
**PENNSVILLE MIDDLE SCHOOL
BOARD REPORT
MONTH OF OCTOBER, 2018**

I. EDUCATION

- Week of Respect - Students participated in daily class activities and special dress days.
- School Violence Awareness - Students participated in door decorating contest, essay writing contest, and special dress days
- Race for Education - Students fundraised and walked the track in support of education. Prizes to be given out in November.
- Scholastic Book Fair - Oct. 22-25 located in PMS library for students

II. ADMINISTRATION

FIRE DRILLS

Please see attached report.

NURSE REPORT

Please see attached report.

ENROLLMENT

Please refer to the monthly report submitted to the County Superintendent.

DISCIPLINE

Please see attached report.

LIBRARY

Please see attached report.

III. OPERATIONS

- The custodial staff prepared and maintained the facility for a number of school events and community events. The maintenance department began timely repairs and replacements within the facility.
- Emergency drill procedures continue to be incorporated into the normal operating procedures. (fire drills, evacuations, lock-down).

IV. COMMUNITY AFFAIRS

- Band/Orchestra Halloween Performance at PMHS - Oct. 30th - Great attendance and an amazing performance.
- Scholastic Book Fair - Oct. 14 - Nov. 2 - online sales available

V. UPCOMING EVENTS

- 11/2 - School Dance
- 11/8-11/9 NJEA Convention
- 11/12 Veteran's Day

FIRE/SECURITY DRILL REPORT
PENNSVILLE MIDDLE SCHOOL
October 2018

FIRE DRILL

DATE/TIME OF FIRE DRILL	DURATION OF DRILL	WEATHER CONDITIONS	CONDITIONS
10/30/2018 10:07:15	2 min, 12 sec 8 min, 22 sec	Sunny, 58°	Fire Drill
STAFF: 59 SUBSTITUTES: 6 VISITORS: 0 STUDENTS: 392			

SECURITY DRILL

DATE/TIME OF CRISIS DRILL	TYPE OF DRILL	DURATION OF DRILL	WEATHER CONDITIONS	PARTICIPANTS OF DRILL	BRIEF DESCRIPTION OF WHAT WAS DRILLED
10/18/2018 1:21:46	Shelter in Place Evacuation Drill	16 min, 54 sec	Sunny, 53°	Staff & students	Evacuation procedures with students and staff
STAFF: 61 SUBSTITUTES: 2 VISITORS: 0 STUDENTS: 389					

Christina Collazo
Christina Collazo, Principal

Pennsville Middle School

Nurse's Report

October 2018

Meeting with guidance personnel, principals, CST, and staff is a continuous process.

- Students seen in the health office: 320
- Students excluded: 16
- Medications dispensed: 110
- Blood sugars: 50
- Physician's/Medical Notes: 41
- Gym excuses: 37
- Parent contacts: 114
- Injuries: 1
- Miscellaneous Referrals: 22
- Vision Referrals: 4
- Students with Concussion Accommodations: 1
- Intervention & Referral Screenings: 9
- HT, WT, Vision, & Hearing Screenings: 9
- EpiPen Delegates Trained: 17
- Glucagon Delegates Trained: 14
- Health records reviewed : 265
- Immunization records reviewed: 154
- Immunization Exclusion letters sent: 42
- Asthma Treatment plans sent and requested: 23
- Food & Allergy Action plans sent and requested: 7
- Seizure Action Plans requested: 5

MONTHLY REPORT

(This report is due on the fourth school day following the close of calendar month)

SALEM COUNTY PUBLIC SCHOOL

Salem, NJ

Principal	<i>Christina Collazo</i>	School	<i>PMS</i>
District	<i>Pennsville</i>	Date	<i>October 2018</i>

I. ANNUAL ENROLLMENT - count every student whether now in school or not

	General Education Total	Special Programs Total	Special Programs by Code		TOTAL SCHOOL ENROLLMENT
			20	22	
Grade 6	141	4	4	0	145
Grade 7	115	7	7	0	122
Grade 8	135	8	8	0	143
TOTAL	391	19	19	0	410

II. MONTHLY ENROLLMENT - count only pupils active during month

	General Education Total	Special Programs Total	Special Programs by Code		TOTAL SCHOOL ENROLLMENT
			20	22	
Grade 6	141	4	4	0	145
Grade 7	115	7	7	0	122
Grade 8	135	8	8	0	143
TOTAL	391	19	19	0	410

III. Monthly Summary**TOTAL**

a. Possible number of days attendance	8587.00
b. Number days present	8259.00

Percentage attendance	96.18	%
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CAFÉ:	8259.00
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Month: October 2018

# of days	21	
OSS	4	
Admin Detention	4	
Lunch Detention	14	
HIB	2	
All (demerits/ADet/LD/OSS)	26	HIB was included in suspensions

October was a busy month in the library. We held the Scholastic Book Fair October 22 through the 26. Students were brought to the book Fair in their Language Arts classes, but they could also come in before or after school and during lunch. Family members were welcome after school on Monday until 3:00 and on Wednesday until 5:00. It was great to see students talking about which books they had read and which books looked good.



Total sales	\$5,171.99
PROFITS	
Used 1164.36 Scholastic Dollars in books and discounts to teachers (I had existing Scholastic Dollars from last year.)	
Saved \$1000 Scholastic Dollars to use at warehouse sales and from the catalog	
\$758.80 cash on account with the PEF	

The Book Fair profits provide the library with a variety of popular books, often paperbacks. Kids are excited to have access to the books they saw at the Book Fair a week or two later in the library.

