

May 29, 2018

SB240

**PENNSVILLE BOARD OF EDUCATION  
BOARD PAYMENT APPROVAL LIST**

5/24/2018

Budget year: 2017-18

Page 1 of 7

Period: Payments in accounting period May 2018 to May 2018

<u>Vendor Name</u>	<u>Check#</u>	<u>Description</u>	<u>P.O. Number</u>	<u>Amount</u>
AATG	95146	MEMBERSHIP RENEWAL	802063-18	100.00
ACME MARKETS, INC	95147	GROCERY	802028-18	102.88
ADVENTURE AQUARIUM	95148	ADVENTURE AQUAR.	802080-18	1,730.00
ALD THERAPY, LLC	95267	PT SRVS	800667-18	7,612.50
ALLEN, DENISE	95268	MILEAGE	802140-18	18.10
ALUMINUM ATHLETIC EQUIPMENT CO	95149	HIGH JUMP PAD	801906-18	5,270.00
AMERICAN RED CROSS	95269	CPR TRAINING	802139-18	140.00
ARCHWAY PROGRAMS	95150	TUITION & AIDE	800853-18	7,080.00
ARCHWAY PROGRAMS	95270	TUITION & AIDE	800853-18	1,240.00
ARCHWAY PROGRAMS	95320	TUITION & AIDE	800853-18	3,910.00
ARTS & EDUCATION CENTER	95151	REG FEE FESTIVAL	802071-18	425.00
AT&T MOBILITY LLC	95152	17/18 SERV CHRG	800547-18	831.17
ATLANTIC CITY ELECTRIC	95271	ELECTRIC SERV.	802121-18	27,110.52
ATLANTIC CITY ELECTRIC	95312	ELECTRIC SERV.	802121-18	1,659.45
BANCROFT NEUROHEALTH	95272	INSTRUCTION	801139-18	2,080.00
BARNES AND NOBLE	95153	BILINGUAL DICTIONARY	801868-18	19.95
BARNES AND NOBLE	95153	BOOKS	801915-18	44.66
BAYADA HOME HEALTH CARE INC	95273	SUB NURSING SRV	800208-18	318.50
BAYADA HOME HEALTH CARE INC	95273	NURSING SVC 17/18	800613-18	9,048.00
BENNETT PH D, RITA P	95154	MILEAGE	802067-18	38.00
BIEBEL, CAROLINA	95274	17/18 SPEECH SRVS	800009-18	7,462.50
BLACKMAN, PHIL	95275	MUSIC ADJUNCT	800572-18	200.00
BOBJAK, SUSAN	95155	MEAL RMBRS SEN CLTRP	801941-18	193.15
BOBJAK, SUSAN	95276	MILEAGE/WORKSHOP	801613-18	122.02
BONOWSKI, DAVID	95333	RNW DOMN NME REIBMB	802166-18	194.95
BRIDGETON HS BOYS ATHLETICS	95156	RELAYS	802091-18	300.00
BRODZIK, MICHAEL	95157	CELL	802109-18	126.43
BRODZIK, MICHAEL	95334	NJASA CONF REIMB.	802170-18	426.33
BROOKFIELD ACADEMY	95158	TUITION	800023-18	20,412.00
BROOKFIELD ELEMENTARY	95159	TUIT.HB-ESY YM-ESYRG	800024-18	9,765.00
BSN SPORTS	95160	BENCH W/O BACK	801800-18	1,743.91
BUBECK, NANCY	95277	MUSIC ADJUNCT	800574-18	390.00
BUREAU OF EDUCATION & RESEARCH	95161	WORKSHOP	801764-18	2,975.00
BUREAU OF EDUCATION & RESEARCH	95335	WORKSHOP	801781-18	1,095.00
BURNETT, JUDY	95162	MILEAGE	802044-18	74.56
BURSTEIN, SUSAN	95163	WRKSHP REIMB. 4/20	801996-18	140.00
CARLSON'S AUTO PARTS INC	95164	APRIL SUPPLIES	801897-18	458.27
CDW-G, INC.	95165	PRINTERS	800093-18	1,501.98
CENTERTON COUNTRY CLUB, LLC	95321	4A BREAKFAST	801593-18	324.00
CENTRAL JERSEY EQUIPMENT	95166	MOWER PARTS	802039-18	41.74
CLARKE SCHOOLS	95278	RELATED SERVICES	801342-18	1,897.47

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CLEARVIEW REG HIGH SCHOOL	95167	SJ GIRLS GOLF INVITA	802011-18	70.00
CM3 BUILDING SOLUTIONS, INC.	95168	HS ENTRNC REPR	802036-18	230.00
COLES MUSIC SERVICE LLC	95169	PORT DIG RECRDR	801936-18	1,760.00
COLES MUSIC SERVICE LLC	95322	INST. REPAIR	801980-18	322.50
COLES MUSIC SERVICE LLC	95322	STRING BASS REPAIR	802032-18	204.00
COLES MUSIC SERVICE LLC	95322	CELLO REPAIR	802068-18	228.00
COLES MUSIC SERVICE LLC	95322	MUSIC ORDER	802086-18	32.78
COLLEGE ENTRANCE EXAM. BOARD	95170	TESTS, BOOKS	702264-17	1,905.00
COLLINGSWOOD ARCHITECTURAL	95171	COUNTER TOP	801984-18	471.00
COLONIAL ELECTRIC SUPPLY	95172	OMNI PE89	801950-18	545.00
COLONIAL ELECTRIC SUPPLY	95172	CABLE CONN/JACK	801951-18	260.00
COLONIAL ELECTRIC SUPPLY	95172	PARTS	802031-18	102.83
COLONIAL ELECTRIC SUPPLY	95336	BULBS	802100-18	572.40
COMCAST	95173	YR CONTRACT	800263-18	8,233.57
COMEGNO LAW GROUP PC	95174	SERV FOR 17/18	800364-18	3,770.82
COMEGNO LAW GROUP PC	95337	SERV FOR 17/18	800364-18	2,037.99
COMPUTER SOLUTIONS INC.	95175	MODULES, DATA CONVER	801079-18	2,614.22
COSTA-WESELINSKI, DIANA	95176	SET DESIGN	801861-18	1,000.00
CRUICE, TERESA	95177	MILEAGE	801068-18	29.42
CRUICE, TERESA	95177	MILEAGE	802096-18	29.31
CULLEN, RYAN	95279	MUSIC ADJUNCT	800577-18	600.00
D & M AWARDS	95178	EAGLE RESIN	801962-18	106.00
DAANJ, INC.	95179	CONV REG FEE	801768-18	375.00
DUBOIS, SUZANNE	95180	MILEAGE	802082-18	16.92
EDUCERE, LLC.	95181	HOME INSTR.	802017-18	793.50
EDUCERE, LLC.	95181	ONLINE COURSES	802073-18	841.00
EDUCERE, LLC.	95181	VIRTUAL ED.	802112-18	2,509.00
EI US, LLC.	95182	HOSPITAL TUTORING	802049-18	110.39
EI US, LLC.	95182	HOSPITAL TUTORING	802083-18	662.34
EI US, LLC.	95182	HOSPITAL TUTORING	802094-18	717.60
EMMONS, RUSS	95183	SHOES	802098-18	116.99
ENGLISH SEWAGE DISPOSAL, INC.	95184	SERVICE CALL	802062-18	250.00
FAST SERVICE, INC	95313	DOUBLE OVEN SRVC CAL	801925-18	942.26
FICKE, SUSAN	95280	CELL PHONE REIMB.	802142-18	160.02
FOLEY, LUISA F.	95185	TRANSLATE REPORTS SP	802037-18	200.00
FOLLETT SCHOOL SOLUTIONS, INC.	95186	EBOOKS	801789-18	131.34
FRONTLINE TECHNOLOGIES GROUP	95187	TRNSLTE N2 SPNSH	802024-18	1,001.25
FULMER, COLLEEN	95188	MEAL RMBRS SEN CLTRP	801944-18	248.62
G C TIRE CO & AUTO REPAIR	95189	REPAIR FORD STRTR	802029-18	252.30
GCA SERVICES GROUP	95190	CUSTODIAL SRVC 17/18	800013-18	96,775.31
GLOBAL EQUIPMENT COMPANY, INC.	95191	PADLOCK	801546-18	152.30

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GLOUCESTER COUNTY SPECIAL	95192	OUT OF COUNTY FEE	800899-18	2,215.78
GLOUCESTER COUNTY SPECIAL	95192	TRANSP SRVCS	802020-18	61,737.09
GLOUCESTER COUNTY SPECIAL	95281	1-1 AIDE FOR STUDENT	801160-18	12,654.00
GLOUCESTER COUNTY SPECIAL	95281	TRANSP. SRVCS	802144-18	62,275.20
GRAYBAR ELECTRIC CO.,INC.	95193	ELECTRICAL SUPPLIES	802013-18	200.95
GRUMBACHER, SUZANNE	95282	SPEECH	800855-18	1,500.00
HEALTHCARE COMMONS, INC.	95283	MOBILE OUTREACH	802118-18	100.00
HOLLYDELL SCHOOL	95194	17/18 TUITION	800231-18	7,192.44
HOOD, REBECCA	95195	MILEAGE	802045-18	77.25
HOVANEC, MARTHA C	95196	TRAVEL REIMBURSEMENT	801923-18	165.37
INTERACTIVE KIDS	95284	CONSULTING	802134-18	125.00
J & M MECHANICAL CONTRACTORS	95197	SERVICE CALL	801875-18	390.00
J & M MECHANICAL CONTRACTORS	95323	SERVICE CALLS	802107-18	500.00
JAMES DOORCHECK INC	95198	CORE	801948-18	437.90
JORDAN, BOBBIE-ANN R	95199	MILEAGE	801956-18	49.41
JOSEPH RACITE FIRE EXT & EQUIP	95285	ANN INSPECTIONS	800305-18	390.00
JOSTEN'S INC	95200	ADMIN GOWNS/HOODS	801228-18	628.50
JOSTEN'S INC	95200	STUD CAP/GWNS	801229-18	3,621.95
JUDY FREEMAN'S WORKSHOP LLC	95201	WORKSHOP	801771-18	209.00
JUMPAROUND PARTY RENTALS	95286	RENTAL PB POS BEH EV	802119-18	100.00
KELLY'S SPORTS LTD	95202	BASEBALLS/PANTS	801961-18	649.46
KENCOR, INC.	95203	YR AGREEMENT	800354-18	114.00
KLT SALES AND SERVICE, INC.	95204	MAINT. SRVC	801997-18	1,999.00
KRUPA, JOSEPH	95287	MUSIC ADJUNCT	800576-18	780.00
LAWN & GOLF SUPPLY CO INC	95324	GRASS SEED, ETC	802075-18	1,038.00
LEWIS, KEVIN	95205	MEAL RMBRS SEN CLTRP	801943-18	252.48
MEDEXPRESS URGENT CARE NJ,LLC	95288	TESTING	802141-18	307.50
METZ & ASSOCIATES	95289	FOOD SERV.	802136-18	65,700.73
METZ CULINARY MANAGEMENT	95290	EX DAY SNACKS	802101-18	34.00
METZ CULINARY MANAGEMENT	95290	REN. EVENT	802137-18	506.25
MIDIRI MUSIC LLC	95291	MUSIC ADJUNCT	800573-18	400.00
NAT. FOOTBALL FOUNDATION SJ	95206	FOOTBALL DINNER	802009-18	105.00
NBI INC	95207	TELECONFERENCE	801844-18	199.00
NEFF COMPANY, THE	95325	UNIFORM SHIRTS	801638-18	349.20
NELSON, JESSICA	95292	17/18 ADJUNCT SRVCS	800940-18	800.00
NET CARRIER TELECOM	95208	MONTHLY SERVICE	802085-18	817.75
NEVCO SPORTS, LLC.	95209	SCOREBOARD	801994-18	5,845.68
NJ ADVANCE MEDIA	95210	PUBLISH SCH. BDGT	802027-18	334.08
NJ E-ZPASS	95318	BRIDGE TOLL REPLENIS	801879-18	200.00
NJ SCHOOL BOARDS ASSOCIATION	95211	SC SPRING DINR NUGEN	802012-18	40.00
NJASA	95293	CONFERENCE	801848-18	550.00

