

SOMERDALE PUBLIC SCHOOL DISTRICT
BOARD OF EDUCATION

301 Grace Street
Somerdale, NJ 08083

Regular Meeting of the Board of Education

**May 5, 2022
6:30 p.m.**

MINUTES

BOE Mission Statement

The mission of the Somerdale School District, in active partnership with the community and staff, is to provide a safe and supportive environment which offers all students the opportunity to develop academically, socially, physically and emotionally, and to create students who are inquisitive and value learning not, only now, but also in the future.

We aspire to provide a broad range of educational opportunities in a nurturing environment designed to challenge all students to strive for personal excellence, achieve the New Jersey Student Learning Standards and become responsible citizens in this rapidly changing world.

I. MEETING CALLED TO ORDER/ PLEDGE OF ALLEGIANCE 6:31 pm

II. SUNSHINE LAW/ROLL CALL

Sunshine Law:

The Somerdale Board of Education Meeting is called to order. The Board of Education is in compliance with the sunshine regulations. This meeting was appropriately advertised in The Courier Post, as well as posting notices in Borough Hall, at Somerdale Park School, and on the District website in accordance with all NJ laws. Please be advised that this meeting is being recorded.

James Anderson - Absent
Kim Barkoff - Present
Barbara Boyle - Present

Monique Howard - Present
Taylor Klenk - Present
Kevin Smith - Present

Marc Ritz - Present
Mary Jo Schoettle - Present
Tara Voigt - Present

Also Present:

Mark Pease, Superintendent/Principal
David Rouse, Business Administrator/Board Secretary
Chris Long, Solicitor

III. PUBLIC COMMENTS on any action items.

NOTATION OF PUBLIC COMMENTS ON AGENDA ITEMS ONLY

The Board President will recognize those individuals in the audience whom wish to comment **on any action items on this Agenda.**

Ms. Yvonne Miles – Expressed opposition to the dress code.

Mr. Steven Smith – Expressed opposition to teaching gender identity with the lower grade levels.

Please respect the following procedures:

1. Be recognized by the Board President.
2. State your full name and address.
3. Identify the resolution/item number on which you wish to comment.
4. Wait to be recognized before you make your comment

5. Limit your comments to the specific resolution/items.
6. Limit your comments to (3) minutes per person.

Mr. Anderson arrived at 6:35 pm

IV. APPROVAL OF MINUTES

On a motion made by Mr. Smith and seconded by Mr. Anderson the following was approved:

Recommend that the Board of Education approve the regular and executive session minutes of the April 14, 2022 BOE Meeting.

ALL IN FAVOR: YES 9 NO 0 ABSTAIN 0 ABSENT 0

V. REPORTS

A. Superintendent’s Report

- Resolution received from Senator Beach – Camden Co. School of Character

COVID 19 Update

I meet each Thursday with the Department of Education, Department of Health and all the Superintendents of Camden County to receive updates on COVID 19 and its impact on education, Camden County, and Somerdale.

As of the week ending April 30th, Camden County was in the Yellow (Moderate) range.

All 21 counties in NJ are now in the Moderate (yellow) range.

Somerdale Park School saw a spike in case within the last three weeks.

As of this date we have

Positive Students	48
Close Contacts Students	190
Positive Staff	20
Close Contacts Staff	9

We will continue to follow the recommendations of the CDC, NJ DOH, and NJ DOE’s The Road Forward Plan in maintaining a safe learning environment for the 2021-2022 school year. Due to the continued fluid nature of COVID 19 we will do our best to get the most recent updates to our families.

Curriculum and Instruction

- Please click the link to see Mrs. Montroni’s April’s [Curriculum Updates](#)
- NJSLA (testing) Dates
 - 4/28
 - 5/5
 - 5/12
 - 5/16
 - 5/23
- NJSLS Health and Physical Education Curriculum have made changes for the 2022-2023 school year and it is important that we discuss a plan to help guide teaches for next school year. I will be meeting with the Instructional Committee to begin these conversations.

School Activities

- Celebrating academic achievement and good behavior students in 3rd-5th Grade participated in the Renaissance Movie Trip Friday 4/29
- State Senator Beach visited Somerdale Park School today April 29, 2022 to present to the students, Student Council, Mrs. Schwartz, staff and administration a resolution for being a Camden County Middle School of Character.
- Drama Club did an awesome job performing on April 29, 2022.

- Our baseball and softball teams have been working hard. The hard work is paying off with some very impressive wins. Congratulations to both teams.
- Save the date June 14, 2022 Somerdale Park School will celebrate Juneteenth. Juneteenth is a federal holiday in the United States commemorating the emancipation of enslaved Black people. It is also often observed for celebrating Black culture.

School Operations

School Safety

Fire drills and safety drills have been conducted each month. We continue to work closely with the Somerdale Police Department in regard “Handle With Care” reports.

Personnel

- All Tenure and Non-tenure staff will be on the May agenda for approval.
- As a reminder, we will be ending our shared service agreement for ESL services with Haddon Heights School District.
- Shane Sammons was hired as our new IT Director
 - Start date Monday, May 2, 2022

Instructional

1. Met to discuss approving the Job Descriptions for the following positions:
 - a. Superintendent
 - b. Principal

Policy

1. Met to discuss approving Dress Code for 2022-2023 school year

B. Business Administrator’s Report

Public Hearing of the 2022-2023 Budget given by David Rouse, SBA/Board Secretary

- The business office is still in the process of confirming all of the contracts for the 2022 – 2023 school year. As such, the Annual Board Approvals and Appointment details will be postponed and presented during the June 2022 Board Meeting.
- Tonight, I am seeking an approval of an additional \$83,840.00 for the Parking Lot Project. These funds will be utilized to improve the subsurface conditions of a portion of the parking lot before beginning the asphalt phase.
- Also, tonight, I am seeking the approval of the 4th installment payment in the amount of \$66,310.00 to Landberg Construction for the Parking Lot Project. This will leave a balance of \$314,356.00 from the original approved amount of \$836,856.00.
- Next week, Mr. Pease and I will schedule a meeting between the Negotiating Committee and Somerdale Park School’s employee benefits agent, Jack McDermott, Sr. Vice President Brown & Brown. The purpose of the meeting is to discuss possible options to reduce overall employee benefit costs for the district.
- NJ School Boards Association will have its annual conference from Monday, October 24, 2022 to Wednesday, October 26, 2022. All Board members are encouraged to participate. If you are interested, please see me immediately after tonight’s Board meeting to discuss registration.

VI. NEW BUSINESS

BUSINESS AFFAIRS, Marc Ritz, Chairperson, Monique Howard, Mary Jo Schoettle, Alternate Chairperson, Administrative Liaisons: Mark Pease, David Rouse

A. Finance – Reviews and monitors the school district budget and assumes other fiscal responsibilities

Report by Finance Committee Chair

On a motion made by Mr. Ritz and seconded by Mr. Smith the following was approved:

Recommend that the Board of Education on the recommendation of the business administrator approve the following items 1-6:

1. Financial Reports:

To approve the Board Secretary and Treasurer's Reports for 2022 (attachment #1).

The Board Secretary's Report is in accordance with 18A: 17-36 and 18A: 17-9 for the month of March 2022. The Board Secretary certifies that no line item account has been over expended in violation of N.J.A.C. 6A: 23A – 16.10 (c) 3 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

The Treasurer's Report is in accordance with 18A:17-36 and 18A:17-9 for the month of March 2022. The Treasurer's Report and Secretary's report are in agreement for the month of March 2022.

Board Secretary in accordance with N.J.A.C. 6A:23A - 16.10 (c) 2 certifies that there are no changes in anticipated revenue amounts or revenue sources.

Board of Education Certification – pursuant to N.J.A.C. 6A:23A – 16.10 (c) 4 We certify that after review of the secretary's monthly financial report (appropriations section) and upon consultation with the appropriate district officials, that to the best of our knowledge no major accounts or fund has been over expended in violation of N.J.A.C. 6A:23A – 16.10 (b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

2. To approve the following bill lists (attachment #2):

- a. April 15, 2022 Payroll Bill List and corresponding Check Journal Totaling: \$215,653.70
- b. April 29, 2022 Payroll Bill List and corresponding Check Journal Totaling: \$211,393.49
- c. Vendor Bill List 1 and corresponding Check Journal totaling: \$563,182.42
- d. Vendor Bill List 1 and corresponding Check Journal totaling: \$367,618.46

3. To approve an additional \$83,840.00 for the Parking Lot Project. The funds will be utilized as following: Excavate, Haul, dispose of unusable soils in parking lot, replacement materials for the subsurface of the parking lot. Funds will come from the Capital Improvements Expense Account (attachment #3).

4. To approve the fourth payment to Landberg Construction in the amount of \$66,310.00. This leaves a balance of \$314,356.00 from the original approved amount of \$836,856.00.

5. To approve the following resolution (attachment #4):

**RESOLUTION OF THE SOMERDALE BOARD OF EDUCATION
AUTHORIZING THE RATIFICATION OF A MEMORANDUM OF AGREEMENT BETWEEN THE
SOMERDALE BOARD OF EDUCATION AND THE SOMERDALE ADMINISTRATOR'S ASSOCIATION**

WHEREAS, the Somerdale Board of Education (“SBOE” and/or “District”) and the Somerdale Administrator’s Association (“SAA”) have been in negotiations towards a Collective Bargaining Agreement commencing July 1, 2022 through June 30, 2025; and

WHEREAS, by a vote of the majority of its membership the SAA ratified the Collective Bargaining Agreement during a vote of its full membership; and

WHEREAS, the Negotiating Committee of the SBOE has recommended the approval and ratification of the Collective Bargaining Agreement, subject to full and express approval by the entire Board of Education; and

WHEREAS, the SBOE believes that it is in the best interest of the School District to likewise ratify and enter into a Collective Bargaining Agreement between the respective parties.

NOW, THEREFORE, BE IT RESOLVED, by the Somerdale Board of Education as follows:

- 1. The provisions of the **WHEREAS** clauses set forth above are incorporated herein by reference and

made a part hereof.

2. The SBOE hereby ratifies the Collective Bargaining Agreement in the form attached hereto and made a part hereof.
6. To approve the Pre-School Budget Plan for the 2022-2023 School Year (attachment #5).

ROLL CALL VOTE: YES 9 NO 0 ABSTAIN 0 ABSENT 0

B. Facilities – Reviews the needs and uses of district buildings and grounds

Report by Facilities Committee Chair

INSTRUCTIONAL, Taylor Klenk, Chairperson, James Anderson, Alternate Chairperson, Kevin Smith, Administrative Liaisons: Mark Pease, Robert Ford

A. Curriculum – Reviews and evaluates standardized test results as a district and monitors direction of curriculum.

Report by Curriculum Committee Chair

On a motion made by Ms. Klenk and seconded by Mr. Smith the following was approved:

Recommend that the Board of Education on the recommendation of the superintendent, approve the following items 1-4:

1. To approve the Somerdale Pre-School Program Calendar for the 2022-2023 School Year (attachment #1).
2. To approve the Five-Year Pre-School Program Operational Plan for the 2022-2023 School Year.
3. To approve the “Summer Days in Somerdale” Summer Program to be held from July 11, 2022 through August 4, 2022.
4. The following field trips:
 - a. 7/15/22- Cape May Zoo. Departs school at 9:00 am and returns at 4:00 pm.
 - b. 7/22/22- The Funplex. Departs at 9:30 am and returns at 2:45 pm.
 - c. 7/29/22- The Gravity Vault. Departs at 11:30 am and returns at 3:30 pm.

ROLL CALL VOTE: YES 9 NO 0 ABSTAIN 0 ABSENT 0

B. Personnel – Assists in the interviewing process of district administrators and reviews hiring recommendations of the Superintendent. Also, reviews and approves staff policies and job descriptions

Report by Personnel Committee Chair

On a motion made by Ms. Klenk and seconded by Mr. Smith the following was approved:

Recommend that the Board of Education on the recommendation of the superintendent, approve the following items 1-14:

1. To approve Lauren Dilullo as the 2022 Summer ESY Pre-Kindergarten – 3rd Grade Teacher for 80 hours at \$40.00 per hour. Salaries to be paid from ESSER II Grant.
2. To approve Mandy Seligman as 2022 Summer ESY Wilson Teacher and Valerie Priolo as 2022 Summer ESY Foundations Teacher for 48 hours at \$40.00 per hour. Salaries to be paid from ESSER II Grant.
3. The reappointment of tenured professional staff – part time/full time status to be determined, as per the attached list, for the 2022-2023 school year. 2022-2023 salaries pending due to SEA negotiations. (attachment #1)

4. The reappointment of non-tenured (renewed) professional staff - part time/full time status to be determined, as per the attached list, for the 2022-2023 school year. 2022-2023 salaries pending due to SEA negotiations. (attachment #2)
5. The reappointment of Secretarial and Clerical Staff for the 2022-2023 school year. Salaries to be based on 2022-2023 budget/SEA contract. (attachment #3)
6. The reappointment of the Technology Staff for the 2022-2023 school year. Salaries to be based on 2022-2023 budget/SEA contract. (attachment #4)
7. To approve Mr. Greg Cesare, CST Director, to carry over 5 vacation days from the 2021-2022 school year to the 2022-2023 school year.
8. To approve Mr. David Rouse, Business Administrator/Board of Education Secretary, to carry over 5 vacation days from the 2021-2022 school year to the 2022-2023 school year.
9. To approve Mr. David Rouse to attend the NJASBO Annual Conference in Atlantic City, NJ from June 7, 2022 through June 10, 2022 with a registration fee of \$275.00.
10. To approve Mr. Mark Pease, Superintendent/Principal, to carry over 5 vacation days from the 2021-2022 school year to the 2022-2023 school year.
11. To post-approve Shane Sammons as Director of Technology for the 2021-2022 school year at the pro-rated salary of \$75,000.00.
12. To approve Alyssa Orbaczewski as Speech Therapist at a MA Step 3 for the 2022-2023 school year. Salary as per the negotiated SEA salary guide when determined by new contract.
13. To approve Erica Lamancusa, Social Worker, to move from a part-time (3.5/5th) position to a full-time position for the 2022-2023 school year.
14. To approve the submission of David Rouse, Business Administrator's contract to the Camden County, Executive SBA in the amount of \$99,347.00 for the 2022-2023 fiscal year.

