

March 7, 2023  
**REPRESENTATIVE ASSEMBLY**  
**MINUTES**

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

**I OPEN PUBLIC MEETING STATEMENT**

This meeting is being 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 Hunterdon County Democrat. This notice is also posted on the HCESC website and a copy has been sent to the county office.

**II ROLL CALL**

|   |  |
|---|--|
| Charles Miller, President (EAST AMWELL) | Jason Kornegay, Vice President (LEBANON TWP) |
| Jennifer Marycz (BLOOMSBURY)            | James Muller (HOLLAND)                       |
| Seth Cohen (CLINTON-GLEN GARDNER)       | Susan DUGGAN (HUNTERDON CENTRAL)             |
| Catherine Emery (CLINTON TOWNSHIP)      | Todd Bonsall (HUNTERDON VOCATIONAL)          |
| Mary Lyons (DELAWARE)                   | Donna Herbel (KINGWOOD)                      |
| Deborah Culberson (DELAWARE VALLEY)     | Bruce Arcurio (LEBANON BOROUGH)              |
| Kari McGann (FLEMINGTON RARITAN)        | Teresa Kane (MILFORD BOROUGH)                |
| William Grippo (FRANKLIN - SOMERSET)    | Michele Mencer (READINGTON)                  |
| Gregory Hobaugh (HIGH BRIDGE)           |  |

**ADMINISTRATION PRESENT**

|   |  |
|---|--|
| Corinne Steinmetz (SUPERINTENDENT)        | Heidi Gara (SCHOOL BUSINESS ADMINISTRATOR) |
| Christina Greaves (PERSONNEL COORDINATOR) | Laurie Browne (BUSINESS OFFICE MANAGER)    |
| Dennis Schiller (SCHOOL SERVICES)         | Fran Leddy (ADULT PROGRAMS)                |
| Yasmin Findies (PARAPROFESSIONALS)        | Ryan Tucker (FACILITIES)                   |

**CALL TO ORDER**

President Charles Miller opened the meeting at 4:20 pm

**III PRESENTATION / CITIZENS ADDRESS THE BOARD OF DIRECTORS**

A Ms. Steinmetz presented the proposed 2023-2024 Budget

1 Kari McGann moved, seconded by Todd Bonsall to approve 2023-2024 Budget, as presented:

|                     |                |                        |
|---------------------|----------------|------------------------|
| FUND 10             | OPERATING      | \$1,284,650.00         |
| FUND 20             | GRANT PROGRAMS | \$829,000.00           |
| FUND 40             | DEBT SERVICE   | \$350,000.00           |
| FUND 60             | ENTERPRISE     | \$26,146,870.00        |
| <b>TOTAL BUDGET</b> |                | <b>\$28,610,520.00</b> |

|   |     |  |     |
|---|-----|--|-----|
| Charles Miller, President (EAST AMWELL) | YES | Jason Kornegay, Vice President (LEBANON TWP) | YES |
| Jennifer Marycz (BLOOMSBURY)            | YES | James Muller (HOLLAND)                       | YES |
| Seth Cohen (CLINTON-GLEN GARDNER)       | YES | Susan DUGGAN (HUNTERDON CENTRAL)             | YES |
| Catherine Emery (CLINTON TOWNSHIP)      | YES | Todd Bonsall (HUNTERDON VOCATIONAL)          | YES |
| Mary Lyons (DELAWARE)                   | YES | Donna Herbel (KINGWOOD)                      | YES |
| Deborah Culberson (DELAWARE VALLEY)     | YES | Bruce Arcurio (LEBANON BOROUGH)              | YES |
| Kari McGann (FLEMINGTON RARITAN)        | YES | Teresa Kane (MILFORD BOROUGH)                | YES |
| William Grippo (FRANKLIN - SOMERSET)    | YES | Michele Mencer (READINGTON)                  | YES |
| Gregory Hobaugh (HIGH BRIDGE)           | YES |  |     |