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NJASBO	95326	CONFERENCE	802110-18	275.00
NJSCA	95212	CONFERENCE	801845-18	35.00
NJSIAA	95314	TRACK ENTRIES	802088-18	588.00
NJSIAA	95338	AWARDS PROGRAM	802167-18	150.00
NUGENT, TIMOTHY S.	95327	REPAIR FLOOR PLATE	802108-18	1,750.00
OMNI FINANCIAL GROUP, INC.	95214	MONTHLY FEE	802065-18	57.50
ONTIME SUPPLIES	95215	CALENDARS	802015-18	434.28
ORIENTAL TRADING COMPANY, INC.	95216	EX DAY SPLS	801954-18	164.01
ORIENTAL TRADING COMPANY, INC.	95216	SUNGLS, BEACH BLLS	802025-18	461.54
PALESTINI, JENNIFER	95217	MEAL RMBRS SEN CLTRP	801942-18	192.34
PAT'S PIZZERIA SOUTH JERSEY	95144	PIZZA MS	802074-18	133.50
PEDRICK, MICHELLE D	95218	MILEAGE	802097-18	21.81
PEDRONI FUEL COMPANY	95219	FUEL 17/18 YR	800066-18	2,298.22
PENNS GROVE PLUMBING SUPPLY CO	95220	APRIL SUPPLIES	801899-18	165.30
PENNS GROVE-CARNEYS POINT	95221	TUITION	800852-18	12,170.80
PENNS GROVE-CARNEYS POINT	95221	OUTGOING TUITION	801615-18	7,752.80
PENNSVILLE COMMUNITY HARDWARE	95222	APRIL SUPPLIES	801898-18	212.93
PENNSVILLE COMMUNITY HARDWARE	95222	SUPPLIES- ART	801907-18	89.97
PENNSVILLE RECREATION DEPT	95294	LIME	802116-18	52.50
PESI, INC.	95223	HOMEBOUND INSTR.	802095-18	2,242.80
PESI, INC..	95295	HOMEBOUND INST.	802143-18	2,492.00
PESI, INC.	95295	HOMEBOUND INST.	802147-18	2,616.60
PHILADELPHIA ZOO	95224	FIELD TRIP	802114-18	1,630.00
PINELAND LEARNING CENTER	95225	17/18 TUITION	800230-18	12,848.00
PITNEY BOWES GLOBAL FINANCIAL	95226	EQUPE LEASE	802066-18	585.99
PITNEY BOWES INC.	95227	POSTAGE	802058-18	2,000.00
PMHS PETTY CASH FUND	95228	PMHS PETTY CASH	802072-18	196.40
PREMIER URGENT CARE	95328	17/18-SCHOOL PHYSCN	800520-18	1,120.00
PRINTERS OF SALEM COUNTY	95229	PLAQUE	802000-18	80.00
PRINTERS OF SALEM COUNTY	95329	4A BRKFST PRGRMS	801738-18	133.00
PRINTERS OF SALEM COUNTY	95329	COMMUNICATOR NEWS LET	802163-18	2,524.00
RAYMOND GEDDES & CO., INC.	95230	ART SUPPLIES	802047-18	86.20
REMINGTON & VERNICK ENGINEERS	95231	PROF ENG. SRVCS	801972-18	22,560.00
REMINGTON & VERNICK ENGINEERS	95296	ENG SRVCS	801826-18	13,875.00
REMINGTON & VERNICK ENGINEERS	95296	ENGINEERING SRVCS	802122-18	2,115.00
REMINGTON & VERNICK ENGINEERS	95296	ENGINEERING SRVCS	802123-18	5,050.00
REMINGTON & VERNICK ENGINEERS	95296	ENGINEERING SRVCS	802124-18	235.00
REMINGTON & VERNICK ENGINEERS	95296	ENGINEERING SRVCS	802125-18	3,998.50
REMINGTON & VERNICK ENGINEERS	95296	ENGINEERING SRVCS	802126-18	7,741.50
REMINGTON & VERNICK ENGINEERS	95296	ENGINEERING SRVCS	802127-18	3,137.50
REMINGTON & VERNICK ENGINEERS	95296	ENGINEERING SRVCS	802128-18	6,810.00

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REMINGTON & VERNICK ENGINEERS	95296	ENGINEERING SRVCS	802129-18	70,516.70
REMINGTON & VERNICK ENGINEERS	95296	ENGINEERING SRVCS	802130-18	14,684.60
REMINGTON & VERNICK ENGINEERS	95296	ENGINEERING SRVCS	802131-18	320.00
REMINGTON & VERNICK ENGINEERS	95296	ENGINEERING SRVCS	802132-18	41,472.50
REMINGTON & VERNICK ENGINEERS	95296	ENGINEERING SRVCS	802133-18	7,881.00
RICOH USA, INC	95232	EQUIPMENT LEASE	800056-18	6,484.21
ROUSAK, BENJAMIN	95297	MUSIC ADJUNCT	800571-18	600.00
RSCHOOLTODAY (DWC)	95233	RENEWAL	802010-18	489.00
RUTGERS SCHOOL PUBLIC HEALTH	95298	WORKSHOPS	801612-18	883.00
S C S S S D	95234	1/1 AIDE	800824-18	17,083.20
S C S S S D	95234	ALT MS/HS	800825-18	14,592.01
S C S S S D	95234	17/18 TUITION	800826-18	23,149.00
S.J.B.C.A., INC.	95235	AWARDS LUNCHEON	802093-18	75.00
SALEM COUNTY SPECIAL SERVICES	95315	CST CONTRACT	802158-18	5,897.00
SALEM COUNTY VO TECH BOE	95236	17/18 TUITION	800233-18	39,200.00
SALICANDRO, ANTHONY	95237	MUSIC ADJUNCT	800578-18	1,000.00
SALICANDRO, ANTHONY	95299	MUSIC ADJUNCT	800578-18	1,200.00
SAVAGE, THERESA	95238	MUSIC ADJUNCT	800575-18	720.00
SCHOLASTIC	95239	BOOKS	801753-18	147.00
SCHOOL SPECIALTY, INC.	95240	SUPPLIES	801992-18	89.20
SEBCO BOOKS	95241	EBOOKS	801867-18	1,453.35
SEBCO BOOKS	95316	BOOKS	801383-18	157.53
SECURE BY DESIGN, INC.	95300	RENEWAL	802111-18	1,140.00
SENNSTROM, MARIAN	95242	MILEAGE	801763-18	46.50
SENNSTROM, MARIAN	95242	MILEAGE	802042-18	17.92
SHERWIN-WILLIAMS COMPANY	95243	PAINT	802048-18	718.75
SHERWIN-WILLIAMS COMPANY	95301	PAINT/SUPPLIES	802081-18	678.14
SJTCA	95244	TENNIS ENTRIES	802092-18	150.00
SLUSHER, ADAM	95245	MILEAGE	801769-18	107.85
SLUSHER, ADAM	95245	MEAL RMBRS SEN CLTRP	801945-18	233.15
SOUTH JERSEY GAS COMPANY	95302	GAS SERVICE	802120-18	12,389.83
STAR CENTER FOUNDATION	95317	CONFERENCE	802102-18	1,675.00
TAYLOR & SONS INC, SAM	95246	MULCH	801851-18	6,532.00
TAYLOR & SONS INC, SAM	95246	RPR GRASS AREA VP	801893-18	600.00
TAYLOR & SONS INC, SAM	95246	MULCH/TRUCK SRV.	802061-18	490.00
TEAM REED LANDSCAPING, INC.	95247	CUT GRASS	802076-18	1,220.00
TEKK INTERNATIONAL, INC	95248	WALKIE SET	801985-18	529.20
THE FRANKLIN INSTITUTE	95249	FIELD TRIP	802099-18	1,778.00
THE READING WAREHOUSE INC.	95303	BOOKS	802064-18	51.14
THE READING WAREHOUSE INC.	95303	BOOKS	802069-18	329.95
THOMAS, JAMISON	95250	MILEAGE	802026-18	18.04

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TILL PAINT COMPANY	95304	PAINT REMOVER	801291-18	667.80
TOUCHDOWN CLUB OF SOUTHERN N J	95305	DINNER TICKETS	802138-18	85.00
TRI-PLEX ALARM SERVICE INC	95251	ALARM SERVICE	800306-18	681.00
TRICORN, INC.	95252	MONTHLY SERVICE	800893-18	200.00
TRICORN, INC.	95252	MONTHLY BOILER SRVC	801161-18	57.14
TUPP SIGNS, INC.	95253	REPAIR/REPLACE PRINT	801913-18	278.00
UNION ASS. CHILDREN'S HOME	95306	17/18 TUITION	800229-18	17,284.80
UPPER PITTSBORO TWP BRD OF ED	95254	POST REIMB.	802106-18	29.09
VERIZON	95307	PHONE	802135-18	1,744.34
W B MASON CO., INC.	95255	SUPPLIES MS	800480-18	309.17
W B MASON CO., INC.	95255	SUPPLIES NG	801169-18	69.20
W B MASON CO., INC.	95255	OPTICAL MOUSE	801931-18	3,880.00
W B MASON CO., INC.	95255	CHROMEBOOKS	801964-18	43,456.00
W B MASON CO., INC.	95255	GLOSS PAPER	801989-18	74.64
W B MASON CO., INC.	95255	SUPPLIES SD	802030-18	200.13
W B MASON CO., INC.	95255	SUPPLIES MS	802060-18	64.90
W B MASON CO., INC.	95255	TONERS	802077-18	121.83
W B MASON CO., INC.	95308	SUPPLIES	802078-18	20.43
W B MASON CO., INC.	95330	WATER	800802-18	59.88
W B MASON CO., INC.	95330	COPY PAPER	802056-18	1,730.40
WARDELL, LINDA	95256	MILEAGE	801856-18	21.70
WARRINGTON, NICOLE	95257	MILEAGE	801846-18	59.35
WASHINGTON TOWNSHIP	95258	OUTGOING TUITION	801616-18	4,296.13
WILD OAKS COUNTRY CLUB	95259	HS LEAGUE FEE	802008-18	1,300.00
WILLIAM MACGILL & CO	95260	SUPPLIES	802046-18	94.50
WINGATE'S TREE SERVICE, LLC	95331	REMOVE STUMPS/TREES	802021-18	5,000.00
WOODBURY PUBLIC SCHOOLS	95261	ENTRY FEES	802090-18	570.00
WRIGHT AT HOME CARE, LLC	95309	17/18 NURSE SRV	800004-18	4,053.00
WYSHINSKI BUS SERVICE INC	95262	TRANSPORTATION 17/18	800065-18	84,617.08
WYSHINSKI BUS SERVICE INC	95262	EXTR MLG, AIDES	802050-18	5,239.00
WYSHINSKI BUS SERVICE INC	95262	ATHL. TRIPS/GOLF	802051-18	9,421.71
WYSHINSKI BUS SERVICE INC	95262	FIELD TRIPS	802052-18	3,610.40
WYSHINSKI BUS SERVICE INC	95262	FIELD TRIPS	802053-18	2,580.60
WYSHINSKI BUS SERVICE INC	95262	FIELD TRIP	802054-18	760.00
WYSHINSKI BUS SERVICE INC	95262	FIELD TRP PHILA.	802055-18	257.88
XPRESSMYSELF.COM LLC	95263	METAL ASSET TAGS	802035-18	630.00
XTEL COMMUNICATIONS	95264	LONG DISTANCE	802057-18	32.26
YALE SCHOOL INC	95265	17/18 TUITION	800507-18	12,634.60
ZAHRADNIK, MARY JO	95310	MUSIC ADJUNCT	800570-18	400.00

Total:

**1,090,070.71**

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I hereby certify that I have examined the bills covered by the above listed warrants and found them to be in order for payment in accordance with Board of Education policy and N.J.S. 18A:19 et seq.

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Period Gross Pay for BOE Signatures

Pennsville Board of Education

Starting payroll 7 4/13/2018 Ending payroll 8 4/30/2018

05/21/18 09:29

ID	Date Start	Name	Title	Prd/Fte	Gross Pay
1107	09/01/2010	Adams, Justine		20 1.000	\$6,475.85
0425	09/01/1999	Adams, Michael		20 1.000	\$5,199.95
0263	10/16/1996	Allen, Denise		24 1.000	\$4,963.34
0436	02/01/2000	Alliegro, Gina		24 1.000	\$595.00
1533	10/02/2015	Applegate, Patricia		20 0.500	\$2,385.26
1154	09/01/2010	Armstrong, Lisa		20 1.000	\$6,319.55
1288	12/01/2012	Bailey, Shaun		24 1.000	\$4,131.34
1312	09/01/2013	Bakan, Jessica		20 1.000	\$5,624.16
0896	09/01/2006	Baker-Plale, Kyle		24 1.000	\$6,580.66
0822	09/01/2005	Ball, Sharon		20 1.000	\$7,057.19
1203	08/31/2011	Baran, Amy		20 1.000	\$4,965.30
1017	11/24/2008	Bard, Theresa		20 1.000	\$2,147.38
0897	09/01/2006	Belding, Robert		20 1.000	\$7,649.20
1345	03/01/2014	Belitsas, Antonia		20 1.000	\$1,790.40
0576	01/01/1998	Bennett, Rita		20 1.000	\$8,852.30
1253	09/01/2012	Bernstein, Marleen		20 1.000	\$6,314.68
0831	09/01/2005	Beyl, Lorraine		20 1.000	\$5,251.03
1623	09/01/2017	Bhatti, Uzma		20 1.000	\$1,730.40
1548	02/01/2016	Black, Rachel		20 1.000	\$1,770.40
1577	09/01/2016	Blaho, Kasandra		20 1.000	\$5,064.60
0201	09/01/2000	Bobjak, Susan		20 1.000	\$8,268.08
1511	09/01/2017	Bohn, Christina		20 1.000	\$1,762.90
1216	09/12/2011	Bonowski, David		24 1.000	\$10,017.50
0866	09/01/2006	Boos, June		20 1.000	\$1,735.71
1289	02/26/2013	Borrie, Leeanna		20 1.000	\$2,110.70
1536	10/13/2015	Boucher, Janice		20 1.000	\$336.70
1091	08/31/2011	Bowen, Lauren		20 1.000	\$5,028.00
0562	09/01/2001	Bowman, Edward		20 1.000	\$5,899.30
1193	01/10/2011	Boyce, Kathleen		20 1.000	\$299.70
1553	02/22/2016	Brennan, Eileen		20 1.000	\$4,800.50
0444	09/01/2000	Brickner, Laura		20 1.000	\$6,163.40
1298	01/29/2013	Briggs, Darlene		20 1.000	\$336.70
0929	01/01/2007	Brody, Larry		20 1.000	\$3,816.62
1250	07/05/2012	BRODZIK, MICHAEL		24 1.000	\$12,079.84
1034	09/01/2008	Brown, Julie		20 1.000	\$5,718.70
1271	10/03/2012	Brubaker, Marlene		20 1.000	\$420.90
0171	01/01/1998	Bunch, Robin		20 1.000	\$8,464.10
0277	02/01/1998	Burkentine, Kimberly		24 1.000	\$6,584.92
0883	03/07/2016	Burnett, Judith		20 1.000	\$5,292.10
0832	09/01/2005	Burns, Cherie		20 1.000	\$5,452.70
0449	09/01/1998	Burris, Sheila		24 1.000	\$10,352.32
1202	07/16/2011	Burstein, Susan		20 1.000	\$8,464.10
0833	09/01/2005	Busillo, Alicia		24 1.000	\$7,759.58
1327	10/15/2013	Caltabiano, Mary		20 1.000	\$2,219.28
1377	10/01/2014	Campbell, Candis		20 1.000	\$5,401.80
0640	09/04/2002	Carels, Carolyn		24 1.000	\$8,306.50
1051	08/31/2011	Carpenter, Julie		20 1.000	\$5,144.60
1029	09/01/2008	Carpenter, Melanie		20 1.000	\$6,030.20
0347	09/01/1998	Castiglione, Diana		20 1.000	\$6,763.15
1460	01/22/2018	Chamberlain, Kathleen		20 1.000	\$2,113.20