ROLL CALL VOTE: YES 9 NO 0 ABSTAIN 0 ABSENT 0

POLICY/COMMUNITY AFFAIRS, Kevin Smith, Chairperson, Tara Voigt, Alternate Chairperson, Mary Jo Schoettle, Barbara Boyle, Administrative Liaison: Robert Ford

A. Policy – Reviews, updates and creates district policies with Superintendent and presents them to the board.

Report by Policy Committee Chair

On a motion made by Mr. Smith and seconded by Dr. Howard the following was approved:

Recommend that the Board of Education on the recommendation of the Superintendent approve the following items 1-3:

1. For First Reading:
 - a. P 5511 – Dress and Grooming Policy
 - b. P 1230 – Superintendent's Duties
2. For Second Reading:
 - a. P 2415.05 – Student Surveys, Analysis, Evaluations, Examinations, Testing, or Treatment
 - b. P 2431.4 – Prevention and Treatment of Sports-Related Concussions and Head Injuries
 - c. P 2622 – Student Assessment
 - d. P 3233 – Political Activities
 - e. P 5541 – Anti-Hazing
 - f. P 8465 – Bias Crimes and Bias-Related Acts
 - g. P 9560 – Administration of School Surveys

- h. R 2431.4 – Prevention and Treatment of Sports-Related Concussions and Head Injuries
 - i. R 2460.30 – Additional/Compensatory Special Education and Related Services
 - j. R 2622 – Student Assessment
 - k. R 8465 – Bias Crimes and Bias-Related Acts
3. To approve the revised job descriptions for the Superintendent, Principal, and Vice-Principal. (attachments #1, #2, #3)

ROLL CALL VOTE: YES 9 NO 0 ABSTAIN 0 ABSENT 0

B. Community Affairs – Participation in community events to educate the public on programs the district offers. Also educates the public on the school board policies and responsibilities.

Report by Community Affairs Committee Chair

BOND AD HOC COMMITTEE, Kimberly Barkoff, Chairperson, Marc Ritz, Alternate Chair, James Anderson, Administrative Liaison: Mark Pease, David Rouse

The Bond Committee’s function it to meet and develop a framework for moving a referendum forward and to address project and budgetary issues.

Report by Bond Committee Chair

VII. REPORTS:

On a motion made by Mr. Anderson and seconded by Mr. Smith the following was approved:

The following item will be recommended for approval:

- 1. Acknowledge and accept the Harassment, Intimidation, and Bullying Report for incidents dated:
 - a. April 1, 2022 (attachment #1)

ALL IN FAVOR: YES 9 NO 0 ABSTAIN 0 ABSENT 0

VIII. OTHER REPORTS:

- a.) Student Attendance

Enrollment April 2022	
Preschool	28
Kindergarten	38
1st Grade	49
2nd Grade	35
3rd Grade	46
4th Grade	32
5th Grade	49
6th Grade	51
7th Grade	60
8th Grade	53
Out of District	3
Charter Students	1
Home Instruction	
Homeless -Tuition	
Total April 2022	445

- b.) Security/Fire Drill Reports

FIRE DRILL:

DATE: 4/13/22

Alarm Sounded: 8:37 am
Building Cleared: 8:39 am
Returned to Building: 8:42 am
Alarm Station Used: Main Hall By Cafe
All Staff in attendance participated in drill
Number evacuated: Students present – 408
Staff Present: 86
Special conditions simulated: none at this time

Problems encountered: None
Weather: 74 degrees

LOCK DOWN DRILL #4:

DATE: 4/11/22

Alarm Sounded: 1:01 p.m.
All Staff in attendance participated in drill (87 staff members)
Problems encountered: None

c.) Health Reports – March 2022

IX. PUBLIC COMMENTS (on any item)

A request was made for the date/time of the SEA contract negotiations. The following date/time was given: 5/31/22, 5pm.

Audience Recognition and Public Comment

The public is reminded that all public complaints against a district employee must be made through a specific grievance process. A description of this process may be found in BOE policy (File Code 9130). This policy is available upon request in the office of the Board Secretary. Any individual naming an employee in a complaint before the Board of Education, without the employee’s permission, could be cited for violating that employee’s civil and contractual rights.

Please respect the following procedures:

1. Be recognized by the Board President.
2. State your full name and address.
3. Wait to be recognized before you make your comment
4. Limit your comments to (3) minutes per person.

X. EXECUTIVE SESSION (if necessary)

On a motion made by Ms. Voigt and seconded by Dr. Howard the board entered into Executive Session at 7:10 pm:

WHEREAS, while the Sen. Byron M. Baer Open Public Meetings Act (N.J.S.A. 10:4-12 et seq.) requires all meetings of the Somerdale Park School District, Board of Education to be held in public, N.J.S.A. 10:4-12(b) sets forth nine types of matters that may lawfully be discussed in Executive Session,” i.e. without the public being permitted to attend; and

WHEREAS, the Somerdale Park Public School District, Board of Education has deemed it necessary to go into closed session to discuss certain matters which are exempted from the Public; and

WHEREAS, the nine exceptions to public meetings set forth in N.J.S.A. 10:4-12(b) are listed below, and next to each exception is a box within which the number of issues to be privately discussed that fall within that exception shall be written, and after each exception is a space where additional information that will disclose as much information about the decision as possible without undermining the purpose of the exception shall be written.

NOW, THEREFORE, BE IT RESOLVED that the Somerdale Park Public School District, Board of Education will go into closed session for the following reason(s) as outlined in N.J.S.A. 10:4-12(b):

_____ Any matter which, by express provision of Federal Law, State Statute or Rule of Court shall be rendered confidential or excluded from discussion in public

_____ Any matter in which the release of information would impair a right to receive funds from the federal government;

_____ Any matter the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program

or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including but not limited to information relative to the individual's personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publically;

_____ Any collective bargaining agreement, or the terms and conditions of which are proposed for inclusion in any collective bargaining agreement, including the negotiation of terms and conditions with employees or representatives of employees of the public body

_____ Any matter involving the purpose, lease or acquisition of real property with public funds, the setting of bank rates or investment of public funds where it could adversely affect the public interest if discussion of such matters were disclosed;

_____ Any tactics and techniques utilized in protecting the safety and property of the public provided that their disclosure could impair such protection;

_____ Any investigations of violations or possible violations of the law;

_____ Any pending or anticipated litigation or contract negotiation in which the public body is or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer;

X Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed in public;

_____ Any deliberation of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party as a result of an act of omission for which the responding party bears responsibility;

WHEREAS, the length of the Executive Session is undetermined; however, the Somerdale Park Public School District, Board of Education will make every attempt to estimate the time of the session prior to convening the session after which the public meeting shall reconvene at _____ pm and the Somerdale Park Public School District, Board of Education will proceed with business.

NOW, THEREFORE, BE IT RESOLVED, that the Somerdale Park Public School District, Board of Education will go into Executive Session for only the above stated reasons;

BE IT FURTHER RESOLVED that the Somerdale Park Public School District, Board of Education hereby declares that its discussion of the aforementioned subject(s) may be made public at a time when the Somerdale Park Public School District, Board of Education attorney advises that the disclosure of the discussion will not detrimentally affect any right, interest or duty of the school district or any other entity with respect to said discussion.

BE IT FURTHER RESOLVED that the Somerdale Park Public School District, Board of Education, for the aforementioned reasons, hereby declares that the public is excluded from the portion of the meeting during which the above discussion shall take place and hereby directs the board secretary to take the appropriate action to effectuate the terms of this resolution.

BE IT FURTHER RESOLVED that the Board Secretary on the next business day following this meeting, shall furnish a copy of this resolution to any member of the public who requests one at the fees allowed by N.J.S.A. 47:1A-1 et seq.

XI. RETURN TO PUBLIC SESSION

On a motion made by Dr. Howard and seconded by Mr. Ritz the board returned to public session at 7:50 pm

XII. ADJOURNMENT

On a motion made by Dr. Howard and seconded by Mr. Anderson the meeting was adjourned at 7:50 pm

Respectfully Submitted,

David Rouse, Business Administrator/Board Secretary

Tenured Teachers for September 2022-2023

Last Name	First Name	Tenure 2022-2023	Track	Step
BALDYGA	LAUREN		MA	14
BARBERA	JANA		BA	11
BOTTO	ERICA		BA	12
BURNS	NANCY		BA	16
BURTON	MICHELE		MA	16
BUTLER	CRISTIN		MA	16
CESARSKI	KELLY		MA	11
CORDIVARI	NATALIE		BA	7
CROSS	DANIELLE		MA	8
DOW	MARY		BA+15	16
DURAND	MELISSA		BA	10
EULER	JEFFERY		BA	6
FLYNN	AMY		BA	13
GLATZ	PATRICK		BA	7
GORMAN	SHARON		BA	16
HORIATES	GINA		BA	8
HURREY	VICTORIA		MA	8
LOMAS	ANDREA		MA	16
LOSER	LAUREN		BA+15	11
MARROLETTI	NIKKI		BA+15	10
MCCAFFREY	LAUREN		BA+30	13
MCGINNIS	DEANNA		MA	16
MILLER	JENNIFER		BA+15	16
MOFFA	JENNEFIR		MA+15	11
NOONAN	KIMBERLY		MA	14
O'NEILL	JUSTIN		BA	7
PADUA	LISA		BA	16
PALO	JESSICA		BA	10
PHILLIPS	MICHAEL		BA	16
PRICE	GENA		MA	12
PRINGLE	MICHELLE		MA	16
PRIOLO	VALERIE		BA+15	16
RATAJSKI	SUSAN		MA+30	16

Tenured Teachers for September 2022-2023

Last Name	First Name	Tenure 2022-2023	Track	Step
REEDER	MARY ROSE		BA	11
REICHELDERFER	KRISTINE		BA	10
ROBINSON	SANDRA		MA+15	16
ROLLICK	LISA		BA+30	16
SANTILLI	DAVID		MA	11
SCHWARTZ	AMANDA	9/2/2022	MA	5
SELIGMAN	MANDY		MA	16
SIDERIO	BRIANNE		MA+45	11
STILL	KURTIS		BA+15	16
TERRY	STEVEN		BA	16
TRAVARELLI-BURMEISTER	DOMINIC		BA+30	8
VALINSKI	REGINA		MA+45	8
VANDERZEE	JENNA		BA	11
WELLS	TIFFANY	9/2/2022	BA	9

*** 22-23 Salaries pending SEA negotiations**

Non-Tenured Certificated Elementary Teachers 2022-2023

Last Name	First Name	Tenure Date	Track	Step
DILULLIO	LAUREN	9/2/2024	MA	3
LAMANCUSA	ERICA	9/2/2026	MA	2
REID	CYNTHIA	10/23/2023	MA	5

*** 22-23 Salaries pending SEA negotiations**

Secretaries for 2022-2023

First Name	Last Name
CHRISTINA	CORTEZ
NICHOLE	COSTELLO
LAURA	HENKEL
NANCY	STRASSLE

Technology Department for 2022-2023

First Name	Last Name
SHANE	SAMMONS
UNKLE	ZACHARY

Starting date 7/1/2021 Ending date 3/31/2022 Fund: 10 GENERAL FUND

Assets and Resources

Assets:			
101	Cash in bank		\$3,011,772.52
102 - 106	Cash Equivalents		\$200.00
111	Investments		\$0.00
116	Capital Reserve Account		\$743,741.39
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	(\$16,129.99)	
142	Intergovernmental - Federal	\$0.00	
143	Intergovernmental - Other	(\$7,459.26)	
153, 154	Other (net of estimated uncollectable of \$_____)	\$0.00	(\$23,589.25)
Loans Receivable:			
131	Interfund	\$4,409.82	
151, 152	Other (Net of estimated uncollectable of \$_____)	\$0.00	\$4,409.82
	Other Current Assets		\$13,619.98
Resources:			
301	Estimated revenues	\$8,697,405.00	
302	Less revenues	(\$6,395,419.54)	\$2,301,985.46
	Total assets and resources		<u>\$6,052,139.92</u>

Starting date 7/1/2021 Ending date 3/31/2022 Fund: 10 GENERAL FUND

Liabilities and Fund Equity

Liabilities:

411	Intergovernmental accounts payable - state		\$0.00
421	Accounts payable		\$0.30
431	Contracts payable		\$0.00
451	Loans payable		\$0.00
481	Deferred revenues		\$0.00
	Other current liabilities		\$0.00
	Total liabilities		\$0.30

Fund Balance:

Appropriated:

753,754	Reserve for encumbrances		\$2,608,761.67
761	Capital reserve account - July	\$13,619.98	
604	Add: Increase in capital reserve	\$1,200.00	
307	Less: Bud. w/d cap. reserve eligible costs	\$0.00	
309	Less: Bud. w/d cap. reserve excess costs	(\$320,218.00)	(\$305,398.02)
764	Maintenance reserve account - July	\$0.00	
606	Add: Increase in maintenance reserve	\$0.00	
310	Less: Bud. w/d from maintenance reserve	\$0.00	\$0.00
766	Reserve for Cur. Exp. Emergencies - July	\$0.00	
607	Add: Increase in cur. exp. emer. reserve	\$0.00	
312	Less: Bud. w/d from cur. exp. emer. reserve	\$0.00	\$0.00
762	Adult education programs		\$412,365.72
750-752,76x	Other reserves		\$1,694,169.15
601	Appropriations	\$9,551,329.91	
602	Less: Expenditures	(\$5,229,762.20)	
	Less: Encumbrances	(\$2,554,760.61)	(\$7,784,522.81)
	Total appropriated		\$6,176,705.62
	Unappropriated:		
770	Fund balance, July 1		\$410,340.91
771	Designated fund balance		\$0.00
303	Budgeted fund balance		(\$534,906.91)
	Total fund balance		\$6,052,139.62
	Total liabilities and fund equity		<u>\$6,052,139.92</u>

