other Purch. Prof. & Tech Svc. | $6,000.00 | .00 | .00 | $6,000.00 |
| 11-000-270-511 Contract Svc (btw Home & Sch.)-vendors | $965,000.00 | .00 | $10,209.78 | $954,790.22 |
| 11-000-270-512 Contract Svc (other btw home & sch)-vndrs | $163,373.63 | $4,850.00 | $12,965.05 | $145,558.58 |
| 11-000-270-514 Contract Svc (Sp Ed.)-vendors | $740,000.00 | $119,460.13 | $14,934.66 | $605,605.21 |
| 11-000-270-517 Contract Svc (reg std) - ESCs | $250,000.00 | .00 | $30,907.44 | $219,092.56 |
| 11-000-270-518 Contract Svc (Sp Ed) - ESCs | $125,000.00 | .00 | .00 | $125,000.00 |
| 11-000-270-503 Contr Svc-Aid in Lieu Paymnts-Non Pub Sch | $35,000.00 | .00 | .00 | $35,000.00 |
| 11-000-270-593 Misc. Purchased Svc.- Transp. | $500.00 | .00 | .00 | $500.00 |
| 11-000-270-610 General Supplies | $1,500.00 | .00 | .00 | $1,500.00 |
| 11-000-270-800 Misc. Expenditures | $500.00 | $200.00 | .00 | $300.00 |
| TOTAL | $2,369,170.63 | $131,060.21 | $119,705.81 | $2,118,404.61 |
| --- Personal Services-Employee Benefits--- | | | | |
| 11-XXX-XXX-210 Group Insurance | $7,900.00 | $513.50 | $5,986.50 | $1,400.00 |
| 11-XXX-XXX-220 Social Security Contributions | $570,000.00 | $38,732.65 | $531,267.35 | .00 |
| 11-XXX-XXX-241 Other Retirement Contrb. - PERS | $670,576.00 | $326.05 | $2,064.42 | $668,185.53 |
| 11-XXX-XXX-250 Unemployment Compensation | $15,000.00 | .00 | .00 | $15,000.00 |
| 11-XXX-XXX-260 Workman's Compensation | $410,000.00 | .00 | .00 | $410,000.00 |
| 11-XXX-XXX-270 Health Benefits | $9,538,121.56 | $844,666.01 | $7,191,045.51 | $1,502,410.04 |
| 11-XXX-XXX-280 Tuition Reimbursement | $57,000.00 | ($13,681.81) | .00 | $70,681.81 |
| 11-XXX-XXX-290 Other Employee Benefits | $82,000.00 | $80,937.50 | .00 | $1,062.50 |
| TOTAL | $11,350,597.56 | $951,493.90 | $7,730,363.78 | $2,668,739.88 |
| Total Undistributed Expenditures | $30,766,497.46 | $2,290,302.18 | $16,635,806.13 | $11,840,389.15 |
| *** TOTAL CURRENT EXPENSE EXPENDITURES *** | $53,300,114.50 | $2,555,733.49 | $17,552,872.30 | $33,191,508.71 |
| *** TOTAL CURRENT EXPENSE EXPENDITURES & TRANSFERS *** | $53,300,114.50 | $2,555,733.49 | $17,552,872.30 | $33,191,508.71 |

Hazlet Twp. Public Schools

GENERAL FUND - FUND 10

STATEMENT OF APPROPRIATIONS

COMPARED WITH EXPENDITURES AND ENCUMBRANCES

For 1 Month Period Ending 07/31/2018

| | Appropriations | Expenditures | Encumbrances | Available Balance |
|---|---|---|---|---|

Hazlet Twp. Public Schools
GENERAL FUND - FUND 10
STATEMENT OF APPROPRIATIONS
COMPARED WITH EXPENDITURES AND ENCUMBRANCES
For 1 Month Period Ending 07/31/2018

| | | Appropriations | Expenditures | Encumbrances | Available Balance |
|---|---|---|---|---|---|
| *** C A P I T A L O U T L A Y *** | | | | | |
| --- E Q U I P M E N T --- | | | | | |
| 12-000-261-730 | Undist. Exp.-Req. Maint. Schl Facilities | $100,000.00 | .00 | $90,648.00 | $9,352.00 |
| 12-000-262-730 | Undist. Exp.-Custodial Services | $10,275.57 | $3,021.57 | .00 | $7,254.00 |
| | Undist. Exp. - Non-instructional Services TOTAL | $110,275.57 | $3,021.57 | $90,648.00 | $16,606.00 |
| --- Facilities acquisition and construction services --- | | | | | |
| 12-000-400-450 | Construction Services | $1,939,902.49 | $128,410.21 | $795,891.83 | $1,015,600.45 |
| 12-000-400-721 | Lease Purchase Agreements - Principal | $145,000.00 | .00 | .00 | $145,000.00 |
| | Sub Total | $2,084,902.49 | $128,410.21 | $795,891.83 | $1,160,600.45 |
| | TOTAL | $2,084,902.49 | $128,410.21 | $795,891.83 | $1,160,600.45 |
| | TOTAL CAPITAL OUTLAY EXPENDITURES | $2,195,178.06 | $131,431.78 | $886,539.83 | $1,177,206.45 |
| *** S P E C I A L S C H O O L S *** | | | | | |
| --- Summer school - Instruction --- | | | | | |
| 13-422-100-101 | Salaries of Teachers | $114,000.00 | $26,642.00 | $0.00 | $87,358.00 |
| 13-422-100-106 | Other salaries of instruction | $37,500.00 | $7,678.00 | .00 | $29,822.00 |
| 13-422-100-610 | General Supplies | $7,050.00 | $855.34 | $920.09 | $5,274.57 |
| 13-422-100-800 | Other Objects | $2,126.37 | .00 | .00 | $2,126.37 |
| | TOTAL | $160,676.37 | $35,175.34 | $920.09 | $124,580.94 |
| --- Summer school - support services --- | | | | | |
| 13-422-200-100 | Salaries | $3,000.00 | $288.00 | .00 | $2,712.00 |
| | TOTAL | $3,000.00 | $288.00 | $0.00 | $2,712.00 |
| | TOTAL SUMMER SCHOOL | $163,676.37 | $35,463.34 | $920.09 | $127,292.94 |
| | TOTAL SPECIAL SCHOOLS EXPENDITURES | $163,676.37 | $35,463.34 | $920.09 | $127,292.94 |

Hazlet Twp. Public Schools
GENERAL FUND - FUND 10
STATEMENT OF APPROPRIATIONS
COMPARED WITH EXPENDITURES AND ENCUMBRANCES
For 1 Month Period Ending 07/31/2018

| | Appropriations | Expenditures | Encumbrances | Available Balance |
|---|---|---|---|---|
| *** EDUCATION JOBS FUND ** | | | | |
| *** FEMA COMMUNITY DEVELOPMENT BLOCK GRANT *** | | | | |
| TOTAL GENERAL FUND EXPENDITURES | $55,658,968.93 | $2,722,628.61 | $18,440,332.22 | $34,496,008.10 |

**REPORT OF THE SECRETARY CERTIFICATION PAGE**

**TO THE BOARD OF EDUCATION**

**Hazlet Twp. Public Schools**

**General Fund - Fund 10**

**For 1 Month Period Ending 07/31/2018**

**I, _____, Board Secretary/Business Administrator**
**certify that no line item account has encumbrances and expenditures,**
**which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23A-16.10(c)3.**

_____ _____

**Board Secretary/Business Administrator** **Date**

**Accounts that are not included in Details of the REPORT OF THE SECRETARY**

| ACCOUNT NUMBER | DESCRIPTION | APPROPRIATION | EXPENDITURE | ENCUMBERANCES | AVAILABLE BALANCE |
|---|---|---|---|---|---|
| 11-217-100-101 | SAL OT DISTRICT | $ 0.00 | $ 0.00 | $ 0.00 | $ 0.00 |
| 11-999-999-999 | PAYROLL NET PAY ADJU | $ 0.00 | $ 0.00 | $ 0.00 | $ 0.00 |

8/22 12:10pm

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Hazlet Twp. Public Schools
Special Revenue Fund - Fund 20
Interim Balance Sheet
For 1 Month Period Ending 07/31/18

ASSETS AND RESOURCES

--- A S S E T S ---

| | | | |
|---|---|---|---|
| 101 | Cash in bank | | ($5,217.23) |
| | Accounts receivable: | | |
| 141 | Intergovernmental - State | ($95,260.06) | |
| 142 | Intergovernmental - Federal | $164,448.37 | |
| 143 | Intergovernmental - Other | $39.26 | |
| 153,154 | Other (net of estimated uncollectible of $____) | $3,026.28 | |
| | | | $72,253.85 |
| | Other Current Assets | | $0.00 |

--- R E S O U R C E S ---

| | | | |
|---|---|---|---|
| 301 | Estimated Revenues | $1,130,179.00 | |
| 302 | Less Revenues | ($12,069.00) | |
| | | | $1,118,110.00 |
| | Total assets and resources | | $1,185,146.62 |

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Hazlet Twp. Public Schools
Special Revenue Fund - Fund 20
Interim Balance Sheet
For 1 Month Period Ending 07/31/18

LIABILITIES AND FUND EQUITY

| | | | | | |
|---|---|---|---|---|---|
| --- L I A B I L I T I E S --- | | | | | |
| 411 | Intergovernmental accounts payable - State | | | | $2,122.98 |
| 481 | Deferred revenues | | | | $34,972.77 |
| | Other current liabilities | | | | $14,819.91 |
| | TOTAL LIABILITIES | | | | $51,915.66 |
| F U N D B A L A N C E | | | | | |
| --- A p p r o p r i a t e d --- | | | | | |
| 753 | Reserve for encumbrances - Current Year | | | $757,452.04 | |
| 754 | Reserve for encumbrances - Prior Year | | | $3,051.96 | |
| 601 | Appropriations | | $1,130,179.00 | | |
| 603 | Encumbrances | $757,452.04 | ($757,452.04) | | |
| | | | | $372,726.96 | |
| | TOTAL FUND BALANCE | | | | $1,133,230.96 |
| | TOTAL LIABILITIES AND FUND EQUITY | | | | $1,185,146.62 |

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Hazlet Twp. Public Schools
Special Revenue Fund - Fund 20
INTERIM STATEMENTS COMPARING
BUDGET REVENUE WITH ACTUAL TO DATE AND
APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE
For 1 Month Period Ending 07/31/18

| | | BUDGETED ESTIMATED | ACTUAL TO DATE | NOTE: OVER OR (UNDER) | UNREALIZED BALANCE |
|---|---|---|---|---|---|
| *** REVENUES/SOURCES OF FUNDS *** | | | | | |
| 1XXX | From Local Sources | $45,000.00 | .00 | | $45,000.00 |
| 3XXX | From State Sources | $61,289.00 | $12,069.00 | | $49,220.00 |
| 4XXX | From Federal Sources | $1,023,890.00 | .00 | | $1,023,890.00 |
| | TOTAL REVENUE/SOURCES OF FUNDS | $1,130,179.00 | $12,069.00 | | $1,118,110.00 |

| *** EXPENDITURES *** | APPROPRIATIONS | EXPENDITURES | ENCUMBRANCES | AVAILABLE BALANCE |
|---|---|---|---|---|
| LOCAL PROJECTS: | $45,000.00 | $0.00 | $10,000.00 | $35,000.00 |
| STATE PROJECTS: | | | | |
| Nonpublic textbooks | $7,209.00 | .00 | $4,891.22 | $2,317.78 |
| Nonpublic handicapped services | $26,000.00 | .00 | .00 | $26,000.00 |
| Nonpublic nursing services | $13,095.00 | .00 | .00 | $13,095.00 |
| Nonpublic Technology Aid | $4,860.00 | .00 | $4,860.00 | .00 |
| Nonpublic School Programs | $10,125.00 | .00 | $10,125.00 | .00 |
| TOTAL STATE PROJECTS | $61,289.00 | $0.00 | $19,876.22 | $41,412.78 |
| FEDERAL PROJECTS: | | | | |
| NCLB Title I - Part A/D | $205,507.00 | .00 | $324.50 | $205,182.50 |
| I.D.E.A. Part B (Handicapped) | $741,968.00 | .00 | $719,711.00 | $22,257.00 |
| NCLB Title II - Part A/D | $52,925.00 | .00 | $7,423.00 | $45,502.00 |
| NCLB Title III - English Language Enhancement | $11,076.00 | .00 | $117.32 | $10,958.68 |
| NCLB Title IV | $12,414.00 | .00 | .00 | $12,414.00 |
| TOTAL FEDERAL PROJECTS | $1,023,890.00 | $0.00 | $727,575.82 | $296,314.18 |
| *** TOTAL EXPENDITURES *** | $1,130,179.00 | $0.00 | $757,452.04 | $372,726.96 |

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Hazlet Twp. Public Schools
SPECIAL REVENUE - FUND 20
SCHEDULE OF REVENUES
ACTUAL COMPARED WITH ESTIMATED
For 1 Month Period Ending 07/31/18

| | | ESTIMATED | ACTUAL | UNREALIZED |
|---|---|---|---|---|
| --- LOCAL SOURCES --- | | | | |
| 1XXX | Other Revenue from Local Sources | $45,000.00 | $0.00 | $45,000.00 |
| | Total Revenues from Local Sources | $45,000.00 | $0.00 | $45,000.00 |
| --- STATE SOURCES --- | | | | |
| 32XX | Other Restricted Entitlements | $61,289.00 | $12,069.00 | $49,220.00 |
| | Total Revenue from State Sources | $61,289.00 | $12,069.00 | $49,220.00 |
| --- FEDERAL SOURCES --- | | | | |
| 4411-16 | Title I | $205,507.00 | .00 | $205,507.00 |
| 4451-55 | Title II | $52,925.00 | .00 | $52,925.00 |
| 4491-94 | Title III | $11,076.00 | .00 | $11,076.00 |
| 4471-74 | Title IV | $12,414.00 | .00 | $12,414.00 |
| 4420-29 | I.D.E.A. Part B (Handicapped) | $741,968.00 | .00 | $741,968.00 |
| | Total Revenues from Federal Sources | $1,023,890.00 | $0.00 | $1,023,890.00 |
| | TOTAL REVENUES/SOURCES OF FUNDS | $1,130,179.00 | $12,069.00 | $1,118,110.00 |

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Hazlet Twp. Public Schools
Special Revenue Fund - Fund 20
STATEMENT OF APPROPRIATIONS - RESTRICTED STATE ENTITLEMENTS
COMPARED WITH EXPENDITURES AND ENCUMBRANCES
For 1 Month Period Ending 07/31/18

| | Appropriations | Expenditures | Encumbrances | Available Balance |
|---|---|---|---|---|
| State Projects: | | | | |
| PRESCHOOL EDUCATION AID | | | | |
| Other State Projects: | | | | |
| PRESCHOOL EXPANSION GRANT | | | | |
| 20-XXX-XXX-XXX All Other State/Fed/Loc Projects | $1,130,179.00 | $0.00 | $757,452.04 | $372,726.96 |
| T O T A L E X P E N D I T U R E | $1,130,179.00 | $0.00 | $757,452.04 | $372,726.96 |

**REPORT OF THE SECRETARY CERTIFICATION PAGE**

**TO THE BOARD OF EDUCATION**

**Hazlet Twp. Public Schools**

**Special Revenue Fund - Fund 20**

**For 1 Month Period Ending 07/31/18**

**I, _____, Board Secretary/Business Administrator**
**certify that no line item account has encumbrances and expenditures,**
**which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23A-16.10(c)3.**

_____ _____

**Board Secretary/Business Administrator** **Date**

**All Accounts in the Expense Account File appear to be included in the details of THE REPORT OF THE  SECRETARY**

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8/22 12:10pm

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Hazlet Twp. Public Schools
Capital Projects Fund - Fund 30
Interim Balance Sheet
For 1 Month Period Ending 07/31/18

ASSETS AND RESOURCES

--- A S S E T S ---

| | | | |
|---|---|---|---|
| 101 | Cash in bank | | $23,356,664.36 |

--- R E S O U R C E S ---

| | | | |
|---|---|---|---|
| 302 | Less Revenues | ($28,625,105.00) | |
| | | | ($28,625,105.00) |
| | Total assets and resources | | ($5,268,440.64) |

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Hazlet Twp. Public Schools

Capital Projects Fund - Fund 30
Interim Balance Sheet
For 1 Month Period Ending 07/31/18

LIABILITIES AND FUND EQUITY

--- L I A B I L I T I E S ---

| | | | | | |
|---|---|---|---|---|---|
| 402 | Interfund accounts payable | | | | $128,701.89 |
| | TOTAL LIABILITIES | | | | $128,701.89 |

F U N D  B A L A N C E

--- A p p r o p r i a t e d ---

| | | | | | |
|---|---|---|---|---|---|
| 753 | Reserve for encumbrances - Current Year | | | $735,089.98 | |
| 754 | Reserve for encumbrances - Prior Year | | | $15,209,458.85 | |
| 601 | Appropriations | | $25,098,502.18 | | |
| 602 | Less : Expenditures | $1,853,628.21 | | | |
| 603 | Encumbrances | $15,944,548.83 | ($17,798,177.04) | | |
| | | | | $7,300,325.14 | |
| | Total Appropriated | | | $23,244,873.97 | |

--- U n a p p r o p r i a t e d ---

| | | | | | |
|---|---|---|---|---|---|
| 770 | Fund balance | | | ($20,513,808.24) | |
| 303 | Budgeted Fund Balance | | | ($8,128,208.26) | |
| | TOTAL FUND BALANCE | | | | ($5,397,142.53) |
| | TOTAL LIABILITIES AND FUND EQUITY | | | | ($5,268,440.64) |

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Hazlet Twp. Public Schools

Capital Projects Fund - Fund 30
INTERIM STATEMENTS COMPARING
BUDGET REVENUE WITH ACTUAL TO DATE AND
APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE
For 1 Month Period Ending 07/31/18

| | BUDGETED ESTIMATED | ACTUAL TO DATE | NOTE: OVER OR (UNDER) | UNREALIZED BALANCE |
|---|---|---|---|---|
| *** REVENUES/SOURCES OF FUNDS *** | | | | |
| 52XX Transfers from other funds | | $28,625,105.00 | | ($28,625,105.00) |
| TOTAL REVENUE/SOURCES OF FUNDS | $0.00 | $28,625,105.00 | | ($28,625,105.00) |

| *** EXPENDITURES *** | APPROPRIATIONS | EXPENDITURES | ENCUMBRANCES | AVAILABLE BALANCE |
|---|---|---|---|---|
| --- Facilities acquisition and constr. serv. --- | | | | |
| 30-000-4XX-100 Salaries | $79,929.64 | $13,991.42 | .00 | $65,938.22 |
| 30-000-4XX-390 Other purchased prof. & tech. serv. | $1,734,510.75 | $81,297.06 | $249,428.78 | $1,403,784.91 |
| 30-000-4XX-450 Construction services | $22,925,363.53 | $1,746,621.37 | $15,505,600.54 | $5,673,141.62 |
| 30-000-4XX-610 Supplies & Materials | $358,698.26 | $11,718.36 | $189,519.51 | $157,460.39 |
| Total fac.acq.and constr. serv. | $25,098,502.18 | $1,853,628.21 | $15,944,548.83 | $7,300,325.14 |
| TOTAL EXPENDITURES | $25,098,502.18 | $1,853,628.21 | $15,944,548.83 | $7,300,325.14 |
| *** TOTAL EXPENDITURES AND TRANSFERS | $25,098,502.18 | $1,853,628.21 | $15,944,548.83 | $7,300,325.14 |

**REPORT OF THE SECRETARY CERTIFICATION PAGE**

**TO THE BOARD OF EDUCATION**

**Hazlet Twp. Public Schools**

**Capital Projects Fund - Fund 30**

**For 1 Month Period Ending 07/31/18**

**I, _____, Board Secretary/Business Administrator**
**certify that no line item account has encumbrances and expenditures,**
**which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23A-16.10(c)3.**

_____ _____

**Board Secretary/Business Administrator** **Date**

**All Accounts in the Expense Account File appear to be included in the details of THE REPORT OF THE  SECRETARY**

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8/22 12:10pm

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Hazlet Twp. Public Schools
Debt Service Fund - Fund 40
Interim Balance Sheet
For 1 Month Period Ending 07/31/18

ASSETS AND RESOURCES

--- A S S E T S ---

| | | | |
|---|---|---|---|
| 101 | Cash in bank | | $149,923.94 |

--- R E S O U R C E S ---

| | | | |
|---|---|---|---|
| 301 | Estimated Revenues | $1,306,146.00 | |
| 302 | Less Revenues | ($646,916.00) | |
| | | | $659,230.00 |
| | Total assets and resources | | $809,153.94 |

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Hazlet Twp. Public Schools

Debt Service Fund - Fund 40
Interim Balance Sheet
For 1 Month Period Ending 07/31/18

==========
LIABILITIES AND FUND EQUITY
==========

**F U N D  B A L A N C E**

--- A p p r o p r i a t e d ---

Reserved fund balance:

| | | | | | |
|---|---|---|---|---|---|
| 601 | Appropriations | | $1,306,146.00 | | |
| 602 | Less : Expenditures | $496,993.06 | | | |
| | | | ($496,993.06) | | |
| | | | | $809,152.94 | |
| | Total Appropriated | | | $809,152.94 | |
| --- U n a p p r o p r i a t e d --- | | | | | |
| 770 | Fund Balance | | | $1.00 | |
| | TOTAL FUND BALANCE | | | | $809,153.94 |
| | TOTAL LIABILITIES AND FUND EQUITY | | | | $809,153.94 |

| RECAPITULATION OF FUND BALANCE: | Budgeted | Actual | Variance |
|---|---|---|---|
| Appropriations | $1,306,146.00 | $496,993.06 | $809,152.94 |
| Revenues | ($1,306,146.00) | ($646,916.00) | ($659,230.00) |
| | $0.00 | ($149,922.94) | $149,922.94 |
| --- Change in Maint. / Capital reserve account --- | | | |
| Subtotal | $0.00 | ($149,922.94) | $149,922.94 |
| Less: Adjust for prior year encumb. | $0.00 | $0.00 | |
| Budgeted Fund Balance | $0.00 | ($149,922.94) | $149,922.94 |

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Hazlet Twp. Public Schools

Debt Service Fund - Fund 40
INTERIM STATEMENTS COMPARING
BUDGET REVENUE WITH ACTUAL TO DATE AND
APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE
For 1 Month Period Ending 07/31/18

| | | BUDGETED ESTIMATED | ACTUAL TO DATE | NOTE: OVER OR (UNDER) | UNREALIZED BALANCE |
|---|---|---|---|---|---|
| *** REVENUES/SOURCES OF FUNDS *** | | | | | |
| --- Local Sources --- | | | | | |
| 1210 | Local tax levy | $943,967.00 | $509,383.00 | | $434,584.00 |
| | Total Local Sources | $943,967.00 | $509,383.00 | | $434,584.00 |
| --- State Sources --- | | | | | |
| 3160 | Debt service aid Type II | $362,179.00 | $137,533.00 | | $224,646.00 |
| | Total State Sources | $362,179.00 | $137,533.00 | | $224,646.00 |
| | TOTAL REVENUE/SOURCES OF FUNDS | $1,306,146.00 | $646,916.00 | | $659,230.00 |

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Hazlet Twp. Public Schools

Debt Service Fund - Fund 40
INTERIM STATEMENTS COMPARING
BUDGET REVENUE WITH ACTUAL TO DATE AND
APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE
For 1 Month Period Ending 07/31/18

| *** EXPENDITURES *** | APPROPRIATIONS | EXPENDITURES/Enc. | AVAILABLE BALANCE |
|---|---|---|---|
| --- Debt Service - Regular --- | | | |
| 40-701-510-834 Interest on Bonds | $976,146.00 | $496,993.06 | $479,152.94 |
| 40-701-510-910 Redemption of Principal | $330,000.00 | .00 | $330,000.00 |
| TOTAL | $1,306,146.00 | $496,993.06 | $809,152.94 |
| TOTAL USES OF FUNDS BEFORE TRANSFERS | $1,306,146.00 | $496,993.06 | $809,152.94 |
| *** TOTAL USES OF FUNDS *** | $1,306,146.00 | $496,993.06 | $809,152.94 |

**REPORT OF THE SECRETARY CERTIFICATION PAGE**

**TO THE BOARD OF EDUCATION**

**Hazlet Twp. Public Schools**

**Debt Service Fund - Fund 40**

**For 1 Month Period Ending 07/31/18**

**I, _____, Board Secretary/Business Administrator certify that no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23A-16.10(c)3.**

_____ _____

**Board Secretary/Administrator** **Date**

**All Accounts in the Expense Account File appear to be included in the details of THE REPORT OF THE  SECRETARY**

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# EXHIBIT “C”

# Bill List

# Hazlet Twp. Public Schools

# Bills And Claims Report By Vendor Name

va_bill5.102317
07/31/2018

**Checks to be Dated August 27, 2018**

## Pending Payments

| Vendor # / Name / PO # | Account # / Description | Inv # | Check Type * | Check Description or Multi Remit To Check Name | Check # Check Amount |
|---|---|---|---|---|---|
| **AETNA/ 4845** | | | | | |
| 19-02268 | 11-000-291-270-12-0-00-/ HEALTH BENEFITS | | CP | AUGUST | 607,047.97 |
| **AIRTIGHT LEASING/ 3672** | | | | | |
| 19-02579 | 11-000-261-800-13-0-00-/ MAINT. EQUIP RENTALS | | CF | MAINT. EQUIP RENTALS | 100.00 |
| | 30-000-400-450-13-0-09-/ REFERENDUM CEILINGS | | CF | REFERENDUM CEILINGS | 800.00 |
| | | | **Total for AIRTIGHT LEASING INC/ 3672** | | **$900.00** |
| **ALL NATURAL DRY CLEANERS INC/ 4993** | | | | | |
| 19-02663 | 11-000-262-420-50-7-53-/ CLEAN,REPAIR,MAINT SVCS | | CF | CLEAN,REPAIR,MAINT SVCS | 651.00 |
| **AMAZON.COM/ 3500** | | | | | |
| 19-02259 | 11-190-100-610-50-7-30-/ SUPPLIES-MUSIC-RHS | | CF | SUPPLIES-MUSIC-RHS | 661.74 |
| 19-02325 | 11-000-240-610-31-0-44-/ SUPPLIES ADMIN-BS | | CF | SUPPLIES ADMIN-BS | 223.91 |
| 19-02342 | 11-000-222-610-50-1-41-/ MEDIA CENTER SUPPLIES-HS | | CF | MEDIA CENTER SUPPLIES-HS | 195.20 |
| | 11-000-240-610-50-0-44-/ SUPPLIES ADMIN-HS | | CF | SUPPLIES ADMIN-HS | 195.20 |
| 19-02490 | 11-000-221-610-15-0-04-/ CURRICULUM SUPPLIES | | CF | CURRICULUM SUPPLIES | 59.62 |
| 19-02494 | 11-190-100-610-15-0-23-/ SUPPLIES-TECH DISTRICT | | CF | SUPPLIES-TECH DISTRICT | 99.41 |
| 19-02553 | 11-190-100-610-50-3-25-/ SUPPLIES-WL-RHS | | CF | SUPPLIES-WL-RHS | 193.46 |
| | | | **Total for AMAZON.COM/ 3500** | | **$1,628.54** |
| **AME EDUCATIONAL CONSULTANTS/ 4728** | | | | | |
| 19-02668 | 11-000-223-890-15-0-04-/ DIST WIDE PROF DEV | | CF | INVOICE 20180515 | 2,500.00 |
| **ARBOR SCIENTIFIC, INC./ 1106** | | | | | |
| 19-02428 | 11-190-100-610-50-8-31-/ SUPPLIES-SCIENCE-RHS | | CF | INVOICE 418851 | 547.75 |
| **ATLANTIC PLUMBING SUPPLY/ 4902** | | | | | |
| 19-02580 | 11-000-261-610-13-0-00-/ MAINTENANCE SUPPLIES | | CF | INVOICE S2997391 | 1,974.00 |
| **ATLANTIC TOMORROWS OFFICE/ 3324** | | | | | |
| 19-02690 | 11-190-100-440-19-0-47-/ COPIER RENTALS-DISTRICT | | CF | INVOIVE CNIN773575 | 1,690.00 |
| 19-02688 | 11-190-100-440-19-0-47-/ COPIER RENTALS-DISTRICT | | CF | INVOICE CNIN789262 | 608.03 |
| 19-02562 | 11-000-230-610-11-0-00-/ GENL ADMIN SUPPLIES | | CF | INVOICE ARIN471556 | 170.00 |
| 19-02693 | 11-190-100-610-33-0-33-/ SUPPLIES-GENERAL-LD | | CF | INVOICE ARIN460820 | 510.00 |
| 19-02691 | 11-190-100-610-35-0-33-/ SUPPLIES-GENERAL-RV | | CF | INVOICE ARIN460827 | 170.00 |
| | | | **Total for ATLANTIC TOMORROWS OFFICE/ 3324** | | **$3,148.03** |
| **BALKEN RISK MANAGEMENT SERVICES, LLC/ 4385** | | | | | |
| 19-02604 | 11-000-230-520-12-0-00-/ INSURANCE-DISTRICT | | CF | INVOICE 103250 | 8,356.00 |
| **BANCROFT NEUROHEALTH/ 4323** | | | | | |

