

June 6, 2023

REPRESENTATIVE ASSEMBLY MEETING

MINUTES

A REGULAR meeting of the Hunterdon County Educational Services Commission Representative Assembly was held in the Hunterdon ESC Hoffmans Crossing Campus, 37 Hoffmans Crossing Road, Califon and virtually through Zoom electronic platform

I OPEN PUBLIC MEETING STATEMENT

This meeting was held in accordance with the Open Public Meetings Act, Chapter 231 P.L. 1975 (Sunshine Law) and adequate notice has been published in the The Courier News. This notice is also posted on the HCESC website and a copy has been sent to the county office.

II ROLL CALL

MEMBERS PRESENT

Charles Miller, President (EAST AMWELL)
Edward Abato (BETHLEHEM)
Seth Cohen (CLINTON-GLEN GARDNER)
Catherine Emory (CLINTON TOWNSHIP)
Nicholas Diaz (FRANKLIN-HUNTERDON)
William Grippo (FRANKLIN-SOMERSET)
Daniel Kerr (HAMPTON)
Gregory Hobough (HIGH BRIDGE)

Jason Kornegay (LEBANON TOWNSHIP)
James Muller (HOLLAND)
Susan Duggan (HUNTERDON CENTRAL)
Todd Bonsall (HUNTERDON VOCATIONAL)
Donna Herbel (KINGWOOD)
Anthony Suozzo (SOUTH HUNTERDON)
Nicholas Diaz (UNION)
James Charniga (TEWKSBURY)

ADMINISTRATION PRESENT

Corinne Steinmetz (SUPERINTENDENT)
Christina Greaves (PERSONNEL COORDINATOR)
Laurie Browne (BUSINESS OFFICE MANAGER)

Heidi Gara (SCHOOL BUSINESS ADMINISTRATOR)
Fran Leddy (ADULT PROGRAMS)

III CALL TO ORDER

Superintendent Corinne Steinmetz opened the meeting at 4:21 pm

IV PRESENTATION / CITIZENS ADDRESS THE BOARD OF DIRECTORS

V BOARD OF DIRECTORS

A Representative Assembly/Board of Directors

1 Election of Board President

Superintendent, Corinne Steinmetz opened the floor for nominations of Board President

Donna Herbel moved, seconded by William Grippo to nominate Charles Miller as President

Since there were no further nominations, Corinne Steinmetz closed the floor for nominations for Board President

MOTION PASSED electing Charles Miller as Board President by Proclamation

2 Election of Board Vice President

Superintendent, Corinne Steinmetz opened the floor for nominations of Board Vice President

Charles Miller moved, seconded by William Grippo to nominate Jason Kornegay as Vice President

Since there were no further nominations, Corinne Steinmetz closed the floor for nominations for Board Vice President

MOTION PASSED electing Jason Kornegay as Board Vice President by Proclamation

3 Election Ballot for Board of Directors

B Committee Selection Form

Corinne Steinmetz turned the meeting over to the President Charles Miller

VI ANNUAL REPORTS

A Board Reports

NONE

B Administrative Report

Ms. Steinmetz and C. Miller provided an overview of the Hunterdon County ESC and the composition of Representative Assembly and Board of Directors

VII REORGANIZATION

Todd Bonsall moved, seconded by Donna Herbel to approve the following reorganization motions for July 1, 2023 through June 30, 2024, as recommended by the Superintendent:

A APPROVAL OF POLICIES

adopt all existing Board Policies and Bylaws and Regulations located online at www.hunterdonesc.org (copy available in board office)

B LEGAL COUNSEL

appoint:

- 1 Comegno Law Group as legal counsel, at a rate of \$185.00/hour
- 2 Busch Law Group LLC as legal counsel for Cooperative Pricing Program and Purchasing, at a rate of \$175.00/hour
- 3 New Jersey Schools Insurance Group - Personnel Hotline, at no cost
- 4 New Jersey Schools Insurance Group - Bullying Hotline, at no cost