Starting date 7/1/2021 Ending date 3/31/2022 Fund: 10 GENERAL FUND

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$9,551,329.91	\$7,784,522.81	\$1,766,807.10
Revenues	(\$8,697,405.00)	(\$6,395,419.54)	(\$2,301,985.46)
Subtotal	<u>\$853,924.91</u>	<u>\$1,389,103.27</u>	<u>(\$535,178.36)</u>
Change in capital reserve account:			
Plus - Increase in reserve	\$1,200.00	\$730,121.41	(\$728,921.41)
Less - Withdrawal from reserve	(\$320,218.00)	(\$320,218.00)	\$0.00
Subtotal	<u>\$534,906.91</u>	<u>\$1,799,006.68</u>	<u>(\$1,264,099.77)</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>\$534,906.91</u>	<u>\$1,799,006.68</u>	<u>(\$1,264,099.77)</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>\$534,906.91</u>	<u>\$1,799,006.68</u>	<u>(\$1,264,099.77)</u>
Less: Adjustment for prior year	\$0.00	\$0.00	\$0.00
Budgeted fund balance	<u>\$534,906.91</u>	<u>\$1,799,006.68</u>	<u>(\$1,264,099.77)</u>

Prepared and submitted by :

David Nozse

Board Secretary

5/2/22

Date

Starting date 7/1/2021 Ending date 3/31/2022 Fund: 10 GENERAL FUND

Revenues:		Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
00370	SUBTOTAL – Revenues from Local Sources	4,925,454	0	4,925,454	3,800,512	Under	1,124,942
00620	SUBTOTAL – Revenues from State Sources	3,751,036	0	3,751,036	2,593,066	Under	1,157,970
00570	SUBTOTAL – Revenues from Federal Sources	20,915	0	20,915	1,842	Under	19,073
Total		8,697,405	0	8,697,405	6,395,420		2,301,985

Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
03200	TOTAL REGULAR PROGRAMS - INSTRUCTION	2,940,737	5,440	2,946,177	1,919,563	852,610	174,004
10300	Total Special Education - Instruction	791,511	0	791,511	473,162	198,014	120,335
11160	Total Basic Skills/Remedial – Instruct.	344,640	0	344,640	135,986	50,789	157,865
12160	Total Bilingual Education – Instruction	67,427	0	67,427	99	28,613	38,715
17100	Total School-Sponsored Co/Extra Curricul	54,079	0	54,079	18,247	22,659	13,172
17600	Total School-Sponsored Athletics – Instr	45,520	0	45,520	7,762	19,167	18,592
20620	Total Summer School	51,760	224	51,984	37,986	4,469	9,529
29180	Total Undistributed Expenditures - Instr	276,509	0	276,509	48,686	88,415	139,408
29680	Total Undistributed Expenditures – Atten	15,192	0	15,192	12,551	1,641	1,000
30620	Total Undistributed Expenditures – Healt	98,040	0	98,040	62,910	27,858	7,272
40580	Total Undistributed Expend – Speech, OT,	132,929	1,029	133,958	42,968	90,144	846
41080	Total Undist. Expend. – Other Supp. Serv	41,700	0	41,700	8,318	33,382	0
41660	Total Undist. Expend. – Guidance	63,682	0	63,682	41,262	17,470	4,950
42200	Total Undist. Expend. – Child Study Team	298,248	(1,029)	297,219	228,230	68,846	143
43200	Total Undist. Expend. – Improvement of I	154,724	(5,440)	149,284	108,750	34,298	6,236
43620	Total Undist. Expend. – Edu. Media Serv.	107,881	0	107,881	76,781	29,591	1,509
44180	Total Undist. Expend. – Instructional St	18,781	0	18,781	11,721	1,704	5,356
45300	Support Serv. - General Admin	329,585	0	329,585	234,221	68,316	27,047
46160	Support Serv. - School Admin	109,619	0	109,619	80,817	26,745	2,057
47200	Total Undist. Expend. – Central Services	175,047	0	175,047	114,797	35,384	24,866
47620	Total Undist. Expend. – Admin. Info. Tec	89,270	14,400	103,670	105,712	(7,227)	5,185
51120	Total Undist. Expend. – Oper. & Maint. O	783,062	1,036	784,098	493,519	201,161	89,418
52480	Total Undist. Expend. – Student Transpor	347,579	(224)	347,355	500	103,795	243,060
71260	TOTAL PERSONNEL SERVICES –EMPLOYEE	1,601,591	0	1,601,591	957,384	466,196	179,011
75880	TOTAL EQUIPMENT	187,342	(14,400)	172,942	7,830	84,175	80,937
76260	Total Facilities Acquisition and Constru	406,081	0	406,081	0	7,546	398,535
84000	Transfer of Funds to Charter Schools	17,758	0	17,758	0	0	17,758
Total		9,550,294	1,036	9,551,330	5,229,762	2,554,761	1,766,807

Starting date 7/1/2021 Ending date 3/31/2022 Fund: 10 GENERAL FUND

Revenues:			Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
00100	10-1210	Local Tax Levy	4,912,254	0	4,912,254	3,761,057	Under	1,151,197
00150	10-1320	Tuition from LEAs Within State	12,000	0	12,000	0	Under	12,000
00300	10-1___	Unrestricted Miscellaneous Revenues	1,200	0	1,200	39,455		(38,255)
00410	10-3116	School Choice Aid	237,789	0	237,789	237,789		0
00420	10-3121	Categorical Transportation Aid	31,147	0	31,147	3,115	Under	28,032
00440	10-3132	Categorical Special Education Aid	355,717	0	355,717	35,572	Under	320,145
00460	10-3176	Equalization Aid	3,042,061	0	3,042,061	2,308,158	Under	733,903
00470	10-3177	Categorical Security Aid	84,322	0	84,322	8,432	Under	75,890
00540	10-4200	Medicaid Reimbursement	20,915	0	20,915	1,842	Under	19,073
Total			8,697,406	0	8,697,406	6,395,420		2,301,985
Expenditures:			Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
02040	11-105-100-935	Local Contribution - Transfer to Special	42,870	0	42,870	0	0	42,870
02080	11-110-___-101	Kindergarten - Salaries of Teachers	244,985	0	244,985	171,527	73,458	0
02100	11-120-___-101	Grades 1-5 - Salaries of Teachers	1,194,231	0	1,194,231	815,829	378,402	0
02120	11-130-___-101	Grades 6-8 - Salaries of Teachers	991,616	0	991,616	688,925	302,691	0
02500	11-150-100-101	Salaries of Teachers	1,600	1,000	2,600	5,520	(2,920)	0
03020	11-190-1___-320	Purchased Professional - Educational Ser	128,323	(1,000)	127,323	17,596	63,180	46,547
03060	11-190-1__-[4-5]	Other Purchased Services (400-500 series	143,990	0	143,990	122,374	7,419	14,198
03080	11-190-1___-610	General Supplies	190,013	3,716	193,729	94,968	28,807	69,953
03100	11-190-1___-640	Textbooks	2,799	1,724	4,523	2,824	1,573	127
03120	11-190-1___-8__	Other Objects	310	0	310	0	0	310
07000	11-213-100-101	Salaries of Teachers	406,904	0	406,904	284,940	121,964	0
07040	11-213-100-320	Purchased Professional-Educational Servi	377,496	(192)	377,304	185,486	71,889	119,930
07100	11-213-100-610	General Supplies	1,917	0	1,917	619	981	317
07120	11-213-100-640	Textbooks	394	0	394	305	0	89
09260	11-219-100-101	Salaries of Teachers	4,800	0	4,800	1,620	3,180	0
09300	11-219-100-320	Purchased Professional-Educational Servi	0	192	192	192	0	0
11000	11-230-100-101	Salaries of Teachers	167,996	0	167,996	117,597	50,399	0
11040	11-230-100-320	Purchased Professional-Education Service	171,638	0	171,638	13,626	180	157,832
11100	11-230-100-610	General Supplies	5,006	0	5,006	4,762	211	33
12040	11-240-100-320	Purchased Professional-Education Service	67,327	0	67,327	0	28,613	38,714
12100	11-240-100-610	General Supplies	100	0	100	99	0	1
17000	11-401-100-1___	Salaries	32,130	0	32,130	11,653	20,478	0
17020	11-401-100-[3-5]	Purchased Services (300-500 series)	15,839	0	15,839	4,591	2,182	9,066
17040	11-401-100-6___	Supplies and Materials	6,110	0	6,110	2,004	0	4,106
17500	11-402-100-1___	Salaries	17,990	0	17,990	3,000	14,990	0
17520	11-402-100-[3-5]	Purchased Services (300-500 series)	27,530	0	27,530	4,762	4,177	18,592
20000	11-422-100-101	Salaries of Teachers	13,440	(7,558)	5,882	0	0	5,882
20080	11-422-100-3___	Purchased Professional & Technical Servi	6,120	3,776	9,896	9,896	0	0
20100	11-422-100-[4-5]	Other Purchased Services (400-500 series	11,490	0	11,490	8,273	0	3,217
20500	11-422-200-1___	Salaries	9,520	0	9,520	5,052	4,469	0

Starting date 7/1/2021 Ending date 3/31/2022 Fund: 10 GENERAL FUND

Expenditures:	Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
20520 11-422-200-3__ Purchased Professional and Technical Ser	5,390	3,849	9,239	8,809	0	431
20540 11-422-200-[4-5] Purchased Services (400-500 series)	5,800	157	5,957	5,957	0	0
29000 11-000-100-561 Tuition to Other LEAs within the State -	34,497	0	34,497	0	0	34,497
29020 11-000-100-562 Tuition to Other LEAs within the State -	68,492	0	68,492	17,904	26,857	23,731
29080 11-000-100-565 Tuition to CSSD & Regular Day Schools	110,520	0	110,520	30,782	61,558	18,180
29100 11-000-100-566 Tuition to Priv. School for the Disabled	63,000	0	63,000	0	0	63,000
29500 11-000-211-1__ Salaries	6,564	0	6,564	4,923	1,641	0
29600 11-000-211-3__ Purchased Professional and Technical Ser	8,628	0	8,628	7,628	0	1,000
30500 11-000-213-1__ Salaries	86,306	0	86,306	60,414	25,892	0
30540 11-000-213-3__ Purchased Professional and Technical Ser	5,135	0	5,135	250	345	4,540
30680 11-000-213-6__ Supplies and Materials	6,294	0	6,294	2,246	1,444	2,605
30600 11-000-213-8__ Other Objects	305	0	305	0	178	127
40520 11-000-216-320 Purchased Professional – Educational Ser	132,216	(47)	132,169	41,203	90,144	822
40540 11-000-216-6__ Supplies and Materials	713	1,076	1,789	1,765	0	24
41000 11-000-217-1__ Salaries	4,000	0	4,000	2,689	1,311	0
41020 11-000-217-320 Purchased Professional – Educational Ser	37,700	0	37,700	5,629	32,071	0
41500 11-000-218-104 Salaries of Other Professional Staff	58,232	0	58,232	40,762	17,470	0
41620 11-000-218-6__ Supplies and Materials	5,450	0	5,450	500	0	4,950
42000 11-000-219-104 Salaries of Other Professional Staff	245,591	0	245,591	186,344	59,247	0
42020 11-000-219-105 Salaries of Secretarial and Clerical Ass	37,198	0	37,198	27,898	9,300	0
42060 11-000-219-320 Purchased Professional – Educational Ser	10,124	384	10,508	10,604	160	(256)
42140 11-000-219-592 Misc. Purch. Svc. (400-500 series O/than	175	0	175	0	0	175
42160 11-000-219-6__ Supplies and Materials	4,260	(1,413)	2,837	2,538	139	159
42180 11-000-219-8__ Other Objects	910	0	910	845	0	65
43000 11-000-221-102 Salaries of Supervisor of Instruction	88,423	0	88,423	64,817	21,606	0
43040 11-000-221-106 Salaries of Secretarial & Clerical Assis	50,745	0	50,745	38,053	12,692	0
43060 11-000-221-110 Other Salaries	5,440	(5,440)	0	0	0	0
43140 11-000-221-[4-5] Other Purch. Services (400-500 series)	11,081	0	11,081	5,021	0	6,060
43160 11-000-221-6__ Supplies and Materials	125	0	125	14	0	111
43180 11-000-221-8__ Other Objects	910	0	910	845	0	65
43500 11-000-222-1__ Salaries	88,732	0	88,732	62,112	26,620	0
43540 11-000-222-3__ Purchased Professional and Technical Ser	2,440	13	2,453	944	0	1,509
43560 11-000-222-[4-5] Other Purchased Services (400-500 series)	125	(60)	65	65	0	0
43580 11-000-222-6__ Supplies and Materials	16,584	47	16,631	13,659	2,972	0
44060 11-000-223-110 Other Salaries	2,400	0	2,400	0	0	2,400
44120 11-000-223-[4-5] Other Purch. Services (400-500 series)	15,881	0	15,881	11,721	1,704	2,456
44140 11-000-223-6__ Supplies and Materials	500	0	500	0	0	500
45000 11-000-230-1__ Salaries	206,195	0	206,195	156,712	49,483	0
45040 11-000-230-331 Legal Services	14,400	0	14,400	7,056	7,344	0
45060 11-000-230-332 Audit Fees	30,275	0	30,275	19,500	2,550	8,225
45100 11-000-230-339 Other Purchased Professional Services	4,715	0	4,715	4,665	0	30