**MOTIONS PASSED UNANIMOUSLY**

Kari McGann moved, seconded by Todd Bonsall to

- 2 establish a maximum travel expenditure amount for the 2023-2024 school year of \$30,000
- 3 establish for the 2023-2024 school year a maximum travel expenditure amount per employee as described in N.J.A.C. 6A:23A-7.3B and where prior Board approval shall not be required unless this annual threshold is exceeded in a given school year (July 1 through June 30); at the NJOMB mileage reimbursement rate, whereas, all staff, as authorized by the Superintendent, is approved for annual attendance at regularly scheduled professional meetings with no additional cost to the board; therefore be it resolved, the Board of Education approves annual maximum travel expenditure amount, as follows:

|                            |            |
|----------------------------|------------|
| Technology Department      | \$1,000.00 |
| Maintenance Department     | \$1,000.00 |
| School Services Department | \$1,000.00 |

**MOTIONS PASSED UNANIMOUSLY**

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**IV APPROVAL OF AGENDA/MINUTES**

- A Todd Bonsall moved, seconded by Jason Kornegay to adopt the agenda  
**MOTIONS PASSED UNANIMOUSLY**
- B Todd Bonsall moved, seconded by Jason Kornegay to approve the Board of Directors Minutes February 7, 2023 as submitted by Board Secretary  
**MOTIONS PASSED UNANIMOUSLY**

**V FINANCIAL REPORTS**

- A William Grippo moved, seconded by Jason Kornegay to approve the line item transfers and budget appropriations for the period of February 1- 28, 2023 (Adj #151-166)  
**MOTIONS PASSED UNANIMOUSLY**

**VI LIST OF BILLS**

- A William Grippo moved, seconded by Jason Kornegay to approve the following list of bills:

|   |                                 |                             |                           |
|---|---------------------------------|-----------------------------|---------------------------|
| 1 | February 2023                   | \$981,767.42                | Payroll                   |
| 2 | February 2023                   | \$35,878.33                 | Handchecks                |
| 3 | February 2023                   | \$11,000.00                 | Handchecks - EANS         |
| 4 | February 15, 2023 List of Bills | \$14,585.67                 | Consultant Payroll        |
| 5 | March 7, 2023 List of Bills     | \$1,022,100.78              | Computer Generated        |
| 6 | March 7, 2023 List of Bills     | \$220,843.56                | Computer Generated - EANS |
|   |                                 | <b>\$2,286,175.76 TOTAL</b> |                           |

**MOTIONS PASSED UNANIMOUSLY**

At 4:51 PM Mary Lyons, Bruce Arcurio, Gregory Hobough and Jennifer Marycz left

**VII CORRESPONDENCE / COMMUNICATION**

- A Cooperative Purchasing March 2023 Newsletter

**VIII COMMITTEE MEETINGS**

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

**IX POLICY**

No Action Items

**X SUPERINTENDENT'S REPORT**

*Ms. Steinmetz provided an overview of the agenda and reported to the Board regarding the vehicle fire at the Hunterdon Transportation Terminal in February 2023*

At 5:09 PM Donna Herbel left

William Grippo moved, seconded by Seth Cohen to approve the consent agenda to:

**A ADMINISTRATION**

- 1 authorize the Affirmative Action Officers, in conjunction with the Affirmative Action team, to conduct a needs assessment, to develop a Comprehensive Equity Plan, unless already developed, to implement the plan over a three year period and/or submit an annual progress report in the Quality Assurance Annual Report

**B EANS** No Action Items

**C HOFFMANS CROSSING** No Action Items

**D TECHNOLOGY** No Action Items

**E ADULT BASIC EDUCATION / THRIVE**

- 1 increase petty cash for THRIVE Day Habilitation from \$100 to \$250

**F PARAPROFESSIONALS** No Action Items

**G LEASE PURCHASING** No Action Items



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**H PURCHASING**

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

| #   | DISTRICT             |
|-----|----------------------|
| 800 | Cape May, County of  |
| 801 | Rockaway, Borough of |

- 2 award as authorized at the January 3, 2023 Board of Directors meeting the Custodial Supplies & Equipment bid #HCESC-Cat-23-02 effective February 24, 2023 through February 24, 2024 as follows:

