

VOORHEES TOWNSHIP BOARD OF EDUCATION
329 ROUTE 73, VOORHEES, NJ 08043

The regular meeting and public hearing on the 2017-2018 budget of the Voorhees Township Board of Education was held on Wednesday May 3, 2017 at 7:30 PM at the Administration Building, Mr. Richard Nelson, President, presiding.

I. PUBLIC NOTICE

Public notice of this meeting pursuant to the Open Public Meetings Act has been given by the Board Secretary in the following manner:

1. Posting written notice on the official bulletin board at the Voorhees Township Public Schools Administrative Building on May 13, 2016.
2. Publishing written notice in the Courier Post on May 13, 2016 and the Voorhees Sun on April 12, 2017.
3. Filing written notice with the Clerk of Voorhees Township on May 13, 2016.

II. SALUTE TO THE FLAG

III. ROLL CALL

Present

Dana Galiano

Dr. Marissa Levy

Amy Lynch

John Schmus

Dawn Wallace

Bruce Karpf, Vice-President

Richard Nelson, President

Raymond J. Brosel, Jr., Superintendent

Dr. Frank T. DeBerardinis, Assistant Superintendent for Business/
Board Secretary

Howard Mendelson, Attorney

Absent

Barbara Dunleavy

Denise Kirkland

PUBLIC HEARING ON THE 2017-2018 BUDGET

Finance Committee - Mr. Schmus presented the budget as reviewed and approved by the Finance Committee and opened the meeting for public comment.

Open for Public Comment

No Public Comment

Board Comments

Dr. Frank T. DeBerardinis, Assistant Superintendent for Business/Board Secretary, spoke to the impact of the budget on student programs and services and thanked the Finance Committee for its review and analysis of the budget.

Motion by Mr. Schmus, seconded by Mr. Karpf, to approve:

1. the budget for the 2017-2018 school year as follows and shown on Attachment "A":

	<u>Amount</u>	<u>Tax Levy</u>
a. Operating Budget	\$52,285,283	\$45,657,379
b. Grants and Entitlements	\$855,057	
c. Debt Services	\$1,054,400	\$40,080
d. Total Tentative Budget	\$54,194,740	

The school district has proposed programs and services in addition to the core curriculum content standards adopted by the State Department of Education.

2. the following resolution:

BE IT RESOLVED that there should be raised for General Funds \$45,657,379 for the ensuing school year (2017-2018), and

BE IT FURTHER RESOLVED that there should be raised for Debt Service \$40,080 for the ensuing school year (2017-2018).

3. the transfer of \$625,098 from Capital Reserve to Debt Service for the 2017-2018 school year to offset principal and interest payments for approved bonded projects which were included in the approved Long Range Facilities Plan.

4. the following resolution:

**VOORHEES TOWNSHIP BOARD OF EDUCATION
BUDGET RESOLUTION FOR TRAVEL
AND RELATED EXPENSE REIMBURSEMENT**

WHEREAS, the Voorhees Township Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23B-1.1 et seq. requires Board members to receive prior approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools;

THEREFORE, BE IT RESOLVED, the Board of Education approves the travel, registration and related expense reimbursement amount for the 2017-2018 budget of \$79,280;

BE IT FURTHER RESOLVED, the Board of Education reports the year to date amount of \$27,492.35 as appropriated for registration, travel and related expense reimbursement of the budgeted amount of \$70,280 for the 2016-2017 school year.

5. the following resolution:

**VOORHEES TOWNSHIP BOARD OF EDUCATION
BUDGET RESOLUTION FOR PROFESSIONAL
SERVICES AND DISSEMINATION OF
PUBLIC INFORMATION**

WHEREAS, N.J.A.C. 6A:23A-5.2 requires the Voorhees Township Board of Education to establish maximum annual dollar limits during budget preparation for dissemination of public information and for professional services,

AND WHEREAS, the Voorhees Township Board of Education recognizes its responsibility to disseminate information to parents and the community in an efficient and timely manner,

AND WHEREAS, the Voorhees Township Board of Education is required by N.J. Statute 18A:23-1 to secure services for the annual audit and presentation of findings in the Comprehensive Annual Financial Report for public review and dissemination,

AND WHEREAS, the Voorhees Township Board of Education is required under Board Policy 0153 to secure the services of a School Board attorney,

AND WHEREAS, the Voorhees Township Board of Education requires the services of a Health Benefits Consultant,

NOW, THEREFORE BE IT RESOLVED that the Voorhees Township Board of Education establishes a budget maximum for dissemination of public information of \$33,500, for auditing services of \$50,500, for legal services of \$70,000 and for health benefits consulting services of \$28,000 for the 2017-2018 budget.

BE IT FURTHER RESOLVED that the Voorhees Township Board of Education, in accordance with N.J.A.C. 6A:23A-5.2, recognizes that circumstances may occur that will require increasing the budgeted amounts for professional services and that such increases will be approved through formal Board action at a meeting of the Voorhees Township Board of Education.

6. not utilizing the Department of Education's enrollment projections for 2017-2018 budget because of an increase in enrollment since the October 15, 2016 ASSA report was submitted.

Motion carried, 7 ayes.

DISTRICT REORGANIZATION

Motion by Mr. Karpf, seconded by Mrs. Lynch, to approve RI through RIX:

RI. BOARD MEETING DATES

1. the resolution concerning Board Meeting dates for August 2017 through June 2018 as shown on Attachment "B".

RII. BANK DEPOSITORY

1. designating TD Bank, Citizens Bank, Beneficial Bank, The Bank, Columbia Bank and New Jersey State Cash Management Fund as depositories for all monies for the 2017-2018 school year.
2. authorized signatories for all bank accounts and banks named as depositories of certificates of deposit for the 2017-2018 school year as per

the following resolution:

- a. BE IT RESOLVED That the Chief School Administrator, the President and the Board Secretary, or their facsimile, be the authorized signatories of the Board of Education, and that TD Bank, Citizens Bank, Beneficial Bank, the Bank, Columbia Bank and New Jersey State Cash Management Fund be directed to honor checks, drafts or other orders for the payment of money drawn in this Board of Education's name including those payable to the individual order of any person or persons whose name or names appear thereon as signer or signers.

BE IT RESOLVED That the following banks shall be named as depositories of Certificates of Deposit for the 2017-2018 school year: TD Bank, Citizens Bank, Beneficial Bank, The Bank, Columbia Bank and New Jersey State Cash Management Fund.

RIII. HIRING AND PAYMENT AUTHORIZATION

1. hiring, payment and facsimile signature authorization for the 2017-2018 school year as follows:

- a. BE IT RESOLVED BY THE Voorhees Township Board of Education that the Superintendent is granted authority to administer personnel matters when necessary and furthermore, such action is to be presented to the Board for ratification at the next regular meeting.

BE IT RESOLVED BY THE Voorhees Township Board of Education that the Assistant Superintendent for Business/Board Secretary is granted authority to pay bills when necessary and furthermore, such payments are to be presented to the Board for ratification at the next regular meeting.

BE IT RESOLVED BY THE Voorhees Township Board of Education that the Assistant Superintendent for Business/Board Secretary is granted authority to execute contracts and other documents with the president's facsimile signature after board approval of such agreements.

RIV. LEGAL NEWSPAPERS

1. legal newspapers to be used for the 2017-2018 school year as follows:
 - a. BE IT RESOLVED BY THE Voorhees Township Board of Education that all advertisements and written notices of Board Meetings shall be sent to the Courier Post and/or the Voorhees Sun.

RV. POLICIES, RULES, BYLAWS AND JOB DESCRIPTIONS

1. adopting all the policies, rules and bylaws in effect as of May 3, 2017.
2. all Job Descriptions in effect as of May 3, 2017.

RVI. STANDARD OPERATING PROCEDURES AND INTERNAL CONTROLS

1. adopting the Standard Operating Procedures and Internal Controls in effect as of May 3, 2017.
2. the Purchasing Manual in effect as of May 3, 2017.

RVII. CURRICULUM AND TEXTBOOKS

1. adopting all curriculums and textbooks in effect as of May 3, 2017 as shown on Attachment "C".
2. the curriculum program adoption schedule as shown on Attachment "D".

RVIII. EMERGENCY MANAGEMENT PLAN

1. the Emergency Management Plan (School Safety and Security Plan) for the Voorhees Township Schools.

RIX. REGULATORY APPOINTMENTS

1. the appointment of Frank T. DeBerardinis, Assistant Superintendent for Business/Board Secretary as Public Agency Compliance Officer for Purchasing and Americans with Disabilities Act Compliance Officer for the 2017-2018 school year.
2. designating Frank T. DeBerardinis, Assistant Superintendent for

- Business/Board Secretary, as the District custodian of government records for the 2017-2018 school year.
3. the appointment Diane Young, Assistant Superintendent for Curriculum and Instruction, as 504 Compliance Officer for 2017-2018 school year.
 4. the appointment of Amy Behnke, social worker, as district homeless liaison for the 2017-2018 school year.
 5. the appointment of Amy Behnke, social worker, as the DYFS Child Abuse Prevention Liaison for the 2017-2018 school year.
 6. the appointment of Marguerite Stephens, social worker, as Educational Stability for Children in Foster Care liaison for the 2017/2018 school year.
 7. the appointment of Susan Donnelly, Coordinator of Special Projects, as District Affirmative Action Officer for the 2017-2018 school year.
 8. the appointment of Susan Donnelly, Coordinator of Special Projects, as District Attendance Officer for the 2017-2018 school year.
 9. the appointment of Susan Donnelly, Coordinator of Special Projects, as District Anti-Bullying Coordinator for the 2017-2018 school year.
 10. the appointment of Clark Mathes, Director of Buildings and Grounds, as Asbestos Management and PEOSA Officer/Coordinator for the 2017-2018 school year.
 11. the appointment of Clark Mathes, Director of Buildings and Grounds, as Safety and Health Coordinator for the 2017-2018 school year.
 12. the appointment of Clark Mathes, Director of Buildings and Grounds, as Indoor Air Quality Designee for the 2017-2018 school year.
 13. the appointment of Clark Mathes, Director of Buildings and Grounds, as Right to Know Coordinator for the 2017-2018 school year.
 14. the appointment of Clark Mathes, Director of Buildings and Grounds, as Integrated Pest Management Coordinator for the 2017-2018 school year.

Motion carried, 7 ayes.

IV. MINUTES

1. Motion by Ms. Galiano, seconded by Mr. Karpf, to approve the minutes of the meeting of March 15, 2017.

Motion carried, 7 ayes.

V. INFORMATION ITEMS

1. Fire Drills and Safety Drills as shown on Attachment "E".
2. Suspensions as shown on Attachment "F".
3. (HIB) Harassment, Intimidation and Bullying

VI. COMMUNICATIONS

1. From New Jersey School Boards Association to Dr. Frank T. DeBerardinis, Assistant Superintendent for Business/Board Secretary, dated March 8, 2017; notification that Marissa Levy, board member, has completed Governance III Training, and John Schmus, board member, has completed Governance IV Training. This satisfies the training mandates of the School Ethics Act for 2017.
2. From New Jersey School Boards Association to Dr. Frank T. DeBerardinis, Assistant Superintendent for Business/Board Secretary, dated March 20, 2017; notification that Dana Galiano, board member, has completed Governance I Training. This satisfies the training mandates of the School Ethics Act for 2017.
3. From New Jersey School Boards Association to Dr. Frank T. DeBerardinis, Assistant Superintendent for Business/Board Secretary, dated March 20, 2017; notification that Dawn Wallace, board member, has completed Governance I Training. This satisfies the training mandates of the School Ethics Act for 2017.

VII. BOARD SECRETARY REPORT

1. 2017-2018 Budget

VIII. SUPERINTENDENT REPORT

1. School Performance Reports
2. Superintendent's Progress Report for the 2016-2017 school year.
3. Science Textbook; Integrated iScience – Mrs. Calabria

IX. COMMITTEE REPORTS

Motion by Mr. Karpf, seconded by Mrs. Lynch, to approve:

1. Personnel – Mr. Karpf
 - a. the Memorandum of Agreement between the Voorhees Township Board of Education and the Voorhees Township Education Association for the period from July 1, 2017 through June 30, 2020 as shown on Attachment "G".
 - b. the Memorandum of Agreement between the Voorhees Township Board of Education and the Voorhees Township Administrators' Association for the period from July 1, 2017 through June 30, 2020 as shown on Attachment "H".
 - c. the Custodial Salary Guide for the period from July 1, 2017 through June 30, 2020 as shown on Attachment "I".
 - d. the Food Services Salary Guide for the period from July 1, 2017 through June 30, 2020 as shown on Attachment "J".

Motion carried, 7 ayes.

2. Policy – Dr. Levy reported the Committee reviewed policies on the agenda and recommend them for approval.

X. AUDIENCE PARTICIPATION

(The Board is limited in its ability to respond in public on the following matters: personnel, litigation, negotiations, attorney-client privilege.)

Susan Guerin

Nurse, Osage School

Spoke about the Collective Bargaining Agreement and its impact on the school nurses,

		specifically their not being allowed to leave the building during their duty free lunch break. Full statement on file.
Donna Canfield	Nurse, ET Hamilton School	Spoke about the Collective Bargaining Agreement and its impact on the school nurses, specifically their not being allowed to leave the building during their duty free lunch break. Full statement on file.
Gwen Conti	Nurse, Middle School	Spoke about the Collective Bargaining Agreement and its impact on the school nurses, specifically their not being allowed to leave the building during their duty free lunch break. Full statement on file.
Deborah Tremper	Nurse, Signal Hill School	Spoke about the Collective Bargaining Agreement and its impact on the school nurses, specifically their not being allowed to leave the building during their duty free lunch break. Full statement on file.
Jennifer Dougan	Nurse, Middle School	Spoke about the Collective Bargaining Agreement and its impact on the school nurses, specifically their not being allowed to leave the building during their duty free lunch break. Full statement on file.
Dorrie Uscinowicz	Nurse, Kresson School	Spoke about the Collective Bargaining Agreement and its impact on the school nurses, specifically their not being allowed to leave the building during their duty free lunch break. Full statement on file.
Regina Koa	Resident and Substitute	Supported school nurses being

School Nurse

allowed to leave the building
during their lunch break.

XI. BOARD COMMENTS

XII. TRANSPORTATION

XIII. POLICY

Motion by Dr. Levy, seconded by Mrs. Wallace, to approve:

1. the first reading of the following Bylaws and Policies (New and Revised):
 - a. 0000.01 Introduction (R)
 - b. 0000.02 Introduction (R)
 - c. 2464 Gifted and Talented Students (R)
 - d. 2467 Surrogate Parents and Foster Parents (R)
 - e. 2622 Student Assessment (R)
 - f. 3160 Physical Examination (R)
 - g. 4160 Physical Examination (R)
 - h. 5116 Education of Homeless Children (R)
 - i. 7446 School Security Program (N)
 - j. 8350 Records Retention (N)
2. the second reading of the following Policies (New and Revised):
 - a. 1510 Americans with Disabilities Act (R)
 - b. 2418 Section 504 of the Rehabilitation Act of 1973 – Students (N)
 - c. 2460 Special Education (R)
 - d. 2467 Surrogate Parents and Foster Parents (R)

- e. 5116 Education of Homeless Children (R)
 - f. 7481 Unmanned Aircraft Systems (UAS) Also Known as Drones (N)
 - g. 8330 Student Records (R)
3. revising the Organizational Chart. (second reading).

Motion carried, 7 ayes.

XIV. PERSONNEL

Motion by Mr. Karpf, seconded by Mrs. Lynch, to approve:

The Superintendent recommends the following for your consideration:

1. requesting emergency approval from the New Jersey State Department of Education to employ staff pending outcome of background checks as indicated below by asterisk.
2. ratifying the employment of Paula A. Henoa Posso, cafeteria helper, for the period from March 23, 2017 through June 30, 2017 at a salary of Step 2, \$7,650, prorated.
3. ratifying the employment of Jeffrey Haynes, cook, for the period from April 24, 2017 through June 30, 2017 at a salary of Step 1, \$8,100, prorated.
4. ratifying the employment of Ana-Maria Rongione, cafeteria helper, for the period from April 10, 2017 through June 30, 2017 at a salary of Step 2, \$7,650, prorated.
5. ratifying the employment of Astrid Albino, substitute custodian, for the period from April 3, 2017 through June 30, 2017 at an hourly rate of Step 2, \$10.69.
6. the employment of Kevin Stone, substitute custodian, for the period from May 8, 2017 through June 30, 2017 at an hourly rate of Step 2, \$10.69.
7. ratifying revising the employment of Tatiana Weinstock, instructional associate, for the period from April 24, 2017 through June 30, 2017, from Step 01 (NC) \$9,120.00 prorated, (\$16,535.00, 4 hours per day, 5 days per week), to Step 01 (NC), \$10,830.00 prorated, (\$16,535.00, 4.75 hours per

- day, 5 days per week).
8. ratifying the employment of Maria Pinizzotto for one (1) hour of After School Enrichment Club at Kresson School at an hourly rate of \$53.
 9. ratifying the employment of Rachel Cubler as a home provider for the 2016 – 2017 school year at an hourly rate of \$24.
 10. ratifying the employment of the following staff members a Spring Music Assembly supervisors with a stipend of \$86:
 - a. Carmella Bell
 - b. James Cotter
 - c. Lisa Leaf
 - d. Anne Scoca-Luscombe
 - e. Stephanie Steinbeck
 - f. Eileen Yaffa
 11. submitting contracts for review and approval to the Camden County Office of Education for the Superintendent, Assistant Superintendent for Business/Board Secretary and the Assistant Superintendent for Curriculum and Instruction for the 2017-2018 school year (with no salary increase).
 12. the re-employment and salaries of the certificated tenured full-time unit administrators for the period from July 1, 2017 through June 30, 2018 as shown on Attachment “K”.
 13. the re-employment and salaries of the certificated to-be-tenured full-time administrator and the certificated for the period from July 1, 2017 through June 30, 2018 as shown on Attachment “L”.
 14. the re-employment and salaries of the certificated tenured full-time unit and the certificated tenured part-time unit and non-unit teaching staff members for the period from July 1, 2017 through June 30, 2018 as shown on Attachment “M”.
 15. the re-employment and salary of the certificated full-time tenured non-unit employee for the period from July 1, 2017 through June 30, 2018 as shown on Attachment “N”.
 16. the re-employment and salaries of the certificated to-be-tenured full-time

- unit teaching staff members for the period from July 1, 2017 through June 30, 2018 as shown on Attachment "O".
17. the re-employment and salaries of the certificated non-tenured full-time and part-time unit teaching staff members for the period from July 1, 2017 through June 30, 2018 as shown on Attachment "P".
 18. revising the employment of Gianna Marino, school psychologist, for the period from September 1, 2017 through June 30, 2018 from full-time to 70% time (25.38 hours per week), at a salary of Step 6, MA+45, \$40,845 (\$58,350, prorated to 25.38 hours/week).
 19. the employment of Residency Verification Officers (names on file with the Board Secretary) on an as needed basis for the 2017 – 2018 school year with a rate of \$500 per case.
 20. ratifying the employment of personnel for providing special education and/or related services for the 2016-2017 school year as shown on Attachment "Q". (Names of students on file with Board Secretary)
 21. the following substitute teachers for the 2016 – 2017 school year at a daily rate of \$85:
 - a. Adil Boutahli 65 credits Ecole Pigier Azrou
 - b. Alexandra Edelman 66 credits Susquehanna University
 - c. Tracey Shupe BA West Chester University
 - d. Sara Jungclaus BA Rowan University
 - e. Stephen Woltz 70 credits Camden County College
 - f. Sara Feigenbaum BA The College of New Jersey
 - g. Dante Acerbo 125 credits Rutgers University
 22. ratifying Taylor Dansky as substitute school nurse for the 2016 – 2017 school year at a daily rate of \$150.
 23. the following substitute instructional associates for the 2016- 2017 school year at a daily rate of \$70:
 - a. Jennifer Fritz
 - b. Ryan Ellis

24. ratifying Molly McMenamain as a substitute instructional associate for the 2016- 2017 school year at a daily rate of \$70.
25. ratifying the employment of CER personnel for the 2016-2017 school year as shown on Attachment "R".
26. an unpaid childrearing leave for Joanna Swartz, teacher, for the period from September 6, 2017 through November 30, 2017 during which time the family leave act shall be honored.
27. a paid medical leave for C.B., teacher, for the period from September 6, 2016 through September 26, 2017 then commencing September 27, 2017 an unpaid child rearing leave is approved through January 31, 2018, during which time the family leave act shall be honored.
28. ratifying revising the paid medical leave for M.T., supervisor/assistant principal, from February 7, 2017 through March 31, 2107 to February 7, 2017 through April 7, 2017, then commencing April 8, 2017, an unpaid child rearing leave is approved through May 31, 2017, during which time the family leave act shall be honored.
29. the retirement of Anna Watkin, school psychologist, effective June 30, 2017.
30. the retirement of James Cotter, teacher, effective June 30, 2017.
31. ratifying the resignation of Molly McMenamain, instructional associate, effective April 28, 2017.
32. the retirement of Sheryl Wigand, teacher, effective June 30, 2017.

Motion carried, 7 ayes.

XV. DEFERRED ACTION

XVI. NEW BUSINESS

Motion by Mrs. Wallace, seconded by Mr. Karpf, to approve:

1. the Superintendent's Progress Report for the 2016-2017 school year as shown on Attachment "S".
2. the following field trips:

- a. Kresson School, first grade, June 6, 2017, Destination – Philadelphia Zoo, Philadelphia, PA.
 - b. Middle School, VMS Chorus and sixth grade Band, June 12, 2017, Destination – all four Voorhees elementary schools.
 - c. Kresson School, second grade, June 13, 2017, Destination – Academy of Natural Sciences, Philadelphia, PA.
3. the findings of the March 15, 2017 Harassment, Intimidation and Bullying Report as shown on Attachment “T”.
 4. and ratify district travel and related expenses as shown on Attachment “U”.
 5. the adoption of the following Curriculum Guides (on file with Board Secretary):
 - a. Health and Physical Education
 - b. Math
 - c. Science
 - d. World Language
 6. adopting the following textbook beginning with the 2017 - 2018 school year:
 - a. Integrated iScience – Glencoe by McGraw Hill, copyright 2017, for grades six through eight.
 7. pursuant to enacted legislation , P.L. 192-1989, Chapter 254, the election of Raymond J. Brosel, Superintendent, to the Representative Assembly of the Educational Services Commission of New Jersey for the period from July 1, 2017 through June 30, 2018.
 8. ratifying the Intent to Collaborate with Gloucester County Special Services School District if named lead agency of the regional McKinney-Vento Education of Homeless Children and Youth Program as shown on Attachment “V”.
 9. Voorhees Township Schools as an Annex “N” Shelter for Voorhees Township Emergency Operations Plan and Raymond J. Brosel, Superintendent, as Shelter Officer and Dr. Frank T. DeBerardinis, Assistant Superintendent for Business/Board Secretary, as Deputy Shelter Officer as

shown on Attachment "W".

- 10. the resolution stating that private schools for students with disabilities are not required to charge students for reduced and/or paid meals for the 2017-2018 school year as shown on Attachment "X".
- 11. the following resolution:

BE IT RESOLVED That the Voorhees Township Board of Education approves continuation in the New Jersey Cooperative Bid and Right-to-Know programs through Educational Data Services for the 2017-2018 school year.

- 12. ratifying out of district tuition and contracted services for special education for the 2016-2017 school year as shown on Attachment "Y". (Names of students on file with Board Secretary)
- 13. CER trips for Summer 2017 as shown on Attachment "Z".
- 14. Devon Cummings, Marist College, for student teaching at the Voorhees Middle School during the Fall 2017 semester.
- 15. Rachel Alston, Rutgers University, for practicum observation at the E.T. Hamilton School during the Fall 2018 semester.
- 16. Kevin D'Antonio, Drexel University, for twelve (12) hours of supervisor internship at the E.T. Hamilton School during the Summer 2017 semester.
- 17. Amanda Dariano, Seton Hall University, for six hundred (600) hours of supervisor internship at the Osage School during the 2017-2018 school year.

Motions carried, 7 ayes.

XVII. MEETING DATES

Wednesday, June 14, 2017 7:30 PM Board Meeting
 Administrative Building

XVIII. AUDIENCE PARTICIPATION

(The Board is limited in its ability to respond in public on the following matters: personnel, litigation, negotiations, attorney-client privilege.)

Craig Petit de Mange	Teacher	Commended Mrs. Peluszak's class at Osage School for their successful shoe drive for Soles4Souls, a non-profit organization providing people in need worldwide with shoes. They collected 1,070 pairs of shoes.
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XIX. BOARD COMMENTS

XX. FINANCE

Motion by Mr. Schmus, seconded by Mr. Karpf, to approve:

1. the Bill Lists as shown on Attachment "AA".
2. the following financial reports, in accordance with N.J.S.A. 18A:17-36 and N.J.S.A. 18A:17-9, for month ending February 28, 2017 as shown on Attachment "BB".
 - a. Cash Reconciliation
 - b. Board Secretary's Report
3. the transfer list as shown on Attachment "CC".
4. the Board Secretary Certification resolution as follows:

BE IT RESOLVED That the Board Secretary certifies that no line item account has been over expended in violation of N.J.A.C. 6A:23A-16.10 (c) 3 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

In accordance with N.J.A.C. 6A:23A-16.10 (c) 2, it is certified that anticipated revenue has changed for the month ending February 28, 2017 as follows:

Increased	\$0.00
Decreased	\$0.00

5. the Board of Education Certification resolution as follows:

BE IT RESOLVED That pursuant to N.J.A.C. 6A:23A-16.10(c),

the Voorhees Township Board of Education certifies that as of February 28, 2017 and after review of the Secretary's Monthly Report and upon consultation with the appropriate district officials, to the best of the Boards' knowledge, no major account or fund has been over-expended in violation of N.J.A.C.6A:23A-16.10(b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

6. the purchasing resolution in accordance with 18A:18A-10 as follows:

BE IT RESOLVED That the Voorhees Township Board of Education does hereby authorize Frank T. DeBerardinis, the district's qualified purchasing agent, to make purchases of goods and services utilizing contracts entered into on behalf of the State by the Division of Purchase and Property utilizing various vendors as needed for the month of April.

NONE

7. the Assistant Superintendent for Business/Board Secretary to purchase goods or services as per the following for the 2017-2018 school year:

- a. WHEREAS, 18A-18A-2 provides that a board of education shall assign the authority, responsibility and accountability for the purchasing activity of the board of education to a person or persons who shall have the power to prepare advertisements, to advertise for and receive bids and to award contracts as permitted by this chapter, and

WHEREAS, 18A-18A-3 provides that contracts, awarded by the qualified purchasing agent that do not exceed in the aggregate in a contract year the bid threshold of \$40,000 may be awarded by the qualified purchasing agent without advertising for bids when so authorized by board resolution, and

WHEREAS, 18A-18A-37, c. provides that all contracts that are in the aggregate less than 15 percent of the bid threshold of \$40,000 may be awarded by the qualified purchasing agent without soliciting competitive quotes if so authorized by board resolution,

NOW THEREFORE BE IT RESOLVED, That the Voorhees Township Board of Education pursuant to the statutes cited above hereby appoints Frank T. DeBerardinis as its duly authorized qualified purchasing agent and is duly assigned the authority, responsibility and

accountability for the purchasing activity of the Voorhees Township Board of Education, and

BE IT FURTHER RESOLVED That Frank T. DeBerardinis is hereby authorized to award contracts on behalf of the Voorhees Township Board of Education that are in the aggregate less than fifteen percent of the bid threshold of \$40,000 without soliciting competitive quotations, and

BE IT FURTHER RESOLVED That Frank T. DeBerardinis is hereby authorized to seek competitive quotes, when applicable and practicable, and award contracts when contracts in the aggregate exceed fifteen percent of the bid threshold but less than the bid threshold of \$40,000.

- b. WHEREAS, Title 18A:18A-10 provides that a Board of Education, without advertising for bids or after having rejected all bids obtained pursuant to advertising therefore, by resolution may purchase any goods or services pursuant to a contract or contracts for such goods or services entered into on behalf of the State by the Division of Purchase and Property; and

WHEREAS, the Voorhees Township Board of Education has the need, on a timely basis, to procure goods and services utilizing state contracts, and

WHEREAS, the Voorhees Township Board of Education desires to authorize its purchasing agent for the 2017-2018 school year to make any and all purchases necessary to meet the needs of the school district throughout the school year,

NOW THEREFORE BE IT RESOLVED That the Voorhees Township Board of Education does hereby authorize Frank T. DeBerardinis, the district's qualified purchasing agent, to make purchases of goods and services entered into on behalf of the State by the Division of Purchase and Property utilizing various vendors as needed.

BE IT FURTHER RESOLVED That the Voorhees Township Board of Education does hereby authorize Frank T. DeBerardinis to make purchases of goods and services that are exempt from the requirements for

advertising as per 18A:18A-7 and purchases under 18A:18A-7 "emergency purchases and contracts".

8. Cynthia L. McClain, Assistant Business Administrator, as an approved signatory on all purchase orders, contracts and checks for the 2017-2018 school year.
9. the food supplies purchasing resolution for the 2017-2018 school year as shown on Attachment "DD".
10. the submission of the A4F "Certificate and Report of School Taxes" for the 2017-2018 school year to the appropriate governing bodies as shown on Attachment "EE".
11. the monthly request of school taxes to the Township of Voorhees as shown on Attachment "FF".
12. rejecting the Food Service Management Company (FSMC) proposal from the Nutrition Group as shown on Attachment "GG".
13. the following resolution awarding a contract to a Food Service Management Company (FSMC):

BE IT RESOLVED THAT the Voorhees Township Board of Education, upon the recommendation of Dr. Frank T. DeBerardinis, Assistant Superintendent for Business/Board Secretary, hereby awards and approves a contract with Nutri-Serve Food Management, Inc. for the 2017-2018 school year as shown on Attachment "HH".

- a. Management fee of \$0.12 per meal, estimated to be an annual amount of \$51,538.44.
 - b. Projected profit of \$70,000, guaranteed up to \$51,538.44.
14. ratifying advertising and accepting bids for the following:
 - a. Skilled Trades – Roofing and Painting
 - b. Groundskeeping

Motion carried, 7 ayes.

Voorhees Township Board of Education

Budget

2017-2018

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CAMDEN - VOORHEES TWP

NOTICE IS HEREBY GIVEN to the legal voters of the Voorhees Township School District, in the County of Camden, of the State of New Jersey, that a Public Hearing will be held at the Administration Building of the Voorhees Township Board of Education, 329 Route 73, Voorhees, NJ 08043, on May 3, 2017 at 7:30 PM, for the purpose of conducting a public hearing on the following budget for the 2017-2018 school year.