Starting date 7/1/2021 Ending date 3/31/2022 Fund: 10 GENERAL FUND

Expenditures:	Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
45120 11-000-230-340 Purchased Technical Services	6,220	0	6,220	3,710	0	2,510
45140 11-000-230-530 Communications/Telephone	30,665	0	30,665	13,083	8,187	9,395
45160 11-000-230-585 BOE Other Purchased Services	740	0	740	78	0	662
45180 11-000-230-590 Misc Purch Services (400-500 series, O/T	26,465	0	26,465	20,768	0	5,697
45200 11-000-230-610 General Supplies	2,210	0	2,210	1,212	552	446
45260 11-000-230-890 Miscellaneous Expenditures	3,175	0	3,175	2,897	200	78
45280 11-000-230-895 BOE Membership Dues and Fees	4,525	0	4,525	4,520	0	5
46000 11-000-240-103 Salaries of Principals/Assistant Princip	102,766	0	102,766	77,074	25,692	0
46080 11-000-240-3__ Purchased Professional and Technical Ser	1,938	0	1,938	1,938	0	0
46100 11-000-240-[4-5] Other Purchased Services (400-500 series	3,100	0	3,100	290	854	1,957
46120 11-000-240-6__ Supplies and Materials	350	0	350	350	0	0
46140 11-000-240-8__ Other Objects	1,465	0	1,465	1,165	200	100
47000 11-000-251-1__ Salaries	154,298	0	154,298	105,173	33,621	15,504
47020 11-000-251-330 Purchased Professional Services	4,600	0	4,600	1,575	0	3,025
47040 11-000-251-340 Purchased Technical Services	4,680	0	4,680	4,564	0	116
47060 11-000-251-592 Misc. Purch. Services (400-500 Series, O	5,425	0	5,425	3,079	240	2,106
47100 11-000-251-6__ Supplles and Materials	2,094	0	2,094	256	498	1,340
47180 11-000-251-890 Other Objects	3,950	0	3,950	150	1,025	2,775
47500 11-000-252-1__ Salaries	71,375	0	71,375	80,411	(9,036)	0
47520 11-000-252-330 Purchased Professional Services	1,500	0	1,500	0	0	1,500
47540 11-000-252-340 Purchased Technical Services	15,000	14,400	29,400	25,231	1,809	2,360
47580 11-000-252-6__ Supplies and Materials	1,395	0	1,395	70	0	1,325
48520 11-000-261-420 Cleaning, Repair, and Maintenance Servic	82,395	0	82,395	27,353	26,007	29,035
48540 11-000-261-610 General Supplies	9,485	0	9,485	2,717	948	5,820
49000 11-000-262-1__ Salaries	11,700	0	11,700	4,916	6,784	0
49040 11-000-262-3__ Purchased Professional and Technical Ser	428,033	0	428,033	321,025	107,008	0
49060 11-000-262-420 Cleaning, Repair, and Maintenance Svc.	6,755	(0)	6,755	2,790	2,592	1,373
49120 11-000-262-490 Other Purchased Property Services	13,040	0	13,040	9,714	3,086	240
49140 11-000-262-520 Insurance	37,770	0	37,770	33,494	0	4,276
49180 11-000-262-610 General Supplies	30,850	444	31,294	5,458	3,734	22,102
49200 11-000-262-621 Energy (Natural Gas)	48,180	0	48,180	21,061	27,119	0
49220 11-000-262-622 Energy (Electricity)	78,492	0	78,492	57,891	20,601	0
50040 11-000-263-420 Cleaning, Repair, and Maintenance Svc.	17,220	0	17,220	2,000	618	14,602
50060 11-000-263-610 General Supplies	6,450	0	6,450	3,566	148	2,736
50080 11-000-263-8__ Other Objects	8,255	0	8,255	0	2,240	6,015
51020 11-000-266-3__ Purchased Professional and Technical Ser	3,477	0	3,477	3,131	275	71
51060 11-000-266-610 General Supplies	960	592	1,552	(1,596)	0	3,148
52100 11-000-270-350 Management Fee – ESC & CTSA Trans. Prog	14,508	(31)	14,477	0	5,369	9,108
52220 11-000-270-504 Contract Serv–Aid in Lieu Pymts–Charter	0	1,000	1,000	0	1,000	0
52240 11-000-270-505 Contract Serv–Aid in Lieu Pymts–Choice S	2,000	1,000	3,000	500	2,500	0
52260 11-000-270-511 Contract Services (Bet. Home & Sch) -Ven	22,275	(2,000)	20,275	0	0	20,275

Starting date 7/1/2021 Ending date 3/31/2022 Fund: 10 GENERAL FUND

Expenditures:			Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
52280	11-000-270-512	Contr Serv (Oth. Than Bet Home & Sch) -	18,650	0	18,650	0	5,444	13,207
52360	11-000-270-517	Contract Serv. (Reg. Students) – ESCs &	63,209	0	63,209	0	20,883	42,326
52380	11-000-270-518	Contract Serv. (Spl. Ed. Students) – ESC	226,937	(194)	226,744	0	68,600	158,144
71020	11-000-291-220	Social Security Contributions	47,736	0	47,736	33,489	12,677	1,569
71060	11-000-291-241	Other Retirement Contributions - PERS	42,451	0	42,451	0	0	42,451
71120	11-000-291-249	Other Retirement Contributions - Regular	0	2,000	2,000	503	1,497	0
71140	11-000-291-250	Unemployment Compensation	275	0	275	98	0	178
71160	11-000-291-260	Workmen's Compensation	86,623	0	65,623	51,056	0	14,567
71180	11-000-291-270	Health Benefits	1,183,888	(2,000)	1,181,888	760,183	359,295	62,410
71200	11-000-291-280	Tuition Reimbursement	17,700	0	17,700	0	0	17,700
71220	11-000-291-290	Other Employee Benefits	243,918	0	243,918	112,055	91,727	40,136
75600	12-000-220-73_	Undist. Expend. – Support Serv. – Inst.	42,890	0	42,890	0	0	42,890
75700	12-000-261-73_	Undist. Expend. –Required Maint. For Sch	144,452	(14,400)	130,052	7,830	84,175	38,047
76180	12-000-400-780	Infrastructure	400,000	0	400,000	0	1,465	398,535
76210	12-000-400-896	Assessment for Debt Service on SDA Fundl	6,081	0	6,081	0	6,081	0
84000	10-000-100-56_	Transfer of Funds to Charter Schools	17,758	0	17,758	0	0	17,758
Total			9,550,294	1,036	9,551,330	5,229,762	2,554,761	1,766,807

Starting date 7/1/2021 Ending date 3/31/2022 Fund: 20 SPECIAL REVENUE FUNDS

Assets and Resources

Assets:

101	Cash in bank		(\$556,533.11)
102 - 106	Cash Equivalents		\$0.00
111	Investments		\$0.00
116	Capital Reserve Account		\$0.00
117	Maintenance Reserve Account		\$0.00
118	Emergency Reserve Account		\$0.00
121	Tax levy Receivable		\$0.00

Accounts Receivable:

132	Interfund	\$0.00	
141	Intergovernmental - State	\$0.00	
142	Intergovernmental - Federal	\$214,109.71	
143	Intergovernmental - Other	\$0.00	
153, 154	Other (net of estimated uncollectable of \$_____)	\$0.00	\$214,109.71

Loans Receivable:

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

Other Current Assets

\$0.00

Resources:

301	Estimated revenues	\$415,120.00	
302	Less revenues	(\$47,094.00)	\$368,026.00

Total assets and resources

\$25,602.60

Starting date 7/1/2021 Ending date 3/31/2022 Fund: 20 SPECIAL REVENUE FUNDS

Liabilities and Fund Equity

Liabilities:			
101	Cash in bank		(\$556,533.11)
411	Intergovernmental accounts payable - state		\$0.00
421	Accounts payable		\$0.00
431	Contracts payable		\$0.00
451	Loans payable		\$0.00
481	Deferred revenues		\$170,578.88
	Other current liabilities		\$0.00
	Total liabilities		\$170,578.88
Fund Balance:			
Appropriated:			
753,754	Reserve for encumbrances		\$255,891.18
761	Capital reserve account - July	\$0.00	
604	Add: Increase in capital reserve	\$0.00	
307	Less: Bud. w/d cap. reserve eligible costs	\$0.00	
309	Less: Bud. w/d cap. reserve excess costs	\$0.00	\$0.00
764	Maintenance reserve account - July	\$0.00	
606	Add: Increase in maintenance reserve	\$0.00	
310	Less: Bud. w/d from maintenance reserve	\$0.00	\$0.00
766	Reserve for Cur. Exp. Emergencies - July	\$0.00	
607	Add: Increase in cur. exp. emer. reserve	\$0.00	
312	Less: Bud. w/d from cur. exp. emer. reserve	\$0.00	\$0.00
762	Adult education programs		\$0.00
750-752,76x	Other reserves		\$0.00
601	Appropriations	\$1,856,093.53	
602	Less: Expenditures	(\$577,159.00)	
	Less: Encumbrances	(\$245,124.78)	(\$822,283.78)
	Total appropriated		\$1,033,809.75
			\$1,289,700.93
Unappropriated:			
770	Fund balance, July 1		\$6,296.32
771	Designated fund balance		\$0.00
303	Budgeted fund balance		(\$1,440,973.53)
	Total fund balance		(\$144,976.28)
	Total liabilities and fund equity		<u>\$25,602.60</u>

Starting date 7/1/2021 Ending date 3/31/2022 Fund: 20 SPECIAL REVENUE FUNDS

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$1,856,093.53	\$822,283.78	\$1,033,809.75
Revenues	(\$415,120.00)	(\$47,094.00)	(\$368,026.00)
Subtotal	<u>\$1,440,973.53</u>	<u>\$775,189.78</u>	<u>\$665,783.75</u>
Change in capital reserve account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$1,440,973.53</u>	<u>\$775,189.78</u>	<u>\$665,783.75</u>
Change in maintenance reserve account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$1,440,973.53</u>	<u>\$775,189.78</u>	<u>\$665,783.75</u>
Change in emergency reserve account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$1,440,973.53</u>	<u>\$775,189.78</u>	<u>\$665,783.75</u>
Less: Adjustment for prior year	\$0.00	\$0.00	\$0.00
Budgeted fund balance	<u>\$1,440,973.53</u>	<u>\$775,189.78</u>	<u>\$665,783.75</u>

Prepared and submitted by :

David Hoese

Board Secretary

5/2/22

Date

Starting date 7/1/2021 Ending date 3/31/2022 Fund: 20 SPECIAL REVENUE FUNDS

Revenues:		Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
	(Total of Accounts W/O a Grid# Assigned)	0	0	0	16,416		(16,416)
00770	Total Revenues from State Sources	117,075	0	117,075	5,304	Under	111,771
00830	Total Revenues from Federal Sources	255,175	0	255,175	25,374	Under	229,801
0083A	Other	42,870	0	42,870	0	Under	42,870
	Total	415,120	0	415,120	47,094		368,026

Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
	(Total of Accounts W/O a Grid# Assigned)	539,922	109,016	648,938	313,027	105,111	230,800
85120	Total Instruction	131,946	0	131,946	92,222	39,624	100
86380	Total Support Services	27,999	0	27,999	6,284	0	21,715
88740	Total Federal Projects	1,039,860	7,350	1,047,210	165,626	100,390	781,195
	Total	1,739,727	116,366	1,856,094	577,159	245,125	1,033,810

Starting date 7/1/2021 Ending date 3/31/2022 Fund: 20 SPECIAL REVENUE FUNDS

Revenues:	Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
	0	0	0	16,416		(16,416)
00760 20-3218 Preschool Education Aid	117,075	0	117,075	5,304	Under	111,771
00775 20-441[1-6] Title I	117,626	0	117,626	15,014	Under	102,612
00780 20-445[1-5] Title II	15,028	0	15,028	9,820	Under	5,208
00790 20-447[1-4] Title IV	10,941	0	10,941	540	Under	10,401
00805 20-442[0-9] I.D.E.A. Part B (Handicapped)	111,580	0	111,580	0	Under	111,580
00835 20-5200 Transfers from Operating Budget - Presch	42,870	0	42,870	0	Under	42,870
Total	415,120	0	415,120	47,094		368,026

Expenditures:	Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
	539,922	109,016	648,938	313,027	105,111	230,800
85000 20-218-100-101 Salaries of Teachers	131,746	0	131,746	92,222	39,524	0
85080 20-218-100-6 General Supplies	200	0	200	0	100	100
86220 20-218-200-330 Other Purchased Professional Services	27,999	0	27,999	6,284	0	21,715
88500 20-_-_-_- Title I	137,981	666	138,647	30,746	0	107,901
88520 20-_-_-_- Title II	19,146	0	19,146	13,382	1,307	4,457
88560 20-_-_-_- Title IV	20,782	0	20,782	0	0	20,782
88620 20-_-_-_- I.D.E.A. Part B (Handicapped)	143,121	4,290	147,411	40,519	15,122	91,770
88642 20-224-_-_- ARP-IDEA Preschool Grant Program	1,951	0	1,951	0	0	1,951
88700 20-_-_-_- Other	26,289	2,394	28,683	2,394	0	26,289
88706 20-479-_-_- CRF Grant Program	9,274	0	9,274	9,274	0	0
88710 20-484-_-_- CRRSA Act - Learning Acceleration Grant	20,000	0	20,000	0	0	20,000
88713 20-487-_-_- ARP-ESSER Grant Program	661,316	0	661,316	69,310	83,961	508,045
Total	1,739,727	116,366	1,856,094	577,159	245,125	1,033,810