|   |  |
|---|--|
| Penn Jersey Paper                         | Approved Distributors - BioShine LLC, Atra Janitorial, General Chemical & Supply, American Paper Towel. Various Discounts per Attachment, Prompt Payment Discount - 1% Net 10. Price Sheets on File in the Board Office  |
| Supply it All/South Jersey Paper Products | Various Discounts per attachment. Price Sheets on File in the Board Office   |
| WB Mason                                  | 42% off Various Manufacturers. Price Sheets on File in the Board Office  |
| School Specialty                          | 30% off Janitorial/Breakroom Supplies. Pricing on File in the Board Office   |
| Unipak Corp                               | 21% off Unipak per Attachment  |
| Scoles Floorshine Ind.                    | 38% off Kutol, 15% off Microfiber & More, 25% off Prolink, 25% off Scoles Floorshine Products, 20% off Spartan Chemical & 30% off Vondrehle. Price Sheets on file in the Board Office  |
| Puresan Holdings, LLC                     | 20% off Raptor & 10% off Puresan. Price Sheets on File in the Board Office   |
| Imperial Bag & Paper Co., LLC             | Various Discounts per attachment. 10% Restocking Fee. Price Sheets on File in the Board Office   |
| United Sales USA Corp                     | 40% off Nittany Paper, 30% off American Cleaning Solutions, 40% off United Sales USA, 2% Volume Discount off Sales over \$10,000, 10% Restocking Fee, Price Sheets on File in the Board Office   |
| Ferguson Enterprises LLC                  | 9% Discount and Pricing per attachment   |
| Spruce Industries, Inc.                   | 25% off Triple SSS, 15% Restocking Fee, Price Sheets on File in the Board Office   |
| Envirox LLC                               | Approved Distributors - John A Earl, American Paper & Supply Co., BioShine, Northeast Janitorial (Puresan), General Chemical & Supply, Scoles Floorshine, Penn Jersey Paper, South Jersey Paper/Supply it All & TSP Maintenance Supply, 17% Discount off Envirox Products, Price Sheets on File in the Board Office. |

- 3 renew the Overhead Door Repair & Replacement bid #HCESC-Cat/Ser-21-03 with New Jersey Door Works LLC, effective March 22, 2023 through March 22, 2025, with no changes
- 4 award as authorized at the January 3, 2023 Board of Directors meeting the Science Supplies & Equipment bid #HCESC-Cat-23-04, effective February 27, 2023 through February 27, 2024 as follows:

|   |  |
|---|--|
| School Specialty, LLC (Frey Scientific) | 30% off Foss/Delta, IS/Math, Science Category & Education, 10% off Science Furniture |
| Lakeshore Learning Materials, LLC       | 8% off Nonsale Items in the Early Learning Catalog                                   |
| Carolina Biological                     | 10% Discount with Exclusions   |

- 5 award as authorized at the January 3, 2023 Board of Directors meeting the Art/Craft Supplies & Equipment bid #214, effective February 27, 2023 through February 27, 2024 as follows:

|                                      |   |
|--------------------------------------|---|
| WB Mason (offer good for HCESC only) | Per Attachment  |
| School Specialty, LLC (Sax)          | Per Attachment. Additional Discounts - 30% off Art Supplies & 10% off Art Equipment                         |
| Kurtz Bros.                          | Per Attachment. Additional Discounts - 30% off Arts & Craft, Teaching Aids & 14% off Furniture & Equipment. |

- 6 award as authorized at the January 3, 2023 Board of Directors Meeting the Facility Maintenance Equipment bid #HCESC-Cat/Ser-23-03, effective February 27, 2023 through February 27, 2024 as follows:

|                       |   |
|-----------------------|---|
| Puresan Holdings, LLC | Labor (Hourly) - In-House/On-Site - \$99/\$149 for Small Electric Equipment, Large Electric Equipment & Battery, Propane & Gas Equipment for Curis System, Puresan & Raptor (All Counties), Nacecare (Sussex, Warren, Gloucester, Salem, Cumberland, & Cape May Counties only). Pick-up/Delivery Time Travel-\$400/\$250, Travel Time On-Site Repair-\$400, Flat Fee When Repairs Are Not Made (In-House & On-Site) \$250 |
|                       | Parts & Equipment Discounts per Attachment  |