** CF -- Computer Full CP - Computer Partial HF - Hand Check Full HP - Hand Check Partial*

# Hazlet Twp. Public Schools

# Bills And Claims Report By Vendor Name

**Checks to be Dated August 27, 2018**

## Pending Payments

| Vendor # / Name / PO # | Account # / Description | Inv # | Check Type * | Check Description or Multi Remit To Check Name | Check # Check Amount |
|---|---|---|---|---|---|
| 19-02184 | 11-000-100-566-60-0-18-/ TUIT-PRIV HAND IN-STATE | | CF | JULY & AUGUST | 10,645.12 |
| | 11-000-217-320-60-0-00-/ ED SVCS-CONTR. AIDES | | CF | JULY & AUGUST | 6,144.00 |
| 19-02185 | 11-000-100-566-60-0-18-/ TUIT-PRIV HAND IN-STATE | | CP | SEPTEMBER | 5,655.22 |
| | 11-000-217-320-60-0-00-/ ED SVCS-CONTR. AIDES | | CP | SEPTEMBER | 3,264.00 |
| | | | **Total for BANCROFT NEUROHEALTH/ 4323** | | **$25,708.34** |
| **BEACON AWARDS, INC./ 1184** | | | | | |
| 19-02554 | 11-190-100-890-50-0-33-/ ADM/ASSEMBL-HS | | CF | INVOICE 0801-EARLY 2018 | 552.50 |
| 19-02473 | 11-402-100-610-50-7-55-/ SUPPLIES ATHL-RHS | | CF | INVOICE 0606-ROCKET NATION | 50.00 |
| | | | **Total for BEACON AWARDS, INC./ 1184** | | **$602.50** |
| **BEN NYE COMPANY, INC./ 1192** | | | | | |
| 19-02190 | 11-190-100-610-50-2-39-/ SUPPLIES-HUMAN-RHS | | CF | INVOICE 241323 | 453.37 |
| **BOOKS INTERNATIONAL INC DBA LETTERLAND/ 4969** | | | | | |
| 18-05054 | P2-240-100-600-15-0-00-/ TITLE III SUPPLY HAZLET | | CF | INVOICE LTR1002980 | 499.99 |
| | P2-242-100-600-15-0-00-/ TITLE III IMMIGRANT | | CF | INVOICE LTR1002933 | 827.78 |
| 19-02487 | 11-190-100-610-15-0-04-/ CURRIC SUPPL DISTR | | CF | INVOICE LTR1003148 | 3,662.13 |
| 19-02488 | 11-190-100-610-15-0-04-/ CURRIC SUPPL DISTR | | CF | INV 1003148 & C100133 | 1,833.75 |
| 19-02489 | 11-190-100-610-15-0-04-/ CURRIC SUPPL DISTR | | CF | INVOICE LTR1003146 | 569.70 |
| | | | **Total for BOOKS INTERNATIONAL INC DBA LETTERLAND/ 4969** | | **$7,393.35** |
| **BORSKY, ROCHELLE; ED.D./ 1218** | | | | | |
| 19-02528 | 11-000-219-320-60-0-00-/ SPEC SVCS CONSULTANT | | CF | SPEC SVCS CONSULTANT | 1,350.00 |
| **BRAINPOP LLC/ 3169** | | | | | |
| 19-02027 | 11-190-100-610-33-0-33-/ SUPPLIES-GENERAL-LD | | CF | INVOICE US173379 | 405.00 |
| **BUSCH LAW GROUP, LLC/ 4630** | | | | | |
| 19-02730 | 11-000-230-331-10-0-00-/ LEGAL SERVICES | | CF | BILL 14061 | 854.00 |
| **BUZZY'S CARPET, INC./ 1261** | | | | | |
| 19-02181 | 11-000-261-610-13-0-00-/ MAINTENANCE SUPPLIES | | CF | INVOICE 0420-2535 | 11,427.64 |
| 18-04904 | 30-000-400-450-13-0-04-/ REFERENDUM BATHROOM | | CF | INVOICE 0420-2560 | 6,600.00 |
| 19-02687 | 30-000-400-450-13-0-01-/ REFERENDUM HVAC UPGRADES | | CF | INVOICE 0420-2562 | 41,568.20 |
| 19-02316 | 30-000-400-600-13-0-04-/ REF BATHROOM-SUPLY | | CF | INVOICE 0420-2551 | 4,539.91 |
| 19-02317 | 30-000-400-600-13-0-04-/ REF BATHROOM-SUPLY | | CF | INVOICE 0420-2550 | 976.50 |
| 19-02318 | 30-000-400-450-13-0-04-/ REFERENDUM BATHROOM | | CF | INVOICE 0420-2552 | 9,015.00 |
| | | | **Total for BUZZY'S CARPET, INC./ 1261** | | **$74,127.25** |

** CF -- Computer Full CP - Computer Partial HF - Hand Check Full HP - Hand Check Partial*

# Hazlet Twp. Public Schools

# Bills And Claims Report By Vendor Name

**Checks to be Dated August 27, 2018**

## Pending Payments

| Vendor # / Name / PO # | Account # / Description | Inv # | Check Type * | Check Description or Multi Remit To Check Name | Check # Check Amount |
|---|---|---|---|---|---|
| **C & M DOOR CONTROLS INC/ 1263** | | | | | |
| 18-03557 | 30-000-400-450-13-0-05-/ REFERENDUM DOOR REPLACEM | | CP | APPLICATION #4 | 23,863.90 |
| **CARSON-DELLOSA PUBLISHING LLC/ 1292** | | | | | |
| 18-04975 | P2-501-100-640-94-0-01-/ NON-PUBLIC TEXT AM2PM | | CF | INVOICE 073927 | 527.74 |
| **CDW-G/ 1298** | | | | | |
| 19-02293 | 11-190-100-610-15-0-23-/ SUPPLIES-TECH DISTRICT | | CF | INVOICE NNM9722 & NNK7831 | 1,952.84 |
| **CENERGISTIC, LLC/ 4891** | | | | | |
| 19-02160 | 11-000-262-300-12-0-00-/ ENERGY MANAGEMENT SERVIC | | CP | INVOICE 129058 | 7,800.00 |
| **CENTRAL BOILER REPAIR CO INC/ 1306** | | | | | |
| 19-02581 | 11-000-261-420-13-0-00-/ MAINTENANCE-CONTR SVCS | | CF | INVOICE 761-062918 | 8,775.00 |
| **CENTRAL POLY CORPORATION/ 1311** | | | | | |
| 19-00215 | 11-000-262-610-19-0-45-/ CUSTODIAL SUPPLIES | | CF | INVOICE 269190 | 383.50 |
| 19-00222 | 11-000-262-610-19-0-45-/ CUSTODIAL SUPPLIES | | CF | INVOICE 269211 | 525.20 |
| 19-00200 | 11-000-262-610-19-0-45-/ CUSTODIAL SUPPLIES | | CF | INVOICE 269210 | 131.30 |
| | | | **Total for CENTRAL POLY CORPORATION/ 1311** | | **$1,040.00** |
| **CG CONTRACTORS, LLC/ 4657** | | | | | |
| 18-04058 | 30-000-400-450-13-0-09-/ REFERENDUM CEILINGS | | CP | INV 24-28 & 69 | 102,619.00 |
| **CHILDREN'S CENTER MONMOU/ 1326** | | | | | |
| 19-02658 | 11-000-217-320-60-0-00-/ ED SVCS-CONTR. AIDES | | CP | JULY & AUGUST | 12,480.00 |
| | 20-250-100-562-60-0-00-/ TUIT IN ST OTH LEA SP ED | | CP | JULY & AUGUST | 71,688.24 |
| | | | **Total for CHILDREN'S CENTER MONMOU/ 1326** | | **$84,168.24** |
| **CLEVER PROTOTYPES LLC/ 4831** | | | | | |
| 19-02132 | 11-190-100-610-50-2-24-/ SUPPLIES-ENGL-RHS | | CF | INVOICE 0005151 | 767.92 |
| **COMCAST/ 1370** | | | | | |
| 19-02716 | 11-190-100-340-19-0-00-/ INTERNET | | CF | INTERNET | 174.84 |
| 19-02717 | 11-190-100-340-19-0-00-/ INTERNET | | CF | INTERNET | 158.36 |
| | | | **Total for COMCAST/ 1370** | | **$333.20** |
| **COMCAST/ 4888** | | | | | |
| 19-02713 | 11-000-230-530-19-0-00-/ TELEPHONE-DISTRICT | | CF | TELEPHONE-DISTRICT | 1,721.33 |
| | 11-190-100-340-19-0-00-/ INTERNET | | CF | INTERNET | 7,313.25 |
| | | | **Total for COMCAST/ 4888** | | **$9,034.58** |
| **COMMERICAL INTERIORS DIRECT, INC./ 3850** | | | | | |
| 19-02117 | 12-000-400-450-13-0-00-/ CONSTRUCTION SVCS | | CF | INVOICE 11498 | 77,160.00 |

** CF -- Computer Full CP - Computer Partial HF - Hand Check Full HP - Hand Check Partial*

# Hazlet Twp. Public Schools

# Bills And Claims Report By Vendor Name

**Checks to be Dated August 27, 2018**

## Pending Payments

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|---|---|---|---|---|---|---|
| | 19-02455 | 30-000-400-450-13-0-01-/ REFERENDUM HVAC UPGRADES | | CF | INVOICE 11499 | 45,166.80 |
| | | | | **Total for COMMERICAL INTERIORS DIRECT, INC./ 3850** | | **$122,326.80** |
| **COOPER ELECTRIC SUPPLY C/ 1389** | | | | | | |
| | 19-02582 | 11-000-261-610-13-0-00-/ MAINTENANCE SUPPLIES | | CF | MAINTENANCE SUPPLIES | 1,623.47 |
| | | 12-000-400-450-13-0-00-/ CONSTRUCTION SVCS | | CF | CONSTRUCTION SVCS | 9,929.56 |
| | 19-02531 | 30-000-400-450-13-0-01-/ REFERENDUM HVAC UPGRADES | | CF | INVOICE S033574103.001 | 2,328.45 |
| | | | | **Total for COOPER ELECTRIC SUPPLY C/ 1389** | | **$13,881.48** |
| **COOPER FRIEDMAN ELECTRIC SUPPLY CO. INC./ 4667** | | | | | | |
| | 19-00223 | 11-000-262-610-19-0-45-/ CUSTODIAL SUPPLIES | | CF | SUPPLIES | 676.20 |
| **CORPORATE AUTO/ 1394** | | | | | | |
| | 19-02583 | 11-000-262-420-13-0-49-/ CLEAN,REPAIR,MAINT SVCS | | CF | CLEAN,REPAIR,MAINT SVCS | 1,172.49 |
| **CPC BEHAVIORAL HEALTHCARE/ 3777** | | | | | | |
| | 19-02500 | 11-000-100-566-60-0-18-/ TUIT-PRIV HAND IN-STATE | | CP | JULY & AUGUST | 18,600.00 |
| **CREATIVE COMPETITIONS, INC./ 1414** | | | | | | |
| | 19-02679 | 11-401-100-890-15-0-04-/ MISC EXP OM-DISTR | | CF | MISC EXP OM-DISTR | 540.00 |
| **DE MOULIN BROS. & CO./ 3058** | | | | | | |
| | 19-02139 | 11-401-100-610-50-7-55-/ SUPL CO-CUR-HS | | CF | INVOICE 2803835 | 1,612.70 |
| **DECKER EQUIPMENT/ 1464** | | | | | | |
| | 19-02563 | 11-190-100-610-35-0-33-/ SUPPLIES-GENERAL-RV | | CF | ORDER 254503A | 66.65 |
| **DELTA DENTAL OF NEW JERSEY, INC./ 1469** | | | | | | |
| | 19-02264 | 11-000-291-270-12-0-00-/ HEALTH BENEFITS | | CP | JULY FEES | 2,910.66 |
| **DOCKERY, STEPHEN/ 1498** | | | | | | |
| | 19-02678 | 11-000-262-590-19-0-12-/ B&G TRAVEL | | CF | B&G TRAVEL | 91.45 |
| **DRAMATISTS PLAY SERVICE, INC./ 1512** | | | | | | |
| | 19-02249 | 11-190-100-610-50-2-39-/ SUPPLIES-HUMAN-RHS | | CF | SUPPLIES-HUMAN-RHS | 215.00 |
| | | 11-190-100-890-50-2-39-/ MISC EXP-HS-HUMAN | | CF | MISC EXP-HS-HUMAN | 100.00 |
| | | | | **Total for DRAMATISTS PLAY SERVICE, INC/ 1512** | | **$315.00** |
| **DUDE SOLUTIONS/ 2574** | | | | | | |
| | 19-02570 | 11-000-262-320-12-0-00-/ SCHOOL DUDE SVCS | | CF | INV-34081 | 6,204.87 |
| **E.A. MORSE & CO., INC./ 4511** | | | | | | |
| | 19-00216 | 11-000-262-610-19-0-45-/ CUSTODIAL SUPPLIES | | CF | INVOICE 669107 | 161.70 |

** CF -- Computer Full CP - Computer Partial HF - Hand Check Full HP - Hand Check Partial*

# Hazlet Twp. Public Schools

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|---|---|---|---|---|---|---|
| | 19-00206 | 11-000-262-610-19-0-45-/ CUSTODIAL SUPPLIES | | CF | INVOICE 669108 | 12.60 |
| | | | | **Total for E.A. MORSE & CO., INC./ 4511** | | **$174.30** |
| **EAST COAST COMBUSTION SPECIALISTS, INC./ 4656** | | | | | | |
| | 19-02099 | 11-000-261-420-13-0-00-/ MAINTENANCE-CONTR SVCS | | CF | INVOICE 2197 | 3,793.16 |
| **EASTERN ACOUSTICS CO INC/ 1527** | | | | | | |
| | 19-02541 | 11-000-262-420-60-0-43-/ CLEAN,REPAIR,MAINT SVCS | | CF | INVOICE 22189 | 567.00 |
| **EDCLUB INC./ 4426** | | | | | | |
| | 19-02231 | 11-190-100-340-15-0-00-/ PURC TECH SERV DIST | | CF | INVOICE 127231 | 2,407.20 |
| **EDMENTUM/ARCHIPELAGO/STUDY ISLAND/ 3251** | | | | | | |
| | 19-02440 | 11-190-100-340-15-0-00-/ PURC TECH SERV DIST | | CF | INV105363 | 6,650.00 |
| **ENVIRONMENTAL CONNECTION INC/ 1562** | | | | | | |
| | 19-02584 | 11-000-261-420-13-0-00-/ MAINTENANCE-CONTR SVCS | | CF | MAINTENANCE-CONTR SVCS | 1,000.00 |
| **FEDERAL FIRE PROTECTION INC/ 1585** | | | | | | |
| | 19-02142 | 11-000-266-420-13-0-00-/ SECURITY-CONTRACT SERV | | CP | INV 25756 & 25788 | 1,992.00 |
| | 19-02143 | 11-000-266-420-13-0-00-/ SECURITY-CONTRACT SERV | | CP | INV 25757 & PARTIAL PAYMENT | 2,378.50 |
| | | | | **Total for FEDERAL FIRE PROTECTION INC/ 1585** | | **$4,370.50** |
| **FEDEX/ 1587** | | | | | | |
| | 19-02718 | 11-000-230-530-12-0-00-/ POSTAGE-BUSN OFFICE | | CF | POSTAGE-BUSN OFFICE | 20.61 |
| **FELDMAN LUMBER - US LBM, LLC/ 4799** | | | | | | |
| | 19-02585 | 11-000-261-610-13-0-00-/ MAINTENANCE SUPPLIES | | CF | 90021607 90021627 90022022 | 3,308.24 |
| | | 12-000-400-450-13-0-00-/ CONSTRUCTION SVCS | | CF | 90021607 90021627 90022022 | 5,217.84 |
| | 19-02653 | 30-000-400-600-13-0-09-/ REF CEIL-LIGHT-SPLY | | CF | INVOICE 90020276 | 486.00 |
| | 18-04071 | 30-000-400-600-13-0-09-/ REF CEIL-LIGHT-SPLY | | CF | 19622 19685 19588 19597 | 162,051.84 |
| | | | | **Total for FELDMAN LUMBER - US LBM, LLC/ 4799** | | **$171,063.92** |
| **FLINN SCIENTIFIC INC/ 1598** | | | | | | |
| | 19-02432 | 11-190-100-610-50-8-31-/ SUPPLIES-SCIENCE-RHS | | CF | INVOICE 2243672 | 2,255.00 |
| **FP MAILING /SOLUTIONS METER RENTAL/ 4701** | | | | | | |
| | 19-02642 | 11-000-230-440-12-0-00-/ RENTAL POSTAGE METER | | CP | INVOICE RI103729424 | 102.00 |
| **FREY SCIENTIFIC/ 1623** | | | | | | |
| | 19-00119 | 11-190-100-610-50-8-31-/ SUPPLIES-SCIENCE-RHS | | CF | INVOICE 302500170107 | 551.78 |
| | 19-00131 | 11-190-100-610-50-8-31-/ SUPPLIES-SCIENCE-RHS | | CF | INVOICE 302500170163 | 403.38 |
| | | | | **Total for FREY SCIENTIFIC/ 1623** | | **$955.16** |
| **GARDEN STATE DUST CONTROL/ 4973** | | | | | | |

** CF -- Computer Full  CP - Computer Partial  HF - Hand Check Full  HP - Hand Check Partial*

# Hazlet Twp. Public Schools

## Bills And Claims Report By Vendor Name

**Checks to be Dated August 27, 2018**

## Pending Payments

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|---|---|---|---|---|---|
| 19-02468 | 11-000-262-490-19-0-45-/ WASTE REMOVAL | | CP | JULY 2018 | 284.40 |
| **GEESE CHASERS LLC/ 3910** | | | | | |
| 19-02191 | 11-000-262-490-19-0-45-/ WASTE REMOVAL | | CP | INVOICE GC16853 | 1,165.67 |
| **GENERAL FLOOR INDUSTRIES, INC./ 4838** | | | | | |
| 18-04892 | 11-000-261-610-13-0-00-/ MAINTENANCE SUPPLIES | | CF | INVOICE 208634 | 8,342.56 |
| 19-02387 | 30-000-400-450-13-0-01-/ REFERENDUM HVAC UPGRADES | | CF | INVOICE 217120 | 7,249.00 |
| | | | **Total for GENERAL FLOOR INDUSTRIES, INC./ 4838** | | **$15,591.56** |
| **GENERAL PLUMBING SUPPY, INC./ 1643** | | | | | |
| 19-02586 | 11-000-261-610-13-0-00-/ MAINTENANCE SUPPLIES | | CF | MAINTENANCE SUPPLIES | 1,181.19 |
| | 12-000-400-450-13-0-00-/ CONSTRUCTION SVCS | | CF | CONSTRUCTION SVCS | 479.90 |
| 19-02587 | 30-000-400-600-13-0-04-/ REF BATHROOM-SUPLY | | CF | REF BATHROOM-SUPLY | 3,860.78 |
| | | | **Total for GENERAL PLUMBING SUPPY, INC./ 1643** | | **$5,521.87** |
| **GRAINGER/ 1679** | | | | | |
| 19-02589 | 11-000-261-610-13-0-00-/ MAINTENANCE SUPPLIES | | CF | MAINTENANCE SUPPLIES | 1,478.10 |
| 19-02314 | 12-000-400-450-13-0-00-/ CONSTRUCTION SVCS | | CF | 9843663064 & 9846402445 | 6,446.52 |
| 18-04893 | 11-000-261-610-13-0-00-/ MAINTENANCE SUPPLIES | | CF | INVOICE 9846752278 | 6,966.71 |
| | | | **Total for GRAINGER/ 1679** | | **$14,891.33** |
| **GREYHAWK/ 4481** | | | | | |
| 18-04558 | 30-000-400-390-13-0-00-/ REFERENDUM PROF SRVCS | | CP | APPLICATION #4 & #5 | 2,400.00 |
| 18-04561 | 30-000-400-390-13-0-00-/ REFERENDUM PROF SRVCS | | CP | APPLICATION #4 & #5 | 2,115.00 |
| 18-04555 | 30-000-400-390-13-0-00-/ REFERENDUM PROF SRVCS | | CP | APPLICATIO #4 & #5 | 2,400.00 |
| 18-04560 | 30-000-400-390-13-0-00-/ REFERENDUM PROF SRVCS | | CP | APPLICATION #4 & #5 | 1,815.00 |
| 17-04629 | 30-000-400-390-13-0-00-/ REFERENDUM PROF SRVCS | | CP | APPLICATION #10 & #11 | 2,180.00 |
| | | | **Total for GREYHAWK/ 4481** | | **$10,910.00** |
| **H & L METAL FABRICATORS LLC/ 1699** | | | | | |
| 19-02590 | 11-000-261-610-13-0-00-/ MAINTENANCE SUPPLIES | | CF | INVOICE 8952 | 60.00 |
| **HALL, TED/ 1704** | | | | | |
| 19-02591 | 11-000-261-420-13-0-00-/ MAINTENANCE-CONTR SVCS | | CF | MAINTENANCE-CONTR SVCS | 348.00 |
| | 11-000-261-610-13-0-00-/ MAINTENANCE SUPPLIES | | CF | MAINTENANCE SUPPLIES | 60.00 |
| | | | **Total for HALL, TED/ 1704** | | **$408.00** |
| **HARBOR SCHOOL/ 1715** | | | | | |
| 19-02502 | 11-000-100-566-60-0-18-/ TUIT-PRIV HAND IN-STATE | | CF | INVOICE 3237 & 0353 | 18,669.00 |
| | 11-000-217-320-60-0-00-/ ED SVCS-CONTR. AIDES | | CF | INVOICE 3237 & 0353 | 9,660.00 |

** CF -- Computer Full CP - Computer Partial HF - Hand Check Full HP - Hand Check Partial*

# Hazlet Twp. Public Schools
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**Checks to be Dated August 27, 2018**

## Pending Payments

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|---|---|---|---|---|---|---|
| | 19-02551 | 11-000-100-566-60-0-18-/ TUIT-PRIV HAND IN-STATE | | CF | INVOICE 3017 | 4,484.00 |
| | | | | **Total for HARBOR SCHOOL/ 1715** | | **$32,813.00** |
| **HAWKSWOOD, INC./SCHOOL FOR CHILDREN/ 2575** | | | | | | |
| | 19-02516 | 11-000-100-566-60-0-18-/ TUIT-PRIV HAND IN-STATE | | CF | INVOICE 67496 & 67542 | 21,960.00 |
| | | 11-000-217-320-60-0-00-/ ED SVCS-CONTR. AIDES | | CF | INVOICE 67496 & 67542 | 11,100.00 |
| | 19-02517 | 11-000-100-566-60-0-18-/ TUIT-PRIV HAND IN-STATE | | CP | INVOICE 67590 | 13,176.00 |
| | | 11-000-217-320-60-0-00-/ ED SVCS-CONTR. AIDES | | CP | INVOICE 67590 | 6,660.00 |
| | | | | **Total for HAWKSWOOD, INC./ 2575** | | **$52,896.00** |
| **HAZLET BD OF ED BD SEC'Y/ 1733** | | | | | | |
| | 19-02527 | 11-000-262-890-19-0-45-/ MISC EXP-B&G | | CF | MISC EXP-B&G | 80.00 |
| **HAZLET PUBLIC SCHOOLS RX FUND/ 3913** | | | | | | |
| | 19-02602 | 11-000-291-270-12-0-00-/ HEALTH BENEFITS | | CF | HEALTH BENEFITS | 200,000.00 |
| **HELFRICH & SON INC R/ 1766** | | | | | | |
| | 19-02734 | 11-000-270-512-14-0-60-/ SUM SCH FIELD TRIPS | | CF | SUM SCH FIELD TRIPS | 1,248.63 |
| | 19-02742 | 11-000-270-512-14-0-00-/ TRANS TRIPS-ATHLETICS | | CF | TRANS TRIPS-ATHLETICS | 9,991.42 |
| | | | | **Total for R HELFRICH & SON INC/ 1766** | | **$11,240.05** |
| **HERTZ FURNITURE SYS INC/ 1776** | | | | | | |
| | 19-02016 | 11-190-100-610-33-0-33-/ SUPPLIES-GENERAL-LD | | CF | INVOICE 622470 | 2,757.05 |
| **HOLMAN, FRENIA & ALLISON, P.C./ 4137** | | | | | | |
| | 19-02732 | 11-000-230-332-10-0-00-/ AUDIT FEES | | CF | INVOICE 36787 | 115.00 |
| **HUTCHINS HVAC, INC./ 3485** | | | | | | |
| | 19-02592 | 11-000-261-420-13-0-00-/ MAINTENANCE-CONTR SVCS | | CF | MAINTENANCE-CONTR SVCS | 3,020.00 |
| **INTERSTATE MUSIC SUPP INC/ 1825** | | | | | | |
| | 19-00338 | 11-190-100-610-31-0-33-/ SUPPLIES-GENERAL-BS | | CF | INV 9152752 & 9154837 | 117.39 |
| | 19-00341 | 11-190-100-610-32-0-33-/ SUPPLIES-GENERAL-CR | | CF | INVOICE 9155864 | 109.88 |
| | 19-00360 | 11-190-100-610-50-7-30-/ SUPPLIES-MUSIC-RHS | | CF | INVOICE 9153286 & 9152952 | 1,209.10 |
| | 19-00361 | 11-401-100-610-50-7-55-/ SUPL CO-CUR-HS | | CF | SUPPLIES | 2,664.54 |
| | | | | **Total for INTERSTATE MUSIC SUPP INC/ 1825** | | **$4,100.91** |
| **JAIN, M.D. ASHA/ 1845** | | | | | | |
| | 19-02214 | 11-000-213-330-80-0-40-/ EMPL PHYSICALS DISTR | | CP | AUGUST | 916.66 |
| **JCP&L/ 1851** | | | | | | |
| | 19-02727 | 11-000-262-622-19-0-00-/ ELECTRICITY | | CF | ELECTRICITY | 13,764.05 |
| **JENKINSON'S GROUP/ 1848** | | | | | | |

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# Hazlet Twp. Public Schools

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|---|---|---|---|---|---|
| 19-02483 | 13-422-100-610-60-0-43-/ SUPPLIES SUM SCHL-SPED | | CF | SUPPLIES SUM SCHL-SPED | 320.00 |
| **K & S MUSIC INC./ 3486** | | | | | |
| 19-00337 | 11-190-100-610-31-0-33-/ SUPPLIES-GENERAL-BS | | CF | INVOICE 1148136 | 296.25 |
| 19-00344 | 11-190-100-610-32-0-33-/ SUPPLIES-GENERAL-CR | | CF | INVIOCE 1148123 | 75.00 |
| | | | **Total for K & S MUSIC INC./ 3486** | | **$371.25** |
| **KAMINSKI, MICHAEL/ 4055** | | | | | |
| 19-02572 | 11-000-230-530-19-0-00-/ TELEPHONE-DISTRICT | | CF | TELEPHONE-DISTRICT | 90.00 |
| | 11-000-251-580-12-0-00-/ BUSINESS OFFICE TRAVEL | | CF | BUSINESS OFFICE TRAVEL | 26.88 |
| | | | **Total for KAMINSKI, MICHAEL/ 4055** | | **$116.88** |
| **KENNEY, GROSS, KOVATS & PARTON/ 1888** | | | | | |
| 19-02665 | 11-000-230-331-10-0-00-/ LEGAL SERVICES | | CF | JUNE 2018 | 2,100.00 |
| **KROUSE, JOSEPH/ 4169** | | | | | |
| 19-02577 | 11-000-230-530-19-0-00-/ TELEPHONE-DISTRICT | | CF | TELEPHONE-DISTRICT | 150.00 |
| **LOORI BUS INC., MICHAEL/ 1980** | | | | | |
| 19-02672 | 11-000-270-512-14-0-60-/ SUM SCH FIELD TRIPS | | CF | SUM SCH FIELD TRIPS | 150.00 |
| **LOSER'S MUSIC INC./ 1983** | | | | | |
| 19-00343 | 11-190-100-610-32-0-33-/ SUPPLIES-GENERAL-CR | | CF | INVOICE 108337 | 25.95 |
| 19-00362 | 11-401-100-610-50-7-55-/ SUPL CO-CUR-HS | | CF | INVOICE 108325 | 60.00 |
| | | | **Total for LOSER'S MUSIC INC./ 1983** | | **$85.95** |
| **LOWE'S/ 1985** | | | | | |
| 19-02631 | 11-000-261-610-13-0-00-/ MAINTENANCE SUPPLIES | | CF | MAINTENANCE SUPPLIES | 2,409.84 |
| | 11-000-263-610-13-0-49-/ GROUNDS - FIELD SUPPLIES | | CF | GROUNDS - FIELD SUPPLIES | 104.95 |
| | | | **Total for LOWE'S/ 1985** | | **$2,514.79** |
| **LRP PUBLICATIONS/ 1916** | | | | | |
| 19-02492 | 20-231-200-600-15-0-00-/ TITLE I NON INST SUPPLY | | CF | INVOICE 4401069 | 324.50 |
| **LUCARELLI, LISA/ 1986** | | | | | |
| 19-02656 | 20-250-200-320-60-0-00-/ CONTR SERV OT/PT/SPEECH | | CP | ESY 2018 | 7,055.00 |
| **LUMBER SUPERMART INC/ 1990** | | | | | |
| 19-02680 | 11-000-263-610-13-0-49-/ GROUNDS - FIELD SUPPLIES | | CF | GROUNDS - FIELD SUPPLIES | 2,577.00 |
| **M&F ATHLETIC CO INC/ 1996** | | | | | |
| 19-00301 | 11-402-100-610-50-7-55-/ SUPPLIES ATHL-RHS | | CF | INV29102 | 13.50 |
| 19-00323 | 11-402-100-610-50-7-55-/ SUPPLIES ATHL-RHS | | CF | INV29101 | 480.50 |
| | | | **Total for MFAC, LLC/ 1996** | | **$494.00** |
| **MAGIC TOUCH CONSTRUCTION CO., INC./ 3535** | | | | | |

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|---|---|---|---|---|---|
| 19-02634 | 11-000-261-420-13-0-00-/ MAINTENANCE-CONTR SVCS | | CF | MAINTENANCE-CONTR SVCS | 5,111.10 |
| | 12-000-400-450-13-0-00-/ CONSTRUCTION SVCS | | CF | CONSTRUCTION SVCS | 31,138.47 |
| 19-02637 | 30-000-400-450-13-0-01-/ REFERENDUM HVAC UPGRADES | | CF | REFERENDUM HVAC UPGRADES | 18,906.85 |
| | 30-000-400-450-13-0-02-/ REFERENDUM ROOF | | CF | REFERENDUM ROOF | 1,803.13 |
| | 30-000-400-450-13-0-04-/ REFERENDUM BATHROOM | | CF | REFERENDUM BATHROOM | 48,758.82 |
| | 30-000-400-450-13-0-07-/ REFERENDUM INTERIOR RENO | | CF | REFERENDUM INTERIOR RENO | 1,015.93 |
| | | | **Total for MAGIC TOUCH CONSTRUCTION CO., INC./ 3535** | | **$106,734.30** |
| **MASSIMINI, PAMELA/ 4340** | | | | | |
| 19-02625 | 11-000-230-530-19-0-00-/ TELEPHONE-DISTRICT | | CF | TELEPHONE-DISTRICT | 150.00 |
| **MCADSE/ 3140** | | | | | |
| 19-02623 | 11-000-219-890-60-0-43-/ SPEC SVCS-MISC EXP | | CF | SPEC SVCS-MISC EXP | 150.00 |
| **MCMASTER-CARR SUPP INC/ 2060** | | | | | |
| 19-02681 | 30-000-400-600-13-0-04-/ REF BATHROOM-SUPLY | | CF | REF BATHROOM-SUPLY | 1,583.68 |
| **MEDCO SPORTS MEDICINE/ 2064** | | | | | |
| 19-00145 | 11-000-213-610-31-0-40-/ HEALTH SVCS SUPPL-BS | | CF | SUPPLIES | 129.72 |
| 19-00163 | 11-402-100-610-50-7-55-/ SUPPLIES ATHL-RHS | | CF | SUPPLIES | 1,275.46 |
| 19-00154 | 11-402-100-610-47-7-55-/ SUPPLIES-ATHL-MS | | CF | SUPPLIES | 27.12 |
| | | | **Total for MEDCO SPORTS MEDICINE/ 2064** | | **$1,432.30** |
| **MGL PRINTING SOLUTIONS/ 2077** | | | | | |
| 19-02469 | 11-000-251-610-12-0-48-/ BOOKKEEPING SUPPLIES | | CF | INVOICE 156941 | 2,381.00 |
| **MIDDLESEX COUNTY COLLEGE/ 2087** | | | | | |
| 19-02164 | 11-000-218-890-50-6-42-/ GUIDANCE-MISC EXP-HS | | CF | INVOICE 3743 | 900.00 |
| **MIDDLESEX MASON CONTRACT INC/ 2090** | | | | | |
| 19-02683 | 30-000-400-450-13-0-01-/ REFERENDUM HVAC UPGRADES | | CF | INVOICE 1842 | 22,618.00 |
| **MOESC/ 3446** | | | | | |
| 19-02671 | 11-000-270-511-14-0-72-/ CONTR SVCS-H/S NP | | CF | CONTR SVCS-H/S NP | 10,209.78 |
| | 11-000-270-514-14-0-73-/ CONTR SVCS-SP ED OD | | CF | CONTR SVCS-SP ED OD | 12,750.66 |
| | 11-000-270-517-14-0-71-/ CONTR SVCS-MOESC | | CF | CONTR SVCS-MOESC | 30,907.44 |
| | | | **Total for MONMOUTH OCEAN EDUCATION SERVICES/ 3446** | | **$53,867.88** |
| **MON. CTY. ASSOC OF SCH. BUS. OFFICIALS/ 2116** | | | | | |
| 19-02476 | 11-000-251-890-12-0-00-/ BUSN OFFICE-MISC EXP | | CF | BUSN OFFICE-MISC EXP | 400.00 |
| **MONMOUTH BUILDING CENTER/ 2119** | | | | | |