Advertised Enrollments

ENROLLMENT CATEGORIES	October	October	October
	15, 2015	15, 2016	15, 2017
	Actual	Actual	Estimated
Pupils On Roll Regular Full-Time	2,608	2,572	2,567
Pupils On Roll - Special Full-Time	335	345	345
Subtotal - Pupils On Roll	2,943	2,917	2,912
Private School Placements	19	16	16
Pupils Sent to Other Districts - Reg Prog	4	6	0
Pupils Sent to Other Dists - Spec Ed Prog	0	1	0
Pupils Received	3	2	0

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CAMDEN - VOORHEES TWP
 Advertised Revenues

Budget Category	Account	2015-16 Actual	2016-17 Revised	2017-18 Anticipated
Operating Budget:				
Revenues from Local Sources:				
Local Tax Levy	10-1210	43,884,447	44,762,136	45,657,379
Unrestricted Miscellaneous Revenues	10-1XXX	324,065	8,000	8,000
Interest Earned On Current Expense Emergency Res	10-1XXX	0	500	500
Interest Earned On Maintenance Reserve	10-1XXX	0	1,000	500
Interest Earned On Capital Reserve Funds	10-1XXX	0	2,000	1,000
Subtotal - Revenues From Local Sources		44,208,512	44,773,636	45,667,379
Revenues from State Sources:				
Categorical Transportation Aid	10-3121	525,501	525,501	525,501
Extraordinary Aid	10-3131	211,008	0	0
Categorical Special Education Aid	10-3132	1,699,913	1,699,913	1,699,913
Equalization Aid	10-3176	2,916,383	2,916,383	2,916,383
Categorical Security Aid	10-3177	236,331	236,331	236,331
Adjustment Aid	10-3178	100,761	100,761	100,761
Parcc Readiness Aid	10-3181	0	28,215	28,215
Per Pupil Growth Aid	10-3182	0	28,215	28,215
Professional Learning Community Aid	10-3183	0	27,615	27,615
Other State Aids	10-3XXX	128,436	0	0
Subtotal - Revenues From State Sources		5,818,333	5,562,934	5,562,934
Revenues from Federal Sources:				
Medicaid Reimbursement	10-4200	41,656	26,350	29,644
Subtotal - Revenues From Federal Sources		41,656	26,350	29,644
Budgeted Fund Balance - Operating Budget	10-303	0	1,406,179	1,025,326
Actual Revenues (Over)/Under Expenditures		-2,290,876	0	0
Total Operating Budget		47,777,625	51,769,099	52,285,283
Grants and Entitlements:				
Revenues from State Sources:				
Other Restricted Entitlements	20-32XX	163,145	228,445	0
Total Revenues From State Sources		163,145	228,445	0
Revenues from Federal Sources:				
Title I	20-4411-4416	247,796	231,909	185,527
Title II	20-4451-4455	66,190	61,494	49,196
Title III	20-4491-4494	34,652	20,243	16,195
I.D.E.A. Part B (Handicapped)	20-4420-4429	772,754	793,395	604,139
Total Revenues From Federal Sources		1,121,392	1,107,041	855,057
Total Grants And Entitlements		1,284,537	1,335,486	855,057
Repayment of Debt:				
Transfers From Capital Reserve	40-5210	690,992	0	0
Revenues from Local Sources:				
Local Tax Levy	40-1210	174,869	50,000	40,080
Interest On Investments	40-1510	1,210	0	0
Miscellaneous	40-1XXX	1,210	0	0
Total Revenues From Local Sources		176,079	50,000	40,080
Revenues from State Sources:				
Debt Service Aid Type II	40-3160	384,685	350,583	349,920
Budgeted Fund Balance	40-303	0	690,992	664,400
Total Local Repayment Of Debt		1,251,756	1,091,575	1,054,400
Actual Revenues (Over)/Under Expenditures		974,629	0	0
Total Repayment Of Debt		2,226,385	1,091,575	1,054,400
Total Revenues/Sources		51,288,547	54,196,160	54,194,740
Deduct Transfer-Transfers From Capital Reserve	40-5210	690,992	0	0
Total Revenues/Sources Net of Transfers		50,597,555	54,196,160	54,194,740

Budget Category	Account	2015-16 Actual	2016-17 Revised	2017-18 Anticipated
General Current Expense:				
Instruction:				
Regular Programs - Instruction	11-1XX-100-XXX	14,778,959	15,701,704	15,723,883
Special Education - Instruction	11-2XX-100-XXX	5,620,709	6,286,819	6,306,598
Basic Skills/Remedial - Instruction	11-230-100-XXX	589,527	635,934	664,952
Bilingual Education - Instruction	11-240-100-XXX	139,403	164,021	129,173
School-Spon. Co/Extra Curr. Actvts. - Inst	11-401-100-XXX	248,006	292,687	303,310
Community Services Programs/Operations	11-800-330-XXX	0	1,000	1,000
Support Services:				
Undistributed Expenditures - Instruction (Tuition)	11-000-100-XXX	1,183,880	1,434,000	1,469,156
Undist. Expend.-Attendance And Social Work	11-000-211-XXX	1,500	2,500	2,500
Undist. Expenditures - Health Services	11-000-213-XXX	426,602	441,598	461,001
Undist. Expend.-Speech, OT, PT And Related Svcs	11-000-216-XXX	483,732	541,160	567,296
Undist. Expenditures - Guidance	11-000-218-XXX	551,047	566,025	511,823
Undist. Expenditures - Child Study Teams	11-000-219-XXX	1,223,472	1,402,686	1,404,351
Undist. Expend.-Improv. Of Inst. Serv.	11-000-221-XXX	338,038	382,277	365,251
Undist. Expend.-Edu. Media Serv./Library	11-000-222-XXX	418,334	432,858	455,820
Undist. Expend.-Instr. Staff Training Serv.	11-000-223-XXX	598,335	634,857	653,794
Undist. Expend.-Support Serv.-Gen. Admin.	11-000-230-XXX	945,206	1,274,489	1,297,723
Undist. Expend.-Support Serv.-School Admin.	11-000-240-XXX	1,296,968	1,446,485	1,450,666
Undist. Expend. - Central Services	11-000-251-XXX	583,620	640,265	663,438
Undist. Expend. - Admin. Info Technology	11-000-252-XXX	437,673	659,509	557,611
Undist. Expend.-Oper. And Maint. Of Plant Serv.	11-000-26X-XXX	4,300,411	4,654,313	4,669,936
Undist. Expend.-Student Transportation Serv.	11-000-270-XXX	2,341,167	2,507,510	2,643,552
Personal Services - Employee Benefits	11-XXX-XXX-2XX	7,958,900	11,245,388	11,620,591
Total Undistributed Expenditures		23,088,885	28,265,920	28,794,509
Interest Earned On Maintenance Reserve	10-606	0	1,000	500
Interest Earned On Current Expense Emergency Res	10-607	0	500	500
Total General Current Expense		44,465,489	51,349,585	51,924,425
Capital Expenditures:				
Equipment	12-XXX-XXX-730	916,845	293,141	315,891
Facilities Acquisition And Const. Serv.	12-000-400-XXX	1,664,214	71,859	26,609
Capital Reserve - Transfer To Repayment Of Debt	12-000-400-933	690,992	0	0
Interest Deposit To Capital Reserve	10-604	0	2,000	1,000
Total Capital Outlay		3,272,051	367,000	343,500
Transfer Of Funds To Charter Schools	10-000-100-56X	40,085	52,514	17,358
General Fund Grand Total		47,777,625	51,769,099	52,285,283
Special Grants and Entitlements:				
Other State Projects:				
Nonpublic Textbooks	20-XXX-XXX-XXX	8,384	14,353	0
Nonpublic Auxiliary Services	20-XXX-XXX-XXX	68,718	162,893	0
Nonpublic Handicapped Services	20-XXX-XXX-XXX	46,016	0	0
Nonpublic Nursing Services	20-XXX-XXX-XXX	20,340	22,680	0
Nonpublic Technology Initiative	20-XXX-XXX-XXX	5,823	6,474	0
Nonpublic Security Aid	20-XXX-XXX-XXX	4,769	12,950	0
Other	20-XXX-XXX-XXX	9,095	9,095	0
Total Other State Projects		163,145	228,445	0
Total State Projects	20-XXX-XXX-XXX	163,145	228,445	0
Federal Projects:				
Title I	20-XXX-XXX-XXX	247,796	231,909	185,527
Title II	20-XXX-XXX-XXX	66,190	61,494	49,196
Title III	20-XXX-XXX-XXX	34,652	20,243	16,195
I.D.E.A. Part B (Handicapped)	20-XXX-XXX-XXX	772,754	793,395	604,139
Total Federal Projects	20-XXX-XXX-XXX	1,121,392	1,107,041	855,057
Total Special Revenue Funds		1,284,537	1,335,486	855,057
Repayment of Debt:				
Total Regular Debt Service	40-701-510-XXX	2,226,385	1,091,575	1,054,400
Total Debt Service Funds		2,226,385	1,091,575	1,054,400
Total Expenditures/Appropriations		51,288,547	54,196,160	54,194,740
Deduct Transfer-Capital Reserve - Transfer To Repayment Of Debt	12-000-400-933	690,992	0	0
Total Expenditures Net of Transfers		50,597,555	54,196,160	54,194,740

CAMDEN - VOORHEES TWP
 Advertised Recapitulation of Balances

Budget Category	Audited Balance 6-30-2015	Audited Balance 6-30-2016	Estimated Balance 6-30-2017	Estimated Balance 6-30-2018
Unrestricted:				
--General Operating Budget	1,150,044	1,190,581	979,573	979,573
--Repayment of Debt	1,704,923	730,294	664,400	0
Restricted for Specific Purposes - General Operating Budget:				
--Capital Reserve	6,206,914	8,886,369	8,223,969	8,224,969
--Adult Education Programs	0	0	0	0
--Maintenance Reserve	2,866,132	2,866,132	2,867,132	2,867,632
--Legal Reserve	2,861,238	2,431,505	1,025,326	0
--Tuition Reserve	0	0	0	0
--Current Expense Emergency Reserve	464,784	465,401	465,901	466,401
--Impact Aid Reserve for General Expenses (Sections 8002 and 8003)	0	0	0	0
--Impact Aid Reserve for Capital Expenses (Sections 8007 and 8008)	0	0	0	0
Repayment of Debt:				
--Restricted for Repayment of Debt	0	0	0	0

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CAMDEN - VOORHEES.TWP
Advertised Per Pupil Cost Calculations

Per Pupil Cost Calculations	2014-15 Actual Costs	2015-16 Actual Costs	2016-17 Original Budget	2016-17 Revised Budget	2017-18 Proposed Budget
Total Budgetary Comparative Per Pupil Cost	\$13,765	\$13,859	\$16,110	\$16,252	\$16,419
Total Classroom Instruction	\$8,826	\$9,081	\$10,663	\$10,566	\$10,698
Classroom-Salaries and Benefits	\$8,276	\$8,422	\$9,832	\$9,723	\$10,028
Classroom-General Supplies and Textbooks	\$275	\$359	\$301	\$313	\$312
Classroom-Purchased Services	\$275	\$299	\$530	\$531	\$357
Total Support Services	\$1,726	\$1,752	\$1,984	\$2,070	\$2,086
Support Services-Salaries and Benefits	\$1,650	\$1,678	\$1,889	\$1,979	\$1,989
Total Administrative Costs	\$1,294	\$1,334	\$1,556	\$1,696	\$1,695
Administration Salaries and Benefits	\$958	\$999	\$1,107	\$1,121	\$1,164
Total Operations and Maintenance of Plant	\$1,807	\$1,579	\$1,763	\$1,774	\$1,789
Operations and Maintenance-Salaries and Benefits	\$533	\$538	\$622	\$630	\$649
Board Contribution to Food Services	\$0	\$0	\$0	\$0	\$0
Total Extracurricular Costs	\$106	\$107	\$135	\$136	\$142
Total Equipment Costs	\$13	\$310	\$108	\$100	\$108
Legal Costs	\$21	\$23	\$22	\$22	\$24
Employee Benefits as a percentage of salaries*	28.18%	29.70%	39.03%	39.52%	39.89%

*Does not include pension and social security paid by the State on-behalf of the district.

** Federal and State funds in the blended resource school-based budgets.

The information presented in columns 1 through 3 as well as the related descriptions of the per pupil cost calculations are contained in the Taxpayers Guide to Education Spending (formerly Comparative Spending Guide) and can be found on the Department of Education website: <http://www.state.nj.us/education/guide/>. This publication is also available in the board office and public libraries. The same calculations were performed using the 2016-17 revised appropriations and the 2017-18 budgeted appropriations presented in this advertised budget. Total Budgetary Comparative Per Pupil Cost is defined as current expense exclusive of tuition expenditures, transportation, residential costs, and judgments against the school district. For all years it also includes the restricted entitlement aids. With the exception of Total Equipment Cost, each of the other per pupil cost calculations presented is a component of the total comparative per pupil cost, although all components are not shown.

The complete budget will be on file and open to examination at the Voorhees Township Board of Education's Administration Building, 329 Route 73, Voorhees, NJ, Camden County, New Jersey between the hours of 9:00 am and 11:30 am and 1:30 pm and 4:00 pm Monday through Friday, excluding holidays. The school district has proposed programs and services in addition to the Core Curriculum Content Standards adopted by the State Board of Education.

Notice is hereby given by the Voorhees Township Board of Education that the following is a list of the regular meetings of the Board of Education from August 2017 through June 2018 to be held at 7:30 pm in the Voorhees Township Public Schools Administrative Building except where noted.

	DAY	MONTH	DATE	LOCATION
2017	Wednesday	August	30	Administrative Building

The following items will appear as part of the agenda of the August 30, 2017 meeting:

1. Report of the District's Annual Special Education plan for the 2016-2017 school year.
2. Report on the statewide and district's testing programs including analysis and interpretation of schools and district performance for the 2016-2017 school year.
3. Report on the Basic Skills Improvement Program for the 2016-2017 school year.

Copies of the reports listed above may be obtained through the office of the Assistant Superintendent for Curriculum and Instruction.

Wednesday	September	27	Osage School
Monday	October	30	Middle School

The following item will appear as part of the agenda of the October 30, 2017 meeting:

1. Public Hearing on the 2016-2017 Annual Report of Violence and Vandalism

Copies of the report listed above may be obtained through the office of the Assistant Superintendent for Curriculum and Instruction.

	Wednesday	November	29	Kresson School
2018	Wednesday	January	3	Administration Building Board Reorganization Meeting
	Wednesday	January	24	Signal Hill School
	Wednesday	February	28	E. T. Hamilton School
	Wednesday	March	14	Administrative Building
	Wednesday	May	2	Administration Building PUBLIC HEARING ON 2018-2019 BUDGET District Reorganization Meeting
	Wednesday	June	13	Administration Building

PROGRAMS AND TEXTBOOKS

PROGRAM	TEXTBOOK (S)
Academic Enrichment*	None
Aids*	None
Art	All About Art; Fine Arts Public; 1982 (6-8)
Basic Skills *	Subject Area
English as a Second Language (ESL)*	Avenues; Hampton Brown; 2004; (PreK-5) High Point; Hampton Brown; 2007 (6-8)
Environmental Studies	None
Family Life *	See Family and Consumer Science
Family and Consumer Science	Teen Health Course 3; Glencoe McGraw Hill; 2007 Young Living; MacMillan/McGraw Hill; 2000
French	Exploring French Text & Activity Book; EMC Publishing; 1995 (6) C'est a Toi Text & Activity Book; Level I EMC Publishing; 1998; (7-8)
Guidance*	None
Handwriting	Creative Growth in Handwriting; Zaner Bloser; 1975 (1-3) Handwriting with a New Alphabet; Zaner Bloser, 1996 (2-4)
Health * (Drugs, Alcohol, Safety)	Here's Looking at You 2000; Roberts Fitzmahon and Associates; 1986 (K-5) Teen Health Course 3; Glencoe McGraw Hill; 2007 Young Living; MacMillan/McGraw Hill; 2000 Your Health; Harcourt, 2003 (K-5)
Health Services*	None
Instrumental Music	Yamaha Band Student; Alfred Publications, Books I & II Marching Percussion Ensemble Exercises; Rudimental Percussion Publications Standard of Excellence/Neil Kjos Music Co.; 1993 Rubank Method – I, II, III
Language Arts Literacy (Reading, Spelling, Grammar, Writing and Study Skills)	Holt Elements of Language; Holt McDougal; 2009 (Gr. 6-8) Inside; Hampton-Brown, 2009 (Gr. 6) The Reader's Journey; Pearson-Prentice Hall, 2009 (Gr. 7-8) Reading Street; Pearson-Scott Foresman, 2009 (K-5) My Sidewalks; Pearson-Scott Foresman, 2009 (K-5) Wilson Reading System; Wilson Language Training; 1992 (K-5) Supplemental Novels (List attached)

* Mandated Programs

PROGRAM	TEXTBOOK (S)
Library	None
Mathematics	enVisionMATH 2.0-Common Core Edition; Scott Foresman-Addison Wesley; 2012 (K-5) Math Connects – Course 1; Glencoe/McGraw-Hill; 2009 (6) Math Connects – Course 2; Glencoe/McGraw-Hill; 2009 (7 SE & BSIP) Math Connects – Course 3; Glencoe/McGraw-Hill; 2009 (8 SE & BSIP) Pre-Algebra; Prentice Hall; 2007 (7) Algebra I; Glencoe/McGraw-Hill; 2006 (8 - Introduction to Algebra) Algebra I; Prentice Hall; 2007 (8 - High School Algebra I Accelerated) Math Techbook; Discovery Education; 2015; (6-8); Supplemental
Multiple Disabilities – Middle School	None
Music	World of Music; Silver Burdett Co., 1991; (1-7) World of Music; Silver Burdett Co., 1988 (2-3) Making Music; Silver Burdett Co., 2005 (2) Music Connection; Silver Burdett Co., 1995 (3)
Physical Education *	None
Pre-School	None
Science	Integrated iScience; Glencoe; Course 1, 2, & 3; 2017; (6-8) Chemistry Level 1; Gravitas Publications; 2008 (Enrichment Program)
Social Studies	MacMillan/McGraw-Hill Social Studies; MacMillan/McGraw-Hill; 2003 (K-5) New Jersey Adventures in Time & Place; MacMillan/McGraw-Hill; 2003 (4) Discovering our Past-World History; McGraw-Hill Education Group; 2014 (6-7) Discovering our Past-US History; McGraw-Hill Education Group; 2014 (8)
Spanish	En Sus Marcas; EMC Corporation; 2000 (7-8) Exploring Spanish; EMC Corporation; 2002 (6-7) Espresate; Holt Rinehart and Winston; 2006 (8) Spanish is Fun; AMSCO; 1997 (8) Espanol para ti; National Textbook Company; 2005 (K-5)
Special Services*	None
Study Skills*	Subject Areas
Technology Education	Exploring Drafting; Goodhart-Wilcox; 2000 Technology in Your World; 1992; (7 - 8) Technology Today and Tomorrow; 2nd Edition; MacMillan/McGraw Hill; 1993

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ELEMENTARY

Out of the Dust by Karen Hesse

ELEMENTARY – ENRICHMENT PROGRAM

The Door in the Wall by de Angeli

A Single Shard by Linda Sue Park

The Book of Three by Lloyd Alexander

Stowaway by Karen Hesse

The Wright 3, Blue Balliett

GRADE 6

Beauty: A Retelling by McKinley

Danger in the Desert by Fields

Devil's Arithmetic by Yolen

Dragonwings by Yep (READ ALOUD ONLY)

Earth to Matthew by Danziger

Fever 1793 by Haise-Anderson

Holes by Louis Sachar

Island of the Blue Dolphins by O'Dell

Lyddie by K Patterson

Maniac Magee by Spinelli

The Misfits by Howe

Missing May by Rylant

The Pinballs by Byars

Roll of Thunder, Hear my Cry by Taylor

Upstairs Room by Reiss

Westing Game by Raskin

Where the Red Fern Grows by Rawls

Witch of Blackbird Pond by Speare

A Wrinkle in Time by L'Engle

Zlata's Diary by Filipovic (READ ALOUD ONLY)

GRADE 7

Adventures of Ulysses by Evslin

Arm of the Starfish by L'Engle

The Babysitter III by Stine

Boy in the Striped Pajamas by Boyne

Bud, Not Buddy by Paul C. Curtis

Call of the Wild by London

Code Orange by Caroline Cooney

Dacey's Song by Voigt

The Door in the Wall by De Angeli

Farewell to Manzanar by Jeanne & James Houston

Gentlehands by Kerr

Hatchet by Paulsen

The Homecoming by Voigt

Land of Hope by Nixon

Let the Circle be Unbroken by Taylor

No Promises in the Wind by Hunt

The Red Pony by Steinbeck

The River by Paulsen

The Snowman by Stine

A Solitary Blue by Voigt

Somewhere in the Darkness by Myers

Stargirl by Jerry Spinelli

SUPPLEMENTAL NOVELS

Summer of My German Soldier by Greene
Sunburn by Stine
The Trojan War by Evslin
Truth or Dare by Stine
White Fang by London

GRADE 8

After the Rain by Mazer
Call Waiting by Stine
Captain Courageous by Kipling
The Contender by Lipsyte
Don't Look Behind You by Duncan
The Ear, the Eye, and the Arm by Farmer
Fahrenheit 451 by Bradbury
Gathering Blue by Lowry
The Giver by Lowry
I Know What You Did Last Summer by Duncan
Izzy, Willy Nilly by Voight
Journey to the Center of the Earth by Verne
Lord of the Flies by Golding
Night by Wiesel
No More Dead Dogs by Gordon Korman
Nothing But the Truth by Avi
The Old Man and the Sea by Hemingway
One Fat Summer by Lipsyte
The Outsiders by Hinton
Owl in Love by Kindl
The Pearl by Steinbeck
The Pigman by Zindel
Red Badge of Courage by Crane
Rumble Fish by Hinton
Secrets of a Shopping Mall by Peck
The Serpent Never Sleeps by O'Dell
Shane by Schaefer
Silas Marner by Eliot
That Was Then, This Is Now by Hinton
Time Machine/War of the Worlds by H.G. Wells
To Kill a Mockingbird by Lee

Pearson / Prentice Hall "The Reader's Journey" – Grade 7 Novels

UNIT 1

- Prentice Hall Discoveries Reader: Truth is Stranger than Fiction
- The Outsiders, S.E. Hinton
- Journey of the Sparrows, Fran Leeper Buss with Daisy Cubias

UNIT 2

- Prentice Hall Discoveries Reader: Working It Out
- A Step from Heaven, An Na
- Let the Circle Be Unbroken, Mildred D. Taylor

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UNIT 3

- Prentice Hall Discoveries Reader: Finding Our Place in the World
- Zlata's Diary: A Child's Life in Sarajevo, Zlata Filipovic
- "Who Moved My Cheese?" For Teens, Spencer Johnson, M.D.

UNIT 4

- Prentice Hall Discoveries Reader: Pushing the Boundaries
- Someone Is Hiding on Alcatraz Island, Eve Bunting
- Crazy Loco, David Rice

UNIT 5

- Prentice Hall Discoveries Reader: With Our Eyes Wide Open
- The Yellow Boat, David Sear
- Flowers for Algernon, David Rogers

UNIT 6

- Prentice Hall Discoveries Reader: Path to the Present
- The Kid Who Invented the Popsicle: And Other Extraordinary Stories Behind Everyday Things, Don L. Wulffson
- Portraits of African-American Heroes, Tonya Maynard

Pearson / Prentice Hall "The Reader's Journey" – Grade 8 Novels

UNIT 1

- Prentice Hall Discoveries Reader: Believe It or Not
- The House of Dies Drear, Virginia Hamilton
- Robot Dreams, Isaac Asimov

UNIT 2

- Prentice Hall Discoveries Reader: The Unexpected
- Al Capone Does My Shirts, Gennifer Choldenko
- The Schwa Was Here, Neal Shusterman
- Code Talker, Joseph Bruchac

UNIT 3

- Prentice Hall Discoveries Reader: Exploring the Possibilities
- We Just Want to Live Here, Amal Rifa'i and Odelia Ainbinder with Sylke Tempel
- Phineas Gage: A Gruesome but True Story About Brain Science, John Fleischman

UNIT 4

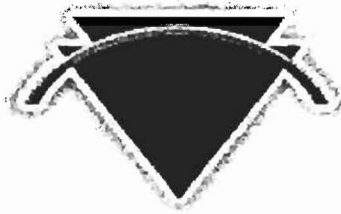
- Prentice Hall Discoveries Reader: The Lines of Communication
- A Dime a Dozen, Nikki Grimes
- The Devil's Arithmetic, Jane Yolen
- Under the Baseball Moon, John H. Ritter

UNIT 5

- Prentice Hall Discoveries Reader: From a Different Angle
- Nerdlandia, Gary Soto

UNIT 6

- Prentice Hall Discoveries Reader: Yesterday, Today, and Tomorrow
- Crime Busters, Andrew Donkin
- Amos Fortune: Free Man, Elizabeth Yates



**VOORHEES
 TOWNSHIP**
 PUBLIC SCHOOLS

Curriculum/Program Guide Review List
Curriculum Guides Aligned to the New Jersey Student Learning Standards
 Updated: May 1, 2017

Academic Area	Approval Date	Implement Date	Next Review
Academic Enrichment Program Guide	March 2014	September 2014	2018-2019
Basic Skills Improvement Program Guide	March 2014	September 2014	2018-2019
Educational Technology Plan	January 2017	September 2016	2018-2019
ESL Program Guide	March 2008	January 2016	2021-2022
21 st Century Life & Careers Guide	August 2015	September 2015	2019-2020
Health/Physical Education	May 2017	September 2017	2021-2022
Information Technology (Library)	October 2005	September 2005	TBD
Language Arts Literacy	May 2012	September 2012	In Progress
Mathematics K-8	May 2017	September 2017	2020-2021
Multiple Disabilities (VMS)	August 2006	September 2006	As Needed
Pre-School	June 2006	September 2006	As Needed
Science (K-5 to NGSS)	May 2017	September 2017	2020-2021
Science (6-8 update to NGSS)	September 2015	September 2015	2020-2021
Social Studies	August 2012	September 2012	2017-2018
Technology Education (VMS)	September 2012	September 2012	2017-2018
Visual and Performing Arts	August 2012	September 2012	2017-2018
World Language	May 2017	September 2017	2021-2022

*Highlighted guides currently under revision.

Please Note: All review dates are subject to change based on revisions of the New Jersey Student Learning Standards or as directed by the New Jersey Department of Education.

July 2016 - June 2017

FIRE DRILL AND SCHOOL SAFETY DRILL SCHEDULE:

<u>MONTH</u>	<u>SCHOOL</u>	<u>FIRE DRILL</u>	<u>SAFETY DRILL</u>	<u>TYPE OF DRILL</u>
July	Hamilton	7/7/2016	7/14/2016	Room Clear
	Kresson	7/13/2016	7/25/2016	Lockout
	Middle	7/21/2016	7/28/2016	Evacuation (Non-fire)
	Osage	N/A	N/A	
	Signal Hill	N/A	N/A	
August	Hamilton	8/2/2016	8/10/2016	Lockout
	Kresson	8/9/2016	8/11/2016	Room Clear
	Middle	8/18/2016	8/20/2016	Lockout
	Osage	N/A	N/A	
	Signal Hill	N/A	N/A	
September	Hamilton	9/20/2016	9/15/2016	Evacuation (non-fire)
	Kresson	9/14/2016	9/23/2016	Evacuation (non-fire)
	Middle	9/14/2016	9/23/2016	Bomb Threat
	Osage	9/14/2016	9/22/2016	Evacuation (non-fire)
	Signal Hill	9/15/2016	9/22/2016	Evacuation (non-fire)
October	Hamilton	10/11/2016	10/6/2016	Lockdown
	Kresson	10/17/2016	10/6/2016	Lockdown
	Middle	10/6/2016	10/5/2016	Lockdown
	Osage	10/18/2016	10/5/2016	Lockdown
	Signal Hill	10/5/2016	10/6/2016	Lockdown
November	Hamilton	11/2/2016	11/8/2016	Bomb Threat S.I.P. with No Instruction
	Kresson	11/18/2016	11/8/2016	Bomb Threat S.I.P. with No Instruction
	Middle	11/3/2016	11/21/2016	Bomb Threat S.I.P. with No Instruction
	Osage	11/18/2016	11/8/2016	Bomb Threat S.I.P. with No Instruction
	Signal Hill	11/3/2016	11/9/2016	Bomb Threat S.I.P. with No Instruction
December	Hamilton	12/2/2016	12/13/2016	Room Clear
	Kresson	12/19/2016	12/14/2016	Bomb Threat S.I.P. with No Instruction
	Middle	12/7/2016	12/16/2016	Bomb Threat S.I.P. with No Instruction
	Osage	12/19/2016	12/13/2016	Bomb Threat
	Signal Hill	12/7/2016	12/16/2016	Room Clear

VOORHEES TOWNSHIP PUBLIC SCHOOLS

<u>MONTH</u>	<u>SCHOOL</u>	<u>FIRE DRILL</u>	<u>SAFETY DRILL</u>	<u>TYPE OF DRILL</u>
January	Hamilton	1/13/2017	1/19/2017	Lockout
	Kresson	1/27/2017	1/12/2017	Room Clear
	Middle	1/12/2017	1/19/2017	Room Clear
	Osage	1/19/2017	1/10/2017	Room Clear
	Signal Hill	1/12/2017	1/20/2017	Lockdown
February	Hamilton	2/13/2017	2/1/2017	S.I.P. with No Instruction
	Kresson	2/24/2017	2/10/2017	S.I.P. with No Instruction
	Middle	2/15/2017	2/22/2017	Lockdown
	Osage	2/8/2017	2/10/2017	S.I.P. with No Instruction
	Signal Hill	2/8/2017	2/16/2017	S.I.P. with No Instruction
March	Hamilton	3/13/2017	3/16/2017	Lockdown
	Kresson	3/29/2017	3/20/2017	Evacuation (Non-fire)
	Middle	3/9/2017	3/23/2017	Evacuation (Non-fire)
	Osage	3/21/2017	3/17/2017	Evacuation (Non-fire)
	Signal Hill	3/1/2017	3/24/2017	Evacuation (Non-fire)
April	Hamilton	4/27/2017	4/10/2017	S.I.P. with No Instruction
	Kresson	4/24/2017	4/12/2017	Bomb Threat
	Middle	4/10/2017	4/12/2017	S.I.P. with No Instruction
	Osage	4/10/2017	4/13/2017	Evacuation (Non-fire)
	Signal Hill	4/4/2017	4/10/2017	Bomb Threat
May	Hamilton Kresson Middle Osage Signal Hill			
June	Hamilton Hamilton Kresson Middle Osage			

SUSPENSIONS

Middle School

1 student

1 day

Inappropriate Behavior

1 student

1 day

Inappropriate Behavior

MEMORANDUM OF AGREEMENT

VOORHEES TOWNSHIP EDUCATION ASSOCIATION

The parties below agree to recommend the following for ratification:

1. Technology specialists shall be granted two additional days to accomplish required work at the end or beginning of the school year (total of 5.)
2. Instructional associates will be eligible for a \$1200 stipend for successful completion of the RBT Program (Registered Behavior Technician.) The Director of Child Study Team will determine who and how many IAs will be eligible to take the training and receive certification based on student needs. There will be a maximum number of 10 per year. Each year the director will designate who will be eligible for the RBT certificate. The determination of eligibility is an annual decision not dependent on prior year(s). Participation in the program is voluntary.
3. All school nurses shall be required to stay in the buildings for their lunch break. If their break is interrupted, their lunch time will be extended by the amount of time lost to handle nursing duty. School nurses will be excused from work for one full work day on a day designated for conferences. The district will provide a school lunch free of charge for any nurse ordering lunch. In the event conferences should be changed to ½ days, nurses can leave on 1 ½ day schedules to equal one full day.
4. Extracurricular guides shall be increased in year two by 2% and year three by 2%. There will be no change in compensation for year one.
5. Health insurance – Base insurance plan shall move from Direct 10 to Direct 15. As soon as changes can be made by State Health Benefits, the parties agree the base medical plan shall be SEHBP Horizon Direct 15 for eligible employees. Employees can purchase more expensive plans within the Board's medical insurance program by paying the entire difference in premiums as compared to the base plan. Employees can also elect any of the other less expensive plans within the Board's program on a voluntary basis. The base plan shall be used for determining any waiver incentives. Due to regulations set forth by SEHBP, application for open enrollment in the first year of this agreement shall be in October. Change of benefit will occur effective January 2018; therefore, in year one, compensation for Health Benefit Reduction Stipend shall be reduced by 50%.
6. Health Benefits Deduction Stipend: A stipend will be paid to eligible employees on June 15 of each year according to the following coverage:
 - a. Family coverage \$1,000
 - b. Husband/wife/parent/child \$750
 - c. Single \$500

To be eligible, employees must be eligible and receiving health benefits (medical and prescription) for the entire work year.

Employees receiving payment in lieu of benefits are not eligible.

Employee status as of January 31 will determine stipend level.

- 7. Middle school lunch room supervisors (6) shall be reimbursed \$1,500 per person.
- 8. In the event of a legislative change in Chapter 78, the attached chart regarding payment toward premium shall be open for negotiations.
- 9. Salary guides are attached.