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|--|--|
| Scoles Floorshine Inc.   | Labor (Hourly) - In-House/On-Site - \$78/\$78 for Small Electric Equipment, Large Electric Equipment & Battery, Propane & Gas Equipment for Green Tech, Nacecare, Proteam & Space Vac. Pick-up/Delivery Time Travel-\$50/\$50, Travel Time On-Site Repair-\$78, Flat Fee When Repairs Are Not Made (In-House & On-Site) \$78, Morris, Essex, Hudson, Passaic, Bergen, Hunterdon, Union, Somerset, Middlesex, Mercer, Monmouth, Ocean, Burlington, Camden & Atlantic Counties<br><br>Parts & Equipment Discounts per Attachment   |
| Supply It All/South Jersey Paper   | Labor (Hourly) - In-House/On-Site - \$70/\$70 for Small Electric Equipment, Large Electric Equipment & Battery, Propane & Gas Equipment for Betco, Edic, Hawk, IPC Eagle, Karcher, Motorscrubber, Nilfisk, NSS, Powr-Flite, Sanitaire, Tennant Nobles, Tornado & XPower, Flat Fee When Repairs Are Not Made (In-House & On-Site) \$70.<br><br>Labor (Hourly) - In-House/On-Site - \$65/\$65 for Small Electric Equipment, Large Electric Equipment & Battery, Propane & Gas Equipment for Cleanmax. Flat Fee When Repairs Are Not Made (In-House & On-Site) \$65<br><br>Labor (Hourly) - In-House/On-Site - \$85/\$85 for Small Electric Equipment, Large Electric Equipment & Battery, Propane & Gas Equipment for Centaur. Flat Fee When Repairs Are Not Made (In-House & On-Site) \$85<br><br>All Counties Parts & Equipment Discounts per Attachment |
| Penn Jersey Paper Company LLC<br><br>Approved Distributors - BioShine, LLC, Atra Janitorial, General Chemical & Supply, American Paper Towel | Labor (Hourly) - In-House/On-Site - \$85/\$85 for Small Electric Equipment, Large Electric Equipment & Battery, Propane & Gas Equipment for Aztec, ICE, Windsor, Mercury, Minuteman, Nilfisk, Pacific, Pioneer, Piranha, Pyure, RPS, Tomcat, Timberline, & Victory Innov - All Counties. Proteam & Spacevac-Sussex, Warren, Gloucester, Salem, Cumberland, & Cape May Counties Only. Pick-up/Delivery Time Travel-\$85/\$85, Travel Time On-Site Repair-\$85, Flat Fee When Repairs Are Not Made (In-House & On-Site) \$85<br><br>Parts & Equipment Discounts per Attachment   |
| Global Equipment Company   | 15% off Global Industrial Floor Care & 10% off Cat Floor Care  |
| Hillyard Inc.<br>dba Hillyard Mid-Atlantic   | 3% off Hillyard Equipment & 5% off Parts, 26% off Pro Team Equipment & Parts, 11% off Square Scrub Equipment & Parts, 5% off Tennant Commercial Equipment & Parts, 3% off Tennant Industrial Scrubbers & 5 % off Parts, 5% off Nobles Equipment & Parts. Hunterdon, Somerset, Middlesex, Mercer, Monmouth, Ocean, Burlington, Camden, Gloucester, Salem, Cumberland, Atlantic & Cape May Counties  |

- 7 authorize Administration to award the Electric Vehicle Charging Stations bid #HCESC-Ser-23-05
- 8 authorize Administration to award the Facility Grounds Equipment bid #HCESC-Cat/Ser-23-06
- 9 authorize Administration to award the Interactive Technology for Classrooms & Meeting Rooms bid #HCESC-Cat-23-07

**I DEPARTMENT OF SCHOOL SERVICES**

No Action Items

**J TRANSPORTATION**

- 1 ratify the award the sale of School Transportation Vehicles for Bid #23-06, as authorized by the Executive Committee via straw poll, as follows:

| LOC | #  | Year | Passenger | VIN #             | Make/Model                              | Top Offer  | Award To:       |
|-----|----|------|-----------|-------------------|---|------------|-----------------|
| WO  | 18 | 2008 | 54        | 4UZABPDD58CY90666 | Thomas/Freightliner C2 Conventional Bus | \$9,500.00 | Shore Vans, Inc |

- 2 ratify the disposal of school bus vehicles, as per insurance recommendation, due to vehicle fire on February 17, 2023

| LOC | #    | Year | Passenger | VIN #             | Make/Model | Vendor                            |
|-----|------|------|-----------|-------------------|------------|-----------------------------------|
| GG  | V11  | 2018 | 24        | 1GB6GUBG5G1134745 | Thomas     | Ron & Sons (contracted by Belair) |
| GG  | V12  | 2018 | 24        | 1GB6GUBG4G1133554 | Thomas     | Ron & Sons (contracted by Belair) |
| GG  | V-14 | 2019 | 24        | 1HA6GUBG7HN006301 | Thomas     | Ron & Sons (contracted by Belair) |