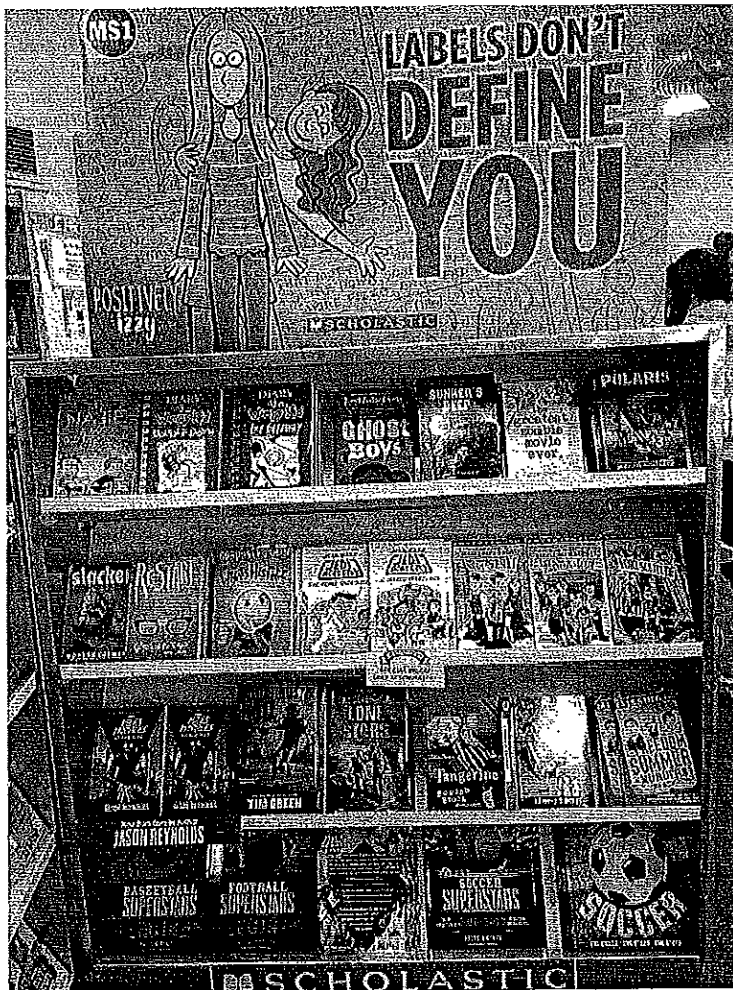
Thanks to Marian Sennstrom allocating funds to refresh classroom libraries. The teachers and the students were excited to select books. I saw many teachers asking their students which

books they wanted to see added to their classroom collections. This opportunity really builds excitement about reading.

Thanks also to the Pennsville Education Foundation for all of their assistance. Lisa Hagan handled our start-up cash, deposits, and payment to Scholastic.

Lisa Dowell found wonderful volunteers to operate the cash registers during the lunch periods: Karen Ayars, Lyndsey Burgett, Lisa Dowell, Carla Cornette, and Kristen Rodriguez.

This month 61 classes and 680 individual students came to the library during October. With Circulation in October was down with only 364 books being checked out, probably due to several factors. As we approached the end of the marking period, students were finishing up books for their Accelerated Reader requirements. Many students were reading books that they bought from the Book Fair or that their teachers bought from the Book Fair. Good sales figures often cause poor circulation figures, but the kids are still reading!



Martha Hovanec
November 5, 2018

**PENNSVILLE PUBLIC SCHOOL DISTRICT
BUILDING REPORT FOR THE MONTH OF
October 2018**

Principal: Mark Zoppina

School: Penn Beach

I. EDUCATION

The month of October was exciting with many great things happening. We started the month off with the state mandated "Week of Respect". Our Positive Behavior Support (PBS) committee created a series of activities to celebrate this week while at the same time supporting our Positive Behavior Report System Initiative.

Our school also held a student assembly this month kicking off our new **HOUSE system**. The house system is an idea adopted from Ron Clark Academy to give students the opportunity to connect with students across classes and grades that they may not normally have a chance to interact with. This helps students gain more friendships and create a family-like culture at our school.

We also celebrated the state mandated "School Violence Awareness Week" this month. We organized a week-long series of activities for students to enjoy during this week.

Our student's enjoyed an anti-bullying assembly on 10/01.

State mandated Student Growth Objectives for Penn Beach teachers were approved this month. Teachers used multiple data sets to develop ambitious but achievable SGOs in the areas of mathematics and language arts literacy.

The Pennsville Fire Department visited our school on 10/12. The team spoke to 5th grade students about fire safety and prevention. It was a very nice event and much appreciated.

Trimester I progress reports were available for parents on 10/26.

Our Race for Education event took place on 10/17. A big thanks to the Pennsville Education Foundation for their help with this great fundraiser event.

Bus evacuation drills took place on 10/16.

During the 10/26 In-service, our teachers met to work on various tasks including working on our new HOUSE system, CAP training, exploring our new writing series, completing SGOs, etc..

Classroom visitations for the purpose of personnel evaluations have been ongoing during the month of October.

OPERATIONS

Maintenance Reports

Description	Action Taken / Request Date
Penn Beach Elementary PBE There are 2 fairly deep holes right near the curb near the dumpsters on the right hand side as you are leaving the school that need to be filled please. Custodian placed a green pipe and a large stick in the ground near the holes.	ok filled 10/26/2018 Grounds

<p>Penn Beach Elementary PBE Please paint closet in nurse's office, cut 2 vents into the closet doors, and replace wooden shelves.</p>	<p>No Action Note 10/26/2018 Painting</p>
<p>Penn Beach Elementary PBE Door 1-1 in Multi-purpose room - the bottom metal sill is bent and broken and needs to be placed. See Brian.</p>	<p>No Action Note 10/25/2018 Doors and Hardware</p>
<p>Penn Beach Elementary PBE Nurse asked if she could be supplied with some "Damp Rid" or something similar for her storage closet. She said there is a strong mildew smell in the storage closet and would like it checked please.</p>	<p>nurse cleaning out stuff 10/22/2018 Miscellaneous</p>
<p>Penn Beach Elementary PBE The blowers in the multi-purpose room are still making too much noise. Difficult to hear teacher or principal speaking in that room.</p>	<p>No Action Note 10/22/2018 Heating/Ventilation /Air Conditioning</p>
<p>Penn Beach Elementary PBE Teacher complained of a loud high-pitched sound coming from the HVAC unit.</p>	<p>Adj. flow valve 10/15/2018 Heating/Ventilation /Air Conditioning</p>
<p>Penn Beach Elementary PBE Principal reported there is a hole that needs to be filled please in the grass next to the main entrance walkway on Kansas on the right side as you are facing the front of Penn Beach. It is right at the beginning of the walkway.</p>	<p>ok filled 10/12/2018 Grounds</p>
<p>Penn Beach Elementary PBE Custodian reported the doors to both the 4th grade girls' and boys' restrooms are not closing all the way as they should.</p>	<p>Done 10/11/2018 Doors and Hardware</p>
<p>Penn Beach Elementary PBE Custodian reported the faucet in Room 123 needs to be tightened. She said it spins around.</p>	<p>No Action Note 10/11/2018 Plumbing</p>
<p>Penn Beach Elementary PBE Principal reported the back door is not closing properly. It seems to be catching at the bottom.</p>	<p>No Action Note 10/9/2018 Doors and Hardware</p>

Penn Beach Elementary PBE Teacher reported that one of the ceiling tile tracks is off and leaning down. Custodian is unable to reattach.	No Action Note 10/9/2018 Celling Tile
Penn Beach Elementary PBE Teacher reported the faucet keeps going on and off every couple of minutes, and custodian says the faucet also feels hot to the touch when it normally isn't.	checked out seems to be fine Will follow up 10/9/2018 Plumbing

II. ADMINISTRATION

Monthly Enrollment:

Grade 4: 128

Grade 5: 126

Student ADA: 96.66%

Staff ADA: 96.15%

Security/Fire Drills:

One fire and security drill took place this month.

