

**JEFFERSON TOWNSHIP BOARD OF EDUCATION****Regular Meeting Agenda****Monday, March 19, 2012 – 7:00 PM (Executive Session) 8:00 PM (Regular Session)****Jefferson Township High School Media Center**

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- A. \_\_\_\_\_, called the meeting to order at \_\_\_\_\_ PM, and read the Open Meeting Statement, below:

In accordance with the Open Meeting Law, the Jefferson Township Board of Education has caused notice of this meeting to be published by having the date, time and place thereof, posted in the Jefferson Township Municipal Building, with copies of such notice delivered or mailed or electronically mailed to the following:

*DAILY RECORD*, AIM Newspaper, and the *JEFFERSON PATCH*;

and a copy of said notice delivered to the Municipal Clerk of the Township of Jefferson and the Jefferson Township Library.

- B. Pledge of Allegiance.

| C. <b>ROLL CALL:</b>                            | <u>Present</u> | <u>Absent</u> |
|---|----------------|---------------|
| Mrs. Castiglione                                | _____          | _____         |
| Mr. Cuccio                                      | _____          | _____         |
| Mr. Feldmann                                    | _____          | _____         |
| Mrs. Poulas                                     | _____          | _____         |
| Mrs. Scott                                      | _____          | _____         |
| Mr. Stewart                                     | _____          | _____         |
| Mrs. Van Ness                                   | _____          | _____         |
| Mr. Millar, Vice President                      | _____          | _____         |
| Mr. Smith, President                            | _____          | _____         |
| Veronica Kot, <i>Student Representative</i>     | _____          | _____         |
| David Swerzenski, <i>Student Representative</i> | _____          | _____         |

D. **CLOSED SESSION**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, that the Board of Education adopt the following resolution:

BE IT RESOLVED, by the Jefferson Township Board of Education on this 19<sup>th</sup> day of March, 2012 at \_\_\_\_ PM, as follows:

1. The Board shall recess to closed session in accordance with the Open Public Meetings Law, N.J.S.A. 10:4-12b (1), (2), (6), (7) and (8). The general nature of the discussion will involve matters confidential by law, any investigations or tactics or techniques to protect persons or public property, litigation, anticipated litigation and attorney-client matters.
2. These matters will be disclosed to the public as soon as the need for confidentiality no longer applies.
3. This resolution shall take effect immediately.

The meeting was called to public session at \_\_\_\_ PM.

**E. SUPERINTENDENT'S REPORT***Good News and Progress in Our Schools***F. PRESENTATIONS**

- DECA Recognition – Mr. Karl Mundi, Principal and Assemblyman Anthony M. Bucco

**G. COMMENTS FROM THE AUDIENCE (on agenda action items only, if applicable)****H. STUDENT REPRESENTATIVES****I. COMMITTEE REPORTS****J. MINUTES OF MEETINGS**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, that the minutes of the following meetings be approved as submitted:

February 21, 2012 Regular Meeting Minutes  
 February 23, 2012 Regular Meeting Minutes  
 March 1, 2012 Special Meeting Minutes

February 21, 2012 Executive Session Minutes  
 February 23, 2012 Executive Session Minutes  
 March 1, 2012 Executive Session Minutes

**K. FINANCE AND BUILDING NEEDS COMMITTEE**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the recommendation of the Superintendent to approve and adopt motions K.1 through K.9, as described below:

**K.1** Motion to approve the **purchase order** list dated February 2012 in the amount of **\$122,869.74.**

**K.2** Motion to approve the **check journal** as of February 2012 in the amount of **\$3,867,516.26.**

| <b>Fund</b>           | <b>Amount</b>          |
|-----------------------|------------------------|
| General (10)          | \$ 3,730,182.83        |
| US Jobs Grant (18)    | \$ 50,585.83           |
| Special Revenue (20)  | \$ 86,747.60           |
| Capital Projects (30) | \$ 0                   |
| Debt Service (40)     | \$ 0                   |
| <b>Total</b>          | <b>\$ 3,867,516.26</b> |

**K.3** Motion to certify, in accordance with NJAC 6A:23-2.11(c), that as of January 31, 2012, after review of the submitted Board Secretary's and Treasurer's **Monthly Financial Reports** and upon consultation with the appropriate district officials, to the best of our knowledge no major account or fund has been over-expended in violation of NJAC 6A:23-2.11(b), and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

**K.4** Motion to approve the funds **transfers** in the 2011-2012 Fiscal Year, dated February 2012 in the amount of **\$3,865.00.**

**K.5** Motion that the Board of Education approve the **certification** by the Board Secretary, pursuant to NJSA 18A:17-9, that as of February 29, 2012, no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of NJAC 6A:23-2.11(a).

