

Board of Education of the Vocational Schools in the County of Bergen

Regular Meeting

Board Auditorium
540 Farview Avenue
Paramus, New Jersey 07652

December 12, 2023

Agenda

#	<u>ADMINISTRATION RESOLUTIONS</u>
24-A-57T	Approval—Report of Student Suspensions--October
24-A-58T	Approval—Professional Development Providers and Services
24-A-59T	Approval—Confirmation—Travel/Webinar Expenses
24-A-60T	Approval—Confirmation—Field Trips
24-A-61T	Acceptance of School Safety and Security Plan Annual Review Statement of Assurance
24-A-62T	Approval—MOU and Articulation Agreement Between Bergen Community College's Veterinary Technology Program / Veterinary Assistant Program and Bergen County Technical Schools - 2023-2024 School Year
24-A-63T	Approval—Memorandum of Agreement Between the New Jersey Department of Education and BCTS to Administer Tests for Adult Education for the School Years 2024-2027
24-A-64T	Approval—One Reading —Board of Education Regulations
24-A-65T	Approval—Second Reading--Final Adoption Board of Education Policy
24-A-66T	Approval—WIOA/WFNJ/WLL One-Stop Administration and Oversight
24-A-67T	Approval of Superintendent Decision Regarding HIB Cases
	<u>PERSONNEL RESOLUTIONS</u>
24-P-47T	Approval—2023–2024 – Staff Appointments
24-P-48T	Approval—2023-2024 Salary/ Status Reclassification(s)—Certificated
24-P-49T	Approval—2023-2024 Salary Reclassification(s)—Non-Certificated
24-P-50T	Approval – 2023-2024 Staff Salaries - Corrections
24-P-51T	Approval—2023-2024 District Substitute Teacher(s)
24-P-52T	Approval—2023-2024 Staff Compensation for Athletic Events
24-P-53T	Approval — 2021-2022 Stage Crew Staff Salary Reclassifications
24-P-54T	Approval—2023-2024 Appointments, Extra Duty/Extra Pay Positions, Approval—2023-2024 Other Hourly Appointments
24-P-55T	Approval—Leave(s) of Absence
24-P-56T	Approval—Resignation(s)
24-P-57T	Approval—Retirement(s)
24-P-58T	Approval – Return to Work –Resolution - District Employee (ID #6086)
24-P-59T	Approval – Termination
	<u>FINANCE RESOLUTIONS</u>
24-F-097	Approval—Payment of Bills: October 16, 2023 Through November 17, 2023
24-F-098	Approval—Payment of Bills: November 20, 2023 Through December 8, 2023
24-F-099	Monthly Certification—September 2023 Board Secretary / School Financial Report
24-F-100	Monthly Certification—October 2023 Board Secretary / School Financial Report
24-F-101	Line Item Transfers—September 2023
24-F-102	Line Item Transfers—October 2023
24-F-103	Approval—Vendor List Participation in State Contract Purchasing for Bergen County Technical Schools--Update for December 2023
24-F-104	Approval—Bergen County Technical Schools Participation in Cooperative Pricing Systems

24-F-105	Withdrawal of Funds From Maintenance Reserve Account: Asbestos Removal At Various Campuses
24-F-106	Approval – Acceptance of Awards for Applied Technology High School and Teterboro Technical High School
24-F-107	Approval—Acceptance of Apprenticeship Program Monetary Donation From Dr. David Ostfeld Memorial Scholarship
24-F-108	Approval—Submission of Comprehensive Maintenance Plan 2023-2024
24-F-109	Proposal for Additional Professional Services for the Conversion of Classroom #511 Into an Art Room at BCTS' Teterboro Campus Vendor: Di Cara Rubino Architects \$12,850.00
24-F-110	Approval—Contract With Holy Name Medical Center to Provide Occupational Health Services
24-F-111	Approval—Proposal for Ventilation Evaluation in the Cosmetology Classroom at the Paramus Campus--Vendor: Di Cara Rubino Architects \$7,500.00
24-F-112	Approval—WIOA Formula Individual Training Account (ITA) Log 10/13/23 – 12/6/23
24-F-113	Approval—Revision to Maximum Dollar Limit for 2023-2024 School Year for Professional Services, School Physician in the Bergen County Technical Schools
24-F-114	Approval—Additional Architectural and Engineering Services for the Renovation of the Basement Level of 11 Carol Court--Vendor: Netta Architects, LLC Additional \$14,300.00
24-F-115	Award of Construction Contract to Murray Paving and Concrete for Various Construction Projects Throughout BCTS –Total not to Exceed \$398,709.00

RESOLUTION

WHEREAS School principals have reported to the Superintendent of Schools that during the month of **October and November 2023** 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:

October 2023 (Adjustment)

BCA–H	Bergen County Academies, Hackensack	0
BCTHS–P	Bergen County Technical High School, Paramus	0
BCTHS–T	Bergen County Technical High School, Teterboro	2
BCTHS.....	Applied Technology/BCC Campus.....	1
BCIIDT	Bergen County Institute for Interactive Design.....	1

November 2023

BCA–H	Bergen County Academies, Hackensack	0
BCTHS–P	Bergen County Technical High School, Paramus	3
BCTHS–T	Bergen County Technical High School, Teterboro	0
BCTHS.....	Applied Technology/BCC Campus.....	0
BCIIDT	Bergen County Institute for Interactive Design.....	0

Principals/kk

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
Murphy's Elite	Keynote speaker at Adult Education Program <i>Modify Your Mindset</i>	\$2,000	01/24/24
Murphy's Elite	60 Minute Prom Presentation	\$2,000	Spring 2024
MJPB Consulting LLC	Mr. Bocchi will be presenting a program at each high school (4 total) discussing the transformative power of vulnerability in overcoming personal struggles, particularly those involving loss, trauma, anxiety and addiction.	\$14,750	1/9 – 10/24
Jaclyn Klepadlo	Revise Existing curricula in Rubicon Atlas for Dental Assisting 1 and II offered at Career Innovation High School.	\$2,500	N/A
Evan Chait & Kinetic Physical Therapy	Dr. Chait and Kinetic PT will provide a teacher event consisting of a brief consult with Dr. Chait followed by their complimentary 15-minute medical massage with one of the Physical therapists or massage therapist, during staff lunch periods.	\$0.00	1/2024
Exotic Animal Husbandry – Dr. Kira Knutson and Kristen Cafarella (Oradell Animal Hosp, Exotics dept)	S.A.F.E. House Animal Rescue and Sanctuary-- Dana Lynch (Owner of SAFE House Animal Rescue and Sanctuary, Inc)	\$0.00	2023 – 2024 SY
Maggie Monza and Vicky DeMarinis	Want a Career in Veterinary Medicine? (Clinical Education Team, Oradell Animal Hosp)		
Mike Pierce, Gino Ziloochi – Carpenter's Union	Addressing Green Building Trades Students Regarding United Brotherhood of Carpenters and Joiners of America Eastern Atlantic States— regional Council of Carpenters	\$0.00	2023-2024 SY
Jon Kruk- Mills Bakery	Address Culinary Arts Students	\$0.00	2023 – 2024 SY
Luke Patterson- White Beaches country club	Address Culinary Arts Students	\$0.00	2023 – 2024 SY
Randall Sanders- Passaic Valley High School	Address Culinary Arts Students	\$0.00	2023 – 2024 SY
Victoria Merrill- Polka Dot Bakeshop	Address Culinary Arts Students	\$0.00	2023 – 2024 SY
Tom Silvestri	Address Culinary Arts Students	\$0.00	2023 – 2024 SY
LearnWell Academics	Provide Academic home instruction for a ATHS Student, K.K., 10 Hours per Week	\$55.00 hr	11/6/23 – 12/1/23
Erica Ammerman	Musical: Something Rotten	\$1,500	2023 – 2024

NAME	SERVICE	RATE	DATE
TeacherGoals Publishing LLC	Virtual Dev. Workshops: <ul style="list-style-type: none"> • <u>BCA & ATHS</u>: <i>Improving Communication with Students</i> • <u>Teterboro</u>: <i>Creating an Environment of Respect and Rapport to Build Better Relationships with Students</i> • <u>Paramus and Teterboro</u>: <i>Unlocking SEL: A Guide for Classroom and School Wellness through the Lens of Social and Emotional Learning</i> • <u>BCA</u>: <i>Unlocking SEL: 4 Strategies for Flexibility and Responsiveness to Student Needs through the Lens of Social and Emotional Learning</i> 	\$7,000	2/15/24 – 5/23/24
Cockrell School of Engineering	Engineering Your World at the Cockrell School of Engineering Univ of TX, curriculum licensing and support for Teterboro campus	\$3,000	2023 – 2024 SY
School of Makeup Effect	Skin Care	\$0.00	1/2024
Juliette Lynch	Make Up Artist	\$0.00	12/2023
Fiona Regan, Makeup Artist Academy	Skin Care Students	\$0.00	12/2023
Makeup Artist Academy	Skin Care Students	\$0.00	1/2024
Albert Bloise, Chef de Partie, Kitchen Sink Supper Club	Culinary Students	\$0.00	1/2024
Tim Friedlander, President of the National Assoc of Voice Actors	Virtual Professional Development Workshop for Staff at BCA and ATHS	\$0.00	2/15/24
Atira George Coraly Ramos-Ortega	Consultants for support Services at Bergenfield Middle School: Charged to Perkins Secondary Education Program	\$5,000	2023 – 2024
Texthelp	12 Month Premium Group Equatio Subscription	\$2,835	2023 – 2024
Tania Feliz-Patron Jennifer Wills	Consultants for support services at Hackensack Middle School. Charged to Perkins Secondary Education Program.	\$3,900	1/124 – 6/30/24
Jennifer Wills	Consultants for support services at Hackensack Middle School. Charged to Perkins Secondary Education Program.	\$3,900	1/124 – 6/30/24
Patrick Flynn	Consultants for support services at Hackensack Middle School. Charged to Perkins Secondary Education Program.	\$2,600	1/124 – 6/30/24
Jean Haase	Consultants for support services at Bogota Middle School. Charged to Perkins Secondary Education Program.	\$1,300	1/124 – 6/30/24
Tania Feliz-Patron Jennifer Wills Patrick Flynn Jean Haase	Consultants for support services at Hackensack Middle School. Charged to Perkins Secondary Education Program.	\$3,900	1/124 – 6/30/24
BCTS Teachers	Provide Academic home instruction for Teterboro student, D.S.	\$89.00 hr	12/12/23 – 1/10/24
Esther Reyes-Cruz (Paramus Tech Spanish teacher)	Homeless Liaison position for BCTS, replacing Bridget Sorem	n/a	1/02/24
Liberty Science Center	Virtual Presentation of a Live Cardiac Surgery including Q&A	\$624	1/12/24
The Black Poster Project—Alumni in Recovery	Drug and alcohol awareness program for ATHS, BCA, Teterboro and Paramus schools.	\$6,000	Feb and March 2024

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
BCA	Victoria Pero	VO Atlanta Voiceover Conference 2024, Hilton Atlanta Airport, 1031 Virginia Avenue, Atlanta, GA 30354	\$557.00	3/6/24 – 3/10/24
BCA	Stephen Kaplan Victoria Pero	Theatre Day for Teachers, Montclair State University, 1 Normal Avenue, Montclair, NJ 07043	\$150.00	3/13/24
HR	Gary Hall	2023 Employment Roundtable—online	\$235.00	12/14/23
Paramus	Andee Dixon	Pest Management of Ornamental Landscape Plants, 18 Extension Way, New Brunswick, NJ	\$249.49	1/29/24
Teterboro	Rosie Cabanilla-Alves	Association for Positive Behavior Support National Conference, Hyatt Regency Chicago, 141 E. Wacker Drive, Chicago, IL 60601	\$2,298.72	3/6-9/24
Teterboro	Cristal Cornelio Monet Kendall-Turner	Association for Positive Behavior Support National Conference, Hyatt Regency Chicago, 141 E. Wacker Drive, Chicago, IL 60601	\$3,984.07	3/6-9/24
BCA	Michelle Pinke	NCSSS Leadership Summit 2024, Baltimore, MD	\$1,067.96	1/19-21/24
BCA	Rosalyn B. Kim	Dynamic Societies of Ancient and Medieval Africa--Online Course	\$400.00	1/23/24 – 2/14/24
BCIST	Laura Pinkman Lauren Rotondella	HOSAQ Northern Regional Competition	\$514.25	1/20/224
WDB	Tammy Molinelli	NAWB Forum 2024	\$1,837.50	3/23-26/2024
HR	Gary Hall	Workplace Investigations: Micro-Aggressions & Implicit Bias	\$200	1/17/24
Curriculum	Jasmine Valentin	NSTA National Conference, Colorado Convention Center, 700 11th Street, Denver, CO 80202	\$3,337.50	3/20-23/24

Curriculum	Noelle Serra	NCTM 2024 Helping Students Thrive Tools for Effective Intervention, Double Tree by Hilton Nashville Downtown, Nashville, TN	\$2,476.42	1/21-24/24
Special Education	Jamie Guinta	Updates in Assessment & Identification of SLD / Legal Updates and Current Topics in Special Education	\$235.40	1/19/24

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>Paramus Tech</u>
<u>Destination</u>	<u>Orlando, FL</u>
Dates	3/22/24 -3/26/24
<u>Purpose of Trip</u>	<u>KSA Orlando Spring Training, KSA Universal Studios, Orlando, FL</u>
Participant	16 Students, 3 Staff
Total Cost of Trip	\$37,950.00
Total Cost to Board	\$0.00
Student Cost	\$37,950.00

<u>Participating Staff:</u>	<u>Reimbursement Amount</u>
Frank Mele	\$0.00
Lauren LaBarberia	\$0.00
Dana Zweben	\$0.00

<u>School</u>	<u>BCA</u>
<u>Destination</u>	<u>Ridgewood, NJ</u>
Dates	1/13/24
<u>Purpose of Trip</u>	<u>2024 National History Bee and Bowl—NJ Tournament</u>
Participant	15 Students, 1 Staff
Total Cost of Trip	\$672.00
Total Cost to Board	\$0.00
Student Cost	\$672.00
<u>Participating Staff:</u>	<u>Reimbursement Amount</u>
Jonathan Pinyan	\$0.00

<u>School</u>	<u>Paramus Tech</u>
<u>Destination</u>	<u>Omni New Haven Hotel, 155 Temple Street, New Haven, CT 06510</u>
Dates	1/18-21/2024
<u>Purpose of Trip</u>	<u>Yale Model United Nations</u>
Participant	28 Students, 4 Staff
Total Cost of Trip	\$21,719.24
Total Cost to Board	\$0.00
Student Cost	\$13,461.00
<u>Participating Staff:</u>	<u>Reimbursement Amount</u>
Mark Kramer	\$2,821.30
Scott Demeter	\$2,670.86
Christine Wallace	\$2,766.08
Suzanne Price-Halligan	\$2,908.12
<u>Alternate Staff:</u>	<u>Reimbursement Amount</u>
William Madden	\$2,673.34
Katherine Janssen	\$2,534.52
Emily Pagano	\$2,462.08

School**Destination**

Dates

Purpose of Trip

Participant

Total Cost of Trip

Total Cost to Board

Student Cost

Participating Staff:

Timothy Regan

Chris Caroselli

Alternate Staff:

Mike Malure

Mark Leoy

Paramus Tech**Nj Convention & Expo Center, 97 Sunfield Avenue, Edison, NJ 08837**

5/29/24

Construction Industry Career Day

15 Students, 2 Staff

\$0.00

\$0.00

\$0.00

Reimbursement Amount

\$0.00

\$0.00

Reimbursement Amount

\$0.00

\$0.00

School**Destination**

Dates

Purpose of Trip

Participant

Total Cost of Trip

Total Cost to Board

Student Cost

Participating Staff:

Cali Farley

ATHS, Model UN**200 Hackensack Avenue. Hackensack, NJ 07601**

2/1/23

AMUN XXV Conference, provide greater awareness and understanding of international politics and diplomacy, practice MUN skills in conference setting

20 Students, 1 Staff

\$1,200.00

\$0.00

\$1,200.00

Reimbursement Amount

\$0.00

School**Destination**

Dates

Purpose of Trip

Participant

Total Cost of Trip

Total Cost to Board

Student Cost

Participating Staff:

Ryan Lynch

Jacqui Lepinski

Paramus Tech**Mount Peter, 51 Old Mt. Peter Road, Warwick, NY 10990**

2/7/24

Skiing, social skills, mental and physical well-being.

15 Students, 2 Staff

\$0.00

\$0.00

\$0.00

Reimbursement Amount

\$0.00

\$0.00

School**Destination**

Dates

Purpose of Trip

Participant

Total Cost of Trip

Total Cost to Board

Student Cost

Participating Staff:

Igor Zubov

Danielle Feuss

Alternate Staff:**BCA--Physics****Middlesex College, 2600 Woodbridge Avenue, Edison, NJ 08837**

3/14/24 (Snow date: 3/15/24)

State Final 2024 NJ Science Olympiad, participation in school team contest

20 Students, 2 Staff

\$300.00

\$0.00

\$300.00

Reimbursement Amount

\$0.00

\$0.00

Reimbursement Amount

William Hodroski \$0.00
Michael Liva \$0.00

School

Destination

Dates

Purpose of Trip

Participant

Total Cost of Trip

Total Cost to Board

Student Cost

Participating Staff:

Steven Lastra

Ryan Lynch

Paramus Tech

Darlington County Park, 600 Darlington Avenue, Mahwah, NJ 09430

5/15/24

Fishing: Social Skills, Physical well-being, Mental well-being

15 Students, 1 Staff

\$75.00

\$0.00

\$75.00

Reimbursement Amount

\$0.00

\$0.00

School

Destination

Dates

Purpose of Trip

Participant

Total Cost of Trip

Total Cost to Board

Student Cost

Participating Staff:

Rosalyn B. Kim

BCA

Bergen County Justice Center, 10 Main Street, Hackensack, NJ 07601

1/1/24—2/8/24

Vincent J. Apruzzese High School Mock Trial Competition

10 Students, 1 Staff

\$0.00

\$0.00

\$75.00

Reimbursement Amount

\$0.00

School

Destination

Dates

Purpose of Trip

Participant

Total Cost of Trip

Total Cost to Board

Student Cost

Participating Staff:

Ryan Lynch

Steven Lastra

Paramus Tech

Darlington County Park-Fishing, 600 Darlington Avenue Mahwah, NJ 07430

5/1/24

Fishing, social skills, physical and mental well-being

15 Students, 2 Staff

\$0.00

\$0.00

\$0.00

Reimbursement Amount

\$0.00

\$0.00

School

Destination

Dates

Purpose of Trip

Participant

Total Cost of Trip

Total Cost to Board

Student Cost

Participating Staff:

Matthew Thom

Carlos Pena

Teterboro

NJIT, 323 Dr. Martin Luther King Jr. Blvd, Newark, NJ 07102

1/10/2024

Science Olympiad NJIT Regionals

16 Students, 2 Staff

\$752.99

\$752.99

\$0.00

Reimbursement Amount

\$0.00

\$0.00

School**Destination**

Dates

Purpose of Trip

Participant

Total Cost of Trip

Total Cost to Board

Student Cost

Participating Staff:

Steven Cohen

Natalia Moris

Matthew Liso

ATHS**NJIT, 323 Dr. Martin Luther King Jr. Blvd, Newark, NJ 07102**

1/10/24 (Alternative date/location: 1/5/24 in Union City College, Cranford, NJ)

Regional 2024 NJ Science Olympiad, participation in school team contest

20 Students, 3 Staff

\$800.00

\$0.00

\$800.00

Reimbursement Amount

\$0.00

\$0.00

\$0.00

School**Destination**

Dates

Purpose of Trip

Participant

Total Cost of Trip

Total Cost to Board

Student Cost

Participating Staff:

Frank Castella

ATHS**Passaic County Technical Institute, 45 Reinhart Road, Wayne, NJ 07470**

1/20/24

NJ HOSA Northern Regional Conference

10 Students, 1 Staff

\$900.00

\$0.00

\$900.00

Reimbursement Amount

\$0.00

School**Destination**

Dates

Purpose of Trip

Participant

Total Cost of Trip

Total Cost to Board

Student Cost

Participating Staff:

Oliver Dobrich

Danielle Feuss

Alternate Staff:

Lindsay Downey

Katherine Janssen

BCA**Passaic County Technical Institute, 45 Reinhart Road, Wayne, NJ 07470**

1/20/24

NJ HOSA Northern Regional Conference

50 Students, 2 Staff

\$3,183.77

\$0.00

\$3,183.77

Reimbursement Amount

\$0.00

\$0.00

Reimbursement Amount

\$0.00

\$0.00

School**Destination**

Dates

Purpose of Trip

Participant

Total Cost of Trip

Total Cost to Board

Student Cost

Participating Staff:

Igor Zubov

Danielle Feus

Alternate Staff:

William Hodroski

Michael Liva

BCA--Physics**NJIT, 323 Dr. Martin Luther King Jr. Blvd, Newark, NJ 07102**

1/10/24 (Alternative date/location: 1/5/24 in Union City College, Cranford, NJ)

Regional 2024 NJ Science Olympiad, participation in school team contest

20 Students, 3 Staff

\$300.00

\$0.00

\$300.00

Reimbursement Amount

\$0.00

\$0.00

Reimbursement Amount

\$0.00

\$0.00

<u>School</u>	<u>BCA</u>
Destination	Montreal, Canada
Dates	4/21/24 through 4/27/24
Purpose of Trip	BCA/Global Studies: Montreal Artificial Intelligence
Participant	42 Students, 4 Staff
Total Cost of Trip	\$88,033.00
Total Cost to Board	\$0.00
Student Cost	\$88,033.00
<u>Participating Staff:</u>	<u>Reimbursement Amount</u>
Paul Kaser	\$2,141.50
Mark Tronicke	\$0.00
TBD	\$0.00
TBD	\$0.00
<u>Alternate Staff:</u>	<u>Reimbursement Amount</u>
TBC	\$0.00
TBD	\$0.00

<u>School</u>	<u>BCA</u>
Destination	Vancouver, Canada
Dates	May 16-23, 2024
Purpose of Trip	BCA Global Studies, Vancouver Visual Arts
Participant	36 Students, 4 Staff
Total Cost of Trip	\$148,885.40
Total Cost to Board	\$0.00
Student Cost	\$148,885.40
<u>Participating Staff:</u>	<u>Reimbursement Amount</u>
Scott Lang	\$0.00
TBD	\$0.00
TBD	\$0.00
TBD	\$0.00
<u>Alternate Staff:</u>	<u>Reimbursement Amount</u>
TBC	\$0.00
TBD	\$0.00

<u>School</u>	<u>BCA</u>
Destination	Geneva, Montreux, Crans-Montana, Switzerland
Dates	July 6-13, 2024
Purpose of Trip	BCA Global Studies, Switzerland Hospitality and Culinary Arts
Participant	24 Students, 3 Staff
Total Cost of Trip	\$151,680.00
Total Cost to Board	\$0.00
Student Cost	\$151,680.00
<u>Participating Staff:</u>	<u>Reimbursement Amount</u>
Paul Kaser	\$0.00
TBD	\$0.00
TBD	\$0.00
<u>Alternate Staff:</u>	<u>Reimbursement Amount</u>
TBD	\$0.00
TBD	\$0.00

<u>School</u>	<u>BCA</u>
Destination	<i>(Trip was approved in October. Submitting for venue change)</i> 2023 Garden Cup (Quiz Bowl), Livingston High School, Robert Harp Drive, Livingston, NJ
Dates	12/16/23
Purpose of Trip	Quiz Bowl Club Event; Students are Attending an Academic Tournament where they will Compete Against Teams from other High Schools from NJ and the Mid-Atlantic
Participant	12 students, 1 teacher
Total Cost of Trip	\$180.00
Total Cost to Board	\$0
Student Cost	\$180.00
<u>Participating Staff:</u>	<u>Reimbursement Amount</u>
Jonathan Pinyan	

<u>School</u>	<u>BCA—Math team</u>
Destination	MIT @ 77 Massachusetts Avenue, Cambridge, MA 02139
Dates	2/16-28/24
Purpose of Trip	2023 Harvard / MIT Math Tournament
Participant	16 students, 2 teachers
Total Cost of Trip	\$15,114.05
Total Cost to Board	\$0
Student Cost	\$15,114.05
<u>Participating Staff:</u>	<u>Reimbursement Amount</u>
Jonathan Pinyan	\$0.00
Joan Vieni	\$0.00
<u>Alternate Staff:</u>	<u>Reimbursement Amount</u>
Keith Kaplan	\$0.00
Helen Zhang (Parent Volunteer)	\$0.00

<u>School</u>	<u>BCA—Culinary Arts</u>
Destination	The Grand Marquise, 1550 US Highway 9, Old Bridge, NJ 08851-2863
Dates	2/27/24
Purpose of Trip	2024 NJ ProStart Invitational, State Competition for Hospitality Management
Participant	10 students, 1 teacher
Total Cost of Trip	\$15,114.05
Total Cost to Board	\$0
Student Cost	\$15,114.05
<u>Participating Staff:</u>	<u>Reimbursement Amount</u>
Timothy Adriance	\$0.00

**24-A-61T ACCEPTANCE OF SCHOOL SAFETY AND SECURITY PLAN ANNUAL REVIEW
STATEMENT OF ASSURANCE**

Resolution

WHEREAS, *N.J.A.C. 6A:16-5.1 School Safety and Security Plans* (hereinafter “SSSP”) requires that each school district to have comprehensive plans, procedures and mechanisms that provide for safety and security in the school district’s public schools; and

WHEREAS the State of New Jersey Department of Homeland Security and Preparation prescribes minimum requirements that school district’s SSSP must attain; and

WHEREAS, the State of New Jersey Department of Homeland Security and Preparation requires that the SSSP be developed and reviewed with key stakeholders such as law enforcement agencies, public health agencies, social services providers, emergency management planners, district, school and other community resources, and

WHEREAS, by the third week in October of each year, the district together with key stakeholders, are required to review and update the district’s SSSP; and

WHEREAS, the chief school administrator must attest, via a statement of assurance, that the district’s SSSP has met the minimum requirements and was reviewed and updated as appropriate

NOW THEREFORE BE IT RESOLVED, that the Board of Education does hereby affirm and approve the statement of assurance of the Superintendent of Schools that the district’s SSSP meets the State of New Jersey Department of Homeland Security and Preparation minimum requirements and has been reviewed and updated as appropriate; and

BE IT FURTHER RESOLVED, that the Board of Education instructs the Superintendent of Schools to submit the Statement of Assurance as prescribed by statute.

JS/BS/kk
Attachment

**24-A-62T APPROVAL – MOU AND ARTICULATION AGREEMENT BETWEEN BERGEN
COMMUNITY COLLEGE’S VETERINARY TECHNOLOGY PROGRAM /
VETERINARY ASSISTANT PROGRAM AND BERGEN COUNTY TECHNICAL
SCHOOLS - 2023-2024 SCHOOL YEAR**

Resolution

WHEREAS, the purpose of this agreement is to establish an affiliation between Bergen County Technical School's Veterinary Assistant program with Bergen Community College's Veterinary Technology program. This satisfies the National Association of Veterinary Technicians in America (NAVTA) requirement that an assistant program should be affiliated with an American Veterinary Medical Association (AVMA) accredited Veterinary Technology Program. The affiliation will be one which facilitates the need for additional education from the assistant to the technician level for those individuals who choose to continue with a career in veterinary technology; and

THEREFORE, Bergen Community College Veterinary Technology Program and the Veterinary Assistant Program will offer a variety of courses which shall provide college credits to students who meet the criteria as set forth in the attached enrollment agreement between Bergen Community College and Bergen County Technical Schools;

BE IT RESOLVED, that upon recommendation of Richard Panicucci, Assistant Superintendent of Curriculum, the Superintendent of BCTS approves the agreement between Bergen Community College and Bergen County Technical Schools for the 2023-2024 School Year.

JS/RP/AS/kk
Attachment

24-A-63T

**APPROVAL--MEMORANDUM OF AGREEMENT BETWEEN THE NEW JERSEY
DEPARTMENT OF EDUCATION AND BCTS TO ADMINISTER ADULT EDUCATION
TESTS FOR THE CALENDAR YEARS 2024-2027**

Resolution

WHEREAS, the New Jersey Department of Education (hereinafter "NJDOE") wishes to enter into a Memorandum of Agreement with the Board of Education of the Vocational Schools in the County of Bergen (hereinafter "Board" or "BCTS" or "Test Center") to administer Adult Education/GED assessment tests for calendar years 2024 through 2027; and

WHEREAS, BCTS will contract with a Test Vendor from the NJDOE's approved list, available on the NJDOE website or will submit to the NJDOE a proposed test vendor that has been approved by the United States Department of Education (USDOE) and that must meet NJDOE approval through the RFQ process. The Test Center may not administer an Adult Education/GED test through a test vendor that has not been approved by the USDOE and the NJDOE,

WHEREAS, such tests would be provided by the Board's Adult and Continuing Education Program; and

NOW THEREFORE BE IT RESOLVED, that upon the review of Victor Lynch, Principal Adult and Continuing Education Program, and the recommendation of the Superintendent of BCTS, the Board of Education of the Vocational Schools in the County of Bergen approves the agreement between NJDOE and BCTS for the calendar years 2024-2027; and

BE IT FURTHER RESOLVED that the Board authorizes the Superintendent of Schools, or designee, to effectuate the terms of the agreement and this resolution.

JS/VL/AS/kk

Attachment

24-A-64T

APPROVAL—ONE READING —BOARD OF EDUCATION REGULATIONS

RESOLUTION

BE IT RESOLVED, that the Board of Education discuss and entertain public comment on the following **attached** Board of Education Regulations and agrees to adapt these regulations after one reading;

REGULATIONS – ONE READING ONLY

Section 8000 – Operations

8500M Food Services

JS/wl/kk

Attachments--policies

RESOLUTION

WHEREAS, the Board of Education **attached** policy listed below were approved on a first reading at the October 19, 2023 meeting; and

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

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

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

SECOND READING

Section 1000 – Administration

1642.01 Sick Leave

Section 2000 – Program

2270 Religion in Schools

2419M School Threat Assessment Teams

Section 3000 – Certificated Staff Members

3161 Examination for Cause

3212M Attendance

3324 Right of Privacy

Section 4000 – Noncertificated Staff Members

4161 Examination for Cause

4212M Attendance

4324 Right of Privacy

JS/wl/kk

Attachments--policies

RESOLUTION

WHEREAS, the Bergen County Job Center is the One-Stop Operator for activities of Bergen County's Workforce Innovation and Opportunity Act, Work First New Jersey, and Workforce Learning Link;

NOW THEREFORE BE IT RESOLVED, the Board of Education acknowledges receipt of the following reports and summary data and directs they be conveyed to the Workforce Development Board as required:

1. PERFORMANCE OF WIOA FUNDS:

As of October 31, 2023, we trained the following:

<u>ITA DISLOCATED WORKERS</u>	<u>ITA TITLE I</u>	<u>ITA WFNJ/FS/GA</u>
76 Clients	23 Clients	0 Clients
<u>OJT DISLOCATED WORKERS</u>	<u>OJT TITLE I</u>	<u>OS Youth ITA</u>
1 Client	1 Clients	2 Client

2. <u>LEVELS OF SERVICE:</u> Adults	<u>7/1/23-10/31/23</u>
Placed in Training	101
Workforce Learning Link Basic Skills	47
Workforce Learning Link Soft Skills	199

Most requested training services: CDL, Administrative Assistant, and Medical Assistant

3. FINANCIAL SUMMARY: As of Oct 31, 2023

<u>WIOA</u>	<u>% Obligated</u>	<u>% Total Budget Funding Distribution</u>
Adult	27%	24%
Dislocated Worker	37%	31%
Youth Out-of-School	50%	21%
Work First New Jersey (WFNJ)	64%	14%
Workforce Learning Link	72%	3%
WIOA Other Grants	100%	0%
Program Administration	81%	7%

(See Accrued Expense & Obligation Report: Fiscal Year 2024-Program Year 2023 for details).

4. STORE CLOSINGS: Rapid Response Sep 2023: None

Oct 2023: KMART	Westwood, NJ
Oct 2023: Becton Dickenson	Franklin Lakes, NJ

24-A-67T APPROVAL OF SUPERINTENDENT DECISION REGARDING HIB CASES

RESOLUTION

WHEREAS, under the Anti-Bullying Bill of Rights Act, N.J.S.A.18A:37-15 et seq. ("ABRA"), the Superintendent of Schools is required to report to the Board of Education the outcome of investigations into allegations of Harassment, Intimidation and Bullying ("HIB") at the Board meeting next following the completion of the investigation; and

WHEREAS, ABRA requires that the Board is to issue a decision, in writing, to affirm, reject or modify the Superintendent's decision at the meeting following the Board's receipt of the Superintendent's report; and

WHEREAS, at the meeting of the Board held on October 19, 2023, the Superintendent reported on the following matters to the Board of Education:

BCTS School Year 2023-2024 HIB

- Non-HID Incident: Alleged HID Case #2 -Paramus
- HIB Incident: HID Case #2 -BCA
- HID Incident: HID Case #3 -IST NVD

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education hereby approves and affirms the report and decision of the Superintendent with respect to the investigation as to matters referred to herein.

JS/kk



School Safety and Security Plan Annual Review Statement of Assurance

In accordance with *N.J.A.C. 6A:16-5.1 School Safety and Security Plans*, each school district is required to have comprehensive plans, procedures and mechanisms that provide for safety and security in the school district's public schools. The School Safety and Security Plan (SSSP) must meet the minimum state requirements and clearly define plans, policies and procedures for prevention of, response to and recovery from emergencies and crises. The SSSP is developed and reviewed with key stakeholders such as law enforcement agencies, public health agencies, social services providers, emergency management planners, district, school and other community resources. By the third week of October, districts together with key stakeholders, are required to review and update their district's SSSP.

School districts are required to annually submit this Statement of Assurance to their County Office of Education by November 30 of each year.

Certification

I, Howard Lerner, Ed.D, being the Chief School Administrator of BC Special Services, in Bergen County, do hereby certify that, pursuant to *N.J.A.C. 6A:-5.1*, the plans, policies and procedures of the School Safety and Security Plan have met the minimum requirements and were reviewed and updated as appropriate.

Signed: _____

Date: 11/7/23



BERGEN COUNTY TECHNICAL SCHOOLS / SPECIAL SERVICES

District Administrative Office
Curriculum Office

540 Farview Avenue, Paramus NJ 07652 • Tel. (201) 343-6000 • Fax (201) 996-6945

TO: Andrea Sheridan
FROM: Richard Panicucci *RP*
DATE: November 20, 2023
RE: Board of Education Approval

Approved
11/20/23

Kindly have the Board of Education approve the attached Memorandum of Understanding and Articulation Agreement between the Bergen Community College Veterinary Technology Program and the Veterinary Assistant Program at our Paramus campus for the 2023-2024 school year.

Thank you.

RP:wl

c: K. Kubler
D. Sykes

MEMORANDUM OF UNDERSTANDING AND ARTICULATION AGREEMENT
Bergen Community College Veterinary Technology Program
And
Veterinary Assistant Program at Bergen County Technical School

Based upon the mutual concern for continued growth of veterinary technology students and an increased awareness for the need of trained and qualified veterinary assistants and professionals, both parties voluntarily enter into this articulation agreement as follows:

1. The purpose of this agreement is to establish an affiliation between Bergen County Technical School's Veterinary Assistant program with Bergen Community College's Veterinary Technology program. This satisfies the National Association of Veterinary Technicians in America (NAVTA) requirement that an assistant program should be affiliated with an American Veterinary Medical Association (AVMA) accredited Veterinary Technology Program. The affiliation will be one which facilitates the need for additional education from the assistant to the technician level for those individuals who choose to continue with a career in veterinary technology.
2. Prior to completion of the Veterinary Assistant program at Bergen County Technical School, the student will be advised of the opportunity and steps needed to continue their education at Bergen Community College Veterinary Technology program.
3. Students who have successfully completed Bergen County Technical School's Veterinary Assisting program, and wish to apply to Bergen Community College's Veterinary Technology program will need to complete the following prerequisites:
 - College level Chemistry with lab (CHM-112)
 - English Comp I (WRT-101)
 - Vertebrate Anatomy and Physiology I (VET-115)

Students must pass their pre-requisite courses with a grade of "C" or better in order to apply to the Veterinary Technology Program.

Students must submit a completed application and submit an essay to the Veterinary Technology department as part of the admission process. After a review of admission documents, potential candidates will then complete a Criminal History Background Check, and upon clearance, will be invited to take the Veterinary Technology Admission Examination (HESI Admission Assessment Exam).

4. Upon admission to the Veterinary Technology program, Bergen Community College will award two credits or transfer of VET-102 and VET-103 upon admission of a certificate of successful completion of Bergen County Technical School's Veterinary Assistant program. Both parties agree to utilize the same medical terminology textbook in order to maintain consistency between the two programs.

This agreement will become effective during the 2023- 2024 semester. Either party may cancel this articulation agreement by submitting a written letter at least 90 days prior to the effective date of cancellation.

Bergen Community College

Bergen County Technical School

E-SIGNED by Brock Fisher
on Nov 17, 2023 19:03:35 GMT

Dr. Brock Fisher Ph. D
Vice President of Academic Affairs

Mr. Howard Lerner
Superintendent

November 17, 2023

Date

Date



BERGEN COUNTY TECHNICAL SCHOOLS/ SPECIAL SERVICES

District Administrative Office

Curriculum Office

540 Fa1View Avenue, Paramus NJ 07652 • Tel. (20 I) 343-6000 • Fax (20 I) 996-6945

TO: Andrea Sheridan
FROM: Victor Lynch
DATE: November 21, 2023
RE: Board of Education Approval

Andrea Sheridan
Approved
11/21/23

Kindly have the Board of Education approve the attached Memorandum of Agreement for Professional Services between The New Jersey Department of Education and Bergen County Technical Schools, at our Adult Education campus for the calendar years 2024 through 2027.

Thank you.

**MEMORANDUM OF AGREEMENT
FOR PROFESSIONAL SERVICES**

between

THE NEW JERSEY DEPARTMENT OF EDUCATION

and

Bergen County Technical School

I. BACKGROUND AND INTENT

The New Jersey Department of Education (NJDOE) wishes to enter into a Memorandum of Agreement (MOA) with [Bergen County Technical School](#) (Test Center), which is a public institution or a governmental agency, to administer the Adult Education tests for calendar years 2024 through 2027.

II. SCOPE OF WORK

The scope of work and protocol to be followed in administering the tests are incorporated herein.

III. TERM OF AGREEMENT

This MOA becomes effective upon execution by both the Commissioner of Education and the authorized representative of Bergen County Technical School and shall remain in full force until December 31, 2027.

IV. PROJECT ADMINISTRATION

Definitions

Adult Education Test Vendor shall mean a developer of high school equivalency tests approved through the NJDOE Request for Qualifications (RFQ) issued in 2016. At the time of the signing of this agreement, there is one test vendor in New Jersey: Pearson VUE/GED Testing Service, for the GED assessment.

Chief Examiner shall mean the lead person at an NJDOE-approved Test Center for high school equivalency assessments. This individual must pass a Chief Examiner test offered by the Test Vendor(s) whose assessment(s) will be administered at the Test Center and will serve as the main contact between the NJDOE, the Test Vendor(s), and members of the public who take and/or inquire about the assessments.

Rights and Obligations of the New Jersey Department of Education:

1. Will provide a list of approved Adult Education Test Vendors to the Test Center.
2. Will audit records maintained by the Test Center for this project. The NJDOE will have access to all records and/or data regarding the project during normal business hours during the life of this project and seven-year record retention period.
3. Will maintain a database with all test scores, and award State-issued diplomas and transcripts to all adult students (individuals age 16 or older who are no longer enrolled in school) who achieve the Statewide standard score on one of the tests.
4. Will coordinate an annual statewide conference with staff from the NJDOE, Test Centers, and approved Test Vendors and will coordinate any statewide meeting between the Test Vendors and Test Centers.
5. Will conduct on-site monitoring, at its discretion, during the contract period. During the on-site monitoring visit, the NJDOE staff will evaluate to see that:
 - a. Test Vendor testing policies are being carried out;
 - b. The Test Center facility remains suitable for testing;
 - c. Testing is administered by Test Center staff who have been qualified by the Test Vendor under Test Vendor policies and procedures. Said policies and procedures are available from each Test Vendor.
6. Will provide technical and policy assistance as NJDOE deems necessary.
7. Will collaborate with the Test Center in selecting satellite sites, if applicable, to administer the tests.

Rights and Obligations of Bergen County Technical School

1. Will contract with a Test Vendor from the NJDOE's approved list, available on the NJDOE website at: <http://www.state.nj.us/education/students/adulted/>, or will submit to the NJDOE a proposed test vendor that has been approved by the United States Department of Education (USDOE) and that must meet NJDOE approval through the RFQ process. The Test Center may not administer an Adult Education test through a test vendor that has not been approved by the USDOE and the NJDOE.
2. Will provide at least two test administrations per month throughout the duration of this agreement, provide the NJDOE with an annual list of testing dates and times, and notify the NJDOE of any changes to the testing schedule.
3. Will follow the Test Vendor administrative guidelines, which will be available from each NJDOE-approved Test Vendor and set forth in the contract between the Test Vendor and the Test Center.

4. Will provide a list of all Test Center staff, including title, duties, contact info and proof of completing Test Vendor Chief Examiner certification.
5. Will require the Chief Examiner and/or designee to attend an annual meeting with representatives of the NJDOE.
6. Will work with the NJDOE to correct any deficiencies that the NJDOE or Test Vendor believes affects test procedures.
7. During the term of this Memorandum of Agreement, the Test Center will have to access to confidential and sensitive information. This information includes, but is not limited to, documents, reports (investigative or other), files, audio and video recordings, correspondence (electronic or other), data analyses (charts, graphs, etc.) and private conversations. The Test Center will, in all respects, comply with the provisions of the Family Educational Rights and Privacy Act of 1974 ("FERPA"). For purposes of the Agreement, "FERPA" includes all provisions of 20 U.S.C. § 1232g, any amendments or other relevant provisions of federal law, and all requirements of Chapter 99 of Title 34 of the Code of Federal Regulations. Nothing in the Agreement may be construed to allow either party to maintain, use, disclose or share student information in a manner not allowed by federal law or regulation. The Test Center shall maintain strict control over the information that it collects, as well as the information to which it is given access. All such information shall be kept in a secure location to maintain the integrity of the project. The Test Center shall use reasonable care to protect the confidentiality of the information and shall comply with laws and regulations governing the confidentiality of student records. Any use, sale or offering of this data, in any form, except as otherwise provided in this MOU, by the Test Center or any individual or entity in the Test Center's charge or employ will be considered a violation of this Memorandum of Understanding and may result in its termination. In addition, neither the Test center nor any individual or entity in the Test Center's charge or employ shall use such confidential information for personal gain, or release, disseminate or publish such information.

Ownership of Material

1. All data, technical information, materials gathered, originated, developed, prepared, used, or obtained in the performance of the contract, including, but not limited to all reports, surveys, plans, charts, literature, brochures, mailing, recordings (video and/or audio), pictures, drawings, analyses, graphic representations, software computer programs, and accompanying documentation, and all print-outs, notes and memoranda, written procedures, and documents, regardless of the state of completion, which are prepared for or are a result of the services required under this contract as deliverables or work products shall be and remain the property of the State of New Jersey ("State") and shall be delivered to the State within 30 days of any request by the State for such items. With respect to software computer programs and/or source codes developed for the State, the work shall be considered "work for hire," i.e., the State, not the contractor or subcontractor, shall have full and complete ownership of all software computer programs and/or source codes developed. To the extent that any of such materials may not, by operation of the law, be a work made for hire in accordance with the terms of this Agreement, the Test Center or its subcontractors hereby assign to the State all right, title, and interest in and to any such material,

and the State shall have the right to obtain and hold in its own name any copyrights, registrations, and any other proprietary rights that may be available.

2. The NJDOE has a right of free access to any and all research findings and data collected as a result of the project and the right to distribute and use the findings and data at its discretion.

3. Notwithstanding any provision to the contrary in paragraph 1, above, any materials prepared by the Test Center and/or its officers, directors, employees, agents, contractors or other persons, prior to, and not for or as a result of, the services required under this contract, shall not become the property of the State of New Jersey as a result of the use of the materials in the completion of the services required under this contract.

V. GENERAL PROVISIONS

1. The Test Center shall, at all times, comply with all federal, State and local laws, ordinances, regulations and circulars that are in any manner applicable to the work performed by the Test Center, its agents, subcontractors and employees pursuant to this Memorandum of Agreement. The applicable laws, ordinances and regulations with which the Test Center shall comply include, but are not limited to, the following: *OMB Circular A-21 - Cost Principles for Educational Institutions; OMB Circular A-133 - Audits of States, Local Governments, and Non-Profit Organizations; State OMB Circular Letter 04-04 - Single Audit Policy for Recipients of Federal Grants, State Grants and State Aid; OMB Circular A-102 - Grants and Cooperative Agreements with State and Local Governments*, as codified in U.S. Education Department General Administrative Regulations (EDGAR) at 34 CFR, Part 80; and *OMB Circular A-110 - Uniform Administrative Requirements for Grants and Other Agreements with Institutions of Higher Education, Hospitals and Other Non-Profit Organizations*, as codified in EDGAR at 34 CFR, Part 74.

2. The Test Center agrees not to discriminate in employment and agrees to abide by all anti-discrimination laws including those contained within N.J.S.A. 10:2-1 through N.J.S.A. 10:2-4, N.J.S.A. 10:5-1 et seq. and N.J.S.A. 10:5-31 through 10:5-38, and all rules and regulations issued there under. The Test Center must comply with all provisions of the Americans with Disabilities Act (ADA), P.L. 101-336, in accordance with 42 U.S.C. 12101 et seq. The Test Center must comply with all provisions of Section 504 of the Rehabilitation Act, 29 U.S.C. Sec. 794(b).

3. The NJDOE or the Test Center may request changes or modifications to this Memorandum of Agreement. No such change or modification shall be effective unless incorporated in a written amendment executed by both the Test Center and the NJDOE.

4. Any visits, inspections and audits, including visits and requests for documentation in discharge of the NJDOE's responsibilities, shall as a general rule provide for prior notice when reasonable and practical to do so. However, the NJDOE retains the right to make unannounced visits, inspections and audits as deemed necessary.

5. If the Test Center materially fails to comply with any term of the Memorandum of Agreement or any federal, State or local law, ordinance, regulation or circular, the NJDOE may, in its sole discretion, take one or more of the following actions:

- a. Disallow all or part of the activity or action not in compliance;
- b. Wholly or partly suspend or terminate the Memorandum of Agreement or any work hereunder;
- c. Prepare a Corrective Action Plan addressing areas of non-compliance; or
- d. Take other remedies that may be legally available.

The NJDOE reserves the right to terminate the agreement upon 60 days written notice, with or without cause.

6. The Test Center shall retain statistical records, supporting documents, and all other records related, in any way, to this Memorandum of Agreement for a period of seven years after the expiration or termination of this Memorandum of Agreement. If any litigation, claim, or audit is started before the expiration of the seven year period, all records and supporting documents shall be retained until all such litigation, claims, and audit findings are resolved.

7. Between the NJDOE and the Test Center, the NJDOE, subject to the provisions of the New Jersey Tort Claims Act, the New Jersey Contractual Liability Act, and subject to appropriations, shall be responsible for, and shall at its own expense, defend itself against any and all suits, claims, losses, demands, or damages of whatsoever kind or nature, arising out of or in connection with any act or omission of the NJDOE, its employees, agents, or contractors, in the performance of the obligations assumed by the NJDOE pursuant to this Memorandum of Agreement. The NJDOE hereby releases the Test Center from any and all liabilities, claims, losses, costs, expenses, and demands of any kind or nature whatsoever, arising under State or Federal law, solely out of or in connection with the NJDOE's performance of the obligations assumed by the NJDOE pursuant to this Memorandum of Agreement.

8. Between the NJDOE and the Test Center, the Test Center, subject to the provisions of the New Jersey Tort Claims Act and the New Jersey Contractual Liability Act, shall be responsible for, and shall at its own expense, defend itself against any and all suits, claims, losses, demands, or damages of whatsoever kind or nature, arising out of or in connection with any act or omission of the Test Center, its employees, agents, or contractors, in the performance of the obligations assumed by the Test Center pursuant to this Memorandum of Agreement. The Test Center hereby releases the NJDOE from any and all liabilities, claims, losses, costs, expenses and demands of any kind of nature whatsoever, arising under State or Federal law, solely out of or in connection with the Test Center's performance of the obligations assumed by the Test Center pursuant to this Memorandum of Agreement.

9. The Test Center may charge test takers, or may be reimbursed by the Test Vendor, administrative fees of no more than \$50.00 for the full test battery (all four sections/subtests of the GED, including Social Studies, Science, Reading, and Math; or all five sections/subtests of the HiSET and TASC, including Writing, Social Studies, Science, Reading, and Math) or \$10 for each subtest as provided through this MOA, with subtest fees not to exceed \$50 at any single test administration.

10. The Test Center shall require each test taker to sign a release form, provided by the NJDOE, that allows the Test Center to report the test scores to the NJDOE so that the NJDOE can issue the appropriate credential, if warranted by the adult students' test scores.

CONTACT PERSONS

The following persons shall serve as contact persons for notifications pursuant to this Memorandum of Agreement:

ForNJDOE:

Name: Larry Breeden
Title: Adult Education Administrator
NJ Department of Education
PO Box 500
100 Riverview Plaza
Trenton, NJ 08625-0500
Telephone number: 609-376-3473

For Bergen County Technical School

Name: Carmen Sosa
Office or Division: TAP
Bergen County Technical School
Title: Chief Examiner

190 Hackensack Ave
Hackensack, NJ 07601
(201) 343-6000 2293

APPROVAL

The terms of this agreement have been read and understood by the persons whose signatures appear below. Each person executing this agreement warrants that he or she has the authority to bind the entity listed.

(Dr. Howard Lerner, Superintendent)
Bergen County Technical School

dov. 2 :2-0 3

Date

Angelica Allen-McMillian, Ed.D, Acting Commissioner
New Jersey Department of Education

Date

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

POLICY

Section: OPERATIONS
Number: 8500M

Title: FOOD SERVICES

The Board of Education shall make school lunch available to all students enrolled in a school in the district unless less than five percent of enrolled students in the school are Federally eligible for a free or reduced price lunch in accordance with N.J.S.A. 18A:33-4. School lunches made available pursuant to N.J.S.A. 18A:33-4 and this Policy shall meet minimum nutritional standards, established by the Department of Education.

Free or reduced price breakfast and lunch, as required, shall be offered, under a school lunch program, school breakfast program, or a breakfast after the bell program, to all enrolled students who are determined to be Federally eligible for free or reduced price meals. As provided by N.J.S.A. 18A:33-4.a.(3) and N.J.S.A. 18A:33-14a.a.(2), any student who is eligible for a reduced price lunch and breakfast, pursuant to Federal income eligibility standards and criteria, shall not be required to pay for such lunch or breakfast. Free lunch or breakfast shall also be offered to each enrolled student who is Federally ineligible for free or reduced price meals, but who has an annual household income that is not less than one hundred and eighty-six percent, and not more than one hundred ninety-nine percent, of the Federal poverty level, as determined pursuant to N.J.S.A. 18A:33-21b1.

- A. Breakfast Program – N.J.S.A. 18A:33-10; 18A:33-10.1; 18A:33-11; 18A:33-11.1; 18A:33-11.3; 18A:33-14a.

If twenty percent or more of the students enrolled in a school in the district on October 1 of the preceding school year were Federally eligible for free or reduced price meals under the National School Lunch Program or the Federal School Breakfast Program, the district shall establish a school breakfast program in the school in accordance with the provisions of N.J.S.A. 18A:33-10.

Notwithstanding the provisions of N.J.S.A. 18A:33-10 to the contrary, if ten percent or more of the students enrolled in a school in the district on October 1 of the preceding school year were Federally eligible for free or reduced price meals under the National School Lunch Program or the Federal School Breakfast Program the district shall establish a breakfast program in accordance with the provisions of N.J.S.A. 18A:33-10.1.

If seventy percent or more of the students enrolled in a school in the district on or before the last school day before October 16 of the preceding school year were Federally eligible for free or reduced price meals under the National School Lunch

Program or the Federal School Breakfast Program, the district shall establish a breakfast after the bell program pursuant to N.J.S.A. 18A:33-11.3.

In accordance with N.J.S.A. 18A:33-11, in implementing a school lunch program, pursuant to 18A:33-4 et seq., a school breakfast program, pursuant N.J.S.A. 18A:33-9 et seq., or N.J.S.A. 18A:33-10.1, or a breakfast after the bell program, pursuant to N.J.S.A. 18A:33-11.1 or N.J.S.A. 18A:33-11.3, the district shall:

1. Publicize, to parents and students, the availability of the respective school meals program, as well as the various ways in which a student may qualify to receive free or reduced price meals under the program, as provided by N.J.S.A. 18A:33-4 and N.J.S.A. 18A:33-14a;
2. Make every effort to ensure that subsidized students are not recognized as program participants, by the student body, faculty, or staff, in a manner that is different from the manner in which unsubsidized students are recognized as program participants. Such efforts shall include, but need not be limited to, the establishment of a neutral meal plan or voucher system that does not make a distinction between subsidized and unsubsidized students; and
3. Make every effort to:
 - a. Facilitate the prompt and accurate identification of categorically eligible students who may be certified to participate in the program, on a subsidized basis, without first submitting an application therefore, and, whenever an application is required to establish eligibility for subsidized meals, encourage students and their families to submit a subsidized school meals application for that purpose;
 - b. Facilitate and expedite, to the greatest extent practicable, the subsidized school meals application and income-eligibility determination processes that are used, by the district, to certify a student for free or reduced price school meals on the basis of income, and assist parents in completing the school meals application; and
 - c. Encourage students who are neither categorically eligible nor income-eligible for free or reduced price school meals to nonetheless participate, on a paid and unsubsidized basis, in the program.

If the district participates in the Federal School Breakfast Program, the district is encouraged to increase the number of students participating in the program by establishing a breakfast after the bell program that incorporates school breakfast into the first-period classroom or the first few minutes of the school day pursuant to N.J.S.A. 18A:33-11.1.

Pursuant to N.J.S.A. 18A:33-14a., school breakfasts made available to students under a school breakfast program or a breakfast after the bell program shall meet minimum nutritional standards, established by the New Jersey Department of Education.

The State of New Jersey shall provide funding to each school in the district if the school operates a School Breakfast Program or a breakfast after the bell program, as may be necessary to reimburse the costs associated with the school's provision of free breakfasts, pursuant to N.J.S.A. 18A:33-14a.b., to students who are Federally ineligible for free or reduced price meals.

B. Summer Food Service Program – N.J.S.A. 18A:33-23; 18A:33-24; 18A:33-25; 18A:33-26

In accordance with N.J.S.A. 18A:33-24, if fifty percent or more of the students enrolled in the school district on or before the last school day before October 16 of the preceding school year were Federally eligible for free or reduced price meals under the National School Lunch Program or the Federal School Breakfast Program, the district shall become a sponsor or site under the Federal Summer Food Service Program or apply for a waiver pursuant to N.J.S.A. 18A:33-26.

In accordance with N.J.S.A. 18A:33-23, the district shall notify each student enrolled and the student's parent of the availability of, and criteria of eligibility for, the summer meals program and the locations in the district where the summer meals are available. The district shall provide this notification by distributing flyers provided by the New Jersey Department of Agriculture pursuant to subsection N.J.S.A. 18A:33-23.c. The district may also provide electronic notice of the information through the usual means by which the district communicates with parents and students electronically.

Pursuant to N.J.S.A. 18A:33-26.a., the New Jersey Department of Agriculture may grant a waiver of the requirements of N.J.S.A. 18A:33-24 et seq. To be granted a waiver, the district must show that it lacks the staff, facilities, or equipment to sponsor the Federal Summer Food Service Program, or the means to finance the hiring or acquisition of such staff, facilities, or equipment. The New Jersey Department of Agriculture also may grant a waiver for one year to the district if a different sponsor currently runs the Federal Summer Food Service Program within the district's community.

Pursuant to N.J.S.A. 18A:33-26.b., the district shall report to the New Jersey Department of Agriculture, in the manner prescribed by the New Jersey Department of Agriculture, its reasons for requesting a waiver of the requirements of N.J.S.A. 18A:33-24 et seq. The report shall include, but need not be limited to, a description of the specific impediments to implementing the program and actions that could be taken to remove those impediments or, where applicable, the identification of the sponsor that currently runs the program within the same community.