* Detailed drill reports are on file with the Superintendent.

Discipline:

2 Detentions, 0 suspensions

Nurse:

PB has had another busy month with visits. There was a student that fractured a bone this month during gym class. There were 2 new students transfer in this month. I am still collecting paperwork for Action plans and new students.

III. COMMUNITY

Please see newsletter located on the PB webpage for community events!

Pennsville Public School District

Building Principal Report

Central Park Elementary School

I. Education

- October 1st – October 5th Week of Respect Activities including an assembly
- October 1st - Youth Alliance Assembly
- October 3rd – Monthly Security Drill (Bomb Threat Drill)
- October 9th – Grade Level Meetings
- October 11th – Fire Prevention Week Assembly
- October 16th – Bus Evacuation Drill
- October 19th– Fire Drill
- October 22nd – Title One Meeting
- October 26th - Teacher In-service

II. Operations

All maintenance issues have been resolved in a timely manner.

III. Administration

ADA Staff – 96.99%

ADA Students - 95.32%

Enrollment

Grade 2 132 students

Grade 3 127 students

Total 259 students

IV. Community Affairs

The monthly HSA meeting was cancelled. No parents from CP came the Title 1 Meeting.

V. Board Report October 2018 Nurse

There were zero student and staff accident reports submitted this month.

I have had 226 office visits this month. The visits have been primarily for GI disturbances, minor playground injuries, asthma, cold symptoms and viral illness symptoms. I am also participating in 504 meetings for students with new and existing 504 plans as needed.

I have begun annual health screenings for our students and have started with those students that have I&RS or CST referrals.

Parents continue to bring in medications for their children that need to be administered during the school day. There is one student requiring daily medications - Type 1 diabetic student, three students with severe food allergies or other allergic condition that require an epi-pen for emergencies and ten students with medication as needed.

I continue to have conferences (formal and informal) with several of our families concerning the medical, emotional, and dietary needs of their children.



PENNSVILLE PUBLIC SCHOOL DISTRICT
Valley Park School Board Report: October 2018

Principal: Bobbie-Ann Fordham

I. EDUCATION

The fall library book fair held this month was successful. There was a good turnout for the night time family book fair that was held on Wednesday night. Family night had an additional family craft that night for all to enjoy.

The school observed Violence Awareness Week and Week of Respect this month. Some of the activities planned that week included classroom discussions, lessons and activities centered on anti-bullying/being kind to others.

II. OPERATIONS

There were no incidents during the Halloween period.

No.	Description	Labour Hours	Total Costs	Action Taken
1	There is a leak in the roof in the Kitchen part of the cafeteria		\$0.00	completed by contractor
2	Pick up filing cabinets and metal on dock.	1	\$33.06	ok
3	The thermostat in room 8 isn't reading anything on the display - it is blank all the time, not even the current room temp displays.	0.5	\$16.53	This was shut off do to the air conditioning in the room
4	Window blinds don't roll up (front of heater vents) in room 15	0.5	\$11.26	Done
5	The sink runs nonstop. We will have it turned off all the way (or as much as we can), but as time goes on, it slowly lets out more and more water until I have to go shut it off again because it's very noticeable.	1	\$24.34	
6	Please pick up the metal on the dock - file cabinets. See mike. Please auction slip.	0.5	\$16.53	ok
7	The temperature in room #1 seems to be running hot. See email from BAF	0.5	\$16.53	Reboot system check okay

8	The door doesn't unlock with the master key. Teacher's master key works on all other doors, just not her room #16.	0.5	\$16.53	clean and spray WD- 40
9	Please remove the accordion doors in the closet area in room 9.	2	\$66.12	ok
10	Remove the shelves in the closet area in room 9 so that the cubbies from room 6 will fit. Thanks!	0.5	\$12.17	
11	Room 7's bathroom door shuts too quickly so the bar needs adjusting. See Gail Miller or Bobbie-Ann for more info. Thanks!	0.25	\$5.63	Done
12	Please move the diaper cabinet from room 6 to room 9.	1	\$22.51	Done
13	Please move AC units from the following rooms: From room 6 to room 9 From room 7 to room 11	3	\$73.02	
14	Room 8 air conditioning moved to room 4	1	\$24.34	
15	Room 6 air conditioning moved to room 9	1	\$24.34	
16	The paper towel holder in 9 needs to be moved as it is in Rooms 6 and 7. The kids can't reach it (we tried today)	0.5	\$11.26	Done
17	Move voting booths in kindergarten closet a storage closet from VP to Penn Beach stage. Per Maria Petro. Thanks!	1.5	\$36.51	
18	Please remove the accordion doors from room 15. Thanks!	1	\$24.34	
19	Please remove the accordion doors from room 16. Thanks!	1	\$24.34	
20	4 boxes moved to MIDDLE SCHOOL (they are in the main hallway next to the faculty room)	0.5	\$16.53	ok
21	preschool; 2 new sinks		\$0.00	This will be part of contractor work

- | | | | | |
|----|---|-----|---------|----|
| 22 | bookcases and metal cabinet on stage and storage room moved to Lorrie Beyl's office (They are labeled with her name 5 items) | 1.5 | \$36.51 | |
| 23 | Please take doors off of the supply closet shelves on the left side. The back ones have good locks, they are fine!
Update 10/30 - please repair locks on doors. :) | 0.5 | \$16.53 | |
| 24 | please move the large roll of cardboard from the storage room across from the faculty room to the HS stage (as per Kyle B) | 1 | \$33.06 | ok |

III. ADMINISTRATION

ADA Staff – 98.00 %

ADA Students – 99.73%

Enrollment

Preschool – 38 Kindergarten-114 Grade 1-139 Special Ed. – 30 Total – 291

FIRE/SECURITY DRILL REPORT

DATE/TIME OF FIRE DRILL		DURATION OF DRILL	WEATHER CONDITIONS		CONDITIONS
10/31/18 2:45 p.m.		70 sec	69 degrees sunny		first grade hallway pull station next to ramp
STAFF: 46 SUBSTITUTES: 1 VISITORS: 0 STUDENTS: 259					
DATE/TIME OF CRISIS DRILL	TYPE OF DRILL	DURATION OF DRILL	WEATHER CONDITIONS	PARTICIPANTS OF DRILL	BRIEF DESCRIPTION OF WHAT WAS DRILLED
10/30/18 2:55 pm	Lockdown	6 min.	60 degrees sunny	Staff Students Substitutes	Protocols and procedures for bomb threat
STAFF: 45 SUBSTITUTES: 2 VISITORS: 0 STUDENTS: 246					

There were 7 discipline incidents involving the principal this month. 2 of the incidents were on a bus. Parent contacts were made and disciplinary action was assigned as appropriate. There were no detentions and there were 2 suspensions with mandatory pickups.