- K.6** Motion to approve contract renewals with **First Student, Inc.** at an increase of 1.89% for the student transportation 2012/2013 multi-contract no. 1 and Route #CAT (Class and Athletic Trips), consisting of public school routes and class & athletic trips.
- K.7** Motion to approve the Resolution to participate in the **Joint Transportation Agreement** for the 2012-2013 school year with the Sussex County Regional Transportation Cooperative. *(copy available for review).*
- K.8** Motion to apply for and accept a \$10,000 Partnership Grant in connection with Project Stay Gold, Project Coordinator Daniel Papa, Teacher of Social Studies at the Jefferson Township Middle school.
- K.9** Motion to accept and approve the following resolution in accordance with Travel and Work Related Expenses NJAC 6A:23B:

**WHEREAS**, The employees listed in Attachment A, are attending the named professional development seminars and or/workshops at such identified venues, and

**WHEREAS**, The attendance at stated function was previously approved by the Superintendent, or designee, as work related and within the scope of the work responsibilities of the attendee; and

**WHEREAS**, The attendance at the function was approved as promoting delivery of instruction or furthering efficient operation of the school district; and fiscally prudent, and

**WHEREAS**, The travel and related expenses particular to attendance at this function are in accordance with the state travel guidelines established by the Department of Treasury in NJOMB circular letter; be it

**RESOLVED**, That the Board finds the travel and related expense and the expenses particular to attendance at this approved function is justified and therefore reimbursable. *(copy attached).*

**L. PERSONNEL COMMITTEE**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the recommendation of the Superintendent to approve and adopt motions L.1 as described below:

- L.1** Motion to take action on personnel matters, as listed below; and appoint and submit to the Executive County Superintendent applications for **emergent hiring** and the applicant's attestation that he/she has not been convicted of any disqualifying crime pursuant to the provisions of N.J.S.A. 18A:6-7.1 et. Seq., N.J.S.A. 18A:39-17 et. seq., or N.J.S.A. 18A:6-4.13 et. seq. for those employees listed below: (All appointments are contingent upon receipt of proper teaching certification and all salary placements are pending receipt of college transcripts verifying degree status and letter stating years of service in other districts).

| PERSONNEL                            |                  |  |              |          |           |                |              |              |
|--------------------------------------|------------------|--|--------------|----------|-----------|----------------|--------------|--------------|
| Name                                 | Nature of Action | Position/Control Number                  | Deg/Step     | Salary   | Loc.      | Date Effective | Date Termin. | Discussion   |
| <b>A. Administrative</b>             |                  |  |              |          |           |                |              |              |
| PLACEHOLDER<br>11-000-230-100        | Appoint          | Assistant Superintendent<br>15.90.92.ABD |              |          | District  |                |              | Replacing JK |
| <b>B. Instructional</b>              |                  |  |              |          |           |                |              |              |
| Robert Szuszkowski<br>11-120-100-101 | Appoint          | Elementary Teacher<br>10.50.50.AHH       | BA<br>Step 1 | \$46,175 | Cozy Lake | 3/20/11        | 6/30/12      | Replacing MH |

