

**BOARD OF EDUCATION OF THE VOCATIONAL SCHOOLS
IN THE COUNTY OF BERGEN
REGULAR MEETING**

**Board Auditorium
540 Farview Avenue
Paramus, New Jersey 07652**

February 22, 2022

AGENDA

#	<u>ADMINISTRATION RESOLUTIONS</u>
22-A-81T	Approval – Report of Student Suspensions for January 2022
22-A-82T	Approval - Professional Development Providers and Services 2021-2022 School Year
22-A-83T	Approval – Joint Advanced Standing Admissions Agreement – Felician University And Bergen County Technical Schools – Teterboro Campus For Period Of Four Years Starting 2021-2022 School Year
22-A-84T	Approval – Articulation Agreement – Lincoln Technical Institute and BCTS For Five Years Period Beginning September 1, 2021.
22-A-85T	Approval - Revision of Previously Approved Field Trip
22-A-86T	Approval – First Reading BOE Policies/Regulations
22-A-87T	Approval – Second Reading Final Adoption of BOE Policies
22-A-88T	Approval – Field Trips
22-A-89T	Approval - Travel/Webinar Expenses
	<u>PERSONNEL RESOLUTIONS</u>
22-P-86T	Approval – 2021-2022 Staff Appointments
22-P-87T	Approval – 2021-2022 Salary Reclassification – Non-Certificated
22-P-88T	Approval – Revised Title
22-P-89T	Approval – 2021-2022 Adult and Continuing Education Staff; Salary Authorizations
22-P-90T	Approval – 2021-2022 Adult and Continuing Education Staff; Reclassifications
22-P-91T	Approval – 2021-2022 Temperature Takers
22-P-92T	Approval – 2021-2022 Long Term Substitute Teachers
22-P-93T	Approval – 2021-2022 Appointments Extra Duty/Extra Pay Positions and Other Hourly Appointments
22-P-94T	Approval – Leave(s) of Absence
22-P-95T	Approval – Sidebar Agreement Amending 2018-2021 BCTS Principals, Vice-Principals and Supervisors Association Contract
22-P-96T	Approval of MOU for BCTS Principals, Vice-Principals and Supervisors Association for the 2021-2024 Agreement of Terms and Conditions of Employment
22-P-97T	Approval – 2021-2024 Salaries for Principals, Vice-Principals and Supervisors
22-P-98T	Approval – Submission of Draft Superintendent of Schools Employment Contract for Preliminary Review by County Superintendent
22-P-99T	Approval – 2021-2022 Staff Appointments
22-P-100T	Approval – Suspension with Pay
22-P-101T	Approval - Resignation
	<u>FINANCE RESOLUTIONS</u>
22-F-112T	Approval-Payments Of Bills: January/February
22-F-113T	Monthly Certification- Board Secretary/School

	Financial Report: December 2021
22-F-114T	Line Item Transfers – December 2021
22-F-115T	Authorizing Disposal Of Surplus Property—District Vehicles For Auction
22-F-116T	Approval – Professional Services to Design CTE Facility at Paramus Campus
22-F-117T	Approval- Professional Services – Mast Construction Management Services Bergen County Technical Schools– New CTE High School Paramus.
22-F-118T	Negotiate – Contract To Furnish And Deliver an Ultimaker S5 Pro Bundle 2 Desktop 3d Printer And The Associated Products.
22-F-119T	Award Of Contract To Furnish, Deliver And Install a Techno Titan Series 4896 and the Associated Products for BCTS – Teterboro Campus
22-F-120T	Negotiate A Contract To Provide On-Call Services For The Cleaning Of Various Kitchen Equipment Throughout Bergen County Technical Schools Commencing March 1, 2022, For A Two-Year Period
22-F-121T	Award Of Contract To Provide Media Placement Services for BCTS On An As Needed Basis, Commencing March 1, 2022,for a Two-Year Period, With The Option To Renew
22-F-122T	Approval – Vendor List Participation In State Contract Purchasing for Bergen County Technical Schools 2021-2022 School Year
22-F-123T	Approval—WIOA Formula Individual Training Account Log; 7/1/21-6/30/22
22-F-124T	Approval - Acceptance Of Special State and Federal Funds
22-F-125T	Approval - Acceptance Of Special Federal, State And Private Funds And Establishment Of Budget
22-F-126T	Approval – Shared Services Agreement—Technology Support Bergen County Technical Schools and Township Of Springfield

ADMINISTRATION

22-A-81T

APPROVAL—REPORT OF STUDENT SUSPENSIONS

RESOLUTION

WHEREAS School principals have reported to the Superintendent of Schools that during the month of **January 2022** they have imposed disciplinary suspensions on certain pupils pursuant to N.J.S.A. 18A:37-2;

NOW THEREFORE BE IT RESOLVED that the Board of Education acknowledges that these reports have been filed with the Secretary and constitute a report to the Board of Education in compliance with N.J.S.A. 18A:37-4:

January 2022

BCA-H.....	Bergen County Academies, Hackensack	0
BCTHS-P.....	Bergen County Technical High School, Paramus.....	0
BCTHS-T.....	Bergen County Technical High School, Teterboro	1
BCTHS.....	Applied Technology/BCC Campus.....	1

22-A-82T

APPROVAL—PROFESSIONAL DEVELOPMENT PROVIDERS AND SERVICES 2021-2022 SCHOOL YEAR

RESOLUTION

WHEREAS, the district requires specialized services of various individuals to satisfy educational and business requirements;

BE IT RESOLVED, that the Board of Education confirms the following providers:

NAME	SERVICE	RATE	DATE
History Un-erased	2 Workshops for staff at Teterboro and BCA: Facilitating Student Discussions about Equity & Inclusion.	\$2,000.00	3/18/22 & 3/25/22
Pasco Scientific	2 Workshops for Science Teachers at Teterboro: Using Probes in Science Lab	\$1,200.00	3/18/22 & 4/4/22
Tania Feliz-Patron	CTE Middle School Enrichment	\$1,250.00 (Grant funded)	2/1/22-4/15/22
Jennifer Wills	CTE Middle School Enrichment	\$1,250.00 (Grant funded)	2/1/22-4/15/22
Patrick Flynn	CTE Middle School Enrichment	\$1,250.00 (Grant funded)	2/1/22-4/15/22
Authentic Education	Workshop for staff at Paramus and ATHS Campuses: Assessing for Understanding	\$1,000.00	4/22/22
Four Winds Hospital	Home Instruction for BCA student	\$60.00/hour	12/17/21-12/22/21

NAME	SERVICE	RATE	DATE
Silver Strong & Associates	Virtual Workshop for staff at the Teterboro Campus: Building Social and Emotional Learning Using Tools	\$1,500.00	3/18/22
Rebecca Taylor	Art-based Workshop at ATHS for Distress Mental Health Awareness Day	No Cost	3/15/22
Fuel Education LLC	Web-based Professional Development for staff at Paramus and ATHS: Practical Tools for Engaging Students in Active Learning and Deep Thinking	\$6,387.00	4/22/22
Michael Medaglia – HVACR Consultant	Adult Education: Career Development, Apprenticeships	\$600.00 (Grant funded)	2/23/22 & 2/25/22
Tim Coles – Employee Development Group	Adult Education: OSHA 10	\$600.00 (Grant funded)	March 2022 (2 days)
Liz Fernandez – Electrician Cons.	Adult Education: Career Development	\$600.00 (Grant funded)	2/23/22 & 2/24/22
Vince Vicari – Small Business Regional Director	Adult Education: Entrepreneurial Opportunities	\$600.00 (Grant funded)	2/23/22 & 2/24/22
HPE Solutions	Professional Development Workshop for staff at Paramus & ATHS: Implementing the new 2020 NJSLs	\$300.00	4/22/22
Foundation For Educational Adm.	NJPSAFE Legal One Workshop for CST and Special education teachers	\$1,600.00	4/22/22
McGraw Hill Education	Remote Professional Development Workshop for staff in Paramus, ATHS and Teterboro: ALEKS Training	\$1,500.00	4/22/22

22-A-83T

APPROVAL – JOINT ADVANCED STANDING ADMISSIONS AGREEMENT – FELICIAN UNIVERSITY AND BERGEN COUNTY TECHNICAL SCHOOLS – TETERBORO CAMPUS FOR PERIOD OF FOUR YEARS STARTING 2021-2022 SCHOOL YEAR

Resolution

WHEREAS, Felician University will offer variety of courses which shall provide college credits to students who meet the criteria as set forth in the agreement between Bergen County Technical Schools and Felician University;

BE IT RESOLVED that upon recommendation of Richard Panicucci, Assistant Superintendent for Curriculum & Instruction and the Superintendent of BCTS is authorized to enter into the attached Articulation Agreement between Felician University and Bergen County Technical Schools for the 2021-2025 School Year.

RP: AS/am

22-A-84T APPROVAL – ARTICULATION AGREEMENT – LINCOLN TECHNICAL INSTITUTE AND BERGEN COUNTY TECHNICAL SCHOOLS – FOR FIVE YEARS PERIOD BEGINNING SEPTEMBER 1, 2021.

Resolution

WHEREAS, Lincoln Technical Institute will offer Automotive Technology Certified Program to students who meet the criteria as set forth in the agreement between Bergen County Technical Schools and Lincoln Technical Institute;

BE IT RESOLVED that upon recommendation of Rich Panicucci, Assistant Superintendent for Curriculum & Instruction, the Superintendent of BCTS is authorized to enter into the attached Articulation Agreement between Lincoln Technical Institute in Mahwah and Bergen County Technical Schools for a period of five years beginning September 1, 2021.

RP: AS/am

22-A-85T APPROVAL—REVISION OF PREVIOUSLY APPROVED FIELD TRIP

RESOLUTION

WHEREAS, the Board of Education previously approved the following Field trip: Resolution #22-A-76T, BOE meeting January 25, 2022; and

WHEREAS, an additional teacher was added and the hotel room occupancy was changed to 2 per room, instead of 4;

BE IT RESOLVED, the Board of Education approves the additional changes for this field trip in accord with the following:

<u>School</u>	<u>BCA Campus</u>
Destination	2022 DECA State Marketing Competition; Atlantic City
Dates	2/28/22-3/2/22
Purpose of Trip	Marketing Competition
Participant	100 students 7 teachers and 1 TBD
Total Cost of Trip	\$37,445.44 new amount: \$42,445.44
Total Cost to Board	\$0
Student Cost	\$42,445.44
<u>Participating Staff:</u>	<u>Reimbursement Amount</u>
Kimberley Acuna	\$811.50
Paul Kaser	\$811.50
Greg Kalata	\$811.50
Justin Seventko	\$811.50
Emily Pagano	\$811.50
Joseph Gutierrez	\$913.22
William Mendelsohn	\$913.22
Liz Fuentes	\$811.50

BE IT FURTHER RESOLVED, that the Superintendent is authorized to replace staff without further Board action should staff members be unable to attend due to illness or other unforeseen circumstances.

22-A-86T **APPROVAL - FIRST READING —BOARD OF EDUCATION POLICIES/REGULATION**

RESOLUTION

BE IT RESOLVED, that the Board of Education discuss and entertain public comment on the following **attached** proposed Board of Education policies/regulations and agrees to consider adoption of the policy at its next meeting after hearing public comments:

FIRST READING

Section 2000 – Program

2415.05M Student Surveys, Analysis, Evaluations, Examinations, Testing or Treatment
2431.4M Prevention and Treatment of Sports-Related Concussions and Head Injuries
2622M Student Assessment

Section 3000 – Certificated Staff Members

3233 Political Activities

Section 5000 – Students

5460M High School Graduation
5541M Anti-Hazing

Section 8000 – Operations

8465M Bias Crimes and Bias-Related Acts

Section 9000 – Community

9560M Administration of School Surveys

REGULATIONS – ONE READING ONLY

Section 5000 – Students

R5751M Sexual Harassment of Students

Section 7000 – Property

R7432M Eye Protection Practices

Section 8000 – Operations

R8420.1M Fires and Fire Drills

22-A-87T **APPROVAL - SECOND READING FINAL ADOPTION BOARD OF EDUCATION POLICY**

RESOLUTION

WHEREAS, the Board of Education **attached** policies listed below were approved on a first reading at the January 25, 2022 meeting; and

WHEREAS, said policies was made available for public review; and

WHEREAS, the Board has received no written comments concerning said policies;

BE IT RESOLVED, upon the recommendation of the Superintendent of Schools the following policies is hereby adopted effective immediately:

Section 1000 – Administration

2422M Comprehensive Health and Physical Education

22-A-88T **APPROVAL—FIELD TRIPS**

RESOLUTION

BE IT RESOLVED that the Board of Education confirms the following field trips subject to the principal compiling a list of students/faculty/chaperones together with parental permission forms, insurance, etc.:

<u>School</u>	<u>Teterboro Campus</u>
Destination	ESPN Zone @ Walt Disney Baseball Spring Training
Dates	3/18/22-3/22/22
Purpose of Trip	Baseball Spring Training
Participant	20 students 2 teachers
Total Cost of Trip	\$21,203.96
Total Cost to Board	\$0
Student Cost	\$21,203.96
<u>Participating Staff:</u>	<u>Reimbursement Amount</u>
Doug Naccara	
Stephen Lastra	

<u>School</u>	<u>BCA Campus</u>
Destination	Softball Spring Training, Orlando FL
Dates	3/18/22-3/22/22
Purpose of Trip	Softball Spring Training
Participant	14 students 3 teachers
Total Cost of Trip	\$22,133.00
Total Cost to Board	\$0
Student Cost	\$22,133.00
<u>Participating Staff:</u>	<u>Reimbursement Amount</u>
Frank Mele	
Lauren Feorenzo	
Dana Zweben	

<u>School</u>	<u>Teterboro Campus</u>
Destination	Spring Leadership Conference (Fashion Design) Cherry Hill, NJ
Dates	3/24/22
Purpose of Trip	Students projects at the state competition
Participant	18 students 5 teachers
Total Cost of Trip	\$3,121.03
Total Cost to Board	\$0
Student Cost	\$3,121.03
<u>Participating Staff:</u>	<u>Reimbursement Amount</u>
Anna George	
Andrea Buccino	
Cynthia Mak	
Monet Kendall	
Dominic Branda	

<u>School</u>	<u>BCA Campus</u>
Destination	March into Madness Cheer & Dance Championship, West Virginia
Dates	3/13.22
Purpose of Trip	Cheerleading Competition
Participant	24 students 1 teacher
Total Cost of Trip	\$1,320.00
Total Cost to Board	\$0
Student Cost	\$1,320.00
<u>Participating Staff:</u>	<u>Reimbursement Amount</u>
Alexa Perrucci	

<u>School</u>	<u>BCA Campus</u>
Destination	NJ FFA Spring Research/FFA; Rutgers University
Dates	4/7/22
Purpose of Trip	Students will compete in the area of Veterinary and Environmental Science
Participant	8 students 1 teacher
Total Cost of Trip	\$0
Total Cost to Board	\$0
Student Cost	\$0
<u>Participating Staff:</u>	<u>Reimbursement Amount</u>
Clare Kennedy	

<u>School</u>	<u>BCA Campus</u>
Destination	NJ FFA Agriscience Fair; Rutgers Eco-Complex
Dates	4/27/22
Purpose of Trip	Agriscience Research
Participant	15 students 1 teacher and 2 alternates
Total Cost of Trip	\$0
Total Cost to Board	\$0
Student Cost	\$0
<u>Participating Staff:</u>	<u>Reimbursement Amount</u>
Clare Kennedy	
Will Madden (alternate)	
German Sabio (alternate)	

<u>School</u>	<u>BCA Campus</u>
Destination	NJ FFA Spring Food Science Conference
Dates	4/25/22
Purpose of Trip	Competition event in the area of Food Science
Participant	4 students 1 teacher and 1 alternate
Total Cost of Trip	\$0
Total Cost to Board	\$0
Student Cost	\$0
<u>Participating Staff:</u>	<u>Reimbursement Amount</u>
Clare Kennedy	
Will Madden (alternate)	

<u>School</u>	<u>BCA Campus</u>
Destination	NJ Youth Institute of the World Food Prize (Virtual)
Dates	3/11/22
Purpose of Trip	Students presentation
Participant	10 students 1 teacher and 1 alternate
Total Cost of Trip	\$0
Total Cost to Board	\$0
Student Cost	\$0
<u>Participating Staff:</u>	<u>Reimbursement Amount</u>
Clare Kennedy	
Will Madden (alternate)	

<u>School</u>	<u>BCA Campus</u>
Destination	Virtual HPE Code Wars
Dates	3/5/22
Purpose of Trip	Developing coding and team skills in competition
Participant	50 students 1 teacher
Total Cost of Trip	\$0
Total Cost to Board	\$0
Student Cost	\$0
<u>Participating Staff:</u>	<u>Reimbursement Amount</u>
Bryan Respass	

<u>School</u>	<u>BCA Campus</u>
Destination	National HS Model United Nations, NY
Dates	3/23/22-3/26/22
Purpose of Trip	Students will research foreign affairs and debate international topics
Participant	20 students 2 teachers and 2 alternate
Total Cost of Trip	\$3,544.98
Total Cost to Board	\$0
Student Cost	\$3,544.98
<u>Participating Staff:</u>	<u>Reimbursement Amount</u>
Mark Kramer	\$635.83
Christine Wallace	\$619.15
Luke Miller (alternate)	
Emily Pagano (alternate)	

<u>School</u>	<u>BCA Campus</u>
Destination	2022 Maroon Bowl Tournament (Quiz Bowl)
Dates	3/26/22
Purpose of Trip	Academic Tournament
Participant	12 students 1 teacher
Total Cost of Trip	\$160.00
Total Cost to Board	\$0
Student Cost	\$160.00
<u>Participating Staff:</u>	<u>Reimbursement Amount</u>
Jonathan Pinyan	

<u>School</u>	<u>BCA Campus</u>
Destination	Princeton University Math Competition (Virtual)
Dates	3/26/22
Purpose of Trip	Math Competition
Participant	16 students 5 teachers
Total Cost of Trip	\$100.00
Total Cost to Board	\$0
Student Cost	\$100.00
<u>Participating Staff:</u>	<u>Reimbursement Amount</u>
Michael Abramson	
Keith Kaplan	
Joan Vieni	
Ian Askins	
Dan Plotnick	

<u>School</u>	<u>BCA Campus</u>
Destination	Washington Area Model United Nations; Virtual
Dates	3/31/22-4/3/22
Purpose of Trip	Students will research foreign affairs and debate international topics
Participant	20 students 2 teachers and 2 alternate
Total Cost of Trip	\$510.00
Total Cost to Board	\$0
Student Cost	\$510.00
<u>Participating Staff:</u>	<u>Reimbursement Amount</u>
Mark Kramer	
Christine Wallace	
Luke Miller (alternate)	
Emily Pagano (alternate)	

<u>School</u>	<u>BCA Campus</u>
Destination	Dalton Model United Nations; New York
Dates	4/24/22
Purpose of Trip	Students will research foreign affairs and debate international topics
Participant	24 students 2 teachers and 2 alternate
Total Cost of Trip	\$1,839.98
Total Cost to Board	\$0
Student Cost	\$1,839.98
<u>Participating Staff:</u>	<u>Reimbursement Amount</u>
Mark Kramer	\$530.83
Christine Wallace	\$514.15
Luke Miller (alternate)	
Emily Pagano (alternate)	

School	BCA Campus
Destination	Professional Theatre Production: Hadestown, NY
Dates	4/26/22
Purpose of Trip	Theatre Production
Participant	57 students 3 teachers
Total Cost of Trip	\$2,940.00
Total Cost to Board	\$0
Student Cost	\$2,940.00
Participating Staff:	Reimbursement Amount
Stephen Kaplan	\$49.00
Victoria Pero	\$49.00
Laurie Crochet	\$49.00

22-A-89T APPROVAL—CONFIRMATION—TRAVEL/WEBINAR EXPENSES

RESOLUTION

WHEREAS the employee(s) listed below is(are) attending a conference, convention, staff training, seminar or workshop, scheduled to be held on the dates indicated; and

WHEREAS the attendance at the stated function was approved as work-related and within the scope of the work responsibilities of the attendee; and

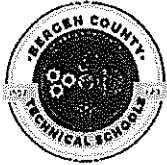
WHEREAS the attendance at the function was approved as promoting delivery of instruction and/or furthering the efficient operation of the school district and fiscally prudent; and

NOW THEREFORE BE IT RESOLVED that the Board finds the travel, related expenses, if any, particular to the attendance at the stated function to be necessary; and

BE IT FURTHER RESOLVED that the expense is justified and, therefore, reimbursable.

Campus	Employee	Destination	Cost (excludes taxes)	Dates
ATHS	Taylor Valentine Steve Cohen Amanda Sloodmaker	Online Designing and Implementing Student Training Plan Course	\$300.00/each Teacher	6/6/22-7/15/22
ATHS	Taylor Valentine Steve Cohen Amanda Sloodmaker	Online NJ Wage and Hour Payment Child Labor Laws, Regulations and Hazardous Orders Course	\$100.00/each Teacher	6/6/22-7/15/22
ATHS	Taylor Valentine Steve Cohen Amanda Sloodmaker	Online OSHA 10+ for General Industry	\$239.00/each Teacher	6/6/22-7/15/22
Curriculum	Bonnie Obojkovits	Gifted and Talented Education Certificate Program – Online	\$235.00	3/3/22
Paramus	Christopher Capodice	2022 NJPSA Conference; Atlantic City	\$441.95	3/24/22
HR	Gary Hall	2022 Virtual Public Employment Conference	\$189.00	4/29/22

Campus	Employee	Destination	Cost (excludes taxes)	Dates
HR	Gary Hall	Webcast – 2022 Labor & Employment Law Forum	\$199.00	2/23/22
BCA	Joseph Gutierrez	FLIBS (IB World school) Business Management	\$3,059.50	6/17/22-6/21/22
Curriculum	Gwenn Lotter	STAGR Conference (Virtual)	\$300.00	3/8/22 & 3/9/22



**AGREEMENT FOR A JOINT ADVANCED STANDING
ADMISSIONS PROGRAM BETWEEN
THE BERGEN COUNTY TECHNICAL SCHOOLS
AND
FELICIAN UNIVERSITY**



The intent of this joint agreement is to define the procedures for a Joint Admissions Program between the Bergen County Technical Schools District (BCTS) and Felician University.

The Joint Admissions Program stipulates that students admitted to the BCTS programs identified in this agreement will be guaranteed admission into a parallel B.S. and B.A. programs at Felician University. Students are required to complete the BCTS's Program's articulated curriculum and meet the criteria for admission as outlined in the Felician University joint admissions acceptance letter.

The student will be considered a joint admissions candidate at the time he/she submits an application requesting for joint advanced standing. The program requirements for the Bachelor's Degree at Felician University will be those in effect at the time of the student's final semester of their freshman year at the BCTS program, provided the student maintained continuous enrollment. The degree requirements will be listed in Felician University's catalog and the catalog of the BCTS program in use at the time. This information will be available to all joint admissions candidates prior to their enrollment at Felician University.

A. GUIDELINES FOR THE JOINT ADMISSION PROGRAM

1. The student must request joint admissions status through the appropriate application form provided by BCTS, prior to commencing studies during the sophomore year in high school.
2. By each September, BCTS will provide Felician University with a list of students who have requested joint admission status. This information will include the student's name, permanent address, expected semester of entrance, and other information needed to ensure joint admission. Each October, BCTS will also provide Felician University with a list of all enrolled candidates so the joint admission file at Felician University can be updated.
3. From the enrolled student list, Felician University will mail each new BCTS participating student a notification of his/her acceptance in the Joint Admissions Program. The parameters and guarantees of the program will be outlined along with instructions the student must follow to maintain eligibility in the program. The Bergen County Technical Schools will notify Felician University concerning students who do

not maintain enrollment at BCTS's Program and will in turn notify the student that he/she has been withdrawn from the program.

4. During their freshman year of study, a student at the BCTS program requesting joint admission will submit a formal application and official transcript to Felician University. Submission of these documents will constitute the student's formal application to Felician University. The student's completion of the BCTS program with a minimum G.P.A. of 3.0 and meeting Felician University's general admission requirements will be guaranteed acceptance into Felician University. All credit earned at the BCTS as specified in Appendices A will be accepted for transfer by Felician University.
5. All promotion of the BCTS/ Felician Joint Admissions Program will emphasize the availability of the regular admissions program at Felician University for BCTS graduates.

B. RESPONSIBILITIES OF FELICIAN UNIVERSITY

1. Felician University agrees to provide the following for appropriate advanced degree holders at the identified BCTS programs who have completed the requirements of the Joint Admissions Program:
 - (a) A place will be reserved for the student in a parallel program that they qualify for at Felician University. The student will be accepted with advanced standing upon completion of the articulated curriculum as per Appendices C and D.
 - (b) Students will receive periodic information about Felician University and their intended academic program. Students will be encouraged to attend selected Felician University programs, tours, and functions.
 - (c) Representatives of Felician University will meet annually at the BCTS school building with candidates of the Joint Admissions Program. The purpose of the meetings will be to provide information about the University, inform students of the services provided by the University, evaluate student transcripts, explain Felician University's final application requirements, and answer other student questions.

C. RESPONSIBILITIES OF THE BERGEN COUNTY TECHNICAL SCHOOLS

1. To promote the Joint Admissions Program with Felician University in appropriate school publications. Provide BCTS students with the necessary applications to apply for joint admissions to Felician University.
2. Provide an accurate yearly list of newly accepted students (with request support data) who have requested candidacy for Advanced Standing admissions to Felician University.

D. AGREEMENT PERIOD

1. This agreement shall go into effect for students enrolled in the identified BCTS programs (See Appendices C and D) during the 2021-2022 school year.
2. The above agreement will be in effect for four years; all students who apply to Felician University through the Fall 2025 semester at the BCTS will be eligible for joint admission.
3. BCTS and Felician University agree to assess the Joint Admissions Program on an annual basis. In October of 2025, the BCTS and Felician University will determine if the program should be continued and/or restructured.

Bergen County Technical School District

Howard Lerner, Ed.D.

Superintendent

Date:

Felician University



J.W. Crawford, III, J.D.

President

Date: 1.26.2022

Enclosures:

Indemnification Provision

Appendices A, B: Credit Transfer Check Sheets

Indemnification Provision

Bergen County Technical Schools are collectively designated as the High School and Felician University is designated as the University. The High School agrees to indemnify, exonerate and save harmless the University, its trustees, employees and representatives (collectively called "the University") from loss or expense (including reasonable attorney's fees) for claims made or liability imposed upon the University for personal injury, including death resulting at any time therefrom, sustained by anyone or arising out of damage to property, including loss of use thereof, from the activities of the University or its students when such liability or damage is occasioned by the negligence of the High School or is occasioned from a situation that was, or should have been, under supervision of the High School's representatives.

The University agrees to indemnify, exonerate and save harmless the High School, its trustees, employees and representatives (collectively called "the High School") from loss or expense (including reasonable attorney's fees) for claims made or liability imposed on the University for personal injury, including death resulting at any time therefrom, sustained by anyone or arising from damage to property, including loss of use thereof, from the activities of the High School when such damage is occasioned by the negligence of the University or its students.

APPENDIX C

AGREEMENT FOR A JOINT ADVANCED STANDING ADMISSIONS PROGRAM FELICIAN UNIVERSITY/BCTS CREDIT TRANSFER CHECKSHEET AND COURSE DETAIL

Law & Justice Program at Bergen Technical High School, Teterboro

Felician University B.S. in Criminal Justice	Bergen County Technical H.S. (Teterboro)
ENG 101 College Writing & Research I ENG 102 College Writing & Research II	AP English Lit and Composition** (6 Credits)
PHYS 103 General Physics I OR BIO 103 General Biology I OR CHEM 103 General Chemistry I	AP Physics I** (4 Credits) OR AP Biology ** (4 Credits) OR AP Chemistry** (4 Credits)
MATH 122 Statistics I	AP Statistics** (3 Credits)
PSCI 102 The American Government	AP US Government and Politics ** (3 Credits)
HIST 110 World Geography and Culture	AP Human Geography ** (3 Credits)
SOC 101 Principles of Sociology	SUPA SOC 101 Intro to Sociology(3 Credits)
GSCI 101 Forensic Science	SUPA CHE 113 Forensic Science (3 Credits)
CRIM 220 Criminal Law	Intro to Law and Justice (3 Credits)
CRIM/SOC 312 Criminology	Criminology (3 Credits)
PSCI 291 Constitutional Law	Constitutional Law (3 Credits)

Total Possible Credits Transferred = 34

** Prerequisites may be required*

*** Contingent based on placement test results*

SUPA courses will provide a transcript from Syracuse University

APPENDIX D

AGREEMENT FOR A JOINT ADVANCED STANDING ADMISSIONS PROGRAM FELICIAN UNIVERSITY/BCTS CREDIT TRANSFER CHECKSHEET AND COURSE DETAIL

Commercial Art Program at Bergen Technical High School, Teterboro

Felician University B.A. in Art (Graphic Design)	Bergen County Technical H.S. (Teterboro)
ENG 101 College Writing & Research I ENG 102 College Writing & Research II	AP English Lit and Composition** (6 Credits)
PHYS 103 General Physics I OR BIO 103 General Biology I OR CHEM 103 General Chemistry I	AP Physics I** (4 Credits) OR AP Biology ** (4 Credits) OR AP Chemistry** (4 Credits)
MATH 122 Statistics I	AP Statistics** (3 Credits)
HIST 201 From Colonies to Nation	AP U.S. History ** (3 Credits)
HIST 110 World Geography and Culture	AP Human Geography ** (3 Credits)
ART 102 Two Dimensional Design	Fundamentals of 2D Design & Drawing (3 Credits)
ART 104 Introduction to Computer Graphics	Graphic Design Studio I (3 Credits)
ART 362 History of Graphic Design	Found of Graphic Design through Art History (3 Credits)
ART 388 Graphic Design Practicum	Graphic Design Studio II (3 Credits)
ART 272 Painting I	<i>Painting (3 Credits)</i>

Total Possible Credits Transferred = 34

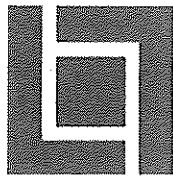
* Prerequisites may be required

** Contingent based on placement test results

SUPA courses will provide a transcript from Syracuse University

Courses in italics are offered as electives at BCTS

22-A-84T



LINCOLN TECH®

**High School
Articulation Agreement
Between
Lincoln Technical Institute – Mahwah
And
Bergen County Board of Education
for the
Automotive Technology
Program – AUTO106C**

The purpose of this Articulation Agreement is to provide a mechanism that enables the students from Bergen Technical School High School, a NATEF certified program, to continue their education at Lincoln Technical Institute, also NATEF certified, with a coordinated curriculum that assures continuity of instruction and minimizes duplication of training experiences.

No tuition or grades will be awarded to students under terms of this agreement but students satisfactorily meeting the transfer credit standards will be awarded transfer credit for the course(s) and will not be charged for nor required to take said course(s). Students must have met the NATEF standards as stated by their High School program and accepted by Lincoln Technical Institute to receive transfer credits. While enrolled at Lincoln Technical Institute, the student understands that if he/she is unable to make satisfactory progress in an advanced course in the area for which articulated credits is awarded he/she may, at the discretion of the faculty, be required to complete a lower level course.

For advanced standing consideration in the Automotive Technology Program (AUTO106C) at Lincoln Technical Institute, the student must have graduated and possess a **Bergen Technical School and/or Bergen Technical School High School** diploma. The student must have maintained a "B" (3.0 GPA) or higher average in the specific automotive area(s) as designated in this agreement, and must have maintained satisfactory attendance.

The school shall provide copies of the students "NATEF Task List" for each course requested for articulation. If the student meets and is granted articulation for two (2) or more technical courses, Lincoln Technical Institute at the discretion of the Director of Education and or Campus President may allow the student to receive advance standing in the IN102 "Driving Your Performance" (Intro) course.

All parties agree to ensure that faculty members, counselors, admissions personnel, and others affected by this Agreement are knowledgeable concerning its contents and skilled in interpreting it to students.

This Agreement effective **September 01, 2021** will be reviewed in five years' time by both parties and revised where appropriate. It may be terminated by either party with written notice.

Signature Page

Advanced standing credit may be awarded for the following NATEF approved courses:

High School Courses

Automotive Technology

Introduction to ASE

Applications of Auto Systems

Advanced Systems Seminar

Lincoln Technical Institute Courses


Electrical System, AT103

Automotive Brake Systems, AT110


Automotive Steering and Suspension,
AT211

School Officials


Howard Lerner Ed.D.
Superintendent



Robert T. Paganini
Campus President
Lincoln Technical Institute



Nick Lombardi
Director of Education
Lincoln Technical Institute



Thomas Sciascia
Director of Admissions
Lincoln Technical Institute

POLICIES/REGULATIONS

FIRST READING

- ☒ **BERGEN COUNTY TECHNICAL SCHOOLS**
☐ **BERGEN COUNTY SPECIAL SERVICES**

POLICY

Section: PROGRAM
Number: 2415.05M

**Title: STUDENT SURVEYS, ANALYSIS, AND/OR EVALUATIONS,
EXAMINATIONS, TESTING OR TREATMENT**

The Protection of Pupil Rights Amendment (PPRA) (20 USC §1232h; 34 CFR Part 98) applies to school districts that receive funding from the United States Department of Education (USDOE). The PPRA requires written consent from parents or the emancipated student the opportunity to opt out of participation in a survey, analysis, evaluation, examination, testing, or treatment funded in whole or in part by a program of the United States Department of Education that concerns one or more of the areas outlined in this Policy.

A. Definitions

“Instructional material” means instructional content that is provided to a student, regardless of its format, including printed or representational materials, audiovisual materials, and materials in electronic or digital formats (such as materials accessible through the Internet). The term does not include academic tests or academic assessments. 20 USC §1232h(c)(6)(A).

“Invasive physical examination” means any medical examination that involves the exposure of private body parts, or any act during such examination that includes incision, insertion, or injection into the body, but does not include a hearing, vision, or scoliosis screening. 20 USC §1232h(c)(6)(B).

“Prior consent” means prior consent of the student, if the student is an adult or emancipated minor or prior written consent of the parent, if the student is an unemancipated minor. 34 CFR §98.4(b).

“Psychiatric or psychological examination or test” means a method of obtaining information, including a group activity, that is not directly related to academic instruction and that is designed to elicit information about attitudes, habits, traits, opinions, beliefs, or feelings. 34 CFR §98.4(c)(1).

“Psychiatric or psychological treatment” means an activity involving the planned, systematic use of methods or techniques that are not directly related to academic instruction and that is designed to affect behavioral, emotional, or attitudinal characteristics of an individual or group. 34 CFR §98.4(c)(2).

“Research or experimentation program or project” means any program or project in any program that is funded in whole or in part by the Federal Government and is designed to explore or develop new or unproven teaching methods or techniques. 34 CFR §98.3(b).

B. Parents’ or Emancipated Students’ Right to Inspection of Materials - 34 CFR §98.3 and 20 USC §1232(c)

1. All instructional material, including teachers’ manuals, films, tapes, or other supplementary instructional material which will be used in connection with any survey, analysis, or evaluation as part of any applicable program or any research or experimentation program or project shall be available for inspection by the parents of the children engaged in such program or project in accordance with 20 USC §1232h(a) and 34 CFR §98.3(a).
 - a. The district shall provide reasonable access to instructional material within a reasonable period of time after the request is received in accordance with 20 USC §1232h(c)(1)(C)(ii).
2. The parent shall have the right, upon request, to inspect a survey created by a third party before the survey is administered or distributed to their student pursuant to 20 USC §1232h(c)(1)(A)(i).
 - a. The district shall provide reasonable access to such survey within a reasonable period of time after the request is received in accordance with 20 USC §1232h(c)(1)(A)(ii).
3. The parent shall have the right, upon request, to inspect any instrument used in the collection of personal information from students for the purpose of marketing or for selling that information (or otherwise providing that information to others for that purpose), before the instrument is administered or distributed to their student pursuant to 20 USC §1232h(c)(1)(F)(i).
 - a. The district shall provide reasonable access to such instrument within a reasonable period of time after the request is received in accordance with 20 USC §1232h(c)(1)(F)(ii).

C. Protection of Students’ Privacy in Examination, Testing, or Treatment with Prior Consent - 34 CFR §98.4

1. In accordance with 34 CFR §98.4(a) no student shall be required, as part of any program funded in whole or in part by a program of the USDOE, to submit without prior consent to psychiatric examination, testing, or treatment, or psychological examination, testing, or treatment, in which the primary purpose is to reveal information concerning one or more of the following:
 - a. Political affiliations;
 - b. Mental and psychological problems potentially embarrassing to the student or the student’s family;

- c. Sex behavior and attitudes;
- d. Illegal, anti-social, self-incriminating, and demeaning behavior;
- e. Critical appraisals of other individuals with whom the student has close family relationships;
- f. Legally recognized privileged and analogous relationships, such as those of lawyers, physicians, and ministers; or
- g. Income, other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under a program.

D. Protections of Students' Rights for Surveys, Analysis, or Evaluation - 20 USC §1232h

1. In accordance with 20 USC §1232h(b) no student shall be required, as part of any applicable program, to submit to a survey, analysis, or evaluation, without prior consent, that reveals information concerning:
 - a. Political affiliations or beliefs of the student or the student's parent;
 - b. Mental and psychological problems of the student or the student's family;
 - c. Sex behavior or attitudes;
 - d. Illegal, anti-social, self-incriminating, or demeaning behavior;
 - e. Critical appraisals of other individuals with whom the student has close family relationships;
 - f. Legally recognized privileged and analogous relationships, such as those of lawyers, physicians, and ministers;
 - g. Religious practices, affiliations, or beliefs of the student or student's parent; or
 - h. Income, (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under a program).
2. Parents' or Emancipated Students' Right to Opt Out - 20 USC §1232h(c)(2)
 - A. The district shall provide notice and offer an opportunity for parents to opt their student out or for emancipated students to opt out of participation in the following activities:

- (1) Activities involving the collection, disclosure, or use of personal information collected from students for the purpose of marketing or for selling that information (or otherwise providing that information to others for that purpose).
 - (2) The administration of any survey containing one or more of the items listed in D.1. above.
 - (3) Any nonemergency, invasive physical examination or screening that is:
 - (a) Required as a condition of attendance;
 - (b) Administered by the school and scheduled by the school in advance; and
 - (c) Not necessary to protect the immediate health and safety of the student, or of other students.
 - B. The district shall directly notify parents at least annually at the beginning of the school year of the specific or approximate dates during the school year when activities described in D.2.a. above are scheduled or expected to be scheduled in accordance with 20 USC §1232h(c)(2)(B).
3. Exceptions – 20 USC §1232h(c)(4)
- a. The provisions of 20 USC §1232h do not apply to the collection, disclosure, or use of personal information collected from students for the exclusive purpose of developing, evaluating, or providing educational products or services for, or to, students or educational institutions, such as the following:
 - (1) College or other postsecondary education recruitment, or military recruitment in accordance with Policy 9713;
 - (2) Book clubs, magazines, and programs providing access to low-cost literary products;
 - (3) Curriculum and instructional materials used by schools in the district;
 - (4) Tests and assessments used by schools in the district to provide cognitive, evaluative, diagnostic, clinical, aptitude, or achievement information about students (or to generate other statistically useful data for the purpose of securing such tests and assessments) and the subsequent analysis and public release of the aggregate data from such tests and assessments;

- (5) The sale by students of products or services to raise funds for school-related or education-related activities; and
 - (6) Student recognition programs.
 - b. The provisions of this Policy:
 - (1) Shall not be construed to preempt applicable provisions of New Jersey law that require parental notification; and
 - (2) Do not apply to any physical examination or screening that is permitted or required by an applicable New Jersey law, including physical examinations or screenings permitted without parental notification.
- 4. Policy Adoption or Revision – 20 USC §1232h(c)(2)(A)(i)

The district shall provide this Policy to parents and students at least annually at the beginning of the school year, and provide notice within a reasonable period of time after any substantive change is made to this Policy.