IV. COMMUNITY AFFAIRS

The Education Foundation did not meet this month.

SCHOOL NURSE MONTHLY REPORTDate: 10/31/18**ASSESSMENTS:**

Vision screens	<u>82</u>	Postural screens	<u>0</u>
Vision referrals	<u>1</u>	Postural referrals	<u>0</u>
Hearing screens	<u>82</u>	B/P screens	<u>82</u>
Hearing referrals	<u>19</u>	B/P referrals	<u>0</u>
Height & Weight measurements	<u>82</u>	First Aide	<u>180</u>
Seizure Management	<u>0</u>	NP School Physicals	<u>0</u>

PREVENTION:

Immunization records reviewed	<u>263</u>	Cardiac Monitoring	<u>0</u>
Immunization letter sent	<u>62</u>		
Staff TB data reviewed	<u>0</u>		
Head lice screening	<u>0</u>		
#students identified	<u>0</u>		
Diabetic Management	<u>0</u>		

COMMUNICABLE DISEASE REFERRALS:

pink eye	<u>0</u>
impetigo	<u>0</u>
ringworm	<u>0</u>
scabies	<u>0</u>

OTHER:

October 2018 Facility Usage

<u>Date</u>	<u>Time</u>	<u>Building</u>	<u>Location</u>	<u>Client</u>	<u>Event</u>	<u># of Hrs</u>
Outside Organizations						
10/1/2018	5:30pm - 7:00pm	PMHS	Practice Field/Field	Pennsville Juniors-Field Hockey	Pennsville Juniors Field Hockey	1.5
10/1/2018	6:10pm - 9:45pm	PB	M.P.R.	PCPAT	PCPAT Dance Classes	3.58
10/1/2018	6:10pm - 9:45pm	PB	Library	PCPAT	PCPAT Dance Classes	3.58
10/2/2018	5:30pm - 7:00pm	PMHS	Practice Field/Field	Pennsville Juniors-Field Hockey	Pennsville Juniors Field Hockey	1.5
10/3/2018	5:30pm - 7:00pm	PMHS	Practice Field/Field	Pennsville Juniors-Field Hockey	Pennsville Juniors Field Hockey	1.5
10/3/2018	7:00pm - 8:30pm	PMS	Gym	Pennsville Youth Basketball Assoc	Youth Basketball	1.5
10/4/2018	5:30pm - 7:00pm	PMHS	Practice Field/Field	Pennsville Juniors-Field Hockey	Pennsville Juniors Field Hockey	1.5
10/4/2018	6:10pm - 9:45pm	PB	M.P.R.	PCPAT	PCPAT Dance Classes	3.58
10/4/2018	6:10pm - 9:45pm	PB	Library	PCPAT	PCPAT Dance Classes	3.58
10/4/2018	6:15pm - 9:00pm	PMHS	Football Stadium	Education Foundation of PV	Movie Night Under the Stars	2.75
10/4/2018	6:15pm - 9:00pm	PMHS	Stadium Snack Stand	Education Foundation of PV	Movie Night Under the Stars	2.75
10/8/2018	5:30pm - 7:00pm	PMHS	Practice Field/Field	Pennsville Juniors-Field Hockey	Pennsville Juniors Field Hockey	1.5
10/8/2018	5:30pm - 7:00pm	PMHS	Practice Field/Field	Pennsville Juniors-Field Hockey	Pennsville Juniors Field Hockey	1.5
10/9/2018	5:30pm - 7:00pm	PMHS	Practice Field/Field	Pennsville Juniors-Field Hockey	Pennsville Juniors Field Hockey	1.5
10/10/2018	5:30pm - 7:00pm	PMS	Gym	Pennsville Youth Basketball Assoc	Youth Basketball	1.5
10/11/2018	5:30pm - 7:00pm	PMHS	Practice Field/Field	Pennsville Juniors-Field Hockey	Pennsville Juniors Field Hockey	1.5
10/11/2018	6:10pm - 9:45pm	PB	M.P.R.	PCPAT	PCPAT Dance Classes	3.58
10/11/2018	6:10pm - 9:45pm	PB	Library	PCPAT	PCPAT Dance Classes	3.58
10/12/2018	6:00pm - 9:00pm	PMS	Cafeteria	Septemberfest Committee	Bingo	3
10/15/2018	5:30pm - 7:00pm	PMHS	Practice Field/Field	Pennsville Juniors-Field Hockey	Pennsville Juniors Field Hockey	1.5
10/15/2018	6:10pm - 9:45pm	PB	Library	PCPAT	PCPAT Dance Classes	3.58
10/15/2018	6:10pm - 9:45pm	PB	M.P.R.	PCPAT	PCPAT Dance Classes	3.58
10/16/2018	5:30pm - 7:00pm	PMHS	Practice Field/Field	Pennsville Juniors-Field Hockey	Pennsville Juniors Field Hockey	1.5
10/17/2018	5:30pm - 7:00pm	PMHS	Practice Field/Field	Pennsville Juniors-Field Hockey	Pennsville Juniors Field Hockey	1.5
10/17/2018	7:00pm - 8:30pm	PMS	Gym	Pennsville Youth Basketball Assoc	Youth Basketball	1.5
10/18/2018	5:30pm - 7:00pm	PMHS	Practice Field/Field	Pennsville Juniors-Field Hockey	Pennsville Juniors Field Hockey	1.5
10/18/2018	6:10pm - 9:45pm	PB	M.P.R.	PCPAT	PCPAT Dance Classes	3.58
10/18/2018	6:10pm - 9:45pm	PB	Library	PCPAT	PCPAT Dance Classes	3.58
10/22/2018	2:50pm - 4:00pm	CP	Library	Girl Scouts/Stephanie Wagner	Girl Scouts-Brownies(2nd&3rd	1.17
10/22/2018	3:40pm - 5:10pm	VP	Library	Girl Scouts/Stephanie Wagner	Girl Scouts-Daisies(grades K &	1.5
10/22/2018	5:30pm - 7:00pm	PMHS	Practice Field/Field	Pennsville Juniors-Field Hockey	Pennsville Juniors Field Hockey	1.5
10/22/2018	6:10pm - 9:45pm	PB	M.P.R.	PCPAT	PCPAT Dance Classes	3.58
10/22/2018	6:10pm - 9:45pm	PB	Library	PCPAT	PCPAT Dance Classes	3.58
10/23/2018	5:30pm - 7:00pm	PMHS	Practice Field/Field	Pennsville Juniors-Field Hockey	Pennsville Juniors Field Hockey	1.5
10/24/2018	5:30pm - 7:00pm	PMHS	Practice Field/Field	Pennsville Juniors-Field Hockey	Pennsville Juniors Field Hockey	1.5
10/24/2018	7:00pm - 8:30pm	PMS	Gym	Pennsville Youth Basketball Assoc	Youth Basketball	1.5
10/25/2018	5:30pm - 7:00pm	PMHS	Practice Field/Field	Pennsville Juniors-Field Hockey	Pennsville Juniors Field Hockey	1.5
10/25/2018	6:10pm - 9:45pm	PB	M.P.R.	PCPAT	PCPAT Dance Classes	3.58
10/25/2018	6:10pm - 9:45pm	PB	Library	PCPAT	PCPAT Dance Classes	3.58