| Name                                     | Nature of Action         | Position/Control Number                           | Deg/Step  | Salary       | Loc.          | Date Effective | Date Termin. | Discussion                                |
|--|--------------------------|---|-----------|--------------|---------------|----------------|--------------|---|
| Kimberly Volz*<br>11-120-100-101-29      | Appointment Change       | Elementary Teacher Long-Term Sub<br>10.50.50.AHF  | BA Step 1 | \$233.58/day | Cozy Lake     | 3/23/12        | 11/24/12     | Replacing DW                              |
| Lisa Mastracci-Hoeh<br>11-120-100-101-29 | Additional Day           | Reading Specialist Long-Term Sub<br>10.30.30.AJT  | BA Step 1 | \$233.58/day | Briggs        | 3/1/12         | 3/1/12       | Transition Day Replacing RW               |
| Kathleen Lynch<br>11-130-100-101-29      | Appoint                  | Special Ed. Teacher Long-Term Sub<br>10.70.70.AJJ | BA Step 1 | \$233.58/day | Middle School | 4/16/12        | 6/22/12      | Replacing LC                              |
| Kristin Oyen*<br>11-120-100-101-29       | Appoint                  | Elementary Teacher Long-Term Sub<br>10.50.50.AUC  | BA Step 1 | \$233.58/day | Cozy Lake     | 5/11/12        | 11/22/12     | Replacing ML                              |
| Jenna Schuessler<br>11-120-100-101-29    | Appoint                  | Elementary Teacher Long-Term Sub<br>10.30.30.AGQ  | BA Step 1 | \$233.58/day | Briggs        | 4/5/12         | 6/22/12      | Replacing SB                              |
| Kristen Mancuso                          | Appoint                  | Bedside Instruction                               |           | \$40/hr      | District      | 2/21/12        | 6/30/12      |   |
| Meghan Culik                             | Appoint                  | Bedside Instruction                               |           | \$40/hr      | District      | 3/2/12         | 6/30/12      |   |
| Jodie Ciaraffo                           | Appoint                  | Bedside Instruction                               |           | \$40/hr      | District      | 3/2/12         | 6/30/12      |   |
| RW                                       | Adjusted Maternity Leave | Reading Teacher<br>10.30.30.AJT                   |           |              | Briggs        | 3/2/12         | 6/23/12      | Utilizing 17 sick and 56 unpaid days      |
| PV                                       | Medical Leave            | Language Arts Teacher<br>10.80.80.ARF             |           |              | High School   | 2/21/12        | 3/14/12      | Utilizing 16 sick days                    |
| AT                                       | Medical Leave            | Health & Phys. Ed. Teacher<br>10.70.70.APL        |           |              | Middle School | 3/26/12        | 4/6/12       | Utilizing 9 sick days                     |
| DW                                       | Adjusted Maternity Leave | Elementary Teacher<br>10.50.50.AHF                |           |              | Cozy Lake     | 3/23/12        | 11/24/12     | Utilizing 30 sick days and 53 unpaid days |

(\*) Requires mentoring

**C. Non-Instructional**

| Name                              | Nature of Action       | Position/Control Number  | Deg/Step | Salary     | Loc.           | Date Effective | Date Termin. | Discussion   |
|-----------------------------------|------------------------|--|----------|------------|----------------|----------------|--------------|--|
| Steven Seland                     | Resignation            | Special Ed. Aide   |          |            | Milton         | 3/16/12        | 4/6/12       |  |
| Barbara Schmitt<br>11-212-100-106 | Start Date Adjustment  | Special Ed. Aide<br>09.30.30.BJM                               | Step 1   | \$18.76/hr | Briggs         | 2/29/12        | 6/30/12      | Pending fingerprinting<br>New position<br>3.5 hrs/day w/o benefits |
| Judy Kiss<br>11-215-100-106       | Appoint                | Special Ed. Aide<br>09.40.40.BMQ                               | Step 1   | \$18.76/hr | Milton         | 3/26/12        | 6/30/12      | New position<br>3 hrs/day w/o benefits                             |
| Rhadika Ganta<br>11-209-100-106   | Program Change         | Special Ed. Aide<br>09.70.70.BLX                               | Step 1   | \$18.76/hr | Middle School  | 3/9/12         | 6/30/12      | Replacing JL   |
| Mary Judge<br>11-000-230-105      | Appoint                | Administrative Assistant to the Superintendent<br>12.90.92.AEJ |          | \$62,000   | Central Office | 4/1/12         | 6/30/12      | Replacing SS   |
| RS                                | Adjusted Medical Leave | Custodian<br>12.70.72.ALL                                      |          |            | High School    | 1/10/12        | 3/7/12       | Utilizing 40 sick days   |
| BF                                | Medical Leave          | Custodian<br>12.40.42.AKT                                      |          |            | White Rock     | 2/27/12        | 3/10/12      | Utilizing 10 sick days   |