- C. Information Provided to Parents Regarding the National School Lunch Program and the Federal School Breakfast Program – N.J.S.A. 18A:33-21b1
1. At the beginning of each school year, or upon initial enrollment, in the case of a student who enrolls during the school year, the school shall provide each student's parent with:
 - a. Information on the National School Lunch Program and the Federal School Breakfast Program, including, but not limited to, information on the availability of free or reduced price meals for eligible students, information on the application and determination processes that are used to certify eligible students for subsidized school meals, and information on the rights that are available to students and their families under N.J.S.A. 18A:33-21b1 and N.J.S.A. 18A:33-21; and
 - b. A school meals application form, as well as instructions for completing the application, and, as necessary, assistance in completing the application.
 2. The school meals information and application provided to parents, pursuant to N.J.S.A. 18A:33-21b1.a. shall:
 - a. Be communicated in a language that the parent understands;
 - b. Specify the limited purposes for which collected personal data may be used, as provided by N.J.S.A. 18A:33-21b1.c.; and
 - c. Be submitted to the parent either in writing or electronically. In the latter case, the school district shall use the usual means by which it communicates with parents electronically.
 3. A school meals application that is completed by a parent shall be confidential, and shall not be used or shared by the student's school or school district, except as may be necessary to:
 - a. Determine whether a student identified in the application is eligible for free or reduced price school meals;
 - b. Determine whether the school or school district is required, by N.J.S.A. 18A:33-11.3 or by N.J.S.A. 18A:33-24, to establish a breakfast after the bell program, or to participate as a sponsor or site in the Federal Summer Meals Service Program;
 - c. Ensure that the school receives appropriate reimbursement, from the State and Federal governments, for meals provided to eligible students, free of charge, through a school lunch program, a school

breakfast program, a breakfast after the bell program, a summer meals program, or an emergency meals distribution program; and

- d. Facilitate school aid determinations under the “School Funding Reform Act of 2008,” N.J.S.A. 18A:7F-43 et seq.

D. Free or Reduced Price Meals’ Application Process – 7 CFR 245

School meals applications shall be reviewed in a timely manner. An eligibility determination will be made, the family will be notified of its status, and the status will be implemented as soon as possible within ten operating days of receipt of the completed application pursuant to 7 CFR 245.6(c)(6). Any student found eligible shall be offered free or reduced price meals or free milk immediately upon the establishment of their eligibility and shall continue to receive such meals during the pendency of any inquiry regarding their eligibility in accordance with the requirements of the Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture. Carry-over of previous year’s eligibility for students shall be in accordance with the requirements of the Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture.

In accordance with 7 CFR 245.6(c)(1) and (2), eligibility for free or reduced price meals, as determined through an approved application or by direct certification, must remain in effect for the entire school year and for up to thirty operating days in the subsequent school year. Prior to the processing of an application or the completion of direct certification procedures for the current school year, children from households with approved applications or documentation of direct certification on file from the preceding year, shall be offered reimbursable free and reduced price meals, as appropriate.

In accordance with 7 CFR 245.6(c)(6)(iii), children from households that notify the local educational agency that they do not want free or reduced price benefits must have their benefits discontinued as soon as possible.

Pursuant to 7 CFR 245.6(c)(7), if the district receives an incomplete school meals application or a school meals application that does not meet the eligibility criteria for free or reduced priced benefits, the school meals application must be denied. The district shall document and retain the denied school meals application and reasons for ineligibility for three years in accordance with 7 CFR 245.6(e).

In accordance with 7 CFR 245.6(c)(7), parents of students who are denied benefits must receive prompt, written notification of their denial. The notification may be provided by mail or e-mail to the individual who signed the school meals application. Posting the denial on the “notification” page of an online system does not meet this requirement. Likewise, informing the parent of denial via telephone does not meet this requirement. If the district uses an automated telephone information system to notify parents of denied benefits, the district must also provide the parents with written notification of the denial. The notification must provide the: reason for denial of benefits; right to appeal; instructions on how to appeal; and

ability to reapply for free and reduced price benefits at any time during the school year.

In accordance with 7 CFR 245.6(e), the district shall record the eligibility determination and notification in an easily referenced format. The record shall include the: denial date; reason for denial; date the denial notice was sent; and signature or initials of the determining official (may be electronic, where applicable).

Any parents of students who have benefits that are to be reduced or terminated must be given ten calendar days' written notice of the change prior to the date the change will go into effect pursuant to 7 CFR 245.6a(j). The first day of the advance notice period shall be the day the notice is sent. The notice of adverse action may be sent via mail or to the e-mail address of the parent. The district shall notify the household of adverse action by phone only.

Pursuant to 7 CFR 245.6a(j), the notice of adverse action must advise the parents of: change in benefits; reasons for the change; an appeal must be filed within the ten calendar days advance notice period to ensure continued benefits while awaiting a hearing and decision; instructions on how to appeal; and the parents may reapply for benefits at any time during the school year.

If the district participates in any National School Lunch Program, School Breakfast Program, or provides free milk under the Special Milk Program, the district shall submit to the New Jersey Department of Agriculture a free and reduced price policy statement pursuant to 7 CFR 245.10.

In accordance with 7 CFR 245.1(b), the district shall avoid any policy or practice leading to the overt identification of students receiving free or reduced price meal benefits. Overt identification is any action that may result in a child being recognized as potentially eligible for or certified for free or reduced price school meals. Unauthorized disclosure or overt identification of students receiving free and reduced price meal benefits is prohibited. The district shall ensure that a child's eligibility status is not disclosed at any point in the process of providing free and reduced price meals, including: notification of the availability of free and reduced price benefits; certification and notification of eligibility; provision of meals in the cafeteria; and the point of service. In addition, the district shall ensure students who receive free and reduced price benefits are not overtly identified when they are provided additional services under programs or activities available to low-income students based on their eligibility for free and reduced price meals.

Pursuant to 7 CFR 245.2, disclosure means revealing or using individual student's program eligibility information obtained through the free and reduced price meal or free milk eligibility process for a purpose other than the purpose for which the information was obtained. Disclosure includes, but is not limited to, access, release, or transfer of personal data about students by means of print, tape, microfilm, microfiche, electronic communication, or any other means. It includes eligibility

information obtained through the school meals application or through direct certification.

If the district accepts both cash and electronic payments, the district shall ensure students are not overtly identified through the method of payment pursuant to 7 CFR 245.8(b). To the maximum extent practicable, the district must ensure the sale of non-program foods and the method of payment for non-program foods do not inadvertently result in students being identified by their peers as receiving free and reduced price benefits.

The School Business Administrator/Board Secretary or designee will verify applications of those eligible for free or reduced price meals in accordance with the requirements of the Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture.

E. Meal Charge Program – N.J.S.A. 18A:33-21

The Board of Education provides a meal charge program to permit unsubsidized students in the district to charge for breakfast or lunch. Collection of any payment for a meal charge program account that is in arrears shall be addressed in accordance with provisions of this Policy.

“Unsubsidized student” means a student who is neither categorically eligible nor income-eligible for free or reduced price school meals, and who is, consequently, required to pay for any such meals that are served to the student under the National School Lunch Program or the Federal School Breakfast Program.

The Board of Education recognizes a student may not have breakfast or lunch (meal), as applicable, or money to purchase a meal at school on a school day causing the student’s meal charge account to fall into arrears. The district shall contact the student’s parent to provide notice of the arrearage and shall provide the parent with a period of ten school days to pay the amount due. If the student’s parent has not made full payment by the end of the designated ten school day period, then the district shall again contact the student’s parent to provide notice of any action to be taken by the school district in response to the arrearage.

A parent who has received a second notice their child’s meal bill is in arrears and who has not made payment in full within one week from the date of the second notice may be requested to meet with the Principal or designee to discuss and resolve the matter.

A parent’s refusal to meet with the Principal or designee or take other steps to resolve the matter may be indicative of more serious issues in the family or household. However, when a parent’s routine failure to provide breakfast or lunch is reasonably suspected to be indicative of child neglect, the Principal or designee shall immediately report such suspicion to the Department of Children and Families, Division of Child Protection and Permanency as required in N.J.S.A. 9:6-8.10. Such

reporting shall not be delayed to accommodate a parent's meeting with the Principal or designee.

A school district shall report at least biannually to the New Jersey Department of Agriculture the number of students who are denied school breakfast or school lunch in accordance with N.J.S.A. 18A:33-21.a.(2) and this Policy.

Nothing in N.J.S.A. 18A:33-21 or this Policy shall be construed to require the district to deny or restrict the ability of an unsubsidized student to access school breakfast or school lunch when the student's school breakfast or school lunch bill is in arrears.

The school or school district shall not:

1. Publicly identify or stigmatize an unsubsidized student who cannot pay for a school breakfast or a school lunch or whose school breakfast or school lunch bill is in arrears. (For example, by requiring the student to sit at a separate table or by requiring that the student wear a wristband, hand stamp, or identifying mark, or by serving the student an alternative meal);
2. Require an unsubsidized student, who cannot pay for a school breakfast or a school lunch or whose school breakfast or school lunch bill is in arrears to do chores or other work to pay for the school breakfast or school lunch;
3. Require an unsubsidized student to discard a school breakfast or school lunch after it has been served because of the student's inability to pay for a school breakfast or school lunch or because money is owed for previously provided meals;
4. Prohibit an unsubsidized student, or sibling of such a student, from attending or participating in non-fee-based extracurricular activities, field trips, or school events, from receiving grades, official transcripts, or report cards, or from graduating or attending graduation events, solely because of the student's unresolved meal debt; or
5. Require the parent of an unsubsidized student to pay fees or costs in excess of the actual amounts owed for meals previously served to the student.

If an unsubsidized student owes money for the equivalent of five or more school meals, the Principal or designee shall:

1. Determine whether the student is categorically eligible or income-eligible for free or reduced price meals, by conducting a review of all available records related to the student, and by making at least two attempts, not including the initial attempt made pursuant to N.J.S.A. 18A:33-21.c.(2), to contact the student's parent and have the parent fill out a school meals application; and

2. Contact the parent of the unsubsidized student to offer assistance with respect to the completion of the school meals application; and to determine if there are other issues in the household that have caused the student to have insufficient funds to purchase a school breakfast or school lunch; and to offer any other appropriate assistance.

The school district shall direct communications about a student's school breakfast or school lunch bill being in arrears to the parent and not to the student. Nothing in N.J.S.A. 18A:33-21 shall prohibit the school district from sending a student home with a letter addressed to a parent.

Notwithstanding the provisions of N.J.S.A. 18A:33-21 and the provisions of any other law, rule, or regulation to the contrary, an unsubsidized student shall not be denied access to a school meal, regardless of the student's ability to pay or the status of the student's meal arrearages, during any period of time in which the school is making a determination, pursuant to N.J.S.A. 18A:33-21.c., as to whether the student is eligible for, and can be certified to receive, free or reduced price meals.

If the student's meal bill is in arrears, but the student has the money to purchase a meal on a subsequent school day, the student will be provided a meal with payment and the food service program will not use the student's payment to repay previously unpaid charges if the student intended to use the money to purchase that school day's meal.

Students receiving free meals will not be denied a meal even if they accrued a negative balance from other purchases in the cafeteria.

The school district may post this Policy on the school district's website provided there is a method in place to ensure this Policy reaches all households without access to a computer or the Internet.

F. Provision of Meals to Homeless Children – N.J.S.A. 18A:33-21c.

The district's liaison for the education of homeless children shall coordinate with district personnel to ensure that a homeless student receives free school meals and is monitored according to district policies pursuant to N.J.S.A. 18A:33-21c.

G. Provision of School Meals During Period of School Closure – N.J.S.A. 18A:33-27.2

In the event the Board is provided a written directive, by either the New Jersey Department of Health or the health officer of the jurisdiction, to institute a public health-related closure due to the COVID-19 epidemic, the district shall implement a program, during the period of the school closure, to provide school meals, at meal distribution sites designated pursuant to N.J.S.A. 18A:33-27.2.b., to all students enrolled in the district who are either categorically eligible or income-eligible for free or reduced price school meals.

In the event of an emergency closure, as described in N.J.S.A. 18A:33-27.2.a., the district shall identify one or more school meal distribution sites that are walkable and easily accessible to students in the district. The district shall collaborate with county and municipal government officials in identifying appropriate sites. A school meals distribution site may include, but need not be limited to: faith-based locations; community centers, such as YMCAs; and locations in the

district where meals are made available through a summer meals program. In a district that includes high density housing, the district shall make every effort to identify a school meal distribution site in that housing area.

The district shall identify students enrolled in the district who are categorically eligible or income-eligible for free or reduced price meals, and for whom a school meal distribution site, identified pursuant to N.J.S.A. 18A:33-27.2.b., is not within walking distance. In the case of these students, the district shall distribute the school meals to the student's residence or to the student's bus stop along an established bus route, provided that the student or the student's parent is present at the bus stop for the distribution. Food distributed pursuant to N.J.S.A. 18A:33-27.2.c. may include up to a total of three school days' worth of food per delivery.

The district may use school buses owned and operated by the district to distribute school meals pursuant to N.J.S.A. 18A:33-27.2. If the district does not own and operate its own buses, the district may contract for the distribution of school meals, and these contracts shall not be subject to the public bidding requirements established pursuant to the "Public School Contracts Law," N.J.S.A. 18A:18A-1 et seq.

The district shall collaborate, as feasible, with other districts and with local government units to implement the emergency meals distribution program, as required by N.J.S.A. 18A:33-27.2, in order to promote administrative and operational efficiencies and cost savings.

School lunches and breakfasts that are made available, through an emergency meals distribution program operating pursuant to N.J.S.A. 18A:33-27.2, shall be provided to eligible students, free of charge, in accordance with the provisions of N.J.S.A. 18A:33-4.a. and N.J.S.A. 18A:33-14a.

H. Statement of Compliance

All food service programs shall be operated pursuant to 7 CFR 245, as appropriate, and this Policy.

Legal References: *N.J.S.A. 18A:18A-42.1; 18A:33-4; 18A:33-5; 18A:33-10; 18A:33-10.1; 18A:33-11; 18A:33-11.1; 18A:33-11.2; 18A:33-11.3; 18A:33-14a.; 18A:33-21; 18A:33-21a.; 18A:33-21b1; 18A:33-21c.; 18A:33-23; 18A:33-24; 18A:33-25; 18A:33-26; 18A:33-27.2; 18A:58-7.1; 18A:58-7.2*
N.J.A.C. 2:36
N.J.A.C. 6A:23-2.6 et seq.
N.J.A.C. 8:24-2.1 through 7.5
7 C.F.R. 210.1 et seq.

Adopted (BCTS): 10/17/01 Rev.: 5/25/05 Rev.:
Adopted (BCSS): 1/23/02 Rev.: 5/25/05 Rev:

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

POLICY

Section: ADMINISTRATION
Number: 1642.01

Title: SICK LEAVE

The Board of Education shall grant sick leave in accordance with N.J.S.A. 18A:30-2. All persons holding any office, position, or employment in the school district, who are steadily employed by the Board or who are protected by tenure in their office, position, or employment under the provisions of this or any other law, except persons in the classified service of the civil service under Title 11, Civil Service, of the Revised Statutes shall be allowed sick leave in accordance with N.J.S.A. 18A:30-2.

Pursuant to N.J.S.A. 18A:30-1.a., sick leave is defined as the absence from an employee's post of duty, for any of the following reasons:

1. The employee is personally ill or injured;
2. For diagnosis, care, or treatment of, or recovery from, an employee's mental or physical illness, injury or other adverse health condition, or for preventive medical care for the employee;
3. For the employee to aid or care for a family member of the employee during diagnosis, care, or treatment of, or recovery from, the family member's mental or physical illness, injury or other adverse health condition, or during preventive medical care for the family member;
4. Absence necessary due to circumstances resulting from the employee, or a family member of the employee, being a victim of domestic or sexual violence, if the leave is to allow the employee to obtain for the employee or the family member:
 - a. Medical attention needed to recover from physical or psychological injury or disability caused by domestic or sexual violence;
 - b. Services from a designated domestic violence agency or other victim services organization;
 - c. Psychological or other counseling;
 - d. Relocation; or

- e. Legal services, including obtaining a restraining order or preparing for, or participating in, any civil or criminal legal proceeding related to the domestic or sexual violence;
- 5. The death of a family member for up to seven days;
- 6. To attend a child's school-related conference, meeting, function or other event requested or required by a school administrator, teacher, or other professional staff member responsible for the child's education, or to attend a meeting regarding care provided to the child in connection with the child's health conditions or disability;
- 7. The school or place of care of a child of the employee is closed by order of a public official or because of a state of emergency declared by the Governor due to an epidemic or other public health emergency;
- 8. The employee has been exposed to a contagious disease or is quarantined for the disease in the employee's immediate household.

N.J.S.A. 18A:30-1, this Policy, and Regulation 1642.01 shall not supersede any law providing collective bargaining rights for school district employees, and shall not reduce, diminish, or adversely affect an employee's collective bargaining rights pursuant to N.J.S.A. 18A:30-1.b.

The Board reserves the right to require of any employee who claims sick leave sufficient proof in accordance with N.J.S.A. 18A:30-4 and Section C. of Regulation 1642.01.

The Superintendent or designee will prepare rules for the administration of N.J.S.A. 18A:30-1, N.J.S.A. 18A:30-4, this Policy, and Regulation 1642.01, which shall be binding on all employees.

The Superintendent or designee will submit to the Board the names of those employees absent for non-compensable cause or whose claim for sick leave pay cannot be justified. The willful misuse of sick leave may be subject to discipline.

Legal References : *29 U.S.C. 2601 et seq.*
 N.J.S.A. 18A:30-1; 18A:30-2; 18A:30-4

Adopted BCTS:
Adopted BCSS:

Title: RELIGION IN THE SCHOOLS

The Board of Education recognizes that religious belief and disbelief are matters of personal conviction rather than governmental authority and the students of this district are protected by the First Amendment of the United States Constitution and by Article I, Paragraph 4 of the New Jersey State Constitution from the establishment of religion in the schools. The First Amendment requires public school officials to show neither favoritism toward nor hostility against religious expression such as prayer.

As a condition of receiving Elementary and Secondary Education Act of 1965 (ESEA) funds, the Board of Education must annually certify in writing to the New Jersey Department of Education that no Board policy prevents, or otherwise denies participation in, constitutionally protected prayer in public elementary and secondary schools, as detailed in tThe United States Department of Education's Guidance on Constitutionally Protected Prayer and Religious Expression in Public Elementary and Secondary Schools (USDOE Guidance). **The Board must provide this certification to the New Jersey Department of Education by October 1 of each year during which the Board participates in an ESEA program. The USDOE Guidance provides information on the current state of the law concerning constitutionally protected prayer and religious expression in public elementary and secondary schools.**

The following activities as outlined in the USDOE Guidance will be permitted upon applying the governing constitutional principles in particular **public school** contexts related to **prayer: prayer and religious exercise** during non-instructional time; organized prayer groups and activities; teachers, administrators, and other school employees' activities; moments of silence; accommodations **of for prayer and religious exercise** during instructional time; ~~prayer in classroom assignments~~; student assemblies and noncurricular events; prayer at graduation; and/or baccalaureate ceremonies.

The following activities as outlined in the USDOE Guidance will be permitted upon applying ~~the governing~~ constitutional principles **regarding religious expression other than prayer in particular public school contexts** ~~in particular contexts related to religious expression~~: religious literature; teaching about religion; student dress codes and policies; **religious expression in class assignments and homework**; and/or ~~religious~~ excusals **for religious activities**.

In addition to the constitutional principles outlined in this Policy and the USDOE Guidance, public schools may also be subject to requirements under Federal and State laws relevant to prayer and religious expression. Such Federal and State laws may not; however, obviate or conflict with a public school's Federal constitutional obligations described in the USDOE Guidance. The Equal Access Act, 20 U.S.C. Section 4071, is designed to ensure that student religious activities are **accorded** ~~afforded~~ the same access to Federally funded public secondary school facilities as are student secular activities.

The United States Department of Justice has developed guidance for interpreting the Equal Access Act's requirements outlined in the USDOE Guidance in the area of general provisions, prayer service and worship exercises, means of publicized meetings, lunch-time and recess, and leadership of religious student groups.

Any issues regarding **prayer and religious expression** ~~religion~~ in the schools, **the USDOE Guidance**, and the provisions of this Policy shall be referred to the Superintendent of Schools who may consult with the Board Attorney.

Legal References:

U.S. Const. Amend. 1
The Equal Access Act, 20 U.S.C. Section 4071
U.S. Department of Education - Guidance on Constitutionally Protected Prayer and Religious Expression in Public Elementary and Secondary Schools – ~~January 16, 2020~~ May 15, 2023
N.J. Const. (1947) Art. 1, para. 4
N.J.S.A. 18A:35-4.6 et seq.; 18A:36-16

Adopted (BCTS): 9/11/02 Rev.: 8/27/03 Rev.: 8/24/07 Rev.: 2/27/14 Rev.: 10/27/20
Rev.:
Adopted (BCSS): 10/16/02 Rev.: 9/24/03 Rev.: 8/23/07 Rev.: 2/25/14 Rev.: 10/20/20
Rev.:

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

POLICY

Section: **PROGRAM**
Number: **2419M**

Title: SCHOOL THREAT ASSESSMENT TEAMS

The Board of Education shall establish a threat assessment team at each school in the district pursuant to N.J.S.A. 18A:17-43.4. The purpose of a threat assessment team shall be to provide school teachers, administrators, and other staff with assistance in identifying students of concern, assessing those students' risk for engaging in violence or other harmful activities, and delivering intervention strategies to manage the risk of harm for students who pose a potential safety risk, to prevent targeted violence in the school, and ensure a safe and secure school environment that enhances the learning experience for all members of the school community.

Threat assessment teams established pursuant to N.J.S.A. 18A:17-43.4.a., ~~and~~ this Policy, **and Regulation 2419** must be multidisciplinary in membership and, to the extent possible, ~~shall~~ **must** include the following individuals:

1. A school psychologist, school counselor, school social worker, or other school employee with expertise in student counseling;
2. A teaching staff member;
3. A ~~school~~ Principal or other senior school administrator;
4. A safe schools resource officer or school employee who serves as a school liaison to law enforcement; and
5. The school safety specialist designated pursuant to N.J.S.A. 18A:17-43.3. and Policy 7440, in the event that the school safety specialist is not already a school administrator or school employee required to be a part of the threat assessment team pursuant to N.J.S.A. 18A:17-43.4.b.(5).

Additional school employees may serve as regular members of the threat assessment team or may be consulted during the threat assessment process, as determined to be appropriate by the team.

Nothing contained in N.J.S.A. 18A:17-43.4 shall be construed as affecting the provisions of any collective bargaining agreement or individual contract of employment in effect on the effective date pursuant to N.J.S.A. **18A:17-43.3** ~~18A:14-43.4~~ (August 1, 2022).

This Policy and Regulation 2419, pursuant to N.J.S.A. 18A:17-43.5, are required pursuant to N.J.S.A. 18A:17-43.4, shall be aligned with the **Guidance on the Establishment of Behavioral Threat Assessment and Management Teams (BTAM) 2023 (Guidance)** guidelines developed by the New Jersey Department of Education (NJDOE) pursuant to N.J.S.A. 18A:17-43.6. and shall include, but need not be limited to:

1. ~~Guidance for students, teaching staff members, and all school staff members regarding the recognition of threatening or aberrant behavior in a student that may represent a threat to the school community;~~
2. ~~The designation of members of the school community to whom threatening behavior shall be reported;~~
3. ~~The development and implementation of policies concerning the assessment and intervention of students whose behavior poses a threat to the safety of the school community, and appropriate actions to be taken, including available social, developmental, and law enforcement resources, for students whose behavior is identified as posing a threat to the safety of the school community;~~
4. ~~Coordination and consultation with the school safety specialist designated pursuant to N.J.S.A. 18A:17-43.3. and Policy 7440; and~~
5. ~~The threat assessment team shall not disclose or disseminate any information obtained during their assessment beyond the purpose for which the information was provided to the threat assessment team, except that the threat assessment team is authorized to disclose the information to applicable agencies to pursue appropriate action pursuant to N.J.S.A. 18A:17-43.5.a.(3) for any student whose behavior is identified as posing a threat to the safety of the school community.~~

The school district shall structure the threat assessment teams to best meet the needs and resources available, which may include school-based teams and/or district-level teams.

The Superintendent or designee will build a behavioral threat assessment and management program that will: establish a multi-disciplinary team; define prohibited and concerning behaviors; create a central reporting mechanism; define a threshold for law enforcement intervention; establish threat assessment procedures; develop risk management options; create and promote safe school climates; and conduct training for all stakeholders.

The threat assessment and management process will include: the threat assessment team's actions when first learning of a new report or threat; screening the case; gathering information; organizing and analyzing information; making

the assessment; developing and implementing a case management/intervention plan; re-assessing and case monitoring; and documenting and closing the case.

When assessing a student whose behavior may pose a threat to the safety of the school community, in the case of a student with an Individualized Education Program (IEP) or 504 Plan, the threat assessment team shall consult with the IEP team or 504 team to determine whether the aberrant behavior is a threat to school safety and is being properly addressed in a manner that is required by N.J.A.C. 6A:14 and all Federal and State special education laws.

Each member of the threat assessment team **must attend** ~~shall participate in~~ training in accordance with ~~provided by the school safety specialist designated pursuant to~~ N.J.S.A. 18A:17-43.43, **this and Policy, and Regulation 7440** that is consistent with the **Guidance** ~~guidelines~~ developed by the NJDOE pursuant to N.J.S.A. 18A:17-43.6. **Training must be coordinated with the New Jersey Department of Education, Office of School Preparedness and Emergency Planning (OSPEP).** The training shall ensure the threat assessment team is able to accurately assess student behavior and to ensure that threat assessment teams do not have a disparate impact on students based on their race, ethnicity, homelessness status, religious belief, gender, gender identity, sexual orientation, or socioeconomic status. The training shall, at a minimum, include training on adverse childhood experiences, childhood trauma, cultural competency, and implicit bias.

~~The NJDOE, in consultation with State law enforcement agencies and the New Jersey Office of Homeland Security and Preparedness, shall develop guidelines for school districts regarding the establishment and training of threat assessment teams pursuant to N.J.S.A. 18A:17-43.4 et seq. The NJDOE shall provide training through the New Jersey School Safety Specialist Academy established pursuant to N.J.S.A. 18A:17-43.2. The school safety specialist designated pursuant to N.J.S.A. 18A:17-43.3. and Policy 7440 shall provide training to school staff consistent with the training and guidelines provided by the NJDOE.~~

Should a threat assessment team become aware of an allegation of HIB when considering or conducting assessments, they must follow Policy 5512 – Harassment, Intimidation, or Bullying for addressing allegations of HIB in alignment with the Anti-Bullying Bill of Rights Act.

Should a threat assessment team become aware of a bias-related act, the team should implement Policy and Regulation 8465 – Bias Crimes and Bias-Related Acts on reporting bias-related acts to law enforcement in accordance with the Memorandum of Agreement Between Education and Law Enforcement Officials and Policy and Regulation 9320 – Cooperation With Law Enforcement Agencies.

Questions and concerns about Family Educational Rights and Privacy Act (FERPA) and the Health Insurance Portability and Accountability Act (HIPAA) protections often arise as part of the threat assessment planning process. The threat assessment teams must understand how to balance the safety of the school

with the privacy of individual students. These laws should not be an impediment to threat assessment and management.

Legal References: N.J.S.A. 18A:17-43.3; 18A:17-43.4; 18A:17-43.5; 18A:17-43.6

**Guidance on the Establishment of Behavioral Threat
Assessment and Management Teams (BTAM) 2023**

Adopted (BCTS): 8/30/23 Rev.:

Adopted (BCSS): 8/29/23 Rev.:

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

POLICY

**Section: CERTIFICATED
STAFF MEMBERS**
Number: 3161

Title: EXAMINATION FOR CAUSE

- A. Pursuant to N.J.S.A. 18A:16-2 and N.J.A.C. 6A:32-6.3, the Board of Education may require physical or psychiatric examinations of a certificated staff member whenever, in the judgment of the Board, a certificated staff member shows evidence of deviation from normal physical or mental health, to determine the certificated staff member's physical and mental fitness to perform, with reasonable accommodation, the position the certificated staff member currently holds, or to detect any health risk(s) to students and other employees. When the Board requires a certificated staff member to undergo a physical or psychiatric examination:
1. The Board shall provide the certificated staff member with a written statement of the reasons for the required examination; and
 2. The Board shall provide the certificated staff member with a hearing, if requested.
 - a. Notice of the certificated staff member's right to a hearing shall be provided with the statement of reasons for the required examination;
 - b. The certificated staff member must request the Board hearing, in writing, within five working days of the certificated staff member's receipt of the written statement of reasons:
 - (1) The certificated staff member shall be ordered to submit to the appropriate examination(s) by the physician or institution designated by the Board if the certificated staff member failed to timely request a hearing before the Board;
 - c. The Board hearing shall be conducted in accordance with the provisions of N.J.S.A. 18A:25-7 and will offer the certificated staff member the opportunity to appear before the Board to refute the reason(s) for the required examination(s);

- d. The certificated staff member shall be ordered to submit to the appropriate examination(s) by the physician or institution designated by the Board if the certificated staff member failed to persuade the Board at the hearing that the certificated staff member should not be required to submit to the appropriate examination(s); and
 - e. The determination of such a hearing shall be appealable to the Commissioner pursuant to N.J.S.A. 18A:6-9 and N.J.A.C. 6A:4 – Appeals.
 - 3. The certificated staff member may refuse, without reprisal, to waive their right to protect the confidentiality of medical information, in accordance with P.L. 104-191, Health Insurance Portability and Accountability Act of 1996.
- B. Pursuant to N.J.S.A. 18A:16-3, the Board shall bear the cost of examinations made by a physician or institution designated by the Board. However, the certificated staff member shall bear the cost if the examination is performed by a physician or institution designated by the certificated staff member with approval of the Board.
 - 1. If the certificated staff member submits names of physicians or institutions to the Board for consideration to complete the appropriate examination(s), the Board is not required to designate the physician or institution submitted for consideration by the certificated staff member, but shall not act unreasonably in withholding its approval of the physician or institution.
 - 2. The certificated staff member shall authorize the physician or institution performing the examination to immediately release the examination results to the Superintendent.
 - 3. All records and reports relating to any such examination shall be the property of the Board, in accordance with N.J.S.A. 18A:16-5.
 - a. Health records of certificated staff members, including computerized records, shall be secured, stored, and maintained separately from other personnel files; and
 - b. Health records may be shared only with authorized individuals in accordance with N.J.S.A. 18A:16-5.
 - 4. If the results of any such examination indicate mental abnormality or communicable disease, the certificated staff member shall be ineligible for further service until proof of recovery, satisfactory to the Board, is furnished, but if the certificated staff member is under contract or has tenure, they may be granted sick leave with compensation as provided by law and shall, upon satisfactory recovery, be permitted to complete the term of their contract, if they are under contract, or be reemployed with the same tenure as they possessed at the time their services were discontinued, if they have tenure,

unless their absence shall exceed a period of two years in accordance with N.J.S.A. 18A:16-4.

- C. In order to return to work, the certificated staff member must submit to an appropriate examination and submit the results of the examination to the Superintendent.
1. The examination must be conducted by a physician or institution upon which the Board and certificated staff member confer and agree;
 2. If the physician or institution conducting the examination is conducted by the Board's choice, the cost shall be borne by the Board; if the physician or institution conducting the examination is conducted by the certificated staff member's choice, the cost shall be borne by the certificated staff member; and
 3. The certificated staff member shall authorize the physician or institution performing the examination to immediately release the examination results to the Superintendent.
- D. A certificated staff member who refuses to submit to an examination required by the Board in accordance with this Policy and has exhausted the hearing procedures established by law and this Policy shall be subject to discipline, which may include, but is not limited to, termination or certification of tenure charges to the Commissioner of Education, as applicable.

Legal References: *42 U.S.C.A. 12101*
 N.J.S.A. 18A:6-10; 18A:16-2; 18A:16-3; 18A:16-4; 18A:16-5
 18A:25-7; 18A:28-5; 18A:30-1 et seq.
 N.J.A.C. 6A:32-6.2; 6A:32-6.3

Adopted (BCTS): 9/11/02 Rev: 4/20/05 Rev.: 5/17/06 Rev.: 06/28/22 Rev.:
Adopted (BCSS): 10/16/02 Rev.: 4/20/05 Rev.: 5/17/06 Rev.: 06/21/22 Rev.:

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

POLICY

Section: CERTIFICATED
STAFF MEMBERS
Number: 3212M

Title: ATTENDANCE

The regular and prompt attendance of certificated members is an essential element in the efficient operation of the school district and the educational program. **Certificated** Staff member absenteeism disrupts the educational program and the Board of Education considers attendance an important component of a **certificated** member's job performance.

Certificated members shall provide notice for the use of sick time as required in N.J.S.A. 18A:30-4, ~~and~~ Policy and Regulation 1642.01 and Policy and Regulation 3432 in accordance with the district's procedure for certificated members to report the use of sick leave and other absences. A certificated member who fails to give prompt notice of an absence, misuses sick leave, fails to verify an absence in accordance with **statute, administrative code, or Board policy**; falsifies the reason for an absence; is absent without authorization; is repeatedly tardy; or accumulates an excessive number of absences may be subject to appropriate consequences, which may include, **but not be limited to**, the withholding of a salary increment, **termination** ~~dismissal~~, **nonrenewal**, and/or certification of tenure charges.

SICK LEAVE DEFINED

Sick leave is defined in accordance with N.J.S.A. 18A:30-1, ~~and~~ Policy and Regulation 1642.01 and Policy and Regulation 3432 ~~In accordance with N.J.S.A. 18A:30-1, sick leave is defined to mean the absence from work because of a personal disability due to injury or illness or because the staff member has been excluded from school by the school medical authorities on account of contagious disease or of being quarantined for such a disease in the staff member's immediate household. No certificated member will be discouraged from the prudent, necessary use of sick leave and any other leave provided for by statute; administrative code; in the collective bargaining agreement; negotiated with the member's majority representative, in an individual employment contract; or provided in the policies of the Board. In accordance with N.J.S.A. 18A:30-4, The Superintendent or Board of Education may require verification a physician's certificate to be filed with the Secretary of the Board in order to obtain sick leave in accordance with the provisions of N.J.S.A. 18A:30-4 and Policy and Regulation 1642.01.~~

The Superintendent, in consultation with administrative staff members, will review the rate of absence among **certificated** ~~the~~ staff members. The review will include the collection and analysis of attendance **patterns** ~~data~~, the training of certificated members in their attendance responsibilities, and the counseling of certificated members for whom regular and prompt attendance is a problem.

PLANNED ABSENCES

Absences from work required for planned reasons (e.g., vacation, floating holidays, and/or personal days) must be requested and approved by the certificated staff member's immediate supervisor prior to the dates on which they occur.

A certificated staff member is expected to schedule all medical examinations and treatment outside of his or her assigned workday whenever it is reasonably possible to do so.

CAUSES FOR DISCIPLINARY ACTION

A certificated staff member who fails to give prompt notice of an absence, misuses sick leave, fails to verify an absence in accordance with Board policy, falsifies the reason for an absence, is absent without authorization, is repeatedly tardy, or accumulates an excessive number of absences may be subject to appropriate consequences, which may include the withholding of a salary increment, dismissal, and/or certification of tenure charges.

TRACKING CERTIFICATED STAFF'S RATE OF ABSENCE

The Superintendent, in consultation with administrative staff members, will review the rate of absence among the certificated staff members. The review will include the collection and analysis of attendance data, the training of certificated staff members in their attendance responsibilities, and the counseling of certificated staff members for whom regular and prompt attendance is a problem.

Legal references: *N.J.S.A. 18A:27-4; 18A:28-5; 18A:30-1 et seq.; 18A:30-2; 18A:30-4*

Adopted (BCTS): 9/11/02 Rev.: 12/8/15 Rev.: 3/27/18 Rev.:
Adopted (BCSS): 10/16/02 Rev.: 12/15/15 Rev.: 3/20/18 Rev.:

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

POLICY

Section: **CERTIFICATED
STAFF MEMBERS**
Number: **3324**

TITLE: RIGHT OF PRIVACY

The Board of Education will provide facilities and school district-owned property to assist **certificated** staff members in their job responsibilities or for the **certificated** staff members' convenience. These facilities or district-owned property may include, but are not limited to, an office, a storage closet, a filing cabinet, a locker, and/or a desk. The Principal or designee may provide a **certificated** staff member with exclusive use and access to such facilities or school district-owned property or may require the facility or school district-owned property be shared with other staff members. The **certificated** staff member may be provided a lock or key by the school district or may secure the facility or school district-owned property using their own locking device with permission from the Principal or designee.

Certificated School staff members should be aware their expectation of privacy in these facilities and/or the school district-owned property provided by the Board of Education is reduced by virtue of actual office practices and procedures, for searches conducted pursuant to an investigation of work-related employee misconduct, or by ~~legitimate~~ school district policies or regulations. In addition, **certificated** staff members shall have a reduced expectation of privacy in these facilities and school district-owned property if there is reasonable suspicion the **certificated** staff member is violating a law or school policy. **Certificated School** staff members shall be on notice this reduced expectation of privacy may result in such facilities and/or school district-owned property being searched without a search warrant. In order to avoid exposing personal belongings to such a search, **certificated school** staff members are discouraged from storing personal papers and effects in these facilities or school district-owned property.

The Board prohibits any audio or video recording of a certificated staff member or student by any student; other school staff member; visitor; or any other person while a certificated staff member is performing their Board-assigned job responsibilities without the prior written approval of the certificated staff member's Principal or supervisor. In addition to protecting the privacy rights of all certificated staff members, such recordings may violate the privacy rights of students and certificated staff members and can be disruptive to the educational program. The certificated staff members' Principal or supervisor's prior approval for a person to make an audio or video recording of a certificated staff member or a school-sponsored activity is not required for a school-sponsored activity that is open to parents, family members, or other members of the public to attend. Such activities include, but are not limited to:

curricular activities; co-curricular activities; athletic events; student programs; or any other school-sponsored activity.

A person requesting prior approval to audio or video record a certificated staff member or student that is not permitted in accordance with the provisions of this Policy, must submit a written request to the Principal. The Principal will review the written request and provide the requester with a written decision. If a written approval is not provided by the Principal to the person submitting the request prior to the requested recording date or event, the request shall be deemed denied and the audio or video recording shall not be permitted.

Any person making an audio or video recording in violation of the provisions of this Policy shall be required to immediately cease making the recording to avoid violating the privacy rights of others. Any certificated staff member found to have violated the provisions of this Policy may be subject to discipline.

Adopted (BCTS): 7/24/12 Rev.:

Adopted (BCSS): 8/21/12 Rev.:

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

POLICY

**Section: NONCERTIFICATED
STAFF MEMBERS**
Number: 4161

Title: EXAMINATION FOR CAUSE

- A. Pursuant to N.J.S.A. 18A:16-2 and N.J.A.C. 6A:32-6.3, the Board of Education may require physical or psychiatric examinations of a support staff member whenever, in the judgment of the Board, a support staff member shows evidence of deviation from normal physical or mental health, to determine the support staff member's physical and mental fitness to perform, with reasonable accommodation, the position the support staff member currently holds, or to detect any health risk(s) to students and other employees. When the Board requires a support staff member to undergo a physical or psychiatric examination:
1. The Board shall provide the support staff member with a written statement of the reasons for the required examination; and
 2. The Board shall provide the support staff member with a hearing, if requested.
 - a. Notice of the support staff member's right to a hearing shall be provided with the statement of reasons for the required examination;
 - b. The support staff member must request the Board hearing, in writing, within five working days of the support staff member's receipt of the written statement of reasons:
 - (1) The support staff member shall be ordered to submit to the appropriate examination(s) by the physician or institution designated by the Board if the support staff member failed to timely request a hearing before the Board;
 - c. The Board hearing shall be conducted in accordance with the provisions of N.J.S.A. 18A:25-7 and will offer the support staff member the opportunity to appear before the Board to refute the reason(s) for the required examination(s);
 - d. The support staff member shall be ordered to submit to the appropriate examination(s) by the physician or institution designated by the Board if the support staff member failed to persuade the Board at the hearing

that the support staff member should not be required to submit to the appropriate examination(s); and

- e. The determination of such a hearing shall be appealable to the Commissioner pursuant to N.J.S.A. 18A:6-9 and N.J.A.C. 6A:4 - Appeals.
- 3. The support staff member may, without reprisal, refuse to waive their right to protect the confidentiality of medical information, in accordance with P.L. 104-191, Health Insurance Portability and Accountability Act of 1996.
- B. Pursuant to N.J.S.A. 18A:16-3, the Board shall bear the cost of examinations made by a physician or institution designated by the Board. However, the support staff member shall bear the cost if the examination is performed by a physician or institution designated by the support staff member with approval of the Board.
 - 1. If the support staff member submits names of physicians or institutions to the Board for consideration to complete the appropriate examination(s), the Board is not required to designate the physician or institution submitted for consideration by the support staff member, but shall not act unreasonably in withholding its approval of the physician or institution.
 - 2. The support staff member shall authorize the physician or institution performing the examination to immediately release the examination results to the Superintendent.
 - 3. All records and reports relating to any such examination shall be the property of the Board, in accordance with N.J.S.A. 18A:16-5.
 - a. Health records of support staff members, including computerized records, shall be secured, stored, and maintained separately from other personnel files; and
 - b. Health records may be shared only with authorized individuals in accordance with N.J.S.A. 18A:16-5.
 - 4. If the results of any such examination indicate mental abnormality or communicable disease, the support staff member shall be ineligible for further service until proof of recovery, satisfactory to the Board, is furnished, but if the support staff member is under contract or has tenure, they may be granted sick leave with compensation as provided by law and shall, upon satisfactory recovery, be permitted to complete the term of their contract, if they are under contract, or be reemployed with the same tenure as they possessed at the time their services were discontinued, if they have tenure, unless their absence shall exceed a period of two years in accordance with N.J.S.A. 18A:16-4.

- C. In order to return to work, the support staff member must submit to an appropriate examination and submit the results of the examination to the Superintendent.
1. The examination must be conducted by a physician or institution upon which the Board and support staff member confer and agree;
 2. If the physician or institution conducting the examination is conducted by the Board's choice, the cost shall be borne by the Board; if the physician or institution conducting the examination is conducted by the support staff member's choice, the cost shall be borne by the support staff member; and
 3. The support staff member shall authorize the physician or institution performing the examination to immediately release the examination results to the Superintendent.
- D. A support staff member who refuses to submit to the examination required by the Board in accordance with this Policy and has exhausted the hearing procedures established by law and this Policy shall be subject to discipline, which may include, but is not limited to, termination or certification of tenure charges to the Commissioner of Education, as applicable.

Legal References: *42 U.S.C.A. 12101*
 N.J.S.A. 18A:6-10; 18A:16-2; 18A:16-3; 18A:16-4; 18A:16-5
 18A:25-7; 18A:28-5; 18A:30-1 et seq.
 N.J.A.C. 6A:32-6.2; 6A:32-6.3

Adopted (BCTS): 9/11/02 Rev.: 4/20/05 Rev.: 5/17/06 Rev.: 06/28/22 Rev.:
Adopted (BCSS): 10/16/02 Rev.: 4/20/05 Rev.: 5/17/06 Rev.: 06/21/22 Rev.:

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

POLICY

Section: **NONCERTIFICATED
STAFF MEMBERS**
Number: **4212M**

Title: **ATTENDANCE**

The regular and prompt attendance of support staff members is an essential element in the efficient operation of the District and in the effective conduct of the educational program. Support staff member absenteeism disrupts the educational program and the Board of Education considers attendance an important component of a staff member's job performance.

SICK LEAVE DEFINED

Sick leave is defined in accordance with N.J.S.A. 18A:30-1 and Policy and Regulation 1642.01, ~~and~~ **Policy and Regulation 4432**. ~~In accordance with N.J.S.A. 18A:30-1, sick leave is defined to mean the absence from work because of a personal disability due to injury or illness or because the support staff member has been excluded from school by the school medical authorities on account of contagious disease or of being quarantined for such a disease in the staff member's immediate household.~~ No support staff member will be discouraged from the prudent, necessary use of sick leave and any other leave provided for **by statute; administrative code;** ~~in the collective bargaining agreement; negotiated with the member's majority representative, in an individual employment contract;; or the policies of the Board.~~ ~~In accordance with N.J.S.A. 18A:30-4, T~~he Superintendent or Board of Education may require **verification** ~~a physician's certificate~~ to be filed with the Secretary of the Board in order to obtain sick leave **in accordance with the provisions of N.J.S.A. 18A:30-4 and Policy and Regulation 1642.01.**

PLANNED ABSENCES

Support staff members shall provide notice for the use of sick time as required in N.J.S.A. 18A:30-4, ~~and~~ **Policy and Regulation 1642.01 and Policy and Regulation 4432** in accordance with the district's procedure for support staff members to report the use of sick leave and other absences. A support staff member who fails to give prompt notice of an absence, misuses sick leave, fails to verify an absence in accordance with **statute, administrative code, or Board policy;** falsifies the reason for an absence;; is absent without authorization;; is repeatedly tardy;; or accumulates an excessive number of absences may be subject to appropriate consequences, which may include, **but not be limited to,** the withholding of a salary increment, **termination dismissal, nonrenewal,** and/or certification of tenure charges.

Absences from work required for planned reasons (e.g., vacation, floating holidays, and/or personal days) must be requested and approved by the support staff member's immediate supervisor prior to the dates on which they occur.

A support staff member is expected to schedule all medical examinations and treatment outside of his or her assigned workday whenever it is reasonably possible to do so.

CAUSES FOR DISCIPLINARY ACTION

A support staff member who fails to give prompt notice of an absence, misuses sick leave, fails to verify an absence in accordance with Board policy, falsifies the reason for an absence, is absent without authorization, is repeatedly tardy, or accumulates an excessive number of absences may be subject to appropriate consequences, which may include the withholding of a salary increment and/or dismissal.

TRACKING SUPPORT STAFF'S RATE OF ABSENCE

The Superintendent, in consultation with administrative staff members, will review the rate of absence among the **support** staff members. The review will include the collection and analysis of attendance **patterns data**, the training of support staff members in their attendance responsibilities, and the counseling of support staff members for whom regular and prompt attendance is a problem.

Legal reference: *N.J.S.A. 18A:30-1 et seq.; 18A:30-2; 18A:30-4*

Adopted (BCTS): 9/11/02 Rev.: 12/8/15 Rev.: 3/27/18 Rev.:
Adopted (BCSS): 10/16/02 Rev.: 12/15/15 Rev.: 3/20/18 Rev.:

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

POLICY

Section: **NONCERTIFICATED
STAFF MEMBERS**
Number: **4324**

TITLE: RIGHT OF PRIVACY

The Board of Education will provide facilities and school district-owned property to assist **support** staff members in their job responsibilities or for the **support** staff members' convenience. These facilities or district-owned property may include, but are not limited to, an office, a storage closet, a filing cabinet, a locker, and/or a desk. The Principal or designee may provide a **support** staff member with exclusive use and access to such facilities or school district-owned property or may require the facility or school district-owned property be shared with other staff members. The **support** staff member may be provided a lock or key by the school district or may secure the facility or school district-owned property using their own locking device with permission from the Principal or designee, or immediate supervisor.

Support School staff members should be aware their expectation of privacy in these facilities and/or the school district-owned property provided by the Board of Education is reduced by virtue of actual office practices and procedures, for searches conducted pursuant to an investigation of work-related employee misconduct, or by ~~legitimate~~ school district policies or regulations. In addition, **support** staff members shall have a reduced expectation of privacy in these facilities and school district-owned property if there is reasonable suspicion the support staff member is violating a law or school policy. **Support School** staff members shall be on notice this reduced expectation of privacy may result in such facilities and/or school district-owned property being searched without a search warrant. In order to avoid exposing personal belongings to such a search, **support school** staff members are discouraged from storing personal papers and effects in these facilities or school district-owned property.

The Board prohibits any audio or video recording of a support staff member or student by any student; other school staff member; visitor; or any other person while a support staff member is performing their Board-assigned job responsibilities without the prior approval of the support staff member's supervisor. In addition to protecting the privacy rights of all support staff members, such recordings may violate the privacy rights of students and support staff members and can be disruptive to the educational program. The support staff members' supervisor's prior approval for a person to make a video or audio recording of a support staff member or a school-sponsored activity is not required for a school-sponsored activity that is open to parents, family members, or other members of the public to attend. Such activities include, but are not

limited to: curricular activities; co-curricular activities; athletic events; student programs; or any other school-sponsored activity.

A person requesting prior approval to an audio or video record a support staff member or student that is not permitted in accordance with the provisions of this Policy, must submit a written request to the support staff member's supervisor. The supervisor will review the written request and provide the requester with a written decision. If a written approval is not provided by the supervisor to the person submitting the request prior to the requested recording date or event, the request shall be deemed denied and audio or video recording shall not be permitted.

Any person making an audio or video recording in violation of the provisions of this Policy shall be required to immediately cease making the recording to avoid violating the privacy rights of others. Any support staff member found to have violated the provisions of this Policy may be subject to discipline.

Adopted (BCTS): 7/24/12 Rev.:

Adopted (BCSS): 8/21/12 Rev.:

Bergen County Workforce Development Board Bergen County Job Center

Accrued Expense & Obligation Report: Fiscal Year 2024-Program Year 2023 July 1, 2023 thru June 30, 2024 as of 10/31/23

Program	Total Budget	Total Obligated	% Obligated	Total Spent	Available Balance	Total Budget Funding Distribution
Adult	\$ 2,588,438	\$ 692,129	27%	\$ 186,940	\$ 1,896,309	<p>ADMIN \$724,570 7%</p> <p>WLL \$286,345 3%</p> <p>WFNJ \$1,569,841 14%</p> <p>OUT-OF-SCHOOL YOUTH \$2,289,528 21%</p> <p>IN-SCHOOL YOUTH \$- 0%</p> <p>OTHER GRANTS \$12,971 0%</p> <p>ADULT \$2,588,438 24%</p> <p>DISLOCATED WORKER \$3,319,695 31%</p>
Dislocated Worker (DW)	\$ 3,319,695	\$ 1,223,240	37%	\$ 316,292	\$ 2,096,455	
Total Adult	\$ 5,908,133	\$ 1,915,369	32%	\$ 503,232	\$ 3,992,764	
Youth In-School	\$ -	\$ -	#DIV/0!	\$ -	\$ -	
Youth Out-of-School	\$ 2,289,528	\$ 1,140,474	50%	\$ 222,019	\$ 1,149,054	
Total Youth	\$ 2,289,528	\$ 1,140,474	50%	\$ 222,019	\$ 1,149,054	
TANF	\$ 868,137	\$ 565,685	65%	\$ 78,773	\$ 302,452	
GA/SNAP & SNAP ONLY	\$ 701,704	\$ 432,324	62%	\$ 86,944	\$ 269,380	
Total WFNJ	\$ 1,569,841	\$ 998,009	64%	\$ 165,717	\$ 571,832	
Workforce Learning Link (WLL)	\$ 286,345	\$ 207,565	72%	\$ 60,922	\$ 78,780	
Total WLL	\$ 286,345	\$ 207,565	72%	\$ 60,922	\$ 78,780	
Program Administration	\$ 724,570	\$ 586,377	81%	\$ 225,638	\$ 138,193	
Total Admin	\$ 724,570	\$ 586,377	81%	\$ 225,638	\$ 138,193	
WIOA Data Reporting & Analysis	\$ 12,971	\$ 12,971	100%	\$ 12,971	\$ -	
WIOA Other OJT	\$ -	\$ -	#DIV/0!	\$ -	\$ -	
Total Other Grants	\$ 12,971	\$ 12,971	100%	\$ 12,971	\$ -	
Total	\$ 10,791,388	\$ 4,860,765	45%	\$ 1,190,499	\$ 5,930,623	

BERGEN COUNTY TECHNICAL SCHOOLS DISTRICT

BOARD MEETING: December 12, 2023

POLICIES

FIRST READING

Section 8000 – Operations

8500M Food Services

SECOND READING

Section 1000 – Administration

1642.01 Sick Leave

Section 2000 – Program

2270 Religion in Schools

2419M School Threat Assessment Teams

Section 3000 – Certificated Staff Members

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4161 Examination for Cause

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

POLICY

Section: OPERATIONS
Number: 8500M

Title: FOOD SERVICES

The Board of Education shall make school lunch available to all students enrolled in a school in the district unless less than five percent of enrolled students in the school are Federally eligible for a free or reduced price lunch in accordance with N.J.S.A. 18A:33-4. School lunches made available pursuant to N.J.S.A. 18A:33-4 and this Policy shall meet minimum nutritional standards, established by the Department of Education.

Free or reduced price breakfast and lunch, as required, shall be offered, under a school lunch program, school breakfast program, or a breakfast after the bell program, to all enrolled students who are determined to be Federally eligible for free or reduced price meals. As provided by N.J.S.A. 18A:33-4.a.(3) and N.J.S.A. 18A:33-14a.a.(2), any student who is eligible for a reduced price lunch and breakfast, pursuant to Federal income eligibility standards and criteria, shall not be required to pay for such lunch or breakfast. Free lunch or breakfast shall also be offered to each enrolled student who is Federally ineligible for free or reduced price meals, but who has an annual household income that is not less than one hundred and eighty-six percent, and not more than one hundred ninety-nine percent, of the Federal poverty level, as determined pursuant to N.J.S.A. 18A:33-21b1.

- A. Breakfast Program – N.J.S.A. 18A:33-10; 18A:33-10.1; 18A:33-11; 18A:33-11.1; 18A:33-11.3; 18A:33-14a.

If twenty percent or more of the students enrolled in a school in the district on October 1 of the preceding school year were Federally eligible for free or reduced price meals under the National School Lunch Program or the Federal School Breakfast Program, the district shall establish a school breakfast program in the school in accordance with the provisions of N.J.S.A. 18A:33-10.

Notwithstanding the provisions of N.J.S.A. 18A:33-10 to the contrary, if ten percent or more of the students enrolled in a school in the district on October 1 of the preceding school year were Federally eligible for free or reduced price meals under the National School Lunch Program or the Federal School Breakfast Program the district shall establish a breakfast program in accordance with the provisions of N.J.S.A. 18A:33-10.1.

If seventy percent or more of the students enrolled in a school in the district on or before the last school day before October 16 of the preceding school year were Federally eligible for free or reduced price meals under the National School Lunch

Program or the Federal School Breakfast Program, the district shall establish a breakfast after the bell program pursuant to N.J.S.A. 18A:33-11.3.

In accordance with N.J.S.A. 18A:33-11, in implementing a school lunch program, pursuant to 18A:33-4 et seq., a school breakfast program, pursuant N.J.S.A. 18A:33-9 et seq., or N.J.S.A. 18A:33-10.1, or a breakfast after the bell program, pursuant to N.J.S.A. 18A:33-11.1 or N.J.S.A. 18A:33-11.3, the district shall:

1. Publicize, to parents and students, the availability of the respective school meals program, as well as the various ways in which a student may qualify to receive free or reduced price meals under the program, as provided by N.J.S.A. 18A:33-4 and N.J.S.A. 18A:33-14a;
2. Make every effort to ensure that subsidized students are not recognized as program participants, by the student body, faculty, or staff, in a manner that is different from the manner in which unsubsidized students are recognized as program participants. Such efforts shall include, but need not be limited to, the establishment of a neutral meal plan or voucher system that does not make a distinction between subsidized and unsubsidized students; and
3. Make every effort to:
 - a. Facilitate the prompt and accurate identification of categorically eligible students who may be certified to participate in the program, on a subsidized basis, without first submitting an application therefore, and, whenever an application is required to establish eligibility for subsidized meals, encourage students and their families to submit a subsidized school meals application for that purpose;
 - b. Facilitate and expedite, to the greatest extent practicable, the subsidized school meals application and income-eligibility determination processes that are used, by the district, to certify a student for free or reduced price school meals on the basis of income, and assist parents in completing the school meals application; and
 - c. Encourage students who are neither categorically eligible nor income-eligible for free or reduced price school meals to nonetheless participate, on a paid and unsubsidized basis, in the program.