** CF -- Computer Full  CP - Computer Partial  HF - Hand Check Full  HP - Hand Check Partial*

# Hazlet Twp. Public Schools

# Bills And Claims Report By Vendor Name

**Checks to be Dated August 27, 2018**

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|---|---|---|---|---|---|
| 19-02654 | 11-000-261-610-13-0-00-/ MAINTENANCE SUPPLIES | | CF | MAINTENANCE SUPPLIES | 147.12 |
| **MONMOUTH OCEAN EDUC SERV/ 2131** | | | | | |
| 19-02612 | 11-000-230-340-10-0-00-/ DISTRICT PURCH TECH SVCS | | CF | INVOICE 19-00048 | 506.25 |
| | 20-511-100-320-12-0-00-/ NONPUBLIC SECURITY BAYTU | | CF | INVOICE 19-00048 | 9,225.00 |
| | 20-511-100-320-12-0-01-/ NONPUB SECURITY AM2PM | | CF | INVOICE 19-00048 | 900.00 |
| | | | **Total for MONMOUTH OCEAN EDUC SERV/ 2131** | | **$10,631.25** |
| **MONMOUTH UNIV./SUP'T. PROF. DEV. ACADEMY/ 3696** | | | | | |
| 19-02555 | 11-000-230-890-11-0-00-/ GENL ADMIN-MISC EXP | | CF | GENL ADMIN-MISC EXP | 350.00 |
| **MONMOUTH UNIVERSITY/ 2137** | | | | | |
| 19-02557 | 11-000-223-890-15-0-04-/ DIST WIDE PROF DEV | | CF | DIST WIDE PROF DEV | 300.00 |
| **MONMOUTH UNIVERSITY PRINCIPALS PROFESSIO/ 4988** | | | | | |
| 19-02576 | 11-000-223-890-15-0-04-/ DIST WIDE PROF DEV | | CF | DIST WIDE PROF DEV | 350.00 |
| **N.J. PRINCIPALS & SUPERV. ASSOC./ 2180** | | | | | |
| 19-02605 | 11-000-240-890-32-0-44-/ MISC EXP-ADMIN-CR | | CF | MISC EXP-ADMIN-CR | 1,055.00 |
| 19-02622 | 11-000-240-890-34-0-44-/ MISC EXP-ADMIN-MR | | CF | MISC EXP-ADMIN-MR | 1,055.00 |
| | | | **Total for NJPSA/ 2180** | | **$2,110.00** |
| **NATIONAL ART & SCHOOL SUPPLIES/ 4124** | | | | | |
| 19-00038 | 11-190-100-610-32-0-33-/ SUPPLIES-GENERAL-CR | | CF | INVOICE 689251 | 72.00 |
| 19-00032 | 11-190-100-610-31-0-33-/ SUPPLIES-GENERAL-BS | | CF | INVOICE 689696 | 222.05 |
| | | | **Total for NATIONAL ART & SCHOOL SUPPLIES/ 4124** | | **$294.05** |
| **NATIONAL BENEFIT SERVICES, LLC/ 4352** | | | | | |
| 19-02267 | 11-000-291-270-12-0-00-/ HEALTH BENEFITS | | CP | JULY | 203.00 |
| **NATIONAL FLOORING REMOVAL INC/ 2200** | | | | | |
| 19-02118 | 11-000-261-420-13-0-00-/ MAINTENANCE-CONTR SVCS | | CF | INVOICE 1093 | 35,200.00 |
| **NATIONAL HONOR SOCIETY/ 2209** | | | | | |
| 19-02033 | 11-401-100-890-47-0-00-/ MISC EXP CO-CUR-MS | | CF | ORDER 9001028807 | 385.00 |
| **NEW JERSEY AMERICAN WATER/ 2631** | | | | | |
| 19-02726 | 11-000-262-490-19-0-00-/ SEWER/WATER | | CF | SEWER/WATER | 5,476.53 |
| **NICKERSON CORPORATION/ 2237** | | | | | |
| 18-04816 | 30-000-400-450-13-0-01-/ REFERENDUM HVAC UPGRADES | | CF | INVOICE 018245 | 1,800.00 |
| 18-04065 | 30-000-400-450-13-0-01-/ REFERENDUM HVAC UPGRADES | | CP | INVOICE 018031 | 113,496.20 |

** CF -- Computer Full CP - Computer Partial HF - Hand Check Full HP - Hand Check Partial*

# Hazlet Twp. Public Schools

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|---|---|---|---|---|---|---|
| | 18-04118 | 30-000-400-450-13-0-07-/ REFERENDUM INTERIOR RENO | | CF | INV 018085 & 018028 | 119,045.34 |
| | 18-04120 | 30-000-400-450-13-0-01-/ REFERENDUM HVAC UPGRADES | | CF | INVOICE 018084 | 68,951.74 |
| | 18-04363 | 30-000-400-450-13-0-01-/ REFERENDUM HVAC UPGRADES | | CF | INVOICE 018246 | 115,900.69 |
| | 18-04445 | 30-000-400-450-13-0-01-/ REFERENDUM HVAC UPGRADES | | CF | INVOICE 018204 | 23,769.84 |
| | 18-04446 | 30-000-400-450-13-0-01-/ REFERENDUM HVAC UPGRADES | | CF | INVOICE 018205 | 70,256.53 |
| | 18-04530 | 30-000-400-450-13-0-01-/ REFERENDUM HVAC UPGRADES | | CF | INVOICE 018087 | 43,617.40 |
| | 19-02152 | 30-000-400-600-13-0-04-/ REF BATHROOM-SUPLY | | CF | INVOICE 018206 | 7,032.00 |
| | | | | | **Total for NICKERSON CORPORATION/ 2237** | **$563,869.74** |
| **NICKERSON NEW JERSEY, INC./ 3974** | | | | | | |
| | 18-04365 | 12-000-400-450-13-0-00-/ CONSTRUCTION SVCS | | CF | INVOICE 102812 | 30,663.49 |
| | 18-04581 | 60-910-310-610-16-0-60-/ CAFE - SUPPLIES | | CF | INVOICE 102901 | 12,922.40 |
| | 19-02101 | 12-000-400-450-13-0-00-/ CONSTRUCTION SVCS | | CF | INVOICE 102910 | 26,171.74 |
| | | | | | **Total for NICKERSON NEW JERSEY, INC./ 3974** | **$69,757.63** |
| **NJ SAFE SCHOOLS PROGRAM SCH PUB HEALTH/ 4981** | | | | | | |
| | 19-02542 | 11-000-219-890-60-0-43-/ SPEC SVCS-MISC EXP | | CF | INVOICE 2039772-109029859 | 125.00 |
| **NORTHERN REGION ESC/ 4889** | | | | | | |
| | 19-02670 | 11-000-270-514-14-0-73-/ CONTR SVCS-SP ED OD | | CF | CONTR SVCS-SP ED OD | 2,184.00 |
| **ONE10 LLC/ 4982** | | | | | | |
| | 19-02491 | 20-270-200-500-15-0-00-/ TITLE IIA - OTH PUR SER | | CF | TITLE IIA - OTH PUR SER | 1,099.00 |
| **ORIENTAL TRADING COMPANY, INC./ 2296** | | | | | | |
| | 19-02341 | 11-401-100-610-31-0-00-/ BSS CLUB SUPPLIES | | CF | INVOICE 691258436-01 | 78.39 |
| **OXFORD CONSULTING SERVICES, INC./ 4351** | | | | | | |
| | 19-02626 | 11-000-219-320-60-0-00-/ SPEC SVCS CONSULTANT | | CF | INVOICE 133087 | 315.00 |
| **PARCO SCIENTIFIC COMPANY/ 4125** | | | | | | |
| | 19-00120 | 11-190-100-610-50-8-31-/ SUPPLIES-SCIENCE-RHS | | CF | INVOICE PU106783 | 432.00 |
| **PASSON'S SPORTS INC/ 2320** | | | | | | |
| | 19-00268 | 11-190-100-610-50-7-26-/ SUPPLIES-PE-RHS | | CF | INVOICE 902651719 | 720.51 |
| | 19-00280 | 11-402-100-610-50-7-55-/ SUPPLIES ATHL-RHS | | CF | INVOICE 902643446 | 10.90 |
| | 19-00285 | 11-402-100-610-50-7-55-/ SUPPLIES ATHL-RHS | | CF | INVOICE 902643445 | 183.57 |
| | 19-00292 | 11-402-100-610-50-7-55-/ SUPPLIES ATHL-RHS | | CF | INVOICE 902643447 | 54.96 |
| | | | | | **Total for PASSON'S SPORTS INC/ 2320** | **$969.94** |
| **PEARSON EDUCATION/ 2331** | | | | | | |

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# Hazlet Twp. Public Schools

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|---|---|---|---|---|---|
| 19-02258 | 11-190-100-640-15-0-00-/ TEXTBOOKS-CURRIC | | CF | INVOICE 7026347458 | 11,512.08 |
| **PERFORMANCE MECHANICAL CORPORATION/ 4473** | | | | | |
| 18-03868 | 30-000-400-450-13-0-01-/ REFERENDUM HVAC UPGRADES | | CP | APPLICATION #5 | 1,317,961.82 |
| **PETER P. FACCAS & SONS/ 2345** | | | | | |
| 19-02674 | 12-000-400-450-13-0-00-/ CONSTRUCTION SVCS | | CF | INV 20541 & 20545 | 78,953.68 |
| 19-02676 | 30-000-400-450-13-0-01-/ REFERENDUM HVAC UPGRADES | | CF | REFERENDUM HVAC UPGRADES | 18,974.80 |
| | 30-000-400-450-13-0-09-/ REFERENDUM CEILINGS | | CF | REFERENDUM CEILINGS | 3,517.28 |
| | | | **Total for PETER P. FACCAS & SONS/ 2345** | | **$101,445.76** |
| **PIONEER MFG CORP/PIONEER ATHLETICS/ 2358** | | | | | |
| 19-02682 | 11-000-263-610-13-0-49-/ GROUNDS - FIELD SUPPLIES | | CF | INV685942 | 3,322.50 |
| **PIOTROWSKI, ANDREW/ 4704** | | | | | |
| 19-02521 | 11-000-230-530-19-0-00-/ TELEPHONE-DISTRICT | | CF | TELEPHONE-DISTRICT | 600.00 |
| **PITNEY BOWES RESERVE/ 2360** | | | | | |
| 19-02328 | 11-000-230-530-50-0-44-/ POSTAGE-HS | | CF | POSTAGE-HS | 5,000.00 |
| | 11-000-230-530-50-6-42-/ POSTAGE-HS GUIDANCE | | CF | POSTAGE-HS GUIDANCE | 2,000.00 |
| | | | **Total for PITNEY BOWES RESERVE/ 2360** | | **$7,000.00** |
| **PORTA PHONE CORP/ 2374** | | | | | |
| 19-02566 | 11-000-262-420-50-7-53-/ CLEAN,REPAIR,MAINT SVCS | | CF | INVOICE 3479 | 699.00 |
| **PREVENTION FIRST/ 2388** | | | | | |
| 19-02486 | 11-000-221-890-15-0-04-/ CURRICULUM-MISC EXP | | CF | INVOICE 718 | 3,422.25 |
| **PRINT DATA CORP / SAFEGUARD/ 2392** | | | | | |
| 19-02329 | 11-000-211-610-50-0-44-/ SUPPLIES-ATTENDANCE-HS | | CF | INVOICE 100321 | 79.80 |
| 19-02410 | 11-000-251-610-12-0-48-/ BOOKKEEPING SUPPLIES | | CF | INVOICE 100357 | 1,182.65 |
| 19-02173 | 11-000-240-610-31-0-44-/ SUPPLIES ADMIN-BS | | CF | INVOICE 100322 | 399.90 |
| 19-02144 | 12-000-400-450-13-0-00-/ CONSTRUCTION SVCS | | CF | INVOICE 100167 | 412.00 |
| | | | **Total for PDEC SAFEGUARD/ 2392** | | **$2,074.35** |
| **QUEST DIAGNOSTICS CORP/ 2418** | | | | | |
| 19-02537 | 11-000-213-890-80-0-40-/ DRUG SCREENING DIST | | CF | INVOICE 9177505095 | 252.90 |
| **R & R TROPHY & SPORTING INC/ 2425** | | | | | |
| 19-00297 | 11-402-100-610-50-7-55-/ SUPPLIES ATHL-RHS | | CF | INVOICE 40131 | 105.88 |
| 19-00326 | 11-402-100-610-50-7-55-/ SUPPLIES ATHL-RHS | | CF | INVOICE 40132 | 116.48 |
| | | | **Total for R & R TROPHY & SPORTING INC/ 2425** | | **$222.36** |
| **RAPTOR TECHNOLOGIES, LLC/ 4779** | | | | | |

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# Hazlet Twp. Public Schools

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|---|---|---|---|---|---|
| 19-02332 | 11-190-100-610-35-0-33-/ SUPPLIES-GENERAL-RV | | CF | INVOICE 94728 | 50.00 |
| **RARITAN HIGH SCHOOL H.E./ 2446** | | | | | |
| 19-02556 | 11-190-100-610-50-4-27-/ SUPPLIES-HOME EC-RHS | | CF | SUPPLIES-HOME EC-RHS | 10,000.00 |
| **REALITYWORKS INC/ 3032** | | | | | |
| 19-02425 | 11-190-100-610-50-4-27-/ SUPPLIES-HOME EC-RHS | | CF | INVOICE 8422 | 141.00 |
| **REALLY GOOD STUFF LLC/ 2453** | | | | | |
| 19-02199 | 11-190-100-610-32-0-33-/ SUPPLIES-GENERAL-CR | | CF | INV 6462923 & 6467182 | 473.17 |
| **RELIABLE SAFETY SYSTEMS, INC/ 2463** | | | | | |
| 19-02645 | 11-000-266-420-13-0-00-/ SECURITY-CONTRACT SERV | | CF | INVOICE 23845 | 4,680.00 |
| **RITER, MARY/ 2484** | | | | | |
| 19-02655 | 20-250-200-320-60-0-00-/ CONTR SERV OT/PT/SPEECH | | CP | ESY 2018 | 3,320.00 |
| **RUTGERS UNIVERSITY/ 2521** | | | | | |
| 19-02166 | 11-000-218-890-50-6-42-/ GUIDANCE-MISC EXP-HS | | CF | INVOICE AP18-083 | 1,025.00 |
| **S & S WORLDWIDE, INC./ 2528** | | | | | |
| 19-00304 | 11-402-100-610-50-7-55-/ SUPPLIES ATHL-RHS | | CF | INVOICE 10388123 | 12.79 |
| 19-00331 | 11-402-100-610-50-7-55-/ SUPPLIES ATHL-RHS | | CF | INVOICE 10388271 | 165.84 |
| | | | **Total for S & S ARTS & CRAFTS/ 2528** | | **$178.63** |
| **SAKOUTIS BROTHERS DISPOSAL, INC./ 3815** | | | | | |
| 19-02646 | 11-000-262-490-19-0-45-/ WASTE REMOVAL | | CF | WASTE REMOVAL | 1,000.00 |
| | 12-000-400-450-13-0-00-/ CONSTRUCTION SVCS | | CF | CONSTRUCTION SVCS | 6,073.10 |
| 19-02141 | 11-000-262-490-19-0-45-/ WASTE REMOVAL | | CP | INVOICE 426580 | 2,656.33 |
| | | | **Total for SAKOUTIS BROTHERS DISPOSAL, INC./ 3815** | | **$9,729.43** |
| **SAX ARTS & CRAFTS/ 2553** | | | | | |
| 19-00030 | 11-190-100-610-31-0-33-/ SUPPLIES-GENERAL-BS | | CF | INVOICE 208120904383 | 148.75 |
| **SCHEIN, HENRY INC./ 1770** | | | | | |
| 19-00161 | 11-402-100-610-50-7-55-/ SUPPLIES ATHL-RHS | | CF | INV 55284433 & 55516912 | 3,514.52 |
| **SCHINDLER ELEVATOR CORPORATION/ 4716** | | | | | |
| 19-02202 | 11-000-261-420-13-0-00-/ MAINTENANCE-CONTR SVCS | | CF | INVOICE 8104824643 | 5,731.32 |
| **SCHOOL DATEBOOKS, INC./ 4507** | | | | | |
| 19-02107 | 11-190-100-610-35-0-33-/ SUPPLIES-GENERAL-RV | | CF | BAL DUE PO 19-02048 | 81.24 |
| **SCHOOL HEALTH CORPORATION/ 2577** | | | | | |
| 19-00162 | 11-402-100-610-50-7-55-/ SUPPLIES ATHL-RHS | | CF | INVOICE 3457857-00 | 972.18 |
| **SCHOOL OUTFITTERS/ 4065** | | | | | |

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# Hazlet Twp. Public Schools

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|---|---|---|---|---|---|
| 19-02253 | 30-000-400-450-13-0-07-/ REFERENDUM INTERIOR RENO | | CF | REFERENDUM INTERIOR RENO | 10,407.56 |
| 19-02216 | 30-000-400-450-13-0-07-/ REFERENDUM INTERIOR RENO | | CF | REFERENDUM INTERIOR RENO | 24,304.03 |
| | | | **Total for SCHOOL OUTFITTERS/ 4065** | | **$34,711.59** |
| **SCHOOL SPECIALTY INC/ 2581** | | | | | |
| 19-02235 | 11-190-100-610-15-0-35-/ SUPPLIES ENRICH-DISTRICT | | CF | INVOICE 208121094930 | 238.85 |
| 19-00087 | 11-190-100-610-32-0-33-/ SUPPLIES-GENERAL-CR | | CF | INVOICE 208120904471 | 2,693.85 |
| 19-00107 | 11-000-251-610-12-0-00-/ BUSN OFFICE SUPPLIES | | CF | INVOICE 208120820997 | 429.23 |
| 19-02153 | 60-910-310-610-16-0-60-/ CAFE - SUPPLIES | | CF | INVOICE 208121139458 | 2,021.78 |
| | | | **Total for SCHOOL SPECIALTY INC/ 2581** | | **$5,383.71** |
| **SCOLES FLOOR SHINE, INC./ 2589** | | | | | |
| 19-02647 | 11-000-262-420-13-0-49-/ CLEAN,REPAIR,MAINT SVCS | | CF | CLEAN,REPAIR,MAINT SVCS | 2,623.48 |
| 19-02079 | 11-000-262-610-19-0-45-/ CUSTODIAL SUPPLIES | | CF | INVOICE 418320 | 2,263.76 |
| 19-02076 | 11-000-262-610-19-0-45-/ CUSTODIAL SUPPLIES | | CF | INVOICE 418318 | 2,120.00 |
| 19-02077 | 11-000-262-610-19-0-45-/ CUSTODIAL SUPPLIES | | CF | INV 418146V & 418404 | 2,172.36 |
| 19-02098 | 11-000-262-610-19-0-45-/ CUSTODIAL SUPPLIES | | CF | INVOICE 418401 | 13,642.88 |
| 19-02080 | 11-000-262-610-19-0-45-/ CUSTODIAL SUPPLIES | | CF | INVOICE 418402 | 2,522.92 |
| 19-02097 | 11-000-262-610-19-0-45-/ CUSTODIAL SUPPLIES | | CF | INVOICE 418321 | 2,113.93 |
| 19-02075 | 11-000-262-610-19-0-45-/ CUSTODIAL SUPPLIES | | CF | INV 418142 & 418406 | 2,120.00 |
| 19-02081 | 11-000-262-610-19-0-45-/ CUSTODIAL SUPPLIES | | CF | INV 418118 & 418405 | 5,729.64 |
| 19-02082 | 11-000-262-610-19-0-45-/ CUSTODIAL SUPPLIES | | CF | INV 418141 & 418403 | 1,197.73 |
| 18-04802 | 11-000-262-610-19-0-45-/ CUSTODIAL SUPPLIES | | CF | CUSTODIAL SUPPLIES | 7,215.89 |
| 18-04803 | 11-000-262-610-19-0-45-/ CUSTODIAL SUPPLIES | | CF | CUSTODIAL SUPPLIES | 6,068.40 |
| | | | **Total for SCOLES FLOOR SHINE, INC./ 2589** | | **$49,790.99** |
| **SEABOARD WELDING SUPPLY, INC/ 2596** | | | | | |
| 19-02648 | 11-000-261-800-13-0-00-/ MAINT. EQUIP RENTALS | | CF | INVOICE 884196 | 27.00 |
| **SEMCOR II RENTAL CENTER, LLC/ 2604** | | | | | |
| 19-02650 | 12-000-400-450-13-0-00-/ CONSTRUCTION SVCS | | CF | INVOICE 12017 | 786.66 |
| **SHERWIN-WILLIAMS/ 3851** | | | | | |
| 19-02651 | 11-000-261-610-13-0-00-/ MAINTENANCE SUPPLIES | | CF | INVOICE 5996-5 | 37.97 |
| **SIPERSTEINS PAINT/ 2640** | | | | | |
| 19-02652 | 11-000-261-610-13-0-00-/ MAINTENANCE SUPPLIES | | CF | INV 9306 & 9553 | 1,903.97 |
| **SOLARWINDS, INC./ 4405** | | | | | |
| 19-02189 | 11-190-100-610-15-0-23-/ SUPPLIES-TECH DISTRICT | | CF | INVOICE IN390131 | 225.00 |
| **SONITROL OF CENTRAL NEW JERSEY/ 2661** | | | | | |

** CF -- Computer Full CP - Computer Partial HF - Hand Check Full HP - Hand Check Partial*

# Hazlet Twp. Public Schools

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**Checks to be Dated August 27, 2018**

## Pending Payments

| Vendor # / Name / PO # | Account # / Description | Inv # | Check Type * | Check Description or Multi Remit To Check Name | Check # Check Amount |
|---|---|---|---|---|---|
| 18-04238 | 30-000-400-450-13-0-01-/ REFERENDUM HVAC UPGRADES | | CF | INVOICE 306148 | 41,058.00 |
| 18-04239 | 30-000-400-450-13-0-01-/ REFERENDUM HVAC UPGRADES | | CF | INVOICE 306149 | 35,559.00 |
| | | | **Total for SONITROL OF CENTRAL NEW JERSEY/ 2661** | | **$76,617.00** |
| **SOUTH AMBOY PLUMBING SUPPLY CORP./ 4903** | | | | | |
| 19-02685 | 12-000-400-450-13-0-00-/ CONSTRUCTION SVCS | | CF | INV S1345260.001 | 587.05 |
| **SPIEZLE ARCHITECTURAL GROUP, INC./ 3728** | | | | | |
| 19-02662 | 11-000-230-339-13-0-00-/ DISTRICT PROF ENGINEER | | CF | INVOICE 17A014-4 | 957.50 |
| 17-04312 | 30-000-400-390-13-0-00-/ REFERENDUM PROF SRVCS | | CP | APPLICATION #16 | 26,321.92 |
| 17-04311 | 30-000-400-390-13-0-00-/ REFERENDUM PROF SRVCS | | CP | APPLICATION #19 | 2,300.00 |
| 17-04310 | 30-000-400-390-13-0-00-/ REFERENDUM PROF SRVCS | | CP | APPLICATION #20 | 4,150.00 |
| | | | **Total for SPIEZLE ARCHITECTURAL GROUP, INC./ 3728** | | **$33,729.42** |
| **SPORTIME INC/ 2676** | | | | | |
| 19-00004 | 11-190-100-610-31-0-33-/ SUPPLIES-GENERAL-BS | | CF | INVOICE 308103071378 | 177.14 |
| 19-00011 | 11-190-100-610-32-0-33-/ SUPPLIES-GENERAL-CR | | CF | INVOICE 308103068983 | 475.70 |
| 19-00008 | 11-190-100-610-32-0-33-/ SUPPLIES-GENERAL-CR | | CF | INVOICE 208120903238 | 26.40 |
| | | | **Total for SCHOOL SPECIALTY / SPORTIME INC/ 2676** | | **$679.24** |
| **SPORTSMAN'S INC/ 2678** | | | | | |
| 19-00287 | 11-402-100-610-50-7-55-/ SUPPLIES ATHL-RHS | | CF | INVOICE 31294 | 350.96 |
| 19-00284 | 11-402-100-610-50-7-55-/ SUPPLIES ATHL-RHS | | CF | INVOICE 31293 | 2,035.60 |
| 19-00278 | 11-402-100-610-50-7-55-/ SUPPLIES ATHL-RHS | | CF | INVOICE 31288 | 259.70 |
| 19-00299 | 11-402-100-610-50-7-55-/ SUPPLIES ATHL-RHS | | CF | INVOICE 31289 | 42.80 |
| 19-00333 | 11-402-100-610-50-7-55-/ SUPPLIES ATHL-RHS | | CF | INVOICE 31298 | 20.50 |
| 19-00328 | 11-402-100-610-50-7-55-/ SUPPLIES ATHL-RHS | | CF | INVOICE 31297 | 165.90 |
| 19-00316 | 11-402-100-610-50-7-55-/ SUPPLIES ATHL-RHS | | CF | INVOICE 31296 | 118.90 |
| 19-00306 | 11-402-100-610-50-7-55-/ SUPPLIES ATHL-RHS | | CF | INVOICE 31295 | 64.65 |
| 19-00305 | 11-402-100-610-50-7-55-/ SUPPLIES ATHL-RHS | | CF | INVOICE 31290 | 10.00 |
| 19-00322 | 11-402-100-610-50-7-55-/ SUPPLIES ATHL-RHS | | CF | INVOICE 31291 | 391.55 |
| 19-00270 | 11-190-100-610-50-7-26-/ SUPPLIES-PE-RHS | | CF | INVOICE 31299 | 363.00 |
| 19-00274 | 11-402-100-610-50-7-55-/ SUPPLIES ATHL-RHS | | CF | INVOICE 31292 | 64.98 |
| | | | **Total for SPORTSMAN'S INC/ 2678** | | **$3,888.54** |
| **STANK ENVIRONMENTAL LIMITED LIABILITY CO/ 3941** | | | | | |
| 19-02114 | 11-000-261-420-13-0-00-/ MAINTENANCE-CONTR SVCS | | CP | INVOICE 9529 | 910.00 |

** CF -- Computer Full CP - Computer Partial HF - Hand Check Full HP - Hand Check Partial*

# Hazlet Twp. Public Schools

## Bills And Claims Report By Vendor Name

**Checks to be Dated August 27, 2018**

## Pending Payments

| Vendor # / Name / PO # | Account # / Description | Inv # | Check Type * | Check Description or Multi Remit To Check Name | Check # Check Amount |
|---|---|---|---|---|---|
| **STAPLES BUSINESS ADVANTAGE/ 1395** | | | | | |
| 19-02546 | 11-000-219-610-60-0-43-/ SPEC SVCS-SUPPLIES | | CF | INVOICE 3386421464 | 102.62 |
| 19-00026 | 11-000-240-610-35-0-44-/ SUPPLIES ADMIN RV | | CF | INV 3384136626 & 3384136627 | 462.76 |
| 19-00028 | 11-000-251-610-12-0-00-/ BUSN OFFICE SUPPLIES | | CF | INV 3384136629 & 3384136630 | 443.97 |
| 19-00027 | 11-000-251-610-12-0-00-/ BUSN OFFICE SUPPLIES | | CF | INVOICE 3384136628 | 507.04 |
| 19-00174 | 11-000-262-610-19-0-45-/ CUSTODIAL SUPPLIES | | CF | INVOICE 3384136631 | 124.40 |
| 19-00179 | 11-000-262-610-19-0-45-/ CUSTODIAL SUPPLIES | | CF | INVOICE 3384136632 | 124.40 |
| 19-02571 | 11-000-219-610-60-0-43-/ SPEC SVCS-SUPPLIES | | CF | INVOICE 3386494966 | 1,065.43 |
| 19-00184 | 11-000-262-610-19-0-45-/ CUSTODIAL SUPPLIES | | CF | INVOICE 3384136633 | 248.80 |
| 19-00189 | 11-000-262-610-19-0-45-/ CUSTODIAL SUPPLIES | | CF | INVOICE 3384136634 | 124.40 |
| 19-00194 | 11-000-262-610-19-0-45-/ CUSTODIAL SUPPLIES | | CF | INVOICE 3384136635 | 124.40 |
| 19-00205 | 11-000-262-610-19-0-45-/ CUSTODIAL SUPPLIES | | CF | INVOICE 3384136637 | 124.40 |
| 19-00210 | 11-000-262-610-19-0-45-/ CUSTODIAL SUPPLIES | | CF | INVOICE 3384136638 | 124.40 |
| 19-00224 | 11-000-262-610-19-0-45-/ CUSTODIAL SUPPLIES | | CF | INVOICE 3384136640 | 1,827.58 |
| 19-02565 | 11-000-230-610-11-0-00-/ GENL ADMIN SUPPLIES | | CF | INV 3385770893 & 3385770894 | 264.55 |
| 19-00199 | 11-000-262-610-19-0-45-/ CUSTODIAL SUPPLIES | | CF | INVOICE 3384136636 | 497.60 |
| | | | **Total for STAPLES BUSINESS ADVANTAGE/ 1395** | | **$6,166.75** |
| **STROBER-WRIGHT ROOFING INC./ 4815** | | | | | |
| 18-04358 | 30-000-400-450-13-0-02-/ REFERENDUM ROOF | | CP | APPLICATION #1 & #2 | 1,548,684.77 |
| **SUMMIT SPEECH SCHOOL/ 4296** | | | | | |
| 19-02636 | 11-000-100-566-60-0-18-/ TUIT-PRIV HAND IN-STATE | | CP | INVOICE 12299R | 8,700.00 |
| **SUNEY SOLAR/ 4063** | | | | | |
| 19-02715 | 11-000-262-622-19-0-00-/ ELECTRICITY | | CF | ELECTRICITY | 16,549.09 |
| **SUPPLY SAVER CORP./ 3406** | | | | | |
| 19-02277 | 11-000-230-610-11-0-00-/ GENL ADMIN SUPPLIES | | CF | INVOICE 527172 | 1,188.80 |
| **TAYLOR MUSIC, INC/ 2756** | | | | | |
| 19-02065 | 11-401-100-610-50-7-55-/ SUPL CO-CUR-HS | | CF | INVOICE 2118517-IN | 3,000.00 |
| 19-02138 | 11-401-100-610-50-7-55-/ SUPL CO-CUR-HS | | CF | INV 2117899-IN & 2118165-IN | 355.00 |
| | | | **Total for TAYLOR MUSIC, INC/ 2756** | | **$3,355.00** |
| **TEACHING STRATEGIES, LLC/ 3405** | | | | | |
| 19-02236 | 11-190-100-610-36-0-57-/ PRE SCHOOL SUPPLIES | | CF | INVOICE Q-38812 | 1,200.00 |
| **THASSIAN MECHANICAL CONTRACTING, INC./ 4666** | | | | | |