- 3 authorize administration to dispose/repair school bus vehicle, as per insurance recommendation, due to vehicle fire on February 17, 2023

| LOC | #    | Year | Passenger  | VIN #             | Make/Model | Vendor |
|-----|------|------|------------|-------------------|------------|--------|
| GG  | V-29 | 2019 | 19 + 3 W/C | 1HA6GUBG9HN006378 | Thomas     | TBD    |

- 4 authorize administration to purchase transportation vehicles to replacement those destroyed in fire February 17, 2023
- 5 provide Guerino Cherfilus training for Federal Entry-Level Class B CDL License, with Passenger, School Bus and Air Brake endorsement, at a fee of \$2,000.00
- 6 approve Special Education Transportation Quoted Routes, up to \$20,200 or 90 days, whichever comes first, as follows:

**February 06, 2023- June 30, 2023**



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| Route# | Destination              | Sending District         | Contractor    | Route Per Diem | Aide Per Diem |
|--------|--------------------------|--------------------------|---------------|----------------|---------------|
| Q2366  | Midland School           | Union Township           | Saint Abraham | \$354.00       | \$70.00       |
| Q2368  | Allegro School           | North Hunterdon          | Bright Start  | \$451.00       | \$75.00       |
| Q2369  | Phillipsburg High School | Phillipsburg High School | Cassidy       | \$229.00       | N/A           |
| Q2372  | Voorhees High School     | North Hunterdon          | Saint Abraham | \$449.00       | N/A           |

- 7 rescind Special Education Transportation Quoted Route, as listed:

| September 1, 2022 - June 30, 2023 |                 |                  |            |                |               |
|-----------------------------------|-----------------|------------------|------------|----------------|---------------|
| Route#                            | Destination     | Sending District | Contractor | Route Per Diem | Aide Per Diem |
| Q2338                             | North Hunterdon | North Hunterdon  | Saint Mary | \$398.00       | N/A           |

- 8 approve Special Education Transportation Quoted Route, as listed:

| September 1, 2022 - June 30, 2023 |                 |                  |                 |                |               |
|-----------------------------------|-----------------|------------------|-----------------|----------------|---------------|
| Route#                            | Destination     | Sending District | Contractor      | Route Per Diem | Aide Per Diem |
| Q2338                             | North Hunterdon | North Hunterdon  | K&D Bus Service | \$335.00       | N/A           |

- 9 amend BID Special Education Transportation Route as listed:

| August 24, 2022 - June 30, 2023 |                              |                  |                |                |               |
|---------------------------------|------------------------------|------------------|----------------|----------------|---------------|
| Route#                          | Destination                  | Sending District | Contractor     | Route Per Diem | Aide Per Diem |
| 2315                            | North Hunterdon, Lions Pride | North Hunterdon  | Cassidy Trans. | \$362.00       | N/A           |

TO:

| August 25, 2022 - August 26, 2023 |                              |                  |                |                |               |
|-----------------------------------|------------------------------|------------------|----------------|----------------|---------------|
| Route#                            | Destination                  | Sending District | Contractor     | Route Per Diem | Aide Per Diem |
| 2315                              | North Hunterdon, Lions Pride | North Hunterdon  | Cassidy Trans. | \$339.00       | N/A           |

- 10 approve BID Special Education Transportation Route as listed:

| August 29, 2022 - June 30, 2023 |                              |                  |                  |                |               |
|---------------------------------|------------------------------|------------------|------------------|----------------|---------------|
| Route#                          | Destination                  | Sending District | Contractor       | Route Per Diem | Aide Per Diem |
| 2315                            | North Hunterdon, Lions Pride | North Hunterdon  | Krapf School Bus | \$363.00       | N/A           |

- 11 approve North Hunterdon test runs at a cost of \$671.16

**K PERSONNEL**

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

- 1 Stipend of \$500 to Danielle Chemidlin, Adult Programs and Services, for extra duties/coverages from November 3, 2022 to February 3, 2023