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ID	Date Start	Name	Title	Prd/Fte	Gross Pay
0954	09/01/2007	Chambers, Cami		20 1.000	\$5,325.20
0842	09/01/2005	Chapkowski, Sarah		20 1.000	\$5,437.80
0218	09/01/2001	Chapman, Stephanie		20 1.000	\$2,305.28
0381	01/09/1989	Chase, Shari		24 1.000	\$5,038.34
1610	03/28/2017	Chiavoroli, Lori		20 1.000	\$382.50
1381	09/01/2014	Clayton, Jenifer		20 1.000	\$5,094.60
1516	09/01/2015	Coleman, Darnell		20 1.000	\$5,120.85
0977	10/01/2007	Colna, Lisa		20 1.000	\$8,464.10
0084	10/01/1988	Conway, Susan		20 1.000	\$8,587.30
0323	09/01/2001	Cooksey, John		20 1.000	\$8,200.00
0722	09/01/2003	Counsellor, Mary		24 1.000	\$382.50
0642	09/01/2002	Cowdrick, Rachael		20 1.000	\$5,716.80
1116	01/29/2018	Craner, Kristin		24 1.000	\$773.00
0407	12/15/1997	Crowley, Sandra		24 1.000	\$5,000.84
0860	11/07/2005	Cruice, Teresa		24 1.000	\$4,615.35
1204	08/31/2011	Dalzell, Brian		20 1.000	\$5,094.60
1642	11/08/2017	Darling, Lisa		20 1.000	\$1,842.90
1475	12/01/2014	Davidson, Richard		24 1.000	\$9,861.84
1635	09/26/2017	Davis, Deborah		24 1.000	\$510.00
0344	03/16/1998	Davis, Terry		20 1.000	\$5,565.50
1258	01/16/2018	Deans, Amy		20 1.000	\$281.20
1646	10/25/2017	Deans, Michael		24 1.000	\$382.50
1655	12/11/2017	DeCastro, Anna		20 1.000	\$4,800.50
1215	09/01/2011	DeFillippis, Michael		20 1.000	\$4,830.50
1562	06/01/2016	Demarest, Leah		20 1.000	\$297.50
1571	09/01/2016	Devlin, Michelle		20 1.000	\$5,251.03
1514	09/01/2015	DiAntonio, Cathy		20 1.000	\$5,142.01
0915	09/16/2006	Dilks-Depew, Bethany		20 1.000	\$1,822.90
0984	11/13/2007	Dobson, Torri		20 1.000	\$5,589.30
0046	10/08/1998	Dolbow, Carol		20 1.000	\$3,128.60
0970	09/01/2008	Doran, Lisa		20 1.000	\$7,723.70
0834	09/01/2005	Dorsey, Kelly		20 1.000	\$5,937.94
1568	09/01/2016	Du, Maoli		20 1.000	\$5,144.60
0596	01/01/2002	Dubois, Suzanne		24 1.000	\$4,869.92
0835	09/01/2005	Dunkelberger, Keith		20 1.000	\$6,126.55
1274	01/01/2013	Eckler, Anastasia		20 1.000	\$4,830.50
1220	09/01/2013	Ecret, Samantha		20 1.000	\$1,842.90
0339	09/01/2005	Efelis, Robin		20 1.000	\$6,230.79
1058	01/01/2009	Emmons, Russell		24 1.000	\$5,509.50
0848	09/01/2005	Engler, Cara		20 1.000	\$6,090.60
1636	10/10/2017	Enright, Kelsey		20 1.000	\$5,341.20
1573	09/01/2016	Entrekin, Michael		20 1.000	\$5,572.45
0099	09/01/1986	Ercoli, Joanne		20 1.000	\$8,495.93
0385	09/01/1998	Fairfield, Melanie		20 1.000	\$6,626.18
0851	09/01/2011	Farmer, Stephanie		20 1.000	\$5,094.60
1197	08/31/2011	Ferro, Frank		20 1.000	\$5,140.38
1483	02/23/2015	Ficke, Susan		24 1.000	\$10,758.42
1557	03/28/2017	Frampton, Ivan		20 1.000	\$1,773.11
1052	10/16/2008	Franklin, Natalya		24 1.000	\$255.00
0315	09/01/2005	Fulmer, Colleen		20 1.000	\$8,635.43

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ID	Date Start	Name	Title	Prd/Fte	Gross Pay
0572	09/01/1988	Fulmer, Ronald		20 1.000	\$8,200.00
0369	02/01/2016	Gardner, Edward		24 1.000	\$765.00
0764	09/01/2004	Gemberling, Brett		20 1.000	\$8,200.00
0059	07/15/1994	George, Kimberly		24 1.000	\$5,309.66
1219	09/01/2012	Getler, Michelle		20 1.000	\$5,251.03
0219	09/01/1992	Gibau, Nancy		24 1.000	\$8,580.66
1532	09/29/2015	Golboro, Jana		20 1.000	\$5,064.60
1567	09/01/2016	Golboro, Peter		20 1.000	\$5,064.60
1291	11/16/2012	Gorman, Stacie		20 1.000	\$595.00
0440	07/01/1999	Goss, Christie		24 1.000	\$6,134.66
0717	09/01/2003	Graff, Heather		20 1.000	\$6,381.46
0497	09/01/1994	Graff, Jacqueline		20 1.000	\$8,495.25
0574	10/07/1998	Grasso, Gerald		20 1.000	\$9,764.10
1485	01/02/2015	Greene, Heather		20 1.000	\$1,834.22
0486	09/01/1985	Greenzweig, Gregory		20 1.000	\$8,269.00
0921	09/01/2014	Griscom, Adam		20 1.000	\$5,173.70
0129	12/01/2006	Guglielmo, Cheryl		20 1.000	\$6,076.39
1246	04/16/2012	Habron, Brenda		24 1.000	\$1,190.00
0371	09/01/1999	Haeffner, Ann		20 1.000	\$5,925.55
1569	09/01/2016	Hagerty, Emma		20 1.000	\$5,064.60
1306	04/03/2013	Hall, Lynn		20 1.000	\$336.70
1095	09/01/2010	Hall, Timothy		24 1.000	\$4,355.38
1248	06/01/2012	Hankin, Wendy		24 1.000	\$4,100.00
0153	09/01/2000	Hannum, Patricia		20 1.000	\$8,464.10
1336	01/28/2014	Healy, Michael		20 1.000	\$6,756.50
0502	09/01/1994	Hemdani, Jacqueline		20 1.000	\$8,464.10
1161	09/01/2010	Henderson, Pamela		20 1.000	\$4,830.50
1324	09/16/2013	Hernandez, Kathy		20 1.000	\$336.70
0165	09/01/1983	Herrmann, Howard		20 1.000	\$8,510.83
0431	09/01/1999	Herrmann, Lorraine		24 1.000	\$1,142.16
0785	09/01/2004	Higgins, Emily		20 1.000	\$5,292.10
0525	09/01/2000	Hildreth, Tammy		20 1.000	\$5,899.30
1506	07/01/2015	Hindman, Steven		24 1.000	\$9,168.84
1517	09/01/2015	Hollis, Shantia		20 1.000	\$5,090.85
0418	10/09/1996	Homan, Sheryle		20 1.000	\$2,264.94
1630	09/01/2017	Hood, Rebecca		20 1.000	\$5,716.80
0783	09/01/2004	Hooks, Theresa		20 1.000	\$7,881.60
0088	09/01/1989	Hoopes-Ayares, Christine		20 1.000	\$8,221.00
0112	10/16/1995	Hopely, Susan		20 1.000	\$2,140.70
0511	09/01/1986	Hovanec, Martha		20 1.000	\$8,837.90
0666	09/01/2004	Hoyt, Justin		20 1.000	\$5,452.70
0045	09/01/1997	Humphries, Charlotte		20 1.000	\$8,464.10
1570	09/01/2016	Hunt, Rachel		20 1.000	\$5,452.70
0916	09/01/2009	Hyatt, Laurie		20 1.000	\$5,173.70
0765	09/01/2004	Jackson, Beth		20 1.000	\$7,642.80
1599	11/16/2016	Johnson, Gayle		20 1.000	\$2,104.80
1466	09/29/2014	Johnson, Helen		20 1.000	\$765.00
0699	05/16/2003	Johnson, Megan		20 1.000	\$1,782.90
0426	02/16/1994	Jordan, Bobbie-Ann		24 1.000	\$8,771.52
1211	09/11/2001	Karr, Matthew		20 1.000	\$1,926.00

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ID	Date Start	Name	Title	Prd/Fte	Gross Pay
1615	10/05/2017	Keane, Jacqueline		20 1.000	\$4,905.30
0771	07/01/2004	Kennedy, Ammey		24 1.000	\$5,466.57
0325	09/01/1998	Khairzada, Danielle		20 1.000	\$6,438.60
0064	09/01/2000	Kibbe, Susan		20 1.000	\$6,438.60
0944	09/01/2007	Kille, Joseph		20 1.000	\$5,437.80
1310	05/28/2013	Kite, Vonnice		20 1.000	\$318.20
1572	09/01/2016	Klein, Jenny		20 1.000	\$5,174.30
0438	09/01/1997	Krough, Kathy		20 1.000	\$8,200.00
1330	11/01/2013	Kuehnepfel, Nicolette		20 1.000	\$2,113.20
0386	11/01/2008	LaCount, Stephanie		20 1.000	\$2,110.70
0354	09/17/2001	Lamont, Daniel		20 1.000	\$6,034.10
0147	09/01/2002	LaPalomente, Gwendolyn		20 1.000	\$5,716.80
0432	09/01/1990	Latorre, Maria		20 1.000	\$8,200.00
0790	01/01/2005	Laughrey, Christine		20 1.000	\$5,452.70
0242	09/01/1994	Leino, Matthew		20 1.000	\$8,226.25
1152	09/01/2010	Lewis, Kevin		20 1.000	\$5,456.10
1578	09/01/2016	Longstreth, Michael		20 1.000	\$5,080.85
0111	12/01/2012	MacAllister, Natalie		20 1.000	\$2,143.20
0503	10/23/2000	Madara, Cynthia		20 1.000	\$8,226.25
0031	09/01/1994	Mancine, Jenifer		20 1.000	\$8,603.81
0271	09/01/2014	Maniglia, John		20 1.000	\$1,300.00
1260	09/01/2012	Manzelmann, Mary Ann		20 1.000	\$2,110.70
1303	09/01/2013	Marks, Laura		20 1.000	\$5,204.30
1237	02/16/2012	Martin, Anthony		24 1.000	\$935.00
1194	09/01/2013	Martin, Matthew		20 1.000	\$7,244.75
1146	09/01/2012	Martin, Meghan		20 1.000	\$5,173.15
0571	09/01/2000	Martin-Saavedra, Cristina		20 1.000	\$5,587.50
1574	09/01/2016	Mastella, Alexa		20 1.000	\$5,181.42
0581	09/01/1990	Matylewicz, Christine		20 1.000	\$8,542.66
1380	09/01/2014	Maxwell, Katelyn		20 1.000	\$4,800.50
1603	08/08/2016	McAllister, Aaron		24 1.000	\$1,300.00
1293	09/01/2014	McCarthy, Angela		20 1.000	\$5,094.60
0875	01/01/2006	McClincy, Pamela		20 1.000	\$5,861.88
1513	09/01/2015	McCullough, Amber		20 1.000	\$5,127.58
0049	09/09/2005	McFarland, Matthew		24 1.000	\$9,727.34
0713	09/01/2003	McHenry, Megan		20 1.000	\$5,452.70
1545	01/01/2016	McLaughlin, Adeline		20 1.000	\$1,770.40
1647	10/25/2017	McLaughlin, Shannon		24 1.000	\$850.00
1649	01/01/2018	Meadows, Melissa		20 1.000	\$5,963.10
1512	09/01/2015	Meyer, Debra		20 1.000	\$4,847.23
1201	09/01/2013	MiCallef, Christina		20 1.000	\$4,830.50
0531	04/01/1998	Millard, Susan		24 1.000	\$5,118.01
0061	09/05/1995	Miller, Barbara		24 1.000	\$5,000.84
0506	09/01/2013	Miller, Gail		20 1.000	\$2,080.70
0079	09/01/1999	Miller, Jennifer		20 1.000	\$6,163.40
0625	02/16/2002	Mills, Faye		24 1.000	\$765.00
0272	01/23/2001	Minch, Stacey		20 1.000	\$2,140.70
0902	09/01/2006	Minguez, Gary		20 1.000	\$5,325.20
1054	09/01/2012	Mistichelli, Michelle		20 1.000	\$6,810.00
1580	08/29/2016	Mooney, Concetta		24 1.000	\$3,900.00