** CF -- Computer Full CP - Computer Partial HF - Hand Check Full HP - Hand Check Partial*

# Hazlet Twp. Public Schools

## Bills And Claims Report By Vendor Name

**Checks to be Dated August 27, 2018**

## Pending Payments

| Vendor # / Name / PO # | Account # / Description | Inv # | Check Type * | Check Description or Multi Remit To Check Name | Check # Check Amount |
|---|---|---|---|---|---|
| 18-04821 | 30-000-400-450-13-0-01-/ REFERENDUM HVAC UPGRADES | | CP | APPLICATION #6 | 329,750.40 |
| **TORMEE CONSTRUCTION, INC./ 4859** | | | | | |
| 18-02616 | 30-000-400-450-13-0-01-/ REFERENDUM HVAC UPGRADES | | CP | APPLICATION #12 | 299,908.00 |
| **TRIARCO ARTS & CRAFTS, LLC/ 2850** | | | | | |
| 19-00039 | 11-190-100-610-32-0-33-/ SUPPLIES-GENERAL-CR | | CF | INVOICE 60262 | 11.10 |
| **TRIPLE CROWN SPORTS INC/ 2852** | | | | | |
| 19-00269 | 11-190-100-610-50-7-26-/ SUPPLIES-PE-RHS | | CF | INVOICE 135109 | 40.80 |
| 19-00296 | 11-402-100-610-50-7-55-/ SUPPLIES ATHL-RHS | | CF | INVOICE 135108 | 631.00 |
| | | | **Total for TRIPLE CROWN SPORTS INC/ 2852** | | **$671.80** |
| **TRUGREEN - CHEMLAWN/ 3442** | | | | | |
| 19-02220 | 11-000-262-420-13-0-49-/ CLEAN,REPAIR,MAINT SVCS | | CP | INV 88498533 | 1,920.00 |
| **UNITED STATES POST OFFIC/ 2873** | | | | | |
| 19-02333 | 11-000-230-530-35-0-44-/ POSTAGE-RV | | CF | POSTAGE-RV | 300.00 |
| **UNITED STATES POST OFFIC/ 2877** | | | | | |
| 19-02686 | 11-190-100-610-33-0-33-/ SUPPLIES-GENERAL-LD | | CF | SUPPLIES-GENERAL-LD | 300.00 |
| **UNLIMITED AUTOS INC/ 2888** | | | | | |
| 19-02669 | 11-000-270-512-14-0-60-/ SUM SCH FIELD TRIPS | | CF | SUM SCH FIELD TRIPS | 675.00 |
| 19-02509 | 11-000-270-512-14-0-60-/ SUM SCH FIELD TRIPS | | CF | SUM SCH FIELD TRIPS | 900.00 |
| | | | **Total for UNLIMITED AUTOS INC/ 2888** | | **$1,575.00** |
| **UNUM LIFE INSURANCE/ 2889** | | | | | |
| 19-02270 | 11-000-291-210-12-0-00-/ LIFE INSURANCE-DISTR | | CP | AUGUST | 510.90 |
| **USI INC./ 2896** | | | | | |
| 19-02012 | 11-190-100-610-33-0-33-/ SUPPLIES-GENERAL-LD | | CF | INVOICE 0386400701010 | 348.45 |
| 19-02413 | 11-190-100-610-35-0-33-/ SUPPLIES-GENERAL-RV | | CF | INVOICE 0386862901017 | 304.75 |
| | | | **Total for USI INC./ 2896** | | **$653.20** |
| **VAN PELT, DARA/ 2906** | | | | | |
| 19-02575 | 11-000-230-530-19-0-00-/ TELEPHONE-DISTRICT | | CF | TELEPHONE-DISTRICT | 150.00 |
| **VARSITY SPIRIT FASHIONS, LLC/ 2907** | | | | | |
| 19-02111 | 11-401-100-610-50-7-55-/ SUPL CO-CUR-HS | | CF | INVOICE 18400977 | 1,103.15 |
| **VERIZON/ 2912** | | | | | |
| 19-02719 | 11-000-230-530-19-0-00-/ TELEPHONE-DISTRICT | | CF | TELEPHONE-DISTRICT | 101.71 |
| **VERIZON WIRELESS/ 2917** | | | | | |
| 19-02720 | 11-000-230-530-19-0-00-/ TELEPHONE-DISTRICT | | CF | TELEPHONE-DISTRICT | 433.94 |

** CF -- Computer Full CP - Computer Partial HF - Hand Check Full HP - Hand Check Partial*

# Hazlet Twp. Public Schools

# Bills And Claims Report By Vendor Name

**Checks to be Dated August 27, 2018**

## Pending Payments

| Vendor # / Name | PO # | Account # / Description | Inv # | Check Type * | Check Description or Multi Remit To Check Name | Check # Check Amount |
|---|---|---|---|---|---|---|
| | 19-02721 | 11-000-230-530-19-0-00-/ TELEPHONE-DISTRICT | | CF | TELEPHONE-DISTRICT | 499.79 |
| | | | | **Total for VERIZON WIRELESS/ 2917** | | **$933.73** |
| **W.B. MASON CO., INC./ 3792** | | | | | | |
| | 19-00040 | 11-190-100-610-32-0-33-/ SUPPLIES-GENERAL-CR | | CF | I56585040 & I57048112 | 72.14 |
| | 19-00220 | 11-000-262-610-19-0-45-/ CUSTODIAL SUPPLIES | | CF | I56876183 | 35.92 |
| | | | | **Total for W.B. MASON CO., INC./ 3792** | | **$108.06** |
| **W.W. GRAINGER, INC./ 3267** | | | | | | |
| | 19-00217 | 11-000-262-610-19-0-45-/ CUSTODIAL SUPPLIES | | CF | INV 9845512566 | 365.16 |
| | 19-00182 | 11-000-262-610-19-0-45-/ CUSTODIAL SUPPLIES | | CF | INV 9845597542 | 61.77 |
| | 19-00187 | 11-000-262-610-19-0-45-/ CUSTODIAL SUPPLIES | | CF | INV 9845512582 | 350.12 |
| | 19-00192 | 11-000-262-610-19-0-45-/ CUSTODIAL SUPPLIES | | CF | INV 9845512574 | 47.97 |
| | 19-00197 | 11-000-262-610-19-0-45-/ CUSTODIAL SUPPLIES | | CF | INV 9845512590 | 47.97 |
| | 19-00203 | 11-000-262-610-19-0-45-/ CUSTODIAL SUPPLIES | | CF | INV 9845512608 | 289.20 |
| | 19-00208 | 11-000-262-610-19-0-45-/ CUSTODIAL SUPPLIES | | CF | INV 9845512616 | 47.97 |
| | 19-00213 | 11-000-262-610-19-0-45-/ CUSTODIAL SUPPLIES | | CF | INV 9845512558 | 47.97 |
| | 19-00228 | 11-000-262-610-19-0-45-/ CUSTODIAL SUPPLIES | | CF | INV 9846026970 | 3,685.55 |
| | 19-00233 | 11-000-262-610-19-0-45-/ CUSTODIAL SUPPLIES | | CF | INV 9845983981 | 730.92 |
| | | | | **Total for W.W. GRAINGER, INC./ 3267** | | **$5,674.60** |
| **WARWICK, CHARLES/ 2934** | | | | | | |
| | 19-02430 | 11-000-262-420-50-2-30-/ CLEAN,REPAIR,MAINT SVCS | | CF | CLEAN,REPAIR,MAINT SVCS | 125.00 |
| **WILD BOWS & ACCESSORIES LLC/ 4967** | | | | | | |
| | 19-02198 | 11-401-100-610-50-7-55-/ SUPL CO-CUR-HS | | CF | ORDER E2992 | 738.00 |
| **WILLIAM BROWNSON/ 4983** | | | | | | |
| | 19-02510 | 11-000-218-890-50-6-42-/ GUIDANCE-MISC EXP-HS | | CF | GUIDANCE-MISC EXP-HS | 616.58 |
| | | 11-000-223-580-50-0-33-/ PROF DEVEL TRAV HS | | CF | PROF DEVEL TRAV HS | 124.08 |
| | | | | **Total for WILLIAM BROWNSON/ 4983** | | **$740.66** |
| **XTEL COMMUNICATIONS/ 3008** | | | | | | |
| | 19-02712 | 11-000-230-530-19-0-00-/ TELEPHONE-DISTRICT | | CF | TELEPHONE-DISTRICT | 1,200.68 |
| **YCS INSTITUTE/ 3549** | | | | | | |
| | 19-02635 | 11-000-100-566-60-0-18-/ TUIT-PRIV HAND IN-STATE | | CP | SINV-48852 | 5,792.22 |
| | | | | | **Total for Pending Payments** | **$6,547,525.42** |

** CF -- Computer Full CP - Computer Partial HF - Hand Check Full HP - Hand Check Partial*

va_bill5.102317
07/31/2018

# Hazlet Twp. Public Schools

# Bills And Claims Report By Vendor Name

**Checks to be Dated August 27, 2018**

Run on 08/21/2018 at 01:53:23 PM

***Resolution that the list of claims for goods received and services rendered and certified to be correct by the Business Administrator, be approved for payment and further that the Secretary's and Treasurer's financial reports be accepted as filed.***

## Fund Summary

| Fund Category | Sub Fund | Computer Checks | Computer Checks Non/AP | Hand Checks | Hand Checks Non/AP | Total Checks |
|---|---|---|---|---|---|---|
| 10 | 11 | $1,419,284.87 | | | | $1,419,284.87 |
| 10 | 12 | $274,020.01 | | | | $274,020.01 |
| 10 | 13 | $320.00 | | | | $320.00 |
| Fund 10 | TOTAL | $1,693,624.88 | | | | $1,693,624.88 |
| 20 | 20 | $93,611.74 | | | | $93,611.74 |
| 20 | P2 | $1,855.51 | | | | $1,855.51 |
| Fund 20 | TOTAL | $95,467.25 | | | | $95,467.25 |
| 30 | 30 | $4,743,489.11 | | | | $4,743,489.11 |
| 60 | 60 | $14,944.18 | | | | $14,944.18 |
| GRAND | TOTAL | $6,547,525.42 | $0.00 | $0.00 | $0.00 | $6,547,525.42 |

**Chairman Finance Committee** _____

**Member Finance Committee** _____

# EXHIBIT “C-1”

# Bill List

# Hazlet Twp. Public Schools

# Bills And Claims Report By Vendor Name

va_bill5.102317
07/26/2018

**Checks to be dated July 31, 2018**

| Vendor # / Name | PO # | Account # / Description | Inv # | Check Type * | Check Description or Multi Remit To Check Name | Check # Check Amount |
|---|---|---|---|---|---|---|
| **Pending Payments** | | | | | | |
| **ACACIA FINANCIAL GROUP, INC./ 4416** | | | | | | |
| | 19-02520 | 30-000-400-390-13-0-00-/ REFERENDUM PROF SRVCS | | CF | REFERENDUM PROF SRVCS | 15,000.00 |
| **FLEXIBLE SPENDING ACCT./HAZLET BOE/ 3690** | | | | | | |
| | 19-02550 | 11-000-291-270-12-0-00-/ HEALTH BENEFITS | | CF | HEALTH BENEFITS | 15,000.00 |
| **MCMANIMON, SCOTLAND & BAUMANN, LLC/ 2059** | | | | | | |
| | 19-02536 | 30-000-400-390-13-0-00-/ REFERENDUM PROF SRVCS | | CF | 155523 155524 155525 155526 | 31,470.14 |
| **PERFORMANCE MECHANICAL CORPORATION/ 4473** | | | | | | |
| | 18-03868 | 30-000-400-450-13-0-01-/ REFERENDUM HVAC UPGRADES | | CP | APPLICATION #4 | 587,667.78 |
| **THASSIAN MECHANICAL CONTRACTING, INC./ 4666** | | | | | | |
| | 18-04821 | 30-000-400-450-13-0-01-/ REFERENDUM HVAC UPGRADES | | CP | APPLICATION #5 | 845,397.00 |
| | | | | | **Total for Pending Payments** | **$1,494,534.92** |

** CF -- Computer Full CP - Computer Partial HF - Hand Check Full HP - Hand Check Partial*

# Hazlet Twp. Public Schools

# Bills And Claims Report By Vendor Name

va_bill5.102317
07/26/2018

**Checks to be dated July 31, 2018**

***Resolution that the list of claims for goods received and services rendered and certified to be correct by the Business Administrator, be approved for payment and further that the Secretary's and Treasurer's financial reports be accepted as filed.***

*Run on 08/01/2018 at 10:06:10 AM*

## Fund Summary

| Fund Category | Sub Fund | Computer Checks | Computer Checks Non/AP | Hand Checks | Hand Checks Non/AP | Total Checks |
|---|---|---|---|---|---|---|
| 10 | 11 | $15,000.00 | | | | $15,000.00 |
| 30 | 30 | $1,479,534.92 | | | | $1,479,534.92 |
| GRAND | TOTAL | $1,494,534.92 | $0.00 | $0.00 | $0.00 | $1,494,534.92 |

**Chairman Finance Committee** _____

**Member Finance Committee** _____

# EXHIBIT “D”

| CLASS I | | CLASS II | | CUSTODIAN | |
|---|---|---|---|---|---|
| **Last Name** | **First Name** | **Last Name** | **First Name** | **Last Name** | **First Name** |
| ADAMCHAK | DEBORAH | ALBANESE | EDWARD | ALLOTTA | MICHAEL |
| ADDESSO | DARYL | ALFONSO | ALLYSON | BELLOFATTO | ERIC |
| AVERSANO | THERESA | ARGUDO | KAYLA | BESLANOVITZ | MICHAEL |
| BARON | LAURA | BONNER | DEIRDRA | CAPPELLUTI | JOAN |
| BOLES | COLIN | BRENNAN | JENNIFER | CASALE | MARIA |
| CABLE | KEVIN | CATANZARO | KELLY | COPPOLA | SALVATORE |
| CARSCADDEN | JENNIFER | CATENA | LISA | DINAPOLI | JOHN |
| CASCIANO | JULIA | CEA | ANTOINETTE | DIPOALO | APRIL |
| CHERRY | NANCY | CHRISTOPHER | CATHERINE | DIPOALO | COLLEEN |
| CITRO | JANET | COGLIANESE | MARIA | DISTEFANO | VITO |
| CONWAY | MARYELLEN | COKEFAIR | NOELLE | DOWD | JOHN |
| CORRIGAN | ALYNE | CONANAN | SUSAN | DULA | JAMES |
| COSLOW | BARI | COPPOLA | JOSEPH | GAZERWITZ | MICHAEL |
| DALY | GREGORY | CORRADO | MATTHEW | GIGANTINO | ANTHONY |
| DE PASQUALE | LINDA | CRAMER | LAURA | GUERRA | LINDA |
| DELCOLLE | NICOLE | DIMARTINO | LISA | HANNWACKER | COREY |
| DEMPSEY | DOROTHY | DORIETY | SARRA | JONES | EDWARD |
| DESEVO | MICHAEL | DORSI | MICHAEL | KELLY | MARK |
| DEVIRGILIO | JESSICA | FELDSCHNEIDER | JOEL | KNOTH | BRIAN |
| DICOSTANZI | KAITLIN | FLEMING | ROBYN | KOLIBAS | EUGENE |
| DINARDO | MARY | FULTON | AIDAN | LESNIAK | RAYMOND |
| DISALVO | NICOLE | GASPAR | AMANDA | MASON | MICHAEL |
| DOWNEY | EDWARD | GELABERT | MARIA | MCCARTHY | TIMOTHY |
| FACCAS | CHRISTINA | GIBSON | GEORGE | MCDERMOTT | TERESA |
| FACENDO | JENNIFER A. | GIOVE | MATTHEW | MCGRATH | CONNOR |
| FORD | CAROL | GREEN | JULIE | MCGUIRE | NANCY |
| FREDDA | LINDA | GRIMALDI | NICOLE | MCGUIRE | WILLIAM |
| FREDDA | SHERYL | GURCZESKI | JARED | O'HEA | JAMES |
| GAUGHAN | CATHERINE | HEMHAUSER | MICHAEL | ONDRUSH | BONNIE |
| GAVIN | CHARLOTTE | HILLIARD | BARBARA | PETRICK | PETER |
| GELPKE | JAMES | HOFFMAN | CHARLES | PHILIPPS | SCOTT |

| | |
|---|---|
| GILGANNON | JOHN |
| GROVE | MARGARET |
| HAGEMAN | COURTNEY |
| HALLORAN | SEAN |
| HARPER | THERESA |
| HAYES | KATHLEEN |
| HAYOWY | ANNAROSE |
| HORVATH | GAYLE |
| KEANE | JENNIFER |
| KING | LAUREN |
| KLEIN | RONALD |
| KOESTLER | KAREN |
| KRAJUNUS | JOHN |
| LARKINS | DENISE |
| LIDMAN | WALTER |
| LINNELL | JENNIFER |
| LINTOTT | AUDREY |
| MACDERMOTT | MICHAEL |
| MANFREDI | CATHERINE |
| MARDEN | LAUREN |
| MARINO | KELLY |
| MARINO | STEPHANIE |
| MCCORMACK | MICHELLE |
| MICKELSEN | JANET |
| MILLER | NANCY |
| MUNOZ | LAURA |
| MURPHY | TRACY |
| MURRAY | ERIN |
| MYERS | DONNA |
| NEVES | MELISSA |
| NIKOLIS | CHRISTINE |
| PAGANO | PATRICIA |
| PAWLICKI | AMANDA |
| POWERS | VICTORIA |
| HUGHES | TINA |
| KOTALA | ANGELA |
| LARGMANN | DANIELLE |
| LENCSAK | ERICA |
| LINKE | BRITTANY |
| LISK | JESSICA |
| LOIHLE | DAVID |
| LOPEZ-FIGUEROA | SABRINA |
| LYNCH | KYLE |
| MARAKOVITZ | AMANDA |
| MASON | JOSEPH |
| MASON | MICHAEL |
| MCCARTHY | TIMOTHY |
| MCDONALD | JILLIAN |
| MCGRATH | NOHORA |
| MICELLI | KRISTI |
| MUHAMMAD | AL-JABRIL |
| PEREIRA | ADAM |
| PERGOLA | JOSEPH |
| PORTER | JESSICA |
| RAGUSA | MARISSA |
| RESCORL | KEITH |
| REVOLINSKY | JOHN |
| RIVERA | JOHN |
| SANTOS | LEANNE |
| SCATORCHIA | BRIANNA |
| SEELINGER | CHARLES |
| SEELY | LEAH |
| SEIDEL | ASHLEY |
| SHAW | DENISE |
| SQUICCIARINI | BONNIE |
| TACOPINO | ADRIANNA |
| THANER | MICHAEL |
| VARGA | STACEY |
| PICATAGGIO | RICHARD |
| PRESTRIDGE | PATRICIA |
| PRESTRIDGE | STEVEN |
| QUIGLEY | PATRICK |
| RADCLIFFE | LINDA |
| RHOADS | KEVIN |
| SARAIVA | DAVID |
| SCOTTI | MICHAEL |
| SULLIVAN | RORY |
| TULLY | CHRISTOPHER |
| TULLY | DENISE |
| VARGAS | FRANCISCO |
| VAUTRIN | ROBERT |
| VOLPE | NICHOLAS |
| ZENI | MATTHEW |

**NURSE**

| Last Name | First Name |
|---|---|
| CINQUEMANI | SUZANNE |
| FARRELL | JOAN |
| FOGARTY | KEVIN |
| GALLOWAY | MARTHA |
| GARCIA | MARGARET |
| GRANAI | KIMBERLY |
| LIGUORI | SHARLENE |
| NICHOLL | MARY |
| OROZRO | KATHERINE |
| SCHIAVONE | DONNA |
| STROZ | MARY JANE |
| THOMSON | LAUREN |
| VALLONE | JACQUELINE |

**PARAPROFESSIONAL**

| Last Name | First Name |
|---|---|

| | |
|---|---|
| RAFALKO | CHRISTOPHER |
| RAITANO | CHRISTOPHER |
| RIDOLFI | KIMBERLY |
| ROHLFS | EMILY |
| ROHR | WILLIAM |
| ROSE | JOHN |
| RUBINSTEIN | RANDY |
| RYDER | ANGELA |
| SALDIDA | MICHELLE |
| SAVOCA | PAULA |
| SCERBO | AMY |
| SCHNEIDER | MEGHAN |
| SIMONETTI | PATRICE |
| SKROCKI | KRISTEN |
| SLADE | LAURA |
| SLUTSKY | WENDY |
| STETSON | EMILY |
| STOERGER | EDWARD |
| SYPNIEWSKI | MELISSA |
| TENNANT | KRISTEN |
| TENNANT | LINDA |
| TOLCHIN | DEANNE |
| VADALA | LORRAINE |
| VARRONE | BRIANNA |
| WALSH | CHELSEA |
| WERNER | KRISTI |
| WIERCISZEWSKI | ANNMARGARET |
| WOJCIK | CAROLYN |
| ZAMORA | ANNA |
| ZELLER | BARBARA |
| ZUMMO | MICHELLE |

**CLERK**

| Last Name | First Name |
|---|---|
| VASTA | MARIA |
| WARING | JESSICA |
| WATTENBERG | STEVEN |
| WILLIG | BRIAN |
| YIH | LAURA |

**MAINTENANCE**

| Last Name | First Name |
|---|---|
| ALLOTTA | MICHAEL |
| BESLANOVITZ | MICHAEL |
| COPPOLA | SALVATORE |
| DINAPOLI | JOHN |
| DOWD | JOHN |
| GIGANTINO | ANTHONY |
| GRABOWSKI | FRANK |
| KNOTH | BRIAN |
| MASON | MICHAEL |
| MCGRATH | CONNOR |
| QUIGLEY | PATRICK |
| SARAIVA | DAVID |
| TULLY | CHRISTOPHER |
| ZENI | MATTHEW |

**COURTESY AIDE**

| Last Name | First Name |
|---|---|
| ALBANESE | EDWARD |
| AULETTA | LISA |
| BENEDICT | MAUREEN |
| CARTON | DAWN |
| CONNELL | AMY |
| FLEMING | ROBYN |
| GELABERT | MARIA |
| HORAN | JOYCE |
| IMBRIANO | GINA |
| ADDESSO | DARYL |
| ALLEN | CHRISTINA |
| AUSIELLO | CHRISTINA |
| BARRETT | LEANNE |
| BUTLER | MAUREEN |
| CAMACHO | KARA |
| CARTIER | RYAN |
| CARTON | DAWN |
| CONANAN | SUSAN |
| CONNELL | AMY |
| CONWAY | MARYELLEN |
| CRAMER | LAURA |
| DASILVA | ANA |
| DEMARCO | MONICA |
| DEMATTEO | PATRICIA |
| DEMPSEY | DOROTHY |
| DIMARTINO | LISA |
| DRENNAN | KRISTEN |
| EPHRAM | NATALIE |
| FIORILLO | CHRISTINE |
| FLEMING | ROBYN |
| FREDDA | SHERYL |
| GALASSA | DANA |
| GELABERT | MARIA |
| GREEN | JULIE |
| HARPER | THERESA |
| HINTON | MICHELE |
| HORAN | JOYCE |
| IMBRIANO | GINA |
| JURUSZ | URSZULA |
| KAHRER | LEANN |
| KING | MARGARET |
| KLIMOSKI | CONNIE |
| LAGOMARSINO | DEBORAH |

| | |
|---|---|
| Mui | Allen |

**COACH**

| Last Name | First Name |
|---|---|
| ALFONSO | ALLYSON |
| ARGUDO | KAYLA |
| BILOWUS | DANIEL |
| BUZZO | NICHOLAS |
| EVANCHO | THOMAS |
| FIUMANO | DANIELLE |
| GARDNER | KEVIN |
| GELPKE | JAMES |
| GIBSON | GEORGE |
| GRANAI | KIMBERLY |
| JOBSON | MATTHEW |
| KING | JEFFREY |
| LINDO | MATTHEW |
| LINKE | BRITTANY |
| MASON | JOSEPH |
| PAULIN | GENEVIEVE |
| PENDLE | MATTHEW |
| PRINCIPE | JOHN |
| RAITANO | CHRISTOPHER |
| REILLY | MEGHAN |
| RESCORL | KEITH |
| SEIDENBERG | DANIEL |
| THANER | MICHAEL |
| VANDERVEER | SAMANTHA |
| WALSH | MATTHEW |
| WENZEL | LINDSAY |

**CROWD**

| Last Name | First Name |
|---|---|
| ALAGIA | DOMINIC |
| KOZIELSKI | JENNIFER |
| LAGOMARSINO | DEBORAH |
| PATERNOSTRO | MICHELE |
| PICARELLO | DIANE |
| POBEGA | MAUREEN |
| PRINCIPE | KELLY |
| RAGUSA | MARISSA |
| ROJO | KAREN |
| SCHELLER | ANNMARIE |
| SICILIA | ROSA |
| SISNETSKY | HOLLY |
| SOLOMENO | STACY |
| STOERGER | EDWARD |
| TSAP | ANDREA |
| VARGA | STACEY |
| VISCEGLIA | CHERYL |
| YIH | LAURA |

**SECRETARY**

| Last Name | First Name |
|---|---|
| AULETTA | LISA |
| CARTON | DAWN |
| CONNELL | AMY |
| CRAMER | LAURA |
| DEKIS | ALLISON |
| DEMATTEO | PATRICIA |
| DOWD | DOLORES |
| FLEMING | ROBYN |
| GELABERT | MARIA |
| GRILLI | CARLA |
| IMBRIANO | GINA |
| KING | MARGARET |
| KOZIELSKI | JENNIFER |
| LAMBIASE | KRISTIN |
| LAMBERTI | PATRIZIA |
| LAMBIASE | KRISTIN |
| MADDEN | LISA |
| MARCHI | LAURA |
| MCCORMACK | MICHELLE |
| MCGRATH | NOHORA |
| MCNAMARA | DIANE |
| MICELLI | KRISTI |
| MICKELSEN | JANET |
| MINERVINI | NATALIE |
| NICHOLL | MARY |
| NIKOLIS | CHRISTINE |
| PICARELLO | DIANE |
| POBEGA | MAUREEN |
| POWERS | ELIZABETH |
| PUGLISI | NICOLE |
| RAGUSA | MARISSA |
| ROJO | KAREN |
| ROSER | LISA |
| ROTONDO | SONDRA |
| SCHIANO | MICHELANGELO |
| SCROFANI | STEPHANIE |
| SEIDEL | ASHLEY |
| SHAMNARAIN | KAREN |
| SICILIA | ROSA |
| SISNETSKY | HOLLY |
| SOLOMENO | STACY |
| SPENGLER | NATALIE |
| STOERGER | EDWARD |
| TERRANOVA | CINDI |
| TOLCHIN | DEANNE |
| TSAP | ANDREA |
| VADALA | LORRAINE |
| VARGA | STACEY |

| | |
|---|---|
| HANNWACKER | COREY |
| KING | WILLIAM |

**SECURITY**

| Last Name | First Name |
|---|---|
| ARMENTI | LEO |
| SULLIVAN | JOHN |

**PRINCIPAL**

| Last Name | First Name |
|---|---|
| BROCK | RAYMOND |
| REITER | GARY |

**SUMMER**

| Last Name | First Name |
|---|---|
| BEHAN | JAMES |
| BUCCI | MICHAEL |
| CARTIER | RYAN |
| EUSEBI | NICHOLAS |
| FISLER | BARRY |
| GIAMPICCOLO | PAUL |
| GUERRERO | JERICO |
| KOLIBAS | EUGENE |
| LUBSEN | NICHOLAS |
| NEWBERRY | KIMBERLY |
| NOONE | BRENDAN |
| O'SULLIVAN | SEAN |
| PARISI | VINCENT |
| PESCI | KATE |
| SULLIVAN | RORY |
| TAPPAN-VERDEROSA | KATHERINE |
| VOLPE | NICHOLAS |
| VURCHIO | CHRISTOPHER |
| WASHINGTON | REGINALD |
| MAXWELL | DONNA |
| MINERVINI | NATALIE |
| NICHOLL | MARY |
| PATERNOSTRO | MICHELE |
| PRINCIPE | KELLY |
| ROJO | KAREN |
| ROSER | LISA |
| SICILIA | ROSA |
| SOLOMENO | STACY |
| SPENGLER | NATALIE |
| TSAP | ANDREA |
| VARGA | STACEY |
| WATTENBERG | STEVEN |
| YIH | LAURA |

**TRANSPORTATION AIDE**

| Last Name | First Name |
|---|---|
| ANTONACCI | YOHANA |
| DEKIS | ALLISON |
| DEMARCO | MONICA |
| MELL | DONNA |
| MOORE | DENISE |
| PRUSCINO | MICHELE |
| WIESEMANN | DENISE |
| VASTA | MARIA |
| VISCEGLIA | CHERYL |
| WALSH | MATTHEW |
| WATTENBERG | STEVEN |
| WHALEN | SHARI |
| YASCUR | JENNA |
| YIH | LAURA |
| ZUMMO | MICHELLE |

**TRAINER**

| Last Name | First Name |
|---|---|
| BARNES | JULIA |
| VALENTI | DANIEL |

# EXHIBIT “E”

**Team Schedule**

**8/20/2018 to 12/1/2018**

**Raritan HS**
**419 Middle Road**
**Hazlet, NJ 07730-2498**

**John A. DeGenito**
**School Phone: 732-264-8411 x1020**
**Home Phone:**
**Fax: 732-264-2825**
**jdegenito@hazlet.org**

| | | | | |
|---|---|---|---|---|
| Friday | 10/05/18 | Breast Cancer Walk | | 6:45 AM |

## Cross Country

### *Boys Varsity*

| | | | Place | Time |
|---|---|---|---|---|
| Wednesday | 10/03/18 | (DIVISIONAL MEET @HOLMDEL PARK) | Away | 4:00 PM |

### *Girls Varsity*

| | | | Place | Time |
|---|---|---|---|---|
| Wednesday | 10/03/18 | (DIVISIONAL MEET @HOLMDEL PARK) | Away | 4:00 PM |

### *Boys/Girls HMS*

| | | | Place | Time |
|---|---|---|---|---|
| Friday | 09/21/18 | Cedar Drive Middle School | Away | 3:45 PM |
| **Wednesday** | **09/26/18** | **Holmdel Middle School (Satz)** | **Home** | **4:00 PM** |
| Friday | 09/28/18 | (Tri-Meet- Long Branch, Thorne) | Away | 3:45 PM |
| Wednesday | 10/03/18 | Matawan Avenue MS | Away | 3:45 PM |
| **Friday** | **10/05/18** | **Long Branch MS** | **Home** | **4:00 PM** |
| Wednesday | 10/10/18 | Ocean Township Intermediate Middle School | Away | 3:45 PM |
| **Friday** | **10/12/18** | **Matawan Avenue MS** | **Home** | **3:45 PM** |
| Monday | 10/15/18 | Thompson Middle School | Away | 3:30 PM |
| **Friday** | **10/19/18** | **Cedar Drive Middle School** | **Home** | **3:30 PM** |
| **Monday** | **10/22/18** | **Bayshore Middle School** | **Home** | **3:30 PM** |
| Wednesday | 10/24/18 | (Cross Country All Stars @ Holmdel Park) | Away | 4:00 PM |

## Football

### *Boys Varsity*

| | | | Place | Time |
|---|---|---|---|---|
| **S Saturday** | **08/25/18** | **Scotch Plains-Fanwood HS** | **Home** | **10:00 AM** |
| **S Thursday** | **08/30/18** | **Barnegat High School** | **Home** | **10:00 AM** |
| Friday | 09/07/18 | Neptune High School | Away | 7:00 PM |
| **Friday** | **09/14/18** | ***Monmouth Regional H.S.** | **Home** | **7:00 PM** |
| Saturday | 09/22/18 | *Manasquan High School | Away | 1:00 PM |
| **Friday** | **09/28/18** | ***Colts Neck High School** | **Home** | **7:00 PM** |
| Friday | 10/05/18 | *Point Pleasant Borough H.S. | Away | 7:00 PM |
| **Friday** | **10/12/18** | ***Red Bank Regional High School** | **Home** | **7:00 PM** |
| Friday | 10/19/18 | *Matawan Regional HS | Away | 7:00 PM |
| **Friday** | **10/26/18** | ***Holmdel High School** | **Home** | **7:00 PM** |