Starting date 7/1/2021 Ending date 3/31/2022 Fund: 30 CAPITAL PROJECTS FUNDS

Assets and Resources

Assets:			
101	Cash In bank		\$460,080.94
102 - 106	Cash Equivalents		\$0.00
111	Investments		\$0.00
116	Capital Reserve Account		\$0.00
117	Maintenance Reserve Account		\$0.00
118	Emergency Reserve Account		\$0.00
121	Tax levy Receivable		\$0.00
Accounts Receivable:			
132	Interfund	\$0.00	
141	Intergovernmental - State	\$0.00	
142	Intergovernmental - Federal	\$0.00	
143	Intergovernmental - Other	\$0.00	
153, 154	Other (net of estimated uncollectable of \$_____)	\$0.00	\$0.00
Loans Receivable:			
131	Interfund	\$0.00	
151, 152	Other (Net of estimated uncollectable of \$_____)	\$0.00	\$0.00
Other Current Assets			\$0.00
Resources:			
301	Estimated revenues	\$0.00	
302	Less revenues	\$0.00	\$0.00
Total assets and resources			<u>\$460,080.94</u>

Starting date 7/1/2021 Ending date 3/31/2022 Fund: 30 CAPITAL PROJECTS FUNDS

Liabilities and Fund Equity

Liabilities:

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

Fund Balance:

Appropriated:

753,754	Reserve for encumbrances		\$0.00
761	Capital reserve account - July	\$0.00	
604	Add: Increase in capital reserve	\$0.00	
307	Less: Bud. w/d cap. reserve eligible costs	\$0.00	
309	Less: Bud. w/d cap. reserve excess costs	\$0.00	\$0.00
764	Maintenance reserve account - July	\$0.00	
606	Add: Increase in maintenance reserve	\$0.00	
310	Less: Bud. w/d from maintenance reserve	\$0.00	\$0.00
766	Reserve for Cur. Exp. Emergencies - July	\$0.00	
607	Add: Increase in cur. exp. emer. reserve	\$0.00	
312	Less: Bud. w/d from cur. exp. emer. reserve	\$0.00	\$0.00
762	Adult education programs		\$0.00
750-752,76x	Other reserves		\$0.00
601	Appropriations	\$931,424.23	
602	Less: Expenditures	(\$471,343.29)	
	Less: Encumbrances	\$0.00	(\$471,343.29)
	Total appropriated		\$460,080.94
	Unappropriated:		
770	Fund balance, July 1		\$931,424.23
771	Designated fund balance		\$0.00
303	Budgeted fund balance		(\$931,424.23)
	Total fund balance		\$460,080.94
	Total liabilities and fund equity		<u>\$460,080.94</u>

Starting date 7/1/2021 Ending date 3/31/2022 Fund: 30 CAPITAL PROJECTS FUNDS

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$931,424.23	\$471,343.29	\$460,080.94
Revenues	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$931,424.23</u>	<u>\$471,343.29</u>	<u>\$460,080.94</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>\$931,424.23</u>	<u>\$471,343.29</u>	<u>\$460,080.94</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>\$931,424.23</u>	<u>\$471,343.29</u>	<u>\$460,080.94</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>\$931,424.23</u>	<u>\$471,343.29</u>	<u>\$460,080.94</u>
Less: Adjustment for prior year	\$0.00	\$0.00	\$0.00
Budgeted fund balance	<u>\$931,424.23</u>	<u>\$471,343.29</u>	<u>\$460,080.94</u>

Prepared and submitted by :

David Nourse

Board Secretary

5/2/22

Date

Starting date 7/1/2021 Ending date 3/31/2022 Fund: 30 CAPITAL PROJECTS FUNDS

Expenditures:	Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
(Total of Accounts W/O a Grid# Assigned)	0	931,424	931,424	471,343	0	460,081
Total	0	931,424	931,424	471,343	0	460,081

Starting date 7/1/2021 Ending date 3/31/2022 Fund: 30 CAPITAL PROJECTS FUNDS

Expenditures:	Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
	0	931,424	931,424	471,343	0	460,081
Total	0	931,424	931,424	471,343	0	460,081

Starting date 7/1/2021 Ending date 3/31/2022 Fund: 40 DEBT SERVICE FUNDS

Assets and Resources

Assets:			
101	Cash in bank		(\$130,809.47)
102 - 106	Cash Equivalents		\$0.00
111	Investments		\$0.00
116	Capital Reserve Account		\$0.00
117	Maintenance Reserve Account		\$0.00
118	Emergency Reserve Account		\$0.00
121	Tax levy Receivable		\$0.00
Accounts Receivable:			
132	Interfund	\$0.00	
141	Intergovernmental - State	\$0.00	
142	Intergovernmental - Federal	\$0.00	
143	Intergovernmental - Other	\$0.00	
153, 154	Other (net of estimated uncollectable of \$_____)	\$0.00	\$0.00
Loans Receivable:			
131	Interfund	\$0.00	
151, 152	Other (Net of estimated uncollectable of \$_____)	\$0.00	\$0.00
Other Current Assets			\$0.00
Resources:			
301	Estimated revenues	\$225,023.00	
302	Less revenues	(\$94,213.24)	\$130,809.76
Total assets and resources			<u>\$0.29</u>

Starting date 7/1/2021 Ending date 3/31/2022 Fund: 40 DEBT SERVICE FUNDS

Liabilities and Fund Equity

Liabilities:				
101	Cash in bank			(\$130,809.47)
411	Intergovernmental accounts payable - state			\$0.00
421	Accounts payable			\$0.00
431	Contracts payable			\$0.00
451	Loans payable			\$0.00
481	Deferred revenues			\$0.00
	Other current liabilities			\$0.00
	Total liabilities			\$0.00
Fund Balance:				
Appropriated:				
753,754	Reserve for encumbrances			\$0.00
761	Capital reserve account - July	\$0.00		
604	Add: Increase in capital reserve	\$0.00		
307	Less: Bud. w/d cap. reserve eligible costs	\$0.00		
309	Less: Bud. w/d cap. reserve excess costs	\$0.00	\$0.00	
764	Maintenance reserve account - July	\$0.00		
606	Add: Increase in maintenance reserve	\$0.00		
310	Less: Bud. w/d from maintenance reserve	\$0.00	\$0.00	
766	Reserve for Cur. Exp. Emergencies - July	\$0.00		
607	Add: Increase in cur. exp. emer. reserve	\$0.00		
312	Less: Bud. w/d from cur. exp. emer. reserve	\$0.00	\$0.00	
762	Adult education programs			\$0.00
750-752,76x	Other reserves			\$0.00
601	Appropriations	\$225,023.00		
602	Less: Expenditures	(\$225,023.00)		
	Less: Encumbrances	\$0.00	(\$225,023.00)	\$0.00
	Total appropriated			\$0.00
Unappropriated:				
770	Fund balance, July 1			\$0.29
771	Designated fund balance			\$0.00
303	Budgeted fund balance			\$0.00
	Total fund balance			\$0.29
	Total liabilities and fund equity			<u>\$0.29</u>

Starting date 7/1/2021 Ending date 3/31/2022 Fund: 40 DEBT SERVICE FUNDS

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$225,023.00	\$225,023.00	\$0.00
Revenues	(\$225,023.00)	(\$94,213.24)	(\$130,809.76)
Subtotal	<u>\$0.00</u>	<u>\$130,809.76</u>	<u>(\$130,809.76)</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>\$130,809.76</u>	<u>(\$130,809.76)</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>\$130,809.76</u>	<u>(\$130,809.76)</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>\$130,809.76</u>	<u>(\$130,809.76)</u>
Less: Adjustment for prior year	\$0.00	\$0.00	\$0.00
Budgeted fund balance	<u>\$0.00</u>	<u>\$130,809.76</u>	<u>(\$130,809.76)</u>

Prepared and submitted by :

David News

Board Secretary

5/2/22

Date

Starting date 7/1/2021 Ending date 3/31/2022 Fund: 40 DEBT SERVICE FUNDS

Revenues:		Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
00885	Total Revenues from Local Sources	153,733	0	153,733	38,433	Under	115,300
0093A	Other	71,290	0	71,290	55,780	Under	15,510
Total		225,023	0	225,023	94,213		130,810

Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
89660	Total Regular Debt Service	225,023	0	225,023	225,023	0	0
Total		225,023	0	225,023	225,023	0	0

Starting date 7/1/2021 Ending date 3/31/2022 Fund: 40 DEBT SERVICE FUNDS

Revenues:	Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
00860 40-1210 Local Tax Levy	153,733	0	153,733	38,433	Under	115,300
00890 40-3160 Debt Service Aid Type II	71,290	0	71,290	55,780	Under	15,510
Total	225,023	0	225,023	94,213		130,810

Expenditures:	Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
89600 40-701-510-834 Interest on Bonds	100,023	0	100,023	100,023	0	0
89620 40-701-510-910 Redemption of Principal	125,000	0	125,000	125,000	0	0
Total	225,023	0	225,023	225,023	0	0

Starting date 7/1/2021 Ending date 3/31/2022 Fund: 60 ENTERPRISE FUND

Assets and Resources

Assets:			
101	Cash in bank		\$118,274.00
102 - 106	Cash Equivalents		\$40,817.02
111	Investments		\$0.00
116	Capital Reserve Account		\$0.00
117	Maintenance Reserve Account		\$0.00
118	Emergency Reserve Account		\$0.00
121	Tax levy Receivable		\$0.00
Accounts Receivable:			
132	Interfund	\$0.00	
141	Intergovernmental - State	(\$3,151.60)	
142	Intergovernmental - Federal	(\$24,446.24)	
143	Intergovernmental - Other	\$216,475.01	
153, 154	Other (net of estimated uncollectable of \$_____)	\$0.00	\$188,877.17
Loans Receivable:			
131	Interfund	\$0.00	
151, 152	Other (Net of estimated uncollectable of \$_____)	\$0.00	\$0.00
Other Current Assets			\$22,842.58
Resources:			
301	Estimated revenues	\$0.00	
302	Less revenues	(\$127,719.33)	(\$127,719.33)
Total assets and resources			<u>\$243,091.44</u>

Starting date 7/1/2021 Ending date 3/31/2022 Fund: 60 ENTERPRISE FUND

Liabilities and Fund Equity

Liabilities:

411	Intergovernmental accounts payable - state		\$0.00
421	Accounts payable		\$44,669.80
431	Contracts payable		\$0.00
451	Loans payable		\$0.00
481	Deferred revenues		\$0.00
	Other current liabilities		\$8,296.12
	Total liabilities		\$52,965.92

Fund Balance:

Appropriated:

753,754	Reserve for encumbrances		\$263,587.40
761	Capital reserve account - July	\$0.00	
604	Add: Increase in capital reserve	\$0.00	
307	Less: Bud. w/d cap. reserve eligible costs	\$0.00	
309	Less: Bud. w/d cap. reserve excess costs	\$0.00	\$0.00
764	Maintenance reserve account - July	\$0.00	
606	Add: Increase in maintenance reserve	\$0.00	
310	Less: Bud. w/d from maintenance reserve	\$0.00	\$0.00
766	Reserve for Cur. Exp. Emergencies - July	\$0.00	
607	Add: Increase in cur. exp. emer. reserve	\$0.00	
312	Less: Bud. w/d from cur. exp. emer. reserve	\$0.00	\$0.00
762	Adult education programs		\$0.00
750-752,76x	Other reserves		\$0.00
601	Appropriations	\$0.00	
602	Less: Expenditures	(\$145,397.04)	
	Less: Encumbrances	(\$107,569.51)	(\$252,966.55)
	Total appropriated		\$10,620.85

Unappropriated:

770	Fund balance, July 1		\$179,504.67
771	Designated fund balance		\$0.00
303	Budgeted fund balance		\$0.00
	Total fund balance		\$190,125.52
	Total liabilities and fund equity		<u>\$243,091.44</u>

Starting date 7/1/2021 Ending date 3/31/2022 Fund: 60 ENTERPRISE FUND

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$0.00	\$252,966.55	(\$252,966.55)
Revenues	\$0.00	(\$127,719.33)	\$127,719.33
Subtotal	<u>\$0.00</u>	<u>\$125,247.22</u>	<u>(\$125,247.22)</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>\$125,247.22</u>	<u>(\$125,247.22)</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>\$125,247.22</u>	<u>(\$125,247.22)</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>\$125,247.22</u>	<u>(\$125,247.22)</u>
Less: Adjustment for prior year	\$0.00	\$0.00	\$0.00
Budgeted fund balance	<u>\$0.00</u>	<u>\$125,247.22</u>	<u>(\$125,247.22)</u>

Prepared and submitted by :

David Morse

Board Secretary

5/2/22

Date

Starting date 7/1/2021 Ending date 3/31/2022 Fund: 60 ENTERPRISE FUND

Revenues:	Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
(Total of Accounts W/O a Grid# Assigned)	0	0	0	127,719		(127,719)
Total	0	0	0	127,719		(127,719)

Expenditures:	Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
(Total of Accounts W/O a Grid# Assigned)	0	0	0	145,397	107,670	(252,967)
Total	0	0	0	145,397	107,670	(252,967)

Starting date 7/1/2021 Ending date 3/31/2022 Fund: 60 ENTERPRISE FUND

Revenues:	Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
	0	0	0	127,719		(127,719)
Total	0	0	0	127,719		(127,719)

Expenditures:	Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
	0	0	0	145,397	107,570	(252,967)
Total	0	0	0	145,397	107,570	(252,967)