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ID	Date Start	Name	Title	Prd/Fte	Gross Pay
0296	09/01/2012	Moore, Katharine		20 1.000	\$560.00
1263	02/01/2018	Morrison, Melissa		24 1.000	\$382.50
1292	12/19/2012	MOULDER, Beth		20 1.000	\$4,830.50
0890	09/01/2007	Mulford, Eric		20 1.000	\$6,653.70
0885	09/01/2007	Mulford, Lindsay		20 1.000	\$5,437.80
0032	09/01/2000	Mulhern, John		20 1.000	\$7,343.40
0146	09/01/1994	Mulligan, Patricia		20 1.000	\$9,680.00
1315	09/01/2013	Narolewski, Virginia		20 1.000	\$6,163.40
0751	02/01/2004	Neff, Christina		20 1.000	\$5,716.80
1317	09/01/2013	Nelson, Erik		20 1.000	\$5,918.20
0457	01/17/2000	Niblock, Carol		20 1.000	\$2,170.70
1581	09/01/2016	Niblock, Christine		20 1.000	\$5,294.60
0193	09/01/2001	Niblock, Eugenia		20 1.000	\$2,170.70
0006	02/12/2007	Nolan-Westfield, Michele		20 1.000	\$2,173.20
1221	10/01/2011	Nucifore, Mary		20 1.000	\$5,266.60
0155	11/16/2006	Nugent, Tara		24 1.000	\$510.00
1229	12/12/2011	O'Brien, Jamie		20 1.000	\$5,603.60
0359	03/01/2004	O'Brien, Matthew		20 1.000	\$5,716.80
0961	09/01/2007	Oehler, John		20 1.000	\$5,325.20
1138	10/12/2010	Oehler, Kristina		20 1.000	\$4,880.50
1005	09/01/2008	Olcott, Dana		20 1.000	\$5,300.57
1575	09/01/2016	O'Shea, Brittany		20 1.000	\$5,064.60
1255	09/01/2012	Palestini, Jennifer		20 1.000	\$4,880.50
1252	08/20/2012	Palmucci, Donald		24 1.000	\$5,589.30
1372	09/29/2014	Panas, Tracey		20 1.000	\$8,464.10
0413	03/01/2002	Parker, Joanne		20 1.000	\$5,716.80
0770	09/01/2004	Patrick, Mary		20 1.000	\$5,716.80
1103	09/01/2009	Paul, Jennifer		20 1.000	\$5,437.80
1510	09/01/2015	Peccini, Kim		20 1.000	\$5,117.10
0434	10/03/1990	Pedrick, Michelle		20 1.000	\$8,203.76
0291	09/01/1992	Petro, Maria		20 1.000	\$8,200.00
1056	09/01/2011	Plale, Mathew		20 1.000	\$5,964.60
0148	09/01/1999	Polk, Melanie		20 1.000	\$5,899.30
0053	11/16/2006	Pollock, Stephen		24 1.000	\$595.00
0559	09/01/1992	Powers, Lisa		20 1.000	\$8,604.95
0843	09/01/2005	Press, Colleen		20 1.000	\$5,043.74
1102	09/01/2009	Puitz, Monika		20 1.000	\$5,028.00
0676	09/01/2003	Quan, Laura		20 1.000	\$5,872.45
1621	09/01/2017	Rafter, Renee		20 1.000	\$5,034.60
0876	09/01/2006	Ramos, Nicholas		20 1.000	\$5,345.03
1321	09/01/2013	Reeves-Lawrence, Candis		20 1.000	\$336.70
0390	09/01/1999	Reilley, Joseph		20 1.000	\$6,163.40
0468	05/03/1982	Reilly, Colleen		20 1.000	\$8,246.73
0976	02/08/2010	Reilly, Katherine		20 1.000	\$5,835.64
0353	09/01/1999	Reiter, Jennifer		20 1.000	\$6,428.87
0238	09/01/1982	Richards, Alexandra		24 1.000	\$8,747.79
0663	09/01/2004	Richman, Candelle		20 1.000	\$5,836.71
1172	10/01/2010	Rieger, Arleen		24 1.000	\$850.00
0501	09/01/1986	Riley, Frances		20 1.000	\$8,202.00
1538	11/30/2015	Rinnier, Tanya		20 1.000	\$6,810.00

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ID	Date Start	Name	Title	Prd/Fte	Gross Pay
1207	08/31/2011	Robishaw, Alyssa		20 1.000	\$5,573.76
1617	09/01/2017	Rodriguez, Wilfredo		20 1.000	\$5,498.30
0906	09/01/2006	Romolini, Dion		20 1.000	\$5,173.70
1620	09/01/2017	Rossi, Gabrielle		20 1.000	\$4,770.50
0648	09/01/2002	Rottkamp, Diane		24 1.000	\$4,625.92
1080	09/10/2014	Rousak, Courtney		20 1.000	\$9,146.00
0480	09/01/2013	Rowe, Debra		20 1.000	\$645.00
1139	04/01/2010	Ruiz, Dara		20 1.000	\$722.50
0270	07/01/2012	Sauer, Jo		24 1.000	\$4,100.00
0766	04/16/2004	Savage, Brian		24 1.000	\$4,436.72
1584	09/01/2016	Sax Vanderweyden, Daniel		20 1.000	\$765.00
0454	09/01/2003	Schoenberg, Jill		20 1.000	\$5,743.05
1101	09/01/2009	Scioli, Julia		20 1.000	\$5,028.00
1624	09/01/2017	Sebell, Jennifer		20 1.000	\$318.20
0069	09/01/1999	Sennstrom, Marian		24 1.000	\$6,790.66
1163	11/16/2011	Serfass, Ashley		20 1.000	\$5,164.69
0792	10/01/2004	Shields, Patricia		20 1.000	\$8,490.35
1281	03/19/2018	Shimp, Joshua		24 1.000	\$1,300.00
1472	11/01/2014	Shoemaker, Brooke		20 1.000	\$1,790.40
0110	09/01/1991	Short, Marylou		20 1.000	\$8,807.43
0135	09/01/1998	Shute, Geoffrey		20 1.000	\$7,354.50
1036	09/01/2008	Silver, Cynthia		20 1.000	\$8,237.50
0726	09/01/2003	Silver, Lori		20 1.000	\$1,802.90
1226	09/01/2012	Simmons, Justin		20 1.000	\$6,259.25
0122	04/01/1994	Simpkins, Michael		24 1.000	\$6,799.93
1322	09/01/2013	Sipple, Marion		20 1.000	\$2,010.00
0931	01/01/2007	Slusher, Adam		24 1.000	\$7,000.00
0070	02/12/2007	Slusher, Casey		20 1.000	\$2,140.70
0901	09/01/2006	Smith, Cathy		20 1.000	\$5,620.45
1625	09/01/2017	Smith, Heather		24 1.000	\$765.00
1049	01/01/2011	Sobelman, Meredith		24 1.000	\$4,136.63
1564	07/01/2016	Sparks, Katherine		24 1.000	\$4,786.08
1619	09/01/2017	Spears, Jacquelyn		20 1.000	\$6,029.68
0719	09/01/2003	Spears, Jennifer		20 1.000	\$7,017.65
0160	09/16/2013	Spinelli, Rosina		20 1.000	\$170.00
0820	04/01/2005	Staffieri, Patricia		24 1.000	\$85.00
0095	01/17/2000	Stafford, Kathryn		20 1.000	\$2,258.73
1323	09/01/2013	Stec, Jill		20 1.000	\$318.20
1654	11/28/2017	Steffier, Erin		20 1.000	\$765.00
0145	10/16/1987	Strang, Lori		24 1.000	\$1,147.50
0794	11/01/2004	Straub, John		24 1.000	\$4,467.50
1558	03/01/2016	Strong, Cindi		20 1.000	\$850.00
0579	09/01/2000	Strzalkowska, Regina		20 1.000	\$8,373.74
1338	12/01/2013	Szanyi, Margaret		24 1.000	\$642.50
0874	01/01/2006	Taylor, Roxanne		20 1.000	\$2,140.70
0124	01/27/1997	Taylor, Vicki		24 1.000	\$1,130.16
0280	09/01/2002	Thomas, Jamison		24 1.000	\$7,656.50
0342	11/01/2004	Travis, Suzanne		20 1.000	\$2,203.20
0847	09/01/2005	Tunnicliffe, Julie		20 1.000	\$5,478.95
0281	09/01/1994	Turner, Tracy		20 1.000	\$8,226.25

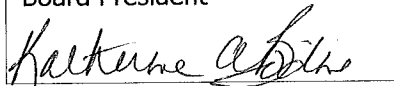
Starting payroll 7 4/13/2018

Ending payroll 8 4/30/2018

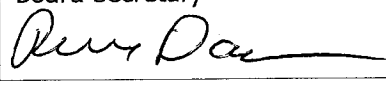
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ID	Date Start	Name	Title	Prd/Fte	Gross Pay
0081	11/01/1981	Tyson, Steven		24 1.000	\$7,302.07
1385	09/01/2014	Van Gemert, Wendy		20 1.000	\$6,174.50
1280	02/26/2018	Van Tonder, Katherine		20 1.000	\$552.50
1302	09/01/2013	Veale, Jessica		20 1.000	\$5,064.13
0466	03/26/2018	Visalli, Joseph		24 1.000	\$255.00
1518	09/01/2016	Wachowski, Alexa		20 1.000	\$5,252.18
1579	09/01/2016	Wagner, Stephanie		20 1.000	\$1,905.10
0428	03/01/2002	Walters, Gloria		20 1.000	\$5,982.26
0558	12/18/1990	Wardell, Linda		20 1.000	\$8,694.74
1658	12/19/2017	Warner, Megan		20 1.000	\$510.00
1266	09/01/2012	Warrington, Nicole		20 1.000	\$5,589.30
0932	01/16/2007	Weaver, Susan		20 1.000	\$8,237.50
1267	09/01/2012	Webb, Jennifer		20 1.000	\$6,617.60
0126	09/01/1988	Wheatley, Pamela		20 1.000	\$8,257.40
1543	01/25/2016	White, Ashley		20 1.000	\$6,726.50
0100	01/01/1994	Whitehead, Wade		20 1.000	\$8,464.10
1165	10/01/2010	Willadsen, John		24 1.000	\$470.84
0786	09/01/2004	Williams, Jared		20 1.000	\$5,587.50
1332	02/01/2014	Williams, Jennie		20 1.000	\$336.70
1651	11/28/2017	Willis, Virginia		20 1.000	\$605.00
0320	09/01/2001	Wood, Ryan		20 1.000	\$5,899.30
0649	09/01/2002	Wylie, Brent		20 1.000	\$6,832.80
0473	09/01/1988	Wyshinski, Julie		20 1.000	\$8,212.00
1597	11/07/2016	Yahrting, Cara		20 1.000	\$5,292.10
0660	05/16/2012	Zawadzki, Dorothy		24 1.000	\$850.00
0065	09/01/2000	Zoppina, Mark		24 1.000	\$8,365.10

Board President



Board Secretary



Chief School Administrator



Total \$1,596,631.66

Budget year: 2017-18

## TRANSFER LIST

Transfers in accounting period March 2018 to March 2018

Attachment "G"  
May 29, 2018

Date	Description				Amount	Remarks
03/31/18	Transfer from 11-000	-100	-562	-00	5,215.00	
03/31/18	Transfer from 11-000	-213	-100	-07	50.00	
03/31/18	Transfer from 11-000	-221	-102	-61	277.00	
03/31/18	Transfer from 11-000	-230	-100	-00	602.00	
03/31/18	Transfer from 11-000	-270	-503	-00	123.00	
03/31/18	Transfer from 11-000	-270	-517	-00	48,581.00	
03/31/18	Transfer from 11-000	-291	-270	-00	33,951.00	
03/31/18	Transfer from 11-190	-100	-500	-00	180.00	
03/31/18	Transfer from 11-190	-100	-610	-05	11,041.00	
03/31/18	Transfer from 11-190	-100	-610	-05	3,629.00	
03/31/18	Transfer from 11-190	-100	-610	-05	40.00	
03/31/18	Transfer from 11-190	-100	-610	-05	1,635.00	
03/31/18	Transfer from 11-230	-100	-101	-31	81.00	
03/31/18	Transfer from 11-402	-100	-100	-00	137.00	
03/31/18	Transfer from 20-231	-100	-101	-00	938.00	
03/31/18	Transfer from 20-231	-100	-101	-00	2,012.00	
03/31/18	Transfer from 20-270	-200	-100	-00	5,562.00	
03/31/18	Transfer from 20-270	-200	-100	-00	3,899.00	
03/31/18	Transfer from 60-910	-310	-730	-00	63,157.00	
03/31/18	Increase	60-910	-310	-330	-00	
03/31/18	Increase	60-910	-310	-730	-00	
03/31/18	Increase	60-910	-310	-730	-00	

Business Administrator: Superintendent: 

## BOARD SECRETARY'S CERTIFICATION

Pursuant to N.J.A.C. 6A:23A-16.10(c)3, I certify that as of March 31, 2018, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Pennsville Board of Education pursuant to N.J.S.A. 18A:22-8.1 and N.J.S.A. 18A:22-8.2 and no budgetary line item account has been over-expended in violation of N.J.A.C. 6A:23A-16.10(c)4. And in accordance with N.J.A.C. 6A:23A-16.10(c)2, it is certified that there are no changes in anticipated revenue amounts and sources for the month ending March, 2018.



Richard Davidson  
Board Secretary

May 29, 2018



**NON-PUBLIC**  
**PUBLIC LAW 1977 CHAPTERS 192-193 AGREEMENT**  
**2018-2019 SCHOOL YEAR**

This AGREEMENT made the 1<sup>st</sup> day of September, 2018 by and between Salem County Special Services School District (hereinafter "SCSSSD") office located at 880 Route 45 in Woodstown, NJ, and the BOARD OF EDUCATION OF Pennsville School District for services for Salem County Christian Academy in the county of Salem, New Jersey (hereinafter the "Board"):

WITNESSETH:

In consideration of the mutual covenants contained herein, the parties agree as follows:

1. **Education Program:** The Board agrees to purchase the auxiliary and handicapped services pursuant to P.L. 1977, Chapters 192-193 from SCSSSD. SCSSSD agrees to provide the auxiliary and handicapped services to those eligible students identified in accordance with the applicable New Jersey Statutes and the rules and regulations of the State Board of Education and the policies of the Board of Education of SCSSSD.