E. Student Privacy – 20 USC §1232h and 34 CFR §98

The district shall ensure a student's privacy is protected regarding any information collected in accordance with this Policy.

F. Violations of the PPRA – 20 USC §1232h and 34 CFR §98

Parents or students who believe their rights under PPRA may have been violated may file a complaint with the USDOE.

In addition to the provisions of 20 USC §1232h, 34 CFR §98, and this Policy, the Superintendent or designee shall ensure compliance with the provisions of N.J.S.A. 18A:36-34 and Policy 9560 – Administration of School Surveys before students are required to participate in any academic or nonacademic survey, assessment, analysis, or evaluation.

The Protection of Pupil Rights Amendment (PPRA)

20 USC §1232h

34 CFR Part 98

Elementary and Secondary Education Act of 1965 (20 USC 2701 et seq.) as amended by the Every Student Succeeds Act

N.J.S.A 18A:36-34

Adopted (BCTS): 10/27/04 Rev.: 5/25/05 Rev.: 6/24/21 Rev.:

Adopted (BCSS): N/A

- ☒ **BERGEN COUNTY TECHNICAL SCHOOLS**
☐ **BERGEN COUNTY SPECIAL SERVICES**

POLICY

Section: PROGRAM
Number: 2431.4M

**Title: PREVENTION AND TREATMENT OF SPORTS-RELATED
CONCUSSIONS AND HEAD INJURIES**

A concussion is a traumatic brain injury caused by a blow or motion to the head or body that disrupts the normal functioning of the brain and can cause significant and sustained neuropsychological impairments including, but not limited to, problem solving, planning, memory, and behavioral problems. In order to ensure safety, it is imperative that students participating in athletic competition, coaches, and parents are educated about the nature and treatment of sports-related concussions and other head injuries. Allowing a student to return to athletic competition before recovering from a concussion increases the chance of a more serious brain injury.

For the purpose of this Policy and Regulation 2431.4, programs of athletic competition shall include high school interscholastic athletic programs, middle school interscholastic athletic programs where school teams or squads play teams or squads from other school districts, intramural athletic programs within a school or among schools in the district, and any cheerleading program or activity in the school district.

The school district shall adopt an athletic head injury safety training program. The program shall be completed by the school physician, any individual who coaches in an athletic competition, an athletic trainer involved in any athletic competition, and the school nurse. The training program shall be in accordance with guidance provided by the New Jersey Department of Education (NJDOE) and the requirements of N.J.S.A. 18A:40-41.2.

The school district shall annually distribute the NJDOE-developed educational fact sheet regarding sports-related concussions and other head injuries to all parents of students participating in any athletic competition or practice and shall obtain a signed acknowledgement of the receipt of the fact sheet by the student and their parent in accordance with N.J.S.A. 18A:40-41.2(c).

A student who participates in an athletic competition or practice and who sustains or is suspected of sustaining a concussion or other head injury shall be immediately removed from athletic competition or practice. A student removed from athletic competition or practice shall not participate in further athletic competition or practice until they are evaluated by a physician or other licensed healthcare provider trained in the evaluation and management of concussions and receives written clearance from a physician trained in the evaluation and management of concussions to return to athletic competition or practice; and the student

returns to regular school activities and is no longer experiencing symptoms of the injury when conducting those activities in accordance with N.J.S.A. 18A:40-41.4.

The return of a student to athletic competition or practice shall also be in accordance with the graduated, six-step "Return to Play Progression" recommendations and any subsequent changes or other updates to these recommendations as developed by the Centers for Disease Control and Prevention (CDC). The Board shall revise this Policy and Regulation 2431.4 whenever the CDC changes or otherwise updates the "Return to Play Progression" recommendations.

The school district shall provide a copy of this Policy and Regulation 2431.4 to all youth sports team organizations that operate on school grounds. In accordance with the provisions of N.J.S.A. 18A:40-41.5, the school district shall not be liable for the injury or death of a person due to the action or inaction of persons employed by, or under contract with, a youth sports team organization that operates on school grounds, if the youth sports team organization provides the school district proof of an insurance policy of an amount of not less than \$50,000 per person, per occurrence insuring the youth sports team organization against liability for any bodily injury suffered by a person and a statement of compliance with this Policy and Regulation 2431.4.

Pursuant to N.J.S.A. 18A:40-41.5 and for the purpose of this Policy, a "youth sports team organization" means one or more sports teams organized pursuant to a nonprofit or similar charter or which are member teams in a league organized by or affiliated with a county or municipal recreation department.

This Policy and Regulation 2431.4 shall be reviewed and approved by the school physician annually and updated as necessary to ensure it reflects the most current information available on the prevention, risk, and treatment of sports-related concussions and other head injuries in accordance with N.J.S.A. 18A:40-41.3.

Legal References: N.J.S.A. 18A:40-41.1; 18A:40-41.2; 18A:40-41.3; 18A:40-41.4; 18A:40-41.5

Cross reference: Policy Nos. 2425 – Physical Education
5200M – Attendance
5310M – Health Examinations
8441M – Care of Injured and Ill Persons

Adopted (BCTS): 3/2/11 Rev.: 11/1/11 Rev.: 10/25/12 Rev:
Adopted (BCSS): N/A

☒ **BERGEN COUNTY TECHNICAL SCHOOLS**
☒ **BERGEN COUNTY SPECIAL SERVICES**

POLICY

Section: PROGRAM
Number: 2622M

Title: STUDENT ASSESSMENT

State assessments provide parents with important information about their child's progress; detailed diagnostic information about each individual student's performance that educators, parents, and students can utilize to enhance foundational knowledge and student achievement; and include item analysis which will clarify a student's level of knowledge and understanding of a particular subject or area of a subject. The data derived from State assessments are utilized by teachers and administrators to pinpoint areas of difficulty and customize instruction accordingly. Such data can be accessed and utilized as a student progresses to successive school levels.

The Commissioner of Education, in accordance with N.J.S.A. 18A:7C-1 et seq. and 18A:7E-2 and 3, may implement assessments of student achievement in any grade(s) and by such assessments as the Commissioner deems appropriate. The system and related schedule of Statewide assessments shall be approved by the New Jersey State Board of Education. The school district shall, according to a schedule prescribed by the Commissioner, administer the applicable Statewide assessments pursuant to N.J.A.C. 6A:8-4.1(c) and (d).

Pursuant to N.J.A.C. 6A:8-4.1(c), all students at grade levels three through twelve, and at any other grade(s) designated by the Commissioner pursuant to N.J.A.C. 6A:8-4.1(a), shall take all appropriate Statewide assessments as scheduled. The school district will provide accommodations or modifications to the Statewide assessment system in accordance with the provisions of N.J.A.C. 6A:8-4.1(d).

Students with disabilities as defined in N.J.A.C. 6A:14-1.3 shall participate in Statewide assessments in accordance with N.J.A.C. 6A:14-4.10. The school district shall administer the alternative State assessment for students with disabilities in accordance with the provisions of N.J.A.C. 6A:8-4.1(d)3.

The school district shall implement alternative ways for students to demonstrate graduation proficiency in accordance with N.J.A.C. 6A:8-5.1(a)6, (f), (g), (h), or (i), as applicable.

The school district shall maintain an accurate record of each student's performance on Statewide assessments and maintain for every student a ninth grade through graduation transcript in accordance with the provisions of N.J.A.C. 6A:8-4.2(d). The Superintendent shall report assessment results to the public and provide educators, parents, and students with assessment results in accordance with the provisions of N.J.A.C. 6A:8-4.3.

Legal References: N.J.S.A. 18A:7C-1 et seq.; 18A:7E-2; 18A:7E-3
N.J.A.C. 6A:8-4.1 et seq.; 6A:8-5.1; 6A:14-1.1 et seq.;
6A:14-3.7; 6A:14-4.10

Adopted (BCTS): 6/20/05 Rev.: 8/24/07 Rev.: 12/11/12 Rev.: 5/30/13 Rev.: 6/18/15
Rev.: 10/18/16 Rev.: 6/27/17 Rev.: 12/8/20 Rev.: 2/23/21 Rev.:
Adopted (BCSS): 6/20/05 Rev.: 8/23/07 Rev.: 12/18/12 Rev.: 5/21/13 Rev.: 6/16/15
Rev.: 10/20/16 Rev.: 6/20/17 Rev.: 12/15/20 Rev.: 2/18/21 Rev.:

- ☒ **BERGEN COUNTY TECHNICAL SCHOOLS**
- ☒ **BERGEN COUNTY SPECIAL SERVICES**

POLICY

Section: **CERTIFICATED
STAFF MEMBERS**
Number: **3233**

Title: **POLITICAL ACTIVITIES**

The Board of Education recognizes and encourages the right of all citizens, including teaching staff members, to engage in political activity. However, the Board prohibits the use of school grounds premises and school time, however, for partisan political purposes.

DEFINITION

The term “certificated staff member” is interchangeable with “teaching staff member as defined by Title 18A of the NJ Statues.”

PROHIBITED ACTIVITIES

The Board shall establish rules governing the political activities of all certificated staff members while on school property.

1. A certificated staff member shall not engage in political activity on school grounds premises unless permitted in accordance with Board Policy No. 7510 - Use of School Facilities and/or applicable Federal and State laws;
2. A certificated staff member shall not post political circulars or petitions on school grounds premises nor distribute such circulars or petitions to students nor solicit campaign funds or campaign workers on school grounds premises;
3. A certificated staff member shall not display any material that would tend to promote any candidate for office on an election day on in a school grounds facility that are is used as a polling place;
4. A certificated staff member shall not engage in any activity in the presence of students while on school grounds property, which activity is intended and/or designed to promote, further or assert a position(s) on labor relations issues.

CERTIFICATED STAFF IN ELECTIVE OFFICE

In accordance with N.J.S.A. 18A:6-8.1., a certificated staff member employed by this district who is a member of the Senate or General Assembly of the State of New Jersey shall be entitled to time off from school district duties, without loss of pay, during the periods of **the certificated staff member's** ~~his/her~~ attendance at regular or special sessions of the legislature and hearings or meetings of any legislative committee or commission.

In accordance with N.J.S.A. 18A:6-8.2., a certificated staff member employed by this district who is a member of the Board of **County Commissioners** ~~Chosen Freeholders~~ of any county of New Jersey shall be entitled to time off from **the certificated staff member's** ~~his/her~~ duties, without pay, during the periods of **the certificated staff member's** ~~his/her~~ attendance at regular or special meetings of the Board of **County Commissioners** and of any committee thereof and at such other times as **the certificated staff member** ~~he/she~~ shall be engaged in performing the necessary functions and duties of **the certificated staff member's** ~~his/her~~ office as a member of the Board of **County Commissioners**.

No other **certificated** staff member who holds elective or appointive office is so entitled to time off, except as such time off may be provided for by Board policy or negotiated agreement.

ISSUES NOT RELEVANT TO THIS POLICY

The provisions of this Policy do not apply to the discussion and study of politics and political issues appropriate to the curriculum, the conduct of student elections, or the conduct of employee representative elections.

CONSTITUTIONAL PROTECTIONS

Nothing in this policy shall be interpreted to impose a burden on the constitutionally protected speech or conduct of a **certificated** staff member or student.

Legal references: ~~N.J.S.A. 11:17-2;~~ 18A:6-8.1, 18A:6-8.2; 18A:6-8.4; 18A:42-4;
19:34-42

*Green Township v. Rowe, Superior Court of New Jersey – Appellate
Division A-2528-98T5*

Adopted (BCTS): 9/11/02 Rev.: 3/24/04 Rev.:
Adopted (BCSS): 10/16/02 Rev.: 3/24/04 Rev.:

- ☒ **BERGEN COUNTY TECHNICAL SCHOOLS**
☐ **BERGEN COUNTY SPECIAL SERVICES**

POLICY

Section: STUDENTS
Number: 5460M

TITLE: HIGH SCHOOL GRADUATION

The Board of Education will recognize the successful completion of the secondary school instructional program by the award of a State-endorsed diploma certifying the student has met all State and local requirements for high school graduation in accordance with N.J.A.C. 6A:8-5.1 et seq. The Board will annually certify to the Executive County Superintendent each student who has been awarded a diploma and has met the requirements for graduation.

As defined in N.J.A.C. 6A:8-1.3, "credit" means the award for the equivalent of a class period of instruction, which meets for a minimum of forty minutes, one time per week during the school year or as approved through N.J.A.C. 6A:8-5.1(a)2 and A.1.b. below.

A. High School Graduation Requirements – N.J.A.C. 6A:8-5.1

1. For a State-endorsed diploma, the Board shall develop, adopt, and implement graduation requirements that prepare students for success in post-secondary degree programs, careers, and civic life in the 21st century, and that include the following:
 - a. A graduating student must have earned a minimum of _____ (four-year high school: no fewer than 120) credits in courses designed to meet all of the New Jersey Student Learning Standards (NJSLS), including, but not limited to, the following credits:
 - (1) At least twenty (20) credits in English language arts aligned to grade nine through twelve standards;
 - (2) At least fifteen (15) credits in mathematics, including Algebra I or the content equivalent; geometry or the content equivalent; and a third year of mathematics that builds on the concepts and skills of algebra and geometry and that prepares students for college and 21st century careers;
 - (3) At least fifteen (15) credits in science, including at least five credits in laboratory biology/life science or the content equivalent; one additional laboratory/inquiry-based science course, which shall include chemistry, environmental science, or physics; and one additional laboratory/inquiry-based science course;

- (4) At least fifteen (15) credits in social studies, including satisfaction of N.J.S.A. 18A:35-1 and 18A:35-2; five credits in world history; and the integration of civics, economics, geography, and global content in all course offerings;
 - (5) At least two and one-half (2½) credits in financial, economic, business, and entrepreneurial literacy;
 - (6) At least three and three-quarters (3¾) credits in health, safety, and physical education during each year of enrollment, distributed as one hundred fifty minutes per week, as required by N.J.S.A. 18A:35-5, 7, and 8;
 - (7) At least five (5) credits in visual and performing arts;
 - (8) At least five (5) credits in world languages or student demonstration of proficiency as set forth in N.J.A.C. 6A:8-5.1(a)2ii(2) and A.1.b.(2)(b) below;
 - (9) Technological literacy, consistent with the NJSLs, integrated throughout the curriculum;
 - (10) At least fifteen (15) credits in 21st century life and careers, or career-technical education, unless more is required by a CTE program of study; and
 - (11) Electives as determined by the high school program sufficient to total a minimum of at least one-hundred twenty (120) credits.
- b. The 120-credit requirement set forth in N.J.A.C. 6A:8-5.1(a)1. and in A.1.a. above may be met in whole or in part through program completion of a range of experiences that enable students to pursue a variety of individualized learning opportunities, as follows:
- (1) The district shall establish a process to approve individualized student learning opportunities that meet or exceed the NJSLs.
 - (a) Individualized student learning opportunities in all NJSLs areas include, but are not limited to, the following:
 - (i) Independent study;
 - (ii) Online learning;
 - (iii) Study abroad programs;
 - (iv) Student exchange programs; and

- (v) Structured learning experiences, including, but not limited to, work-based programs, internships, apprenticeships, and service learning experiences.
 - (b) Individualized student learning opportunities based upon specific instructional objectives aimed at meeting or exceeding the NJSLs shall:
 - (i) Be based on student interest and career goals as reflected in the Personalized Student Learning Plans;
 - (ii) Include demonstration of student competency;
 - (iii) Be certified for completion based on the district process adopted according to N.J.A.C. 6A:8-5.1(a)2.ii. and A.1.b.(2) below; and
 - (iv) Be on file in the school district and subject to review by the Commissioner of Education or designee.
 - (c) Group programs based upon specific instructional objectives aimed at meeting or exceeding the NJSLs shall be permitted and shall be approved in the same manner as other approved courses.
- (2) The district shall establish a process for granting of credits through successful completion of assessments that verify student achievement in meeting or exceeding the NJSLs at the high school level, including standards achieved by means of the individualized student learning opportunities enumerated at N.J.A.C. 6A:8-5.1(a)2 and A.1.b. above. Such programs or assessments may occur all or in part prior to a student's high school enrollment; no such locally administered assessments shall preclude or exempt student participation in applicable Statewide assessments at grades three through twelve.
- (a) The district shall choose assessments that are aligned with or exceed the NJSLs and may include locally designed assessments.
 - (b) The district shall choose from among the following assessment options to determine if students have achieved the level of language proficiency designated as Novice-High as defined by the American Council on the Teaching of Foreign Languages (ACTFL) and recognized as fulfilling the world languages requirement of the NJSLs:

- (i) The Standards-based Measurement of Proficiency (STAMP) online assessment;
 - (ii) The ACTFL Oral Proficiency Interview (OPI) or the Modified Oral Proficiency Interview (MOPI); or
 - (iii) New Jersey Department of Education-approved locally designed competency-based assessments.
- (3) The district shall establish a process to approve post-secondary learning opportunities that may consist of Advanced Placement (AP) courses, International Baccalaureate (IB), College-Level Examination Program (CLEP), or concurrent/dual enrollment at accredited higher education institutions.
 - (a) The district shall award credit for successful completion of an approved, accredited college course that assures achievement of knowledge and skills that meets or exceeds the NJSLS.
- c. Local student attendance requirements;
- d. Community service requirements as set by our individual school policies.
- e. Any statutorily mandated requirements for earning a high school diploma;
- f. The requirement that all students demonstrate proficiency by achieving a passing score on the English Language Arts (ELA) and mathematics components of the State graduation proficiency test or through the alternative means at N.J.A.C. 6A:8-5.1(h) and A.7. below, if applicable, or for students who take the State graduation proficiency test but do not achieve a passing score through the alternative means set forth at N.J.A.C. 6A:8-5.1(g) and (i) and A.6. and A.8. below:
 - (1) Students in the graduating classes of 2019, 2020, 2021, and 2022 shall be required to demonstrate proficiency by achieving a passing score on the high school end-of-course PARCC assessments in ELA 10 and Algebra I or through alternative means set forth at N.J.A.C. 6A:8-5.1(f), (h), and (i) and A.5., A.7., and A.8. below.
- g. For students who have not demonstrated proficiency on the ELA and/or mathematics components of the State graduation proficiency test, the opportunity for the following will be provided:
 - (1) Remediation, pursuant to N.J.S.A. 18A:7C-3.; and

- (2) One or more additional opportunities to demonstrate proficiency on the State graduation proficiency test, pursuant to N.J.S.A. 18A:7C-6; and
 - h. Students graduating from an adult high school shall demonstrate proficiency in the ELA and mathematics components of the State graduation proficiency test, or through alternative means set forth at N.J.A.C. 6A:8-5.1(f) through (i) and A.5. through A.8. below.
- 2. In the development of Personalized Student Learning Plans according to N.J.A.C. 6A:8-3.2(a), the district shall actively encourage all students who have otherwise met the requirements for high school graduation according to N.J.A.C. 6A:8-5.1(a)1 through 3 and A.1.a. through A.1.c. above, to include in their programs of study the following additional credits:
 - a. Five credits in mathematics during each year of enrollment, aimed at preparation for entrance into post-secondary programs or 21st century careers;
 - b. Five credits in a laboratory science during each year of enrollment, aimed at preparation for entrance into post-secondary programs or 21st century careers;
 - c. Five credits in social studies during each year of enrollment, aimed at preparation for entrance into post-secondary programs or 21st century careers; and
 - d. Five credits in world languages during each year of enrollment, aimed at preparation for entrance into post-secondary programs or 21st century careers.
- 3. The district shall provide to the Executive County Superintendent the district's graduation requirements each year they are evaluated through Quality Single Accountability Continuum (QSAC) and update the district's filed copy each time the graduation policy is revised.
- 4. The district shall provide each student entering high school and their parents with a copy of the district's requirements for a State-endorsed diploma and the programs available to assist students in attaining a State-endorsed diploma, in accordance with N.J.S.A. 18A:7C-5.
- 5. To ensure adequate transition to the new Statewide assessment systems, the district shall provide students in the graduating classes of 2018, 2019, 2020, 2021, and 2022 who have not demonstrated proficiency on the high school end-of-course PARCC assessments in ELA 10 and Algebra I with the opportunity to demonstrate competence through one of the alternative means set forth below:

- a. For the graduating classes of 2018, 2019, 2020, 2021, and 2022, students who did not take the ELA 10 and the Algebra I end-of-course PARCC assessment or who take but do not achieve a passing score on both assessments, as required by N.J.A.C. 6A:8-5.1(a)6 and A.1.f. above, may satisfy the State requirement to demonstrate proficiency in English language arts and/or mathematics in one of the following ways:
 - (1) Achieve a passing score, as determined by the Commissioner of Education, on a corresponding substitute competency test in English language arts and/or mathematics, as applicable, or substitute a passing score on another end-of-course PARCC assessment, including ELA 9, ELA 11, Geometry, or Algebra II; or
 - (2) Meet the criteria of the portfolio appeals process.
- 6. For students in the graduating classes of 2023, 2024, and 2025, the alternative means referenced at N.J.A.C. 6A:8-5.1(a)6 and A.1.f. above shall be as follows:
 - a. Achieve a passing score, as determined by the Commissioner of Education and approved by the New Jersey State Board of Education, on a corresponding substitute competency test in English language arts and/or mathematics, as applicable; and/or
 - b. Demonstrate proficiency through the portfolio appeals process, pursuant to N.J.S.A. 18A:7C-3.
- 7. All English language learners (ELLs) shall satisfy the requirements for high school graduation, except ELLs may demonstrate they have attained State minimum levels of proficiency through passage of the portfolio appeals process in their native language, when available, and passage of a New Jersey Department of Education-approved, English fluency assessment.
- 8. Students, including students with disabilities as defined in N.J.A.C. 6A:14-1.3 or eligible under Section 504 of the Rehabilitation Act who participate in the alternative assessment for students with disabilities, are not required to participate in repeated administrations of high school assessment components required at N.J.A.C. 6A:8-4.1(c).
- 9. For students in the graduating classes of 2019, 2020, 2021, and 2022, the New Jersey Department of Education (NJDOE) shall consider high school end-of-course State assessments to be equivalent to the corresponding high school end-of-course PARCC assessments.

B. High School Diplomas – N.J.A.C. 6A:8-5.2

1. The Board of Education shall award a State-endorsed high school diploma to prospective graduates who have met all of the requirements adopted in accordance with N.J.A.C. 6A:8-5.1(a), (c), or N.J.A.C. 6A:8-5.2(d) and A.1 above, C.1. below, or B.4. below.
2. Pursuant to N.J.A.C. 6A:20-1.4, the Commissioner of Education shall award a State-issued high school diploma based on achieving the Statewide standard score on the General Education Development test (GED) or other adult education assessments to individuals age sixteen or older who are no longer enrolled in school and have not achieved a high school credential.
3. The Commissioner of Education shall award a State-issued high school diploma to individuals age sixteen or older and no longer enrolled in high school based on official transcripts showing at least thirty general education credits leading to a degree at an accredited institution of higher education. Included in the thirty general education credits must be a minimum of fifteen credits with at least three credits in each of the five general education categories as follows: English; mathematics; science; social science; and the humanities.
4. The Board shall award a State-endorsed high school diploma to any currently enrolled student, regardless of grade level, who:
 - a. Has demonstrated proficiency in the State graduation proficiency test, pursuant to N.J.A.C. 6A:8-5.1(a)6 and A.1.f. above, or as set forth at N.J.A.C. 6A:8-5.1(g) and A.6. above:
 - (1) The Board shall award a State-endorsed high school diploma to any currently enrolled student in the graduating classes of 2019, 2020, 2021, and 2022 who has demonstrated proficiency in the high school end-of-course PARCC assessments in ELA 10 and Algebra I, or as set forth in N.J.A.C. 6A:8-5.1(f) and in A.5. above;
 - b. Has presented official transcripts showing at least thirty (30) general education credits leading to a degree at an accredited institution of higher education; and
 - c. Has formally requested such early award of a State-endorsed high school diploma.
5. Pursuant to N.J.S.A. 18A:7C-7 and 18A:7E-3, the Superintendent shall report annually to the Board at a public meeting not later than September 30, and to the Commissioner of Education:
 - a. The total number of students graduated;

- b. The number of students graduated under the substitute competency test process;
- c. The number of students graduated under the portfolio appeals process;
- d. The number of students receiving State-endorsed high school diplomas as a result of meeting any alternate requirements for graduation as specified in their individualized education programs (IEP);
- e. The total number of students denied graduation from the twelfth-grade class; and
- f. The number of students denied graduation from the twelfth-grade class solely because of failure to pass the high school end-of-course PARCC assessments, the State graduation proficiency test, substitute competency tests, or portfolio appeals process based on the provisions of N.J.A.C. 6A:8.

C. Students with Disabilities – N.J.A.C. 6A:8-5.1(c) and N.J.A.C. 6A:14-4.11

- 1. Through the IEP process set forth at N.J.A.C. 6A:14-3.7 and pursuant to N.J.A.C. 6A:14-4.11, the Board may specify alternate requirements for a State-endorsed diploma for individual students with disabilities as defined at N.J.A.C. 6A:14-1.3.
 - a. The district shall specifically address any alternate requirements for graduation in a student's IEP, in accordance with N.J.A.C. 6A:14-4.11.
 - b. The district shall develop and implement procedures for assessing whether a student has met the specified alternate requirements for graduation individually determined in an IEP.
- 2. The IEP of a student with a disability who enters a high school program shall specifically address the graduation requirements. The student shall meet the high school graduation requirements pursuant to N.J.A.C. 6A:8-5.1 and A. above, except as specified in the student's IEP. The IEP shall specify which requirements would qualify the student with a disability for the State-endorsed diploma issued by the Board responsible for the student's education.
- 3. Graduation with a State-endorsed diploma is a change of placement that requires written notice pursuant to N.J.A.C. 6A:14-2.3(f) and (g).
 - a. As part of the written notice, the parent shall be provided with a copy of the procedural safeguards statement published by the NJDOE.
 - b. As with any proposal to change the educational program or placement of a student with a disability, the parent may resolve a disagreement with the proposal to graduate the student by requesting mediation or a due process hearing prior to graduation.

- c. In accordance with N.J.A.C. 6A:14-3.8(d), a reevaluation shall not be required.
 - d. When a student graduates or exceeds the age of eligibility, the student shall be provided a written summary of their academic achievement and functional performance prior to the date of the student's graduation or the conclusion of the school year in which the student exceeds the age of eligibility. The summary shall include recommendations to assist the student in meeting their postsecondary goals.
4. If a student attends a school other than that of the school district of residence that is empowered to grant a diploma, the student shall have the choice of receiving the diploma of the school attended or the diploma of the school district of residence.
- a. If the school the student is attending declines to issue a diploma to the student, the Board of the school district of residence shall issue the student a diploma if the student has satisfied all State and local graduation requirements, as specified in the student's IEP.
5. Students with disabilities who meet the standards for graduation according to N.J.A.C. 6A:14-4.11 and C. of this Policy shall have the opportunity to participate in graduation exercises and related activities on a nondiscriminatory basis.

Legal References: N.J.S.A. 18A:7C-3; 18A:7C-5; 18A:7C-6, 18A:7C-7; 18A:7C-15; 18A:7E-3; 18A:35-1; 18A:35-2; 18A:35-5; 18A:35-7; 18A:35-8
N.J.A.C. 6A:8-1.3; 6A:8-5.1 et seq.; 6A:14-1.3; 6A:14-2.3; 6A:14-3.7
6A:14-3.8; 6A:14-4.11; 6A:20-1.4

Adopted (BCTS): 9/11/02 Rev.: 6/20/05 Rev.: 5/12/10 Rev.: 7/28/15 Rev.: 12/13/16
Rev.: 8/29/17 Rev.:

Adopted (BCSS): N/A

☒ **BERGEN COUNTY TECHNICAL SCHOOLS**
☒ **BERGEN COUNTY SPECIAL SERVICES**

POLICY
STUDENTS
Section: 5541M
Number:

Title: ANTI-HAZING

A safe and civil environment in school is necessary for students to learn and achieve high academic standards. Hazing is conduct that disrupts both a student's ability to learn and a school's ability to educate its students in a safe and disciplined environment. The Board of Education prohibits acts of hazing and adopts this Policy against hazing in accordance with N.J.S.A. 18A:37-32.2. The provisions of this Policy apply to all schools in the District.

"Hazing" in a school setting includes, but is not limited to, conduct by an individual(s) who is a member and/or representative of a school-sponsored student organization, club, or athletic team where such individual(s) conditions a student's acceptance as a member into such group on whether the student engages in activities that are humiliating, demeaning, intimidating, and exhausting to the student.

N.J.S.A. 2C:40-3.a. indicates hazing may also include, but is not limited to, the conduct outlined below:

1. An individual(s) causes, coerces, or otherwise induces a student to commit an act that violates Federal or State criminal law;
2. An individual(s) causes, coerces, or otherwise induces a student to consume any food, liquid, alcoholic liquid, drug or other substance which subjects the student to a risk of emotional or physical harm or is otherwise deleterious to the student's health;
3. An individual(s) subjects a student to abuse, mistreatment, harassment, or degradation of a physical nature, including, but not limited to, whipping, beating, branding, excessive calisthenics, or exposure to the elements;
4. An individual(s) subjects a student to abuse, mistreatment, harassment, or degradation of a mental or emotional nature, including, but not limited to, activity adversely affecting the mental or emotional health or dignity of the individual, sleep deprivation, exclusion from social contact, or conduct that could result in extreme embarrassment;
5. An individual(s) subjects a student to abuse, mistreatment, harassment, or degradation of a sexual nature; or

6. An individual(s) subjects a student to any other activity that creates a reasonable likelihood of bodily injury to the student.

Board of Education members, school employees, and contracted service providers are required to report an alleged incident of hazing that may take place or has taken place on or off school grounds to the Principal or designee on the same day when the individual witnessed or received reliable information regarding such an incident. Students, parents, volunteers, or visitors are encouraged to report an alleged incident of hazing that may take place or has taken place on or off school grounds to the Principal or designee on the same day when the individual witnessed or received reliable information regarding any such incident.

Any report of an alleged incident of hazing shall be immediately investigated by the Principal or designee in accordance with procedures used to investigate alleged violations of the Student Discipline/Code of Conduct and Policy and Regulation 5600. A Principal or designee who receives a report of an alleged incident of hazing and fails to initiate or conduct an investigation and fails to minimize or eliminate the hazing may be subject to disciplinary action.

The Principal or designee may identify behavior when investigating an alleged incident of hazing indicating harassment, intimidation, or bullying (HIB) pursuant to N.J.S.A. 18A:37-14 et seq. – the New Jersey Anti-Bullying Bill of Rights Act (ABR). If the Principal or designee identifies behavior indicating HIB, the Principal or designee shall ensure a separate investigation is conducted in accordance with the ABR and Policy 5512.

The Superintendent or designee shall report to local law enforcement any hazing incident that rises to the level of mandatory reporting under the “Uniform Memorandum of Agreement Between Education Officials and Law Enforcement Officials” or any other agreement between local law enforcement and the school district pursuant to N.J.A.C. 6A:16-5.1(b).

Hazing that involves the participation of a coach, teacher, or other adult may constitute child abuse and shall be addressed in accordance with N.J.S.A. 18A:36-25 and Policy and Regulation 8462.

The Board shall enforce any penalty for violation of this Policy in accordance with the student code of conduct and Policy and Regulation 5600, or any other applicable Board Policy or Regulation. In accordance with N.J.S.A. 18A:37-32.3 appropriate penalties for a violation of this Policy may include, but are not limited to:

1. Withholding of diplomas or transcripts pending compliance with the rules;
2. Rescission of permission for the organization or group whose student member(s) are being penalized under this Policy, to operate on school property or to otherwise operate under the sanction or recognition of the school district; and
3. The imposition of probation, suspension, dismissal, or expulsion of a student member(s).

Any discipline instituted in response to a violation of this Policy may be in addition to discipline for a violation of Policy 5512, Policy and Regulation 5600, and any other applicable Board Policy and Regulation.

The school district shall ensure that students are informed of this Policy, including the rules, penalties, and program of enforcement under this Policy. This Policy shall be posted on the school district's publicly accessible Internet website.

Legal References: N.J.S.A. 18A:36-25; 18A:37-13.2; 18A:37-14 et seq.;
 18A:37-32.2; 18A:37-32.3
 N.J.A.C. 6A:16-5.1

Adopted (BCSS):
Adopted (BCTS):

- ☒ BERGEN COUNTY TECHNICAL SCHOOLS
- ☒ BERGEN COUNTY SPECIAL SERVICES

POLICY

Section: OPERATIONS
Number: 8465M

Title: **BIAS HATE CRIMES AND BIAS-RELATED ACTS**

The Board of Education is committed to providing a safe and healthy environment for all children in the school district. **Bias Hate** crimes and bias-related acts involving students can lead to further violence and retaliation. **Bias Hate** crimes and bias-related acts, by their nature are confrontational, inflame tensions, and promote social hostility and will not be tolerated by the school district. ~~The S~~school district employees will work closely with local law enforcement and the county prosecutor's office to report or eliminate the commission of bias ~~hate~~ crimes and bias-related acts.

DEFINITIONS

A "**bias hate crime**" **means** is any criminal offense where the person or persons committing the offense acted with a purpose to intimidate an individual or group of individuals because of race; color; **religion; gender; disability; religion; sexual orientation; gender identity or expression; national origin;** or ethnicity.

A "bias-related act" **means** is an act directed at a person, group of persons, private property, or public property that is motivated in whole or in part by racial; gender; disability; religion; ~~or~~ sexual orientation; **gender identity or expression; national origin;** or ethnic prejudice. A bias-related act need not involve conduct that constitutes a criminal offense.

All **bias hate** crimes are also bias-related acts, but not all bias-related acts will constitute a **bias hate** crime.

REQUIRED ACTIONS

School employees shall immediately notify the Principal and the Superintendent or designee when in the ~~Whenever any school employee in the course of their his/her employment they develops reason to believe that (1) a bias hate crime or bias-related act has been committed or is about to be committed in accordance with N.J.A.C. 6A:16-6.3(e).~~ ~~on school property, or has been or is about to be committed by any student, whether on or off school property, and whether or not such offense was or is about to be committed during operating school hours, or (2) a student enrolled in the school has been or is about to become the victim of a hate crime, whether committed on or off school property or during operating~~

~~school hours, the school employee shall immediately notify the Building Principal and Superintendent, who in turn,~~

The Superintendent or designee shall promptly notify the _____ local pPolice dDepartment and the bBias iInvestigation oOfficer for the county prosecutor's office when a bias crime or bias-related act has been committed or is about to be committed in accordance with N.J.A.C. 6A:16-6.3(e)1.

~~The Principal and the Superintendent or designee shall immediately notify the _____ local pPolice dDepartment and the bias investigation officer for the county prosecutor's office immediately where if there is reason to believe that a bias hate crime or bias-related act that involves an act of violence has been or is about to be physically committed against a student, or there is otherwise reason to believe that a life has been or will be threatened in accordance with N.J.A.C. 6A:16-6.3(e)2.~~

~~Whenever any school employee in the course of his/her employment has reason to believe that a bias-related act has been committed or is about to be committed on school property, or has been or is about to be committed by any student, whether on or off school property and whether or not such bias-related act was or is to be committed during operating school hours, the school employee should immediately notify the Building Principal and Superintendent, who in turn should promptly notify the _____ Police Department.~~

~~In deciding whether to refer the matter of a bias-related act to the _____ Police Department or the county prosecutor's office, the Building Principal and the Superintendent, should consider the nature and seriousness of the conduct and the risk that the conduct posed to the health, safety and well-being of any student, school employee or member of the general public. The Building Principal and Superintendent should also consider the possibility that the suspected bias-related act could escalate or result in some form of retaliation which might occur within or outside school property.~~

~~It is understood a referral to the _____ local pPolice dDepartment or county prosecutor's office pursuant to the Memorandum of Agreement between Education and Law Enforcement Officials is only a transmittal of information that might be pertinent to a law enforcement investigation and is not an accusation or formal charge.~~

~~Unless the _____ local pPolice dDepartment or the county prosecutor's office request otherwise, the school district may continue to investigate a suspected bias hate crime or bias-related act occurring on school grounds property and may take such actions as necessary and appropriate to redress and remediate any such acts.~~

~~School officials will secure and preserve any such graffiti or other evidence of a suspected bias hate crime or bias-related act pending the arrival of the _____ local pPolice dDepartment or the county prosecutor's office. The school officials, where when feasible, will cover or conceal such evidence until the arrival of the _____ local pPolice dDepartment or county prosecutor's office.~~

Legal References: N.J.S.A. 2C:16-1
N.J.A.C. 6A:16-6.1 et seq.; 6A:16-6.2; 6A:16-6.3(e)

State Memorandum of Agreement approved by the Department
of Law & Public Safety and the Department of Education

Adopted (BCTS): 10/17/01 Rev.: 9/22/04 Rev.:
Adopted (BCSS): 1/23/02 Rev.: 9/28/04 Rev.:

- ☒ **BERGEN COUNTY TECHNICAL SCHOOLS**
- ☒ **BERGEN COUNTY SPECIAL SERVICES**

POLICY

Section: COMMUNITY
Number: 9560M

Title: ADMINISTRATION OF SCHOOL SURVEYS

The Board of Education believes the administration of school surveys may be necessary and valuable to the educational program in the school district. The Board recognizes certain student information is personal and some students or parents may not want this information shared with the school district. Therefore, the Board shall ensure school surveys are administered in accordance with N.J.S.A. 18A:36-34 and 18A:36-34.1 and this Policy.

- A. School Surveys, Certain, Parental Consent Required Before Administration – N.J.S.A. 18A:36-34
1. Unless the school district receives prior written informed consent from a student's parent and provides for a copy of the document to be available for viewing at convenient locations and time periods, the school district shall not administer to a student any academic or nonacademic survey, assessment, analysis, or evaluation which reveals information concerning:
 - a. Political affiliations;
 - b. Mental and psychological problems potentially embarrassing to the student or the student's family;
 - c. Sexual behavior and attitudes;
 - d. Illegal, anti-social, self-incriminating, and demeaning behavior;
 - e. Critical appraisals of other individuals with whom a respondent has a close family relationship;
 - f. Legally recognized privileged or analogous relationships, such as lawyers, physicians, and ministers;
 - g. Income, other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under a program; or
 - h. Social security number.
 2. The school district shall request prior written informed consent at least two weeks prior to the administration of the survey, assessment, analysis, or evaluation.