C DEPOSITORY / SIGNATURES

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- 1 appoint TD Bank as the official depository of the Commission
- 2 approve checks to be signed by two of the following three: Board President, Vice President and Superintendent
- 3 approve the use of electronic facsimile and /or stamped signatures

D ADVERTISEMENT

approve the following as the Commission's official newspapers: Hunterdon County Democrat, Courier News, Express-Times, Trenton Times, Star Ledger, Indeed.com and/or Njschooljobs.com

E INSURANCE

- 1 appoint Richland-Knowles Agency as the Commission's insurance broker for general liability, property and automobile insurance
- 2 appoint Integrity Consulting as the Commission's insurance broker for health benefits
- 3 appoint Marsh USA Co. as the Commission's bonding agent for school transportation contracts

F AUDIT

- 1 appoint Suplee, Clooney & Company as the Commission's auditors; at an annual rate of \$28,125 (3.02% increase)

G PETTY CASH

- 1 authorize petty cash funds for Hunterdon Transportation Office and the HCESC Business and Administrative Office, each to be monitored by the Business Office, and each not to exceed \$100.00 per month for office incidentals
- 2 authorize petty cash funds for THRIVE Program, each to be monitored by the Business Office, and each not to exceed \$250.00 per month for office incidentals

H CONSTRUCTION

- 1 appoint USA Architects as architect of record
- 2 appoint CREW Engineers for Professional Services related to Septic and/or Water Systems

I APPOINTMENTS

- 1 appoint Heidi Gara as Board Secretary
- 2 appoint Heidi Gara as Custodian of Records
- 3 appoint Christina Greaves, David Lutzky and Francine Leddy as Affirmative Action Officers
- 4 appoint Corinne Steinmetz as ADA Compliance Officer
- 5 appoint Heidi Gara as Public Agency Compliance Officer
- 6 appoint Ryan Tucker as Integrated Pest Management Coordinator
- 7 appoint Edwin Ashton as Hazardous Communications Coordinator
- 8 appoint Edwin Ashton as AHERA Coordinator
- 9 appoint Ryan Tucker as Right to Know Contact Person
- 10 appoint Edwin Ashton as Indoor Air Quality Designee
- 11 appoint Heidi Gara as Safety & Health Designee
- 12 appoint Dennis Schiller as Attendance Officer
- 13 appoint Dennis Schiller as Anti-Bullying Specialist for the ESC Academy
- 14 appoint David Lutzky as District Anti-Bullying Coordinator
- 15 appoint Sarah Chittenden as District Homeless Education Liaison
- 16 appoint Dennis Schiller as District State Testing Coordinator
- 17 appoint Dennis Schiller as Title IX Coordinator
- 18 appoint Dennis Schiller as Section 504 Officer
- 19 appoint Corinne Steinmetz as School Safety Specialist
- 20 appoint Scott Richter as Licensed Water Operator for Hoffmans Crossing Campus

J PURCHASING

- 1 appoint Heidi Gara as Qualified Purchasing Agent
- 2 authorize award of contracts according to Public Contracting Law (N.J.S.A. 18A:18A-1) as follows:

Bid Threshold	\$44,000.00
Quote Threshold	\$6,600.00

- 3 approve procurement of Goods and Services through State Contract, as follows:

<u>VENDOR</u>	<u>CONTRACT TYPE</u>	<u>UP TO AMOUNT 2023-2024</u>	<u>ITEMS</u>
Custom Bandag	STATE	\$50,000.00	Tires and Tubes
Dell	STATE	\$50,000.00	Technology Equipment
Fastenal	STATE	\$9,000.00	Maintenance Supplies
Home Depot	STATE	\$10,000.00	Maintenance Supplies
Lowes	STATE	\$3,000.00	Maintenance Supplies
Suburban Propane	STATE	\$20,000.00	Heating Fuel at Hoffmans Campus
Unisys Corporation	STATE	\$50,000.00	IT Amazon Workspace & Services