### *Boys Junior Varsity*

| | | | Place | Time |
|---|---|---|---|---|
| **Monday** | **09/10/18** | **Neptune High School** | **Home** | **3:45 PM** |

| **Superintendent of Schools** | **Raritan High School Principal** | **Hazlet Middle School Principal** | **Athletic Director** |
|---|---|---|---|
| Scott Ridley Ed. D | Andrew Piotrowski | Christine McCoid | John A. DeGenito |

## Team Schedule

**8/20/2018 to 12/1/2018**

**Raritan HS**
**419 Middle Road**
**Hazlet, NJ 07730-2498**

**John A. DeGenito**
**School Phone: 732-264-8411 x1020**
**Home Phone:**
**Fax: 732-264-2825**
**jdegenito@hazlet.org**

## Football

### *Boys Junior Varsity*

| | | | Place | Time |
|---|---|---|---|---|
| Monday | 09/17/18 | Monmouth Regional H.S. | Away | 3:45 PM |
| **Monday** | **09/24/18** | ***Manasquan High School** | **Home** | **4:00 PM** |
| Monday | 10/01/18 | *Colts Neck High School | Away | 4:00 PM |
| **Monday** | **10/08/18** | ***Point Pleasant Borough H.S.** | **Home** | **3:45 PM** |
| Monday | 10/15/18 | *Red Bank Regional High School | Away | 3:45 PM |
| **Monday** | **10/22/18** | ***Matawan Regional HS** | **Home** | **3:45 PM** |
| Monday | 10/29/18 | *Holmdel High School | Away | 3:45 PM |

### *Boys Freshman*

| | | | Place | Time |
|---|---|---|---|---|
| S Thursday | 08/30/18 | Barnegat High School | Away | 10:00 AM |
| **Thursday** | **09/06/18** | **Neptune High School** | **Home** | **3:45 PM** |
| Thursday | 09/13/18 | *Monmouth Regional H.S. | Away | 3:45 PM |
| **Thursday** | **09/20/18** | ***Manasquan High School** | **Home** | **4:00 PM** |
| Thursday | 09/27/18 | *Colts Neck High School | Away | 4:00 PM |
| **Thursday** | **10/04/18** | ***Point Pleasant Borough H.S.** | **Home** | **3:45 PM** |
| Thursday | 10/11/18 | *Red Bank Regional High School | Away | 3:45 PM |
| **Thursday** | **10/18/18** | ***Matawan Regional HS** | **Home** | **3:45 PM** |
| Thursday | 10/25/18 | *Holmdel High School | Away | 3:45 PM |
| Thursday | 11/01/18 | Shore Regional High School | Away | 4:00 PM |

## Soccer

### *Boys Varsity*

| | | | Place | Time |
|---|---|---|---|---|
| **S Thursday** | **08/23/18** | **Union Catholic Reg High School** | **Home** | **10:00 AM** |
| **S Friday** | **08/24/18** | **St John Vianney HS** | **Home** | **10:00 AM** |
| S Wednesday | 08/29/18 | Rahway MS/HS | Away | 10:00 AM |
| Thursday | 09/06/18 | Red Bank Regional High School | Away | 3:45 PM |
| **Saturday** | **09/08/18** | **Middletown High School North** | **Home** | **2:00 PM** |
| **Wednesday** | **09/12/18** | ***Holmdel High School** | **Home** | **3:45 PM** |
| Saturday | 09/15/18 | *Matawan Regional HS | Away | 10:00 AM |
| Tuesday | 09/18/18 | *Red Bank Catholic High School | Away | 3:45 PM |
| **Thursday** | **09/20/18** | ***Monmouth Regional H.S.** | **Home** | **4:00 PM** |
| **Monday** | **09/24/18** | **Keyport High School** | **Home** | **4:00 PM** |
| Wednesday | 09/26/18 | *Shore Regional High School | Away | 3:45 PM |
| Tuesday | 10/02/18 | *Manasquan High School | Away | 3:45 PM |
| Saturday | 10/06/18 | Middletown High School South | Away | 2:00 PM |

| **Superintendent of Schools** | **Raritan High School Principal** | **Hazlet Middle School Principal** | **Athletic Director** |
|---|---|---|---|
| Scott Ridley Ed. D | Andrew Piotrowski | Christine McCoid | John A. DeGenito |

**Raritan HS**
**419 Middle Road**
**Hazlet, NJ 07730-2498**

**John A. DeGenito**
**School Phone: 732-264-8411 x1020**
**Home Phone:**
**Fax: 732-264-2825**
**jdegenito@hazlet.org**

## Soccer

### *Boys Varsity*

| | | | Place | Time |
|---|---|---|---|---|
| Monday | 10/08/18 | Wall High School | Away | 3:45 PM |
| **Wednesday** | **10/10/18** | ***Rumson-Fair Haven H S** | **Home** | **3:45 PM** |
| **Thursday** | **10/11/18** | **Jackson Liberty High School (Senior Night)** | **Home** | **6:00 PM** |
| Monday | 10/15/18 | Lacey Twp High School | Away | 3:45 PM |

### *Boys Junior Varsity*

| | | | Place | Time |
|---|---|---|---|---|
| **S Thursday** | **08/23/18** | **Union Catholic Reg High School** | **Home** | **10:00 AM** |
| **S Friday** | **08/24/18** | **St John Vianney HS** | **Home** | **10:00 AM** |
| S Wednesday | 08/29/18 | Rahway MS/HS | Away | 10:00 AM |
| Thursday | 09/06/18 | Red Bank Regional High School | Away | 3:45 PM |
| **Saturday** | **09/08/18** | **Middletown High School North** | **Home** | **2:00 PM** |
| **Wednesday** | **09/12/18** | ***Holmdel High School** | **Home** | **3:45 PM** |
| Saturday | 09/15/18 | *Matawan Regional HS | Away | 10:00 AM |
| Tuesday | 09/18/18 | *Red Bank Catholic High School | Away | 3:45 PM |
| **Thursday** | **09/20/18** | ***Monmouth Regional H.S.** | **Home** | **4:00 PM** |
| Wednesday | 09/26/18 | *Shore Regional High School | Away | 3:45 PM |
| Tuesday | 10/02/18 | *Manasquan High School | Away | 3:45 PM |
| Saturday | 10/06/18 | Middletown High School South | Away | 2:00 PM |
| Monday | 10/08/18 | Wall High School | Away | 3:45 PM |
| **Wednesday** | **10/10/18** | ***Rumson-Fair Haven H S** | **Home** | **3:45 PM** |
| **Thursday** | **10/11/18** | **Jackson Liberty High School** | **Home** | **4:00 PM** |
| Monday | 10/15/18 | Lacey Twp High School | Away | 3:45 PM |

### *Boys Freshman*

| | | | Place | Time |
|---|---|---|---|---|
| Thursday | 09/06/18 | Red Bank Regional High School | Away | 5:15 PM |
| **Saturday** | **09/08/18** | **Middletown High School North** | **Home** | **12:30 PM** |
| **Thursday** | **09/20/18** | ***Monmouth Regional H.S.** | **Home** | **5:15 PM** |
| Tuesday | 10/02/18 | *Manasquan High School | Away | 5:15 PM |
| Saturday | 10/06/18 | Middletown High School South | Away | 12:30 PM |
| Monday | 10/08/18 | Wall High School | Away | 5:15 PM |
| **Wednesday** | **10/10/18** | ***Rumson-Fair Haven H S** | **Home** | **5:15 PM** |
| Monday | 10/15/18 | Lacey Twp High School | Away | 5:15 PM |

### *Boys HMS*

| | | | Place | Time |
|---|---|---|---|---|
| **Friday** | **09/21/18** | **Long Branch MS** | **Home** | **4:00 PM** |

**Raritan HS**
**419 Middle Road**
**Hazlet, NJ 07730-2498**

**John A. DeGenito**
**School Phone: 732-264-8411 x1020**
**Home Phone:**
**Fax: 732-264-2825**
**jdegenito@hazlet.org**

## Soccer

### *Boys HMS*

| | | | Place | Time |
|---|---|---|---|---|
| **Monday** | **09/24/18** | **Holmdel Middle School (Satz)** | **Home** | **4:00 PM** |
| Wednesday | 09/26/18 | Cedar Drive Middle School | Away | 3:45 PM |
| **Friday** | **09/28/18** | **Neptune MS** | **Home** | **3:30 PM** |
| Monday | 10/01/18 | Ocean Township Intermediate Middle School | Away | 3:45 PM |
| Wednesday | 10/03/18 | Thorne Middle School | Away | 3:30 PM |
| **Friday** | **10/05/18** | **Matawan Avenue MS** | **Home** | **3:45 PM** |
| **Wednesday** | **10/10/18** | **Cedar Drive Middle School** | **Home** | **3:30 PM** |
| Friday | 10/12/18 | Long Branch MS | Away | 3:45 PM |
| Tuesday | 10/16/18 | Holmdel Middle School (Satz) | Away | 4:00 PM |
| **Thursday** | **10/18/18** | **Bayshore Middle School** | **Home** | **3:30 PM** |
| Monday | 10/22/18 | Thompson Middle School | Away | 3:30 PM |
| Wednesday | 10/24/18 | (Boys Soccer All Stars @ Neptune HS) | Away | 4:00 PM |

### *Girls Varsity*

| | | | Place | Time |
|---|---|---|---|---|
| S Friday | 08/24/18 | Union Catholic Reg High School | Away | 10:00 AM |
| **S Monday** | **08/27/18** | **Immaculata High School** | **Home** | **10:00 AM** |
| Tuesday | 09/04/18 | Middletown High School North | Away | 3:45 PM |
| **Thursday** | **09/06/18** | **Red Bank Regional High School** | **Home** | **6:00 PM** |
| Wednesday | 09/12/18 | *Holmdel High School | Away | 3:45 PM |
| **Saturday** | **09/15/18** | ***Matawan Regional HS** | **Home** | **10:00 AM** |
| Monday | 09/17/18 | Marlboro High School | Away | 4:00 PM |
| **Tuesday** | **09/18/18** | ***Red Bank Catholic High School** | **Home** | **3:45 PM** |
| Thursday | 09/20/18 | *Monmouth Regional H.S. | Away | 3:45 PM |
| Monday | 09/24/18 | Keyport High School | Away | 4:00 PM |
| **Wednesday** | **09/26/18** | ***Shore Regional High School** | **Home** | **4:00 PM** |
| **Tuesday** | **10/02/18** | ***Manasquan High School** | **Home** | **3:45 PM** |
| Saturday | 10/06/18 | Mater Dei Prep | Away | 10:00 AM |
| Wednesday | 10/10/18 | *Rumson-Fair Haven H S | Away | 6:30 PM |
| Thursday | 10/11/18 | Jackson Liberty High School | Away | 3:45 PM |
| **Monday** | **10/15/18** | **Lacey Twp High School (Senior Night)** | **Home** | **6:00 PM** |

### *Girls Junior Varsity*

| | | | Place | Time |
|---|---|---|---|---|
| S Friday | 08/24/18 | Union Catholic Reg High School | Away | 10:00 AM |

| **Superintendent of Schools** | **Raritan High School Principal** | **Hazlet Middle School Principal** | **Athletic Director** |
|---|---|---|---|
| Scott Ridley Ed. D | Andrew Piotrowski | Christine McCoid | John A. DeGenito |

**Team Schedule**

**8/20/2018 to 12/1/2018**

**Raritan HS**
**419 Middle Road**
**Hazlet, NJ 07730-2498**

**John A. DeGenito**
**School Phone: 732-264-8411 x1020**
**Home Phone:**
**Fax: 732-264-2825**
**jdegenito@hazlet.org**

## Soccer

### *Girls Junior Varsity*

| | | | Place | Time |
|---|---|---|---|---|
| **S Monday** | **08/27/18** | **Immaculata High School** | **Home** | **10:00 AM** |
| Tuesday | 09/04/18 | Middletown High School North | Away | 3:45 PM |
| **Thursday** | **09/06/18** | **Red Bank Regional High School** | **Home** | **4:30 PM** |
| Wednesday | 09/12/18 | *Holmdel High School | Away | 3:45 PM |
| **Saturday** | **09/15/18** | ***Matawan Regional HS** | **Home** | **10:00 AM** |
| Monday | 09/17/18 | Marlboro High School | Away | 4:00 PM |
| **Tuesday** | **09/18/18** | ***Red Bank Catholic High School** | **Home** | **3:45 PM** |
| Thursday | 09/20/18 | *Monmouth Regional H.S. | Away | 3:45 PM |
| **Wednesday** | **09/26/18** | ***Shore Regional High School** | **Home** | **4:00 PM** |
| **Tuesday** | **10/02/18** | ***Manasquan High School** | **Home** | **3:45 PM** |
| Wednesday | 10/10/18 | *Rumson-Fair Haven H S | Away | 3:45 PM |
| Thursday | 10/11/18 | Jackson Liberty High School | Away | 3:45 PM |
| **Monday** | **10/15/18** | **Lacey Twp High School** | **Home** | **4:00 PM** |

### *Girls HMS*

| | | | Place | Time |
|---|---|---|---|---|
| Friday | 09/21/18 | Long Branch MS | Away | 3:45 PM |
| Monday | 09/24/18 | Holmdel Middle School (Satz) | Away | 4:00 PM |
| **Wednesday** | **09/26/18** | **Cedar Drive Middle School** | **Home** | **3:30 PM** |
| Friday | 09/28/18 | Neptune MS | Away | 3:45 PM |
| **Monday** | **10/01/18** | **Ocean Township Intermediate Middle School** | **Home** | **3:45 PM** |
| **Wednesday** | **10/03/18** | **Thorne Middle School** | **Home** | **3:30 PM** |
| Friday | 10/05/18 | Matawan Avenue MS | Away | 3:45 PM |
| Wednesday | 10/10/18 | Cedar Drive Middle School | Away | 3:45 PM |
| **Friday** | **10/12/18** | **Long Branch MS** | **Home** | **4:00 PM** |
| **Tuesday** | **10/16/18** | **Holmdel Middle School (Satz)** | **Home** | **4:00 PM** |
| Thursday | 10/18/18 | Bayshore Middle School | Away | 3:30 PM |
| **Monday** | **10/22/18** | **Thompson Middle School** | **Home** | **3:30 PM** |
| Wednesday | 10/24/18 | (Girls Soccer All Stars @ Neptune HS) | Away | 4:00 PM |

## Tennis

### *Girls Varsity*

| | | | Place | Time |
|---|---|---|---|---|
| **Thursday** | **09/06/18** | ***Holmdel High School** | **Home** | **3:45 PM** |
| Friday | 09/07/18 | *Rumson-Fair Haven H S | Away | 3:45 PM |
| **Wednesday** | **09/12/18** | ***Monmouth Regional H.S.** | **Home** | **3:45 PM** |

| **Superintendent of Schools** | **Raritan High School Principal** | **Hazlet Middle School Principal** | **Athletic Director** |
|---|---|---|---|
| Scott Ridley Ed. D | Andrew Piotrowski | Christine McCoid | John A. DeGenito |

**Raritan HS**
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**jdegenito@hazlet.org**

## Tennis

### *Girls Varsity*

| | | | Place | Time |
|---|---|---|---|---|
| Thursday | 09/13/18 | St John Vianney HS | Away | 3:45 PM |
| Friday | 09/14/18 | *Shore Regional High School | Away | 3:45 PM |
| Monday | 09/17/18 | *Manasquan High School | Away | 3:45 PM |
| Tuesday | 09/18/18 | Middletown High School North | Away | 3:45 PM |
| **Friday** | **09/21/18** | ***Red Bank Catholic High School** | **Home** | **3:45 PM** |
| Monday | 09/24/18 | *Holmdel High School | Away | 3:45 PM |
| **Tuesday** | **09/25/18** | **Matawan Regional HS** | **Home** | **3:45 PM** |
| **Wednesday** | **09/26/18** | ***Rumson-Fair Haven H S** | **Home** | **3:45 PM** |
| Friday | 09/28/18 | *Monmouth Regional H.S. | Away | 3:45 PM |
| **Monday** | **10/01/18** | ***Shore Regional High School** | **Home** | **3:45 PM** |
| **Wednesday** | **10/03/18** | ***Manasquan High School** | **Home** | **3:45 PM** |
| Tuesday | 10/09/18 | *Red Bank Catholic High School | Away | 3:45 PM |
| Wednesday | 10/10/18 | Red Bank Regional High School | Away | 3:45 PM |
| Thursday | 10/11/18 | Long Branch High School | Away | 3:45 PM |
| **Friday** | **10/12/18** | **Point Pleasant Borough H.S.** | **Home** | **3:45 PM** |

### *Girls Junior Varsity*

| | | | Place | Time |
|---|---|---|---|---|
| Thursday | 09/06/18 | *Holmdel High School | Away | 3:45 PM |
| **Friday** | **09/07/18** | ***Rumson-Fair Haven H S** | **Home** | **3:45 PM** |
| Wednesday | 09/12/18 | Monmouth Regional H.S. | Away | 3:45 PM |
| Thursday | 09/13/18 | Trinity Hall HS | Away | 4:00 PM |
| **Friday** | **09/14/18** | ***Shore Regional High School** | **Home** | **3:45 PM** |
| **Monday** | **09/17/18** | ***Manasquan High School** | **Home** | **3:45 PM** |
| **Tuesday** | **09/18/18** | **Trinity Hall HS** | **Home** | **3:30 PM** |
| **Monday** | **09/24/18** | ***Holmdel High School** | **Home** | **3:45 PM** |
| Wednesday | 09/26/18 | *Rumson-Fair Haven H S | Away | 3:45 PM |
| **Friday** | **09/28/18** | ***Monmouth Regional H.S.** | **Home** | **3:45 PM** |
| Monday | 10/01/18 | *Shore Regional High School | Away | 3:45 PM |
| Wednesday | 10/03/18 | *Manasquan High School | Away | 3:45 PM |
| **Tuesday** | **10/09/18** | ***Red Bank Catholic High School** | **Home** | **3:45 PM** |
| **Wednesday** | **10/10/18** | **Red Bank Regional High School** | **Home** | **3:45 PM** |

## Field Hockey

### *Girls Varsity*

| | | | Place | Time |
|---|---|---|---|---|
| **S Wednesday** | **08/22/18** | **Henry Hudson Regional** | **Home** | **10:00 AM** |

| Superintendent of Schools | Raritan High School Principal | Hazlet Middle School Principal | Athletic Director |
|---|---|---|---|
| Scott Ridley Ed. D | Andrew Piotrowski | Christine McCoid | John A. DeGenito |

**Raritan HS**
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**jdegenito@hazlet.org**

## Field Hockey

### *Girls Varsity*

| | | | Place | Time |
|---|---|---|---|---|
| **S Tuesday** | **08/28/18** | **Old Bridge HS** | **Home** | **10:00 AM** |
| **Thursday** | **09/06/18** | **Red Bank Regional High School** | **Home** | **3:45 PM** |
| Friday | 09/07/18 | *Holmdel High School | Away | 3:45 PM |
| Wednesday | 09/12/18 | Mater Dei Prep | Away | 3:45 PM |
| Thursday | 09/13/18 | *Monmouth Regional H.S. | Away | 3:45 PM |
| **Saturday** | **09/15/18** | ***Rumson-Fair Haven H S** | **Home** | **10:00 AM** |
| **Monday** | **09/17/18** | ***Red Bank Catholic High School** | **Home** | **3:45 PM** |
| **Friday** | **09/21/18** | ***Manasquan High School** | **Home** | **3:45 PM** |
| Monday | 09/24/18 | Matawan Regional HS | Away | 6:15 PM |
| Tuesday | 09/25/18 | *Shore Regional High School | Away | 4:00 PM |
| **Thursday** | **09/27/18** | ***Holmdel High School** | **Home** | **3:45 PM** |
| Monday | 10/01/18 | *Rumson-Fair Haven H S | Away | 6:00 PM |
| **Wednesday** | **10/03/18** | ***Monmouth Regional H.S.** | **Home** | **4:00 PM** |
| Friday | 10/05/18 | *Red Bank Catholic High School | Away | 3:45 PM |
| **Tuesday** | **10/09/18** | **Manalapan High School** | **Home** | **3:45 PM** |
| Thursday | 10/11/18 | *Manasquan High School | Away | 3:45 PM |
| **Monday** | **10/15/18** | ***Shore Regional High School** | **Home** | **4:00 PM** |
| **Thursday** | **10/18/18** | **Trinity Hall HS (Senior Night)** | **Home** | **6:00 PM** |

### *Girls Junior Varsity*

| | | | Place | Time |
|---|---|---|---|---|
| **S Tuesday** | **08/28/18** | **Old Bridge HS** | **Home** | **11:15 AM** |
| **Thursday** | **09/06/18** | **Red Bank Regional High School** | **Home** | **3:45 PM** |
| Friday | 09/07/18 | *Holmdel High School | Away | 3:45 PM |
| Thursday | 09/13/18 | *Monmouth Regional H.S. | Away | 5:15 PM |
| **Saturday** | **09/15/18** | ***Rumson-Fair Haven H S** | **Home** | **10:00 AM** |
| **Monday** | **09/17/18** | ***Red Bank Catholic High School** | **Home** | **3:45 PM** |
| **Friday** | **09/21/18** | ***Manasquan High School** | **Home** | **5:15 PM** |
| Monday | 09/24/18 | Matawan Regional HS | Away | 4:30 PM |
| Tuesday | 09/25/18 | *Shore Regional High School | Away | 5:15 PM |
| **Thursday** | **09/27/18** | ***Holmdel High School** | **Home** | **5:15 PM** |
| Monday | 10/01/18 | *Rumson-Fair Haven H S | Away | 4:00 PM |
| **Wednesday** | **10/03/18** | ***Monmouth Regional H.S.** | **Home** | **5:15 PM** |
| Friday | 10/05/18 | *Red Bank Catholic High School | Away | 3:45 PM |
| **Tuesday** | **10/09/18** | **Manalapan High School** | **Home** | **3:45 PM** |
| Thursday | 10/11/18 | *Manasquan High School | Away | 3:45 PM |

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**jdegenito@hazlet.org**

## Field Hockey

### *Girls Junior Varsity*

| | | | Place | Time |
|---|---|---|---|---|
| **Monday** | **10/15/18** | ***Shore Regional High School** | **Home** | **5:15 PM** |

### *Girls Freshman*

| | | | Place | Time |
|---|---|---|---|---|
| S Tuesday | 08/28/18 | Old Bridge HS | Away | 10:00 AM |
| Saturday | 09/15/18 | *Rumson-Fair Haven H S | Away | 10:00 AM |
| Friday | 09/21/18 | *Manasquan High School | Away | 3:45 PM |
| **Monday** | **10/01/18** | ***Rumson-Fair Haven H S** | **Home** | **4:00 PM** |
| Tuesday | 10/09/18 | Manalapan High School | Away | 3:45 PM |
| **Thursday** | **10/11/18** | ***Manasquan High School** | **Home** | **3:45 PM** |

### *Girls HMS*

| | | | Place | Time |
|---|---|---|---|---|
| **Friday** | **09/21/18** | **Long Branch MS** | **Home** | **4:00 PM** |
| Monday | 09/24/18 | Holmdel Middle School (Satz) | Away | 4:00 PM |
| **Thursday** | **09/27/18** | **Thorne Middle School** | **Home** | **3:30 PM** |
| Monday | 10/01/18 | Neptune MS | Away | 3:45 PM |
| **Wednesday** | **10/03/18** | **Matawan Avenue MS** | **Home** | **3:45 PM** |
| **Friday** | **10/05/18** | **Ocean Township Intermediate Middle School** | **Home** | **3:45 PM** |
| Friday | 10/12/18 | Matawan Avenue MS | Away | 3:45 PM |
| **Monday** | **10/15/18** | **Thompson Middle School** | **Home** | **3:30 PM** |
| **Tuesday** | **10/16/18** | **Holmdel Middle School (Satz)** | **Home** | **4:00 PM** |
| Friday | 10/19/18 | Thompson Middle School | Away | 3:30 PM |
| Monday | 10/22/18 | Long Branch MS | Away | 4:00 PM |
| Tuesday | 10/23/18 | Bayshore Middle School | Away | 3:30 PM |
| Wednesday | 10/24/18 | (ALL STARS) | Away | 4:00 PM |

## Swimming

### *Boys/Girls Varsity*

| | | | Place | Time |
|---|---|---|---|---|
| Monday | 11/26/18 | *Ranney School | Away | 4:00 PM |

## Volleyball

### *Girls Varsity*

| | | | Place | Time |
|---|---|---|---|---|
| **S Tuesday** | **08/21/18** | **Toms River North High School** | **Home** | **10:00 AM** |
| Thursday | 08/23/18 | Warren Hills Reg. HS | Away | 10:00 AM |

| **Superintendent of Schools** | **Raritan High School Principal** | **Hazlet Middle School Principal** | **Athletic Director** |
|---|---|---|---|
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**jdegenito@hazlet.org**

## Volleyball

### *Girls Varsity*

| | | | Place | Time |
|---|---|---|---|---|
| **S Tuesday** | **08/28/18** | **Jackson Memorial HS** | **Home** | **10:00 AM** |
| S Wednesday | 08/29/18 | Barnegat High School | Away | 10:00 AM |
| **Thursday** | **09/06/18** | ***Rumson-Fair Haven H S** | **Home** | **5:15 PM** |
| Friday | 09/07/18 | *St John Vianney HS | Away | 5:15 PM |
| Wednesday | 09/12/18 | Red Bank Regional High School | Away | 3:45 PM |
| Thursday | 09/13/18 | *Red Bank Catholic High School | Away | 5:15 PM |
| **Monday** | **09/17/18** | ***Keyport High School** | **Home** | **3:45 PM** |
| Thursday | 09/20/18 | *Trinity Hall HS | Away | 3:45 PM |
| Friday | 09/21/18 | *St. Rose High School, Belmar | Away | 5:15 PM |
| **Tuesday** | **09/25/18** | ***Holmdel High School** | **Home** | **3:45 PM** |
| **Thursday** | **09/27/18** | ***St John Vianney HS** | **Home** | **5:15 PM** |
| Monday | 10/01/18 | *Rumson-Fair Haven H S | Away | 3:45 PM |
| **Wednesday** | **10/03/18** | ***Red Bank Catholic High School** | **Home** | **3:45 PM** |
| Thursday | 10/04/18 | Long Branch High School | Away | 3:45 PM |
| Friday | 10/05/18 | *Keyport High School | Away | 5:15 PM |
| **Monday** | **10/08/18** | **Central Regional High School** | **Home** | **5:15 PM** |
| **Tuesday** | **10/09/18** | ***Trinity Hall HS** | **Home** | **5:15 PM** |
| **Thursday** | **10/11/18** | ***St. Rose High School, Belmar (Senior Night)** | **Home** | **6:00 PM** |
| Monday | 10/15/18 | *Holmdel High School | Away | 3:45 PM |
| Wednesday | 10/17/18 | Marlboro High School | Away | 5:15 PM |
| Monday | 10/22/18 | Manchester Township High School | Away | 5:15 PM |

### *Girls Junior Varsity*

| | | | Place | Time |
|---|---|---|---|---|
| **S Tuesday** | **08/21/18** | **Toms River North High School** | **Home** | **11:15 AM** |
| **S Tuesday** | **08/28/18** | **Jackson Memorial HS** | **Home** | **11:15 AM** |
| S Wednesday | 08/29/18 | Barnegat High School | Away | 10:00 AM |
| **Thursday** | **09/06/18** | ***Rumson-Fair Haven H S** | **Home** | **3:45 PM** |
| Friday | 09/07/18 | *St John Vianney HS | Away | 3:45 PM |
| Wednesday | 09/12/18 | Red Bank Regional High School | Away | 5:15 PM |
| Thursday | 09/13/18 | *Red Bank Catholic High School | Away | 3:45 PM |
| **Monday** | **09/17/18** | ***Keyport High School** | **Home** | **5:15 PM** |
| Thursday | 09/20/18 | *Trinity Hall HS | Away | 5:00 PM |
| Friday | 09/21/18 | *St. Rose High School, Belmar | Away | 3:45 PM |
| **Tuesday** | **09/25/18** | ***Holmdel High School** | **Home** | **5:15 PM** |
| **Thursday** | **09/27/18** | ***St John Vianney HS** | **Home** | **3:45 PM** |

| **Superintendent of Schools** | **Raritan High School Principal** | **Hazlet Middle School Principal** | **Athletic Director** |
|---|---|---|---|
| Scott Ridley Ed. D | Andrew Piotrowski | Christine McCoid | John A. DeGenito |

**Team Schedule**

**8/20/2018 to 12/1/2018**

**Raritan HS**
**419 Middle Road**
**Hazlet, NJ 07730-2498**

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**jdegenito@hazlet.org**

## Volleyball

### *Girls Junior Varsity*

| | | | Place | Time |
|---|---|---|---|---|
| Monday | 10/01/18 | *Rumson-Fair Haven H S | Away | 5:15 PM |
| **Wednesday** | **10/03/18** | ***Red Bank Catholic High School** | **Home** | **5:15 PM** |
| Thursday | 10/04/18 | Long Branch High School | Away | 5:15 PM |
| Friday | 10/05/18 | Keyport High School | Away | 3:45 PM |
| **Monday** | **10/08/18** | **Central Regional High School** | **Home** | **3:45 PM** |
| **Tuesday** | **10/09/18** | ***Trinity Hall HS** | **Home** | **3:45 PM** |
| **Thursday** | **10/11/18** | ***St. Rose High School, Belmar** | **Home** | **4:30 PM** |
| Monday | 10/15/18 | *Holmdel High School | Away | 5:15 PM |
| Wednesday | 10/17/18 | Marlboro High School | Away | 3:45 PM |
| Monday | 10/22/18 | Manchester Township High School | Away | 3:45 PM |

### *Girls Freshman*

| | | | Place | Time |
|---|---|---|---|---|
| Thursday | 09/06/18 | *Rumson-Fair Haven H S | Away | 4:00 PM |
| **Friday** | **09/07/18** | ***St John Vianney HS** | **Home** | **3:45 PM** |
| **Wednesday** | **09/12/18** | **Red Bank Regional High School** | **Home** | **3:45 PM** |
| **Thursday** | **09/13/18** | ***Red Bank Catholic High School** | **Home** | **3:45 PM** |
| Thursday | 09/27/18 | *St John Vianney HS | Away | 3:45 PM |
| **Monday** | **10/01/18** | ***Rumson-Fair Haven H S** | **Home** | **3:45 PM** |
| Wednesday | 10/03/18 | *Red Bank Catholic High School | Away | 3:45 PM |
| Monday | 10/08/18 | Central Regional High School | Away | 3:45 PM |

| **Superintendent of Schools** | **Raritan High School Principal** | **Hazlet Middle School Principal** | **Athletic Director** |
|---|---|---|---|
| Scott Ridley Ed. D | Andrew Piotrowski | Christine McCoid | John A. DeGenito |

# EXHIBIT “F”

**STRAUSS ESMAY – POLICY/REGULATIONS POLICY ALERT 216**

## FIRST READING –August 27, 2018

| Policy # | Regulation # | Policy/Regulation/Bylaw Name |
|---|---|---|
| 1613 | 1613 | Disclosure and Review of Applicant's Employment History (M) New |
| 5512 | | Harassment, Intimidation, and Bullying Investigation Procedure (M) |
| 5561 | 5561 | Use of Physical Restraint and Seclusion Techniques for Students with Disabilities (M) |
| 8561 | | Procurement Procedures for School Nutrition Programs (M) |

**[See POLICY ALERT No. 216]**

## 1613 DISCLOSURE AND REVIEW OF APPLICANT'S EMPLOYMENT HISTORY

A school district, charter school, nonpublic school, or contracted service provider holding a contract with a school district, charter school, or nonpublic school (hiring entity) shall not employ for pay or contract for the paid services of any person serving in a position which involves regular contact with students unless the hiring entity complies with the requirements of N.J.S.A. 18A:6-7.6 et seq. and as outlined in Policy and Regulation 1613.