**D. Substitutes/Other**

|                         |         |                      |  |            |          |         |         |  |
|-------------------------|---------|----------------------|--|------------|----------|---------|---------|--|
| Melissa Pastula         | Appoint | Substitute Teacher   |  | \$80/diem  | District | 3/20/12 | 6/30/12 |  |
| Robert Vander Ploeg III | Appoint | Substitute Teacher   |  | \$80/diem  | District | 3/20/12 | 6/30/12 |  |
| Michelle Hoffman        | Appoint | Substitute Teacher   |  | \$80/diem  | District | 3/20/12 | 6/30/12 |  |
| Heather Breene          | Appoint | Substitute Teacher   |  | \$80/diem  | District | 3/20/12 | 6/30/12 |  |
| David Dunn              | Appoint | Substitute Aide      |  | \$10/hr    | District | 2/21/12 | 6/30/12 |  |
| Catherine Miller        | Appoint | Substitute Aide      |  | \$10/hr    | District | 2/21/12 | 6/30/12 |  |
| Matthew Dallicardillo   | Appoint | Substitute Aide      |  | \$10/hr    | District | 3/19/12 | 6/30/12 |  |
| Linda Ortega            | Appoint | Substitute Aide      |  | \$10/hr    | District | 3/20/12 | 6/30/12 |  |
| Catherine Miller        | Appoint | Substitute Secretary |  | \$11.50/hr | District | 2/21/12 | 6/30/12 |  |
| Philip Jones            | Appoint | Substitute Teacher   |  | \$80/diem  | District | 3/20/12 | 6/30/12 |  |
| Elizabeth Sobkiw        | Appoint | Substitute Teacher   |  | \$80/diem  | District | 3/12/12 | 6/30/12 |  |

**E. Extra Duty Pay**

| Name            | Nature of Action | Position                          | Step    | Salary    | Loc.          | Date Effective | Date Termin. | Discussion              |
|-----------------|------------------|-----------------------------------|---------|-----------|---------------|----------------|--------------|-------------------------|
| Sharon Clayton  | Adjustment       | Academic Team Coordinator: 8 Blue | Level 4 | \$1650.60 | Middle School | 9/1/12         | 2/29/12      | Stipend for six months  |
| Cheryl Miskimon | Appoint          | Academic Team Coordinator: 8 Blue | Level 4 | \$1100.40 | Middle School | 3/1/12         | 6/30/12      | Stipend for four months |

**M. EDUCATION, SPECIAL EDUCATION AND TECHNOLOGY COMMITTEE**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the recommendation of the Superintendent to approve and adopt motions M.1 through M.3, as described below:

**M.1 Motion to approve student placements and professional services for the 2011-2012 school year, as indicated below:**

| Student | School                    | Tuition     | Effective        |
|---------|---------------------------|-------------|------------------|
| M/15-8  | Hunterdon Learning Center | \$14,757    | 3/8/12 – 6/13/12 |
| M/13-3  | Shepard Academy           | \$47,841.69 | 3/19/12 -6/30/12 |
| M/18-6  | Day Top Preparatory       | \$43,176    | 3/12/12-6/30/12  |

**M.2 Motion to Recognize and Accept the Harassment, Intimidation and Bullying Incidences (HIB) February 17, 2012 through March 16, 2012.**

RESOLVED, THAT UPON THE RECOMMENDATION OF THE Superintendent, the Jefferson Township Board of Education recognizes the Harassment, Intimidation, and Bullying incidences reported from February 17, 2012 through March 16, 2012, as summarized below:

| School        | Incidents Reported | Confirmed Incidents of HIB |
|---------------|--------------------|----------------------------|
| Milton        | 0                  | 0                          |
| Briggs        | 0                  | 0                          |
| Cozy Lake     | 0                  | 0                          |
| Stanlick      | 0                  | 0                          |
| White Rock    | 2                  | 2                          |
| Middle School | 2                  | 2                          |
| High School   | 2                  | 1                          |

BE IT FURTHER RESOLVED, that the Jefferson Township Board of Education approves the remedial and disciplinary action taken by the building principals.