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Verizon Wireless	STATE	\$15,000.00	Cell Phones
Saturn Business Systems	STATE	\$10,000.00	Technology Equipment
Grainger	STATE	\$5,000.00	Maintenance Supplies
3 approve procurement of Goods and Services through Cooperative Bids, as follows:			
<u>VENDOR</u>	<u>CONTRACT TYPE</u>	<u>UP TO AMOUNT 2023-2024</u>	<u>ITEMS</u>
Academy Furniture & Supplies	Co-Op	\$250,000.00	Furniture
Griffith-Allied Trucking	Co-Op	\$350,000.00	Gasoline, Diesel, #2 Fuel Oil
At Bucks Cty, LLC (formerly BCI & Bucks Cty International)	Co-Op	\$20,000.00	Bus Parts
B&H Foto & Electronics	Co-Op	\$500,000.00	Technology Equipment
BCI Truck	Co-Op	\$5,000.00	Bus Parts
Bio-Shine, Inc	Co-Op	\$65,000.00	Custodial/Maintenance Supplies
Camcor, Inc	Co-Op	\$25,000.00	Technology Equipment
Cascade School Supplies	Co-Op	\$1,500.00	General Office Supplies
Casey's Executive Interiors	Co-Op	\$30,000.00	School Furniture
Clinton Learning Solutions	Co-Op	\$50,000.00	Technology Equipment
Custom Bandag	Co-Op	\$40,000.00	Tires
EPlus Technology	Co-Op	\$80,000.00	Technology Equipment
Flaghouse, Inc	Co-Op	\$15,000.00	Athletic & PE Supplies/Equipment
Garden State Laboratories	Co-Op	\$10,000.00	Water Testing
Generation Services, Inc	Co-Op	\$10,000.00	Electrical Services
Global Equipment Company	Co-Op	\$15,000.00	Outdoor Furniture
GovConnection, Inc	Co-Op	\$100,000.00	Technology Equipment
HA DeHart & Sons, Inc	Co-Op	\$60,000.00	Bus Parts & Repairs
Global/Hertz Furniture Systems	Co-Op	\$25,000.00	Furniture
Hillyard	Co-Op	\$5,000.00	Custodial/Maintenance Supplies
Hogan Security Group	Co-Op	\$32,000.00	Door Locking Systems
Integrated MicroSystems	Co-Op	\$250,000.00	Technology Equipment
Keyboard Consultants, Inc	Co-Op	\$200,000.00	Technology Equipment
Kuriz Bros	Co-Op	\$5,000.00	Art/School Supplies
L&A Tent Rentals	Co-Op	\$100,000.00	Tent Rentals
Lakeshore Learning Materials	Co-Op	\$7,500.00	Furniture & Equipment
MAP International	Co-Op	\$15,000.00	Food Service Supplies/Equipment
McCloskey Mechanical	Co-Op	\$20,000.00	HVAC/Boiler Services
Murray Paving & Concrete	Co-Op	\$85,000.00	Paving Services
NPS Public Furniture	Co-Op	\$5,000.00	Furniture
New Jersey Door Works	Co-Op	\$3,000.00	Garage Door Repairs
Technolime Business Solutions	Co-Op	\$25,000.00	Furniture
PureSan Holdings	Co-Op	\$25,000.00	Custodial/Maintenance Supplies
School Health	Co-Op	\$10,000.00	Health Supplies
School Specialty	Co-Op	\$25,000.00	School/Science/Custodial Supplies/Furniture
Sonitrol Security Systems of Central NJ	Co-Op	\$55,000.00	Security Systems
Staples Advantage	Co-Op	\$80,000.00	Office Supplies
Tanner North Jersey	Co-Op	\$25,000.00	Furniture
Tanner North Jersey	Co-Op	\$140,000.00	Furniture
Tri-Furniture Design	Co-Op	\$200,000.00	Furniture
Tri-State Folding Partitions	Co-Op	\$10,000.00	Bifold Doors/Gates.Partitions
Troxell/Bluum Communications	Co-Op	\$125,000.00	Technology Equipment
Virco, Inc	Co-Op	\$15,000.00	Furniture
WB Mason	Co-Op	\$15,000.00	Custodial/Maintenance Supplies