An applicant the hiring entity seeks to offer employment to and will fill a position which involves regular contact with students shall be required to provide their employment history pursuant to N.J.S.A. 18A:6-7.7.a.(1). The applicant shall also provide written authorization that consents to and authorizes the disclosure of information regarding the applicant's employment history and the release of related records by the applicant's current or employer(s) regarding child abuse and/or sexual misconduct pursuant to N.J.S.A. 18A:6-7.7.a.(2). The applicant shall also provide a written statement as to whether the applicant has any employment history regarding child abuse or sexual misconduct pursuant to N.J.S.A. 18A:6-7.7.a.(3).

A hiring entity shall review an applicant's employment history as required in N.J.S.A. 18A:6-7.7.b. and if the hiring entity determines to continue the applicant's employment application process, the hiring entity shall contact those employers listed by the applicant and request confirmation of the information provided by the applicant pursuant to N.J.S.A. 18A:6-7.7.a.

Upon the hiring entity receiving and reviewing the information disclosed by the applicant's current and/or former employer(s), and finding an affirmative response to any of the inquiries required in N.J.S.A. 18A:7.7.b.(2), and if the hiring entity determines to continue with the applicant's job application process, the hiring entity shall make further inquiries of the applicant's current or former employer(s) to ascertain additional details regarding the information disclosed.

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The failure of an employer to provide the information requested by the hiring entity pursuant to N.J.S.A. 18A:6-7.7.b. within a twenty-day timeframe may be grounds for the automatic disqualification of an applicant from employment with a hiring entity in accordance with N.J.S.A. 18A:6-7.9.c.

In accordance with the provisions of N.J.S.A. 18A:6-7.9.c., a hiring entity shall not be liable for any claims brought by an applicant who is not offered employment or whose employment is terminated because of any information received or due to the inability to conduct a full review of the applicant's employment history pursuant to N.J.S.A. 18A:6-7.7.

In accordance with the provisions of N.J.S.A. 18A:6-7.9.d., a hiring entity shall have the right to immediately terminate an individual's employment or rescind an offer of employment if the applicant is offered employment or commences employment following June 1, 2018 and information regarding the applicant's history of sexual misconduct or child abuse is subsequently discovered or obtained by the employer that the employer determines disqualifies the applicant or employee from employment under N.J.S.A. 18A:6-7.6 et seq. The termination of employment pursuant to N.J.S.A. 18A:6-7.9 shall not be subject to any grievance or appeals procedures or tenure proceedings pursuant to any collectively bargained or negotiated agreement or any law, rule, or regulation.

A hiring entity may employ or contract with an applicant on a provisional basis for a period not to exceed ninety days pending review of information received pursuant to N.J.S.A. 18A:6-7.7.b. provided the conditions outlined in N.J.S.A. 18A:6-7.10.b. are satisfied.

All requests for information sent to this school district, charter school, or nonpublic school from a hiring entity regarding a current or former employee in accordance N.J.S.A. 18A:6-7.6 et seq. shall be directed to the Superintendent or designee. The Superintendent or designee shall review the request for information and confirm the applicant's employment relationship and ensure the written authorization is in compliance with N.J.S.A. 18A:6-7.7.a.(2) prior to the release of information requested and the release of related records in accordance with N.J.S.A. 18A:6-7.6 et seq.

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# POLICY GUIDE



On or after June 1, 2018, a hiring entity may not enter into a collectively bargained or negotiated agreement, an employment contract, an agreement for resignation or termination, a severance agreement, or any other contract or agreement or take any action that is prohibited as outlined in N.J.S.A. 18A:6-7.12. Any provision of an employment contract or agreement for resignation or termination or a severance agreement that is executed, amended, or entered into after June 1, 2018 and that is contrary to N.J.S.A. 18A:6-7.6 et seq. shall be void and unenforceable.

Pursuant to N.J.S.A. 18A:6-7.11, information received by a school district, charter school, or nonpublic school under Policy and Regulation 1613 and N.J.SA. 18A:6-7.6 et seq. shall not be deemed a public record under N.J.S.A. 47:1A-1 et seq. or the common law concerning access to public records. A school district, charter school, or nonpublic school that provides information or records about a current or former employee or applicant shall be immune from criminal and civil liability for the disclosure of the information, unless the information or records provided were knowingly false.

N.J.S.A. 18A:6-7.6; 18A:6-7.7; 18A:6-7.8; 18A:6-7.9;
18A:6-7.10; 18A:6-7.11; 18A:6-7.12; 18A:6-7.13
New Jersey Department of Education Guidance and Resources to Assist with Pre-Employment Requirements of P.L. 2018, c.5. - June 25, 2018

Adopted: first reading August 27, 2018

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# REGULATION GUIDE



**[See POLICY ALERT No. 216]**

## R 1613 DISCLOSURE AND REVIEW OF APPLICANT'S EMPLOYMENT HISTORY

A school district, charter school, nonpublic school, or contracted service provider holding a contract with a school district, charter school, or nonpublic school shall not employ for pay or contract for the paid services of any person serving in a position which involves regular contact with students and is offered employment or commences employment following June 1, 2018 unless the school district, charter school, nonpublic school, or contracted service provider complies with the requirements of N.J.S.A. 18A:6-7.6 et seq. as outlined in Policy and Regulation 1613.

A. Definitions (N.J.S.A. 18A:6-7.6 et seq.)

For the purposes of this Policy and Regulation:

1. "Applicant" means any person considered for employment or offered employment for pay or contract for the paid services of any person serving in a position which involves regular contact with students.

2. "Child abuse" means any conduct that falls under the purview and reporting requirements of N.J.S.A. 9:6-8.8 et seq. and is directed toward or against a child or student, regardless of the age of the child or student.

3. "Disclosure Information Request Form" shall be the State of New Jersey Sexual Misconduct/Child Abuse Disclosure Information Request, P.L. 2018, Chapter 5 or a similar form developed by the hiring entity.

4. "Disclosure Release Form" shall be the State of New Jersey Sexual Misconduct/Child Abuse Disclosure Release, P.L. 2018, Chapter 5 or a similar form developed by the hiring entity.

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5. "Hiring entity" means all school entities including school districts, charter schools, nonpublic schools, or contracted service providers holding a contract with a school district, charter school, or nonpublic school.

6. "Sexual misconduct" means any verbal, nonverbal, written, or electronic communication, or any other act directed toward or with a student that is designed to establish a sexual relationship with the student, including a sexual invitation, dating or soliciting a date, engaging in sexual dialogue, making sexually suggestive comments, self-disclosure or physical exposure of a sexual or erotic nature, and any other sexual, indecent, or erotic contact with a student.

B. Hiring Entity Required Application and Review Process (N.J.S.A. 18A:6-7.7)

1. A hiring entity shall not employ for pay or contract for the paid services of any person serving in a position which involves regular contact with students unless the hiring entity complies with the provisions of N.J.S.A. 18A:6-7.6 et seq.

a. The hiring entity shall require an applicant to provide a Disclosure Release Form which must include the following information:

(1) A list, including name, address, telephone number, and other relevant contact information of the applicant's:

(a) Current employer;

(b) All former employers within the last twenty years that were schools; and

(c) All former employers within the last twenty years where the applicant was employed in a position that involved direct contact with children; and

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(2) A written authorization that consents to and authorizes disclosure of the information requested under b. below pursuant to N.J.S.A. 18A:6-7.7.a.(2) and the release of related records by the applicant's employers listed under B.1.a.(1) above, and that releases those employers from liability that may arise from the disclosure or release of records;

(3) A written statement as to whether the applicant:

(a) Has been the subject of any child abuse or sexual misconduct investigation by any employer, State licensing agency, law enforcement agency, or the Department of Children and Families, unless the investigation resulted in a finding the allegations were false or the alleged incident of child abuse or sexual misconduct was not substantiated;

(b) Has ever been disciplined, discharged, nonrenewed, asked to resign from employment, resigned from or otherwise separated from any employment while allegations of child abuse or sexual misconduct were pending or under investigation, or due to an adjudication or finding of child abuse or sexual misconduct; or

(c) Has ever had a license, professional license, or certificate suspended, surrendered, or revoked while allegations of child abuse or sexual misconduct were pending or under investigation, or due to an adjudication or finding of child abuse or sexual misconduct.

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(4) The hiring entity must comply with the requirements of N.J.S.A. 18A:6-7.6 et seq. for every applicant who will be employed by the hiring entity.

(a) However, the provisions of N.J.S.A. 18A:6-7.6 et seq. may be required by the hiring entity for any applicant.

b. The Superintendent or designee of the hiring entity will review the applicant's Disclosure Release Form. Upon determining to continue the application process, the Superintendent or designee shall provide the applicant's Disclosure Release Form to all employers listed by the applicant under the provisions of N.J.S.A. 18A:6-7.7.a.(1) and B.1.a.(1) above and provide all employers listed with the applicant's written authorization that consents to and authorizes disclosure in accordance with N.J.S.A. 18A:6-7.7.a.(2) and B.1.a.(2) and request the following information:

(1) The dates of employment of the applicant; and

(2) A statement as to whether the applicant:

(a) Was the subject of any child abuse or sexual misconduct investigation by any employer, State licensing agency, law enforcement agency, or the Department of Children and Families, unless the investigation resulted in a finding that the allegations were false or the alleged incident of child abuse or sexual misconduct was not substantiated;

(b) Was disciplined, discharged, nonrenewed, asked to resign from employment, resigned from or otherwise separated from any employment while allegations of child abuse or sexual misconduct were pending or under investigation, or due to an adjudication or finding of child abuse or sexual misconduct; or

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(c) Has ever had a license, professional license, or certificate suspended, surrendered, or revoked while allegations of child abuse or sexual misconduct were pending or under investigation, or due to an adjudication or finding of child abuse or sexual misconduct.

c. The review of the applicant's employment history may be conducted through telephonic, electronic, or written communications in accordance with N.J.S.A. 18A:6-7.7.

(1) If the review is conducted by telephone, the results of the review shall be documented in writing by the Superintendent or designee responsible for reviewing the applicant's employment history. The Superintendent or designee may use the Disclosure Release Form to complete this review.

2. After reviewing the information disclosed by an employer under B.1.b. above and finding an affirmative response to any of the inquiries listed and if the Superintendent or designee of the hiring entity determines to continue with the applicant's job application process, the Superintendent or designee shall make further inquiries of the applicant's current and/or former employer(s) to ascertain additional details regarding the matter disclosed pursuant to N.J.S.A. 18A:6-7.10.

a. The Superintendent or designee shall make these additional inquiries by requesting the current and/or former employer to complete the Disclosure Information Request Form and attach additional information, including the initial complaint and final report, if any, regarding the incident of child abuse or sexual misconduct.

b. The Superintendent, upon receiving and reviewing the additional information disclosed in accordance with B.2.a. above, will make a determination to continue with the applicant's job application process.

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3. All employment history documentation for each applicant employed by the hiring entity in accordance with N.J.S.A. 18A:6-7.6 et seq. shall be maintained in the employee's personnel file. All employment history documentation for an applicant not hired shall be maintained by the Superintendent or designee and destroyed in accordance with the New Jersey Department of Revenue – Records Management Services Records Retention and Disposition Schedule.

4. Employment history review pursuant to N.J.S.A. 18A:6-7.6 et seq. is not required for applicants the hiring entity does not wish to employ.

5. The hiring entity, in accordance with N.J.S.A. 18A:6-7.9.b., in conducting the review of the employment history of an out-of-State applicant, shall make, and document with specificity, diligent efforts to:

   a. Verify the information provided by the applicant pursuant to N.J.S.A. 18A:6-7.7.a. and B.1.a. above; and

   b. Obtain from any out-of-State employers listed by the applicant the information requested pursuant to N.J.S.A. 18A:6-7.7.b. and B.1.b. above.

C. Completing a Disclosure Request from a Hiring Entity Regarding a Current or Former Employee (N.J.S.A. 18A:6-7.9)

1. All requests for information from a hiring entity regarding a current or former employee of this school district, charter school, or nonpublic school in accordance N.J.S.A. 18A:6-7.6 et seq. shall be directed to the Superintendent or designee.

   a. The Superintendent or designee, upon receiving a request from a hiring entity for information, shall provide the information requested in accordance with N.J.S.A. 18A:6-7.6 et seq. to the hiring entity submitting the request if:

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(1) The employment relationship is confirmed pursuant to N.J.S.A. 18A:6-7.7.a.(1) and B.1.a.(1) above; and

(2) The written authorization is in compliance with N.J.S.A. 18A:6-7.7.a.(2) and B.1.a.(2) above.

b. At the discretion of the Superintendent, the requested information may be provided through telephonic, electronic, or written communications, pursuant to N.J.S.A. 18A:6-7.7 and B.1.c. above.

2. In the event a hiring entity requests additional information from this school district, charter school, or nonpublic school beyond a response to the questions as outlined in N.J.S.A. 18A:6-7.7.b. and B.1.b. above, the Superintendent or designee will review the written request and will make a determination as to the additional information and/or documentation to be provided to the hiring entity. Any request for additional information and/or documentation must be submitted by the hiring entity in writing to the Superintendent or designee before providing any additional information and/or documentation.

a. Upon providing such additional information and/or documentation, the Superintendent or designee will take every measure to ensure privacy and confidentiality, consistent with State and Federal laws and regulations regarding student privacy and the privacy rights of others.

b. Any personally identifiable information regarding any student or other individual other than the applicant's personally identifiable information shall be redacted prior to the release of any additional information.

c. The requested additional information should be provided to the hiring entity within twenty days, as required by statute.

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3. A copy of all requests for information and any information provided to a hiring entity, in accordance with the provisions of Policy and Regulation 1613 and N.J.S.A. 18A:6-7.6 et seq., shall be maintained by the Superintendent or designee in the applicant's personnel file and shall only be destroyed in accordance with the New Jersey Department of Revenue – Records Management Services Records Retention and Disposition Schedule.

D. Timeline for Current or Prior Employers to Disclose Information (N.J.S.A. 18A:6-7.9)

1. No later than twenty days after receiving a request for information under N.J.S.A. 18A:6-7.7.b. and B.1.b. above, an employer that has or had an employment relationship within the last twenty years with the applicant shall disclose the information requested pursuant to N.J.S.A. 18A:6-7.6 et seq.

2. The failure of an employer to provide the information requested pursuant to N.J.S.A. 18A:6-7.7.b. and B.1.b. above within the twenty day timeframe established under N.J.S.A. 18A:6-7.9.a. and D.1. above may be grounds for the automatic disqualification of an applicant from employment with a hiring entity. A hiring entity shall not be liable for any claims brought by an applicant who is not offered employment or whose employment is terminated:

   a. Because of any information received by the hiring entity from an employer pursuant to N.J.S.A. 18A:6-7.7 and B. above; or

   b. Due to the inability of the hiring entity to conduct a full review of the applicant's employment history pursuant to N.J.S.A. 18A:6-7.7.b. and B.1.b. above.

E. Provisional Employment (N.J.S.A. 18A:6-7.10)

A hiring entity may employ or contract with an applicant on a provisional basis for a period not to exceed ninety days pending review by the hiring entity of information received pursuant to N.J.S.A. 18A:6-7.7 and B. above, provided that all of the following conditions are satisfied:

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1. The applicant has complied with N.J.S.A. 18A:6-7.7.a. and B.1.a. above;

2. The hiring entity has no knowledge or information pertaining to the applicant that the applicant is required to disclose pursuant to N.J.S.A 18A:6-7.7.a.(3) and B.1.a.(3); and

3. The hiring entity determines that special or emergent circumstances exist that justify the temporary employment of the applicant.

F. Penalties to Applicants (N.J.S.A. 18A:6-7.8)

1. An applicant who willfully provides false information or willfully fails to disclose information required in N.J.S.A. 18A:6-7.7.a. and B.1.a. above:

   a. Shall be subject to discipline up to, and including, termination or denial of employment;

   b. May be deemed in violation of subsection a. of N.J.S.A. 2C:28-3; and

   c. May be subject to a civil penalty of not more than $500 which shall be collected in proceedings in accordance with the "Penalty Enforcement Law of 1999," P.L. 1999, c.274 (N.J.S.A. 2A:58-10 et seq.).

2. A hiring entity shall include a notification of the penalties set forth in N.J.S.A. 18A:6-7.8 and F.1. above on all applications for employment for positions which involve regular contact with students.

G. Termination (N.J.S.A. 18A:6-7.9.d.)

1. A hiring entity shall have the right to immediately terminate an individual's employment or rescind an offer of employment if:

   a. The applicant is offered employment or commences employment with the hiring entity following June 1, 2018; and

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b. Information regarding the applicant's history of sexual misconduct or child abuse is subsequently discovered or obtained by the hiring entity that the hiring entity determines disqualifies the applicant or employee from employment.

2. The termination of employment pursuant to the provisions outlined in G.1. above and pursuant to N.J.S.A. 18A:6-7.9 shall not be subject to any grievance or appeals procedures or tenure proceedings pursuant to any collectively bargained or negotiated agreement or any law, rule, or regulation.

H. Information Not Deemed Public Record and Immunity (N.J.S.A. 18A:6-7.11)

1. Information received by an employer in accordance with Policy and Regulation 1613 and N.J.SA. 18A:6-7.6 et seq. shall not be deemed a public record under N.J.S.A. 47:1A-1 et seq. or the common law concerning access to public records.

2. An employer, school district, charter school, nonpublic school, school administrator, or contracted service provider that provides information or records about a current or former employee or applicant shall be immune from criminal and civil liability for the disclosure of the information, unless the information or records provided were knowingly false. The immunity shall be in addition to and not in limitation of any other immunity provided by law.

I. Prohibited Actions Relative to Certain Agreements and Employment Contracts (N.J.S.A. 18A:6-7.12)

1. On or after June 1, 2018, a school district, charter school, nonpublic school, or contracted service provider may not enter into a collectively bargained or negotiated agreement, an employment contract, an agreement for resignation or termination, a severance agreement, or any other contract or agreement or take any action that:

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a. Has the effect of suppressing or destroying information relating to an investigation related to a report of suspected child abuse or sexual misconduct by a current or former employee;

b. Affects the ability of a school district, charter school, nonpublic school, or contracted service provider to report suspected child abuse or sexual misconduct to the appropriate authorities; or

c. Requires the school district, charter school, nonpublic school, or contracted service provider to expunge information about allegations or finding of suspected child abuse or sexual misconduct from any documents maintained by the school district, charter school, nonpublic school, or contracted service provider, unless after investigation the allegations are found to be false or the alleged incident of child abuse or sexual misconduct has not been substantiated.

2. Any provision of an employment contract or agreement for resignation or termination or a severance agreement that is executed, amended, or entered into after June 1, 2018 and that is contrary to N.J.S.A. 18A:6-7.12 shall be void and unenforceable.

J. Public Awareness Campaign (N.J.S.A. 18A:7.13)

1. The New Jersey Department of Education (NJDOE) shall establish a public awareness campaign to publicize the provisions of N.J.S.A. 18A:6-7.6 et seq. and to ensure applicants and employers are aware of their respective rights and responsibilities under N.J.S.A. 18A:6-7.6 et seq. The NJDOE shall post on its website guidance documents and any other informational materials that may assist applicants and employers in the implementation of and compliance with N.J.S.A. 18A:6-7.6 et seq.

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2. The NJDOE developed forms for applicants and employers may be used to comply with the requirements of Policy and Regulation 1613 and N.J.S.A. 18A:6-7.7, as well as any other forms necessary to carry out the provisions of N.J.S.A. 18A:6-7.6 et seq.

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# POLICY GUIDE



**[See POLICY ALERT Nos. 163, 179, 180, 181, 182, 183, 188, 193, 194, 200, and 216]**

## 5512 HARASSMENT, INTIMIDATION, AND BULLYING

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A. Policy Statement

The Board of Education prohibits acts of harassment, intimidation, or bullying of a student. A safe and civil environment in school is necessary for students to learn and achieve high academic standards. Harassment, intimidation, or bullying, like other disruptive or violent behaviors, is conduct that disrupts both a student's ability to learn and a school's ability to educate its students in a safe and disciplined environment. **Harassment, intimidation, or bullying is unwanted, aggressive behavior that may involve a real or perceived power imbalance.** Since students learn by example, school administrators, faculty, staff and volunteers should be commended for demonstrating appropriate behavior, treating others with civility and respect, and refusing to tolerate harassment, intimidation, or bullying.

For the purposes of this Policy, the term "parent," pursuant to N.J.A.C. 6A:16-1.3, means the natural parent(s) or adoptive parent(s), legal guardian(s), foster parent(s), or parent surrogate(s) of a student. Where parents are separated or divorced, "parent" means the person or agency which has legal custody of the student, as well as the natural or adoptive parent(s) of the student, provided such parental rights have not been terminated by a court of appropriate jurisdiction.

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B. Harassment, Intimidation, and Bullying Definition

"Harassment, intimidation, or bullying" means any gesture, any written, verbal or physical act, or any electronic communication, as defined in N.J.S.A. 18A:37-14, whether it be a single incident or a series of incidents that:

1. Is reasonably perceived as being motivated by either any actual or perceived characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, or a mental, physical or sensory disability, or by any other distinguishing characteristic;

2. Takes place on school property, at any school-sponsored function, on a school bus, or off school grounds, as provided for in N.J.S.A. 18A:37-15.3;

3. Substantially disrupts or interferes with the orderly operation of the school or the rights of other students; and that

   a. A reasonable person should know, under the circumstances, that the act(s) will have the effect of physically or emotionally harming a student or damaging the student's property, or placing a student in reasonable fear of physical or emotional harm to his/her person or damage to his/her property; or

   b. Has the effect of insulting or demeaning any student or group of students; or

   c. Creates a hostile educational environment for the student by interfering with a student's education or by severely or pervasively causing physical or emotional harm to the student.

Schools are required to address harassment, intimidation, and bullying occurring off school grounds, when there is a nexus between the harassment, intimidation, and bullying and the school (e.g., the harassment, intimidation, or bullying substantially disrupts or interferes with the orderly operation of the school or the rights of other students).

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"Electronic communication" means a communication transmitted by means of an electronic device, including, but not limited to: a telephone, cellular phone, computer, or pager.

C. Student Expectations

The Board expects students to conduct themselves in keeping with their levels of development, maturity and demonstrated capabilities with proper regard for the rights and welfare of other students and school staff, the educational purpose underlying all school activities and the care of school facilities and equipment consistent with the Code of Student Conduct.

The Board believes that standards for student behavior must be set cooperatively through interaction among the students, parents, school employees, school administrators, school volunteers, and community representatives, producing an atmosphere that encourages students to grow in self-discipline. The development of this atmosphere requires respect for self and others, as well as for school district and community property on the part of students, staff, and community members.

Students are expected to behave in a way that creates a supportive learning environment. The Board believes the best discipline is self-imposed, and it is the responsibility of staff to use instances of violations of the Code of Student Conduct as opportunities to help students learn to assume and accept responsibility for their behavior and the consequences of their behavior. Staff members who interact with students shall apply best practices designed to prevent student conduct problems and foster students' abilities to grow in self-discipline.

The Board expects that students will act in accordance with the student behavioral expectations and standards regarding harassment, intimidation, and bullying, including:

1. Student responsibilities (e.g., requirements for students to conform to reasonable standards of socially accepted behavior; respect the person, property and rights of others; obey constituted authority; and respond to those who hold that authority);

2. Appropriate recognition for positive reinforcement for good conduct, self-discipline, and good citizenship;

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3. Student rights; and

4. Sanctions and due process for violations of the Code of Student Conduct.

Pursuant to N.J.S.A. 18A:37-15(a) and N.J.A.C. 6A:16-7.1(a)1, the district has involved a broad-base of school and community members, including parents, students, instructional staff, student support services staff, school administrators, and school volunteers, as well as community organizations, such as faith-based, health and human service, business and law enforcement, in the development of this Policy. Based on locally determined and accepted core ethical values adopted by the Board, pursuant to N.J.A.C. 6A:16-7.1(a)2, the Board must develop guidelines for student conduct pursuant to N.J.A.C. 6A:16-7.1. These guidelines for student conduct will take into consideration the developmental ages of students, the severity of the offenses and students' histories of inappropriate behaviors, and the mission and physical facilities of the individual school(s) in the district. This Policy requires all students in the district to adhere to the rules established by the school district and to submit to the remedial and consequential measures that are appropriately assigned for infractions of these rules.

Pursuant to N.J.A.C. 6A:16-7.1, the Superintendent must annually provide to students and their parents the rules of the district regarding student conduct. Provisions shall be made for informing parents whose primary language is other than English.

The district prohibits active or passive support for acts of harassment, intimidation, or bullying. Students are encouraged to support other students who:

1. Walk away from acts of harassment, intimidation, and bullying when they see them;

2. Constructively attempt to stop acts of harassment, intimidation, or bullying;

3. Provide support to students who have been subjected to harassment, intimidation, or bullying; and

4. Report acts of harassment, intimidation, and bullying to the designated school staff member.

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D. Consequences and Appropriate Remedial Actions

Consequences and Appropriate Remedial Actions – Students

The Board of Education requires its school administrators to implement procedures that ensure both the appropriate consequences and remedial responses for students who commit one or more acts of harassment, intimidation, or bullying, consistent with the Code of Student Conduct. The following factors, at a minimum, shall be given full consideration by school administrators in the implementation of appropriate consequences and remedial measures for each act of harassment, intimidation, or bullying by students.

Appropriate **remedial action for a student who commits an act of harassment, intimidation, or bullying that takes into account the nature of the behavior; the nature of the student's disability, if any, and to the extent relevant; the developmental age of the student; and the student's history of problem behaviors and performance. The appropriate remedial action may also include a behavioral assessment or evaluation including, but not limited to, a referral to the Child Study Team as appropriate; and supportive interventions and referral services, including those at N.J.A.C. 6A:16-8.** ~~consequences and remedial actions are those that are graded according to the severity of the offense(s), consider the developmental ages of the student offenders and students' histories of inappropriate behaviors, per the Code of Student Conduct and N.J.A.C. 6A:16-7.~~

Factors for Determining Consequences – Student Considerations

1. Age, developmental and maturity levels of the parties involved and their relationship to the school district;
2. Degrees of harm;
3. Surrounding circumstances;
4. Nature and severity of the behavior(s);
5. Incidences of past or continuing patterns of behavior;
6. Relationships between the parties involved; and
7. Context in which the alleged incidents occurred.



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Factors for Determining Consequences – School Considerations

1. School culture, climate, and general staff management of the learning environment;
2. Social, emotional, and behavioral supports;
3. Student-staff relationships and staff behavior toward the student;
4. Family, community, and neighborhood situation; and
5. Alignment with Board policy and regulations/procedures.

Factors for Determining Remedial Measures

Personal

1. Life skill deficiencies;
2. Social relationships;
3. Strengths;
4. Talents;
5. Interests;
6. Hobbies;
7. Extra-curricular activities;
8. Classroom participation;
9. Academic performance; and
10. Relationship to students and the school district.

Environmental

1. School culture;
2. School climate;
3. Student-staff relationships and staff behavior toward the student;
4. General staff management of classrooms or other educational environments;
5. Staff ability to prevent and manage difficult or inflammatory situations;
6. Social-emotional and behavioral supports;
7. Social relationships;
8. Community activities;
9. Neighborhood situation; and
10. Family situation.

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Consequences for a student who commits one or more acts of harassment, intimidation, or bullying may range from positive behavioral interventions up to and including suspension or expulsion of students, as set forth in the Board's approved Code of Student Conduct pursuant to N.J.A.C. 6A:16-7.1. Consequences for a student who commits an act of harassment, intimidation, or bullying are those that are **varied and** graded according to the **nature of the behavior; the nature of the student's disability, if any, and to the extent relevant;** ~~severity of the offenses, consider~~ the developmental age of the student**;** ~~offenders~~ and the ~~students'~~ **student's** ~~histories~~ **history** of ~~inappropriate~~ **problem behaviors and performance** ~~behaviors~~ consistent with the Board's approved Code of Student Conduct and N.J.A.C. 6A:16-7, Student Conduct. The use of negative consequences should occur in conjunction with remediation and not be relied upon as the sole intervention approach.

Remedial measures shall be designed to correct the problem behavior, prevent another occurrence of the problem, protect and provide support for the victim of the act, and take corrective action for documented systemic problems related to harassment, intimidation, or bullying. The consequences and remedial measures may include, but are not limited to, the examples listed below:

Examples of Consequences

1. Admonishment;
2. Temporary removal from the classroom;
3. Deprivation of privileges;
4. Classroom or administrative detention;
5. Referral to disciplinarian;
6. In-school suspension;
7. Out-of-school suspension (short-term or long-term);
8. Reports to law enforcement or other legal action; or
9. Expulsion.

Examples of Remedial Measures

Personal – Student Exhibiting Bullying Behavior

1. Develop a behavioral contract with the student. Ensure the student has a voice in the outcome and can identify ways he or she can solve the problem and change behaviors;

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2. Meet with parents to develop a family agreement to ensure the parent and the student understand school rules and expectations;
3. Explain the long-term negative consequences of harassment, intimidation, and bullying on all involved;
4. Ensure understanding of consequences, if harassment, intimidation, and bullying behavior continues;
5. Meet with school counselor, school social worker, or school psychologist to decipher mental health issues (e.g., what is happening and why?);
6. Develop a learning plan that includes consequences and skill building;
7. Consider wrap-around support services or after-school programs or services;
8. Provide social skill training, such as impulse control, anger management, developing empathy, and problem solving;
9. Arrange for an apology, preferably written;
10. Require a reflective essay to ensure the student understands the impact of his or her actions on others;
11. Have the student research and teach a lesson to the class about bullying, empathy, or a similar topic;
12. Arrange for restitution (i.e., compensation, reimbursement, amends, repayment), particularly when personal items were damaged or stolen;
13. Explore age-appropriate restorative (i.e., healing, curative, recuperative) practices; and
14. Schedule a follow-up conference with the student.

Personal – Target/Victim

1. Meet with a trusted staff member to explore the student's feelings about the incident;
2. Develop a plan to ensure the student's emotional and physical safety at school;
3. Have the student meet with the school counselor or school social worker to ensure he or she does not feel responsible for the bullying behavior;
4. Ask students to log behaviors in the future;
5. Help the student develop skills and strategies for resisting bullying; and
6. Schedule a follow-up conference with the student.



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Parents, Family, and Community

1. Develop a family agreement;
2. Refer the family for family counseling; and
3. Offer parent education workshops related to bullying and social-emotional learning.