3. A student shall not participate in any survey, assessment, analysis, or evaluation that concerns the issues listed in A.1. above and N.J.S.A. 18A:36-34.a. unless the school district has obtained prior written informed consent from the student's parent.
- B. Voluntary Survey for Students with Prior Parental Written Notification – N.J.S.A. 18A:36-34.1
1. In accordance with N.J.S.A. 18A:36-34.1 and notwithstanding, N.J.S.A. 18A:36-34 and A. above, or any other law, rule, or regulation to the contrary, if the school district sends prior written notification to the parent of the student, the school district may administer an anonymous, voluntary survey, assessment, analysis, or evaluation to the student which reveals information concerning any of the following issues:
 - a. Use of alcohol, tobacco, drugs, and vaping;
 - b. Sexual behavior and attitudes;
 - c. Behaviors that may contribute to intentional or unintentional injuries or violence; or
 - d. Physical activity and nutrition-related behaviors.
 2. Written notification provided by the school district to the parent of the student shall be delivered to the parent by regular mail, electronic mail, or a written acknowledgement form to be delivered by the student at least two weeks prior to administration of the survey, assessment, analysis, or evaluation. Written notification shall contain, at minimum, the following information:
 - a. A description of the survey, assessment, analysis, or evaluation;
 - b. The purpose for which the survey, assessment, analysis, or evaluation is needed;
 - c. The entities and persons that will have access to the information generated by the survey, assessment, analysis, or evaluation;
 - d. Specific instruction as to when and where the survey, assessment, analysis, or evaluation will be available for parental review prior to its administration;
 - e. The method by which the parent can deny permission to administer the survey, assessment, analysis, or evaluation to the student; a form specifically providing for such denial shall be included with this notice;
 - f. The names and contact information of persons to whom questions can be directed; and

- g. A statement advising that failure to respond indicates approval of participation in the survey, assessment, analysis, or evaluation.
 - 3. Information obtained through a survey, assessment, analysis, or evaluation administered to a student in accordance with N.J.S.A. 18A:36-34.1 and B. above, shall be submitted to the New Jersey Department of Education and the New Jersey Department of Health. Information may be used to develop public health initiatives and prevention programs. Information shall not be used for marketing or other commercial purposes that are not related to student health.
- C. Violations – N.J.S.A. 18A:36-34.d.
- A violation by the school district of N.J.S.A. 18A:36-34; 18A:36-34.1, and this Policy shall be subject to such monetary penalties as determined by the New Jersey Commissioner of Education.
- D. Compliance with Federal Law
- In addition to compliance with the provisions of N.J.S.A. 18A:36-34, 18A:36-34.1, and this Policy, the Superintendent or designee shall ensure compliance with the provisions of Policy 2415.05 – Student Surveys, Analysis, Evaluations, Examinations, Testing, or Treatment before students are required to participate in a survey, analysis, evaluation, examination, testing, or treatment funded in whole or part by a program of the United States Department of Education that concerns one or more of the areas outlined in Policy 2415.05.

Legal References: N.J.S.A. 18A:36-34; 18A:36-34.1

Adopted (BCTS): 3/25/09 Rev.:
Adopted (BCSS): 3/25/09 Rev.:

- ☒ **BERGEN COUNTY TECHNICAL SCHOOLS**
☒ **BERGEN COUNTY SPECIAL SERVICES**

REGULATION

Section: STUDENTS
Number: R5751M

TITLE: SEXUAL HARASSMENT OF STUDENTS

The Board of Trustees will not tolerate sexual harassment of students by school employees, other students, or third parties. The school shall investigate and resolve allegations of sexual harassment of students engaged in by school employees, other students, or third parties pursuant to 34 CFR §106.3(c) and Policy and Regulation 5751. In addition, reports of sexual harassment shall also be investigated in accordance with the requirements of New Jersey's Anti-Bullying Bill of Rights Act and Policy 5512.

A. Definitions

1. For the purpose of Policy and Regulation 5751 and in accordance with 34 CFR §106:
 - a. "Sexual harassment" (34 CFR §106.30(a)) means conduct on the basis of sex that satisfies one or more of the following:
 - (1) An employee of the school conditioning the provision of an aid, benefit, or service of the school on a student's participation in unwelcome sexual conduct;
 - (2) Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a student equal access to the school's education program or activity; or
 - (3) "Sexual assault" as defined in 20 U.S.C. §1092(f)(6)(A)(v), "dating violence" as defined in 34 U.S.C. §12291(a)(10), "domestic violence" as defined in 34 U.S.C. §12291(a)(8), or "stalking" as defined in 34 U.S.C. §12291(a)(30).
 - b. "Complainant" (34 CFR §106.30(a)) means a student currently enrolled who is alleged to be the Complainant of conduct that could constitute sexual harassment.
 - (1) A parent may act on behalf of the Complainant in accordance with State law, court orders, child custody arrangements, or other sources granting legal rights to parents.

- (2) A parent has a legal right to act on a Complainant's behalf, this right applies throughout all aspects of the Title IX matter, including throughout the grievance process.
- c. "Decision-maker" (34 CFR §106.45(b)(7)) means a staff member(s) who is not the Title IX Coordinator or the school staff member who conducted the investigation, designated by the Executive Director, to objectively evaluate the relative evidence and reach conclusions about whether the Respondent is responsible for the alleged sexual harassment in accordance with the provisions of 34 CFR. §106.
- d. "Education program or activity" (34 CFR §106.44(a)) includes locations, events, or circumstances over which the school exercises substantial control over both the Respondent and the context in which the sexual harassment occurs.
- e. "Formal complaint" (34 CFR §106.30(a)) means a document filed by a Complainant or signed by the Title IX Coordinator alleging sexual harassment against a Respondent and requesting that the school investigate the allegation of sexual harassment. As used in this definition paragraph, the phrase "document filed by a Complainant" means a document or electronic submission (such as by electronic mail or through an online portal provided for this purpose by the school) that contains the Complainant's physical or digital signature, or otherwise indicates that the Complainant is the person filing the formal complaint.
- f. "Investigator" (34 CFR §106.45(b)(5)) means a staff member or staff members who may be the Title IX Coordinator and who is not a decision-maker, designated by the Executive Director, to investigate alleged sexual harassment in accordance with 34 CFR §106. The investigator may be the school's Affirmative Action Officer only if the Affirmative Action Officer is not the decision-maker.
- g. "Program or activity" and "program" (34 CFR §106.2(h)(2)(ii)) means all of the operations of a local educational agency (as defined in 20 U.S.C. §8801), system of vocational education, or other school system.
- h. "Respondent" (34 CFR §106.30(a)) means an individual who has been reported to be the perpetrator of conduct that could constitute sexual harassment.
- (1) A parent may act on behalf of the Respondent in accordance with State law, court orders, child custody arrangements, or other sources granting legal rights to parents.

(2) If a parent has a legal right to act on a Respondent's behalf, this right applies throughout all aspects of the Title IX matter, including throughout the grievance process.

- i. "Title IX Coordinator" (34 CFR §106.8(a)) means an individual designated and approved by the Board to coordinate its efforts to comply with its responsibilities under 34 CFR §106 and this Policy. The individual must be referred to as the "Title IX Coordinator" and may also be the investigator but cannot be the decision-maker.

B. Reporting and Notification Requirements

1. Sexual harassment may take place electronically or on an online platform used by the school, including, but not limited to, computer and internet networks; digital platforms; and computer hardware or software owned or operated by, or used in the operations of the school.
2. In accordance with 34 CFR §106.8(a), any person may report sex discrimination, including sexual harassment (whether or not the person reporting is the person alleged to be the victim of conduct that could constitute sex discrimination or sexual harassment), in person, by mail, by telephone, or by electronic mail, using the contact information listed for the Title IX Coordinator, or by any other means that results in the Title IX Coordinator receiving the person's verbal or written report.
 - a. Such a report may be made at any time (including during non-business hours) by using the telephone number or electronic mail address, or by mail to the office address listed for the Title IX Coordinator.
3. A school with "actual knowledge" of sexual harassment in the educational program or activity of the school against a student, must respond promptly in a manner that is not "deliberately indifferent".
 - a. The school has "actual knowledge" when an employee receives a complaint of sexual harassment or an employee is aware of behavior that could constitute sexual harassment.
 - (1) Any school employee who receives a complaint of sexual harassment or is aware of behavior that could constitute sexual harassment is required to report that information to the Title IX Coordinator in accordance with the provisions of B.1. above.
 - (2) In addition to the school's response in accordance with this Regulation, the school must report any potential child abuse to appropriate law enforcement and child welfare authorities in accordance with N.J.S.A. 18A:36-24; N.J.S.A. 18A:36-25; N.J.A.C. 6A:16-11.1; and Policy and Regulation 8462.

- b. A school is “deliberately indifferent” only if the response to sexual harassment is clearly unreasonable in light of the known circumstances, pursuant to 34 CFR §106.44(a).
- 4. The school is required to offer supportive measures to the Complainant even if the Respondent ceased being enrolled or employed by the school prior to the filing of a formal complaint.
 - a. If the Respondent ceases to be enrolled in or employed by the school after a formal complaint is filed, the school may dismiss the complaint, but must still offer supportive measures to the Complainant pursuant to 34 CFR §106.45(b)(3)(ii).
- 5. The Title IX Coordinator shall notify persons entitled to a notification pursuant to 34 CFR §106.8(a) that the school does not discriminate on the basis of sex in the education program or activity it operates and it is required by Title IX and Policy and Regulation 5751 not to discriminate in such a manner in accordance with 34 CFR §106.8(b)(1).
- 6. The Title IX Coordinator shall prominently display the contact information required to be listed for the Title IX Coordinator pursuant to 34 CFR §106.8(b)(2)(i) on the school’s website and in each handbook or catalog the school makes available to persons entitled to a notification in accordance with 34 CFR §106.8(a).
 - a. Policy 5751 and this Regulation shall be prominently displayed on the school’s website and accessible to anyone.

C. Supportive Measures

- 1. “Supportive measures” mean non-disciplinary, non-punitive, individualized services offered as appropriate, as reasonably available, and without fee or charge to the Complainant or the Respondent before or after the filing of a formal complaint or where no formal complaint has been filed pursuant to 34 CFR §106.30(a).
- 2. Supportive measures shall be available to the Complainant, Respondent, and as appropriate, witnesses or other impacted individuals.
- 3. The Title IX Coordinator shall maintain consistent contact with the parties to ensure that safety, emotional and physical well-being are being addressed.
- 4. Generally, supportive measures are meant to be short-term in nature and will be re-evaluated on a periodic basis.

- a. To the extent there is a continuing need for supportive measures after the conclusion of the resolution process, the Title IX Coordinator will work with appropriate school resources to provide continued assistance to the parties.

D. Grievance Process

1. The school will use the grievance process outlined in 34 CFR §106.45 and this Regulation to address formal complaints of sexual harassment.
2. Parents, students, unions and associations, and staff members shall receive notice of the grievance procedures and the Title IX Coordinator's name or title, office, address, email address, and telephone number in accordance with 34 CFR §106.8(a).
3. The school's grievance process may, but need not, provide for a hearing pursuant to 34 CFR §106.45(b)(6)(ii).
4. The school may not require as a condition of enrollment or continuing enrollment, or employment or continuing employment, or enjoyment of any other right, waiver of the right to an investigation and adjudication of formal complaints of sexual harassment consistent with 34 CFR §106.45(b)(9).
5. The school may not require the parties to participate in an informal resolution process regarding a Title IX claim and may not offer an informal resolution process unless a formal complaint is filed pursuant to 34 CFR §106.45(b)(9).
6. The Title IX Coordinator must promptly contact the Complainant in accordance with 34 CFR §106.44(a).
7. In response to a formal complaint, the school will follow a grievance process that complies with 34 CFR §106.45.
 - a. Upon receipt of a formal complaint, the Title IX Coordinator shall provide written notice to the parties who are known in accordance with 34 CFR §106.45(b)(2)(i).
 - b. The Title IX Coordinator shall provide the investigator with a copy of the formal complaint if the Title IX Coordinator is not the investigator.
 - c. The investigator shall investigate the allegations contained in a formal complaint pursuant to 34 CFR §106.45(b).
8. The investigator shall create an investigative report in accordance with the provisions of 34 CFR §106.45(b)(5)(vii).

- a. The investigator will attempt to collect all relevant information and evidence.
 - b. While the investigator will have the burden of gathering evidence, it is crucial that the parties present evidence and identify witnesses to the investigator so that they may be considered during the investigation.
 - c. While all evidence gathered during the investigative process and obtained through the exchange of written questions will be considered, the decision-maker may in their discretion grant lesser weight to last minute information or evidence introduced through the exchange of written questions that was not previously presented for investigation by the investigator.
 - d. To the greatest extent possible, and subject to Title IX, the school will make reasonable accommodations in an investigation to avoid potential re-traumatization of a student.
 - e. The investigative report shall be provided to the decision-maker in accordance with the provisions of 34 CFR §106.45(b)(6)(ii).
9. The decision-maker, who cannot be the same person as the Title IX Coordinator or the investigator, shall issue a written determination regarding responsibility pursuant to 34 CFR §106.45(b)(7).
- a. To reach this determination, the decision-maker will apply
 [Select One Option Below
 _____ the preponderance of the evidence standard,
 _____ clear and convincing evidence standard,]
 which shall be the same standard of evidence for formal complaints against students as for formal complaints against employees, including faculty, and apply the same standard of evidence to all formal complaints of sexual harassment pursuant to 34 CFR §106.45(b)(1)(vii).
 - b. The decision-maker will facilitate a written question and answer period between the parties.
 - (1) Each party may submit their written questions for the other party and witnesses to the decision-maker for review.

- (2) The questions must be relevant to the case and the decision-maker will determine if the questions submitted are relevant and will then forward the relevant questions to the other party or witnesses for a response.
- (3) The decision-maker shall then review all the responses, determine what is relevant or not relevant, and issue a decision as to whether the Respondent is responsible for the alleged sexual harassment.
- (4) The decision-maker will issue a written determination following the review of evidence. The written determination will include:
 - (a) Identification of allegations potentially constituting sexual harassment as defined in Policy and Regulation 5751 and 34 CFR §106.30;
 - (b) A description of the procedural steps taken from the receipt of the complaint through the determination, including any notifications to the parties, interviews with parties and witnesses, site visits, and methods used to gather evidence;
 - (c) Findings of fact supporting the determination, conclusions regarding the application of this formal grievance process to the facts; and
 - (d) A statement of and rationale for the result as to each allegation, including any determination regarding responsibility, any disciplinary sanctions the decision-maker imposed on the Respondent that directly relate to the Complainant, and whether remedies designed to restore or preserve equal access to the school's education program or activity will be provided to the Complainant; and procedures and permissible bases for the parties to appeal the determination.
- (5) The written determination will be provided to the parties simultaneously.
- (6) Notwithstanding a temporary delay of the grievance procedure or the limited extension of the grievance procedure time frames with good cause, the written determination shall be provided within sixty calendar days from receipt of the Complaint.

(a) The sixty-calendar day time frame does not include the appeal process.

(7) Remedies and supportive measures that do not impact the Respondent should not be disclosed in the written determination; rather the determination should simply state that remedies will be provided to the Complainant.

E. Appeals

1. The school will offer both parties an appeal from a determination regarding responsibility, and from the Title IX Coordinator's dismissal of a formal complaint or any allegations therein in accordance with 34 CFR §106.45(b)(8)(i).
2. As to all appeals, the school will comply with the requirements of 34 CFR §106.45(b)(8).
3. The Executive Director shall designate an appeal officer for each appeal filed.
 - a. The appeal officer shall not be the same person as the decision-maker that reached the determination regarding responsibility or dismissal, the investigator, or the Title IX Coordinator in accordance with 34 CFR §106.45(b)(8)(iii)(B).
4. The Complainant and Respondent shall have an equal opportunity to appeal the policy violation determination and any sanctions.
5. The school shall administer the appeal process, but is not a party and will not advocate for or against any appeal.
6. A party may appeal only on the following grounds and the appeal shall identify the reason(s) why the party is appealing:
 - a. There was a procedural error in the hearing process that materially affected the outcome;
 - (1) Procedural error refers to alleged deviations from school policy, and not challenges to policies or procedures themselves;
 - b. There is new evidence that was not reasonably available at the time of the hearing and that could have affected the outcome;
 - c. The decision-maker had a conflict of interest or bias that affected the outcome;

- d. The determination regarding the policy violation was unreasonable based on the evidence before the decision-maker;
 - (1) Appealing on this basis is available only to a party who participated in the hearing; and
 - e. The sanctions were disproportionate to the hearing officer's findings.
- 7. The appeal must be submitted in writing to the Title IX Coordinator within ten calendar days following the issuance of the notice of determination.
 - 8. The appeal must identify the ground(s) for appeal and contain specific arguments supporting each ground for appeal.
 - 9. The Title IX Coordinator shall notify the other party of the appeal, and that other party shall have an opportunity to submit a written statement in response to the appeal, within ten calendar days.
 - 10. The Title IX Coordinator shall inform the parties that they have an opportunity to meet with the appeal officer separately to discuss the proportionality of the sanction.
 - 11. The appeal officer shall decide the appeal considering the evidence presented at the hearing, the investigation file, and the appeal statements of both parties.
 - 12. In disproportionate sanction appeals, input the parties provided during the meeting may also be considered.
 - 13. The appeal officer shall summarize their decision in a written report that will be sent to the Complainant and Respondent within twenty calendar days of receiving the appeal.

F. Remedies

- 1. The Title IX Coordinator shall be responsible for effective implementation of any remedies in accordance with 34 CFR §106.45(b)(7)(iv).
- 2. Following receipt of the written determination from the decision-maker, the Title IX Coordinator will facilitate the imposition of sanctions, if any, the provision of remedies, if any, and to otherwise complete the formal resolution process.
- 3. The appropriate school official designated by the Executive Director, after consultation with the Title IX Coordinator, will determine the sanctions imposed and remedies provided, if any.

- a. The imposition of sanctions or provisions of remedies will be revisited by the Title IX Coordinator following the appeal officer's decision, as appropriate.
4. The Title IX Coordinator must provide written notice to the parties simultaneously.
5. The school must disclose to the Complainant the sanctions imposed on the Respondent that directly relate to the Complainant when such disclosure is necessary to ensure equal access to the school's education program or activity.
6. It is important to note that conduct that does not meet the criteria under Title IX may violate other Federal or State laws or school policies regarding student misconduct or may be inappropriate and require an immediate response in the form of supportive measures and remedies to prevent its recurrence and address its effects.

G. Parent Rights

1. Consistent with the laws of New Jersey, a student's parent must be permitted to exercise the rights granted to their child under Policy and Regulation 5751, whether such rights involve requesting supportive measures, filing a formal complaint, or participating in a grievance process.
2. A student's parent must also be permitted to accompany the student to meetings, interviews, and hearings, if applicable, during a grievance process in order to exercise rights on behalf of the student.
3. The student may have an advisor in addition to the parent.

H. Training

The Executive Director or designee shall ensure that Title IX Coordinators, investigators, decision-makers, appeal officers, and any person who facilitates an informal resolution process, receive training in accordance with 34 CFR §106.45(b)(1)(iii).

I. Compliance

The Executive Director or designee shall consult with the Board Attorney to ensure the school's response to any allegations of sexual harassment and the school's grievance process are in accordance with 34 CFR §106.44 and 34 CFR §106.45.

J. Requirements of New Jersey's Anti-Bullying Bill of Rights Act

Any time a report is made to the Title IX Coordinator or formal complaint is filed pursuant to Policy and Regulation 5751 and in accordance with 34 CFR §106, the Title IX Coordinator shall forward the report or complaint to the Principal of the school building attended by the alleged victim for the Principal to follow the requirements of New Jersey's Anti-Bullying Bill of Rights Act and Policy 5512.

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- ☒ **BERGEN COUNTY TECHNICAL SCHOOLS**
- ☒ **BERGEN COUNTY SPECIAL SERVICES**

REGULATION

Section: PROPERTY
Number: R7432M

Title: EYE PROTECTION PRACTICES

IV. Eye Protection Devices – N.J.A.C. 6A:26-12.5(a)

The Board of Education requires each student, staff member, and school visitor, including individuals present for evening adult-school programs, to wear appropriate eye protective devices while participating in educational activities and programs as defined in N.J.A.C. 6A:7-1.3 in accordance with N.J.S.A. 18A:40-12.1 and N.J.A.C. 6A:26-12.5.

~~A. The following types of eye protection devices must be worn by all students, staff members, and visitors (including persons attending evening adult school programs) participating in the activity or process designated wherever it may occur on school premises:~~

II. Eye Protection Devices – N.J.A.C. 6A:26-12.5(e)

The following types of eye protection device shall be used to fit the designated activities or processes:

POTENTIAL EYE HAZARD	PROTECTIVE DEVICES
Caustic or explosive	Goggles made of flexible fitting materials, hooded ventilation; add plastic window face shield for severe exposure
Dust-producing operations	Goggles made of flexible fitting materials, hooded ventilation
Electric arc welding	Welding helmet in combination with spectacles with eyecup or semi- or flat-fold side shields
Oxy-acetylene welding	Welding goggles (coverspec type with tinted lenses or tinted plate lens), eyecup type with tinted lenses
Hot liquids and gases	Goggles made of flexible fitting materials, hood ventilation; add plastic window face shield for severe exposure
Hot solids	Clear or tinted goggles or spectacles with side shields
Molten materials	Clear or tinted goggles and plastic or mesh window face shield

Heat treatment or tempering	Clear or tinted goggles or clear or tinted spectacles with side shields
Glare operations	Tinted goggles; tinted spectacles with side shields or welding goggles, eyecup or coverspec coverage type with tinted lenses or tinted plate lens
Shaping solid materials	Clear goggles with flexible or rigid body; clear spectacles with side shields; add plastic window face shield for severe exposure
Laser device operation or experimentation	Appropriate for specific hazard
Vehicle repair or servicing Repair or servicing of vehicles	Clear goggles with flexible or rigid body; clear spectacles with side shields
Other potentially hazardous processes or activities	Appropriate for specific hazard

III. Eye Protection Policy and Program – N.J.A.C. 6A:26-12.5(f)

A. The Board of Education establishes and implements Policy No. 7432M and this regulation to assure:

1. No staff member, student, or visitor shall be subjected to any hazardous environmental condition without appropriate eye protection;
2. The detection of eye hazardous conditions shall be continuous;
3. Eye protection devices shall be inspected regularly and adequately maintained;
4. Shared eye protective devices shall be disinfected between uses by a method prescribed by the District's school medical inspector;
5. All eye protective devices shall meet or exceed the appropriate specifications for the various types of devices and suppliers of eye protective devices shall certify, in writing, that the devices meet or exceed said specification;
6. Specific policy and procedures shall be established to deal with individuals who refuse to abide by established eye-safety practices and procedures;
 - a. A student who refuses or persistently neglects to wear an eye protective device when required to do so or fails to observe established eye safety practices shall be dismissed from the day's class by his or her teacher. Any such dismissal from class will be considered to be an absence, in

accordance with Board policy on student attendance, and an accumulation of such absences may result in loss of course credit;

- b. A staff member who refuses or persistently neglects to wear an eye protective device when required to do so or fails to observe established eye safety practices may be disciplined for insubordination for failing to obey the rules established by this Board. The proper implementation of eye protection practices shall be a criterion in the evaluation of every staff member required to observe such practices; and
 - c. A visitor to the schools who refuses or persistently neglects to wear an eye protective device when required to do so or fails to observe established eye safety practices may be required to leave the school premises;
7. The use of contact lenses shall be restricted in learning environments that entail exposure to chemical fumes, vapors, or splashes, intense heat, molten metals, or highly particulate atmospheres. When permitted contact lenses shall be worn only in conjunction with appropriate eye protective devices, and the lens wearer shall be identified for appropriate emergency care in eye hazardous learning environments;
- a. Staff members in these learning environments shall identify the students in his or her class who wear contact lenses. A list of such students shall be kept by the staff member in order that appropriate emergency eye care may be given, said list to be destroyed at the end of the course of study;
8. All spectacle-type eye protective devices shall have side shields of the eye-cup, semi- or flat-fold type; and
9. Students, staff members, or visitors wearing personal corrective eyewear shall be required to wear cover goggles or similar devices unless a competent authority can certify the personal eyewear meets or exceeds standards identified in N.J.A.C. 6A:26-12.5(b).

~~B. Any supplier providing eye protection devices to this school district shall certify in writing that the devices meet or exceed ANSI standards. All spectacle-type eye protective devices shall have side shields of the eyecup, semi-, or flat-fold type.~~

~~C. Staff members shall inspect all eye protective devices used in their classes frequently and regularly. They shall report to the Building Principal or~~

~~Program Administrator the number of devices that are defective or ill fitting. Eye protective devices shall be assigned to each person requiring their use and identified with the name(s) of the user(s). They shall be properly stored when not in use.~~

~~D. The school nurse shall prescribe the method by which eye protective devices are disinfected when two (2) or more people share them or visitors use them.~~

~~E. The use of contact lenses shall be restricted in learning environments that entail exposure to chemical fumes, vapors or splashes, intense heat, molten metals, or high concentrations of atmospheric particulates. Staff members having students in these learning environments shall identify the students who wear contact lenses. The staff member shall keep a list of these students so that appropriate emergency eye care may be given should an accident occur. The list shall be destroyed at the end of the course of study.~~

~~When permitted, contact lenses may be worn only in conjunction with appropriate eye protective devices. The contact lens wearer shall be identified for appropriate emergency eye care in potentially hazardous learning environments.~~

~~F. A student who wears prescription glasses shall be provided with an appropriate eye protective device that fits over the glasses. A student or staff member may wear his or her personal corrective eye wear in the course of an activity that is potentially hazardous to the eyes provided that the eye wear has been certified in writing by a licensed optician to meet or exceed standards as set in N.J.A.C. 12:100 (Safety and Health Standards for Public Employees).~~

~~G. The responsible staff member will provide each staff member, student, or visitor with an appropriate eye protective device when he or she is in area in which an activity that may be hazardous to eyes is conducted.~~

IV. Eye Wash Fountains – N.J.A.C. 6A:26-12.5(d)

A. **Emergency eye wash fountains, or similar devices capable of a minimum fifteen (15) minutes continuous flow of eye-wash solution, shall be provided in classrooms shops, laboratories, or other areas where students or instructors are exposed to caustic materials that can cause damage to the eyes in accordance with N.J.A.C. 6A:26-12.5(d).** ~~Eye wash fountains or similar devices, capable of a minimum of fifteen (15) minutes of continuous flow of eye wash solution shall be provided in accordance with Policy No. 7432 – Eye Protection, standards of the State Department of Education, and N.J.A.C. 12:100.~~

B. **Eye wash fountains shall be routinely checked by the responsible staff member and any fountain that does not operate properly shall be**

promptly reported to the Principal or Program Administrator. The responsible staff member shall routinely check the eye wash fountains and shall notify the Building Principal or Program Administrator of any fountain that does not operate properly.

V. Inspection Enforcement

- A. The Principal or Program Administrator or his or her designee shall regularly inspect the school premises for the existence of conditions potentially hazardous to the eyes, placement of signs requiring appropriate eye protective devices, and an adequate supply of appropriate eye protective devices in satisfactory condition. Conditions potentially hazardous to the eyes include, in addition to the activities listed in Section I.A. above, the likelihood of flying objects and spilled liquids and the presence of protruding and/or sharp objects. Staff members shall not permit students to engage in any activity potentially hazardous to the eyes unless they are wearing appropriate eye protection devices. Staff members have the authority to dismiss from the class period any student who refuses or persistently neglects to wear eye protection or to observe established eye protection practices. Any such dismissed student shall be reported absent for that class.**
- ~~**B. Staff members shall report to the Building Principal or Program Administrator a visitor who refuses or persistently neglects to wear eye protection or observe established eye protection practices.**~~
- ~~**C. The Building Principal or Program Administrator shall regularly inspect the school premises for the existence of conditions potentially hazardous to the eyes, placement of signs requiring appropriate eye protective devices, and an adequate supply of appropriate eye protective devices in satisfactory condition. Conditions potentially hazardous to the eyes include, in addition to the activities listed in I.A. above, the likelihood of flying objects and spilled liquids and the presence of protruding and/or sharp objects.**~~

VI. Training and Supplies – N.J.A.C. 6A:26-12.5(g)

- A. The District shall provide annual training and appropriate supplies and equipment to all school personnel responsible for implementing the eye safety policies and program. The training shall include all aspects of eye protection as defined in Policy No. 7432M and this regulation in accordance with N.J.A.C. 6A:26-12.5(g).**

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- ☒ **BERGEN COUNTY TECHNICAL SCHOOLS**
- ☒ **BERGEN COUNTY SPECIAL SERVICES**

REGULATION

Section: OPERATIONS
Number: R8420.1M

Title: FIRES AND FIRE DRILLS

I. Fire Drills

- A. The Principal or Program Administrator of each school building will conduct at least one fire drill each month within school hours, including any summer months during which the school is open for instructional programs. **The Principal or Program Administrator shall require all teachers to keep all doors and exits of their respective rooms and buildings unlocked during school hours. Where school buildings have been provided with fire escapes, they shall be used by a part or all of the students performing every fire drill** ~~Attempts should be made to conduct drills in various weather conditions and at various times of the school day. Fire drills should always be unannounced to school staff and students. The Principal or Program Administrator shall notify local fire fighting officials that a fire drill is to be conducted.~~

Attempts should be made to conduct drills in various weather conditions and at various times of the school day. Fire drills should be unannounced to school staff and students. The Principal or Program Administrator shall inform local firefighting officials whenever a fire alarm is for drill purposes.

An actual fire that occurs at a school building during the month and includes activities which are the equivalent of a drill shall be considered a drill for the purposes of meeting the requirements of this regulation and N.J.S.A. 18A:41-1.

- B. ~~The fire alarms shall be by a building-wide audible signal. must signal both aurally and visually. The Alarm signals should be tested regularly, before a school session begins or after it ends.~~
- C. When the fire alarm rings ~~and lights~~, each **staff member supervising students** ~~teacher~~ will:

1. Direct students to form into a single file line and proceed along the evacuation route to the nearest exit designated for evacuation;
2. Close the windows of the room and turn off all lights and audio-visual equipment;
3. Take the class register or attendance roll book;
4. Ascertain that all students have left the room and that any student who may have left the classroom prior to the fire drill is located and escorted from the building;
5. Close all doors to the room when the room is empty and keep all doors and exits of their respective rooms and buildings unlocked ~~during the school hours, except during an emergency lockdown or an emergency lockdown drill;~~
6. Ensure ~~that their~~ **assigned** students ~~assigned to the teacher~~ have left the school along the route prescribed in the school evacuation plan. In the event a school building has been provided with fire escapes, they shall be used by a part or all of the students performing every fire drill;
7. Direct ~~the teacher's~~ students to a location not less than "a distance twice the height of the building walls" and keep the students in a single file line facing the building;
8. Take attendance to determine that all students who reported to ~~the teacher's~~ class have been evacuated from the building and report immediately to the Principal or Program Administrator any student who is unaccounted for; and
9. **When the recall signal is given, conduct students back to the classroom.** ~~Conduct the teacher's students back to the classroom when the recall signal is given.~~

D. Evacuation of the school in a fire drill must be conducted quickly, quietly and in an orderly fashion. Students must be silent, refrain from talking and running, and remain in closed, single file lines. Any student or staff member whose behavior disrupts the conduct to the fire drill shall be reported to the Principal or Program Administrator and will be subject to discipline.

E. All persons in the school must leave the building during a fire drill, including all aides, visitors, volunteer workers, and all office, cafeteria, custodial, and maintenance employees. Exceptions to this rule include those employees who have been assigned specific duties to be performed in the school building during a fire drill. ~~(But see Paragraph H.D., below.)~~

- F. Physical education classes **in progress and activities taking place** outside the ~~school building~~ should stop **the game activity and line up in place or in their regularly assigned drill position at once.** ~~Students must form an orderly single file line on the playing field and follow the directions of the physical education teacher.~~
- G. ~~Teachers~~ **Students** will be instructed ~~students~~ not to **gather belongings to take outside** any books, back packs or other belongings outside ~~when the on the fire drill begins.~~ ~~However, in inclement or cold weather, students may pick up their coats and put them on as they exit the building, provided but only if no time is lost in that activity doing so.~~
- H. The office employee responsible for keeping the central attendance register, or a designated substitute, must carry the register out of the building during the drill.
- I. Each Principal or Program Administrator shall report monthly to the Superintendent on the conduct of fire drills. Their report will include the date, ~~and time of the drill, the weather conditions, and time at that time, the amount of time it took to evacuate for each drill conducted, each building, as well as any comments that could assist in improving the conduct of future drills.~~
- J. Every fire drill will be conducted **with seriousness and with the assumption that prompt evacuation is actually required for the safety and survival of persons in the school.** ~~as if there was an actual fire in the school building or facility. It will be performed with seriousness and with the assumption that prompt evacuation is required for the safety and survival of persons in the school.~~
- K. Principals and Program Administrators are encouraged to change the circumstances of fire drills so that staff members and students are subjected to various conditions and learn to respond to them quickly, constructively, and safely. Any such variations should take into account the ages and abilities of the students.
1. One or more exits may be designated as “blocked” so that students are required to use alternative evacuation routes.
 2. A fire drill may be designated as a “smoke drill” so that students learn to avoid the hazards of smoke by walking in a low or crouching position (not a crawling position).

II. Fire

- A. A school staff member or any building occupant who detects a fire in a school building or on other school property shall immediately report the fire by calling 911 and/or by activating a fire alarm pull station in accordance with law.
- B. The school staff member or building occupant shall also report the fire to the Principal or Program Administrator, if possible.
- C. In the event of a fire in a school building, the Principal or Program Administrator shall immediately sound the fire alarm, in the event the fire alarm had not been previously activated, for the evacuation of all students, staff members, visitors and volunteers.
- D. Evacuation shall be conducted in accordance with the fire drill procedures established in **Section I. Paragraph I,** above, except that no employee may remain in the school building or facility to perform specific duties.
- E. As a precaution, the Principal or Program Administrator or his or her designee will maintain a record of all disabled students who may require special attention in the event of fire or other evacuation event. Fire fighters will be promptly informed of the location and special circumstances of each disabled student.
- F. As soon as practicable after the incident, the Principal or Program Administrator shall submit a report to the Superintendent on the appropriate form.
- G. **The District shall immediately notify the appropriate local fire department of any fire which occurs in a school building or on school property in accordance with N.J.S.A. 18A:41-5.**

III. Fire and Smoke Doors

Every Principal or Program Administrator and custodian/janitor in each school building in the District which has a furnace room, hallway, or stair-tower fire or smoke doors shall keep them closed during the time the school building is occupied by teachers and students pursuant to N.J.S.A. 18A:41-2.

Issued (BCTS): 12/12/01 Rev.: 12/1/10 Rev.: 5/26/16 Rev.:
Issued (BCSS): 1/23/02 Rev.: 11/17/10 Rev.: 5/24/16 Rev.:

POLICIES

SECOND READING

- ☒ **BERGEN COUNTY TECHNICAL SCHOOLS**
- ☒ **BERGEN COUNTY SPECIAL SERVICES**

POLICY

Section: PROGRAM
Number: 2422M

Title: COMPREHENSIVE HEALTH AND PHYSICAL EDUCATION

EXPLANATION

Six new statutes were approved and codified regarding the health and well-being of students.

They are:

N.J.S.A. 18A:35-4.5a	Sexual Abuse and Assault Awareness and Prevention Education
N.J.S.A. 18A:35-4.36a	Curriculum to Include Instruction on Diversity and Inclusion
N.J.S.A. 18A:35-4.38	Incorporation of Age-Appropriate Instruction Relative to Consent for Physical Contact and Sexual Activity
N.J.S.A. 18A:35-4.39	Health Curriculum to Include instruction on Mental Health
N.J.S.A. 18A:35-4.40	Information About "New Jersey Safe Haven Infant Protection Act" Included in Public School Curriculum
N.J.S.A. 18A:35-4.43	Infusion of African American Accomplishments into School Curricula

These statutes address issues that must be included in the District's curriculum as required by the New Jersey Student Learning Standards (NJSLS). Usually policies and regulations do not list specific curriculum or NJSLS requirements, which are generally included in the administrative code and are incorporated by reference within several District policies and regulations. However, these new statutes are included in the section of the statutes that address curriculum requirements related to the health and well-being of students and which are listed in the New Jersey Department of Education's "2020 New Jersey Student Learning Standards – Comprehensive Health and Physical Education Introduction".

The provisions of these new statutes may eventually be monitored by a QSAC or other monitoring requirement as the original provisions listed in this policy are QSAC monitoring requirements.

The title of the policy has been changed to reflect the changes made to the policy due to passage of these approved, updated statutes.

THE POLICY

The Board of Education requires all students to participate in a comprehensive, sequential, health and physical education program aligned with the New Jersey Student Learning Standards (NJSLS) that emphasizes the natural interdisciplinary connection between wellness, health, and physical education. The primary focus of the NJSLS is to develop the knowledge and skills that influence healthy behaviors within the context of self, family, school, and the local and global communities.

The curriculum requirements listed below address the need for students to gain knowledge and skill in caring for themselves, interacting effectively with others, and analyzing the impact of choices and consequences. The primary focus of the curriculum listed below is to help students develop concepts and skills that promote and influence healthy behaviors.

The NJSLS incorporates New Jersey statutes related to the health and well-being of students in New Jersey school system. The following statutes incorporated into the NJSLS include, but are not limited to, the following requirements:

1. Accident and Fire Prevention (N.J.S.A. 18A:6-2) requires regular courses of instruction in accident and fire prevention.
2. Breast Self-Examination (N.J.S.A. 18A:35-5.4) requires offering instruction on breast self-examination for students in grades seven (7) through twelve (12).
3. Bullying Prevention Programs (N.J.S.A. 18A:37-17) requires the establishment of bullying prevention programs.
4. Cancer ~~Awareness Program~~ (N.J.S.A. 18A:40-33) requires the development of a school program on cancer awareness by the Commissioner of Education.
5. Dating Violence Education (N.J.S.A. 18A:35-4.23a) requires instruction regarding dating violence in grades seven (7) through twelve (12).
6. Domestic Violence and Child Abuse Education (N.J.S.A. 18A:35-4.23) allows instruction on problems related to domestic violence and child abuse.
7. Gang Violence Prevention (N.J.S.A. 18A:35-4.26) requires instruction in gang violence prevention for elementary school students.
8. Health, Safety, and Physical Education (N.J.S.A. 18A:35-5) requires that all students in grades one (1) through twelve (12) participate in at least two and

one-half (2½) hours of health, safety, and physical education each school week.

9. Drugs, Alcohol, Tobacco, Controlled Dangerous Substances, and Anabolic Steroids (N.J.S.A. 18A:40A-1) requires instructional programs on drugs, alcohol, anabolic steroids, tobacco, and controlled dangerous substances and the development of curriculum guidelines for each grade Kindergarten through twelve (12).
10. Lyme Disease Prevention (N.J.S.A. 18A:35-5.1 through 35-5.3) requires the development of Lyme Disease curriculum guidelines and training to all teaching staff members who instruct students with Lyme Disease.
11. Organ ~~and Tissue~~ Donation (N.J.S.A. 18A:7F-4.3) requires information relative to organ donation to be given to students in grades nine (9) through twelve (12).
12. Sexual Assault Prevention (N.J.S.A. 18A:35-4.3) requires the development of a sexual assault prevention education program by the Commissioner of Education for utilization by school districts.
13. Sexual Abstinence ~~Information~~ (N.J.S.A. 18A:35-4.19 through 35-4.22) **also known as the “AIDS Prevention Act of 1999”) requires sex education programs to stress abstinence.**
14. Suicide Prevention (N.J.S.A. 18A:6-111 through 6-113) ~~Instruction in Suicide Prevention~~ requires instruction in suicide prevention in public schools.
15. Cardiopulmonary Resuscitation (CPR)/Automated External Defibrillator (AED) ~~Instruction~~ (N.J.S.A. 18A:35-4.28 and 18A:35-4.29) requires public high schools and charter schools to provide instruction in cardiopulmonary resuscitation and the use of an automated external defibrillator to each student prior to graduation.
16. Sexually Explicit Images through Electronic Means (N.J.S.A. 18A:35-4.32 and 35-4.33) requires instruction, once during middle school, on the social, emotional, and legal consequences of distributing and soliciting sexually explicit images through electronic means.
17. History of Disabled and LGBT Persons (N.J.S.A. 18A:35-4.35 and 35-4.36) requires instruction on the political, economic, and social contributions of persons with disabilities and lesbian, gay, bisexual, and transgender people for middle and high school students.
18. Financial Literacy (N.J.S.A. 18A:35-4.34) requires instruction with basic financial literacy necessary for sound financial decision-making in each of the grades six (6) through eight (8).