- 4 Pursuant to PL 2015, Chapter 47, the Hunterdon County Educational Services Commission Board of Education intends to renew, award, or permit to expire the attached contracts previously awarded by the board of education. These contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A;18. et.seq, NJAC Chapter 23, and Federal Procurement Regulations 2CFR Part 200.217 et Seq.
- 5 waive bidding requirements for vehicle repair service from Rannix Corporation, DBA Truck Body East, and J&D Auto Body, approved vendors, for claims filed through New Jersey Schools Insurance Group
- 6 approve participation in the Educational Services Commission of New Jersey Cooperative Pricing Program for the 2022-2024 School Year
- 7 approve participation in the Somerset County Cooperative Pricing Program for the 2023-2024 School Year

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8 PAY TO PLAY AUTHORIZATION

WHEREAS, the Hunterdon County Educational Services Commission has a need to acquire goods and/or services as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4 or 20.5, as appropriate; and,
WHEREAS, the qualified purchasing agent has determined that the value of the acquisition will exceed \$17,500.00; and
WHEREAS, the anticipated term of this contract is one year and may be extended annually as approved by this governing body; and
WHEREAS, the business entity submitted a proposal indicating they will provide the requested goods and/or services at the agreed price; and
WHEREAS, the business entity completed and submitted a Business Entity Disclosure Certification which certifies that the organization and or it's owners of 10% or more has not made an reportable contributions to a political or candidate committee pursuant to N.J.S.A. 19:44A-20.26 (P.L. 2005c. 271, s.2); and
WHEREAS, the Business Administrator certifies the Commission will have sufficient funds available to meet its financial obligations as required under N.J.S.C. 5:30-5.4.
NOW THEREFORE, BE IT RESOLVED that the Representative Assembly of the Hunterdon County Educational Services Commission authorizes the Administration to enter into a contract under such circumstances, as required described herein; and
BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution.

K TRAVEL REIMBURSEMENT

approve travel reimbursement as applicable under statute and code to employees for work-related travel that is directly related to and within the scope of employee's current work responsibilities, up to an amount that will not exceed budget dollars or State guidelines

L HEALTH OFFICE

appoint Premier Family Medicine to represent Hunterdon County Educational Services Commission at an annual fee of \$800.00

M VETERINARIAN

appoint Equiheart Veterinary Services for animal healthcare

N SCHOOL

approve the evaluation models to be used in accordance with AchieveNJ:

Danielson Model	(Teachers)
NJPEPL Observation Instrument	(Principals)

O SCHEDULE

approve 2023-2024 Board Meeting Dates, to be held at 4:15 pm, as follows:

<u>MEETING</u>	<u>DATE</u>	<u>LOCATION</u>	
Board of Directors	Tuesday, June 27, 2023	Flemington	(Last Tuesday)
Board of Directors	Tuesday, August 29, 2023	Flemington	(Last Tuesday)
Board of Directors	Tuesday, October 3, 2023	Flemington	
Board of Directors	Tuesday, November 14, 2023	Flemington	(2nd Tuesday)
Board of Directors	Tuesday, December 5, 2023	Flemington	
Board of Directors	Tuesday, January 2, 2024	Flemington	
Board of Directors	Tuesday, February 6, 2024	Flemington	
Representative Asse	Tuesday, March 5, 2024	Califon	Budget Approval
Board of Directors	Tuesday, April 9, 2024	Flemington	(2nd Tuesday)
Board of Directors	Tuesday, May 7, 2024	Flemington	
Representative Asse	Tuesday, June 4, 2024	Califon	Reorganization
Board of Directors	Tuesday, June 25, 2024	Flemington	(Last Tuesday)