Examples of Remedial Measures – Environmental
(Classroom, School Building, or School District)

1. Analysis of existing data to identify bullying issues and concerns;
2. Use of findings from school surveys (e.g., school climate surveys);
3. Focus groups;
4. Mailings – postal and email;
5. Cable access television;
6. School culture change;
7. School climate improvement;
8. Increased supervision in "hot spots" (e.g., locker rooms, hallways, playgrounds, cafeterias, school perimeters, buses);
9. Adoption of evidence-based systemic bullying prevention practices and programs;
10. Training for all certificated and non-certificated staff to teach effective prevention and intervention skills and strategies;
11. Professional development plans for involved staff;
12. Participation of parents and other community members and organizations (e.g., Parent Teacher Associations, Parent Teacher Organizations) in the educational program and in problem-solving bullying issues;
13. Formation of professional learning communities to address bullying problems;
14. Small or large group presentations for fully addressing the actions and the school's response to the actions, in the context of the acceptable student and staff member behavior and the consequences of such actions;
15. School policy and procedure revisions;
16. Modifications of schedules;
17. Adjustments in hallway traffic;
18. Examination and adoption of educational practices for actively engaging students in the learning process and in bonding students to pro-social institutions and people;

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19. Modifications in student routes or patterns traveling to and from school;
20. Supervision of student victims before and after school, including school transportation;
21. Targeted use of monitors (e.g., hallway, cafeteria, locker room, playground, school perimeter, bus);
22. Targeted use of teacher aides;
23. Disciplinary action, including dismissal, for school staff who contributed to the problem;
24. Supportive institutional interventions, including participation in the Intervention and Referral Services Team, pursuant to N.J.A.C. 6A:16-8;
25. Parent conferences;
26. Family counseling;
27. Development of a general harassment, intimidation, and bullying response plan;
28. Behavioral expectations communicated to students and parents;
29. Participation of the entire student body in problem-solving harassment, intimidation, and bullying issues;
30. Recommendations of a student behavior or ethics council;
31. Participation in peer support groups;
32. School transfers; and
33. Involvement of law enforcement officers, including school resource officers and juvenile officers or other appropriate legal action.

Consequences and Appropriate Remedial Actions – Adults

The district will also impose appropriate consequences and remedial actions to an adult who commits an act of harassment, intimidation, or bullying of a student. The consequences may include, but not be limited to: verbal or written reprimand, increment withholding, legal action, disciplinary action, termination, and/or bans from providing services, participating in school district-sponsored programs, or being in school buildings or on school grounds. Remedial measures may include, but not be limited to: in or out-of-school counseling, professional development programs, and work environment modifications.



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Target/Victim Support

Districts should identify a range of strategies and resources that will be available to individual victims of harassment, intimidation, and bullying, and respond in a manner that provides relief to victims and does not stigmatize victims or further their sense of persecution. The type, diversity, location, and degree of support are directly related to the student's perception of safety.

Sufficient safety measures should be undertaken to ensure the victims' physical and social-emotional well-being and their ability to learn in a safe, supportive, and civil educational environment.

Examples of support for student victims of harassment, intimidation, and bullying include:

1. Teacher aides;
2. Hallway and playground monitors;
3. Partnering with a school leader;
4. Provision of an adult mentor;
5. Assignment of an adult "shadow" to help protect the student;
6. Seating changes;
7. Schedule changes;
8. School transfers;
9. Before- and after-school supervision;
10. School transportation supervision;
11. Counseling; and
12. Treatment or therapy.

E. Harassment, Intimidation, and Bullying Reporting Procedure

The Board of Education requires the Principal at each school to be responsible for receiving complaints alleging violations of this Policy. All Board members, school employees, and volunteers and contracted service providers who have contact with students are required to verbally report alleged violations of this Policy to the Principal or the Principal's designee on the same day when the individual witnessed or received reliable information regarding any such incident. All Board members, school employees, and volunteers and contracted service providers who have contact with students, also shall submit a report in writing to the Principal within two school days of the verbal report.

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The Principal **or designee** will inform the parents of all students involved in alleged incidents, and, as appropriate, may discuss the availability of counseling and other intervention services. **The Principal or designee shall take into account the circumstances of the incident when providing notification to parents of all students involved in the reported harassment, intimidation, or bullying incident and when conveying the nature of the incident, including the actual or perceived protected category motivating the alleged offense.** The Principal, upon receiving a verbal or written report, may take interim measures to ensure the safety, health, and welfare of all parties pending the findings of the investigation.

Students, parents, and visitors are encouraged to report alleged violations of this Policy to the Principal on the same day when the individual witnessed or received reliable information regarding any such incident.

**A person may report, verbally or in writing,** ~~Students, parents, and visitors may report~~ an act of harassment, intimidation, or bullying **committed by an adult or youth against a student** anonymously. **The Board will not take f**~~F~~ormal **disciplinary** action ~~for violations of the Code of Student Conduct may not be taken solely on the basis of an~~ **based solely on the** anonymous report.

A Board member or school employee who promptly reports an incident of harassment, intimidation, or bullying and who makes this report in compliance with the procedures set forth in this Policy, is immune from a cause of action for damages arising from any failure to remedy the reported incident.

In accordance with the provisions of N.J.S.A. 18A:37-18, the harassment, intimidation, and bullying law does not prevent a victim from seeking redress under any other available law, either civil or criminal, nor does it create or alter any tort liability.

The district may consider every mechanism available to simplify reporting, including standard reporting forms and/or web-based reporting mechanisms. For anonymous reporting, the district may consider locked boxes located in areas of a school where reports can be submitted without fear of being observed.

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A school administrator who receives a report of harassment, intimidation, and bullying from a district employee, and fails to initiate or conduct an investigation, or who should have known of an incident of harassment, intimidation, or bullying and fails to take sufficient action to minimize or eliminate the harassment, intimidation, or bullying, may be subject to disciplinary action.

F. Anti-Bullying Coordinator, Anti-Bullying Specialist, and School Safety/**School Climate** Team(s)

1. The Superintendent shall appoint a district Anti-Bullying Coordinator. The Superintendent shall make every effort to appoint an employee of the school district to this position.

   The district Anti-Bullying Coordinator shall:

   a. Be responsible for coordinating and strengthening the school district's policies to prevent, identify, and address harassment, intimidation, or bullying of students;

   b. Collaborate with school Anti-Bullying Specialists in the district, the Board of Education, and the Superintendent to prevent, identify, and respond to harassment, intimidation, or bullying of students in the district;

   c. Provide data, in collaboration with the Superintendent, to the Department of Education regarding harassment, intimidation, or bullying of students;

   d. Execute such other duties related to school harassment, intimidation, or bullying as requested by the Superintendent; and

   e. Meet at least twice a school year with the school Anti-Bullying Specialist(s) to discuss and strengthen procedures and policies to prevent, identify, and address harassment, intimidation, and bullying in the district.

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2. The Principal in each school shall appoint a school Anti-Bullying Specialist. The Anti-Bullying Specialist shall be a guidance counselor, school psychologist, or other certified staff member trained to be the Anti-Bullying Specialist from among the currently employed staff in the school.

   The school Anti-Bullying Specialist shall:

   a. Chair the School Safety/**School Climate** Team as provided in N.J.S.A. 18A:37-21;

   b. Lead the investigation of incidents of harassment, intimidation, or bullying in the school; and

   c. Act as the primary school official responsible for preventing, identifying, and addressing incidents of harassment, intimidation, or bullying in the school.

3. A School Safety/**School Climate** Team shall be formed in each school in the district to develop, foster, and maintain a positive school climate by focusing on the on-going systemic operational procedures and educational practices in the school, and to address issues such as harassment, intimidation, or bullying that affect school climate and culture. Each School Safety/**School Climate** Team shall meet, at a minimum, two times per school year. The School Safety/**School Climate** Team shall consist of the Principal or the Principal's designee who, if possible, shall be a senior administrator in the school and the following appointees of the Principal: a teacher in the school; a school Anti-Bullying Specialist; a parent of a student in the school; and other members to be determined by the Principal. The school Anti-Bullying Specialist shall serve as the chair of the School Safety/**School Climate** Team.

   The School Safety/**School Climate** Team shall:

   a. Receive records of all complaints of harassment, intimidation, or bullying of students that have been reported to the Principal;

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b. Receive copies of all reports prepared after an investigation of an incident of harassment, intimidation, or bullying;

c. Identify and address patterns of harassment, intimidation, or bullying of students in the school;

d. Review and strengthen school climate and the policies of the school in order to prevent and address harassment, intimidation, or bullying of students;

e. Educate the community, including students, teachers, administrative staff, and parents, to prevent and address harassment, intimidation, or bullying of students;

f. Participate in the training required pursuant to the provisions of N.J.S.A. 18A:37-13 et seq. and other training which the Principal or the district Anti-Bullying Coordinator may request. The School Safety/**School Climate** Team shall be provided professional development opportunities that may address effective practices of successful school climate programs or approaches; and

g. Execute such other duties related to harassment, intimidation, or bullying as requested by the Principal or district Anti-Bullying Coordinator.

Notwithstanding any provision of N.J.S.A. 18A:37-21 to the contrary, a parent who is a member of the School Safety/**School Climate** Team shall not participate in the activities of the team set forth in 3. a., b., or c. above or any other activities of the team which may compromise the confidentiality of a student, consistent with, at a minimum, the requirements of the Family Educational Rights and Privacy Act (20 U.S.C. Section 1232 and 34 CFR Part 99), N.J.A.C. 6A:32-7, Student Records and N.J.A.C. 6A:14-2.9, Student Records.

G. Harassment, Intimidation, and Bullying Investigation

The Board requires a thorough and complete investigation to be conducted for each report of violations and complaints which either identify harassment, intimidation, or bullying or describe behaviors that indicate harassment, intimidation, or bullying.



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**[~~Option – Principal's Preliminary Determination~~**

**~~However, prior to initiating the investigation, the Principal or designee, in consultation with the Anti-Bullying Specialist, may make a preliminary determination as to whether the reported incident or complaint, assuming all facts presented are true, is a report within the scope of the definition of harassment, intimidation, and bullying under the Anti-Bullying Bill of Rights Act, N.J.S.A. 18A:37-14. The Superintendent or designee may sign-off on the preliminary determination.~~**

**~~The Principal or designee, upon making a preliminary determination the incident or complaint is not within the scope of the definition of harassment, intimidation, and bullying, shall inform the parents of the parties involved, who may appeal the preliminary determination to the Board of Education and thereafter to the Commissioner of Education in accordance with N.J.A.C. 6A:3.~~**

**~~A Board hearing shall be held within ten business days of receipt of the request for a Board hearing. If the preliminary determination, upon review of the facts presented in the reported incident or complaint, is to continue with the harassment, intimidation, and bullying investigation, the investigation shall be completed in accordance with N.J.S.A. 18A:37-15.b.(6) and this Policy.~~]**

The investigation shall be initiated by the Principal or the Principal's designee within one school day of the verbal report of the incident. The investigation shall be conducted by the school Anti-Bullying Specialist in coordination with the Principal. The Principal may appoint additional personnel who are not school Anti-Bullying Specialists to assist with the investigation. **Investigations or complaints concerning adult conduct shall not be investigated by a member of the same bargaining unit as the individual who is the subject of the investigation. An investigation concerning a staff member shall not be conducted by a staff member who is supervised by the staff member being investigated or who is an administrator in the district. The Principal or designee, in consultation with the Superintendent or designee, will appoint a staff member to complete these investigations.**

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The investigation shall be completed and the written findings submitted to the Principal as soon as possible, but not later than ten school days from the date of the written report of the incident. Should information regarding the reported incident and the investigation be received after the end of the ten-day period, the school Anti-Bullying Specialist shall amend the original report of the results of the investigation to ensure there is an accurate and current record of the facts and activities concerning the reported incident.

The Principal shall proceed in accordance with the Code of Student Conduct, as appropriate, based on the investigation findings. The Principal shall submit the report to the Superintendent within two school days of the completion of the investigation and in accordance with the Administrative Procedures Act (N.J.S.A. 52:14B-1 et seq.). As appropriate to the findings from the investigation, the Superintendent shall ensure the Code of Student Conduct has been implemented and may decide to provide intervention services, order counseling, establish training programs to reduce harassment, intimidation, or bullying and enhance school climate, impose discipline, or take or recommend other appropriate action, as necessary.

The Superintendent shall report the results of each investigation to the Board of Education no later than the date of the regularly scheduled Board of Education meeting following the completion of the investigation. The Superintendent's report shall include information on any consequences imposed under the Code of Student Conduct, any services provided, training established, or other action taken or recommended by the Superintendent.

Parents of involved student offenders and targets/victims shall be provided with information about the investigation, in accordance with Federal and State law and regulation. The information to be provided to parents shall include the nature of the investigation, whether the district found evidence of harassment, intimidation, or bullying, and whether consequences were imposed or services provided to address the incident of harassment, intimidation, or bullying. This information shall be provided in writing within five school days after the results of the investigation are reported to the Board of Education.



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A parent may request a hearing before the Board of Education after receiving the **written** information about the investigation. **Any request for such a hearing shall be filed with the Board Secretary no later than sixty calendar days after the written information is provided to the parents.** The hearing shall be held within ten ~~school~~ **business** days of the request. The Board of Education shall conduct the hearing in executive session, pursuant to the Open Public Meetings Act (N.J.S.A. 10:4-1 et seq.), to protect the confidentiality of the students. At the hearing, the Board may hear testimony from and consider information provided by the school Anti-Bullying Specialist and others, as appropriate, regarding the incident, the findings from the investigation of the incident, recommendations for consequences or services, and any programs instituted to reduce such incidents, prior to rendering a determination.

At the regularly scheduled Board of Education meeting following its receipt of the Superintendent's report on the results of the investigations to the Board or following a hearing in executive session, the Board shall issue a decision, in writing, to affirm, reject, or modify the Superintendent's decision. The Board's decision may be appealed to the Commissioner of Education, in accordance with N.J.A.C. 6A:3, Controversies and Disputes, no later than ninety days after issuance of the Board of Education's decision.

A parent, student, or organization may file a complaint with the Division on Civil Rights within one hundred eighty days of the occurrence of any incident of harassment, intimidation, or bullying based on membership in a protected group as enumerated in the "Law Against Discrimination," P.L.1945, c.169 (C.10:5-1 et seq.).

H. Range of Responses to an Incident of Harassment, Intimidation, or Bullying

The Board shall establish a range of responses to harassment, intimidation, and bullying incidents and the Principal and the Anti-Bullying Specialist shall appropriately apply these responses once an incident of harassment, intimidation, or bullying is confirmed. The Superintendent shall respond to confirmed harassment, intimidation, and bullying, according to the parameters described in this Policy. The range of ways in which school

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staff will respond shall include an appropriate combination of counseling, support services, intervention services, and other programs. The Board recognizes that some acts of harassment, intimidation, or bullying may be isolated incidents requiring the school officials respond appropriately to the individual(s) committing the acts. Other acts may be so serious or parts of a larger pattern of harassment, intimidation, or bullying that they require a response either at the classroom, school building, or school district level or by law enforcement officials.

For every incident of harassment, intimidation, or bullying, the school officials must respond appropriately to the individual who committed the act. The range of responses to confirmed harassment, intimidation, or bullying acts should include individual, classroom, school, or district responses, as appropriate to the findings from each incident. Examples of responses that apply to each of these categories are provided below:

1. Individual responses can include consistent and appropriate positive behavioral interventions (e.g., peer mentoring, short-term counseling, life skills groups) intended to remediate the problem behaviors.

2. Classroom responses can include class discussions about an incident of harassment, intimidation, or bullying, role plays (when implemented with sensitivity to a student's situation or involvement with harassment, intimidation, and bullying), research projects, observing and discussing audio-visual materials on these subjects, and skill-building lessons in courtesy, tolerance, assertiveness, and conflict management.

3. School responses can include theme days, learning station programs, "acts of kindness" programs or awards, use of student survey data to plan prevention and intervention programs and activities, social norms campaigns, posters, public service announcements, "natural helper" or peer leadership programs, "upstander" programs, parent programs, the dissemination of information to students and parents explaining acceptable uses of electronic and wireless communication devices, and harassment, intimidation, and bullying prevention curricula or campaigns.



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4. District-wide responses can comprise of adoption of school-wide programs, including enhancing the school climate, involving the community in policy review and development, providing professional development coordinating with community-based organizations (e.g., mental health, health services, health facilities, law enforcement, faith-based organizations), launching harassment, intimidation, and bullying prevention campaigns.

I. Reprisal or Retaliation Prohibited

The Board prohibits a Board member, school employee, contracted service provider who has contact with students, school volunteer, or student from engaging in reprisal, retaliation, or false accusation against a victim, witness, or one with reliable information, or any other person who has reliable information about an act of harassment, intimidation, or bullying or who reports an act of harassment, intimidation, or bullying. The consequence and appropriate remedial action for a person who engages in reprisal or retaliation shall be determined by the administrator after consideration of the nature, severity, and circumstances of the act, in accordance with case law, Federal and State statutes and regulations, and district policies and procedures. All suspected acts of reprisal or retaliation will be taken seriously and appropriate responses will be made in accordance with the totality of the circumstances.

Examples of consequences and remedial measures for students who engage in reprisal or retaliation are listed and described in the Consequences and Appropriate Remedial Actions section of this Policy.

Examples of consequences for a school employee or a contracted service provider who has contact with students who engage in reprisal or retaliation may include, but not be limited to: verbal or written reprimand, increment withholding, legal action, disciplinary action, termination, and/or bans from providing services, participating in school district-sponsored programs, or being in school buildings or on school grounds. Remedial measures may include, but not be limited to: in or out-of-school counseling, professional development programs, and work environment modifications.

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Examples of consequences for a Board member who engages in reprisal or retaliation may include, but not be limited to: reprimand, legal action, and other action authorized by statute or administrative code. Remedial measures may include, but not be limited to: counseling and professional development.

J. Consequences and Appropriate Remedial Action for False Accusation

The Board prohibits any person from falsely accusing another as a means of retaliation or as a means of harassment, intimidation, or bullying.

1. Students - Consequences and appropriate remedial action for a student found to have falsely accused another as a means of harassment, intimidation, or bullying or as a means of retaliation may range from positive behavioral interventions up to and including suspension or expulsion, as permitted under N.J.S.A. 18A:37-1 et seq., Discipline of Students and as set forth in N.J.A.C. 6A:16-7.2, Short-term Suspensions, N.J.A.C. 6A:16-7, Long-term Suspensions and N.J.A.C. 6A:16-7.5, Expulsions and those listed and described in the Consequences and Appropriate Remedial Actions section of this Policy.

2. School Employees - Consequences and appropriate remedial action for a school employee or contracted service provider who has contact with students found to have falsely accused another as a means of harassment, intimidation, or bullying or as a means of retaliation could entail discipline in accordance with district policies, procedures, and agreements which may include, but not be limited to: reprimand, suspension, increment withholding, termination, and/or bans from providing services, participating in school district-sponsored programs, or being in school buildings or on school grounds. Remedial measures may include, but not be limited to: in or out-of-school counseling, professional development programs, and work environment modifications.

3. Visitors or Volunteers - Consequences and appropriate remedial action for a visitor or volunteer found to have falsely accused another as a means of harassment, intimidation, or bullying or as a means of retaliation could be determined by the school



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administrator after consideration of the nature, severity, and circumstances of the act, including law enforcement reports or other legal actions, removal of buildings or grounds privileges, or prohibiting contact with students or the provision of student services. Remedial measures may include, but not be limited to: in or out-of-school counseling, professional development programs, and work environment modifications.

K. Harassment, Intimidation, and Bullying Policy Publication and Dissemination

This Policy will be disseminated annually by the Superintendent to all school employees, contracted service providers who have contact with students, school volunteers, students, and parents who have children enrolled in a school in the district, along with a statement explaining the Policy applies to all acts of harassment, intimidation, or bullying, pursuant to N.J.S.A. 18A:37-14 that occur on school property, at school-sponsored functions, or on a school bus and, as appropriate, acts that occur off school grounds.

The Superintendent shall ensure that notice of this Policy appears in the student handbook and all other publications of the school district that set forth the comprehensive rules, procedures, and standards for schools within the school district.

The Superintendent shall post a link to the district's Harassment, Intimidation, and Bullying Policy that is prominently displayed on the homepage of the school district's website. The district will notify students and parents this Harassment, Intimidation, and Bullying Policy is available on the school district's website.

The Superintendent shall post the name, school phone number, school address, and school email address of the district Anti-Bullying Coordinator on the home page of the school district's website. Each Principal shall post the name, school phone number, address, and school email address of both the Anti-Bullying Specialist and the district Anti-Bullying Coordinator on the home page of each school's website.

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L. Harassment, Intimidation, and Bullying Training and Prevention Programs

The Superintendent and Principal(s) shall provide training on the school district's Harassment, Intimidation, and Bullying Policy to current and new school employees; including administrators, instructors, student support services, administrative/office support, transportation, food service, facilities/maintenance; contracted service providers; and volunteers who have significant contact with students; and persons contracted by the district to provide services to students. The training shall include instruction on preventing bullying on the basis of the protected categories enumerated in N.J.S.A. 18A:37-14 and other distinguishing characteristics that may incite incidents of discrimination, harassment, intimidation, or bullying.

Each public school teacher and educational services professional shall be required to complete at least two hours of instruction in harassment, intimidation, and bullying prevention within each five year professional development period as part of the professional development requirement pursuant to N.J.S.A. 18:37-22.d. The required two hours of suicide prevention instruction shall include information on the risk of suicide and incidents of harassment, intimidation, or bullying and information on reducing the risk of suicide in students who are members of communities identified as having members at high risk of suicide.

Each newly elected or appointed Board member must complete, during the first year of the member's first term, a training program on harassment, intimidation, and bullying in accordance with the provisions of N.J.S.A. 18A:12-33.

The school district shall provide time during the usual school schedule for the Anti-Bullying Coordinator and each school Anti-Bullying Specialist to participate in harassment, intimidation, and bullying training programs.

A school leader shall complete school leader training that shall include information on the prevention of harassment, intimidation, and bullying as required in N.J.S.A. 18A:26-8.2.

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The school district shall annually observe a "Week of Respect" beginning with the first Monday in October. In order to recognize the importance of character education, the school district will observe the week by providing age-appropriate instruction focusing on the prevention of harassment, intimidation, and bullying as defined in N.J.S.A. 18A:37-14. Throughout the school year the district will provide ongoing age-appropriate instruction on preventing harassment, intimidation, or bullying, in accordance with the Core Curriculum Content Standards, pursuant to N.J.S.A. 18A:37-29.

The school district and each school in the district will annually establish, implement, document, and assess harassment, intimidation, and bullying prevention programs or approaches, and other initiatives in consultation with school staff, students, administrators, volunteers, parents, law enforcement, and community members. The programs or approaches and other initiatives shall be designed to create school-wide conditions to prevent and address harassment, intimidation, and bullying in accordance with the provisions of N.J.S.A. 18A:37-17 et seq.

M. Harassment, Intimidation, and Bullying Policy Reevaluation, Reassessment and Review

The Superintendent shall develop and implement a process for annually discussing the school district's Harassment, Intimidation, and Bullying Policy with students.

The Superintendent**,** ~~and the~~ Principal(s)**, and the Anti-Bullying Coordinator, with input from the schools' Anti-Bullying Specialists,** shall annually conduct a reevaluation, reassessment, and review of the Harassment, Intimidation, and Bullying Policy, **and any report(s) and/or finding(s) of the School Safety/School Climate Team(s).** ~~with input from the schools' Anti-Bullying Specialists, and~~ **The Superintendent shall** recommend **to the Board necessary** revisions and additions to the Policy **consistent with N.J.S.A. 18A:37-15.c.,** as well as to harassment, intimidation, and bullying prevention programs and approaches based on the findings from the evaluation, reassessment, and review.



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N. Reports to Board of Education and New Jersey Department of Education

The Superintendent shall report two times each school year, between September 1 and January 1 and between January 1 and June 30 at a public hearing all acts of violence, vandalism, and harassment, intimidation, and bullying which occurred during the previous reporting period in accordance with the provisions of N.J.S.A. 18A:17-46. The information shall also be reported to the New Jersey Department of Education in accordance with N.J.S.A. 18A:17-46.

O. School and District Grading Requirements

Each school and each district shall receive a grade for the purpose of assessing their efforts to implement policies and programs consistent with the provisions of N.J.S.A. 18:37-13 et seq. The grade received by a school and the district shall be posted on the homepage of the school's website and the district's website in accordance with the provisions of N.J.S.A. 18A:17-46. A link to the report that was submitted by the Superintendent to the Department of Education shall also be available on the school district's website. This information shall be posted on the websites within ten days of receipt of the grade for each school and the district.

P. Reports to Law Enforcement

Some acts of harassment, intimidation, and bullying may be bias-related acts and potentially bias crimes and school officials must report to law enforcement officials either serious acts or those which may be part of a larger pattern in accordance with the provisions of the Memorandum of Agreement Between Education and Law Enforcement Officials.

Q. Collective Bargaining Agreements and Individual Contracts

Nothing in N.J.S.A. 18A:37-13.1 et seq. may be construed as affecting the provisions of any collective bargaining agreement or individual contract of employment in effect on the Anti-Bullying Bill of Rights Act's effective date (January 5, 2011). N.J.S.A. 18A:37-30.

The Board of Education prohibits the employment of or contracting for school staff positions with individuals whose criminal history record check reveals a record of conviction for a crime of bias intimidation or conspiracy to commit or attempt to commit a crime of bias intimidation.



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R. Students with Disabilities

Nothing contained in N.J.S.A. 18A:37-13.1 et seq. may alter or reduce the rights of a student with a disability with regard to disciplinary actions or to general or special education services and supports. N.J.S.A. 18A:37-32.

**S. Approved Private Schools for Students with Disabilities (APSSD)**

**In accordance with the provisions of N.J.A.C. 6A:16-7.7(a).2.ix.(2), the Board of Education shall investigate a complaint or report of harassment, intimidation, or bullying, pursuant to N.J.A.C. 6A:16-7.7(a).2.ix. and Section G. of this Policy, occurring on Board of Education school buses, at Board of Education school-sponsored functions, and off school grounds involving a student who attends an APSSD. The investigation shall be conducted by a Board of Education Anti-Bullying Specialist, in consultation with the APSSD.**

The school district shall submit all subsequent amended Harassment, Intimidation, and Bullying Policies to the Executive County Superintendent of Schools within thirty days of Board adoption.

N.J.S.A. 18A:37-13 through 18A:37-32
N.J.A.C. 6A:16-7.1 et seq.; 6A:16-7.9 et seq.
Model Policy and Guidance for Prohibiting Harassment, Intimidation, and Bullying on School Property, at School-Sponsored Functions and on School Buses – April 2011 – New Jersey Department of Education
Memorandum – New Jersey Commissioner of Education – Guidance for Schools on Implementing the Anti-Bullying Bill of Rights Act – December 16, 2011

Adopted: first reading August 27, 2018

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**[See POLICY ALERT Nos. 192, 215 and 216]**

# 5561 USE OF PHYSICAL RESTRAINT AND SECLUSION TECHNIQUES FOR STUDENTS WITH DISABILITIES

**[Select Only One Option Below**

**___ ~~The Board of Education does not allow for the use of restraint and seclusion for students with disabilities.~~**

**_X__** The Board of Education strives to provide a safe, caring atmosphere that supports all students in the least restrictive environment. On occasion, during an emergency, a situation may arise making it necessary to temporarily restrain or seclude a student with a disability in accordance with N.J.S.A. 18A:46-13.4 through 13.7.**]**

A school district, an educational services commission, or an approved private school for students with disabilities (APSSD) that utilizes physical restraint on students with disabilities shall ensure that:

1. Physical restraint is used only in an emergency in which the student is exhibiting behavior that places the student or others in immediate physical danger;

2. A student is not restrained in the prone position, unless the student's primary care physician authorizes, in writing, the use of this restraint technique;

3. Staff members who are involved in the restraint of a student receive training in safe techniques for physical restraint from an entity determined by the Board of Education to be qualified to provide such training, and that the training is updated at least annually;

4. The parent of a student is immediately notified when physical restraint is used on the student. This notification may be by telephone or electronic communication. A **post-incident** ~~full~~ written **notification** report of the incident of physical restraint shall be provided to the parent within forty-eight hours of the occurrence of the incident;

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5. Each incident in which physical restraint is used is carefully and continuously visually monitored to ensure it was used in accordance with established procedures set forth in Policy and Regulation 5561 – Use of Physical Restraint and Seclusion Techniques for Students with Disabilities, developed in conjunction with the entity that trains staff in safe techniques for physical restraint, in order to protect the safety of the child and others; and

6. Each incident in which physical restraint is used is documented in writing in sufficient detail to enable staff to use this information to develop or improve the behavior intervention plan at the next individualized education plan **(IEP)** meeting.

A school district, an educational services commission, and an APSSD shall attempt to minimize the use of physical restraints through inclusion of positive behavior supports in the student's behavior intervention plans developed by the ~~individualized education plan~~ **IEP** team.

A school district, an educational services commission, or an APSSD that utilizes seclusion techniques on students with disabilities shall ensure that:

1. A seclusion technique is used on a student with disabilities only in an emergency in which the student is exhibiting behavior that places the student or others in immediate physical danger;

2. Each incident in which a seclusion technique is used is carefully and continuously visually monitored to ensure it was used in accordance with established procedures set forth in Policy and Regulation 5561 – Use of Physical Restraint and Seclusion Techniques for Students with Disabilities, developed in conjunction with the entity that trains staff in safe techniques for physical restraint, in order to protect the safety of the child and others; and

3. Each incident in which a seclusion technique is used is documented in writing in sufficient detail to enable the staff to use this information to develop or improve the behavior intervention plan at the next ~~individualized education plan~~ **IEP** meeting.

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A school district, an educational services commission, and an APSSD shall attempt to minimize the use of seclusion techniques through inclusion of positive behavior supports in the student's behavior intervention plans developed by the ~~individualized education plan~~ **IEP** team.

The New Jersey Department of Education shall establish guidelines for school districts, educational services commissions, and APSSDs to ensure a review process is in place to examine the use of physical restraints or seclusion techniques in emergency situations, and for the repeated use of these methods for an individual child, within the same classroom, or by a single individual. The review process shall include educational, clinical, and administrative personnel. Pursuant to the review process the student's ~~individualized education plan~~ IEP team may, as deemed appropriate, determine to revise the behavior intervention plan or classroom supports, and a school district, educational services commission, or APSSD may determine to revise a staff member's professional development plan pursuant to N.J.S.A. 18A:46-13.7.

**The Superintendent or designee may gather input from school staff members and parents of students with disabilities on this Policy and Regulation. All students with disabilities and their parents shall be afforded the procedural safeguards provided by the Individuals with Disabilities Education Act (IDEA).**

**The Superintendent or designee shall annually inform parents of students with disabilities about the Board's Policy regarding restraint and seclusion.**

N.J.S.A. 18A:46-13.4; 18A:46-13.5; 18A:46-13.6; 18A:46-13.7
**New Jersey Department of Education Restraint and Seclusion Guidance for Students with Disabilities – July 10, 2018**

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# REGULATION GUIDE



**[See POLICY ALERT Nos. 192, 215 and 216]**

**[THIS REGULATION IS ONLY REQUIRED IF THE BOARD ALLOWS THE USE OF PHYSICAL RESTRAINT AND SECLUSION TECHNIQUES FOR STUDENTS WITH DISABILITIES IN ACCORDANCE WITH POLICY 5561.]**

## R 5561 USE OF PHYSICAL RESTRAINT AND SECLUSION TECHNIQUES FOR STUDENTS WITH DISABILITIES

A. Definitions

**"Mechanical Restraint" means the use of any device or equipment to restrict a student's freedom of movement, but does not include devices implemented by trained school personnel, or utilized by a student that has been prescribed by an appropriate medical or related services professional and are used for the specific and approved purposes for which such devices were designed such as:**

- **Adaptive devices or mechanical supports used to achieve proper body position, balance, or alignment to allow greater freedom of mobility than would be possible without the use of such devices or mechanical supports;**
- **Vehicle safety restraints when used as intended during the transport of a student in a moving vehicle;**
- **Restraints for medical mobilization; or**
- **Orthopedically prescribed devices that permit a student to participate in activities without risk of harm.**

"Physical restraint" means the use of a personal restriction that immobilizes or reduces the ability of a student to move all or a portion of his or her body.