The auxiliary and handicapped services to be provided are limited to P.L. 192 Compensatory Education, English-As-A-Second Language, Transportation and Maintenance, Home Instruction, P.L. 193 Supplementary Instruction, Speech Correction, and Examination and Classification for eligible pupils. SCSSSD will provide the following:

- a. Pupil Identification Process
- b. Child Study and Speech Pupil Evaluation
- c. Development of required Individual Service Plans (ISPs)
- d. Instructional Equipment, and Specialized Instruction Supplies and Materials
- e. Staff Development, Observation and Evaluation(s) per law
- f. Supervision and Administration required for the implementation of services and programs

SCSSSD shall complete all State required reports including the nonpublic auxiliary and handicapped report and project completion reports for the review of the Board.

The Board shall require that schools forward all State mandate reports, forms and pupil applications directly to SCSSSD.

2. **Payment of State Aid:** The Board agrees to pay SCSSSD monthly based on the funding of the State of Education and actual services rendered. The Board will receive a funding statement, a detailed statement of the students receiving services, copy of the new 407-1's with the monthly invoice.

Billing will commence in September and shall continue for (9) successive months, with each payment due no later than the fifteenth (15) day of each month. SCSSSD must provide the services at a cost not to exceed the amount of the state funds received by the board for the programs.

The annual billing charge for each eligible pupil provided services in PL 192-193, shall be based on approved State Aid figures as listed each year. **See attached 2017-2018 NJ State Funding Statement.**

Eligible student and service verification shall be provided to the Board by 407-1 student application forms and/or computer printout report, included as part of the monthly billing and project completions report information.

3. **School Year:** SCSSSD, in its sole discretion, shall fix the school calendar for the School Year, and it is understood by the Board that SCSSSD school year and school calendar may not coincide with the school year calendar of the Board. A copy of SCSSSD school calendar shall be furnished to the Board by SCSSSD on or before **September 1<sup>st</sup>** of the School Year. SCSSSD reserves the right, in its sole discretion, to cancel or otherwise alter the scheduling of any classes due to inclement weather or other reasons. In the event of the cancellation or alteration of the class schedule, SCSSSD shall furnish to the Board as much advance notice as practicable under the circumstance. SCSSSD shall attempt to follow the calendar of the nonpublic school as able.

4. **District Authorizations:** The Board authorizes parents of nonpublic schools to submit student applications directly to SCSSSD.

The Board authorizes SCSSSD to verify eligibility and complete the disposition section of the application.

The Board authorizes SCSSSD to sign the disposition section of the student application.

The Board authorizes SCSSSD to maintain electronic files and make those files available to district personnel as needed.

5. **Staff:** SCSSSD shall employ all staff required to provide the educational programs and services identified in this agreement. SCSSSD shall ensure that all staff have the appropriate certifications and are employed in accordance with all rules and regulations of the New Jersey Department of Education.
6. **Facilities:** Instruction and services will take place in the nonpublic school.
7. **Records:** SCSSSD shall maintain all student records and shall provide the names of students and new student applications to the Board with the monthly billing statements. SCSSSD shall also make said records available to the Board in electronic media whenever possible.
8. **Application Documents and Procedure:** Enrollment in the educational programs is based upon State eligibility requirements.

9. **Independent Contractor:** The Board is not an agent of SCSSSD. The Board shall have no authority to bind SCSSSD by any representation, warranty or agreement, unless specifically authorized in writing by SCSSSD. SCSSSD employees shall not be deemed or treated as employees or agents of **Pennsville School District**.

SCSSSD is an independent contractor under this agreement, and no employee, officer, or director of SCSSSD shall have the authority to bind **Pennsville School District** by any representation, warranty or agreement unless specifically authorized in writing to do so by **Pennsville School District**. Board employees shall not be deemed or treated as employees or agents of SCSSSD.

10. **New Jersey Law:** This agreement shall be governed by the laws of the State of New Jersey and shall be construed in accordance therewith.

This contract is further subject to the rules and regulations of the State of New Jersey as to programming and services provided. SCSSSD shall not be liable for delays or termination of services by reason of actions by the State of New Jersey or the State Department of Education, which results from the withdrawal of funding, facility state approval, or lack thereof.

11. **Staff:** **Pennsville School District** agrees not to hire, in any capacity, any assigned staff member(s) affiliated with SCSSSD during the terms of the agreement and for a period of one (1) year following termination of said affiliation with SCSSSD for any reason.
12. **Indemnification:** The Board shall defend, indemnify, protect and save and keep harmless SCSSSD, its successors and assigns, from and against all losses, damages, injuries, claims, demands and expenses, including legal expenses, caused by or arising out of the education program, the classification or placement of each pupil, including but not limited to claims by the New Jersey State Department of Education, pupils enrolled in the special education classes, or the parents of such pupils.
13. **Termination:** The parties agree that either may terminate the Agreement upon written notice prior to **January 1<sup>st</sup>** of each contract year upon the other. No cause shall be required for either party to terminate this Agreement. Should any dispute arise regarding the termination of the Agreement, it shall be submitted to the Salem County Superintendent for resolution. His or her decision regarding any such dispute shall be final.

Neither party shall have any further financial responsibility to the other arising out of this Agreement other than the payments called for in the body of the Agreement.

14. **Entire Agreement:** This document represents the entire Agreement between the parties and supersedes all prior negotiations, representations or agreements, either written or oral.

**ACCEPTED AND APPROVED:**

**FOR THE SCSSSD:**

By: David C. Moffett Date: \_\_\_\_\_  
Board President

Witness:

By: J. Blum Date: \_\_\_\_\_  
Witness Name: \_\_\_\_\_

**FOR THE BOARD:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Board President

Witness:

By: \_\_\_\_\_ Date: \_\_\_\_\_

SALEM COUNTY SPECIAL SERVICES SCHOOL DISTRICT  
PO BOX 126, 880 ROUTE 45  
WOODSTOWN, NJ 08098

CHAPTER 226 NONPUBLIC NURSING SERVICES AGREEMENT  
PENNSVILLE TOWNSHIP SCHOOL DISTRICT BOARD OF EDUCATION  
2018-2019 SCHOOL YEAR

THIS AGREEMENT made on the 1<sup>st</sup> day of July, 2018, by and between the Salem County Special Services School District, (hereinafter referred to as SCSSSD), and the Pennsville Township School District Board of Education for **Salem County Christian Academy** (hereinafter referred to as the **Board**).

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

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

NOW THEREFORE, for and in consideration of the mutual promises and covenants of the Parties as set forth below, the receipt and sufficiency of which are hereby acknowledged, the Parties hereto agree as follows:

1. Nursing Services to Non-public Schools

SCSSSD shall provide the following nursing services for pupils within the District the Board serves who are enrolled full time in the non-public school, subject to the limitations set forth in Sections 3,4, and 5 below:

- a. Assistance with medical examinations, including dental screening;
- b. Conducting screening of hearing examinations;
- c. The maintenance of student health records and notification of local or county health officials of any student who has not been properly immunized;
- d. Conducting examinations of pupils between the ages of 10 and 18 for the condition known as Scoliosis; and
- e. Conducting vision screenings

2. Additional Medical Services

To the extent the funding for nursing services set forth in paragraph 6 below is available, SCSSSD may provide equipment and materials authorized under P.L. 1991, Chapter 226.

3. Instructional Services Not Included

SCSSSD shall not provide instructional services to non-public schools in connection with the provision of services referred to above.

4. Non-public School Declining Nursing Services

A non-public school may decline the nursing services which are provided for herein by submitting written notification to the Board from the appropriate administrator of the non-public school. The Board will inform SCSSSD in writing that is relieved of responsibility hereunder for providing such services.

5. Parent or Guardian Objection

A pupil who is enrolled in a non-public school and whose parent or guardian objects to the pupil receiving any services provided hereunder shall not be compelled to receive the services except for a physical or medical examination to determine whether the pupil is ill or infected with a communicable disease pursuant to N.J.S.A. 18A:40-30. In the event that a parent or guardian object to the pupil receiving any nursing services provided for herein, SCSSSD is relieved of responsibility hereunder for providing such services.

2018-2019 Non-Public Nursing Services

6. Payment

The Board agrees to pay to SCSSSD a sum equal to the full funding that is allocated by the State Department of Education for nursing services to non-public schools within the district it serves pursuant to the provisions of Chapter 226, Laws of 1991. Billing will be based on an October 15 student count in the current school year and there will be no billing adjustment for students added or withdrawn after October 15. Annual billing will be sent to public schools following the October 15 student count. The Board shall pay the SCSSSD monthly, quarterly or in full contingent upon the Board's schedule of funding from the State Department of Education. The term of this contract is the **2018-2019** school year.

7. Term and Termination of the Agreement

The terms of this Agreement shall be for one (1) year, effective **July 1, 2018**, and shall automatically renew for successive one (1) year period thereafter as specified below unless otherwise terminated by the Parties.

Should the Board decide not to renew this Agreement for any successive terms, the Board shall deliver a notice of termination of services for the following school year, in writing, no later than February 1<sup>st</sup> of the then current contract year. In the absence of the timely delivery of such notice of termination, this Agreement shall commit the Board to receiving and paying for Nursing Services from SCSSSD for the following school year pursuant to paragraph six (6) of this Agreement.

Notwithstanding the duration of this Agreement, at any time prior to **June 30, 2019**, SCSSSD may terminate this Agreement with or without cause by providing sixty (60) days written notice to the Board. If SCSSSD terminates this Agreement, the Board shall pay the SCSSSD for all services rendered through the last day of the provision of the CST Services by SCSSSD to the Board.

8. Non-Solicitation of SCSSSD Employees

The Board agrees that it shall not hire, in any capacity, or otherwise solicit for employment any SCSSSD employees assigned to provide the Nursing Services to the Board during the terms of this Agreement and for a period of one (1) year following termination of the Agreement.

9. Notices

All notices and other communications hereunder sent by either Party shall be in writing and shall be deemed to have been given to the other Party when delivered or three (3) days after mailed by First-Class Registered or Certified Mail, postage prepaid, and addressed to:

If to SCSSSD:

John H. Bolil, School Business Administrator/Board Secretary  
Salem County Special Services School District  
880 Route 45, PO Box 126  
Woodstown, NJ 08098

If to the Board:

Pennsville Township School District Board of Education  
30 Church Street  
Pennsville, NJ 08070

10. Approval

This Agreement has been approved by each Party at a duly convened meeting. The respective individuals executing this Agreement are duly authorized on behalf of each Party to enter into this Agreement.

2018-2019 Non-Public Nursing Services

11. Entire Agreement

This Agreement sets forth the entire understanding of the Parties hereto with respect to its subject matter. The Agreement shall not be modified, in whole, or in part, except in writing signed by each of the Parties hereto.

12. Governing Law and Dispute Resolution

This Agreement shall, in all respects, be governed by and construed under the laws of the State of New Jersey. Should any dispute arise regarding this Agreement, it shall be submitted to the Salem County Executive Superintendent for resolution. His or her decision regarding any such dispute shall be final and binding upon both Parties.

13. Public Inspection

Each party shall maintain a copy of this Agreement on file at its offices, which shall be open to the public for inspection.

14. Counterparts

This Agreement may be executed in two (2) or more counterparts, each of which shall be an original, but all of which together shall constitute one and the same instrument.

AGREED TO: Pennsville Township School District Board of Education

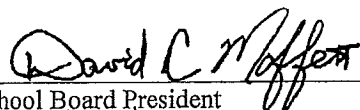
BY: \_\_\_\_\_  
School Board President

\_\_\_\_\_  
Date

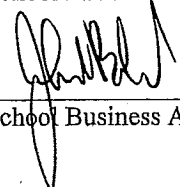
BY: \_\_\_\_\_  
School Business Administrator/Board Secretary

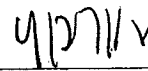
\_\_\_\_\_  
Date

AGREED TO: Salem County Special Services School District Board of Education

BY:  \_\_\_\_\_  
School Board President

\_\_\_\_\_  
Date

BY:  \_\_\_\_\_  
School Business Administrator/Board Secretary

  
\_\_\_\_\_  
Date

APPROVED BY: \_\_\_\_\_  
Executive County Superintendent of Schools

\_\_\_\_\_  
Date

NEW JERSEY STATE INTERSCHOLASTIC ATHLETIC ASSOCIATION  
1161 Route 130 North, Robbinsville, New Jersey 08691  
Tax Identification Number 21-0638152

April 2018

Athletic Director  
Pennsville Memorial High School  
110 South Broadway  
Pennsville, NJ, 08070

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Invoice No.: 18/19 DUES

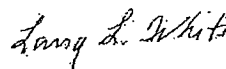
2018-2019 NJSIAA ANNUAL DUES

\$2,150.00

Please return a copy of this invoice with your  
check payment no later than **August 1, 2018.**  
Make check payable to: NJSIAA  
PO BOX 487  
Robbinsville, NJ 08691-0487

CLAIMANT'S SIGNED DECLARATION

I do solemnly declare and certify under the penalties of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.



Larry L. White  
Executive Director





## STAFFING AGREEMENT

This agreement entered into by and between **Wright Choice for Home Health Care, LLC**, herein referred to as the "**Agency**" and **Pennsville School District** herein known as the "**Facility**". This agreement shall be effective for the term beginning July 01, 2018 and ending June 30, 2019. Either party may terminate this Agreement without cause after 30 days written notice.