10/29/2018	2:50pm - 4:00pm	CP	Library	Girl Scouts/Stephanie Wagner	Girl Scouts-Brownies(2nd&3rd	1.17
10/29/2018	3:40pm - 5:10pm	VP	Library	Girl Scouts/Stephanie Wagner	Girl Scouts-Daisies(grades K & ..	1.5
10/29/2018	6:10pm - 8:45pm	PB	M.P.R.	PCPAT	PCPAT Dance Classes	3.58
10/29/2018	6:10pm - 8:45pm	PB	Library	PCPAT	PCPAT Dance Classes	3.58
10/30/2018	7:00pm - 8:30pm	PMS	Gym	Pennsville Youth Basketball Assoc	Youth Basketball	1.5
				Total Hours		102.62

Pennsville Township

10/1/2018	9:30am - 10:30am	DO	Tumble Tots Room	Township of Pennsville Recreation	Playtime Pals	1
10/1/2018	9:30am - 10:30am	DO	Exercise Room	Township of Pennsville Recreation	Slimnastics	1
10/1/2018	7:00pm - 9:00pm	PMHS	Gym	Township of Pennsville Recreation	Co-ed Volleyball	2
10/2/2018	3:00pm - 4:00pm	CP	Outdoor Fields	Township of Pennsville Recreation	2 & 3 Grade After School	1
10/2/2018	6:00pm - 7:15pm	PMS	Gym	Township of Pennsville Recreation	Girls Indoor Hockey	1.25
10/2/2018	6:30pm - 7:30pm	CP	M.P.R.	Township of Pennsville Recreation	ZUMBA Class	1
10/3/2018	9:30am - 10:30am	DO	Tumble Tots Room	Township of Pennsville Recreation	Playtime Pals	1
10/3/2018	9:30am - 10:30am	DO	Exercise Room	Township of Pennsville Recreation	Slimnastics	1
10/3/2018	3:00pm - 4:00pm	CP	Outdoor Fields	Township of Pennsville Recreation	2 & 3 Grade After School	1
10/4/2018	6:30pm - 7:30pm	CP	M.P.R.	Township of Pennsville Recreation	ZUMBA Class	1
10/5/2018	9:30am - 10:30am	DO	Tumble Tots Room	Township of Pennsville Recreation	Playtime Pals	1
10/5/2018	9:30am - 10:30am	DO	Exercise Room	Township of Pennsville Recreation	Slimnastics	1
10/9/2018	3:00pm - 4:00pm	CP	Outdoor Fields	Township of Pennsville Recreation	2 & 3 Grade After School	1
10/9/2018	6:00pm - 7:15pm	PMS	Gym	Township of Pennsville Recreation	Girls Indoor Hockey	1.25
10/9/2018	6:30pm - 7:30pm	CP	M.P.R.	Township of Pennsville Recreation	ZUMBA Class	1
10/10/2018	9:30am - 10:30am	DO	Tumble Tots Room	Township of Pennsville Recreation	Playtime Pals	1
10/10/2018	9:30am - 10:30am	DO	Exercise Room	Township of Pennsville Recreation	Slimnastics	1
10/10/2018	3:00pm - 4:00pm	CP	Outdoor Fields	Township of Pennsville Recreation	2 & 3 Grade After School	1
10/11/2018	6:30pm - 7:30pm	CP	M.P.R.	Township of Pennsville Recreation	ZUMBA Class	1
10/12/2018	9:30am - 10:30am	DO	Tumble Tots Room	Township of Pennsville Recreation	Playtime Pals	1
10/12/2018	9:30am - 10:30am	DO	Exercise Room	Township of Pennsville Recreation	Slimnastics	1
10/15/2018	9:30am - 10:30am	DO	Tumble Tots Room	Township of Pennsville Recreation	Playtime Pals	1
10/15/2018	9:30am - 10:30am	DO	Exercise Room	Township of Pennsville Recreation	Slimnastics	1
10/15/2018	7:00pm - 9:00pm	PMHS	Gym	Township of Pennsville Recreation	Co-ed Volleyball	2
10/16/2018	3:00pm - 4:00pm	CP	Outdoor Fields	Township of Pennsville Recreation	2 & 3 Grade After School	1
10/16/2018	6:00pm - 7:15pm	PMS	Gym	Township of Pennsville Recreation	Girls Indoor Hockey	1.25
10/16/2018	6:30pm - 7:30pm	CP	M.P.R.	Township of Pennsville Recreation	ZUMBA Class	1
10/17/2018	9:30am - 10:30am	DO	Tumble Tots Room	Township of Pennsville Recreation	Playtime Pals	1
10/17/2018	9:30am - 10:30am	DO	Exercise Room	Township of Pennsville Recreation	Slimnastics	1
10/17/2018	3:00pm - 4:00pm	CP	Outdoor Fields	Township of Pennsville Recreation	2 & 3 Grade After School	1
10/19/2018	9:30am - 10:30am	DO	Tumble Tots Room	Township of Pennsville Recreation	Playtime Pals	1
10/19/2018	9:30am - 10:30am	DO	Exercise Room	Township of Pennsville Recreation	Slimnastics	1
10/22/2018	9:30am - 10:30am	DO	Tumble Tots Room	Township of Pennsville Recreation	Playtime Pals	1