DATE 4/10/12

ASSOCIATION

BOARD OF EDUCATION

[Signature]

[Signature]

J. Craig Petrucci

Caitlin J. Hines

Dora S. Leaf

Deborah L. Coyle

Melissa Farrell

Alvin

Shanelle Ryz

YEAR 1
2017-18 Voorhees Teachers

Salary Guide Step	BA	BA+15	BA+30	MA/BA+45	MA+15	MA+30	MA+45	MA+60	Doc
1	48,172	49,649	50,807	51,967	53,126	54,285	55,444	56,603	57,762
2	48,672	50,149	51,307	52,467	53,626	54,785	55,944	57,103	58,262
3	49,172	50,649	51,807	52,967	54,126	55,285	56,444	57,603	58,762
4	49,672	51,149	52,307	53,467	54,626	55,785	56,944	58,103	59,262
5	50,572	52,049	53,207	54,367	55,526	56,685	57,844	59,003	60,162
6	51,078	52,555	53,713	54,873	56,032	57,191	58,350	59,509	60,668
7	51,828	53,305	54,463	55,623	56,782	57,941	59,100	60,259	61,418
8	52,578	54,055	55,213	56,373	57,532	58,691	59,850	61,009	62,168
9	55,893	57,370	58,528	59,688	60,847	62,006	63,165	64,324	65,483
10	58,893	60,370	61,528	62,688	63,847	65,006	66,165	67,324	68,483
11	62,292	63,769	64,927	66,087	67,246	68,405	69,564	70,723	71,882
12	66,282	67,759	68,917	70,077	71,236	72,395	73,554	74,713	75,872
12A	71,211	72,688	73,846	75,006	76,165	77,324	78,483	79,642	80,801
13	76,211	77,688	78,846	80,006	81,165	82,324	83,483	84,642	85,801
13A	83,426	84,903	86,061	87,221	88,380	89,539	90,698	91,857	93,016
14	92,401	93,878	95,036	96,196	97,355	98,514	99,673	100,832	101,991

YEAR 2
2018-19 Voorhees Teachers

Salary Guide Step	BA	BA+15	BA+30	MA/BA+45	MA+15	MA+30	MA+45	MA+60	Doc
1-2	50,050	51,527	52,685	53,845	55,004	56,163	57,322	58,481	59,640
3	50,550	52,027	53,185	54,345	55,504	56,663	57,822	58,981	60,140
4	51,050	52,527	53,685	54,845	56,004	57,163	58,322	59,481	60,640
5	51,550	53,027	54,185	55,345	56,504	57,663	58,822	59,981	61,140
6	52,300	53,777	54,935	56,095	57,254	58,413	59,572	60,731	61,890
7	53,050	54,527	55,685	56,845	58,004	59,163	60,322	61,481	62,640
8	53,800	55,277	56,435	57,595	58,754	59,913	61,072	62,231	63,390
9	56,900	58,377	59,535	60,695	61,854	63,013	64,172	65,331	66,490
10	60,100	61,577	62,735	63,895	65,054	66,213	67,372	68,531	69,690
11	63,440	64,917	66,075	67,235	68,394	69,553	70,712	71,871	73,030
12	67,430	68,907	70,065	71,225	72,384	73,543	74,702	75,861	77,020
12A	72,330	73,807	74,965	76,125	77,284	78,443	79,602	80,761	81,920
13	77,330	78,807	79,965	81,125	82,284	83,443	84,602	85,761	86,920
13A	84,545	86,022	87,180	88,340	89,499	90,658	91,817	92,976	94,135
14	93,601	95,078	96,236	97,396	98,555	99,714	100,873	102,032	103,191

YEAR 3
 2019-20 Voorhees Teachers

Salary Guide									
Step	BA	BA+15	BA+30	MA/BA+45	MA+15	MA+30	MA+45	MA+60	Doc
1	51,317	52,794	53,952	55,112	56,271	57,430	58,589	59,748	60,907
2-3	51,817	53,294	54,452	55,612	56,771	57,930	59,089	60,248	61,407
4	52,317	53,794	54,952	56,112	57,271	58,430	59,589	60,748	61,907
5	52,817	54,294	55,452	56,612	57,771	58,930	60,089	61,248	62,407
6	53,567	55,044	56,202	57,362	58,521	59,680	60,839	61,998	63,157
7	54,317	55,794	56,952	58,112	59,271	60,430	61,589	62,748	63,907
8	55,067	56,544	57,702	58,862	60,021	61,180	62,339	63,498	64,657
9	58,167	59,644	60,802	61,962	63,121	64,280	65,439	66,598	67,757
10	61,366	62,843	64,001	65,161	66,320	67,479	68,638	69,797	70,956
11	64,666	66,143	67,301	68,461	69,620	70,779	71,938	73,097	74,256
12	68,566	70,043	71,201	72,361	73,520	74,679	75,838	76,997	78,156
12A	73,466	74,943	76,101	77,261	78,420	79,579	80,738	81,897	83,056
13	78,466	79,943	81,101	82,261	83,420	84,579	85,738	86,897	88,056
13A	85,666	87,143	88,301	89,461	90,620	91,779	92,938	94,097	95,256
14	94,801	96,278	97,436	98,596	99,755	100,914	102,073	103,232	104,391

YEAR 1
2017-18 Voorhees Secretaries

Salary Guide Step	Salary
1	29,976
2	30,176
3	30,376
4	30,576
5	30,776
6	31,733
7	32,832
8	33,561
9	34,401
10	35,484
11	40,779
12	46,073
13	54,295

YEAR 2
2018-19 Voorhees Secretaries

Salary Guide

Step	Salary
1	31,283
2	31,483
3	31,683
4	31,883
5	32,083
6	33,040
7	34,139
8	34,868
9	35,708
10	36,791
11	42,086
12	47,380
13	55,602

YEAR 3
2019-20 Voorhees Secretaries

Salary Guide

Step	Salary
1	32,248
2	32,448
3	32,648
4	32,848
5	33,048
6	34,005
7	35,104
8	35,833
9	36,673
10	37,756
11	43,051
12	48,345
13	56,567

YEAR 1
2017-18 Voorhees Instructional Assistants
Hired Before February 1, 2012
Salary Guide

Step	NC	45	60	75	90	105	120
1							
2							
3							
4							
5							
6							
7			25,506		27,458		
8	21,782		26,698		28,649		
9	25,707		30,863		32,814		34,514
10	30,089		35,513		37,464		39,165
11	35,471		41,163		43,115		44,816
12	35,971		41,663		43,615		45,316
13	36,471		42,163		44,115		45,816
14	37,521		43,213	44,253	45,165	45,946	46,866

YEAR 22018-19 *Voorhees Instructional Assistants*

Hired Before February 1, 2012

Salary Guide

Step	NC	45	60	75	90	105	120
1							
2							
3							
4							
5							
6							
7							
8			27,198		29,149		
9			31,363		33,314		
10	30,589		36,013		37,964		39,665
11	35,971		41,663		43,615		45,316
12	36,471		42,163		44,115		45,816
13	36,971		42,663		44,615		46,316
14	38,021		43,713	44,753	45,665	46,446	47,366

YEAR 3
2019-20 Voorhees Instructional Assistants
Hired Before February 1, 2012
Salary Guide

Step	NC	45	60	75	90	105	120
1							
2							
3							
4							
5							
6							
7							
8							
9			31,913		33,864		
10			36,563		38,514		
11	36,521		42,213		44,165		45,866
12	37,021		42,713		44,665		46,366
13	37,521		43,213		45,165		46,866
14	38,571		44,263	45,303	46,215	46,996	47,916

YEAR 1
2017-18 Voorhees Instructional Assistants
Hired after February 1, 2012
Salary Guide

Step	Salary
1	16,762
2	16,985
3	17,208
4	17,655
5	18,208
6	19,571
7	20,660
8	21,782
9	25,707

YEAR 2
2018-19 Voorhees Instructional Assistants
Hired after February 1, 2012
Salary Guide

Step	Salary
1	16,989
2	17,212
3	17,435
4	17,658
5	18,208
6	19,571
7	20,660
8	21,782
9	25,707

YEAR 3
2019-20 Voorhees Instructional Assistants
Hired after February 1, 2012
Salary Guide

Step	Salary
1	16,989
2	17,212
3	17,435
4	17,885
5	18,208
6	19,571
7	20,660
8	21,782
9	25,707

YEAR 1
2017-18 **Voorhees Maint/ Master**

Salary Guide		
Step	Maint	Master
1	42,633	47,733
2	44,232	49,332
3	45,832	50,932
4	47,432	52,532
5	49,031	54,131
6	50,631	55,731
7	52,231	57,331
8	53,831	58,931
9	55,430	60,530
10	60,507	65,668

YEAR 2
2018-19 **Voorhees Maint/ Master**

Salary Guide		
Step	Maint	Master
1	43,283	48,383
2	44,882	49,982
3	46,482	51,582
4	48,082	53,182
5	49,681	54,781
6	51,281	56,381
7	52,881	57,981
8	54,481	59,581
9	56,080	61,180
10	61,157	66,318

YEAR 3
2019-20 *Voorhees Maint/ Master*

Salary Guide		
Step	Maint	Master
1	43,933	49,033
2	45,532	50,632
3	47,132	52,232
4	48,732	53,832
5	50,331	55,431
6	51,931	57,031
7	53,531	58,631
8	55,131	60,231
9	56,730	61,830
10	61,807	66,968

MEMORANDUM OF AGREEMENT

VOORHEES TOWNSHIP ADMINISTRATORS' ASSOCIATION

The parties below agree to recommend the following for ratification:

1. The 2017-2020 contract between the Voorhees Township Board of Education and the Voorhees Township Administrators Association will maintain the current terms and conditions contained in the 2013-2017 contract.

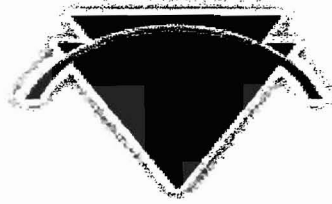
DATE 4/5/17

ASSOCIATION

Don Miller
Sheryl L. Morris

BOARD OF EDUCATION

Frank McKeon
Raymond B...



VOORHEES TOWNSHIP

PUBLIC SCHOOLS

Administrator Salary Guides July 1, 2017 - June 30, 2020

Principal Guide 12-month		Director Guide 12-month		Assist. Principal Guide 10-month	
1	98,774	1	94,774	1	75,819
2	101,774	2	97,774	2	78,219
3	104,774	3	100,774	3	80,619
4	107,774	4	103,774	4	83,019
5	110,774	5	106,774	5	85,419
6	113,774	6	109,774	6	87,819
7	116,774	7	112,774	7	90,219
8	120,774	8	115,774	8	92,619
9	124,274	9	118,774	9	95,019
10	127,774	10	121,774	10	97,419
11	131,274	11	124,774	11	99,819
12	134,774	12	128,451	12	102,760
13	138,274	13	132,128	13	105,702
14	142,903	14	135,805	14	108,645
15	147,532	15	139,482	15	111,585

Administrators who have completed step 15 will receive an increase of \$2500 for each year of the three-year contract.

Service Awards:

15 years = \$900
 20 years = \$2700
 25 years = \$3500

Additional Differential Salary:

Middle School Principal \$6000
 CST Director \$3000

***Newly appointed administrators from within the district who have a current salary higher than step one of the administrative salary guide, will be placed on a step of the administrative guide that insures a minimum \$2000 salary increase.**

VOORHEES TOWNSHIP PUBLIC SCHOOLS
CUSTODIAL STAFF
SALARY GUIDE

July 1, 2017 - June 30, 2020

DRAFT

<u>STEP</u>	<u>CUSTODIAN</u>		<u>BUILDING FOREMAN</u>	
	Hourly	Annual	Hourly	Annual
1				
2				
3	\$11.55	\$22,173	\$17.30	\$33,220
4	\$12.46	\$23,925	\$17.77	\$34,120
5	\$12.88	\$24,736	\$18.34	\$35,210
6	\$13.75	\$26,409	\$18.93	\$36,340
7	\$14.69	\$28,205	\$19.53	\$37,500
8	\$15.81	\$30,355	\$20.16	\$38,700
9	\$16.59	\$31,855	\$20.80	\$39,940
10	\$17.37	\$33,355	\$21.99	\$42,220
11	\$18.15	\$34,855	\$22.77	\$43,720
12	\$18.93	\$36,355	\$23.55	\$45,220

- 1A. (L) After Step 12 annual increases will be base + 2%.
 - 1B. (LL) After \$50,000 annual increases will be base + 2%.
 - 1C. The Middle School Building Foreman will receive a differential of \$5,000 per year added to base salary.
 - 1D. The Osage Building Foreman will receive a differential of \$1,500 per year added to base salary.
 - 1E. Full time permanent staff working at schools hosting CER Summer/Theater Camps will receive a \$250 stipend.
2. All custodial staff will be eligible for a \$250 award for yearly perfect attendance.
 3. Superintendent will implement a di minimus fringe benefit, as per Internal Revenue Service regulations, of a \$25 gift certificate for monthly perfect attendance (vacation days excluded).
 4. District will provide work uniforms, including winter gear for snow removal, and safety work shoes.
 5. Eligible to enroll in pension and life insurance plan.
 6. Full time custodians and building foremen, and their dependents, are eligible for health benefits as per the VTEA Contract.
 7. Number of sick days, personal days, family sick days and bereavement days as per Board policy.
 8. Vacation days as per Board policy.
 9. All new substitute custodians will be employed at the hourly rate of \$10.69.
 10. Custodial staff will be eligible for the service award as per the VTEA contract.
 11. After 13 years of employment, a maximum of 5 vacation days may be sold back at the employees daily rate.

VOORHEES TOWNSHIP PUBLIC SCHOOLS
 FOOD SERVICES STAFF
 SALARY GUIDE
 July 1, 2017 - June 30, 2020

DRAFT

	Cafeteria Helper		Cook***		Manager* / **		Manager****	
	5 hours		5 hours		6 hours		5.5 hours	
	Hourly	Annual	Hourly	Annual	Hourly	Annual	Hourly	Annual
Step 1			\$9.00	\$8,100	\$11.00	\$11,880	\$12.00	\$11,880
Step 2	\$8.50	\$7,650	\$9.50	\$8,550	\$12.00	\$12,960	\$13.09	\$12,960
Step 3	\$9.00	\$8,100	\$10.00	\$9,000	\$13.00	\$14,040	\$14.18	\$14,040
Step 4	\$9.25	\$8,325	\$10.50	\$9,450	\$14.00	\$15,120	\$15.27	\$15,120

- * The Osage School manager will receive a differential of \$1,000 per year added to base salary.
- ** The Middle School manager will receive a differential of \$2,000 per year added to base salary.
- *** Cooks working breakfast will receive a differential of \$500 per year added to base salary.
- **** Managers hired after July 1, 2014, except Osage and Middle school managers.

Work Schedules

Cooks/Helpers	8:30 am - 1:30 pm	All Schools
Managers	8:00 am - 2:00 pm	Elementary School
	8:00 am - 1:30 pm	Elementary School (except Osage) hired after July 1, 2014
	7:30 am - 1:30 pm	Middle School

1. After Step 4, annual increase will be 2%.
2. All food service staff will be eligible for a \$500 savings bond for yearly perfect attendance.
3. The Superintendent will implement a di minimus fringe benefit, as per IRS regulations, of a \$25 gift certificate for perfect monthly attendance.
4. Eligible for shoe reimbursement after 90 days.
5. Eligible to enroll in pension and life insurance plans.
6. 10 sick days per year (must have a doctors note after second consecutive sick day).
7. Eligible to sell back accumulated sick days after 10 years of employment and at retirement.
8. Cafeteria manangers who work 30 hours per week or more are eligible for single only health benefits.
9. New substitutes will be hired at the Step 1 rate.

2017 - 2018 CERTIFICATED TENURED FULL TIME UNIT ADMINISTRATORS

LAST NAME	FIRST NAME	17 GUIDE	17 STEP	SALARY 17	FTE	EMPL	SERVICE
						STATUS	AWARD
						17	17
COSTIGAN	DENISE J.	AP	12	\$103,660.00	10 MO.	T F	Tier 1
CRANMER	ROBERT A.	EP	11	\$131,274.00		T F	
HILL	ELAINE F.	DIR	L	\$159,162.00		T F	
MATTIE	DANIEL	DIR	L	\$159,662.00		T F	Tier 3
MORRIS	STACEY L.	EP	6	\$114,784.00		T F	Tier 1
MOSKOWITZ	ANDREW H.	EP	6	\$113,774.00		T F	
ROSSI	ROBERT	AP	6	\$88,719.00	10 MO.	T F	Tier 1
STALLINGS	SHARON	EP	13	\$140,974.00		T F	Tier 2
TADLEY	MARY	AP	5	\$85,419.00	10 MO.	T F	
TAYLOR	BRUCE	DIR	L	\$159,662.00		T F	Tier 3

Tier 1 - \$900.00
Tier 2 - \$2700.00
Tier 3 - \$3500.00

2017 - 2018 CERTIFICATED TO BE TENURED FULL TIME UNIT ADMINISTRATORS

LAST NAME	FIRST NAME	17 GUIDE	17 STEP	SALARY 17	FTE	EMPL STATUS 17	SERVICE AWARD 17
CALABRIA	KRISTINE	MS	7	\$125,774.00		TBT F	Tier 2
WINSETT, JR.	RUSSEL	AP	8	\$92,619.00	10 MO.	TBT F	

Tier 1 - \$900.00
Tier 2 - \$2700.00
Tier 3 - \$3500.00

2017 - 2018 CERTIFICATED TENURED FULL TIME TEACHING STAFF MEMBERS

LAST NAME	FIRST NAME	17 GUIDE	17 STEP	SALARY 17	FTE	EMPL STATUS 17	SERVICE AWARD 17
ALEXANDER	GARY A.	MA	13a	\$87,221.00		T F	
ALONZO	SHANNON P.	BA	9	\$55,893.00		T F	
ANDREW	BARBARA	MA+30	14	\$102,014.00		T F	Tier 3
APPELSON	DENA	MA	12a	\$75,906.00		T F	Tier 1
ASHTON	NICOLE	MA	12a	\$75,006.00		T F	
BADOLATO	CATHERINE	MA	7	\$55,623.00		T F	
BAGNELL	JAMI R.	BA	12	\$66,282.00		T F	
BAILEY	LISA	BA+30	14	\$95,936.00		T F	Tier 1
BALDUCCI-BROWN	CHRISTINE	BA	8	\$52,578.00		T F	
BARNHART	JANETTA	MA	14	\$97,096.00		T F	Tier 1
BECK	KELLY B.	BA+15	14	\$94,778.00		T F	Tier 1
BEHLER, JR.	RICHARD	MA	14	\$98,896.00		T F	Tier 2
BEHNKE	AMY	MA	12a	\$75,006.00		T F	
BELL	CARMELLA	MA+45	14	\$103,173.00		T F	Tier 3
BERMAN	JUDITH	BA+15	14	\$97,378.00		T F	Tier 3
BINKLEY	LEANNE	MA	14	\$98,896.00		T F	Tier 2
BLAND	SUZANNE	BA	14	\$93,301.00		T F	Tier 1
BLIZZARD	CHRISTINE	MA	6	\$54,873.00		T F	
BLOSSOM	RICHARD F.	MA	14	\$97,096.00		T F	Tier 1
BLOSSOM	SUSAN	BA	13a	\$83,426.00		T F	
BONK	LIVIA	MA	14	\$97,096.00		T F	Tier 1
BONVENTURE	JANICE	BA+15	14	\$97,378.00		T F	Tier 3
BORUCKI	GINA	BA+15	14	\$97,378.00		T F	Tier 3
BRADLEY	DEWYNE	MA+60	14	\$104,332.00		T F	Tier 3
BRANCIFORTE	JENNIFER	BA	14	\$95,101.00		T F	Tier 2
BRANDHORST	EDMUND J.	MA	14	\$98,896.00		T F	Tier 2
BRANIN	DOREEN A.	BA+15	14	\$94,778.00		T F	Tier 1
BRESNAN	KIM L.	MA	12	\$70,077.00		T F	
BROOKS	JOSEPH	BA	7	\$51,828.00		T F	
BROSIUS	TRACI	BA	11	\$62,292.00		T F	
BROWN	JAMES F.	MA	14	\$97,096.00		T F	Tier 1
BUONO	JENNIFER	MA	12a	\$75,906.00		T F	Tier 1
CAMPBELL	COLLEEN	MA	14	\$98,896.00		T F	Tier 2
CANALE	COLLEEN	MA	14	\$96,196.00		T F	
CANALE	MICHAEL	BA+45	14	\$99,696.00		T F	Tier 3
CANFIELD	DONNA	BA+15	14	\$96,578.00		T F	Tier 2
CANFIELD	KIMBERLY A.	BA+30	14	\$97,736.00		T F	Tier 2
CAPRESECCO	JACLYN	MA	10	\$62,688.00		T F	
CARRAFIELLO	MICHELE	MA+15	12a	\$76,165.00		T F	
CARROLL	ANDREA	MA+15	14	\$100,855.00		T F	Tier 3
CIANFRANI	JESSICA	MA	12a	\$75,906.00		T F	Tier 1

Tier 1 - \$900.00

Tier 2 - \$2700.00

Tier 3 - \$3500.00

CLARK	ELEANOR	BA+45	14	\$99,696.00	T F	Tier 3
COCCIA	JENNA	BA	7	\$51,828.00	T F	
CONCEPCION	FRANK V.	MA	14	\$97,096.00	T F	Tier 1
CONCEPCION	VIRGINIA A.	MA	13a	\$88,121.00	T F	Tier 1
COOPER	CARI	BA+15	14	\$96,578.00	T F	Tier 2
COSENZA	MARLENE	MA+30	14	\$101,214.00	T F	Tier 2
COUGHLIN	EILEEN	MA+15	14	\$100,855.00	T F	Tier 3
CRUZ	JILL W.	BA	12a	\$71,211.00	T F	
D'AMICO	SANDRA	BA+15	14	\$97,378.00	T F	Tier 3
DANLEY	DAWN	MA+15	14	\$100,055.00	T F	Tier 2
DAY	LAMONT	BA	7	\$51,828.00	T F	
DEELEY	JANETTE	MA+15	14	\$100,855.00	T F	Tier 3
Del ROSSI	MARC	BA	14	\$95,901.00	T F	Tier 3
DeNINNO	SUSAN	BA	14	\$95,901.00	T F	Tier 3
DOUGAN	JENNIFER	BA+15	9	\$57,370.00	T F	
DUBOWITCH	JACLYN	BA+15	9	\$57,370.00	T F	
ELLIOTT	JULIE	BA	7	\$51,828.00	T F	
FALKOWSKI	PHILIP	BA+15	14	\$97,378.00	T F	Tier 3
FARRELL	MICHAEL	MA+15	14	\$98,255.00	T F	Tier 1
FARRELL	MELISSA	MA+15	12	\$71,236.00	T F	
FERRELL	ALISON D.	MA	13a	\$88,121.00	T F	Tier 1
FLYNN	RYAN M.	BA	11	\$62,292.00	T F	
FLYNN-NASON	THERESA	MA+45	14	\$102,373.00	T F	Tier 2
FOLEY	DANIELLE A.	BA	11	\$62,292.00	T F	
FRANCOLINO	ALISON	BA	12	\$66,282.00	T F	
FRASCA	MARGARET	MA	14	\$99,696.00	T F	Tier 3
FULTON	STACEY	MA+30	14	\$99,414.00	T F	Tier 1
GAFF	WENDY	BA+45	14	\$98,896.00	T F	Tier 2
GANZMAN	ILENE	MA	14	\$99,696.00	T F	Tier 3
GAVIN	LYNN	BA+15	14	\$97,378.00	T F	Tier 3
GENTY	KAREN	BA	10	\$58,893.00	T F	
GIANGIULIO	CARLA	BA	9	\$55,893.00	T F	
GOSSIN	JENINE	BA	13a	\$83,426.00	T F	
GUERIN	SUSAN C.	BA+15	14	\$94,778.00	T F	Tier 1
HASSALL	TIMOTHY	MA	14	\$98,896.00	T F	Tier 2
HAYDEN	DEBORAH	MA	14	\$99,696.00	T F	Tier 3
HENSEL	RACHAEL	BA	7	\$51,828.00	T F	
HERMAN	ROBIN	MA+60	14	\$104,332.00	T F	Tier 3
HERTZ	LAURA	BA	14	\$93,301.00	T F	Tier 1
HESSON	MARLO	BA+15	14	\$96,578.00	T F	Tier 2
HINCK	ANN	BA+30	14	\$98,536.00	T F	Tier 3
HOLLIDAY	MARY E.	BA+45	14	\$98,896.00	T F	Tier 2
ILLIANO	MELISSA	BA	7	\$52,578.00	T F	
JACOBS	KAREN	MA+30	14	\$101,214.00	T F	Tier 2
JACOBUS	LAUREN	BA	9	\$55,893.00	T F	
JANSEN	STACEY	BA+45	14	\$99,696.00	T F	Tier 3

Tier 1 - \$900.00
 Tier 2 - \$2700.00
 Tier 3 - \$3500.00

HINCK	ANN	BA+30	14	\$98,536.00	T F	Tier 3
HOLLIDAY	MARY E.	BA+45	14	\$98,896.00	T F	Tier 2
ILLIANO	MELISSA	BA	7	\$52,578.00	T F	
JACOBS	KAREN	MA+30	14	\$101,214.00	T F	Tier 2
JACOBUS	LAUREN	BA	9	\$55,893.00	T F	
JANSEN	STACEY	BA+45	14	\$99,696.00	T F	Tier 3
JENNINGS	ALLISON	MA	9	\$59,688.00	T F	
JOHNSON	TARA	MA	12	\$70,077.00	T F	
KELLY	COLLEEN M.	BA+45	8	\$56,373.00	T F	
KERNS	LAUREN	MA	14	\$97,096.00	T F	Tier 1
KLOCK	ANTHONY	MA	14	\$99,696.00	T F	Tier 3
KOENIG	WENDY	MA	14	\$97,096.00	T F	Tier 1
KOSYLA	STEVEN J.	BA+15	12a	\$72,688.00	T F	
KRISTMAN	BARBARA	BA	12	\$66,282.00	T F	
KYRTATAS	FRANCES	BA	8	\$52,578.00	T F	
LaGROSSA	MEGAN	MA	7	\$55,623.00	T F	
LANZILOTTA	JEFFREY P.	MA	14	\$97,096.00	T F	Tier 1
LATYN	MARY	BA	13a	\$83,426.00	T F	
LAURELLA-SMITH	JOYCE M.	MA+15	12a	\$76,165.00	T F	
LEAF	LISA S.	BA	14	\$95,101.00	T F	Tier 2
LENTHE	JULI	BA	14	\$92,401.00	T F	
LEVIN	STEFANIE B.	MA	14	\$97,096.00	T F	Tier 1
LEVINE	CLIFF J.	MA+15	14	\$98,255.00	T F	Tier 1
LEWIS	DENISE	BA	14	\$93,301.00	T F	Tier 1
LOEB	DAVON	MA	7	\$55,623.00	T F	
LONG	JENNIFER	BA	9	\$55,893.00	T F	
LONG	PAULA J.	MA	14	\$99,696.00	T F	Tier 3
LOUTZENHISER	MAUREEN	MA	14	\$97,096.00	T F	Tier 1
LOVE	CRYSTAL	MA	9	\$59,688.00	T F	
MACPHEE	DONNA	MA+15	14	\$97,355.00	T F	
MAGILL	MELISSA	BA	7	\$51,828.00	T F	
MAGPIONG	DAVID	BA	13a	\$84,326.00	T F	Tier 1
MAKAR	MARIAM	MA	10	\$62,688.00	T F	
MANASHIL	DIANE A.	BA+15	14	\$93,878.00	T F	
MARINO	LOUISE	MA	14	\$99,696.00	T F	Tier 3
MATTIE	DANIEL	DIR	L	\$159,662.00	T F	Tier 3
MAY	LINDSAY	MA	11	\$66,087.00	T F	
MAYLIE	LORI L.	BA+15	14	\$97,378.00	T F	Tier 3
McCANN	ALEXANDRA	MA	8	\$56,373.00	T F	
McCLAIN	CYNTHIA L.				T F	Tier 1
McKERNAN	EILEEN	MA+15	14	\$100,855.00	T F	Tier 3
McLAUGHLIN	THOMAS	BA+45	14	\$99,696.00	T F	Tier 3
MEDOLLA	NATALIE	BA+30	12a	\$73,846.00	T F	
MEYER	SUSAN	MA	14	\$99,696.00	T F	Tier 3
MIDDLETON	SCOTT	MA	14	\$99,696.00	T F	Tier 3
MILILLO	HELEN A.	MA	12a	\$75,006.00	T F	

Tier 1 - \$900.00

Tier 2 - \$2700.00

Tier 3 - \$3500.00

PACE	PATRICIA	BA	6	\$51,078.00		T F
PACIFICO	LISA	BA	8	\$52,578.00		T F
PALMER	JENNIFER	BA	14	\$95,101.00		T F Tier 2
PALUMBO	KAITLYN	BA	5	\$50,572.00		T F
PARK	MIN J.	BA+15	11	\$63,769.00		T F
PATEL	KELLY	MA+15	7	\$56,782.00		T F
PELUSZAK	CAITLIN	MA	12	\$70,077.00		T F
PENMAN	EILEEN	MA+15	14	\$100,055.00		T F Tier 2
PETERSEN	DONNA R.	MA+45	12	\$73,554.00		T F
PETIT DE MANGE	JOSEPH C.	MA	14	\$97,096.00		T F Tier 1
PINIZZOTTO	MARIA	BA	7	\$51,828.00		T F
PRINCIPE	SHIRLEY	BA+15	14	\$97,378.00		T F Tier 3
PRYZBYLKOWSKI	JACLYN	BA	10	\$58,893.00		T F
PUTMAN	ERIN	MA	13a	\$88,121.00		T F Tier 1
RATLIFF	TARA	BA	8	\$52,578.00		T F
RAUER	BRIELLE	BA+30	7	\$54,463.00		T F
RECA	DEBORA	MA	14	\$99,696.00		T F Tier 3
REDFEARN	MICHAEL	MA+30	14	\$121,717.00	12 MO	T F Tier 3
REDFEARN	TRACEY	MA	14	\$98,896.00		T F Tier 2
REEVE	STACEY	BA	12a	\$71,211.00		T F
RIGGS	DANIELLE	MA	14	\$98,896.00		T F Tier 2
ROBERTSON	SHARON	MA	12a	\$75,006.00		T F
ROCCO	ALEXANDRA	BA	14	\$95,101.00		T F Tier 2
ROMANIELLO	DIANE L.	MA	14	\$97,096.00		T F Tier 1
RONCZKA-CASMAY	AMY JOYCE	MA+15	14	\$98,255.00		T F Tier 1
ROSENBERG	CAROLE	MA+45	14	\$103,173.00		T F Tier 3
ROSETTI	JESSICA	MA	12	\$70,077.00		T F
ROSICA	HELEN E.	MA+45	14	\$99,673.00		T F
ROSSI	COLLEEN	MA+45	14	\$102,373.00		T F Tier 2
ROSSI	TRACEY	MA	14	\$99,696.00		T F Tier 3
RUBIN	HELEN	MA+15	14	\$100,055.00		T F Tier 2
RUPP	MELISSA	MA	9	\$59,688.00		T F
SALLS	LAUREN M.	MA	8	\$56,373.00		T F
SANSONE	JENNIFER	BA+45	12a	\$75,006.00		T F
SAPOVITS	JOSEPH	MA+15	14	\$100,055.00		T F Tier 2
SCHEURENBRAND	SANDRA	BA+30	14	\$97,736.00		T F Tier 2
SCHMIDT	LORIANN	BA+15	14	\$97,378.00		T F Tier 3
SCHOLEFIELD	DAWN	MA+15	14	\$100,855.00		T F Tier 3
SCOCCA-LUSCOMBE	ANNE	MA	13a	\$88,121.00		T F Tier 1
SHEA	JOHN	BA	14	\$95,901.00		T F Tier 3
SILVERMAN	MADELYN	BA	14	\$93,301.00		T F Tier 1
SLAWSKI	CINDY	MA	14	\$97,096.00		T F Tier 1
SMART	KELLY	BA	7	\$51,823.00		T F
SMITH	MELISSA	BA+15	12	\$67,759.00		T F
SNIDER	ALYSON	MA	14	\$96,196.00		T F
STANKOVITCH	CHERISE	MA	8	\$56,373.00		T F

Tier 1 - \$900.00

Tier 2 - \$2700.00

Tier 3 - \$3500.00

STAROBINETS	MELISSA	MA	12	\$70,077.00	T F	
STEINBECK	STEPHANIE	BA	12a	\$71,211.00	T F	
STEPHENS	MARGUERITE	MA	14	\$99,696.00	T F	Tier 3
STILLWAGON	LISA PINO	MA	14	\$97,096.00	T F	Tier 1
STOREY	ANDREA J.	BA	14	\$93,301.00	T F	Tier 1
STRAIN	LETA E.	MA	14	\$97,096.00	T F	Tier 1
STROUT	TALIA	BA	11	\$62,292.00	T F	
SWARTZ	JOANNA	BA	8	\$52,578.00	T F	
THOMPSON	DAVID	MA+15	12a	\$76,165.00	T F	
THOMPSON	TAMMY	BA+15	14	\$97,378.00	T F	Tier 3
TIERNEY	KATHRYN	BA+15	6	\$52,555.00	T F	
TOTORA	MATTHEW C.	BA	12	\$66,282.00	T F	
VERMA	ASHA	BA+15	14	\$96,578.00	T F	Tier 2
VOLPE-HINES	DEBRA	BA+45	14	\$99,696.00	T F	Tier 3
WARO	JENNIFER	MA+15	14	\$100,855.00	T F	Tier 3
WHEELER	BRANDY L.	BA	12a	\$71,211.00	T F	
WHITE	RACHEL	MA	14	\$97,096.00	T F	Tier 1
WILHELM	TAMIE	BA	14	\$95,901.00	T F	Tier 3
WORMANN	KELLY	MA	12a	\$75,006.00	T F	
WYNTERS	LYNN	BA	8	\$52,578.00	T F	
YAFFA	EILEEN	BA+30	14	\$97,736.00	T F	Tier 2
YARNAL	BROOKE J.	DOC	13a	\$93,016.00	T F	
ZELENSKI	LEIGH	BA+15	14	\$97,378.00	T F	Tier 3
ZIELINSKI	JULIA	BA+30	12	\$69,817.00	T F	Tier 1
ZWICKER	GORDON G.	BA+45	12a	\$75,006.00	T F	

Tier 1 - \$900.00
Tier 2 - \$2700.00
Tier 3 - \$3500.00

2017 - 2018 CERTIFICATED TENURED PART TIME TEACHING STAFF MEMBERS

LAST NAME	FIRST NAME	17 GUIDE	17 STEP	SALARY 17	FTE	EMPL	SERVICE
						STATUS	AWARD
						17	17
BERRY	LAWRENCE	(BA+30)	NS(14)	\$57,022.00	60%	T P	
MARINO	GIANNA	MA+45	6	\$40,845.00	70%	T P	
WALTERS	DENISE	(BA)	NS(14)	\$55,441.00	60%	T P	