### WITNESSTH:

**Whereas**, the **Facility** wishes to have **Agency** provide Licensed Practical Nurses and Registered Nurses to the **Facility** on an **as-needed basis**;

**Whereas**, the **Agency** will provide licensed personnel to service the students of the **Facility** on a fee for service basis;

**Whereas**, the **Facility** is willing to pay for such rendered services;

**Whereas**, the **Facility**, the **Agency** and employees shall meet all applicable State and Federal Requirements and are qualified to provide services requested;

**Therefore**, in consideration of the premises and covenants herein made, it is agreed between the **Agency** and **Facility** as follows:

1. **Agency** shall be responsible for obtaining and maintaining all necessary licenses that relate to the provision of services.
2. **Facility** is responsible for compliance with all Federal, State and Local Regulations.
3. **Agency** shall be responsible for ensuring that all of its employees meet the requirements of applicable State and Federal Law and the standards of Accrediting Organizations including but not limited to health screening and background checks.
4. **Agency** will provide proof of licensure and copies of special certifications to the **Facility** on any **Agency** employee so contracted. **Agency** shall supervise all employees so contracted.
5. **Agency** will provide and maintain professional liability insurance in the amount of \$1,000,000/\$3,000,000 and \$1,000,000/\$3,000,000 general liability on all their employees.
6. Staffing requests to the **Agency** will be made from the Administrative Staff or designee of the **Facility**. The **Agency** will honor such requests on the basis of a telephone call.
7. It is understood by the **Facility** that at least 48 hours notice would provide the best expectation of coverage.
8. The **Facilities** quality assurance monitoring mechanisms apply to all **Agency** employees providing care at the **Facility**.
9. The **Agency** shall provide care to the Students of the **Facility** in accordance with the policies and procedures of the **Facility**. See cover letter
10. **Agency** will evaluate its personnel annually.
11. The **Facility** shall have the right to cancel **Agency** staff if dissatisfied based on their performance or conduct and notify **Agency** in writing.
12. **Agency** employees will maintain confidentiality of all information concerning students of the **Facility**.
13. **Agency** personnel will provide **Facility** with a copy of time records. **Agency** will provide additional copies upon request.
14. The **Agency** shall furnish itemized statements showing the dates and fees for specified services to the **Facility** on a weekly basis according to the enclosed rate schedule. (**Attachment Schedule A**)

15. The **Facility** will return payment to the **Agency** within 45 days of the invoice date. Any outstanding amounts beyond thirty (45) days shall bear interest at the rate of 1.5% per month (annual percentage of 18%). Cancellation of confirmed coverage requires 2 hour notice. If cancellation of confirmed coverage is not provided within this time period, 2 hours of the planned coverage will automatically be charged at the contracted rate.
16. Fee modifications shall require written notification sixty-days (60) prior to any changes taking effect.
17. The **Agency** shall be responsible for all taxes, benefits and unemployment compensation for their employees.
18. The **Facility** recognizes the right of **The Wright Choice, LLC** as the employer. The **Facility** agrees that for a period of ninety-days (90) from the end of the contract year not to directly or indirectly employ any person sent for services by **Agency**. In the event that the **Facility** violates this agreement, the Facility shall owe an immediate supplementary Agency fee of \$8000.00 that shall be billed and becomes immediately payable.
19. **Agency** and **Facility** management personnel will respond to problems and service needs as appropriate and allowed by Applicable State and Federal Law.
20. Any notice required by this agreement shall be in writing, and delivered via certified, registered or overnight mail, return receipt requested to **The Wright Choice, LLC** 2106 New Road Suite F-7 Linwood, New Jersey 08221 or gstrang@thewrightagencies.com or **Pennsville School District, 30 Church Street, New Jersey 08070.**
21. This agreement constitutes the entire agreement between the parties and shall not be amended or altered except by written memorandum executed by the parties.
22. This agreement shall be binding upon and insure to the benefit of the parties and their respective legal successors and assigns. Neither this agreement nor any right or obligations hereunder may be assigned, in whole or in part, without the prior written consent of the other party.
23. **Facility** agrees that any dispute or claim arising out of or related to the services rendered by the **Agency** or this agreement, or the interpretation, making, performance, breach or termination thereof, shall be finally settled by binding arbitration in Atlantic County, New Jersey under the American Arbitration Association Arbitration Rules by one arbitrator appointed in accordance with said rules. The **Facility** agrees that any claim must be filed within one (1) year of the time such claim arose regardless of any law to the contrary, and that, any provision of applicable law notwithstanding, they will not request, before the arbitrator or otherwise, and the arbitrator shall have no authority to award, punitive or exemplary damages against any party. Any party may apply to a court of competent jurisdiction to enforce the award of said arbitrator as a legally enforceable judgment.

*Pennsville School District*

*Wright Choice for Home Health Care*

Signature

Signature

Title

Title

Date

May 15, 2018

# RATE SCHEDULE A

## One-on-One Service

## Hourly Rate

Registered Nurse (RN)

\$ 46.00

Licensed Practical Nurse (LPN)

\$ 39.00

## Classroom Nurse

## Hourly Rate

Licensed Practical Nurse (LPN)

\$ 39.00 (One student)

\$ 22.00 (per each student, Two total)

\$ 19.00 (per each student, Three total)

*This service is available to students who only require intermittent skilled nursing services throughout the school day. Contact our office for further information.*

## Transportation Nurse

## Flat Rate

\$193.00 (up to 2 hours each way)

*Additional time will be billed at the hourly rate.*

*A discounted rate will be given to each additional student being transported on the same bus that requires medical supervision.*

## School Field Trip Nurse

## Hourly Rate

Registered Nurse (RN)

\$49.00

Licensed Practical Nurse (LPN)

\$39.00

## Speech Therapist

## Hourly Rate

\$86.00

## Substitute Nurse

## Hourly Rate

Registered Nurse (RN)

\$51.00

Licensed Practical Nurse (LPN)

\$41.00

Pennsville School District

Wright Choice for Home Health Care

\_\_\_\_\_  
Name

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Director of Business Development  
Title

\_\_\_\_\_  
Date

May 15, 2018

May 29, 2018

## CONTRACT

BETWEEN the **PENNSVILLE TOWNSHIP SCHOOL DISTRICT**, hereinafter known as "**Landlord**", located at 30 Church Street, Pennsville, New Jersey 08070, and the **TOWNSHIP OF PENNSVILLE**, a municipal corporation of the State of New Jersey, hereinafter known as "**Tenant**", located at 90 North Broadway, Pennsville, New Jersey 08070.

WHEREAS, the Landlord and the Tenant have discussed and reviewed this contract; and

WHEREAS, both Landlord and Tenant wish to enter into same; and

WHEREAS, Tenant wishes to utilize one room on the third floor of the Charles S. Raleigh, Jr. Administrative Building; and

WHEREAS, Landlord wishes to provide that space to them;

NOW, THEREFORE, the Landlord and Tenant have agreed as follows:

1. The Pennsville School District will permit the Township of Pennsville to store records on the third floor of the aforementioned building.
2. The Landlord is not responsible for any damage resulting from storage of those records and makes no representations as to the condition of the third floor and any safety as to the preservation of records there.
3. The Tenant hereby holds harmless and indemnifies the Landlord from and against any and all liability, claims, damages, losses, costs or expenses whatsoever which are caused by Tenant's use and/or occupancy of the third floor at 30 Church Street, Pennsville, New Jersey.
4. Landlord does not assume any responsibility for any liability, claims, damages, losses, costs or expenses caused by the Tenant or related to the school property, which is and shall remain the property and responsibility of the Landlord.
5. The Tenant will provide the Landlord a certificate of insurance showing liability coverage in an amount to be agreed upon between Landlord and Tenant.
6. The Landlord shall have no responsibility regarding the employees of the Tenant and all employee/employer relationships exist between the Tenant and their employees and not between Landlord's employees and the Board of Education.

TENANT agrees as follows:

1. It shall respect the property of the Landlord.
2. It shall respect and follow the operational policies and procedures regarding access and use of the building, including parking facilities.

LANDLORD agrees as follows:

1. It will provide one room on the third floor for the storage of files and adequate parking spaces.
2. It will provide access to the storage of those files.

THIS CONTRACT shall be in effect for a term for one (1) year beginning on **July 1, 2018**, and ending on **June 30, 2019**; however, either the Landlord or Tenant may cancel this lease by providing written notice to the other party within thirty (30) days, reviewable at the discretion of the Landlord for continuation of this contract. Continuation of this contract shall not be unreasonably withheld by Landlord and may be renewed for longer periods of time if in writing agreed to by both parties.

THIS CONTRACT is made solely between the parties for storage and it is understood and agreed that the space will not be occupied or used in any other manner.

ANY NOTICES, demands and communications hereunder shall be sent by certified mail, hand-delivered or faxed to:

Superintendent  
Pennsville School District  
30 Church Street  
Pennsville, New Jersey 08070

or to such other address as may be requested by the Landlord in writing and, if intended for Tenant, shall be addressed to:

Township of Pennsville  
90 North Broadway  
Pennsville, New Jersey 08070

Upon the termination of this agreement, the Tenant shall quit and surrender to the Landlord, the premises in good condition, with reasonable wear and tear accepted.

THIS AGREEMENT may be modified or amended by mutual agreement of both parties. Any such modification or amendment shall be signed by each party and attached to and become a part of this agreement.

IN WITNESS WHEREOF, the parties have executed this agreement.

APPROVED by the parties:

PENNSVILLE PUBLIC SCHOOL DISTRICT,  
Landlord

TOWNSHIP OF PENNSVILLE,  
Tenant

By: \_\_\_\_\_  
Board President

By: \_\_\_\_\_

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

By: \_\_\_\_\_  
Board Secretary

By: \_\_\_\_\_

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**UNIFORM SHARED SERVICES AND CONSOLIDATION AGREEMENT**  
***Information Technology Services***

**THIS AGREEMENT**, dated this 29<sup>th</sup> day of May, 2018, between the Pennsville Board of Education, County of Salem, State of New Jersey, with offices located at 30 Church Street, Pennsville, New Jersey 08070 (hereinafter referred to as "Board of Ed"), and the Township of Pennsville, County of Salem, State of New Jersey, with offices located at 90 North Broadway, Pennsville, NJ 08070 (hereinafter referred to as "Township").

**WITNESSETH**

**WHEREAS**, the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1, et seq., authorizes public entities to enter into a contract with each other to subcontract any service which the parties to an agreement are empowered to render within its own jurisdiction; and

**WHEREAS**, the Board of Ed and Township both need to comply and adhere to applicable State laws and regulations with regards to the purchasing and procurement of goods and services for their respective organizations ("Information Technology Services"); and

**WHEREAS**, both the Board of Ed and Township are of the opinion that Information Technology Services can be more efficiently and economically provided to their organizations through a joint agreement for the subcontracting of such services; and

**WHEREAS**, both the Board of Ed and Township have, by public resolution, authorized the entering into of a Shared Services Agreement for the Sharing of the Purchasing Services and specifically, the Information Technology Services; and

**WHEREAS**, the parties are desirous of entering into a Shared Services Agreement that would authorize the subcontracting of these Purchasing Services by the Board of Ed to the Township;

**NOW THEREFORE BE IT RESOLVED**, that based on the foregoing promises and in consideration of the mutual promises and covenants of the parties as set forth below, both the Board of Ed and Township hereby agree as follows:

1. The above are repeated and incorporated as a material part of this Agreement.
2. General Requirements of Services to be Performed

Information Technology Services:

The Board of Ed hereby agrees to provide its Information Technology Department to the Township for the purpose of providing Information Technology Services to the Township as well as all duties and responsibilities required to maintain the Township's computer software and hardware systems which will begin on July 1, 2018 and end on June 30, 2019.

### 3. Standards and Scope of Performance

The Board of Ed agrees to provide the Township with the physical presence of Information Technology personnel at the Township during business hours on an as-needed basis throughout the duration of this Agreement. The selection of the exact date(s) and time(s) provided shall be left to the discretion of Board of Ed Information Technology Department. Services will also include remote monitoring of the township network.

Furthermore, the Parties understand and agree that the scope of performance will be subject to emergent and unforeseen circumstances in each of the two public entities and the Parties will cooperate to ensure that the needs of both public entities are met should these situations arise.

### 4. Hold Harmless

The Township agrees to hold the Board of Ed harmless for any and all actions engaged in by their employees while providing Information Technology Services at the Township. It is the express understanding of the Parties that this provision eliminates any and all claims that might be asserted for any reason whatsoever against The Board of Ed, as a result of the actions of its employees, when providing Information Technology Services at the Township.

### 5. Payment for Services

As noted above, the Board of Ed and Township are entering into a Shared Services Agreement for the sharing of the Information Technology Services from July 1, 2018 through June 30, 2019 as set forth in this Agreement. The Township agrees to pay the Board of Ed a fixed fee of \$10,000.00 for the sharing of those services. In that regard, beginning on July 1, 2018 and ending on June 30, 2019 (or an earlier date if this Agreement is terminated by either party in accordance with the termination provisions contained herein), the Township shall issue a check made payable to the Board of Ed as follows:

<u>Date</u>	<u>Payment Amount</u>
07/15/18	\$833.33
08/15/18	\$833.33
09/15/18	\$833.33
10/15/18	\$833.33
11/15/18	\$833.33
12/15/18	\$833.33
01/15/19	\$833.33
02/15/19	\$833.33
03/15/19	\$833.34
04/15/19	\$833.34
05/15/19	\$833.34
06/15/19	\$833.34

However, in the event one or both Parties elect to terminate the shared Information Technology Services in a manner consistent with the provisions of this Agreement, the Parties agree that the fixed fee of \$10,000.00 for the sharing of Information Technology Services shall be reduced in a pro-rata basis based upon the date that such termination becomes effective.