P PARLIAMENTARY AUTHORITY

approve Robert's Rules of Order, Newly Revised, to govern the Board in its deliberations and acts in all cases in which it is not inconsistent with the statutes of the State of New Jersey, rules of the State Board of Education, or these bylaws

Q ADMINISTRATION

- 1 authorize Superintendent to hire as needed, prior to Board approval at the next meeting
- 2 authorize the Superintendent to audit and approve necessary payments, prior to Board approval at the next meeting
- 3 authorize the Superintendent to award bid results, prior to Board approval at the next meeting

MOTIONS PASSED UNANIMOUSLY

Seth Cohen moved, seconded by Todd Bonsall to return to Regular Representative Assembly meeting

MOTION PASSED UNANIMOUSLY

V APPROVAL OF AGENDA/MINUTES

- A Edward Abato moved, seconded by Todd Bonsall to adopt the agenda

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MOTION PASSED UNANIMOUSLY

- B Edward Abato moved, seconded by Todd Bonsall to approve the Board of Directors Minutes May 9, 2023 as submitted by Board Secretary

MOTION PASSED UNANIMOUSLY

- C Edward Abato moved, seconded by Todd Bonsall to approve the Executive Minutes May 9, 2023 as submitted by Board Secretary

MOTION PASSED UNANIMOUSLY

VIII FINANCIAL REPORTS

- A Jason Kornegay moved, seconded by Edward Abato to approve the line item transfers and budget appropriations for the period of May 1-31, 2023 (Adj #226-240)

MOTION PASSED UNANIMOUSLY

IX LIST OF BILLS

- A Jason Kornegay moved, seconded by Todd Bonsall to approve the following List of Bills:

1	May 2023	\$986,022.61	Payroll
2	May 2023	\$139,565.39	Handchecks
3	May 2023	\$0.00	Handchecks - EANS
4	May 15, 2023 List of Bills	\$17,609.67	Consultant Payroll
5	June 6, 2023 List of Bills	\$928,164.86	Computer Generated
6	June 6, 2023 List of Bills	\$344,124.68	Computer Generated - EANS

\$2,415,487.21 TOTAL

MOTIONS PASSED UNANIMOUSLY

X CORRESPONDENCE / COMMUNICATION

- A Appreciation Letter from Juan Torres, Interim Executive County Superintendent regarding the Governor's Educator of the Year Program

XI COMMITTEE MEETINGS

- | | |
|---------------------------------------|---------------------------|
| A Building and Grounds, did not meet | E Personnel, did not meet |
| B Programs and Services, did not meet | F Finance, did not meet |
| C Public Relations, did not meet | G Executive, did not meet |
| D Policy, did not meet | |

XII POLICY

No Action Items

XIII SUPERINTENDENT'S REPORT

Ms. Steinmetz provided an overview of the agenda. She discussed personnel recommendations, providing information on non-certificated staff renewals and the elimination of the Bookkeeper position. Every program is comprised of key personnel who are either currently or will be eligible for retirement within a year. Several staff recommendations are directly related to ensuring a successful transition plan

Edward Abato moved, seconded by Todd Bonsall to approve action items to:

A ADMINISTRATION

- 1 approve the Shared Services Agreement, for the period July 1, 2023 to June 30, 2024, for subcontracted business administrator services with High Bridge Borough School District Board of Education in accordance with the Uniformed Shared Services and Consolidation Act, NJSA 40A:65-1 et. seq., and NJSA 18A:17-14.1 at an annual rate of \$91,800, as approved by the Interim Executive County Superintendent
- 2 accept donation of Military United States Flag from Robert and Judy Bridgman in memory of Veteran Clifford Bridgman