Tier 1 - \$900.00
Tier 2 - \$2700.00
Tier 3 - \$3500.00

2017 - 2018 CERTIFICATED TENURED FULL TIME NON-UNIT MEMBER

LAST NAME	FIRST NAME	17 GUIDE	17 STEP	SALARY 17	FTE	EMPL STATUS 17	SERVICE AWARD 17
DONNELLY	SUSAN ANN	MA+45	14	\$100,573.00	10 MO.	T F	Tier 1

Tier 1 - \$900.00
Tier 2 - \$2700.00
Tier 3 - \$3500.00

2017 - 2018 CERTIFICATED TO BE TENURED FULL TIME TEACHING STAFF MEMBERS

LAST NAME	FIRST NAME	17 GUIDE	17 STEP	SALARY 17	FTE	EMPL STATUS 17	SERVICE AWARD 17
CARFAGNO	ASHLEY	BA	5	\$50,572.00		TBT F	
CAROTHERS	LAUREN	MA	5	\$54,367.00		TBT F	
COURT	KELLY	BA	6	\$51,078.00		TBT F	
DARIANO	AMANDA	BA+15	7	\$53,305.00		TBT F	
FLORES	SHAITRA	BA+15	5	\$52,049.00		TBT F	
FULLEYLOVE	LINDA	MA	5	\$54,367.00		TBT F	
GALLO	KELLI	BA	7	\$51,828.00		TBT F	
KILLION	MARY	BA	5	\$50,572.00		TBT F	
LEONETTI	GINA	BA	5	\$50,572.00		TBT F	
SEPPANEN	SHAWN	BA+15	6	\$52,555.00		TBT F	
STRATTON	KIMBERLY	BA	5	\$50,572.00		TBT F	
SUPER	SAMANTHA	BA	5	\$50,572.00		TBT F	
TREMPER	DEBORAH	BA+15	11	\$63,769.00		TBT F	
TRUNKWALTER	DONNA	BA+15	6	\$52,555.00		TBT F	

Tier 1 - \$900.00
 Tier 2 - \$2700.00
 Tier 3 - \$3500.00

2017 - 2018 CERTIFICATED NON-TENURED FULL TIME TEACHING STAFF MEMBERS

LAST NAME	FIRST NAME	17 GUIDE	17 STEP	SALARY 17	FTE	EMPL	SERVICE
						STATUS	AWARD
						17	17
ABATE	MAURA	MA	3	\$52,967.00		NT	F
BATES	NIKITA	MA	5	\$54,367.00		NT	F
CARTER	LINDA	MA	4	\$53,467.00		NT	F
COLE	KRYSTINA	MA	3	\$52,967.00		NT	F
CONNOR	JACKELYN	MA	9	\$59,688.00		NT	F
CONTE	GUINNEVERE	MA+15	5	\$55,526.00		NT	F
COURTNEY	KELLY	MA+30	4	\$55,785.00		NT	F
CUNDIFF	SAMANTHA	BA	3	\$49,172.00		NT	F
EDEL	ASHLEY	BA	5	\$50,572.00		NT	F
FITZPATRICK	MARYELLEN	DOC	3	\$58,762.00		NT	F
GILLESPIE	CAITLIN	MA	3	\$52,967.00		NT	F
GIORDANO	PAULA	BA	5	\$50,572.00		NT	F
GUMTOW	ASHLEY	BA	4	\$49,672.00		NT	F
HAMMITT	CHRISTINE	MA	3	\$52,967.00		NT	F
HARRIS-WHITESIDE	SHAVON	BA	3	\$49,172.00		NT	F
HEISER	CAITLIN	MA	9	\$59,688.00		NT	F
HOLOVACHUK	KENNETH	MA+15	6	\$56,032.00		NT	F
HOPELY	GREGORY	BA	3	\$49,172.00		NT	F
JUSTIS	CHAD	MA	3	\$52,967.00		NT	F
KAUFFMAN	SHARI	BA	3	\$49,172.00		NT	F
KOTCH	MICHAEL	MA+45	14	\$99,673.00		NT	F
MAGAZZU	DANIELLE	BA	3	\$49,172.00		NT	F
MAKI	CHRISTINE	MA+15	3	\$54,126.00		NT	F
MANN	KERRI	BA+15	4	\$51,149.00		NT	F
McFADDEN	RACHAEL	BA	3	\$49,172.00		NT	F
MIRACOLA	MICHAEL	BA	3	\$49,172.00		NT	F
MITCHELL	MARNI	BA	4	\$49,672.00		NT	F
MORATTI	CAITLIN	MA	3	\$52,967.00		NT	F
MORTELLITI	KIRSTEN	BA	3	\$49,172.00		NT	F
NYKIEL	SOPHIE	MA	3	\$52,967.00		NT	F
PAULUS	CAROLE	BA+15	3	\$50,649.00		NT	F
RICHARDS	ALICIA	MA	4	\$53,467.00		NT	F
RICHTER	HOLLY	BA	4	\$49,672.00		NT	F
ROSS	DONNA	MA	12a	\$75,006.00		NT	F
SAKS	KIMBERLY	MA	2	\$52,467.00		NT	F
SHUNK	ALEXANDRA	MA	5	\$54,367.00		NT	F
SIEBER	ROSEMARY	MA	3	\$52,967.00		NT	F
SOM	CATHERINE	BA	3	\$49,172.00		NT	F
USCINOWICZ	DORRIE	BA+15	9	\$57,370.00		NT	F
WICK	STEPHANIE	MA	2	\$52,467.00		NT	F

Tier 1 - \$900.00

Tier 2 - \$2700.00

Tier 3 - \$3500.00

2017 - 2018 CERTIFICATED NON-TENURED PART TIME TEACHING STAFF MEMBERS

LAST NAME	FIRST NAME	17 GUIDE	17 STEP	SALARY 17	FTE	EMPL	SERVICE
						STATUS	AWARD
						17	17
GRIPPI	DANIEL	BA	3	\$39,338.00	80%	NT P	
ZANETICH	BETH	MA	4	\$32,080.00	60%	NT P	

Tier 1 - \$900.00
Tier 2 - \$2700.00
Tier 3 - \$3500.00

726

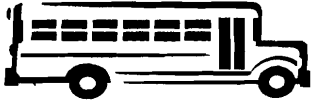
**Personnel Ratifications
 2016-17 School Year**

date/hours per week/number of weeks or rate/total hours

<u>Student ID</u>	<u>Student</u>	<u>Service/Personnel/Costs/Duration</u>	<u>Costs</u>
17JJ		Adult support for drama Christine Colahan \$28/3.25hrs	\$91
17JM		Adult support Karen Geiter \$28/1hr	\$28
17DP 17IQ		Adult support for Running club Diane Wooden \$28/2/17	\$952
17EP		Adult support for drama Karen Geiter \$28/2.5hrs	\$70
17DW		Adult support for running club Karen Geiter \$28/1.75	\$49

Please ratify the following staff for services as described below:

Christine Colahan	Adult support during SPORT	\$28/2hrs	\$56
Gwen Conte	Nursing care during SPORT	\$53/3hrs	\$159
Beth Zanetich	IEP meeting	\$60/1.5hrs	\$90
Catherine Cook	IEP meeting	\$60/3.5hrs	\$210
Denise Walters	IEP meetings/consultation	per diem rate for 13 hrs	TBD
Denise Walters	1 evaluation	\$250	\$250



Great Community-Great Schools

Community
Education
Recreation

Michael Redfearn
Coordinator
(856) 795-2025 Ext. 5232

Karen Ferguson
Administrative Assistant
(856) 795-2025 Ext. 5231

To: Frank DeBerardinis
From: Michael Redfearn
Re: Employment

Please add the following names to be approved for employment 2016-2017 School Year.

Seamus Naulty	SAC Counselor	\$8.50/hr
Danielle Fleming	SAC Counselor	\$8.50/hr

Thank You

Michael Redfearn

VOORHEES TOWNSHIP PUBLIC SCHOOLS

TO: BOARD OF EDUCATION
 FROM: RAYMOND J. BROSEL, JR., SUPERINTENDENT
 SUBJECT: PROGRESS REPORT/SUPERINTENDENT EVALUATION

FORM "B"
 Page 1 of 2
 May 3, 2017

<u>AREA OF RESPONSIBILITY</u>	<u>JOB TARGET</u>	<u>PROGRESS TO DATE</u>	<u>FUTURE PLANS AND DIRECTIONS</u>
<u>BOARD ADVISOR</u>	State initiatives.	Adopted new testing requirements.	Maintain level of participation and expect continued positive results.
<u>OPERATIONAL PLAN</u>	Accommodate change in enrollment.	Making staff reduction through retirement and staff leaving.	Continue to monitor classe size, per school enrollment, plan for future adjustment based on school needs and budget constraints.
<u>STUDENT WELFARE</u>	State testing.	Students prepared for testing.	Continue curriculum adjustments based on test results.
<u>PERSONNEL</u>	Staff needs.	Declining enrollment monitored, staffing decisions accommodate class size issues.	Monitor class size, and building enrollment.

<u>AREA OF RESPONSIBILITY</u>	<u>PRIOR STATUS</u>	<u>PROGRESS TO DATE</u>	<u>FUTURE PLANS AND DIRECTIONS</u>
<u>MAINTENANCE OF PHYSICAL PLANT</u>	Facilities maintained in excellent condition.	Facilities continue to be maintained in excellent condition.	Maintain summer projects, prepare buildings for school opening.
<u>BUSINESS AFFAIRS</u>	Accommodating funding restrictions and reduction.	Recommending cost saving plans.	Work within state mandates and funding, with cost adjustments
<u>PUBLIC RELATIONS</u>	Represent district at school funtions.	Met with community members to share information, updated information dissemination.	Expand and continue working relationship with township administration interaction.

Harassment, Intimidation and Bullying Report to the Board of Education March 15, 2017

School	Incident Number	Investigation Results:		For Student Who Committed Act of HIB		Remedial Measures (Intervention, Counseling or other Services) for Target of HIB	Other Action Taken or Recommended by the Superintendent	Training Required
		HIB	Not HIB	Code of Conduct Consequences	Remedial Measures (Intervention, Counseling or other Services)			
VMS	15	X		Met with principal/asst principal/guidance counselor Consequences in compliance with school discipline.	Bus seat changed/met with parents/ongoing counseling	Continued counseling/bus seat change		
VMS	16	X		Met with principal/asst principal/guidance counselor Consequences in compliance with school discipline	Counseling and continued meetings with school psychologist. Removed from school club.	Met with school counselor and principal.		
VMS	17		X	Met with assistant principal and counselor	Counseling	Counseling		

VOORHEES TOWNSHIP BOARD OF EDUCATION
MAY 3, 2017
BOARD MEETING
PROFESSIONAL DAYS

DATE	LAST	FIRST	SCHOOL	TITLE	INSERVICE	LOCATION	COST
PROFESSIONAL DAYS - APPROVALS							
5/19/2017	Hammitt	Christine	Kresson	Teacher	Innovative Strategies to Strenghten Instruction	Cherry Hill, NJ	\$300.00
5/19/2017	Verma	Asha	Kresson	Teacher	Innovative Strategies to Strenghten Instruction	Cherry Hill, NJ	\$300.00
5/17-19/2017	Young	Diane	Admin	Asst Superintdendant	Spring Leadership Conference	Atlantic City, NJ	\$700.00
5/24-25/2017	Donnelly	Susan	Admin	Coor of Special Projects	School Climate & Anti-Bullying Conference	Stockton Univ	\$225.00
5/11/2017	Young	Diane	Admin	Asst Superintdendant	IBM/Apple Technical Briefing	New York	\$150.00
5/11/2017	Taylor	Bruce	Admin	Dir of Technology	IBM/Apple Technical Briefing	New York	\$150.00
5/23/2017	Donnelly	Susan	Admin	Coor of Special Projects	McKinney Vento Education Workshop	Sewell, NJ	\$0.00
6/7-9/2017	McClain	Cynthia	Admin	Asst Business Admin	NJASBO Annual Conference	Atlantic City, NJ	\$375.00
6/7-9/2017	DeBerardinis	Frank	Admin	Asst Superintdendant	NJASBO Annual Conference	Atlantic City, NJ	\$375.00
5/17-19/2017	Brosel	Ray	Admin	Superintendent	NJASA Conference	Atlantic City, NJ	\$600.00
PROFESSIONAL DAYS - RATIFICATIONS							
4/24/2017	Brandhorst	Edmund	VMS	Teacher	Literacy Workshop	Rutgers University	\$150.00
4/24/2017	Penman	Eileen	VMS	Teacher	Literacy Workshop	Rutgers University	\$150.00

Applicant Agency: GLOUCESTER COUNTY SPECIAL SERVICES SCHOOL DISTRICT Appendix 4

**McKinney-Vento Education of Homeless Children and Youth Program
LEA GENERAL INTENT TO COLLABORATE
2017-2018**

This document is to be signed and included with the application.

Name of Collaborating School District:

I certify the district's intent to collaborate with the applicant regional McKinney-Vento Education of Homeless Children and Youth project, if awarded, as follows:

- 1) Utilize resources and information provided by the lead applicant to support the federal and state required supplemental academic and support services to identified homeless children and youth;
- 2) Participate in partnerships with local, county and regional non-educational agencies (e.g., community based organizations, social service organizations, faith-based institutions) established by the lead applicant, if awarded, in providing supplemental services;
- 3) Provide district level data to support the lead applicant in identifying the academic and non-academic needs of homeless students for reporting to the New Jersey Department of Education; and
- 4) Address the academic, non-academic and emergent needs of homeless children and youth.
- 5) **FOR TITLE I DISTRICTS ONLY:** Collaborate with the regional McKinney-Vento project director on the use of the Title I, Part A reserve for homeless students enrolled in non-participating attendance areas.

I certify that my district will collaborate with the lead applicant, if awarded, as articulated above.

Chief School Administrator Name (PRINT)

(SIGNATURE)

District's McKinney-Vento Liaison Name

(email)

TOWNSHIP OF VOORHEES
OFFICE OF EMERGENCY MANAGEMENT
Chief Louis J. Bordi, EMC, Director/Municipal Coordinator
Michael R. Mignogna, Mayor

I. INTRODUCTION

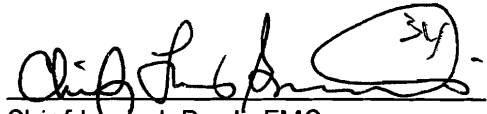
A. Statement of Approval:

The Shelter, Reception & Care Annex of the Voorhees Township Emergency Operations Plan meets the approval of the Voorhees Township Emergency Management Coordinator and the Voorhees Township Shelter, Reception & Care Officers and is hereby approved. This Annex supersedes any previously written Shelter, Reception & Care Annexes.

APPROVAL DATE: April 17, 2017



Raymond J. Brosel, Jr.
Superintendent of Schools
Voorhees Township School Board Liaison
Shelter Officer



Chief Louis J. Bordi, EMC
Voorhees Township Police Department
Emergency Management Coordinator



Dr. Frank DeBerardinis
Voorhees Township Deputy School Board Liaison
Deputy Shelter Officer

II. AUTHORITY AND REFERENCES

A. Laws, ordinances, regulations, resolutions and directives.

1. Federal

- a. As cited in the Basic Plan

2. State

- a. NJSA. 10:82, Public Assistance Manual

B. References, guidance material and other documents.

1. Federal

- a. FEMA Guidance for Development of an Emergency Fallout Shelter Stocking Plan, CPG 1-19, 1983
- b. FEMA Radiation Safety in Shelters, CPG 2-6.4, 1983
- c. FEMA Shelter, Reception & Care Operations, CPG 2-8, 1987

2. State

- a. As cited in the Basic Plan

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TOWNSHIP OF VOORHEES
OFFICE OF EMERGENCY MANAGEMENT
Chief Louis J. Bordi, EMC, Director/Municipal Coordinator
Michael R. Mignogna, Mayor

III. PURPOSE

- A. The purpose of this Shelter, Reception & Care Annex is to define and to provide guidance for the development and operation of a viable Shelter, Reception & Care program during any emergency or disaster situation and to ensure completion of required emergency actions.

IV. SITUATION

When a disaster threatens or strikes Voorhees Township the Voorhees Township Emergency Management Coordinator, in conjunction with the Voorhees Township Shelter and Deputy Shelter Officers and the American Red Cross, shall serve as the central coordination point for Shelter Management within Voorhees Township.

- A. The American Red Cross, in conjunction with the Voorhees Township Emergency Management Coordinator and Voorhees Township Shelter and Deputy Shelter Officers, is the primary agency for shelter care. The Voorhees Township Emergency Management Coordinator, in conjunction with the Voorhees Township Shelter and Deputy Shelter Officers and the American Red Cross, will coordinate all shelter operations from the Voorhees Emergency Operations Center with the assistance other Emergency Operations Center staff officers and, if activated, the Camden County Emergency Operations Center. There are written agreements with American Red Cross to provide shelter services. Agencies providing support include Emergency Management, Police, Fire, EMS, Public Works, and the American Red Cross and Salvation Army.
- B. The Voorhees Township Emergency Management Coordinator, in conjunction with the Voorhees Township Shelter and Deputy Shelter Officers and the American Red Cross, will coordinate the drawing of Voorhees Township employees from the Department of Public Works, Township Tax Office and other Municipal Offices who will be available to provide shelter services, depending upon the emergency or disaster.
- C. The American Red Cross has been designated as the agency to operate shelter facilities during natural disasters and has agreed to provide Shelter Managers. Voorhees Township realizes that the American Red Cross solicits volunteers to perform the tasks of Shelter Management and that the American Red Cross has no more Shelter Managers than it has volunteers. Accordingly, Voorhees Township will initiate and work with the Camden County Chapter of the American Red Cross in recruitment of Shelter Manager volunteers. Other public and/or non-profit organizations, such as the Salvation Army, churches, schools, and other service agencies may be able to provide help when needed to operate shelter facilities providing food, shelter and sanitary needs.
- C. The total number congregate care shelters, average number of spaces in each shelter and total number of congregate care spaces are listed in attachment SRCA-2 Shelter, Reception & Care List.
- D. The number of fall-out shelter spaces for Voorhees Township as listed in the National Facility Survey Listing is: 2,230.
- E. The Voorhees Township Emergency Management Coordinator estimates the highest number of shelter spaces required to be 2,000.
- F. There are no shelters which may be rendered unusable unless a hazardous material incident occurs within the proximity of a listed shelter.

TOWNSHIP OF VOORHEES
OFFICE OF EMERGENCY MANAGEMENT
Chief Louis J. Bordi, EMC, Director/Municipal Coordinator
Michael R. Mignogna, Mayor

V. OPERATIONS AND CONTROL

- A. During periods of heightened risk, the Voorhees Township Emergency Management Coordinator will make the decision to activate the Emergency Operations Center, thereby notifying the Voorhees Township Shelter and Deputy Shelter Officers and the American Red Cross to report to the Emergency Operations Center. The Voorhees Township Shelter and Deputy Shelter Officers and the American Red Cross will take action to notify and mobilize needed personnel.
 1. Shelter, Reception & Care direction and control will emanate from the Emergency Operations Center. The Voorhees Township Shelter and Deputy Shelter Officers and the American Red Cross will receive direction and control from the Voorhees Township Emergency Management Coordinator. The Voorhees Township Shelter and Deputy Shelter Officers and the American Red Cross will provide liaison with Shelter Managers and other related personnel.
 2. The Voorhees Township Shelter and Deputy Shelter Officers and the American Red Cross will verify and update recall rosters when necessary and review them annually. A copy of the verified and updated rosters will be forwarded to the Emergency Operations Center to ensure proper placement.
 3. The Voorhees Township Shelter and Deputy Shelter Officers and the American Red Cross station at the Emergency Operations Center is capable of being operated continuously for the duration of a disaster. A line of succession has been established. The hours of operation will depend upon the disaster situation, response needed, and necessity of 24-hour operation. Supervisory staffing will be scheduled by the Voorhees Township Shelter and Deputy Shelter Officers and the American Red Cross utilizing 12-hour operational periods.
- B. Interaction between the Voorhees Township Shelter and Deputy Shelter Officers and the American Red Cross and other Emergency Operations Center groups, command posts, etc., is accomplished through established works stations, mobile devices, telephones, messengers and Emergency Management Operations Officials.
 1. The Voorhees Township Shelter and Deputy Shelter Officers and the American Red Cross will report to the Emergency Operations Center during emergencies as the as the Emergency Management Shelter, Reception & Care representatives.
 2. Procedures for reporting appropriate information to the Emergency Operations Center during an emergency is via mobile devices, telephone, radio, RACES and messenger. This information will be given to the Emergency Management Operations Officer by the Voorhees Township Emergency Management Coordinator, in conjunction with the Voorhees Township Shelter and Deputy Shelter Officers and the American Red Cross.
- C. All shelter operations will be coordinated from the Voorhees Township Emergency Operations Center by the Voorhees Township Emergency Management Coordinator, in conjunction with the Voorhees Township Shelter and Deputy Shelter Officers and the American Red Cross, with assistance from Shelter Managers, the American Red Cross, Salvation Army, and other Emergency Operations Center Staff Officers. The access to volunteer groups is prearranged via mobile devices, telephone, and radio by their respective organizations and through the Camden County Office of Emergency Management in coordination with the American Red Cross Chapter liaison representative.
- D. Crisis upgrading of shelters will be accomplished by the Department of Public Works using protective methods per federal standards.
- E. Crisis marking of previously unmarked shelter facilities will be accomplished by using outside agencies under township contract.

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TOWNSHIP OF VOORHEES
OFFICE OF EMERGENCY MANAGEMENT
Chief Louis J. Bordi, EMC, Director/Municipal Coordinator
Michael R. Mignogna, Mayor

- F. The American Red Cross will coordinate all shelter, reception and care activities with the Voorhees Township Shelter and Deputy Shelter Officers at the Emergency Operations Center. Shelter, Reception & Care Managers responsibilities are per American Red Cross training.

VI. RESPONSIBILITIES

- A. The Voorhees Township Emergency Management Coordinator, in conjunction with the Voorhees Township Shelter and Deputy Shelter Officers and the American Red Cross, is responsible for implementing this Annex and directing the Shelter, Reception & Care emergency response.
- B. There are no SOP's that address how the Shelter, Reception & Care functions will accomplish their emergency response. They will be developed at the Emergency Operations Center when needed.
- C. Mutual aid agreements for the Shelter, Reception & Care, including the American Red Cross and Salvation Army, are on file at the Emergency Operations Center.
- D. The Voorhees Township Emergency Management Coordinator, in conjunction with the Voorhees Township Shelter and Deputy Shelter Officers and the American Red Cross, is responsible for the provision of in-place fallout shelter protection for each person within the threatened area.
- E. The Voorhees Township Emergency Management Coordinator, in conjunction with the Voorhees Township Shelter and Deputy Shelter Officers and the American Red Cross, is responsible for identifying those facilities suitable as public fallout shelters which are contained in the National Facilities Listing and the allocation of fallout shelter space to the public.
- F. The Voorhees Township Emergency Management Coordinator, in conjunction with the Voorhees Township Shelter and Deputy Shelter Officers and the American Red Cross, is responsible for coordinating the use of expedient fallout shelters where fallout shelters and upgraded shelters are inadequate.
- G. The Voorhees Township Emergency Management Coordinator, in conjunction with the Voorhees Township Shelter and Deputy Shelter Officers and the American Red Cross, is responsible for the shelter needs of the institutionalized or special needs groups.
- H. The Voorhees Township Emergency Management Coordinator, in conjunction with the Voorhees Township Shelter and Deputy Shelter Officers and the American Red Cross, is responsible for designating shelter facilities in the reception area with the shortest commuting distance to the hazardous area for essential workers and their families.
- I. The Voorhees Township Emergency Management Coordinator, in conjunction with the Voorhees Township Shelter and Deputy Shelter Officers and the American Red Cross, is responsible for providing acquisition of additional equipment and supplies when needed at shelter sites.
- J. The Voorhees Township Emergency Management Coordinator, in conjunction with the Voorhees Township Shelter and Deputy Shelter Officers and the American Red Cross, is responsible for assigning trained shelter managers and staff to all facilities during any period of lodging or fallout shelter occupancy.
- K. The Voorhees Township Emergency Management Coordinator, in conjunction with the Voorhees Township Shelter and Deputy Shelter Officers and the American Red Cross, is responsible for assigning responsibilities (individual and/or organizations) for emergency mass feeding operations.
- L. The Voorhees Township Emergency Management Coordinator, in conjunction with the Voorhees Township Shelter and Deputy Shelter Officers and the American Red Cross, is responsible for maintaining shelter areas free from contamination.

VII. CONTINUITY OF GOVERNMENT FOR SHELTER, RECEPTION & CARE

- A. There is a need for a line of succession for the person responsible for the shelter, reception and care functions in order to ensure continuous leadership, authority and responsibility. The Voorhees Township Emergency Management Coordinator and the personnel working within these functions will be kept informed of the following line of succession:

1.	
2.	
3.	
4.	

- B. Essential records and logs will be protected and preserved in accordance with standing departmental orders. Records and logs pertaining to Shelter, Reception and Care will be forwarded to the Voorhees Township Emergency Management Coordinator to ensure that a complete record of the emergency is available for post operation analysis and possible use in litigation.

VIII. ADMINISTRATION AND LOGISTICS

- A. The Voorhees Township Emergency Management Coordinator, in conjunction with the Voorhees Township Shelter and Deputy Shelter Officers and the American Red Cross, is responsible for maintenance of all records and reports required for the shelter, reception and care functions in an emergency.
- B. The Voorhees Township Emergency Management Coordinator, in conjunction with the Voorhees Township Shelter and Deputy Shelter Officers and the American Red Cross, is responsible for records of expenditures for the shelter, reception and care functions in an emergency.
- C. The procedures for obtaining supplies and equipment during an emergency will be in accordance with standing departmental orders as outlined in the Resource Management Annex.
- D. The Voorhees Township Shelter and Deputy Shelter Officers and the American Red Cross will coordinate with the Voorhees Township Emergency Management Coordinator for all requests for supplies and equipment through mutual aid or from the Camden County Office of Emergency Management.

IX. ANNEX DEVELOPMENT AND MAINTENANCE

- A. The Voorhees Township Emergency Management Coordinator, in conjunction with the Voorhees Township Shelter and Deputy Shelter Officers and the American Red Cross, is responsible for the maintenance of the Shelter, Reception & Care Annex and for ensuring that necessary changes and revisions to the Annex are prepared, coordinated, approved and distributed.
- B. The Voorhees Township Emergency Management Coordinator, in conjunction with the Voorhees Township Shelter and Deputy Shelter Officers and the American Red Cross, is responsible for review and updating of the Shelter, Reception & Care Annex, SOP's, and attachments based on deficiencies identified through drills, exercises and actual emergencies on an annual basis.

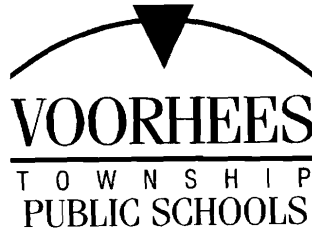
X. DEFINITIONS

TOWNSHIP OF VOORHEES
OFFICE OF EMERGENCY MANAGEMENT
Chief Louis J. Bordi, EMC, Director/Municipal Coordinator
Michael R. Mignogna, Mayor

A. The following terms and acronyms were used in addition to those defined in the Basic Plan: None

XI. REQUIRED APPENDICES AND ATTACHMENTS

SRCA I		On File
SRCA II		Included
SRCA III		On File
SRCA IV		On File
SRCA V		On File
SRCA VI		On File
SRCA VII		On File
SRCA VIII		On File



Raymond J. Brosel, Jr.
Superintendent of Schools

Frank T. DeBerardinis, Ed.D.
*Assistant Superintendent
For Business/Board Secretary*

329 Route 73
Voorhees, NJ 08043
(856) 751-8446 Ext. 6114

E.T. Hamilton School
Kresson School
Osage School
Signal Hill School
Voorhees Middle School

VOORHEES TOWNSHIP BOARD OF EDUCATION

A RESOLUTION OF THE VOORHEES TOWNSHIP BOARD OF
EDUCATION STATING THAT PRIVATE SCHOOLS FOR STUDENTS WITH
DISABILITIES ARE NOT REQUIRED TO CHARGE STUDENTS FOR
REDUCED AND/OR PAID MEALS.

BE IT RESOLVED that the Voorhees Township Board of Education does
not require Private Schools for Students with Disabilities to charge students for
reduced and/or paid meals for the 2017-2018 school year provided as part of their
educational program in compliance with the New Jersey Departments of
Agriculture's Child Nutrition Program regulations.