## 6. Expenditures

All software and hardware expenditures including, but not limited to, supplies and equipment (i.e. software programs, computers, servers, switches, and wifi access devices) incurred in providing information technology services at the Township shall be the responsibility of the Township.

Additional work which would be considered over and above the maintenance of the Township's computer systems would be billed at a rate of \$60.00 per hour. This work would only be performed after both parties agree to the scope of the work (i.e. installation of new computers, new servers and/or new software).

Additional expenses incurred specifically on behalf of each respective public entity shall be the sole responsibility of that public entity. The Information Technology Department shall obtain necessary approval when mandated by each respective public entity's policies, regulations and/or procedures, as well as submit such expenses incurred on behalf of the Township for reimbursement to the Township per its applicable policies, regulations and/or procedures for same.

## 7. Duration

This Agreement shall commence on July 1, 2018 and end on midnight June 30, 2019. However, prior to June 30, 2019, either party may terminate this Agreement by providing ninety (90) days written notice to the other party.

## 8. Shared Administrative Services Liaisons

Both Board of Ed's Superintendent and Township's Mayor (or their respective designee) will, on an as-needed basis, periodically meet to review and discuss operational matters related to this Agreement, including, any issues of concern regarding the delivery of the Information Technology Services.

Any disputes which arise under this Agreement shall be attempted to be resolved by the Board of Education's Superintendent and Township's Mayor (or their respective designee) in the first instance. In the event an agreement cannot be reached, the parties agree that the issue will be referred to the Salem County Office of Education for consideration and, if appropriate and within the scope of the Salem County Executive Superintendent's (or his/her regulatory replacement) authority, adjudication. Thereafter, any aggrieved party may appeal that decision, if any, to the Commissioner of Education or Salem County Superior Court based on the nature of the dispute.

## 9. Entire Agreement

This Agreement sets forth the entire understanding of the parties hereto with respect to its subject matter. The Agreement shall not be modified, in whole, or in part, except by in writing signed by each of the parties hereto.

## 10. Counterparts

This Agreement may be executed in two (2) or more counterparts, each of which shall be an original, but all of which together shall constitute one and the same instrument.



#### 11. Governing Law

This Agreement shall in all respects, be governed by and construed under the laws of the State of New Jersey.

#### 12. Severability

If any term or condition of this Agreement, or any application of this Agreement shall be determined to be contrary to the laws of the State of New Jersey or the United States, such terms or conditions or application shall not be deemed to be valid except to the extent permitted by law, but all other terms and conditions and applications shall continue in full force and effect.

#### 13. Public Inspection

Each party shall maintain a copy of this Agreement on file at its offices which shall be open to the public for inspection.

#### 14. Notices

All notices and other communications hereunder shall be in writing and shall be deemed to have been given when delivered or three (3) days after mailed by First-Class Registered or Certified Mail postage prepaid addressed to:

Board of Ed:       Pennsville Board of Education  
                          30 Church Street  
                          Pennsville, New Jersey 08070  
                          Attn: Superintendent

Township:         Township of Pennsville  
                          90 North Broadway  
                          Pennsville, New Jersey 08070  
                          Attn: Mayor

THIS SPACE HAS BEEN LEFT BLANK INTENTIONALLY

15. Approval

This Agreement has been approved by each Party at a duly convened meeting. The respective signatories below are authorized to execute this Agreement on behalf of their respective public entity.

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

**WITNESS**

\_\_\_\_\_

**TOWNSHIP OF PENNSVILLE**

\_\_\_\_\_  
Robert McDade, Mayor  
Township of Pennsville

Date \_\_\_\_\_

**PENNSVILLE BOARD OF EDUCATION**

\_\_\_\_\_  
Richard Davidson  
Business Administrator

\_\_\_\_\_  
Katherine A. Bodine, Board President  
Pennsville Board of Education

Date \_\_\_\_\_

**UNIFORM SHARED SERVICES AND CONSOLIDATION AGREEMENT**

***Information Technology Services***

**THIS AGREEMENT** dated this 29<sup>th</sup> of May, 2018, between the Pennsville Board of Education, County of Salem, State of New Jersey with offices located at 30 Church Street, Pennsville, New Jersey 08070 (hereinafter referred to as "PV BOE"), and the Quinton Board of Education, County of Salem, State of New Jersey, with offices located at 8 Robinson Street, PO Box 365, Quinton, NJ 08072 (hereinafter referred to as "Q BOE").

**WITNESSETH**

**WHEREAS**, the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1, et seq., authorizes public entities to enter into a contract with each other to subcontract any service which the parties to an agreement are empowered to render within its own jurisdiction; and

**WHEREAS**, the PV BOE and Q BOE both need to comply and adhere to applicable State laws and regulations with regards to the purchasing and procurement of goods and services for their respective organizations ("Information Technology Services");

**WHEREAS**, both the PV BOE and Q BOE are of the opinion that Information Technology Services can be more efficiently and economically provided to their organizations through a joint agreement for the subcontracting of such services; and

**WHEREAS**, both the PV BOE and Q BOE have, by public resolution, authorized the entering into of a Shared Services Agreement for the Sharing of the Purchasing Services, and specifically, the Information Technology Services; and

**WHEREAS**, the parties are desirous of entering into a Shared Services Agreement that would authorize the subcontracting of these Purchasing Services by the PV BOE to the Q BOE; and

**NOW THEREFORE BE IT RESOLVED** that based on the foregoing promises and in consideration of the mutual promises and covenants of the parties as set forth below, both the PV BOE and Q BOE hereby agree as follows:

1. The above are repeated and incorporated as a material part of this Agreement.
2. General Requirements of Services to be Performed

A. Information Technology Services:

The PV BOE hereby agrees to provide its Information Technology Dept. to the Q BOE for the purpose of providing Information Technology Services to the Q BOE, as well as all duties and responsibilities required to maintain the Q BOE's computer software and hardware systems which will begin on July 1, 2018 and ends on June 30, 2019.

3. Standards and Scope of Performance

The PV BOE agrees to provide the Q BOE with the physical presence of Information Technology personnel at the Q BOE during business hours on a pre-determined schedule mutually agreed upon by both districts as well as on an as-needed basis throughout the duration of this Agreement.

Furthermore, the Parties understand and agree that the scope of performance will be subject to emergent and unforeseen circumstances in each of the two public entities and the Parties will cooperate to ensure that the needs of both public entities are met should these situations arise.

Finally, the parties understand that members of the PV Technology Department will participate in the assessment of Q technology needs in addition to maintaining an advisory role in meeting those needs.

4. Hold Harmless

The Q BOE agrees to hold the PV BOE harmless for any and all actions engaged in by their employees while providing Information Technology Services at the Q BOE. It is the express understanding of the Parties that this provision eliminates any and all claims that might be asserted for any reason whatsoever against The PV BOE, as a result of the actions of its employees, when providing Information Technology Services at the Q BOE.

5. Payment for Services

As noted above, the PV BOE and Q BOE are entering into Shared Services Agreements for the sharing of the Information Technology Services from July 1, 2018 through June 30, 2019 as set forth in this Agreement. The Q BOE agrees to pay the PV BOE a fixed fee of \$38,201.00 for the sharing of those services. In that regard, beginning on July 1, 2018 and ending on June 30, 2019 (or an earlier date if this Agreement is terminated by either party in accordance with the termination provisions contained herein), the Q BOE shall issue a check made payable to the PV BOE as

follows:	<u>Date</u>	<u>Amount</u>
	7-1-2018	\$ 3,183.42
	8-1-2018	\$ 3,183.42
	9-1-2018	\$ 3,183.42
	10-1-2018	\$ 3,183.42
	11-1-2018	\$ 3,183.42
	12-1-2018	\$ 3,183.42
	1-1-2019	\$ 3,183.42
	2-1-2019	\$ 3,183.42
	3-1-2019	\$ 3,183.42
	4-1-2019	\$ 3,183.42
	5-1-2019	\$ 3,183.42
	6-1-2019	<u>\$ 3,183.38</u>
Total		\$38,201.00

However, if the event one or both Parties elect to terminate the shared Information Technology Services in a manner consistent with the provisions of this Agreement, the Parties agree that the fixed fee of \$38,201.00 for the sharing of Information Technology Services shall be reduced in a pro-rata basis based upon the date that such termination becomes effective.

6. Expenditures

All software and hardware expenditures including, but not limited to, supplies and equipment (e.g. software programs, computers, servers, switches, and wifi access devices) incurred in providing information technology services at the Q BOE shall be the responsibility of the Q BOE.

Additional work which would be considered over and above the maintenance of the Q BOE's computer systems would be billed at a rate of \$60.00 per hour. This work would only be performed after both parties agree to the scope of the work (e.g. installation of new computers, new servers and/or new software).

Additional expenses incurred specifically on behalf of each respective public entity shall be the sole responsibility of that public entity. The Information Technology Dept shall obtain necessary approval when mandated by each respective public entity's policies, regulations and/or procedures, as well as submit such expenses incurred on behalf of the Q BOE for reimbursement to the Q BOE per its applicable policies, regulations and/or procedures for same.

7. Duration

This Agreement shall commence on July 1, 2018 and end on midnight June 30, 2019. However, prior to June 30, 2019, either party may terminate this Agreement by providing ninety (90) days written notice to the other party.

8. Shared Administrative Services Liaisons

Both PV BOE's Superintendent and Q BOE's Superintendent (or their respective designee) will, on an as needed basis, periodically meet to review and discuss operational matters related to this Agreement, including, any issues of concern regarding the delivery of the Information Technology Services.

Any disputes which arise under this Agreement shall be attempted to be resolved by the PV BOE's Superintendent and Q BOE's Superintendent (or their respective designee) in the first instance. If the event an agreement cannot be reached, the parties agree that the issue will be referred to the Salem County Office of Education for consideration and, if appropriate and within the scope of the Salem County Executive Superintendent's (or his/her regulatory replacement) authority, adjudication. Thereafter, any aggrieved party may appeal that decision, if any, to the Commissioner of Education or Salem County Superior Court based on the nature of the dispute.

9. Entire Agreement

This Agreement sets forth the entire understanding of the parties hereto with respect to its subject matter. The Agreement shall not be modified, in whole, or in part, except by in a writing signed by each of the parties hereto.

10. Counterparts

This Agreement may be executed in two (2) or more counterparts, each of which shall be an original, but all of which together shall constitute one and the same instrument.

11. Governing Law

This Agreement shall, in all respects, be governed by and construed under the laws of the

State of New Jersey.

12. Severability

If any term or condition of this Agreement, or any application of this Agreement shall be determined to be contrary to the laws of the State of New Jersey or the United States, such terms or conditions or application shall not be deemed to be valid except to the extent permitted by law, but all other terms and conditions and applications shall continue in full force and effect.

13. Public Inspection

Each party shall maintain a copy of this Agreement on file at its offices, which shall be open to the public for inspection.

14. Notices

All notices and other communications hereunder shall be in writing and shall be deemed to have been given when delivered or three (3) days after mailed by First-Class Registered or Certified Mail postage prepaid addressed to:

Board of Ed:	Pennsville Board of Education 30 Church Street Pennsville, New Jersey 08070 Attn: Business Administrator
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Quinton Board of Ed:	Quinton Board of Education PO Box 365 Quinton, New Jersey 08072 Attn: Superintendent
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15. Approval

This Agreement has been approved by each Party at a duly convened meeting. The respective signatories below are authorized to execute this Agreement on behalf of their respective public entity.



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

**WITNESS**

**QUINTON BOARD OF EDUCATION**

\_\_\_\_\_  
Heather M. Mayhew  
Business Administrator

By: \_\_\_\_\_  
Pamela DeWilde, Board President  
Quinton Board of Education

Date: \_\_\_\_\_

**PENNSVILLE BOARD OF EDUCATION**

\_\_\_\_\_  
Richard Davidson  
Business Administrator

By: \_\_\_\_\_  
Katherine Bodine, Board President  
Pennsville Board of Education

Date: \_\_\_\_\_

# **PENNSVILLE BOARD OF EDUCATION**

## **Use of Facilities Rental Fees Schedule**

**Effective July 1, 2018**

CAFETERIA – HIGH SCHOOL	\$150.00 Daily
CAFETERIA – MIDDLE SCHOOL	\$200.00 Daily
CAFETERIA – ELEMENTARY	\$100.00 Daily
KITCHEN	\$100.00 Daily
KITCHEN STAFF	Contact Food Service Company

CLASSROOM	\$ 50.00/Room–Daily
AUDITORIUM	\$300.00 Daily
ONLINE TICKETING FEE	\$100.00
EQUIPMENT OPERATOR/STAGE MGR.	\$ 35.00/Hour per Employee
STAGE CREW	\$ 10.00/Hour per Student

GYM – HIGH SCHOOL	\$300.00 Daily
GYM – MIDDLE SCHOOL	\$200.00 Daily
GYM – ELEMENTARY SCHOOL	\$100.00 Daily
ATHLETIC FIELD	\$250.00 Daily
	Security NOT Included

MAINTENANCE/GROUNDSKEEPER	\$55.00/Hour per Employee
CUSTODIAN	\$30.00/Hour per Employee

ADDITIONAL FEES	
FOR SET UP/BREAKDOWN:	\$30.00/Hour per Employee

*Daily = Per Calendar Day*

### RESOLUTION

INCREASING BID THRESHOLD AND APPOINTING A QUALIFIED PURCHASING AGENT IN A BOARD OF EDUCATION SUBJECT TO THE PROVISIONS OF N.J.S.A. 18A:18A-1 et seq.

Resolution increasing the bid threshold and appointing a Qualified Purchasing Agent, pursuant to N.J.S.A. 18A:18A-3a and N.J.A.C. 5:34-5 et seq.