19. **Sexual Abuse and Assault Awareness and Prevention Education (N.J.S.A. 18A:35-4.5a) requires age-appropriate sexual abuse and assault awareness and prevention education in grades preschool through twelve (12).**
20. **Curriculum to Include Instruction on Diversity and Inclusion (N.J.S.A. 18A:35-4.36a) requires instruction on diversity and inclusion in an appropriate place in the curriculum for students in grades Kindergarten through twelve (12).**
21. **Incorporation of Age-Appropriate Instruction Relative to Consent for Physical Contact and Sexual Activity (N.J.S.A. 18A:35-4.38) requires age-appropriate instruction in grades six (6) through twelve (12) on the law and meaning of consent for physical contact and sexual activity.**
22. **Health Curriculum to Include Instruction on Mental Health (N.J.S.A. 18A:35-4.39) requires health education programs to include instruction on mental health and the relation of physical and mental health for students in grades Kindergarten through twelve (12).**
23. **Information About “New Jersey Safe Haven Infant Protection Act” Included in Public School curriculum (N.J.S.A. 18A:35-4.40) information on the provisions of the “New Jersey Safe Haven Infant Protection Act” shall be included in curriculum for public school students in grades nine (9) through twelve (12).**
24. **Infusion of African American Accomplishments into School Curricula (N.J.S.A. 18A:35-4.43) requires in the curriculum for all elementary and secondary students’ instruction that infuses into all courses on the United States the centuries of accomplishments by African Americans in the building and development of America.**
25. **Other Statutory or Administrative Codes. The Board will incorporate into its health and physical education curriculum any other requirements of the NJSLS in Comprehensive Health and Physical Education.**

In accordance with the provisions of N.J.S.A. 18A:35-4.7, any student whose parent presents to the Principal a signed statement that any part of the instruction in health, family life education, or sex education is in conflict with his or her conscience or sincerely held moral or religious beliefs shall be excused from that portion of the course where such instruction is being given and no penalties as to credit or graduation shall result.

The Board of Education must provide two and one-half (2½) hours of health, safety, and physical education courses in each school week, or proportionately less when holidays fall within the week. Recess period(s) shall not be used to meet the requirements of N.J.S.A. 18A:35-5, 35-7, and 35-8.

In accordance with N.J.S.A. 18A:35-4.31, the Board of Education shall provide a daily recess period of at least twenty (20) minutes for students in grades Kindergarten through five (5). A recess period is not required on a school day in which the day is substantially shortened due to a delayed opening or early dismissal. The recess period shall be outdoors, if feasible. A student shall not be denied recess for any reason, except as a consequence of a violation of the District's Code of Student Conduct, including a harassment, intimidation, or bullying (HIB) investigation pursuant to N.J.S.A. 18A:37-13 et seq. Students may not be denied recess more than twice per week for a violation of the Code of Student Conduct or HIB investigation and these students shall be provided restorative justice activities during the recess period.

Restorative justice activities mean activities designed to improve the socioemotional and behavioral responses of students through the use of more appropriate and less punitive interventions thereby establishing a more supportive and inclusive school culture. The student's recess period should be scheduled in a manner that does not interfere with the implementation of a student's Individualized Education Program (IEP). School staff may deny recess for a student on the advice of a medical professional, school nurse, or the provisions of a student's IEP and/or 504 Plan.

A copy of the NJSLS for Comprehensive Health and Physical Education and all related curriculum/course guides and instructional material shall be available for public inspection in each school.

Legal reference: ~~N.J.S.A. 18A:35-4.31~~

Adopted (BCTS): 9/11/02 Rev.: 12/11/02 Rev.: 5/25/05 Rev.: 1/24/17 Rev.: 5/28/19
Rev.: 9/22/20 Rev.:
Adopted (BCSS): 11/13/02 Rev.: 5/25/05 Rev.: 1/17/17 Rev.: 5/30/19 Rev.: 9/29/20
Rev.:

PERSONNEL

22-P-86T APPROVAL—2021 – 2022 STAFF APPOINTMENTS

RESOLUTION

WHEREAS, the Superintendent, after considering the recommendations of his administrative staff which included consideration of the experience, credentials, and references for the following candidates for employment in the school district, and for status reclassifications of current personnel in district, has determined that the appointments of these individuals is appropriate and in the best interest of the school district, and

BE IT RESOLVED that the following individual(s) be appointed to the positions indicated, as provided by the budget, in accord with the terms of employment specified:

Note: Appointment of new personnel to the District is provisional subject to:

1. Authorization from the State Department regarding a criminal background check and/or authorization from the Bergen County Superintendent's Office for emergent hiring.
2. A medical examination including satisfactory results of the Mantoux tuberculin skin test.

Key: Staff:

N – New R - Replacement RI – Reinstatement T - Temporary

Schools/Locations:

ATHS.....Applied Technical High School (BCC), Paramus
BCA.....Bergen County Academies, Hackensack
BCDCC.....Bergen County Day Care Center, Hackensack
BCSSBergen County Special Services
BCTECBergen County Technical Education Center, Paramus
BCTHSBergen County Technical High School, Teterboro
BCVHSBergen County Vocational High School, Paramus
BOCCBergen One-Stop Career Center, Hackensack
ADULT.....Adult Education, Hackensack

CERTIFICATED

<u>NAME</u>	<u>POSITION</u>	<u>SCHOOL/LOCATION</u>
Krenn, Thomas (T)	School Counselor (Limited Contract)	BCA, Hackensack

CERTIFICATION:

Student Personnel Services

Salary: Col. V, Step 1: \$58,551. + Ext. Day \$10,851. = \$69,402. per annum pro rata

Effective: 01/31/22 to 04/15/22

Note: Replacement for staff who retired

NON-CERTIFICATED

<u>NAME</u>	<u>POSITION</u>	<u>SCHOOL/LOCATION</u>
Cohen, Sofia (N)	Tutor (Humanities)	BCA, Hackensack

Salary: \$55,000. per annum pro rata

Effective: 01/26/22 to 06/30/22

Giorgidze-Demirtas, Adult Education Educational Broker-Employment ADULT, Hackensack
Ketevan (R) Readiness/Literacy Instructor ESL (Part-time)

Salary: \$37.00 per hour
Effective: 02/01/22 to 06/30/22
Note: Max. 24 hrs. per week. Grant funded.

Lounsbury, Chelsea (R) Secretary BCA, Hackensack

Salary: Step 2: \$46,540. per annum pro rata
Effective: 02/23/22 to 06/30/22
Note: Replacement for staff who retired

Pineciler, Mary (R) Secretary TECHNOLOGY, Hackensack

Salary: Step 1: \$44,973. per annum pro rata
Effective: 02/10/22 to 06/30/22
Note: Replacement for staff who was reclassified

Villani, Janine (R) Secretary BCA, Hackensack

Salary: Step 2: \$46,540. per annum pro rata
Effective: 02/07/22 to 06/30/22
Note: Replacement for staff who resigned

BE IT FURTHER RESOLVED that the Board Secretary shall give notice to the above-named individuals as soon as is practicable.

22-P-87T APPROVAL—2021-2022 SALARY RECLASSIFICATION(S)—NON-CERTIFICATED

RESOLUTION

BE IT RESOLVED, that the following salary reclassification(s) be approved, as provided by the budget in accord with the rates and dates specified:

Campbell, Dain

From: Custodian (BCTHS, Teterboro): C1, Step 2: \$48,404. + 2nd Shift \$1,017. = \$49,421. per annum
To: Custodian (BCA, Hackensack): C1, Step 2: \$48,404. + 3rd Shift \$1,316. = \$49,720. per annum pro rata
Effective: 01/04/2022 to 06/30/2022
Note: Transfer due to replacement of employee who resigned

Domicolo, Nunzio

From: Custodian (BCVHS, Paramus): C1, Step 1: \$47,009. + 2nd Shift \$1,017. = \$48,026. per annum
To: Maintenance (District, Paramus): M1, Step 1: \$54,094. per annum pro rata
Effective: 03/01/2022 to 06/30/2022
Note: Replacement for staff who was reclassified

BE IT FURTHER RESOLVED that the Board Secretary shall give notice to the above-named individuals as soon as is practicable.

22-P-88T APPROVAL — REVISED TITLE

RESOLUTION

BE IT RESOLVED that the following salary member's employment status be approved, as provided by the budget, in accord with the rates and dates specified:

Gottlieb, Dawn

From: Tutor Math/Science (\$55,000 per annum pro rata)
To: Tutor Humanities (\$55,000 per annum pro rata)
Effective: 12/20/21 to 06/30/22

BE IT FURTHER RESOLVED that the Board Secretary shall give notice to the above-named individuals as soon as is practicable.

**22-P-89T APPROVAL—2021-2022 ADULT AND CONTINUING EDUCATION STAFF
SALARY AUTHORIZATIONS**

RESOLUTION

BE IT RESOLVED that the attached listing of Adult and Continuing Education staff be appointed at the rates indicated, effective as per the dates specified.

**22-P-90T APPROVAL—2021-2022 ADULT AND CONTINUING EDUCATION STAFF
RECLASSIFICATIONS**

RESOLUTION

BE IT RESOLVED that the attached listing of Adult and Continuing Education staff be reclassified at the rates indicated, effective as per the dates specified.

22-P-91T APPROVAL—2021 - 2022 EMT TEMPERATURE TAKERS

RESOLUTION

BE IT RESOLVED that the following list of **EMT TEMPERATURE TAKER** staff be approved at the rates indicated, effective 07/01/21 through 06/30/22.

<u>Instructor Name</u>	<u>Rate/hr.</u>	<u>Effective</u>
Polizzano, Robert	\$48.57 (max. 15 hours per week)	SY 2021-2022

22-P-92T APPROVAL—2021-2022 LONG TERM SUBSTITUTE TEACHER(S)

RESOLUTION

BE IT RESOLVED that Lauren Kappmeier, who holds valid County Substitute certificate, be appointed as a long term substitute teacher at the Bergen County Technical Education Center, Paramus, to be compensated as follows:

Salary: \$204. per diem
Effective: 01/27/22 to 03/04/22
Note: Coverage for Teacher of English open position

BE IT RESOLVED that Lauren Kappmeier, who holds valid County Substitute certificate, be appointed as a long term substitute teacher at the Bergen County Technical Education Center, Paramus, to be compensated as follows:

Salary: \$204. per diem
Effective: 03/07/22 to 04/01/22
Note: Coverage for teacher who resigned

BE IT RESOLVED that Diego Vargas, who holds valid COE: Teacher of Spanish certificate, be appointed as a long term substitute teacher at the Bergen County Academies, Hackensack, to be compensated as follows:

Salary: \$221. per diem
Effective: 02/01/22 to 03/16/22
Note: Replacement for teacher on LOA

22-P-93T **APPROVAL— 2021-2022 APPOINTMENTS**
 EXTRA DUTY/EXTRA PAY POSITIONS
APPROVAL— 2021-2022 OTHER HOURLY APPOINTMENTS

RESOLUTION

BE IT RESOLVED, that the following individuals be appointed/confirmed to the Extra Duty/Extra Pay positions, as provided by the budget, as indicated in accord with the rates and dates specified:

EXTRA DUTY/EXTRA PAY SY 2021-2022

<u>Curriculum Projects:</u>	Cholak, Lyndsey	Final payment - \$1,883.00 Basic Pet Care Elective Effective: 12/21/21
<u>Home Instruction:</u>	Kim, Deok Student: MS	\$84 per hour Max. hours: 12 Effective 01/31/22
	Kim, Roslyn Student: MS	\$84 per hour Max. hours: 12 Effective 01/31/22
	Kouefati, Danielle Student: MS	\$84 per hour Max. hours: 12 Effective 01/31/22
	Lewitt, Julia Student: MS	\$84 per hour Max. hours: 12 Effective 01/31/22
	Marmora, Joseph Student: MS	\$84 per hour Max. hours: 6 Effective 01/31/22

Reeves, David Student: MS	\$84 per hour Max. hours: 12 Effective 01/31/22
Zubov, Igor Student: MS	\$84 per hour Max. hours: 12 Effective 01/31/22
Calandra, Gabriella Student: SR	\$84 per hour Max. hours: 10 Effective 11/22/21
James, Dina Student: SR	\$84 per hour Max. hours: 5 Effective 11/22/21
Kim, Deok Student: SR	\$84 per hour Max. hours: 10 Effective 11/22/21
Kozlova, Ekaterina Student: SR	\$84 per hour Max. hours: 10 Effective 11/22/21
Weems, Richard Student: SR	\$84 per hour Max. hours: 10 Effective 11/22/21
Zhang, Yu Student: SR	\$84 per hour Max. hours: 10 Effective 11/22/21
Zubov, Igor Student: SR	\$84 per hour Max. hours: 20 Effective 11/22/21

Affirmative Action Video
Rate: Hourly per diem
Effective: SY 21-22
Hager, Raymond

Max.
Hours
60 hours

ATHS Scheduling Work
Rate: Hourly per diem
Effective: SY 21-22
Valentine, Taylor

Max. Hrs.
50 hrs

Brown University Science Olympiad Invitational (Virtual)

Rate: Per diem

Effective: 02/12/22

Alschen, Sergei

Feuss, Danielle

Paul, Eric

Zubov, Igor

Max.

Days

1 day

1 day

1 day

1 day

Bergenfield High School Science Class Coverage

Rate: \$59.00 per class period

Effective: 11/01/21 to 01/26/22

King, Katelyn

Max.

Class Periods

41 class Periods

**Curriculum Project: Instructional Coaching for Bergenfield
and Middle School Teachers**

Rate: \$66 per hour*

Effective: SY 21-22

Bajwa, Ravinder

Gutierrez, Joseph

Sawhney, Puneet

Zhang, Yu

Max. Hrs.*

36

36

36

36

*Revised # of hours. BOE 01/25/22; Resol. #22-P-81T. Grant funded Perkins Secondary Education Program

Lunch Duty - Academy

Rate: \$12.20 Per lunch period

Effective: SY 2021-2022

Krenn, Thomas

Overload – Teacher

Effective: SY 2021-2022

	<u>Campus</u>	<u>Rate</u>	<u>Effective</u>
Rodsan, Alexa	ATHS	\$59/hr. Max 24 hrs.	01/03/22 to 06/23/22
DELETE: Valentine, Taylor*	ATHS	\$4,484 Prorated	01/15/22 to 06/23/22

*BOE 08/21/21; Resol. #22-P-12T

BERGEN COUNTY ACADEMIES – HACKENSACK

Recommended Staff

COORDINATORS:

	<u>Last Name</u>	<u>First Name</u>	<u>Rate</u>	<u>Effective</u>
Lead Teacher (Guidance)	Sousa	Nancy	\$11,319	02/04/22
Play Coordinator (Stagecraft)	Pavlu	William	\$2,011	01/26/22

PER YEAR COMPENSATION:

	<u>Last Name</u>	<u>First Name</u>	<u>Rate</u>	<u>Effective</u>
Before/After School Duty Assignment*	Spinelli	Louis	\$2,510	01/10/22

*Revised Effective date. BOE 01/25/22; Resol. #22-P-81T.

BERGEN COUNTY VOCATIONAL HIGH SCHOOL - PARAMUS

<u>ADVISORS:</u>	Recommended Staff			
	<u>Last Name</u>	<u>First Name</u>	<u>Rate</u>	<u>Effective</u>
Mock Trial	Whitley	Kathryn	\$2,716	01/26/22
Student Newspaper	Kozlova	Ekaterina	\$2,716	01/26/22

22-P-94T APPROVAL — LEAVE(S) OF ABSENCE

RESOLUTION

BE IT RESOLVED, that Jacqueline Leyden, School Counselor, Bergen County Vocational High School, Paramus, will be granted an unpaid federal and New Jersey statutory family leave of absence with benefits for the period September 1, 2022 through November 23, 2022. The cost of health benefits coverage during the leave period, not to exceed twelve (12) weeks, to be paid by the Board of Education as statutorily required.

BE IT FURTHER RESOLVED, that the Board Secretary shall give notice to the above-named individual(s) as soon as is practical.

**22-P-95T APPROVAL— SIDEBAR AGREEMENT AMENDING THE 2018-2021 BERGEN COUNTY
TECHNICAL SCHOOLS PRINCIPALS, VICE PRINCIPALS AND
SUPERVISORS ASSOCIATION CONTRACT**

RESOLUTION

BE IT RESOLVED that the attached Sidebar Agreement amending the 2018-2021 Bergen County Technical Schools Principals, Vice Principals and Supervisors Association Contract be approved effective June 30, 2021; and

BE IT FURTHER RESOLVED that the Board President and Board Secretary are authorized to sign the attached Sidebar Agreement on behalf of the Board of Education.

**22-P-96T APPROVAL — BERGEN COUNTY TECHNICAL SCHOOLS
PRINCIPALS, VICE PRINCIPALS AND SUPERVISORS ASSOCIATION
MEMORANDUM OF UNDERSTANDING FOR THE 2021-2024 AGREEMENT OF
TERMS AND CONDITIONS OF EMPLOYMENT**

RESOLUTION

WHEREAS, the Board of Education in the Vocational Schools in the County of Bergen, State of New Jersey, has been negotiating with the Bergen County Technical Schools Principals, Vice Principals and Supervisors Association, (the "Association") regarding the terms and conditions of employment for the period July 1, 2021, through June 30, 2024; and

WHEREAS, a Memorandum of Understanding has been developed and drafted by the Board's and Association's respective negotiating committees, and contains and sets forth the parties' mutual understanding and agreement with respect to salary increases, fringe benefits and related terms and conditions of employment and which Memorandum is attached to this resolution and made a part hereof;

NOW THEREFORE BE IT RESOLVED, that the Board of Education hereby approves the Agreement memorializing the terms and conditions of employment between the Board of Education and the Bergen County Technical Schools Principals, Vice Principals and Supervisors Association in the form set forth in the attached Memorandum of Understanding; and

BE IT FURTHER RESOLVED, that the Board President and Board Secretary are authorized to execute on behalf of the Board of Education the Memorandum of Understanding and the Agreement between the Board of Education of the Vocational Schools in the County of Bergen and the Bergen County Vocational Technical Schools Principals, Vice Principals and Supervisors Association, Inc.; and

BE IT FURTHER RESOLVED, that the Board of Education authorizes the administrative implementation of the terms of the Agreement.

22-P-97T APPROVAL—2021-2022 PRINCIPALS, VICE PRINCIPALS AND SUPERVISORS ASSOCIATION SALARIES

RESOLUTION

BE IT RESOLVED, that the attached Principals, Vice Principals and Supervisors Association staff salary listing, which shall be made a part of this resolution for the period July 1, 2021 through June 30, 2022, be approved, and

BE IT FURTHER RESOLVED, that the Board Secretary shall issue contracts or tenured salary notifications as appropriate to each staff member on the list as soon as is practicable.

22-P-98T APPROVAL – SUBMISSION OF DRAFT SUPERINTENDENT OF SCHOOLS EMPLOYMENT CONTRACT FOR PRELIMINARY EXECUTIVE COUNTY SUPERINTENDENT REVIEW

RESOLUTION

BE IT RESOLVED, that the Board of Education approves the submission of a draft employment contract for the Superintendent of Schools, covering the school years 2022 to 2027, to the Executive County Superintendent of Schools for review and approval pursuant to N.J.A.C. 6A:23A-3.1.

22-P-99T APPROVAL—2021 – 2022 STAFF APPOINTMENT(S)

RESOLUTION

WHEREAS, the Superintendent, after considering the recommendations of his administrative staff which included consideration of the experience, credentials, and references for the following candidates for employment in the school district, and for status reclassifications of current personnel in district, has determined that the appointments of these individuals is appropriate and in the best interest of the school district, and

BE IT RESOLVED, that the following individual(s) be appointed to the positions indicated, as provided by the budget, in accord with the terms of employment specified:

CERTIFICATED

<u>NAME</u>	<u>POSITION</u>	<u>SCHOOL/LOCATION</u>
Sciarra, Lauren (N)	Teacher of English	BCTEC, Paramus

CERTIFICATION:
Teacher of English

Salary: Col. III, Step 10: \$82,078. per annum pro rata
Effective: 04/25/22 to 06/30/22
Note: New position

22-P-100T APPROVAL – SUSPENSION WITH PAY

RESOLUTION

WHEREAS, the Superintendent has received information suggesting that a district employee (ID #1438) may have engaged in unprofessional conduct and/or unacceptable job performance; and

WHEREAS, based on the aforementioned information, the Superintendent has recommended that district employee #1438 be suspended with pay effective Friday, February 11, 2022 pending final resolution of this matter;

NOW THEREFORE BE IT RESOLVED, that the suspension with pay of district employee #1438 is hereby ratified and approved effective February 11, 2022 pending further official investigation and/or action of the Board; and

BE IT FURTHER RESOLVED, that the Board Secretary shall transmit written notice regarding this action to the above named individual as soon as is practicable, either personally or by certified mail, return receipt requested.

22-P-101T APPROVAL—RESIGNATION(S)

RESOLUTION

WHEREAS, the administration has reviewed the notice(s) of resignation and has concluded that there is no need for further administrative review,

BE IT FURTHER RESOLVED that the following resignation(s) be accepted as per the effective date indicated:

Patiak, Benjamin

Teacher of Mathematics

Effective 04/23/22

**BERGEN COUNTY TECHNICAL SCHOOLS
ADULT AND CONTINUING EDUCATION**

SALARY AUTHORIZATION

	NAME	POSITION	EFFECTIVE DATE	STEP	RATE
1.	KENNEDY, ROBERT	TEACHER	01/19/2022	1	\$ 50.05
2.	MARCELINO, JEDRICK	OFFICE MANAGER/ FACILITATOR	07/01/2021	N/A	\$ 48.57

*ACCT. # 11000252101DT / 61-950-200-100-IN

Board Approval: 02/22/2022

**BERGEN COUNTY TECHNICAL SCHOOLS
ADULT AND CONTINUING EDUCATION**

SALARY RECLASSIFICATION

	NAME	POSITION	EFFECTIVE DATE	FROM STEP	RATE	TO	NEW RATE
1.	CITARELLA, TONY	TEACHER	02/01/2022	4	\$ 57.48	5	\$ 62.83
2.	POLEFKA, FRANK	TEACHER	02/01/2022	2	\$ 52.20	3	\$ 54.54

Board Approval: 02/22/2022

**Sidebar Agreement
Between
Bergen County Vocational/Technical Schools Board of Education
And**

Bergen County Vocational/Technical Schools Principals, Vice Principals and Supervisors Association

The Bergen County Vocational/Technical Schools Board of Education ("Board") hereby makes, and the Bergen County Vocational/Technical Schools Principals, Vice Principals and Supervisors Association ("Association") hereby accepts, a unilateral offer to adjust the 2020-2021 Association salary list prior to the application of a settlement that has been negotiated for a successor agreement to the 2018-2021 contract between the Association and the Board. The Board offers this adjustment to the 2020-2021 salary guide for the purpose of improving its ability to recruit and retain high-quality certificated administrative staff.

This adjustment to the 2020-2021 contractual salary list shall be effective at the end of June 30, 2021, and shall be made solely to create a new base salary list for the 2020-2021 school year upon which the negotiated settlement for a successor agreement shall be distributed to eligible Association members commencing in 2021-2022. No 2020-2021 salary payments will be changed as a result of this adjustment; and there shall be no 2020-2021 cost to the Board for this adjustment to the 2020-2021 contractual salary list.

Any impact of this adjustment to the 2020-2021 salary list shall be borne solely by the Board; and this adjustment shall not be considered or described as part of the negotiated settlement for the successor to the 2018-2021 agreement.

The amount of the adjustment, offered solely by the Board of Education, shall be in the amount of \$21,061. A salary list reflecting this adjustment is attached as "Addendum A".

The Memorandum of Agreement for the successor agreement to the 2018-2021 contract between the Association and the Board will be presented and approved separately from this Sidebar Agreement.

In witness whereof, the parties have affixed their respective signatures this _____ day of _____, 2022.

BERGEN COUNTY VOCATIONAL/TECHNICAL
SCHOOLS PRINCIPALS, VICE PRINCIPALS
AND SUPERVISORS ASSOCIATION

BERGEN COUNTY VOCATIONAL/TECHNICAL
SCHOOLS BOARD OF EDUCATION

Melanie Alston-Balaputra, President

William Connelly, Board President

Dennis Montone, Vice President

John Susino, Board Secretary

Date

Date

BCVTPVPSA 2020-2021 REVISED SALARY LIST

22-P-95T

Sidebar Agreement Addendum A

<u>Last Name</u>	<u>First Name</u>	<u>Title</u>	<u>Position</u>	<u>Hire Date</u>	<u>2020-2021 Base Salary</u>	<u>2020-2021 Adj Base Sal.</u>	<u>Increase</u>
Davis	Russell	Principal		7/1/2010	\$182,957	\$182,957	\$0
Lynch	Victor	Principal		7/1/2021	n/a	n/a	n/a
Montone	Dennis	Principal		7/1/2019	\$164,352	\$164,352	\$0
Tankard	David	Principal		10/17/2011	\$165,800	\$165,800	\$0
Wertheim	Jeremy	Principal		7/1/2019	\$154,080	\$155,000	\$920
Alston-Balaputra	Melanie	Vice Principal		7/1/2019	\$131,312	\$138,000	\$6,688
Bath	Raymond	Vice Principal		10/6/2011	\$146,539	\$146,539	\$0
Castiglia	Paul	Vice Principal		7/1/2017	\$148,709	\$148,709	\$0
Chevalier	Jon	Vice Principal		10/6/2011	\$140,231	\$140,231	\$0
Alves	Rosario	Supervisor		8/5/2015	\$116,922	\$120,000	\$3,078
Capodice	Christopher	Supervisor		7/1/2016	\$111,856	\$120,000	\$8,144
Pinke	Michelle	Supervisor		7/1/2017	\$127,762	\$127,762	\$0
Winfield-Pierce	Katoya	Supervisor		7/1/2021	n/a	n/a	n/a
Zanoni-Mendelsohn	Giulia	Supervisor		9/24/2013	\$135,263	\$135,263	\$0
Muller	William	Supervisor of Athletics		7/1/2013	\$117,769	\$120,000	\$2,231
							\$21,061

ARTICLE XIX
Duration of Agreement

This Agreement shall be effective as of July 1, 2021 and shall continue in effect until June 30, 2024 subject to the Association's right to negotiate for a successor Agreement as provided in Article II of this Agreement. This shall not be in the absence of a mutual agreement to extend; it is expressly understood that this Agreement shall expire on the date indicated.

BERGEN COUNTY
VOCATIONAL/TECHNICAL
SCHOOLS PRINCIPALS, VICE
PRINCIPALS AND SUPERVISORS
ASSOCIATION

BERGEN COUNTY
VOCATIONAL/TECHNICAL
SCHOOLS BOARD OF EDUCATION

Melanie Alston-Balaputra, President

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John Susino, Board Secretary

Date

Date

**Bergen County Vocational/Technical Schools Principals, Vice Principals and Supervisors
and
Bergen County Vocational/Technical Schools Board of Education**

**Memorandum of Understanding
2021-2024**

NOTE: The 2018-2021 Agreement is revised as set forth below. All provisions of the 2018-2021 Agreement not addressed in this Memorandum of Understanding ("MOU") remain unchanged and in effect for the duration of the 2021-2024 Agreement.

**ARTICLE XI
Insurance Protection**

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The Board shall pay the premiums minus employee mandated contribution as follows:

1. SEHBP or equivalent
2. SEHBP/NJDPB "Employee Prescription Drug Plan" (the "Standalone Plan")
3. Family Dental/Orthodontics Plan
4. Vision Care Program
5. Disability Coverage (employee only)
6. Long Term Care Insurance Program (employee only) *

*Employees hired into the position after July 1, 2006, will not be eligible for the long-term care.

(NOTE: The Board and the Association agree that prescription benefits will be provided through the SEHBP/NJDPB "Employee Prescription Drug Plan" (the "Standalone Plan") as soon as possible. Until then, prescription benefits will continue to be provided under the same co-pays (i.e., \$5.00) and plan rules as are currently in place.)

ARTICLE XV
Salary and Emoluments

A. Salary: The parties have agreed that a total increase of 10.2% will be distributed across the three (3) school years covered by this Agreement in the amount of 3.4% per school year applied to the prior school year's base salary of each eligible Association member.

Any Association member who changes from one Association-represented position to another during the term of this Agreement will not have an annual increase from this Agreement applied to her/his individually negotiated annual salary for her/his new position in the first school year s/he holds the new position. Said Association member will have an annual increase from this Agreement applied to her/his base salary for her/his new position in any subsequent school year(s) covered by this Agreement (except as noted below with regard to anniversary date of employment and entitlement to increment).

[MOU Only: The Association members eligible for 3.4% increases to their 2020-2021 base salaries in 2021-2022 for the positions they held on June 30, 2021 are listed in "Attachment A" of this MOU.]

Individual salary increases are made each year upon recommendation of the Superintendent and approval of the BOE.

Individuals employed in any of the Association positions listed below will not be employed at salaries less than the corresponding salaries shown:

Supervisor:	\$110,000
Vice Principal:	\$125,000
Principal:	\$145,000

Staff hired before July 1, 2015, 10-years' service, \$2,500; 20-years' service, \$1,500 (additional).

Staff hired on or after July 1, 2015, after 10-years continuous service, \$2,500; after 20 years continuous service, \$1,500 (additional). Longevity amounts will be added to the base salary after yearly increase is calculated.

BCVTPVPSA 2021-2022 SALARY INCREASE ELIGIBILITY LIST
2021-2024 Settlement MOU Addendum A

22-P-96T

<u>Last Name</u>	<u>First Name</u>	<u>Title</u>	<u>Position</u>	<u>Hire Date</u>	<u>2020-2021</u> <u>Base Salary</u>	<u>Eligible for 2020-2021</u> <u>Base Sal. Incr.</u>
Davis	Russell	Princippal		7/1/2010	\$182,957	Yes
Montone	Dennis	Princippal		7/1/2019	\$164,352	Yes
Tankard	David	Princippal		10/17/2011	\$165,800	Yes
Wertheim	Jeremy	Princippal		7/1/2019	\$155,000	Yes
Alston-Balaputra	Melanie	Vice Princippal		7/1/2019	\$138,000	Yes
Bath	Raymond	Vice Princippal		10/6/2011	\$146,539	Yes
Castiglia	Paul	Vice Princippal		7/1/2017	\$148,709	Yes
Chevalier	Jon	Vice Princippal		10/6/2011	\$140,231	Yes
Alves	Rosario	Supervisor		8/5/2015	\$120,000	Yes
Capodice	Christopher	Supervisor		7/1/2016	\$120,000	Yes
Pinke	Michelle	Supervisor		7/1/2017	\$127,762	Yes
Zanoni-Mendelsohn	Giulia	Supervisor		9/24/2013	\$135,263	Yes
Muller	William	Supervisor of Athletics		7/1/2013	\$120,000	Yes
2021-2022						
					<u>Base Salary</u>	
Lynch	Victor	Princippal		7/1/2021	\$153,000	No
Winfield-Pierce	Katoya	Supervisor		7/1/2021	\$128,000	No

2021-2022 SALARIES: PRINCIPALS, VICE PRINCIPALS AND SUPERVISORS

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>JOB TITLE</u>	<u>2021-2022 BASE SALARY</u>	<u>2021-2022 LONGEVITY</u>	<u>2021-2022 TOTAL</u>
DAVIS	RUSSELL	PRINCIPAL	\$189,178	\$4,000	\$193,178
LYNCH	VICTOR	PRINCIPAL	\$153,000	\$4,000	\$157,000
MONTONE	DENNIS	PRINCIPAL	\$169,940	\$4,000	\$173,940
TANKARD	DAVID	PRINCIPAL	\$171,437	\$2,500	\$173,937
WERTHEIM	JEREMY	PRINCIPAL	\$160,270	\$2,500	\$162,770
ALSTON-BALAPUTRA	MELANIE	VICE PRINCIPAL	\$142,692	\$0	\$142,692
BATH	RAYMOND	VICE PRINCIPAL	\$151,521	\$4,000	\$155,521
CASTIGLIA	PAUL	VICE PRINCIPAL	\$153,765	\$4,000	\$157,765
CHEVALIER	JON	VICE PRINCIPAL	\$144,999	\$4,000	\$148,999
ALVES	ROSARIO	SUPERVISOR	\$124,080	\$2,500	\$126,580
CAPODICE	CHRISTOPHER	SUPERVISOR	\$124,080	\$0	\$124,080
PINKE	MICHELLE	SUPERVISOR	\$132,106	\$2,500	\$134,606
WINFIELD-PIERCE	KATOYA	SUPERVISOR	\$128,000	\$2,500	\$130,500
ZANONI-MENDELSON	GIULIA	SUPERVISOR	\$139,862	\$2,500	\$142,362
MULLER	WILLIAM	SUPERVISOR OF ATHLETICS	\$124,080	\$2,500	\$126,580

FINANCE RESOLUTIONS

22-F-112T APPROVAL—PAYMENT OF BILLS: JANUARY/FEBRUARY 2022

RESOLUTION

WHEREAS, the Secretary has presented certain warrants to the Board of Education with a recommendation that they be paid; and

WHEREAS, the Board of Education has determined the warrants presented for payment to be in order;

NOW THEREFORE BE IT RESOLVED, the Board of Education ratifies the payments as authorized by Policy 6600 and that the following itemized lists of the warrants be filed:

<u>Dates</u>	<u>Check Numbers</u>	All Funds <u>Account 955-1020731</u>	<u>Total</u>
1/21/22-2/17/22	009540-009704	\$8,405,403.13	
1/21/22-2/17/22	S41181-S41233	\$876,938.34	\$9,282,341.47

<u>Date</u>	<u>Check Numbers</u>	Unemployment Comp Ins Fund <u>Account 955-1020782</u>	<u>Total</u>
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<u>Date</u>	<u>Check Numbers</u>	Escrow Account <u>Account 345-50179</u>	<u>Total</u>
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PB/JS

**22-F-113T MONTHLY CERTIFICATION – DECEMBER 2021 BOARD SECRETARY/SCHOOL
FINANCIAL REPORT**

RESOLUTION

WHEREAS pursuant to N.J.A.C. 6:20–2.12(e)*, we, the Board of Education, confirm that as of December 31, 2021 based on the certification of the monthly financial reports by the Board Secretary/Business Administrator and upon confirmation by the Superintendent of Schools, to the best of our knowledge no account or fund has been over–expended in violation of N.J.A.C. 6:20–2:12(b)* and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

*Citations are subject to change due to periodic amendments.

BE IT RESOLVED the Board of Education does hereby approve the attached monthly certifications, and Board Financial Reports.

PB/JS

Source of Funds: per Attached

22-F-114T **LINE ITEM TRANSFERS – DECEMBER 2021**

RESOLUTION

WHEREAS, pursuant to N.J.A.C. 6:20–2.12(e)*, we, the Board of Education, confirm that as of December 31, 2021 based on the certification of the monthly financial reports by the Board Secretary/Business Administrator and upon confirmation by the Superintendent of Schools, to the best of our knowledge no account or fund has been over expended in violation of N.J.A.C. 6:20–2.12(b)* and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

*Citations are subject to change due to periodic amendments.

BE IT RESOLVED, the board of Education does hereby approve the attached list of line item transfers.

PB/JS/am
Source of Funds: Per Attached

22-F-115T **AUTHORIZING DISPOSAL OF SURPLUS PROPERTY—DISTRICT VEHICLES FOR AUCTION**

RESOLUTION

WHEREAS, the Board of Education of the Vocational Technical Schools in the County of Bergen is the owner of certain surplus property which is no longer needed for public use; and

WHEREAS, the Board of Education of the Vocational Technical Schools is desirous of selling said surplus property in an “as is” condition without express or implied warranties.

NOW THEREFORE BE IT RESOLVED, by the Board of Education Vocational Technical Schools in the County of Bergen, 540 Farview Avenue, Paramus, NJ, as follows:

1. The sale of the surplus property shall be conducted through Municibid pursuant to State Contract 19-GNSV1-00696 in accordance with the terms and conditions of the State Contract. The terms and conditions of the agreement entered into with Municibid are available from the vendor and also available from the Vocational Technical Schools in the County of Bergen. The date and time of sale will be determined by Municibid.
2. The sale will be conducted online and the address of the auction site will be provided.
3. The sale is being conducted pursuant to Local Finance Notice.
4. A list of the surplus property to be sold as is.
5. The surplus property as identified shall be sold in an “as-is” condition without express or implied warranties with the successful bidder required to execute a Hold Harmless and Indemnification Agreement concerning use of said surplus property.
6. Board of Education of the Vocational Technical Schools in the County of Bergen reserves the right to accept or reject any bid submitted.

Operations Vehicles for Auction

Year	Make	Model	VIN
2004	Ford	E250	1FTNS24W44HA30426
2004	Ford	E250	1FTNS24W24HA30425

**22-F-116T APPROVAL – PROFESSIONAL SERVICES TO DESIGN CAREER TECHNICAL EDUCATION (CTE)
FACILITY AT THE PARAMUS CAMPUS
VENDOR: DI CARA/RUBINO ARCHITECTS: \$2,173,250.00**

RESOLUTION

WHEREAS, a need exists to provide architectural and engineering services for the new CTE Building at the Paramus Campus; and

WHEREAS, DiCara/Rubino Architects, has submitted the attached proposal for the schematic design, development design for the abovementioned project;

NOW THEREFORE BE IT RESOLVED, based on the recommendation of the Business Administrator, the Board of Education approves the aforementioned project to be provided by DiCara/Rubino Architects, located at 30 Galesi Drive, Wayne, New Jersey at the following fees:

<u>Description</u>	<u>Amount</u>
Schematic Design Phase	\$390,000.00
Design Development Phase	\$292,500.00
Construction Documents Phase	\$780,000.00
Bidding	\$97,500.00
Contract Administration	\$390,000.00
Reimbursable Expenses	Not to exceed \$25,000.00

Other Associated Fees not included above

<u>Description</u>	<u>Amount</u>
Civil Engineering/Landscape	\$115,000.00
Geotechnical Engineering	\$39,000.00
Surveying Services	\$14,250.00
EO 215 Report	\$18,000.00
Preliminary Assessment Report	\$12,000.00

**22-F-117T APPROVAL- PROFESSIONAL SERVICES – MAST CONSTRUCTION MANAGEMENT
SERVICES BERGEN COUNTY TECHNICAL SCHOOLS– NEW CTE HIGH SCHOOL
PARAMUS, NJ.
MAST CONSTRUCTION - \$991,775.00**

RESOLUTION

WHEREAS, the need exists to provide Construction Project Management Services for the Bergen County Technical Schools for the Pre Construction of the new CTE High School at the Paramus Campus; and

WHEREAS, Mast Construction Services, is Board approved vendor for the Construction Management Services; and

WHEREAS, Mast Construction submitted the attached proposal outlining scope of Services for the Pre-Construction, Bid & Award, Construction and Closeout phases of the new CTE High School Project as well as the fee proposal of each of these phases;

NOW THEREFORE BE IT RESOLVED, based on the recommendation of the Business Administrator, the Board of Education approves the aforementioned project to be provided by Mast Construction Services, Inc. located in Little Falls, NJ for the services described above as set forth in the following table:

Phase	Estimated Duration	Fee Per Month	Total
Schematic Design Phase	4 months	\$9,100	\$36,400.00
Design Development Phase	4 months	\$9,100	\$36,400.00
Construction Document Phase	4 months	\$9,100	\$36,400.00
Bid/Award Phase	2 months	\$9,100	\$18,200.00
Construction Phase	24 months	\$33,375	\$801,000.00
Closeout Phase	2 months	\$16,687.50	\$33,375.00
3 Estimates (SD, DD, & CD Phases)	N/A	N/A	\$30,000.00
		Total:	\$991,775.00

JS/am

22-F-118T **NEGOTIATE – CONTRACT TO FURNISH AND DELIVER AN ULTIMAKER S5 PRO BUNDLE 2 DESKTOP 3D PRINTER AND THE ASSOCIATED PRODUCTS.**
VENDOR: DYNAMISM, INC., CHICAGO, IL \$39,774.60

Bid: #22-07RR CONTRACT

RESOLUTION

WHEREAS, the Board of Education, pursuant to N.J.S.A. 18A-18A-1 et seq advertised two times for sealed bids to Furnish and Deliver an Ultimaker S5 Pro Bundle 2 Desktop 3D Printer and the Associated Products or Approved Equal for BCTS - Hackensack, and

WHEREAS, no valid bids were received on two occasions, and

WHEREAS, 18A:18A-5c allows for Boards of Education, after bidding twice, to negotiate a contract,

NOW BE IT RESOLVED, after negotiation by the Purchasing Department, based on the recommendation of the Director of Technology, the Board of Education awards the contract to Dynamism, Inc. for a grand total not to exceed \$39,774.60.