If the district participates in the Federal School Breakfast Program, the district is encouraged to increase the number of students participating in the program by establishing a breakfast after the bell program that incorporates school breakfast into the first-period classroom or the first few minutes of the school day pursuant to N.J.S.A. 18A:33-11.1.

Pursuant to N.J.S.A. 18A:33-14a., school breakfasts made available to students under a school breakfast program or a breakfast after the bell program shall meet minimum nutritional standards, established by the New Jersey Department of Education.

The State of New Jersey shall provide funding to each school in the district if the school operates a School Breakfast Program or a breakfast after the bell program, as may be necessary to reimburse the costs associated with the school's provision of free breakfasts, pursuant to N.J.S.A. 18A:33-14a.b., to students who are Federally ineligible for free or reduced price meals.

B. Summer Food Service Program – N.J.S.A. 18A:33-23; 18A:33-24; 18A:33-25; 18A:33-26

In accordance with N.J.S.A. 18A:33-24, if fifty percent or more of the students enrolled in the school district on or before the last school day before October 16 of the preceding school year were Federally eligible for free or reduced price meals under the National School Lunch Program or the Federal School Breakfast Program, the district shall become a sponsor or site under the Federal Summer Food Service Program or apply for a waiver pursuant to N.J.S.A. 18A:33-26.

In accordance with N.J.S.A. 18A:33-23, the district shall notify each student enrolled and the student's parent of the availability of, and criteria of eligibility for, the summer meals program and the locations in the district where the summer meals are available. The district shall provide this notification by distributing flyers provided by the New Jersey Department of Agriculture pursuant to subsection N.J.S.A. 18A:33-23.c. The district may also provide electronic notice of the information through the usual means by which the district communicates with parents and students electronically.

Pursuant to N.J.S.A. 18A:33-26.a., the New Jersey Department of Agriculture may grant a waiver of the requirements of N.J.S.A. 18A:33-24 et seq. To be granted a waiver, the district must show that it lacks the staff, facilities, or equipment to sponsor the Federal Summer Food Service Program, or the means to finance the hiring or acquisition of such staff, facilities, or equipment. The New Jersey Department of Agriculture also may grant a waiver for one year to the district if a different sponsor currently runs the Federal Summer Food Service Program within the district's community.

Pursuant to N.J.S.A. 18A:33-26.b., the district shall report to the New Jersey Department of Agriculture, in the manner prescribed by the New Jersey Department of Agriculture, its reasons for requesting a waiver of the requirements of N.J.S.A. 18A:33-24 et seq. The report shall include, but need not be limited to, a description of the specific impediments to implementing the program and actions that could be taken to remove those impediments or, where applicable, the identification of the sponsor that currently runs the program within the same community.

- C. Information Provided to Parents Regarding the National School Lunch Program and the Federal School Breakfast Program – N.J.S.A. 18A:33-21b1
1. At the beginning of each school year, or upon initial enrollment, in the case of a student who enrolls during the school year, the school shall provide each student's parent with:
 - a. Information on the National School Lunch Program and the Federal School Breakfast Program, including, but not limited to, information on the availability of free or reduced price meals for eligible students, information on the application and determination processes that are used to certify eligible students for subsidized school meals, and information on the rights that are available to students and their families under N.J.S.A. 18A:33-21b1 and N.J.S.A. 18A:33-21; and
 - b. A school meals application form, as well as instructions for completing the application, and, as necessary, assistance in completing the application.
 2. The school meals information and application provided to parents, pursuant to N.J.S.A. 18A:33-21b1.a. shall:
 - a. Be communicated in a language that the parent understands;
 - b. Specify the limited purposes for which collected personal data may be used, as provided by N.J.S.A. 18A:33-21b1.c.; and
 - c. Be submitted to the parent either in writing or electronically. In the latter case, the school district shall use the usual means by which it communicates with parents electronically.
 3. A school meals application that is completed by a parent shall be confidential, and shall not be used or shared by the student's school or school district, except as may be necessary to:
 - a. Determine whether a student identified in the application is eligible for free or reduced price school meals;
 - b. Determine whether the school or school district is required, by N.J.S.A. 18A:33-11.3 or by N.J.S.A. 18A:33-24, to establish a breakfast after the bell program, or to participate as a sponsor or site in the Federal Summer Meals Service Program;
 - c. Ensure that the school receives appropriate reimbursement, from the State and Federal governments, for meals provided to eligible students, free of charge, through a school lunch program, a school

breakfast program, a breakfast after the bell program, a summer meals program, or an emergency meals distribution program; and

- d. Facilitate school aid determinations under the “School Funding Reform Act of 2008,” N.J.S.A. 18A:7F-43 et seq.

D. Free or Reduced Price Meals’ Application Process – 7 CFR 245

School meals applications shall be reviewed in a timely manner. An eligibility determination will be made, the family will be notified of its status, and the status will be implemented as soon as possible within ten operating days of receipt of the completed application pursuant to 7 CFR 245.6(c)(6). Any student found eligible shall be offered free or reduced price meals or free milk immediately upon the establishment of their eligibility and shall continue to receive such meals during the pendency of any inquiry regarding their eligibility in accordance with the requirements of the Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture. Carry-over of previous year’s eligibility for students shall be in accordance with the requirements of the Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture.

In accordance with 7 CFR 245.6(c)(1) and (2), eligibility for free or reduced price meals, as determined through an approved application or by direct certification, must remain in effect for the entire school year and for up to thirty operating days in the subsequent school year. Prior to the processing of an application or the completion of direct certification procedures for the current school year, children from households with approved applications or documentation of direct certification on file from the preceding year, shall be offered reimbursable free and reduced price meals, as appropriate.

In accordance with 7 CFR 245.6(c)(6)(iii), children from households that notify the local educational agency that they do not want free or reduced price benefits must have their benefits discontinued as soon as possible.

Pursuant to 7 CFR 245.6(c)(7), if the district receives an incomplete school meals application or a school meals application that does not meet the eligibility criteria for free or reduced priced benefits, the school meals application must be denied. The district shall document and retain the denied school meals application and reasons for ineligibility for three years in accordance with 7 CFR 245.6(e).

In accordance with 7 CFR 245.6(c)(7), parents of students who are denied benefits must receive prompt, written notification of their denial. The notification may be provided by mail or e-mail to the individual who signed the school meals application. Posting the denial on the “notification” page of an online system does not meet this requirement. Likewise, informing the parent of denial via telephone does not meet this requirement. If the district uses an automated telephone information system to notify parents of denied benefits, the district must also provide the parents with written notification of the denial. The notification must provide the: reason for denial of benefits; right to appeal; instructions on how to appeal; and

ability to reapply for free and reduced price benefits at any time during the school year.

In accordance with 7 CFR 245.6(e), the district shall record the eligibility determination and notification in an easily referenced format. The record shall include the: denial date; reason for denial; date the denial notice was sent; and signature or initials of the determining official (may be electronic, where applicable).

Any parents of students who have benefits that are to be reduced or terminated must be given ten calendar days' written notice of the change prior to the date the change will go into effect pursuant to 7 CFR 245.6a(j). The first day of the advance notice period shall be the day the notice is sent. The notice of adverse action may be sent via mail or to the e-mail address of the parent. The district shall notify the household of adverse action by phone only.

Pursuant to 7 CFR 245.6a(j), the notice of adverse action must advise the parents of: change in benefits; reasons for the change; an appeal must be filed within the ten calendar days advance notice period to ensure continued benefits while awaiting a hearing and decision; instructions on how to appeal; and the parents may reapply for benefits at any time during the school year.

If the district participates in any National School Lunch Program, School Breakfast Program, or provides free milk under the Special Milk Program, the district shall submit to the New Jersey Department of Agriculture a free and reduced price policy statement pursuant to 7 CFR 245.10.

In accordance with 7 CFR 245.1(b), the district shall avoid any policy or practice leading to the overt identification of students receiving free or reduced price meal benefits. Overt identification is any action that may result in a child being recognized as potentially eligible for or certified for free or reduced price school meals. Unauthorized disclosure or overt identification of students receiving free and reduced price meal benefits is prohibited. The district shall ensure that a child's eligibility status is not disclosed at any point in the process of providing free and reduced price meals, including: notification of the availability of free and reduced price benefits; certification and notification of eligibility; provision of meals in the cafeteria; and the point of service. In addition, the district shall ensure students who receive free and reduced price benefits are not overtly identified when they are provided additional services under programs or activities available to low-income students based on their eligibility for free and reduced price meals.

Pursuant to 7 CFR 245.2, disclosure means revealing or using individual student's program eligibility information obtained through the free and reduced price meal or free milk eligibility process for a purpose other than the purpose for which the information was obtained. Disclosure includes, but is not limited to, access, release, or transfer of personal data about students by means of print, tape, microfilm, microfiche, electronic communication, or any other means. It includes eligibility

information obtained through the school meals application or through direct certification.

If the district accepts both cash and electronic payments, the district shall ensure students are not overtly identified through the method of payment pursuant to 7 CFR 245.8(b). To the maximum extent practicable, the district must ensure the sale of non-program foods and the method of payment for non-program foods do not inadvertently result in students being identified by their peers as receiving free and reduced price benefits.

The School Business Administrator/Board Secretary or designee will verify applications of those eligible for free or reduced price meals in accordance with the requirements of the Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture.

E. Meal Charge Program – N.J.S.A. 18A:33-21

The Board of Education provides a meal charge program to permit unsubsidized students in the district to charge for breakfast or lunch. Collection of any payment for a meal charge program account that is in arrears shall be addressed in accordance with provisions of this Policy.

“Unsubsidized student” means a student who is neither categorically eligible nor income-eligible for free or reduced price school meals, and who is, consequently, required to pay for any such meals that are served to the student under the National School Lunch Program or the Federal School Breakfast Program.

The Board of Education recognizes a student may not have breakfast or lunch (meal), as applicable, or money to purchase a meal at school on a school day causing the student’s meal charge account to fall into arrears. The district shall contact the student’s parent to provide notice of the arrearage and shall provide the parent with a period of ten school days to pay the amount due. If the student’s parent has not made full payment by the end of the designated ten school day period, then the district shall again contact the student’s parent to provide notice of any action to be taken by the school district in response to the arrearage.

A parent who has received a second notice their child’s meal bill is in arrears and who has not made payment in full within one week from the date of the second notice may be requested to meet with the Principal or designee to discuss and resolve the matter.

A parent’s refusal to meet with the Principal or designee or take other steps to resolve the matter may be indicative of more serious issues in the family or household. However, when a parent’s routine failure to provide breakfast or lunch is reasonably suspected to be indicative of child neglect, the Principal or designee shall immediately report such suspicion to the Department of Children and Families, Division of Child Protection and Permanency as required in N.J.S.A. 9:6-8.10. Such

reporting shall not be delayed to accommodate a parent's meeting with the Principal or designee.

A school district shall report at least biannually to the New Jersey Department of Agriculture the number of students who are denied school breakfast or school lunch in accordance with N.J.S.A. 18A:33-21.a.(2) and this Policy.

Nothing in N.J.S.A. 18A:33-21 or this Policy shall be construed to require the district to deny or restrict the ability of an unsubsidized student to access school breakfast or school lunch when the student's school breakfast or school lunch bill is in arrears.

The school or school district shall not:

1. Publicly identify or stigmatize an unsubsidized student who cannot pay for a school breakfast or a school lunch or whose school breakfast or school lunch bill is in arrears. (For example, by requiring the student to sit at a separate table or by requiring that the student wear a wristband, hand stamp, or identifying mark, or by serving the student an alternative meal);
2. Require an unsubsidized student, who cannot pay for a school breakfast or a school lunch or whose school breakfast or school lunch bill is in arrears to do chores or other work to pay for the school breakfast or school lunch;
3. Require an unsubsidized student to discard a school breakfast or school lunch after it has been served because of the student's inability to pay for a school breakfast or school lunch or because money is owed for previously provided meals;
4. Prohibit an unsubsidized student, or sibling of such a student, from attending or participating in non-fee-based extracurricular activities, field trips, or school events, from receiving grades, official transcripts, or report cards, or from graduating or attending graduation events, solely because of the student's unresolved meal debt; or
5. Require the parent of an unsubsidized student to pay fees or costs in excess of the actual amounts owed for meals previously served to the student.

If an unsubsidized student owes money for the equivalent of five or more school meals, the Principal or designee shall:

1. Determine whether the student is categorically eligible or income-eligible for free or reduced price meals, by conducting a review of all available records related to the student, and by making at least two attempts, not including the initial attempt made pursuant to N.J.S.A. 18A:33-21.c.(2), to contact the student's parent and have the parent fill out a school meals application; and

2. Contact the parent of the unsubsidized student to offer assistance with respect to the completion of the school meals application; and to determine if there are other issues in the household that have caused the student to have insufficient funds to purchase a school breakfast or school lunch; and to offer any other appropriate assistance.

The school district shall direct communications about a student's school breakfast or school lunch bill being in arrears to the parent and not to the student. Nothing in N.J.S.A. 18A:33-21 shall prohibit the school district from sending a student home with a letter addressed to a parent.

Notwithstanding the provisions of N.J.S.A. 18A:33-21 and the provisions of any other law, rule, or regulation to the contrary, an unsubsidized student shall not be denied access to a school meal, regardless of the student's ability to pay or the status of the student's meal arrearages, during any period of time in which the school is making a determination, pursuant to N.J.S.A. 18A:33-21.c., as to whether the student is eligible for, and can be certified to receive, free or reduced price meals.

If the student's meal bill is in arrears, but the student has the money to purchase a meal on a subsequent school day, the student will be provided a meal with payment and the food service program will not use the student's payment to repay previously unpaid charges if the student intended to use the money to purchase that school day's meal.

Students receiving free meals will not be denied a meal even if they accrued a negative balance from other purchases in the cafeteria.

The school district may post this Policy on the school district's website provided there is a method in place to ensure this Policy reaches all households without access to a computer or the Internet.

F. Provision of Meals to Homeless Children – N.J.S.A. 18A:33-21c.

The district's liaison for the education of homeless children shall coordinate with district personnel to ensure that a homeless student receives free school meals and is monitored according to district policies pursuant to N.J.S.A. 18A:33-21c.

G. Provision of School Meals During Period of School Closure – N.J.S.A. 18A:33-27.2

In the event the Board is provided a written directive, by either the New Jersey Department of Health or the health officer of the jurisdiction, to institute a public health-related closure due to the COVID-19 epidemic, the district shall implement a program, during the period of the school closure, to provide school meals, at meal distribution sites designated pursuant to N.J.S.A. 18A:33-27.2.b., to all students enrolled in the district who are either categorically eligible or income-eligible for free or reduced price school meals.

In the event of an emergency closure, as described in N.J.S.A. 18A:33-27.2.a., the district shall identify one or more school meal distribution sites that are walkable and easily accessible to students in the district. The district shall collaborate with county and municipal government officials in identifying appropriate sites. A school meals distribution site may include, but need not be limited to: faith-based locations; community centers, such as YMCAs; and locations in the

district where meals are made available through a summer meals program. In a district that includes high density housing, the district shall make every effort to identify a school meal distribution site in that housing area.

The district shall identify students enrolled in the district who are categorically eligible or income-eligible for free or reduced price meals, and for whom a school meal distribution site, identified pursuant to N.J.S.A. 18A:33-27.2.b., is not within walking distance. In the case of these students, the district shall distribute the school meals to the student's residence or to the student's bus stop along an established bus route, provided that the student or the student's parent is present at the bus stop for the distribution. Food distributed pursuant to N.J.S.A. 18A:33-27.2.c. may include up to a total of three school days' worth of food per delivery.

The district may use school buses owned and operated by the district to distribute school meals pursuant to N.J.S.A. 18A:33-27.2. If the district does not own and operate its own buses, the district may contract for the distribution of school meals, and these contracts shall not be subject to the public bidding requirements established pursuant to the "Public School Contracts Law," N.J.S.A. 18A:18A-1 et seq.

The district shall collaborate, as feasible, with other districts and with local government units to implement the emergency meals distribution program, as required by N.J.S.A. 18A:33-27.2, in order to promote administrative and operational efficiencies and cost savings.

School lunches and breakfasts that are made available, through an emergency meals distribution program operating pursuant to N.J.S.A. 18A:33-27.2, shall be provided to eligible students, free of charge, in accordance with the provisions of N.J.S.A. 18A:33-4.a. and N.J.S.A. 18A:33-14a.

H. Statement of Compliance

All food service programs shall be operated pursuant to 7 CFR 245, as appropriate, and this Policy.

Legal References: *N.J.S.A. 18A:18A-42.1; 18A:33-4; 18A:33-5; 18A:33-10; 18A:33-10.1; 18A:33-11; 18A:33-11.1; 18A:33-11.2; 18A:33-11.3; 18A:33-14a.; 18A:33-21; 18A:33-21a.; 18A:33-21b1; 18A:33-21c.; 18A:33-23; 18A:33-24; 18A:33-25; 18A:33-26; 18A:33-27.2; 18A:58-7.1; 18A:58-7.2*
N.J.A.C. 2:36
N.J.A.C. 6A:23-2.6 et seq.
N.J.A.C. 8:24-2.1 through 7.5
7 C.F.R. 210.1 et seq.

Adopted (BCTS): 10/17/01 Rev.: 5/25/05 Rev.:
Adopted (BCSS): 1/23/02 Rev.: 5/25/05 Rev:

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

POLICY

Section: ADMINISTRATION
Number: 1642.01

Title: SICK LEAVE

The Board of Education shall grant sick leave in accordance with N.J.S.A. 18A:30-2. All persons holding any office, position, or employment in the school district, who are steadily employed by the Board or who are protected by tenure in their office, position, or employment under the provisions of this or any other law, except persons in the classified service of the civil service under Title 11, Civil Service, of the Revised Statutes shall be allowed sick leave in accordance with N.J.S.A. 18A:30-2.

Pursuant to N.J.S.A. 18A:30-1.a., sick leave is defined as the absence from an employee's post of duty, for any of the following reasons:

1. The employee is personally ill or injured;
2. For diagnosis, care, or treatment of, or recovery from, an employee's mental or physical illness, injury or other adverse health condition, or for preventive medical care for the employee;
3. For the employee to aid or care for a family member of the employee during diagnosis, care, or treatment of, or recovery from, the family member's mental or physical illness, injury or other adverse health condition, or during preventive medical care for the family member;
4. Absence necessary due to circumstances resulting from the employee, or a family member of the employee, being a victim of domestic or sexual violence, if the leave is to allow the employee to obtain for the employee or the family member:
 - a. Medical attention needed to recover from physical or psychological injury or disability caused by domestic or sexual violence;
 - b. Services from a designated domestic violence agency or other victim services organization;
 - c. Psychological or other counseling;
 - d. Relocation; or

- e. Legal services, including obtaining a restraining order or preparing for, or participating in, any civil or criminal legal proceeding related to the domestic or sexual violence;
- 5. The death of a family member for up to seven days;
- 6. To attend a child's school-related conference, meeting, function or other event requested or required by a school administrator, teacher, or other professional staff member responsible for the child's education, or to attend a meeting regarding care provided to the child in connection with the child's health conditions or disability;
- 7. The school or place of care of a child of the employee is closed by order of a public official or because of a state of emergency declared by the Governor due to an epidemic or other public health emergency;
- 8. The employee has been exposed to a contagious disease or is quarantined for the disease in the employee's immediate household.

N.J.S.A. 18A:30-1, this Policy, and Regulation 1642.01 shall not supersede any law providing collective bargaining rights for school district employees, and shall not reduce, diminish, or adversely affect an employee's collective bargaining rights pursuant to N.J.S.A. 18A:30-1.b.

The Board reserves the right to require of any employee who claims sick leave sufficient proof in accordance with N.J.S.A. 18A:30-4 and Section C. of Regulation 1642.01.

The Superintendent or designee will prepare rules for the administration of N.J.S.A. 18A:30-1, N.J.S.A. 18A:30-4, this Policy, and Regulation 1642.01, which shall be binding on all employees.

The Superintendent or designee will submit to the Board the names of those employees absent for non-compensable cause or whose claim for sick leave pay cannot be justified. The willful misuse of sick leave may be subject to discipline.

Legal References : *29 U.S.C. 2601 et seq.*
 N.J.S.A. 18A:30-1; 18A:30-2; 18A:30-4

Adopted BCTS:
Adopted BCSS:

Title: RELIGION IN THE SCHOOLS

The Board of Education recognizes that religious belief and disbelief are matters of personal conviction rather than governmental authority and the students of this district are protected by the First Amendment of the United States Constitution and by Article I, Paragraph 4 of the New Jersey State Constitution from the establishment of religion in the schools. The First Amendment requires public school officials to show neither favoritism toward nor hostility against religious expression such as prayer.

As a condition of receiving Elementary and Secondary Education Act of 1965 (ESEA) funds, the Board of Education must annually certify in writing to the New Jersey Department of Education that no Board policy prevents, or otherwise denies participation in, constitutionally protected prayer in public elementary and secondary schools, as detailed in tThe United States Department of Education's Guidance on Constitutionally Protected Prayer and Religious Expression in Public Elementary and Secondary Schools (USDOE Guidance). **The Board must provide this certification to the New Jersey Department of Education by October 1 of each year during which the Board participates in an ESEA program. The USDOE Guidance provides information on the current state of the law concerning constitutionally protected prayer and religious expression in public elementary and secondary schools.**

The following activities as outlined in the USDOE Guidance will be permitted upon applying the governing constitutional principles in particular **public school** contexts related to **prayer: prayer and religious exercise** during non-instructional time; organized prayer groups and activities; teachers, administrators, and other school employees' activities; moments of silence; accommodations **of for prayer and religious exercise** during instructional time; ~~prayer in classroom assignments~~; student assemblies and noncurricular events; prayer at graduation; and/or baccalaureate ceremonies.

The following activities as outlined in the USDOE Guidance will be permitted upon applying ~~the governing~~ constitutional principles **regarding religious expression other than prayer in particular public school contexts** ~~in particular contexts related to religious expression~~: religious literature; teaching about religion; student dress codes and policies; **religious expression in class assignments and homework**; and/or ~~religious~~ excusals **for religious activities**.

In addition to the constitutional principles outlined in this Policy and the USDOE Guidance, public schools may also be subject to requirements under Federal and State laws relevant to prayer and religious expression. Such Federal and State laws may not; however, obviate or conflict with a public school's Federal constitutional obligations described in the USDOE Guidance. The Equal Access Act, 20 U.S.C. Section 4071, is designed to ensure that student religious activities are **accorded** ~~afforded~~ the same access to Federally funded public secondary school facilities as are student secular activities.

The United States Department of Justice has developed guidance for interpreting the Equal Access Act's requirements outlined in the USDOE Guidance in the area of general provisions, prayer service and worship exercises, means of publicized meetings, lunch-time and recess, and leadership of religious student groups.

Any issues regarding **prayer and religious expression** ~~religion~~ in the schools, **the USDOE Guidance**, and the provisions of this Policy shall be referred to the Superintendent of Schools who may consult with the Board Attorney.

Legal References:

U.S. Const. Amend. 1
The Equal Access Act, 20 U.S.C. Section 4071
U.S. Department of Education - Guidance on Constitutionally Protected Prayer and Religious Expression in Public Elementary and Secondary Schools – ~~January 16, 2020~~ May 15, 2023
N.J. Const. (1947) Art. 1, para. 4
N.J.S.A. 18A:35-4.6 et seq.; 18A:36-16

Adopted (BCTS): 9/11/02 Rev.: 8/27/03 Rev.: 8/24/07 Rev.: 2/27/14 Rev.: 10/27/20
Rev.:
Adopted (BCSS): 10/16/02 Rev.: 9/24/03 Rev.: 8/23/07 Rev.: 2/25/14 Rev.: 10/20/20
Rev.:

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

POLICY

Section: **PROGRAM**
Number: **2419M**

Title: SCHOOL THREAT ASSESSMENT TEAMS

The Board of Education shall establish a threat assessment team at each school in the district pursuant to N.J.S.A. 18A:17-43.4. The purpose of a threat assessment team shall be to provide school teachers, administrators, and other staff with assistance in identifying students of concern, assessing those students' risk for engaging in violence or other harmful activities, and delivering intervention strategies to manage the risk of harm for students who pose a potential safety risk, to prevent targeted violence in the school, and ensure a safe and secure school environment that enhances the learning experience for all members of the school community.

Threat assessment teams established pursuant to N.J.S.A. 18A:17-43.4.a., ~~and~~ this Policy, **and Regulation 2419** must be multidisciplinary in membership and, to the extent possible, ~~shall~~ **must** include the following individuals:

1. A school psychologist, school counselor, school social worker, or other school employee with expertise in student counseling;
2. A teaching staff member;
3. A ~~school~~ Principal or other senior school administrator;
4. A safe schools resource officer or school employee who serves as a school liaison to law enforcement; and
5. The school safety specialist designated pursuant to N.J.S.A. 18A:17-43.3. and Policy 7440, in the event that the school safety specialist is not already a school administrator or school employee required to be a part of the threat assessment team pursuant to N.J.S.A. 18A:17-43.4.b.(5).

Additional school employees may serve as regular members of the threat assessment team or may be consulted during the threat assessment process, as determined to be appropriate by the team.

Nothing contained in N.J.S.A. 18A:17-43.4 shall be construed as affecting the provisions of any collective bargaining agreement or individual contract of employment in effect on the effective date pursuant to N.J.S.A. **18A:17-43.3** ~~18A:14-43.4~~ (August 1, 2022).

This Policy and Regulation 2419, pursuant to N.J.S.A. 18A:17-43.5, are required pursuant to N.J.S.A. 18A:17-43.4, shall be aligned with the **Guidance on the Establishment of Behavioral Threat Assessment and Management Teams (BTAM) 2023 (Guidance)** guidelines developed by the New Jersey Department of Education (NJDOE) pursuant to N.J.S.A. 18A:17-43.6. and shall include, but need not be limited to:

1. ~~Guidance for students, teaching staff members, and all school staff members regarding the recognition of threatening or aberrant behavior in a student that may represent a threat to the school community;~~
2. ~~The designation of members of the school community to whom threatening behavior shall be reported;~~
3. ~~The development and implementation of policies concerning the assessment and intervention of students whose behavior poses a threat to the safety of the school community, and appropriate actions to be taken, including available social, developmental, and law enforcement resources, for students whose behavior is identified as posing a threat to the safety of the school community;~~
4. ~~Coordination and consultation with the school safety specialist designated pursuant to N.J.S.A. 18A:17-43.3. and Policy 7440; and~~
5. ~~The threat assessment team shall not disclose or disseminate any information obtained during their assessment beyond the purpose for which the information was provided to the threat assessment team, except that the threat assessment team is authorized to disclose the information to applicable agencies to pursue appropriate action pursuant to N.J.S.A. 18A:17-43.5.a.(3) for any student whose behavior is identified as posing a threat to the safety of the school community.~~

The school district shall structure the threat assessment teams to best meet the needs and resources available, which may include school-based teams and/or district-level teams.

The Superintendent or designee will build a behavioral threat assessment and management program that will: establish a multi-disciplinary team; define prohibited and concerning behaviors; create a central reporting mechanism; define a threshold for law enforcement intervention; establish threat assessment procedures; develop risk management options; create and promote safe school climates; and conduct training for all stakeholders.

The threat assessment and management process will include: the threat assessment team's actions when first learning of a new report or threat; screening the case; gathering information; organizing and analyzing information; making

the assessment; developing and implementing a case management/intervention plan; re-assessing and case monitoring; and documenting and closing the case.

When assessing a student whose behavior may pose a threat to the safety of the school community, in the case of a student with an Individualized Education Program (IEP) or 504 Plan, the threat assessment team shall consult with the IEP team or 504 team to determine whether the aberrant behavior is a threat to school safety and is being properly addressed in a manner that is required by N.J.A.C. 6A:14 and all Federal and State special education laws.

Each member of the threat assessment team **must attend** ~~shall participate in~~ training in accordance with ~~provided by the school safety specialist designated pursuant to~~ N.J.S.A. 18A:17-43.43, **this and Policy, and Regulation 7440** that is consistent with the **Guidance** ~~guidelines~~ developed by the NJDOE pursuant to N.J.S.A. 18A:17-43.6. **Training must be coordinated with the New Jersey Department of Education, Office of School Preparedness and Emergency Planning (OSPEP).** The training shall ensure the threat assessment team is able to accurately assess student behavior and to ensure that threat assessment teams do not have a disparate impact on students based on their race, ethnicity, homelessness status, religious belief, gender, gender identity, sexual orientation, or socioeconomic status. The training shall, at a minimum, include training on adverse childhood experiences, childhood trauma, cultural competency, and implicit bias.

~~The NJDOE, in consultation with State law enforcement agencies and the New Jersey Office of Homeland Security and Preparedness, shall develop guidelines for school districts regarding the establishment and training of threat assessment teams pursuant to N.J.S.A. 18A:17-43.4 et seq. The NJDOE shall provide training through the New Jersey School Safety Specialist Academy established pursuant to N.J.S.A. 18A:17-43.2. The school safety specialist designated pursuant to N.J.S.A. 18A:17-43.3. and Policy 7440 shall provide training to school staff consistent with the training and guidelines provided by the NJDOE.~~

Should a threat assessment team become aware of an allegation of HIB when considering or conducting assessments, they must follow Policy 5512 – Harassment, Intimidation, or Bullying for addressing allegations of HIB in alignment with the Anti-Bullying Bill of Rights Act.

Should a threat assessment team become aware of a bias-related act, the team should implement Policy and Regulation 8465 – Bias Crimes and Bias-Related Acts on reporting bias-related acts to law enforcement in accordance with the Memorandum of Agreement Between Education and Law Enforcement Officials and Policy and Regulation 9320 – Cooperation With Law Enforcement Agencies.

Questions and concerns about Family Educational Rights and Privacy Act (FERPA) and the Health Insurance Portability and Accountability Act (HIPAA) protections often arise as part of the threat assessment planning process. The threat assessment teams must understand how to balance the safety of the school

with the privacy of individual students. These laws should not be an impediment to threat assessment and management.

Legal References: N.J.S.A. 18A:17-43.3; 18A:17-43.4; 18A:17-43.5; 18A:17-43.6

**Guidance on the Establishment of Behavioral Threat
Assessment and Management Teams (BTAM) 2023**

Adopted (BCTS): 8/30/23 Rev.:

Adopted (BCSS): 8/29/23 Rev.:

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

POLICY

**Section: CERTIFICATED
STAFF MEMBERS**
Number: 3161

Title: EXAMINATION FOR CAUSE

- A. Pursuant to N.J.S.A. 18A:16-2 and N.J.A.C. 6A:32-6.3, the Board of Education may require physical or psychiatric examinations of a certificated staff member whenever, in the judgment of the Board, a certificated staff member shows evidence of deviation from normal physical or mental health, to determine the certificated staff member's physical and mental fitness to perform, with reasonable accommodation, the position the certificated staff member currently holds, or to detect any health risk(s) to students and other employees. When the Board requires a certificated staff member to undergo a physical or psychiatric examination:
1. The Board shall provide the certificated staff member with a written statement of the reasons for the required examination; and
 2. The Board shall provide the certificated staff member with a hearing, if requested.
 - a. Notice of the certificated staff member's right to a hearing shall be provided with the statement of reasons for the required examination;
 - b. The certificated staff member must request the Board hearing, in writing, within five working days of the certificated staff member's receipt of the written statement of reasons:
 - (1) The certificated staff member shall be ordered to submit to the appropriate examination(s) by the physician or institution designated by the Board if the certificated staff member failed to timely request a hearing before the Board;
 - c. The Board hearing shall be conducted in accordance with the provisions of N.J.S.A. 18A:25-7 and will offer the certificated staff member the opportunity to appear before the Board to refute the reason(s) for the required examination(s);

- d. The certificated staff member shall be ordered to submit to the appropriate examination(s) by the physician or institution designated by the Board if the certificated staff member failed to persuade the Board at the hearing that the certificated staff member should not be required to submit to the appropriate examination(s); and
 - e. The determination of such a hearing shall be appealable to the Commissioner pursuant to N.J.S.A. 18A:6-9 and N.J.A.C. 6A:4 – Appeals.
 - 3. The certificated staff member may refuse, without reprisal, to waive their right to protect the confidentiality of medical information, in accordance with P.L. 104-191, Health Insurance Portability and Accountability Act of 1996.
- B. Pursuant to N.J.S.A. 18A:16-3, the Board shall bear the cost of examinations made by a physician or institution designated by the Board. However, the certificated staff member shall bear the cost if the examination is performed by a physician or institution designated by the certificated staff member with approval of the Board.
 - 1. If the certificated staff member submits names of physicians or institutions to the Board for consideration to complete the appropriate examination(s), the Board is not required to designate the physician or institution submitted for consideration by the certificated staff member, but shall not act unreasonably in withholding its approval of the physician or institution.
 - 2. The certificated staff member shall authorize the physician or institution performing the examination to immediately release the examination results to the Superintendent.
 - 3. All records and reports relating to any such examination shall be the property of the Board, in accordance with N.J.S.A. 18A:16-5.
 - a. Health records of certificated staff members, including computerized records, shall be secured, stored, and maintained separately from other personnel files; and
 - b. Health records may be shared only with authorized individuals in accordance with N.J.S.A. 18A:16-5.
 - 4. If the results of any such examination indicate mental abnormality or communicable disease, the certificated staff member shall be ineligible for further service until proof of recovery, satisfactory to the Board, is furnished, but if the certificated staff member is under contract or has tenure, they may be granted sick leave with compensation as provided by law and shall, upon satisfactory recovery, be permitted to complete the term of their contract, if they are under contract, or be reemployed with the same tenure as they possessed at the time their services were discontinued, if they have tenure,

unless their absence shall exceed a period of two years in accordance with N.J.S.A. 18A:16-4.

- C. In order to return to work, the certificated staff member must submit to an appropriate examination and submit the results of the examination to the Superintendent.
1. The examination must be conducted by a physician or institution upon which the Board and certificated staff member confer and agree;
 2. If the physician or institution conducting the examination is conducted by the Board's choice, the cost shall be borne by the Board; if the physician or institution conducting the examination is conducted by the certificated staff member's choice, the cost shall be borne by the certificated staff member; and
 3. The certificated staff member shall authorize the physician or institution performing the examination to immediately release the examination results to the Superintendent.
- D. A certificated staff member who refuses to submit to an examination required by the Board in accordance with this Policy and has exhausted the hearing procedures established by law and this Policy shall be subject to discipline, which may include, but is not limited to, termination or certification of tenure charges to the Commissioner of Education, as applicable.

Legal References: *42 U.S.C.A. 12101*
 N.J.S.A. 18A:6-10; 18A:16-2; 18A:16-3; 18A:16-4; 18A:16-5
 18A:25-7; 18A:28-5; 18A:30-1 et seq.
 N.J.A.C. 6A:32-6.2; 6A:32-6.3

Adopted (BCTS): 9/11/02 Rev: 4/20/05 Rev.: 5/17/06 Rev.: 06/28/22 Rev.:
Adopted (BCSS): 10/16/02 Rev.: 4/20/05 Rev.: 5/17/06 Rev.: 06/21/22 Rev.:

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

POLICY

Section: **CERTIFICATED
STAFF MEMBERS**
Number: **3212M**

Title: **ATTENDANCE**

The regular and prompt attendance of certificated members is an essential element in the efficient operation of the school district and the educational program. **Certificated** Staff member absenteeism disrupts the educational program and the Board of Education considers attendance an important component of a **certificated** member's job performance.

Certificated members shall provide notice for the use of sick time as required in N.J.S.A. 18A:30-4, ~~and~~ Policy and Regulation 1642.01 and Policy and Regulation 3432 in accordance with the district's procedure for certificated members to report the use of sick leave and other absences. A certificated member who fails to give prompt notice of an absence, misuses sick leave, fails to verify an absence in accordance with **statute, administrative code, or Board policy**; falsifies the reason for an absence; is absent without authorization; is repeatedly tardy; or accumulates an excessive number of absences may be subject to appropriate consequences, which may include, **but not be limited to**, the withholding of a salary increment, **termination dismissal, nonrenewal**, and/or certification of tenure charges.

SICK LEAVE DEFINED

Sick leave is defined in accordance with N.J.S.A. 18A:30-1, ~~and~~ Policy and Regulation 1642.01 and Policy and Regulation 3432 ~~In accordance with N.J.S.A. 18A:30-1, sick leave is defined to mean the absence from work because of a personal disability due to injury or illness or because the staff member has been excluded from school by the school medical authorities on account of contagious disease or of being quarantined for such a disease in the staff member's immediate household. No certificated member will be discouraged from the prudent, necessary use of sick leave and any other leave provided for by statute; administrative code; in the collective bargaining agreement; negotiated with the member's majority representative, in an individual employment contract; or provided in the policies of the Board. In accordance with N.J.S.A. 18A:30-4, The Superintendent or Board of Education may require verification a physician's certificate to be filed with the Secretary of the Board in order to obtain sick leave in accordance with the provisions of N.J.S.A. 18A:30-4 and Policy and Regulation 1642.01.~~

The Superintendent, in consultation with administrative staff members, will review the rate of absence among **certificated** ~~the~~ staff members. The review will include the collection and analysis of attendance **patterns** ~~data~~, the training of certificated members in their attendance responsibilities, and the counseling of certificated members for whom regular and prompt attendance is a problem.

PLANNED ABSENCES

Absences from work required for planned reasons (e.g., vacation, floating holidays, and/or personal days) must be requested and approved by the certificated staff member's immediate supervisor prior to the dates on which they occur.

A certificated staff member is expected to schedule all medical examinations and treatment outside of his or her assigned workday whenever it is reasonably possible to do so.

CAUSES FOR DISCIPLINARY ACTION

A certificated staff member who fails to give prompt notice of an absence, misuses sick leave, fails to verify an absence in accordance with Board policy, falsifies the reason for an absence, is absent without authorization, is repeatedly tardy, or accumulates an excessive number of absences may be subject to appropriate consequences, which may include the withholding of a salary increment, dismissal, and/or certification of tenure charges.

TRACKING CERTIFICATED STAFF'S RATE OF ABSENCE

The Superintendent, in consultation with administrative staff members, will review the rate of absence among the certificated staff members. The review will include the collection and analysis of attendance data, the training of certificated staff members in their attendance responsibilities, and the counseling of certificated staff members for whom regular and prompt attendance is a problem.

Legal references: *N.J.S.A. 18A:27-4; 18A:28-5; 18A:30-1 et seq.; 18A:30-2; 18A:30-4*

Adopted (BCTS): 9/11/02 Rev.: 12/8/15 Rev.: 3/27/18 Rev.:
Adopted (BCSS): 10/16/02 Rev.: 12/15/15 Rev.: 3/20/18 Rev.:

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

POLICY

Section: **CERTIFICATED
STAFF MEMBERS**
Number: **3324**

TITLE: RIGHT OF PRIVACY

The Board of Education will provide facilities and school district-owned property to assist **certificated** staff members in their job responsibilities or for the **certificated** staff members' convenience. These facilities or district-owned property may include, but are not limited to, an office, a storage closet, a filing cabinet, a locker, and/or a desk. The Principal or designee may provide a **certificated** staff member with exclusive use and access to such facilities or school district-owned property or may require the facility or school district-owned property be shared with other staff members. The **certificated** staff member may be provided a lock or key by the school district or may secure the facility or school district-owned property using their own locking device with permission from the Principal or designee.

Certificated School staff members should be aware their expectation of privacy in these facilities and/or the school district-owned property provided by the Board of Education is reduced by virtue of actual office practices and procedures, for searches conducted pursuant to an investigation of work-related employee misconduct, or by ~~legitimate~~ school district policies or regulations. In addition, **certificated** staff members shall have a reduced expectation of privacy in these facilities and school district-owned property if there is reasonable suspicion the **certificated** staff member is violating a law or school policy. **Certificated School** staff members shall be on notice this reduced expectation of privacy may result in such facilities and/or school district-owned property being searched without a search warrant. In order to avoid exposing personal belongings to such a search, **certificated school** staff members are discouraged from storing personal papers and effects in these facilities or school district-owned property.

The Board prohibits any audio or video recording of a certificated staff member or student by any student; other school staff member; visitor; or any other person while a certificated staff member is performing their Board-assigned job responsibilities without the prior written approval of the certificated staff member's Principal or supervisor. In addition to protecting the privacy rights of all certificated staff members, such recordings may violate the privacy rights of students and certificated staff members and can be disruptive to the educational program. The certificated staff members' Principal or supervisor's prior approval for a person to make an audio or video recording of a certificated staff member or a school-sponsored activity is not required for a school-sponsored activity that is open to parents, family members, or other members of the public to attend. Such activities include, but are not limited to:

curricular activities; co-curricular activities; athletic events; student programs; or any other school-sponsored activity.

A person requesting prior approval to audio or video record a certificated staff member or student that is not permitted in accordance with the provisions of this Policy, must submit a written request to the Principal. The Principal will review the written request and provide the requester with a written decision. If a written approval is not provided by the Principal to the person submitting the request prior to the requested recording date or event, the request shall be deemed denied and the audio or video recording shall not be permitted.

Any person making an audio or video recording in violation of the provisions of this Policy shall be required to immediately cease making the recording to avoid violating the privacy rights of others. Any certificated staff member found to have violated the provisions of this Policy may be subject to discipline.

Adopted (BCTS): 7/24/12 Rev.:

Adopted (BCSS): 8/21/12 Rev.:

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

POLICY

**Section: NONCERTIFICATED
STAFF MEMBERS**
Number: 4161

Title: EXAMINATION FOR CAUSE

- A. Pursuant to N.J.S.A. 18A:16-2 and N.J.A.C. 6A:32-6.3, the Board of Education may require physical or psychiatric examinations of a support staff member whenever, in the judgment of the Board, a support staff member shows evidence of deviation from normal physical or mental health, to determine the support staff member's physical and mental fitness to perform, with reasonable accommodation, the position the support staff member currently holds, or to detect any health risk(s) to students and other employees. When the Board requires a support staff member to undergo a physical or psychiatric examination:
1. The Board shall provide the support staff member with a written statement of the reasons for the required examination; and
 2. The Board shall provide the support staff member with a hearing, if requested.
 - a. Notice of the support staff member's right to a hearing shall be provided with the statement of reasons for the required examination;
 - b. The support staff member must request the Board hearing, in writing, within five working days of the support staff member's receipt of the written statement of reasons:
 - (1) The support staff member shall be ordered to submit to the appropriate examination(s) by the physician or institution designated by the Board if the support staff member failed to timely request a hearing before the Board;
 - c. The Board hearing shall be conducted in accordance with the provisions of N.J.S.A. 18A:25-7 and will offer the support staff member the opportunity to appear before the Board to refute the reason(s) for the required examination(s);
 - d. The support staff member shall be ordered to submit to the appropriate examination(s) by the physician or institution designated by the Board if the support staff member failed to persuade the Board at the hearing

that the support staff member should not be required to submit to the appropriate examination(s); and

- e. The determination of such a hearing shall be appealable to the Commissioner pursuant to N.J.S.A. 18A:6-9 and N.J.A.C. 6A:4 - Appeals.
- 3. The support staff member may, without reprisal, refuse to waive their right to protect the confidentiality of medical information, in accordance with P.L. 104-191, Health Insurance Portability and Accountability Act of 1996.
- B. Pursuant to N.J.S.A. 18A:16-3, the Board shall bear the cost of examinations made by a physician or institution designated by the Board. However, the support staff member shall bear the cost if the examination is performed by a physician or institution designated by the support staff member with approval of the Board.
 - 1. If the support staff member submits names of physicians or institutions to the Board for consideration to complete the appropriate examination(s), the Board is not required to designate the physician or institution submitted for consideration by the support staff member, but shall not act unreasonably in withholding its approval of the physician or institution.
 - 2. The support staff member shall authorize the physician or institution performing the examination to immediately release the examination results to the Superintendent.
 - 3. All records and reports relating to any such examination shall be the property of the Board, in accordance with N.J.S.A. 18A:16-5.
 - a. Health records of support staff members, including computerized records, shall be secured, stored, and maintained separately from other personnel files; and
 - b. Health records may be shared only with authorized individuals in accordance with N.J.S.A. 18A:16-5.
 - 4. If the results of any such examination indicate mental abnormality or communicable disease, the support staff member shall be ineligible for further service until proof of recovery, satisfactory to the Board, is furnished, but if the support staff member is under contract or has tenure, they may be granted sick leave with compensation as provided by law and shall, upon satisfactory recovery, be permitted to complete the term of their contract, if they are under contract, or be reemployed with the same tenure as they possessed at the time their services were discontinued, if they have tenure, unless their absence shall exceed a period of two years in accordance with N.J.S.A. 18A:16-4.

- C. In order to return to work, the support staff member must submit to an appropriate examination and submit the results of the examination to the Superintendent.
1. The examination must be conducted by a physician or institution upon which the Board and support staff member confer and agree;
 2. If the physician or institution conducting the examination is conducted by the Board's choice, the cost shall be borne by the Board; if the physician or institution conducting the examination is conducted by the support staff member's choice, the cost shall be borne by the support staff member; and
 3. The support staff member shall authorize the physician or institution performing the examination to immediately release the examination results to the Superintendent.
- D. A support staff member who refuses to submit to the examination required by the Board in accordance with this Policy and has exhausted the hearing procedures established by law and this Policy shall be subject to discipline, which may include, but is not limited to, termination or certification of tenure charges to the Commissioner of Education, as applicable.

Legal References: *42 U.S.C.A. 12101*
N.J.S.A. 18A:6-10; 18A:16-2; 18A:16-3; 18A:16-4; 18A:16-5
18A:25-7; 18A:28-5; 18A:30-1 et seq.
N.J.A.C. 6A:32-6.2; 6A:32-6.3

Adopted (BCTS): 9/11/02 Rev.: 4/20/05 Rev.: 5/17/06 Rev.: 06/28/22 Rev.:
Adopted (BCSS): 10/16/02 Rev.: 4/20/05 Rev.: 5/17/06 Rev.: 06/21/22 Rev.:

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

POLICY

Section: **NONCERTIFICATED
STAFF MEMBERS**
Number: **4212M**

Title: **ATTENDANCE**

The regular and prompt attendance of support staff members is an essential element in the efficient operation of the District and in the effective conduct of the educational program. Support staff member absenteeism disrupts the educational program and the Board of Education considers attendance an important component of a staff member's job performance.

SICK LEAVE DEFINED

Sick leave is defined in accordance with N.J.S.A. 18A:30-1 and Policy and Regulation 1642.01, ~~and~~ **Policy and Regulation 4432**. ~~In accordance with N.J.S.A. 18A:30-1, sick leave is defined to mean the absence from work because of a personal disability due to injury or illness or because the support staff member has been excluded from school by the school medical authorities on account of contagious disease or of being quarantined for such a disease in the staff member's immediate household.~~ No support staff member will be discouraged from the prudent, necessary use of sick leave and any other leave provided for **by statute; administrative code;** ~~in the collective bargaining agreement; negotiated with the member's majority representative, in an individual employment contract;; or the policies of the Board.~~ ~~In accordance with N.J.S.A. 18A:30-4, The Superintendent or Board of Education may require~~ **verification** ~~a physician's certificate to be filed with the Secretary of the Board in order to obtain sick leave in accordance with the provisions of N.J.S.A. 18A:30-4 and Policy and Regulation 1642.01.~~

PLANNED ABSENCES

Support staff members shall provide notice for the use of sick time as required in N.J.S.A. 18A:30-4, ~~and~~ **Policy and Regulation 1642.01 and Policy and Regulation 4432** in accordance with the district's procedure for support staff members to report the use of sick leave and other absences. A support staff member who fails to give prompt notice of an absence, misuses sick leave, fails to verify an absence in accordance with **statute, administrative code, or Board policy;** falsifies the reason for an absence;; is absent without authorization;; is repeatedly tardy;; or accumulates an excessive number of absences may be subject to appropriate consequences, which may include, **but not be limited to,** the withholding of a salary increment, **termination dismissal, nonrenewal,** and/or certification of tenure charges.

Absences from work required for planned reasons (e.g., vacation, floating holidays, and/or personal days) must be requested and approved by the support staff member's immediate supervisor prior to the dates on which they occur.

A support staff member is expected to schedule all medical examinations and treatment outside of his or her assigned workday whenever it is reasonably possible to do so.

CAUSES FOR DISCIPLINARY ACTION

A support staff member who fails to give prompt notice of an absence, misuses sick leave, fails to verify an absence in accordance with Board policy, falsifies the reason for an absence, is absent without authorization, is repeatedly tardy, or accumulates an excessive number of absences may be subject to appropriate consequences, which may include the withholding of a salary increment and/or dismissal.

TRACKING SUPPORT STAFF'S RATE OF ABSENCE

The Superintendent, in consultation with administrative staff members, will review the rate of absence among the **support** staff members. The review will include the collection and analysis of attendance **patterns data**, the training of support staff members in their attendance responsibilities, and the counseling of support staff members for whom regular and prompt attendance is a problem.

Legal reference: *N.J.S.A. 18A:30-1 et seq.; 18A:30-2; 18A:30-4*

Adopted (BCTS): 9/11/02 Rev.: 12/8/15 Rev.: 3/27/18 Rev.:
Adopted (BCSS): 10/16/02 Rev.: 12/15/15 Rev.: 3/20/18 Rev.:

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

POLICY

Section: **NONCERTIFICATED
STAFF MEMBERS**
Number: **4324**

TITLE: RIGHT OF PRIVACY

The Board of Education will provide facilities and school district-owned property to assist **support** staff members in their job responsibilities or for the **support** staff members' convenience. These facilities or district-owned property may include, but are not limited to, an office, a storage closet, a filing cabinet, a locker, and/or a desk. The Principal or designee may provide a **support** staff member with exclusive use and access to such facilities or school district-owned property or may require the facility or school district-owned property be shared with other staff members. The **support** staff member may be provided a lock or key by the school district or may secure the facility or school district-owned property using their own locking device with permission from the Principal or designee, or immediate supervisor.

Support School staff members should be aware their expectation of privacy in these facilities and/or the school district-owned property provided by the Board of Education is reduced by virtue of actual office practices and procedures, for searches conducted pursuant to an investigation of work-related employee misconduct, or by ~~legitimate~~ school district policies or regulations. In addition, **support** staff members shall have a reduced expectation of privacy in these facilities and school district-owned property if there is reasonable suspicion the support staff member is violating a law or school policy. **Support School** staff members shall be on notice this reduced expectation of privacy may result in such facilities and/or school district-owned property being searched without a search warrant. In order to avoid exposing personal belongings to such a search, **support school** staff members are discouraged from storing personal papers and effects in these facilities or school district-owned property.

The Board prohibits any audio or video recording of a support staff member or student by any student; other school staff member; visitor; or any other person while a support staff member is performing their Board-assigned job responsibilities without the prior approval of the support staff member's supervisor. In addition to protecting the privacy rights of all support staff members, such recordings may violate the privacy rights of students and support staff members and can be disruptive to the educational program. The support staff members' supervisor's prior approval for a person to make a video or audio recording of a support staff member or a school-sponsored activity is not required for a school-sponsored activity that is open to parents, family members, or other members of the public to attend. Such activities include, but are not

limited to: curricular activities; co-curricular activities; athletic events; student programs; or any other school-sponsored activity.

A person requesting prior approval to an audio or video record a support staff member or student that is not permitted in accordance with the provisions of this Policy, must submit a written request to the support staff member's supervisor. The supervisor will review the written request and provide the requester with a written decision. If a written approval is not provided by the supervisor to the person submitting the request prior to the requested recording date or event, the request shall be deemed denied and audio or video recording shall not be permitted.

Any person making an audio or video recording in violation of the provisions of this Policy shall be required to immediately cease making the recording to avoid violating the privacy rights of others. Any support staff member found to have violated the provisions of this Policy may be subject to discipline.

Adopted (BCTS): 7/24/12 Rev.:

Adopted (BCSS): 8/21/12 Rev.:

PERSONNEL

24-P-47T APPROVAL—2023–2024 – 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:

ADULTAdult Education, Hackensack
ATHSApplied Technical High School (BCC), Paramus
BCABergen County Academies, Hackensack
BCDCCBergen 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
NVRHSInstitute for Interactive Design, Demarest/Old Tappan

CERTIFICATED

NAME

POSITION

SCHOOL/LOCATION

Albanese, Joseph (R)

Teacher of Auto Mechanics

BCTEC, Paramus

CERTIFICATION:

CE: Teacher of Automotive Technology

Salary: Col. I, Step 5: \$67,430. + Sal Adj. \$725. = \$68,155. Per annum pro rata

Effective: 10/30/23 to 06/30/24

Note: Replacement for staff who resigned

Enrique, Alexander (T) Teacher of Physical Education/Health BCTHS, Teterboro

CERTIFICATION:

CE: Teacher of Health and Physical Education

Salary: Col. V, Step 5: \$75,026. per annum pro rata

Effective: 11/27/23 to 12/15/23

Note: Replacement for staff who is on a leave of absence

Enrique, Alexander (R) Teacher of Physical Education/Health BCTHS, Teterboro

CERTIFICATION:

CE: Teacher of Health and Physical Education

Salary: Col. V, Step 5: \$75,026. per annum pro rata

Effective: 12/18/23 to 06/30/24

Note: Replacement for staff who retired

Figuerola, Eureka (R) Teacher of Cosmetology BCTEC, Paramus

CERTIFICATION:

CE: Teacher of Cosmetology

Salary: Col. I, Step 13: \$88,451. + Sal Adj. \$725. = \$89,176. per annum pro rata

Effective: 12/01/23 to 06/30/24

Mazurek, Gary (R) Teacher of Social Studies BCA, Hackensack

CERTIFICATION:

Teacher of Social Studies

Salary: Col. V, Step 13: \$99,759. + Ext. Day \$11,500. = \$111,259. per annum pro rata

Effective: 02/12/24 to 06/30/24

Note: Replacement for staff who resigned

Ranaudo, Christina (R) LDTC BCVHS, Paramus

CERTIFICATION:

Learning Disabilities Teacher Consultant

Salary: Col. III, Step 16: \$103,762. per annum pro rata

Effective: 01/16/24 to 06/30/24

Note: Replacement for staff who was promoted

NON-CERTIFICATED

Harrison, Shevel (R) Day Care Center Caregiver (Part-time) BCDCC, Hackensack

Salary: \$15.00 per hour

Effective: 10/25/23 to 06/30/24

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

24-P-48T APPROVAL—2023-2024 SALARY/ STATUS RECLASSIFICATION(S)—CERTIFICATED

RESOLUTION

BE IT RESOLVED, that the following salary reclassification be approved, as provided by the budget, in accord with the terms of the current collective bargaining agreement:

Gomes, Giselle Teacher of Biological Science
From: Col. III, Step 18: \$109,550. + Ext. Day \$11,500. = \$121,050. per annum
To: Col. IV, Step 18: \$111,391. + Ext. Day \$11,500. = \$122,891. per annum
Effective: 09/01/23 to 06/30/24

Lewitt, Julia Teacher of Spanish
From: Col. III, Step 5: \$71,928. + Ext. Day \$11,500. = \$83,428. per annum
To: Col. V, Step 5: \$75,026. + Ext. Day \$11,500. = \$86,526. per annum
Effective: 09/01/23 to 06/30/24

Soderman, Stephanie Teacher of English
From: Col. IV, Step 10: \$87,889. + Long. \$1,860. = \$89,749. per annum
To: Col. V, Step 10: \$90,485. + Long. \$1,860. = \$92,345. per annum
Effective: 09/01/23 to 06/30/24

Waldron, Alyssa Teacher of Chemistry
From: Col. III, Step 9: \$83,505. + Long. \$700. + Ext. Day \$11,500. = \$95,705. per annum
To: Col. III, Step 9: \$83,505. + Long. \$1,860. + Ext. Day \$11,500. = \$96,865. per annum
Effective: 09/01/23 to 06/30/24

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

24-P-49T APPROVAL—2023-2024 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:

Xhogu, Mariglen Custodian

From: Col. 1, Step 2: \$50,664. + 2nd Shift \$1,107. = \$51,681. per annum
To: Col. 1, Step 2: \$50,664. + Boiler \$1,200. + 2nd Shift \$1,107. = \$52,881. per annum pro rata
Effective: 10/23/23 to 06/30/24
Note: Boiler license

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

24-P-50T APPROVAL – 2023-2024 STAFF SALARIES - CORRECTIONS

RESOLUTION

BE IT RESOLVED, that the attached salary listing, which shall be made a part of this resolution for the period July 1, 2023, through June 30, 2024, 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.