10/22/2018	9:30am - 10:30am	DO	Exercise Room	Township of Pennsville Recreation	Slimnastics	1
10/22/2018	7:00pm - 9:00pm	PMHS	Gym	Township of Pennsville Recreation	Co-ed Volleyball	2
10/23/2018	3:00pm - 4:00pm	CP	Outdoor Fields	Township of Pennsville Recreation	2 & 3 Grade After School	1
10/23/2018	6:00pm - 7:15pm	PMS	Gym	Township of Pennsville Recreation	Girls Indoor Hockey	1.25
10/23/2018	6:30pm - 7:30pm	CP	M.P.R.	Township of Pennsville Recreation	ZUMBA Class	1
10/24/2018	9:30am - 10:30am	DO	Tumble Tots Room	Township of Pennsville Recreation	Playtime Pals	1
10/24/2018	9:30am - 10:30am	DO	Exercise Room	Township of Pennsville Recreation	Slimnastics	1
10/24/2018	3:00pm - 4:00pm	CP	Outdoor Fields	Township of Pennsville Recreation	2 & 3 Grade After School	1
10/25/2018	6:30pm - 7:30pm	CP	M.P.R.	Township of Pennsville Recreation	ZUMBA Class	1
10/26/2018	9:30am - 10:30am	DO	Tumble Tots Room	Township of Pennsville Recreation	Playtime Pals	1
10/26/2018	9:30am - 10:30am	DO	Exercise Room	Township of Pennsville Recreation	Slimnastics	1
10/29/2018	9:30am - 10:30am	DO	Tumble Tots Room	Township of Pennsville Recreation	Playtime Pals	1
10/29/2018	9:30am - 10:30am	DO	Exercise Room	Township of Pennsville Recreation	Slimnastics	1
10/29/2018	7:00pm - 9:00pm	PMHS	Gym	Township of Pennsville Recreation	Co-ed Volleyball	2
10/30/2018	6:30pm - 7:30pm	CP	M.P.R.	Township of Pennsville Recreation	ZUMBA Class	1
10/31/2018	9:30am - 10:30am	DO	Exercise Room	Township of Pennsville Recreation	Slimnastics	1
					Total Hours	54

PENNSVILLE SCHOOL DISTRICT

TITLE: **RECEPTIONIST (CLERICAL AIDE)**

QUALIFICATIONS: Demonstrate ability to operate a copy machine or the ability to be trained on such a machine. Demonstrate ability to file documents. Demonstrate ability to accommodate visitors and callers with a positive demeanor. Demonstrate ability to follow building security protocols. Demonstrate ability to perform the duties and responsibilities as described below.

REPORTS TO: Superintendent of Schools

JOB GOALS: To provide services as a receptionist.

PERFORMANCE RESPONSIBILITIES:

1. Coordinate the districtwide copying service to meet faculty and administrative requests regarding the duplication of instructional and administrative materials.
2. Supervise the maintenance needs of all central duplicating machines used to meet faculty and administrative requests.
3. Assist staff, whenever appropriate and on an as-needed basis, in the day-to-day operations of a school building central office.
4. Meter outgoing mail for pickup by the Postal Service.
5. Sort and place incoming mail in appropriate mailboxes.
6. Accept deliveries and contact individuals of such deliveries.
7. Shred documents when requested by the CST, Business Office, Curriculum Office and Superintendent's Office.
8. Answer district office phone and direct calls to the appropriate offices and school buildings.
9. Greet visitors to the district office and have them sign-in and direct them to their appropriate location.

Board Approved:

PENNSVILLE SCHOOL DISTRICT

10. Deliver and pick up interoffice mail and copy requests to school buildings and district office.
11. Mail IEPs and 23 year old letters for the CST.
12. Stuff payroll checks, go over benefits and prepare binders/booklets for the payroll/benefits department.
13. Grocery shop for the HS Preschool Program, VP Preschool and Boardroom.
14. Scan documents for departments within the district office.
15. Copy programs for football games, plays, musicals, etc.
16. Assist drivers with deliveries for GCA supplies.
17. Assist transportation department with busing copies and mailings.
18. Process MicroFiche in the summer months.
19. Performs other duties and accepts responsibilities, as assigned.

TERMS OF EMPLOYMENT: Reappointment annually by the Board of Education. Non-PEA position.

Board Approved:

Check Journal

Pennsville Board of Ed

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Rec and Unrec checks

Hand and Machine checks

11/20/18 12:06

Starting date 11/1/2018

Ending date 11/30/2018

Cknum	Date	Rec date	Vcode	Vendor name	Check amount
100603	11/05/18		0141	UNITED STATES POSTAL SERVICE	\$1,095.92
100604	11/26/18		5831	AAMCO ROOFING LLC	\$4,865.00
100605	11/26/18		5968	ACADEMIC THERAPY PUB/HIGH NOON	\$772.20
100606	11/26/18		0044	ACME MARKETS, INC	\$210.68
100607	11/26/18		3637	ALPHA CARD SYSTEM LLC	\$210.00
100608	11/26/18		0300	ATLANTIC CITY ELECTRIC	\$17,722.29
100609	11/26/18		2973	BARNES AND NOBLE	\$1,189.62
100610	11/26/18		2320	BAYSHORE FORD	\$337.66
100611	11/26/18		0490	BLICK ART MATERIALS	\$39.43
100612	11/26/18		5086	BONOWSKI; DAVID	\$58.39
100613	11/26/18		5170	BRODZIK; MICHAEL	\$192.81
100614	11/26/18		6021	BROOKS-IRVINE	\$46.00
100615	11/26/18		0770	CAROLINA BIOLOGICAL SUPPLY CO	\$4,272.45
100616	11/26/18		5174	CDW-G, INC.	\$5,446.62
100617	11/26/18		1309	CENTRAL JERSEY EQUIPMENT	\$272.17
100618	11/26/18		4256	COAST TO COAST COMPUTER PROD	\$187.00
100619	11/26/18		4534	COLES MUSIC SERVICE LLC	\$405.99
100620	11/26/18		Y003	CONVERGEONE INC.	\$123.00
100621	11/26/18		6140	D Agostinos Water Solutions, LLC.	\$25,350.00
100622	11/26/18		W461	Danley; Amy	\$39.05
100623	11/26/18		H844	DELPHI CREATIVITY GROUP	\$107.53
100624	11/26/18		2043	DEMCO	\$924.72
100625	11/26/18		6006	EDUCERE, LLC.	\$5,912.50
100626	11/26/18		5848	ELIZABETH CLAIRE, INC	\$171.00
100627	11/26/18		5132	FALASCA MECHANICAL	\$8,965.00
100628	11/26/18		5597	FICKE; SUSAN	\$376.89
100629	11/26/18		8010	FOLLETT LIBRARY RESOURCES	\$670.21
100630	11/26/18		S968	FORDHAM, MARK	\$28.36
100631	11/26/18		5756	FRONTLINE TECHNOLOGIES GROUP	\$982.70
100632	11/26/18		4047	GALE CENGAGE LEARNING	\$467.10
100633	11/26/18		8172	GLOUCESTER COUNTY SPECIAL	\$48,092.64
100634	11/26/18		0355	GOPHER/PLAY WITH A PURPOSE	\$7,145.93
100635	11/26/18		5513	GRAYBAR ELECTRIC CO.,INC.	\$115.43
100636	11/26/18		0324	HERRMANN III; HOWARD J	\$32.86
100637	11/26/18		4344	INSTITUTE FOR EDUC DEVELOPMT	\$777.00
100638	11/26/18		1522	JAMES DOORCHECK INC	\$121.16
100639	11/26/18		5880	JIGSAW LEARNING LLC	\$4,230.00
100640	11/26/18		W853	Jones; Jason	\$8,800.00
100641	11/26/18		F034	K.D. NATIONAL SECURITY & INVESTIGATIONS	\$840.00