<u>Item #</u>	<u>Qty.</u>	<u>Unit of Measure</u>	<u>Product Code</u>	<u>Description*</u>	<u>Unit Price</u>	<u>Total Price</u>
1	4	each	Ultimaker S5 Pro Bundle 2	Ultimaker S5 Printer, S5 Material Station, S5 Air Manager, Ultimaker 16 Pack Engineering Filament 4pc PLA 750g 4pc Nylon 750g 4pc ABS 750g 2pc PVA 750g 2pc Breakaway Filament	\$9,943.65	\$39,774.60
2	4	each	Ultimaker S5	Ultimaker S5 Note: One-year manufacturer's warranty, includes Ultimaker Essentials/Personal License	included	included
3	4	each	Ultimaker S5 Material Station	Ultimaker S5 Material Station: One-year manufacturer's warranty, compatible with Ultimaker S5 only	included	included

<u>Item #</u>	<u>Qty.</u>	<u>Unit of Measure</u>	<u>Product Code</u>	<u>Description*</u>	<u>Unit Price</u>	<u>Total Price</u>
4	4	each	Ultimaker S5 Air Manager	Ultimaker S5 Air Manager: One-year manufacturer's warranty, compatible with Ultimaker S5 only	included	included
5	4	each	Ultimaker S5	16 Pack Engineering Filament <ul style="list-style-type: none"> • 2 rolls each of PLA-NFA: Black, White • 2 rolls each of Nylon-NFC: Black, Transparent • 2 rolls of ABS-NFC: Black, White • 2 rolls PVA-NFC 750g • 2 rolls of Breakaway - NFC 	included	included
6	8	each	Ultimaker	NFC PLA - Black	included	included
7	8	each	Ultimaker	NFC PLA – White	included	included
8	8	each	Ultimaker	NFC Nylon - Black	included	included
9	8	each	Ultimaker	NFC Nylon – Transparent	included	included
10	8	each	Ultimaker	NFC ABS - Black	included	included
11	8	each	Ultimaker	NFC ABS – White	included	included
12	8	each	Ultimaker	NFC PVA – Natural	included	included
13	8	each	Ultimaker	NFC Breakaway - White	included	included
----	----		-----	Grand Total (all inclusive)	\$39,774.60	

22-F-119T AWARD OF CONTRACT TO FURNISH, DELIVER AND INSTALL A TECHNO TITAN SERIES 4896 AND THE ASSOCIATED PRODUCTS FOR BCTS - TETERBORO
VENDOR: TECHNO CNC SYSTEMS LLC, RONKONKOMA, NY \$48,350.00

BID #22-08R

RESOLUTION

WHEREAS, the Board of Education, pursuant to N.J.S.A. 18A-18A-1 et seq. advertised for sealed bids to Furnish, Deliver and Install a Techno Titan Series 4896 and the Associated Products, or Approved Equal, for BCTS – Teterboro, and

WHEREAS, in accordance with the advertisement, one (1) company submitted a bid and was received, publicly opened and read aloud in the Board of Education office on January 28, 2022,

NOW THEREFORE BE IT RESOLVED, after review by the Purchasing Department, and based on the recommendation of the Assistant Superintendent for Curriculum and Instruction, the Board of Education awards the contract to the lowest responsible bidder, Techno CNC Systems LLC, Ronkonkoma, NY as follows:

Item #	Qty.	Unit of Measure	Product #	Description	Unit Price	Total Price
1	1	each	HGHT1SM 48096030B	Techno Titan Series <ul style="list-style-type: none"> • 12 HP HSD high frequency automatic tool changer spindle • Maintenance free brushless motors and drives • Multi-zone vacuum t-slot table • Pneumatic material pop-up pins • Automatic tool length calibration via closed loop touch pad • Automatic z-zero via secondary touch pad • Easy-to-use hand-held controller • Open architecture works with all industry standard CAD/CAM software Capabilities and performance specifications are available on website	\$ 48,000.00	\$ 48,000.00
2	1	each	Training-OL2	2 Hours On-Line Training	\$ 350.00	\$ 350.00
Grand Total (All Inclusive)					\$ 48,350.00	

Source of Funds: 20.362.400.731.VN

22-F-120T **NEGOTIATE A CONTRACT TO PROVIDE ON-CALL SERVICES FOR THE CLEANING OF VARIOUS KITCHEN EQUIPMENT THROUGHOUT BERGEN COUNTY TECHNICAL SCHOOLS COMMENCING MARCH 1, 2022, FOR A TWO-YEAR PERIOD**
VENDOR: PROVIDET SERVICE ASSOCIATES, INC., MILLINGTON, NJ

BID #22-PC11RR CONTRACT
State ID# 79-BCTSC

RESOLUTION

WHEREAS, the Board of Education, pursuant to N.J.S.A. 18A-18A-1 et seq., advertised two times to Establish a Contract to provide On-Call Services for the Cleaning of Various Kitchen Equipment Throughout Bergen County Technical Schools Cooperative (BCTSC) Commencing March 1, 2022 or Date of Award for a Two-Year Period, with an Option to Renew, and

WHEREAS, no valid bids were received on two occasions, and

WHEREAS, 18A:18A-5c allows for Boards of Education, after bidding twice, to negotiate a contract,

NOW THEREFORE BE IT RESOLVED, after negotiating with the only vendor who submitted a proposal, and after review by the Purchasing Department, and based on the recommendation of the Director of Facilities, the Board of Education awards the contract to Providet Service Associates, Inc., Millington, NJ as follows:

Part A.
Hood Cleaning

Quantity	Location	Price/Cleaning	Total of 3 Cleanings (per year)
1	Academy – Lower Kitchen	\$300.00	\$900.00
1	Academy - Grill	\$300.00	\$900.00
1	Paramus Tech – Kitchen	\$500.00	\$1,500.00
1	Paramus Tech – Grill	\$500.00	\$1,500.00
1	Paramus Tech – Bakery	\$750.00	\$2,250.00
1	Teterboro – Kitchen	\$500.00	\$1,500.00
1	Teterboro – Bakery	\$500.00	\$1,500.00
1	Teterboro – Grill	\$500.00	\$1,500.00
	Grand Total:		\$11,550.00

Part B.
Kitchen Cleaning

Quantity	Location	Price/Cleaning
1	Academy-Grill	\$1,500.00
1	Academy-Lower Café Kitchen	\$1,500.00
1	Paramus Vocational-Main Kitchen	\$1,500.00
1	Paramus Vocational-Bakery/Grill	\$1,500.00
1	Paramus Technical-Main Kitchen	\$1,500.00
1	Teterboro-Main Kitchen	\$1,500.00
1	Teterboro-Grill	\$3,000.00
1	Teterboro-Bakery	\$1,500.00
	Grand Total:	\$13,500.00

Source of Funds: Various
JS/hm

22-F-121T AWARD OF CONTRACT TO PROVIDE MEDIA PLACEMENT SERVICES FOR BCTS, ON AN AS NEEDED BASIS, COMMENCING MARCH 1, 2022, FOR A TWO-YEAR PERIOD, WITH THE OPTION TO RENEW
VENDORS: VARIOUS

BID #22-PC9
State ID #79-BCTSC

RESOLUTION

WHEREAS, the Board of Education, pursuant to N.J.S.A. 18A-18A-1 et seq. advertised for sealed bids to Establish a Contract to Provide Media Placement Services for BCTSC, On An As Needed Basis, Commencing March 1, 2022, or Date of Award, for a Two-Year Period, with the Option to Renew, and

WHEREAS, in accordance with the advertisement, two (2) companies submitted bids and were received, publicly opened and read aloud in the Board of Education office on January 14, 2022,

NOW THEREFORE BE IT RESOLVED, after review by the Purchasing Department, and based on the recommendation of the Business Administrator, the Board of Education awards the contracts, to the lowest responsible bidders, on a line item basis, as follows:

SUCCESS ADVERTISING, INC., WHIPPANY, NJ

Percentage Increase on Periodical Cost – for legal advertisements: 15%

Percentage Increase on Gross Cost for advertisements – other than legal: 0%

For periodicals not listed below in Tables A and B

Table A: Advertisements – Other Than Legal

<u>Item #</u>	<u>Periodical</u>	Other than Legal Advertisements Percentage DISCOUNT provided from periodical, to your Agency.	Percentage Increase over Gross cost, to be charged.
1	The Bergen Record (North Jersey.com)	15%	0
2	The Herald News	15%	0
3	Star Ledger	15%	0

Table B: Advertisements – Other Than Legal***

<u>Item #</u>	<u>Periodical***</u>	Other than Legal Advertisements Percentage DISCOUNT provided from periodical, to your Agency.	Percentage Increase over Gross cost, to be charged.
1	Indeed.com	15%	0
2	New York Times	15%	0
3	Educationjobsnj.com	15%	0

MARY POMERANTZ ADVERTISING, INC., HIGHLAND PARK, NJ

Prompt Payment Discount (if the District pays within 30 days of receipt of invoice): 5%

Table A: Advertisements – Other Than Legal

<u>Item #</u>	<u>Periodical</u>	Other than Legal Advertisements Percentage DISCOUNT provided from periodical, to your Agency.	Percentage Increase over Gross cost, to be charged.
4	NJSchools.Com	15%	0

JS/jd

22-F-122T **APPROVAL – VENDOR LIST PARTICIPATION IN STATE CONTRACT PURCHASING FOR
BERGEN COUNTY TECHNICAL SCHOOLS 2021-2022 SCHOOL YEAR**

RESOLUTION

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

WHEREAS, the District has the need on a timely basis to purchase goods or services utilizing State contracts; and

WHEREAS, the District intends to enter into contracts with State Contract Vendors through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current State contracts;

NOW THEREFORE BE IT RESOLVED, the Board of Education authorizes the Purchasing Agent to purchase certain goods or services from those approved New Jersey State Contract Vendors (See attached) pursuant to all conditions of the individual State contracts;

BE FURTHER RESOLVED, that the Business Administrator shall certify to the availability of sufficient funds prior to the expenditure of funds for such goods or services.

JS/am

22-F-123T APPROVAL—WIOA FORMULA INDIVIDUAL TRAINING ACCOUNT LOG—7/1/21-6/30/22

RESOLUTION

BE IT RESOLVED the Board of Education approves the WIOA Formula/WFNJ Individual Training Account Log entered into by the Superintendent as described on the Individual Training Account Log, which is attached and made part of this resolution.

RK/JS
Source of funds: see attached

22-F-124T APPROVAL - ACCEPTANCE OF SPECIAL STATE AND FEDERAL FUNDS

RESOLUTION

WHEREAS the Board of Education has approved certain special educational programs and authorized application for special state or federal funds to support them, and

WHEREAS formal, written notification has been received that certain of these grants have been approved,

NOW THEREFORE BE IT RESOLVED, the Board of Education accepts the following state or federal grant:

Funding Source	Program Description	Total Grant
NJ Department of Labor	WIOA Other - On-the-Job Training	\$150,000
TOTAL		\$150,000
Period – July 1, 2021 to June 30, 2022		

and

BE IT FURTHER RESOLVED the program previously approved be implemented and the following budget be established and the person listed below be authorized to administer it:

Program: WIOA Program
Administrator: Tammy Molinelli

BERGEN COUNTY ONE STOP WIOA OTHER - ON-THE-JOB-TRAINING		
ACCOUNT NUMBER	DESCRIPTION	AMOUNT
20 831 130 326 V3	ON THE JOB TRAINING	\$ 150,000
20 4480 831 V3	REVENUE	\$ 150,000

BE IT FURTHER RESOLVED the President, Superintendent, and Secretary are authorized to execute and deliver any necessary contracts and reports on behalf of the Board.

22-F-125T APPROVAL - ACCEPTANCE OF SPECIAL FEDERAL, STATE AND PRIVATE FUNDS AND ESTABLISHMENT OF BUDGET

BOND ACT CTE GRANT

RESOLUTION

WHEREAS the Board of Education has approved certain special educational programs and authorized application for special federal, state and private funds to support them; and

WHEREAS formal, written notification has been received that certain of these grants have been approved;

NOW THEREFORE BE IT RESOLVED that the Board of Education accepts the following special federal, state and private grant funds:

<u>Funding Source</u>	<u>Program Title</u>	<u>Amount of Grant</u>
FY '21 NJ Department of Education Grant Number 21E00189	Bond Act CTE Grant	\$25,875,000

BE IT FURTHER RESOLVED this grant shall be administered and monitored in accordance with the appropriate state and federal regulations; and

BE IT FURTHER RESOLVED wherever the program supported with these funds involves the procurement of goods or services from vendors or consultants, written contracts between LEA and such vendors or consultants, and the award for such contracts, shall be in accordance with the provisions of N.J.S.A. 18A-1, et-seq.

22-F-126T APPROVAL – SHARED SERVICES AGREEMENT—TECHNOLOGY SUPPORT BERGEN COUNTY TECHNICAL SCHOOLS AND TOWNSHIP OF SPRINGFIELD

RESOLUTION

WHEREAS, the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et seq. authorizes public entities to enter into a contract with each other to subcontract any service which one of the parties to the agreement is empowered to render within its own jurisdiction including services incidental to the primary purposes of any of the participating entities; and

WHEREAS it has been determined by both districts that services of technology support can be more efficiently and economically provided by a joint agreement; and

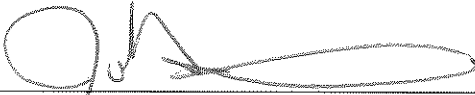
WHEREAS, both parties are desirous of entering into a shared services agreement, authorizing the subcontracting of services of technology support by Bergen County Technical Schools to Township of Springfield;

NOW THEREFORE BE IT RESOLVED, that Board of Education of Bergen County Technical Schools approves the attached Shared Services Agreement to provide the services of technology support to the Township of Springfield per the attached agreement, commencing January 1, 2022 and ending December 31, 2022.

BERGEN COUNTY TECHNICAL SCHOOLS

**BILLS LIST CERTIFICATION
BUDGETARY LINE ITEM STATUS**

I have reviewed the attached bill listing and certify that to the best of my knowledge and belief, all bills have been reviewed and approved by authorized district personnel and that all bills are for bona fide, necessary purchases of materials or services that have been received or rendered to the district. In addition, all expenditures have been properly classified within the District's financial records as submitted to the Board of Trustees of the Bergen County Technical Schools, and furthermore, no budgetary line item account has been over expended.
(N.J.A.C. 6A:23-2.11)



John Susino
Board Secretary

2/17/22

Date

**BERGEN COUNTY TECHNICAL SCHOOLS
APPROVAL OF PAYMENT OF BILLS**

Month: Jan 2022 - Feb 2022

<u>Dates</u>	<u>Check #</u>	<u>All Funds Account 955-1020731</u>	<u>Total</u>
1/21/2022 - 2/17/2022	009540 - 009704	8,405,403.13	
1/21/2022 - 2/17/2022	S41181 - S41233	<u>876,938.34</u>	9,282,341.47

<u>Date</u>	<u>Check #</u>	<u>Unemployment Comp Ins Fund Acct 955-1020782</u>	
		<u>0.00</u>	0.00

<u>Date</u>	<u>Check #</u>	<u>Escrow Direct Account Acct 345-50179</u>	
		<u>0.00</u>	0.00

Check Journal Bergen County Vo-Tech Schools
 Rec and Unrec checks Hand and Machine checks

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Starting date 1/21/2022 Ending date 2/17/2022

Chk#	Date	Rec date	Code	Vendor name	Check Comment	Check amount
008643	V 08/25/21	01/21/22	6654	DYNAMISM INC		(249.75)
009343	V 01/20/22	01/26/22	1075	BERGEN COUNTY TEEN ARTS		(400.00)
009540	02/17/22		6924	ADORAMA		615.15
009541	02/17/22		S546	AGUIA; YVONNE		100.00
009542	V 02/17/22	02/17/22		00.0 \$ Multi Stub Void	#009543 Stub	
009543	02/17/22		6606	AIR MAINTENANCE SOLUTIONS, LLC		36,345.67
009544	V 02/17/22	02/17/22		00.0 \$ Multi Stub Void	#009546 Stub	
009545	V 02/17/22	02/17/22		00.0 \$ Multi Stub Void	#009546 Stub	
009546	02/17/22		5918	AIRGAS USA, LLC		1,043.07
009547	02/17/22		3203	AMERICAN INSTITUTE		5,775.78
009548	02/17/22		H287	AQUINO; NICOLE		1,500.00
009549	02/17/22		4308	ASE STUDENT CERTIFICATION		170.00
009550	02/17/22		Q832	ATLANTIC COUNTY SCHOOL OF PROFESSIONAL		4,000.00
009551	02/17/22		1016	ATRA JANITORIAL SUPPLY CO INC		6,010.80
009552	02/17/22		2049	AUTOMATION DIRECT		3,359.75
009553	02/17/22		2201	AVTECH TECHNOLOGY, INC.		4,225.00
009554	02/17/22		1059	B & H PHOTO-VIDEO INC		16,626.76
009555	02/17/22		1849	BARNES & NOBLE		39.96
009556	02/17/22		O051	BEIDEL; CHRISTINE		1,500.00
009557	02/17/22		1087	BERGEN COUNTY MATH LEAGUE		350.00
009558	02/17/22		Q116	BLADE SERPENT		70.63
009559	02/17/22		2675	BLEJWAS ASSOCIATES, INC.		260.28
009560	02/17/22		H140	BRAINCO CO INC		6,350.00
009561	02/17/22		1108	BSN CORPORATION		186.24
009562	02/17/22		4623	BTII INSTITUTE		4,000.00
009563	02/17/22		4161	CABLEVISION EDUCATION		136.92
009564	02/17/22		6918	CABLEVISION LIGHTPATH		31,635.04
009565	02/17/22		5856	CAREER SAFE		625.00
009566	02/17/22		1145	CAROLINA BIOLOGICAL SUPPLY CO		37.35
009567	02/17/22		2263	CASAS		540.00
009568	02/17/22		6867	CASCADE SCHOOL SUPPLIES		45.02
009569	02/17/22		M378	CASTEL TILE, INC.		6,500.00
009570	02/17/22		3388	CENTER FOR EXCELLENCE IN EDUCATION		95.00
009571	02/17/22		2196	CENTRAL POLY CORP.		670.90
009572	02/17/22		6533	CERTIPORT		4,550.00
009573	02/17/22		O085	CME ASSOCIATES		235.50
009574	02/17/22		2195	COLDSTAT REFRIGERATION		2,202.54
009575	02/17/22		P323	COLEMAN; CURTIS J.		125.00
009576	02/17/22		1170	COMMERCIAL INTERIORS DIRECT, INC.		2,152.84

Starting date 1/21/2022 Ending date 2/17/2022

Chk#	Date	Rec date	Code	Vendor name	Check Comment	Check amount
009577	02/17/22		X993	CONSOLIDATED INSTRUMENTS AND AVIONICS		2,546.25
009578	02/17/22		P221	CONSTANT CONTACT, INC		1,686.75
009579	02/17/22		7233	CONTINENTAL TRADING AND HARDWARE, INC		1,216.00
009580	02/17/22		2790	COUNTY OF BERGEN		20,000.00
009581	02/17/22		F286	DAANJ		475.00
009582	02/17/22		4228	DELL ASAP SOFTWARE		14,925.75
009583	02/17/22		Q223	DI CARA/RUBINO ARCHITECTS		871,236.77
009584	02/17/22	02/17/22		00.0 \$ Multi Stub Void	#009585 Stub	
009585	02/17/22		6457	DIRECT ENERGY BUSINESS		31,441.24
009586	02/17/22		5195	DIRECTV. INC.		142.99
009587	02/17/22		6654	DYNAMISM INC		249.75
009588	02/17/22		2290	EAI EDUCATION		95.56
009589	02/17/22		Y672	EASTERN DATECOMM LLC		33,579.64
009590	02/17/22		T244	EASTERN LIFT TRUCK CO., INC		766.93
009591	02/17/22		1552	EASTWICK COLLEGE - NUTLEY		2,161.55
009592	02/17/22		T135	F.W. WEBB COMPANY		4,981.76
009593	02/17/22		2153	FEDEX		80.23
009594	02/17/22		7550	FIRE AND SECURITY TECHNOLOGIES		1,625.50
009595	02/17/22		3744	FITNESS LIFESTYLES INC.		3,719.52
009596	02/17/22		7502	FLIBS		975.00
009597	02/17/22		1252	FLINN SCIENTIFIC INC		307.25
009598	02/17/22		7493	FOLLETT SCHOOL SOLUTIONS, INC		2,878.15
009599	02/17/22		3074	FOUR WINDS HOSPITALS		1,560.00
009600	02/17/22		2279	FRED PRYOR SEMINARS / CAREER TRACK		149.00
009601	02/17/22		5009	FRIDMAN; ESTHER		1,250.00
009602	02/17/22		1816	GAVINS		2,157.75
009603	02/17/22		I508	GENERAL SECURITY		5,250.00
009604	02/17/22		K752	GOULD;REBEKAH		2,000.00
009605	02/17/22		1063	GREATER BERGEN COMMUNITY ACTION, INC.		57,477.00
009606	02/17/22		6061	HANG UP AND DRIVE, INC.		1,500.00
009607	02/17/22		2791	HERFF JONES, INC,		2,130.65
009608	02/17/22		I860	HITTING STORE		199.90
009609	02/17/22		3232	HOHOKUS SCHOOL OF TRADE & TECH SCIENCE		1,200.00
009610	02/17/22		1959	HOLY NAME HOSP OCCUPATIONAL HEALTH SVC		200.00
009611	02/17/22		1304	HUBERT CO		3.01
009612	02/17/22		6205	HUGHES; JANET W.		1,500.00
009613	02/17/22		M027	INSTITUTE FOR THERAPEUTIC MASSAGE INC		1,133.33
009614	02/17/22		4046	INTERNAL REVENUE SERVICE		1,497.79
009615	02/17/22		1340	J.W. PEPPER & SON INC		759.98

Starting date 1/21/2022 Ending date 2/17/2022

Chk#	Date	Rec date	Code	Vendor name	Check Comment	Check amount
009616	02/17/22		U197	JERSEY TRACTOR TRAILER TRAINING, INC		24,000.00
009617	02/17/22		F230	JOHNSON CONTROLS		1,172.80
009618	02/17/22		7268	K & S MUSIC, INC.		1,099.06
009619	02/17/22		C273	LAS COMP INSTITUTE OF IT		11,900.00
009620	02/17/22		2504	LAWSON PRODUCTS, INC.		5,007.00
009621	02/17/22		2341	LIFE TECHNOLOGIES CORPORATION		5,370.00
009622	02/17/22		6921	LIGHTPATH		6,542.00
009623	02/17/22		3047	LINA		752.20
009624	02/17/22		M910	LYCEUM AGENCY		3,750.00
009625	02/17/22		3184	MATTHEW BENDER & CO, INC		221.13
009626	02/17/22		2013	MCMaster CARR		138.49
009627	02/17/22		S596	MEADOWLANDS CHAMBER		700.00
009628	02/17/22		1789	METRO FIRE & SAFETY EQUIPMENT CO.		580.00
009629	02/17/22		1401	MGL PRINTING SOLUTIONS		627.00
009630	02/17/22		5072	MRA INTERNATIONAL, INC.		4,644.04
009631	02/17/22		1414	MSC INDUSTRIAL SUPPLY CO.		161.34
009632	02/17/22		U623	MURPHY WRITING OF STOCKTON UNIVERSITY		3,000.00
009633	02/17/22		7383	MURRAY CONTRACTING LLC		666,326.98
009634	02/17/22		1451	NATIONAL ASSOC OF EMS EDUCATORS		95.00
009635	02/17/22		5203	NATIONAL VISION ADMINISTRATORS,LLC		4,589.00
009636	02/17/22		X656	NEW JERSEY STATE FIRST AID COUNCIL		350.00
009637	02/17/22		1434	NEW READERS PRESS		2,860.08
009638	02/17/22		2208	NICKERSON CORPORATION		2,400.00
009639	02/17/22		D109	NJALC		260.00
009640	02/17/22		C789	NJICLE		225.00
009641	02/17/22		2085	NORTH JERSEY MEDIA GROUP INC.		114.76
009642	02/17/22		1915	NORTHERN VALLEY REGIONAL H.S. DISTRICT		150.00
009643	02/17/22		7277	O.C.A. BENEFIT SERVICES, LLC		276.75
009644	02/17/22		I370	OCAMPO;MS. JANY		245.50
009645	02/17/22		3313	ORIGENE TECHNOLOGIES, INC.		5,140.30
009646	02/17/22		1470	OXFORD UNIVERSITY PRESS		1,409.82
009647	02/17/22		Z172	PANTALEO LSCW; JILL A.		8,880.00
009648	02/17/22		7513	PAPER CLIPS INC		9,795.00
009649	02/17/22	02/17/22		00.0 \$ Multi Stub Void	#009650 Stub	
009650	02/17/22		1473	PARISIAN BEAUTY ACADEMY		7,351.87
009651	02/17/22		7248	PASSON'S SPORTS & US GAMES, BSN		2,997.18
009652	02/17/22		1498	PC JOHN SUSINO		530.52
009653	02/17/22		1514	PC RUSSELL DAVIS		406.40
009654	02/17/22		1423	PHCC-NJ		1,056.00

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Chk#	Date	Rec date	Code	Vendor name	Check Comment	Check amount
009655	02/17/22		V558	PHRP ONLINE TRAINING, LLC		224.86
009656	02/17/22		1505	POWER EQUIPMENT SERVICES LLC		358.70
009657	02/17/22		4298	PRIME HEALTHCARE SERVICES		220.00
009658	02/17/22		D337	PRINT SOLUTIONS		3,508.70
009659	02/17/22		2101	PROTECTIVE MEASURERS SEC & FIRE SYS,LLC		524.50
009660	02/17/22		1511	PSE&G		90,489.84
009661	02/17/22		2672	RAMAPO COLLEGE		1,968.75
009662	02/17/22		G640	RAPTOR TECHNOLOGIES		8,130.00
009663	02/17/22		J655	RFS COMMERCIAL		1,309.70
009664	✓ 02/17/22	02/17/22		00.0 \$ Multi Stub Void	#009667 Stub	
009665	✓ 02/17/22	02/17/22		00.0 \$ Multi Stub Void	#009667 Stub	
009666	✓ 02/17/22	02/17/22		00.0 \$ Multi Stub Void	#009667 Stub	
009667	02/17/22		1828	RICOH AMERICAS CORPORATION		8,437.00
009668	02/17/22		5041	RIGOLOSI;RONALD A.; M.D.		2,500.00
009669	02/17/22		4430	ROCKLER WOODWORKING & HARDWARE		212.90
009670	02/17/22		J093	ROSARIO; DORIN		79.00
009671	02/17/22		3228	ROSETTA STONE		4,035.00
009672	02/17/22		1549	RULLO & JUILLET ASSOCIATES,INC.		6,399.00
009673	02/17/22		5714	RUTGERS UNIVERSITY		3,615.00
009674	02/17/22		7378	RUTGERS, THE STATE UNIVERSITY OF NJ		9,130.32
009675	02/17/22		U058	SHEFFIELD POTTERY		713.94
009676	02/17/22		K636	SHERWIN-WILLIAMS		118.99
009677	02/17/22		4975	SHI INTERNATIONAL CORP.		4,838.27
009678	02/17/22		E024	SHUE;JERSEY		120.00
009679	02/17/22		1588	SIGMA-ALDRICH INC		125.50
009680	02/17/22		3087	SKILLSUSA		661.00
009681	02/17/22		2344	STANDARD INSURANCE COMPANY		598.18
009682	02/17/22		X925	SUCCESS ADVERTISING INC		290.54
009683	02/17/22		1661	SUEZ WATER NEW JERSEY		6,323.29
009684	02/17/22		Z785	T & M ENGINEERING		516.55
009685	02/17/22		T558	THAT GUY WITH THE PUZZLES LLC		700.00
009686	02/17/22		6878	THE CHOICES PROGRAM		160.16
009687	02/17/22		6279	THE COLLEGE OF NEW JERSEY		100.00
009688	02/17/22		3925	THIRY; TERESA M		1,500.00
009689	02/17/22		O430	TRUNO		6,458.88
009690	02/17/22		6134	TSA TEAMS		850.00
009691	02/17/22		P677	TSAL;SUCHING		295.00
009692	02/17/22		1662	UNITED MOTOR PARTS		1,073.54
009693	02/17/22		S083	VALLEY TRANSPORTATION		4,163.10

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Chk#	Date	Rec date	Code	Vendor name	Check Comment	Check amount
009694	02/17/22		2034	VERIZON WIRELESS		2,614.73
009695	02/17/22		0895	VWR		1,245.19
009696	02/17/22		1707	WARD'S NATURAL SCIENCE ESTABLISHMENT INC		149.95
009697	02/17/22		7718	WEST BERGEN MENTAL HEALTHCARE		1,570.00
009698	02/17/22		S968	WEVIDEO, INC		299.00
009699	02/17/22		S323	WILD; CHERI		77.50
009700	02/17/22		Y804	WILLIAM MARCIANO PIANO TUNER/TECHNICIAN		450.00
009701	02/17/22		3950	WILLIAM PATERSON UNIVERSITY		1,484.55
009702	02/17/22		1695	WOMEN'S RIGHTS INFORMATION CENTER		11,350.00
009703	02/17/22		1713	XEROX CORPORATION		2,226.00
009704	02/17/22		W096	ZUIDEMA/ROYAL THRONE PORTABLE TOILETS		200.00
220104	H 01/27/22		1097	BOARD OF VOCATIONAL EDUCATION	TPAF FICA 1/31/2022	107,315.14
220105	H 01/31/22		4864	DCRP BOARD SHARE		133.69
220106	H 01/31/22		PAY	PAYROLL VENDOR		4,840,290.87
220107	H 01/31/22		1616	STATE OF NJ-HEALTH BENEFITS FD		793,751.57
220108	H 01/31/22		1616	STATE OF NJ-HEALTH BENEFITS FD		818.68
220109	H 01/31/22		1096	BOARD OF VOCATIONAL EDUCATION		140,633.66
220201	H 02/15/22		1097	BOARD OF VOCATIONAL EDUCATION	TPAF FICA 2/15/2022	109,855.01
220202	H 02/15/22		4864	DCRP BOARD SHARE		516.18
220203	H 02/16/22		7292	MAXOR PLUS		218,055.53

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Bergen County Vo-Tech Schools
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Fund Totals	
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10	General Fund	\$218,415.34
11	General Current Expense	\$5,417,215.83
12	Capital Outlay	\$270,815.23
13	Special Schools	\$226,153.65
20	Special Revenue Funds	\$616,405.34
30	Capital Projects Funds	\$1,254,103.09
60	CAFETERIA	\$156.50
61	ENTERPRISE FUND	\$229,892.82
62	INTERNAL SERVICE FUND	\$172,245.33
Total for all checks listed		\$8,405,403.13

Prepared and submitted by: _____

Board Secretary

Date

Check Journal

Bergen County Vo-Tech Schools

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Rec and Unrec checks

Hand and Machine checks

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Starting date 1/21/2022

Ending date 2/17/2022

Chk#	Date	Rec date	Code	Vendor name	Check Comment	Check amount
S41181	02/17/22		1850	APPLE COMPUTER, INC.		25,624.00
S41182	02/17/22		N419	Apple Inc		197.00
S41183	02/17/22		1750	APPLE INC		102,096.00
S41184	02/17/22		6931	ATLANTIC,TOMORROWS OFFICE		8,484.58
S41185	02/17/22		7668	BECKMAN COULTER, INC		3,262.45
S41186	02/17/22		5318	BERGEN BLENDED ACADEMY		8,358.96
S41187	02/17/22		1071	BERGEN COMMUNITY COLLEGE		27,166.00
S41188	02/17/22		2063	BERGEN COUNTY SPECIAL SERVICES		14,897.33
S41189	02/17/22		1089	BERGEN COUNTY TECHNICAL SCHOOL		1,708.44
S41190	02/17/22		M220	BERGEN COUNTY TECHNICAL SCHOOLS		55.05
S41191	02/17/22		1128	BIO SHINE INC		353.10
S41192	02/17/22	02/17/22	5855	BOBCAT OF NORTH JERSEY		
S41193	02/17/22		6990	CAPITAL SUPPLY CO.		1,441.50
S41194	02/17/22		1812	CDW-G		1,167.42
S41195	02/17/22		5626	CENTENO; BRIDGET		1,197.00
S41196	02/17/22		1190	CHARTWELLS		147,879.75
S41197	02/17/22		5488	COMPLETE BOOK & MEDIA SUPPLY,INC		3,182.56
S41198	02/17/22		Z461	CONSTELLATION NEW ENERGY		19,413.12
S41199	02/17/22		2973	CRAFTMASTER HARDWARE CO. INC.		9,310.00
S41200	02/17/22		T863	CROWN CASTLE FIBER LLC		3,000.00
S41201	02/17/22		1838	DELL MARKETING; L.P.		194,540.06
S41202	02/17/22		1204	DELTA DENTAL PLAN OF NJ		56,743.24
S41203	02/17/22		3322	DRC/CTB		2,803.20
S41204	02/17/22		X286	FEORENZO;LAUREN		3,500.00
S41205	02/17/22		7667	FRONTLINE TECHNOLOGIES GROUP LLC		1,670.00
S41206	02/17/22		1684	GRAINGER		31,938.52
S41207	02/17/22		U245	INTERSTATE WASTE SERVICES		6,020.00
S41208	02/17/22		1329	JEWEL ELECTRICAL SUPPLY		8,449.84
S41209	02/17/22		5441	KQIRA; BENSIK		499.58
S41210	02/17/22		5458	LEARN WELL		2,394.00
S41211	02/17/22		L161	LISO;MATTHEW		3,500.00
S41212	02/17/22		6226	MAINTAINCO INCORPORATED		638.56
S41213	02/17/22		4982	MAST CONSTRUCTION SERVICES, INC.		100,200.00
S41214	02/17/22		2031	MONTONE; DENNIS		98.94
S41215	02/17/22		K805	NALCO WATER-AN ECOLAB COMPANY		662.69
S41216	02/17/22		1444	NATIONAL OCCUPAT COMPETENCY TEST INST		3,265.00
S41217	02/17/22		1462	NOWELL,P.A.		10,972.50
S41218	02/17/22		1518	PITSCO EDUCATION LLC		849.30
S41219	02/17/22		6975	POLACK; CAROL		72.00

Starting date 1/21/2022 Ending date 2/17/2022

Chk#	Date	Rec date	Code	Vendor name	Check Comment	Check amount
S41220	02/17/22		D847	QUINN; JAMES		1,821.00
S41221	02/17/22		1775	RIDGEWOOD PRESS		333.00
S41222	02/17/22		2002	SCHOOL SPECIALTY		423.67
S41223	02/17/22		6937	SOUSA; NANCY		14.77
S41224	02/17/22		6829	STAPLES CONTRACT & COMMERCIAL INC		19,805.12
S41225	02/17/22		1606	STUDENT ACTIVITY FUND-BCTHS		340.00
S41226	02/17/22		4071	TSUJ. CORPORATION		3,805.09
S41227	02/17/22		7724	ULTRAPRO PEST PROTECTION		286.00
S41228	02/17/22		Z081	UNI TEMP		4,459.60
S41229	02/17/22		6815	VWR CORPORATE ACCOUNTS		75.46
S41230	02/17/22		2771	W.B. MASON COMPANY, INC.		36,736.49
S41231	02/17/22		5362	WEX HEALTH INC		339.70
S41232	02/17/22		1714	YANKEE LINEN INC		726.75
S41233	02/17/22		P461	ZOTA;EDLIR		160.00

Check Journal
Rec and Unrec checks

Bergen County Vo-Tech Schools
Hand and Machine checks

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Starting date 1/21/2022

Ending date 2/17/2022

Fund Totals	
-------------	--

10	General Fund	\$93.31
11	General Current Expense	\$275,709.79
12	Capital Outlay	\$10,268.13
13	Special Schools	\$8,696.14
20	Special Revenue Funds	\$189,470.92
30	Capital Projects Funds	\$260,847.34
60	CAFETERIA	\$127,783.39
61	ENTERPRISE FUND	\$3,220.02
62	INTERNAL SERVICE FUND	\$849.30
	Total for all checks listed	\$876,938.34

Prepared and submitted by: _____

Board Secretary

_____ Date

DISTRICT OF VOCATIONAL SCHOOLS

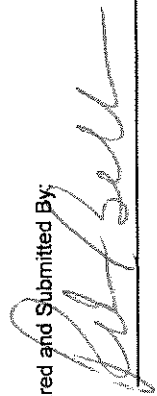
All Funds

For Month Ending: December 31, 2021

CASH REPORT

FUNDS	Beginning Cash Balance	Cash Receipts This Month	Cash Disbursements This Month	Ending Cash Balances (1)+(2)-(3)
GOVERNMENTAL FUNDS				
1 General Fund - 10	13,757,037.91	7,933,716.80	7,477,256.82	14,213,497.89
2 Special Revenue Fund - Fund 20	(834,854.44)	680,822.00	785,399.38	(939,431.82)
3 Capital Projects Fund - Fund 30	17,403.24	0.00	929,982.12	(912,578.88)
4 Enterprise Funds - Fund 61, Fund 62	467,804.18	277,723.76	498,562.02	246,965.92
5 Enterprise Fund (Fund 5X) Cafeteria	(32,982.56)	270,447.86	120,686.45	116,778.85
6 Total Governmental Funds (Lines 1 Thru 5)	13,374,408.33	9,162,710.42	9,811,886.79	12,725,231.96
TRUST AND AGENCY FUNDS (FUND 6X)				
7 Payroll	7,000.00	2,855,421.92	2,855,421.92	7,000.00
8 Payroll Agency	118,553.22	2,311,241.29	2,294,135.65	135,658.86
9 Other (attach list) - Unemploy Insur	497,980.53	18.42	0.00	497,998.95
10 Total Trust & Agency Funds (lines 7 thru 9)	623,533.75	5,166,681.63	5,149,557.57	640,657.81
11	0.00	0.00	0.00	0.00
12	0.00	0.00	0.00	0.00
13 Total Scholarship/Trust Funds (lines 11+12)	0.00	0.00	0.00	0.00
14	0.00	0.00	0.00	0.00
15	0.00	0.00	0.00	0.00
16	0.00	0.00	0.00	0.00
17 Escrow Direct	126,534.09	5.21	0.00	126,539.30
18 Total All Funds (lines 6, 10, 13, 14, 15, 16, & 17)	14,124,476.17	14,329,397.26	14,961,444.36	13,492,429.07