24-P-51T APPROVAL—2023-2024 DISTRICT SUBSTITUTE TEACHER(S)

RESOLUTION

BE IT RESOLVED that the following listing of District Substitute Teacher(s) be approved for school year 2023-2024.

Chacon, Miriam	District Substitute	Eff: 11/20/23 to 06/30/24
Singer, Clifford	District Substitute	Eff: 10/19/23 to 06/30/24

24-P-52T APPROVAL—2023-2024 STAFF COMPENSATION FOR ATHLETIC EVENTS

RESOLUTION

BE IT RESOLVED that the following staff be approved for the 2023-2024 school year as Athletic Events/Staff to be compensated in accord with the approved Athletic Events Staff Rates:

LaBarbiera, Lauren

23-P-53T APPROVAL — 2021-2022 STAGE CREW STAFF SALARY RECLASSIFICATIONS

RESOLUTION

BE IT RESOLVED that the below list of Stage Crew staff be approved at the rates indicated for the school year 2023-2024.

Hamabuchi, Ellia	Student	\$11.93 per hour	Eff: 12/13/23
Lopez, Nicole	Student	\$11.93 per hour	Eff: 12/13/23

**24-P-54T APPROVAL— 2023-2024 APPOINTMENTS
EXTRA DUTY/EXTRA PAY POSITIONS
APPROVAL— 2023-2024 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 2023-2024

<u>Curriculum Projects:</u>	Arellano, Maria	1 st payment - \$665* Workplace Simulation *Grant funded
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Cohen, Steven	1 st payment - \$665* Workplace Simulation *Grant funded
Yob, Michael	1 st payment - \$665* Workplace Simulation *Grant funded
Nardo, Linda	Final payment - \$1,996* BCC Summer Session II Remediation And Academic Support *Revised BOE: 06/27/23; Resol. #23-P-140T 22-23 project to 23-24 project
Rome, Thomas	1 st payment - \$665* Workplace Simulation *Grant funded
Seventko, Justin	Final payment - \$1,930* Advanced Algebra *22-23 project

Home Instruction:

Janssen, Katherine Student: MS	\$89 per hour Max. hours: 40 Effective 10/16/23
Moran, Ian Student: MS	\$89 per hour Max. hours: 20 Effective 10/16/23
Pagano, Emily Student: MS	\$89 per hour Max. hours: 20 Effective 10/16/23
Zubov, Igor Student: MS	\$89 per hour Max. hours: 20 Effective 10/16/23
Adriance, Timothy Student: RJ	\$89 per hour Max. hours: 14 Effective 10/31/23
Cirone, Stephanie Student: RJ	\$89 per hour Max. hours: 14 Effective 10/31/23

Kaplan, Stephen Student: RJ	\$89 per hour Max. hours: 14 Effective 10/31/23
Kim, Rosalyn Student: RJ	\$89 per hour Max. hours: 14 Effective 10/31/23
Stott, Rachel Student: RJ	\$89 per hour Max. hours: 14 Effective 10/31/23
Tolmo, Eva Student: RJ	\$89 per hour Max. hours: 14 Effective 10/31/23
Zubov, Igor Student: RJ	\$89 per hour Max. hours: 14 Effective 10/31/23
Janssen, Katherine Student: YJ	\$89 per hour Max. hours: 8 Effective 10/12/23
Mimidas, Stella Student: YJ	\$89 per hour Max. hours: 8 Effective 10/12/23
Spinelli, Louis Student: YJ	\$89 per hour Max. hours: 16 Effective 10/12/23
Zubov, Igor Student: YJ	\$89 per hour Max. hours: 16 Effective 10/12/23

2023 Harvard/MIT Math Tournament
Cambridge, MA

Rate: Per diem

Effective: 02/16/24 to 02/18/24

	<u>Max.</u> <u>Days</u>
Kaplan, Keith	3
Pinyan, Jonathan	3
Vieni, Joan	3

Academic Intervention

Rate: \$70 per hour*

Effective: SY 2023-2024

	<u>Max.</u>	<u>Campus</u>
Kim, Hilary	60	Teterboro
Michaels, Sarah	60	Teterboro
Kouefati, Danielle	60	BCA

*Grant funded

Admissions Essay Review

Rate: Hourly per diem

Effective: SY 2023-2024

	<u>Max.</u>
Schram, Thomas	20

Advanced Teacher Institute

Rate: \$70 per hour*

Effective: SY 23-24

	<u>Max.</u>
Buonadonna, Carl	12
Hodroski, William	12
Regan, Timothy	12
Whitley, Kathryn	12
Wolf, Samantha	12

*Grant funded. Revised rate. BOE 05/23/23; Resol. #23-P-120T

Authentic Project Learning Experiences

Rate: \$70 per hour*

Effective: SY 2023-2024

	<u>Max.</u>
Alvarez, John	6
Carey, Diane	6
Dawidczyk, Angelika	6
Dogru, Ozgur	2
Figuroa, Eureka	6
Gorman, Michelle	2
Janssen, Katherine	6
Kim, Hilary	6
Kim, Rosalyn	6
Kramer, Mark	6
Leon, Stephanie	10
Liso, Matthew	4
LoBello, Virginia	6
Mason, Sheavon	6
Miletic, Vanessa	2
Nardelli, Laura	2
Orsun, Fatma	6
Rosenbaum, David	6
Sankar, Jayasree	4
Soderman, Stephanie	6
Williams, Bennay	6

*Grant funded

Canstruction County Initiative

Rate: Hourly per diem

Effective: SY 23-24

	<u>Max. Hours</u>
Fletcher, Esther	20
Guthrie, Peter	20
Hager, Raymond	20
Regan, Timothy	20
Yanniotis, Andreas	20

Choir Event Preparation

Rate: Hourly per diem

Effective: 09/15/23 to 09/20/23

	<u>Max. Hours</u>
Spinelli, Louis	2

Class Coverage

Rate: \$72 per hour

Effective: 11/13/23 to 12/22/23

	<u>Max. Amount</u>
Demeter, Scott	\$4,392 (61 hours)
Lancaster, Jonathan	\$2,736 (65 hours)
Madden, William	\$4,680 (38 hours)

CTE Classroom Management

Rate: \$70 per hour*

Effective: SY 23-24

	<u>Max. Hours</u>
Armonaitis, William	6
Carey, Diane	6
Figuerroa, Eureka	6
Leon, Stephanie	6
Malure, Michael	6
Olson, William	6
Rosenbaum, David	6
Williams, Bennay	6

*Grant funded

Horace Mann Model United Nations

Bronx, NY

Rate: Per diem

Effective: 10/21/23

	<u>Max. Days</u>
Demeter, Scott	1
Janssen, Katherine	1
Kramer, Mark	1
Lancaster, Jonathan	1
Miller, Luke	1
Pagano, Emily	1
Wallace, Christine	1

HOSA Northern Regional Competition

Wayne, NJ

Rate: Per diem

Max.

Effective: 01/20/24

Days

Dobrich, Oliver	1
Downey, Lindsay	1
Feuss, Danielle	1
Janssen, Katherine	1
Pinkman, Laura	1
Rotondella, Lauren	1

NCSSS 2023 Annual Conference

Phoenix, AZ

Rate: Per diem

Max.

Effective: 11/12/23

Days

Hodroski, William	1
Lancaster, Jonathan	1

New Art and Science of Teaching

Rate: \$70 per hour*

Max.

Effective: SY 2023-2024

Hours

Branda, Julianne	6
Buonadonna, Carl	6
Conry, Joseph	6
Dawidczyk, Angelika	6
Janssen, Katherine	6
Kramer, Mark	6
Lewitt, Julia	6
Liso, Matthew	6
LoBello, Virginia	6
Malure, Michael	6
Miletic, Vanessa	6
Mimidas, Stella	6
Soderman, Stephanie	6
Sorrentino, Elizabeth	6
Villarosa, Hillary	6

*Grant funded

Overload - ATHS

Rate: \$8,068*

Effective: SY 23-24

Hager, Raymond

*Revised from BOE 09/26/23; Resol. #24-P-29T

Overload - BCA

Rate: \$4,431

Effective: 09/07/23 to 12/21/23

Alschen, Sergei
Demeter, Scott
Kim, Roslyn
Lancaster, Jonathan
Kramer, Mark
Wallace, Christine

Perkins Middle School CTE Enrichment Program

Rate: \$70 per hour*

Effective: SY 23-24

	<u>Max. Hours</u>	<u>Program</u>	<u>Effective</u>
Van Daalen, Mabel	4	Content Coaching Bergenfield/Little Ferry	01/01/24 to 06/30/24
Van Daalen, Mabel	32	Deliver CTE Enrichment Hackensack Middle School	01/01/24 to 06/30/24

*Grant funded

Real World Scientific & Phenomenon-based Learning

Rate: \$70 per hour*

Effective: SY 2023-2024

	<u>Max. Hours</u>
Armonaitis, William	2
Liva, Michael	2
Pinto, Judith	2
Zubov, Igor	2

*Grant funded

Teacher Relief

Rate: \$72 per hour

Effective: SY 23-24

	<u>Max. Hours</u>
Cogliati, Vallerie (ATHS)	80

Theory and Practice

Rate: \$70 per hour*

Effective: SY 2023-2024

	<u>Max. Hours</u>
Biggins, Mary	2
Cirone, Stephanie	2
Janssen, Katherine	2
Kim, Hilary	2
Mimidas, Stella	2
Sabio, German	2
Sciametta, Erica	2

*Grant funded

**Utilizing Google Suites to Engage
Students in the Learning Process**

Rate: \$70 per hour*

Effective: SY 2023-2024

	<u>Max. Hours</u>
Buonadonna, Carl	2
Gorman, Michelle	2
Pena, Carlos	2
Villarosa, Hillary	2

*Grant funded

**Yale Model United Nations
New Haven, CT**

Rate: Per diem

Effective: 01/20/24 to 01/21/24

	<u>Max. Days</u>
Demeter, Scott	2
Janssen, Katherine	2
Kramer, Mark	2
Madden, William	2
Pagano, Emily	2
Price-Halligan, Suzanne	2
Wallace, Christine	2

APPLIED TECHNOLOGY HIGH SCHOOL – PARAMUS

<u>ADVISORS:</u>	<u>Recommended Staff</u>		<u>Amount</u>	<u>Effective</u>
	<u>Last Name</u>	<u>First Name</u>		
HOSA	Castella	Frank	\$2,879	SY 23-24
Chemistry Club (shared)	Branda	Julianne	\$1,439.50	SY 23-24
Chemistry Club (shared)	Perry	Katherine	\$1,439.50	SY 23-24

COORDINATORS:

Awards Assembly	McManus	Rosemarie	\$1,153	SY 23-24
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BERGEN COUNTY ACADEMIES – HACKENSACK

<u>PER YEAR COMPENSATION:</u>	<u>Recommended Staff</u>		<u>Amount</u>	<u>Effective</u>
	<u>Last Name</u>	<u>First Name</u>		
Before/After School Duty Assignment	Sen	Serhat	\$2,659.50	11/01/23
Before/After School Duty Assignment	Vollenweider	Daniel	\$2,659.50	11/01/23

HOURLY COMPENSATION:

Detention Coverage	Seventko	Justin	\$57/hour	SY 23-24
Detention Coverage	Wang	Ivy	\$57/hour	SY 23-24

BERGEN COUNTY TECHNICAL EDUCATION CENTER – PARAMUS

<u>PER YEAR COMPENSATION:</u>	<u>Recommended Staff</u>		<u>Amount</u>	<u>Effective</u>
	<u>Last Name</u>	<u>First Name</u>		
Before/After School Duty Assignment	Wolf	Samantha	\$5,319	09/07/23

BERGEN COUNTY TECHNICAL HIGH SCHOOL – TETERBORO

<u>HOURLY COMPENSATION:</u>	<u>Recommended Staff</u>		<u>Amount</u>	<u>Effective</u>
	<u>Last Name</u>	<u>First Name</u>		
Emergency – Before/After School Service	Conry	Joseph	\$45/hour	SY 23-24
Emergency – Before/After School Service	Kim	Hilary	\$45/hour	SY 23-24
Emergency – Before/After School Service	Michaels	Sarah	\$45/hour	SY 23-24
Emergency – Before/After School Service	Rick	Deborah	\$45/hour	SY 23-24

ATHLETICS - DISTRICT

<u>Assignment</u>	<u>Recommended Staff</u>		<u>Amount</u>	<u>Effective</u>
	<u>Last Name</u>	<u>First Name</u>		
Basketball Assistant Coach (Girls)	Lia	Michael	\$8,519	SY 23-24
Track Indoor Assistant Coach	Stoepker	Alexa	\$6,103	SY 23-24
Lacrosse Head Coach (Girls)	Fogg	Fred	\$11,283	SY 23-24

24-P-55T APPROVAL — LEAVE(S) OF ABSENCE

RESOLUTION

BE IT RESOLVED, that Jon Bercovici, School Social Worker, Bergen County Technical High School, Teterboro, will be granted an unpaid federal statutory family leave of absence with benefits for the period November 16, 2023 through December 15, 2023. 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 RESOLVED, that Vallerie Cogliati, Teacher of Mathematics, Applied Technology High School, Paramus, will be granted an unpaid discretionary leave of absence with no benefits for the period February 12, 2024 (1/2 day) through May 15, 2024.

BE IT RESOLVED, that Amanda Sloomaker, Teacher of Physics, Applied Technology High School, Paramus, will be granted an unpaid federal and New Jersey statutory family leave of absence with benefits for the period April 8, 2024 through June 24, 2024. 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 RESOLVED, that Bridget Sorem, District Supervisor, District Office, 540 Farview Avenue, Paramus, will be granted a unpaid federal statutory family leave of absence with benefits for the period March 6, 2024 through March 8, 2024. 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 RESOLVED, that Bridget Sorem, District Supervisor, District Office, 540 Farview Avenue, Paramus, will be granted an unpaid federal and New Jersey statutory family leave of absence with benefits for the period March 11, 2024 to May 10, 2024. 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.

24-P-56T 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:

Klemer, Lucas	IT Support Specialist – Level I	Effective 11/11/23
Pandich, Jeffrey	Head Tennis Coach (Boys and Girls)	Effective 11/27/23

24-P-57T APPROVAL—RETIREMENT(S)

RESOLUTION

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

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

Crochet, Laurie	Teacher of Vocational Arts/Dance	Hackensack	Effective 07/01/2024
Somers, Kathryn	Head Custodian	Paramus	Effective 07/01/2024
Todd, Donna	Broker/Business Resource Manager	WIA, Hackensack	Effective 07/01/2024

24-P-58T APPROVAL – RETURN TO WORK –RESOLUTION - DISTRICT EMPLOYEE (ID #6086)

RESOLUTION

WHEREAS, the Superintendent received information suggesting that a district employee (ID #6086) may have engaged in unprofessional conduct and/or unacceptable job performance; and

WHEREAS, based on the aforementioned information, the Superintendent recommended that district employee #6086 be suspended with pay effective Monday, June 26, 2023 pending final resolution of this matter; and

WHEREAS, the administration has investigated the matter and determined there are no employment performance or conduct concerns that warrant continued exclusion of the district employee (ID #6086) from work; and

WHEREAS, the Superintendent has recommended that district employee (ID #6086) return to work Tuesday, October 24, 2023.

NOW THEREFORE BE IT RESOLVED, that the Board hereby ratifies the suspension with pay of district employee (ID #6086) for the period June 26, 2023 through October 23, 2023.

24-P-59T APPROVAL – TERMINATION

RESOLUTION

WHEREAS, the employment of district employee (ID #1320), Custodian, Bergen County Academies, Hackensack, was approved by the Board of Education of the Vocational Schools in the County of Bergen for the 2023-2024 school year; and

WHEREAS, district employee (ID #1320) has been absent from work from October 16, 2023 through present, and has not provided the district with adequate information about the reason(s) for his absence, how long his absence will last, or whether he intends to return to work; and

WHEREAS, district employee (ID #1320) has failed to adequately respond to repeated administrative requests, made via telephone, e-mail, and the US Mail, to contact the district with the aforementioned information; and

WHEREAS, the district has reason to believe that district employee (ID #1320) is aware of the district's efforts to communicate with him about his absence between October 16, 2023 and present, and is capable of responding;

BE IT RESOLVED that, upon recommendation of the Superintendent, the Board determines that district employee (ID #1320) has abandoned his district employment as Maintenance/Custodian; and

BE IT FURTHER RESOLVED that district employee (ID #1320) employment be and hereby is terminated effective January 4, 2024 due to abandonment of his position; and

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

24-P-60T APPROVAL—2023-2024 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:

Miller, Alisa Day Care Center Director

From: \$56,714. per annum
To: \$70,000. per annum pro rata
Effective: 01/01/24 to 06/30/24

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

**BCTS Salary Corrections
SY 23-24**

24-P-50T

<u>ID #</u>	<u>Last Name</u>	<u>First Name</u>	<u>Title</u>	<u>Col</u>	<u>Step</u>	<u>Base Sal</u> <u>23-24</u>	<u>Long</u>	<u>Ext. Day</u>	<u>Sal Adj</u>	<u>Doct</u>	<u>Boiler</u>	<u>Shift</u>	<u>Fork</u>	<u>Total</u>
1457	RADIMER	WIET	TEACHER OF CULINARY ARTS	III	12	\$92,184	\$0	\$0	\$725	\$0	\$0	\$0.00	\$0	\$92,909

BCTS FINANCE RESOLUTIONS
December 12, 2023 BoE Meeting @ 5:00 p.m.

24-F-097T APPROVAL – PAYMENT OF BILLS: OCTOBER 16, 2023 THROUGH NOVEMBER 17, 2023

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:

Dates	Check Numbers	All Funds Account 955-1020731	Total
10/26/23 – 11/17/23	013004 - 013188	\$7,717,106.63	
10/26/23 – 11/17/23	S46258 - S46337	\$1,916,808.93	\$9,633,915.56

JS/kk

Attachments

24-F-098T APPROVAL – PAYMENT OF BILLS: NOVEMBER 20, 2023 THROUGH DECEMBER 8, 2023

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:

Dates	Check Numbers	All Funds Account 955-1020731	Total
11/20/2023 - 12/8/2023	013189 - 013321	7,924,278.15	
11/20/2023 - 12/8/2023	S46840 - S46910	1,072,244.65	\$8,996,522.80

Date	Check Numbers	Unemployment Comp Ins Fund Acct 955-1020782	Total
11/28/23	1126	\$3,818.53	\$3,818.53

JS/kk

Attachments

**24-F-099T MONTHLY CERTIFICATION – SEPTEMBER 2023 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 SEPTEMBER 30, 2023, 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.

JS/PB/kk
Source Of Funds: Per Attached
Attachment: Monthly Certifications

**24-F-100T MONTHLY CERTIFICATION – OCTOBER 2023 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 OCTOBER 31, 2023, 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.

JS/PB/kk
Source Of Funds: Per Attached
Attachment: Monthly Certifications

24-F-101T LINE ITEM TRANSFERS – SEPTEMBER 2023

Resolution

WHEREAS, pursuant to N.J.A.C. 6:20–2.12(e)*, we, the board of education, confirm that as of SEPTEMBER 30, 2023 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.

JS/PB/kk
Source of Funds: Per Attached

24-F-102T LINE ITEM TRANSFERS – OCTOBER 2023

Resolution

WHEREAS, pursuant to N.J.A.C. 6:20–2.12(e)*, we, the board of education, confirm that as of **OCTOBER 31, 2023** 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.

JS/PB/kk
Source of Funds: Per Attached

**24-F-103T APPROVAL – VENDOR LIST PARTICIPATION IN STATE CONTRACT PURCHASING
FOR BERGEN COUNTY TECHNICAL SCHOOLS--UPDATE FOR DECEMBER 2023**

#1NJCP

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; and

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

JS/DT/hm/kk
Attachment: New Jersey State Contract Vendors

**24-F-104T APPROVAL—BERGEN COUNTY TECHNICAL SCHOOLS PARTICIPATION IN
COOPERATIVE PRICING SYSTEMS**

Resolution

WHEREAS, N.J.S.A. 40A:11-11(5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

WHEREAS, Bergen County Services Schools will continue to utilize the purchasing cooperatives of the following agencies, in order to maximize our purchasing potential:

- County of Bergen
- Educational Services Commission of New Jersey
(formerly known as Middlesex Regional Educational Services Commission)
- Hunterdon County Educational Services Commission
- State of NJ – NJ Start

BE IT FURTHER RESOLVED that the lead agencies will direct the using agencies on required documentation in order to remain and active member of their cooperative.

Be It Further Resolved, that the Board of Education approves the above list of agencies to utilize purchasing cooperatives during the 2023-2024 school year.

JS/DT/kk

**24-F- 105T WITHDRAWAL OF FUNDS FROM MAINTENANCE RESERVE ACCOUNT:
ASBESTOS REMOVAL AT VARIOUS CAMPUSES**

Resolution

WHEREAS, the District has funds in a maintenance reserve account; and

WHEREAS, N.J.A.C. 6A-26A.1 allows school districts to withdraw funds from its maintenance reserve fund to use for the required maintenance of a facility;

NOW THEREFORE BE IT RESOLVED, the Board approves the withdrawal of maintenance reserve funds in the amount of \$42,350 for Asbestos Removal at the Various Campuses.

JS/PB/kk

**24-F-106S APPROVAL – ACCEPTANCE OF AWARDS FOR APPLIED TECHNOLOGY HIGH SCHOOL
AND TETERBORO TECHNICAL HIGH SCHOOL**

Resolution

WHEREAS, the Board of Education accepts awards for all Bergen County Technical Schools, and

WHEREAS, the Board of Education shall be notified of such awards;

THEREFORE, BE IT RESOLVED, that the Board of Education does hereby approve the acceptance of the following awards from New Jersey Community College Consortium for Workforce and Economic Development for New Jersey Pathways to Career Opportunities as follows and directs the Business Administrator/Board Secretary to accept these awards:

Organization	School	Amount of Award
--------------	--------	-----------------

Center for Workforce Innovation for Patient Care: Geriatric Health Nursing Badge	Applied Technology High School	\$3,000.00
Center for Workforce Innovation for Renewable Energy: Electric Vehicle / Electric Kart Pilots	Applied Technology High School	\$7,000.00
Center for Workforce Innovation for Renewable Energy: Electric Vehicle / Electric Kart Pilots	Teterboro Technical High School	\$11,000.00

BE IT FURTHER RESOLVED, the Board of Education extends its appreciation for these generous awards.

JS/RP/AS/WL/kk

**24-F-107T APPROVAL—ACCEPTANCE OF APPRENTICESHIP PROGRAM MONETARY DONATION
FROM DR. DAVID OSTFELD MEMORIAL SCHOLARSHIP**

Resolution

WHEREAS, Policy 7230 authorizes the Board of Education to accept monetary donations for a specific purpose; and

WHEREAS, the Board of Education shall be notified of such donations;

Donor	School	Purpose	Amount
Dr. David Ostfeld Memorial Scholarship	BCA	Senior Awards	\$1,000.00

NOW THEREFORE BE IT RESOLVED, that the Board of Education does hereby accept the following donation and directs the Business Administrator & Board Secretary to accept this donation.

JS/RD/AS/kk

24-F-108T APPROVAL – SUBMISSION OF COMPREHENSIVE MAINTENANCE PLAN

Resolution

WHEREAS, the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting “required” maintenance activities for each of its public-school facilities; and

WHEREAS, the required maintenance activities as listed in the documents, which can be found on file in the Business Office, for the various school facilities of the Bergen County Technical Schools are consistent with these requirements; and

WHEREAS, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid.

NOW THEREFORE BE IT RESOLVED, the Board of Education hereby authorizes the Board Secretary to submit the Comprehensive Maintenance Plan for the Bergen County Technical Schools in compliance with Department of Education requirements. The Comprehensive Maintenance Plan is on file in the Business Office.

JS/TJ/kk
Attachment

**24-F-109T PROPOSAL FOR ADDITIONAL PROFESSIONAL SERVICES FOR THE CONVERSION OF
CLASSROOM #511 INTO AN ART ROOM AT BCTS' TETERBORO CAMPUS
VENDOR: DI CARA | RUBINO ARCHITECTS \$12,850.00**

Resolution

WHEREAS, Di Cara|Rubino Architects is a Board approved architectural firm and under resolution #22-F-147T was approved by the Board of Education of the Vocational School District in the County of Bergen (hereinafter "Board" or "BCTS") on March 22, 2022 to provide Schematic Design, Construction Document preparation, and Contract Administration services for the conversion of Room 511 into an art classroom; and

WHEREAS the need exists for additional architectural and engineering work to accommodate HVAC modifications requested by Board; and

WHEREAS, Di Cara|Rubino Architects has submitted an additional services proposal to redesign the requested modifications to the HVAC system;

NOW THEREFORE BE IT RESOLVED, based on the review of the School Business Administrator and the recommendation of the Superintendent of Schools, the Board of Education approves the aforementioned additional project and services to be provided by Di Cara|Rubino Architects, located at 30 Galesi Drive, Wayne, New Jersey for an additional fee of \$12,850.00; and

BE IT FURTHER RESOLVED, the new total contract with DiCara/Rubino \$68,600.00.

BE IT FURTHER RESOLVED that the Board authorizes the Superintendent, or designee, to effectuate the terms of this resolution and attached proposal.

JS/kk
Attachment—Proposal

**24-F-110T APPROVAL – CONTRACT WITH HOLY NAME MEDICAL CENTER TO PROVIDE
OCCUPATIONAL HEALTH SERVICES**

Resolution

WHEREAS, HNMC OHS will administer and provide the following services to Bergen County Technical Schools in preparation for its compliance with the DOT Drug Testing standard. HNMC OHS will provide services and implement the drug testing program upon receipt of the signed MOU:

- DOT Drug Screen / GC/MS Confirmation
- Evidential Breath Testing
- MRO Services
- Employee Recordkeeping
- Collection Materials
- NIDA Approved Laboratory
- Certified Breath Alcohol Technicians
- Computer Generated Random Selection
- 5 Year Storage & Documentation of Positive Testing

WHEREAS, Holy Name Medical Center provides Occupational Health Services,

BE IT RESOLVED, the Board of Education approves a contract for provision of Occupational Health Services from calendar year 2024.

JS/kk
Attachment--MOU

**24-F-111T APPROVAL: PROPOSAL FOR VENTILATION EVALUATION IN THE COSMETOLOGY
CLASSROOM AT THE PARAMUS CAMPUS
VENDOR: DI CARA|RUBINO \$7500.00**

Resolution

WHEREAS, architectural services are required in order to evaluate modifications to the existing ventilation system in the Cosmetology Classroom at the Paramus Campus; and

WHEREAS, Di Cara|Rubino Architects, a Board approved architectural firm, submitted a proposal to provide the requested architectural work;

NOW THEREFORE BE IT RESOLVED, based on the review of the Business Administrator and the recommendation of Superintendent of Schools, the Board of Education of the Vocational School District in the County of Bergen approves the aforementioned proposal and services to be provided by Di Cara|Rubino Architects, located at 30 Galesi Drive, Wayne, New Jersey for the fee not to exceed \$7,500.00; and

BE IT FURTHER RESOLVED that the Board authorizes the Board Secretary to affect the terms and conditions of said proposal including but not limited to the execution of this agreement and issuance of a purchase order.

JS/kk

Attachment: Proposal

**24-F-112T APPROVAL – WIOA FORMULA INDIVIDUAL TRAINING ACCOUNT (ITA) LOG
10/13/23 – 12/6/23**

Resolution

BE IT RESOLVED the Board of Education approves the WIOA Formula 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.

JS/RK/kk

Source of funds: see attached

**24-F-113T APPROVAL – REVISION TO MAXIMUM DOLLAR LIMIT FOR 2023-2024 SCHOOL YEAR
FOR PROFESSIONAL SERVICES, SCHOOL PHYSICIAN IN THE BERGEN COUNTY
TECHNICAL SCHOOLS**

Resolution

WHEREAS, N.J.A.C. 6A:23A-5.2, provides that the boards of education shall establish in its annual school budget a maximum expenditure amount for Professional Services for the 2023-2024 school year, and

WHEREAS on March 28, 2023 via resolution 23-F-150T, the Board of Education of the Vocational Schools in the County of Bergen approved a maximum budget for the provision of services of school physician services in an amount not to exceed \$30,000; and

WHEREAS it has become necessary to increase the budget for the provision of school physician services for the 2023-2024 school year by \$24,000 for a new maximum amount of \$54,000 for the 2023-2024 school year;

NOW THEREFORE BE IT RESOLVED, that upon the review of the School Business Administrator and recommendation of the Superintendent of Schools, the Board of Education of the Vocational Schools in the County of Bergen approves the increase of \$24,000 in the 2023-2024 school year budget for the provision of school physician services; and

BE IT FURTHER RESOLVED that the Board of Education of the Vocational Schools in the County of Bergen establishes the maximum budget for the provision of school physician at \$54,000 for school year 2023-2024.

JS/kk

**24-F-114T APPROVAL ADDITIONAL ARCHITECTURAL AND ENGINEERING SERVICES FOR THE
RENOVATION OF THE BASEMENT LEVEL OF
11 CAROL COURT
VENDOR: NETTA ARCHITECTS, LLC ADDITIONAL \$14,300.00**

Resolution

WHEREAS on May 31, 2018 via resolution 18-F-220T, the Board of Education of the Vocational Schools in the County of Bergen (hereinafter “Board” or “BCTS”) approved Netta Architects, a Board approved architectural firm, to provide architectural/engineering services for the renovation of the lower level of 11 Carol Court in the amount of \$58,000.00; and

WHEREAS the Board has determined to increase the scope of the renovation project to include a maintenance closet, enclosure of the sprinkler system, plumbing upgrades and bathroom renovations; and

WHEREAS this increase in scope requires additional architectural/engineering design beyond the scope of the original work proposed by Netta Architects; and

WHEREAS Netta Architects has provided the school business administrator the attached proposal for additional services in an amount not to exceed \$14,300.00;

NOW THEREFORE BE IT RESOLVED that upon the review of the school business administrator and the recommendation of the Superintendent of Schools, the Board of Education of the Vocational Schools in the County of Bergen does hereby approve Netta Architects of 1084 Route 22 West, Mountainside, New Jersey for an additional \$14,300.00 to provide architectural and engineering services as it relates to the lower level of 11 Carol Court renovation; and

BE IT FURTHER RESOLVED that the new contract amount Netta Architects as it relates to this project is not to exceed \$72,300.00; and

BE IT FURTHER RESOLVED that the Board authorizes the Superintendent of Schools, or designee, to take such action as to effectuate this resolution.

JS/kk

Attachment—Proposal

**24-F-115T AWARD OF CONSTRUCTION CONTRACT TO MURRAY PAVING AND CONCRETE FOR
VARIOUS CONSTRUCTION PROJECTS THROUGHOUT BCTS –TOTAL NOT TO
EXCEED \$398,709.00**

Resolution

WHEREAS, the Board of Education of the Technical Schools in the County of Bergen (hereinafter “Board” or “BCTS” or “District”) has determined that various facility and building upgrades located throughout BCSS is needed to meet current educational and instructional requirements; and

WHEREAS, the State of New Jersey allows school districts and other public agencies to purchase goods and services via a cooperative or state contract, including construction services; and

WHEREAS, the Division of Local Government Services’ of the State of New Jersey, Department of Community Affairs, has determined that job ordering contracting can be utilized for public works contracts; and

WHEREAS, the Division of Local Government Services has defined public works to be the “building, altering, repairing, improving or demolishing any public structure or facility constructed or acquired by a contracting unit to house local government or school district functions;” and

WHEREAS, BCTS is the lead agency in the Bergen County Technical School District Purchasing Cooperative (hereinafter “BCTSC”), a State of New Jersey approved cooperative purchasing entity; and

WHEREAS, BCTSC approved resolution #23-F-219T on June 17, 2023 awarding a contract to Murray Paving and Concrete to provide general construction contractor services for the cooperative;

NOW THEREFORE BE IT RESOLVED, that the Board of Education contract with Murray Paving and Concrete for the renovation and construction of various district facilities, as identified below, located throughout the Bergen County Technical Schools’ system in an amount not to exceed \$398,709.00; and

BE IT FURTHER RESOLVED, that the Board of Education authorizes the School Business Administrator to issue purchase orders for said projects listed below.

Project Name	Project Location	Project Cost
Adult Education Emergency Sewer Investigation	Adult Ed	\$8,917.00
ATHS Room Modifications (Molding)	ATHS	\$6,981.00
BCA Locker Room HVAC Modifications	BCA	\$13,138.00
BCA Room 116 Flooring	BCA	\$9,166.00
PAL Additional Exterior/Interior Improvements	PAL Building/BCA Campus	\$137,228.00
Paramus Tech Culinary Construction Test Pits	Paramus	\$16,794.00
Paramus Interior Improvements (Fire Door)	Paramus	\$11,839.00
Paramus Overhead Door Modifications	Paramus	\$11,423.00
Paramus Loft Stairwell Safety Modifications	Paramus	\$122,747.00
Teterboro Mechanical Room Repairs	Teterboro	\$5,975.00
Teterboro ATS Relocation	Teterboro	\$43,362.00
Teterboro Art Room (REVISION TO ORIGINAL APPROVED AMOUNT)	Teterboro	Previously approved: \$1,015,000.00 New Amount: \$1,026,139.00 (additional \$11,139.00)

JS/kk

Check Journal

Bergen County Vo-Tech Schools

Rec and Unrec checks

Hand and Machine checks

12/04/23 14:53

Starting date 10/16/2023

Ending date 11/17/2023

Chk#	Date	Rec date	Code	Vendor name	Check Comment	Check amount
S46258	11/17/23		N419	Apple Inc		295.00
S46259	11/17/23		1750	APPLE INC		4,574.00
S46260	11/17/23		6931	ATLANTIC,TOMORROWS OFFICE		6,215.32
S46261	11/17/23		1059	B & H PHOTO-VIDEO INC		11,921.08
S46262	11/17/23		7668	BECKMAN COULTER, INC		5,204.00
S46263	11/17/23		5318	BERGEN BLENDED ACADEMY		789.47
S46264	11/17/23		1071	BERGEN COMMUNITY COLLEGE		80,878.00
S46265	11/17/23		5600	BERGEN COMMUNITY COLLEGE		4,923.75
S46266	11/17/23		2063	BERGEN COUNTY SPECIAL SERVICES		850.00
S46267	11/17/23		1089	BERGEN COUNTY TECHNICAL SCHOOL		1,965.38
S46268	11/17/23		1128	BIO SHINE INC		38,584.59
S46269	11/17/23		5616	BLOOMBERG FINANCE L.P.		86,479.50
S46270	11/17/23		N430	BLUUM USA INC		6,500.00
S46271	11/17/23		L362	BRAD CARTWRIGHT CONSULTING LLC		175.00
S46272	11/17/23		4583	BROWN & BROWN METRO LLC		3,000.00
S46273	11/17/23		6918	CABLEVISION LIGHTPATH		30,290.17
S46274	11/17/23		6990	CAPITAL SUPPLY CO.		851.40
S46275	11/17/23		N284	CARLUCCI; TARA		825.00
S46276	11/17/23		1812	CDW-G		15,967.15
S46277	11/17/23		1190	CHARTWELLS		88,052.89
S46278	11/17/23		6839	COHEN; STEVE		980.62
S46279	11/17/23		1905	COMMAND RADIO		5,709.75
S46280	11/17/23		5488	COMPLETE BOOK & MEDIA SUPPLY,INC		28.04
S46281	11/17/23		T863	CROWN CASTLE FIBER LLC		6,600.00
S46282	11/17/23		1838	DELL MARKETING; L.P.		26,910.27
S46283	11/17/23		1204	DELTA DENTAL PLAN OF NJ		117,786.41
S46284	11/17/23		L019	EDMENTUM		16,100.00
S46285	11/17/23		F511	EXPLAINABLES SCIENCE COMMUNICATION		1,500.00
S46286	11/17/23		1684	GRAINGER		7,483.68
S46287	11/17/23		M097	GUARTAN;RAMON		97.18
S46288	11/17/23		H492	IEEE ADVANCING TECHNOLOGY FOR HUMANITY		240.00
S46289	11/17/23		U245	INTERSTATE WASTE SERVICES		7,260.00
S46290	11/17/23		1329	JEWEL ELECTRICAL SUPPLY		2,452.65
S46291	11/17/23		F230	JOHNSON CONTROLS		6,306.58
S46292	11/17/23		F128	KI C/O MACO OFFICE SOURCE		187,655.08
S46293	11/17/23		6921	LIGHTPATH		3,606.00
S46294	11/17/23		E978	LIMENEX		2,125.00
S46295	11/17/23		7402	LINKEDIN		8,425.00
S46296	11/17/23		6226	MAINTAINCO INCORPORATED		180.75

Starting date 10/16/2023 Ending date 11/17/2023

Chk#	Date	Rec date	Code	Vendor name	Check Comment	Check amount
S46297	11/17/23		4982	MAST CONSTRUCTION SERVICES, INC.		85,150.00
S46298	11/17/23		H972	MEDCO SUPPLY CO.		3,837.49
S46299	11/17/23		1400	METUCHEN CENTER INC		1,056.60
S46300	11/17/23		M987	MOSKOWITZ; MICHAEL		10,000.00
S46301	11/17/23		7383	MURRAY CONTRACTING LLC		887,482.67
S46302	11/17/23		1444	NATIONAL OCCUPAT COMPETENCY TEST INST		192.00
S46303	11/17/23		7487	NEWSELA		7,852.00
S46304	11/17/23		1915	NORTHERN VALLEY REGIONAL H.S. DISTRICT		564.00
S46305	11/17/23		1462	NOWELL,P.A.		412.50
S46306	11/17/23		C323	ORIACH;SULEICA		76.00
S46307	11/17/23		1491	PANICUCCI; RICHARD D		201.97
S46308	11/17/23		1490	PAXTON PATTERSON LLC		489.77
S46309	11/17/23		S674	PEPE; MARIA		4,000.00
S46310	11/17/23		2172	PINTO; JUDITH		73.09
S46311	11/17/23		1518	PITSCO EDUCATION LLC		209.71
S46312	11/17/23		7276	POWER SCHOOL HOLDINGS LLC		2,719.15
S46313	11/17/23		1521	PROVIDET SERVICE ASSOC INC		600.00
S46314	11/17/23		Z437	PULLUM;SHERRI		500.00
S46315	11/17/23		3017	RAPID PUMP METER SERVICE CO.		1,710.00
S46316	11/17/23		1775	RIDGEWOOD PRESS		6,028.00
S46317	11/17/23		7467	RISE VISION		3,273.00
S46318	11/17/23		5867	SAFETY KLEEN SYSTEMS, INC		842.00
S46319	11/17/23		W174	SAVVAS LEARNING COMPANY LLC		10,243.43
S46320	11/17/23		2002	SCHOOL SPECIALTY		6,905.65
S46321	11/17/23		G837	SMARTEST EDU, INC. DBA FORMATIVE		2,507.94
S46322	11/17/23		6937	SOUSA; NANCY		1,194.11
S46323	11/17/23		6829	STAPLES CONTRACT & COMMERCIAL INC		17,757.60
S46324	11/17/23		1601	STORR TRACTOR COMPANY		1,246.81
S46325	11/17/23		2780	SUSINO; JOHN		738.08
S46326	11/17/23		4676	T. FARESE & SONS, INC.		2,410.48
S46327	11/17/23		4071	TSUJ. CORPORATION		8,337.31
S46328	11/17/23		7724	ULTRAPRO PEST PROTECTION		286.00
S46329	11/17/23		Z081	UNI TEMP		2,544.70
S46330	11/17/23		I300	UNITEMP MECHANICAL DEGREES LLC		19,456.25
S46331	11/17/23		3082	VISTA HIGHER LEARNING INC		28,457.72
S46332	11/17/23		2771	W.B. MASON COMPANY, INC.		2,801.26
S46333	11/17/23		5362	WEX HEALTH INC		262.30
S46334	11/17/23		O679	WILLIAMS; VIVIAN		2,500.00
S46335	11/17/23		W175	XHOGU;MARIGLEN		600.00

Starting date 10/16/2023

Ending date 11/17/2023

Chk#	Date	Rec date	Code	Vendor name	Check Comment	Check amount
S46336	11/17/23		1714	YANKEE LINEN INC		1,500.63
S46337	11/17/23	11/17/23	1758	BOROUGH OF PARAMUS		

Fund Totals		
11	General Current Expense	\$605,550.67
12	Capital Outlay	\$181,044.41
13	Special Schools	\$17,149.91
20	Special Revenue Funds	\$201,792.26
30	Capital Projects Funds	\$805,303.42
60	CAFETERIA	\$88,052.89
61	ENTERPRISE FUND	\$7,554.50
62	INTERNAL SERVICE FUND	\$10,360.87
Total for all checks listed		\$1,916,808.93

Prepared and submitted by:

Board Secretary

Date

Check Journal
Rec and Unrec checks

Bergen County Vo-Tech Schools
Hand and Machine checks

24-F-97T

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12/04/23 14:48

Starting date 10/16/2023

Ending date 11/17/2023

Chk#	Date	Rec date	Code	Vendor name	Check Comment	Check amount
012747	09/22/23	11/14/23	R806	DEGROAT,JERICA		(160.00)
012760	09/22/23	11/17/23	F511	EXPLAINABLES SCIENCE COMMUNICATION		(1,500.00)
012792	09/22/23	11/08/23	7402	LINKEDIN		(8,425.00)
012817	09/22/23	11/17/23	7569	PHILLIPS SPORT LLC		(18,820.00)
012834	09/22/23	11/01/23	W524	SARDANOPOLI, MA,MPS,LPC;DIANE		(250.00)
013004	10/20/23		U245	INTERSTATE WASTE SERVICES		8,498.15
013005	11/17/23		A948	ACCESS TRAINING		140.00
013006	11/17/23		D397	AERO PLUMBING AND HEATING CO., INC		1,024.20
013007	11/17/23	11/17/23		00.0 \$ Multi Stub Void	#013009 Stub	
013008	11/17/23	11/17/23		00.0 \$ Multi Stub Void	#013009 Stub	
013009	11/17/23		5918	AIRGAS USA,LLC		1,128.93
013010	11/17/23		N502	ALBOE DESIGNS		1,496.00
013011	11/17/23		3203	AMERICAN INSTITUTE		5,609.85
013012	11/17/23		6083	AMERICAN SAFETY COUNCIL, INC		1,197.00
013013	11/17/23		D270	AVS TECHNOLOGY		4,280.62
013014	11/17/23		2201	AVTECH TECHNOLOGY, INC.		1,487.50
013015	11/17/23		P574	AZTEC		2,490.00
013016	11/17/23		O241	AZTEC SOFTWARE		2,490.00
013017	11/17/23		V150	BACKDROPS BEAUTIFUL		1,457.90
013018	11/17/23		D927	BCPSA		200.00
013019	11/17/23		N399	BEDFORD, FREEMAN & WORTH		1,560.00
013020	11/17/23		O051	BEIDEL; CHRISTINE		1,500.00
013021	11/17/23		1070	BERGEN COUNTY BOARD OF SOCIAL SERVICES		6,985.00
013022	11/17/23		2318	BERGEN COUNTY SHERIFF'S OFFICE B		400.00
013023	11/17/23		1075	BERGEN COUNTY TEEN ARTS		450.00
013024	11/17/23		2335	BERGEN CTY. TECHNICAL SCHOOLS		280.00
013025	11/17/23		C423	BIRDS BEWARE, INC		1,200.00
013026	11/17/23		2675	BLEJWAS ASSOCIATES, INC.		1,894.35
013027	11/17/23		1069	BOROUGH OF PARAMUS		2,852.70
013028	11/17/23		1758	BOROUGH OF PARAMUS		4,000.00
013029	11/17/23		1108	BSN SPORTS, LLC		2,320.34
013030	11/17/23		R719	BT SPECIALTIES/CROWN TROPHY		275.00
013031	11/17/23		1114	BURMAX COMPANY INC		6,894.95
013032	11/17/23		P680	BURYK;ROSEMARY		1,300.00
013033	11/17/23		M421	BUTLER WATER CORRECTIONS		1,325.00
013034	11/17/23		4161	CABLEVISION EDUCATION		137.62
013035	11/17/23		3169	CARE PLUS NJ, INC.		500.00
013036	11/17/23		1145	CAROLINA BIOLOGICAL SUPPLY CO		3,412.29
013037	11/17/23		2263	CASAS		1,589.50

Starting date 10/16/2023 Ending date 11/17/2023

Chk#	Date	Rec date	Code	Vendor name	Check Comment	Check amount
013038	11/17/23		6867	CASCADE SCHOOL SUPPLIES		24.75
013039	11/17/23		5769	CASELLA; VICTORIA		2,000.00
013040	11/17/23		3388	CENTER FOR EXCELLENCE IN EDUCATION		95.00
013041	11/17/23		7010	CINCINNATI CHILDREN'S HOSP MED CENTER		1,050.00
013042	11/17/23		1165	CIVIT PRODUCTS INC		400.00
013043	11/17/23		T910	CLEARY, GIACOBBE, ALFIERI, JACOBS LLC		2,923.30
013044	11/17/23		O085	CME ASSOCIATES		13,198.00
013045	11/17/23		2195	COLDSTAT REFRIGERATION		3,332.16
013046	11/17/23		L675	COLLEGE ESSAY GUY LLC		1,350.00
013047	11/17/23		1170	COMMERCIAL INTERIORS DIRECT, INC.		14,514.21
013048	11/17/23		P221	CONSTANT CONTACT, INC		1,906.80
013049	11/17/23		E328	CRYOSTAR INDUSTRIES, INC		6,570.00
013050	11/17/23		2175	DECA INC.		1,755.00
013051	11/17/23		4228	DELL ASAP SOFTWARE		52,039.45
013052	11/17/23		H542	DEMCO		42.10
013053	11/17/23		4775	DEPASQUALE SALON SYSTEMS		1,672.20
013054	11/17/23		Q223	DI CARA/RUBINO ARCHITECTS		32,460.60
013055	11/17/23		1214	DICK BLICK ART MATERIALS		2,106.77
013056	11/17/23		5993	DIRECT ENERGY BUSINESS		3,945.35
013057	11/17/23		6457	DIRECT ENERGY BUSINESS		4,177.30
013058	11/17/23		5195	DIRECTV. INC.		151.99
013059	11/17/23		5066	DOBCO INC		470,064.56
013060	11/17/23		G972	DOUMAS; GEORGE		48.80
013061	11/17/23		6552	DYV ENTERPRISES LLC		9,418.00
013062	11/17/23		N886	EDCONNECTIVE		5,850.00
013063	11/17/23		K522	EDUCATION WEEK		97.00
013064	11/17/23		E159	ELECTRO RENT CORPORATION		10,718.40
013065	11/17/23		6688	ELEVATOR MAINTENANCE CORP		640.00
013066	11/17/23		S613	ERC WIPING PRODUCTS		315.00
013067	11/17/23		2778	E-Z WHEELS DRIVING SCHOOL, INC.		750.00
013068	11/17/23		T135	F.W. WEBB COMPANY		2,937.83
013069	11/17/23		G124	FARRAR FILTER COMPNAY		1,398.39
013070	11/17/23		2153	FEDEX		26.77
013071	11/17/23		J277	FINALSITE		6,017.00
013072	11/17/23		2499	FIRST STUDENT, INC.		2,005.00
013073	11/17/23		1250	FISHER SCIENTIFIC CO		3,385.27
013074	11/17/23		3744	FITNESS LIFESTYLES INC.		9,827.10
013075	11/17/23		1252	FLINN SCIENTIFIC INC		192.42
013076	11/17/23		7493	FOLLETT SCHOOL SOLUTIONS, INC SOFTWARE		199.99

Starting date 10/16/2023 Ending date 11/17/2023

Chk#	Date	Rec date	Code	Vendor name	Check Comment	Check amount
013077	11/17/23		5708	FOREIGN AFFAIRS		64.95
013078	11/17/23		X915	FOUNDATION BUILDING MATERIALS		2,424.00
013079	11/17/23		5009	FRIDMAN; ESTHER		700.00
013080	11/17/23		5828	GLOBAL INDUSTRIAL		1,329.40
013081	11/17/23		K752	GOULD;REBEKAH		2,500.00
013082	11/17/23		1063	GREATER BERGEN COMMUNITY ACTION, INC.		106,956.00
013083	11/17/23		4328	HAIG SERVICE CORPORATION		165.00
013084	11/17/23		2010	HEROES & COOL KIDS		5,000.00
013085	11/17/23		1305	HOLY NAME MEDICAL CENTER		70.00
013086	11/17/23		C502	HOSA-FUTURE HEALTH PROFESSIONALS NJ RE		320.00
013087	11/17/23		X005	HOSA-FUTURE HEALTH PROFESSIONALS MEMBI		1,980.00
013088	11/17/23		6181	HUDSON COMMUNITY ENTERPRISES		300.00
013089	11/17/23		6205	HUGHES; JANET W.		1,500.00
013090	11/17/23		6348	IRON MOUNTAIN		1,642.22
013091	11/17/23		2345	JAY-HILL REPAIRS		532.00
013092	11/17/23		U197	JERSEY TRACTOR TRAILER TRAINING, INC		12,000.00
013093	11/17/23		5289	JONES & BARTLETT LEARNING		3,750.00
013094	11/17/23		J469	JULIEN;ELEANOR		37.98
013095	11/17/23		S659	LACEY;CHRISTIAN		230.00
013096	11/17/23		C273	LAS COMP INSTITUTE OF IT		15,262.50
013097	11/17/23		B127	LEXISNEXIS MATTHEW BENDER		169.10
013098	11/17/23		3326	LIFE TECHNOLOGIES CORPORATION		2,607.00
013099	11/17/23		2972	LIFESAVERS INC.		1,020.00
013100	11/17/23		3047	LINA		732.90
013101	11/17/23		J754	LOBSTER LIFE SYSTEMS		300.00
013102	11/17/23		1879	MACO OFFICE SUPPLIES		1,559.00
013103	11/17/23		B289	MANAGEBAC INC		1,512.00
013104	11/17/23		B824	MAP RESTAURANT SUPPLIES		5,800.00
013105	11/17/23		V910	MD BUYING GROUP LLC		1,809.31
013106	11/17/23		S403	MTM METRO CORPORATION		42,350.00
013107	11/17/23		1422	NASCO		282.26
013108	11/17/23		Z229	NATIONAL COUNCIL FOR MENTAL WELLBEING		5,100.00
013109	11/17/23		5750	NATIONAL MINORITY UPDATE		295.00
013110	11/17/23		K995	NATIONAL RESTAURANT ASSOCIATION		2,303.11
013111	11/17/23		5203	NATIONAL VISION ADMINISTRATORS,LLC		4,597.92
013112	11/17/23		5146	NCTM		157.00
013113	11/17/23		R804	NEW JERSEY PRECISION TECHNOLOGIES, INC.		1,185.12
013114	11/17/23		1445	NEW JERSEY PRINCIPALS & SUPERVISORS ASSC		1,720.00
013115	11/17/23		C460	NICHE.COM		2,090.00

Starting date 10/16/2023 Ending date 11/17/2023

Chk#	Date	Rec date	Code	Vendor name	Check Comment	Check amount
013116	11/17/23		4517	NJ MOTOR VEHICLE COMMISSION		60.00
013117	11/17/23		G010	NJSBA		2,200.00
013118	11/17/23		6528	NJSC		149.00
013119	11/17/23		5280	NJSEAA		350.00
013120	11/17/23		Z946	NORTH JERSEY LAND CARE SERVICES, LLC		7,000.00
013121	11/17/23		2085	NORTH JERSEY MEDIA GROUP INC.		207.32
013122	11/17/23		7277	O.C.A. BENEFIT SERVICES, LLC		184.50
013123	11/17/23		6681	ON-TECH CONSULTING INC.		5,250.00
013124	11/17/23		J742	PADLET		1,500.00
013125	11/17/23		X361	PALMER;SHARELL		144.00
013126	11/17/23		1473	PARISIAN BEAUTY ACADEMY		2,320.00
013127	11/17/23		7047	PENN JERSEY PAPER CO.		3,297.50
013128	11/17/23		7569	PHILLIPS SPORT LLC		18,820.00
013129	11/17/23		1513	PLAQUES & SUCH		2,099.50
013130	11/17/23		1505	POWER EQUIPMENT SERVICES LLC		1,318.31
013131	11/17/23		E443	PRECIOUS STONES COACHING		260.00
013132	11/17/23		D337	PRINT SOLUTIONS		2,083.30
013133	11/17/23		2101	PROTECTIVE MEASURERS SEC & FIRE SYS,LLC		562.50
013134	11/17/23		1511	PSE&G		29,919.41
013135	11/17/23		Y603	PURESAN HOLDINGS, LLC		769.40
013136	11/17/23		O730	RED RIVER TECHNOLOGY LLC		5,000.00
013137	11/17/23		2776	REMINGTON & VERNICK ENGINEERS		7,380.00
013138	11/17/23	11/17/23		00.0 \$ Multi Stub Void	#013139 Stub	
013139	11/17/23		1828	RICOH AMERICAS CORPORATION		11,332.00
013140	11/17/23		1526	RIDELL/ALL AMERICAN SPORTS		7,965.60
013141	11/17/23		5041	RIGOLOSI;RONALD A.; M.D.		2,500.00
013142	11/17/23		G395	RMAC SUPPLIES CO.		647.82
013143	11/17/23		3876	ROBOTECH CAD SOLUTIONS		1,900.00
013144	11/17/23		7378	RUTGERS, THE STATE UNIVERSITY OF NJ		1,952.42
013145	11/17/23		7586	S&S WORLDWIDE		112.78
013146	11/17/23		F156	SANTIAGO, JR;ANGEL		125.00
013147	11/17/23		W524	SARDANOPOLI, MA,MPS,LPC;DIANE		750.00
013148	11/17/23		Q465	SAVVAS LEARNING COMPANY LLC		35.81
013149	11/17/23		L831	SCHOOL HEALTH COOPERATION		1,013.16
013150	11/17/23		3976	SCIENTIFIC APPARATUS SERVICE,INC		1,412.00
013151	11/17/23	11/17/23		00.0 \$ Multi Stub Void	#013152 Stub	
013152	11/17/23		K636	SHERWIN-WILLIAMS		2,705.35
013153	11/17/23		4975	SHI INTERNATIONAL CORP.		28,599.71
013154	11/17/23		3087	SKILLSUSA		874.00

Starting date 10/16/2023 Ending date 11/17/2023

Chk#	Date	Rec date	Code	Vendor name	Check Comment	Check amount
013155	11/17/23		O434	SMART STITCH EMBROIDERY		11,758.50
013156	11/17/23		W095	SMITH;MARIONECKA		144.00
013157	11/17/23		3854	SOLUTION TREE		1,500.00
013158	11/17/23		2344	STANDARD INSURANCE COMPANY		588.97
013159	11/17/23		J015	STANS SPORT CENTER. INC		312.83
013160	11/17/23		X925	SUCCESS ADVERTISING INC		1,325.66
013161	11/17/23		Z785	T & M ENGINEERING		4,278.96
013162	11/17/23		1626	TEACHER'S DISCOVERY		37.94
013163	11/17/23		O825	TEACHGOALS PUBLISHING LLC		4,000.00
013164	11/17/23		T177	THE DANIELSON GROUP		375.00
013165	11/17/23		3925	THIRY; TERESA M		1,500.00
013166	11/17/23		1910	TREASURER STATE OF NEW JERSEY		885.00
013167	11/17/23		7672	TREASURER STATE OF NJ		1,825.00
013168	11/17/23		O264	TRIMARK STRATEGIC		300.30
013169	11/17/23		V677	TURNER;LAKEISHA		151.20
013170	11/17/23		1663	UNITED PARCEL SERVICE		59.85
013171	11/17/23		7587	UNITED SUPPLY CORP		551.00
013172	V 11/17/23	11/17/23		00.0 \$ Multi Stub Void	#013173 Stub	
013173	11/17/23		Z361	UNITED SUPPLY CORP		5,277.52
013174	11/17/23		1794	UNUM AMERICA		3,407.50
013175	11/17/23		A055	VELAZQUEZ;SIMARA		144.00
013176	11/17/23		P756	VEOLIA WATER NEW JERSEY		7,830.81
013177	11/17/23		2034	VERIZON WIRELESS		7,692.35
013178	V 11/17/23	11/17/23		00.0 \$ Multi Stub Void	#013179 Stub	
013179	11/17/23		B558	VWR INTERNATIONAL		6,692.64
013180	11/17/23		6622	WALLINGTON PLUMBING SUPPLIES		8,501.64
013181	11/17/23		6076	WILLIAM J. GUARINI, INC.		289.80
013182	11/17/23		Y804	WILLIAM MARCIANO PIANO TUNER/TECHNICIAN		495.00
013183	11/17/23		3950	WILLIAM PATERSON UNIVERSITY		9,890.97
013184	11/17/23		1695	WOMEN'S RIGHTS INFORMATION CENTER		8,700.00
013185	11/17/23		1713	XEROX CORPORATION		2,082.69
013186	11/17/23		U180	ZDNJ HOLDING INC		2,953.00
013187	11/17/23		W096	ZUIDEMA/ROYAL THRONE PORTABLE TOILETS		200.00
013188	11/17/23		1758	BOROUGH OF PARAMUS		2,500.00
231003	H 10/24/23		1616	STATE OF NJ-HEALTH BENEFITS FD		1,076,439.39
231004	H 10/24/23		1616	STATE OF NJ-HEALTH BENEFITS FD		835.01
231005	H 10/31/23		1097	BOARD OF VOCATIONAL EDUCATION	TPAF FICA 10/31/2023	111,058.59
231006	H 10/31/23		4864	DCRP BOARD SHARE		258.37
231007	H 10/31/23		PAY	PAYROLL VENDOR		5,077,930.75