Starting date 11/1/2018 Ending date 11/30/2018

Cknum	Date	Rec date	Vcode	Vendor name	Check amount
100642	11/26/18		5920	KELLY; KAREN-NEUROPSYCHOLOGY	\$1,300.00
100643	11/26/18		1599	LAKESHORE LEARNING MATERIALS	\$1,923.64
100644	11/26/18		0698	LAWN & GOLF SUPPLY CO INC	\$806.30
100645	11/26/18		T915	Lexia Learning Systems, Inc	\$3,082.22
100646	11/26/18		B223	MakeMusic, Inc.	\$400.00
100647	11/26/18		J722	Margarite M Lovett, Excel Educational	\$1,200.00
100648	11/26/18		E333	Mason; Thomas	\$62.66
100649	11/26/18		B069	MEDEXPRESS URGENT CARE NJ, LLC	\$880.00
100650	11/26/18		R640	Micro Enterprises, LLC	\$8,505.48
100651	11/26/18		J853	Mohawk US LLC	\$7,521.50
100652	11/26/18		0197	MUSIC EDUCATORS NATIONAL CONF	\$127.00
100653	11/26/18		C978	MUSIC IS ELEMENTARY INC.	\$346.95
100654	11/26/18		4193	NATIONAL SEATING & MOBILITY INC	\$4,320.00
100655	11/26/18		5716	NJ ADVANCE MEDIA	\$127.68
100656	11/26/18		1815	NJSCA PROFESSIONAL DEV CONF	\$175.00
100657	11/26/18		4505	NJSIAA	\$356.00
100658	11/26/18		3659	O'BRIEN; MATTHEW	\$16.49
100659	11/26/18		5455	OMNI FINANCIAL GROUP, INC.	\$53.00
100660	11/26/18		0597	ORIENTAL TRADING COMPANY, INC.	\$404.73
100661	11/26/18		Q149	Other World Computing Inc.	\$1,965.18
100662	11/26/18		5650	OVERDRIVE, INC.	\$12.00
100663	11/26/18		5973	PENNSVILLE COMMUNITY HARDWARE	\$399.98
100664	11/26/18		0294	PLAQUES & SUCH, LLC	\$572.43
100665	11/26/18		1490	PRINTERS OF SALEM COUNTY	\$2,669.00
100666	11/26/18		5978	PROJECT LEAD THE WAY	\$375.00
100667	11/26/18		0018	R B TIRE CENTER	\$426.00
100668	11/26/18		2365	REALLY GOOD STUFF INC.	\$225.17
100669	11/26/18		2365	REALLY GOOD STUFF, LLC.	\$101.17
100670	11/26/18		W033	RF DESIGN & INTEGRATION, INC.	\$8,263.31
100671	11/26/18		3312	RICOH USA, INC	\$803.80
100672	11/26/18		5239	ROBISHAW, ALYSSA	\$55.49
100673	11/26/18		3304	SCHOLASTIC	\$215.76
100674	11/26/18		2295	SCHOOL NURSE SUPPLY INC.	\$87.01
100675 V	11/26/18	11/26/18		00.0 \$ Multi Stub Void	
100676 V	11/26/18	11/26/18		00.0 \$ Multi Stub Void	
100677	11/26/18		1009	SCHOOL SPECIALTY, INC.	\$37,566.74
100678	11/26/18		5852	SEBCO BOOKS	\$2,971.17
100679	11/26/18		0106	SJBODA	\$200.00
100680	11/26/18		0110	SMICK LUMBER	\$164.53

Starting date 11/1/2018 Ending date 11/30/2018

Cknum	Date	Rec date	Vcode	Vendor name	Check amount
100681	11/26/18		5213	STAPLES ADVANTAGE	\$246.63
100682	11/26/18		5815	TEACHER SYNERGY, LLC	\$62.98
100683	11/26/18		6008	THE GUARD ROOM	\$271.84
100684	11/26/18		5344	THE YOUTH ALLIANCE	\$3,000.00
100685	11/26/18		0732	TILL PAINT COMPANY	\$960.00
100686	11/26/18		Y360	Trigani; Christopher, PHD	\$3,600.00
100687	11/26/18		5042	TUMBLEWEED PRESS, INC.	\$599.00
100688	11/26/18		4814	UNITED REFRIGERATION	\$501.74
100689	11/26/18		1457	Varsity Brands Holding Co, Inc/BSN	\$185.81
100690	11/26/18		5310	W B MASON CO., INC.	\$5,889.16
100691	11/26/18		X343	Wax, Craig M. D.O.	\$1,950.00
100692	11/26/18		4484	WEBER'S POWER EQUIPMENT	\$115.42
100693	11/26/18		0529	WIESER EDUCATIONAL INC	\$11.04
100694	11/26/18		4940	WILMINGTON GLASS CO	\$310.00
100695	11/26/18		5204	ALD THERAPY, LLC	\$6,168.75
100696	11/26/18		6133	All the Difference, Inc.	\$780.00
100697	11/26/18		5712	AMERICAN RED CROSS	\$28.00
100698	11/26/18		6022	ARCHWAY PROGRAMS	\$9,069.40
100699	11/26/18		4626	AT&T MOBILITY LLC	\$522.20
100700	11/26/18		3009	BANCROFT NEUROHEALTH	\$2,772.00
100701	11/26/18		2973	BARNES AND NOBLE	\$197.26
100702	11/26/18		3720	BAYADA HOME HEALTH CARE INC	\$8,346.25
100703	11/26/18		5667	BLACKMAN; PHIL	\$350.00
100704	11/26/18		0490	BLICK ART MATERIALS	\$500.83
100705	11/26/18		1990	BROOKFIELD ACADEMY	\$19,136.00
100706	11/26/18		0876	BROOKFIELD ELEMENTARY	\$8,550.00
100707	11/26/18		0321	CARLSON'S AUTO PARTS INC	\$75.90
100708	11/26/18		5174	CDW-G, INC.	\$694.91
100709	11/26/18		5444	CLARKE SCHOOLS	\$3,297.41
100710	11/26/18		4534	COLES MUSIC SERVICE LLC	\$158.98
100711	11/26/18		4394	COLONIAL ELECTRIC SUPPLY	\$368.40
100712	11/26/18		5644	COMCAST	\$8,337.95
100713	11/26/18		4192	COMEGNO LAW GROUP PC	\$3,851.91
100714	11/26/18		5438	COMPUTER SOLUTIONS INC.	\$2,924.22
100715	11/26/18		5047	CORPORATE LAMP & ELECT RECY	\$350.00
100716	11/26/18		2971	COWAN'S AUTO CENTER; BRIAN	\$542.11
100717	11/26/18		5080	CRUICE; TERESA	\$16.29
100718	11/26/18		5864	CULLEN; RYAN	\$400.00
100719	11/26/18		5488	ESGI, LLC	\$179.00