"Seclusion technique" means the involuntary confinement of a student alone in a room or area from which the student is physically prevented from leaving**,** but does not include a timeout.

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"Timeout" means a behavior management technique that involves the monitored separation of a student in a non-locked setting and is implemented for the purpose of calming.

B. Physical Restraint

A school district, an educational services commission, or an approved private school for students with disabilities (APSSD) that utilizes physical restraint on students with disabilities shall ensure that:

1. Physical restraint is used only in an emergency in which the student is exhibiting behavior that places the student or others in immediate physical danger;

2. A student is not restrained in the prone position, unless the student's primary care physician authorizes, in writing, the use of this restraint technique;

3. Staff members who are involved in the restraint of a student receive training in safe techniques for physical restraint from an entity determined by the Board of Education to be qualified to provide such training, and that the training is updated at least annually;

4. The parent of a student **shall be** ~~is~~ immediately notified when physical restraint is used on the student. This notification may be by telephone or electronic communication. **In addition, a** ~~A full~~ **post-incident** written **notification** report of the incident of physical restraint shall be provided to the parent within forty-eight hours of the occurrence of the incident**.**

   **a. The post-incident written notification report shall include, but not be limited to, details regarding the nature of the behavior that precipitated the use of the restraint; the staff involved; and recommendations for follow-up activities including, if appropriate, revisions to the student's individualized education plan (IEP) or administration of a functional assessment**.



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**b. The post-incident written notification report shall be maintained in a manner consistent with State and Federal regulations regarding the confidentiality of student records, while also serving as a mechanism for gathering data which allows the IEP team to make informed decisions regarding the student's needs.**

5. Each incident in which physical restraint is used is carefully and continuously visually monitored to ensure it was used in accordance with established procedures set forth in Policy and Regulation 5561 – Use of Physical Restraint and Seclusion Techniques for Students with Disabilities, developed in conjunction with the entity that trains staff in safe techniques for physical restraint, in order to protect the safety of the child and others; and

6. Each incident in which physical restraint is used is documented in writing in sufficient detail to enable staff to use this information to develop or improve the behavior intervention plan **(BIP)** at the next ~~individualized education plan~~ **IEP** meeting.

**a. Each incident that requires the use of restraint shall be documented in a manner that supports informed data-driven decision making by school staff including the IEP team.**

**b. The data collected through this process shall include, but not be limited to, the location of the incident, persons involved, triggering events, prevention, redirection or de-escalation techniques utilized during the incident, a description of any injuries or physical damage that occurred, observational data or monitoring data taken during the incident, debriefing with staff, reflections on adherence to the IEP and district procedures, and specific follow-up that will take place including, if appropriate, an IEP team meeting.**



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**c. Data shall be reviewed on a continual basis to determine the effectiveness of the individual student's BIP and the school district's procedures. Any reviews should be conducted across sub-groups and involve staff, Child Study Team members, and administration.**

A school district, an educational services commission, and an APSSD shall attempt to minimize the use of physical restraints through inclusion of positive behavior supports in the student's ~~behavior intervention plans~~ **BIPs** developed by the ~~individualized education plan~~ **IEP** team.

~~C. Physical Restraint Training Requirements~~

~~The training requirements on the use of physical restraint shall be as follows:~~

~~1. Building level administrators and school staff members who are involved in the restraint of a student shall receive training in safe techniques for physical restraint from an entity determined by the Board to be qualified to provide such training.~~

~~a. The Principal or designee shall determine the school staff members that shall receive training in safe techniques for physical restraint of a student.~~

~~b. Training may include techniques of prevention and de-escalation, as well as alternatives to physical restraint.~~

~~c. Training may include current professionally accepted practices and standards regarding behavior management.~~

~~d. The training program in safe techniques for physical restraint shall be updated at least annually.~~

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**C. Seclusion**

**A school district, an educational services commission, or an APSSD that utilizes seclusion techniques on students with disabilities shall ensure that:**

**1. A seclusion technique is used on a student with disabilities only in an emergency in which the student is exhibiting behavior that places the student or others in immediate physical danger;**

**2. Each incident in which a seclusion technique is used is carefully and continuously visually monitored to ensure that it was used in accordance with established procedures set forth in Policy and Regulation 5561 – Use of Physical Restraint and Seclusion Techniques for Students with Disabilities; and**

**3. Each incident in which a seclusion technique is used is documented in writing in sufficient detail to enable staff to use this information to develop or improve the BIP at the next IEP meeting.**

**a. Each incident that requires the use of a seclusion technique shall be documented in a manner that supports informed data-driven decision making by school staff including the IEP team.**

**b. The data collected through this process shall include, but not be limited to, the location of the incident, persons involved, triggering events, prevention, redirection or de-escalation techniques utilized during the incident, a description of any injuries or physical damage that occurred, observational data or monitoring data taken during the incident, debriefing with staff, reflections on adherence to the IEP and district procedures, and specific follow-up that will take place including, if appropriate, an IEP team meeting.**

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**c. Data shall be reviewed on a continual basis to determine the effectiveness of the individual student's BIP and the school district's procedures. Any reviews should be conducted across sub-groups and involve staff, Child Study Team members, and administration.**

**A school district, an educational services commission, and an APSSD shall attempt to minimize the use of seclusion techniques through inclusion of positive behavior supports in the student's BIP developed by the IEP team.**

D. Interventions

1. Classroom interventions may include, but not be limited to, the following strategies:

   a. The staff member may ignore the behavior;

   b. The staff member may redirect the student to a task with verbal or non-verbal prompts or gestures. Proximity and the use of gentle humor may help, when appropriate;

   c. The staff member shall be clear, polite, and respectful when redirecting the student's behavior. The staff member should make eye contact and tell the student what to do such as "I can't teach when you are talking, throwing things, …" or "Please stop and listen, read, write, ..." The staff member should remind the student of consequences for non-compliance and rewards if they comply with the staff member's request;

   d. The staff member shall be polite at all times. The staff member may repeat steps a. through c. above and quietly give the student adequate wait time. If the staff member moves on, the student may comply after the initial confrontation if attention goes back to the lesson;

   e. The staff member may advise the student to proceed to a time out area in the classroom for a limited time (elementary and middle school); and

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f. If classroom removal is required, the staff member shall follow school discipline procedures for notification and request for assistance if necessary.

2. Security interventions may include, but are not limited to, the staff member:

a. Standing quietly in the doorway and asking the student to accompany the staff member; and

b. Informing the student of the violation of the school discipline code and procedure and assure the student they have the choice to leave the classroom quietly.

E. Use of Physical Restraint

1. If necessary, the staff member shall restrain the student until the emergency no longer exists (i.e. the student stops punching, kicking, spitting, damaging property, etc.).

2. The school staff member shall immediately contact the appropriate administrator and school nurse and complete a written report on the physical restraint the staff member used during the emergency situation.

3. The Principal's or designee's or any school staff member's report regarding the incident shall be documented in writing in sufficient detail to enable staff to use this information to develop or improve the ~~behavior intervention plan~~ **BIP** at the next ~~individualized education plan~~ **IEP** meeting. The documentation of physical restraint shall be placed in the student's school file.

4. The use of physical restraint is subject to the following additional requirements:

a. Physical restraint techniques shall consider the student's medical conditions and shall be modified as necessary;

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b. Students shall not be subjected to physical restraint for using profanity, other verbal displays or disrespect, or for non-compliance. A verbal threat will not be considered as constituting a physical danger unless a student also demonstrates a means of or intent to carry out the threat;

c. In determining whether a student who is being physically restrained should be removed from the area where the restraint was initiated, the supervising staff should consider the potential for injury to the student, the student's need for privacy, and the educational and emotional well-being of the other students in the vicinity;

d. A student shall be released from physical restraint immediately upon a determination by the staff member administering the restraint that the student is no longer in imminent danger of causing harm to himself/herself, others, or imminent property destruction; and

e. The student shall be examined by the school nurse after any restraint.

~~F. Seclusion Techniques~~

~~A school district, an educational services commission, or an APSSD that utilizes seclusion techniques on students with disabilities shall ensure that:~~

~~1. A seclusion technique is used on a student with disabilities only in an emergency in which the student is exhibiting behavior that places the student or others in immediate physical danger;~~

~~2. Each incident in which a seclusion technique is used is carefully and continuously visually monitored to ensure that it was used in accordance with established procedures set forth in Policy and Regulation 5561 – Use of Physical Restraint and Seclusion Techniques for Students with Disabilities, developed in conjunction with the entity that trains staff in safe techniques for physical restraint, in order to protect the safety of the child and others; and~~



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~~3. Each incident in which a seclusion technique is used is documented in writing in sufficient detail to enable staff to use this information to develop or improve the behavior intervention plan at the next individualized education plan meeting.~~

~~A school district, an educational services commission, and an APSSD shall attempt to minimize the use of seclusion techniques through inclusion of positive behavior supports in the student's behavior intervention plans developed by the individualized education plan **IEP** team.~~

**F. Restraint and Seclusion Training Requirements**

**1. All staff members working directly with students with disabilities shall receive training on Policy and Regulation 5561 and in safe techniques for physical restraint and seclusion from an entity determined by the Board of Education to be qualified to provide such training.**

**a. The Principal or designee shall determine the school staff members that shall receive restraint and seclusion training.**

**b. The training shall be identified in the school district's professional development plan and should be considered as a topic for ongoing professional learning communities (PLCs).**

**c. The training shall emphasize the use of appropriate de-escalation techniques and the use of Positive Behavior Supports (PBS) as mechanisms to avoid the need for the use of physical restraint and seclusion.**

**d. Training may include current professionally accepted practices and standards regarding behavior management.**

**e. The training program shall be updated at least annually.**



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**2. In addition to district-wide training and PLCs, the Board may also consider additional training for all staff members who will be responsible for implementing the IEPs which include BIPs for students with disabilities.**

**a. This additional training should include a framework that emphasizes de-escalation techniques, identifying PBSs, and behavior strategies which support appropriate behavior in all school settings.**

**b. Staff members responsible for implementing BIPs for student IEPs should be trained on the use of continuous monitoring techniques and the collection of data which can be used to inform decision making regarding the continued use of restraint and seclusion.**

**3. Training for school administrators shall include information on the effectiveness of school-wide positive behavior programs, a tool for evaluating the effectiveness of the Policy and Regulation 5561, and a tool for evaluating the effectiveness of the school district's trainings.**

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**[See POLICY ALERT Nos. 215 and 216]**

**[SCHOOL DISTRICTS NOT PARTICIPATING IN A USDA SCHOOL NUTRITION PROGRAM ARE NOT REQUIRED TO ADOPT POLICY 8561.]**

# 8561 PROCUREMENT PROCEDURES FOR SCHOOL NUTRITION PROGRAMS

The Board of Education adopts this Policy to identify their procurement plan for the United States Department of Agriculture's (USDA) School Nutrition Programs. School Nutrition Programs include, but are not limited to: the National School Lunch Program (NSLP); School Breakfast Program (SBP); Afterschool Snack Program (ASP); Special Milk Program (SMP); Fresh Fruit and Vegetable Program (FFVP); Seamless Summer Option (SSO) of the NSLP; Summer Food Service Program (SFSP); the At-Risk Afterschool Meals component of the Child and Adult Care Food Program (CACFP); and the Schools/Child Nutrition USDA Foods Program.

The Board of Education is ultimately responsible for ensuring all procurement procedures for any purchases by the Board of Education and/or a food service management company (FSMC) comply with all Federal regulations, including but not limited to: 7 CFR Parts 210, 220, 225, 226, 245, 250; 2 CFR 200; State procurement statutes and administrative codes and regulations; local Board of Education procurement policies; and any other applicable State and local laws. ~~FSMC's billing invoices will be monitored to ensure compliance with Federal and State procurement regulations and will comply with any additional monitoring requirements as outlined in the approved FSMC Contract.~~

The procurement procedures contained in this Policy will be implemented beginning immediately, until amended. All procurements must maximize full and open competition. Source documentation will be maintained by the School Business Administrator/Board Secretary or designee and will be available to determine open competition, the reasonableness, the allowability, and the allocation of costs.

The Board of Education intentionally seeks to prohibit conflicts of interest in all procurement of goods and services.

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A. General Procurement

The procurement procedures will maximize full and open competition, transparency in transactions, comparability, and documentation of all procurement activities. The school district's plan for procuring items for use in the School Nutrition Programs is as follows:

1. The School Business Administrator/Board Secretary will ensure all purchases will be in accordance with the Federal Funds Procurement Method Selection Chart – State Agency Form #358 - Appendix. Formal procurement procedures will be used as required by 2 CFR 200.318-.326 and any State and local procurement code and regulations. Informal procurement procedures (small purchase) will be required for purchases under the most restrictive small purchase threshold.

2. The following procedures will be used for all purchases:

| Product/ Services | Procurement Method | Evaluation | Contract Award Type | Contract Duration/ Frequency |
|---|---|---|---|---|
| Frozen Foods, Canned Foods, Bakery, Pasta, and Miscellaneous | Per Appendix based on aggregate cost | Either cost or criteria based on procurement method chosen | Fixed Price | Annual by SY |
| Fresh Fruits & Vegetables | Per Appendix based on aggregate cost | Either cost or criteria based on procurement method chosen | Fixed Price | Annual by SY |
| Capital Equipment | Per Appendix based on aggregate cost | Either cost or criteria based on procurement method chosen | Fixed Price | Annual by SY |
| Fresh Bread | Per Appendix based on aggregate cost | Either cost or criteria based on procurement method chosen | Fixed Price | Annual by SY |
| Milk and Dairy Products | Per Appendix based on aggregate cost | Either cost or criteria based on procurement method chosen | Fixed Price | Annual by SY |
| Office Supplies | Per Appendix based on aggregate cost | Either cost or criteria based on procurement method chosen | Fixed Price | Annual by SY |

Micro-Purchases:

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Purchases of supplies or services, within the micro-purchase threshold (the aggregate amount does not exceed $3,500 as defined by 2 CFR 200.67) will be awarded without soliciting competitive price quotations if the price is reasonable. Purchases will be distributed equitably among qualified suppliers with reasonable prices. Records will be kept for micro-purchases.

3. Formal bid procedures will be applied on the basis of:

**[Choose one or more of the following:**

_X_centralized system;
___individual school;
___multi-school system; and/or
_X_State contract.**]**



4. Because of the potential for purchasing more than the public or non-public informal/small purchase threshold amount, or the Board approved threshold if less, it will be the responsibility of the School Business Administrator/Board Secretary to document the amounts to be purchased so the correct method of procurement will be followed.

B. Formal Procurement

When a formal procurement method is required, the following competitive sealed bid or an Invitation for Bid (IFB) or competitive proposal in the form of a Request for Proposal (RFP) procedures will apply:

1. An announcement of an IFB or a RFP will be placed in the Board designated official newspaper to publicize the intent of the Board of Education to purchase needed items. The advertisement for bids/proposals or legal notice will be published in the official newspaper for at least one day in accordance with the provisions of N.J.S.A. 18A:18A-21.

2. An advertisement in the official newspaper for at least one day is required for all purchases over the school district's small purchase threshold as outlined in Appendix – Federal Funds Procurement Method Section Chart. The advertisement will contain the following:

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a. A general description of items to be purchased;

b. The deadline for submission of questions and the date written responses will be provided, including addenda to bid specifications, terms, and conditions as needed;

c. The date of the pre-bid meeting, if provided, and if attendance is a requirement for bid award;

d. The deadline for submission of sealed bids or proposals; and

e. The address of the location where complete specifications and bid forms may be obtained.



3. In an IFB or RFP, each vendor will be given an opportunity to bid on the same specifications.

4. The developer of written specifications or descriptions for procurements will be prohibited from submitting bids or proposals for such products or services.

5. The IFB or RFP will clearly define the purchase conditions. The following list includes requirements, not exclusive, to be addressed in the procurement document:

a. Contract period;

b. The Board of Education is responsible for all contracts awarded (statement);

c. Date, time, and location of IFB/RFP opening;

d. How the vendor is to be informed of bid acceptance or rejection;

e. Delivery schedule;

f. Requirements (terms and conditions) the bidder must fulfill in order for bid to be evaluated;

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g. Benefits to which the Board of Education will be entitled if the contractor cannot or will not perform as required;

h. Statement assuring positive efforts will be made to involve minority and small business;

i. Statement regarding the return of purchase incentives, discounts, rebates, and credits to the Board of Education's nonprofit school food service account;

j. Contract provisions as required in Appendix II to 2 CFR 200;



k. Contract provisions as required in 7 CFR 210.21(f) for all cost reimbursable contracts;

l. Contract provisions as required in 7 CFR 210.16(a)(1-10) and 7 CFR 250.53 for food service management company contracts;

m. Procuring instrument to be used are purchase orders from firm fixed prices after formal bidding;

n. Price adjustment clause for renewal of multi-year contracts as defined in N.J.S.A. 18A:18A-42. The "index rate" means the annual percentage increase rounded to the nearest half percent in the implicit price deflator for State and local government purchases of goods and services computed and published quarterly by the U.S. Department of Commerce, Bureau of Economic Analysis;

o. Method of evaluation and type of contract to be awarded (solicitations using an IFB are awarded to the lowest responsive and responsible bidder; solicitations using a RFP are awarded to the most advantageous bidder/offeror with price as the primary factor among factors considered);

p. Method of award announcement and effective date (if intent to award is required by State or local procurement requirements);

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q. Specific bid protest procedures including contact information of person and address and the date by which a written protest must be received;

r. Provision requiring access by duly authorized representatives of the Board of Education, New Jersey Department of Agriculture (NJDA), United States Department of Agriculture (USDA), or Comptroller General to any books, documents, papers, and records of the contractor which are directly pertinent to all negotiated contracts;



s. Method of shipment or delivery upon contract award;

t. Provision requiring contractor to maintain all required records for three years after final payment and all other pending matters (audits) are closed for all negotiated contracts;

u. Description of process for enabling vendors to receive or pick up orders upon contract award;

v. Provision requiring the contractor to recognize mandatory standards/policies related to energy efficiency contained in the Energy Policy and Conservation Act (PL 94-163);

w. Signed statement of non-collusion;

x. Signed Debarment/Suspension Certificate, clause in the contract or a copy of search results from the System for Award Management (SAM);

y. Provision requiring "Buy American" as outlined in 7 CFR Part 210.21(d) and USDA Guidance Memo SP 38-2017; and

z. Specifications and estimated quantities of products and services prepared by the school district and provided to potential contractors desiring to submit bids/proposals for the products or services requested.

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6. If any potential vendor is in doubt as to the true meaning of specifications or purchase conditions, interpretation will be provided in writing to all potential bidders by the School Business Administrator/Board Secretary or designee and will specify the deadline for all questions.

   a. The School Business Administrator/Board Secretary will be responsible for securing all bids or proposals.



   b. The School Business Administrator/Board Secretary will be responsible to ensure all Board of Education procurements are conducted in compliance with applicable Federal, State, and local procurement regulations.

   c. The following criteria will be used in awarding contracts as a result of bids/proposals. Price must be the highest weighted criteria. Examples of other possible criteria include quality, service, delivery, and availability.

7. In awarding a RFP, a set of award criteria in the form of a weighted evaluation sheet will be provided to each bidder in the initial bid document materials. Price alone is not the sole basis for award, but remains the primary consideration among all factors when awarding a contract. Following evaluation and negotiations, a firm fixed price or cost reimbursable contract is awarded.

   a. The contracts will be awarded to the responsible bidder/proposer whose bid or proposal is responsive to the invitation and is most advantageous to the Board of Education, price as the primary, and other factors considered. Any and all bids or proposals may be rejected in accordance with the law.

   b. The School Business Administrator/Board Secretary or designee is required to sign on the bid tabulation of competitive sealed bids or the evaluation criterion score sheet of competitive proposals signifying a review and approval of the selections.

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c. The School Business Administrator/Board Secretary shall review the procurement system to ensure compliance with applicable laws.

d. The School Business Administrator/Board Secretary or designee will be responsible for documentation that the actual product specified was received.



e. Any time an accepted item is not available, the School Business Administrator/Board Secretary will select the acceptable alternate. The contractor must inform the School Business Administrator/Board Secretary within one workday if a product is not available. In the event a nondomestic agricultural product is to be provided to the Board of Education, the contractor must obtain, in advance, written approval for the product. The School Business Administrator/Board Secretary must comply with the Buy American Provision.

f. Full documentation regarding the reason an accepted item was unavailable, and the procedure used in determining acceptable alternates, will be available for audit and review. The person responsible for this documentation is the School Business Administrator/Board Secretary.

g. The School Business Administrator/Board Secretary is responsible for maintaining all procurement documentation.

C. Small Purchase Procedures

If the amount of purchases for items is less than the school district's small purchase threshold as outlined in the Federal Funds Procurement Method Selection Chart – See Appendix, the following small purchase procedures including quotes will be used. Quotes from a minimum number of three qualified sources will be required.

1. Written specifications will be prepared and provided to all vendors.

2. Each vendor will be contacted and given an opportunity to provide a price quote on the same specifications. A minimum of three vendors shall be contacted.

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3. The School Business Administrator/Board Secretary or designee will be responsible for contacting potential vendors when price quotes are needed.

4. The price quotes will receive appropriate confidentiality before award.



5. Quotes/Bids will be awarded by the School Business Administrator/Board Secretary. Quotes/Bids will be awarded on the following criteria. Quote/Bid price must be the highest weighted criteria. Examples of other possible criteria include quality, service, delivery, and availability.

6. The School Business Administrator/Board Secretary will be responsible for documentation of records to show selection of vendor, reasons for selection, names of all vendors contacted, price quotes from each vendor, and written specifications.

7. The School Business Administrator/Board Secretary or designee will be responsible for documentation that the actual product specified is received.

8. Any time an accepted item is not available, the School Business Administrator/Board Secretary will select the acceptable alternate. Full documentation will be made available as to the selection of the acceptable item.

9. The School Business Administrator/Board Secretary or designee is required to sign all quote tabulations, signifying a review and approval of the selections.

D. Noncompetitive Proposal Procedures

If items are available only from a single source when the award of a contract is not feasible under small purchase, sealed bid or competitive negotiation, noncompetitive proposal procedures will be used:

1. Written specifications will be prepared and provided to the vendor.

2. The School Business Administrator/Board Secretary will be responsible for the documentation of records to fully explain the

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decision to use the noncompetitive proposal. The records will be available for audit and review.

3. The School Business Administrator/Board Secretary or designee will be responsible for documentation that the actual product or service specified was received.



4. The School Business Administrator/Board Secretary will be responsible for reviewing the procedures to be certain all requirements for using single source or noncompetitive proposals are met.

5. The noncompetitive micro-purchase method shall be used for one-time purchases of a new food item if the amount is less than $3,500 to determine food acceptance by students and provide samples for testing purposes. A record of noncompetitive negotiation purchase shall be maintained by the School Business Administrator/Board Secretary or designee. At a minimum, the record of noncompetitive purchases shall include: item name; dollar amount; vendor; and reason for noncompetitive procurement.

6. A member or representative of the Board of Education will approve, in advance, all procurements that result from noncompetitive negotiations.

E. Miscellaneous Provisions

1. New product evaluation procedures will include a review of product labels and ingredients; an evaluation of the nutritional value; taste tests and surveys; and any other evaluations to ensure the new product would enhance the program.

2. The Board of Education agrees the reviewing official of each transaction will be the School Business Administrator/Board Secretary.

3. Payment will be made to the vendor when the contract has been met and verified and has met the Board of Education's procedures for payment. (If prompt payment is made, discounts, etc., are accepted.)

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4. Specifications will be updated as needed.

5. If the product is not as specified, the following procedure, including, but not limited to, will take place: remove product from service; contact vendor for approved alternate product; or remove product from bid.



F. Emergency Purchases

1. If it is necessary to make a one-time emergency procurement to continue service or obtain goods, and the public exigency or emergency will not permit a delay resulting from a competitive solicitation, the purchase must be authorized using a purchase order signed by the School Business Administrator/Board Secretary. The emergency procedures to be followed for such purchases shall be those procedures used by the school district for other emergency purchases consistent with N.J.S.A. 18A:18A-7. All emergency procurements shall be approved by the School Business Administrator/Board Secretary. At a minimum, the following emergency procurement procedures shall be documented to include, but not be limited to: item name; dollar amount; vendor; and reason for emergency.

G. Purchasing Goods and Services – Cooperative Agreements, Agents, and Third-Party Services (Piggybacking)

1. When participating in intergovernmental and inter-agency agreements the Board of Education will ensure that competitive procurements are conducted in accordance with 2 CFR Part 200.318-.326 and applicable program regulations and guidance.

2. When utilizing the services of a co-op, agent, or third party the Board of Education will ensure that the following conditions have been met:

a. All procurements were subject to full and open competition and were made in accordance with Federal/State/local procurement requirements;

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b. The existing contract allows for the inclusion of additional Board of Educations that were not contemplated in the original procurement to purchase the same supplies/equipment through the original award;

c. The specifications in the existing contract meets their needs and that the items being ordered are in the contract;



d. The awarded contract requires all the Federally required certifications; e.g. Buy American, debarment, restrictions on lobbying, etc.;

e. The agency will confirm the addition of their purchasing power (goods or services) to the procurement in scope or services does not create a material change, resulting in the needs to re-bid the contract;

f. Administrative costs (fees) for participating in the agreement are adequately defined, necessary and reasonable, and the method of allocating the cost to the participating agencies must be specified;

g. The Buy American provisions are included in the procurement of food and agricultural products; and

h. The agreement includes the basis for and method of allocating each discount, rebate, or credit and how they will be returned to each participating agency when utilizing a cost-reimbursable contract.

H. Records Retention

1. The Board of Education shall agree to retain all books, records, and other documents relative to the award of the contract for three years after final payment. If there are audit findings that have not been resolved, the records shall be retained beyond the three-year period as long as required for the resolution of the issues raised by the audit. Specifically, the Board of Education shall maintain, at a minimum, the following documents:

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a. Written rationale for the method of procurement;

b. A copy of the original solicitation;

c. The selection of contract type;

d. The bidding and negotiation history and working papers;



e. The basis for contractor selection;

f. Approval from the State agency to support a lack of competition when competitive bids or offers are not obtained;

g. The basis for award cost or price;

h. The terms and conditions of the contract;

i. Any changes to the contract and negotiation history;

j. Billing and payment records;

k. A history of any contractor claims;

l. A history of any contractor breaches; and

m. Any other documents as required by N.J.S.A. 18A:18A – Public School Contracts Law.

I. Code of Conduct for Procurement

1. All procurements must ensure there is open and free competition and adhere to the most restrictive Federal, State, and local requirements. The Board of Education seeks to conduct all procurement procedures in compliance with stated regulations and to prohibit conflicts of interest and actions of employees engaged in the selection, award, and administration of contracts. All procurements will be in accordance with this Policy and all applicable provisions of N.J.S.A. 18A:18A – Public School Contracts Law.

2. No employee, officer, or agent may participate in the selection, award, or administration of a contract supported by a Federal,

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State, or local award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent; any member of his or her immediate family, his or her partner; or an organization which employs or is about to employ any of the parties indicated herein has a financial or other interest in or a tangible personal benefit from a firm considered for a contract.



3. The officers, employees, and agents of the non-Federal entity may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts. However, non-Federal entities may set standards for situations in which the financial interest is not substantial or the gift is an unsolicited item of nominal value.

4. The standards of conduct must provide for disciplinary actions to be applied for violations of such standards by officers, employees, or agents of the non-Federal entity. Based on the severity of the infraction, the penalties could include a written reprimand to their personnel file, a suspension with or without pay, or termination.

5. All questions and concerns regarding procurement solicitations, contract evaluations, and contract award, shall be directed to the School Business Administrator/Board Secretary.

J. Food Service Management Company (FSMC)

1. In the operation of the school district's food service program, the school district shall ensure that a FSMC complies with the requirements of the Program Agreement, the school district's Free and Reduced School Lunch Policy Statement, all applicable USDA program policies and regulations, and applicable State and local laws. In order to operate an a la carte food service program, the FSMC shall agree to offer free, reduced price, and full price reimbursable meals to all eligible children.

2. The school district shall monitor the FSMC billing invoices to ensure compliance with Federal and State procurement regulations.

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3. In accordance with N.J.S.A. 18A:18A-5a.(22), RFPs are required in all solicitations for a FSMC.

N.J.S.A. 18A:18A – Public School Contracts Law



APPENDIX

| FEDERAL FUNDS PROCUREMENT METHOD SELECTION CHART | | |
|---|---|---|
| THERE ARE TWO (2) PROCUREMENT METHODS, FORMAL AND INFORMAL. THE METHOD THE SCHOOL FOOD AUTHORITIES (SFA) NEEDS TO USE DEPENDS ON TWO (2) FACTORS, THE AMOUNT OF THE CONTRACT AND WHETHER THE SFA IS A PUBLIC/CHARTER OR NON-PUBLIC SCHOOL. | | |
| NEW JERSEY PUBLIC/CHARTER SCHOOLS PURCHASING THRESHOLDS | | |
| AMOUNT | ACTIVITY | PROCUREMENT METHOD |
| INFORMAL PROCUREMENT | | |
| Below $3,500 * | Micro - purchases 2 CFR 200.320(a) | Sound Business Practice * |
| | SINGLE TRANSACTION AGGREGATE COST LESS THAN $3,500 | |
| * Or LESS than $3,500 if local SFA Procurement Policies are more restrictive | | |
| SMALL PURCHASE PROCEDURES | | |
| $3,501 up to $29,000/$40,000 | N.J.S.A. 18A:18A–37<br>ANY PURCHASE EXCEEDING $3,500 REQUIRES A QUOTE UP TO THE APPLICABLE N.J.S.A. BID THRESHOLDS OF $29,000 (without a QPA*) OR $40,000 (with a QPA*) | Quotation using SFA Internal Procurement Procedures |
| NOTE: ANNUAL AGGREGATE AMOUNTS | | |
| FORMAL PROCUREMENT | | |
| $29,000 or $40,000 and above | N.J.S.A. 18A:18A–37<br>Bid Threshold without a QPA* - $29,000<br>Bid Threshold with a QPA* - $40,000 | Bid - Invitation for Bid (IFB) OR Request for Proposal (RFP) |
| * QUALIFIED PURCHASING AGENT | | |
| NEW JERSEY NON-PUBLIC SCHOOL PURCHASING THRESHOLDS | | |
| AMOUNT | ACTIVITY | PROCUREMENT METHOD |
| INFORMAL PROCUREMENT | | |
| Below $3,500 * | Micro - purchases 2 CFR 200.320(a)<br>Single Transaction aggregate cost less than $3,500 | Sound Business Practice * |
| * Or LESS than $3,500 if local SFA Procurement Policies are more restrictive | | |
| $3,501 - $149,999 | Small purchase procedures 2 CFR 200.320(b) | Quotation using SFA Internal Procurement Procedures |

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# POLICY GUIDE

| FORMAL PROCUREMENT | | |
|---|---|---|
| $150,000 and above | As per Federal requirements in 2 CFR Parts 200.317 - 200.326 | Bid - Invitation for Bid (IFB) OR Request for Proposal (RFP) |

State Agency Form #358 - July 2017

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