Ending date 11/17/2023

Chk#	Date	Rec date	Code	Vendor name	Check Comment	Check amount
231008	H 10/31/23		1096	BOARD OF VOCATIONAL EDUCATION		146,444.53
231101	H 11/15/23		1097	BOARD OF VOCATIONAL EDUCATION	TPAF FICA 11/15/2023	110,928.47
231102	H 11/15/23		4864	DCRP BOARD SHARE		976.82

Fund Totals

10	General Fund	\$221,987.06
11	General Current Expense	\$5,774,237.81
12	Capital Outlay	\$0.00
13	Special Schools	\$211,396.58
20	Special Revenue Funds	\$564,508.78
30	Capital Projects Funds	\$528,878.52
60	CAFETERIA	\$48.80
61	ENTERPRISE FUND	\$258,740.46
62	INTERNAL SERVICE FUND	\$157,308.62
	Total for all checks listed	\$7,717,106.63

Prepared and submitted by: _____

Board Secretary
Date

Starting date 11/20/2023

Ending date 12/8/2023

Chk#	Date	Rec date	Code	Vendor name	Check Comment	Check amount
S46840	12/08/23		W696	ALSTON-BALAPUTRA; MELANIE		3,796.75
S46841	12/08/23		A535	AMERICAN HEART ASSOCIATION		6,663.90
S46842	12/08/23		1750	APPLE INC		21,030.89
S46843	12/08/23		6931	ATLANTIC,TOMORROWS OFFICE		5,218.00
S46844	12/08/23		1059	B & H PHOTO-VIDEO INC		18,041.57
S46845	12/08/23		1041	BCTS CLEARING ACCOUNT		22,651.00
S46846	12/08/23		5318	BERGEN BLENDED ACADEMY		894.74
S46847	12/08/23		1071	BERGEN COMMUNITY COLLEGE		58,062.00
S46848	12/08/23		5600	BERGEN COMMUNITY COLLEGE		1,672.33
S46849	12/08/23		1072	BERGEN COUNTY SPECIAL SERVICES		452,500.00
S46850	12/08/23		1089	BERGEN COUNTY TECHNICAL SCHOOL		2,497.50
S46851	12/08/23		M220	BERGEN COUNTY TECHNICAL SCHOOLS		5,535.00
S46852	12/08/23		1128	BIO SHINE INC		651.20
S46853	12/08/23		1128	BIO-SHINE, LLC		267.36
S46854	12/08/23		4583	BROWN & BROWN METRO LLC		3,000.00
S46855	12/08/23		6918	CABLEVISION LIGHTPATH		30,727.36
S46856	12/08/23		6990	CAPITAL SUPPLY CO.		2,838.00
S46857	12/08/23		5856	CAREER SAFE		512.00
S46858	12/08/23		N284	CARLUCCI; TARA		825.00
S46859	12/08/23		1812	CDW-G		563.92
S46860	12/08/23		1313	CENGAGE LEARNING		5,311.16
S46861	12/08/23		1190	CHARTWELLS		100,406.87
S46862	12/08/23		G552	CLARUS C/O MACO		1,559.00
S46863	12/08/23		5488	COMPLETE BOOK & MEDIA SUPPLY,INC		390.00
S46864	12/08/23		2239	CRANE; TODD		55.96
S46865	12/08/23		1843	DAVIS; RUSSELL E.		1,632.75
S46866	12/08/23		1838	DELL MARKETING; L.P.		16,327.39
S46867	12/08/23		N080	DOBRICH; OLIVER		166.11
S46868	12/08/23		E500	FIERRO-RIPOLL; KATIE		72.13
S46869	12/08/23		E163	FOLLETT CORPORATION		6,117.65
S46870	12/08/23		I173	FRIEDLAND; DENISE		61.28
S46871	12/08/23		1684	GRAINGER		5,368.29
S46872	12/08/23		5276	HAYWARD; EDMUND		124.95
S46873	12/08/23		F974	HOT;VALJIBONA		164.18
S46874	12/08/23		U245	INTERSTATE WASTE SERVICES		1,100.00
S46875	12/08/23		1329	JEWEL ELECTRICAL SUPPLY		1,577.22
S46876	12/08/23		F230	JOHNSON CONTROLS		6,824.74
S46877	12/08/23		F128	KI C/O MACO OFFICE SOURCE		34,902.43
S46878	12/08/23		5441	KQIRA; BENSIK		251.99

Starting date 11/20/2023 Ending date 12/8/2023

Chk#	Date	Rec date	Code	Vendor name	Check Comment	Check amount
S46879	12/08/23		2342	KRUGER; RYAN		29.00
S46880	12/08/23		7401	LANCASTER; JONATHON		1,686.81
S46881	12/08/23		6921	LIGHTPATH		3,606.00
S46882	12/08/23		7402	LINKEDIN		5,370.00
S46883	12/08/23		L161	LISO;MATTHEW		56.19
S46884	12/08/23		1876	LYNCH; VICTOR K.		1,305.96
S46885	12/08/23		4982	MAST CONSTRUCTION SERVICES, INC.		42,575.00
S46886	12/08/23		1400	METUCHEN CENTER INC		1,639.70
S46887	12/08/23		7556	MUSIC IN MOTION		200.00
S46888	12/08/23		1444	NATIONAL OCCUPAT COMPETENCY TEST INST		9,191.00
S46889	12/08/23		O335	NIELSEN FORD OF MORRISTOWN INC.		63,494.00
S46890	12/08/23		1462	NOWELL,P.A.		429.00
S46891	12/08/23		1028	OTTERSTEDT AGENCY		56,584.05
S46892	12/08/23		7047	PENN JERSEY PAPER CO.		9,233.00
S46893	12/08/23		S674	PEPE; MARIA		2,400.00
S46894	12/08/23		1518	PITSCO EDUCATION LLC		10,641.41
S46895	12/08/23		6975	POLACK; CAROL		24.00
S46896	12/08/23		1521	PROVIDET SERVICE ASSOC INC		3,250.00
S46897	12/08/23		Z437	PULLUM;SHERRI		500.00
S46898	12/08/23		3017	RAPID PUMP METER SERVICE CO.		570.00
S46899	12/08/23		1775	RIDGEWOOD PRESS		157.00
S46900	12/08/23		7467	RISE VISION		1,701.18
S46901	12/08/23		3228	ROSETTA STONE		2,690.00
S46902	12/08/23		2002	SCHOOL SPECIALTY		1,496.58
S46903	12/08/23		6829	STAPLES CONTRACT & COMMERCIAL INC		2,280.35
S46904	12/08/23		1601	STORR TRACTOR COMPANY		16,472.00
S46905	12/08/23		4676	T. FARESE & SONS, INC.		1,321.80
S46906	12/08/23		2112	TRONICKE; MARK		1,503.13
S46907	12/08/23		I300	UNITEMP MECHANICAL DEGREES LLC		5,081.47
S46908	12/08/23		6815	VWR CORPORATE ACCOUNTS		5,616.68
S46909	12/08/23		2771	W.B. MASON COMPANY, INC.		359.97
S46910	12/08/23		1714	YANKEE LINEN INC		416.75

Starting date 11/20/2023 Ending date 12/8/2023

Fund Totals		
11	General Current Expense	\$723,716.32
12	Capital Outlay	\$2,409.90
13	Special Schools	\$18,474.47
20	Special Revenue Funds	\$80,493.10
30	Capital Projects Funds	\$150,131.63
60	CAFETERIA	\$85,577.68
61	ENTERPRISE FUND	\$2,704.50
62	INTERNAL SERVICE FUND	\$8,737.05
Total for all checks listed		\$1,072,244.65

Prepared and submitted by: _____
Board Secretary

Date

Starting date 11/20/2023

Ending date 12/8/2023

Chk#	Date	Rec date	Code	Vendor name	Check Comment	Check amount
012896	✓ 10/13/23	12/05/23	A054	CONTAINER ONE		(6,000.00)
012938	✓ 10/13/23	12/05/23	7402	LINKEDIN		(5,370.00)
013087	✓ 11/17/23	12/06/23	X005	HOSA-FUTURE HEALTH PROFESSIONALS MEMBI		(1,980.00)
013102	✓ 11/17/23	12/05/23	1879	MACO OFFICE SUPPLIES		(1,559.00)
013189	12/08/23		1007	ACT INC		2,000.00
013190	12/08/23		6804	ACTUAL TECHNOLOGIES		299.95
013191	12/08/23		5918	AIRGAS USA,LLC		35.29
013192	12/08/23		R357	ALLDATA		975.00
013193	12/08/23		4308	ASE STUDENT CERTIFICATION		1,895.00
013194	12/08/23		D270	AVS TECHNOLOGY		3,427.81
013195	12/08/23		Y787	BAR PC TRAINING, LLC		1,058.00
013196	12/08/23		N399	BEDFORD, FREEMAN & WORTH		20,253.68
013197	12/08/23		4125	BERGEN COUNTY DIRECTOR'S OF GUIDANCE		30.00
013198	12/08/23		2318	BERGEN COUNTY SHERIFF'S OFFICE B		480.00
013199	12/08/23		G106	BEYOND BOOKSMART		750.00
013200	12/08/23		C423	BIRDS BEWARE, INC		2,400.00
013201	12/08/23		J738	BROOKAIRE COMPANY, LLC		3,740.10
013202	12/08/23		4623	BTII INSTITUTE		4,000.00
013203	12/08/23		1114	BURMAX COMPANY INC		15,202.77
013204	12/08/23		P680	BURYK;ROSEMARY		1,300.00
013205	12/08/23		4161	CABLEVISION EDUCATION		137.62
013206	12/08/23		1145	CAROLINA BIOLOGICAL SUPPLY CO		314.71
013207	12/08/23		6867	CASCADE SCHOOL SUPPLIES		100.80
013208	12/08/23		D446	CENGAGE LEARNING		3,732.30
013209	12/08/23		S623	CHOKSHI;ARPAN		800.00
013210	12/08/23		O085	CME ASSOCIATES		378.00
013211	12/08/23		A054	CONTAINER ONE		6,000.00
013212	12/08/23		7233	CONTINENTAL TRADING AND HARDWARE, INC		6,207.50
013213	12/08/23		M182	CORNELL UNIVERSITY		2,730.00
013214	12/08/23		X532	CREATION ENGINE, INC		600.00
013215	12/08/23		Q223	DI CARA/RUBINO ARCHITECTS		19,654.25
013216	✓ 12/08/23	12/08/23		00.0 \$ Multi Stub Void	#013217 Stub	
013217	12/08/23		5993	DIRECT ENERGY BUSINESS		57,738.38
013218	✓ 12/08/23	12/08/23		00.0 \$ Multi Stub Void	#013219 Stub	
013219	12/08/23		6457	DIRECT ENERGY BUSINESS		7,861.26
013220	12/08/23		H218	DISPLACED HOMEMAKERS NETWORK OF NJ, INC		500.00
013221	12/08/23		5066	DOBCO INC		462,321.91
013222	12/08/23		U112	DRC SHELF CUSTOMER SERVICE		3,375.00
013223	12/08/23		2290	EAI EDUCATION		217.49

Starting date 11/20/2023 Ending date 12/8/2023

Chk#	Date	Rec date	Code	Vendor name	Check Comment	Check amount
013224	12/08/23		1222	EDUCATION WEEK		97.00
013225	12/08/23		1961	ELECTRONIX EXPRESS		921.90
013226	12/08/23		6688	ELEVATOR MAINTENANCE CORP		320.00
013227	12/08/23		B765	ELSEVIER B.V.		1,003.63
013228	12/08/23		W477	ENVIRONMENTAL DESIGN, INC		4,587.00
013229	12/08/23		G124	FARRAR FILTER COMPNAY		1,552.74
013230	12/08/23		2492	FEA - FOUNDATION FOR EDUCALTIONAL ADMIN.		300.00
013231	12/08/23		2153	FEDEX		2.14
013232	12/08/23		2499	FIRST STUDENT, INC.		1,080.00
013233	12/08/23		5009	FRIDMAN; ESTHER		700.00
013234	12/08/23		I173	FRIEDLAND; DENISE		91.92
013235	12/08/23		1816	GAVINS		24,577.20
013236	12/08/23		T722	GLOBAL SPEECH SOLUTIONS SPEEDY SPEECAI		300.00
013237	12/08/23		1063	GREATER BERGEN COMMUNITY ACTION, INC.		2,000.00
013238	12/08/23		I168	GSETA		1,400.00
013239	12/08/23		4791	GUARANTEED ON SITE CERTIFIED FLAME RETAR		5,582.50
013240	12/08/23		2453	HENRY SCHEIN INC.		133.84
013241	12/08/23		1305	HOLY NAME MEDICAL CENTER		814.00
013242	12/08/23		1289	HOME DEPOT CREDIT SERVICES		1,642.23
013243	12/08/23		C502	HOSA-FUTURE HEALTH PROFESSIONALS NJ REI		80.00
013244	12/08/23		X005	HOSA-FUTURE HEALTH PROFESSIONALS MEMBI		1,332.00
013245	12/08/23		F017	INTERPLAY LEARNING INC		5,625.00
013246	12/08/23		U197	JERSEY TRACTOR TRAILER TRAINING, INC		8,000.00
013247	12/08/23		1356	LAERDAL MEDICAL CORP		3,038.40
013248	12/08/23		C273	LAS COMP INSTITUTE OF IT		18,040.00
013249	12/08/23		H383	LEARNWELL		950.95
013250	12/08/23		3047	LINA		762.61
013251	12/08/23		J754	LOBSTER LIFE SYSTEMS		100.00
013252	12/08/23		I242	LOMBARDO;DIANE		103.50
013253	12/08/23		3849	MALACHY MECHANICAL		2,446.11
013254	12/08/23		B824	MAP RESTAURANT SUPPLIES		460.20
013255	12/08/23		6900	MARZANO RESEARCH LLC		4,800.00
013256	12/08/23		3755	MASTER DRIVING SCHOOL		2,992.50
013257	12/08/23		V910	MD BUYING GROUP LLC		208.89
013258	12/08/23		1405	MIDWEST TECHNOLOGY PRODUCTS & SERVICE		4,272.10
013259	12/08/23		5321	MOHAWK LIFTS		13,787.93
013260	12/08/23		7375	MONTCLAIR STATE UNITVERSITY		225.00
013261	12/08/23		3741	MUSIC & ARTS CENTER		331.23
013262	12/08/23		5137	NACAC		330.00

Starting date 11/20/2023 Ending date 12/8/2023

Chk#	Date	Rec date	Code	Vendor name	Check Comment	Check amount
013263	12/08/23		K995	NATIONAL RESTAURANT ASSOCIATION		975.00
013264	12/08/23		5203	NATIONAL VISION ADMINISTRATORS,LLC		4,551.13
013265	12/08/23		6619	NETTA ARCHITECTS, LLC		2,822.72
013266	12/08/23		E832	NETWORKWISE, LLC		1,750.00
013267	12/08/23		3065	NEW JERSEY DOOR WORKS, LLC		3,775.00
013268	12/08/23		R804	NEW JERSEY PRECISION TECHNOLOGIES, INC.		4,906.53
013269	12/08/23		1464	NEW PIG CORP		567.74
013270	12/08/23		1441	NJ DIVISION OF MOTOR VEHICLES		50.00
013271	12/08/23		I436	NJASBO		125.00
013272	12/08/23		D425	NWEA		4,620.00
013273	12/08/23		7277	O.C.A. BENEFIT SERVICES, LLC		246.00
013274	12/08/23		6850	PARCO SCIENTIFIC COMPANY		84.00
013275	12/08/23		7248	PASSON'S SPORTS & US GAMES, BSN		214.18
013276	12/08/23		J695	PC AGE CAREER INSTITUTE		5,000.00
013277	12/08/23		7288	PEARSON CLINICAL ASSESSMENT		1,881.71
013278	12/08/23		1513	PLAQUES & SUCH		146.00
013279	12/08/23		D337	PRINT SOLUTIONS		5,112.00
013280	12/08/23		B079	PROSTOCK AUTOMOTIVE WAREHOUSE		399.95
013281	12/08/23		2101	PROTECTIVE MEASURERS SEC & FIRE SYS,LLC		600.00
013282	12/08/23		1511	PSE&G		110,718.15
013283	12/08/23		E834	QUINCY COMPRESSOR LLC		1,185.91
013284	12/08/23		A682	REHMAN;BUSHRA		800.00
013285	12/08/23		5041	RIGOLOSI;RONALD A.; M.D.		2,500.00
013286	12/08/23		7378	RUTGERS, THE STATE UNIVERSITY OF NJ		3,411.64
013287	12/08/23		2470	SAM CONSULTING SERVICES, INC.		982.94
013288	12/08/23		Q465	SAVVAS LEARNING COMPANY LLC		4,685.27
013289	12/08/23		7560	SHAR PRODUCTS COMPANY		167.25
013290	12/08/23		K636	SHERWIN-WILLIAMS		161.49
013291	12/08/23		5756	SHERWOOD DAIRY LLC		35.92
013292	12/08/23		4975	SHI INTERNATIONAL CORP.		15,218.75
013293	12/08/23		7198	SITE ONE LANDSCAPE SUPPLY		6,282.71
013294	12/08/23		3087	SKILLSUSA		4,837.75
013295	12/08/23		O434	SMART STITCH EMBROIDERY		1,200.00
013296	12/08/23		P639	SPA & EQUIPMENT		2,490.00
013297	12/08/23		2837	SPRUCE INDUSTRIES		2,114.25
013298	12/08/23		2344	STANDARD INSURANCE COMPANY		588.97
013299	12/08/23		J015	STANS SPORT CENTER. INC		3,629.30
013300	12/08/23		U623	STOCKTON UNIVERSITY FOUNDATION		4,140.00
013301	12/08/23		X925	SUCCESS ADVERTISING INC		8.29

Check Journal

Bergen County Vo-Tech Schools

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Rec and Unrec checks

Hand and Machine checks

12/08/23 10:13

Starting date 11/20/2023

Ending date 12/8/2023

Chk#	Date	Rec date	Code	Vendor name	Check Comment	Check amount
013302	12/08/23		H604	SWITCH VEHICLES		107,989.00
013303	12/08/23		C298	T.BYRD TRAINING CENTER		5,000.00
013304	12/08/23		5413	TECH TIRE SUPPLY CO		1,427.56
013305	12/08/23		A084	THE MATHWORKS, INC		998.00
013306	12/08/23		7052	THOMAS SCIENTIFIC		6,391.10
013307	12/08/23		6134	TSA TEAMS		850.00
013308	12/08/23		V677	TURNER;LAKEISHA		64.50
013309	12/08/23		D184	TYREX RESOURCES LLC		150.50
013310	12/08/23		Z361	UNITED SUPPLY CORP		390.15
013311	12/08/23		P756	VEOLIA WATER NEW JERSEY		10,390.35
013312	12/08/23		B558	VWR INTERNATIONAL		99.99
013313	12/08/23		6622	WALLINGTON PLUMBING SUPPLIES		9,370.52
013314	12/08/23		7718	WEST BERGEN MENTAL HEALTHCARE		1,432.00
013315	12/08/23		6076	WILLIAM J. GUARINI, INC.		1,425.85
013316	12/08/23		Y804	WILLIAM MARCIANO PIANO TUNER/TECHNICIAN		165.00
013317	12/08/23		1695	WOMEN'S RIGHTS INFORMATION CENTER		12,600.00
013318	12/08/23		B524	WORTH AVE. GROUP, LLC		348.00
013319	12/08/23		1713	XEROX CORPORATION		512.17
013320	12/08/23		U180	ZDNJ HOLDING INC		2,901.00
013321	12/08/23		W096	ZUIDEMA/ROYAL THRONE PORTABLE TOILETS		200.00
231103	H 11/28/23		1616	STATE OF NJ-HEALTH BENEFITS FD		1,083,700.67
231104	H 11/28/23		1616	STATE OF NJ-HEALTH BENEFITS FD		835.01
231105	H 11/30/23		1097	BOARD OF VOCATIONAL EDUCATION	TPAF FICA 11/30/2023	123,173.28
231106	H 11/30/23		4864	DCRP BOARD SHARE		327.56
231107	H 11/30/23		PAY	PAYROLL VENDOR		5,464,540.45
231108	H 11/30/23		1096	BOARD OF VOCATIONAL EDUCATION		155,409.60

Starting date 11/20/2023 Ending date 12/8/2023

Fund Totals		
10	General Fund	\$123,173.28
11	General Current Expense	\$6,046,906.12
12	Capital Outlay	\$13,787.93
13	Special Schools	\$251,818.17
20	Special Revenue Funds	\$551,948.73
30	Capital Projects Funds	\$489,110.40
61	ENTERPRISE FUND	\$263,571.22
62	INTERNAL SERVICE FUND	\$183,962.30
Total for all checks listed		\$7,924,278.15

Prepared and submitted by: _____
Board Secretary

Date

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

Starting date 7/1/2023 Ending date 9/30/2023 Fund: 10 General Fund

Assets and Resources

Assets:

101	Cash in bank		\$5,430,514.73
102-106	Cash Equivalents		\$8,594,299.18
108	Impact Aid Reserve (General)		\$0.00
109	Impact Aid Reserve (Capital)		\$0.00
111	Investments		\$0.00
112	Unamortized Premiums on Investments		\$0.00
113	Unamortized Discounts on Investments		\$0.00
114	Interest Receivable on Investments		\$0.00
115	Accrued Interest on 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		\$25,816,081.00
	Accounts Receivable:		
132	Interfund	\$7,000.00	\$0.00
141	Intergovernmental - State	\$5,238,324.16	\$0.00
142	Intergovernmental - Federal	\$0.00	\$0.00
143	Intergovernmental - Other	\$3,626,582.60	\$0.00
153, 154	Other (net of estimated uncollectable of \$_____)	\$3,500.00	\$8,875,406.76
	Loans Receivable:		
131	Interfund	\$0.00	\$0.00
151, 152	Other (Net of estimated uncollectable of \$_____)	\$0.00	\$0.00
161	Bond Proceeds Receivable		\$0.00
171	Inventories for Consumption		\$0.00
172	Inventories for Resale		\$0.00
181	Prepaid Expenses		\$0.00
191	Deposits		\$0.00
192	Deferred Expenditures		\$0.00
199, xxx	Other Current Assets		\$1,032.86

Resources:

301	Estimated Revenues	\$80,746,738.70	
302	Less Revenues	(\$44,522,619.13)	\$36,224,119.57
Total assets and resources			<u>\$84,943,454.10</u>

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

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Starting date 7/1/2023 Ending date 9/30/2023 Fund: 10 General Fund

Liabilities and Fund Equity

Liabilities:

401	Interfund Loans Payable	\$0.00
402	Interfund Accounts Payable	\$0.00
411	Intergovernmental Accounts Payable - State	\$0.00
412	Intergovernmental Accounts Payable - Federal	\$0.00
413	Intergovernmental Accounts Payable - Other	\$0.00
421	Accounts Payable	\$585.00
422	Judgments Payable	\$0.00
431	Contracts Payable	\$0.00
451	Loans Payable	\$0.00
471	Payroll Deductions and Withholdings	\$0.00
481	Deferred Revenues	\$0.00
580	Unemployment Trust Fund Liability	\$0.00
499, xxx	Other Current Liabilities	\$3,046,409.23
Total liabilities		\$3,046,994.23

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

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11/01/23 15:34**

Starting date 7/1/2023 Ending date 9/30/2023 Fund: 10 General Fund

Fund Balance:

Appropriated:

753,754	Reserve for Encumbrances	\$59,869,229.47
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Reserved Fund Balance:

761	Capital Reserve Account - July 1	\$8,588,898.95
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
317	Less: Bud. w/d cap. Reserve Debt Service	\$0.00
		\$8,588,898.95
762	Reserve for Adult Education	\$0.00
763	Sale/Leaseback Reserve Account - July 1	\$0.00
605	Add: Increase in Sale/Leaseback Reserve	\$0.00
308	Less: Bud w/d Sale/Leaseback Reserve	\$0.00
764	Maintenance Reserve Account - July 1	\$795,747.41
606	Add: Increase in Maintenance Reserve	\$0.00
310	Less: Bud. w/d from Maintenance Reserve	\$0.00
		\$795,747.41
765	Tuition Reserve Account - July 1	\$0.00
311	Less: Bud. w/d from Tuition Reserve	\$0.00
		\$0.00
766	Reserve for Cur. Exp. Emergencies - July 1	\$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
755	Reserve for Bus Advertising - July 1	\$0.00
610	Add: Increase in Bus Advertising Reserve	\$0.00
315	Less: Bud. w/d from Bus Advertising Reserve	\$0.00
		\$0.00
756	Federal Impact Aid (General) - July 1	\$0.00
611	Add: Increase in Federal Impact Aid (General)	\$0.00
318	Less: Bud. w/d from Federal Impact Aid (Gen.)	\$0.00
		\$0.00
757	Federal Impact Aid (Capital) - July 1	\$0.00
612	Add: Increase in Federal Impact Aid (Capital)	\$0.00
319	Less: Bud. w/d from Federal Impact Aid (Cap.)	\$0.00
		\$0.00
769	Unemployment Fund - July 1	\$0.00
	Add: Increase in Unemployment Fund	\$0.00
678	Less: Bud. w/d from Unemployment Fund	\$0.00
		\$0.00
750-752,76x	Other reserves	\$0.00
601	Appropriations	\$83,030,205.86
602	Less: Expenditures (\$13,152,286.31)	
	Less: Encumbrances (\$57,585,762.31)	(\$70,738,048.62)
	Total appropriated	\$81,546,033.07
Unappropriated:		
770	Fund balance, July 1	\$2,633,893.96
771	Designated fund balance	\$0.00
303	Budgeted fund balance	(\$2,283,467.16)
	Total fund balance	\$81,896,459.87
	Total liabilities and fund equity	<u>\$84,943,454.10</u>

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

Page 4 of 44
11/01/23 15:34

Starting date 7/1/2023 Ending date 9/30/2023 Fund: 10 General Fund

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$83,030,205.86	\$70,738,048.62	\$12,292,157.24
Revenues	(\$80,746,738.70)	(\$44,522,619.13)	(\$36,224,119.57)
Subtotal	<u>\$2,283,467.16</u>	<u>\$26,215,429.49</u>	<u>(\$23,931,962.33)</u>
Change in Capital Reserve Account:			
Plus - Increase in reserve	\$0.00	(\$8,588,898.95)	\$8,588,898.95
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$2,283,467.16</u>	<u>\$17,626,530.54</u>	<u>(\$15,343,063.38)</u>
Change in Sale/Leaseback Account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$2,283,467.16</u>	<u>\$17,626,530.54</u>	<u>(\$15,343,063.38)</u>
Change in Maintenance Reserve Account:			
Plus - Increase in reserve	\$0.00	(\$795,747.41)	\$795,747.41
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$2,283,467.16</u>	<u>\$16,830,783.13</u>	<u>(\$14,547,315.97)</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>\$2,283,467.16</u>	<u>\$16,830,783.13</u>	<u>(\$14,547,315.97)</u>
Change in Tuition Reserve Account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$2,283,467.16</u>	<u>\$16,830,783.13</u>	<u>(\$14,547,315.97)</u>
Change in Bus Advertising Reserve Account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$2,283,467.16</u>	<u>\$16,830,783.13</u>	<u>(\$14,547,315.97)</u>
Change in Federal Impact Aid (General):			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$2,283,467.16</u>	<u>\$16,830,783.13</u>	<u>(\$14,547,315.97)</u>
Change in Federal Impact Aid (Capital):			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$2,283,467.16</u>	<u>\$16,830,783.13</u>	<u>(\$14,547,315.97)</u>
Less: Adjustment for prior year	\$0.00	\$0.00	\$0.00
Budgeted fund balance	<u>\$2,283,467.16</u>	<u>\$16,830,783.13</u>	<u>(\$14,547,315.97)</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 7/1/2023 Ending date 9/30/2023 Fund: 10 General Fund

Revenues:		Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
00370	SUBTOTAL – Revenues from Local Sources	73,438,510	743,942	74,182,452	38,827,072	Under	35,355,380
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	18,740	0	18,740	0	Under	18,740
Total		80,002,797	743,942	80,746,739	44,522,619		36,224,120
Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
03200	TOTAL REGULAR PROGRAMS - INSTRUCTION	12,218,938	135,154	12,354,092	1,282,673	10,180,371	891,048
11160	Total Basic Skills/Remedial – Instruct.	104,781	0	104,781	10,117	94,664	0
12160	Total Bilingual Education – Instruction	113,692	0	113,692	16,493	97,199	0
15180	TOTAL VOCATIONAL PROGRAMS	18,993,473	459,642	19,453,115	1,723,642	14,172,478	3,556,994
17100	Total School-Sponsored Co/Extra Curricul	980,200	0	980,200	98,026	823,808	58,366
17600	Total School-Sponsored Athletics – Instr	1,101,376	6,642	1,108,018	146,758	805,073	156,187
25100	Total Other Instructional Programs - Ins	540,000	0	540,000	44,102	484,821	11,077
29680	Total Undistributed Expenditures – Atten	138,666	0	138,666	34,942	103,724	0
30620	Total Undistributed Expenditures – Healt	636,743	2,014	638,757	113,415	495,059	30,282
40580	Total Undistributed Expend – Speech, OT,	311,758	0	311,758	23,399	288,359	0
41660	Total Undist. Expend. – Guidance	2,660,489	48,500	2,708,989	448,410	2,260,531	48
42200	Total Undist. Expend. – Child Study Team	1,014,427	4,580	1,019,007	176,799	819,030	23,178
43200	Total Undist. Expend. – Improvement of I	1,654,574	29,880	1,684,454	410,211	1,120,871	153,372
43620	Total Undist. Expend. – Edu. Media Serv.	125,078	3,700	128,778	55,052	60,724	13,002
44180	Total Undist. Expend. – Instructional St	112,500	17,804	130,304	16,632	39,861	73,811
45300	Support Serv. - General Admin	1,519,663	110,750	1,630,413	210,458	1,026,989	392,967
46160	Support Serv. - School Admin	2,836,883	326	2,837,209	702,970	2,084,109	50,130
47200	Total Undist. Expend. – Central Services	1,624,944	13,425	1,638,369	473,105	1,107,945	57,319
47620	Total Undist. Expend. – Admin. Info. Tec	5,491,043	349,647	5,840,690	1,590,886	3,321,531	928,273
51120	Total Undist. Expend. – Oper. & Maint. O	9,235,382	244,195	9,479,577	1,735,909	6,065,397	1,678,271
52480	Total Undist. Expend. – Student Transpor	789,432	0	789,432	106,155	606,665	76,612
71260	TOTAL PERSONNEL SERVICES –EMPLOYEE	14,000,404	(45,058)	13,955,346	2,952,970	7,714,700	3,287,676
75880	TOTAL EQUIPMENT	0	658,644	658,644	178,391	479,861	392
76260	Total Facilities Acquisition and Constr	57,894	915,843	973,737	0	915,843	57,894
77140	Total Post-Secondary Programs - Instruct	531,833	9,519	541,352	122,288	379,750	39,314
77280	Total Post-Secondary Programs – Support	140,000	0	140,000	24,048	65,952	50,000
78180	Total Other Special Schools - Instructio	1,041,023	36,746	1,077,769	143,459	573,593	360,717
78320	Total Other Special Schools – Support Se	520,782	21,623	542,405	97,286	315,400	129,719
81180	Total Vocational Evening-Local Instructi	472,118	0	472,118	13,601	414,517	44,000
81320	Total Vocational Evening-Local-Support S	922,951	3,832	926,783	186,439	599,687	140,657
83060	Total GED Testing Centers	111,750	0	111,750	13,652	67,249	30,850
Total		80,002,797	3,027,409	83,030,206	13,152,286	57,585,762	12,292,157

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

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Starting date 7/1/2023 Ending date 9/30/2023 Fund: 10 General Fund

Revenues:				Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
00110	10-1210	County Tax Levy		35,118,081	0	35,118,081	35,118,081		0
00150	10-1320	Tuition from LEAs Within State		35,730,000	0	35,730,000	3,189,321	Under	32,540,679
00220	10-13[2-4]0	Other Tuition		1,600,000	0	1,600,000	323,600	Under	1,276,400
00300	10-1__	Unrestricted Miscellaneous Revenues		778,679	0	778,679	185,581	Under	593,098
00310	10-1991	GED Testing Center Fees		111,750	0	111,750	10,490	Under	101,260
00330	10-1__	Interest Earned on Maintenance Reserve		100,000	13,942	113,942	0	Under	113,942
00340	10-1__	Interest Earned on Capital Reserve Funds		0	730,000	730,000	0	Under	730,000
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		1,521,306	0	1,521,306	1,521,306		0
00495	10-3199	DOE Loan Against State Aid		2,341,498	0	2,341,498	2,341,498		0
00540	10-4200	Medicaid Reimbursement		18,740	0	18,740	0	Under	18,740
Total				80,002,797	743,942	80,746,739	44,522,619		36,224,120
Expenditures:				Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
02140	11-140-__-101	Grades 9-12 – Salaries of Teachers		10,741,889	0	10,741,889	1,110,749	9,631,140	0
02180	11-140-100-106	Other Salaries for Instruction		221,549	0	221,549	31,913	189,636	0
02200	11-140-100-320	Purchased Professional – Educational Ser		70,000	0	70,000	0	0	70,000
02240	11-140-100-[4-5]	Other Purchased Services (400-500 series		22,500	0	22,500	5,592	16,776	132
02260	11-140-100-610	General Supplies		883,000	88,174	971,174	110,782	216,930	643,462
02280	11-140-100-640	Textbooks		150,000	46,610	196,610	20,850	37,546	138,213
02300	11-140-100-800	Other Objects		10,000	370	10,370	2,378	3,752	4,241
02500	11-150-100-101	Salaries of Teachers		85,000	0	85,000	409	84,592	0
02540	11-150-100-320	Purchased Professional – Educational Ser		35,000	0	35,000	0	0	35,000
11000	11-230-100-101	Salaries of Teachers		104,781	0	104,781	10,117	94,664	0
12000	11-240-100-101	Salaries of Teachers		113,692	0	113,692	16,493	97,199	0
14000	11-310-100-101	Salaries of Teachers		8,418,583	0	8,418,583	796,999	7,621,584	0
14040	11-310-100-320	Purchased Professional-Educational Servi		2,252,000	0	2,252,000	7,123	0	2,244,877
14080	11-310-100-[4-5]	Other Purchased Services (400-500 series		35,200	0	35,200	6,462	26,442	2,296
14100	11-310-100-610	General Supplies		956,850	331,319	1,288,169	169,886	599,282	519,001
14120	11-310-100-640	Textbooks		130,000	7,204	137,204	4,821	60,674	71,709
14140	11-310-100-8__	Other Objects		19,000	0	19,000	436	13,692	4,872
15000	11-320-100-101	Salaries of Teachers		6,285,840	0	6,285,840	631,562	5,654,278	0
15040	11-320-100-320	Purchased Professional-Educational Servi		650,000	600	650,600	0	6,225	644,375
15080	11-320-100-[4-5]	Other Purchased Services (400-500 series		4,000	0	4,000	138	3,862	0
15100	11-320-100-610	General Supplies		197,000	120,518	317,518	105,597	160,714	51,207
15120	11-320-100-640	Textbooks		35,000	0	35,000	0	20,725	14,275
15140	11-320-100-8__	Other Objects		10,000	0	10,000	617	5,000	4,383
17000	11-401-100-1__	Salaries		910,000	0	910,000	89,392	820,608	0
17020	11-401-100-[3-5]	Purchased Services (300-500 series)		1,700	0	1,700	0	1,700	0
17060	11-401-100-8__	Other Objects		68,500	0	68,500	8,634	1,500	58,366

**Report of the Secretary to the Board of Education
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Starting date 7/1/2023 Ending date 9/30/2023 Fund: 10 General Fund

Expenditures:	Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
17500 11-402-100-1__ Salaries	797,376	0	797,376	47,789	749,587	0
17520 11-402-100-[3-5] Purchased Services (300-500 series)	119,000	6,256	125,256	36,871	10,198	78,187
17540 11-402-100-6__ Supplies and Materials	140,000	386	140,386	47,344	41,152	51,891
17560 11-402-100-8__ Other Objects	45,000	0	45,000	14,755	4,136	26,109
25000 11-4__-100-1__ Salaries	540,000	0	540,000	44,102	484,821	11,077
29500 11-000-211-1__ Salaries	138,666	0	138,666	34,942	103,724	0
30500 11-000-213-1__ Salaries	571,743	0	571,743	100,042	471,701	0
30540 11-000-213-3__ Purchased Professional and Technical Ser	38,000	0	38,000	12,000	20,249	5,751
30580 11-000-213-6__ Supplies and Materials	8,500	2,014	10,514	291	3,110	7,113
30600 11-000-213-8__ Other Objects	18,500	0	18,500	1,082	0	17,418
40500 11-000-216-1__ Salaries	311,758	0	311,758	23,399	288,359	0
41500 11-000-218-104 Salaries of Other Professional Staff	2,339,980	0	2,339,980	341,580	1,998,400	0
41520 11-000-218-105 Salaries of Secretarial and Clerical Ass	235,509	0	235,509	61,830	173,679	0
41560 11-000-218-320 Purchased Professional – Educational Ser	85,000	48,500	133,500	45,000	88,452	48
42000 11-000-219-104 Salaries of Other Professional Staff	737,336	0	737,336	130,365	606,971	0
42020 11-000-219-105 Salaries of Secretarial and Clerical Ass	175,091	0	175,091	43,855	131,236	0
42060 11-000-219-320 Purchased Professional – Educational Ser	70,000	3,500	73,500	650	72,500	350
42140 11-000-219-592 Misc. Purch. Svc. (400-500 series O/than	6,000	1,000	7,000	638	6,270	93
42160 11-000-219-6__ Supplies and Materials	20,000	80	20,080	432	2,052	17,596
42180 11-000-219-8__ Other Objects	6,000	0	6,000	860	0	5,140
43020 11-000-221-104 Salaries of Other Professional Staff	1,152,390	0	1,152,390	289,019	863,371	0
43040 11-000-221-105 Salaries of Secretarial & Clerical Assis	241,684	0	241,684	56,274	185,410	0
43100 11-000-221-320 Purchased Prof. – Educational Services	50,000	5,904	55,904	14,529	18,352	23,023
43140 11-000-221-[4-5] Other Purch. Services (400-500 series)	80,500	9,462	89,962	10,905	14,507	64,551
43160 11-000-221-6__ Supplies and Materials	40,000	10,584	50,584	5,655	8,007	36,923
43180 11-000-221-8__ Other Objects	90,000	3,930	93,930	33,831	31,224	28,875
43500 11-000-222-1__ Salaries	50,078	0	50,078	4,530	45,548	0
43560 11-000-222-[4-5] Other Purchased Services (400-500 series)	75,000	3,700	78,700	50,522	15,176	13,002
44120 11-000-223-[4-5] Other Purch. Services (400-500 series)	72,500	670	73,170	8,132	22,184	42,853
44160 11-000-223-8__ Other Objects	40,000	17,134	57,134	8,500	17,677	30,958
45000 11-000-230-1__ Salaries	598,413	0	598,413	150,047	448,366	0
45040 11-000-230-331 Legal Services	200,000	0	200,000	2,261	192,740	5,000
45060 11-000-230-332 Audit Fees	70,000	0	70,000	0	70,000	0
45070 11-000-230-333 Expenditure & Internal Control Audit Fee	12,000	0	12,000	855	11,145	0
45080 11-000-230-334 Architectural/Engineering Services	150,000	110,313	260,313	48,887	200,826	10,600
45100 11-000-230-339 Other Purchased Professional Services	87,000	0	87,000	4,965	11,500	70,535
45140 11-000-230-530 Communications/Telephone	165,000	0	165,000	(59,150)	55,399	168,751
45160 11-000-230-585 BOE Other Purchased Services	2,000	4,800	6,800	1,062	4,308	1,430
45180 11-000-230-590 Misc Purch Services (400-500 series, O/T	166,250	(4,295)	161,955	5,355	30,918	125,682
45200 11-000-230-610 General Supplies	10,000	438	10,438	262	1,187	8,989
45260 11-000-230-890 Miscellaneous Expenditures	58,000	(505)	57,495	55,914	600	981

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

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Starting date 7/1/2023 Ending date 9/30/2023 Fund: 10 General Fund

Expenditures:	Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
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	2,071,278	0	2,071,278	517,806	1,553,472	0
46040 11-000-240-105 Salaries of Secretarial and Clerical Ass	693,505	0	693,505	173,720	519,785	0
46100 11-000-240-[4-5] Other Purchased Services (400-500 series	14,600	0	14,600	0	6,050	8,550
46120 11-000-240-6__ Supplies and Materials	28,500	326	28,826	2,774	4,803	21,250
46140 11-000-240-8__ Other Objects	29,000	0	29,000	8,670	0	20,330
47000 11-000-251-1__ Salaries	1,425,944	0	1,425,944	353,459	1,072,485	0
47040 11-000-251-340 Purchased Technical Services	142,300	11,063	153,363	110,985	21,301	21,076
47060 11-000-251-592 Misc. Purch. Services (400-500 Series, O	13,500	685	14,185	1,566	11,094	1,525
47100 11-000-251-6__ Supplies and Materials	32,000	1,677	33,677	909	2,515	30,253
47180 11-000-251-890 Other Objects	11,200	0	11,200	6,185	550	4,465
47500 11-000-252-1__ Salaries	3,771,043	0	3,771,043	925,695	2,845,348	0
47520 11-000-252-330 Purchased Professional Services	100,000	0	100,000	0	0	100,000
47560 11-000-252-[4-5] Other Purchased Services (400-500 series	1,265,000	12,820	1,277,820	564,766	278,748	434,306
47580 11-000-252-6__ Supplies and Materials	350,000	336,827	686,827	100,288	197,072	389,467
47600 11-000-252-8__ Other Objects	5,000	0	5,000	136	364	4,500
48500 11-000-261-1__ Salaries	608,506	0	608,506	142,060	466,446	0
48520 11-000-261-420 Cleaning, Repair, and Maintenance Servic	600,000	33,255	633,255	132,521	165,044	335,689
48540 11-000-261-610 General Supplies	225,000	29,461	254,461	20,478	53,090	180,893
49000 11-000-262-1__ Salaries	3,479,952	0	3,479,952	866,247	2,613,705	0
49040 11-000-262-3__ Purchased Professional and Technical Ser	125,000	0	125,000	0	1,830	123,170
49060 11-000-262-420 Cleaning, Repair, and Maintenance Svc.	557,500	45,819	603,319	72,950	177,631	352,739
49120 11-000-262-490 Other Purchased Property Services	110,000	0	110,000	18,649	90,351	1,000
49140 11-000-262-520 Insurance	510,000	0	510,000	0	510,000	0
49160 11-000-262-590 Miscellaneous Purchased Services	2,500	298	2,798	298	640	1,860
49180 11-000-262-610 General Supplies	410,000	67,723	477,723	101,905	106,820	268,998
49200 11-000-262-621 Energy (Natural Gas)	430,000	0	430,000	5,428	424,572	0
49220 11-000-262-622 Energy (Electricity)	1,550,000	0	1,550,000	252,999	952,001	345,000
49260 11-000-262-626 Energy (Gasoline)	45,000	0	45,000	0	45,000	0
49280 11-000-262-8__ Other Objects	15,000	0	15,000	9,352	1,716	3,932
50000 11-000-263-1__ Salaries	236,924	0	236,924	55,283	181,642	0
50040 11-000-263-420 Cleaning, Repair, and Maintenance Svc.	100,000	45,841	145,841	48,105	55,702	42,034
50060 11-000-263-610 General Supplies	20,000	18,943	38,943	6,780	25,416	6,747
51000 11-000-266-1__ Salaries	25,000	0	25,000	0	25,000	0
51040 11-000-266-420 Cleaning, Repair, and Maintenance Svc.	180,000	2,855	182,855	2,855	168,790	11,210
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	563,832	0	563,832	105,708	458,124	0
52140 11-000-270-420 Cleaning, Repair, & Maint. Services	9,000	0	9,000	447	1,941	6,612
52280 11-000-270-512 Contr Serv (Oth. Than Bet Home & Sch) -	113,000	0	113,000	0	54,000	59,000
52400 11-000-270-593 Misc. Purchased Services - Transportatio	92,600	0	92,600	0	92,600	0
52440 11-000-270-815 Transportation Supplies	8,000	0	8,000	0	0	8,000

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Starting date 7/1/2023 Ending date 9/30/2023 Fund: 10 General Fund

Expenditures:	Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
52460 11-000-270-8__ Other objects	3,000	0	3,000	0	0	3,000
71020 11-000-291-220 Social Security Contributions	1,310,000	0	1,310,000	261,531	703,371	345,097
71060 11-000-291-241 Other Retirement Contributions - PERS	2,250,000	0	2,250,000	0	0	2,250,000
71160 11-000-291-260 Workmen's Compensation	710,400	0	710,400	0	710,400	0
71180 11-000-291-270 Health Benefits	9,462,504	(48,500)	9,414,004	2,553,454	6,300,103	560,447
71200 11-000-291-280 Tuition Reimbursement	120,000	3,442	123,442	12,764	825	109,853
71220 11-000-291-290 Other Employee Benefits	147,500	0	147,500	125,221	0	22,279
75500 12-000-100-73__ Undistributed Expenditures - Instruction	0	532,406	532,406	92,627	439,743	36
75680 12-000-252-73__ Undistributed Expenditures - Admin. Info	0	53,600	53,600	49,873	3,370	356
75720 12-000-262-73__ Undlst. Expend. - Custodial Services	0	54,028	54,028	35,891	18,137	0
75740 12-000-263-73__ Undlst. Expend. - Care and Upkeep of Gro	0	18,610	18,610	0	18,610	0
76080 12-000-400-450 Construction Services	0	915,843	915,843	0	915,843	0
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 Fundl	47,894	0	47,894	0	0	47,894
77000 13-330-100-101 Salaries of Teachers	417,833	0	417,833	79,910	337,923	0
77060 13-330-100-[4-5] Other Purchased Services (400-500 series	8,500	0	8,500	17	3,983	4,500
77080 13-330-100-610 General Supplies	80,000	5,201	85,201	32,976	26,505	25,720
77100 13-330-100-640 Textbooks	18,000	4,088	22,088	9,173	11,110	1,806
77120 13-330-100-8__ Other Objects	7,500	230	7,730	212	230	7,288
77180 13-330-200-2__ Personnel Services - Employee Benefits	140,000	0	140,000	24,048	65,952	50,000
78000 13-4__-100-101 Salaries of Teachers	677,023	0	677,023	107,413	569,610	0
78120 13-4__-100-610 General Supplies	364,000	36,746	400,746	36,046	3,983	360,717
78200 13-4__-200-1__ Salaries	256,382	0	256,382	59,566	196,816	0
78220 13-4__-200-2__ Personnel Services - Employee Benefits	200,000	0	200,000	28,039	91,961	80,000
78240 13-4__-200-3__ Purchased Professional and Technical Svc	15,600	0	15,600	8,500	0	7,100
78260 13-4__-200-[4-5] Other Purchased Services (400-500 series	33,000	15,600	48,600	1,007	20,361	27,233
78280 13-4__-200-6__ Supplies and Materials	6,800	6,023	12,823	0	6,262	6,561
78300 13-4__-200-8__ Other Objects	9,000	0	9,000	175	0	8,825
81000 13-629-100-101 Salaries of Teachers	428,118	0	428,118	13,601	414,517	0
81120 13-629-100-610 General Supplies	40,000	0	40,000	0	0	40,000
81140 13-629-100-640 Textbooks	1,000	0	1,000	0	0	1,000
81160 13-629-100-8__ Other Objects	3,000	0	3,000	0	0	3,000
81200 13-629-200-1__ Salaries	654,591	0	654,591	161,053	493,538	0
81220 13-629-200-2__ Personnel Services - Employee Benefits	186,560	0	186,560	19,496	66,464	100,600
81260 13-629-200-[4-5] Other Purchased Services (400-500 series	52,800	1,333	54,133	5,694	21,474	26,965
81280 13-629-200-6__ Supplies and Materials	25,000	2,499	27,499	100	17,806	9,592
81300 13-629-200-8__ Other Objects	4,000	0	4,000	95	405	3,500
83000 13-640-200-1__ Salaries	80,250	0	80,250	13,652	66,599	0
83020 13-640-200-6__ Supplies and Materials	31,500	0	31,500	0	650	30,850
Total	80,002,797	3,027,409	83,030,206	13,152,286	57,585,762	12,292,157

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

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Starting date 7/1/2023 Ending date 9/30/2023 Fund: 20 Special Revenue Funds

Assets and Resources

Assets:

101	Cash in bank		(\$983,991.81)
102-106	Cash Equivalents		\$0.00
108	Impact Aid Reserve (General)		\$0.00
109	Impact Aid Reserve (Capital)		\$0.00
111	Investments		\$0.00
112	Unamortized Premums on Investments		\$0.00
113	Unamortized Discounts on Investments		\$0.00
114	Interest Receivable on Investments		\$0.00
115	Accrued Interest on 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	\$181,280.68	
142	Intergovernmental - Federal	\$464,964.06	
143	Intergovernmental - Other	\$0.00	
153, 154	Other (net of estimated uncollectable of \$_____)	\$0.00	\$646,244.74

Loans Receivable:

131	Interfund	\$0.00	
151, 152	Other (Net of estimated uncollectable of \$_____)	\$0.00	\$0.00
161	Bond Proceeds Receivable		\$0.00
171	Inventories for Consumption		\$0.00
172	Inventories for Resale		\$0.00
181	Prepaid Expenses		\$0.00
191	Deposits		\$0.00
192	Deferred Expenditures		\$0.00
199, xxx	Other Current Assets		\$0.00

Resources:

301	Estimated Revenues	\$14,728,667.77	
302	Less Revenues	(\$83,715.87)	\$14,644,951.90

Total assets and resources

\$14,307,204.83

Starting date 7/1/2023 Ending date 9/30/2023 Fund: 20 Special Revenue Funds

Liabilities and Fund Equity

Liabilities:

101	Cash Overdraft	(\$983,991.81)
401	Interfund Loans Payable	\$0.00
402	Interfund Accounts Payable	\$0.00
411	Intergovernmental Accounts Payable - State	\$41,937.53
412	Intergovernmental Accounts Payable - Federal	\$481.01
413	Intergovernmental Accounts Payable - Other	\$0.00
421	Accounts Payable	\$217,678.21
422	Judgments Payable	\$0.00
431	Contracts Payable	\$0.00
451	Loans Payable	\$0.00
471	Payroll Deductions and Withholdings	\$0.00
481	Deferred Revenues	\$300.27
580	Unemployment Trust Fund Liability	\$0.00
499, xxx	Other Current Liabilities	\$0.00
Total liabilities		\$260,397.02

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

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Starting date 7/1/2023 Ending date 9/30/2023 Fund: 20 Special Revenue Funds

Fund Balance:

Appropriated:

753,754	Reserve for Encumbrances	\$7,409,131.20
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Reserved Fund Balance:

761	Capital Reserve Account - July 1	\$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
317	Less: Bud. w/d cap. Reserve Debt Service	\$0.00
762	Reserve for Adult Education	\$0.00
763	Sale/Leaseback Reserve Account - July 1	\$0.00
605	Add: Increase in Sale/Leaseback Reserve	\$0.00
308	Less: Bud w/d Sale/Leaseback Reserve	\$0.00
764	Maintenance Reserve Account - July 1	\$0.00
606	Add: Increase in Maintenance Reserve	\$0.00
310	Less: Bud. w/d from Maintenance Reserve	\$0.00
765	Tuition Reserve Account - July 1	\$0.00
311	Less: Bud. w/d from Tuition Reserve	\$0.00
766	Reserve for Cur. Exp. Emergencies - July 1	\$0.00
607	Add: Increase in Cur. Exp. Emer. Reserve	\$0.00
312	Less: Bud. w/d from Cur. Exp. Emer. Reserve	\$0.00
755	Reserve for Bus Advertising - July 1	\$0.00
610	Add: Increase in Bus Advertising Reserve	\$0.00
315	Less: Bud. w/d from Bus Advertising Reserve	\$0.00
756	Federal Impact Aid (General) - July 1	\$0.00
611	Add: Increase in Federal Impact Aid (General)	\$0.00
318	Less: Bud. w/d from Federal Impact Aid (Gen.)	\$0.00
757	Federal Impact Aid (Capital) - July 1	\$0.00
612	Add: Increase in Federal Impact Aid (Capital)	\$0.00
319	Less: Bud. w/d from Federal Impact Aid (Cap.)	\$0.00
769	Unemployment Fund - July 1	\$0.00
	Add: Increase in Unemployment Fund	\$0.00
678	Less: Bud. w/d from Unemployment Fund	\$0.00
750-752,76x	Other reserves	\$0.00

601	Appropriations	\$15,383,773.25
602	Less: Expenditures (\$1,116,313.44)	
	Less: Encumbrances (\$6,974,677.72)	(\$8,090,991.16)
	Total appropriated	\$14,701,913.29

Unappropriated:

770	Fund balance, July 1	\$0.00
771	Designated fund balance	\$0.00
303	Budgeted fund balance	(\$655,105.48)

Total fund balance	\$14,046,807.81
Total liabilities and fund equity	<u>\$14,307,204.83</u>

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

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Starting date 7/1/2023 Ending date 9/30/2023 Fund: 20 Special Revenue Funds

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$15,383,773.25	\$8,090,991.16	\$7,292,782.09
Revenues	(\$14,728,667.77)	(\$83,715.87)	(\$14,644,951.90)
Subtotal	<u>\$655,105.48</u>	<u>\$8,007,275.29</u>	<u>(\$7,352,169.81)</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>\$655,105.48</u>	<u>\$8,007,275.29</u>	<u>(\$7,352,169.81)</u>
Change in Sale/Leaseback Account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$655,105.48</u>	<u>\$8,007,275.29</u>	<u>(\$7,352,169.81)</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>\$655,105.48</u>	<u>\$8,007,275.29</u>	<u>(\$7,352,169.81)</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>\$655,105.48</u>	<u>\$8,007,275.29</u>	<u>(\$7,352,169.81)</u>
Change in Tuition Reserve Account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$655,105.48</u>	<u>\$8,007,275.29</u>	<u>(\$7,352,169.81)</u>
Change in Bus Advertising Reserve Account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$655,105.48</u>	<u>\$8,007,275.29</u>	<u>(\$7,352,169.81)</u>
Change in Federal Impact Aid (General):			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$655,105.48</u>	<u>\$8,007,275.29</u>	<u>(\$7,352,169.81)</u>
Change in Federal Impact Aid (Capital):			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$655,105.48</u>	<u>\$8,007,275.29</u>	<u>(\$7,352,169.81)</u>
Less: Adjustment for prior year	\$0.00	\$0.00	\$0.00
Budgeted fund balance	<u>\$655,105.48</u>	<u>\$8,007,275.29</u>	<u>(\$7,352,169.81)</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 7/1/2023 Ending date 9/30/2023 Fund: 20 Special Revenue Funds