BY: Frank T. DeBerardinis
Frank T. DeBerardinis, Ed.D., Assistant Superintendent for Business/Board Secretary

WITNESS: Lisa M. Sollenberger
Lisa M. Sollenberger

DATE: May 3, 2017

AYES: 7

NAYS: 0

ABSTAIN: 0

**New Business Ratifications
Out of District and Contracted Services 2016-17**

Please approve the following services for classified students:

17AH	NJ Commission for the Blind 153 Halsey Street Newark, NJ 07101 Education Level 1 Services – adjusted (2/15/17 - 6/30/17)	\$853.00
------	---	----------

Please approve the services of the following providers:

Joy McGowan to perform an Augmentative Communication Evaluations
321 Aetna Drive
Corbin City, NJ 08270

Educational Specialized Associates LLC to perform bilingual evaluations.
11 Grove Street
Caldwell, NJ 07006

2017 Summer Day Camp Plus

Moods's Farm (856) 478-2500

901 Bridgeton Pike
Mullica Hill, NJ 08062

Creanies (856) 629-3013

608 Cross Keys Rd
Sicklerville, NJ 08081

Cedar Run (856) 983-3329

4 Sawmill Rd
Medford, NJ 08055

Pleasant Valley Golf (856) 767-2167

93 Route #73
Voorhees, NJ 08043

All Fired Up (856) 833-1330

602 Haddon Ave
Collingswood, NJ 08108

Cinemark 16 and XD (856) 784-3429

711 Evesham Ave.
Somerdale, NJ 08083

Citizens Bank Park (215) 463-1000

1 Citizens Bank Way
Philadelphia, PA 19148

Passariello's (856) 784-727

111 Laurel Oak Rd
Voorhees, NJ 08043

Big League Dreams

15 Foster Town Rd.
Medford, NJ 08055

Voorhees Swim Club (856) 753-9668

8 Forrest Hills Dr
Voorhees, NJ 08043

Eastern State Penitentiary (215) 236-3300

2027 Fairmount Ave
Philadelphia, PA 19130

Johnson's Farm (609) 654-5894

133 Church Rd
Medford, NJ 08055

AMC Voorhees

900 Haddonfield Berlin Rd.
Voorhees, NJ 08043

Cherry Hill Skating Center

664 Deer Rd.
Cherry Hill NJ 08034

Bonkerz Family Center

4437 NJ #1A
Princeton, NJ 08540

Tilt Studios

1581 Voorhees Town Center
Voorhees NJ 08043

Coliseum NL Aquatic Center

331 Preston Ave
Voorhees NJ 08043

Rockin' Jump

1219 S Black Horse Pike
Williamstown, NJ 08094

2017 Summer Day Camp

Pleasant Valley Miniature Golf

93 Route 73 South
Voorhees, NJ 08043

Playdrome Cherry Hill

1536 North Kings (Rte 41) Highway
Cherry Hill, NJ 08034

30 Strikes Bowling Center

501 South White Horse Pike
Stratford, NJ 08084

Voorhees Middle School

1000 Holly Oak Drive
Voorhees, NJ 08043

2017 All Sports Camp

Down Farm Swim Club

1701 Berlin Road
Cherry Hill, NJ 08003-3532

Playdrome Cherry Hill

1536 North Kings (Rte 41) Highway
Cherry Hill, NJ 08034

Fishing

Avalon Court
Voorhees, NJ

Sahara Sam's

535 North Route 73
West Berlin, NJ 08091

Sky Zone

2834 Route 73 North
Maple Shade, NJ 08052

Roller Skating: Cherry Hill Skating Center

664 Deer Rd.
Cherry Hill, NJ

NL Aquatic Center

333 Preston Ave
Voorhees, NJ 08043

Funplex

Route 38,
Mt. Laurel, NJ

Speed Raceway

1103 Route 130 South
Cinnaminson, NJ 08077

2017 Science Camp

Liberty Science Center

222 Jersey City Blvd,
Jersey City, NJ 07305

AJ Meerwald Tall Ship Liberty State Park

Morris Pesin Drive
Jersey City, NJ 07305

Palmyra Nature Center

1335 Route 73 South,
Palmyra, NJ 08065

Insectarium and Butterfly Pavilion

8046 Frankford Ave
Phila, PA 19136

Camden County Technical Institute

343 Berlin Cross Keys Road,
Sicklerville, NJ 08081

ABC Studios

Philadelphia, Pa

Sea Grant

22 Magruder Road
Fort Hancock, NJ 07732

Rowan University Planetarium

Glassboro, NJ

SB240

**** VOORHEES TOWNSHIP BOARD OF EDUCATION ****

3/30/2017

Budget year: 2016-17

BOARD PAYMENT APPROVAL LIST

Page 1 of 5

Batch number: P 050

Period: March 2017

<u>Vendor Name</u>	<u>Check#</u>	<u>Description</u>	<u>P.O. Number</u>	<u>Amount</u>
24-7 CHEERLEADING	72817	MISCEL. EXPEND.	1772-17	386.00
ACCREDITED LOCK & DOOR HRDWARE	72818	CUST&BLD SUPPL&PARTS	2210-17	614.57
ACCREDITED LOCK & DOOR HRDWARE	72818	CUST&BLD SUPPL&PARTS	2217-17	164.35
AIR CONSULTING SERVICES LLC	72819	BUILDING CONTR SERV	2574-17	890.00
AMER KITCHEN MACH & REPAIR CO.	72820	FS EQUIP SERVICE	2055-17	2,592.00
APPLE INC.	72821	GENERAL SUPPLIES	1867-17	499.95
APPLE INC.	72821	IPAD REPAIRS	2236-17	284.05
APPLE INC.	72821	GENERAL SUPPLIES	2394-17	458.00
ARCHBISHOP DAMIANO SCHOOL	72822	TUITION-PRIV-IN NJ	1300-17	245.00
ARCHBISHOP DAMIANO SCHOOL	72822	TUITION-PRIV-IN NJ	1341-17	7,414.38
ASNA	72823	GENERAL SUPPLIES	2449-17	475.00
ASSETGENIE, INC.	72824	IPAD REPAIRS	2395-17	316.00
ATLANTIC CITY ELECTRIC	72825	ELECTRICITY	1-17	8,756.40
ATLANTIC CITY ELECTRIC	72825	ELECTRICITY	2-17	16,337.57
ATLANTIC CITY ELECTRIC	72825	ELECTRICITY	3-17	24,355.14
ATP ASSESSMENTS	72826	GENERAL SUPPLIES	1898-17	154.00
BANCROFT SCHOOLS & COMMUNITIES	72827	PURCH PROF/EDUC SRV	840-17	1,152.00
BANCROFT SCHOOLS & COMMUNITIES	72827	TUITION-PRIV-IN NJ	1383-17	2,176.00
BANCROFT SCHOOLS & COMMUNITIES	72827	TUITION-PRIV-IN NJ	1431-17	2,048.00
BARTON SUPPLY INC.	72828	CUST&BLD SUPPL&PARTS	2367-17	589.78
BAYADA HOME HEALTH CARE	72829	PURCH PROF/EDUC SRV	844-17	4,431.00
BAYSHORE CENTER AT BIVALVE	72830	SUMMER ENRICHMENT	2567-17	1,450.00
BEST BUY FOR BUSINESS	72831	SUPPLIES VIRTUA	2381-17	309.81
BRAIN BEHAVIOR BRIDGE	72832	PURCH PROF/EDUC SRV	2569-17	1,500.00
BRAINPOP LLC	72833	CER KDGTN SUPPLIES	2321-17	175.00
BRETT DINOVI & ASSOCIATES LLC	72834	PURCH PROF/EDUC SRV	843-17	285.00
BRETT DINOVI & ASSOCIATES LLC	72834	PURCH PROF/EDUC SRV	1248-17	3,474.38
BROADVIEW NETWORKS	72835	COMMUNIC./TELEPHONE	24-17	1,898.82
BUREAU OF EDUCATION & RESEARCH	72836	WRKSHOP REGISTRATION	2144-17	245.00
BURLINGTON CNTY SPEC SERVICES	72837	PURCH PROF/EDUC SRV	838-17	184.00
CAMDEN COUNTY ED SERVICES COMM	72838	PURCH PROF/EDUC SRV	21-17	12,781.11
CDW-GOVERNMENT INC.	72839	GENERAL SUPPLIES	2152-17	300.00
CDW-GOVERNMENT INC.	72839	GENERAL SUPPLIES	2176-17	350.00
CDW-GOVERNMENT INC.	72839	SUPT OFFICE	2514-17	1,058.47
CDW-GOVERNMENT INC.	72839	SUPT OFFICE	2547-17	880.45
COMCAST	72840	BOARD EXPENSES	381-17	6.00
COMCAST	72841	COMMUNIC./TELEPHONE	2025-17	1,623.74
COUNTY CONSERVATION COMPANY	72842	CUST&BLD SUPPL&PARTS	1605-17	2,183.03
COURIER POST (LEGAL)	72843	PUBLISHING	2339-17	58.16
DAVIS & MENDELSON, L.L.C.	72844	LEGAL SERVICES	16-17	6,253.91
DELCREST SIGN CO INC.	72845	CUST&BLD SUPPL&PARTS	2528-17	117.95

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DELTA DENTAL PLAN OF NJ	72846	HEALTH BENEFITS	809-17	38,147.34
DIDAX	72847	GENERAL SUPPLIES	1882-17	148.93
ELLISON	72848	MISCEL. EXPEND.	2271-17	26.00
EVESHAM LOCK & SAFE CO., INC.	72849	CUST&BLD SUPPL&PARTS	2493-17	279.50
FEDERAL EXPRESS CORP	72850	GENERAL SUPPLIES	2550-17	18.08
FIELDS, SUZIE	72851	GENERAL SUPPLIES	2553-17	57.36
FLAGHOUSE	72852	GENERAL SUPPLIES	2517-17	42.50
FULLEYLOVE, LINDA	72853	GENR'L SUPPLY	2582-17	100.10
GENERAL BINDING CORP.	72854	GENERAL SUPPLIES	1566-17	363.00
GENERAL BINDING CORP.	72854	GENERAL SUPPLIES	1985-17	167.92
GIBBSBORO POST OFFICE	72855	POSTAGE	2519-17	196.00
GLOUCESTER CNTY SPEC SERVICES	72856	PURCH PROF/EDUC SRV	865-17	310.00
GLOUCESTER CNTY SPEC SERVICES	72856	PURCH PROF/EDUC SRV	1232-17	1,085.00
GLOUCESTER CNTY SPEC SERVICES	72856	PURCH PROF/EDUC SRV	1529-17	186.00
GRAINGER INC.	72857	CUST&BLD SUPPL&PARTS	2357-17	104.86
GRAPHIC IMPRESSIONS PRINTING	72858	GENERAL SUPPLIES	2344-17	298.75
GREAT MINDS ABA THERAPY LLC	72859	PURCH PROF/EDUC SRV	923-17	4,500.00
HATCH LEARNING	72860	GENERAL SUPPLIES	2419-17	639.35
HENRY SCHEIN INC.	72861	GENERAL SUPPLIES	5078-17	82.18
HEWITT PSYCHIATRIC PC	72862	PURCH PROF/EDUC SRV	2459-17	575.00
HILLMAN BUS SERVICE INC.	72863	CON TRN OTH VENDORS	1692-17	380.00
HILLMAN BUS SERVICE INC.	72863	CON TRN OTH VENDORS	2157-17	260.00
HOLLYDELL INC.	72864	TUITION-PRIV-IN NJ	1355-17	7,168.50
HOLLYDELL INC.	72864	TUITION-PRIV-IN NJ	1357-17	7,168.50
INTERACTIVE KIDS	72865	CONTR NONPUBLIC SERV	596-17	500.00
JANSEN, STACEY	72866	TRAVEL	2554-17	226.30
KIDZART	72867	SATURDAY SPECTACULAR	2564-17	400.00
KINGSWAY LEARNING CENTER	72868	TUITION-PRIV-IN NJ	1359-17	2,950.48
KINGSWAY LEARNING CENTER	72868	TUITION-PRIV-IN NJ	1360-17	1,976.00
LABEL ONE CORPORATION	72869	GENERAL SUPPLIES	2310-17	720.00
LAKESHORE LEARNING MATERIALS	72870	GENERAL SUPPLIES	2345-17	64.75
LAKESHORE LEARNING MATERIALS	72870	GENERAL SUPPLIES	2420-17	343.79
LARC SCHOOL	72871	TUITION-PRIV-IN NJ	1380-17	5,309.26
LARC SCHOOL	72871	TUITION-PRIV-IN NJ	1381-17	2,860.00
MOBY MAX	72872	GENERAL SUPPLIES	2411-17	3,458.00
NASCO ARTS & CRAFTS INC.	72873	GENERAL SUPPLIES	2421-17	37.28
NATIONAL VISION ADMIN., LLC	72874	HEALTH BENEFITS	810-17	4,426.65
NEWBORN NURSES	72875	PURCH PROF/EDUC SRV	839-17	2,870.00
NJ AMERICAN WATER CO. INC	72876	WATER & SEWER	7-17	3,806.60
NJ ASSOC OF SCH. ADMINISTRATOR	72877	MISCEL. EXPEND.	2448-17	325.00
NJ SEA GRANT CONSORTIUM	72878	SUMMER ENRICHMENT	2562-17	100.00

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NJPSA	72879	MISCEL. EXPEND.	2304-17	820.00
NORTHEAST ELECTRICAL SERVICES	72880	FS EQUIP SERVICE	2500-17	208.00
NORTHEAST MECHANICAL SERVICES	72881	EQUIP CONTR SERV	2501-17	426.89
NORTHEAST MECHANICAL SERVICES	72881	FS EQUIP SERVICE	2503-17	394.60
NORTHEAST PLUMBING SERVICES	72882	EQUIP CONTR SERV	2502-17	1,044.25
NUTRI-SERVE FOOD MGMT, INC.	72810	COST OF SALES	2460-17	14,924.00
NUTRI-SERVE FOOD MGMT, INC.	72811	COST OF SALES	2498-17	8,647.32
NUTRI-SERVE FOOD MGMT, INC.	72813	COST OF SALES	2556-17	10,265.01
NUTRI-SERVE FOOD MGMT, INC.	72815	COST OF SALES	2585-17	7,390.04
OBER & SON INC., CHARLES F	72883	CUST&BLD SUPPL&PARTS	2510-17	342.18
PARKER MCCAY P.A.	72884	LEGAL SERVICES	2496-17	169.09
PEP BOYS AUTO	72814	CUST&BLD SUPPL&PARTS	2481-17	200.90
PEP BOYS AUTO	72885	CUST&BLD SUPPL&PARTS	2201-17	150.00
PHILA. INSECT & BUTTERFLY PAV.	72886	SUMMER ENRICHMENT	2484-17	400.00
PITNEY BOWES	72887	GENERAL SUPPLIES	2537-17	892.02
PITNEY BOWES	72888	SUPPLIES & MATERIALS	2563-17	105.00
PRIMEPOINT	72889	HEALTH BENEFITS	2497-17	3,432.00
PYRAMID EDUCATIONAL CONSULTANT	72890	PURCH PROF/EDUC SRV	830-17	4,923.75
QUALITY AIR SPECIALISTS INC.	72891	EQUIP CONTR SERV	2499-17	1,984.50
RAMM ENVIRONMENTAL SERV. INC.	72892	MISCEL. EXPEND.	2205-17	3,000.00
REALLY GOOD STUFF INC.	72893	GENERAL SUPPLIES	2316-17	371.82
REHAB CONNECTION INC.	72894	PURCH PROF/EDUC SRV	2441-17	420.00
REM AUDIOLOGY ASSOCIATES INC.	72895	PURCH PROF/EDUC SRV	2292-17	595.00
RIZZA MIRO & ASSOCIATES LLC	72896	PURCH PROF/EDUC SRV	1126-17	900.00
ROSENKRANTZ D.O., LEAH	72897	PURCH PROF/EDUC SRV	2522-17	700.00
ROSICA, HELEN	72898	MISCEL. PURCHS SERV.	2521-17	15.87
SAFCO	72899	GENERAL SUPPLIES	2067-17	224.25
SAFCO	72899	BUILDING CONTR SERV	2284-17	1,345.50
SAFETY DOWN UNDER, INC.	72900	EQUIP CONTR SERV	2359-17	18,365.00
SAFETY DOWN UNDER, INC.	72900	EQUIP CONTR SERV	2409-17	27,978.12
SCANTRON/SUPPLIES	72901	GENERAL SUPPLIES	2444-17	511.15
SCHOOL SPECIALTY INC.	72902	GENERAL SUPPLIES	2273-17	110.75
SENSATIONAL KIDS, LLC	72903	PURCH PROF/EDUC SRV	1228-17	800.00
SERVICE LAMP CORPORATION	72904	CUST&BLD SUPPL&PARTS	2369-17	100.00
SHELL OIL CO.	72905	SCHOOL VEHICLES	15-17	75.10
SHOP RITE INC./CLEMENTON	72906	GENERAL SUPPLIES	2453-17	90.80
SHOP RITE INC./CLEMENTON	72906	GENERAL SUPPLIES	2495-17	87.26
SHOP RITE INC./CLEMENTON	72906	BEFORE/AFTER PROGRAM	2566-17	572.44
SHOP RITE INC./CHERRY HILL	72907	BEFORE/AFTER PROGRAM	2565-17	32.63
SLAB DREAM LAB	72908	GENERAL SUPPLIES	2384-17	255.96
SOUTH JERSEY GAS COMPANY	72909	NATURAL GAS	10-17	2,856.80

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SOUTH JERSEY WELDING SUPPLY	72910	EQUIP CONTR SERV	2463-17	338.38
SPRINT	72911	COMMUNIC./TELEPHONE	14-17	1,932.87
STAPLES BUSINESS ADVANTAGE	72912	GENERAL SUPPLIES	2311-17	99.99
STAPLES BUSINESS ADVANTAGE	72912	GENERAL SUPPLIES	2416-17	1,299.99
STAPLES BUSINESS ADVANTAGE	72912	GENERAL SUPPLIES	2506-17	705.44
STAPLES BUSINESS ADVANTAGE	72912	GENERAL SUPPLIES	2548-17	203.98
STEPHENS, MARGUERITE	72913	MISCEL. PURCHS SERV.	2504-17	28.55
STRAIN, LETA	72914	GENERAL SUPPLIES	2518-17	275.25
T & L TRANSPORTATION INC.	72915	CON TRN OTH VENDORS	2525-17	1,692.00
TAYLOR, DEBORAH	72916	PURCH PROF/EDUC SRV	845-17	2,030.00
TD WEALTH OPERATIONS	72917	BONDS	2581-17	950.00
TEACHERS PAY TEACHERS	72918	GENERAL SUPPLIES	2555-17	65.49
TECHNOLOGY FOR EDUC. & COMM.	72919	PURCH PROF/EDUC SRV	2523-17	250.00
THE READING WAREHOUSE	72920	GENERAL SUPPLIES	2387-17	203.59
TOTAL VIDEO PRODUCTS INC.	72921	GENERAL SUPPLIES	2308-17	755.00
TOTAL VIDEO PRODUCTS INC.	72921	GENERAL SUPPLIES	2317-17	1,143.00
TRISTATE HVAC EQUIPMENT	72922	CUST&BLD SUPPL&PARTS	1953-17	213.28
UNITED REFRIGERATION INC.	72923	CUST&BLD SUPPL&PARTS	2060-17	2,075.40
UNITED REFRIGERATION INC.	72923	CUST&BLD SUPPL&PARTS	2580-17	132.33
VALERO FLEET SERVICES	72924	SCHOOL VEHICLES	1295-17	786.28
VIRTUA AT WORK	72925	OTHER PROF SERVICES	773-17	27.30
VOORHEES BOE/ AGENCY ACCOUNT	None	OTHER RETIREMNT PERS	778-17	1,096.68
VOORHEES BOE/ AGENCY ACCOUNT	None	SOCIAL SEC CONTRIB	779-17	42,668.36
VOORHEES BOE/ AGENCY ACCOUNT	None		2455-17	78,878.86
VOORHEES BOE/ AGENCY ACCOUNT	None		2577-17	78,878.86
VOORHEES HARDWARE INC.	72926	CUST&BLD SUPPL&PARTS	2219-17	158.38
VOORHEES HARDWARE INC.	72926	CUST&BLD SUPPL&PARTS	2366-17	82.99
VOORHEES HARDWARE INC.	72926	CUST&BLD SUPPL&PARTS	2454-17	101.44
VOORHEES PEDIATRIC REHAB INC.	72927	PURCH PROF/EDUC SRV	827-17	682.50
W.B.MASON CO INC.	72928	GENERAL SUPPLIES	416-17	40.00
W.B.MASON CO INC.	72928	GENERAL SUPPLIES	2097-17	199.99
W.B.MASON CO INC.	72928	GENERAL SUPPLIES	2332-17	39.88
W.B.MASON CO INC.	72928	GENERAL SUPPLIES	2388-17	186.59
W.B.MASON CO INC.	72928	GENERAL SUPPLIES	2396-17	227.85
W.B.MASON CO INC.	72928	GENERAL SUPPLIES	2423-17	330.96
W.B.MASON CO INC.	72928	GENERAL SUPPLIES	2432-17	57.54
W.B.MASON CO INC.	72928	GENERAL SUPPLIES	2491-17	349.98
W.B.MASON CO INC.	72928	GENERAL SUPPLIES	2515-17	52.40
W.B.MASON CO INC.	72928	GENERAL SUPPLIES	2529-17	89.94
W.B.MASON CO INC.	72928	GENERAL SUPPLIES	2531-17	274.59
WALMART	72812	CUST&BLD SUPPL&PARTS	2541-17	117.00

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WALTERS, TAMAR	72929	COST OF SALES	2508-17	44.99
WARDS SCIENCE	72930	GENERAL SUPPLIES	192-17	87.10
WILSON LANGUAGE TRAINING CORP.	72931	GENERAL SUPPLIES	2349-17	738.72
WT COX INFORMATION SERVICES	72932	GENERAL SUPPLIES	2415-17	313.77
XEROX	72933	RENTALS	799-17	4,682.14
XEROX CORPORATION	72934	RENTALS	1629-17	1,374.92
XEROX CORPORATION	72935	RENTALS	1698-17	163.59
XEROX CORPORATION	72936	RENTALS	1630-17	1,319.08
Y.A.L.E. SCHOOL WEST	72938	TUITION-PRIV-IN NJ	1368-17	3,559.36
Y.A.L.E. SCHOOL WEST	72938	TUITION-PRIV-IN NJ	1369-17	3,559.36
Y.A.L.E. SCHOOL WEST	72938	TUITION-PRIV-IN NJ	1370-17	2,660.00
Y.A.L.E. SCHOOL WEST	72938	TUITION-PRIV-IN NJ	1372-17	4,634.88
Y.A.L.E. SCHOOL WEST	72938	TUITION-PRIV-IN NJ	1373-17	3,040.00
Y.A.L.E. SCHOOL WEST	72938	TUITION-PRIV-IN NJ	1375-17	3,480.75
Y.A.L.E. SCHOOL WEST	72938	TUITION-PRIV-IN NJ	1437-17	33,415.75
Y.A.L.E. SCHOOL WEST	72938	TUITION-PRIV-IN NJ	1438-17	16,065.00
Total:				617,143.32

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.

Cynthia McClain

[Signature]

3/30/17

4/3/17

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ACADEMY OF NATURAL SCIENCE	72948	CON TRN OTH VENDORS	1671-17	1,015.00
ACCREDITED LOCK & DOOR HRDWARE	72953	CUST&BLD SUPPL&PARTS	2470-17	725.30
ADVENTURE AQUARIUM LLC	72951	CON TRN OTH VENDORS	2272-17	656.00
ADVENTURE AQUARIUM LLC	72954	MISCEL. EXPEND.	1197-17	100.00
ADVENTURE AQUARIUM LLC	72954	MISCEL. EXPEND.	1199-17	200.00
ADVOCARE ATRIUM PEDIATRICS	72955	OTHER PROF SERVICES	699-17	1,677.00
APPLE INC.	72956	IPAD REPAIRS	2558-17	98.00
APPLE INC.	72956	IPAD REPAIRS	2579-17	49.00
ASSETGENIE, INC.	72957	IPAD REPAIRS	2395-17	138.00
ASSETGENIE, INC.	72957	IPAD REPAIRS	2486-17	277.00
ASSETGENIE, INC.	72957	IPAD REPAIRS	2559-17	158.00
ASSOC SUPRVSION CURRICULUM DEV	72958	GENERAL SUPPLIES	2374-17	16.49
ATLANTIC CITY ELECTRIC	72959	ELECTRICITY	1-17	39.85
ATLANTIC CITY ELECTRIC	72959	ELECTRICITY	3-17	26,209.73
ATLANTIC CITY ELECTRIC	72959	ELECTRICITY	4-17	15,830.72
ATTAINMENT COMPANY	72960	GENERAL SUPPLIES	2572-17	17.00
BANCROFT SCHOOLS & COMMUNITIES	72961	PURCH PROF/EDUC SRV	840-17	1,792.00
BANCROFT SCHOOLS & COMMUNITIES	72961	TUITION-PRIV-IN NJ	1343-17	6,686.61
BANCROFT SCHOOLS & COMMUNITIES	72961	TUITION-PRIV-IN NJ	1344-17	3,234.00
BANCROFT SCHOOLS & COMMUNITIES	72961	TUITION-PRIV-IN NJ	1348-17	5,991.51
BANCROFT SCHOOLS & COMMUNITIES	72961	TUITION-PRIV-IN NJ	1350-17	6,686.61
BANCROFT SCHOOLS & COMMUNITIES	72961	TUITION-PRIV-IN NJ	1351-17	3,234.00
BANCROFT SCHOOLS & COMMUNITIES	72961	TUITION-PRIV-IN NJ	1383-17	2,560.00
BANCROFT SCHOOLS & COMMUNITIES	72961	TUITION-PRIV-IN NJ	1431-17	2,560.00
BANCROFT SCHOOLS & COMMUNITIES	72961	TUITION-PRIV-IN NJ	1433-17	9,311.19
BANCROFT SCHOOLS & COMMUNITIES	72961	TUITION-PRIV-IN NJ	1434-17	9,311.19
BARTON SUPPLY INC.	72962	CUST&BLD SUPPL&PARTS	2619-17	196.97
BAYADA HOME HEALTH CARE	72963	PURCH PROF/EDUC SRV	844-17	3,790.50
BENEFIT EXPRESS	72964	GROUP INSURANCE	896-17	89.99
BRETT DINOVI & ASSOCIATES LLC	72965	PURCH PROF/EDUC SRV	843-17	95.00
BRETT DINOVI & ASSOCIATES LLC	72965	PURCH PROF/EDUC SRV	1248-17	2,327.50
BROOKAIRE COMPANY	72966	CUST&BLD SUPPL&PARTS	2354-17	6,939.96
BROOKAIRE COMPANY	72966	CUST&BLD SUPPL&PARTS	2594-17	104.64
BROOKFIELD ELEMENTARY	72967	TUITION-PRIV-IN NJ	1376-17	5,640.00
BROOKFIELD ELEMENTARY	72967	TUITION-PRIV-IN NJ	1432-17	3,797.00
CAMDEN COUNTY ED SERVICES COMM	72968	CON TRN SPC ESC/CTSA	19-17	28,916.91
CENTIPEDE INC.	72949	CON TRN OTH VENDORS	1773-17	555.00
COMCAST	72969	COMMUNIC./TELEPHONE	2025-17	1,624.98
COMCAST	72970	BOARD EXPENSES	382-17	12.00
COOPER UNIVERSITY PHYS/PEDS	72971	CONTR NONPUBLIC SERV	591-17	5,440.00
COOPER UNIVERSITY PHYS/PEDS	72971	PURCH PROF/EDUC SRV	1873-17	6,900.00

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D & B PARTS CORPORATION	72972	CUST&BLD SUPPL&PARTS	2471-17	288.11
DAVIS & MENDELSON, L.L.C.	72973	LEGAL SERVICES	16-17	4,383.64
DCRP	72974	OTHER RETIREMNT PERS	712-17	383.68
DELCREST SIGN CO INC.	72975	CUST&BLD SUPPL&PARTS	2602-17	743.60
DELL MARKETING L.P.	72976	GENERAL SUPPLIES	1647-17	2,835.00
DELL MARKETING L.P.	72976	GENERAL SUPPLIES	1792-17	18,900.00
DELL MARKETING L.P.	72976	GENERAL SUPPLIES	1986-17	11,340.00
DELL MARKETING L.P.	72976	INSTRUCTIONAL EQUIP.	2340-17	24,975.00
DELL MARKETING L.P.	72976	INSTRUCTIONAL EQUIP.	2341-17	22,200.00
DELL MARKETING L.P.	72976	NON-INSTRUC. EQUIP.	2403-17	22,200.00
DYNTEK SERVICES, INC.	72977	MISCEL. EXPEND.	2452-17	5,064.77
EDUCATION WEEK	72978	GENERAL SUPPLIES	2136-17	79.00
ENABLING DEVICES	72979	GENERAL SUPPLIES	2489-17	58.95
ENERACTIVE SOLUTIONS LLC	72980	OTHER PROF SERVICES	18-17	79.99
FALK, LINDA	72981	CONTR NONPUBLIC SERV	590-17	400.00
FALK, LINDA	72981	PURCH PROF/EDUC SRV	1112-17	3,580.00
FIELD, SUZANNE	72982	CONTR NONPUBLIC SERV	592-17	210.00
FIELD, SUZANNE	72982	PURCH PROF/EDUC SRV	836-17	2,520.00
FIRST STUDENT	72983	CON TRN REG VENDORS	755-17	4,806.86
FIRST STUDENT	72983	CON TRN REG VENDORS	756-17	104,830.50
FIRST STUDENT	72983	CON TRN SPC VENDORS	757-17	1,742.76
FRANKLIN INSTITUTE	72943	CON TRN OTH VENDORS	2102-17	884.90
FRANKLIN INSTITUTE	72946	CON TRN OTH VENDORS	1688-17	1,489.80
FRANKLIN INSTITUTE	72950	CON TRN OTH VENDORS	2225-17	1,947.30
GALLAWAY, DR. MICHAEL	72984	PURCH PROF/EDUC SRV	1901-17	150.00
GARFIELD PARK ACADEMY	72985	TUITION-PRIV-IN NJ	1353-17	5,890.00
GLOUCESTER CNTY SPEC SERVICES	72986	PURCH PROF/EDUC SRV	2571-17	371.00
GREAT MINDS ABA THERAPY LLC	72987	PURCH PROF/EDUC SRV	923-17	2,756.25
HEWITT PSYCHIATRIC PC	72988	PURCH PROF/EDUC SRV	2570-17	1,700.00
HILLMAN BUS SERVICE INC.	72989	CON TRN REG VENDORS	758-17	24,242.76
HILLMAN BUS SERVICE INC.	72989	CON TRN OTH VENDORS	1107-17	750.00
HILLMAN BUS SERVICE INC.	72989	CON TRN SPC VENDORS	1288-17	242.00
HILLMAN BUS SERVICE INC.	72989	CON TRN OTH VENDORS	2156-17	490.00
HILLMAN BUS SERVICE INC.	72989	CON TRN SPC VENDORS	2160-17	300.00
HILLMAN BUS SERVICE INC.	72989	CON TRN SPC VENDORS	2161-17	254.00
JACK ROBINSON WASTE DISPOSAL	72990	CUST&BLD SUPPL&PARTS	2588-17	465.00
KINGSWAY LEARNING CENTER	72991	TUITION-PRIV-IN NJ	1359-17	4,766.16
KINGSWAY LEARNING CENTER	72991	TUITION-PRIV-IN NJ	1360-17	3,192.00
LEAP ACADEMY UNIVERSITY	72992	TRANS TO CHARTER SCH	1436-17	2,273.00
MARLKRESS AWARDS	72993	GENERAL SUPPLIES	2135-17	53.85
MARLKRESS AWARDS	72993	GENERAL SUPPLIES	2383-17	51.85

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**** VOORHEES TOWNSHIP BOARD OF EDUCATION ****

4/12/2017

Budget year: 2016-17

BOARD PAYMENT APPROVAL LIST

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Batch number: P 056

Period: April 2017

<u>Vendor Name</u>	<u>Check#</u>	<u>Description</u>	<u>P.O. Number</u>	<u>Amount</u>
NAT'L CONSTITUTION CENTER	72947	CON TRN OTH VENDORS	1683-17	645.00
NELBUD SERVICES GROUP INC.	72994	EQUIP CONTR SERV	456-17	686.86
NEWBORN NURSES	72995	PURCH PROF/EDUC SRV	839-17	1,600.00
NORTHEAST ELECTRICAL SERVICES	72996	FS EQUIP SERVICE	2527-17	9,355.95
NORTHEAST ELECTRICAL SERVICES	72996	FS EQUIP SERVICE	2590-17	2,051.05
NUTRI-SERVE FOOD MGMT, INC.	72941	COST OF SALES	2639-17	15,581.33
PATTERSON MEDICAL	72997	GENERAL SUPPLIES	1117-17	1,103.55
PETERSEN, DONNA	72998	MISCEL. PURCHS SERV.	2640-17	72.23
PHILADELPHIA ZOO	72942	CON TRN OTH VENDORS	2190-17	1,313.00
PHONAK LLC	72999	GENERAL SUPPLIES	2389-17	435.39
PHONAK LLC	72999	GENERAL SUPPLIES	2392-17	913.39
PHONAK LLC	72999	GENERAL SUPPLIES	2568-17	824.39
PINE HILL PUBLIC SCHOOLS	73000	TUITION-LEA-SPECIAL	1428-17	1,260.00
PINE HILL PUBLIC SCHOOLS	73000	TUITION-LEA-SPECIAL	1429-17	1,260.00
PRUDENTIAL INSUR CO OF AMERICA	73001	HEALTH BENEFITS	1000-17	36.34
PSE & G CO., INC	73002	ELECTRICITY	8-17	1,675.97
PSE & G CO., INC	73002	ELECTRICITY	9-17	34,907.77
QUIVER FARM PROJECTS INC.	73003	GENERAL SUPPLIES	61-17	500.00
RANGIONE, ANNAMARIE	73004	MISCEL. EXPEND.	2645-17	20.00
RANSOME CAT	73005	EQUIP CONTR SERV	2202-17	2,884.85
RAVA, MR. & MRS.	73006	YOUTH PROGRAMS	2644-17	120.00
REM AUDIOLOGY ASSOCIATES INC.	73007	PURCH PROF/EDUC SRV	1708-17	495.00
RIZZA MIRO & ASSOCIATES LLC	73008	PURCH PROF/EDUC SRV	1126-17	2,250.00
ROSBERT, LINDA	73009	MISCEL. EXPEND.	2649-17	55.00
SAFETY DOWN UNDER, INC.	73010	EQUIP CONTR SERV	2409-17	27,978.12
SCHOOL HEALTH INC.	73011	GENERAL SUPPLIES	2430-17	180.00
SCHOOL HEALTH INC.	73011	GENERAL SUPPLIES	2431-17	1,914.90
SCHOOL SPECIALTY INC.	73012	GENERAL SUPPLIES	368-17	497.75
SCHOOL SPECIALTY INC.	73012	GENERAL SUPPLIES	2261-17	129.17
SCHOOL SPECIALTY INC.	73012	GENERAL SUPPLIES	2417-17	496.68
SENSATIONAL KIDS, LLC	73013	PURCH PROF/EDUC SRV	1228-17	800.00
SHOP RITE INC/CHERRY HILL	73014	BEFORE/AFTER PROGRAM	2603-17	248.94
SOUTH JERSEY ENERGY	73015	NATURAL GAS	12-17	569.84
SPORTS OUTLET INC	73016	MISCEL. EXPEND.	1596-17	103.98
SPRINT	73017	COMMUNIC./TELEPHONE	14-17	1,908.52
STATE OF NJ/HEALTH BENEFITS	None	HEALTH BENEFITS	702-17	695,008.36
STORYBOOK LAND INC.	72944	CON TRN OTH VENDORS	1469-17	822.25
STORYBOOK LAND INC.	72945	CON TRN OTH VENDORS	2412-17	1,554.80
STORYBOOK LAND INC.	73018	CON TRN OTH VENDORS	2435-17	1,524.90
T & L TRANSPORTATION INC.	73019	CON TRN OTH VENDORS	2573-17	10,264.50
TAYLOR, BRUCE R.	73020	TRAVEL	2595-17	149.84

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**** VOORHEES TOWNSHIP BOARD OF EDUCATION ****
 BOARD PAYMENT APPROVAL LIST

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<u>Vendor Name</u>	<u>Check#</u>	<u>Description</u>	<u>P.O. Number</u>	<u>Amount</u>
TAYLOR, DEBORAH	73021	PURCH PROF/EDUC SRV	845-17	4,060.00
TEACHERGEEK	73022	SATURDAY SPECTACULAR	2132-17	181.50
TECHTALK LIVE 2017	73023	WRKSHOP REGISTRATION	2145-17	350.00
UNITED REFRIGERATION INC.	73024	CUST&BLD SUPPL&PARTS	2469-17	60.46
US GAMES	73025	GENERAL SUPPLIES	1854-17	252.65
VOORHEES BOE/ AGENCY ACCOUNT	None	OTHER RETIREMNT PERS	778-17	548.47
VOORHEES BOE/ AGENCY ACCOUNT	None	SOCIAL SEC CONTRIB	779-17	23,233.95
VOORHEES BOE/ AGENCY ACCOUNT	None		2647-17	79,023.04
W.B.MASON CO INC.	73026	GENERAL SUPPLIES	2542-17	51.58
WAKEFEARN FOOD CORP.	72940	EMPLOYEE BENEFITS	2609-17	1,900.00
WESTERN PEST SERVICES INC.	73027	CUST&BLD SUPPL&PARTS	465-17	25.00
WESTERN PEST SERVICES INC.	73027	CUST&BLD SUPPL&PARTS	466-17	469.50
WILLIER ELECTRIC MOTOR CO INC	73028	CUST&BLD SUPPL&PARTS	2477-17	127.00
YOUNG, DIANE	73029	TRAVEL	2643-17	142.48
Total:				1,383,521.63

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.