REPORT OF THE TREASURER
TO THE SOMERDALE BOARD OF EDUCATION
As of March 31, 2022

CASH REPORT					
FUNDS		(1) Beginning Cash Balance	(2) Cash Receipts This Month	(3) Cash Disbursements This Month	(4) Ending Cash Balances (1) + (2) - (3)
1	General Fund - Fund 10	2,766,867.67	814,912.98	570,008.13	3,011,772.52
	Capital Reserve - Fund 10	743,678.23	63.16	0.00	743,741.39
2	Special Revenue Fund - Fund 20	(390,841.29)	0.00	165,691.82	(556,533.11)
3	Capital Projects Fund - Fund 30	567,189.73	0.00	107,108.79	460,080.94
4	Debt Service Fund - Fund 40	(81,852.59)	0.00	48,956.88	(130,809.47)
5	Total Governmental Funds (Lines 1 thru 4)	3,422,837.33	814,976.14	891,765.62	3,528,252.27
6	Cafeteria- Fund 60	143,553.93	50,835.26	75,685.19	118,704.00
TRUST AND AGENCY FUNDS (Fund 6X)					
7	Payroll	518.44	250,005.66	250,001.85	522.25
8	Payroll Agency	55,334.58	209,258.20	134,875.99	129,716.79
9	Medical Reimbursement	1,865.31	0.14	702.00	1,163.45
10	Student Activities	21,360.41	3,065.29	4,499.71	19,925.99
11	Unemployment	93,950.81	7.98	0.00	93,958.79
12	Park Technology Services	65,796.44	5.59	0.00	65,802.03
13	After School Care	34,867.05	7,982.28	4,557.44	38,291.89
14	Total Trust & Agency Funds (Lines 7 thru 12)	328,265.61	470,325.14	394,636.99	349,381.19
15	Total All Funds (Lines 5, 6, and 13)	3,841,393.61	1,336,136.54	1,362,087.80	3,996,337.46

Prepared By:

Nancy Strassle

Acting Treasurer, Nancy Strassle

05/03/22

Date

Attachment #1 - Finance Item #1

**SOMERDALE PUBLIC SCHOOLS
GENERAL ACCT RECONCILIATION
As of March 31, 2022**

Balance per Bank:

Ending Bank Balance	\$ 2,376,587.50
Subtract: DT Agency, February	(10,776.72)
Subtract: DT Agency, February	(1,503.87)
SS FICA 2-15-22	(14,190.43)
SS FICA 2-28-22	(13,963.38)
Reconciling Item #1	(4,844.66)
Interest transfer	43.20
Less: Outstanding Checks (see attached listing)	6,921.70
Adjusted Bank Balance	<u><u>\$ 2,324,429.94</u></u>

Balance per Books:

Beginning Balance	\$ 2,294,173.79
Add: Receipts	814,912.98
Less: Disbursements	784,656.83
Ending Book Balance	<u><u>\$ 2,324,429.94</u></u>
Variance	\$ -

SOMERDALE PUBLIC SCHOOLS
GENERAL ACCT
Outstanding Checks
As of March 31, 2022

23519	\$	132.70
24587	\$	128.00
24637	\$	6,600.00
24660	\$	61.00

Total	\$	<u>6,921.70</u>
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\$ 6,921.70

**SOMERDALE PUBLIC SCHOOLS
CAPITAL RESERVE ACCT RECONCILIATION
As of March 31, 2022**

Balance per Bank:

Ending Bank Balance	\$ 743,741.39
Add: Deposits in Transit	-
Less: Outstanding Checks	-

Adjusted Bank Balance	<u><u>\$ 743,741.39</u></u>
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Balance per Books:

Beginning Book Balance	\$ 743,678.23
Add: Receipts	63.16
Less: Disbursements	-

Ending Book Balance	<u><u>\$ 743,741.39</u></u>
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Variance	\$ -
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**SOMERDALE PUBLIC SCHOOLS
BOND ACCOUNT
As of March 31, 2022**

Balance per Bank:

Ending Bank Balance	\$ 463,772.73
Add: Deposits in Transit	-
Less: Outstanding Checks	\$ 3,604.80
Bond interest transfer	43.20

Adjusted Bank Balance \$ 460,124.73

Balance per Books:

Beginning Book Balance	\$ 567,189.73
Add: Receipts	-
Less: Disbursements	107,065.00
(Transfer to General Acct.)	-
Ending Book Balance	<u><u>\$ 460,124.73</u></u>
Variance	\$ -

1046	\$	<u>3,604.80</u>
	\$	3,604.80

**SOMERDALE PUBLIC SCHOOLS
LUNCH ACCOUNT
As of March 31, 2022**

Balance per Bank:

Ending Bank Balance		\$ 118,732.85
Add: Deposits in Transit		17.00
Less: Outstanding Checks	see attached listing	45.85

Adjusted Bank Balance		<u><u>\$ 118,704.00</u></u>
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Balance per Books:

Beginning Book Balance		\$ 143,553.93
Add: Receipts		\$ 50,835.26
Less: Disbursements		\$ 75,685.19

Ending Book Balance		<u><u>\$ 118,704.00</u></u>
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Variance		\$ -
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1590	\$	6.00
1591	\$	3.25
1592	\$	5.35
1600	\$	8.15
1601	\$	19.75
1605	\$	3.35
	<u>\$</u>	<u>45.85</u>

**SOMERDALE PUBLIC SCHOOLS
PAYROLL ACCT RECONCILIATION
As of March 31, 2022**

Balance per Bank:

Ending Bank Balance	\$	522.25
Add: Deposits in Transit		-
Less: Outstanding Checks		-

Adjusted Bank Balance	\$	<u>522.25</u>
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Balance per Books:

Beginning Book Balance	\$	518.44
Add: Receipts		250,005.66
Less: Disbursements		250,001.85

Ending Book Balance	\$	<u>522.25</u>
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Variance	\$	-
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0

**SOMERDALE PUBLIC SCHOOLS
AGENCY ACCT RECONCILIATION
As of March 31, 2022**

Balance per Bank:

Ending Bank Balance \$ 188,472.59

Add: Deposits in Transit -

Less: Outstanding Checks see attached listing 58,755.80

Adjusted Bank Balance \$ 129,716.79

Balance per Books:

Beginning Book Balance \$ 55,334.58

Add: Receipts 209,258.20

Less: Disbursements 134,875.99

Ending Book Balance \$ 129,716.79

Variance \$ -

	Check #	Amount
	1616	\$ 2,442.32
	1617	\$ 5,261.17
	1618	\$ 1,142.66
	1619	\$ 590.92
	1620	\$ 812.64
	1621	\$ 7,287.22
EFT	ommonweatl	\$ 208.76
	TPAF	\$39,049.50
	DCRP	\$ 190.97
	PERS	\$ 1,769.64
	City/Phila	\$ -
		<u>\$58,755.80</u>

**SOMERDALE PUBLIC SCHOOLS
FSA MEDICAL ACCOUNT
As of March 31, 2022**

Balance per Bank:

Ending Bank Balance	\$ 1,163.45
Add: Deposits in Transit	-
Less: Credits in Transit (interest)	-

Adjusted Bank Balance	<u>\$ 1,163.45</u>
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Balance per Books:

Beginning Book Balance	\$ 1,865.31
Add: Receipts	0.14
Less: Disbursements	702.00

Ending Book Balance	<u>\$ 1,163.45</u>
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Variance	\$ -
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**SOMERDALE PUBLIC SCHOOLS
STUDENT ACTIVITIES
As of March 31, 2022**

Balance per Bank:

Ending Bank Balance	\$ 21,990.74
Add: Deposits in Transit	140.00
Less: Outstanding Checks see attached list	2,204.75

Adjusted Bank Balance \$ 19,925.99

Balance per Books:

Beginning Book Balance	\$ 21,360.41
Add: Receipts	3,065.29
Less: Disbursements	4,499.71

Ending Book Balance \$ 19,925.99

Variance \$ -

3234	\$	53.75
3239	\$	21.25
3244	\$	42.50
3247	\$	21.25
3253	\$	42.50
3255	\$	37.50
3259	\$	37.50
3270	\$	5.00
3274	\$	35.00
3275	\$	19.00
3296	\$	30.00
3309	\$	50.00
3310	\$	50.00
3346	\$	1,587.00
3349	\$	172.50
		<u>\$2,204.75</u>

**SOMERDALE PUBLIC SCHOOLS
UNEMPLOYMENT ACCOUNT
As of March 31, 2022**

Balance per Bank:

Ending Bank Balance	\$ 93,958.79
Add: Deposits in Transit	-
Less: Outstanding Checks	-
Adjusted Bank Balance	<u>\$ 93,958.79</u>

Balance per Books:

Beginning Book Balance	\$ 93,950.81
Add: Receipts	7.98
Less: Disbursements	-
Ending Book Balance	<u>\$ 93,958.79</u>
Variance	\$ -

**SOMERDALE PUBLIC SCHOOLS
PARK TECHNOLOGY SERVICES ACCOUNT
As of March 31, 2022**

Balance per Bank:

Ending Bank Balance	\$ 65,802.03
Add: Deposits in Transit	-
Less: Outstanding Checks	-
Adjusted Bank Balance	<u><u>\$ 65,802.03</u></u>

Balance per Books:

Beginning Balance	\$ 65,796.44
Add: Receipts	5.59
Less: Disbursements	-
Ending Book Balance	<u><u>\$ 65,802.03</u></u>
	\$ -

**SOMERDALE PUBLIC SCHOOLS
AFTER SCHOOL CARE
As of March 31, 2022**

Balance per Bank:

Ending Bank Balance \$ 38,291.89

Add: Deposits in Transit -

Less: Outstanding Checks -

Adjusted Bank Balance \$ 38,291.89

Balance per Books:

Beginning Balance \$ 34,867.05

Add: Receipts 7,982.28

Less: Disbursements 4,557.44

Ending Book Balance \$ 38,291.89

\$ -

Start date 4/15/2022 End date 4/15/2022

05/03/22 12:46

Budget Fund 11

11-000-211-105-00-0-0	ATTENDANCE/SOCIALWORK CLERICAL	\$273.51
CK# A08382	04/15/22 \$273.51 PAY SOMERDALE BOE PAYROLL	
200000	\$273.51 07/01/21 Payroll 2021 - 2022	
11-000-213-104-00-0-0	SALARY SCHOOL NURSES	\$4,315.30
CK# A08382	04/15/22 \$4,315.30 PAY SOMERDALE BOE PAYROLL	
200000	\$4,315.30 07/01/21 Payroll 2021 - 2022	
11-000-218-104-00-0-0	GUIDANCE SUPPORT STAFF	\$2,911.60
CK# A08382	04/15/22 \$2,911.60 PAY SOMERDALE BOE PAYROLL	
200000	\$2,911.60 07/01/21 Payroll 2021 - 2022	
11-000-219-104-00-0-0	CST SALARIES	\$12,156.43
CK# A08382	04/15/22 \$12,156.43 PAY SOMERDALE BOE PAYROLL	
200000	\$12,156.43 07/01/21 Payroll 2021 - 2022	
11-000-219-105-00-0-0	CST SUPPORT STAFF	\$1,549.91
CK# A08382	04/15/22 \$1,549.91 PAY SOMERDALE BOE PAYROLL	
200000	\$1,549.91 07/01/21 Payroll 2021 - 2022	
11-000-221-102-00-0-0	CURRICULUM-SUPERVISOR	\$3,600.96
CK# A08382	04/15/22 \$3,600.96 PAY SOMERDALE BOE PAYROLL	
200000	\$3,600.96 07/01/21 Payroll 2021 - 2022	
11-000-221-105-00-0-0	CURRICULUM SECRETARY SALARY	\$2,114.04
CK# A08382	04/15/22 \$2,114.04 PAY SOMERDALE BOE PAYROLL	
200000	\$2,114.04 07/01/21 Payroll 2021 - 2022	
11-000-222-104-00-0-0	LIBRARIAN/MEDIA CENTER SALARY	\$4,436.60
CK# A08382	04/15/22 \$4,436.60 PAY SOMERDALE BOE PAYROLL	
200000	\$4,436.60 07/01/21 Payroll 2021 - 2022	
11-000-230-100-00-0-0	ADMIN-SUPERINTENDENT	\$6,050.82
CK# A08382	04/15/22 \$6,050.82 PAY SOMERDALE BOE PAYROLL	
200000	\$6,050.82 07/01/21 Payroll 2021 - 2022	
11-000-230-105-00-0-0	ADMIN-SUPPORT STAFF	\$2,655.38
CK# A08382	04/15/22 \$2,655.38 PAY SOMERDALE BOE PAYROLL	
200000	\$2,655.38 07/01/21 Payroll 2021 - 2022	
11-000-240-103-00-0-0	SALARIES OF PRINCIPALS & VP	\$4,281.91
CK# A08382	04/15/22 \$4,281.91 PAY SOMERDALE BOE PAYROLL	
200000	\$4,281.91 07/01/21 Payroll 2021 - 2022	
11-000-251-104-00-0-0	CENTRAL SERVICES-SBA	\$3,967.50
CK# A08382	04/15/22 \$3,967.50 PAY SOMERDALE BOE PAYROLL	
200000	\$3,967.50 07/01/21 Payroll 2021 - 2022	
11-000-251-105-00-0-0	CENTRAL SERVICES SUPPORT STAFF	\$4,797.82
CK# A08382	04/15/22 \$4,797.82 PAY SOMERDALE BOE PAYROLL	
200000	\$4,797.82 07/01/21 Payroll 2021 - 2022	