Revenues:		Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
00745	Total Revenues from Local Sources	250,000	67,784	317,784	43,784	Under	274,000
00770	Total Revenues from State Sources	300,000	25,000	325,000	0	Under	325,000
00830	Total Revenues from Federal Sources	10,465,000	3,618,731	14,083,731	39,932	Under	14,043,799
88740	Total Federal Projects	0	2,153	2,153	0	Under	2,153
Total		11,015,000	3,713,668	14,728,668	83,716		14,644,952
Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
84100	Local Projects	0	270,276	270,276	2,499	20,964	246,813
84200	Student Activity Fund	250,000	0	250,000	0	0	250,000
88100	Adult Education	300,000	101,783	401,783	55,716	247,340	98,727
88135	Nonpublic Teacher STEM Grant	0	25,000	25,000	301	24,699	0
88140	Other	150,000	33,679	183,679	25,420	92,842	65,417
88740	Total Federal Projects	10,315,000	3,938,035	14,253,035	1,032,378	6,588,833	6,631,825
Total		11,015,000	4,368,773	15,383,773	1,116,313	6,974,678	7,292,782

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Starting date 7/1/2023 Ending date 9/30/2023 Fund: 20 Special Revenue Funds

Revenues:	Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
00737 20-1760 Student Activity Fund Revenue	250,000	0	250,000	0	Under	250,000
00740 20-1___ Other Revenue from Local Sources	0	67,784	67,784	43,784	Under	24,000
00762 20-3212 Nonpublic Teacher STEM Grant	0	25,000	25,000	0	Under	25,000
00765 20-32___ Other Restricted Entitlements	300,000	0	300,000	0	Under	300,000
00775 20-441[1-6] Title I	200,000	95,832	295,832	0	Under	295,832
00780 20-445[1-5] Title II	40,000	13,248	53,248	0	Under	53,248
00785 20-449[1-4] Title III	0	10,672	10,672	0	Under	10,672
00790 20-447[1-4] Title IV	10,000	8,172	18,172	0	Under	18,172
00804 20-4419 ARP - IDEA Basic	0	16,608	16,608	3,744	Under	12,864
00805 20-442[0-9] I.D.E.A. Part B (Handicapped)	500,000	111,129	611,129	0	Under	611,129
00806 20-4541 ARP ESSER Accel. Learning Coaching Supt	0	108,355	108,355	1,464	Under	106,891
00810 20-4430 Vocational Education	865,000	117,688	982,688	26	Under	982,662
00814 20-4540 ARP - ESSER	0	34,484	34,484	0	Under	34,484
00815 20-4440 Adult Basic Education	1,200,000	394,805	1,594,805	0	Under	1,594,805
00820 20-4700 Private Industry Council (JTPA/WIOA)	7,500,000	2,673,653	10,173,653	34,698	Under	10,138,955
00823 20-4534 CRRSA Act - ESSER II	0	23,585	23,585	0	Under	23,585
00825 20-4___ Other	150,000	10,500	160,500	0	Under	160,500
88711 20-485-___-___ CRRSA Act - Mental Health Grant	0	2,153	2,153	0	Under	2,153
Total	11,015,000	3,713,668	14,728,668	83,716		14,644,952

Expenditures:	Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
84100 20-___-___-___ Local Projects	0	270,276	270,276	2,499	20,964	246,813
84200 20-475-___-___ Student Activity Fund	250,000	0	250,000	0	0	250,000
88100 20-___-___-___ Adult Education	300,000	101,783	401,783	55,716	247,340	98,727
88135 20-481-___-___ Nonpublic Teacher STEM Grant	0	25,000	25,000	301	24,699	0
88140 20-___-___-___ Other	150,000	33,679	183,679	25,420	92,842	65,417
88500 20-___-___-___ Title I	200,000	95,832	295,832	28,591	161,463	105,778
88520 20-___-___-___ Title II	40,000	13,248	53,248	0	48,380	4,868
88540 20-___-___-___ Title III	0	10,672	10,672	0	0	10,672
88560 20-___-___-___ Title IV	10,000	8,172	18,172	3,517	0	14,655
88620 20-___-___-___ I.D.E.A. Part B (Handicapped)	500,000	111,129	611,129	131,422	305,454	174,253
88640 20-___-___-___ Vocational Education	865,000	117,688	982,688	104,558	711,625	166,505
88641 20-223-___-___ ARP-IDEA Basic Grant Program	0	16,608	16,608	7,335	6,015	3,259
88660 20-___-___-___ Adult Education	1,200,000	307,384	1,507,384	106,612	1,181,323	219,449
88680 20-___-___-___ Private Industry Council (JTPA/WIOA)	7,500,000	3,088,745	10,588,745	641,288	4,050,776	5,896,681
88709 20-483-___-___ CRRSA Act - ESSER II Grant Program	0	23,565	23,565	0	800	22,765
88711 20-485-___-___ CRRSA Act - Mental Health Grant	0	2,153	2,153	0	0	2,153
88713 20-487-___-___ ARP-ESSER Grant Program	0	34,484	34,484	3,730	27,831	2,923
88714 20-488-___-___ ARP ESSER Accel. Learning Coaching Supt	0	108,355	108,355	5,325	95,165	7,865
Total	11,015,000	4,368,773	15,383,773	1,116,313	6,974,678	7,292,782

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Starting date 7/1/2023 Ending date 9/30/2023 Fund: 30 Capital Projects Funds

Assets and Resources

Assets:

101	Cash in bank		(\$1,200,295.22)
102-106	Cash Equivalents		\$0.00
108	Impact Aid Reserve (General)		\$0.00
109	Impact Aid Reserve (Capital)		\$0.00
111	Investments		\$0.00
112	Unamortized Premums on Investments		\$0.00
113	Unamortized Discounts on Investments		\$0.00
114	Interest Receivable on Investments		\$0.00
115	Accrued Interest on 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
161	Bond Proceeds Receivable		\$0.00
171	Inventories for Consumption		\$0.00
172	Inventories for Resale		\$0.00
181	Prepaid Expenses		\$0.00
191	Deposits		\$0.00
192	Deferred Expenditures		\$0.00
199, xxx	Other Current Assets		\$704,751.00

Resources:

301	Estimated Revenues	\$8,327,843.94	
302	Less Revenues	(\$6,604,877.72)	\$1,722,966.22

Total assets and resources

\$1,227,422.00

Starting date 7/1/2023 Ending date 9/30/2023 Fund: 30 Capital Projects Funds

Liabilities and Fund Equity

Liabilities:

101	Cash Overdraft	(\$1,200,295.22)
401	Interfund Loans Payable	\$0.00
402	Interfund Accounts Payable	\$0.00
411	Intergovernmental Accounts Payable - State	\$0.00
412	Intergovernmental Accounts Payable - Federal	\$0.00
413	Intergovernmental Accounts Payable - Other	\$0.00
421	Accounts Payable	\$0.00
422	Judgments Payable	\$0.00
431	Contracts Payable	\$0.00
451	Loans Payable	\$0.00
471	Payroll Deductions and Withholdings	\$0.00
481	Deferred Revenues	\$0.00
580	Unemployment Trust Fund Liability	\$0.00
499, xxx	Other Current Liabilities	\$0.00
Total liabilities		\$0.00

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

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Starting date 7/1/2023 Ending date 9/30/2023 Fund: 30 Capital Projects Funds

Fund Balance:

Appropriated:

753,754	Reserve for Encumbrances	\$55,100,701.69
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Reserved Fund Balance:

761	Capital Reserve Account - July 1	\$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
317	Less: Bud. w/d cap. Reserve Debt Service	\$0.00
762	Reserve for Adult Education	\$0.00
763	Sale/Leaseback Reserve Account - July 1	\$0.00
605	Add: Increase in Sale/Leaseback Reserve	\$0.00
308	Less: Bud w/d Sale/Leaseback Reserve	\$0.00
764	Maintenance Reserve Account - July 1	\$0.00
606	Add: Increase in Maintenance Reserve	\$0.00
310	Less: Bud. w/d from Maintenance Reserve	\$0.00
765	Tuition Reserve Account - July 1	\$0.00
311	Less: Bud. w/d from Tuition Reserve	\$0.00
766	Reserve for Cur. Exp. Emergencies - July 1	\$0.00
607	Add: Increase in Cur. Exp. Emer. Reserve	\$0.00
312	Less: Bud. w/d from Cur. Exp. Emer. Reserve	\$0.00
755	Reserve for Bus Advertising - July 1	\$0.00
610	Add: Increase in Bus Advertising Reserve	\$0.00
315	Less: Bud. w/d from Bus Advertising Reserve	\$0.00
756	Federal Impact Aid (General) - July 1	\$0.00
611	Add: Increase in Federal Impact Aid (General)	\$0.00
318	Less: Bud. w/d from Federal Impact Aid (Gen.)	\$0.00
757	Federal Impact Aid (Capital) - July 1	\$0.00
612	Add: Increase in Federal Impact Aid (Capital)	\$0.00
319	Less: Bud. w/d from Federal Impact Aid (Cap.)	\$0.00
769	Unemployment Fund - July 1	\$0.00
	Add: Increase in Unemployment Fund	\$0.00
678	Less: Bud. w/d from Unemployment Fund	\$0.00
750-752,76x	Other reserves	\$0.00

601	Appropriations	\$36,414,953.04
602	Less: Expenditures (\$4,225,636.61)	
	Less: Encumbrances (\$27,013,592.59)	(\$31,239,229.20)
	Total appropriated	\$60,276,425.53

Unappropriated:

770	Fund balance, July 1	(\$30,961,894.43)
771	Designated fund balance	\$0.00
303	Budgeted fund balance	(\$28,087,109.10)

Total fund balance	\$1,227,422.00
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Total liabilities and fund equity	<u>\$1,227,422.00</u>
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Starting date 7/1/2023 Ending date 9/30/2023 Fund: 30 Capital Projects Funds

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$36,414,953.04	\$31,239,229.20	\$5,175,723.84
Revenues	(\$8,327,843.94)	(\$6,604,877.72)	(\$1,722,966.22)
Subtotal	<u>\$28,087,109.10</u>	<u>\$24,634,351.48</u>	<u>\$3,452,757.62</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>\$28,087,109.10</u>	<u>\$24,634,351.48</u>	<u>\$3,452,757.62</u>
Change in Sale/Leaseback Account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$28,087,109.10</u>	<u>\$24,634,351.48</u>	<u>\$3,452,757.62</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>\$28,087,109.10</u>	<u>\$24,634,351.48</u>	<u>\$3,452,757.62</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>\$28,087,109.10</u>	<u>\$24,634,351.48</u>	<u>\$3,452,757.62</u>
Change in Tuition Reserve Account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$28,087,109.10</u>	<u>\$24,634,351.48</u>	<u>\$3,452,757.62</u>
Change in Bus Advertising Reserve Account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$28,087,109.10</u>	<u>\$24,634,351.48</u>	<u>\$3,452,757.62</u>
Change in Federal Impact Aid (General):			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$28,087,109.10</u>	<u>\$24,634,351.48</u>	<u>\$3,452,757.62</u>
Change in Federal Impact Aid (Capital):			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$28,087,109.10</u>	<u>\$24,634,351.48</u>	<u>\$3,452,757.62</u>
Less: Adjustment for prior year	\$0.00	\$0.00	\$0.00
Budgeted fund balance	<u>\$28,087,109.10</u>	<u>\$24,634,351.48</u>	<u>\$3,452,757.62</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 7/1/2023 Ending date 9/30/2023 Fund: 30 Capital Projects Funds

Revenues:		Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
0098A	Other	0	8,327,844	8,327,844	6,604,878	Under	1,722,966
Total		0	8,327,844	8,327,844	6,604,878		1,722,966
Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
89200	TOTAL CAPITAL PROJECT FUNDS	0	36,414,953	36,414,953	4,225,637	27,013,593	5,175,724
Total		0	36,414,953	36,414,953	4,225,637	27,013,593	5,175,724

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

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Starting date 7/1/2023 Ending date 9/30/2023 Fund: 30 Capital Projects Funds

Revenues:		Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
00980	30-____ Other Financing Sources	0	8,327,844	8,327,844	6,604,878	Under	1,722,966
Total		0	8,327,844	8,327,844	6,604,878		1,722,966

Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
89000	30-____-____-73_ Capital Project Equipment	0	127,693	127,693	17,187	10,505	100,000
89060	30-000-4__-39_ Other Purchased Prof. and Tech Services	0	2,467,362	2,467,362	165,096	1,519,177	783,089
89080	30-000-4__-45_ Construction Services	0	32,751,409	32,751,409	3,664,832	25,275,494	3,811,083
89100	30-000-4__-61_ General Supplies	0	775,508	775,508	358,526	128,701	288,281
89180	30-000-4__-8__ Other Objects	0	292,981	292,981	19,995	79,715	193,270
Total		0	36,414,953	36,414,953	4,225,637	27,013,593	5,175,724

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

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Starting date 7/1/2023 Ending date 9/30/2023 Fund: 40 Debt Service Funds

Assets and Resources

Assets:

101	Cash in bank		\$0.00
102-106	Cash Equivalents		\$0.00
108	Impact Aid Reserve (General)		\$0.00
109	Impact Aid Reserve (Capital)		\$0.00
111	Investments		\$0.00
112	Unamortized Premums on Investments		\$0.00
113	Unamortized Discounts on Investments		\$0.00
114	Interest Receivable on Investments		\$0.00
115	Accrued Interest on 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
161	Bond Proceeds Receivable		\$0.00
171	Inventories for Consumption		\$0.00
172	Inventories for Resale		\$0.00
181	Prepaid Expenses		\$0.00
191	Deposits		\$0.00
192	Deferred Expenditures		\$0.00
199, xxx	Other Current Assets		\$0.00

Resources:

301	Estimated Revenues	\$0.00	
302	Less Revenues	\$0.00	\$0.00

Total assets and resources

\$0.00

Starting date 7/1/2023 Ending date 9/30/2023 Fund: 40 Debt Service Funds

Liabilities and Fund Equity

Liabilities:

401	Interfund Loans Payable	\$0.00
402	Interfund Accounts Payable	\$0.00
411	Intergovernmental Accounts Payable - State	\$0.00
412	Intergovernmental Accounts Payable - Federal	\$0.00
413	Intergovernmental Accounts Payable - Other	\$0.00
421	Accounts Payable	\$0.00
422	Judgments Payable	\$0.00
431	Contracts Payable	\$0.00
451	Loans Payable	\$0.00
471	Payroll Deductions and Withholdings	\$0.00
481	Deferred Revenues	\$0.00
580	Unemployment Trust Fund Liability	\$0.00
499, xxx	Other Current Liabilities	\$0.00
Total liabilities		\$0.00

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

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Starting date 7/1/2023 Ending date 9/30/2023 Fund: 40 Debt Service Funds

Fund Balance:

Appropriated:			
753,754	Reserve for Encumbrances		\$0.00
Reserved Fund Balance:			
761	Capital Reserve Account - July 1	\$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	
317	Less: Bud. w/d cap. Reserve Debt Service	\$0.00	\$0.00
762	Reserve for Adult Education		\$0.00
763	Sale/Leaseback Reserve Account - July 1	\$0.00	
605	Add: Increase in Sale/Leaseback Reserve	\$0.00	
308	Less: Bud w/d Sale/Leaseback Reserve	\$0.00	\$0.00
764	Maintenance Reserve Account - July 1	\$0.00	
606	Add: Increase in Maintenance Reserve	\$0.00	
310	Less: Bud. w/d from Maintenance Reserve	\$0.00	\$0.00
765	Tuition Reserve Account - July 1	\$0.00	
311	Less: Bud. w/d from Tuition Reserve	\$0.00	\$0.00
766	Reserve for Cur. Exp. Emergencies - July 1	\$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
755	Reserve for Bus Advertising - July 1	\$0.00	
610	Add: Increase in Bus Advertising Reserve	\$0.00	
315	Less: Bud. w/d from Bus Advertising Reserve	\$0.00	\$0.00
756	Federal Impact Aid (General) - July 1	\$0.00	
611	Add: Increase in Federal Impact Aid (General)	\$0.00	
318	Less: Bud. w/d from Federal Impact Aid (Gen.)	\$0.00	\$0.00
757	Federal Impact Aid (Capital) - July 1	\$0.00	
612	Add: Increase in Federal Impact Aid (Capital)	\$0.00	
319	Less: Bud. w/d from Federal Impact Aid (Cap.)	\$0.00	\$0.00
769	Unemployment Fund - July 1	\$0.00	
	Add: Increase in Unemployment Fund	\$0.00	
678	Less: Bud. w/d from Unemployment Fund	\$0.00	\$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>

Starting date 7/1/2023 Ending date 9/30/2023 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 Sale/Leaseback 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>
Change in Tuition 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 Bus Advertising 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 Federal Impact Aid (General):			
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 Federal Impact Aid (Capital):			
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 7/1/2023 Ending date 9/30/2023 Fund: 40 Debt Service Funds

Starting date 7/1/2023 Ending date 9/30/2023 Fund: 60 CAFETERIA

Assets and Resources

Assets:

101	Cash in bank		\$54,702.08
102-106	Cash Equivalents		\$0.00
108	Impact Aid Reserve (General)		\$0.00
109	Impact Aid Reserve (Capital)		\$0.00
111	Investments		\$0.00
112	Unamortized Premums on Investments		\$0.00
113	Unamortized Discounts on Investments		\$0.00
114	Interest Receivable on Investments		\$0.00
115	Accrued Interest on 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	(\$0.02)	
143	Intergovernmental - Other	\$0.00	
153, 154	Other (net of estimated uncollectable of \$_____)	\$0.00	(\$0.02)

Loans Receivable:

131	Interfund	\$0.00	
151, 152	Other (Net of estimated uncollectable of \$_____)	\$0.00	\$0.00
161	Bond Proceeds Receivable		\$0.00
171	Inventories for Consumption		\$5,077.00
172	Inventories for Resale		\$0.00
181	Prepaid Expenses		\$0.00
191	Deposits		\$0.00
192	Deferred Expenditures		\$0.00
199, xxx	Other Current Assets		\$111,253.00

Resources:

301	Estimated Revenues	\$812,500.00	
302	Less Revenues	(\$3,923.70)	\$808,576.30

Total assets and resources

\$979,608.36

Starting date 7/1/2023 Ending date 9/30/2023 Fund: 60 CAFETERIA

Liabilities and Fund Equity

Liabilities:

401	Interfund Loans Payable	\$0.00
402	Interfund Accounts Payable	\$0.00
411	Intergovernmental Accounts Payable - State	\$0.00
412	Intergovernmental Accounts Payable - Federal	\$0.00
413	Intergovernmental Accounts Payable - Other	\$0.00
421	Accounts Payable	\$0.00
422	Judgments Payable	\$0.00
431	Contracts Payable	\$0.00
451	Loans Payable	\$0.00
471	Payroll Deductions and Withholdings	\$0.00
481	Deferred Revenues	\$23,271.00
580	Unemployment Trust Fund Liability	\$0.00
499, xxx	Other Current Liabilities	\$198,789.71
Total liabilities		\$222,060.71

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

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Starting date 7/1/2023 Ending date 9/30/2023 Fund: 60 CAFETERIA

Fund Balance:

Appropriated:

753,754	Reserve for Encumbrances	\$650,016.69
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Reserved Fund Balance:

761	Capital Reserve Account - July 1	\$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
317	Less: Bud. w/d cap. Reserve Debt Service	\$0.00
762	Reserve for Adult Education	\$0.00
763	Sale/Leaseback Reserve Account - July 1	\$0.00
605	Add: Increase in Sale/Leaseback Reserve	\$0.00
308	Less: Bud w/d Sale/Leaseback Reserve	\$0.00
764	Maintenance Reserve Account - July 1	\$0.00
606	Add: Increase in Maintenance Reserve	\$0.00
310	Less: Bud. w/d from Maintenance Reserve	\$0.00
765	Tuition Reserve Account - July 1	\$0.00
311	Less: Bud. w/d from Tuition Reserve	\$0.00
766	Reserve for Cur. Exp. Emergencies - July 1	\$0.00
607	Add: Increase in Cur. Exp. Emer. Reserve	\$0.00
312	Less: Bud. w/d from Cur. Exp. Emer. Reserve	\$0.00
755	Reserve for Bus Advertising - July 1	\$0.00
610	Add: Increase in Bus Advertising Reserve	\$0.00
315	Less: Bud. w/d from Bus Advertising Reserve	\$0.00
756	Federal Impact Aid (General) - July 1	\$0.00
611	Add: Increase in Federal Impact Aid (General)	\$0.00
318	Less: Bud. w/d from Federal Impact Aid (Gen.)	\$0.00
757	Federal Impact Aid (Capital) - July 1	\$0.00
612	Add: Increase in Federal Impact Aid (Capital)	\$0.00
319	Less: Bud. w/d from Federal Impact Aid (Cap.)	\$0.00
769	Unemployment Fund - July 1	\$0.00
	Add: Increase in Unemployment Fund	\$0.00
678	Less: Bud. w/d from Unemployment Fund	\$0.00
750-752,76x	Other reserves	\$0.00
601	Appropriations	\$812,500.00
602	Less: Expenditures (\$54,952.35)	
	Less: Encumbrances (\$650,016.69)	(\$704,969.04)
	Total appropriated	\$757,547.65

Unappropriated:

770	Fund balance, July 1	\$0.00
771	Designated fund balance	\$0.00
303	Budgeted fund balance	\$0.00

Total fund balance

\$757,547.65

Total liabilities and fund equity

\$979,608.36

Starting date 7/1/2023 Ending date 9/30/2023 Fund: 60 CAFETERIA

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$812,500.00	\$704,969.04	\$107,530.96
Revenues	(\$812,500.00)	(\$3,923.70)	(\$808,576.30)
Subtotal	<u>\$0.00</u>	<u>\$701,045.34</u>	<u>(\$701,045.34)</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>\$701,045.34</u>	<u>(\$701,045.34)</u>
Change in Sale/Leaseback 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>\$701,045.34</u>	<u>(\$701,045.34)</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>\$701,045.34</u>	<u>(\$701,045.34)</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>\$701,045.34</u>	<u>(\$701,045.34)</u>
Change in Tuition 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>\$701,045.34</u>	<u>(\$701,045.34)</u>
Change in Bus Advertising 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>\$701,045.34</u>	<u>(\$701,045.34)</u>
Change in Federal Impact Aid (General):			
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>\$701,045.34</u>	<u>(\$701,045.34)</u>
Change in Federal Impact Aid (Capital):			
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>\$701,045.34</u>	<u>(\$701,045.34)</u>
Less: Adjustment for prior year	\$0.00	\$0.00	\$0.00
Budgeted fund balance	<u>\$0.00</u>	<u>\$701,045.34</u>	<u>(\$701,045.34)</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 7/1/2023 Ending date 9/30/2023 Fund: 60 CAFETERIA

Revenues:		Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
(Total of Accounts W/O a Grid# Assigned)		812,500	0	812,500	3,924	Under	808,576
Total		812,500	0	812,500	3,924		808,576
Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
(Total of Accounts W/O a Grid# Assigned)		812,500	0	812,500	54,952	650,017	107,531
Total		812,500	0	812,500	54,952	650,017	107,531

Starting date 7/1/2023 Ending date 9/30/2023 Fund: 60 CAFETERIA

Revenues:

	<u>Org Budget</u>	<u>Transfers</u>	<u>Budget Est</u>	<u>Actual</u>	<u>Over/Under</u>	<u>Unrealized</u>
	812,500	0	812,500	3,924	Under	808,576
Total	812,500	0	812,500	3,924		808,576

Expenditures:

	<u>Org Budget</u>	<u>Transfers</u>	<u>Adj Budget</u>	<u>Expended</u>	<u>Encumber</u>	<u>Available</u>
	812,500	0	812,500	54,952	650,017	107,531
Total	812,500	0	812,500	54,952	650,017	107,531

Starting date 7/1/2023 Ending date 9/30/2023 Fund: 61 ENTERPRISE FUND

Assets and Resources

Assets:

101	Cash in bank		\$470,286.82
102-106	Cash Equivalents		\$0.00
108	Impact Aid Reserve (General)		\$0.00
109	Impact Aid Reserve (Capital)		\$0.00
111	Investments		\$0.00
112	Unamortized Premums on Investments		\$0.00
113	Unamortized Discounts on Investments		\$0.00
114	Interest Receivable on Investments		\$0.00
115	Accrued Interest on 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	\$446,820.07	
153, 154	Other (net of estimated uncollectable of \$_____)	\$0.00	\$446,820.07

Loans Receivable:

131	Interfund	\$0.00	
151, 152	Other (Net of estimated uncollectable of \$_____)	\$0.00	\$0.00
161	Bond Proceeds Receivable		\$0.00
171	Inventories for Consumption		\$0.00
172	Inventories for Resale		\$0.00
181	Prepaid Expenses		\$0.00
191	Deposits		\$0.00
192	Deferred Expenditures		\$0.00
199, xxx	Other Current Assets		\$238,459.03

Resources:

301	Estimated Revenues	\$3,407,000.00	
302	Less Revenues	(\$879,578.80)	\$2,527,421.20

Total assets and resources

\$3,682,987.12

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

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Starting date 7/1/2023 Ending date 9/30/2023 Fund: 61 ENTERPRISE FUND

Liabilities and Fund Equity

Liabilities:

401	Interfund Loans Payable	\$0.00
402	Interfund Accounts Payable	\$0.00
411	Intergovernmental Accounts Payable - State	\$0.00
412	Intergovernmental Accounts Payable - Federal	\$0.00
413	Intergovernmental Accounts Payable - Other	\$0.00
421	Accounts Payable	\$17,353.39
422	Judgments Payable	\$0.00
431	Contracts Payable	\$0.00
451	Loans Payable	\$0.00
471	Payroll Deductions and Withholdings	\$0.00
481	Deferred Revenues	\$3,000.00
580	Unemployment Trust Fund Liability	\$0.00
499, xxx	Other Current Liabilities	\$1,091,905.12
Total liabilities		\$1,112,258.51

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

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Starting date 7/1/2023 Ending date 9/30/2023 Fund: 61 ENTERPRISE FUND

Fund Balance:

Appropriated:

753,754	Reserve for Encumbrances	\$2,188,649.32
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Reserved Fund Balance:

761	Capital Reserve Account - July 1	\$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
317	Less: Bud. w/d cap. Reserve Debt Service	\$0.00
762	Reserve for Adult Education	\$0.00
763	Sale/Leaseback Reserve Account - July 1	\$0.00
605	Add: Increase in Sale/Leaseback Reserve	\$0.00
308	Less: Bud w/d Sale/Leaseback Reserve	\$0.00
764	Maintenance Reserve Account - July 1	\$0.00
606	Add: Increase in Maintenance Reserve	\$0.00
310	Less: Bud. w/d from Maintenance Reserve	\$0.00
765	Tuition Reserve Account - July 1	\$0.00
311	Less: Bud. w/d from Tuition Reserve	\$0.00
766	Reserve for Cur. Exp. Emergencies - July 1	\$0.00
607	Add: Increase in Cur. Exp. Emer. Reserve	\$0.00
312	Less: Bud. w/d from Cur. Exp. Emer. Reserve	\$0.00
755	Reserve for Bus Advertising - July 1	\$0.00
610	Add: Increase in Bus Advertising Reserve	\$0.00
315	Less: Bud. w/d from Bus Advertising Reserve	\$0.00
756	Federal Impact Aid (General) - July 1	\$0.00
611	Add: Increase in Federal Impact Aid (General)	\$0.00
318	Less: Bud. w/d from Federal Impact Aid (Gen.)	\$0.00
757	Federal Impact Aid (Capital) - July 1	\$0.00
612	Add: Increase in Federal Impact Aid (Capital)	\$0.00
319	Less: Bud. w/d from Federal Impact Aid (Cap.)	\$0.00
769	Unemployment Fund - July 1	\$0.00
	Add: Increase in Unemployment Fund	\$0.00
678	Less: Bud. w/d from Unemployment Fund	\$0.00
750-752,76x	Other reserves	\$0.00
601	Appropriations	\$3,407,000.00
602	Less: Expenditures (\$836,271.39)	
	Less: Encumbrances (\$2,188,649.32)	(\$3,024,920.71)
	Total appropriated	\$2,570,728.61
	Unappropriated:	
770	Fund balance, July 1	\$0.00
771	Designated fund balance	\$0.00
303	Budgeted fund balance	\$0.00
	Total fund balance	\$2,570,728.61
	Total liabilities and fund equity	<u>\$3,682,987.12</u>

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

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Starting date 7/1/2023 Ending date 9/30/2023 Fund: 61 ENTERPRISE FUND

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$3,407,000.00	\$3,024,920.71	\$382,079.29
Revenues	(\$3,407,000.00)	(\$879,578.80)	(\$2,527,421.20)
Subtotal	<u>\$0.00</u>	<u>\$2,145,341.91</u>	<u>(\$2,145,341.91)</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>\$2,145,341.91</u>	<u>(\$2,145,341.91)</u>
Change in Sale/Leaseback 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>\$2,145,341.91</u>	<u>(\$2,145,341.91)</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>\$2,145,341.91</u>	<u>(\$2,145,341.91)</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>\$2,145,341.91</u>	<u>(\$2,145,341.91)</u>
Change in Tuition 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>\$2,145,341.91</u>	<u>(\$2,145,341.91)</u>
Change in Bus Advertising 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>\$2,145,341.91</u>	<u>(\$2,145,341.91)</u>
Change in Federal Impact Aid (General):			
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>\$2,145,341.91</u>	<u>(\$2,145,341.91)</u>
Change in Federal Impact Aid (Capital):			
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>\$2,145,341.91</u>	<u>(\$2,145,341.91)</u>
Less: Adjustment for prior year	\$0.00	\$0.00	\$0.00
Budgeted fund balance	<u>\$0.00</u>	<u>\$2,145,341.91</u>	<u>(\$2,145,341.91)</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 7/1/2023 Ending date 9/30/2023 Fund: 61 ENTERPRISE FUND

Revenues:		Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
(Total of Accounts W/O a Grid# Assigned)		3,407,000	0	3,407,000	879,579	Under	2,527,421
Total		3,407,000	0	3,407,000	879,579		2,527,421
Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
(Total of Accounts W/O a Grid# Assigned)		3,407,000	0	3,407,000	836,271	2,188,649	382,079
Total		3,407,000	0	3,407,000	836,271	2,188,649	382,079

Starting date 7/1/2023 Ending date 9/30/2023 Fund: 61 ENTERPRISE FUND

Revenues:

	Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
	3,407,000	0	3,407,000	879,579	Under	2,527,421
Total	3,407,000	0	3,407,000	879,579		2,527,421

Expenditures:

	Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
	3,407,000	0	3,407,000	836,271	2,188,649	382,079
Total	3,407,000	0	3,407,000	836,271	2,188,649	382,079

Starting date 7/1/2023 Ending date 9/30/2023 Fund: 62 INTERNAL SERVICE FUND

Assets and Resources

Assets:

101	Cash in bank		(\$59,416.58)
102-106	Cash Equivalents		\$0.00
108	Impact Aid Reserve (General)		\$0.00
109	Impact Aid Reserve (Capital)		\$0.00
111	Investments		\$0.00
112	Unamortized Premums on Investments		\$0.00
113	Unamortized Discounts on Investments		\$0.00
114	Interest Receivable on Investments		\$0.00
115	Accrued Interest on 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	\$3,083,290.00	
151, 152	Other (Net of estimated uncollectable of \$_____)	\$0.00	\$3,083,290.00
161	Bond Proceeds Receivable		\$0.00
171	Inventories for Consumption		\$0.00
172	Inventories for Resale		\$0.00
181	Prepaid Expenses		\$0.00
191	Deposits		\$0.00
192	Deferred Expenditures		\$0.00
199, xxx	Other Current Assets		\$115,911.00

Resources:

301	Estimated Revenues	\$2,070,000.00	
302	Less Revenues	\$0.00	\$2,070,000.00

Total assets and resources

\$5,209,784.42

Starting date 7/1/2023 Ending date 9/30/2023 Fund: 62 INTERNAL SERVICE FUND

Liabilities and Fund Equity

Liabilities:

101	Cash Overdraft	(\$59,416.58)
401	Interfund Loans Payable	\$0.00
402	Interfund Accounts Payable	\$0.00
411	Intergovernmental Accounts Payable - State	\$0.00
412	Intergovernmental Accounts Payable - Federal	\$0.00
413	Intergovernmental Accounts Payable - Other	\$0.00
421	Accounts Payable	\$0.00
422	Judgments Payable	\$0.00
431	Contracts Payable	\$0.00
451	Loans Payable	\$0.00
471	Payroll Deductions and Withholdings	\$0.00
481	Deferred Revenues	\$0.00
580	Unemployment Trust Fund Liability	\$0.00
499, xxx	Other Current Liabilities	\$3,648,302.18
Total liabilities		\$3,648,302.18

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

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Starting date 7/1/2023 Ending date 9/30/2023 Fund: 62 INTERNAL SERVICE FUND

Fund Balance:

Appropriated:

753,754	Reserve for Encumbrances	\$1,526,168.86
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Reserved Fund Balance:

761	Capital Reserve Account - July 1	\$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
317	Less: Bud. w/d cap. Reserve Debt Service	\$0.00
762	Reserve for Adult Education	\$0.00
763	Sale/Leaseback Reserve Account - July 1	\$0.00
605	Add: Increase in Sale/Leaseback Reserve	\$0.00
308	Less: Bud w/d Sale/Leaseback Reserve	\$0.00
764	Maintenance Reserve Account - July 1	\$0.00
606	Add: Increase in Maintenance Reserve	\$0.00
310	Less: Bud. w/d from Maintenance Reserve	\$0.00
765	Tuition Reserve Account - July 1	\$0.00
311	Less: Bud. w/d from Tuition Reserve	\$0.00
766	Reserve for Cur. Exp. Emergencies - July 1	\$0.00
607	Add: Increase in Cur. Exp. Emer. Reserve	\$0.00
312	Less: Bud. w/d from Cur. Exp. Emer. Reserve	\$0.00
755	Reserve for Bus Advertising - July 1	\$0.00
610	Add: Increase in Bus Advertising Reserve	\$0.00
315	Less: Bud. w/d from Bus Advertising Reserve	\$0.00
756	Federal Impact Aid (General) - July 1	\$0.00
611	Add: Increase in Federal Impact Aid (General)	\$0.00
318	Less: Bud. w/d from Federal Impact Aid (Gen.)	\$0.00
757	Federal Impact Aid (Capital) - July 1	\$0.00
612	Add: Increase in Federal Impact Aid (Capital)	\$0.00
319	Less: Bud. w/d from Federal Impact Aid (Cap.)	\$0.00
769	Unemployment Fund - July 1	\$0.00
	Add: Increase in Unemployment Fund	\$0.00
678	Less: Bud. w/d from Unemployment Fund	\$0.00
750-752,76x	Other reserves	\$0.00
601	Appropriations	\$2,070,000.00
602	Less: Expenditures (\$508,517.76)	
	Less: Encumbrances (\$1,526,168.86)	(\$2,034,686.62)
	Total appropriated	\$1,561,482.24
	Unappropriated:	
770	Fund balance, July 1	\$0.00
771	Designated fund balance	\$0.00
303	Budgeted fund balance	\$0.00
	Total fund balance	\$1,561,482.24
	Total liabilities and fund equity	<u>\$5,209,784.42</u>

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

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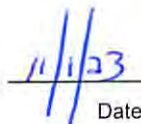
Starting date 7/1/2023 Ending date 9/30/2023 Fund: 62 INTERNAL SERVICE FUND

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$2,070,000.00	\$2,034,686.62	\$35,313.38
Revenues	(\$2,070,000.00)	\$0.00	(\$2,070,000.00)
Subtotal	<u>\$0.00</u>	<u>\$2,034,686.62</u>	<u>(\$2,034,686.62)</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>\$2,034,686.62</u>	<u>(\$2,034,686.62)</u>
Change in Sale/Leaseback 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>\$2,034,686.62</u>	<u>(\$2,034,686.62)</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>\$2,034,686.62</u>	<u>(\$2,034,686.62)</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>\$2,034,686.62</u>	<u>(\$2,034,686.62)</u>
Change in Tuition 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>\$2,034,686.62</u>	<u>(\$2,034,686.62)</u>
Change in Bus Advertising 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>\$2,034,686.62</u>	<u>(\$2,034,686.62)</u>
Change in Federal Impact Aid (General):			
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>\$2,034,686.62</u>	<u>(\$2,034,686.62)</u>
Change in Federal Impact Aid (Capital):			
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>\$2,034,686.62</u>	<u>(\$2,034,686.62)</u>
Less: Adjustment for prior year	\$0.00	\$0.00	\$0.00
Budgeted fund balance	<u>\$0.00</u>	<u>\$2,034,686.62</u>	<u>(\$2,034,686.62)</u>

Prepared and submitted by :


Board Secretary


Date

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

**Page 43 of 44
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Starting date 7/1/2023 Ending date 9/30/2023 Fund: 62 INTERNAL SERVICE FUND

Revenues:		Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
(Total of Accounts W/O a Grid# Assigned)		2,070,000	0	2,070,000	0	Under	2,070,000
Total		2,070,000	0	2,070,000	0		2,070,000
Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
(Total of Accounts W/O a Grid# Assigned)		2,070,000	0	2,070,000	508,518	1,526,169	35,313
Total		2,070,000	0	2,070,000	508,518	1,526,169	35,313

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

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11/01/23 15:34**

Starting date 7/1/2023 Ending date 9/30/2023 Fund: 62 INTERNAL SERVICE FUND

Revenues:

	<u>Org Budget</u>	<u>Transfers</u>	<u>Budget Est</u>	<u>Actual</u>	<u>Over/Under</u>	<u>Unrealized</u>
	2,070,000	0	2,070,000	0	Under	2,070,000
Total	2,070,000	0	2,070,000	0		2,070,000

Expenditures:

	<u>Org Budget</u>	<u>Transfers</u>	<u>Adj Budget</u>	<u>Expended</u>	<u>Encumber</u>	<u>Available</u>
	2,070,000	0	2,070,000	508,518	1,526,169	35,313
Total	2,070,000	0	2,070,000	508,518	1,526,169	35,313

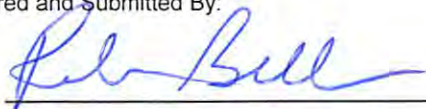
DISTRICT OF VOCATIONAL SCHOOLS

All Funds

For Month Ending: September 30, 2023

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	13,886,815.38	6,755,371.46	6,621,872.93	14,020,313.91
2 Special Revenue Fund - Fund 20	(1,128,183.24)	724,903.98	580,712.55	(983,991.81)
3 Capital Projects Fund - Fund 30	(2,940,491.01)	2,951,843.96	1,211,648.17	(1,200,295.22)
4 Enterprise Funds - Fund 61, Fund 62	688,059.79	149,598.56	426,788.11	410,870.24
5 Enterprise Fund (Fund 5X) Cafeteria	87,902.97	2,041.50	35,242.39	54,702.08
6 Total Governmental Funds (Lines 1 Thru 5)	10,594,103.89	10,583,759.46	8,876,264.15	12,301,599.20
TRUST AND AGENCY FUNDS (FUND 6X)				
7 Payroll	7,000.00	3,017,911.07	3,017,911.07	7,000.00
8 Payroll Agency	40,708.74	2,365,673.53	1,918,697.62	487,684.65
9 Other (attach list) - Unemploy Insur	578,262.60	22.10	2,034.07	576,250.63
10 Total Trust & Agency Funds (lines 7 thru 9)	625,971.34	5,383,606.70	4,938,642.76	1,070,935.28
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	142,157.94	88.79	0.00	142,246.73
18 Total All Funds (lines 6,10,13,14,15,16, &17)	11,362,233.17	15,967,454.95	13,814,906.91	13,514,781.21

Prepared and Submitted By:



10/20/23

Date

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

24-F-100T

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Starting date 7/1/2023 Ending date 10/31/2023 Fund: 10 General Fund

Assets and Resources

Assets:

101	Cash in bank		\$2,804,421.67
102-106	Cash Equivalents		\$7,864,589.87
108	Impact Aid Reserve (General)		\$0.00
109	Impact Aid Reserve (Capital)		\$0.00
111	Investments		\$0.00
112	Unamortized Premiums on Investments		\$0.00
113	Unamortized Discounts on Investments		\$0.00
114	Interest Receivable on Investments		\$0.00
115	Accrued Interest on 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		\$24,118,081.00
	Accounts Receivable:		
132	Interfund	\$7,000.00	\$0.00
141	Intergovernmental - State	\$4,677,073.59	\$0.00
142	Intergovernmental - Federal	\$0.00	\$0.00
143	Intergovernmental - Other	\$7,469,008.30	\$0.00
153, 154	Other (net of estimated uncollectable of \$_____)	\$3,500.00	\$12,156,581.89
	Loans Receivable:		
131	Interfund	\$0.00	\$0.00
151, 152	Other (Net of estimated uncollectable of \$_____)	\$0.00	\$0.00
161	Bond Proceeds Receivable		\$0.00
171	Inventories for Consumption		\$0.00
172	Inventories for Resale		\$0.00
181	Prepaid Expenses		\$0.00
191	Deposits		\$0.00
192	Deferred Expenditures		\$0.00
199, xxx	Other Current Assets		\$1,032.86

Resources:

301	Estimated Revenues	\$80,756,156.70	
302	Less Revenues	(\$48,953,735.47)	\$31,802,421.23

Total assets and resources

\$78,747,128.52

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

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Starting date 7/1/2023 Ending date 10/31/2023 Fund: 10 General Fund

Liabilities and Fund Equity

Liabilities:

401	Interfund Loans Payable	\$0.00
402	Interfund Accounts Payable	\$0.00
411	Intergovernmental Accounts Payable - State	\$0.00
412	Intergovernmental Accounts Payable - Federal	\$0.00
413	Intergovernmental Accounts Payable - Other	\$0.00
421	Accounts Payable	\$500.94
422	Judgments Payable	\$0.00
431	Contracts Payable	\$0.00
451	Loans Payable	\$0.00
471	Payroll Deductions and Withholdings	\$0.00
481	Deferred Revenues	\$0.00
580	Unemployment Trust Fund Liability	\$0.00
499, xxx	Other Current Liabilities	\$3,046,409.23
Total liabilities		\$3,046,910.17

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

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11/28/23 12:24**

Starting date 7/1/2023 Ending date 10/31/2023 Fund: 10 General Fund

Fund Balance:

Appropriated:

753,754 Reserve for Encumbrances \$53,890,701.80

Reserved Fund Balance:

761	Capital Reserve Account - July 1	\$8,588,898.95	
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	
317	Less: Bud. w/d cap. Reserve Debt Service	\$0.00	\$8,588,898.95
762	Reserve for Adult Education		\$0.00
763	Sale/Leaseback Reserve Account - July 1	\$0.00	
605	Add: Increase in Sale/Leaseback Reserve	\$0.00	
308	Less: Bud w/d Sale/Leaseback Reserve	\$0.00	\$0.00
764	Maintenance Reserve Account - July 1	\$795,747.41	
606	Add: Increase in Maintenance Reserve	\$0.00	
310	Less: Bud. w/d from Maintenance Reserve	\$0.00	\$795,747.41
765	Tuition Reserve Account - July 1	\$0.00	
311	Less: Bud. w/d from Tuition Reserve	\$0.00	\$0.00
766	Reserve for Cur. Exp. Emergencies - July 1	\$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
755	Reserve for Bus Advertising - July 1	\$0.00	
610	Add: Increase in Bus Advertising Reserve	\$0.00	
315	Less: Bud. w/d from Bus Advertising Reserve	\$0.00	\$0.00
756	Federal Impact Aid (General) - July 1	\$0.00	
611	Add: Increase in Federal Impact Aid (General)	\$0.00	
318	Less: Bud. w/d from Federal Impact Aid (Gen.)	\$0.00	\$0.00
757	Federal Impact Aid (Capital) - July 1	\$0.00	
612	Add: Increase in Federal Impact Aid (Capital)	\$0.00	
319	Less: Bud. w/d from Federal Impact Aid (Cap.)	\$0.00	\$0.00
769	Unemployment Fund - July 1	\$0.00	
	Add: Increase in Unemployment Fund	\$0.00	
678	Less: Bud. w/d from Unemployment Fund	\$0.00	\$0.00
750-752,76x	Other reserves		\$0.00
601	Appropriations	\$83,039,623.86	
602	Less: Expenditures (\$19,357,945.83)		
	Less: Encumbrances (\$51,607,234.64)	(\$70,965,180.47)	\$12,074,443.39
	Total appropriated		\$75,349,791.55
	Unappropriated:		
770	Fund balance, July 1		\$2,633,893.96
771	Designated fund balance		\$0.00
303	Budgeted fund balance		(\$2,283,467.16)
	Total fund balance		\$75,700,218.35
	Total liabilities and fund equity		<u>\$78,747,128.52</u>

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

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Starting date 7/1/2023 Ending date 10/31/2023 Fund: 10 General Fund

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$83,039,623.86	\$70,965,180.47	\$12,074,443.39
Revenues	(\$80,756,156.70)	(\$48,953,735.47)	(\$31,802,421.23)
Subtotal	<u>\$2,283,467.16</u>	<u>\$22,011,445.00</u>	<u>(\$19,727,977.84)</u>
Change in Capital Reserve Account:			
Plus - Increase in reserve	\$0.00	(\$8,588,898.95)	\$8,588,898.95
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$2,283,467.16</u>	<u>\$13,422,546.05</u>	<u>(\$11,139,078.89)</u>
Change in Sale/Leaseback Account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$2,283,467.16</u>	<u>\$13,422,546.05</u>	<u>(\$11,139,078.89)</u>
Change in Maintenance Reserve Account:			
Plus - Increase in reserve	\$0.00	(\$795,747.41)	\$795,747.41
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$2,283,467.16</u>	<u>\$12,626,798.64</u>	<u>(\$10,343,331.48)</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>\$2,283,467.16</u>	<u>\$12,626,798.64</u>	<u>(\$10,343,331.48)</u>
Change in Tuition Reserve Account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$2,283,467.16</u>	<u>\$12,626,798.64</u>	<u>(\$10,343,331.48)</u>
Change in Bus Advertising Reserve Account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$2,283,467.16</u>	<u>\$12,626,798.64</u>	<u>(\$10,343,331.48)</u>
Change in Federal Impact Aid (General):			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$2,283,467.16</u>	<u>\$12,626,798.64</u>	<u>(\$10,343,331.48)</u>
Change in Federal Impact Aid (Capital):			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$2,283,467.16</u>	<u>\$12,626,798.64</u>	<u>(\$10,343,331.48)</u>
Less: Adjustment for prior year	\$0.00	\$0.00	\$0.00
Budgeted fund balance	<u>\$2,283,467.16</u>	<u>\$12,626,798.64</u>	<u>(\$10,343,331.48)</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 7/1/2023 Ending date 10/31/2023 Fund: 10 General Fund

Revenues:		Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
00370	SUBTOTAL – Revenues from Local Sources	73,438,510	753,360	74,191,870	43,258,188	Under	30,933,681
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	18,740	0	18,740	0	Under	18,740
Total		80,002,797	753,360	80,756,157	48,953,735		31,802,421
Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
03200	TOTAL REGULAR PROGRAMS - INSTRUCTION	12,218,938	135,154	12,354,092	2,329,623	9,143,438	881,031
11160	Total Basic Skills/Remedial – Instruct.	104,781	0	104,781	20,522	84,259	0
12160	Total Bilingual Education – Instruction	113,692	0	113,692	27,908	85,784	0
15180	TOTAL VOCATIONAL PROGRAMS	18,993,473	459,642	19,453,115	3,359,287	12,612,985	3,480,844
17100	Total School-Sponsored Co/Extra Curricul	980,200	0	980,200	202,104	727,770	50,326
17600	Total School-Sponsored Athletics – Instr	1,101,376	6,642	1,108,018	175,395	781,688	150,935
25100	Total Other Instructional Programs - Ins	540,000	0	540,000	110,951	417,983	11,066
29680	Total Undistributed Expenditures – Atten	138,666	0	138,666	46,455	92,211	0
30620	Total Undistributed Expenditures – Healt	636,743	2,014	638,757	169,445	439,851	29,461
40580	Total Undistributed Expend – Speech, OT,	311,758	0	311,758	48,123	263,635	0
41660	Total Undist. Expend. – Guidance	2,660,489	48,500	2,708,989	681,114	2,027,827	48
42200	Total Undist. Expend. – Child Study Team	1,014,427	4,580	1,019,007	256,173	737,977	24,857
43200	Total Undist. Expend. – Improvement of I	1,654,574	29,880	1,684,454	551,539	999,448	133,468
43620	Total Undist. Expend. – Edu. Media Serv.	125,078	3,700	128,778	59,281	56,495	13,002
44180	Total Undist. Expend. – Instructional St	112,500	17,804	130,304	17,247	39,600	73,457
45300	Support Serv. - General Admin	1,519,663	110,750	1,630,413	305,104	1,098,732	226,577
46160	Support Serv. - School Admin	2,836,883	326	2,837,209	930,880	1,861,900	44,429
47200	Total Undist. Expend. – Central Services	1,624,944	13,425	1,638,369	596,745	987,077	54,546
47620	Total Undist. Expend. – Admin. Info. Tec	5,491,043	347,587	5,838,630	2,013,780	2,924,550	900,301
51120	Total Undist. Expend. – Oper. & Maint. O	9,235,382	247,613	9,482,995	2,432,505	5,559,063	1,491,427
52480	Total Undist. Expend. – Student Transpor	789,432	0	789,432	139,698	562,069	87,664
71260	TOTAL PERSONNEL SERVICES –EMPLOYEE	14,000,404	(45,058)	13,955,346	3,717,725	6,620,683	3,616,937
75880	TOTAL EQUIPMENT	0	666,704	666,704	335,455	331,207	42
76260	Total Facilities Acquisition and Constr	57,894	915,843	973,737	0	915,843	57,894
77140	Total Post-Secondary Programs - Instruct	531,833	9,519	541,352	186,846	323,309	31,197
77280	Total Post-Secondary Programs – Support	140,000	0	140,000	32,233	57,767	50,000
78180	Total Other Special Schools - Instructio	1,041,023	36,746	1,077,769	196,994	548,742	332,034
78320	Total Other Special Schools – Support Se	520,782	21,623	542,405	123,391	296,998	122,016
81180	Total Vocational Evening-Local Instructi	472,118	0	472,118	19,496	408,622	44,000
81320	Total Vocational Evening-Local-Support S	922,951	3,832	926,783	251,974	538,773	136,035
83060	Total GED Testing Centers	111,750	0	111,750	19,951	60,949	30,850
Total		80,002,797	3,036,827	83,039,624	19,357,946	51,607,235	12,074,443

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Bergen County Vo-Tech Schools**

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Starting date 7/1/2023 Ending date 10/31/2023 Fund: 10 General Fund

Revenues:				Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
00110	10-1210	County Tax Levy		35,118,081	0	35,118,081	35,118,081		0
00150	10-1320	Tuition from LEAs Within State		35,730,000	0	35,730,000	7,351,831	Under	28,378,169
00220	10-13[2-4]0	Other Tuition		1,600,000	0	1,600,000	495,347	Under	1,104,653
00300	10-1__	Unrestricted Miscellaneous Revenues		778,679	0	778,679	282,439	Under	496,240
00310	10-1991	GED Testing Center Fees		111,750	0	111,750	10,490	Under	101,260
00330	10-1__	Interest Earned on Maintenance Reserve		100,000	23,360	123,360	0	Under	123,360
00340	10-1__	Interest Earned on Capital Reserve Funds		0	730,000	730,000	0	Under	730,000
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		1,521,306	0	1,521,306	1,521,306		0
00495	10-3199	DOE Loan Against State Aid		2,341,498	0	2,341,498	2,341,498		0
00540	10-4200	Medicaid Reimbursement		18,740	0	18,740	0	Under	18,740
Total				80,002,797	753,360	80,756,157	48,953,735		31,802,421

Expenditures:				Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
02140	11-140-___-101	Grades 9-12 – Salaries of Teachers		10,741,889	0	10,741,889	2,092,355	8,649,534	0
02180	11-140-100-106	Other Salaries for Instruction		221,549	0	221,549	56,695	164,854	0
02200	11-140-100-320	Purchased Professional – Educational Ser		70,000	0	70,000	0	0	70,000
02240	11-140-100-[4-5]	Other Purchased Services (400-500 series		22,500	0	22,500	5,592	16,776	132
02260	11-140-100-610	General Supplies		883,000	88,174	971,174	136,747	218,814	615,613
02280	11-140-100-640	Textbooks		150,000	46,610	196,610	27,388	10,432	158,790
02300	11-140-100-800	Other Objects		10,000	370	10,370	4,528	4,346	1,496
02500	11-150-100-101	Salaries of Teachers		85,000	0	85,000	6,319	78,681	0
02540	11-150-100-320	Purchased Professional – Educational Ser		35,000	0	35,000	0	0	35,000
11000	11-230-100-101	Salaries of Teachers		104,781	0	104,781	20,522	84,259	0
12000	11-240-100-101	Salaries of Teachers		113,692	0	113,692	27,908	85,784	0
14000	11-310-100-101	Salaries of Teachers		8,418,583	0	8,418,583	1,598,653	6,819,930	0
14040	11-310-100-320	Purchased Professional-Educational Servi		2,252,000	0	2,252,000	7,462	3,161	2,241,377
14080	11-310-100-[4-5]	Other Purchased Services (400-500 series		35,200	0	35,200	6,983	25,921	2,296
14100	11-310-100-610	General Supplies		956,850	331,319	1,288,169	315,103	506,190	466,877
14120	11-310-100-640	Textbooks		130,000	7,204	137,204	26,435	38,683	72,087
14140	11-310-100-8__	Other Objects		19,000	0	19,000	9,484	7,614	1,902
15000	11-320-100-101	Salaries of Teachers		6,285,840	0	6,285,840	1,241,108	5,044,732	0
15040	11-320-100-320	Purchased Professional-Educational Servi		650,000	600	650,600	0	6,225	644,375
15080	11-320-100-[4-5]	Other Purchased Services (400-500 series		4,000	0	4,000	304	3,696	0
15100	11-320-100-610	General Supplies		197,000	120,518	317,518	136,743	135,154	45,622
15120	11-320-100-640	Textbooks		35,000	0	35,000	15,749	15,443	3,808
15140	11-320-100-8__	Other Objects		10,000	0	10,000	1,262	6,238	2,501
17000	11-401-100-1__	Salaries		910,000	0	910,000	189,870	720,130	0
17020	11-401-100-[3-5]	Purchased Services (300-500 series)		1,700	0	1,700	0	1,700	0
17060	11-401-100-8__	Other Objects		68,500	0	68,500	12,234	5,940	50,326