B EANS

No Action Items

C HOFFMANS CROSSING

No Action Items

D TECHNOLOGY

No Action Items

E ADULT BASIC EDUCATION / THRIVE

- 1 extend lease agreement with Bartles Corner Business Park, LLC for the use of facilities at 8 Bartles Corner Road Flemington at a rate of \$6,500 per month, effective July 1, 2023 through September 30, 2023
- 2 authorize the submission of the application for the Consolidated Adult Basic Skills and Integrated English Literacy and Civics Education discretionary grant program for the purposes described in the application, in the amount of, \$384,276, starting on July 1, 2023 and ending on June 30, 2024, and accept the award upon the subsequent approval
- 3 approve Greater Raritan Work Force Development Board Literacy Grant for ESL Classes in Somerset County Public Libraries in the amount of \$50,818.00, effective July 1, 2023 through June 30, 2024
- 4 approve the Memorandum of Understanding with Good Shepherd Lutheran Church for the period of September 11, 2023 through May 31, 2024, at no cost
- 5 approve the Memorandum of Understanding with Christian Center of Somerset for the period of September 11, 2023 through May 31, 2024, at a monthly cost of \$400

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- 6 approve the Memorandum of Understanding with Bound Brook Library of the Somerset County Library System for the period of September 11, 2023 through May 31, 2024, at no cost

F PARAPROFESSIONALS No Action Items

G LEASE PURCHASING No Action Items

H PURCHASING

- 1 accept the following districts as members of the HCESC Purchasing Cooperative:

#	DISTRICT
808	South Hackensack Board of Education
809	University Academy Charter High School
810	Manalapan, Township of
811	Carlstadt Sewerage Authority
812	Jackson, Township of
813	Closter, Borough of
814	Woodcliff Lake Board of Education

I DEPARTMENT OF SCHOOL SERVICES

- 1 pay professional services at the following rates:

Description	Amount not to Exceed	
	Public School	Non-Public School
Evaluation Report	\$265.00	\$220.00 per report
Bilingual Evaluation/Report	\$364.00	\$308.00 per report
CST/Language Evaluation / Report	\$300.00	N/A per report
Required Meeting	\$65.00	\$50.00 per meeting
Report Acceptance	\$30.00	\$25.00 per acceptance
BCBA Services	\$90.00	N/A per hour
Functional Behavioral Assessment	\$800.00	N/A per report
Gifted & Talented Testing	\$185.00	N/A per test
Case Management	\$220.00	\$200.00 per child

J TRANSPORTATION

- 1 provide Emmanuel Turner training for Federal Entry-Level Class B CDL License, with Passenger, School Bus and Air Brake endorsement, at a fee of \$2,000.00
- 2 provide a bus, with trainer, to Rochelle Sawyers for CDL Road Test, at a cost of \$400.00
- 3 approve Shared Services Agreement, with Delaware Valley Regional High School, for the provision of vehicle maintenance/inspection and fueling services, at \$85 per hour plus materials at cost, effective July 1, 2023 through June 30, 2024
- 4 approve Special Education Transportation Quoted Routes, as listed:

90 Days or Threshold; whichever comes first					May 1, 2023 - June 30, 2023	
Route#	Destination	Sending District	Contractor	Route Per Diem	Aide Per Diem	
Q2379	Hampton Academy	Hunterdon Central	Saint Mary's	\$346.00	N/A	
Q2380	Voorhees	North/Voorhees Regional	Saint Abraham LLC	\$329.00	N/A	

- 5 amend the following resolution, approved at the October 4, 2022 Board of Directors meeting:

*approve Special Education Transportation Renewal Routes, as listed :

September 1, 2022 - June 30, 2023					
Route#	Destination	Sending District	Contractor	Route Per Diem	Aide Per Diem
2011	Somerset Votec	Hunterdon Central	DVR	\$353.63	N/A

TO:

*approve Transportation Renewal Routes, as listed :