Start date 4/15/2022 End date 4/15/2022

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Budget Fund 11

11-000-252-104-00-0-0	INFORMATION TECHNOLOGY SALARY	\$5,852.50
CK# A08382	04/15/22 \$5,852.50 PAY SOMERDALE BOE PAYROLL	
200000	\$5,852.50 07/01/21 Payroll 2021 - 2022	
11-110-100-101-00-0-0	KINDERGARTEN TEACHER SALARIES	\$12,249.25
CK# A08382	04/15/22 \$12,249.25 PAY SOMERDALE BOE PAYROLL	
200000	\$12,249.25 07/01/21 Payroll 2021 - 2022	
11-120-100-101-00-0-0	1-5 GRADE TEACHER SALARIES	\$12,111.00
CK# A08382	04/15/22 \$12,111.00 PAY SOMERDALE BOE PAYROLL	
200000	\$12,111.00 07/01/21 Payroll 2021 - 2022	
11-120-100-101-01-0-0	1ST GRADE TEACHER SALARIES	\$11,063.50
CK# A08382	04/15/22 \$11,063.50 PAY SOMERDALE BOE PAYROLL	
200000	\$11,063.50 07/01/21 Payroll 2021 - 2022	
11-120-100-101-02-0-0	2ND GRADE TEACHER SALARIES	\$3,355.70
CK# A08382	04/15/22 \$3,355.70 PAY SOMERDALE BOE PAYROLL	
200000	\$3,355.70 07/01/21 Payroll 2021 - 2022	
11-120-100-101-03-0-0	3RD GRADE TEACHER SALARIES	\$11,159.85
CK# A08382	04/15/22 \$11,159.85 PAY SOMERDALE BOE PAYROLL	
200000	\$11,159.85 07/01/21 Payroll 2021 - 2022	
11-120-100-101-04-0-0	4TH GRADE TEACHER SALARIES	\$8,044.80
CK# A08382	04/15/22 \$8,044.80 PAY SOMERDALE BOE PAYROLL	
200000	\$8,044.80 07/01/21 Payroll 2021 - 2022	
11-120-100-101-05-0-0	5TH GRADE TEACHER SALARIES	\$9,383.50
CK# A08382	04/15/22 \$9,383.50 PAY SOMERDALE BOE PAYROLL	
200000	\$9,383.50 07/01/21 Payroll 2021 - 2022	
11-130-100-101-00-0-0	6-8 GRADE TEACHER SALARIES	\$12,444.40
CK# A08382	04/15/22 \$12,444.40 PAY SOMERDALE BOE PAYROLL	
200000	\$12,444.40 07/01/21 Payroll 2021 - 2022	
11-130-100-101-10-0-0	MATH TEACHERS SALARIES	\$10,879.65
CK# A08382	04/15/22 \$10,879.65 PAY SOMERDALE BOE PAYROLL	
200000	\$10,879.65 07/01/21 Payroll 2021 - 2022	
11-130-100-101-15-0-0	LANG ARTS TEACHERS SALARIES	\$11,609.75
CK# A08382	04/15/22 \$11,609.75 PAY SOMERDALE BOE PAYROLL	
200000	\$11,609.75 07/01/21 Payroll 2021 - 2022	
11-130-100-101-20-0-0	SCIENCE TEACHERS SALARIES	\$7,254.80
CK# A08382	04/15/22 \$7,254.80 PAY SOMERDALE BOE PAYROLL	
200000	\$7,254.80 07/01/21 Payroll 2021 - 2022	
11-130-100-101-25-0-0	SOC STUDIES TEACHERS SALARIES	\$5,840.55
CK# A08382	04/15/22 \$5,840.55 PAY SOMERDALE BOE PAYROLL	
200000	\$5,840.55 07/01/21 Payroll 2021 - 2022	

Start date 4/15/2022 End date 4/15/2022

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Budget Fund 11

11-213-100-101-00-0-0	SPEC ED-RESOURCE ROOM	\$20,345.20
CK# A08382	04/15/22	\$20,345.20 PAY SOMERDALE BOE PAYROLL
200000	\$20,345.20	07/01/21 Payroll 2021 - 2022
11-230-100-101-00-0-0	BASIC SKILLS TEACHERS SALARIES	\$8,399.80
CK# A08382	04/15/22	\$8,399.80 PAY SOMERDALE BOE PAYROLL
200000	\$8,399.80	07/01/21 Payroll 2021 - 2022
11-401-100-100-00-0-0	CO-CURRICULAR ACTIVITES SALARY	\$1,678.37
CK# A08382	04/15/22	\$1,678.37 PAY SOMERDALE BOE PAYROLL
200000	\$1,678.37	07/01/21 Payroll 2021 - 2022
11-402-100-101-00-0-0	ATHLETICS SALARIES	\$3,400.00
CK# A08382	04/15/22	\$3,400.00 PAY SOMERDALE BOE PAYROLL
200000	\$3,400.00	07/01/21 Payroll 2021 - 2022
	Total for this fund	\$208,184.40

Start date 4/15/2022 End date 4/15/2022

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Budget Fund 20

20-218-100-101-00-0-0 PRESCHOOL SALARIES \$6,587.30

CK# A08382 04/15/22 \$6,587.30 PAY SOMERDALE BOE PAYROLL
200000 \$6,587.30 07/01/21 Payroll 2021 - 2022

20-484-100-100-00-0-0 LEARNING ACC. Instruct. Sal. \$882.00

CK# A08382 04/15/22 \$882.00 PAY SOMERDALE BOE PAYROLL
200000 \$882.00 07/01/21 Payroll 2021 - 2022

Total for this fund \$7,469.30

Total for Report \$215,653.70

Start date 4/29/2022 End date 4/29/2022

05/03/22 12:47

Budget Fund 11

11-000-211-105-00-0-0	ATTENDANCE/SOCIALWORK CLERICAL	\$273.51
CK# A08383	04/29/22	\$273.51 PAY SOMERDALE BOE PAYROLL
200000	\$273.51	07/01/21 Payroll 2021 - 2022
11-000-213-104-00-0-0	SALARY SCHOOL NURSES	\$4,315.30
CK# A08383	04/29/22	\$4,315.30 PAY SOMERDALE BOE PAYROLL
200000	\$4,315.30	07/01/21 Payroll 2021 - 2022
11-000-218-104-00-0-0	GUIDANCE SUPPORT STAFF	\$2,911.60
CK# A08383	04/29/22	\$2,911.60 PAY SOMERDALE BOE PAYROLL
200000	\$2,911.60	07/01/21 Payroll 2021 - 2022
11-000-219-104-00-0-0	CST SALARIES	\$12,156.43
CK# A08383	04/29/22	\$12,156.43 PAY SOMERDALE BOE PAYROLL
200000	\$12,156.43	07/01/21 Payroll 2021 - 2022
11-000-219-105-00-0-0	CST SUPPORT STAFF	\$1,549.91
CK# A08383	04/29/22	\$1,549.91 PAY SOMERDALE BOE PAYROLL
200000	\$1,549.91	07/01/21 Payroll 2021 - 2022
11-000-221-102-00-0-0	CURRICULUM-SUPERVISOR	\$3,600.96
CK# A08383	04/29/22	\$3,600.96 PAY SOMERDALE BOE PAYROLL
200000	\$3,600.96	07/01/21 Payroll 2021 - 2022
11-000-221-105-00-0-0	CURRICULUM SECRETARY SALARY	\$2,114.04
CK# A08383	04/29/22	\$2,114.04 PAY SOMERDALE BOE PAYROLL
200000	\$2,114.04	07/01/21 Payroll 2021 - 2022
11-000-222-104-00-0-0	LIBRARIAN/MEDIA CENTER SALARY	\$4,436.60
CK# A08383	04/29/22	\$4,436.60 PAY SOMERDALE BOE PAYROLL
200000	\$4,436.60	07/01/21 Payroll 2021 - 2022
11-000-230-100-00-0-0	ADMIN-SUPERINTENDENT	\$6,050.82
CK# A08383	04/29/22	\$6,050.82 PAY SOMERDALE BOE PAYROLL
200000	\$6,050.82	07/01/21 Payroll 2021 - 2022
11-000-230-105-00-0-0	ADMIN-SUPPORT STAFF	\$2,655.38
CK# A08383	04/29/22	\$2,655.38 PAY SOMERDALE BOE PAYROLL
200000	\$2,655.38	07/01/21 Payroll 2021 - 2022
11-000-230-530-00-0-0	COMMUNICATIONS/TELEPHONE	\$60.00
CK# A08383	04/29/22	\$60.00 PAY SOMERDALE BOE PAYROLL
200002	\$60.00	07/01/21 Phone
11-000-240-103-00-0-0	SALARIES OF PRINCIPALS & VP	\$4,281.91
CK# A08383	04/29/22	\$4,281.91 PAY SOMERDALE BOE PAYROLL
200000	\$4,281.91	07/01/21 Payroll 2021 - 2022
11-000-251-104-00-0-0	CENTRAL SERVICES-SBA	\$3,967.50
CK# A08383	04/29/22	\$3,967.50 PAY SOMERDALE BOE PAYROLL
200000	\$3,967.50	07/01/21 Payroll 2021 - 2022

Start date 4/29/2022 End date 4/29/2022

05/03/22 12:47

Budget Fund 11

11-000-251-105-00-0-0	CENTRAL SERVICES SUPPORT STAFF	\$4,582.12
CK# A08383	04/29/22	\$4,582.12 PAY SOMERDALE BOE PAYROLL
200000	\$4,582.12	07/01/21 Payroll 2021 - 2022
11-000-252-104-00-0-0	INFORMATION TECHNOLOGY SALARY	\$2,865.89
CK# A08383	04/29/22	\$2,865.89 PAY SOMERDALE BOE PAYROLL
200000	\$2,865.89	07/01/21 Payroll 2021 - 2022
11-110-100-101-00-0-0	KINDERGARTEN TEACHER SALARIES	\$12,249.25
CK# A08383	04/29/22	\$12,249.25 PAY SOMERDALE BOE PAYROLL
200000	\$12,249.25	07/01/21 Payroll 2021 - 2022
11-120-100-101-00-0-0	1-5 GRADE TEACHER SALARIES	\$11,737.81
CK# A08383	04/29/22	\$11,737.81 PAY SOMERDALE BOE PAYROLL
200000	\$11,737.81	07/01/21 Payroll 2021 - 2022
11-120-100-101-01-0-0	1ST GRADE TEACHER SALARIES	\$11,063.50
CK# A08383	04/29/22	\$11,063.50 PAY SOMERDALE BOE PAYROLL
200000	\$11,063.50	07/01/21 Payroll 2021 - 2022
11-120-100-101-02-0-0	2ND GRADE TEACHER SALARIES	\$8,032.55
CK# A08383	04/29/22	\$8,032.55 PAY SOMERDALE BOE PAYROLL
200000	\$8,032.55	07/01/21 Payroll 2021 - 2022
11-120-100-101-03-0-0	3RD GRADE TEACHER SALARIES	\$11,159.85
CK# A08383	04/29/22	\$11,159.85 PAY SOMERDALE BOE PAYROLL
200000	\$11,159.85	07/01/21 Payroll 2021 - 2022
11-120-100-101-04-0-0	4TH GRADE TEACHER SALARIES	\$8,044.80
CK# A08383	04/29/22	\$8,044.80 PAY SOMERDALE BOE PAYROLL
200000	\$8,044.80	07/01/21 Payroll 2021 - 2022
11-120-100-101-05-0-0	5TH GRADE TEACHER SALARIES	\$9,383.50
CK# A08383	04/29/22	\$9,383.50 PAY SOMERDALE BOE PAYROLL
200000	\$9,383.50	07/01/21 Payroll 2021 - 2022
11-130-100-101-00-0-0	6-8 GRADE TEACHER SALARIES	\$12,071.21
CK# A08383	04/29/22	\$12,071.21 PAY SOMERDALE BOE PAYROLL
200000	\$12,071.21	07/01/21 Payroll 2021 - 2022
11-130-100-101-10-0-0	MATH TEACHERS SALARIES	\$10,879.65
CK# A08383	04/29/22	\$10,879.65 PAY SOMERDALE BOE PAYROLL
200000	\$10,879.65	07/01/21 Payroll 2021 - 2022
11-130-100-101-15-0-0	LANG ARTS TEACHERS SALARIES	\$11,609.75
CK# A08383	04/29/22	\$11,609.75 PAY SOMERDALE BOE PAYROLL
200000	\$11,609.75	07/01/21 Payroll 2021 - 2022
11-130-100-101-20-0-0	SCIENCE TEACHERS SALARIES	\$7,254.80
CK# A08383	04/29/22	\$7,254.80 PAY SOMERDALE BOE PAYROLL
200000	\$7,254.80	07/01/21 Payroll 2021 - 2022

Start date 4/29/2022 End date 4/29/2022

05/03/22 12:47

Budget Fund 11

11-130-100-101-25-0-0	SOC STUDIES TEACHERS SALARIES	\$5,840.55
CK# A08383	04/29/22	\$5,840.55 PAY SOMERDALE BOE PAYROLL
200000	\$5,840.55	07/01/21 Payroll 2021 - 2022
11-213-100-101-00-0-0	SPEC ED-RESOURCE ROOM	\$20,345.20
CK# A08383	04/29/22	\$20,345.20 PAY SOMERDALE BOE PAYROLL
200000	\$20,345.20	07/01/21 Payroll 2021 - 2022
11-230-100-101-00-0-0	BASIC SKILLS TEACHERS SALARIES	\$8,399.80
CK# A08383	04/29/22	\$8,399.80 PAY SOMERDALE BOE PAYROLL
200000	\$8,399.80	07/01/21 Payroll 2021 - 2022
11-401-100-100-00-0-0	CO-CURRICULAR ACTIVITES SALARY	\$874.00
CK# A08383	04/29/22	\$874.00 PAY SOMERDALE BOE PAYROLL
200000	\$874.00	07/01/21 Payroll 2021 - 2022
	Total for this fund	\$204,768.19