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Expenditures:	Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
17500 11-402-100-1__ Salaries	797,376	0	797,376	73,520	723,856	0
17520 11-402-100-[3-5] Purchased Services (300-500 series)	119,000	6,382	125,382	36,990	10,203	78,188
17540 11-402-100-6__ Supplies and Materials	140,000	386	140,386	50,129	42,488	47,769
17560 11-402-100-8__ Other Objects	45,000	(126)	44,874	14,755	5,141	24,978
25000 11-4__-100-1__ Salaries	540,000	0	540,000	110,951	417,983	11,066
29500 11-000-211-1__ Salaries	138,666	0	138,666	46,455	92,211	0
30500 11-000-213-1__ Salaries	571,743	0	571,743	153,323	418,420	0
30540 11-000-213-3__ Purchased Professional and Technical Ser	38,000	0	38,000	14,749	17,500	5,751
30580 11-000-213-6__ Supplies and Materials	8,500	2,014	10,514	291	3,931	6,292
30600 11-000-213-8__ Other Objects	18,500	0	18,500	1,082	0	17,418
40500 11-000-216-1__ Salaries	311,758	0	311,758	48,123	263,635	0
41500 11-000-218-104 Salaries of Other Professional Staff	2,339,980	0	2,339,980	553,941	1,786,039	0
41520 11-000-218-105 Salaries of Secretarial and Clerical Ass	235,509	0	235,509	82,173	153,336	0
41560 11-000-218-320 Purchased Professional – Educational Ser	85,000	48,500	133,500	45,000	88,452	48
42000 11-000-219-104 Salaries of Other Professional Staff	737,336	0	737,336	193,754	543,582	0
42020 11-000-219-105 Salaries of Secretarial and Clerical Ass	175,091	0	175,091	58,340	116,751	0
42060 11-000-219-320 Purchased Professional – Educational Ser	70,000	3,500	73,500	650	68,200	4,650
42140 11-000-219-592 Misc. Purch. Svc. (400-500 series O/than	6,000	1,000	7,000	2,138	4,770	93
42160 11-000-219-6__ Supplies and Materials	20,000	80	20,080	432	4,129	15,519
42180 11-000-219-8__ Other Objects	6,000	0	6,000	860	545	4,595
43020 11-000-221-104 Salaries of Other Professional Staff	1,152,390	0	1,152,390	395,817	756,573	0
43040 11-000-221-105 Salaries of Secretarial & Clerical Assis	241,684	0	241,684	75,484	166,200	0
43100 11-000-221-320 Purchased Prof. – Educational Services	50,000	5,904	55,904	20,969	23,848	11,087
43140 11-000-221-[4-5] Other Purch. Services (400-500 series)	80,500	9,462	89,962	10,575	19,311	60,077
43160 11-000-221-6__ Supplies and Materials	40,000	10,584	50,584	11,495	2,743	36,346
43180 11-000-221-8__ Other Objects	90,000	3,930	93,930	37,200	30,773	25,957
43500 11-000-222-1__ Salaries	50,078	0	50,078	8,660	41,418	0
43560 11-000-222-[4-5] Other Purchased Services (400-500 series	75,000	3,700	78,700	50,621	15,077	13,002
44120 11-000-223-[4-5] Other Purch. Services (400-500 series)	72,500	670	73,170	8,747	21,923	42,499
44160 11-000-223-8__ Other Objects	40,000	17,134	57,134	8,500	17,677	30,958
45000 11-000-230-1__ Salaries	598,413	0	598,413	199,797	398,616	0
45040 11-000-230-331 Legal Services	200,000	0	200,000	5,339	189,662	5,000
45060 11-000-230-332 Audit Fees	70,000	0	70,000	0	70,000	0
45070 11-000-230-333 Expenditure & Internal Control Audit Fee	12,000	0	12,000	8,405	3,595	0
45080 11-000-230-334 Architectural/Engineering Services	150,000	110,313	260,313	58,087	191,626	10,600
45100 11-000-230-339 Other Purchased Professional Services	87,000	0	87,000	4,965	11,500	70,535
45140 11-000-230-530 Communications/Telephone	165,000	0	165,000	(36,161)	196,587	4,574
45160 11-000-230-585 BOE Other Purchased Services	2,000	4,800	6,800	1,062	4,308	1,430
45180 11-000-230-590 Misc Purch Services (400-500 series, O/T	166,250	(4,295)	161,955	6,026	30,750	125,179
45200 11-000-230-610 General Supplies	10,000	438	10,438	262	2,087	8,088
45260 11-000-230-890 Miscellaneous Expenditures	58,000	(505)	57,495	57,324	0	171

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Expenditures:	Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
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	2,071,278	0	2,071,278	690,408	1,380,870	0
46040 11-000-240-105 Salaries of Secretarial and Clerical Ass	693,505	0	693,505	228,880	464,625	0
46100 11-000-240-[4-5] Other Purchased Services (400-500 series	14,600	0	14,600	50	6,066	8,484
46120 11-000-240-6__ Supplies and Materials	28,500	326	28,826	2,872	9,479	16,475
46140 11-000-240-8__ Other Objects	29,000	0	29,000	8,670	860	19,470
47000 11-000-251-1__ Salaries	1,425,944	0	1,425,944	473,050	952,894	0
47040 11-000-251-340 Purchased Technical Services	142,300	11,063	153,363	111,843	20,443	21,076
47060 11-000-251-592 Misc. Purch. Services (400-500 Series, O	13,500	685	14,185	2,378	10,282	1,525
47100 11-000-251-6__ Supplies and Materials	32,000	1,677	33,677	1,764	2,708	29,205
47180 11-000-251-890 Other Objects	11,200	0	11,200	7,710	750	2,740
47500 11-000-252-1__ Salaries	3,771,043	0	3,771,043	1,250,149	2,520,894	0
47520 11-000-252-330 Purchased Professional Services	100,000	0	100,000	0	0	100,000
47560 11-000-252-[4-5] Other Purchased Services (400-500 series	1,265,000	12,820	1,277,820	606,840	256,135	414,845
47580 11-000-252-6__ Supplies and Materials	350,000	334,767	684,767	156,610	147,202	380,955
47600 11-000-252-8__ Other Objects	5,000	0	5,000	181	319	4,500
48500 11-000-261-1__ Salaries	608,506	0	608,506	193,979	414,527	0
48520 11-000-261-420 Cleaning, Repair, and Maintenance Servic	600,000	42,673	642,673	268,300	82,907	291,467
48540 11-000-261-610 General Supplies	225,000	29,461	254,461	27,344	57,574	169,544
49000 11-000-262-1__ Salaries	3,479,952	0	3,479,952	1,185,204	2,293,248	1,500
49040 11-000-262-3__ Purchased Professional and Technical Ser	125,000	0	125,000	0	1,830	123,170
49060 11-000-262-420 Cleaning, Repair, and Maintenance Svc.	557,500	45,819	603,319	91,315	214,225	297,780
49120 11-000-262-490 Other Purchased Property Services	110,000	0	110,000	29,039	79,961	1,000
49140 11-000-262-520 Insurance	510,000	0	510,000	0	510,000	0
49160 11-000-262-590 Miscellaneous Purchased Services	2,500	298	2,798	298	640	1,860
49180 11-000-262-610 General Supplies	410,000	61,723	471,723	109,656	142,866	219,201
49200 11-000-262-621 Energy (Natural Gas)	430,000	0	430,000	7,739	422,261	0
49220 11-000-262-622 Energy (Electricity)	1,550,000	0	1,550,000	373,642	846,358	330,000
49260 11-000-262-626 Energy (Gasoline)	45,000	0	45,000	0	45,000	0
49280 11-000-262-8__ Other Objects	15,000	0	15,000	11,368	1,485	2,147
50000 11-000-263-1__ Salaries	236,924	0	236,924	74,784	162,140	0
50040 11-000-263-420 Cleaning, Repair, and Maintenance Svc.	100,000	45,841	145,841	48,105	61,574	36,162
50060 11-000-263-610 General Supplies	20,000	18,943	38,943	8,158	24,397	6,387
51000 11-000-266-1__ Salaries	25,000	0	25,000	0	25,000	0
51040 11-000-266-420 Cleaning, Repair, and Maintenance Svc.	180,000	2,855	182,855	3,575	173,070	6,210
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	563,832	0	563,832	138,701	420,728	4,402
52140 11-000-270-420 Cleaning, Repair, & Maint. Services	9,000	0	9,000	447	1,941	6,612
52280 11-000-270-512 Contr Serv (Oth. Than Bet Home & Sch) -	113,000	0	113,000	550	46,800	65,650
52400 11-000-270-593 Misc. Purchased Services - Transportatio	92,600	0	92,600	0	92,600	0
52440 11-000-270-615 Transportation Supplies	8,000	0	8,000	0	0	8,000

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

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Starting date 7/1/2023 Ending date 10/31/2023 Fund: 10 General Fund

Expenditures:	Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
52460 11-000-270-8__ Other objects	3,000	0	3,000	0	0	3,000
71020 11-000-291-220 Social Security Contributions	1,310,000	0	1,310,000	328,339	602,656	379,005
71060 11-000-291-241 Other Retirement Contributions - PERS	2,250,000	0	2,250,000	0	0	2,250,000
71160 11-000-291-260 Workmen's Compensation	710,400	0	710,400	0	710,400	0
71180 11-000-291-270 Health Benefits	9,462,504	(48,500)	9,414,004	3,230,217	5,307,627	876,160
71200 11-000-291-280 Tuition Reimbursement	120,000	3,442	123,442	18,414	0	105,028
71220 11-000-291-290 Other Employee Benefits	147,500	0	147,500	140,755	0	6,745
75500 12-000-100-73_ Undistributed Expenditures - Instruction	0	532,406	532,406	243,690	288,679	36
75680 12-000-252-73_ Undistributed Expenditures - Admin. Info	0	55,660	55,660	49,873	5,780	6
75720 12-000-262-73_ Undist. Expend. - Custodial Services	0	60,028	60,028	41,891	18,137	0
75740 12-000-263-73_ Undist. Expend. - Care and Upkeep of Gro	0	18,610	18,610	0	18,610	0
76080 12-000-400-450 Construction Services	0	915,843	915,843	0	915,843	0
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	417,833	0	417,833	116,240	301,593	0
77060 13-330-100-[4-5] Other Purchased Services (400-500 series	8,500	0	8,500	17	3,983	4,500
77080 13-330-100-610 General Supplies	80,000	5,201	85,201	50,918	9,958	24,326
77100 13-330-100-640 Textbooks	18,000	4,088	22,088	15,582	6,493	13
77120 13-330-100-8__ Other Objects	7,500	230	7,730	4,089	1,282	2,359
77180 13-330-200-2__ Personnel Services - Employee Benefits	140,000	0	140,000	32,233	57,767	50,000
78000 13-4__-100-101 Salaries of Teachers	677,023	0	677,023	157,665	519,358	0
78120 13-4__-100-610 General Supplies	364,000	36,746	400,746	39,329	29,383	332,034
78200 13-4__-200-1__ Salaries	256,382	0	256,382	79,220	177,162	0
78220 13-4__-200-2__ Personnel Services - Employee Benefits	200,000	0	200,000	34,344	85,656	80,000
78240 13-4__-200-3__ Purchased Professional and Technical Svc	15,600	0	15,600	8,500	0	7,100
78260 13-4__-200-[4-5] Other Purchased Services (400-500 series	33,000	15,600	48,600	1,152	23,841	23,608
78280 13-4__-200-6__ Supplies and Materials	6,800	6,023	12,823	0	10,339	2,484
78300 13-4__-200-8__ Other Objects	9,000	0	9,000	175	0	8,825
81000 13-629-100-101 Salaries of Teachers	428,118	0	428,118	19,496	408,622	0
81120 13-629-100-610 General Supplies	40,000	0	40,000	0	0	40,000
81140 13-629-100-640 Textbooks	1,000	0	1,000	0	0	1,000
81160 13-629-100-8__ Other Objects	3,000	0	3,000	0	0	3,000
81200 13-629-200-1__ Salaries	654,591	0	654,591	215,020	439,571	0
81220 13-629-200-2__ Personnel Services - Employee Benefits	186,560	0	186,560	28,715	49,316	108,529
81260 13-629-200-[4-5] Other Purchased Services (400-500 series	52,800	(132)	52,668	7,535	21,128	24,005
81280 13-629-200-6__ Supplies and Materials	25,000	3,964	28,964	608	28,355	1
81300 13-629-200-8__ Other Objects	4,000	0	4,000	97	403	3,500
83000 13-640-200-1__ Salaries	80,250	0	80,250	19,951	60,299	0
83020 13-640-200-6__ Supplies and Materials	31,500	0	31,500	0	650	30,850
Total	80,002,797	3,036,827	83,039,624	19,357,946	51,607,235	12,074,443

Starting date 7/1/2023 Ending date 10/31/2023 Fund: 20 Special Revenue Funds

Assets and Resources

Assets:

101	Cash in bank		(\$946,138.47)
102-106	Cash Equivalents		\$0.00
108	Impact Aid Reserve (General)		\$0.00
109	Impact Aid Reserve (Capital)		\$0.00
111	Investments		\$0.00
112	Unamortized Premums on Investments		\$0.00
113	Unamortized Discounts on Investments		\$0.00
114	Interest Receivable on Investments		\$0.00
115	Accrued Interest on 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	\$162,381.68	
142	Intergovernmental - Federal	\$338,977.98	
143	Intergovernmental - Other	\$0.00	
153, 154	Other (net of estimated uncollectable of \$_____)	\$0.00	\$501,359.66

Loans Receivable:

131	Interfund	\$0.00	
151, 152	Other (Net of estimated uncollectable of \$_____)	\$0.00	\$0.00
161	Bond Proceeds Receivable		\$0.00
171	Inventories for Consumption		\$0.00
172	Inventories for Resale		\$0.00
181	Prepaid Expenses		\$0.00
191	Deposits		\$0.00
192	Deferred Expenditures		\$0.00
199, xxx	Other Current Assets		\$0.00

Resources:

301	Estimated Revenues	\$14,728,667.77	
302	Less Revenues	(\$518,925.79)	\$14,209,741.98

Total assets and resources

\$13,764,963.17

Starting date 7/1/2023 Ending date 10/31/2023 Fund: 20 Special Revenue Funds

Liabilities and Fund Equity

Liabilities:

101	Cash Overdraft	(\$946,138.47)
401	Interfund Loans Payable	\$0.00
402	Interfund Accounts Payable	\$0.00
411	Intergovernmental Accounts Payable - State	\$41,937.53
412	Intergovernmental Accounts Payable - Federal	\$481.01
413	Intergovernmental Accounts Payable - Other	\$0.00
421	Accounts Payable	\$122,585.72
422	Judgments Payable	\$0.00
431	Contracts Payable	\$0.00
451	Loans Payable	\$0.00
471	Payroll Deductions and Withholdings	\$0.00
481	Deferred Revenues	\$300.27
580	Unemployment Trust Fund Liability	\$0.00
499, xxx	Other Current Liabilities	\$0.00
Total liabilities		\$165,304.53

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

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Starting date 7/1/2023 Ending date 10/31/2023 Fund: 20 Special Revenue Funds

Fund Balance:

Appropriated:

753,754	Reserve for Encumbrances	\$7,206,039.61
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Reserved Fund Balance:

761	Capital Reserve Account - July 1	\$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
317	Less: Bud. w/d cap. Reserve Debt Service	\$0.00
762	Reserve for Adult Education	\$0.00
763	Sale/Leaseback Reserve Account - July 1	\$0.00
605	Add: Increase in Sale/Leaseback Reserve	\$0.00
308	Less: Bud w/d Sale/Leaseback Reserve	\$0.00
764	Maintenance Reserve Account - July 1	\$0.00
606	Add: Increase in Maintenance Reserve	\$0.00
310	Less: Bud. w/d from Maintenance Reserve	\$0.00
765	Tuition Reserve Account - July 1	\$0.00
311	Less: Bud. w/d from Tuition Reserve	\$0.00
766	Reserve for Cur. Exp. Emergencies - July 1	\$0.00
607	Add: Increase in Cur. Exp. Emer. Reserve	\$0.00
312	Less: Bud. w/d from Cur. Exp. Emer. Reserve	\$0.00
755	Reserve for Bus Advertising - July 1	\$0.00
610	Add: Increase in Bus Advertising Reserve	\$0.00
315	Less: Bud. w/d from Bus Advertising Reserve	\$0.00
756	Federal Impact Aid (General) - July 1	\$0.00
611	Add: Increase in Federal Impact Aid (General)	\$0.00
318	Less: Bud. w/d from Federal Impact Aid (Gen.)	\$0.00
757	Federal Impact Aid (Capital) - July 1	\$0.00
612	Add: Increase in Federal Impact Aid (Capital)	\$0.00
319	Less: Bud. w/d from Federal Impact Aid (Cap.)	\$0.00
769	Unemployment Fund - July 1	\$0.00
	Add: Increase in Unemployment Fund	\$0.00
678	Less: Bud. w/d from Unemployment Fund	\$0.00
750-752,76x	Other reserves	\$0.00

601	Appropriations	\$15,383,773.25
602	Less: Expenditures (\$1,563,462.61)	
	Less: Encumbrances (\$6,771,586.13)	(\$8,335,048.74)
	Total appropriated	\$14,254,764.12

Unappropriated:

770	Fund balance, July 1	\$0.00
771	Designated fund balance	\$0.00
303	Budgeted fund balance	(\$655,105.48)

Total fund balance	\$13,599,658.64
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Total liabilities and fund equity	<u>\$13,764,963.17</u>
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Starting date 7/1/2023 Ending date 10/31/2023 Fund: 20 Special Revenue Funds

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$15,383,773.25	\$8,335,048.74	\$7,048,724.51
Revenues	(\$14,728,667.77)	(\$518,925.79)	(\$14,209,741.98)
Subtotal	<u>\$655,105.48</u>	<u>\$7,816,122.95</u>	<u>(\$7,161,017.47)</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>\$655,105.48</u>	<u>\$7,816,122.95</u>	<u>(\$7,161,017.47)</u>
Change in Sale/Leaseback Account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$655,105.48</u>	<u>\$7,816,122.95</u>	<u>(\$7,161,017.47)</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>\$655,105.48</u>	<u>\$7,816,122.95</u>	<u>(\$7,161,017.47)</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>\$655,105.48</u>	<u>\$7,816,122.95</u>	<u>(\$7,161,017.47)</u>
Change in Tuition Reserve Account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$655,105.48</u>	<u>\$7,816,122.95</u>	<u>(\$7,161,017.47)</u>
Change in Bus Advertising Reserve Account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$655,105.48</u>	<u>\$7,816,122.95</u>	<u>(\$7,161,017.47)</u>
Change in Federal Impact Aid (General):			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$655,105.48</u>	<u>\$7,816,122.95</u>	<u>(\$7,161,017.47)</u>
Change in Federal Impact Aid (Capital):			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$655,105.48</u>	<u>\$7,816,122.95</u>	<u>(\$7,161,017.47)</u>
Less: Adjustment for prior year	\$0.00	\$0.00	\$0.00
Budgeted fund balance	<u>\$655,105.48</u>	<u>\$7,816,122.95</u>	<u>(\$7,161,017.47)</u>

Prepared and submitted by :

Board Secretary

Date

Starting date 7/1/2023 Ending date 10/31/2023 Fund: 20 Special Revenue Funds

Revenues:		Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
00745	Total Revenues from Local Sources	250,000	67,784	317,784	43,784	Under	274,000
00770	Total Revenues from State Sources	300,000	25,000	325,000	92,194	Under	232,806
00830	Total Revenues from Federal Sources	10,465,000	3,618,731	14,083,731	382,948	Under	13,700,783
88740	Total Federal Projects	0	2,153	2,153	0	Under	2,153
Total		11,015,000	3,713,668	14,728,668	518,926		14,209,742
Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
84100	Local Projects	0	270,276	270,276	5,219	20,964	244,093
84200	Student Activity Fund	250,000	0	250,000	0	0	250,000
88100	Adult Education	300,000	101,783	401,783	110,468	196,064	95,251
88135	Nonpublic Teacher STEM Grant	0	25,000	25,000	2,399	22,601	0
88140	Other	150,000	33,679	183,679	35,333	84,128	64,219
88740	Total Federal Projects	10,315,000	3,938,035	14,253,035	1,410,044	6,447,830	6,395,161
Total		11,015,000	4,368,773	15,383,773	1,563,463	6,771,586	7,048,725

Starting date 7/1/2023 Ending date 10/31/2023 Fund: 20 Special Revenue Funds

Revenues:			Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
00737	20-1760	Student Activity Fund Revenue	250,000	0	250,000	0	Under	250,000
00740	20-1__	Other Revenue from Local Sources	0	67,784	67,784	43,784	Under	24,000
00762	20-3212	Nonpublic Teacher STEM Grant	0	25,000	25,000	0	Under	25,000
00765	20-32__	Other Restricted Entitlements	300,000	0	300,000	92,194	Under	207,806
00775	20-441[1-6]	Title I	200,000	95,832	295,832	28,591	Under	267,241
00780	20-445[1-5]	Title II	40,000	13,248	53,248	0	Under	53,248
00785	20-449[1-4]	Title III	0	10,672	10,672	0	Under	10,672
00790	20-447[1-4]	Title IV	10,000	8,172	18,172	0	Under	18,172
00804	20-4419	ARP - IDEA Basic	0	16,608	16,608	3,744	Under	12,864
00805	20-442[0-9]	I.D.E.A. Part B (Handicapped)	500,000	111,129	611,129	131,422	Under	479,707
00806	20-4541	ARP ESSER Accel. Learning Coaching Supt	0	108,355	108,355	5,325	Under	103,030
00810	20-4430	Vocational Education	865,000	117,688	982,688	82,010	Under	900,678
00814	20-4540	ARP - ESSER	0	34,484	34,484	3,800	Under	30,684
00815	20-4440	Adult Basic Education	1,200,000	394,805	1,594,805	0	Under	1,594,805
00820	20-4700	Private Industry Council (JTPA/WIOA)	7,500,000	2,673,653	10,173,653	61,191	Under	10,112,462
00823	20-4534	CRRSA Act - ESSER II	0	23,585	23,585	0	Under	23,585
00825	20-4__	Other	150,000	10,500	160,500	66,865	Under	93,635
88711	20-485-__-__	CRRSA Act - Mental Health Grant	0	2,153	2,153	0	Under	2,153
Total			11,015,000	3,713,668	14,728,668	518,926		14,209,742
Expenditures:			Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
84100	20-__-__-__	Local Projects	0	270,276	270,276	5,219	20,964	244,093
84200	20-475-__-__	Student Activity Fund	250,000	0	250,000	0	0	250,000
88100	20-__-__-__	Adult Education	300,000	101,783	401,783	110,468	196,064	95,251
88135	20-481-__-__	Nonpublic Teacher STEM Grant	0	25,000	25,000	2,399	22,601	0
88140	20-__-__-__	Other	150,000	33,679	183,679	35,333	84,128	64,219
88500	20-__-__-__	Title I	200,000	95,832	295,832	57,812	143,818	94,202
88520	20-__-__-__	Title II	40,000	13,248	53,248	750	50,990	1,508
88540	20-__-__-__	Title III	0	10,672	10,672	0	0	10,672
88560	20-__-__-__	Title IV	10,000	8,172	18,172	3,517	1,825	12,830
88620	20-__-__-__	I.D.E.A. Part B (Handicapped)	500,000	111,129	611,129	180,827	274,546	155,756
88640	20-__-__-__	Vocational Education	865,000	117,688	982,688	126,512	708,275	147,901
88641	20-223-__-__	ARP-IDEA Basic Grant Program	0	16,608	16,608	16,608	0	0
88660	20-__-__-__	Adult Education	1,200,000	307,384	1,507,384	146,873	1,170,434	190,077
88680	20-__-__-__	Private Industry Council (JTPA/WIOA)	7,500,000	3,088,745	10,588,745	858,177	3,982,671	5,747,897
88709	20-483-__-__	CRRSA Act - ESSER II Grant Program	0	23,565	23,565	0	800	22,765
88711	20-485-__-__	CRRSA Act - Mental Health Grant	0	2,153	2,153	0	0	2,153
88713	20-487-__-__	ARP-ESSER Grant Program	0	34,484	34,484	7,530	24,984	1,969
88714	20-488-__-__	ARP ESSER Accel. Learning Coaching Supt	0	108,355	108,355	11,438	89,487	7,430
Total			11,015,000	4,368,773	15,383,773	1,563,463	6,771,586	7,048,725

Starting date 7/1/2023 Ending date 10/31/2023 Fund: 30 Capital Projects Funds

Assets and Resources

Assets:

101	Cash in bank		(\$177,764.81)
102-106	Cash Equivalents		\$0.00
108	Impact Aid Reserve (General)		\$0.00
109	Impact Aid Reserve (Capital)		\$0.00
111	Investments		\$0.00
112	Unamortized Premums on Investments		\$0.00
113	Unamortized Discounts on Investments		\$0.00
114	Interest Receivable on Investments		\$0.00
115	Accrued Interest on 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
161	Bond Proceeds Receivable		\$0.00
171	Inventories for Consumption		\$0.00
172	Inventories for Resale		\$0.00
181	Prepaid Expenses		\$0.00
191	Deposits		\$0.00
192	Deferred Expenditures		\$0.00
199, xxx	Other Current Assets		\$704,751.00

Resources:

301	Estimated Revenues	\$8,327,843.94	
302	Less Revenues	(\$7,816,525.89)	\$511,318.05

Total assets and resources

\$1,038,304.24

Starting date 7/1/2023 Ending date 10/31/2023 Fund: 30 Capital Projects Funds

Liabilities and Fund Equity

Liabilities:

101	Cash Overdraft	(\$177,764.81)
401	Interfund Loans Payable	\$0.00
402	Interfund Accounts Payable	\$0.00
411	Intergovernmental Accounts Payable - State	\$0.00
412	Intergovernmental Accounts Payable - Federal	\$0.00
413	Intergovernmental Accounts Payable - Other	\$0.00
421	Accounts Payable	\$0.00
422	Judgments Payable	\$0.00
431	Contracts Payable	\$0.00
451	Loans Payable	\$0.00
471	Payroll Deductions and Withholdings	\$0.00
481	Deferred Revenues	\$0.00
580	Unemployment Trust Fund Liability	\$0.00
499, xxx	Other Current Liabilities	\$0.00
Total liabilities		\$0.00

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

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Starting date 7/1/2023 Ending date 10/31/2023 Fund: 30 Capital Projects Funds

Fund Balance:

Appropriated:

753,754	Reserve for Encumbrances	\$54,959,669.29
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Reserved Fund Balance:

761	Capital Reserve Account - July 1	\$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
317	Less: Bud. w/d cap. Reserve Debt Service	\$0.00
762	Reserve for Adult Education	\$0.00
763	Sale/Leaseback Reserve Account - July 1	\$0.00
605	Add: Increase in Sale/Leaseback Reserve	\$0.00
308	Less: Bud w/d Sale/Leaseback Reserve	\$0.00
764	Maintenance Reserve Account - July 1	\$0.00
606	Add: Increase in Maintenance Reserve	\$0.00
310	Less: Bud. w/d from Maintenance Reserve	\$0.00
765	Tuition Reserve Account - July 1	\$0.00
311	Less: Bud. w/d from Tuition Reserve	\$0.00
766	Reserve for Cur. Exp. Emergencies - July 1	\$0.00
607	Add: Increase in Cur. Exp. Emer. Reserve	\$0.00
312	Less: Bud. w/d from Cur. Exp. Emer. Reserve	\$0.00
755	Reserve for Bus Advertising - July 1	\$0.00
610	Add: Increase in Bus Advertising Reserve	\$0.00
315	Less: Bud. w/d from Bus Advertising Reserve	\$0.00
756	Federal Impact Aid (General) - July 1	\$0.00
611	Add: Increase in Federal Impact Aid (General)	\$0.00
318	Less: Bud. w/d from Federal Impact Aid (Gen.)	\$0.00
757	Federal Impact Aid (Capital) - July 1	\$0.00
612	Add: Increase in Federal Impact Aid (Capital)	\$0.00
319	Less: Bud. w/d from Federal Impact Aid (Cap.)	\$0.00
769	Unemployment Fund - July 1	\$0.00
	Add: Increase in Unemployment Fund	\$0.00
678	Less: Bud. w/d from Unemployment Fund	\$0.00
750-752,76x	Other reserves	\$0.00

601	Appropriations	\$36,414,953.04
602	Less: Expenditures (\$4,414,754.37)	
	Less: Encumbrances (\$26,872,560.19)	(\$31,287,314.56)
	Total appropriated	\$60,087,307.77

Unappropriated:

770	Fund balance, July 1	(\$30,961,894.43)
771	Designated fund balance	\$0.00
303	Budgeted fund balance	(\$28,087,109.10)

Total fund balance	\$1,038,304.24
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Total liabilities and fund equity	<u>\$1,038,304.24</u>
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Report of the Secretary to the Board of Education
Bergen County Vo-Tech Schools

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Starting date 7/1/2023 Ending date 10/31/2023 Fund: 30 Capital Projects Funds

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$36,414,953.04	\$31,287,314.56	\$5,127,638.48
Revenues	(\$8,327,843.94)	(\$7,816,525.89)	(\$511,318.05)
Subtotal	<u>\$28,087,109.10</u>	<u>\$23,470,788.67</u>	<u>\$4,616,320.43</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>\$28,087,109.10</u>	<u>\$23,470,788.67</u>	<u>\$4,616,320.43</u>
Change in Sale/Leaseback Account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$28,087,109.10</u>	<u>\$23,470,788.67</u>	<u>\$4,616,320.43</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>\$28,087,109.10</u>	<u>\$23,470,788.67</u>	<u>\$4,616,320.43</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>\$28,087,109.10</u>	<u>\$23,470,788.67</u>	<u>\$4,616,320.43</u>
Change in Tuition Reserve Account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$28,087,109.10</u>	<u>\$23,470,788.67</u>	<u>\$4,616,320.43</u>
Change in Bus Advertising Reserve Account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$28,087,109.10</u>	<u>\$23,470,788.67</u>	<u>\$4,616,320.43</u>
Change in Federal Impact Aid (General):			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$28,087,109.10</u>	<u>\$23,470,788.67</u>	<u>\$4,616,320.43</u>
Change in Federal Impact Aid (Capital):			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$28,087,109.10</u>	<u>\$23,470,788.67</u>	<u>\$4,616,320.43</u>
Less: Adjustment for prior year	\$0.00	\$0.00	\$0.00
Budgeted fund balance	<u>\$28,087,109.10</u>	<u>\$23,470,788.67</u>	<u>\$4,616,320.43</u>

Prepared and submitted by :

Board Secretary

Date

Starting date 7/1/2023 Ending date 10/31/2023 Fund: 30 Capital Projects Funds

Revenues:		Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
0098A	Other	0	8,327,844	8,327,844	7,816,526	Under	511,318
Total		0	8,327,844	8,327,844	7,816,526		511,318
Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
89200	TOTAL CAPITAL PROJECT FUNDS	0	36,414,953	36,414,953	4,414,754	26,872,560	5,127,638
Total		0	36,414,953	36,414,953	4,414,754	26,872,560	5,127,638

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

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Starting date 7/1/2023 Ending date 10/31/2023 Fund: 30 Capital Projects Funds

Revenues:		<u>Org Budget</u>	<u>Transfers</u>	<u>Budget Est</u>	<u>Actual</u>	<u>Over/Under</u>	<u>Unrealized</u>
00980	30-____ Other Financing Sources	0	8,327,844	8,327,844	7,816,526	Under	511,318
Total		0	8,327,844	8,327,844	7,816,526		511,318

Expenditures:		<u>Org Budget</u>	<u>Transfers</u>	<u>Adj Budget</u>	<u>Expended</u>	<u>Encumber</u>	<u>Available</u>
89000	30-____-____-73_ Capital Project Equipment	0	127,693	127,693	17,187	10,505	100,000
89060	30-000-4__-39_ Other Purchased Prof. and Tech Services	0	2,467,362	2,467,362	200,242	1,484,031	783,089
89080	30-000-4__-45_ Construction Services	0	32,751,409	32,751,409	3,757,397	25,228,824	3,765,188
89100	30-000-4__-61_ General Supplies	0	775,508	775,508	419,932	69,485	286,091
89180	30-000-4__-8_ Other Objects	0	292,981	292,981	19,995	79,715	193,270
Total		0	36,414,953	36,414,953	4,414,754	26,872,560	5,127,638

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

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Starting date 7/1/2023 Ending date 10/31/2023 Fund: 40 Debt Service Funds

Assets and Resources

Assets:

101	Cash in bank		\$0.00
102-106	Cash Equivalents		\$0.00
108	Impact Aid Reserve (General)		\$0.00
109	Impact Aid Reserve (Capital)		\$0.00
111	Investments		\$0.00
112	Unamortized Premums on Investments		\$0.00
113	Unamortized Discounts on Investments		\$0.00
114	Interest Receivable on Investments		\$0.00
115	Accrued Interest on 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
161	Bond Proceeds Receivable		\$0.00
171	Inventories for Consumption		\$0.00
172	Inventories for Resale		\$0.00
181	Prepaid Expenses		\$0.00
191	Deposits		\$0.00
192	Deferred Expenditures		\$0.00
199, xxx	Other Current Assets		\$0.00

Resources:

301	Estimated Revenues	\$0.00	
302	Less Revenues	\$0.00	\$0.00

Total assets and resources			<u>\$0.00</u>
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Starting date 7/1/2023 Ending date 10/31/2023 Fund: 40 Debt Service Funds

Liabilities and Fund Equity

Liabilities:

401	Interfund Loans Payable	\$0.00
402	Interfund Accounts Payable	\$0.00
411	Intergovernmental Accounts Payable - State	\$0.00
412	Intergovernmental Accounts Payable - Federal	\$0.00
413	Intergovernmental Accounts Payable - Other	\$0.00
421	Accounts Payable	\$0.00
422	Judgments Payable	\$0.00
431	Contracts Payable	\$0.00
451	Loans Payable	\$0.00
471	Payroll Deductions and Withholdings	\$0.00
481	Deferred Revenues	\$0.00
580	Unemployment Trust Fund Liability	\$0.00
499, xxx	Other Current Liabilities	\$0.00
Total liabilities		\$0.00

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

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Starting date 7/1/2023 Ending date 10/31/2023 Fund: 40 Debt Service Funds

Fund Balance:

Appropriated:

753,754	Reserve for Encumbrances	\$0.00
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Reserved Fund Balance:

761	Capital Reserve Account - July 1	\$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	
317	Less: Bud. w/d cap. Reserve Debt Service	\$0.00	\$0.00
762	Reserve for Adult Education		\$0.00
763	Sale/Leaseback Reserve Account - July 1	\$0.00	
605	Add: Increase in Sale/Leaseback Reserve	\$0.00	
308	Less: Bud w/d Sale/Leaseback Reserve	\$0.00	\$0.00
764	Maintenance Reserve Account - July 1	\$0.00	
606	Add: Increase in Maintenance Reserve	\$0.00	
310	Less: Bud. w/d from Maintenance Reserve	\$0.00	\$0.00
765	Tuition Reserve Account - July 1	\$0.00	
311	Less: Bud. w/d from Tuition Reserve	\$0.00	\$0.00
766	Reserve for Cur. Exp. Emergencies - July 1	\$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
755	Reserve for Bus Advertising - July 1	\$0.00	
610	Add: Increase in Bus Advertising Reserve	\$0.00	
315	Less: Bud. w/d from Bus Advertising Reserve	\$0.00	\$0.00
756	Federal Impact Aid (General) - July 1	\$0.00	
611	Add: Increase in Federal Impact Aid (General)	\$0.00	
318	Less: Bud. w/d from Federal Impact Aid (Gen.)	\$0.00	\$0.00
757	Federal Impact Aid (Capital) - July 1	\$0.00	
612	Add: Increase in Federal Impact Aid (Capital)	\$0.00	
319	Less: Bud. w/d from Federal Impact Aid (Cap.)	\$0.00	\$0.00
769	Unemployment Fund - July 1	\$0.00	
	Add: Increase in Unemployment Fund	\$0.00	
678	Less: Bud. w/d from Unemployment Fund	\$0.00	\$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>

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

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Starting date 7/1/2023 Ending date 10/31/2023 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 Sale/Leaseback 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>
Change in Tuition 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 Bus Advertising 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 Federal Impact Aid (General):			
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 Federal Impact Aid (Capital):			
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

12/1/23
Date

Starting date 7/1/2023 Ending date 10/31/2023 Fund: 40 Debt Service Funds

Starting date 7/1/2023 Ending date 10/31/2023 Fund: 60 CAFETERIA

Assets and Resources

Assets:

101	Cash in bank		\$112,365.60
102-106	Cash Equivalents		\$0.00
108	Impact Aid Reserve (General)		\$0.00
109	Impact Aid Reserve (Capital)		\$0.00
111	Investments		\$0.00
112	Unamortized Premums on Investments		\$0.00
113	Unamortized Discounts on Investments		\$0.00
114	Interest Receivable on Investments		\$0.00
115	Accrued Interest on 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	(\$0.02)	
143	Intergovernmental - Other	\$0.00	
153, 154	Other (net of estimated uncollectable of \$_____)	\$0.00	(\$0.02)

Loans Receivable:

131	Interfund	\$0.00	
151, 152	Other (Net of estimated uncollectable of \$_____)	\$0.00	\$0.00
161	Bond Proceeds Receivable		\$0.00
171	Inventories for Consumption		\$5,077.00
172	Inventories for Resale		\$0.00
181	Prepaid Expenses		\$0.00
191	Deposits		\$0.00
192	Deferred Expenditures		\$0.00
199, xxx	Other Current Assets		\$111,253.00

Resources:

301	Estimated Revenues	\$812,500.00	
302	Less Revenues	(\$137,746.04)	\$674,753.96

Total assets and resources

\$903,449.54

Starting date 7/1/2023 Ending date 10/31/2023 Fund: 60 CAFETERIA

Liabilities and Fund Equity

Liabilities:

401	Interfund Loans Payable	\$0.00
402	Interfund Accounts Payable	\$0.00
411	Intergovernmental Accounts Payable - State	\$0.00
412	Intergovernmental Accounts Payable - Federal	\$0.00
413	Intergovernmental Accounts Payable - Other	\$0.00
421	Accounts Payable	\$0.00
422	Judgments Payable	\$0.00
431	Contracts Payable	\$0.00
451	Loans Payable	\$0.00
471	Payroll Deductions and Withholdings	\$0.00
481	Deferred Revenues	\$23,271.00
580	Unemployment Trust Fund Liability	\$0.00
499, xxx	Other Current Liabilities	\$198,763.76
Total liabilities		\$222,034.76

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

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Starting date 7/1/2023 Ending date 10/31/2023 Fund: 60 CAFETERIA

Fund Balance:

Appropriated:

753,754	Reserve for Encumbrances	\$583,595.30
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Reserved Fund Balance:

761	Capital Reserve Account - July 1	\$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
317	Less: Bud. w/d cap. Reserve Debt Service	\$0.00
762	Reserve for Adult Education	\$0.00
763	Sale/Leaseback Reserve Account - July 1	\$0.00
605	Add: Increase in Sale/Leaseback Reserve	\$0.00
308	Less: Bud w/d Sale/Leaseback Reserve	\$0.00
764	Maintenance Reserve Account - July 1	\$0.00
606	Add: Increase in Maintenance Reserve	\$0.00
310	Less: Bud. w/d from Maintenance Reserve	\$0.00
765	Tuition Reserve Account - July 1	\$0.00
311	Less: Bud. w/d from Tuition Reserve	\$0.00
766	Reserve for Cur. Exp. Emergencies - July 1	\$0.00
607	Add: Increase in Cur. Exp. Emer. Reserve	\$0.00
312	Less: Bud. w/d from Cur. Exp. Emer. Reserve	\$0.00
755	Reserve for Bus Advertising - July 1	\$0.00
610	Add: Increase in Bus Advertising Reserve	\$0.00
315	Less: Bud. w/d from Bus Advertising Reserve	\$0.00
756	Federal Impact Aid (General) - July 1	\$0.00
611	Add: Increase in Federal Impact Aid (General)	\$0.00
318	Less: Bud. w/d from Federal Impact Aid (Gen.)	\$0.00
757	Federal Impact Aid (Capital) - July 1	\$0.00
612	Add: Increase in Federal Impact Aid (Capital)	\$0.00
319	Less: Bud. w/d from Federal Impact Aid (Cap.)	\$0.00
769	Unemployment Fund - July 1	\$0.00
	Add: Increase in Unemployment Fund	\$0.00
678	Less: Bud. w/d from Unemployment Fund	\$0.00
750-752,76x	Other reserves	\$0.00

601	Appropriations	\$812,500.00
602	Less: Expenditures (\$131,085.22)	
	Less: Encumbrances (\$583,595.30)	(\$714,680.52)
	Total appropriated	\$681,414.78

Unappropriated:

770	Fund balance, July 1	\$0.00
771	Designated fund balance	\$0.00
303	Budgeted fund balance	\$0.00

Total fund balance	\$681,414.78
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Total liabilities and fund equity	<u>\$903,449.54</u>
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Report of the Secretary to the Board of Education
Bergen County Vo-Tech Schools

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Starting date 7/1/2023 Ending date 10/31/2023 Fund: 60 CAFETERIA

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$812,500.00	\$714,680.52	\$97,819.48
Revenues	(\$812,500.00)	(\$137,746.04)	(\$674,753.96)
Subtotal	<u>\$0.00</u>	<u>\$576,934.48</u>	<u>(\$576,934.48)</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>\$576,934.48</u>	<u>(\$576,934.48)</u>
Change in Sale/Leaseback 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>\$576,934.48</u>	<u>(\$576,934.48)</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>\$576,934.48</u>	<u>(\$576,934.48)</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>\$576,934.48</u>	<u>(\$576,934.48)</u>
Change in Tuition 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>\$576,934.48</u>	<u>(\$576,934.48)</u>
Change in Bus Advertising 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>\$576,934.48</u>	<u>(\$576,934.48)</u>
Change in Federal Impact Aid (General):			
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>\$576,934.48</u>	<u>(\$576,934.48)</u>
Change in Federal Impact Aid (Capital):			
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>\$576,934.48</u>	<u>(\$576,934.48)</u>
Less: Adjustment for prior year	\$0.00	\$0.00	\$0.00
Budgeted fund balance	<u>\$0.00</u>	<u>\$576,934.48</u>	<u>(\$576,934.48)</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 7/1/2023 Ending date 10/31/2023 Fund: 60 CAFETERIA

Revenues:		Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
(Total of Accounts W/O a Grid# Assigned)		812,500	0	812,500	137,746	Under	674,754
Total		812,500	0	812,500	137,746		674,754
Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
(Total of Accounts W/O a Grid# Assigned)		812,500	0	812,500	131,085	583,595	97,819
Total		812,500	0	812,500	131,085	583,595	97,819

Starting date 7/1/2023 Ending date 10/31/2023 Fund: 60 CAFETERIA

Revenues:

	<u>Org Budget</u>	<u>Transfers</u>	<u>Budget Est</u>	<u>Actual</u>	<u>Over/Under</u>	<u>Unrealized</u>
	812,500	0	812,500	137,746	Under	674,754
Total	812,500	0	812,500	137,746		674,754

Expenditures:

	<u>Org Budget</u>	<u>Transfers</u>	<u>Adj Budget</u>	<u>Expended</u>	<u>Encumber</u>	<u>Available</u>
	812,500	0	812,500	131,085	583,595	97,819
Total	812,500	0	812,500	131,085	583,595	97,819

Starting date 7/1/2023 Ending date 10/31/2023 Fund: 61 ENTERPRISE FUND

Assets and Resources

Assets:

101	Cash in bank		\$506,120.82
102-106	Cash Equivalents		\$0.00
108	Impact Aid Reserve (General)		\$0.00
109	Impact Aid Reserve (Capital)		\$0.00
111	Investments		\$0.00
112	Unamortized Premums on Investments		\$0.00
113	Unamortized Discounts on Investments		\$0.00
114	Interest Receivable on Investments		\$0.00
115	Accrued Interest on 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	\$436,573.40	
153, 154	Other (net of estimated uncollectable of \$_____)	\$0.00	\$436,573.40

Loans Receivable:

131	Interfund	\$0.00	
151, 152	Other (Net of estimated uncollectable of \$_____)	\$0.00	\$0.00
161	Bond Proceeds Receivable		\$0.00
171	Inventories for Consumption		\$0.00
172	Inventories for Resale		\$0.00
181	Prepaid Expenses		\$0.00
191	Deposits		\$0.00
192	Deferred Expenditures		\$0.00
199, xxx	Other Current Assets		\$207,604.78

Resources:

301	Estimated Revenues	\$3,407,000.00	
302	Less Revenues	(\$1,130,002.06)	\$2,276,997.94

Total assets and resources

\$3,427,296.94

Starting date 7/1/2023 Ending date 10/31/2023 Fund: 61 ENTERPRISE FUND

Liabilities and Fund Equity

Liabilities:

401	Interfund Loans Payable	\$0.00
402	Interfund Accounts Payable	\$0.00
411	Intergovernmental Accounts Payable - State	\$0.00
412	Intergovernmental Accounts Payable - Federal	\$0.00
413	Intergovernmental Accounts Payable - Other	\$0.00
421	Accounts Payable	\$17,353.39
422	Judgments Payable	\$0.00
431	Contracts Payable	\$0.00
451	Loans Payable	\$0.00
471	Payroll Deductions and Withholdings	\$0.00
481	Deferred Revenues	\$3,000.00
580	Unemployment Trust Fund Liability	\$0.00
499, xxx	Other Current Liabilities	\$1,091,905.12
Total liabilities		\$1,112,258.51

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

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Starting date 7/1/2023 Ending date 10/31/2023 Fund: 61 ENTERPRISE FUND

Fund Balance:

Appropriated:

753,754	Reserve for Encumbrances	\$1,932,349.40
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Reserved Fund Balance:

761	Capital Reserve Account - July 1	\$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
317	Less: Bud. w/d cap. Reserve Debt Service	\$0.00
762	Reserve for Adult Education	\$0.00
763	Sale/Leaseback Reserve Account - July 1	\$0.00
605	Add: Increase in Sale/Leaseback Reserve	\$0.00
308	Less: Bud w/d Sale/Leaseback Reserve	\$0.00
764	Maintenance Reserve Account - July 1	\$0.00
606	Add: Increase in Maintenance Reserve	\$0.00
310	Less: Bud. w/d from Maintenance Reserve	\$0.00
765	Tuition Reserve Account - July 1	\$0.00
311	Less: Bud. w/d from Tuition Reserve	\$0.00
766	Reserve for Cur. Exp. Emergencies - July 1	\$0.00
607	Add: Increase in Cur. Exp. Emer. Reserve	\$0.00
312	Less: Bud. w/d from Cur. Exp. Emer. Reserve	\$0.00
755	Reserve for Bus Advertising - July 1	\$0.00
610	Add: Increase in Bus Advertising Reserve	\$0.00
315	Less: Bud. w/d from Bus Advertising Reserve	\$0.00
756	Federal Impact Aid (General) - July 1	\$0.00
611	Add: Increase in Federal Impact Aid (General)	\$0.00
318	Less: Bud. w/d from Federal Impact Aid (Gen.)	\$0.00
757	Federal Impact Aid (Capital) - July 1	\$0.00
612	Add: Increase in Federal Impact Aid (Capital)	\$0.00
319	Less: Bud. w/d from Federal Impact Aid (Cap.)	\$0.00
769	Unemployment Fund - July 1	\$0.00
	Add: Increase in Unemployment Fund	\$0.00
678	Less: Bud. w/d from Unemployment Fund	\$0.00
750-752,76x	Other reserves	\$0.00

601	Appropriations	\$3,407,000.00
602	Less: Expenditures (\$1,091,961.57)	
	Less: Encumbrances (\$1,932,349.40)	(\$3,024,310.97)
	Total appropriated	\$2,315,038.43

Unappropriated:

770	Fund balance, July 1	\$0.00
771	Designated fund balance	\$0.00
303	Budgeted fund balance	\$0.00

Total fund balance	\$2,315,038.43
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Total liabilities and fund equity	<u>\$3,427,296.94</u>
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Report of the Secretary to the Board of Education
Bergen County Vo-Tech Schools

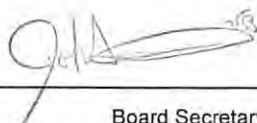
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Starting date 7/1/2023 Ending date 10/31/2023 Fund: 61 ENTERPRISE FUND

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$3,407,000.00	\$3,024,310.97	\$382,689.03
Revenues	(\$3,407,000.00)	(\$1,130,002.06)	(\$2,276,997.94)
Subtotal	<u>\$0.00</u>	<u>\$1,894,308.91</u>	<u>(\$1,894,308.91)</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>\$1,894,308.91</u>	<u>(\$1,894,308.91)</u>
Change in Sale/Leaseback 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>\$1,894,308.91</u>	<u>(\$1,894,308.91)</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>\$1,894,308.91</u>	<u>(\$1,894,308.91)</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>\$1,894,308.91</u>	<u>(\$1,894,308.91)</u>
Change in Tuition 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>\$1,894,308.91</u>	<u>(\$1,894,308.91)</u>
Change in Bus Advertising 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>\$1,894,308.91</u>	<u>(\$1,894,308.91)</u>
Change in Federal Impact Aid (General):			
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>\$1,894,308.91</u>	<u>(\$1,894,308.91)</u>
Change in Federal Impact Aid (Capital):			
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>\$1,894,308.91</u>	<u>(\$1,894,308.91)</u>
Less: Adjustment for prior year	\$0.00	\$0.00	\$0.00
Budgeted fund balance	<u>\$0.00</u>	<u>\$1,894,308.91</u>	<u>(\$1,894,308.91)</u>

Prepared and submitted by :


Board Secretary

Date

12/1/23

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

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Starting date 7/1/2023 Ending date 10/31/2023 Fund: 61 ENTERPRISE FUND

Revenues:		Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
(Total of Accounts W/O a Grid# Assigned)		3,407,000	0	3,407,000	1,130,002	Under	2,276,998
Total		3,407,000	0	3,407,000	1,130,002		2,276,998
Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
(Total of Accounts W/O a Grid# Assigned)		3,407,000	0	3,407,000	1,091,962	1,932,349	382,689
Total		3,407,000	0	3,407,000	1,091,962	1,932,349	382,689

Starting date 7/1/2023 Ending date 10/31/2023 Fund: 61 ENTERPRISE FUND

Revenues:

	<u>Org Budget</u>	<u>Transfers</u>	<u>Budget Est</u>	<u>Actual</u>	<u>Over/Under</u>	<u>Unrealized</u>
	3,407,000	0	3,407,000	1,130,002	Under	2,276,998
Total	3,407,000	0	3,407,000	1,130,002		2,276,998

Expenditures:

	<u>Org Budget</u>	<u>Transfers</u>	<u>Adj Budget</u>	<u>Expended</u>	<u>Encumber</u>	<u>Available</u>
	3,407,000	0	3,407,000	1,091,962	1,932,349	382,689
Total	3,407,000	0	3,407,000	1,091,962	1,932,349	382,689

Starting date 7/1/2023 Ending date 10/31/2023 Fund: 62 INTERNAL SERVICE FUND

Assets and Resources

Assets:

101	Cash in bank		(\$225,199.26)
102-106	Cash Equivalents		\$0.00
108	Impact Aid Reserve (General)		\$0.00
109	Impact Aid Reserve (Capital)		\$0.00
111	Investments		\$0.00
112	Unamortized Premums on Investments		\$0.00
113	Unamortized Discounts on Investments		\$0.00
114	Interest Receivable on Investments		\$0.00
115	Accrued Interest on 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	\$3,083,290.00	
151, 152	Other (Net of estimated uncollectable of \$_____)	\$0.00	\$3,083,290.00
161	Bond Proceeds Receivable		\$0.00
171	Inventories for Consumption		\$0.00
172	Inventories for Resale		\$0.00
181	Prepaid Expenses		\$0.00
191	Deposits		\$0.00
192	Deferred Expenditures		\$0.00
199, xxx	Other Current Assets		\$115,911.00

Resources:

301	Estimated Revenues	\$2,070,000.00	
302	Less Revenues	\$0.00	\$2,070,000.00

Total assets and resources

\$5,044,001.74

Starting date 7/1/2023 Ending date 10/31/2023 Fund: 62 INTERNAL SERVICE FUND

Liabilities and Fund Equity

Liabilities:

101	Cash Overdraft	(\$225,199.26)
401	Interfund Loans Payable	\$0.00
402	Interfund Accounts Payable	\$0.00
411	Intergovernmental Accounts Payable - State	\$0.00
412	Intergovernmental Accounts Payable - Federal	\$0.00
413	Intergovernmental Accounts Payable - Other	\$0.00
421	Accounts Payable	\$0.00
422	Judgments Payable	\$0.00
431	Contracts Payable	\$0.00
451	Loans Payable	\$0.00
471	Payroll Deductions and Withholdings	\$0.00
481	Deferred Revenues	\$0.00
580	Unemployment Trust Fund Liability	\$0.00
499, xxx	Other Current Liabilities	\$3,648,302.18
Total liabilities		\$3,648,302.18

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

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Starting date 7/1/2023 Ending date 10/31/2023 Fund: 62 INTERNAL SERVICE FUND

Fund Balance:

Appropriated:

753,754	Reserve for Encumbrances	\$1,360,675.37
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Reserved Fund Balance:

761	Capital Reserve Account - July 1	\$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
317	Less: Bud. w/d cap. Reserve Debt Service	\$0.00
762	Reserve for Adult Education	\$0.00
763	Sale/Leaseback Reserve Account - July 1	\$0.00
605	Add: Increase in Sale/Leaseback Reserve	\$0.00
308	Less: Bud w/d Sale/Leaseback Reserve	\$0.00
764	Maintenance Reserve Account - July 1	\$0.00
606	Add: Increase in Maintenance Reserve	\$0.00
310	Less: Bud. w/d from Maintenance Reserve	\$0.00
765	Tuition Reserve Account - July 1	\$0.00
311	Less: Bud. w/d from Tuition Reserve	\$0.00
766	Reserve for Cur. Exp. Emergencies - July 1	\$0.00
607	Add: Increase in Cur. Exp. Emer. Reserve	\$0.00
312	Less: Bud. w/d from Cur. Exp. Emer. Reserve	\$0.00
755	Reserve for Bus Advertising - July 1	\$0.00
610	Add: Increase in Bus Advertising Reserve	\$0.00
315	Less: Bud. w/d from Bus Advertising Reserve	\$0.00
756	Federal Impact Aid (General) - July 1	\$0.00
611	Add: Increase in Federal Impact Aid (General)	\$0.00
318	Less: Bud. w/d from Federal Impact Aid (Gen.)	\$0.00
757	Federal Impact Aid (Capital) - July 1	\$0.00
612	Add: Increase in Federal Impact Aid (Capital)	\$0.00
319	Less: Bud. w/d from Federal Impact Aid (Cap.)	\$0.00
769	Unemployment Fund - July 1	\$0.00
	Add: Increase in Unemployment Fund	\$0.00
678	Less: Bud. w/d from Unemployment Fund	\$0.00
750-752,76x	Other reserves	\$0.00

601	Appropriations	\$2,070,000.00
602	Less: Expenditures (\$674,300.44)	
	Less: Encumbrances (\$1,360,675.37)	(\$2,034,975.81)
	Total appropriated	\$1,395,699.56

Unappropriated:

770	Fund balance, July 1	\$0.00
771	Designated fund balance	\$0.00
303	Budgeted fund balance	\$0.00

Total fund balance	\$1,395,699.56
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Total liabilities and fund equity	<u>\$5,044,001.74</u>
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Report of the Secretary to the Board of Education
Bergen County Vo-Tech Schools

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Starting date 7/1/2023 Ending date 10/31/2023 Fund: 62 INTERNAL SERVICE FUND

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$2,070,000.00	\$2,034,975.81	\$35,024.19
Revenues	(\$2,070,000.00)	\$0.00	(\$2,070,000.00)
Subtotal	<u>\$0.00</u>	<u>\$2,034,975.81</u>	<u>(\$2,034,975.81)</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>\$2,034,975.81</u>	<u>(\$2,034,975.81)</u>
Change in Sale/Leaseback 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>\$2,034,975.81</u>	<u>(\$2,034,975.81)</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>\$2,034,975.81</u>	<u>(\$2,034,975.81)</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>\$2,034,975.81</u>	<u>(\$2,034,975.81)</u>
Change in Tuition 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>\$2,034,975.81</u>	<u>(\$2,034,975.81)</u>
Change in Bus Advertising 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>\$2,034,975.81</u>	<u>(\$2,034,975.81)</u>
Change in Federal Impact Aid (General):			
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>\$2,034,975.81</u>	<u>(\$2,034,975.81)</u>
Change in Federal Impact Aid (Capital):			
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>\$2,034,975.81</u>	<u>(\$2,034,975.81)</u>
Less: Adjustment for prior year	\$0.00	\$0.00	\$0.00
Budgeted fund balance	<u>\$0.00</u>	<u>\$2,034,975.81</u>	<u>(\$2,034,975.81)</u>

Prepared and submitted by :

Board Secretary

Date

Starting date 7/1/2023 Ending date 10/31/2023 Fund: 62 INTERNAL SERVICE FUND

Revenues:		Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
(Total of Accounts W/O a Grid# Assigned)		2,070,000	0	2,070,000	0	Under	2,070,000
Total		2,070,000	0	2,070,000	0		2,070,000
Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
(Total of Accounts W/O a Grid# Assigned)		2,070,000	0	2,070,000	674,300	1,360,675	35,024
Total		2,070,000	0	2,070,000	674,300	1,360,675	35,024

Starting date 7/1/2023 Ending date 10/31/2023 Fund: 62 INTERNAL SERVICE FUND

Revenues:

	Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
	2,070,000	0	2,070,000	0	Under	2,070,000
Total	2,070,000	0	2,070,000	0		2,070,000

Expenditures:

	Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
	2,070,000	0	2,070,000	674,300	1,360,675	35,024
Total	2,070,000	0	2,070,000	674,300	1,360,675	35,024