Prepared and Submitted By:



Date

1/13/22

22-F-113T

Report of the Secretary to the Board of Education
Bergen County Vo-Tech Schools

Page 1 of 38
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Starting date 7/1/2021 Ending date 12/31/2021 Fund: 10 General Fund

Assets and Resources

Assets:

101	Cash in bank		\$7,129,568.72
102 - 106	Cash Equivalents		\$7,085,729.17
111	Investments		\$0.00
116	Capital Reserve Account		\$0.00
117	Maintenance Reserve Account		\$0.00
118	Emergency Reserve Account		\$0.00
121	Tax levy Receivable		\$16,781,207.00

Accounts Receivable:

132	Interfund	\$7,000.00	
141	Intergovernmental - State	\$3,436,484.00	
142	Intergovernmental - Federal	\$0.00	
143	Intergovernmental - Other	\$5,214,450.95	
153, 154	Other (net of estimated uncollectable of \$_____)	\$3,500.00	\$8,661,434.95

Loans Receivable:

131	Interfund	\$0.00	
151, 152	Other (Net of estimated uncollectable of \$_____)	\$0.00	\$0.00

Other Current Assets

\$0.00

Resources:

301	Estimated revenues	\$74,063,086.00	
302	Less revenues	(\$52,558,760.11)	\$21,504,325.89

Total assets and resources

\$61,162,265.73

Report of the Secretary to the Board of Education
Bergen County Vo-Tech Schools

Page 2 of 38
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Starting date 7/1/2021 Ending date 12/31/2021 Fund: 10 General Fund

Liabilities and Fund Equity

Liabilities:

411	Intergovernmental accounts payable - state		\$0.00
421	Accounts payable		\$353,539.33
431	Contracts payable		\$0.00
451	Loans payable		\$0.00
481	Deferred revenues		\$0.00
	Other current liabilities		\$3,231,348.01
	Total liabilities		\$3,584,887.34

Fund Balance:

Appropriated:

753,754	Reserve for encumbrances		\$41,582,495.15
761	Capital reserve account - July	\$7,082,400.39	
604	Add: Increase in capital reserve	\$0.00	
307	Less: Bud. w/d cap. reserve eligible costs	\$0.00	
309	Less: Bud. w/d cap. reserve excess costs	\$0.00	\$7,082,400.39
764	Maintenance reserve account - July	\$537,647.71	
606	Add: Increase in maintenance reserve	\$0.00	
310	Less: Bud. w/d from maintenance reserve	\$0.00	\$537,647.71
766	Reserve for Cur. Exp. Emergencies - July	\$0.00	
607	Add: Increase in cur. exp. emer. reserve	\$0.00	
312	Less: Bud. w/d from cur. exp. emer. reserve	\$0.00	\$0.00
762	Adult education programs		\$0.00
750-752,76x	Other reserves		\$0.00
601	Appropriations	\$78,790,764.00	
602	Less: Expenditures (\$31,344,145.18)		
	Less: Encumbrances (\$36,854,817.15)	(\$68,198,962.33)	\$10,591,801.67
	Total appropriated		\$59,794,344.92

Unappropriated:

770	Fund balance, July 1		\$2,510,711.47
771	Designated fund balance		\$0.00
303	Budgeted fund balance		(\$4,727,678.00)
	Total fund balance		\$57,577,378.39
	Total liabilities and fund equity		<u>\$61,162,265.73</u>

Report of the Secretary to the Board of Education
Bergen County Vo-Tech Schools

Page 3 of 38
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Starting date 7/1/2021 Ending date 12/31/2021 Fund: 10 General Fund

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$78,790,764.00	\$68,198,962.33	\$10,591,801.67
Revenues	(\$74,063,086.00)	(\$52,558,760.11)	(\$21,504,325.89)
Subtotal	<u>\$4,727,678.00</u>	<u>\$15,640,202.22</u>	<u>(\$10,912,524.22)</u>
Change in capital reserve account:			
Plus - Increase in reserve	\$0.00	(\$7,082,400.39)	\$7,082,400.39
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$4,727,678.00</u>	<u>\$8,557,801.83</u>	<u>(\$3,830,123.83)</u>
Change in maintenance reserve account:			
Plus - Increase in reserve	\$0.00	(\$537,647.71)	\$537,647.71
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$4,727,678.00</u>	<u>\$8,020,154.12</u>	<u>(\$3,292,476.12)</u>
Change in emergency reserve account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$4,727,678.00</u>	<u>\$8,020,154.12</u>	<u>(\$3,292,476.12)</u>
Less: Adjustment for prior year	\$0.00	\$0.00	\$0.00
Budgeted fund balance	<u>\$4,727,678.00</u>	<u>\$8,557,801.83</u>	<u>(\$3,830,123.83)</u>

Prepared and submitted by : _____
Board Secretary Date

Report of the Secretary to the Board of Education
Bergen County Vo-Tech Schools

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Starting date 7/1/2021 Ending date 12/31/2021 Fund: 10 General Fund

Revenues:		Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
00370	SUBTOTAL – Revenues from Local Sources	67,430,233	65,444	67,495,677	46,861,701	Under	20,633,976
00400	Total Revenues from Intermediate Sources	850,000	0	850,000	0	Under	850,000
00520	SUBTOTAL – Revenues from State Sources	5,695,547	0	5,695,547	5,695,547		0
00570	SUBTOTAL – Revenues from Federal Sources	21,862	0	21,862	1,512	Under	20,350
	Total	73,997,642	65,444	74,063,086	52,558,760		21,504,326

Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
03200	TOTAL REGULAR PROGRAMS - INSTRUCTION	11,480,866	425,237	11,906,103	4,669,789	6,358,796	877,518
11160	Total Basic Skills/Remedial – Instruct.	96,412	0	96,412	38,809	57,603	0
12160	Total Bilingual Education – Instruction	104,495	0	104,495	42,350	62,145	0
13160	Total Vocational Programs – Local -Instr	14,719,842	189,373	14,909,215	5,473,729	8,545,111	890,375
15180	TOTAL VOCATIONAL PROGRAMS	1,243,500	(1,757)	1,241,743	163,199	287,460	791,083
17100	Total School-Sponsored Co/Extra Curricul	844,700	0	844,700	351,847	467,073	25,780
17600	Total School-Sponsored Athletics – Instr	1,001,192	3,940	1,005,132	381,311	472,049	151,772
25100	Total Other Instructional Programs - Ins	420,000	0	420,000	196,103	217,397	6,500
29680	Total Undistributed Expenditures – Atten	128,214	0	128,214	65,114	63,100	0
30620	Total Undistributed Expenditures – Healt	563,178	748	563,926	258,337	281,065	24,523
40580	Total Undistributed Expend – Speech, OT,	284,487	0	284,487	125,708	158,779	0
41660	Total Undist. Expend. – Guidance	2,431,167	0	2,431,167	1,068,795	1,358,492	3,880
42200	Total Undist. Expend. – Child Study Team	1,008,785	39,340	1,048,125	406,194	598,571	43,360
43200	Total Undist. Expend. – Improvement of I	1,492,302	298	1,492,600	708,908	656,942	126,750
43620	Total Undist. Expend. – Edu. Media Serv.	139,740	0	139,740	94,793	38,024	6,923
44180	Total Undist. Expend. – Instructional St	102,500	0	102,500	790	3,371	98,339
45300	Support Serv. - General Admin	1,775,857	491,033	2,266,890	831,793	1,314,400	120,698
46160	Support Serv. - School Admin	2,628,796	30,081	2,658,877	1,296,471	1,322,641	39,765
47200	Total Undist. Expend. – Central Services	1,639,121	2,767	1,641,888	762,243	793,360	86,285
47620	Total Undist. Expend. – Admin. Info. Tec	4,978,627	59,536	5,038,163	2,420,365	1,933,359	684,439
51120	Total Undist. Expend. – Oper. & Maint. O	8,481,951	183,899	8,665,850	3,247,125	4,208,854	1,209,872
52480	Total Undist. Expend. – Student Transpor	761,019	1,760	762,779	214,021	529,313	19,446
71260	TOTAL PERSONNEL SERVICES –EMPLOYEE	14,064,600	0	14,064,600	4,847,251	4,390,755	4,826,594
75880	TOTAL EQUIPMENT	0	1,010,169	1,010,169	684,230	296,685	29,254
76260	Total Facilities Acquisition and Constr	57,894	2,261,265	2,319,159	1,708,979	552,191	57,989
77140	Total Post-Secondary Programs - Instruct	505,557	46,849	552,406	172,629	357,365	22,413
77280	Total Post-Secondary Programs – Support	115,000	0	115,000	52,746	62,254	0
78180	Total Other Special Schools - Instructio	971,646	45,542	1,017,188	302,973	435,705	278,510
78320	Total Other Special Schools – Support Se	474,993	120	475,113	184,653	216,113	74,348
81180	Total Vocational Evening-Local Instructi	454,471	258	454,729	103,966	345,538	5,225
81320	Total Vocational Evening-Local-Support S	897,345	2,665	900,010	426,933	414,918	58,159
83060	Total GED Testing Centers	129,385	0	129,385	41,993	55,390	32,002
	Total	73,997,642	4,793,122	78,790,764	31,344,145	36,854,817	10,591,802

Report of the Secretary to the Board of Education
Bergen County Vo-Tech Schools

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Starting date 7/1/2021 Ending date 12/31/2021 Fund: 10 General Fund

Revenues:				Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
00110	10-1210	County Tax Levy		33,562,698	0	33,562,698	33,562,697	Under	1
00150	10-1320	Tuition from LEAs Within State		31,561,650	0	31,561,650	12,349,100	Under	19,212,550
00220	10-13[2-4]0	Other Tuition		1,550,000	0	1,550,000	768,804	Under	781,196
00300	10-1___	Unrestricted Miscellaneous Revenues		526,500	0	526,500	168,820	Under	357,680
00310	10-1991	GED Testing Center Fees		129,385	0	129,385	12,280	Under	117,105
00330	10-1___	Interest Earned on Maintenance Reserve		100,000	65,444	165,444	0	Under	165,444
00390	10-2000	Unrestricted		850,000	0	850,000	0	Under	850,000
00440	10-3132	Categorical Special Education Aid		1,618,948	0	1,618,948	1,618,948		0
00470	10-3177	Categorical Security Aid		213,795	0	213,795	213,795		0
00480	10-3178	Adjustment Aid		3,452,071	0	3,452,071	3,452,071		0
00495	10-3199	DOE Loan Against State Aid		410,733	0	410,733	410,733		0
00540	10-4200	Medicaid Reimbursement		21,862	0	21,862	1,512	Under	20,350
Total				73,997,642	65,444	74,063,086	52,558,760		21,504,326

Expenditures:				Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
02140	11-140-___-101	Grades 9-12 – Salaries of Teachers		10,021,626	0	10,021,626	4,038,567	5,983,059	0
02180	11-140-100-106	Other Salaries for Instruction		223,240	0	223,240	84,859	138,381	0
02200	11-140-100-320	Purchased Professional – Educational Ser		100,000	0	100,000	8,000	7,850	84,150
02240	11-140-100-[4-5]	Other Purchased Services (400-500 series		35,000	0	35,000	8,925	14,478	11,597
02260	11-140-100-610	General Supplies		838,000	419,820	1,257,820	497,902	168,028	591,891
02280	11-140-100-640	Textbooks		175,000	1,916	176,916	4,464	2,355	170,097
02300	11-140-100-800	Other Objects		3,000	3,500	6,500	4,224	645	1,631
02500	11-150-100-101	Salaries of Teachers		65,000	0	65,000	22,847	42,153	0
02540	11-150-100-320	Purchased Professional – Educational Ser		20,000	0	20,000	0	1,848	18,152
11000	11-230-100-101	Salaries of Teachers		96,412	0	96,412	38,809	57,603	0
12000	11-240-100-101	Salaries of Teachers		104,495	0	104,495	42,350	62,145	0
13000	11-3___-100-101	Salaries of Teachers		12,898,992	0	12,898,992	5,093,382	7,805,610	0
13040	11-3___-100-320	Purchased Professional-Educational Servi		1,002,000	0	1,002,000	0	580,000	422,000
13080	11-3___-100-[4-5]	Other Purchased Services (400-500 series		4,000	0	4,000	86	3,914	0
13100	11-3___-100-610	General Supplies		596,250	187,373	783,623	300,947	137,834	344,842
13120	11-3___-100-640	Textbooks		208,600	0	208,600	76,243	15,083	117,274
13140	11-3___-100-8___	Other Objects		10,000	2,000	12,000	3,071	2,670	6,259
14000	11-310-100-101	Salaries of Teachers		95,500	0	95,500	14,407	80,720	373
14040	11-310-100-320	Purchased Professional-Educational Servi		532,000	0	532,000	0	170	531,830
14080	11-310-100-[4-5]	Other Purchased Services (400-500 series		54,000	0	54,000	13,560	19,350	21,090
14100	11-310-100-610	General Supplies		387,000	3,299	390,299	113,544	76,518	200,237
14120	11-310-100-640	Textbooks		10,000	1,433	11,433	1,433	0	10,000
14140	11-310-100-8___	Other Objects		18,000	0	18,000	9,770	645	7,585
15000	11-320-100-101	Salaries of Teachers		75,000	0	75,000	625	74,375	0
15100	11-320-100-610	General Supplies		72,000	(6,489)	65,511	9,860	35,682	19,969
17000	11-401-100-1___	Salaries		810,000	0	810,000	344,510	465,490	0
17020	11-401-100-[3-5]	Purchased Services (300-500 series)		1,700	0	1,700	525	83	1,092

Report of the Secretary to the Board of Education
Bergen County Vo-Tech Schools

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Starting date 7/1/2021 Ending date 12/31/2021 Fund: 10 General Fund

Expenditures:	Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
17060 11-401-100-8__ Other Objects	33,000	0	33,000	6,812	1,500	24,688
17500 11-402-100-1__ Salaries	727,192	0	727,192	293,611	433,581	0
17520 11-402-100-[3-5] Purchased Services (300-500 series)	104,000	0	104,000	9,531	3,717	90,752
17540 11-402-100-6__ Supplies and Materials	130,000	1,692	131,692	72,881	34,284	24,527
17560 11-402-100-8__ Other Objects	40,000	2,248	42,248	5,288	467	36,493
25000 11-4__-100-1__ Salaries	420,000	0	420,000	196,103	217,397	6,500
29500 11-000-211-1__ Salaries	128,214	0	128,214	65,114	63,100	0
30500 11-000-213-1__ Salaries	499,178	0	499,178	236,850	262,328	0
30540 11-000-213-3__ Purchased Professional and Technical Ser	38,000	0	38,000	15,507	15,350	7,143
30580 11-000-213-6__ Supplies and Materials	8,500	748	9,248	1,228	434	7,586
30600 11-000-213-8__ Other Objects	17,500	0	17,500	4,752	2,954	9,794
40500 11-000-216-1__ Salaries	284,487	0	284,487	125,708	158,779	0
41500 11-000-218-104 Salaries of Other Professional Staff	2,103,985	0	2,103,985	928,509	1,175,476	0
41520 11-000-218-105 Salaries of Secretarial and Clerical Ass	242,182	0	242,182	122,579	119,603	0
41560 11-000-218-320 Purchased Professional – Educational Ser	85,000	0	85,000	17,708	63,412	3,880
42000 11-000-219-104 Salaries of Other Professional Staff	756,868	0	756,868	282,966	473,902	0
42020 11-000-219-105 Salaries of Secretarial and Clerical Ass	177,417	0	177,417	88,598	88,819	0
42060 11-000-219-320 Purchased Professional – Educational Ser	22,500	0	22,500	10,103	11,047	1,350
42140 11-000-219-592 Misc. Purch. Svc. (400-500 series O/than	6,000	0	6,000	729	146	5,125
42160 11-000-219-6__ Supplies and Materials	40,000	39,340	79,340	19,964	24,517	34,859
42180 11-000-219-8__ Other Objects	6,000	0	6,000	3,834	140	2,026
43020 11-000-221-104 Salaries of Other Professional Staff	1,021,039	0	1,021,039	524,934	496,105	0
43040 11-000-221-105 Salaries of Secretarial & Clerical Assis	215,763	0	215,763	107,860	107,903	0
43100 11-000-221-320 Purchased Prof. – Educational Services	45,000	0	45,000	14,985	7,700	22,315
43140 11-000-221-[4-5] Other Purch. Services (400-500 series)	80,500	0	80,500	34,333	18,036	28,131
43160 11-000-221-6__ Supplies and Materials	40,000	298	40,298	7,701	3,038	29,558
43180 11-000-221-8__ Other Objects	90,000	0	90,000	19,094	24,160	46,746
43500 11-000-222-1__ Salaries	62,240	0	62,240	31,105	31,135	0
43560 11-000-222-[4-5] Other Purchased Services (400-500 series	75,000	0	75,000	63,688	6,889	4,423
43580 11-000-222-6__ Supplies and Materials	2,500	0	2,500	0	0	2,500
44120 11-000-223-[4-5] Other Purch. Services (400-500 series)	62,500	0	62,500	790	921	60,789
44160 11-000-223-8__ Other Objects	40,000	0	40,000	0	2,450	37,550
45000 11-000-230-1__ Salaries	669,157	0	669,157	295,112	374,045	0
45040 11-000-230-331 Legal Services	275,000	(70,000)	205,000	85,359	114,641	5,000
45060 11-000-230-332 Audit Fees	66,000	0	66,000	0	66,000	0
45070 11-000-230-333 Expenditure & Internal Control Audit Fee	10,000	0	10,000	2,704	7,296	0
45080 11-000-230-334 Architectural/Engineering Services	100,000	514,130	614,130	256,741	357,356	33
45100 11-000-230-339 Other Purchased Professional Services	172,500	(23,150)	149,350	4,785	106,600	37,965
45140 11-000-230-530 Communications/Telephone	250,000	70,000	320,000	119,500	188,431	12,068
45160 11-000-230-585 BOE Other Purchased Services	1,000	0	1,000	0	0	1,000
45180 11-000-230-590 Misc Purch Services (400-500 series, O/T	165,200	54	165,254	10,447	98,228	56,579

Report of the Secretary to the Board of Education
Bergen County Vo-Tech Schools

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Starting date 7/1/2021 Ending date 12/31/2021 Fund: 10 General Fund

Expenditures:				Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
45200	11-000-230-610	General Supplies		10,000	0	10,000	5,318	1,434	3,248
45260	11-000-230-890	Miscellaneous Expenditures		56,000	0	56,000	51,827	368	3,805
45280	11-000-230-895	BOE Membership Dues and Fees		1,000	0	1,000	0	0	1,000
46000	11-000-240-103	Salaries of Principals/Assistant Princip		1,916,957	0	1,916,957	928,660	988,297	0
46040	11-000-240-105	Salaries of Secretarial and Clerical Ass		634,239	0	634,239	320,227	314,012	0
46100	11-000-240-[4-5]	Other Purchased Services (400-500 series		12,600	1,060	13,660	958	6,898	5,804
46120	11-000-240-6__	Supplies and Materials		39,000	25,855	64,855	28,514	13,378	22,963
46140	11-000-240-8__	Other Objects		26,000	3,166	29,166	18,112	57	10,997
47000	11-000-251-1__	Salaries		1,403,721	0	1,403,721	635,638	768,083	0
47040	11-000-251-340	Purchased Technical Services		175,200	0	175,200	112,962	16,854	45,384
47060	11-000-251-592	Misc. Purch. Services (400-500 Series, O		17,000	0	17,000	2,627	5,900	8,473
47100	11-000-251-6__	Supplies and Materials		32,000	2,767	34,767	4,764	1,710	28,292
47180	11-000-251-890	Other Objects		11,200	0	11,200	6,251	813	4,136
47500	11-000-252-1__	Salaries		3,358,627	0	3,358,627	1,721,324	1,637,303	0
47520	11-000-252-330	Purchased Professional Services		100,000	0	100,000	0	100,000	0
47560	11-000-252-[4-5]	Other Purchased Services (400-500 series		1,215,000	28,816	1,243,816	570,746	155,341	517,729
47580	11-000-252-6__	Supplies and Materials		300,000	29,220	329,220	125,885	40,520	162,814
47600	11-000-252-8__	Other Objects		5,000	1,500	6,500	2,409	194	3,896
48500	11-000-261-1__	Salaries		627,639	0	627,639	250,091	377,548	0
48520	11-000-261-420	Cleaning, Repair, and Maintenance Servc		545,000	63,059	608,059	292,947	278,590	36,521
48540	11-000-261-610	General Supplies		175,000	69,021	244,021	120,292	50,861	72,868
49000	11-000-262-1__	Salaries		3,092,210	0	3,092,210	1,494,794	1,597,416	0
49040	11-000-262-3__	Purchased Professional and Technical Ser		250,000	0	250,000	75,000	75,000	100,000
49060	11-000-262-420	Cleaning, Repair, and Maintenance Svc.		547,500	45,180	592,680	114,830	142,680	335,170
49120	11-000-262-490	Other Purchased Property Services		110,000	0	110,000	40,014	50,594	19,392
49140	11-000-262-520	Insurance		500,000	0	500,000	0	500,000	0
49160	11-000-262-590	Miscellaneous Purchased Services		2,500	0	2,500	280	500	1,720
49180	11-000-262-610	General Supplies		355,000	3,059	358,059	171,737	102,110	84,212
49200	11-000-262-621	Energy (Natural Gas)		400,000	0	400,000	13,240	236,760	150,000
49220	11-000-262-622	Energy (Electricity)		1,300,000	0	1,300,000	498,215	611,785	190,000
49260	11-000-262-626	Energy (Gasoline)		30,000	0	30,000	0	0	30,000
49280	11-000-262-8__	Other Objects		15,000	235	15,235	4,486	670	10,079
50000	11-000-263-1__	Salaries		272,102	0	272,102	149,782	122,320	0
50040	11-000-263-420	Cleaning, Repair, and Maintenance Svc.		40,000	(1,000)	39,000	17,430	17,027	4,543
50060	11-000-263-610	General Supplies		5,000	4,345	9,345	1,059	7,919	367
51000	11-000-266-1__	Salaries		35,000	0	35,000	1,846	33,154	0
51040	11-000-266-420	Cleaning, Repair, and Maintenance Svc.		175,000	0	175,000	1,080	3,920	170,000
51060	11-000-266-610	General Supplies		5,000	0	5,000	0	0	5,000
52060	11-000-270-162	Sal. For Pupil Trans (Other than Bet. Ho		487,019	0	487,019	210,545	276,474	0
52140	11-000-270-420	Cleaning, Repair, & Maint. Services		9,000	0	9,000	1,006	1,532	6,462
52280	11-000-270-512	Contr Serv (Oth. Than Bet Home & Sch) -		170,000	1,760	171,760	2,225	167,306	2,229

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Starting date 7/1/2021 Ending date 12/31/2021 Fund: 10 General Fund

Expenditures:	Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
52400 11-000-270-593 Misc. Purchased Services - Transportatio	84,000	0	84,000	0	84,000	0
52440 11-000-270-615 Transportation Supplies	8,000	0	8,000	0	0	8,000
52460 11-000-270-8__ Other objects	3,000	0	3,000	245	0	2,755
71020 11-000-291-220 Social Security Contributions	1,305,000	0	1,305,000	461,612	455,660	387,728
71060 11-000-291-241 Other Retirement Contributions - PERS	2,420,000	0	2,420,000	0	0	2,420,000
71160 11-000-291-260 Workmen's Compensation	635,000	0	635,000	0	635,000	0
71180 11-000-291-270 Health Benefits	9,332,600	0	9,332,600	4,116,907	3,298,560	1,917,134
71200 11-000-291-280 Tuition Reimbursement	120,000	0	120,000	28,206	7,563	84,231
71220 11-000-291-290 Other Employee Benefits	252,000	0	252,000	240,526	(6,028)	17,502
75500 12-000-100-73_ Undistributed Expenditures - Instruction	0	386,702	386,702	281,482	91,888	13,332
75680 12-000-252-73_ Undistributed Expenditures - Admin. Info	0	426,943	426,943	377,724	42,387	6,832
75720 12-000-262-73_ Undist. Expend. - Custodial Services	0	166,458	166,458	22,146	135,222	9,090
75740 12-000-263-73_ Undist. Expend. - Care and Upkeep of Gro	0	27,188	27,188	0	27,188	0
75860 12-___-00-73_ Special Schools (All Programs)	0	2,878	2,878	2,878	0	0
76080 12-000-400-450 Construction Services	0	2,261,265	2,261,265	1,708,979	552,191	95
76200 12-000-400-800 Other Objects	10,000	0	10,000	0	0	10,000
76210 12-000-400-896 Assessment for Debt Service on SDA Fundi	47,894	0	47,894	0	0	47,894
77000 13-330-100-101 Salaries of Teachers	404,457	0	404,457	178,301	226,156	0
77060 13-330-100-[4-5] Other Purchased Services (400-500 series	10,600	(261)	10,339	0	6,350	3,989
77080 13-330-100-610 General Supplies	65,000	50,268	115,268	2,081	113,608	(421)
77100 13-330-100-640 Textbooks	18,000	(3,422)	14,578	(12,234)	9,028	17,784
77120 13-330-100-8__ Other Objects	7,500	264	7,764	4,480	2,222	1,061
77180 13-330-200-2__ Personnel Services - Employee Benefits	115,000	0	115,000	52,746	62,254	0
78000 13-4__-100-101 Salaries of Teachers	608,646	0	608,646	253,554	355,092	0
78120 13-4__-100-610 General Supplies	363,000	45,542	408,542	49,419	80,612	278,510
78200 13-4__-200-1__ Salaries	240,593	0	240,593	109,235	131,358	0
78220 13-4__-200-2__ Personnel Services - Employee Benefits	170,000	0	170,000	68,732	56,268	45,000
78240 13-4__-200-3__ Purchased Professional and Technical Svc	15,600	0	15,600	0	14,074	1,526
78260 13-4__-200-[4-5] Other Purchased Services (400-500 series	33,000	0	33,000	5,234	11,754	16,011
78280 13-4__-200-6__ Supplies and Materials	6,800	120	6,920	1,451	108	5,361
78300 13-4__-200-8__ Other Objects	9,000	0	9,000	0	2,551	6,449
81000 13-629-100-101 Salaries of Teachers	424,971	0	424,971	90,004	334,967	0
81120 13-629-100-610 General Supplies	28,500	258	28,758	13,963	10,571	4,225
81140 13-629-100-640 Textbooks	1,000	0	1,000	0	0	1,000
81200 13-629-200-1__ Salaries	603,544	0	603,544	313,042	290,502	0
81220 13-629-200-2__ Personnel Services - Employee Benefits	210,001	0	210,001	79,485	100,723	29,793
81260 13-629-200-[4-5] Other Purchased Services (400-500 series	52,800	2,622	55,422	33,096	18,600	3,726
81280 13-629-200-6__ Supplies and Materials	27,000	43	27,043	1,203	4,900	20,940
81300 13-629-200-8__ Other Objects	4,000	0	4,000	107	193	3,700
83000 13-640-200-1__ Salaries	85,885	0	85,885	32,349	53,536	0
83020 13-640-200-6__ Supplies and Materials	43,500	0	43,500	9,644	1,854	32,002

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 Bergen County Vo-Tech Schools

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Starting date 7/1/2021 Ending date 12/31/2021 Fund: 10 General Fund

Expenditures:

	Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
83020 13-640-200-6__ Supplies and Materials	43,500	0	43,500	9,644	1,854	32,002
Total	73,997,642	4,793,122	78,790,764	31,344,145	36,854,817	10,591,802

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Starting date 7/1/2021 Ending date 12/31/2021 Fund: 20 Special Revenue Funds

Assets and Resources

Assets:

101	Cash in bank		(\$939,431.82)
102 - 106	Cash Equivalents		\$0.00
111	Investments		\$0.00
116	Capital Reserve Account		\$0.00
117	Maintenance Reserve Account		\$0.00
118	Emergency Reserve Account		\$0.00
121	Tax levy Receivable		\$0.00

Accounts Receivable:

132	Interfund	\$0.00	
141	Intergovernmental - State	\$97,491.00	
142	Intergovernmental - Federal	\$60,282.72	
143	Intergovernmental - Other	\$0.00	
153, 154	Other (net of estimated uncollectable of \$_____)	\$0.00	\$157,773.72

Loans Receivable:

131	Interfund	\$0.00	
151, 152	Other (Net of estimated uncollectable of \$_____)	\$0.00	\$0.00

Other Current Assets

\$0.00

Resources:

301	Estimated revenues	\$13,163,572.20	
302	Less revenues	(\$2,255,996.24)	\$10,907,575.96

Total assets and resources

\$10,125,917.86

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Bergen County Vo-Tech Schools

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Starting date 7/1/2021 Ending date 12/31/2021 Fund: 20 Special Revenue Funds

Liabilities and Fund Equity

Liabilities:

101	Cash in bank		(\$939,431.82)
411	Intergovernmental accounts payable - state		\$12,694.43
421	Accounts payable		\$2,862.25
431	Contracts payable		\$0.00
451	Loans payable		\$0.00
481	Deferred revenues		\$0.24
	Other current liabilities		\$1,366.01
	Total liabilities		\$16,922.93

Fund Balance:

Appropriated:

753,754	Reserve for encumbrances		\$6,029,758.76
761	Capital reserve account - July	\$0.00	
604	Add: Increase in capital reserve	\$0.00	
307	Less: Bud. w/d cap. reserve eligible costs	\$0.00	
309	Less: Bud. w/d cap. reserve excess costs	\$0.00	\$0.00
764	Maintenance reserve account - July	\$0.00	
606	Add: Increase in maintenance reserve	\$0.00	
310	Less: Bud. w/d from maintenance reserve	\$0.00	\$0.00
766	Reserve for Cur. Exp. Emergencies - July	\$0.00	
607	Add: Increase in cur. exp. emer. reserve	\$0.00	
312	Less: Bud. w/d from cur. exp. emer. reserve	\$0.00	\$0.00
762	Adult education programs		\$0.00
750-752,76x	Other reserves		\$0.00
601	Appropriations	\$13,624,171.46	
602	Less: Expenditures	(\$3,515,176.53)	
	Less: Encumbrances	(\$5,569,159.50)	(\$9,084,336.03)
	Total appropriated		\$10,569,594.19

Unappropriated:

770	Fund balance, July 1		\$0.00
771	Designated fund balance		\$0.00
303	Budgeted fund balance		(\$460,599.26)
	Total fund balance		\$10,108,994.93
	Total liabilities and fund equity		<u>\$10,125,917.86</u>

Starting date 7/1/2021 Ending date 12/31/2021 Fund: 20 Special Revenue Funds

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$13,624,171.46	\$9,084,336.03	\$4,539,835.43
Revenues	(\$13,163,572.20)	(\$2,255,996.24)	(\$10,907,575.96)
Subtotal	<u>\$460,599.26</u>	<u>\$6,828,339.79</u>	<u>(\$6,367,740.53)</u>
Change in capital reserve account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$460,599.26</u>	<u>\$6,828,339.79</u>	<u>(\$6,367,740.53)</u>
Change in maintenance reserve account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$460,599.26</u>	<u>\$6,828,339.79</u>	<u>(\$6,367,740.53)</u>
Change in emergency reserve account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$460,599.26</u>	<u>\$6,828,339.79</u>	<u>(\$6,367,740.53)</u>
Less: Adjustment for prior year	\$0.00	\$0.00	\$0.00
Budgeted fund balance	<u>\$460,599.26</u>	<u>\$6,828,339.79</u>	<u>(\$6,367,740.53)</u>

Prepared and submitted by : _____

Board Secretary

_____ Date

Starting date 7/1/2021 Ending date 12/31/2021 Fund: 20 Special Revenue Funds

Revenues:		Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
00745	Total Revenues from Local Sources	0	35,871	35,871	11,871	Under	24,000
00830	Total Revenues from Federal Sources	9,370,000	3,712,701	13,082,701	2,201,278	Under	10,881,423
88740	Total Federal Projects	0	45,000	45,000	42,847	Under	2,153
Total		9,370,000	3,793,572	13,163,572	2,255,996		10,907,576
Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
84100	Local Projects	0	211,141	211,141	7,199	45,800	158,142
88140	Other	120,000	429,199	549,199	241,099	59,852	248,248
88740	Total Federal Projects	9,250,000	3,613,831	12,863,831	3,266,878	5,463,508	4,133,446
Total		9,370,000	4,254,171	13,624,171	3,515,177	5,569,159	4,539,835

Starting date 7/1/2021 Ending date 12/31/2021 Fund: 20 Special Revenue Funds

Revenues:	Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
00740 20-1___ Other Revenue from Local Sources	0	35,871	35,871	11,871	Under	24,000
00775 20-441[1-6] Title I	170,000	1,596	171,596	54,103	Under	117,493
00780 20-445[1-5] Title II	35,000	3,108	38,108	38,108		0
00790 20-447[1-4] Title IV	0	13,460	13,460	0	Under	13,460
00804 20-4419 ARP - IDEA Basic	0	104,832	104,832	0	Under	104,832
00805 20-442[0-9] I.D.E.A. Part B (Handicapped)	475,000	63,954	538,954	207,439	Under	331,515
00810 20-4430 Vocational Education	870,000	(40,693)	829,307	256,171	Under	573,136
00814 20-4540 ARP - ESSER	0	1,358,431	1,358,431	0	Under	1,358,431
00815 20-4440 Adult Basic Education	1,100,000	146,978	1,246,978	274,946	Under	972,032
00820 20-4700 Private Industry Council (JTPA/WIOA)	6,600,000	1,383,112	7,983,112	1,059,278	Under	6,923,834
00823 20-4534 CRRSA Act - ESSER II	0	379,884	379,884	206,136	Under	173,748
00824 20-4535 CRRSA Act - Learning Acceleration Grant	0	38,789	38,789	17,597	Under	21,192
00825 20-4___ Other	120,000	259,250	379,250	87,500	Under	291,750
88711 20-485-___ CRRSA Act - Mental Health Grant	0	45,000	45,000	42,847	Under	2,153
Total	9,370,000	3,793,572	13,163,572	2,255,996		10,907,576

Expenditures:	Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
84100 20-___-___ Local Projects	0	211,141	211,141	7,199	45,800	158,142
88140 20-___-___ Other	120,000	429,199	549,199	241,099	59,852	248,248
88500 20-___-___ Title I	170,000	1,596	171,596	72,106	67,807	31,684
88520 20-___-___ Title II	35,000	3,108	38,108	38,108	0	0
88560 20-___-___ Title IV	0	13,460	13,460	836	0	12,624
88620 20-___-___ I.D.E.A. Part B (Handicapped)	475,000	63,954	538,954	254,437	195,383	89,134
88640 20-___-___ Vocational Education	870,000	(40,693)	829,307	357,836	408,469	63,002
88641 20-223-___ ARP-IDEA Basic Grant Program	0	104,832	104,832	61,530	26,509	16,793
88660 20-___-___ Adult Education	1,100,000	146,978	1,246,978	382,731	803,771	60,476
88680 20-___-___ Private Industry Council (JTPA/WIOA)	6,600,000	1,254,696	7,854,696	1,583,669	2,734,642	3,536,385
88705 20-478-___ Bridging the Digital Divide	0	243,796	243,796	0	237,144	6,652
88709 20-483-___ CRRSA Act - ESSER II Grant Program	0	379,884	379,884	237,976	64,848	77,060
88710 20-484-___ CRRSA Act - Learning Acceleration Grant	0	38,789	38,789	19,997	14,019	4,773
88711 20-485-___ CRRSA Act - Mental Health Grant	0	45,000	45,000	42,847	0	2,153
88713 20-487-___ ARP-ESSER Grant Program	0	1,358,431	1,358,431	214,806	910,916	232,709
Total	9,370,000	4,254,171	13,624,171	3,515,177	5,569,159	4,539,835

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Starting date 7/1/2021 Ending date 12/31/2021 Fund: 30 Capital Projects Funds

Assets and Resources

Assets:

101	Cash in bank		(\$912,578.88)
102 - 106	Cash Equivalents		\$0.00
111	Investments		\$0.00
116	Capital Reserve Account		\$0.00
117	Maintenance Reserve Account		\$0.00
118	Emergency Reserve Account		\$0.00
121	Tax levy Receivable		\$0.00

Accounts Receivable:

132	Interfund	\$0.00	
141	Intergovernmental - State	\$0.00	
142	Intergovernmental - Federal	\$0.00	
143	Intergovernmental - Other	\$0.00	
153, 154	Other (net of estimated uncollectable of \$_____)	\$0.00	\$0.00

Loans Receivable:

131	Interfund	\$0.00	
151, 152	Other (Net of estimated uncollectable of \$_____)	\$0.00	\$0.00

Other Current Assets

\$4,100,039.93

Resources:

301	Estimated revenues	\$6,651,577.07	
302	Less revenues	(\$1,094,511.71)	\$5,557,065.36

Total assets and resources

\$8,744,526.41

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Bergen County Vo-Tech Schools

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Starting date 7/1/2021 Ending date 12/31/2021 Fund: 30 Capital Projects Funds

Liabilities and Fund Equity

Liabilities:

101	Cash in bank			(\$912,578.88)
411	Intergovernmental accounts payable - state			\$0.00
421	Accounts payable			\$0.00
431	Contracts payable			\$0.00
451	Loans payable			\$0.00
481	Deferred revenues			\$0.00
	Other current liabilities			\$0.00
	Total liabilities			\$0.00

Fund Balance:

Appropriated:

753,754	Reserve for encumbrances			\$2,035,440.79
761	Capital reserve account - July		\$0.00	
604	Add: Increase in capital reserve		\$0.00	
307	Less: Bud. w/d cap. reserve eligible costs		\$0.00	
309	Less: Bud. w/d cap. reserve excess costs		\$0.00	\$0.00
764	Maintenance reserve account - July		\$0.00	
606	Add: Increase in maintenance reserve		\$0.00	
310	Less: Bud. w/d from maintenance reserve		\$0.00	\$0.00
766	Reserve for Cur. Exp. Emergencies - July		\$0.00	
607	Add: Increase in cur. exp. emer. reserve		\$0.00	
312	Less: Bud. w/d from cur. exp. emer. reserve		\$0.00	\$0.00
762	Adult education programs			\$0.00
750-752,76x	Other reserves			\$0.00
601	Appropriations		\$7,961,094.75	
602	Less: Expenditures	(\$1,251,925.62)		
	Less: Encumbrances	(\$725,923.11)	(\$1,977,848.73)	\$5,983,246.02
	Total appropriated			\$8,018,686.81

Unappropriated:

770	Fund balance, July 1			\$2,035,357.28
771	Designated fund balance			\$0.00
303	Budgeted fund balance			(\$1,309,517.68)
	Total fund balance			\$8,744,526.41
	Total liabilities and fund equity			<u>\$8,744,526.41</u>