WHEREAS, the recent changes to the Public School Contracts Law gave boards of education the ability to increase their bid threshold up to \$40,000; and

WHEREAS, N.J.S.A. 18A:18A-3a, permits an increase in the bid threshold if a Qualified Purchasing Agent is appointed as well as granted the authorization to negotiate and award such contracts below the bid threshold; and

WHEREAS, N.J.A.C. 5:34-5 et seq. establishes the criteria for qualifying as a Qualified Purchasing Agent; and

WHEREAS, Richard Davidson possesses the designation of Qualified Purchasing Agent as issued by the Director of the Division of Local Government Services in accordance with N.J.A.C. 5:34-5 et seq.; and

WHEREAS, the Pennsville Board of Education desires to increase the bid threshold as provided in N.J.S.A. 18A:18A-3; now, therefore, be it

RESOLVED, that the governing body of the Pennsville Board of Education, in the County of Salem, in the State of New Jersey hereby increases its bid threshold to \$40,000; and be it further

RESOLVED, that the governing body hereby appoints Richard Davidson as the Qualified Purchasing Agent to exercise the duties of a purchasing agent pursuant to N.J.S.A. 18A:18A-2b, with specific relevance to the authority, responsibility, and accountability of the purchasing activity of the Board of Education; and be it further

RESOLVED, that in accordance with N.J.A.C. 5:34-5.2 the Board of Education Secretary is hereby authorized and directed to forward a certified copy of this resolution and a copy of Richard Davidson's certification to the Director of the Division of Local Government Services.

I, Richard Davidson, Secretary of the Pennsville Board of Education, in the County of Salem, State of New Jersey do hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the governing body of the Pennsville Board of Education, County of Salem, State of New Jersey at a regular meeting of said governing body held on May 29, 2018.

---

Richard Davidson, Board Secretary

**RESOLUTION AUTHORIZING CONTRACTS WITH CERTAIN APPROVED STATE  
CONTRACT VENDORS FOR BOARDS OF EDUCATION  
PURSUANT TO N.J.S.A. 18A:18A-10a**

**WHEREAS**, the Pennsville Board of Education, pursuant to N.J.S.A. 18A:18A-10a and N.J.A.C. 5:34-7.29(c), may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and

**WHEREAS**, the Pennsville Board of Education has the need on a timely basis to purchase goods or services utilizing State contracts; and

**WHEREAS**, the Pennsville Board of Education intends to enter into contracts with State Contract Vendors through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current State contracts; now, therefore, be it

**RESOLVED**, the Pennsville Board of Education authorizes the Purchasing Agent to purchase certain goods or services from approved New Jersey State Contract Vendors for the 2018-2019 school year pursuant to all conditions of the individual State contracts; and be it further

**RESOLVED**, that the Pennsville Board of Education School Business Administrator shall certify to the availability of sufficient funds prior to the expenditure of funds for such goods or services; and be it further

**RESOLVED**, that the duration of the contracts between the Pennsville Board of Education and the Referenced State Contract Vendors shall be from July 1, 2018 to June 30, 2019.

May 29, 2018

---

Richard Davidson  
Business Administrator/Board Secretary

**THE PUBLIC EMPLOYER TRUST AGREEMENT**

The Pennsville Board of Education, as a current participant in the Public Employer Trust (herein after known as "Trust"), for the policy period beginning **July 1, 2018 - June 30, 2019** understands and agrees to the following:

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

Dental (x),      Prescription Drug ( ),      Medical (~~x~~), Vision ( )
- As Administrator, Brown & Brown Benefit Advisors reserves the right to make changes in insurance carriers for the Trust policies so long as the insurance carriers guarantee benefits are equal to or greater than current benefits.

**For:**

**The Public Employer Trust**

\_\_\_\_\_  
Signature of Participant Officer

\_\_\_\_\_  
Signature of B&B Benefit Advisors Representative

Richard Davidson  
\_\_\_\_\_  
Name of Participant Officer

Jack McDermott  
\_\_\_\_\_  
Name of Representative

Business Administrator  
\_\_\_\_\_  
Title or Position

Sr. Vice President, Employee Benefits Division  
\_\_\_\_\_  
Title

\_\_\_\_\_  
Date



24 Arnett Avenue, Suite 110 • Lambertville, NJ 08530  
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**ADDENDUM TO THE PUBLIC EMPLOYER TRUST AGREEMENT**

**Pennsville BOE**

**HORIZON HEALTHCARE DENTAL/PUBLIC EMPLOYER TRUST**

**Group # 98109**

**Sub Group # 0000, 001**

IT IS AGREED that in accordance with the contractual provisions of the Public Employer Trust, said Contract is hereby effective July 1, 2018:

Check the appropriate box below to confirm your selection for a one year or two year period:

<input type="checkbox"/>	<u>Coverage</u>	<u>July 1, 2018 to June 30, 2019</u>
	Single	\$38.22
	Husband/Wife	\$68.96
	Parent/Child	\$68.96
	Family	\$119.42

<input type="checkbox"/>	<u>Coverage</u>	<u>July 1, 2018 to June 30, 2020</u>
	Single	\$38.98
	Husband/Wife	\$70.34
	Parent/Child	\$70.34
	Family	\$121.81

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

\_\_\_\_\_  
Group Official

\_\_\_\_\_  
Date

**METZ CULINARY MANAGEMENT, INC.**  
**SCHOOL YEAR 2018-2019**

THIS ADDENDUM, (the "Addendum") is made effective and Pennsville School District\_\_\_\_ located at \_\_30 Church St., Pennsville, NJ 08070\_\_\_\_, the ("School Food Authority" or "SFA") and Metz Culinary Management, Inc., ("Food Service Company" or "FSMC") with offices located at Two Woodland Drive, Dallas, Pennsylvania 18612. The purpose of this Addendum is to renew the existing foodservice management agreement between the parties, as may have been previously amended and/or renewed, (the "Contract") the terms and conditions of which will remain the same except as set forth below:

**Article I: Federal and State Required Contract Language**

**A. DURATION OF ADDENDUM**

This addendum begins on July 1, 2018 and ends on June 30, 2019.  
(date) (date)

**B. MANAGEMENT FEE(S) / GUARANTEES**

**1. Management/Administrative Fees**

**Management Fee-Flat Fee**

FSMC shall charge a Management Fee of \$12,511.00 for the 2018-2019 school year payable at \$1,251.10 per month prorated over a 10 month period for the period of September through June.

**Administrative Fee-Flat Fee**

FSMC shall charge an Administrative Fee of \$30,711.00 for the 2018-2019 school year payable at \$3,071.10 per month prorated over a 10 month period for the period September through June.

**2. Guarantee**

**(Breakeven)**

FSMC guarantees that the bottom line on the operational financial report for 2018-2019 school year shall operate at "no cost". In the event the program costs exceed total revenues (from all sources), FSMC shall be responsible for any losses (shortfalls) incurred. This guarantee is contingent upon the following conditions:

**3. Guarantee Conditions**

- a. Reimbursement rates for all Child Nutrition Programs meals will not be less than the rates estimated in the proposed budget.
- b. The value of USDA donated foods offered will not be less than the value of USDA donated foods estimated in the proposed budget.

- c. The number or days meals are served during the school year will not be less than:

<u>Breakfast Days</u>	<u>Lunch Days</u>	<u>Snack Days</u>	<u>At-Risk</u>	<u>Afterschool Days</u>
Elementary	180	180	180	
Middle	180	180	180	
High School	180	180	180	

- d. The number of serving periods, locations, serving times and types of service will not change materially.
- e. The student enrollment will not be less than 1,834.
- f. Staffing levels, rates of pay and Medical and Dental benefit levels stay consistent with proposed budget.
- g. The LEA and the FSMC must mutually agree upon any changes in staffing, wages and benefits
- h. The selling prices of Menu Pattern Meals and A la Carte selections will not be less than those included in the proposed budget.

	<u>Breakfast \$</u>	<u>Lunch \$</u>	<u>Snack \$</u>	<u>At-Risk</u>	<u>Afterschool \$</u>
Elementary	1.65	2.85			
Middle	1.90	3.05			
High School	2.15	3.25			

- i. Service will not be interrupted as a result of fire, work stoppage, strike or school closing.
- j. The LEA and its representatives including but not limited to, school principals, teachers and LEA employees shall fully cooperate with FSMC in the implementation of the Food Service Program. The LEA shall fully cooperate with FSMC to limit the expansion of competitive food sales in order to maximize the gross receipts and other non-cash sales of the Food Service Program.
- k. The LEA shall have timely submitted all documentation for reimbursement claims, except where such failure is due to an act of omission of FSMC.
- l. The number of students eligible for free and reduced priced meals will be no less than that estimated in the FSMC proposed budget.
- m. LEA is responsible for all kitchen equipment maintenance, repair and smallwares purchases.
- n. No restrictions on the regular menu or a la carte offerings except that they meet any applicable USDA meal pattern and Smart Snack requirements.
- o. Changes made to the USDA or NJ school food service guidelines/Child Nutrition Program regulations made after proposed budget is submitted may result in a decrease in the LEA's financial return.
- p. No competitive sales during School Food Service operation hours from student groups, teachers, clubs or vending.
- q. Catering will be billed to the LEA at mutually agreed pricing



- r. The LEA shall not allow students to leave LEA property for meal periods or receive delivery of commercial foods to the LEA.
- s. If the LEA decides to implement/change the student access control system during or prior to the school year, all related costs of computer and training labor hours are not included or part of the guarantee
- t. A special dietary policy for an individual or group that results in an extraordinary expense will be recorded separately.
- u. All LEA equipment observed during the RFP food service tour will remain on premises.
- v. All current satellite feeding programs will continue unchanged with respect to pricing, service days, number of meals per day and delivery arrangements from proposed budget. [Delete if not applicable]

In the event the above conditions are not met during the school year, FSMC's guarantee obligation shall be reduced by an amount equivalent to any increase cost or loss of revenue attributable to the changes in such conditions.

#### C. REVISED PARAGRAPH 4 UNDER FOOD SERVICE OPERATION

4) FSMC shall comply with the Buy American Act, 41 U.S.C. section 8301 *et seq.*, which requires the purchase of only products that are produced in the United States, and shall, to the maximum extent practicable, provide domestic commodities or products to the SFA in the fulfillment of this contract. A "domestic commodity or product" is defined as one that is either produced in the U.S. or is processed in the U.S. substantially using agricultural commodities that are produced in the U.S. (7 C.F.R. 210.21 (d)). Vendor will be required to maintain records detailing commodity and product origin and to provide certification of such for all products provided to the SFA upon request.

#### D. REVISED PARAGRAPH UNDER USDA DONATED FOODS

- 3) The FSMC shall credit the SFA for the value of all USDA donated foods received for use in the SFA's meal service in the school year (including both entitlement and bonus foods), and including the value of donated foods contained in processed end products, if applicable. [7 CFR 250.53(a) (1)].

The FSMC shall perform such crediting monthly and maintain backup documentation to substantiate the credit by:

##### a. Warehouse Donated Foods:

- each month
- by disclosure to the SFA for the value of all USDA donated foods received in the school year.

b. Processed Donated Foods:

- each month
- by monitoring and reporting by disclosure the commodity pass-through value as used by each commodity processor receiving any portion of the SFA's entitlement dollars.

[7 CFR 250.53(a) (2)].

If for the school year immediately preceding the beginning of this contract, the SFA's food service was self-operating, the FSMC shall also credit the SFA for the value of all USDA donated foods in the SFA's inventory carried over from the preceding school year.

Except as otherwise specifically set forth and expressly modified in this Addendum, all other terms and conditions of the Contract shall remain the same and continue to be in full force and effect and are ratified and affirmed by the parties. In the event of a conflict between the provisions of the Contract and this Addendum, the provisions of this Addendum shall be controlling as to the matters set forth herein. The Parties agree that upon the effective date of this Addendum, it shall become a binding and integral part of the Contract.

IN WITNESS WHEREOF, the parties hereto have caused this Addendum to be executed and delivered, in duplicate, by their duly authorized officers, effective as of the Effective Date.

**METZ CULINARY MANAGEMENT, INC.**

BY:

PRINT NAME:

TITLE:

DATE:

**SCHOOL FOOD AUTHORITY**

BY:

PRINT NAME:

TITLE:

DATE:

\_\_\_\_\_  
WITNESS

\_\_\_\_\_  
WITNESS

PENNSVILLE BOARD OF EDUCATION

FILE CODE: 3333

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**DIRECT DEPOSIT OF PAYROLL**

In accordance with the provisions of P.L. 2013, C.38, each employee of the district shall have his/her net pay deposited in a banking institution in a checking account, savings account or share savings account specified by the employee.

Each employee shall notify the Board Secretary/Business Administrator in writing, the name of the employee's specified banking institution, account number and routing number for direct deposit of the employee's net pay funds.

The Board Secretary/Business Administrator shall develop forms as may be necessary and to be used by employees to specify the banking institution's name, the specific account number and routing number for direct deposit of the employee's net pay funds.

The Board of Education shall make available all information concerning net pay, any accompanying information approved for distribution with net pay, and W-2 forms in accordance with applicable federal law, only on the Internet with restricted access for the employee only.

The Board Secretary/Business Administrator shall develop and initiate necessary policies and procedures to protect the integrity and confidentiality of employee information relative to the provisions of this policy.

The Board of Education may, at its sole discretion grant an exemption from the requirements adopted in accordance with such terms and conditions as the Board of Education may deem necessary.

Date Adopted:

**Legal References:**

N.J.S.A. 18A:16-9 Responsibility of Board

18A:19-9 et seq Compensation of teachers; payroll

18A:66-19 Payroll deductions

18A:66-127 Employees agreement to reduce salary for purchase of annuity

18A:66-128 Reduction of salary for obtaining certain benefits

43:3C-9 Payroll deductions

52:18A:107 et seq, Payroll deductions