DISTRICT OF VOCATIONAL SCHOOLS

All Funds

For Month Ending: October 31, 2023

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	14,020,313.91	3,364,622.87	6,720,425.24	10,664,511.54
2	Special Revenue Fund - Fund 20	(983,991.81)	580,095.00	542,241.66	(946,138.47)
3	Capital Projects Fund - Fund 30	(1,200,295.22)	1,211,648.17	189,117.76	(177,764.81)
4	Enterprise Funds - Fund 61, Fund 62	410,870.24	291,524.18	421,472.86	280,921.56
5	Enterprise Fund (Fund 5X) Cafeteria	54,702.08	133,910.39	76,246.87	112,365.60
6	Total Governmental Funds (Lines 1 Thru 5)	12,301,599.20	5,581,800.61	7,949,504.39	9,933,895.42
TRUST AND AGENCY FUNDS (FUND 6X)					
7	Payroll	7,000.00	3,048,181.10	3,048,181.10	7,000.00
8	Payroll Agency	487,684.65	2,395,726.75	2,798,607.28	84,804.12
9	Other (attach list) - Unemploy Insur	576,250.63	6,071.68	0.00	582,322.31
10	Total Trust & Agency Funds (lines 7 thru 9)	1,070,935.28	5,449,979.53	5,846,788.38	674,126.43
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	142,246.73	85.99	0.00	142,332.72
18	Total All Funds (lines 6,10,13,14,15,16, &17)	13,514,781.21	11,031,866.13	13,796,292.77	10,750,354.57

Prepared and Submitted By:



 11/16/23
 Date

Transfers by Transfer Number

Bergen County Vo-Tech Schools

24-F-101T

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Start date 9/1/2023

End date 9/30/2023

11/03/23 15:04

TR#	Transfer Description	Amount	To Account		From Account	
11337	09/06/23 :WELLNESS SERVICES	48,500.00	11-000-218-320-DS	PURCHASED PRF-ED SERVICES	11-000-291-270-DB	HEALTH BENEFITS
11338	09/07/23 :General Admin- Travel	505.00	11-000-230-580-DS	TRAVEL	11-000-230-890-DS	MISCELLANEOUS
11339	09/07/23 :Human Resources- Travel	226.00	11-000-251-580-DP	TRAVEL	11-000-251-610-DP	SUPPLIES AND MATERIALS
11370	09/19/23 :Paramus Tech- Equipment	13,715.00	12-000-100-730-PT	INSTRUCTIONAL EQUIPMENT	11-310-100-610-PT	GENERAL SUPPLIES
11375	09/20/23 :Paramus Voc- Equipment	13,685.00	12-000-100-730-PT	INSTRUCTIONAL EQUIPMENT	11-320-100-610-PV	GENERAL SUPPLIES
11377	09/27/23 :NV REPAIRS	55,650.00	11-000-262-420-NV	CLEANING REPAIRS AND	11-000-261-420-DO	CLEANING
11378	09/27/23 :NV TEXTBOOKS	7,000.00	11-310-100-640-NV	TEXTBOOKS	11-310-100-610-NV	GENERAL SUPPLIES
11410	09/30/23 :CST PROF SERVICES	1,000.00	11-000-219-500-DD	OTHER PURCHASED SERVICES	11-000-219-610-DD	SUPPLIES & MATERIALS
11411	09/30/23 :ADULT DAY TEXTBOOKS	3,000.00	13-330-100-640-PS	TEXTBOOKS	13-330-100-610-PS	GENERAL SUPPLIES
		143,281.00	Report Total			

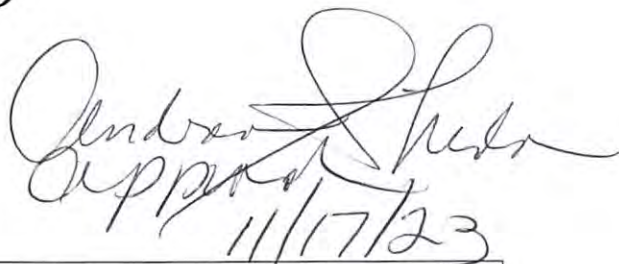
TR#	Transfer Description	Amount	To Account		From Account	
11412	10/13/23 :Athletics- Travel	126.00	11-402-100-580-AT	TRAVEL	11-402-100-890-AT	OTHER OBJECTS
11419	10/23/23 :Technology- Equipment	2,060.00	12-000-252-732-DT	EQUIPMENT	11-000-252-610-DT	GENERAL SUPPLIES
11420	10/24/23 :Adult Ed- Supplies	1,465.00	13-629-200-600-DA	SUPPLIES & MATERIALS	13-629-200-500-DA	OTHER PURCHASED SERVICES
11433	10/31/23 :OPERATIONS EQUIPMENT	6,000.00	12-000-262-732-DO	EQUIPMENT-OPERATIONS &	11-000-262-610-DO	GENERAL SUPPLIES
		9,651.00	Report Total			

Vendors	Category	Contract #	Expires	Phone #
1075 Emergency Lighting	Law Enforcement Firearms Equipment and Supplies	17-FLEET-00743	05/13/24	973-556-5729
22nd Century Technologies, Inc.	Temporary Staff Services	23-GNSV1-35293	08/14/24	888-998-7284
5.11 Inc.	Law Enforcement Firearms Equipment and Supplies	17-FLEET-00751	05/13/24	973-812-1568
A Lembo Car & Truck Collision	OEM & NON-OEM Maintenance & Repair Services for Light/Medium Duty Vehicles	40825	03/17/24	973-484-5737
A Technology & Security Solutions, Inc.	Surveillance and Access Control Security Systems	17-TELE-00231	07/31/24	631-969-2600
AB Sciex, LLC	Scientific Equipment, Accessories, Supplies and Maintenance Statewide	17-FLEET-01051	12/31/23	877-740-2129
ACV Environmental Services, Inc.	NJDEP Emergency Response Services Term Contract - Statewide	42008	04/30/24	NJDEP@acenviro.com
ACV Environmental Services, Inc.	Non-Emergency Remedial Action Services Term Contract (NERAS)	87664	08/30/24	NJDEP@acenviro.com
Affordable Interior Systems, Inc.	Furniture: Office, Lounge and Systems - Statewide	19-FOOD-00876	06/30/24	hwoods@ais-inc.com
Agilent Technologies, Inc.	Scientific Equipment, Accessories, Supplies and Maintenance Statewide	17-FLEET-01042	12/31/23	800-227-9770
Air Brake & Equipment	OEM & Non-OEM Maintenance & Repair for Light/Medium Duty Vehicles	40830	03/17/24	973-926-0166
Air Brake & Equipment	Maintenance & Repair/Heavy Duty Vehicles Over 15,000 lbs.	89279	11/20/24	973-926-0166
American Mobile Glass	Automotive Glass Parts and Windshield Repair/Replacement	21-GNSV1-01496	07/31/24	973-697-0808
Anchor Moving & Storage	Moving Svcs for DPMC & Cooperative Purchasing Participants	22-GNSV2-25458	10/31/25	Mike.Jenkins@MovewithAnchor.com
ARI Phoenix, Inc.	Vehicle Lifts, with Garage and Fleet Maint. Equipment	22-FLEET-01981	04/13/24	teklaoodwin@ari-hetra.com
AT&T Mobility	Wireless Voice, Data & Accessories	22-TELE-05861	09/11/24	fq520n@att.com
Atlantic Procurement Group	Plumbing and Heating, Ventilation and Air Conditioning (HVAC)			
Auto Plus Auto Parts	Supplies/Equipment - Statewide	22-FOOD-53265	10/01/26	gmarchese@atlanticprogroup.com
AVAYA, Inc.	Automotive Lubricants	20-FLEET-01344	11/19/24	858-778-1400
Bluum USA, Inc.	Telecommunications Equipment and Services	80802	01/31/24	908-696-5587
Bridgestone Americas, Inc.	Library & School Supplies	17-FOOD-00244	08/30/24	800-578-8858
Broadway Moving and Storage	Tires, Tubes and Services (M-8000 NJ START)	19-FLEET-00708	03/31/24	615-937-3343
Business Furniture Inc.(BFI)	Moving Svcs for DPMC & Cooperative Purchasing Participants	22-GNSV2-25457	10/31/25	info@broadwaymovers.com
Business Furniture Inc.(BFI)	Office & Lounge Furniture-Herman Miller	81620	06/30/24	973-795-6463
Butler Water Corrections (get quotes from all approved vendors)	Office & Lounge Furniture-National Office Furniture, Inc.	81721	06/30/24	973-795-6463
Canon USA	Water Treatment & Maintenance Services (Heating & Cooling) - Statewide	22-GNSV1-39218	03/31/26	sales@butlerwc.com
Camden Chemical Company	Copiers, Multi-Function Devices, Maint., Supplies and Print Svcs.	40462	08/11/24	isqbldadmin@cusa.canon.com
CDW Government LLC	Scientific Equipment, Accessories, Supplies and Maintenance Statewide	17-FLEET-01055	12/31/23	000-000-0000
CDW Government LLC	Data Communications Product and Services	21-TELE-01506	09/30/24	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	01/31/24	866-776-7415
CDW Government LLC (HP, Inc.)	Computer Equipment, Peripherals & Related Services	40166	10/31/203	866-776-7415
Chas S. Winner Inc (Winner Ford)	Computer Equipment, Peripherals & Related Services	89974	01/31/24	866-773-7348
Chas S. Winner Inc.	Vehicles, Trucks, Class 2, Utility/Dump, with Snow Plow Option	88726	04/25/24	856-427-2796
Cherry Valley Tractor Sales	Vehicles, Trucks, Pickup, Class 1	17-FLEET-00212	11/27/24	856-214-0758
Circle Brake of Passaic County	Parts & Repairs for Lawn & Grounds Equipment	43022	02/16/24	856-983-0111
Cisco Systems Inc.	Maintenance & Repair/Light/Medium Duty Vehicles	40861	03/17/24	973-772-3924
Clarus Glassboards, LLC	Data Communications Product and Services	21-TELE-01506	09/30/24	nvp-help@cisco.com
Cliffside Body Corp	Library & School Supplies	17-FOOD-00269	08/22/24	kevin@clarus.com
Cliffside Body Corp	Snow Plow Parts, and Grader and Loader Blades	88268	01/19/24	201-945-3970
Command Radio	Maintenance & Repair/Light/Medium Duty Vehicles	40822	03/17/24	201-945-3970
Command Radio (JVC Kenwood)	Radio Communication Equipment and Accessories	83927	04/30/24	201-666-0131
Commercial Interiors Direct Inc.	Radio Communication Equipment and Accessories	83927	04/30/24	201-666-0131
Computer Design & Integration, LLC	Carpet and Floor Covering, Supplies and Installation - Statewide (Dist. for Interface)	23-FOOD-47763	06/30/25	sales@commercialinteriorsdirect.com
Consolidated Steel & Aluminum Fence Co., Inc.	Data Communications Product and Services	21-TELE-01506	09/30/24	201-931-1420
Core Mechanical	Fence, Chain Link, Rock Fall, Wooden, Vinyl & Ornamental (Install & Replace)	88680	06/30/24	908-272-6262
Craftmaster Hardware, LLC	HVAC, Refrigeration and Boiler Services - Statewide (Parts ONLY may not be purchased under this contract)	88697	10/31/24	contracts@coreiaq.com
D.M. Radio Service Corp	Locking Hardware - Statewide	21-FOOD-16468	07/31/25	201-768-0808
Daco Limited Partnership, dba Dauphin	Radio Communication Equipment and Accessories	83897	04/30/24	908-879-2525
David Weber	Furniture: Office & Lounge	81616	06/30/24	973-263-1100
David Weber Oil Co.	Automotive Lubricants	20-FLEET-01343	11/19/24	201-438-7333
Deere & Company	Automotive Lubricants	20-FLEET-01343	11/19/24	201-438-7333
Dell Marketing	Tractor, Agriculture Landscape Utility with Attachments	17-FLEET-00431	08/07/24	GovContractSupport@JohnDeere.com
Dell Marketing, L.P.	Software Reseller Services	20-TELE-01510	05/24/26	646-573-0885
DiRAD Technologies, Inc.	Computer Equipment, Peripherals & Related Services	19-TELE-00656	01/31/24	Stephanie.Schrader@dell.com
Direct Flooring, Inc.	Telecommunications Equipment and Services	80812	01/31/24	kathy.cregan@dirad.com
EB Fence, LLC	Carpet and Floor Covering, Supplies and Installation - Statewide (Dist. for Shaw)	23-FOOD-47764	06/30/25	Fgomes@dfemail.com
Elate Moving, Inc.	Fence, Chain Link, Rock Fall, Wooden, Vinyl & Ornamental (Install & Replace)	88679	06/30/24	609-704-8884
EMC Corporation	Moving Svcs for DPMC & Cooperative Purchasing Participants	22-GNSV2-25461	10/31/25	info@elatemoving.com
Eplus Technology Inc. (Cisco)	Computer Equipment, Peripherals & Related Services	89968	01/31/24	Stephanie.Schrader@dell.com
Eventide, Inc.	Data Communications Product and Services	21-TELE-01506	09/30/24	609-528-8912
Exemplis Corp.	Radio Communication Equipment and Accessories	83891	04/30/24	201-541-1200
Fastenal	Furniture: Office & Lounge	81711	06/30/24	714-995-4800
Firestone Complete Auto Care	Facilities Maintenance & Repair & Operations (MRO) & Industrial Supplies	19-FLEET-00565	06/30/24	609-530-0010
Flatbush Moving Van Company	Tires, Tubes and Services (M-8000 NJ START)	19-FLEET-00708	03/31/24	615-937-3343
Flinn Scientific, Inc.	Moving Svcs for DPMC & Cooperative Purchasing Participants	22-GNSV2-25460	10/31/25	joseph.lantonio@gmail.com
FM Generator, Inc.	Scientific Equipment, Accessories, Supplies and Maintenance Statewide	17-FLEET-01035	12/31/23	800-452-1261
FP Mailing Solutions (FrancoTYP Postalia Inc)	Preventive Maint. & Testing of Emergency Standby Generators	20-GNSV2-01163	05/31/24	781-828-0026
Frank Mazza and Son, Inc.	Mailroom Equipment and Maintenance Various State Agencies	41263	04/14/24	630-827-5837
Frey Scientific	Carpet and Floor Covering, Supplies and Installation - Statewide (Dist. for Interface)	23-FOOD-47763	06/30/25	908-686-6333
	Scientific Equipment, Accessories, Supplies and Maintenance Statewide	17-FLEET-01030	12/31/23	888-388-3224

Gen EL Safety & Industrial Products, LLC	Environmental Testing Instruments, Equipment & Supplies for Air and Water Quality	21-FOOD-01682	08/31/24	greg@genelsafety.com
George S. Hall, Inc.	HVAC, Refrigeration and Boiler Services - Statewide (Parts ONLY may not be purchased under this contract)	88696	10/31/24	cassandra.kalev@gshgroup.com
Gillespie Group	Carpet and Floor Covering, Supplies and Installation - Statewide (Dist. for Interface)	23-FOOD-47763	06/30/25	908-686-6333
Gillespie Group	Carpet and Floor Covering, Supplies and Installation - Statewide (Dist. for Shaw)	23-FOOD-47764	06/30/25	908-686-6333
GM Data Communications, Inc.	Communication Wiring Services	88736	03/19/24	gmdata@gmdatacom.com
Goodyear Tire and Rubber Company	Tires, Tubes and Services	20-FLEET-00948	03/31/24	330-796-43252
Grainger	Industrial Products/MRO Supplies & Equipment (T#M0002)	19-FLEET-00566	06/30/24	877-688-4470
Graybar Electric Company, Inc.	Cabling Products & Services; Data Center Management Solutions 11/29 checking w/Bill	85151	10/09/23	nicholas.carty@graybar.com
Groupe Lacasse, LLC	Furniture: Office & Lounge-Indiana Furniture Industries	81622	06/30/24	benjamin.wagenmaker@grouperlacasse.com
Hach Company	Environmental Testing Instruments, Equipment & Supplies for Air and Water Quality	21-FOOD-01684	08/31/24	800-227-4224
Hannon Floor Covering	Carpet and Floor Covering, Supplies and Installation - Statewide (Dist. for Shaw)	23-FOOD-47764	06/30/25	
Hertich Fleet Services	Sport Utility Vehicles, Gasoline/Hybrid/Electric	20-FLEET-01387	02/18/24	800-698-9825
Hertich Fleet Services, Inc.	Vehicles, Trucks, Pickup, Class 1	17-FLEET-00210	11/27/24	800-698-9825
Hewlett Packard Enterprise Company	Computer Equipment, Peripherals & Related Services	40116	01/31/24	debra.lee@hp.com
High Point Furniture Industries HPFI	Furniture: Office & Lounge	81621	06/30/24	336-431-7101
Hitachi Vantara, LLC	Computer Equipment, Peripherals & Related Services	20-TELE-01200	01/31/24	
Home Depot USA, Inc. / The Home Depot Pro	Walk-In Building Supplies and Related Supplies	18-FLEET-00234	12/31/26	uscommunities@homedepot.com
Hoover (Robert H. Hoover & Sons)	Maintenance & Repair/Heavy Duty Vehicles Over 15,000 lbs.	89257	11/20/24	973-347-4210
HP Hewlett Packard	Computer Equipment, Peripherals & Related Services	89974	01/31/24	debra.lee@hp.com
IBM Corporation	Computer Equipment, Peripherals & Related Services	40047	01/31/24	jskelman@us.ibm.com
Impac Fleet	Fuel Credit Card Services - Statewide	24-GNSV1-52509	10/18/24	281-445-1100
Insight Public Sector Inc	Software Reseller Services	20-TELE-01512	05/24/26	800-467-4448
Interface Americas, Inc.	Carpet and Floor Covering, Supplies and Installation - Statewide	23-FOOD-47763	06/30/25	800-336-0225 ext. 5635
Jammer Doors	Overhead/Rolling Doors & Operations, Repair/Replace	21-GNSV1-01460	04/30/24	609-883-0900
Jersey Office Systems, LLC dba Jersey Mail Systems	Mailroom Equipment and Maintenance Various State Agencies	19-GNSV2-00680	04/14/24	908-534-1988
Jewel Electric Supply	Electrical Equipment & Supplies, Statewide	21-FOOD-01749	09/30/24	201-653-1613
Johnny On The Spot, LLC	Fabricated & Prefabricated Structures: Portable Sanitation Units	20-GNSV1-01315	09/30/24	732-721-3443
Johnson Controls Fire Protection (The Division of Purchase and Property has obtained a public exigency waiver of advertising for these services with the Vendor on G8039, Johnson Controls. This Vendor can currently be utilized via this waiver for the same services that were offered under G8039. Please contact Johnson Controls for more information.)	Testing, Inspection, Monitoring and Maintenance of Fire Suppression Systems	83717	10/23/23	kristina.mccradden@jci.com
Johnston Communication	Communication Wiring Services	88766	03/19/24	201-428-2025
Johnston G P Inc.	Radio Communication Equipment and Accessories	83925	04/30/24	201-428-2025
Johnston G P, Inc. Communication	Cabling Products & Services; Data Center Management Solutions 11/29 checking w/Bill	85152	10/09/23	bmahoney@jctni.com
Keehn Power Products	Parts & Repairs for Lawn & Grounds Equipment	43030	02/16/24	201-489-4454
Keer Electrical Supply Co., Inc.	Electrical Equipment & Supplies, Statewide	21-FOOD-01748	09/30/24	973-484-7400
Keyport Army/Naval	Protective Clothing and Footwear	16-FOOD-00112	04/20/24	jfink@keyportarmynavy.com
Krueger International, Inc.	Furniture: Office & Lounge	81720	06/30/24	800-454-7400
Lakeshore Learning Materials	Library & School Supplies	17-FOOD-00250	08/30/24	800-421-5354
Lawmen Supply Company of New Jersey, Inc.	Law Enforcement Firearms Equipment and Supplies (Jason Durie, rep)	17-FLEET-00740	05/13/24	201-994-6137
Lawson Products Inc.	Parts & Repairs for Road Maintenance Equipment	85850	11/29/23	800-890-8198
Lawson Products Inc.	Parts & Repairs for Lawn & Grounds Equipment	43023	02/16/24	215-741-3960
LBJ Interior Solutions, LLC	Carpet and Floor Covering, Supplies and Installation - Statewide (Dist. for Interface)	23-FOOD-47763	06/30/25	joann@lbiilc.com
Lenovo US (CDW is the authorized distributor)	Computer Equipment, Peripherals & Related Services	21-TELE-01428	01/31/24	sweldon@lenovo.com
Limbach Company, LLC	HVAC, Refrigeration and Boiler Services - Statewide (Parts ONLY may not be purchased under this contract)	88689	10/31/24	david.strobino@limbachinc.com
Louis A Jammer Co., Inc.	Overhead/Rolling Doors & Operations, Repair/Replace, DOT & Other Agencies	85294	04/30/24	609-883-0900
Mancon, LLC	NJDOT Parts Warehouse Management	18-GNSV1-00858	06/03/24	awickard@manconinc.com
Marlee Contractors	HVAC, Refrigeration and Boiler Services - Statewide (Parts ONLY may not be purchased under this contract)	88692	10/31/24	bhartline@marleecontractors.com
Merchantville Overhead Door Co.	Overhead/Rolling Doors & Operations, Repair/Replace, DOT & Other Agencies	21-GNSV1-01461	04/30/24	858-338-1314
Microsoft Corporation	Computer Equipment, Peripherals & Related Services	40166	01/31/24	markhall@deflan.com
Millennium Communications Group, Inc.	Communication Wiring Services	88740	03/19/24	973-296-4978
Modern Group, Ltd.	Preventive Maintenance & Testing of Generators	20-GNSV2-01164	05/31/24	215-943-9100
Motorola Solutions, Inc.	Radio Communication Equipment and Accessories	83909	04/30/24	609-324-3653
MSC Industrial Supply, Co.	Facilities Maintenance & Repair & Operations (MRO) & Industrial Supplies	23-FLEET-27129	06/30/24	NJState@mscdirect.com
Multi Temp Mechanical, Inc.	HVAC, Refrigeration and Boiler Services - Statewide (Parts ONLY may not be purchased under this contract)	88695	10/31/24	lc@multitempmech.com
Municipal	Auctioneering Services: Internet Auctions to Sell Surplus Property	19-GNSV1-00696	04/30/24	rfp@municipal.com
National Office Furniture, Inc.	Furniture: Office & Lounge	81721	06/30/24	800-482-1213
New Jersey Door Works	Overhead/Rolling Doors & Operations, Repair/Replace, DOT & Other Agencies	21-GNSV1-01462	04/30/24	908-624-1234
Nielsen Ford of Morristown, Inc.	Vehicles, Trucks, Class 2, Utility/Dump, with Snow Plow Option	23-FLEET-34922	04/25/24	pyachimiak@nielsenfleet.com
Nielsen Ford of Morristown, Inc.	OEM Automotive Parts & Accessories for Light Duty Vehicles Class 4 or Lower	23-FLEET-34925	08/04/24	pyachimiak@nielsenfleet.com
Nielsen Ford of Morristown, Inc.	Maintenance & Repair/Heavy Duty Vehicles Over 15,000 lbs.	23-FLEET-34924	11/20/24	pyachimiak@nielsenfleet.com
On-Site Fleet Service Inc	Maintenance & Repair/Heavy Duty Vehicles Over 15,000 lbs.	89273	11/20/24	732-651-1600

Oracle America, Inc.	Computer Equipment, Peripherals & Related Services	42967	01/31/24	ken.galanough@oracle.com
Palo Alto Networks	Data Communications Product and Services	20-TELE-01195	09/30/24	rcarter@paloaltonetworks.com
Panasonic	Computer Equipment, Peripherals & Related Services	89980	01/31/24	contracts@us.panasonic.com
Parts Authority, LLC	Non-OEM Automotive Parts & Accessories/Light Duty Vehicles	20-FLEET-00984	02/25/24	fleetbids@partsauthority.com
Pasco Scientific	Scientific Equipment, Accessories, Supplies and Maintenance Statewide	17-FLEET-01031	12/31/23	856-241-5743
Pemberton Electrical Supply Co., LLC	Electrical Equipment & Supplies, Statewide	21-FOOD-01747	09/30/24	609-518-7877
Performance Tire Co., Inc.	Tires, Tubes and Services (M-8000 NJ START)	19-FLEET-00708	03/31/24	908-479-2226
Pitney Bowes	Mailroom Equipment & Maintenance	41258	04/14/24	804-496-6912
Power Place, Inc.	Tractor, Agriculture Landscape Utility with Attachments	17-FLEET-00430	08/07/24	sara@powerplaceinc.com
President Container Group, LLC	Boxes, Corrugated DOC & DSS	20-FOOD-01066	01/14/24	201-933-7500
ProComm Systems Inc.	Radio Communication Equipment and Accessories	83931	04/30/24	000-000-0000
Pure Storage, Inc.	Computer Equipment, Peripherals & Related Services	89981	01/31/24	kim.bradbury@purestorage.com
Quadient, Inc.	Mailroom Equipment & Maintenance	41267	04/14/24	800-636-7678
R&R Auto Body and Glass	Automotive Glass Parts and Windshield Repair/Replacement	21-GNSV1-01497	07/31/24	609-394-0977
R.D. Sales Door & Hardware, LLC	Locking Hardware - Statewide	21-FOOD-16465	07/31/25	973-248-1222
Rachles/Michele's Oil Co.	Gasoline, Automotive	19-FLEET-00973	10/31/24	973-546-1041
RFS Commercial Inc.	Carpet and Floor Covering, Supplies and Installation - Statewide (Dist. for Interface)	23-FOOD-47763	06/30/25	908-686-6333
RFS Commercial Inc.	Carpet and Floor Covering, Supplies and Installation - Statewide (Dist. for Shaw)	23-FOOD-47764	06/30/25	908-686-6333
Ricoh USA	Copiers, Multi-Function Devices, Maint., Supplies and Print Servs.	40467	08/11/24	mike.pallotta@ricoh-usa.com
Ricoh USA, Inc.	Copiers, Multi-Function Devices, Maint., Supplies and Print Servs.	40467	08/11/24	sfigalora@tomorrowsoffice.com
Romeo Enterprises	Automotive Lubricants	20-FLEET-01345	11/19/24	732-599-3475
Rubbercycle LLC	Park and Playground Equipment	16-FLEET-00131	05/30/24	732-363-0600
Safeco Products Co.	Furniture: Office & Lounge	81729	06/30/24	770-615-1314
Saveon T/A Maco Office Supplies	Furniture: Office & Lounge-The HON Company, LLC	19-FOOD-00927	06/30/24	201-867-3309
Scientific Boiler Water Cond Co., Inc. (get quotes from all approved vendors)	Water Treatment & Maintenance Services (Heating & Cooling) - Statewide	22-GNSV1-39217	03/31/26	alewin@sci-water.com
Shaw Industries, Inc.	Carpet and Floor Covering, Supplies and Installation - Statewide	23-FOOD-47764	06/30/25	mark.brunelle@shawinc.com
Simonik Transportation & Warehousing Group, LLC	Moving Svcs for DPMC & Cooperative Purchasing Participants	22-GNSV2-25456	10/31/25	rkandetzke@simonikallied.com
Software House International (SHI) (Cisco)	Data Communications Product and Services	21-TELE-01506	09/30/24	732-868-5904
Steedle Moving & Storage, Inc.	Moving Svcs for DPMC & Cooperative Purchasing Participants	22-GNSV2-25459	10/31/25	info@steedlemoving.com
Superior Distributors Co., Inc.	Non-OEM Automotive Parts & Accessories/Light Duty Vehicles	85999	02/25/24	201-797-9490
Taylor Oil Company	Automotive Lubricants	20-FLEET-01342	11/19/24	908-725-7737
Tele Measurements, Inc.	Video Teleconferencing Equipment & Services	81123	01/31/24	973-473-8822
Thomas Scientific	Scientific Equipment Accessories Supplies and Maintenance Statewide	1-FLEET-01033	12/31/23	856-472-8694
Tonsa Automotive Corp.	Non-OEM Automotive Parts & Accessories/Light Duty Vehicles	86004	02/25/24	800-437-0700
Transource Services Corp.	Computer Equipment, Peripherals & Related Services	89982	01/31/24	NASPOsales@transource.com
Trius, Inc.	Customized Snow Plows and Related Components, NJDOT & Authorities - Statewide	21-FLEET-01453	04/30/24	laltamura@triusonline.com
Turnout Fire & Safety	Law Enforcement Firearms Equipment and Supplies	17-FLEET-00752	05/13/24	201-963-9312
United Motor Parts, Inc.	Non-OEM Automotive Parts & Accessories/Light Duty Vehicles	85998	02/25/24	201-376-6166
United Supply Corp.	Library & School Supplies (T0114)	17-FOOD-00262	08/30/24	718-439-9387
Van Dines Four Wheel Drive Center, Inc.	Snow Plow Parts and Grader and Loader Blades	88270	01/19/24	201-487-1466
Verizon Business Network Services, LLC	Data Communication Network Services	85943	02/10/24	908-239-7090
Verizon Wireless	Wireless Voice, Data & Accessories	22-TELE-05441	08/11/24	richard.mullin@verizonwireless.com
Versteel	Furniture: Office & Lounge	81731	06/30/24	contractteam@versteel.com
VWR International, LLC	Scientific Equipment, Accessories, Supplies and Maintenance Statewide	17-FLEET-01037	12/31/23	856-241-5743
W B Mason	Furniture: Office & Lounge (HON)	19-FOOD-00927	06/30/24	888-926-2766
Warshawer Generator, LLC	Trailer Mounted Generators Statewide	18-FOOD-00378	05/24/24	732-741-6400
Warshawer Generator, LLC	Maintenance/Repair and Replacement Portable Commercial Mobile Generators	21-GNSV1-01587	09/30/24	732-741-6400
Wasak, Inc. (get quotes from all approved vendors)	Water Treatment & Maintenance Services (Heating & Cooling) - Statewide	22-GNSV1-39216	03/31/26	Wasak@AOL.com
Water Dynamics Incorporated (get quotes from all approved vendors)	Water Treatment & Maintenance Services (Heating & Cooling) - Statewide	22-GNSV1-39217	03/31/26	xxanion@aol.com
York Telecom Corporation	Software Reseller Services	20-TELE-01509	05/24/26	nistart@yorktel.com

MEMO



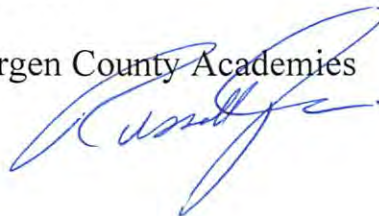
Andrea Sheridan
Approved
11/17/23

To: Ms. Andrea Sheridan, Assistant Superintendent

C. Mr. John Susino, Business Administrator

From: Mr. Russell Davis, Principal, Bergen County Academies

Date: November 16, 2023



Re: Recommendation

I recommend that the Board of Education acknowledge a donation of \$1000 to the Bergen County Academies from:

Ms. Lynne R Ostfeld
300 N. State Street #5405
Chicago, IL 60654


This donation will be put deposited in the Donations account and distributed at Senior Awards, per the criteria previously established for the Dr. David Ostfeld Memorial Scholarship.



County	Bergen
District Name	Technical Schools
District Number	290
Filing Date	10/12/2023

Current Area Cost Allowance per SF	\$ 143.00
District contact name	John Susino
District contact phone	201-343-6000 x4056
District contact e-mail	johnsusino@bergen.org

A	B	C	D	E	F	G
School Facility Name	School Number	Gross Building Area (GSF)	Building Replacement Value	Prior Years Actual & Current Year Budgeted expenditure (See Detailed Sheet)	Min. Annual Target Expenditure for FY 24-25	Anticipated Budget for FY 24-25
Bergen County Academies	020	236,692	\$ 33,846,956	\$ 5,625,578	\$ 67,694	\$ 675,000
Voc-Paramus Special Needs	030	34,130	\$ 4,880,590	\$ 811,178	\$ 9,761	\$ 125,000
Bergen County Technical HS Teterboro	070	114,974	\$ 16,441,282	\$ 2,732,601	\$ 32,883	\$ 325,000
Tech Ed Ctr Paramus	075	43,794	\$ 6,262,542	\$ 1,040,853	\$ 12,525	\$ 125,000
Applied Tech HS Paramus	300	22,875	\$ 3,271,125	\$ 298,192	\$ 6,542	\$ 75,000
Adult Education Hackensack	999	10,000	\$ 1,430,000	\$ 237,682	\$ 2,860	\$ 30,000
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District Total		462,465	\$ 66,132,495	\$ 10,746,084	\$ 132,265	
Min. Required amount for FY	24-25					
Anticipated Budget amount for FY	24-25					\$ 1,355,000

Max. Maintenance Reserve Amount (4% of column D)	\$ 2,645,300
Current District Maintenance Reserve Amount	\$ 681,806
Print _____ John Susino	Date _____
Sign _____ 	

[illegible]



(SENT VIA EMAIL johsus@bergen.org)

October 20, 2023

Bergen County Technical Schools
540 Farview Avenue
Paramus, NJ 07652

ATT: Mr. John Susino
Business Administrator

**Re: Additional Service Proposal for Professional Services for HVAC Red-design for the
Change-in-use Classroom to Art Room at the Teterboro Campus
Bergen County Technical Schools
D/R Project #3991.71**

Dear Mr. Susino:

The following is our proposal for the additional services for the re-design of the HVAC system for the renovations at Bergen County Technical Schools – Teterboro Campus to accommodate the new Art Classroom to be located in room 511. The scope of work will include the following:

- Redesign time associated with the changing the current constant volume Trane RTU to a variable volume unit with VAV boxes downstream of the unit. Changing this unit requires a redesign of the ductwork, controls and electrical systems.
- Review time for the structural engineer to review the structural implications of the new multi zone unit. Please note that design of additional reinforcement is not included in this agreement modification. If our calculations determine that structural reinforcement is required, design and detailing of these supports will be performed as an additional service.
- Additional meetings and coordination with school facilities and design team.

I. FEE PROPOSAL:

A. 3991.71: HVAC Redesign for the Proposed Art Room 511.....\$ 12,850.00



Mr. John Susino
October 20, 2023
D/R Project #3991.71
Page 2 of 2

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 where indicated and return one copy for our records authorizing Di Cara | Rubino Architects to proceed.

If you have any questions or require additional information, please feel free to call me at 973-256-0202.

Very truly yours,

DI CARA | RUBINO ARCHITECTS



Allison J Sroka, AIA
Principal

Accepted by:

Mr. John Susino
Business Administrator

Date: _____

December 01, 2023

John Susino
Bergen County Technical School
540 Farview Ave.
Paramus, NJ 07652

Dear Mr. Susino:

Attached you will find the information needed to renew your memorandum of understanding.

- A disclosure form discussing the confidentiality of drug testing results.
- Two copies of the Memorandum of Understanding for 2024.

Should you wish to use Holy Name Medical Center Occupational Health Services for provision of your drug testing process, sign both copies of the MOU and return them to this office with your updated employee lists for 2024 and a \$200.00 check. One copy of the MOU will be signed and returned to you for your files. Once we have received your signed copy of the contract and payment, we will start calling your employees in. Please remember that no candidate will receive a drug test without a photo ID.

New regulations state the employer must inform us if their employees are FTA or FMCSA. Please include this information on the contract where designated.

It has been a pleasure working with you and we wish you a joyous holiday season. Feel free to contact me with any questions or concerns about this or other issues. We look forward to working with you in the coming year.

Sincerely,



Winnette Tobias-Marcelo, RN
Practice Manager
Occupational Health Services
Holy Name Medical Center
201.833.3001



Occupational Health Services

DISCLOSURE FORM

Bergen County Technical Schools

This form is to be completed by any client receiving confidential medical information concerning their employees. Strict confidentiality of medical records must be maintained. These records are to be stored in an area separate and distinct from Personnel files with limited access by specifically designated staff member(s).

I, John Susino, representing Bergen County Technical School hereby certify that the information disclosed to me by Holy Name Medical Center Occupational Health Services pursuant to the consent and authority of any employee of Bergen County Technical School will not be used in any way prohibited by State or Federal Law.

I understand that the information which is being disclosed pursuant to the consent of any employee are records whose confidentiality is protected by Federal Law. Federal Regulations (42CFR, Part 2) prohibit me from making any further disclosure without specific written authorization of the employee, or as otherwise permitted by law. I understand that a general authorization for the release of medical information is NOT sufficient for the purpose of drug and alcohol test disclosure and a separate signed consent is required.

John Susino

Date



DOT Memorandum of Understanding between **Bergen County Technical Schools** and Holy Name Medical Center Occupational Health Service.

This memo of understanding is made December 01, 2023 between Bergen County Technical Schools and Holy Name Medical Center Occupational Health Service (HNMC OHS) for calendar year 2024.

HNMC OHS will administer and provide the following services for **Bergen County Technical Schools** in preparation for its compliance with the Department of Transportation (DOT) Drug testing standard. OHS will provide services and implement the drug testing program upon receipt of the signed Memorandum of Understanding.

DOT Drug Screen / GC/MS Confirmation
Evidential Breath Testing
MRO Services
Employee Recordkeeping
Supervisor Training

NIDA Approved Laboratory
Certified Breath Alcohol Technicians
Computer Generated Random Selection
Collection Materials
5 Year Storage & Documentation of
Positive Testing

Holy Name Medical Center seeks to provide consistent, objective, fair and manageable procedures for drug and alcohol testing of employees. To that end the DOT drug and alcohol testing program will be provided to **Bergen County Technical Schools** as follows:

A. **Bergen County Technical Schools** will provide a complete list of employees to be included in the DOT Program. This information is to include name, address, social security number, phone number and job type. This information will be used as a data base for statistical information and random numbers generation selection of employees for the random test program.

B. **Bergen County Technical Schools** is to specify the contact person(s) responsible for the receipt and maintenance of the confidential information received from HNMC OHS in relation to the DOT Drug and Alcohol Testing program. Federal regulations (49CFR Part40) prohibit further disclosure of information without the specific written authorization of the employee. This information is not to be used in any way prohibited by State or Federal Law. **Bergen County Technical Schools** and HNMC OHS will comply with all such applicable regulations and maintain the confidentiality of all records so obtained.

C. HNMC OHS will provide review of test results by a Medical Review Officer who is contracted or employed by Holy Name Medical Center.

D. HNMC OHS will conduct drug and alcohol testing and establish selection protocols to include the following types of testing:

Pre-placement
Random

Reasonable Suspicion
Return to Duty

Post Accident
Periodic Follow-Up

E. HNMC OHS will provide a confidential collection site and collection materials assuring the employee aural and visual privacy during the procedure and in compliance with the DOT Omnibus Drug Testing Standard.

F. HNMC OHS will utilize laboratories certified by the Substance Abuse and Mental Health Services Administration (SAMHSA) in accordance with the DOT Standard.

G. HNMC OHS will maintain the **Bergen County Technical Schools** drug and alcohol records as well as those of individual employees as delineated below in accordance with 42 CFR Part 2.

Retention Period	Document
5 Years	Alcohol test results indicating breath alcohol concentration of 0.02 or greater Verified positive test results Refusals to submit to required alcohol & drug test . Required calibration of evidential breath testing devices Annual calendar year summary
2 Years	Records related to the collection process Training Records
1 Year	Negative and Canceled drug test results Alcohol test results indicating a breath alcohol concentration <0.02

H. HNMC OHS will provide Blind Specimen Submission Quality Assurance testing at a rate of 3 tests per 100 specimens in accordance with the Federal Drug Testing Standard

I. **Bergen County Technical Schools** agrees to pay HNMC OHS for the above services as set forth in the attached sheet for the period of one year from the acceptance of the agreement.

J. **Bergen County Technical Schools** agrees to indemnify and hold harmless HNMC OHS from any and all claims arising out of any claims brought by third parties arising out of an allegation that **Bergen County Technical Schools** coerced the third party to submit to the tests, or that the tests so administered were in any manner involuntary or illegal.

*****PLEASE INDICATE IF YOUR EMPLOYEES ARE: _____ FTA or _____ FMCSA

Please sign and return the original of this memo of understanding to indicate your acceptance of the terms and conditions.

ACCEPTED BY

Bergen County Technical Schools

Signature

John Susino

Date

HNMC OHS

Signature

Winnette Tobias-Marcelo, RN
Practice Manager -Occupational Health Services

Date

PLEASE INCLUDE \$ 200.00 CHECK WHEN RETURNING THIS CONTRACT
(\$100.00 for confidential record keeping and \$100.00 for random selection)

The following is your cost as determined by the attached memo of understanding:

Computerized Random Selection of Employees	\$ 100/year
DOT Forensic Drug Testing with Confirmation	\$ 70/each
Evidential Breath Testing by Certified Breath Alcohol Technician	\$ 40/each test
24 Hour Testing Coverage (After hour ER fee)	\$ 168 add'l fee
MRO Services	\$ 100 per positive result

ACCEPTED BY


Bergen County Technical Schools

Signature

John Susino

Date

HNMC OHS



Signature

Winnette Tobias-Marcelo, RN
Occupational Health Services

Date



(SENT VIA EMAIL johsus@bergen.org)

November 29, 2023

Bergen County Technical Schools
540 Farview Avenue
Paramus, NJ 07652

ATT: Mr. John Susino
Business Administrator

**Re: Proposal for Professional Services to Provide Ventilation at the Cosmetology Suite
At Bergen County Technical Schools – Paramus Campus
*D/R Project No. 4290***

Dear Mr. Susino:

Per your request, Di Cara | Rubino Architects is pleased to submit our fee proposal to provide professional services to Modify the Ventilation in the Cosmetology Suite at Bergen County Technical Schools, Paramus Campus.

Based on our understanding, Di Cara | Rubino Architects will provide the following:

I. SCOPE OF SERVICES:

A. Construction Documents:

- Prepare Construction Documents for the project consisting of architectural plans, details
- Plans will be submitted for local code review

B. Bidding/Negotiation:

- It is our understanding that the scope of work will be performed by a General Contractor through a State Contract. No Bidding and Negotiation will be required.

C. 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
- Prepare punch list

II. FEE PROPOSAL:

Based on the services outlined above, Di Cara | Rubino Architects respectfully submits the following fee breakdown:

The fees for the additional services as outlined above are as follows:

A. Construction Document Phase.....	\$ 5,000.00
B. Bidding.....	No Charge
C. Contract Administration.....	\$ 1,500.00
<u>Reimbursable Expenses Allowance</u>	<u>\$ 1,000.00</u>
Total	\$ 7,500.00

Reimbursable expenses are billed in addition to the fees indicated above and generally include postage, overnight mail/courier service, photocopies, printing, plotting and facsimiles and will be invoiced at 1.15 times the expense.

Exclusions:

The following services are excluded from the firm's basic services:

- Surveys, testing, or environmental studies
- Identification and/or abatement of hazardous materials including, but not limited to, asbestos, lead, or soil contaminants
- Environmental engineering
- Utility assessments
- Off-site improvements
- Interior design services
- Testing and commissioning of M/E/P systems
- Renderings and/or models
- Filing fees, permits, and applications
- Legal services

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.

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.

Entire Agreement: This Proposal and conditions together with the AIA B.101 Standard Form of Agreement Between Owner and Architect (Architect of Record) constitute the entire agreement between Client and Di Cara | Rubino Architects. If a Purchase Order (PO) or similar document is used in conjunction with this Agreement, it shall be for the sole purpose of defining quantities and fees to be provided hereunder, and to this extent only are incorporated as a part of this Agreement. Any preprinted terms and conditions included in such PO or similar documents shall not be incorporated and such PO or similar documents shall not be otherwise construed to modify, amend, or alter the terms of this Agreement.

Preliminary Budgeting: A preliminary budget will be prepared by DRA for the project. This 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 DRA's experience and qualifications and only represent 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.

Limitations: The Team will rely on the accuracy of any information submitted to us by the District in the performance of our services and will not be held responsible for errors or inaccuracies contained in the information provided to us. In the event that our activities indicate areas of significant health, safety, or environmental concern, the scope of work outlined above may need to be modified as appropriate. We would notify you as soon as possible if potentially significant areas of concern are encountered.

Sub-Consultant Charges: In the event that a sub-consultant charge is incurred outside of the original scope of work in this proposal, these additional fees incurred by Di Cara | Rubino Architects will be billed at 1.2x the expense to the Client. These fees are different than reimbursable expenses, which are billed at the stated rate found in this proposal.

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.

If you have any questions or require additional information, please feel free to call me at 973-256-0202.

Very truly yours,

DI CARA | RUBINO ARCHITECTS



Allen J. Barnett, AIA
Principal

AB

cc:

Accepted by:

Mr. John Susino
Business Administrator

Date: _____

Accepted:
_____***Initial***

BCTS/BCJC
ITA CONTRACT LOG
BOARD RESOLUTION, DECEMBER 12, 2023

<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	Avtech	2201	417019	BACILLO, Cheryl-Ann	10/28/23 - 3/30/24	5,000	TM	400
20.831.130.324 V1	Bergen Community	5600	417008	RIVAS, Tara	1/23/24 - 4/11/24	4,000	DS	72
20.831.130.324 V1	E-Z Wheels Driving	2778	417025	AMUCHASTEGUI, Demis J	11/13/23 - 2/2/24	4,500	EF	240
20.831.130.324 V1	LasComp	C273	417012	BAYKAL, Deniz	11/27/23 - 3/15/24	4,370	DS	320
20.831.130.324 V1	LasComp	C273	417012	FAULK, Terri	11/6/23 - 3/22/24	4,375	EF	400
20.831.130.324 V1	LasComp	C273	417012	JOSEPH, Nicole	11/27/23 - 4/12/24	4,375	DS	400
20.831.130.324 V1	LasComp	C273	417012	LARA, Kenia	11/13/23 - 3/29/24	4,375	DS	400
20.831.130.324 V1	LasComp	C273	417012	RODA, Ann	10/16/23 - 3/1/24	4,375	DS	400
20.831.130.324 V1	LasComp	C273	417012	SZUBRYT, Marcin	11/27/23 - 3/15/24	4,340	EF	320
20.831.130.324 V1	LasComp	C273	417012	VASQUEZ, Henry	12/18/23 - 3/8/24	4,686	DS	240
20.831.130.324 V1	LasComp	C273	417012	WIGGINS, Audrey	12/4/23 - 3/22/24	4,260	EF	320
20.831.130.324 V1	LasComp	C273	417012	ZIROPOULOS, Cristos	11/27/23 - 3/15/24	4,340	DS	320
20.831.130.324 V1	Rutgers CCPD	7378	417015	DIBELLO, Jessica	10/30/23 - 4/14/24	4,315	TM	480
20.831.130.324 V1	Rutgers CCPD	7378	417015	SCALA, Jacklyn	12/11/23 - 5/12/24	4,155	EF	425
20.831.130.324 V1	Rutgers CCPD	7378	417015	STRIPLING, Anne-Marie	11/13/23 - 3/17/24	4,155	TM	360
20.831.130.324 V1	William Paterson	3950	417017	KIM, GEMMA	11/27/23 - 4/5/24	3,749	LT	270
20.831.130.324 V1	William Paterson	3950	417017	KLEIN, Jennifer	10/23/23 - 3/1/24	3,749	EF	270
20.831.130.324 V1	William Paterson	3950	417017	MATHIS, Desrine	11/27/23 - 5/17/24	3,749	TM	270
20.831.130.324 V1	William Paterson	3950	417017	NAPOLITANO, Lori	11/27/23 - 4/26/24	3,299	DS	300
20.831.130.324 V1	William Paterson	3950	417017	RAMSEY, Sasha	12/11/23 - 4/19/24	3,749	EF	270
20.831.130.324 V1	William Paterson	3950	417017	TARABOCCHIA, John	11/27/23 - 3/30/24	1,958	EF	350
20.831.130.324 V2	Atlantic C School of Prof Edu	P286	417027	HANNA, Sylvia	11/20/23 - 11/22/23	2,306	DS	20
20.831.130.324 V2	BTII	4623	417009	SHANS, Kristen	10/28/23 - 12/20/23	4,495	EF	200
20.831.130.324 V2	E-Z Wheels Driving	2778	417025	AUSTIN, Ryan	11/20/23 - 1/26/24	3,999	DS	200
20.831.130.324 V2	E-Z Wheels Driving	2778	417025	VILLALTA, Jerry	10/23/23 - 12/29/23	3,999	TM	200
20.831.130.324 V2	Jersey Tractor	U197	417010	BROWN, Monique	12/4/23 - 1/12/24	4,000	TM	180
20.831.130.324 V2	Jersey Tractor	U197	417010	FRIASMOJICA, Eligio	10/30/23 - 12/8/23	4,000	TM	180
20.831.130.324 V2	Jersey Tractor	U197	417010	HAYLOCK, Joshua	12/4/23 - 1/12/24	4,000	EF	180
20.831.130.324 V2	Jersey Tractor	U197	417010	HUTCHISON, Jameika	12/18/23 - 1/26/24	4,000	EF	180
20.831.130.324 V2	Jersey Tractor	U197	417010	MADERA, Luiz	12/11/23 - 1/19/24	4,000	EF	180

<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 V2	LasComp	C273	417012	DIETSCHE, Jessica	11/4/23 - 2/23/24	4,260	TM	320
20.831.130.324 V2	LasComp	C273	417012	IDLER, Joseph	11/20/23 - 1/19/24	4,558	TM	180
20.831.130.324 V2	LasComp	C273	417012	LEE, Chang Sub	10/30/23 - 2/16/24	4,340	TM	320
20.831.130.324 V2	LasComp	C273	417012	LUNDY, Robert	10/30/23 - 2/16/24	4,340	DS	320
20.831.130.324 V2	LasComp	C273	417012	METHWANI, Jay	10/16/23 - 2/2/24	4,370	DS	320
20.831.130.324 V2	LasComp	C273	417012	RIVERA, Rafael	11/20/23 - 1/19/24	4,558	TM	180
20.831.130.324 V2	LasComp	C273	417012	RUTLAND, Henry	11/20/23 - 2/9/24	4,578	TM	240
20.831.130.324 V2	LasComp	C273	417012	WRIGHT, Star	10/30/23 - 2/16/24	4,000	TM	320
20.831.130.324 V2	LasComp	C273	417012	ZVY, Yulia Ben	11/6/23 - 2/23/24	4,520	LT	320
20.831.130.324 V2	Rutgers CCPD	7378	417015	CARRABBIA, Paul	11/6/23 - 2/4/24	3,795	TM	250
20.831.130.324 V2	Rutgers CCPD	7378	417015	NATOLI, Lucy	10/30/23 - 1/28/24	3,795	LT	250
20.831.130.324 V2	Rutgers CCPD	7378	417015	POZAS, Albertina	11/13/23- 1/28/24	4,555	TM	220
20.831.130.324 V2	Rutgers CCPD	7378	417015	RALPH, Ronda	10/30/23 - 1/28/24	3,795	EF	250
20.831.130.324 V2	Rutgers CCPD	7378	417015	WILLIAMS-RUFF, Stacie	11/6/23 - 12/31/23	2,474	TM	150
20.831.130.324 V2	SAM Consulting	2470	417016	SMORODA, David	10/24/23 - 1/18/24	4,000	DS	240
20.831.130.324 V2	William Paterson	3950	417017	MONTES, Andrea	10/23/23 - 2/29/24	3,299	DS	400
20.825.130.324 V1	BAR PC Training	Y787	417023	GIRGIS, Jaklin	12/11/23 - 5/10/24	5,000	DS	495
20.825.130.324 V1	LasComp	C273	417012	DOMBEK, Michael	11/27/23 - 3/16/24	4,260	TM	320
20.825.130.324 V1	LasComp	C273	417012	KESADA, Alexandra	12/18/23 - 5/3/24	4,375	DS	400
20.825.130.324 V1	LasComp	C273	417012	NOMHWANGE, Susan	10/16/23 - 3/1/24	4,375	LT	400
20.825.130.324 V1	LasComp	C273	417012	ULATOWSKI, Erika	12/4/23 - 3/22/24	4,260	EF	320
20.825.130.324 V1	Rutgers CCPD	7378	417015	SMITH, Derwin	11/13/23 - 3/17/24	2,595	TM	360
20.825.130.324 V2	E-Z Wheels Driving	2778	417025	HERNANDEZ, Moises	10/16/23 - 12/22/23	3,999	DS	200
20.825.130.324 V2	Ideal Driving	2505	417018	GONZALEZ-ZAPATA, Osvaldo	10/30/23 - 1/19/24	4,695	TM	240
20.825.130.324 V2	Ideal Driving	2505	417018	LABANDA, Maria	12/11/23 - 2/23/24	4,695	LT	240
20.825.130.324 V2	Ideal Driving	2505	417018	RAMSINGH, Royston	11/6/23 - 1/26/24	4,695	DS	240
20.825.130.324 V2	Jersey Tractor	U197	417010	ALVAREZ, Vanessa	11/27/23 - 1/5/24	4,000	DS	180
20.825.130.324 V2	Jersey Tractor	U197	417010	AQUINO, Nilda	11/20/23 - 12/29/23	4,000	EF	180
20.825.130.324 V2	LasComp	C273	417012	ALEMAN, Rosemarie	10/30/23 - 3/15/24	4,375	TM	400
20.825.130.324 V2	LasComp	C273	417012	RAHEJA-RAJANI, Anu	10/23/23 - 1/12/24	4,578	EF	240
20.825.130.324 V2	Master Driving	3755	417020	MARTINEZ, Trissah	10/23/23 - 12/18/23	3,990	DS	160
20.825.130.324 V2	Master Driving	3755	417020	URENE-FERREIRA, Jose	10/16/23 - 12/11/23	3,990	TM	160
20.825.130.324 V2	Robotech	3876	417014	CARROLL, Amanda	11/6/23 - 1/19/24	4,000	DS	200
20.825.130.324 V2	Rutgers CCPD	7378	417015	ARIAS, Tania	10/23/23 - 1/14/24	3,195	LT	225
20.826.131.324 V1	BCTS	1093	417028	TOBANO, Alexander	11/1/23 - 6/20/24	5,000	JS	819

REQUEST FOR AMENDMENT OF PROFESSIONAL SERVICES

November 28, 2023

Prepared by: Maria McKenna

Bergen County Technical and
 Special Services School Districts
 540 Farwivew Ave., Room 2300
 Paramus, New Jersey 07652

RE: Request for Contract Amendment No.: 1

Date of Contract:	April 20, 2018
Project Description:	Renovations to 11 Carol Court
Project Address:	Bergen County Technical School, Hackensack Campus
NETTA Project No.:	NA2181361

This request being made this day is to provide the following additional or amended architectural/engineering services to our Contract for Services Agreement referred to in Article 1 and shall further modify our written agreement as listed below:

This request is for completing the following work which is beyond the scope of the original contract.

- Revise the Architectural and MEP Drawings to provide a New Maintenance Closet which is to be located behind the Evening School Storage.
- Revise the Architectural and MEP Drawings to provide a New Closet and doors to enclose the existing main sprinkler system.
- Revise the MEP Drawings to reflect the currently installed new electric hot water heater within the New Storage Room 110, instead of the specified instantaneous electric hot water heaters.
- Revise the Architectural and MEP Drawings to renovate and convert the Men's and Women's Restrooms in the basement to now be ADA complaint. Provide a new automatic door operator for the Women's Restroom due to the very limited approach clearance on the push side of the door.
- Revise the MEP Drawings to provide a new sewage ejector pump and document on the Drawings that the exact routing of the new overhead utility sink sanitary line is to be determined in the field.
- Redesign the front entrance canopy and supporting columns and revise the Architectural Drawings.

1.1 Architectural	\$ 6,540.00
1.2 MEP Engineering	\$ 7,760.00

Total Fee Request for Contract Amendment No. 1..... \$ 14,300.00

Additional Design time required to complete all work..... 4 Days

STATEMENT HISTORY

Original Contract Services Fee.....	\$58,000.00
Subtotal of Original Contract and Previously Approved Change Orders above	\$58,000.00** plus
**Subtotal Fee noted above shall change to include this RFCA No. 1 after signing below ..	\$ 14,300.00

Submitted for approval by: 
 Nicholas J. Netta, AIA, NCARB, President

The above estimated fees/costs relating to this Contract Amendment are satisfactory and are hereby accepted. All additional/revised services will be performed in accordance with the same terms and conditions as specified in the original Contract. The client acknowledges that by accepting this Contract Amendment, they agree to compensate Netta Architects as shown above and such compensation does not depend on the Client. receiving a Contract Amendment from its client, if applicable.

Authorized Signature (Client): _____

Date: _____

Print Name: _____

Title: _____

NETTA ARCHITECTS: _____
NICHOLAS J. NETTA, AIA, NCARB

Date: _____