Cynthia L. McClain

[Signature]

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**** VOORHEES TOWNSHIP BOARD OF EDUCATION ****

4/27/2017

Budget year: 2016-17

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Batch number: P 057

Period: April 2017

<u>Vendor Name</u>	<u>Check#</u>	<u>Description</u>	<u>P.O. Number</u>	<u>Amount</u>
AIELLO'S TRACTOR SERVICE	73036	CUST&BLD SUPPL&PARTS	2686-17	378.91
APPLE INC.	73037	GENERAL SUPPLIES	2347-17	956.00
APPLE INC.	73037	IPAD REPAIRS	2638-17	49.00
ARCHBISHOP DAMIANO SCHOOL	73038	TUITION-PRIV-IN NJ	1341-17	8,238.20
ASSETGENIE, INC.	73039	IPAD REPAIRS	2559-17	59.00
ASSETGENIE, INC.	73039	IPAD REPAIRS	2612-17	79.00
ATLANTIC CITY ELECTRIC	73040	ELECTRICITY	1-17	8,418.21
ATLANTIC CITY ELECTRIC	73040	ELECTRICITY	2-17	18,465.06
BARNES & NOBLE INC.	73041	GENERAL SUPPLIES	2026-17	25.52
BARTON SUPPLY INC.	73042	CUST&BLD SUPPL&PARTS	2473-17	1,998.00
BAYADA HOME HEALTH CARE	73043	PURCH PROF/EDUC SRV	844-17	2,782.50
BRAINPOP LLC	73044	GENERAL SUPPLIES	2584-17	150.00
BRETT DINOVI & ASSOCIATES LLC	73045	PURCH PROF/EDUC SRV	843-17	154.38
BRETT DINOVI & ASSOCIATES LLC	73045	PURCH PROF/EDUC SRV	1248-17	3,575.00
BURLINGTON CNTY SPEC SERVICES	73046	PURCH PROF/EDUC SRV	838-17	92.00
CAMDEN COUNTY ED SERVICES COMM	73047	PURCH PROF/EDUC SRV	21-17	9,169.58
CAMDEN COUNTY MUA	73048	WATER & SEWER	5-17	11,264.00
CHASE & ASSOCIATES INC.	73049	CUST&BLD SUPPL&PARTS	2472-17	2,576.00
COMCAST	73050	BOARD EXPENSES	381-17	6.00
COOPER UNIVERSITY HOSPITAL	73051	PURCH PROF/EDUC SRV	1130-17	302.95
D & B PARTS CORPORATION	73052	CUST&BLD SUPPL&PARTS	2623-17	1,913.76
DELL MARKETING L.P.	73053	GENERAL SUPPLIES	1793-17	9,450.00
DELL MARKETING L.P.	73053	INSTRUCTIONAL EQUIP.	2451-17	25,348.98
DELTA DENTAL PLAN OF NJ	73054	HEALTH BENEFITS	809-17	37,932.39
DESIGNER T'S	73055	MISCEL. EXPEND.	2520-17	1,495.50
DRC/CTB	73056	GENERAL SUPPLIES	2329-17	1,363.89
ENERACTIVE SOLUTIONS LLC	73057	OTHER PROF SERVICES	18-17	159.98
FEDERAL EXPRESS CORP	73058	GENERAL SUPPLIES	2688-17	12.25
FOLLETT SCHOOL SOLUTIONS, INC.	73059	GENERAL SUPPLIES	1163-17	249.00
FRANKLIN TRAILERS INC.	73060	CUST&BLD SUPPL&PARTS	2467-17	82.00
GENSERVE INC.	73061	EQUIP CONTR SERV	45-17	780.00
GENSERVE INC.	73061	EQUIP CONTR SERV	2696-17	364.00
GRAINGER INC.	73062	CUST&BLD SUPPL&PARTS	2616-17	551.67
GRAPHIC IMPRESSIONS PRINTING	73063	GENERAL SUPPLIES	2490-17	139.02
HOLLYDELL INC.	73064	TUITION-PRIV-IN NJ	1355-17	7,168.50
HOLLYDELL INC.	73064	TUITION-PRIV-IN NJ	1357-17	7,168.50
INDCO INC.	73065	CUST&BLD SUPPL&PARTS	2464-17	1,580.00
INTERACTIVE KIDS	73066	CONTR NONPUBLIC SERV	596-17	500.00
LARC SCHOOL	73067	TUITION-PRIV-IN NJ	1380-17	3,619.95
LARC SCHOOL	73067	TUITION-PRIV-IN NJ	1381-17	1,950.00
LOWE'S	73034	CUST&BLD SUPPL&PARTS	17-17	1,321.95

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**** VOORHEES TOWNSHIP BOARD OF EDUCATION ****
 BOARD PAYMENT APPROVAL LIST

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<u>Vendor Name</u>	<u>Check#</u>	<u>Description</u>	<u>P.O. Number</u>	<u>Amount</u>
MOHAN, JAMES	73068	MISCEL. EXPEND.	2704-17	72.00
NATIONAL EDUCATIONAL MUSIC CO	73069	EQUIP CONTR SERV	2494-17	125.00
NATIONAL VISION ADMIN., LLC	73070	HEALTH BENEFITS	810-17	4,426.65
NEWBORN NURSES	73071	PURCH PROF/EDUC SRV	839-17	5,290.00
NICKERSON FURNITURE	73072	MISCEL. EXPEND.	2040-17	203.76
NICKERSON FURNITURE	73072	CUST&BLD SUPPL&PARTS	2478-17	4,906.80
NJ AMERICAN WATER CO. INC	73073	WATER & SEWER	7-17	4,625.30
NJ ASSOC OF SCH. ADMINISTRATOR	73074	MISCEL. EXPEND.	2538-17	525.00
NJ SCHOOL COUNSELOR ASSOC.	73075	WRKSHOP REGISTRATION	2336-17	35.00
NORTHEAST MECHANICAL SERVICES	73076	COST OF SALES	49-17	3,520.00
NUTRI-SERVE FOOD MGMT, INC.	73030	COST OF SALES	2657-17	12,179.00
NUTRI-SERVE FOOD MGMT, INC.	73033	COST OF SALES	2689-17	7,184.79
O'CONNOR, ROB	73077	MISCEL. EXPEND.	2701-17	59.00
PATRIOT ROOFING INC.	73078	BUILDING CONTR SERV	2591-17	304.48
PEP BOYS AUTO	73079	CUST&BLD SUPPL&PARTS	2476-17	132.34
PERFECT TOUCH LANDSCAPE INC.	73080	GROUND CONTR SERV	2684-17	1,776.00
PYRAMID EDUCATIONAL CONSULTANT	73081	PURCH PROF/EDUC SRV	830-17	2,437.50
ROSICA, HELEN	73082	MISCEL. PURCHS SERV.	2654-17	25.17
SACK, JOSEPH	73083	MISCEL. EXPEND.	2703-17	59.00
SAFETY DOWN UNDER, INC.	73084	EQUIP CONTR SERV	2359-17	18,365.00
SCHOOL SPECIALTY INC.	73085	GENERAL SUPPLIES	2539-17	165.10
SCHOOL SPECIALTY INC.	73085	GENERAL SUPPLIES	2598-17	143.47
SCHULER, ROBERT	73086	MISCEL. EXPEND.	2705-17	72.00
SHELL OIL CO.	73087	SCHOOL VEHICLES	15-17	126.43
SHIFFLER EQUIPMENT SALES INC.	73088	CUST&BLD SUPPL&PARTS	2620-17	293.58
SHOP RITE INC./CLEMENTON	73089	BEFORE/AFTER PROGRAM	2692-17	635.22
SINGER EQUIPMENT CO.	73090	NON-INSTRUC. EQUIP.	1818-17	4,999.00
SOUTH JERSEY ENERGY	73091	NATURAL GAS	12-17	1,281.81
SOUTH JERSEY GAS COMPANY	73092	NATURAL GAS	10-17	3,528.22
SUTTON, TOM	73093	MISCEL. EXPEND.	2699-17	59.00
T & L TRANSPORTATION INC.	73094	CON TRN REG VENDORS	759-17	9,910.98
T & L TRANSPORTATION INC.	73094	CON TRN OTH VENDORS	1887-17	9,834.00
TAYLOR, DEBORAH	73095	PURCH PROF/EDUC SRV	845-17	1,522.50
TRISTATE HVAC EQUIPMENT	73096	CUST&BLD SUPPL&PARTS	1814-17	3,247.00
VALERO FLEET SERVICES	73097	SCHOOL VEHICLES	1295-17	911.78
VAN BLUNK, BRIAN	73098	MISCEL. EXPEND.	2700-17	59.00
VAN BLUNK, BRIAN	73098	MISCEL. EXPEND.	2706-17	59.00
VIRTUA MEDICAL GROUP	73099	OTHER PROF SERVICES	773-17	155.45
VOORHEES BOE/ AGENCY ACCOUNT	None	OTHER RETIREMNT PERS	778-17	562.37
VOORHEES BOE/ AGENCY ACCOUNT	None	SOCIAL SEC CONTRIB	779-17	20,738.04
VOORHEES BOE/ AGENCY ACCOUNT	None		2707-17	79,064.65

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**** VOORHEES TOWNSHIP BOARD OF EDUCATION ****
 BOARD PAYMENT APPROVAL LIST

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<u>Vendor Name</u>	<u>Check#</u>	<u>Description</u>	<u>P.O. Number</u>	<u>Amount</u>
VOORHEES PEDIATRIC REHAB INC.	73100	PURCH PROF/EDUC SRV	827-17	780.00
W.B.MASON CO INC.	73101	GENERAL SUPPLIES	2578-17	112.49
W.B.MASON CO INC.	73101	GENERAL SUPPLIES	2586-17	46.59
W.B.MASON CO INC.	73101	GENERAL SUPPLIES	2614-17	982.79
WALTERS, DENISE	73102	GENERAL SUPPLIES	2656-17	39.73
WINNER FORD COLLISION CENTER	73031	SCHOOL VEHICLES	2682-17	1,560.00
WINNER FORD COLLISION CENTER	73032	SCHOOL VEHICLES	2683-17	7,463.99
WINTER, MICHAEL	73103	MISCEL. EXPEND.	2702-17	59.00
WONDERLIN, RICK	73104	MISCEL. EXPEND.	2698-17	72.00
Y.A.L.E. SCHOOL WEST	73105	TUITION-PRIV-IN NJ	1368-17	5,593.28
Y.A.L.E. SCHOOL WEST	73105	TUITION-PRIV-IN NJ	1369-17	5,593.28
Y.A.L.E. SCHOOL WEST	73105	TUITION-PRIV-IN NJ	1370-17	4,180.00
Y.A.L.E. SCHOOL WEST	73105	TUITION-PRIV-IN NJ	1375-17	5,890.50
Y.A.L.E. SCHOOL WEST	73105	TUITION-PRIV-IN NJ	1437-17	10,070.50
Y.A.L.E. SCHOOL WEST	73105	TUITION-PRIV-IN NJ	1438-17	5,890.50
YMCA CAMP OCKANICKON INC.	73106	GENERAL SUPPLIES	2445-17	4,000.00
Total:				427,845.69

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.

Cynthia L. McClain

[Signature]

4/27/17

 4/27/17

VOORHEES TWP. BOARD OF EDUCATION
CASH REPORT

ALL FUNDS
For the Month Ending February 2017

		BEGINNING CASH <u>BALANCE</u>	CASH RECEIPTS THIS <u>MONTH</u>	CASH DISBURSEMENTS THIS <u>MONTH</u>	ENDING CASH <u>BALANCE</u>
GOVERNMENTAL FUNDS					
1	GENERAL FUND	FUND 10 \$24,537,540.41	\$5,384,580.45	\$4,397,345.82	\$25,524,775.04
2	SPECIAL REVENUE FUND	FUND 20 -\$453,969.71	\$59.73	\$137,978.92	-\$591,888.90
3	CAPITAL PROJECTS FUND	FUND 30 \$838,086.97	\$0.00	\$4,908.02	\$833,178.95
4	DEBT SERVICE FUND	FUND 40 \$720,849.26	\$0.00	\$1,005,787.50	-\$284,938.24
TOTAL GOVERNMENTAL FUNDS		<u>\$25,642,506.93</u>	<u>\$5,384,640.18</u>	<u>\$5,546,020.26</u>	<u>\$25,481,126.85</u>
5	ENTERPRISE FUND (CER)	FUND 60 \$2,561,434.01	\$144,456.04	\$97,863.23	\$2,608,026.82
6	FOOD SERVICE FUND	FUND 61 \$444,052.37	\$54,765.45	\$97,130.38	\$401,687.44
7	PAYROLL	\$17,385.38	\$1,522,853.48	\$1,519,243.20	\$20,995.66
8	PAYROLL AGENCY	\$60,928.01	\$1,520,049.01	\$1,504,677.62	\$76,299.40
TOTAL TRUST & AGENCY FUNDS		<u>\$3,083,799.77</u>	<u>\$3,242,123.98</u>	<u>\$3,218,914.43</u>	<u>\$3,107,009.32</u>
TOTAL ALL FUNDS		<u>\$28,726,306.70</u>	<u>\$8,626,764.16</u>	<u>\$8,764,934.69</u>	<u>\$28,588,136.17</u>

BANK RECONCILIATION GENERAL ACCOUNT
BANK RECONCILIATION PAYROLL ACCOUNT
BANK RECONCILIATION PAYROLL AGENCY
BANK RECONCILIATION CER
BANK RECONCILIATION FOOD SERVICE
TOTAL BANK RECONCILIATIONS

Cynthia L. McClain

\$25,481,126.85
\$20,995.66
\$76,299.40
\$2,608,026.82
\$401,687.44
\$28,588,136.17

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VOORHEES TOWNSHIP SCHOOL DISTRICT
CASH RECONCILIATION
February 2017

	<u>Balance</u> <u>1/31/17</u>	<u>Receipts</u>	<u>Disbursements</u>	<u>Balance</u> <u>2/28/17</u>
Fund 10	\$ 24,537,540.41	\$ 5,384,580.45	\$ 4,397,345.82	\$ 25,524,775.04
Fund 20	(453,969.71)	59.73	137,978.02	(591,888.00)
Fund 40	<u>720,849.26</u>	<u>-</u>	<u>1,005,787.50</u>	<u>(284,938.24)</u>
Total	<u>\$ 24,804,419.96</u>	<u>\$ 5,384,640.18</u>	<u>\$ 5,541,111.34</u>	24,647,948.80
Adjustments:				
Capital Reserve				100.00 (2.23)
Cash Balance (Books)				<u>\$ 24,648,046.57</u>
Balance per Bank Statements:				
Commerce Checking 0002372183	\$	-		
Commerce Money Market 7866443166	\$	24,854,774.68		
Cash Management 171-000047708		105,245.30		
Total Balance per Bank Statements			24,960,019.98	
Less: Outstanding Checks			<u>511,455.04</u>	
				\$ 24,448,564.94
Add: Reimbursements Due from:				
Food Service Fund			97,130.38	
Capital Projects Fund			4,908.02	
CER Program			97,443.23	
Total Reimbursements Due to General Fund				<u>199,481.63</u>
Cash Balance (Bank)				<u>\$ 24,648,046.57</u>

VOORHEES TOWNSHIP SCHOOL DISTRICT
OUTSTANDING CHECKLIST VERIFICATION
February 2017

Outstanding Checklist--Prior Month	\$	478,851.58
Add: Payment List--Current Month (All Funds) (Do not include "No Check" disbursements)		<u>5,740,593.87</u>
Potential Disbursements to Clear in Current Month		6,219,445.45
Less: Checks, Withdrawals and Charges from Bank Statements:		
Commerce Checkin 0002372183	\$	5,707,990.41
Cash Management 171-000047708		
		<hr/>
Total Checks, Withdrawals and Charges from Bank Statements		<u>5,707,990.41</u>
Outstanding Checklist--Current Month	\$	<u><u>511,455.04</u></u>

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
**** VOORHEES TOWNSHIP BOARD OF EDUCATION ****
GENERAL FUND - FUND 10

DRAFT

Interim Balance Sheet
February 2017

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ASSETS AND RESOURCES

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ASSETS:

101	Cash in bank		25,524,775.04
103	Petty cash		<u>4,601.85</u>
116	Investments - Capital reserve account		<u>100.00</u>
121	Tax levy receivable		<u>13,428,640.80</u>
	Accounts receivable:		
132	Interfund	-41,863.11	
141	Intergovernmental - state	<u>2,363,893.93</u>	
142	Intergovernmental - federal	<u>2,654.06</u>	
143	Intergovernmental - other	<u>24,895.02</u>	
153	Other	--	<u>2,349,579.90</u>

RESOURCES:

301	Estimated revenues		50,361,420.00
302	Less revenues		<u>(50,666,513.61)</u>
	Total assets and resources		<u>41,002,603.98</u>

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LIABILITIES AND FUND EQUITY

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LIABILITIES:

	Other current liabilities		64,724.77
	Total liabilities		<u>64,724.77</u>

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION

**** VOORHEES TOWNSHIP BOARD OF EDUCATION ****

GENERAL FUND - FUND 10

Interim Balance Sheet
February 2017

DRAFT

FUND BALANCE:

Appropriated:

753	Reserve for encumbrances - current year		24,806,306.66
754	Reserve for encumbrances - prior year		--
	Reserved fund balance:		
761	Capital reserve account		8,886,369.10
762	Adult education programs		2,431,505.03
763	Sale/leaseback reserve	465,400.58	
605	Add: Increase in sale/leaseback	--	
308	Less: Budgeted w/D sale/leaseback	--	465,400.58
764	Maintenance reserve	2,866,132.00	
606	Add: Increase in maintenance reserve	--	
310	Less: Budgeted w/D maintenance res.	--	2,866,132.00
765	Tuition reserve account		--
311	Less: Budgeted w/d tuition reserve	--	--
766	Current expense emergency reserve		--
607	Add: Increase curr. exp. emer. res.	--	
312	Less: W/D from curr. exp. emer.res.	--	--
755	Bus Adv Revenue Reserved for Fuel Cst		--
610	Add: Increase bus adv reserve	--	
312	Less: W/D from bus adv reserve	--	--
756	Federal Impact Aid Reserve (General)		--
611	Add: Incr Fed Impact Aid Res (Gen)	--	
318	Less: W/D Fed Impact Aid Res (Gen)	--	--
757	Federal Impact Aid Reserve (Capital)		--
612	Add: Incr Fed Impact Aid Res (Cap)	--	
319	Less: W/D Fed Impact Aid Res (Cap)	--	--
751,752,76x	Other reserves		--
601	Appropriations	51,765,599.00	
602	Less: Expenditures	(25,256,827.11)	
603	Encumbrances	(24,806,306.66)	(50,063,133.77)
604	Increase in capital reserve		2,000.00
	Total appropriated		41,160,178.60

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
**** VOORHEES TOWNSHIP BOARD OF EDUCATION ****
GENERAL FUND - FUND 10

DRAFT

Interim Balance Sheet
February 2017

FUND BALANCE (continued):

Unappropriated:

770	Fund balance, July 1, 2016	1,183,879.61	
771	Designated fund balance	--	
772	ARRA/SEMI for next year	--	
303	Budgeted fund balance	(1,406,179.00)	
307	Budgeted w/d from cap res local	--	
309	Budgeted w/d from cap reserve-inelig.	--	
317	Budgeted w/d from cap res-to Debt Srv	--	
	Total fund balance		40,937,879.21
	Total liabilities and fund equity		<u>41,002,603.98</u>

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION

**** VOORHEES TOWNSHIP BOARD OF EDUCATION ****

GENERAL FUND - FUND 10

Interim Balance Sheet
February 2017

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RECAPITULATION OF FUND BALANCE

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	51,765,599.00	50,063,133.77	1,702,465.23
Revenues	(50,361,420.00)	(50,666,513.61)	(-305,093.61)
Subtotal	1,404,179.00	-603,379.84	2,007,558.84
Change in capital reserve:			
Plus: Increase in reserve	2,000.00	2,000.00	--
Less: Withdrawal from reserve	(.00)	(.00)	--
Change in sale/leaseback reserve:			
Plus: Increase in reserve	.00	.00	--
Less: Withdrawal from reserve	(.00)	(.00)	--
Change in maintenance reserve:			
Plus: Increase in reserve	.00	.00	--
Less: Withdrawal from reserve	(.00)	(.00)	--
Change in emergency reserve:			
Plus: Increase in reserve	.00	.00	--
Less: Withdrawal from reserve	(.00)	(.00)	--
Change in bus advertising reserve:			
Plus: Increase in reserve	.00	.00	--
Less: Withdrawal from reserve	(.00)	(.00)	--
Less: Adjustment for prior year encumbrances	(.00)	(.00)	--
Budgeted Fund Balance	1,406,179.00	-601,379.84	2,007,558.84

**REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION**

****** VOORHEES TOWNSHIP BOARD OF EDUCATION ****
GENERAL FUND - FUND 10**

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**Interim Statements Comparing
Budgeted Revenue with Actual to Date and
Appropriations with Expenditures and Encumbrances to Date
(For 8 month period ending February 28, 2017)**

REVENUES/SOURCES OF FUNDS		<u>Budgeted Estimated</u>	<u>Actual to Date</u>	<u>Note: Over or (Under)</u>	<u>Unrealized Balance</u>
OPERATING BUDGET					
10-12XX	From Local Sources	44,772,136.00	45,049,395.92	(OVER)	-277,259.92
10-3XXX	From State Sources	5,562,934.00	5,596,792.00	(OVER)	-33,858.00
10-4XXX	From Federal Sources	26,350.00	20,325.69	(UNDER)	6,024.31
10-303	Budgeted Fund Balance - Operating Budget	1,406,179.00	.00	(UNDER)	1,406,179.00
GENERAL FUND GRAND TOTAL		51,767,599.00	50,666,513.61	(UNDER)	1,101,085.39

EXPENDITURES		<u>Appropriations</u>	<u>Expenditures</u>	<u>Encumbrances</u>	<u>Available Balance</u>
OPERATING BUDGET					
GENERAL CURRENT EXPENSE					
11-1xx-100-XXX	Regular Programs	15,701,704.00	8,516,590.93	7,024,147.67	160,965.40
11-2xx-100-XXX	Special Education	6,415,424.00	3,498,808.87	2,861,801.95	54,813.18
11-230-100-XXX	Basic Skills/Remedial	635,934.00	351,413.55	280,320.45	4,200.00
11-240-100-XXX	Bilingual Education	164,021.00	72,472.15	89,748.80	1,800.05
11-401-100-XXX	School-Sponsored Co/Extra-Curricular Activities	292,687.00	140,428.50	137,190.66	15,067.84
11-800-330-XXX	Community Services Programs/Operations	1,000.00	.00	.00	1,000.00
Undistributed Expenditures:					
11-000-100-XXX	Tuition	1,434,000.00	884,948.25	421,821.89	127,229.86
11-000-211-XXX	Attendance and Social Work Services	2,500.00	2,500.00	.00	.00
11-000-213-XXX	Health Services	441,598.00	264,036.52	174,362.24	3,199.24
11-000-216-XXX	Speech, OT, PT	541,160.00	309,529.90	229,945.30	1,684.80
11-000-218-XXX	Guidance	566,025.00	304,827.08	259,282.50	1,915.42
11-000-219-XXX	Child Study Teams	1,274,081.00	776,697.73	462,595.44	34,787.83
11-000-221-XXX	Improvement of Instructional Services	382,277.00	220,238.77	136,142.36	25,895.87
11-000-222-XXX	Educational Media Services - School Library	432,858.00	264,688.81	158,634.25	9,534.94
11-000-223-XXX	Instructional Staff Training Services	634,857.00	352,328.25	279,530.51	2,998.24
11-000-230-XXX	General Administration	1,274,489.00	493,890.81	738,687.21	41,810.66
11-000-240-XXX	School Administration	1,546,485.00	862,635.49	675,361.62	8,499.88
11-000-251-XXX	Central Services	640,255.00	395,040.68	220,032.15	25,882.88
11-000-252-XXX	Administrative Information Technology	559,519.00	147,156.49	402,367.43	9,885.07
11-000-26X-XXX	Operation and Maintenance of Plant Services	4,654,313.00	2,303,361.69	1,951,165.76	399,785.57

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REPORT OF SECRETARY
TO THE BOARD OF EDUCATION

**** VOORHEES TOWNSHIP BOARD OF EDUCATION ****
GENERAL FUND - FUND 10

DRAFT

Interim Statements Comparing
Budgeted Revenue with Actual to Date and
Appropriations with Expenditures and Encumbrances to Date
(For 8 month period ending February 28, 2017)

EXPENDITURES

	<u>Appropriations</u>	<u>Expenditures</u>	<u>Encumbrances</u>	<u>Available Balance</u>
11-000-270-XXX Student Transportation Services	2,507,510.00	1,276,846.36	1,004,957.72	225,705.92
11-XXX-XXX-2XX Personal Services - Employee Benefits	11,245,388.00	3,754,949.65	6,961,992.75	528,445.60
Total Undistributed	28,137,315.00	12,613,676.48	14,076,879.13	1,446,759.39
TOTAL GENERAL CURRENT EXPENSE	51,348,085.00	25,193,390.48	24,470,088.66	1,684,605.86
12-XXX-XXX-73X Equipment	293,141.00	7,529.95	284,600.00	1,011.05
12-000-4XX-XXX Facilities Acquisition and Construction Services	71,859.00	45,139.68	26,609.00	110.32
CAPITAL OUTLAY				
10-604I Interest Deposit to Capital Reserve	2,000.00	.00	.00	2,000.00
TOTAL CAPITAL OUTLAY	367,000.00	52,669.63	311,209.00	3,121.37
10-000-100-56X Transfer of Funds to Charter Schools	52,514.00	10,767.00	25,009.00	16,738.00
GENERAL FUND GRAND TOTAL	51,767,599.00	25,256,827.11	24,806,306.66	1,704,465.23

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
**** VOORHEES TOWNSHIP BOARD OF EDUCATION ****
GENERAL FUND - FUND 10

DRAFT

Schedule of Revenues
Actual Compared with Estimated
(For 8 month period ending February 28, 2017)

	<u>Estimated</u>	<u>Actual</u>	<u>Unrealized</u>
REVENUES FROM LOCAL SOURCES:			
10-1210 Local Tax Levy	44,762,136.00	44,762,136.00	.00
10-1310 Tuition from Individuals	.00	2,386.44	-2,386.44
10-1320 Tuition from Other LEA's within the State	.00	34,957.92	-34,957.92
10-1300 Total Tuition	.00	37,344.36	-37,344.36
10-1XXX Unrestricted Miscellaneous Revenues	8,000.00	249,915.56	-241,915.56
10-1511 Interest Earned on Capital Reserve Funds	2,000.00	.00	2,000.00
Subtotal - Revenues from Local Sources	44,772,136.00	45,049,395.92	-277,259.92
Revenues from State Sources			
10-3121 Categorical Transportation Aid	525,501.00	525,501.00	.00
REVENUES FROM STATE SOURCES:			
10-3132 Categorical Special Education Aid	1,699,913.00	1,699,913.00	.00
10-3176 Equalization Aid	2,916,383.00	2,916,383.00	.00
10-3177 Categorical Security Aid	236,331.00	236,331.00	.00
10-3178 Adjustment Aid	157,191.00	157,191.00	.00
10-3183 Professional Learning Community Aid	27,615.00	27,615.00	.00
10-3XXX Other State Aids	.00	33,858.00	-33,858.00
Subtotal - Revenues from State Sources	5,562,934.00	5,596,792.00	-33,858.00
Revenues from Federal Sources			
10-4200 Medicaid Reimbursement	26,350.00	17,368.34	8,981.66
10-4210 ARRA/SEMI Revenue	.00	2,957.35	-2,957.35
Subtotal - Revenues from Federal Sources	26,350.00	20,325.69	6,024.31
10-303 Budgeted Fund Balance - Operating Budget	1,406,179.00	.00	1,406,179.00
TOTAL OPERATING BUDGET	51,767,599.00	50,666,513.61	1,101,085.39

REPORT OF SECRETARY
TO THE BOARD OF EDUCATION

**** VOORHEES TOWNSHIP BOARD OF EDUCATION ****

GENERAL FUND - FUND 10

DRAFT

Statement of Appropriations
Compared with Expenditures and Encumbrances
(For 8 month period ending February 28, 2017)

	<u>Appropriations</u>	<u>Expenditures</u>	<u>Encumbrances</u>	<u>Available Balance</u>	
GENERAL CURRENT EXPENSE					
Regular Programs - Instruction					
11-105-100-101	Preschool - Salaries of Teachers	94,104.00	55,380.60	38,723.40	.00
11-110-100-101	Kindergarten - Salaries of Teachers	497,262.00	254,513.00	242,749.00	.00
11-120-100-101	Grades 1-5 - Salaries of Teachers	8,143,370.00	4,716,138.92	3,427,221.74	9.34
11-130-100-101	Grades 6-8 - Salaries of Teachers	5,556,535.00	3,020,816.02	2,535,718.98	.00
Regular Programs - Home Instruction:					
11-150-100-101	Salaries of Teachers	150,000.00	39,602.98	110,397.02	.00
Regular Programs - Undistributed Instruction					
11-190-100-320	Purchased Professional-Educational Services	2,150.00	542.50	.00	1,607.50
11-190-100-340	Purchased Technical Services	27,000.00	.00	26,254.50	745.50
11-190-100-500	Other Purchased Services (400-500 series)	179,050.00	53,388.76	110,308.04	15,353.20
11-190-100-610	General Supplies	855,738.00	335,238.76	407,938.99	112,560.25
11-190-100-640	Textbooks	.00	-315.54	.00	315.54
11-190-100-890	Other Objects	196,495.00	41,284.93	124,836.00	30,374.07
TOTAL REGULAR PROGRAMS - INSTRUCTION		15,701,704.00	8,516,590.93	7,024,147.67	160,965.40
SPECIAL EDUCATION - INSTRUCTION					
Learning and/or Language Disabilities:					
11-204-100-101	Salaries of Teachers	330,888.00	197,452.80	133,435.20	.00
11-204-100-106	Other Salaries for Instruction	163,706.00	84,273.50	79,432.50	.00
11-204-100-610	General Supplies	4,400.00	2,568.03	.00	1,831.97
11-204-100-640	Textbooks	725.00	.00	.00	725.00
Total		499,719.00	284,294.33	212,867.70	2,556.97
Behavioral Disabilities:					
11-209-100-101	Salaries of Teachers	136,705.00	48,475.80	88,229.20	.00
Total		136,705.00	48,475.80	88,229.20	.00
Multiple Disabilities:					
11-212-100-101	Salaries of Teachers	579,899.00	362,843.51	217,055.49	
11-212-100-106	Other Salaries for Instruction	604,786.00	370,973.70	233,812.30	
11-212-100-320	Purchased Professional-Educational Services	1,128,359.00	296,494.57	796,808.18	
11-212-100-610	General Supplies	26,500.00	20,167.73	5,027.50	

Attachment BB
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 May 3, 2017
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REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
**** VOORHEES TOWNSHIP BOARD OF EDUCATION ****
GENERAL FUND - FUND 10

DRAFT

Statement of Appropriations
Compared with Expenditures and Encumbrances
(For 8 month period ending February 28, 2017)

	<u>Appropriations</u>	<u>Expenditures</u>	<u>Encumbrances</u>	<u>Available Balance</u>
11-212-100-800 Other Objects	5,000.00	1,009.34	258.97	3,731.69
Total	2,344,544.00	1,051,488.85	1,252,962.44	40,092.71
Resource Room/Resource Center				
11-213-100-101 Salaries of Teachers	2,512,865.00	1,560,887.22	951,977.78	.00
11-213-100-106 Other Salaries for Instruction	517,884.00	293,486.95	224,397.05	.00
11-213-100-610 General Supplies	14,900.00	4,565.59	1,257.57	9,076.84
11-213-100-640 Textbooks	2,900.00	609.46	.00	2,290.54
Total	3,048,549.00	1,859,549.22	1,177,632.40	11,367.38
Autism:				
11-214-100-101 Salaries of Teachers	121,793.00	73,075.80	48,717.20	.00
11-214-100-106 Other Salaries for Instruction	14,255.00	5,918.00	8,337.00	.00
Total	136,048.00	78,993.80	57,054.20	.00
Preschool Disabilities - Part-Time:				
11-215-100-106 Other Salaries for Instruction	89,829.00	51,043.94	38,785.06	.00
11-215-100-600 General supplies	3,230.00	2,369.13	64.75	796.12
Total	93,059.00	53,413.07	38,849.81	796.12
Preschool Disabilities - Full-Time:				
11-216-100-101 Salaries of Teachers	156,800.00	122,593.80	34,206.20	.00
Total	156,800.00	122,593.80	34,206.20	.00
TOTAL SPECIAL EDUCATION - INSTRUCTION				
	6,415,424.00	3,498,808.87	2,861,801.95	54,813.18
Basic Skills/Remedial - Instruction				
11-230-100-101 Salaries of Teachers	631,734.00	351,413.55	280,320.45	.00
11-230-100-610 General supplies	2,100.00	.00	.00	2,100.00
11-230-100-800 Other objects	2,100.00	.00	.00	2,100.00
Total	635,934.00	351,413.55	280,320.45	4,200.00
Bilingual Education - Instruction				
11-240-100-101 Salaries of Teachers	161,921.00	72,172.20	89,748.80	.00
11-240-100-610 General supplies	2,100.00	299.95	.00	1,800.05
Total	164,021.00	72,472.15	89,748.80	1,800.05