**M.3 Motion to approve the following day field trips:**

| School/Group/Activity                                      | Location                                      | Date(s)        |
|--|---|----------------|
| JTHS French/German Level 5 Honors - "Phantom of the Opera" | Majestic Theater, New York, NY                | March 21, 2012 |
| Stanlick School Chess Club - Sparta/Jefferson Chess Match  | Sparta Middle School, Sparta, NJ              | March 27, 2012 |
| Briggs School, Grade 2                                     | Growing Stage Children's Theatre, Netcong, NJ | May 9, 2012    |
| JTHS Drama Club/"Rent"                                     | New World Stages Theater, New York, NY        | May 16, 2012   |
| JTMS Project Stay Gold                                     | New Jersey State House, Trenton, NJ           | May 30, 2012   |

**M.4 Enrollment as of 2/29/12:**

|                            | Feb. 11      | Feb. 12      |
|----------------------------|--------------|--------------|
| Milton                     | 180          | 169          |
| Cozy Lake                  | 245          | 255          |
| Arthur Stanlick            | 383          | 374          |
| E.T. Briggs                | 391          | 366          |
| White Rock                 | 427          | 414          |
| <b>Total Elementary</b>    | <b>1,626</b> | <b>1,578</b> |
| JTMS                       | 810          | 836          |
| JTHS                       | 1,118        | 1,051        |
| <b>GRAND TOTAL</b>         | <b>3,554</b> | <b>3,465</b> |
| Tuition students received  | 2            | 1            |
| Out-of-district placement  | 41           | 42           |
| Students -Home Instruction | 15           | 16           |

**N. POLICY COMMITTEE**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the recommendation of the Superintendent to approve motion N.1, as described below:

**N.1. Motion to approve the **Second Reading** of the following *(copy available for review)***

| File Code | Document   | Title           | Description of Action         |
|-----------|------------|-----------------|-------------------------------|
| 5530r     | Regulation | Substance Abuse | Replace 5530r Substance Abuse |

**O. COMMUNICATIONS****P. OLD BUSINESS****Q. NEW BUSINESS****R. PUBLIC COMMENTS****S. BOARD MEMBER COMMENTS****T. ADJOURN**