Report of the Secretary to the Board of Education
Bergen County Vo-Tech Schools

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Starting date 7/1/2021 Ending date 12/31/2021 Fund: 30 Capital Projects Funds

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$7,961,094.75	\$1,977,848.73	\$5,983,246.02
Revenues	(\$6,651,577.07)	(\$1,094,511.71)	(\$5,557,065.36)
Subtotal	<u>\$1,309,517.68</u>	<u>\$883,337.02</u>	<u>\$426,180.66</u>
Change in capital reserve account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$1,309,517.68</u>	<u>\$883,337.02</u>	<u>\$426,180.66</u>
Change in maintenance reserve account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$1,309,517.68</u>	<u>\$883,337.02</u>	<u>\$426,180.66</u>
Change in emergency reserve account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$1,309,517.68</u>	<u>\$883,337.02</u>	<u>\$426,180.66</u>
Less: Adjustment for prior year	\$0.00	\$0.00	\$0.00
Budgeted fund balance	<u>\$1,309,517.68</u>	<u>\$883,337.02</u>	<u>\$426,180.66</u>

Prepared and submitted by : _____

Board Secretary

_____ Date

Starting date 7/1/2021 Ending date 12/31/2021 Fund: 30 Capital Projects Funds

Revenues:		Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
0098A	Other	0	6,651,577	6,651,577	1,094,512	Under	5,557,065
Total		0	6,651,577	6,651,577	1,094,512		5,557,065
Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
89200	TOTAL CAPITAL PROJECT FUNDS	0	7,961,095	7,961,095	1,251,926	725,923	5,983,246
Total		0	7,961,095	7,961,095	1,251,926	725,923	5,983,246

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Starting date 7/1/2021 Ending date 12/31/2021 Fund: 30 Capital Projects Funds

Revenues:		Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
00980	30-____ Other Financing Sources	0	6,651,577	6,651,577	1,094,512	Under	5,557,065
Total		0	6,651,577	6,651,577	1,094,512		5,557,065
Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
89000	30-____-____-73_ Capital Project Equipment	0	714,994	714,994	0	196,955	518,039
89060	30-000-4__-39_ Other Purchased Prof. and Tech Services	0	232,382	232,382	43,870	153,470	35,042
89080	30-000-4__-45_ Construction Services	0	5,167,103	5,167,103	835,530	67,484	4,264,090
89100	30-000-4__-61_ General Supplies	0	1,229,971	1,229,971	357,485	222,973	649,513
89180	30-000-4__-8_ Other Objects	0	616,644	616,644	15,041	85,042	516,562
Total		0	7,961,095	7,961,095	1,251,926	725,923	5,983,246

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Bergen County Vo-Tech Schools

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Starting date 7/1/2021 Ending date 12/31/2021 Fund: 40 Debt Service Funds

Assets and Resources

Assets:

101	Cash in bank		\$0.00
102 - 106	Cash Equivalents		\$0.00
111	Investments		\$0.00
116	Capital Reserve Account		\$0.00
117	Maintenance Reserve Account		\$0.00
118	Emergency Reserve Account		\$0.00
121	Tax levy Receivable		\$0.00

Accounts Receivable:

132	Interfund	\$0.00	
141	Intergovernmental - State	\$0.00	
142	Intergovernmental - Federal	\$0.00	
143	Intergovernmental - Other	\$0.00	
153, 154	Other (net of estimated uncollectable of \$_____)	\$0.00	\$0.00

Loans Receivable:

131	Interfund	\$0.00	
151, 152	Other (Net of estimated uncollectable of \$_____)	\$0.00	\$0.00

Other Current Assets

\$0.00

Resources:

301	Estimated revenues	\$0.00	
302	Less revenues	\$0.00	\$0.00

Total assets and resources

\$0.00

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Bergen County Vo-Tech Schools

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Starting date 7/1/2021 Ending date 12/31/2021 Fund: 40 Debt Service Funds

Liabilities and Fund Equity

Liabilities:

411	Intergovernmental accounts payable - state		\$0.00
421	Accounts payable		\$0.00
431	Contracts payable		\$0.00
451	Loans payable		\$0.00
481	Deferred revenues		\$0.00
	Other current liabilities		\$0.00
	Total liabilities		\$0.00

Fund Balance:

Appropriated:

753,754	Reserve for encumbrances		\$0.00
761	Capital reserve account - July	\$0.00	
604	Add: Increase in capital reserve	\$0.00	
307	Less: Bud. w/d cap. reserve eligible costs	\$0.00	
309	Less: Bud. w/d cap. reserve excess costs	\$0.00	\$0.00
764	Maintenance reserve account - July	\$0.00	
606	Add: Increase in maintenance reserve	\$0.00	
310	Less: Bud. w/d from maintenance reserve	\$0.00	\$0.00
766	Reserve for Cur. Exp. Emergencies - July	\$0.00	
607	Add: Increase in cur. exp. emer. reserve	\$0.00	
312	Less: Bud. w/d from cur. exp. emer. reserve	\$0.00	\$0.00
762	Adult education programs		\$0.00
750-752,76x	Other reserves		\$0.00
601	Appropriations	\$0.00	
602	Less: Expenditures	\$0.00	
	Less: Encumbrances	\$0.00	\$0.00
	Total appropriated		\$0.00

Unappropriated:

770	Fund balance, July 1		\$0.00
771	Designated fund balance		\$0.00
303	Budgeted fund balance		\$0.00
	Total fund balance		\$0.00
	Total liabilities and fund equity		<u>\$0.00</u>

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Bergen County Vo-Tech Schools

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Starting date 7/1/2021 Ending date 12/31/2021 Fund: 40 Debt Service Funds

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$0.00	\$0.00	\$0.00
Revenues	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
Change in capital reserve account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
Change in maintenance reserve account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
Change in emergency reserve account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
Less: Adjustment for prior year	\$0.00	\$0.00	\$0.00
Budgeted fund balance	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>

Prepared and submitted by : _____

Board Secretary

Date

Starting date 7/1/2021 Ending date 12/31/2021 Fund: 40 Debt Service Funds

Starting date 7/1/2021 Ending date 12/31/2021 Fund: 60 CAFETERIA

Assets and Resources

Assets:

101	Cash in bank		\$116,778.85
102 - 106	Cash Equivalents		\$0.00
111	Investments		\$0.00
116	Capital Reserve Account		\$0.00
117	Maintenance Reserve Account		\$0.00
118	Emergency Reserve Account		\$0.00
121	Tax levy Receivable		\$0.00

Accounts Receivable:

132	Interfund	\$0.00	
141	Intergovernmental - State	\$0.00	
142	Intergovernmental - Federal	\$0.00	
143	Intergovernmental - Other	\$0.00	
153, 154	Other (net of estimated uncollectable of \$_____)	\$0.00	\$0.00

Loans Receivable:

131	Interfund	\$0.00	
151, 152	Other (Net of estimated uncollectable of \$_____)	\$0.00	\$0.00

Other Current Assets

\$148,721.00

Resources:

301	Estimated revenues	\$635,000.00	
302	Less revenues	(\$391,909.32)	\$243,090.68

Total assets and resources

\$508,590.53

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Bergen County Vo-Tech Schools

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Starting date 7/1/2021 Ending date 12/31/2021 Fund: 60 CAFETERIA

Liabilities and Fund Equity

Liabilities:

411	Intergovernmental accounts payable - state		\$0.00
421	Accounts payable		\$10,372.00
431	Contracts payable		\$0.00
451	Loans payable		\$0.00
481	Deferred revenues		\$4,856.00
	Other current liabilities		\$119,807.71
	Total liabilities		\$135,035.71

Fund Balance:

Appropriated:

753,754	Reserve for encumbrances		\$363,523.86
761	Capital reserve account - July	\$0.00	
604	Add: Increase in capital reserve	\$0.00	
307	Less: Bud. w/d cap. reserve eligible costs	\$0.00	
309	Less: Bud. w/d cap. reserve excess costs	\$0.00	\$0.00
764	Maintenance reserve account - July	\$0.00	
606	Add: Increase in maintenance reserve	\$0.00	
310	Less: Bud. w/d from maintenance reserve	\$0.00	\$0.00
766	Reserve for Cur. Exp. Emergencies - July	\$0.00	
607	Add: Increase in cur. exp. emer. reserve	\$0.00	
312	Less: Bud. w/d from cur. exp. emer. reserve	\$0.00	\$0.00
762	Adult education programs		\$0.00
750-752,76x	Other reserves		\$0.00
601	Appropriations	\$635,000.00	
602	Less: Expenditures	(\$261,445.18)	
	Less: Encumbrances	(\$363,523.86)	(\$624,969.04)
	Total appropriated		\$373,554.82

Unappropriated:

770	Fund balance, July 1		\$0.00
771	Designated fund balance		\$0.00
303	Budgeted fund balance		\$0.00
	Total fund balance		\$373,554.82
	Total liabilities and fund equity		<u>\$508,590.53</u>

Starting date 7/1/2021 Ending date 12/31/2021 Fund: 60 CAFETERIA

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$635,000.00	\$624,969.04	\$10,030.96
Revenues	(\$635,000.00)	(\$391,909.32)	(\$243,090.68)
Subtotal	<u>\$0.00</u>	<u>\$233,059.72</u>	<u>(\$233,059.72)</u>
Change in capital reserve account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$0.00</u>	<u>\$233,059.72</u>	<u>(\$233,059.72)</u>
Change in maintenance reserve account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$0.00</u>	<u>\$233,059.72</u>	<u>(\$233,059.72)</u>
Change in emergency reserve account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$0.00</u>	<u>\$233,059.72</u>	<u>(\$233,059.72)</u>
Less: Adjustment for prior year	\$0.00	\$0.00	\$0.00
Budgeted fund balance	<u>\$0.00</u>	<u>\$233,059.72</u>	<u>(\$233,059.72)</u>

Prepared and submitted by : _____
Board Secretary Date

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 Bergen County Vo-Tech Schools

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Starting date 7/1/2021 Ending date 12/31/2021 Fund: 60 CAFETERIA

Revenues:		Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
(Total of Accounts W/O a Grid# Assigned)		635,000	0	635,000	391,909	Under	243,091
Total		635,000	0	635,000	391,909		243,091
Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
(Total of Accounts W/O a Grid# Assigned)		635,000	0	635,000	261,445	363,524	10,031
Total		635,000	0	635,000	261,445	363,524	10,031

Starting date 7/1/2021 Ending date 12/31/2021 Fund: 60 CAFETERIA

Revenues:	Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
	635,000	0	635,000	391,909	Under	243,091
Total	635,000	0	635,000	391,909		243,091
Expenditures:	Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
	635,000	0	635,000	261,445	363,524	10,031
Total	635,000	0	635,000	261,445	363,524	10,031

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Bergen County Vo-Tech Schools

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Starting date 7/1/2021 Ending date 12/31/2021 Fund: 61 ENTERPRISE FUND

Assets and Resources

Assets:

101	Cash in bank		\$695,709.06
102 - 106	Cash Equivalents		\$0.00
111	Investments		\$0.00
116	Capital Reserve Account		\$0.00
117	Maintenance Reserve Account		\$0.00
118	Emergency Reserve Account		\$0.00
121	Tax levy Receivable		\$0.00

Accounts Receivable:

132	Interfund	\$0.00	
141	Intergovernmental - State	\$0.00	
142	Intergovernmental - Federal	\$0.00	
143	Intergovernmental - Other	\$303,903.87	
153, 154	Other (net of estimated uncollectable of \$_____)	\$0.00	\$303,903.87

Loans Receivable:

131	Interfund	\$0.00	
151, 152	Other (Net of estimated uncollectable of \$_____)	\$0.00	\$0.00

Other Current Assets

\$100,748.00

Resources:

301	Estimated revenues	\$3,326,200.00	
302	Less revenues	(\$1,557,088.75)	\$1,769,111.25

Total assets and resources

\$2,869,472.18

Starting date 7/1/2021 Ending date 12/31/2021 Fund: 61 ENTERPRISE FUND

Liabilities and Fund Equity

Liabilities:

411	Intergovernmental accounts payable - state		\$0.00
421	Accounts payable		\$3,894.00
431	Contracts payable		\$0.00
451	Loans payable		\$0.00
481	Deferred revenues		\$30,700.00
	Other current liabilities		\$1,032,044.28
	Total liabilities		\$1,066,638.28

Fund Balance:

Appropriated:

753,754	Reserve for encumbrances		\$1,377,092.36
761	Capital reserve account - July	\$0.00	
604	Add: Increase in capital reserve	\$0.00	
307	Less: Bud. w/d cap. reserve eligible costs	\$0.00	
309	Less: Bud. w/d cap. reserve excess costs	\$0.00	\$0.00
764	Maintenance reserve account - July	\$0.00	
606	Add: Increase in maintenance reserve	\$0.00	
310	Less: Bud. w/d from maintenance reserve	\$0.00	\$0.00
766	Reserve for Cur. Exp. Emergencies - July	\$0.00	
607	Add: Increase in cur. exp. emer. reserve	\$0.00	
312	Less: Bud. w/d from cur. exp. emer. reserve	\$0.00	\$0.00
762	Adult education programs		\$0.00
750-752,76x	Other reserves		\$0.00
601	Appropriations	\$3,326,200.00	
602	Less: Expenditures	(\$1,523,366.10)	
	Less: Encumbrances	(\$1,377,092.36)	(\$2,900,458.46)
	Total appropriated		\$1,802,833.90

Unappropriated:

770	Fund balance, July 1		\$0.00
771	Designated fund balance		\$0.00
303	Budgeted fund balance		\$0.00
	Total fund balance		\$1,802,833.90
	Total liabilities and fund equity		<u>\$2,869,472.18</u>

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Bergen County Vo-Tech Schools

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Starting date 7/1/2021 Ending date 12/31/2021 Fund: 61 ENTERPRISE FUND

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$3,326,200.00	\$2,900,458.46	\$425,741.54
Revenues	(\$3,326,200.00)	(\$1,557,088.75)	(\$1,769,111.25)
Subtotal	<u>\$0.00</u>	<u>\$1,343,369.71</u>	<u>(\$1,343,369.71)</u>
Change in capital reserve account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$0.00</u>	<u>\$1,343,369.71</u>	<u>(\$1,343,369.71)</u>
Change in maintenance reserve account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$0.00</u>	<u>\$1,343,369.71</u>	<u>(\$1,343,369.71)</u>
Change in emergency reserve account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$0.00</u>	<u>\$1,343,369.71</u>	<u>(\$1,343,369.71)</u>
Less: Adjustment for prior year	\$0.00	\$0.00	\$0.00
Budgeted fund balance	<u>\$0.00</u>	<u>\$1,343,369.71</u>	<u>(\$1,343,369.71)</u>

Prepared and submitted by : _____

Board Secretary

Date

Starting date 7/1/2021 Ending date 12/31/2021 Fund: 61 ENTERPRISE FUND

Revenues:		Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
(Total of Accounts W/O a Grid# Assigned)		3,158,700	167,500	3,326,200	1,557,089	Under	1,769,111
Total		3,158,700	167,500	3,326,200	1,557,089		1,769,111
Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
(Total of Accounts W/O a Grid# Assigned)		3,158,700	167,500	3,326,200	1,523,366	1,377,092	425,742
Total		3,158,700	167,500	3,326,200	1,523,366	1,377,092	425,742

Starting date 7/1/2021 Ending date 12/31/2021 Fund: 61 ENTERPRISE FUND

Revenues:

	Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
	3,158,700	167,500	3,326,200	1,557,089	Under	1,769,111
Total	3,158,700	167,500	3,326,200	1,557,089		1,769,111

Expenditures:

	Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
	3,158,700	167,500	3,326,200	1,523,366	1,377,092	425,742
Total	3,158,700	167,500	3,326,200	1,523,366	1,377,092	425,742

Starting date 7/1/2021 Ending date 12/31/2021 Fund: 62 INTERNAL SERVICE FUND

Assets and Resources

Assets:

101	Cash in bank		(\$448,743.14)
102 - 106	Cash Equivalents		\$0.00
111	Investments		\$0.00
116	Capital Reserve Account		\$0.00
117	Maintenance Reserve Account		\$0.00
118	Emergency Reserve Account		\$0.00
121	Tax levy Receivable		\$0.00

Accounts Receivable:

132	Interfund	\$0.00	
141	Intergovernmental - State	\$0.00	
142	Intergovernmental - Federal	\$0.00	
143	Intergovernmental - Other	\$37,200.00	
153, 154	Other (net of estimated uncollectable of \$_____)	\$0.00	\$37,200.00

Loans Receivable:

131	Interfund	\$3,393,064.00	
151, 152	Other (Net of estimated uncollectable of \$_____)	\$0.00	\$3,393,064.00

Other Current Assets

\$71,424.00

Resources:

301	Estimated revenues	\$2,336,000.00	
302	Less revenues	(\$75,300.00)	\$2,260,700.00

Total assets and resources

\$5,313,644.86

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Bergen County Vo-Tech Schools

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Starting date 7/1/2021 Ending date 12/31/2021 Fund: 62 INTERNAL SERVICE FUND

Liabilities and Fund Equity

Liabilities:

101	Cash in bank		(\$448,743.14)
411	Intergovernmental accounts payable - state		\$0.00
421	Accounts payable		\$0.00
431	Contracts payable		\$0.00
451	Loans payable		\$0.00
481	Deferred revenues		\$0.00
	Other current liabilities		\$3,752,870.47
	Total liabilities		\$3,752,870.47

Fund Balance:

Appropriated:

753,754	Reserve for encumbrances		\$1,217,448.73
761	Capital reserve account - July	\$0.00	
604	Add: Increase in capital reserve	\$0.00	
307	Less: Bud. w/d cap. reserve eligible costs	\$0.00	
309	Less: Bud. w/d cap. reserve excess costs	\$0.00	\$0.00
764	Maintenance reserve account - July	\$0.00	
606	Add: Increase in maintenance reserve	\$0.00	
310	Less: Bud. w/d from maintenance reserve	\$0.00	\$0.00
766	Reserve for Cur. Exp. Emergencies - July	\$0.00	
607	Add: Increase in cur. exp. emer. reserve	\$0.00	
312	Less: Bud. w/d from cur. exp. emer. reserve	\$0.00	\$0.00
762	Adult education programs		\$0.00
750-752,76x	Other reserves		\$0.00
601	Appropriations	\$2,336,000.00	
602	Less: Expenditures	(\$1,042,428.51)	
	Less: Encumbrances	(\$1,217,448.73)	(\$2,259,877.24)
	Total appropriated		\$1,293,571.49

Unappropriated:

770	Fund balance, July 1		\$267,202.90
771	Designated fund balance		\$0.00
303	Budgeted fund balance		\$0.00
	Total fund balance		\$1,560,774.39
	Total liabilities and fund equity		<u>\$5,313,644.86</u>

Starting date 7/1/2021 Ending date 12/31/2021 Fund: 62 INTERNAL SERVICE FUND

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$2,336,000.00	\$2,259,877.24	\$76,122.76
Revenues	(\$2,336,000.00)	(\$75,300.00)	(\$2,260,700.00)
Subtotal	<u>\$0.00</u>	<u>\$2,184,577.24</u>	<u>(\$2,184,577.24)</u>
Change in capital reserve account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$0.00</u>	<u>\$2,184,577.24</u>	<u>(\$2,184,577.24)</u>
Change in maintenance reserve account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$0.00</u>	<u>\$2,184,577.24</u>	<u>(\$2,184,577.24)</u>
Change in emergency reserve account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$0.00</u>	<u>\$2,184,577.24</u>	<u>(\$2,184,577.24)</u>
Less: Adjustment for prior year	\$0.00	\$0.00	\$0.00
Budgeted fund balance	<u>\$0.00</u>	<u>\$2,184,577.24</u>	<u>(\$2,184,577.24)</u>

Prepared and submitted by : _____
Board Secretary Date

Starting date 7/1/2021 Ending date 12/31/2021 Fund: 62 INTERNAL SERVICE FUND

Revenues:		Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
(Total of Accounts W/O a Grid# Assigned)		2,206,000	130,000	2,336,000	75,300	Under	2,260,700
Total		2,206,000	130,000	2,336,000	75,300		2,260,700
Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
(Total of Accounts W/O a Grid# Assigned)		2,206,000	130,000	2,336,000	1,042,429	1,217,449	76,123
Total		2,206,000	130,000	2,336,000	1,042,429	1,217,449	76,123

Starting date 7/1/2021 Ending date 12/31/2021 Fund: 62 INTERNAL SERVICE FUND

Revenues:

	Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
	2,206,000	130,000	2,336,000	75,300	Under	2,260,700
Total	2,206,000	130,000	2,336,000	75,300		2,260,700

Expenditures:

	Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
	2,206,000	130,000	2,336,000	1,042,429	1,217,449	76,123
Total	2,206,000	130,000	2,336,000	1,042,429	1,217,449	76,123

Transfers by Transfer Number

Bergen County Vo-Tech Schools

Start date 12/1/2021

End date 12/31/2021

TR#	Transfer Description	Amount	To Account	From Account
10236	12/06/21 :Equipment- Teterboro	8,611.00	12-000-100-730-TT	11-310-100-618-TT
10243	12/07/21 :ADULT POST SECONDARY SUPPLIE	5,000.00	13-330-100-610-PS	13-330-100-640-PS
10244	12/09/21 :PARAMUS INST EQUIPMENT	2,500.00	12-000-100-730-PT	11-320-100-610-PV
		10,300.00	12-000-100-730-PV	11-320-100-610-PV
10260	12/31/21 :ARCHITECT FEES	9,600.00	11-000-230-334-DS	11-000-230-339-DS
		36,011.00	Report Total	

22-F-114T



22-F-116T

(SENT VIA EMAIL johsus@bergen.org
AND VIA REGULAR MAIL)

September 14, 2021

Bergen County Technical Schools
540 Farview Avenue
Paramus, NJ 07652

ATT: Mr. John Susino
Business Administrator

Re: Proposal for Professional Services for New CTE Building at Paramus Campus (Phase II)
D|R Project No. 3889

Dear Mr. Susino:

Now that the abovementioned project has been approved by the Board and is ready to move into the final design phases, we are pleased to submit our proposal to provide architectural and engineering services for the new Career Technical Education (CTE) facility at the Paramus Campus.

Based on our understanding of the intended programming and project scope, Di Cara | Rubino Architects will provide the following:

I. SCOPE OF SERVICES:

A. Schematic Design:

- Develop/refine the selected option meeting the established program requirements
- Make revisions as required
- Submit required documents to the NJ Department of Education for review and approval, including state applications

B. Design Development:

- Prepare Design Development documents consisting of plan layouts, reflective ceiling plans, M/E/P, structural scope, and site/civil design
- Update cost estimates, if changes are made by Owner during this phase
- Develop alternates for the project scope, if required

C. Construction Documents:

- Upon approval of the Design Development phase by the Owner, Di Cara | Rubino Architects will prepare Construction Documents for the project consisting of architectural plans, details, sections, elevations, M/E/P, structural, and site/civil drawings, and specifications for public bidding



Mr. John Susino
D\R Project #3889
September 14, 2021
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- Plans will be submitted for local code review

D. Bidding/Negotiation:

- Assist the District in the bidding process
- Preparation of bid packages
- Attend pre-bid conference to answer contractor questions about the proposed project
- Respond, as needed, to contractor questions about the proposed project
- Issue addenda, as needed, to contractor inquiries during the bidding process
- Attend bid opening
- Review bid results and provide analysis of the bids and review with the Board of Education
- Coordinate with the District's attorney in their review of the lowest responsible bidder for compliance
- Attend Board of Education meetings, as required

E. Contract Administration:

- Visit the site at approximately bi-weekly intervals to become familiar with the progress and quality of the work and determine, in general, if the work is proceeding in accordance with the Contract Documents
- Keep the Owner informed of the progress and quality of the work
- Attend regular project job meetings
- Review RFI's
- Review shop drawings
- Review payment applications
- Prepare punch list
- Attend all job meetings
- Review project closeout documentation



Mr. John Susino
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II. FEE PROPOSAL:

Based on the above scope of work and an estimated construction cost of \$27,000,000 for the new facility, Di Cara | Rubino Architects submits our fee as follows:

A. Schematic Design Phase.....	\$390,000.00
B. Design Development Phase.....	\$292,500.00
C. Construction Document Phase.....	\$780,000.00
D. Bidding.....	\$ 97,500.00
E. Contract Administration.....	\$390,000.00

Other Associated Fees not included above:

▪ Civil Engineering/Landscape.....	\$115,000.00
▪ Geotechnical Engineering.....	\$ 39,000.00
▪ Surveying Services.....	\$ 14,250.00
▪ EO 215 Report.....	\$ 18,000.00
▪ Preliminary Assessment Report.....	\$ 12,000.00

Reimbursable expenses are billed in addition to the fees indicated above and generally include postage, overnight mail/courier service, mileage, photocopies, printing, plotting and facsimiles and will be invoiced at 1.15 times the expense. Based upon similar projects of this size, reimbursable expenses can be capped to not exceed \$25,000.00.

Exclusions:

The following services are excluded from the basic services outlined in this proposal:

- Identification and/or abatement of hazardous materials including, but not limited to, asbestos, lead, or soil contaminants
- Utility assessments
- Zoning/Planning Board Meetings
- Surveys, testing, or environmental studies other than those indicated above
- Off-site improvements
- Renderings and/or models
- Filing fees, permits, and applications
- Legal services
- Environmental engineering to address Areas of Concern (AOC) discovered during the Preliminary Assessment or EO 215 Reports



Mr. John Susino
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September 14, 2021
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Conditions:

Standard of Care: Services performed by Di Cara | Rubino Architects under this Agreement will be conducted in a manner consistent with the level of care and skill ordinarily exercised by members of the profession currently practicing in the same locality under similar conditions. No other representation, expressed or implied, and no warranty, guarantee, or fiduciary responsibility is included or intended in this Agreement, or in any report, opinion, document or otherwise.

Hidden Conditions Verification of Existing Conditions: It is understood by the parties to this Agreement that the remodeling or rehabilitation of an existing structure requires that certain assumptions be made regarding existing conditions that are hidden from view. Because some of these assumptions may not be verifiable without expending additional sums of money or destroying otherwise adequate or serviceable portions of the structure or its equipment, the Owner agrees that, where verification of existing conditions is impractical or impossible, and where the Architect has used reasonable care and diligence in the making of assumptions, the Owner will hold harmless, indemnify, and defend the Architect from and against any and all claims arising out of the professional services provided under this Agreement.

Safety: Di Cara | Rubino Architects is not responsible for the implementation, discharge, or monitoring of construction safety standards or practices. These items are explicitly excluded from our scope.

Hazardous Materials: Di Cara | Rubino Architects is not responsible for identification and/or removal of hazardous materials including, but not limited to, asbestos, lead and contaminated soils.

Limit of Liability: Client agrees that Di Cara | Rubino Architects' liability for any damage on account of any claimed error, omission, wrongful conduct, or professional negligence will be limited to an amount equal to Di Cara | Rubino Architects' fee. Di Cara | Rubino Architects, its agents, and employees shall not be liable for any lost profits or any claim or demand against Client by any other party. In no event shall Di Cara | Rubino Architects be liable for special, consequential, or exemplary damages or for damages due to delay in the work.

Ownership of Documents: Client may use the documents for the project or purposes contemplated by this agreement. Client may not reuse the documents, or any of Di Cara | Rubino Architects' concepts or approaches in the Proposal to client, for any extension of the project or other project without our prior written consent. Any unauthorized reuse or extension of Di Cara | Rubino Architects' work is at Clients' sole risk and without liability to Di Cara | Rubino Architects, and Client will indemnify, defend, and hold Di Cara | Rubino Architects harmless from all claims or damages arising from any unauthorized reuse or extension of our work. All documents related to a project will be destroyed in accordance with Di Cara | Rubino Architects' Document Retention Guidelines in effect at that time.



Mr. John Susino
D/R Project #3889
September 14, 2021
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Indemnification/Hold Harmless: The Owner agrees to indemnify, defend, and hold harmless Di Cara | Rubino Architects, their respective trustees, officers, employees and agents from and against any and all claims, demands, suits, actions, recoveries, judgments, costs and expenses in connection therewith arising from a third party claim on account of the loss of life, property or injury or damage to the person, body or property of any person or persons whatsoever, which shall arise from or result directly or indirectly in whole or in part by the negligent act of or omission of the client, and/or anyone directly or indirectly employed by the client.

Preliminary Budgeting: A preliminary budget will be prepared and issued as part of the scope of work for approval. The budget will be incorporated into submission to the Department of Education. When providing opinions or estimates of probable construction costs upon request of the Board, such budgets are based on DiCara | Rubino Architects' (DRA) experience and qualifications and only represents our judgment as a professional generally familiar with the industry. It is recognized that neither DRA, nor the Board has control over, among other things: (1) the cost of labor, materials or equipment, (2) the Contractor's methods of determining bid prices, (3) competitive bidding, market or negotiating conditions, or (4) costs of governmental approvals. Accordingly, DRA cannot and does not warrant or represent in any manner the actual cost of construction. As such, the Board agrees that DRA cannot be held liable for any damages claimed to have arisen out of construction costs exceeding DRA estimates of same, if any.

Thank you for your time and consideration and the opportunity to be of service. On behalf of Di Cara | Rubino Architects, we look forward to assisting the Bergen County Technical Schools with this project. If this proposal is acceptable, please sign below, initial each page, and return one copy for our records, authorizing Di Cara | Rubino Architects to proceed.

Very truly yours,

DI CARA | RUBINO ARCHITECTS

Germano R. Rubino, AIA
Principal

GRR/frk

Accepted by:

Mr. John Susino
Business Administrator

Date

Accepted:

Initial

MAST CONSTRUCTION SERVICES, INC.

February 24, 2021

Mr. John Susino
Business Administrator/Board Secretary
Bergen County Technical School District
540 Farview Avenue, Room 2300
Paramus, New Jersey 07625

Re: Professional Services: Construction Management Services for the Pre Construction, Bid & Award, Construction, and Closeout phases of the New CTE High School
MAST Proposal P2108

Dear Mr. Susino:

The following proposal from MAST Construction Services (MAST) is for the Construction Management services outlined below. The scope of work contained herein will be used as the basis for the construction management service agreement between MAST (Construction Manager) and the Bergen County Technical Schools (Owner-Client). Included in the following proposal is our Project Understanding, Scope of Services for the Pre-Construction, Bid & Award, Construction, and Closeout phases of the New CTE High School Project, as well as the Fee Proposal for these phases.

I. Project Understanding

1. MAST understands that the Bergen County Technical Schools (BCTS) is in the process of commencing the Pre Construction phase of the New CTE High School project with a timeline of 14 months for Pre-Construction.
2. The project consists of site work, construction of a new 65,000 SF addition to the existing Bergen County Technical High School located in Paramus, NJ.
3. The addition will house the new CTE program for Bergen County Technical Schools and will consist of the following programs
 - a. Fabrication and Design (Welders, Pipefitters, Ironworkers, etc.)
 - b. Sustainable Development (Online Merchants, Storage/Distribution Manager, Supply -Chain Engineer)
 - c. Dental Science (Dental Assistants, Hygienists, and Dentists)
4. We understand that BCTS is seeking a Construction Manager to oversee and coordinate the Pre-Construction, Bid & Award, Construction, and Closeout phases of the project as laid out in the scope of services below.
5. To implement the scope of services detailed below, we have proposed the following staffing plan for the corresponding phases:
 - a. Pre-Construction and Bid & Award Phases - (1) Project Executive part-time and (1) Project Manager part-time.
 - b. Construction Phase - (1) Project Executive part-time, (1) Project Manager full time, and (1) Assistant Project Manager full time.
 - c. Closeout Phase - (1) Project Executive part-time and (1) Project Manager part-time.

MAST CONSTRUCTION SERVICES, INC.

II. Scope of Services

A. PRE-CONSTRUCTION PHASE

The Construction Manager will perform the following scope of services during the Pre-Construction Phase, which includes the general tasks of Budgeting, Administration and Project Controls, and Scheduling as set forth below.

1. Budgeting

Review the budget based on the total project cost requested by the Owner-Client. The budget will form the basis for the control and reporting of disbursements. It will establish an original budget amount and a forecasted cost to complete the project through periodic updates of actual expenditures and future estimated costs.

- a. The budget shall be updated upon receipt and acceptance of final bids for construction and the FF&E buyout. Changes in the amount of professional fees will also be tracked.

2. Administration and Project Controls

Participate in meetings with the Owner-Client and the project design team during the Schematic Design (SD), Design Development (DD) & Construction Document (CD) Phases to monitor and coordinate the development of the bid documents. Items reviewed in the meetings will include the design/bid schedule, design team and sub-consultant responsibilities, and any related purchasing issues.

3. Scheduling

Monitor and Maintain the current project schedule. The project schedule will form the basis for the control and reporting of construction progress and include critical path methodology for the project moving forward.

B. BIDDING & AWARD

1. MAST will develop a bidders list with the Architect to make sure qualified General Contractors bid on the project.
2. MAST will recommend a contracting strategy as it relates to the current phasing plan.
3. MAST will assist the design team with the preparation of a bid package.
4. MAST will review bids from the General Contractors and recommend to BCTS based on the qualified submissions.
5. Once the successful contractor is selected, we will assist BCTS and the Architect as required for the preparation of contracts, which will contain: all drawings and specifications, the scope of work, the Special and General Conditions, all milestone

MAST CONSTRUCTION SERVICES, INC.

scheduling requirements, and unit prices for additional work should it become necessary.

C. CONSTRUCTION PHASE SERVICES

During Construction, MAST will provide **contract administration and monitor progress** by performing the following scope:

1. MAST will assign full-time on-site supervisory staff to coordinate, monitor, and expedite each phase of work's construction activities.
2. Review contractor's insurance for the adequacy of coverage.
3. Review the general contractor's shop drawing submission schedule to minimize shop drawing delays.
4. Chair various meetings for the project. At a minimum, chair bi-weekly owner meetings, bi-weekly contractor meetings, and any other meeting necessary to the project completion. MAST will distribute detailed meeting minutes outlining deliverables and deadlines by each team member.
5. Prepare monthly reports detailing schedule, job progress, and significant milestones.
6. Continue maintaining an on-site record keeping and reporting system, including daily construction log, schedules, manpower, equipment delivery program, contract documents, and shop drawings.
7. Review contractor progress, comparing it to schedule requirements and expediting material/equipment deliveries as required.
8. Based on progress and the previously agreed schedule of values, evaluate contractors' requisition requests, and make adjustments as required.
9. Submit every month a cost summary report of all contractor and vendor payments.
10. Review all contractor change order requests for validity and scope.
11. MAST utilizes Procore Construction Project Management software to monitor and track all project management functions, including shop drawings, submittals, Requests For Information (RFI's), transmittals, budget, schedule, and correspondence.

MAST CONSTRUCTION SERVICES, INC.

D. CLOSEOUT PHASE

1. Coordinate and expedite the completion of punch list items.
2. Conduct the Project closeout, assist in developing specific criteria for determining the final acceptability of the contractor's work; establishing dates for equipment testing, acceptance periods, warranty dates, and instructional requirements, conducting frequent inspections throughout the finishing stages, obtaining guarantees, warranties, operating manuals and drawings from contractors and vendors.
3. Assemble and forward all contractor and vendor guarantees, warranties, operational manuals, "as-built" drawings, and other pertinent literature to the Owner-Client.
4. Coordinate Operational Testing/Start-Up of the facility's systems and coordinate training of the building systems for BCTS personnel.

III. Professional Fees

A. Scope of Service Fee

Owner-Client will compensate the Construction Manager for the Scope of Services described above as set forth in the following table:

PHASE	ESTIMATED DURATION	PRICE PER MONTH	TOTAL
Schematic Design Phase	4 Months	\$9,100	\$36,400
Design Development Phase	4 Months	\$9,100	\$36,400
Costruction Document Phase	4 Months	\$9,100	\$36,400
Bid/Award Phase	2 Months	\$9,100	\$18,200
Construction Phase	24 Months	\$33,375	\$801,000
Closeout Phase	2 Months	\$16,687.50	\$33,375
3 Estimates (SD, DD, & CD Phases)	N/A	N/A	\$30,000
TOTAL			\$991,775

B. Additional Services

1. Fees for services of other consultants retained by the Project Manager on behalf of the Owner-Client shall be billed at cost plus 10% to cover additional insurance costs and other administrative expenses. The Project Manager will retain no additional

MAST CONSTRUCTION SERVICES, INC.

consultants without the prior written consent of the Owner-Client.

IV. AUTHORIZATION

Written authorization is necessary for the commencement of this work. Signing below will signify your acceptance of all the terms in this proposal agreement.

We trust that the above meets with your favor, and we look forward to working with the Bergen County Technical Schools on this project.

Please call me with any questions you may have.