Attachment BB
May 3, 2017
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REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION

**** VOORHEES TOWNSHIP BOARD OF EDUCATION ****
GENERAL FUND - FUND 10

DRAFT

Statement of Appropriations
Compared with Expenditures and Encumbrances
(For 8 month period ending February 28, 2017)

	<u>Appropriations</u>	<u>Expenditures</u>	<u>Encumbrances</u>	<u>Available Balance</u>
School-Sponsored Cocurricular Activities-Instruction				
11-401-100-100 Salaries	265,587.00	131,050.00	131,837.00	2,700.00
11-401-100-800 Other objects	27,100.00	9,378.50	5,353.66	12,367.84
Total	292,687.00	140,428.50	137,190.66	15,067.84
Community Services Programs - Operations				
11-800-330-500 Purchased Services (300-500 series)	1,000.00	.00	.00	1,000.00
Total	1,000.00	.00	.00	1,000.00
UNDISTRIBUTED EXPENDITURES				
Instruction				
11-000-100-561 Tuition - Other LEAs Within the State - Regular	48,255.00	420.40	.00	47,834.60
11-000-100-562 Tuition - Other LEAs Within the State - Special	33,630.00	12,600.00	12,600.00	8,430.00
11-000-100-565 Tuition - Co. Spec. Services and Regional Day Schls	17,606.00	.00	.00	17,606.00
11-000-100-566 Tuition - Private Schls/Disabled within state	1,334,509.00	871,927.85	409,221.89	53,359.26
Total	1,434,000.00	884,948.25	421,821.89	127,229.86
Attendance and Social Work Services				
11-000-211-100 Salaries	2,500.00	2,500.00	.00	.00
Total	2,500.00	2,500.00	.00	.00
Health Services				
11-000-213-100 Salaries	410,779.00	245,855.71	164,923.29	.00
11-000-213-300 Purchased Professional and Technical Services	20,300.00	10,580.05	9,189.95	530.00
11-000-213-600 Supplies and Materials	10,519.00	7,600.76	249.00	2,669.24
Total	441,598.00	264,036.52	174,362.24	3,199.24
Speech, OT, PT and Related services				
11-000-216-100 Salaries	512,960.00	308,399.40	204,560.60	.00
11-000-216-320 Purchased Professional-Educational Services	25,300.00	.00	25,297.00	3.00
11-000-216-600 Supplies and Materials	2,900.00	1,130.50	87.70	1,681.80
Total	541,160.00	309,529.90	229,945.30	1,684.80
Guidance				
11-000-218-104 Salaries of Other Professional Staff	505,230.00	272,422.62	232,807.38	
11-000-218-105 Salaries of Secretarial and Clerical Assistants	57,895.00	31,419.88	26,475.12	

Attached BB
 May 3, 2017
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REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION

**** VOORHEES TOWNSHIP BOARD OF EDUCATION ****
GENERAL FUND - FUND 10

DRAFT

Statement of Appropriations
Compared with Expenditures and Encumbrances
(For 8 month period ending February 28, 2017)

	<u>Appropriations</u>	<u>Expenditures</u>	<u>Encumbrances</u>	<u>Available Balance</u>	
11-000-218-600	Supplies and Materials	2,900.00	984.58	.00	1,915.42
	Total	566,025.00	304,827.08	259,282.50	1,915.42
	Child Study Teams				
11-000-219-104	Salaries of Other Professional Staff	1,108,912.00	674,740.68	434,171.32	.00
11-000-219-105	Salaries of Secretarial and Clerical Assistants	76,245.00	50,061.37	26,183.63	.00
11-000-219-320	Purchased Professional-Educational Services	26,503.00	19,018.49	1,400.00	6,084.51
11-000-219-592	Misc. Purch. Svc (400-500 series o/than Res. Costs)	3,500.00	1,354.51	.00	2,145.49
11-000-219-600	Supplies and Materials	46,700.00	23,018.19	16.49	23,665.32
11-000-219-800	Other Objects	12,221.00	8,504.49	824.00	2,892.51
	Total	1,274,081.00	776,697.73	462,595.44	34,787.83
	Improvement of Instructional Services				
11-000-221-102	Salaries of Supervisors of Instruction	251,432.00	161,642.90	89,789.10	.00
11-000-221-105	Salaries of Secretarial and Clerical Assistants	69,541.00	29,733.38	39,807.62	.00
11-000-221-110	Other Salaries	5,000.00	.00	5,000.00	.00
11-000-221-320	Purchased Professional-Educational Services	13,700.00	13,100.00	.00	600.00
11-000-221-500	Other Purchased Services (400-500 series)	4,150.00	484.98	96.91	3,568.11
11-000-221-600	Supplies and Materials	27,595.00	10,598.56	1,448.73	15,547.71
11-000-221-800	Other Objects	10,859.00	4,678.95	.00	6,180.05
	Total	382,277.00	220,238.77	136,142.36	25,895.87
	Educational Media Services - School Library				
11-000-222-100	Salaries	398,058.00	240,184.80	157,873.20	.00
11-000-222-600	Supplies and Materials	34,800.00	24,504.01	761.05	9,534.94
	Total	432,858.00	264,688.81	158,634.25	9,534.94
	Instructional Staff Training Services				
11-000-223-102	Salaries of Supervisors of Instruction	330,013.00	214,030.04	115,982.96	.00
11-000-223-110	Other Salaries	271,344.00	135,435.45	135,908.55	.00
11-000-223-390	Other Purchased Professional and Technical Services	30,000.00	1,999.00	27,639.00	62.00
11-000-223-500	Other Purchased Services (400-500 series)	200.00	69.25	.00	130.75
11-000-223-600	Supplies and Materials	500.00	74.51	.00	425.49
11-000-223-800	Other Objects	2,800.00	720.00	.00	2,080.00
	Total	634,857.00	352,328.25	279,530.51	622.24

REPORT OF THE TREASURER
TO THE BOARD OF EDUCATION

**** VOORHEES TOWNSHIP BOARD OF EDUCATION ****

GENERAL FUND - FUND 10

DRAFT

Statement of Appropriations
Compared with Expenditures and Encumbrances
(For 8 month period ending February 28, 2017)

	<u>Appropriations</u>	<u>Expenditures</u>	<u>Encumbrances</u>	<u>Available Balance</u>
Support Services - General Administration				
11-000-230-100 Salaries	307,086.00	197,717.44	109,368.56	.00
11-000-230-331 Legal Services	65,000.00	26,130.68	38,639.55	229.77
11-000-230-332 Audit Fees	50,500.00	49,000.00	.00	1,500.00
11-000-230-334 Architectural/Engineering Services	81,000.00	80,718.95	.00	281.05
11-000-230-339 Other Purchased Professional Services	235,400.00	70,717.90	155,091.98	9,590.12
11-000-230-530 Communications/Telephone	205,978.00	31,117.85	174,039.12	821.03
11-000-230-585 BOE Other Purchased Services	9,600.00	.00	.00	9,600.00
11-000-230-590 Misc. Purchased Services (400-500 except 530 & 585)	267,100.00	5,102.20	261,548.00	449.80
11-000-230-610 General Supplies	2,300.00	1,902.26	.00	397.74
11-000-230-630 BOE In-House Training/Meeting Supplies	6,100.00	1,547.40	.00	4,552.60
11-000-230-890 Miscellaneous Expenditures	21,425.00	7,950.28	.00	13,474.72
11-000-230-895 BOE Membership Dues and Fees	23,000.00	21,985.85	.00	1,014.15
Total	1,274,489.00	493,890.81	738,687.21	41,910.98
Support Services - School Administration				
11-000-240-103 Salaries of Principals/Assistant Principals	801,108.00	521,342.64	279,765.36	.00
11-000-240-105 Salaries of Secretarial and Clerical Assistants	515,507.00	330,116.44	185,390.56	.00
11-000-240-600 Supplies and Materials	21,870.00	11,176.41	2,205.70	8,487.89
11-000-240-800 Other objects	208,000.00	.00	208,000.00	.00
Total	1,546,485.00	862,635.49	675,361.62	8,487.89
Undistributed Expenditures - Central Services				
11-000-251-100 Salaries	530,385.00	355,964.00	174,421.00	.00
11-000-251-330 Purchased Professional Services	14,300.00	14,300.00	.00	.00
11-000-251-592 Misc. Purch. Services (400-500 except 594)	13,300.00	.00	4,284.00	9,016.00
11-000-251-600 Supplies and Materials	17,700.00	10,344.80	289.15	7,066.05
11-000-251-890 Miscellaneous Expenditures	64,570.00	14,431.88	41,038.00	9,100.12
Total	640,255.00	395,040.68	220,032.15	25,182.17
Undistributed Expenditures - Admin. Info. Technology				
11-000-252-100 Salaries	189,510.00	126,674.02	62,835.98	.00
11-000-252-500 Other Purchased Services (400-500 series)	2,000.00	1,123.47	.00	.00
11-000-252-800 Other objects	368,009.00	19,359.00	339,531.45	9,118.55
Total	559,519.00	147,156.49	402,367.43	9,118.55
11-000-261-100 Salaries	241,271.00	171,121.25	70,149.75	.00

Attachment BB
May 3, 2017
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**REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
**** VOORHEES TOWNSHIP BOARD OF EDUCATION ****
GENERAL FUND - FUND 10**

DRAFT

**Statement of Appropriations
Compared with Expenditures and Encumbrances
(For 8 month period ending February 28, 2017)**

	<u>Appropriations</u>	<u>Expenditures</u>	<u>Encumbrances</u>	<u>Available Balance</u>
11-000-261-420 Cleaning, Repair, and Maintenance Services	781,590.00	433,766.86	96,103.69	251,719.45
Total	1,022,861.00	604,888.11	166,253.44	251,719.45
Custodial Services				
11-000-262-100 Salaries	1,076,225.00	677,331.84	398,893.16	.00
11-000-262-420 Cleaning, Repair, and Maintenance Services	5,824.00	2,441.70	.00	3,382.30
11-000-262-490 Other Purchased Property Services	150,640.00	57,161.69	76,838.31	16,640.00
11-000-262-520 Insurance	172,363.00	.00	172,363.00	.00
11-000-262-610 General Supplies	305,200.00	209,348.40	44,504.85	51,346.75
11-000-262-621 Energy (Natural Gas)	93,600.00	16,839.55	76,760.45	.00
11-000-262-622 Energy (Electricity)	1,629,710.00	675,538.74	953,571.26	600.00
11-000-262-800 other Objects	7,890.00	4,680.36	3,180.29	29.35
Total Custodial Services	3,441,452.00	1,643,342.28	1,726,111.32	71,998.40
Care and Upkeep of Grounds				
11-000-263-420 Cleaning, Repair and Maintenance Services	150,000.00	55,131.30	18,801.00	76,067.70
11-000-263-610 General Supplies	40,000.00	.00	40,000.00	.00
Total Care and Upkeep of Grounds	190,000.00	55,131.30	58,801.00	76,067.70
Total Operation and Maintenance of Plant Services	4,654,313.00	2,303,361.69	1,951,165.76	399,785.55
Student Transportation Services				
11-000-270-160 Salaries - Between Home & School - Regular	54,252.00	36,143.04	18,108.96	.00
11-000-270-161 Salaries - Between Home and School - Special	9,424.00	6,378.24	3,045.76	.00
11-000-270-350 Management Fee-ESC Transportation Programs	19,514.00	12,027.92	7,486.08	.00
11-000-270-503 Contr Serv -Aid in Lieu of Payments - Nonpublic	137,850.00	59,228.00	57,642.00	20,980.00
11-000-270-511 Contracted Services (Home/School) - Vendors	1,313,674.00	739,852.44	487,155.36	86,666.20
11-000-270-512 Contracted Services (not Home/School) - Vendors	222,441.00	31,639.98	139,538.10	51,262.92
11-000-270-514 Contracted Services (Special Ed) - Vendors	363,500.00	200,299.62	98,526.58	64,673.80
11-000-270-518 Contracted Services (Special Ed) - ESCs	376,995.00	183,540.12	193,454.88	.00
11-000-270-610 General Supplies	9,860.00	7,737.00	.00	2,123.00
Total	2,507,510.00	1,276,846.36	1,004,957.72	225,955.99
UNALLOCATED BENEFITS				
11-000-291-210 Group Insurance	4,575.00	2,475.87	1,960.11	.00
11-000-291-220 Social Security Contributions	588,748.00	318,186.85	247,374.72	23,185.43

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REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION

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**** VOORHEES TOWNSHIP BOARD OF EDUCATION ****
GENERAL FUND - FUND 10

DRAFT

Statement of Appropriations
Compared with Expenditures and Encumbrances
(For 8 month period ending February 28, 2017)

	<u>Appropriations</u>	<u>Expenditures</u>	<u>Encumbrances</u>	<u>Available Balance</u>
11-000-291-241 Other Retirement Contributions - PERS	660,000.00	6,244.81	649,255.19	4,500.00
11-000-291-250 Unemployment Compensation	54,804.00	.00	54,804.00	.00
11-000-291-270 Health Benefits	9,406,227.00	3,337,223.73	5,591,908.62	477,094.65
11-000-291-280 Tuition Reimbursement	118,800.00	.00	118,800.00	.00
11-000-291-290 Other Employee Benefits	412,234.00	90,818.39	297,890.11	23,525.50
TOTAL UNALLOCATED BENEFITS	11,245,388.00	3,754,949.65	6,961,992.75	528,445.60
TOTAL PERSONAL SERVICES - EMPLOYEE BENEFITS	11,245,388.00	3,754,949.65	6,961,992.75	528,445.60
TOTAL UNDISTRIBUTED EXPENDITURES	28,137,315.00	12,613,676.48	14,076,879.13	1,446,759.39
TOTAL GENERAL CURRENT EXPENSE	51,348,085.00	25,193,390.48	24,470,088.66	1,684,605.86
Undistributed Expenditures:				
12-000-210-730 Support Services - Students - Regular	241,041.00	7,529.95	232,500.00	1,011.05
12-000-219-730 Support Services - Child Study Teams	15,500.00	.00	15,500.00	.00
12-XXX-X00-730 Special Schools - (All Programs)	36,600.00	.00	36,600.00	.00
Total Equipment	293,141.00	7,529.95	284,600.00	1,011.05
Facilities Acquisition and Construction Services				
12-000-400-450 Construction Services	45,250.00	45,139.68	.00	110.32
12-000-400-800 Other Objects	26,609.00	.00	26,609.00	.00
Total Facilities Acquisition & Construction Services	71,859.00	45,139.68	26,609.00	110.32
CAPITAL OUTLAY				
10-604I Interest Deposit to Capital Reserve	2,000.00	.00	.00	2,000.00
TOTAL CAPITAL OUTLAY EXPENDITURES	367,000.00	52,669.63	311,209.00	3,121.37
10-000-100-56X Transfer of Funds to Charter Schools	52,514.00	10,767.00	25,009.00	16,738.00
GENERAL FUND GRAND TOTAL	51,767,599.00	25,256,827.11	24,806,306.66	1,704,465.23

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
**** VOORHEES TOWNSHIP BOARD OF EDUCATION ****
SPECIAL REVENUE FUNDS - FUND 20

DRAFT

Interim Balance Sheet
February 2017

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ASSETS AND RESOURCES

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ASSETS:

101	Cash in bank		-591,888.90
	Accounts receivable:		
141	Intergovernmental - state	4,475.00	
142	Intergovernmental - federal	-63.00	
153	Other	--	4,412.00

RESOURCES:

301	Estimated revenues	1,335,485.97	
302	Less revenues	(156,034.50)	1,179,451.47
	Total assets and resources		591,974.57

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LIABILITIES AND FUND EQUITY

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LIABILITIES:

411	Intergovernmental accounts payable-state		3.00
	other current liabilities		-41,863.11
	Total liabilities		-41,860.11

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION

**** VOORHEES TOWNSHIP BOARD OF EDUCATION ****
SPECIAL REVENUE FUNDS - FUND 20

DRAFT

Interim Balance Sheet
February 2017

FUND BALANCE:

Appropriated:				
753	Reserve for encumbrances - current year		473,270.24	
754	Reserve for encumbrances - prior year		--	
Reserved fund balance:				
761	Capital reserve account	--		
604	Add: Increase in capital reserve	--		
307	Less: Budgeted withdrawal from capital reser	--	--	
601	Appropriations	1,335,485.97		
602	Less: Expenditures	(701,651.29)		
603	Encumbrances	(473,270.24)	(1,174,921.53)	160,564.44
	Total fund balance			633,834.68
	Total liabilities and fund equity			591,974.57

**REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION**

****** VOORHEES TOWNSHIP BOARD OF EDUCATION ****
SPECIAL REVENUE FUNDS - FUND 20**

DRAFT

**Interim Statements Comparing
Budgeted Revenue with Actual to Date and
Appropriations with Expenditures and Encumbrances to Date
(For 8 month period ending February 28, 2017)**

REVENUES/SOURCES OF FUNDS		<u>Budgeted Estimated</u>	<u>Actual to Date</u>	<u>Note: Over or (Under)</u>	<u>Unrealized Balance</u>
SPECIAL REVENUE FUNDS					
20-3XXX	From state sources:	228,445.00	156,034.50	(UNDER)	72,410.50
20-4XXX	From federal sources:	1,107,040.97	.00	(UNDER)	1,107,040.97
TOTAL SPECIAL REVENUE FUNDS		1,335,485.97	156,034.50	(UNDER)	1,179,451.47
 EXPENDITURES					
		<u>Appropriations</u>	<u>Expenditures</u>	<u>Encumbrances</u>	<u>Available Balance</u>
State Projects:					
Other special Projects:					
20-XXX-XXX-XXX	Nonpublic Textbooks	14,353.00	13,926.30	123.15	303.55
20-XXX-XXX-XXX	Nonpublic Auxiliary Services	162,893.00	52,128.15	110,764.85	.00
20-XXX-XXX-XXX	Nonpublic Nursing Services	22,680.00	13,471.92	9,208.08	.00
20-XXX-XXX-XXX	Nonpublic Technology Initiative Program	6,474.00	6,086.23	.00	387.77
20-XXX-XXX-XXX	Nonpublic Security Aid	12,950.00	3,445.01	309.81	9,195.18
20-XXX-XXX-XXX	Other Special Projects	9,095.00	2,119.50	4,150.50	2,825.00
Total State Projects		228,445.00	91,177.11	124,556.39	12,711.50
Federal Projects:					
20-231-XXX-XXX	IMPROVING BASIC PROGRAMS	231,909.00	111,112.60	63,918.40	56,878.00
20-240-XXX-XXX	Bilingual education	20,243.00	11,577.00	2,785.60	5,880.40
20-250-XXX-XXX	I.D.E.A. PART B	788,801.97	465,492.38	263,330.05	59,979.54
20-252-XXX-XXX	IDEA PARTB PRESCHOOL	4,593.00	.00	4,273.00	320.00
20-270-XXX-XXX	TITLE II A, TEACHER/PRINCIPAL TRAINING RECRUITING	61,494.00	22,292.20	14,406.80	24,795.00
Total Federal Projects		1,107,040.97	610,474.18	348,713.85	147,852.94
TOTAL GRANTS AND ENTITLEMENTS		1,335,485.97	701,651.29	473,270.24	160,564.44

REPORT OF THE CLERK
 TO THE BOARD OF EDUCATION

**** VOORHEES TOWNSHIP BOARD OF EDUCATION ****
 SPECIAL REVENUE FUNDS - FUND 20

DRAFT

Schedule of Revenues
 Actual Compared with Estimated
 (For 8 month period ending February 28, 2017)

	<u>Estimated</u>	<u>Actual</u>	<u>Unrealized</u>
SPECIAL REVENUE FUNDS			
Revenues from State Sources:			
20-32XX Other Restricted Entitlements	228,445.00	156,034.50	72,410.50
Total Revenues from State Sources	228,445.00	156,034.50	72,410.50
Revenues from Federal Sources			
20-4411-4416 Title I	231,909.00	.00	231,909.00
20-4451-4455 Title II	61,494.00	.00	61,494.00
20-4491-4494 Title III	20,243.00	.00	20,243.00
20-4420-4429 I.D.E.A. Part B (Handicapped)	793,394.97	.00	793,394.97
Total Revenues from Federal Sources	1,107,040.97	.00	1,107,040.97
TOTAL GRANTS AND ENTITLEMENTS	1,335,485.97	156,034.50	1,179,451.47

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
**** VOORHEES TOWNSHIP BOARD OF EDUCATION ****
SPECIAL REVENUE FUNDS - FUND 20

DRAFT

**Statement of Appropriations
Compared with Expenditures and Encumbrances
(For 8 month period ending February 28, 2017)**

		<u>Appropriations</u>	<u>Expenditures</u>	<u>Encumbrances</u>	<u>Available Balance</u>
Other State Projects:					
20-XXX-XXX-XXX	Nonpublic Textbooks	14,353.00	13,926.30	123.15	303.55
20-XXX-XXX-XXX	Nonpublic Auxiliary Services	162,893.00	52,128.15	110,764.85	.00
20-XXX-XXX-XXX	Nonpublic Nursing Services	22,680.00	13,471.92	9,208.08	.00
20-XXX-XXX-XXX	Nonpublic Technology Initiative	6,474.00	6,086.23	.00	387.77
20-XXX-XXX-XXX	Nonpublic Security Aid	12,950.00	3,445.01	309.81	9,195.18
20-XXX-XXX-XXX	Other Special Projects	9,095.00	2,119.50	4,150.50	2,825.00
	Total other State Projects	228,445.00	91,177.11	124,556.39	12,711.50
	Total State Projects	228,445.00	91,177.11	124,556.39	12,711.50
Federal Projects					
20-231-XXX-XXX	IMPROVING BASIC PROGRAMS	231,909.00	111,112.60	63,918.40	56,878.00
20-240-XXX-XXX	Bilingual education	20,243.00	11,577.00	2,785.60	5,880.40
20-250-XXX-XXX	I.D.E.A. PART B	788,801.97	465,492.38	263,330.05	59,979.54
20-252-XXX-XXX	IDEA PARTB PRESCHOOL	4,593.00	.00	4,273.00	320.00
20-270-XXX-XXX	TITLE II A, TEACHER/PRINCIPAL TRAINING RECRUITING	61,494.00	22,292.20	14,406.80	24,795.00
	Total Federal Projects	1,107,040.97	610,474.18	348,713.85	147,852.94
	TOTAL SPECIAL REVENUE FUNDS	1,335,485.97	701,651.29	473,270.24	160,564.44

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION

**** VOORHEES TOWNSHIP BOARD OF EDUCATION ****
DEBT SERVICE FUNDS - FUND 40

DRAFT

Interim Balance Sheet
February 2017

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ASSETS AND RESOURCES

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ASSETS:

101	Cash in bank		-284,938.24
	Accounts receivable:		
132	Interfund	1,210.55	
141	Intergovernmental - state	323,030.00	
153	Other	--	324,240.55

RESOURCES:

301	Estimated revenues	400,583.00	
302	Less revenues	(400,583.00)	--
	Total assets and resources		39,302.31

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LIABILITIES AND FUND EQUITY

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LIABILITIES:

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
**** VOORHEES TOWNSHIP BOARD OF EDUCATION ****
DEBT SERVICE FUNDS - FUND 40

DRAFT

Interim Balance Sheet
February 2017

FUND BALANCE:

Appropriated:				
753	Reserve for encumbrances - current year		--	
754	Reserve for encumbrances - prior year		--	
767	Debt service reserve	--		
608	Add: Increase in debt service reserve	--		
313	Less: W/D from debt service reserve	--		--
751,752,753	Other reserves			--
601	Appropriations	1,091,575.00		
602	Less: Expenditures	1,091,575.00		
603	Encumbrances	--	(1,091,575.00)	--
	Total appropriated			--
Unappropriated:				
770	Fund balance, July 1, 2016		730,294.31	
303	Budgeted fund balance		(690,992.00)	
	Total fund balance			39,302.31
	Total liabilities and fund equity			39,302.31

RECAPITULATION OF FUND BALANCE

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	1,091,575.00	1,091,575.00	.00
Revenues	(400,583.00)	(400,583.00)	(.00)
Subtotal	690,992.00	690,992.00	.00
Less: Adjustment for prior year encumbrances	(.00)	(.00)	--
Budgeted Fund Balance	690,992.00	690,992.00	.00

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION

**** VOORHEES TOWNSHIP BOARD OF EDUCATION ****
DEBT SERVICE FUNDS - FUND 40

DRAFT

Interim Statements Comparing
Budgeted Revenue with Actual to Date and
Appropriations with Expenditures and Encumbrances to Date
(For 8 month period ending February 28, 2017)

REVENUES/SOURCES OF FUNDS		Budgeted <u>Estimated</u>	Actual to <u>Date</u>	Note: Over or (Under)	Unrealized <u>Balance</u>
40-1xxx	Revenue from local sources DEBT SERVICE	50,000.00	50,000.00		.00
40-3xxx	Revenue from State sources	350,583.00	350,583.00		.00
40-303	Budgeted Fund Balance	690,992.00	.00	(UNDER)	690,992.00
	TOTAL DEBT SERVICE FUND	1,091,575.00	400,583.00	(UNDER)	690,992.00
EXPENDITURES		<u>Appropriations</u>	<u>Expenditures</u>	<u>Encumbrances</u>	Available <u>Balance</u>
	REPAYMENT OF DEBT				
40-701-510-XXX	Repayment of Debt - Regular	1,091,575.00	1,091,575.00	.00	.00
	TOTAL DEBT SERVICE FUNDS	1,091,575.00	1,091,575.00	.00	.00

**REPORT OF THE SECRETARY
 TO THE BOARD OF EDUCATION
 **** VOORHEES TOWNSHIP BOARD OF EDUCATION ****
 DEBT SERVICE FUNDS - FUND 40**

DRAFT

**Schedule of Revenues
 Actual Compared with Estimated
 (For 8 month period ending February 28, 2017)**

		<u>Estimated</u>	<u>Actual</u>	<u>Unrealized</u>
	Revenue from Local Sources			
40-1210	Local Tax Levy	50,000.00	50,000.00	.00
	Revenues from State Sources			
40-3160	Debt Service Aid Type II	350,583.00	350,583.00	.00
40-303	Budgeted Fund Balance	690,992.00	.00	690,992.00
	Total Local Repayment of Debt	1,091,575.00	400,583.00	690,992.00
	TOTAL REPAYMENT OF DEBT	1,091,575.00	400,583.00	690,992.00

REPORT OF SECRETARY
TO THE BOARD OF EDUCATION

**** VOORHEES TOWNSHIP BOARD OF EDUCATION ****
DEBT SERVICE FUNDS - FUND 40

DRAFT

Statement of Appropriations
Compared with Expenditures and Encumbrances
(For 8 month period ending February 28, 2017)

	<u>Appropriations</u>	<u>Expenditures</u>	<u>Encumbrances</u>	<u>Available Balance</u>
DEBT SERVICE FUNDS				
Regular Debt Service				
40-701-510-834 Interest on Bonds	171,575.00	171,575.00	.00	.00
40-701-510-910 Redemption of Principal	920,000.00	920,000.00	.00	.00
Total Regular Debt Service	1,091,575.00	1,091,575.00	.00	.00
TOTAL DEBT SERVICE FUNDS	1,091,575.00	1,091,575.00	.00	.00

TRANSFER LIST

Transfers in accounting period February 2017 to February 2017

<u>Date</u>	<u>Description</u>	<u>Amount</u>	<u>Remarks</u>
02/07/17	Transfer from 11-000 -261 -420D-10 to 11-000 -261 -420C-07	2,000.00	
02/07/17	Transfer from 11-000 -261 -420D-10 to 11-000 -261 -420C-10	2,000.00	
02/07/17	Transfer from 11-000 -261 -420D-10 to 11-000 -261 -420C-11	2,000.00	
02/07/17	Transfer from 11-000 -261 -420D-10 to 11-000 -261 -420E-09	18,000.00	
02/07/17	Transfer from 11-000 -261 -420D-10 to 11-000 -261 -420E-10	15,000.00	
02/07/17	Transfer from 11-000 -270 -512 -09 to 11-000 -270 -512 -00	20,000.00	
02/10/17	Transfer from 11-000 -230 -530 -00 to 11-000 -230 -334 -00	46,000.00	
02/14/17	Transfer from 11-000 -261 -420D-06 to 11-000 -261 -420C-09	1,000.00	
02/21/17	Transfer from 11-000 -261 -420D-06 to 11-000 -261 -420C-09	500.00	
02/21/17	Transfer from 11-000 -261 -420D-06 to 11-000 -262 -890 -06	1,600.00	
02/23/17	Transfer from 11-000 -261 -420D-10 to 11-000 -261 -420C-07	800.00	
02/23/17	Transfer from 11-000 -261 -420D-10 to 11-000 -261 -420C-08	1,300.00	
02/23/17	Transfer from 11-000 -261 -420D-10 to 11-000 -261 -420C-09	1,300.00	
02/23/17	Transfer from 11-000 -261 -420D-10 to 11-000 -261 -420C-09	6,000.00	
02/23/17	Transfer from 11-000 -261 -420D-10 to 11-000 -261 -420E-08	3,000.00	
02/23/17	Transfer from 11-000 -261 -420D-10 to 11-000 -261 -420E-10	24,000.00	
02/23/17	Transfer from 11-000 -261 -420D-10 to 11-000 -261 -420E-11	6,000.00	
02/28/17	Transfer from 11-000 -270 -512 -09 to 11-000 -270 -512 -00	50,000.00	
02/28/17	Transfer from 11-000 -270 -514 -00 to 11-000 -270 -512 -09	50,000.00	
02/28/17	Transfer from 20-250 -200 -320N-04 to 20-250 -200 -290N-04	42.49	

SB360

Budget year: 2016-17
Acct period: April 2017
Batch number: A174

**** VOORHEES TOWNSHIP BOARD OF EDUCATION ****
BATCH A174 CHECKS VOIDED

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<u>Check Number</u>	<u>Void Date</u>	<u>Vendor number and name</u>	<u>Total Check Amount</u>	<u>P.O. Number</u>	<u>Account number</u>	<u>Account Amount</u>
72900 (C)	04/10/17	1330 SAFETY DOWN UNDER, INC.	-46,343.12	2359-17	11-000 -261 -420E-08	-10,615.00
				2359-17	11-000 -261 -420E-10	-7,750.00
				2409-17	11-000 -261 -420E-08	-22,551.10
				2409-17	11-000 -261 -420E-11	-5,427.02
Total checks voided:		1	-46,343.12			

SB360
 Budget year: 2016-17
 Acct period: April 2017
 Batch number: A174
 Check Voiding Run

**** VOORHEES TOWNSHIP BOARD OF EDUCATION ****
 AUTOMATIC GENERAL LEDGER ENTRIES

<u>Fund</u>	<u>Account</u>	<u>Debits</u>	<u>Credits</u>
10 GENERAL FUND	101 Cash in Bank	46,343.12	.00
	602 Expenditures/Expenses	.00	46,343.12
	603 Encumbrances	46,343.12	.00
	753 Reserve for Encumbrances - Current Year	.00	46,343.12
Fund 10 totals:		----- 92,686.24 *	----- 92,686.24 *
Batch totals:		92,686.24 **	92,686.24 **

SB360

Budget year: 2016-17

Acct period: April 2017

Batch number: A172

**** VOORHEES TOWNSHIP BOARD OF EDUCATION ****

BATCH A172 CHECKS VOIDED

4/6/2017 8:54:45 AM

Page 1 of 1

<u>Check Number</u>	<u>Void Date</u>	<u>Vendor number and name</u>	<u>Total Check Amount</u>	<u>P.O. Number</u>	<u>Account number</u>	<u>Account Amount</u>
69983	04/06/17	1386 COOPER LEARNING CENTER	-943.00			.00
Total checks voided: 1			-943.00			

check#72939 replaces check#69983 dated 4/14/16 \$943.00

Resolution of Purchasing

Motion to approve the following food supplies resolution for the 2017-2018 school year:

BE IT RESOLVED by the Voorhees Township Board of Education in the County of Camden that the following rules and regulations be adopted for the school year governing the purchase of food supplies for use in the Voorhees School District.