| Name                | Event Date   | Location                             | Function Description<br>(i.e. Seminar Subject)  | Transportation | Registration Fee \$ | Travel/ Miles | Lodging Cost/ day/person<br>(not to exceed) | # Nights | Meal Cost per day (not to exceed) | # Meal Days | Total Expenses/person daily costs (does not include mileage, parking and tolls) |
|---------------------|--------------|--------------------------------------|---|----------------|---------------------|---------------|---|----------|-----------------------------------|-------------|---|
| Brennan, Claire     | Mar. 8       | Montclair, NJ                        | Assessment and Treatment Strategies for Trauma and Substance Abuse  | Own            | \$ 0.00             | 0             | \$ 0.00                                     | 0        | \$ 0.00                           | 0           | \$ 0.00   |
| Davey, Patricia     | Apr. 20      | Randolph, NJ                         | Guidance Counselor Workshop   | Own            | \$ 0.00             | 0             | \$ 0.00                                     | 0        | \$ 0.00                           | 0           | \$ 0.00   |
| Dixon, Bethany      | Apr. 29 & 30 | Bergenfield, NJ                      | Introduction to PROMPT: Technique   | Own            | \$ 650.00           | 0             | \$ 0.00                                     | 0        | \$ 0.00                           | 0           | \$ 650.00   |
| Golas, Elizabeth    | Apr. 25      | Parsippany, NJ                       | Personality and Disorders   | Own            | \$ 79.99            | 20            | \$ 0.00                                     | 0        | \$ 0.00                           | 0           | \$ 79.99  |
| Hiben, Christopher  | Apr. 25      | Basking Ridge, NJ                    | New Jersey Science Education Leadership Association   | Own            | \$ 0.00             | 70            | \$ 0.00                                     | 0        | \$ 0.00                           | 0           | \$ 0.00   |
| Kazanafer, Aladdin  | Mar. 21      | Bernardsville, NJ                    | Video Production Conference   | Own            | \$ 0.00             | 30            | \$ 0.00                                     | 0        | \$ 0.00                           | 0           | \$ 0.00   |
| Knutelsky, Robin    | Mar. 15      | Montclair, NJ                        | iPad for Literacy and Writing   | Own            | \$ 0.00             | 50            | \$ 0.00                                     | 0        | \$ 0.00                           | 0           | \$ 0.00   |
| Koontz, Terry       | Mar. 14-16   | Atlantic City, NJ                    | Tri-State American Camp Association   | Own            | \$ 0.00             | 0             | \$ 0.00                                     | 0        | \$ 0.00                           | 0           | \$ 0.00   |
| Larson, Claude      | Oct. 9 & 10  | Princeton, NJ                        | New Jersey Science Convention   | Own            | \$ 0.00             | 60            | \$ 0.00                                     | 0        | \$ 0.00                           | 0           | \$ 0.00   |
| Lynch, Vicky        | Mar. 16      | Monroe Twsp., NJ                     | New Jersey Department of Education/Educational Information and Resource Center                                | Own            | \$ 0.00             | 0             | \$ 0.00                                     | 0        | \$ 0.00                           | 0           | \$ 0.00   |
| Newman, Deborah     | Apr. 22-27   | Various Locations throughout Vermont | Consortium of Vermont Colleges Counselor Bus Tour   | Own            | \$ 0.00             | 587           | \$ 0.00                                     | 0        | \$ 0.00                           | 0           | \$ 0.00   |
| Martino, Joanne     | Mar. 13      | Montclair, NJ                        | Cross Cultural Issues in Disaster Response and Recovery   | Own            | \$ 0.00             | 0             | \$ 0.00                                     | 0        | \$ 0.00                           | 0           | \$ 0.00   |
| Materia, Joseph     | Mar. 22      | Union, NJ                            | English Language Learners Statewide Conference on Common Core Standards                                       | Own            | \$ 149.00           | 86            | \$ 0.00                                     | 0        | \$ 0.00                           | 0           | \$ 149.00   |
| Meehan, Denise      | June 4&5     | Long Branch, NJ                      | 2012 Annual Spring Conference: NJ Association College Admission Counseling                                    | Own            | \$ 195.00           | 165           | \$ 0.00                                     | 0        | \$ 0.00                           | 0           | \$ 195.00   |
| Montegari, Robin    | Apr. 20      | Randolph, NJ                         | Guidance Counselor Workshop   | Own            | \$ 0.00             | 31            | \$ 0.00                                     | 0        | \$ 0.00                           | 0           | \$ 0.00   |
| Montegari, Robin    | June 4&5     | Long Branch, NJ                      | 2012 Annual Spring Conference: NJ Association College Admission Counseling                                    | Own            | \$ 195.00           | 165           | \$ 0.00                                     | 0        | \$ 0.00                           | 0           | \$ 195.00   |
| Pepe, Jennifer      | May 16       | New Brunswick, NJ                    | Practical Therapy Techniques for Persistent Articulation Errors: Frontal Lisp, Lateral Lisp and Distorted "R" | Own            | \$ 225.00           | 105           | \$ 0.00                                     | 0        | \$ 0.00                           | 0           | \$ 225.00   |
| Petric, Marius      | Mar. 13      | New Brunswick, NJ                    | Technology Symposium for K-12 Administrators  | Own            | \$ 0.00             | 0             | \$ 0.00                                     | 0        | \$ 0.00                           | 0           | \$ 0.00   |
| Vander Ploeg, Donna | Apr. 19      | Parsippany, NJ                       | Microsoft Excel – Become a Power User   | Own            | \$ 0.00             | 39            | \$ 0.00                                     | 0        | \$ 0.00                           | 0           | \$ 0.00   |
| Vogel, Thomas       | Mar. 26      | Atlantic City, NJ                    | School Transportation Supervisors of New Jersey Conference  | Own            | \$ 100.00           | 300           | \$ 0.00                                     | 0        | \$ 0.00                           | 0           | \$ 100.00   |
| Walsh, Jennifer     | Mar. 24      | New Brunswick, NJ                    | New Jersey State School Nurse Annual Conference   | Own            | \$ 255.00           | 0             | \$ 0.00                                     | 0        | \$ 0.00                           | 0           | \$ 255.00   |
| Zeno, Dora          | June 6-8     | Atlantic City, NJ                    | New Jersey Association of School Business Officials 50 <sup>th</sup> Annual Conference                        | Own            | \$ 150.00           | 300           | \$ 105.00                                   | 2        | \$ 181.50                         | 1           | \$ 541.50   |