Starting date 11/1/2018

Ending date 11/30/2018

Cknum	Date	Rec date	Vcode	Vendor name	Check amount
100720	11/26/18		2886	ETA HAND2MIND	\$67.96
100721	11/26/18		0823	FLAGHOUSE, INC	\$705.28
100722	11/26/18		4779	GCA SERVICES GROUP	\$98,710.81
100723	11/26/18		8172	GLOUCESTER COUNTY SPECIAL	\$34,232.22
100724	11/26/18		0355	GOPHER/PLAY WITH A PURPOSE	\$7.73
100725	11/26/18		0448	GRAINGER INC; W W	\$889.49
100726	11/26/18		2252	HEINEMANN	\$209.00
100727	11/26/18		0729	HOLLYDELL SCHOOL	\$7,503.30
100728	11/26/18		3298	HOUGHTON MIFFLIN HARCOURT	\$54.26
100729	11/26/18		3615	IDVILLE	\$300.00
100730	11/26/18		1522	JAMES DOORCHECK INC	\$346.40
100731	11/26/18		8656	JOSTEN'S INC	\$1,126.76
100732	11/26/18		5228	KENCOR, INC.	\$114.00
100733	11/26/18		1182	MAC GILL & CO; WILLIAM V	\$525.04
100734	11/26/18		J722	Margarite M Lovett, Excel Educational	\$1,200.00
100735	11/26/18		3361	MIDIRI MUSIC LLC	\$200.00
100736	11/26/18		9130	NASCO	\$840.00
100737	11/26/18		5217	NELSON; JESSICA	\$1,000.00
100738	11/26/18		3877	NET CARRIER TELECOM	\$887.83
100739	11/26/18		5716	NJ ADVANCE MEDIA	\$837.57
100740	11/26/18		0597	ORIENTAL TRADING COMPANY, INC.	\$58.92
100741	11/26/18		4706	PEARSON	\$877.20
100742	11/26/18		9482	PEDRONI FUEL COMPANY	\$1,725.21
100743	11/26/18		1390	PENNS GROVE PLUMBING SUPPLY CO	\$419.92
100744	11/26/18		5973	PENNSVILLE COMMUNITY HARDWARE	\$329.07
100745	11/26/18		0003	PINELAND LEARNING CENTER	\$23,166.00
100746	11/26/18		9550	PITNEY BOWES INC.	\$1,000.00
100747	11/26/18		1765	POLAR ELECTRO, INC.	\$2,806.00
100748	11/26/18		2672	REMINGTON & VERNICK ENGINEERS	\$16,303.94
100749	11/26/18		M913	RESILITE SPORTS PRODUCTS, INC	\$6,382.08
100750	11/26/18		3312	RICOH USA, INC	\$158.70
100751	11/26/18		0429	SALEM COUNTY SPECIAL SERVICES SCH DIST.	\$35,272.79
100752	11/26/18		0043	SCHOLASTIC BOOK FAIRS-14	\$2,376.94
100753	11/26/18		1009	SCHOOL SPECIALTY, INC.	\$5,151.51
100754	11/26/18		4967	SMARTSIGN	\$18.80
100755	11/26/18		0111	SOUTH JERSEY GAS COMPANY	\$2,615.34
100756	11/26/18		5171	SUCCESS FOR ALL FOUNDATION INC	\$700.00
100757	11/26/18		5815	TEACHER SYNERGY, LLC	\$2.99
100758	11/26/18		5967	THE READING WAREHOUSE INC.	\$158.95

Starting date 11/1/2018 Ending date 11/30/2018

Cknum	Date	Rec date	Vcode	Vendor name	Check amount
100759	11/26/18		0788	TRI COUNTY PEST CONTROL INC	\$350.00
100760	11/26/18		5674	TRICORN, INC.	\$333.33
100761	11/26/18		7002	TRI-PLEX ALARM SERVICE INC	\$681.00
100762	11/26/18		5339	UNION ASS. CHILDREN'S HOME	\$11,575.74
100763	11/26/18		F264	Uszaki, Daniel The Printing Guru	\$237.85
100764	11/26/18		G056	UTJ HOLDCO, INC-Teaching Strategies LLC	\$1,530.00
100765	11/26/18		9280	VERIZON	\$1,869.86
100766	11/26/18		5310	W B MASON CO., INC.	\$441.76
100767	11/26/18		X343	Wax, Craig M. D.O.	\$1,000.00
100768	11/26/18		6025	WRIGHT AT HOME CARE, LLC	\$3,667.00
100769	11/26/18		0009	WYSHINSKI BUS SERVICE INC	\$101,431.22
100770	11/26/18		2921	XTEL COMMUNICATIONS	\$29.98
100771	11/26/18		0726	YALE SCHOOL INC	\$10,769.20
100772	11/26/18		5668	ZAHRADNIK; MARY JO	\$500.00
100773	11/26/18		6133	All the Difference, Inc.	\$520.00
100774	11/26/18		0300	ATLANTIC CITY ELECTRIC	\$23,296.56
100775	11/26/18		4047	GALE CENGAGE LEARNING	\$176.40
100776	11/26/18		1195	J & M MECHANICAL CONTRACTORS	\$557.00
100777	11/26/18		7005	JOSEPH RACITE FIRE EXT & EQUIP	\$390.00
100778	11/26/18		4926	NUGENT; TIMOTHY S.	\$350.00
100779	11/26/18		0669	PENNS GROVE-CARNEYS POINT	\$6,532.97
100780	11/26/18		9383	PENNSVILLE; TOWNSHIP OF	\$4,254.62
100781	11/26/18		0429	SALEM COUNTY SPECIAL SERVICES SCH DIST.	\$38,952.74
100782	11/26/18		1009	SCHOOL SPECIALTY, INC.	\$175.68
100783	11/26/18		0233	SJ WELDING SUPPLY COMPANY	\$300.00
100784	11/26/18		0111	SOUTH JERSEY GAS COMPANY	\$3,386.16
100785	11/26/18		5310	W B MASON CO., INC.	\$65.35
100786	11/26/18		6025	WRIGHT AT HOME CARE, LLC	\$579.00

Starting date 11/1/2018

Ending date 11/30/2018

Fund Totals		
11	GENERAL CURRENT EXPENSE	\$726,452.75
12	CAPITAL OUTLAY	\$39,995.39
20	SPECIAL REVENUE FUNDS	\$22,607.66
30	CAPITAL PROJECTS FUNDS	\$7,211.25
60	ENTERPRISE FUNDS	\$39.05
70	INTERNAL SERVICE FUNDS	\$2,530.40
Total for all checks listed		\$798,836.50

Prepared and submitted by:



Board Secretary

11-26-18

Date