- A. This policy is adopted pursuant to Chapter 51, Laws of New Jersey of 1957, as amended and supplemented, and pursuant to Rules and Regulations promulgated by the Commissioner of Education, in the name of the State Board of Education which rules are hereby incorporated in and made a part of this policy by reference.
- B. "Food Supplies" shall include only those supplies which are to be eaten or drunk and those substances which may enter into the composition of a food or serving of food in the operation of the school cafeteria
- C. All food supplies, excepting milk, cream, chocolate or other flavored milk or drinks, shall be purchased without advertising for bids.
- D. The Food Service Director is hereby designated as the person authorized to purchase food supplies for use in the school district, said person being hereinafter referred to as food supplies purchasing agent.
- E. Vendors of food supplies having places of business within 60 miles of the office of the said Board of Education at 329 Route 73, Voorhees, NJ 08043 may become eligible to submit quotations for food supplies to be purchased by the board by filing with the food supplies purchasing agent at any time before submitting quotations, a statement containing information hereinafter required.
- F. The 60 mile requirement is herein included for the convenience of the said board of education or its agent.
- G. The statement to be supplied by the supplier shall contain the following information:

Name, specifying whether an individual, partnership or corporation, with the names of the officers, if a corporation, and the names of the partners, if a partnership

Location of place of business;

How long established at said location;

List of food supplies on which vendor propose to submit quotations to the board, specifying brand names or other identifying data where available;

Quantities vendor is prepared to supply;

All canned goods and meats shall carry approval and grade of the U.S. Department of Agriculture.

- H. The food supplies purchasing agent shall solicit quotations from all eligible vendors handling the desired supplies personally, by telephone, or in writing, as and when food supplies are required, specifying as far as possible, quality, quantity and delivery requirements.
- I. Quotations may be required for deliveries up to a three month period and in such quantities and at such time as may be required by the food supplies purchasing agent.
- J. Subject to rules and regulations of the State Board of Education, the lowest quotation meeting the specifications shall be accepted.
- K. Prior to acceptance, no information respecting quotations shall be disclosed to eligible vendors.
- L. Vendors may be removed from the eligible list by action of the Board of Education upon recommendation of the food supplies purchasing agent for failure to deliver purchases on time, for failure of food supplies to meet specifications, or for other default or conduct on their part deemed by the board or the food supplies purchasing agent to be contrary to this policy.
- M. Public notice of this policy shall be given by advertisement in an official publication circulating in the school district, notifying prospective vendors as to the requirements for filing a statement as required hereby.



5400-VOORHEES TWP

Date : 04/26/2017 Time : 15:29:50

2017~18 School District Budget Statement - Tax Levy Certification - Form A

Accounts	Tax Levy Certified by: Board of School Estimate or Municipality/Commissioner or Voted	Balance of levy from 2016-17 to be Raised in 2017	Amt in Col 2 to be Raised in 2017 Tax Levy	TOTAL 2017 TAX LEVY WITH DEFERRAL	Amt in Col 2 Deferred to 2018 Levy	November Election Separate Question to be raised in 2018
(1)	(2)	(3)	(4)	(5)	(6)	(7)
General Fund	45,657,379	22,381,068	22,828,690	45,209,758	22,826,689	0
Debt Service	40,080	25,000	20,040	45,040	20,040	0
Debt Service - ProMerge	0	0	0	0	0	0
Debt Service - Repayment of CDL	0	0	0	0	0	0
TOTALS	45,897,459	22,406,068	22,848,730	45,254,798	22,848,729	0
Tax certification of prior year received L...				0		
OTHER*				0		
GRAND TOTAL				45,254,798		

*This line should be used for adjustments which are not part of the budget.

Certification

It is hereby certified that the above figures are true figures setting forth the total amount required for school purpose in the school district of VOORHEES TWP County of CAMDEN for the 2017-18 school year and that the sum of 45,254,798 is required to be levied for local school district purposes for the calendar year.

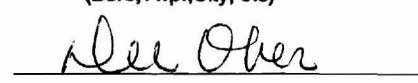
It is hereby certified that the sum of 45,254,798 is required to be levied for local district school taxes for the calendar year 2017.

Board of Education of Voorhees Township N.J.

Township Voorhees of Voorhees N.J.
(Boro, Twp., City, etc)


BOARD SECRETARY

5/4/17
DATE


MUNICIPAL CLERK

5-4-17
DATE

**Voorhees Twp. Board of Education
 2017-18
 Request for Taxes**

	<u>Total</u>	<u>General Fund</u>	<u>Debt Service</u>
July	\$ 4,585,777.90	\$ 4,565,737.90	\$ 20,040.00
August	\$ 4,565,737.90	\$ 4,565,737.90	\$ -
September	\$ 4,565,737.90	\$ 4,565,737.90	
October	\$ 4,565,737.90	\$ 4,565,737.90	
November	\$ 4,565,737.90	\$ 4,565,737.90	
Sub-Total	\$ 22,848,729.50	\$ 22,828,689.50	\$ 20,040.00
December			
January	\$ 4,585,777.90	\$ 4,565,737.90	\$ 20,040.00
February	\$ 4,565,737.90	\$ 4,565,737.90	\$ -
March	\$ 4,565,737.90	\$ 4,565,737.90	
April	\$ 4,565,737.90	\$ 4,565,737.90	
May	\$ 4,565,737.90	\$ 4,565,737.90	
Sub-Total	\$ 22,848,729.50	\$ 22,828,689.50	\$ 20,040.00
Total	\$ 45,697,459.00	\$ 45,657,379.00	\$ 40,080.00

DAVIS & MENDELSON, L.L.C.

1200 LAUREL OAK ROAD, SUITE 101
VOORHEES, NJ 08043

HOWARD S. MENDELSON, ESQ.
ZAYLN Z. BAJOR, ESQ.*
KRISTAL N. WARREN, PARALEGAL

PH: 856.627.0100
FAX: 856.627.0300
hmendelson@davismendelson.com
www.camdencountymediation.com

WILLIAM C. DAVIS, ESQ.
(1929 2008)

April 10, 2017

* ADMITTED IN NJ & PA

(via certified mail, return receipt requested and via regular mail)

Mr. Lyle Kerrick
Regional Sales Director
The Nutrition Group
580 Wendel Road, Suite 100
Irwin, Pa. 15642

RE: Voorhees Township Board of Education – Rejection of Proposal submitted on April 5, 2017

Dear Mr. Kerrick,

Please be advised of my representation of the Voorhees Township Board of Education (hereinafter "Board"); and of the Board's rejection of the Proposal submitted on April 5, 2017 for the Food Service Management Company (herein after "FSMC") contract for the Board. This is your official notification that same has been rejected by the Board because of the following material and fatal financial errors:

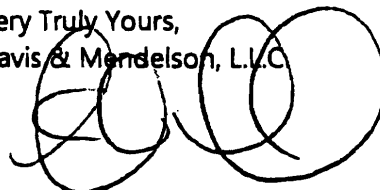
1. The RFP required each FSMC to use the specified amount of \$315,964 for salary, payroll taxes and health benefits, excluding the Food Service Director. (refer to pages 11,51 and page 31 and 32 entered on Form #23). You used the amount of \$267,362.16 which is \$48,601.84 less. All other FSMC's used the correct amount.
2. On the State required Form #23 page 31 in RFP Projected Expenses you entered a deduction amount of \$42,820.94 for USDA. The State Form #23 clearly states " **Value of USDA donated foods cannot be predicted and should not be considered in the projected operating statements**".
3. The total financial impact on the financial statements is the understatement of expenses of \$91,422.78.

Please recognize that all other FSMCs who submitted proposals followed the clear directions of the Request for Proposals. Therefore, under " **Consideration of Proposals**", **page 3 of your proposal is rejected.**

If you should have any questions or concerns, please do not hesitate to call the undersigned counsel.

Thank you very much for your anticipated cooperation in this matter.

Very Truly Yours,
Davis & Mendelson, L.L.C.



By: Howard S. Mendelson, Esquire

Voorhees Township Board of Education

Food Service Management Company

Request for Proposals

April 5, 2017

Evaluation Process

Evaluation Process for FSMC RFPs

1. Confirmed the company submitting the proposal is on the State approved list of FSMCs.
2. Confirmed the FSMC submitted all forms required by the RFP.
3. Rejected the proposal from The Nutrition Group (Attachment "A").
4. Evaluation Team Members – 5 members of the Business Office:
 - a. Dr. Frank T. DeBerardinis; Assistant Superintendent for Business/Board Secretary
 - b. Cynthia L. McClain; Assistant Business Administrator
 - c. Melissa Dammer; Purchasing Coordinator
 - d. Lisa Sollenberger; Executive Assistant
 - e. Michelle Mortelliti; Accounts Payable Coordinator
5. The team individually reviewed and evaluated all components of each FSMC proposal, except for price.
6. The Board engaged the services of Bowman and Company, auditors, who provided a Letter of Engagement and agreed upon procedures for the financial evaluation of proposals (Attachment "B").
 - a. We provided Form 23 from each proposal to Bowman and Company after redacting identifying information and assigning each FSMC a color as an identifier.
 - b. Dr. DeBerardinis and Mrs. McClain met with Bowman and to verify the accuracy of Form 23 for each proposal.
 - c. Bowman and Company provided the Board with a final report (Attachment "C").
7. Pursuant to the final report from Bowman and Company, Item #1 (Price) on the FSMC RFP Scoring Tool was reviewed, analyzed and discussed by the evaluating team as a group to develop a ranking for the price criteria only. All other items on the Scoring Tool form were evaluated and scored individually by each member of the team.
8. The final score for each FSMC evaluated was determined as follows:
 - a. The total points awarded as actual weighted score by each evaluator for each FSMC were added and divided by 5 (the number of evaluators), therefore each evaluator's evaluation had the same impact on the final score.
9. Reasons for the recommended award:
 - a. Evaluation score was the highest as rated by the 5 member evaluation team.
 - b. No additional labor cost for the FSMC's services other than the on-site Director as stated in the proposal.

- c. Finances based on current levels of participation, therefore revenues are not inflated and cost of food is in the medium range.
 - d. Projected profit of \$70,000.56 guaranteed up to management fee of \$51,538.44.
 - e. Menus are created at the corporate level by professional staff ensuring compliance with mandated nutrition regulations while effectively maintaining lower food costs. In addition, proven ability to effectively manage student food allergy issues.
 - f. Net food cost and number of meals to be served are appropriate and in line with current operations, therefore sustainability of the program is more achievable.
10. The Voorhees Township Board of Education has maintained a level of excellence in the management of our food service program since its inception and feel confident that Nutri-Serve Food Management Company will continue the tradition of excellence for the totality of their contract.
11. Final Tally (Attachment "D").
12. FSMC Proposal Comparison – Form 24 (Attachment "E").

DAVIS & MENDELSON, L.L.C.

1200 LAUREL OAK ROAD, SUITE 101
VOORHEES, NJ 08043HOWARD S. MENDELSON, ESQ.
ZAYLN Z. BAJOR, ESQ.*
KRISTAL N. WARREN, PARALEGALWILLIAM C. DAVIS, ESQ.
(1929 2008)PH: 856.627.0100
FAX: 856.627.0300
hmendelson@davismendelson.com
www.camdencountymediation.com

April 10, 2017

(via certified mail, return receipt requested and via regular mail)

* ADMITTED IN NJ & PA

Mr. Lyle Kerrick
Regional Sales Director
The Nutrition Group
580 Wendel Road, Suite 100
Irwin, Pa. 15642

RE: Voorhees Township Board of Education – Rejection of Proposal submitted on April 5, 2017

Dear Mr. Kerrick,

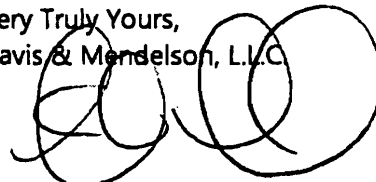
Please be advised of my representation of the Voorhees Township Board of Education (hereinafter "Board"); and of the Board's rejection of the Proposal submitted on April 5, 2017 for the Food Service Management Company (herein after "FSMC") contract for the Board. This is your official notification that same has been rejected by the Board because of the following material and fatal financial errors:

1. The RFP required each FSMC to use the specified amount of \$315,964 for salary, payroll taxes and health benefits, excluding the Food Service Director. (refer to pages 11,51 and page 31 and 32 entered on Form #23). You used the amount of \$267,362.16 which is \$48,601.84 less. All other FSMC's used the correct amount.
2. On the State required Form #23 page 31 in RFP Projected Expenses you entered a deduction amount of \$42,820.94 for USDA. The State Form #23 clearly states " **Value of USDA donated foods cannot be predicted and should not be considered in the projected operating statements**".
3. The total financial impact on the financial statements is the understatement of expenses of \$91,422.78.

Please recognize that all other FSMCs who submitted proposals followed the clear directions of the Request for Proposals. Therefore, under " **Consideration of Proposals**", **page 3 of your proposal is rejected**.

If you should have any questions or concerns, please do not hesitate to call the undersigned counsel.

Thank you very much for your anticipated cooperation in this matter.

Very Truly Yours,
Davis & Mendelson, L.L.C.


By: Howard S. Mendelson, Esquire

April 4, 2017

The Honorable President and
Members of the Board of Education
Voorhees Township School District
329 Route 73
Voorhees, New Jersey 08043

We are pleased to confirm our understanding of the nature and limitations of the services we are to provide to the Voorhees Township Board of Education (hereafter referred to as the "Board").

We will apply the following agreed-upon procedures, which the Board has agreed to and specified as stated below, regarding the Specifications/Proposal for Food Service Management services for the 2017-2018 fiscal year:

1. For each Food Service Management Company (hereafter referred to as "FSMC") submitting a proposal, whose company name will be redacted by Board officials and assigned a color for the purpose of our anonymity, we will complete Form 24, FSMC Proposal Comparison Form, with the exception of the following required items on the form: "FSMC Name"; "Score"; "Did the RFP comply with the specifications?" We will complete Form 24, FSMC Proposal Comparison Form, utilizing Form 23, Response and Projected Annual Operating Statement, for each FSMC submitting a proposal as provided to us by Board officials.

Our engagement to apply agreed-upon procedures will be conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. The sufficiency of the procedures performed or to be performed is solely the responsibility of the Board and we will require an acknowledgment in writing of that responsibility. Consequently, we make no representation regarding the sufficiency of the procedures described above either for the purpose for which the agreed-upon procedures report has been requested or for any other purpose.

Because the agreed-upon procedures listed above do not constitute an examination or review, we will not express an opinion or conclusion regarding our completion of Form 24 resulting from the aforementioned agreed-upon procedures. In addition, we have no obligation to perform any procedures beyond those listed above.

We will issue a written report upon completion of our engagement that lists the procedures performed and our findings. Our report will be addressed to the Board. If, for any reason, we are unable to complete any of the procedures, we will describe in our report any restrictions on the performance of the procedures, or not issue a report and withdraw from this engagement. You understand that the report is intended solely for the information and use of the Board, and should not be used by anyone other than these specified parties. Our report will contain a paragraph indicating that had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

An agreed-upon procedures engagement is not designed to detect instances of fraud or noncompliance with laws or regulations; however, we will communicate to you any known and suspected fraud and noncompliance with laws or regulations affecting the completion of Form 24 that come to our attention. In addition, if, in connection with this engagement, matters come to our attention that contradict completion of Form 24, we will disclose those matters in our report. Such disclosures, if any, may not necessarily include all matters that might have come to our attention had we performed additional procedures or an examination or review.

798 are responsible for completion of Form 24 and that it is in accordance with the Request for Proposals and Competitive Contracting (18A:18A4.1); and for selecting the criteria and procedures and determining that such criteria and procedures are appropriate for your purposes. You are also responsible for, and agree to provide us with, a written assertion about completion of Form 24. In addition, you are responsible for providing us with (1) access to all information of which you are aware that is relevant to the performance of the agreed-upon procedures on the subject matter, (2) additional information that we may request for the purpose of performing the agreed-upon procedures, and (3) unrestricted access to persons within the entity from whom we determine it necessary to obtain evidence relating to performing those procedures.

Todd R. Saler is the engagement partner and is responsible for supervising the engagement and signing the report.

We plan to begin our procedures on approximately April 5, 2017 and, unless unforeseeable problems are encountered, the engagement should be completed by April 6, 2017. At the conclusion of our engagement, we will require certain written representations in the form of a representation letter from management that, among other things, will confirm management's responsibility for completion of Form 24 in accordance with the Request for Proposals and Competitive Contracting (18A:18A4.1).

Our fee for this service will not exceed \$3,000.00. If problems arise or additional services are necessary, we will not proceed without the Board's expressed approval.

In the unlikely event that a dispute arises out of or relates to the engagement described herein, and if the dispute cannot be settled through negotiation, the parties agree first to try in good faith to settle the dispute by mediation administered by the American Arbitration Association under its Mediation Rules, before resorting to arbitration, litigation or some other dispute resolution procedure.

During the performance of this engagement, we agree as follows:

We will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation or sex. Except with respect to the affectional or sexual orientation, we will take affirmative action to ensure that such applicants are recruited and employed, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation or sex. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. We agree to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this non-discrimination clause.

We will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation or sex.

We will send to each labor union or representative or workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer advising the labor union or workers' representative of our commitments under this act and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

We agree to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time, and the Americans with Disabilities Act.

We agree to make good faith efforts to employ minority and women workers consistent with the applicable county employment goals established in accordance with N.J.A.C. 17:27-5.2 or a binding determination of the applicable county employment goals determined by the Division, pursuant to section N.J.A.C. 17:27-5.2.

We agree to inform in writing its appropriate recruitment agencies including, but not limited to, employment agencies, placement bureaus, colleges, universities, labor unions, that it does not discriminate on the basis of age, creed, color, national origin, ancestry, marital status, affectional or sexual orientation or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

During the performance of this engagement, we agree as follows (cont'd):

We agree to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job-related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions.

In conforming with the applicable employment goals, we agree to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, creed, color, national origin, ancestry, marital status, affectional or sexual orientation or sex, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

We shall submit to the public agency, after notification of award but prior to execution of a goods and services contract, one of the following three documents: Letter of Federal Affirmative Action Plan Approval; Certificate of Employee Information Report; Employee Information Report From AA302.

We shall furnish such reports or other documents to the Division of Contract Compliance and EEO as may be requested by the Division from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Division of Contract Compliance and EEO for conducting a compliance investigation pursuant to Subchapter 10 of the Administrative Code at N.J.A.C. 17:27.

We appreciate the opportunity to be of service to the Voorhees Township Board of Education and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy, and return it to us.

Very truly yours,

BOWMAN & COMPANY LLP

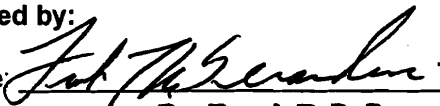


Todd R. Saler, CPA, PSA

RESPONSE:

This engagement contract letter correctly sets forth the understanding of the Voorhees Township Board of Education:

Authorized by:

Signature: 

Title: **Dr. Frank T. DeBerardinis
Assistant Superintendent
For Business/Board Secretary**

Date: 4/4/17

Attested to by:

Signature: 

Title: Executive Secretary

Date: 4/4/17

**VOORHEES TOWNSHIP BOARD OF EDUCATION
AGREED UPON PROCEDURES REPORT
FORM 24, FSMC PROPOSAL COMPARISON FORM FOR
2017-2018 FOOD SERVICE MANAGEMENT SERVICES**

INDEPENDENT ACCOUNTANT'S REPORT ON APPLYING AGREED-UPON PROCEDURES

To the Honorable President and
 Members of the Board of Education
 Voorhees Township School District
 329 Route 73
 Voorhees, New Jersey 08043

We have performed the procedures which were detailed in our engagement letter dated April 4, 2017, which were agreed to by management of the Voorhees Township Board of Education ("the Board"), solely to complete Form 24, FSMC Proposal Comparison Form, with certain identified exceptions, from proposals received by the Board for Food Service Management services for the 2017-2018 fiscal year.

The sufficiency of these procedures is solely the responsibility of the Board. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

The procedures and associated findings are as follows:

1. For each Food Service Management Company (hereafter referred to as "FSMC") submitting a proposal, whose company name was redacted by Board officials prior to providing information to us and assigned a color for the purpose of our anonymity, we completed Form 24, FSMC Proposal Comparison Form, utilizing Form 23, Response and Projected Annual Operating Statement, as submitted by each FSMC. We did not complete the following required items on Form 24, FSMC Proposal Comparison Form: "FSMC Name"; "Score"; "Did the RFP comply with the specifications?". See Exhibit 1 for completed Form 24, FSMC Proposal Comparison Form, in accordance with the agreed upon procedures.
2. While completing Form 24, FSMC Proposal Comparison Form, the following was noted:
 - a. Pages 11 and 51 of the Specifications/Proposal stated the following: "All proposals must be submitted based on the SFA's labor costs of \$315,964, (salary, payroll taxes and health benefits, excluding the Food Service Director)." Additionally, on page 31 of the Specifications/Proposal, the required amount of \$315,964 for "FSMC Total Hourly Payroll, Taxes, and Benefits" was prepopulated with \$315,964. It was noted that Company Yellow submitted Form 23, Response and Projected Annual Operating Statement, including FSMC Total Hourly Payroll, Taxes, and Benefits in the amount of \$267,362.16, rather than \$315,964.00 as required in the Specifications/Proposal.
 - b. Page 31 of the Specifications/Proposal included the following notation regarding USDA Donated Food Value: "****Value of USDA donated foods cannot be predicted and should not be considered in the projected operating statements.*" It was noted that Company Yellow submitted Form 23, Response and Projected Annual Operating Statement, including an item of reduction to Food Expenses in the amount of \$42,820.94, described as Other (Specify) – "USDA."

800

This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. We were not engaged to and did not conduct an examination or review, the objective of which would be the expression of an opinion or conclusion, respectively, on the completion of Form 24, FSMC Proposal Comparison Form (with agreed-upon exceptions). Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the information and use of the Voorhees Township Board of Education and is not intended to be and should not be used by anyone other than those specified parties.

Respectfully submitted,

Bowman & Company LLP

Bowman & Company LLP
Certified Public Accountants &
Consultants

Voorhees, New Jersey
April 7, 2017

EXHIBIT 1 - FSMC PROPOSAL COMPARISON FORM

To be used in conjunction with weighted average scoring criteria established in the RFP.
 RFP must be awarded to the most responsive proposal with price as the primary factor.
 Use additional forms if more than three (3) proposals were received.

School Food Authority (SFA): Voorhees Township Board of Education

Meal counts, revenue and expense figures are taken directly from the "Response and Projected Operating Statement" - Form 23 completed by all FSMC submitting a proposal.

FSMC name:

Score:	Actual Prior Year		Change		Error	
	B	L	B	L	B	L
Projected Number of <u>Student Meals</u> :						
Free	1,480	36,186	2,880	34,200	2,520	33,120
Reduced	89	8,275	180	7,740	180	7,200
Paid	995	141,717	1,800	159,840	1,440	153,540
Total projected meals served	2,564	186,178	4,860	201,780	4,140	193,860

REVENUE

Sales	605,713.53	\$668,312.00	76.62%	(A)	\$646,326.00	76.77%	(A)
Reimbursement	196,434.33	\$203,894.10	23.38%	(B)	\$195,564.60	23.23%	(B)
Total revenue:							
A+B= C (100%)	802,147.86	\$872,206.10	100.00%	(C)	\$841,890.60	100.00%	(C)

Does reimbursement include the 6 cent (performance based) funding?

Yes No Yes No

EXPENSES

Calculate expense percentages by dividing dollar amount by total revenue dollars

Food Cost	258,039.97	\$358,806.10	41.14%	(D)	\$311,499.00	37.00%	(D)
Labor	497,885.87	\$397,089.00	45.53%	(E)	\$392,156.00	46.58%	(E)
Paper/Cleaning	26,914.91	\$39,292.00	4.50%	(F)	\$33,676.00	4.00%	(F)
Equipment & Repair	13,561.00	\$0.00	0.00%	(G)	\$0.00	0.00%	(G)

OTHER

	41,163.98	\$20,191.00	2.31%	(H)	\$9,846.60	1.17%	(H)
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MANAGEMENT FEE

	-	\$33,688.00	3.86%	(I)	\$43,676.00	5.19%	(I)
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TOTAL EXPENSES (D+E+F+G+H+I)

	837,565.73	\$849,066.10	97.35%	(J)	\$790,853.60	93.94%	(J)
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Bottom line-breakeven/profit or (loss)

	(35,417.87)	\$23,140.00		(K)	\$51,037.00		(K)
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Is this bottom line a guarantee?

Yes No Yes No

If yes, is the guarantee the same as projected bottom line?

Yes No Yes No

If no, what is the actual guarantee?

N/A N/A

Is the guarantee capped?

Yes No Yes No

If yes, up to what percent of the _____ FSMC fee?

\$ 23,140.00

N/A

Did RFP comply with the specifications ?

Yes No Yes No

DATE: 4/5/2017

Blue		Yellow		Green	
B	L	B	L	B	L
1,980	33,300	1,706	36,186	2,122	34,114
180	7,560	72	8,275	81	7,399
1,800	145,620	1,800	141,717	1,125	173,256
3,960	186,480	3,578	186,178	3,328	214,769

\$653,011.00	77.17%	(A)	\$614,211.28	75.21%	(A)	\$701,127.63	77.26%	(A)
\$193,202.10	22.83%	(B)	\$202,436.89	24.79%	(B)	\$206,367.30	22.74%	(B)

\$846,213.10	100.00%	(C)	\$816,648.17	100.00%	(C)	\$907,494.93	100.00%	(C)
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Yes No Yes No Yes No

\$300,312.10	35.49%	(D)	\$295,601.35	36.20%	(D)	\$282,518.63	31.13%	(D)
\$381,363.00	45.07%	(E)	\$337,027.46	41.27%	(E)	\$447,496.64	49.31%	(E)
\$32,929.00	3.89%	(F)	\$23,898.03	2.93%	(F)	\$18,149.90	2.00%	(F)
\$900.00	0.11%	(G)	\$3,000.00	0.37%	(G)	\$0.00	0.00%	(G)

\$9,170.00	1.08%	(H)	\$29,924.38	3.66%	(H)	\$36,799.31	4.06%	(H)
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\$51,538.44	6.09%	(I)	\$32,665.92	4.00%	(I)	\$55,000.00	6.06%	(I)
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\$776,212.54	91.73%	(J)	\$722,117.14	88.42%	(J)	\$839,964.48	92.56%	(J)
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\$70,000.56		(K)	\$94,531.03		(K)	\$67,530.45		(K)
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Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
\$	51,538.44	\$	100,000.00	\$	55,000.00
Yes <input checked="" type="checkbox"/>	No	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
	100%		N/A		100%
Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>

**FSMC RFP
April 5, 2017
Evaluation
Final Tally**

	FRANK	CINDY	MELISSA	LISA	MICHELLE	TOTAL	FINAL AVERAGE SCORE	RANKING
ARAMARK	915	930	875	918	895	4533	906.6	3
MASCHIOS	980	975	980	968	973	4876	975.2	2
NUTRI SERVE	1000	1000	1000	1000	998	4998	999.6	1
WHISTONS	920	935	832	910	900	4497	899.4	4

804

FSMC PROPOSAL COMPARISON FORM

To be used in conjunction with weighted average scoring criteria established in the RFP.
 RFP must be awarded to the most responsive proposal with price as the primary factor.
 Use additional forms if more than three (3) proposals were received.

School Food Authority (SFA): Voorhees Board of Education

DATE: 4/5/2017

Meal counts, revenue and expense figures are taken directly from the "Response and Projected Operating Statement" - Form 23 completed by all FSMC submitting a proposal.

FSMC name:	NutriServ		Maschio's		Aramark	
	B	L	B	L	B	L
Score:	999.6		975.2		906.6	
Projected Number of <u>Student Meals:</u>	Actual Prior Year					
Free	1,480	36186	1,980	33,300	2,880	34,200
Reduced	89	8275	180	7,560	180	7,740
Paid	995	141,717	1,800	145,620	1,800	159,840
Tot projected meals served	2,564	186,178	3,960	186,480	4,860	201,780

REVENUE

Sales	605,713.53	\$653,011.00	77.17%	(A)	\$646,326.00	76.77%	(A)	\$668,312.00	76.62%	(A)
Reimbursement	196,453.33	\$193,202.10	22.83%	(B)	\$195,564.60	23.23%	(B)	\$203,894.10	23.38%	(B)
Total revenue:	802,147.86	\$846,213.10	100.00%	(C)	\$841,890.60	100.00%	(C)	\$872,206.00	100.00%	(C)
Does reimbursement include the 6 cent (performance based) funding?										
		Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>		Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>		Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	

EXPENSES Calculate expense percentages by dividing dollar amount by total revenue dollars

Food Cost	258,039.97	\$300,312.10	35.49%	(D)	\$311,499.00	37.00%	(D)	\$358,806.10	41.14%	(D)
Labor	497,885.87	\$381,363.00	45.07%	(E)	\$392,156.00	46.58%	(E)	\$397,089.00	45.53%	(E)
Paper/Cleaning	26,914.91	\$32,929.00	3.89%	(F)	\$33,676.00	4.00%	(F)	\$39,292.00	4.50%	(F)
Equipment & Repair	13,561.00	\$900.00	0.11%	(G)	\$0.00	0.00%	(G)	\$0.00	0.00%	(G)

OTHER 41,163.98 \$9,170.00 1.08% (H) \$9,846.60 1.17% (H) \$20,191.00 2.31% (H)

MANAGEMENT FEE \$ \$51,538.44 \$6.09 (I) \$43,676.00 5.19% (I) \$33,688.00 3.86% (I)

TOTAL EXPENSES (D+E+F+G+H+I) 837,565.73 \$776,212.54 \$91.73 (J) \$790,853.60 93.94% (J) \$849,066.10 97.35% (J)

Bottom line-breakeven/profit or (loss) (35,417.87) \$70,000.56 (K) \$51,037.00 (K) \$23,140.00 (K)

Is this bottom line a guarantee?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
If yes, is the guarantee the same as projected bottom line?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
If no, what is the actual guarantee?	51,538.44		N/A		N/A	
Is the guarantee capped?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
If yes, up to what percent of the _____ FSMC fee?	100.00%		N/A		\$23,140.00	
Did RFP comply with the specifications?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>

Comments:

FSMC PROPOSAL COMPARISON FORM

805

To be used in conjunction with weighted average scoring criteria established in the RFP.
 RFP must be awarded to the most responsive proposal with price as the primary factor.
 Use additional forms if more than three (3) proposals were received.

School Food Authority (SFA): Voorhees Board of Education

DATE: 4/5/2017

Meal counts, revenue and expense figures are taken directly from the "Response and Projected Operating Statement" - Form 23 completed by all FSMC submitting a proposal.

FSMC name:			Whitson's FSMC			
Score:	B	L	899.4			
Projected Number of Student Meals:	Actual Prior Year		B	L	B	L
Free	1,480	36,186	2,122	34,114		
Reduced	89	8,275	81	7,399		
Paid	995	141,717	1,125	173,256		
Total projected meals serv	2,564	186,178	3,328	214,769		

REVENUE

Sales	605,713.53	\$701,127.63	77.26%	(A)	\$	(A)	\$	(A)
Reimbursement	196,434.33	\$206,367.30	22.74%	(B)	\$	(B)	\$	(B)
Total revenue:								
A+B= C (100%)	802,147.86	\$907,494.93	100.00%	(C)	\$	%	(C)	\$

Does reimbursement include the 6 cent (performance based) funding? Yes No Yes No Yes No

EXPENSES Calculate expense percentages by dividing dollar amount by total revenue dollars

Food Cost	258,039.97	\$282,518.63	%	(D)	\$	%	(D)	\$	%	(D)
Labor	497,885.87	\$447,496.64	%	(E)	\$	%	(E)	\$	%	(E)
Paper/Cleaning	26,914.91	\$18,149.90	%	(F)	\$	%	(F)	\$	%	(F)
Equipment & Repair	13,561.00	\$0.00	%	(G)	\$	%	(G)	\$	%	(G)
OTHER	41,163.98	\$36,799.31	%	(H)	\$	%	(H)	\$	%	(H)
MANAGEMENT FEE	\$	\$55,000.00		(I)	\$		(I)	\$		(I)
TOTAL EXPENSES (D+E+F+G+H+I)	837,565.73	\$839,964.48		(J)	\$		(J)	\$		(J)
Bottom line-breakeven/profit or (loss)	(\$35,417.87)	\$67,530.45		(K)	\$		(K)	\$		(K)

Is this bottom line a guarantee? Yes No Yes No Yes No

If yes, is the guarantee the same as projected bottom line? Yes No Yes No Yes No

If no, what is the actual guarantee? 55,000 \$ \$

Is the guarantee capped? Yes No Yes No Yes No

If yes, up to what percent of the _____ FSMC fee? 100% % %

Did RFP comply with the specifications? Yes No Yes No Yes No

Comments:

XXI. EXECUTIVE SESSION

Motion by Mr. Karpf, seconded by Mrs. Lynch, to approve adjourning to Executive Session:

BE IT RESOLVED That pursuant to Section 8 of the Open Public Meeting Act the public shall be excluded from that portion of the meeting involving discussion of the Annual Evaluation of the Superintendent.

FURTHER RESOLVED That the discussion of such matters in Executive Session can be disclosed to the public at such time as the Board takes formal action.

Motion carried, 7 ayes.

XXII. RETURN TO PUBLIC SESSION

Returned to Public Session at 9:08 PM.

XXIII. ADJOURNMENT

Motion by Mr. Karpf, seconded by Mrs. Lynch, to approve adjourning the meeting at 9:10 PM.

Motion carried unanimously.

Respectfully submitted,



Frank T. DeBerardinis, Ed.D.
Assistant Superintendent
for Business/Board Secretary