**2 Change in Appointments\***

| <u>Name</u>    | <u>Position</u>                         | <u>Department</u> | <u>Rate/Salary</u> | <u>Effective On or About</u> |
|----------------|---|-------------------|--------------------|------------------------------|
| Louis Ciamillo | School Bus Driver to School Bus Monitor | Transportation    | \$16.40 / Hour     | February 10, 2023            |

**3 Appointments\***

| <u>Name</u>        | <u>Position</u>                   | <u>Department</u>      | <u>Rate/Salary</u>   | <u>Effective On or About</u> |
|--------------------|-----------------------------------|------------------------|----------------------|------------------------------|
| Paula Dos Santos   | Teacher Assistant                 | School Services        | \$18.00 / Hour       | February 13, 2023            |
| Mackenson Sanrelus | School Bus Driver                 | Transportation         | \$29.68 / Hour       | February 13, 2023            |
| Alonzo Nunn        | School Bus Driver                 | Transportation         | \$25.00 / Hour       | February 21, 2023            |
| Tea Guarino        | School Bus Monitor                | Transportation         | \$16.40 / Hour       | February 21, 2023            |
| Julia Sonnenschein | Instructor                        | Adult Programs         | \$26.88 / Hour       | February 27, 2023            |
| Jane McMinn        | Admin Asst Cooperative Purchasing | Cooperative Purchasing | \$18.00 / Hour       | February 28, 2023            |
| Josephine Pezzolla | Business Office Specialist        | Business Office        | \$45,000.00 / Annual | February 28, 2023            |
| Michael Codis      | Technology Support Specialist     | Technology             | \$55,000.00 / Annual | March 1, 2023                |
| Zoe Castro Abrica  | Instructor                        | Adult Programs         | \$40.00 / Hour       | March 7, 2023                |

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Robert Waldron                      Mechanic                      Transportation      \$55,000.00 / Annual                      March 15, 2023  
*\*pending completion of required paperwork*

**4 Resignations / Retirements / Terminations**

| <u>Name</u>              | <u>Position</u>   | <u>Department</u>           | <u>Reason</u> | <u>Effective On or About</u> |
|--------------------------|-------------------|-----------------------------|---------------|------------------------------|
| Elena Narcise            | Teacher Assistant | School Services             | Resignation   | February 17, 2023            |
| Ana Grimm-Bolle          | Teacher Assistant | School Services             | Resignation   | February 28, 2023            |
| Paula Dos Santos         | Teacher Assistant | School Services             | Resignation   | February 15, 2023            |
| Lorna Fitzpatrick-Laurie | Instructor        | Adult Programs and Services | Resignation   | February 22, 2023            |
| Sharon Ivanauskas        | Teacher Assistant | School Services             | Termination   | March 1, 2023                |
| Jacqueline Martoccia     | Instructor        | Adult Programs and Services | Resignation   | March 6, 2023                |

**5 Leave(s) of Absence(s):**

| <u>Name</u>     | <u>Reason</u>             | <u>Amount</u>      | <u>Effective On or About</u> |
|-----------------|---------------------------|--------------------|------------------------------|
| Employee # 4051 | FMLA/NJFLA - Intermittent | Up to 10 Days Paid | March 6, 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.

| <b>Position</b>                          | <b>Workshop</b>                                 | <b>Date</b> | <b>Cost</b>                   |
|--|---|-------------|-------------------------------|
| Director - Department of School Services | Understanding and Managing Mental Health Issues | 3/29/2023   | No Cost                       |
| Business Administrator                   | NJASBO Annual Conference                        | 6/6-6/9/23  | \$250 Registration plus hotel |
| Business Administrator                   | Purchasing and Federal Procurement Updates      | 3/21/2023   | \$125                         |
| Payroll Administrator                    | Purchasing and Federal Procurement Updates      | 3/21/2023   | \$125                         |
| Accounts Payable                         | Purchasing and Federal Procurement Updates      | 3/21/2023   | \$175                         |
| Business Office Manager                  | Purchasing and Federal Procurement Updates      | 3/21/2023   | \$175                         |

**XI UNFINISHED BUSINESS**

**XII NEW BUSINESS**

**XIII CITIZENS ADDRESS THE BOARD**

**XIV ADJOURNMENT**

William Grippo moved, seconded by Kari McGann to adjourn the meeting. Since there was no further action to be taken, the meeting adjourned at 5:07 pm.

Respectfully submitted by:



Heidi Gara  
SBA/Board Secretary