September 1, 2022 - June 30, 2023					
Route#	Destination	Sending District	Contractor	Route Per Diem	Aide Per Diem
2111	Somerset Votec	Hunterdon Central	DVR	\$353.63	N/A

- 6 approve Transportation Bid Routes, as listed :

September 1, 2022 - June 30, 2023					
Route#	Destination	Sending District	Contractor	Route Per Diem	Aide Per Diem
1829	Somerset Votec	North Hunterdon	DVR	\$226.45	N/A

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K PERSONNEL

approve the following personnel items, as recommended by the Superintendent:

- 1 eliminate the position of Bookkeeper
- 2 approve employment of Karolina Cywa for 2023-2024, as approved by the Interim Executive County Superintendent, as follows:

<u>Position</u>	<u>Salary</u>
Payroll Administrator Contract	\$70,000
BA Service Provider Addendum	\$15,000

- 3 approve non-certificated staff for the 2022-23 school year, as per attached:
- 4 approve driver & monitor retention bonus of \$1,000.00 to be paid June 30, 2023, to drivers and monitors working a minimum of 5 hours per school day, with the signing of 2023-2024 employment contract
- 5 approve stipend for JoAnn Budnick, Health Occupations Students of America Advisor for Hunterdon Vocational, for the 2022-2023 school year, in the amount of \$1,792.98
- 6 **Change in Appointments* - NONE**

7 **Appointments***

<u>Name</u>	<u>Position</u>	<u>Department</u>	<u>Rate/Salary</u>	<u>Effective On or About</u>
Luc Marseille	School Bus Driver	Transportation	\$25.00 / Hour	May 15, 2023
Natalie Guarino	Teacher	School Services	\$39.00 / Hour	June 1, 2023
Katherine Hawkins	Substitute Instructional Assistant	THRIVE	\$20.00 / Hour	June 1, 2023
Anastasia Jones	Substitute Instructional Assistant	THRIVE	\$20.00 / Hour	June 1, 2023
Aдриenne Jackson	Administrative Assistant	Adult Programs an	\$39,000.00 / Annual	July 1, 2023

**pending completion of required paperwork*

8 **Resignations / Retirements / Terminations**

<u>Name</u>	<u>Position</u>	<u>Department</u>	<u>Reason</u>	<u>Effective On or About</u>
Richard Cotter	Substitute School Bus Driver	Transportation	Resignation	01/03/2023
Jaclyn Lee	Teacher Assistant	School Services	Resignation	June 2, 2023
Sherry Scott	Teacher Assistant	School Services	Resignation	June 2, 2023
Carsyn Kubinak	Teacher Assistant	School Services	Resignation	June 30, 2023
Jacqueline Martoccia	Teacher	School Services	Resignation	June 30, 2023

L PROFESSIONAL DEVELOPMENT

- 1 approve the following travel expenditures for staff members to attend professional development conferences/workshops. This travel is deemed educationally necessary and fiscally prudent and all staff travel expenditures are directly related to and within the scope of the staff member's current responsibilities and the district's professional development plan.

<u>Position</u>	<u>Workshop</u>	<u>Date</u>	<u>Cost</u>
Superintendent	TITLE IX - Legal Requirements and Applicability to School Districts in NJ	5/25/2023	\$125

MOTIONS PASSED UNANIMOUSLY

XIV UNFINISHED BUSINESS

XV NEW BUSINESS

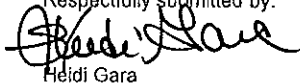
XVI CITIZENS ADDRESS THE BOARD

Christina Greaves, Personnel Coordinator, provided an overview of staffing. Fran Leddy provided an overview of the Adult Education, WorkFirst NJ and THRIVE programs

XVII ADJOURNMENT

Jason Kornegay moved, seconded by Gregory Haubaugh to adjourn the meeting. Since there was no further action to be taken, the meeting adjourned at 5:10 pm.

Respectfully submitted by:



Heidi Gara
SBA/Board Secretary