Sincerely,


Jim Napolitano
Vice President

Cc: Ted Domuracki – MAST

Accepted By:
Bergen County Technical School District

John Susino
Business Administration

Date

22-F-122T

Vendors	Category	Contact #	Expires	Phone #
1075 Emergency Lighting	Law Enforcement Firearms Equipment and Supplies	17-FL-ET-00743	05/14/23	973-556-5729
22nd Century Technologies, Inc.	Temporary Staff Services	18-GNSV2-00348	01/31/23	888-998-7284
AB Solec, LLC	Scientific Equipment, Accessories, Supplies and Maintenance Statewide	17-FL-ET-01051	12/31/23	877-740-2129
A Lembo Car & Truck Collision	OEM & NON-OEM Maintenance & Repair Services for Light/Medium Duty	40825	03/17/22	973-484-5737
A Technology & Security Solutions, Inc.	Surveillance and Access Control Security Systems	17-TELE-00231	07/31/23	631-969-2800
Agilent Technologies, Inc.	Scientific Equipment, Accessories, Supplies and Maintenance Statewide	17-FL-ET-01042	12/31/23	800-227-9770
Air Brake & Equipment	Maintenance & Repair/Heavy Duty Vehicles Over 15,000 lbs.	89279	03/20/22	973-926-0166
Air Brake & Equipment	Automotive Parts for Heavy Duty Vehicles over 15,000 lbs	42086	08/09/22	973-926-0166
Alliance Bus Group formerly Arcadia Sales & Service	OEM & Non-OEM Maintenance & Repair for Light/Medium Duty Vehicles	40830	03/17/22	973-926-0166
American Mobile Glass	Maintenance & Repair/Heavy Duty Vehicles 15,000 lbs.	89259	03/20/22	201-597-9500
ATI	Automotive Glass Parts and Windshield Repair/Replacement	21-GNSV1-01496	07/31/24	973-597-0808
Atlantic Coast Marketing Inc.	Wireless Devices & Services	82594	02/28/22	732-610-6988
Atlantic Plumbing Supply Corp	Plumbing and Heating Supplies/Equipment	86064	02/28/22	877-903-9325
Automotive Brake Company	Non-OEM Automotive Parts & Accessories/Light Duty Vehicles	86000	10/30/22	732-928-0400
Auto Plus Auto Parts	Automotive Lubricants	20-FL-ET-01344	11/19/23	856-778-1400
AVAYA, Inc.	Telecommunications Equipment and Services	80802	01/31/23	908-686-5587
Beyer Brothers	OEM Automotive Parts & Accessories for Light Duty Vehicles Class 4 or Lower	19-FL-ET-00914	08/04/22	973-644-3200
Beyer Ford, LLC	Maintenance & Repair/Heavy Duty Vehicles 15,000 lbs.	89263	03/20/22	201-943-3100
Beyer Brothers	Automotive Parts for Heavy Duty Vehicles over 15,000 lbs	42069	08/09/22	201-943-3100
Beyer of Morrislow, LLC	OEM Automotive Parts & Accessories for Light Duty Vehicles Class 4 or Lower	19-FL-ET-00914	08/04/22	973-644-3200
Beyer of Morrislow, LLC	Vehicles, Van/Minivans, 7 Passenger, Gasoline and Hybrid	18-FL-ET-00445	08/28/22	973-644-3200
Brantley Brothers	Moving Srvs for DPMC & Cooperative Purchasing Participants	40144	10/31/22	973-824-9500
Bridgestone Americas, Inc.	Tires, Tubes and Services (M-8000 NJ START)	19-FL-ET-00708	03/31/24	615-937-3343
Broadway Moving and Storage	Moving Srvs for DPMC & Cooperative Purchasing Participants	40142	10/31/22	609-396-4561
Bus Parts Warehouse, Dancomany, LLC	Automotive Parts for Heavy Duty Vehicles over 15,000 lbs	42088	08/09/22	800-635-4537
Business Furniture Inc. (BFI)	Office & Lounge Furniture-Herman Miller	81620	04/30/22	973-795-6463
Campbell Freightliner	Maintenance & Repair/Heavy Duty Vehicles 15,000 lbs.	89264	03/20/22	732-287-1500
Canon USA	Automotive Parts for Heavy Duty Vehicles over 15,000 lbs	42074	08/09/22	732-287-1500
Cayman Chemical Company	Copiers, Multi-Function Devices, Maint., Supplies and Print Servs.	40462	10/11/22	201-225-7794
CDW Government LLC	Scientific Equipment, Accessories, Supplies and Maintenance Statewide	17-FL-ET-01055	12/31/23	000-000-0000
CDW Government LLC	Data Communications Equipment	87718	10/07/24	866-776-7415
CDW Government LLC (EMC Corp)	Software Reseller Services	20-TELE-01511	05/24/26	866-776-7415
CDW Government LLC (Microsoft)	Computer Equipment, Peripherals & Related Services	89968	07/31/22	866-776-7415
CDW Government LLC	Computer Equipment, Peripherals & Related Services	40166	07/31/22	866-776-7415
Charles F. Connolly	Computer Equipment, Peripherals & Related Services	89974	07/31/22	866-776-7415
Chas S. Winner Inc (Winner Ford)	AC, HVAC, Repair Parts	41607	05/31/22	201-999-5090
Chas S. Winner Inc.	Vehicles, Trucks, Class 2, Utility/Dump, with Snow Plow Option	88726	04/26/22	856-427-2796
Cherry Valley Tractor Sales	Vehicles, Trucks, Pickup, Class 1	17-FL-ET-00212	03/27/22	856-427-2796
Cherry Valley Tractor Sales	Parts & Repairs for Lawn & Grounds Equipment	43022	02/16/22	856-983-0111
Circle Brake of Passaic County	Skid Steer Loader w/Quick-Detach, Bucket, Various Atts & Trailer	40861	03/17/22	973-772-3924
Cisco Systems Inc.	Maintenance & Repair/Light/Medium Duty Vehicles	78905	06/08/22	856-983-0111
Cisco Systems Inc.	Data Communications Equipment	87720	10/01/24	732-346-2193
Cisco Glassboards, LLC	Computer Equipment, Peripherals & Related Services	89966	07/31/22	215-620-2074
Cliffside Body Corp	Library & School Supplies	17-FOOD-00269	08/22/22	888-913-7414
Cliffside Body Corp	Snow Plow Parts, and Grader and Loader Blades	88268	01/19/23	201-945-3970
Command Radio (NYC Kenwood)	Maintenance & Repair/Light/Medium Duty Vehicles	40822	03/17/22	201-945-3970
Commercial Furniture Group	Radio Communication Equipment and Accessories	83927	04/30/22	201-666-0131
Commercial Interiors Direct Inc.	Furniture, Office & Lounge	81613	04/30/22	423-623-0031
Commercial Interiors Direct Inc.	Furniture, Office & Lounge	81610	04/30/22	973-839-8394
Commercial Interiors Direct Inc.	Carpet/Flooring Supply & Install - Mtg. Tardus	81755	06/30/22	973-839-8394
Commercial Interiors Direct Inc.	Carpet/Flooring Supply & Install - Mtg. Miliken	81752	06/30/22	973-839-8394
Complete Book & Media Supply	Carpet/Flooring Supply & Install - Mtg. Mannington	81751	06/30/22	973-839-8394
Concord Products Co Inc	Publication Media	86067	02/28/22	800-986-1775
Concord Products Co Inc	Data Communications Equipment	21-TELE-01506	10/01/24	201-931-1420
Chas. A. Connolly Dist Co	Furniture, Office & Lounge	81614	04/30/22	856-833-3000
Consolidated Steel & Alum	Heating, Ventilation and Air Conditioning Repair Parts (HVAC)	41607	05/31/22	201-998-6080
Craftmaster Hardware, LLC	Fence Chain Link, Install & Replacement	88680	10/31/22	908-272-6262
	Locking Hardware (Parts Only) T2981	19-FOOD-00846	04/30/22	201-786-0806

Vendor	Category	Contract #	Expires	Phone #
Danco Limited Partnership dba Dauphin	Furniture, Office & Lounge	81616	04/30/22	973-263-1100
David Weber Oil Co.	Automotive Lubricants	20-FILET-01343	11/19/23	201-438-7333
David Weber	Automotive Lubricants	20-FILET-01343	11/19/23	201-438-7333
Dell Marketing	Computer Equipment, Peripherals & Related Services	19-TELE-00656	07/31/22	512-513-8701
Dell Marketing	Software Reseller Services	20-TELE-01510	05/24/26	646-673-0885
Dell Marketing	Data Communications Equipment	88706	10/07/24	800-581-5355
DFFLM LLC T/A Dischman Flemington Road	OEM Automotive Parts & Accessories for Light Duty Vehicles Class 4 or Lower	19-FILET-00916	08/04/22	908-782-3673
Drto Sales (dba Versiel)	Furniture, Office & Lounge	81731	04/30/22	800-878-2120
D M Radio Service Corp.	Radio Communication Equipment and Accessories	88897	04/30/22	908-679-2525
EB Fence	Fence Chain Link, Install & Replacement	88679	10/31/22	609-704-8884
ELWC	Computer Equipment, Peripherals & Related Services	88968	07/31/22	732-636-2583
EMR Power Systems, LLC	Preventive Maint. & Testing of Emergency Standby Generators	20-GNSV2-01182	05/31/23	609-396-1211
Eclis Technology Inc. (Clisco)	Data Communications Equipment	87720	10/01/24	609-528-5812
Eplus Technology Inc. (Lenovo)	Computer Equipment, Peripherals & Related Services	88968	07/31/22	609-528-8912
Eventide, Inc.	Radio Communication Equipment and Accessories	83891	04/30/22	201-541-1200
Exemplis Corp.	Furniture, Office & Lounge	81711	04/30/22	714-995-4800
Fastral	Facilities Maintenance & Repair & Operations (MRO) & Industrial Supplies	19-FILET-00565	06/30/23	609-530-0010
FDR Hitches	Enclosed Trailers, Single Axel/Double Axle, Up to 7,000lbs. GVWR.	19-FILET-00879	06/27/22	908-559-9500
Firm Scientific, Inc.	Scientific Equipment, Accessories, Supplies and Maintenance Statewide	17-FILET-01035	12/31/23	800-452-1261
Firestone Complete Auto Care	Tires, Tubes and Services (M-8000 NJ START)	19-FILET-00708	05/31/24	615-937-3343
FM Generator, Inc.	Preventive Maint. & Testing of Emergency Standby Generators	19-GNSV1-00443	06/31/23	781-828-0026
Forbo Flooring, Inc.	Carpet/Flooring/Supply & Install	81749	08/30/22	570-450-0222
FP Mailing Solutions (Francoty Postal Inc)	Mailroom Equipment and Maintenance Various State Agencies	41263	04/14/22	630-827-5657
Frank Mazza	Carpet/Flooring/Supply & Install - Mtg/Mannington	81751	06/30/22	609-561-5300
Franklin Griffith Electric, LLC	Electrical Equipment & Supplies North, Central & South Regions	88957	09/30/22	609-595-6121
Frey Scientific	Scientific Equipment, Accessories, Supplies and Maintenance Statewide	17-FILET-01030	12/31/23	888-388-3224
Gen EL Safety & Industrial Products, LLC	Environmental Testing Instruments, Equipment & Supplies for Air and Water Qual	21-FOOD-01682	08/31/24	888-388-3224
GovConnect	Computer Equipment, Peripherals & Related Services	88974	07/31/22	800-800-0019
Granger	Industrial Products/MRO Supplies & Equipment (TMA0002)	19-FILET-00566	06/30/23	877-888-4470
Grabbar Electric Company, Inc.	Cabling Products & Services, Data Center Management Solutions	85151	10/09/22	800-791-5454
Goodyear Tire and Rubber Company	Tires, Tubes and Services	20-FILET-00948	03/30/22	856-945-2800
H A Derhart & Sons	Maintenance & Repair/Heavy Duty Vehicles Over 15,000 lbs.	89272	03/20/22	330-796-4362
Hach Company	Environmental Testing Instruments, Equipment & Supplies for Air and Water Qual	21-FOOD-01684	08/31/24	800-271-4224
Hannon Floor Covering	Carpet/Flooring/Supply & Install - Mtg. Mohawk	81753	06/30/22	808-686-6333
Heritage Flooring, Inc.	Carpet/Flooring/Supply & Install - Mtg. Mannington	81751	06/30/22	609-513-1513
Herrich Fleet Services, Inc.	Vehicles, Trucks, Pickup, Class 1	17-FILET-00210	07/27/22	800-698-9825
Herrich Fleet Services	Vehicles, Vans/Minivans, 7 Passenger, Gasoline and Hybrid	18-FILET-00444	08/28/22	800-698-9825
Hertzberg-New Method, Inc.	Publication Media	86070	02/28/22	217-243-5451
High Point	Furniture, Office & Lounge	81621	04/30/22	338-431-7101
Home Depot	Walk-In Building Supplies	18-FILET-00234	12/31/26	732-926-2830
Hoover (Robert H. Hoover & Sons)	Maintenance & Repair/Heavy Duty Vehicles Over 15,000 lbs.	89257	03/20/22	973-347-4210
Hoover Truck Center	Automotive Parts for Heavy Duty Vehicles over 15,000 lbs	42068	08/09/22	973-347-4210
HP Hewlett Packard	Computer Equipment, Peripherals & Related Services	40116	07/31/22	800-277-8988
HP Hewlett Packard	Computer Equipment, Peripherals & Related Services	88974	07/31/22	847-922-2977
Indiana Furniture Industries	Furniture, Office & Lounge	81622	04/30/22	800-422-5727
Insight Public Sedor Inc	Software Reseller Services	20-TELE-01512	05/24/26	800-467-4448
Interface Americas, Inc.	Carpet & Padding Vinyl & Sheet Flooring, Mats & Matting, Supplies & Install	81756	06/30/22	281-445-1100
Inipac Fleet	Fuel Credit Card Services - Statewide	19-GNSV1-00606	11/28/22	609-383-0900
Janner Doors	Overhead/Rolling Doors & Operations, Repair/Replace	21-GNSV1-01460	04/30/24	908-534-1988
Jersey Office Systems, LLC dba Jersey Mail Systems	Mailroom Equipment and Maintenance Various State Agencies	19-GNSV2-00680	04/14/22	800-241-4586
J & J Industries dba J & J Invision	Carpet/Flooring/Supply & Install - Mtg. Mohawk	81753	06/30/22	800-241-4586
J & J Industries dba J & J Invision	Carpet/Flooring/Supply & Install - Mtg. Mannington	81751	06/30/22	800-241-4586
Jewel Electric Supply	Electrical Equipment & Supplies, Statewide	21-FOOD-01749	09/30/24	201-653-1613
Johnson Controls Fire Protection	Testing, Inspection, Monitoring and Maintenance of Fire Suppression Systems	83717	10/23/22	973-295-9835
Johnson G P Inc.	Radio Communication Equipment and Accessories	88925	04/30/22	201-428-2025
Johnson Communication	Cabling Products & Services, Data Center Management Solutions	85152	10/09/22	201-428-2025
Johnson Communication	Communication Wiring Services (Labor @\$125.00)	88766	03/19/22	201-428-2025
Johnny On The Spot, LLC	Fabricated & Prefabricated Structures, Portable Sanitation Units	20-GNSV1-01315	09/30/23	732-721-3443

Vendor	Category	Contract #	Expires	Phone #
Keeln Power Products	Parts & Repairs for Lawn & Grounds Equipment	43030	02/16/22	201-489-4454
Keet Electrical Supply Co., Inc.	Electrical Equipment & Supplies, Statewide	21-FOOD-01748	09/30/24	973-484-7400
Krueger International	Furniture, Office & Lounge	81720	04/30/22	800-454-7400
Lakeshore Learning Materials	Library & School Supplies	17-F-00D-00250	08/30/22	800-421-5354
Lawnmen Supply	Law Enforcement Firearms Equipment and Supplies (Jason Durie, rep)	21-FLEET-00740	05/14/23	201-994-6137
Lawson Products Inc.	Parts & Repairs for Road Maintenance Equipment	85850	11/29/22	800-890-8198
Lawson	Automotive Parts for Heavy Duty Vehicles over 15,000 lbs	42111	08/09/22	215-741-3860
Lawson Products Inc.	Parts & Repairs for Heavy Duty Vehicles over 15,000 lbs	43023	02/16/22	215-741-3860
Lifesavers, Inc.	Building MGMT - Life Safety Equipment & AED	84689	08/14/22	973-244-9111
LM Information Delivery / US	Publication Media	86071	02/28/22	610-558-9550
Louis A. Jammer Co., Inc.	Overhead/Rolling Doors & Operations, Repair/Replace, DOT & Other Agencies	85294	04/30/24	609-863-0900
Lowes Home Centers	Walk-In Building Supplies NUSTART #W8001	18-FLEET-00235	07/30/22	704-758-3818
M & G Auto Parts, Inc.	Non-OEM Automotive Parts & Accessories/Light Duty Vehicles	85998	02/25/22	201-868-6700
Mannington Mills	Carpet/Flooring/Supply & Install	81751	06/30/22	706-602-6517
Merchantville Overhead Door Co.	Overhead/Rolling Doors & Operations, Repair/Replace, DOT & Other Agencies	21-GNSV4-01461	04/30/24	866-388-1314
Microsoft Corporation	Computer Equipment, Peripherals & Related Services	40165	07/31/22	703-673-7871
Mid-Atlantic Truck Center	Automotive Parts for Heavy Duty Vehicles over 15,000 lbs	42075	08/09/22	908-862-8181
Millennium, Inc.	Communication Wiring Services	88740	03/19/22	973-286-4978
Modern Group, Ltd	Preventive Maintenance & Testing of Generators	20-GNSV2-01184	05/31/23	215-943-9100
Mohawk Group	Carpet/Flooring/Supply & Install	81753	06/30/22	908-565-2292
Motorola Solutions, Inc.	Radio Communication Equipment and Accessories	89909	04/30/22	609-324-3553
MRA International	Computer Equipment, Peripherals & Related Services	89974	07/31/22	732-222-0997
Municipid	Auctioneering Services: Internet Auctions to Sell Surplus Property	19-GNSV1-00696	04/30/22	800-531-6074
National Office Furniture	Furniture, Office & Lounge	81721	04/30/22	800-482-1213
New Jersey DVA152, E152or Works	Overhead/Rolling Doors & Operators, Repair/Replace, DOT & Other Agencies	21-GNSV1-01462	04/30/24	908-674-1234
Northeast Equipment	Parts & Repairs for Lawn & Grounds Equipment	43031	02/16/22	973-256-2040
On Site Fleet Service Inc	Maintenance & Repair/Heavy Duty Vehicles Over 15,000 lbs.	88273	03/20/22	732-651-1600
Pasco Scientific	Scientific Equipment, Accessories, Supplies and Maintenance Statewide	17-FLEET-01031	12/31/23	856-241-5743
Perimeter Electrical Supply Co., LLC	Electrical Equipment & Supplies, Statewide	21-FOOD-01747	09/30/24	908-518-7877
Performance Tire Co., Inc.	Tires, Tubes and Services (M-8000 NJ START)	19-FLEET-00708	03/31/24	908-479-2226
Hertzberg-New Method, Inc.	Publication Media	86070	02/28/22	800-637-6581
Pitney Bowes	Mailroom Equipment & Maintenance	41258	04/14/22	804-486-6912
Power Place Inc.	Parts & Repairs for Lawn & Grounds Equipment	43039	02/16/22	908-534-2837
President Container Group, LLC	Boxes, Corrugated DCC & DSS	20-FOOD-01065	01/14/23	201-833-7500
ProComm Systems Inc.	Radio Communication Equipment and Accessories	83931	04/30/22	000-000-0000
Quadrant, Inc.	Mailroom Equipment & Maintenance	41267	04/14/22	800-636-7678
R&R Auto Body and Glass	Automotive Glass Parts and Windshield Repair/Replacement	21-GNSV1-01487	07/31/24	609-394-0977
Rachies/Mitchells Oil Co.	Gasoline, Automotive	19-FLEET-00973	10/31/24	973-546-1041
R.D. Sales Door & Hardware, LLC	Locking Hardware (Parts Only)	87241	04/30/22	973-248-1222
RFS Commercial Inc.	Carpet/Flooring/Supply & Install - Mannington	81748	06/30/22	201-796-0006
RFS Commercial Inc.	Carpet/Flooring/Supply & Install	81751	06/30/22	201-796-0006
RFS Commercial Inc.	Carpet/Flooring/Supply & Install	81752	06/30/22	201-796-0006
RFS Commercial Inc.	Copiers, Multi-Function Devices, Maint., Supplies and Print Servs	40467	10/11/22	978-621-1276
Ricoh USA	Automotive Lubricants	20-FLEET-01345	11/19/23	732-599-3475
Romeo Enterprises	Maintenance & Repair/Heavy Duty Vehicles Over 15,000 lbs.	89252	03/20/22	973-538-0820
Route 23 Auto Mall	Park and Playground Equipment	18-FLEET-00131	05/30/22	732-363-0600
Rubbercycle LLC	Furniture, Office & Lounge	81728	04/30/22	770-615-1314
Safeco	Furniture, Office & Lounge (HON)	19-FOOD-00927	04/30/22	201-867-3309
Saveon T/A Maco Office Supplies	Carpet/Flooring/Supply & Install	81754	06/30/22	908-884-5324
Shaw Contract Flooring Service	Moving Sys for DPMC & Cooperative Purchasing Participants	40140	10/31/22	856-234-1068
Simonik Transportation & Warehousing Group, LLC	Computer Equipment, Peripherals & Related Services	40116	07/31/22	732-868-5904
Software House International (SHI)	Data Communications Products and Services	21-FLEET-01505	09/30/24	732-868-5904
Software House International (SHI) (Cisco)	Parts & Repairs for Lawn & Ground Equip	43038	02/16/22	908-172-9830
Stor Tractor	Non-OEM Automotive Parts & Accessories/Light Duty Vehicles	85996	02/25/22	201-797-9490

Vendors	Category	Contract #	Expires	Phone #
Tandus Centiva US, LLC	Carpet/Flooring/Supply & Install	81755	06/30/22	800-241-4802
Tarkett, USA, Inc.	Carpet & Padding, Vinyl & Sheet Flooring, Mats & Matting, Supplies & Install	20-FOOD-01063	06/30/22	706-289-2835
Taylor Oil Company	Automotive Lubricants	20-FLEET-01342	11/19/23	908-725-7737
Tele Measurements, Inc.	Video Teleconferencing Equipment & Services	81123	01/31/23	973-473-8822
Thomas Scientific	Scientific Equipment Accessories Supplies and Maintenance Statewide	1-FLEET-01033	12/31/23	856-472-8894
Tonse Automotive Corp	Non-OEM Automotive Parts & Accessories/Light Duty Vehicles	86004	02/25/22	800-437-0700
Troxell Communications, Inc.	Library & School Supplies	17-FOOD-00244	08/30/22	800-578-8858
Turnout Fire & Safety	Law Enforcement Firearms Equipment and Supplies	17-FLEET-00752	06/14/22	201-563-9312
Turnout Uniforms	Law Enforcement Firearms Equipment and Supplies	17-FLEET-00751	05/14/23	973-812-1566
United Motor Parts, Inc.	Non-OEM Automotive Parts & Accessories/Light Duty Vehicles	85998	02/25/22	201-376-6166
United Supply Corp.	Library & School Supplies (10114)	17-FOOD-00262	08/30/22	718-439-9387
Van Dires Four Wheel Drive Center, Inc.	Snow Plow Parts and Grader and Loader Blades	88270	01/19/23	201-487-1466
Valk Manufacturing	Snow Plows, D.O.I. and Authorities	77724	10/31/22	717-766-0711
Verizon Business Network Services, LLC	Data Communication Network Services	85943	02/10/23	908-239-7090
Verizon Wireless	Wireless Devices & Services	82583	02/29/22	215-280-1333
Versteel (dba Dito Sales)	Furniture, Office & Lounge	81731	04/30/22	800-876-2120
VWR International, LLC	Scientific Equipment, Accessories, Supplies and Maintenance Statewide	17-FLEET-01037	12/31/23	856-241-5743
Warsnauer Generator, LLC	Maintenance/Repair and Replacement Portable Commercial Mobile Generators	21-GNSV-01587	09/30/24	732-741-6400
Warsnauer Generator, LLC	Mobile Light Towers	19-FLEET-00839	05/02/22	732-741-6400
Warsnauer Generator, LLC	Trailer Mounted Generators Statewide	18-FOOD-00878	05/24/22	732-741-6400
Waste Management of New Jersey, Inc.	Solid Waste Collection, Statewide	40379	01/10/23	809-434-5671
W B Mason	Furniture, Office & Lounge (HON)	19-FOOD-00927	04/30/22	888-826-2766
LM Information Delivery, Inc.	Publication Media	86071	02/28/22	610-559-5650
Xerox	Copiers, Maint., and Supplies	40469	01/11/22	732-750-7514
York Telecom Corporation	Software Reseller Services	20-TEL E-01509	05/24/26	njstatl@yorktel.com

**BCTS/BOSSCC
ITA CONTRACT LOG
Board Resolution February 22, 2022**

22-F-123T

<u>Account#</u>	<u>Vendor Name</u>	<u>Vendor #</u>	<u>PO#</u>	<u>Client Name</u>	<u>Period</u>	<u>Obligation</u>	<u>Counselor</u>	<u>Hours</u>
20.831.130.324 V1	Bergen Community College	5600	217002	CURRY, Amber	3/1/22 - 3/28/22	1,365.00	LT	80
20.831.130.324 V1	Bergen Community College	5600	217002	LUPPINO, Charlene	2/5/22 - 4/30/22	4,000.00	NA	72
20.831.130.324 V1	Bergen Community College	5600	217002	YOUNG, Yvonne	2/8/22 - 7/15/22	2,525.00	NA	460
20.831.130.324 V1	Jersey Tractor Trailer Training	U197	217006	CHOI, Hong	2/14/22 - 3/25/22	4,000.00	SR	180
20.831.130.324 V1	Jersey Tractor Trailer Training	U197	217006	KEARNEY, William	2/14/22 - 3/11/22	3,000.00	DF	100
20.831.130.324 V1	Jersey Tractor Trailer Training	U197	217006	MARTORI, Juan R.	2/14/22 - 3/25/22	4,000.00	NA	180
20.831.130.324 V1	Las Comp Institute of IT	C273	217007	EUGENIO, Ignacio	3/7/22 - 6/24/22	4,000.00	NA	320
20.831.130.324 V1	Las Comp Institute of IT	C273	217007	FREGA, Frank	2/8/22 - 4/29/22	4,000.00	NA	240
20.831.130.324 V1	Las Comp Institute of IT	C273	217007	KRATTIGER, Jazmin	2/14/22 - 6/3/22	4,000.00	SR	320
20.831.130.324 V1	Las Comp Institute of IT	C273	217007	RYBIN, Oleg	3/7/22 - 5/27/22	4,000.00	SR	240
20.831.130.324 V1	Las Comp Institute of IT	C273	217007	SASS, Alice	1/31/22 - 6/17/22	4,000.00	NA	400
20.831.130.324 V1	Las Comp Institute of IT	C273	217007	TAVERAS, Rosa Julia	2/14/22 - 6/3/22	4,000.00	DF	320
20.831.130.324 V1	Parisian Beauty Academy	1473	217008	ANNAZONE, Thomas	3/21/22 - 12/30/22	4,000.00	NA	1200
20.831.130.324 V1	Pro Data, Inc.	3346	217035	SANCHEZ, Jennifer	1/25/22 - 4/15/22	4,000.00	LT	240
20.831.130.324 V1	Rutgers Executive Edu. Camden	5714	217023	SMITH, Jacqueline	2/7/22 - 3/4/22	2,950.00	DF	100
20.831.130.324 V1	William Paterson University	3950	217031	DALIA, Malak	2/2/22 - 4/13/22	3,125.00	LT	140
20.825.130.324 V1	Bergen Blended Academy	5318	217004	GARCIA, Marleen	2/7/22 - 6/24/22	4,000.00	LT	335
20.825.130.324 V1	Bergen Community College	5600	217002	ZUNIGA, Alicia	2/9/22 - 3/31/22	1,365.00	AW	80
20.825.130.324 V1	Las Comp Institute of IT	C273	217007	MITCHELL, Georgia	1/31/22 - 6/17/22	4,000.00	SR	400
20.825.130.324 V2	Jersey Tractor Trailer Training	U197	217006	GUZMAN, Jorge	2/7/22 - 3/18/22	4,000.00	SR	180
20.825.130.324 V2	Jersey Tractor Trailer Training	U197	217006	PINGOS, Anthony	2/7/22 - 3/18/22	4,000.00	SR	180
20.825.130.324 V2	Jersey Tractor Trailer Training	U197	217006	RICHARDSON, Tia	1/31/22 - 3/11/22	4,000.00	AW	180
20.826.131.324 V1	Parisian Beauty Academy	1473	217008	HARRIS, Ashanti	1/31/22 - 12/8/22	4,000.00	SS	1200
20.825.130.326 V1	Salon Interiors	3309	217036	VARON, Jack	1/3/22 - 4/15/22	5,440.00	KT	640

12/1/2021

BERGEN COUNTY TECHNICAL SCHOOLS
WIOA AND WFNU SALARIES
JULY 01, 2021 - JUNE 30, 2022

22-F-1247

Staff Roster - July 1, 2021 through June 30, 2022

Admin Staff		Grants Funding Staff Positions (in Dollars)												
First Name	Last Name	WIOA Adult (Admin)	Salary %	WIOA Youth (Admin)	Salary %	WIOA Dislocated Worker (Admin)	Salary %	Workforce Learning Link (Admin)	Salary %	WFNU TANF (Admin)	Salary %	WFNU GA/SNAP (Admin)	Salary %	Total Salary
Angela	Borrick	20-825-235-108	0.21	20-826-235-108	0.20	20-831-235-108	0.33	20-845-235-109	0.05	20-848-240-108	0.11	20-848-250-108	0.10	2021-2022
Tammy	Molnelli	20-825-235-109	0.21	20-826-235-109	0.20	20-831-235-109	0.33	4,728	-	20-848-240-109	0.13	20-848-250-109	0.13	94,556
Carol	Polak	15,709	0.21	14,961	0.20	51,825	0.33	-	-	10,401	0.13	20,416	0.13	157,044
Vivian	Williams	2,760	0.04	2,760	0.04	24,686	0.33	-	-	9,725	0.13	9,725	0.13	74,805
						4,830	0.07	-	-	1,725	0.025	1,725	0.025	69,000
TOTAL		71,305		68,041		112,544		4,728		42,267		41,321		395,405

Program Staff		Grants Funding Staff Positions (in Dollars)												
First Name	Last Name	WIOA Adult (Program)	Salary %	WIOA Youth (Program)	Salary %	WIOA Dislocated Worker (Program)	Salary %	Workforce Learning Link (Program)	Salary %	WFNU TANF (Program)	Salary %	WFNU GA/SNAP (Program)	Salary %	Total Salary
Jose	Ample Zapata	20-825-130-109	-	20-826-131-109	-	20-831-130-109	-	20-845-130-109	-	20-849-240-109	-	20-849-250-109	-	2021-2022
Nicole	Aquino	11,750	0.26	-	-	35,250	0.75	-	-	9,179	0.20	36,716	0.80	45,895
George	Arnet	-	-	-	-	-	-	-	-	-	-	-	-	47,000
Claudia	Cubias	13,000	0.26	10,000	0.20	15,500	0.31	-	-	11,371	0.20	45,483	0.80	56,854
Robert	Espnosa	12,679	0.20	6,340	0.10	44,377	0.70	-	-	10,000	0.20	1,500	0.03	50,000
Denise	Friedland	14,155	0.30	-	-	33,029	0.70	-	-	-	0.00	-	-	63,395
Geraldine	Gusto	19,734	0.34	2,902	0.05	31,923	0.55	-	-	-	0.03	-	-	47,184
Hajaleh	Hayek	6,115	0.15	6,115	0.15	16,307	0.40	-	-	1,741	0.30	1,741	0.03	58,042
Jyoti	Katani	11,750	0.25	4,700	0.10	23,500	0.50	-	-	12,230	0.30	-	-	40,767
Harry	Lisa	-	-	18,230	0.35	-	0.00	33,855	0.65	4,700	0.10	2,350	0.05	47,000
Barry	Lowe	5,988	0.19	3,152	0.10	22,378	0.71	-	-	-	-	-	-	52,085
Tahisha	Martin	-	-	-	-	-	-	-	-	-	0.00	-	-	31,518
Taleen	Ohannessian	-	-	45,000	1.00	-	-	-	-	9,207	0.20	36,829	0.80	46,036
Vincenza	Pinto-Biococchi	5,960	0.28	2,129	0.10	10,643	0.50	-	-	45,000	1.00	-	-	45,000
Kathy	Richardl Tahan	20,085	0.23	-	-	67,242	0.77	-	-	1,916	0.09	639	0.03	21,285
Sonia	Rosario	20,362	0.26	-	-	57,955	0.74	-	-	-	-	-	-	87,328
Sharon	Sernon	-	0	53,395	1.00	-	-	-	-	-	0.00	-	-	78,317
Juan	Suarez	-	0	47,184	1.00	-	-	-	-	-	-	-	-	53,395
Marietta	Thomas	8,488	0.26	6,530	0.20	10,121	0.31	-	-	6,530	0.20	979	0.03	47,184
Donna	Todd	26,559	0.3	-	0.00	39,839	0.45	17,706	0.20	4,427	0.05	-	0.03	32,648
Patricia	Urspruch	16,472	0.30	-	-	38,436	0.70	-	-	-	0.00	-	0.00	88,530
Lynda	Wolf	20,596	0.20	7,209	0.07	20,596	0.20	17,507	0.17	26,775	0.26	10,298	0.10	54,908
TOTAL		213,696		212,884		467,094		69,068		143,075		136,535		102,981
														1,197,352

Notes:

Barry Lowe - 4 months

Vincenza Pinto-Biococchi - 3 months

Marietta Thomas - 6 months

SHARED SERVICES AGREEMENT
TECHNOLOGY SUPPORT SERVICES

THIS AGREEMENT made this 1st day of January, in the year Two Thousand Twenty two, by and between **Township of Springfield** (hereinafter referred to as "**Springfield**"), having offices located at 100 Mountain Avenue, Springfield, New Jersey 07081 and the Bergen County Technical Schools Board of Education (hereinafter referred to as the "**Bergen**"), having offices located at 540 Farview Avenue, Paramus, New Jersey 07652;

WHEREAS, the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et seq., authorizes public entities to enter into a contract with each other to subcontract any service which one of the parties to the agreement is empowered to render within its own jurisdiction including services incidental to the primary purposes of any of the participating entities; and

WHEREAS, Bergen and Springfield are both authorized to provide the services of a network technician and technology support services for their respective entities; and

WHEREAS, Bergen and Springfield are of the opinion that the services of a level 1 technician and technology support services can be more efficiently and economically provided to each party through a joint agreement for the subcontracting of such services (hereinafter referred to as "the Agreement"); and

WHEREAS, the parties are desirous of entering into a shared services agreement which would authorize the subcontracting of the services of a network technician and technology support services by Bergen to provide a level 1 technician and technology support services to Springfield;

NOW THEREFORE, it is hereby agreed by and between the parties as follows:

1. Services to be Performed

Bergen agrees to provide the services of a level 1 technician and technology support services to Springfield.

2. Standards and Scope of Performance

a. The level 1 technician shall provide the following services to Springfield for eight (8) hours per week for the duration of this Agreement:

1. Overall technical support services, including the troubleshooting, diagnosis and correction of any and all problems with Springfield's hardware and software systems and components;
2. The set-up, installation, breakdown and configuration of Springfield's computer hardware and software systems and components;
3. General network administration services.

b. Bergen further agrees to provide Technology Support Services for the duration of this Agreement, technology support services to Springfield utilizing

experienced professional Information Technology Technicians in conjunction with an Online Helpdesk. Areas of service shall include:

1. Server administration;
2. Server setup and reconfiguration;
3. Network management;
4. Security assessment;
5. Website management;
6. Hardware and software support;
7. Printer maintenance;
8. E-Mail administration;
9. Technology inventory;
10. Scheduled staff training;

3. Costs

a. Level One Technician Springfield shall pay Bergen Thirteen thousand nine hundred dollars (\$13,900.00), which is the cost of the level one technician salary inclusive of benefits, for the services of the level one technician to be performed under this Agreement for the period beginning January 1, 2022 and ending December 31, 2022.

b. Technology Support Services Springfield shall pay Bergen thirty two thousand seven hundred fifty dollars (\$32,750.00) for the services of the technology support services to be performed under this Agreement for the period beginning January 1, 2022 and ending December 31, 2022.

4. Duration

a. This Agreement shall commence on January 1, 2022 and shall end on December 31, 2022. This Agreement may be renewed by agreement of the parties for one (1) additional year on a yearly basis. Said renewal shall be in writing and approved by each party by formal resolution before becoming effective. The actual billing start date of said agreement will begin upon delivery of said services.

b. Springfield may terminate this Agreement if Bergen (1) persistently or repeatedly refuses or fails to perform the services required under this Agreement; (2) disregards laws, ordinances, rules, regulations or orders of a public authority having jurisdiction; or (3) otherwise commits a breach of this Agreement.

c. Bergen may terminate this Agreement if Springfield (1) persistently or repeatedly fails to make payment in accordance with this Agreement; or (2) otherwise commits a breach of this Agreement.

5. Payment Procedures

Bergen shall submit to Springfield a voucher for payment of the costs set forth in Paragraph 3 of this Agreement. Springfield shall reimburse Bergen in full within one month of receipt of final invoice.

6. Indemnification and Insurance

a. Springfield assumes all liability for, and agrees to indemnify and hold Bergen and its agents, servants, employees, students, guests, licensees and invitees, harmless from and against any and all claims, losses, damages, injuries and expenses, including reasonable attorney's fees, arising out of, resulting from, or incurred in connection with, any acts or omissions by Springfield, its agents, servants or employees related to the performance of Springfield's obligations under the terms of this Agreement.

b. Bergen assumes all liability for, and agrees to indemnify and hold Springfield and its agents, servants, employees, harmless from and against any and all claims, losses, damages, injuries and expenses, including reasonable attorney's fees, arising out of, resulting from, or incurred in connection with, any acts or omissions by Bergen, its agents, servants or employees related to the performance of Bergen's obligations under the terms of this Agreement.

c. Both parties shall maintain full and complete liability insurance, in limits not less than the maximum amounts of liability coverage now maintained by each party, throughout the term of this Agreement and cause the other party to be designated on its policy as an additional insured.

7. Merger

This Agreement merges and supersedes all prior negotiations, representations and/or agreements between the parties relating to the subject matter of this Agreement and constitutes the entire contract between the parties.

8. Modification

This Agreement may only be modified by an instrument in writing signed by both parties to the Agreement.

9. Waiver

No waiver by either party of any term or condition of this Agreement shall be deemed or construed to constitute a waiver of any other term or condition or of any subsequent breach, whether of the same or a different provision of this Agreement. Neither party may waive any of its rights or any obligations of the other party or any provision of this Agreement except by an instrument in writing signed by that party.

10. Severability

If any of the provisions contained in this Agreement are held illegal, invalid or unenforceable, the remaining provisions shall remain in full force and effect.

11. Notice

All notices pertaining to the Agreement shall be in writing, and delivered in person or sent certified mail to the parties at the following address:

For Bergen:

Mr. John Susino
Business Administrator/Board Secretary
Bergen County Technical Schools
540 Farview Avenue
Paramus, New Jersey 07652

For Springfield:

Mr. John Bussiculo
Township Administrator
Township of Springfield
100 Mountain Avenue
Springfield, New Jersey 07081

12. Governing Law

This Agreement shall be governed, construed and interpreted in accordance with the law of the State of New Jersey as it applies to contracts made and performed in New Jersey. The Superior Court of the State of New Jersey, in the County of Bergen, shall have jurisdiction to hear and determine any claim or disputes pertaining directly or indirectly to the Agreement or to any matter arising there from. Each of the parties hereby expressly submits and consents in advance to such jurisdiction in any action or proceeding commenced by the other in such court.

13. Assignment

Neither party may transfer or assign any of its rights or obligations under this Agreement without the prior written consent of the other, and any such transfer or assignment or attempt thereat shall be null and void.

14. Section Headings

Section headings are for reference purposes only and shall not in any way affect the meaning or interpretation of any provision of this Agreement.

15. Counterparts

This Agreement may be executed in any number of counterparts, which, taken together, shall constitute but one instrument. It is not necessary that all parties sign all or any one of the counterparts, but each party must sign at least one counterpart for the Agreement to be effective.

16. Public Inspection

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

17. Limitation of Employment

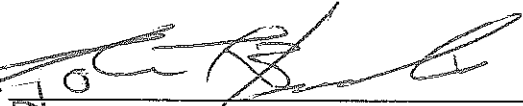
Springfield agrees that during the term of this Agreement, and for an additional period of one (1) year following the termination or expiration of this Agreement,

Springfield shall not directly or indirectly offer employment to, employ, seek the counsel of, or contract for services with any Bergen employees providing services under this Agreement during the term, or any renewal term, of this Agreement. This provision shall be construed by the parties as a covenant independent of any other term or condition contained in this Agreement. In the event that Springfield violates this provision, Springfield shall pay Bergen, for each violation, a monetary amount equal to one (1) year's contract cost of the Bergen employee in question, including but not limited to salary and benefits. It is understood and agreed that, in addition to the foregoing remedy, Bergen may also terminate this Agreement without prior notice in the event of Springfield's violation of this provision.

IN WITNESS WHEREOF, the parties have hereunto caused these presents to be signed by their proper corporate officers and caused their proper corporate seals to be hereunto affixed, the day and year first above written.

ATTEST:

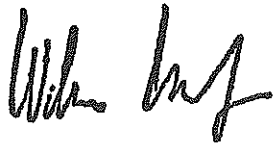
Township of Springfield

By: 
John Bussiculo
Township Administrator

By: 
Linda M. Donnelly, RMC

BERGEN COUNTY TECHNICAL
SCHOOLS BOARD OF EDUCATION

By: _____
John Susino
Business Administrator/
Board Secretary


By: _____
William Connelly
Board President