Start date 4/29/2022 End date 4/29/2022

05/03/22 12:47

Budget Fund 20

20-218-100-101-00-0-0 PRESCHOOL SALARIES \$6,587.30

CK# A08383 04/29/22 \$6,587.30 PAY SOMERDALE BOE PAYROLL
200000 \$6,587.30 07/01/21 Payroll 2021 - 2022

20-484-100-100-00-0-0 LEARNING ACC. Instruct. Sal. \$38.00

CK# A08383 04/29/22 \$38.00 PAY SOMERDALE BOE PAYROLL
200000 \$38.00 07/01/21 Payroll 2021 - 2022

Total for this fund \$6,625.30

Total for Report \$211,393.49

Starting date 4/6/2022 Ending date 4/6/2022

Chk#	Date	Rec date	Code	Vendor name	Check Comment	Check amount
024671	04/06/22		2127	AED SUPERSTORE		658.61
024672	04/06/22		H010	Amazing Transformations, LLC		5,985.00
024673	04/06/22		1017	AMERIHEALTH INSURANCE CO OF NJ		159,339.52
024674	04/06/22		1439	APPLE COMPUTER, INC.		10,575.55
024675	04/06/22		1304	B SAFE, INC		364.00
024676	04/06/22		1462	BLACK HORSE MUSIC		1,431.50
024677	04/06/22		1355	BOROUGH OF SOMERDALE		107,008.33
024678	04/06/22		1048	BUREAU OF EDUCATION RESEARCH		279.00
024679	04/06/22		N557	Burns;Stephen		337.50
024680	V 04/06/22	04/06/22		00.0 \$ Multi Stub Void	#024681 Stub	
024681	04/06/22		1066	CCESC (CC EDUC SERV COMMIS)		98,905.87
024682	04/06/22		1103	DELTA DENTAL		3,604.08
024683	V 04/06/22	04/06/22		00.0 \$ Multi Stub Void	#024685 Stub	
024684	V 04/06/22	04/06/22		00.0 \$ Multi Stub Void	#024685 Stub	
024685	04/06/22		G055	ESS Northeast, LLC		117,493.13
024686	04/06/22		0108	Fibertech Networks, LLC		4,558.00
024687	V 04/06/22	04/06/22		00.0 \$ Multi Stub Void	#024688 Stub	
024688	04/06/22		L298	General Healthcare Resources, LLC		27,265.00
024689	04/06/22		0156	Gopher Sport		1,022.48
024690	04/06/22		2254	KDI, INC,		66.36
024691	04/06/22		1433	LAKESHORE		533.38
024692	04/06/22		0070	Municipal Capital		1,469.00
024693	04/06/22		E899	National Educational Music Co., Ltd		265.00
024694	04/06/22		2259	NCS Pearson, Inc.		90.00
024695	04/06/22		1944	NJ SCHOOL JOBS.COM		150.00
024696	04/06/22		1259	NJASBO (NJ ASSOC.SCH. BUS.OFF)		925.00
024697	04/06/22		1786	PERMA-BOUND BOOKS		1,375.53
024698	04/06/22		V526	Pine Hill Board of Education		2,150.00
024699	04/06/22		J812	RAMM Envrionmental Services, INC		500.00
024700	04/06/22		1964	RESENL; MICHAEL		122.00
024701	04/06/22		P231	Rise Vision Inc.		108.90
024702	V 04/06/22	04/06/22		00.0 \$ Multi Stub Void	#024704 Stub	
024703	V 04/06/22	04/06/22		00.0 \$ Multi Stub Void	#024704 Stub	
024704	04/06/22		1336	School Specialty, LLC		7,529.07
024705	04/06/22		1359	SOUTH JERSEY GAS CO.		6,523.70
024706	04/06/22		1378	TAB SHREDDING INC.		90.00
024707	04/06/22		L558	Teacher Synergy, LLC		367.81
024708	04/06/22		1405	VHR RENTAL & SUPPLY		390.32
024709	04/06/22		1123	W.B. MASON		39.50

Starting date 4/6/2022

Ending date 4/6/2022

Chk#	Date	Rec date	Code	Vendor name	Check Comment	Check amount
024710	04/06/22		1495	WADE, LONG, WOOD, & LONG LLC		1,582.00
024711	04/06/22		1414	WILSON LANGUAGE TRAINING		77.28

Fund Totals

11	GENERAL CURRENT EXPENSE	\$550,812.29
20	SPECIAL REVENUE FUNDS	\$12,235.24
60	ENTERPRISE FUND	\$134.89
	Total for all checks listed	\$563,182.42

Prepared and submitted by: _____

Board Secretary

_____ Date

Starting date 4/29/2022 Ending date 4/29/2022

Chk#	Date	Rec date	Code	Vendor name	Check Comment	Check amount
024712	04/29/22		L677	Adventure Aquarium		592.00
024713	04/29/22		1017	AMERIHEALTH INSURANCE CO OF NJ		82,034.16
024714	04/29/22		E782	Booker;Samantha		500.00
024715	04/29/22		1039	BOWMAN & COMPANY LLP		7,300.00
024716	04/29/22		1048	BUREAU OF EDUCATION RESEARCH		558.00
024717	04/29/22		1063	CC MUNICIPAL UTILITES AUTHORIT		1,760.00
024718	04/29/22		1619	CDW		24,315.21
024719	04/29/22		0305	Cooper University Physicians - Pediatric		281.25
024720	04/29/22		Z296	De Lage Landen Financial Services, Inc.		168.89
024721	04/29/22		B645	DHY Motorsports		617.98
024722	04/29/22		N216	Educational Services Unit of BCSSSD		566.95
024723	04/29/22		V836	Foundation for Educational Administratio		75.00
024724	04/29/22		A483	Interpreters Unlimited, Inc.		316.25
024725	04/29/22		2254	KDI, INC,		3,010.50
024726	04/29/22		0255	Landscape Maintenance and Nursery LLC		2,240.00
024727	04/29/22		0130	Multi-Temp Mechanical Inc.		2,926.54
024728	04/29/22		2187	NATIONAL VISION ADMINISTRATORS, LLC		1,361.64
024729	04/29/22		L287	New Jersey Alliance of Black Superintend		200.00
024730	04/29/22		N049	Nicholas Brandt		61.00
024731	04/29/22		1251	NJ AMERICAN WATER CO INC		419.44
024732	04/29/22		2020	PHOENIX ADVISORS, LLC		1,000.00
024733	04/29/22		T911	Rockalingua		179.00
024734	04/29/22		1359	SOUTH JERSEY GAS CO.		4,565.75
024735	04/29/22		1381	TEACHER'S DISCOVERY		480.24
024736	04/29/22		1396	TREASURER-STATE OF NJ		85.00
024737	04/29/22		2105	TRI COUNTY		990.00
024738	04/29/22		B020	UGI Energy Services, LLC		11,148.38
024739	04/29/22		R625	University of Delaware		8,250.00
024740	04/29/22		2276	Xtel Communications		221.79
A08383	04/29/22		PAY	SOMERDALE BOE PAYROLL		211,393.49

Starting date 4/29/2022

Ending date 4/29/2022

Fund Totals

11	GENERAL CURRENT EXPENSE	\$328,006.16
20	SPECIAL REVENUE FUNDS	\$39,612.30
	Total for all checks listed	\$367,618.46

Prepared and submitted by: _____
Board Secretary

Date

LANDBERG CONSTRUCTION LLC

April 15, 2022

Spiezle Group, Inc.
1395 Yardville Hamilton Square Rd
Hamilton Township, NJ 08691

Attn: Mr. Mark Wagener

Re: Somerdale Park School Parking Lot Improvements
Somerdale, NJ
Change Order Request No. 4
Undercutting Unsuitable Soils

Dear Mr. Wagener,

Below, please find our proposal for additional work at the mentioned above project:

PROPOSAL

Excavate, Haul, dispose of unsuitable soils in Parking Lot	616 CY @ \$40.00/CY
RCA, 6" Thick	3,700 SY @ \$10.00/SY
Geotextile Fabric	3,700 SY @ \$6.00/SY
	TOTAL: \$83,840.00

Should you have any questions, please call.

Regards,



Mike Landberg
Vice President

**MEMORANDUM OF AGREEMENT
BETWEEN
THE SOMERDALE BOARD OF EDUCATION
AND
THE SOMERDALE ADMINISTRATIVE ASSOCIATION**

This Memorandum of Agreement is entered into between the above-named negotiations teams on March 15, 2022. This Memorandum of Agreement represents the complete and final agreement between the parties and is contingent upon ratification and approval by the parties. All other proposals, whether written or oral, presented by the Board and the Association during the course of negotiations, not contained in this Memorandum of Agreement, are deemed withdrawn and not part of this Memorandum of Agreement. This Memorandum of Agreement cannot be modified except by a writing signed by the parties.

Except as listed herein, the predecessor collective negotiations agreement between the parties shall remain unchanged. Contract language to implement the specific items of this memorandum will, where necessary, be developed by the parties. This memorandum is subject to ratification by the full membership of the Board of Education and the Association as per the parties' rules or by-laws for ratification of such agreements. Both parties agree to recommend ratification of this memorandum to their respective membership.

1. Change all dates to appropriate current time or periods and re-letter or re-number where applicable. The term of the Agreement shall be from July 1, 2022 through June 30, 2025 (3-year agreement).

2. Article I Recognition

Revise to read: 1. Supervisors 2. Vice-Principals 3. Principals 4. Director of Special Education.

3. Salary increase, inclusive of increment, as follows. The 2022-2025 percentage increases, applied equally to all members of the unit, shall be as follows:

2022-2023	2023-2024	2024-2025
3.25%	3.25%	3.25%

4. In addition to the annual percentage increases listed above, each member of the unit shall receive an annual salary adjustment as follows:

2022-2023	2023-2024	2024-2025
\$1,000	\$1,000	\$1,000

5. Article 15 Professional Development and Educational Improvement, Section B. **Revise to Read:**

If an administrator leaves employment with the District, other than through a Non-Renewal, Reduction in Force, **Disability Retirement**, or through dismissal via Tenure Charges, within three (3) years of receipt of such tuition reimbursement such funds paid must be paid back to the district in the following amounts:

One (1) year after receipt of payment-payment of full amount

Two (2) years after receipt of payment-payment of 2/3 of amount paid

Three (3) years after receipt of payment-payment of 1/3 of amount paid

*Years shall be prorated and credited on a semi-annual basis.

**The receipt of payment date shall be established as the date that all required paperwork for payment is submitted, not the actual date when the check is issued.

6. Article 15 B. Fees NJL2L- Correct lettering typo in Article 15 A., B., B., C., D. to read: Article 15 A., B., C., D., E.

7. Article 15 A. Increase the professional development pool from \$4,200 to \$4,600.

8. Article 8 Work Year, Section B. **Revise to Read:**


B. Administrators shall be awarded vacations days annually based upon years of employment within the District, as follows:

Commencing Year 1 through 4 years of employment within the District – 15 vacation days per year;
Commencing Year 5 through 8 years of employment within the District – 18 vacation days per year;
and
Commencing 9 years or more of employment within the District – 20 vacation days per year

9. Except as listed herein, the predecessor collective negotiations agreement between the parties shall remain unchanged.

Both parties will keep this Memorandum and details of the agreement confidential and no public disclosure or statement with the details of this agreement shall be made until such time that both parties have ratified the agreement or as mutually agreed.

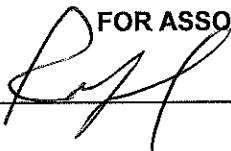
FOR THE BOARD



Michael J. Baroff

Lara Avest

FOR ASSOCIATION:



**New Jersey Department of Education
Office of Early Childhood Education**

**Early Childhood Program Aid
2022-2023 REVISED ECPA/ELLI DISTRICT BUDGET STATEMENT**

District: Camden County, Somerdale Boro, 4790

2022-2023 PROJECTED GENERAL EDUCATION PRESCHOOL ENROLLMENT (PEA-Funded Children):

Preschool Three-Year-Olds Half-Day	0
Preschool Three-Year-Olds Full-Day	0
Preschool Four-Year-Olds Half-Day	21
Preschool Four-Year-Olds Full-Day	0

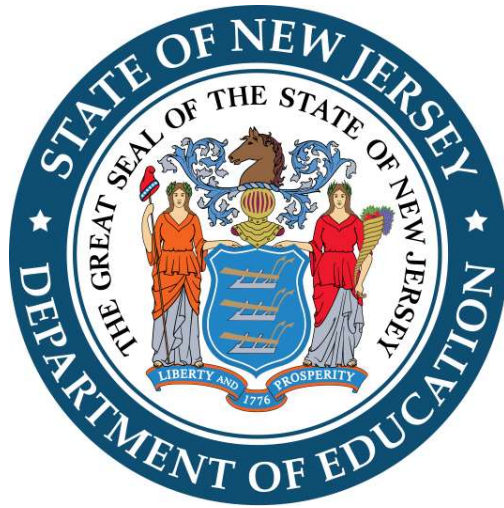
2022-2023 PROJECTED PRESCHOOL ENROLLMENT (Tuition-Funded Children):

Preschool Half-Day	0
Preschool Full-Day	0

2022-2023 PROJECTED FUNDING

2022-2023 Preschool Education Aid (PEA)	\$151,354
Available PEA Carryover	
2022-2023 General Funds for Preschool	
2022-2023 Estimated Other Funds (Including Tuition and special education funding)	
2022-2023 Total Estimated Preschool Education Aid, Tuition, Carryover, and Special Education Funding	

EXPENDITURE CATEGORY	FUNCTION/ OBJECT CODES	PEA (Including any estimated PEA Carryover) 2022-2023	GENERAL FUND 2022-2023	OTHER FUNDS (Including Tuition and special education) 2022-2023
INSTRUCTION	20-218-100-			
Salaries of Teachers	100-101			
Other Salaries for Instruction	100-106	\$131,746		
Unused Vacation Payment to Terminated/Retired Staff	100-199			
Purchased Professional and Educational Services	100-321	\$16,040		
Other Pur. Serv. (400-500)	100-500			
Tuition to Other LEA's within the State - Regular	100-561			
Supplies and Materials	100-600	\$3,568		
Other Objects	100-800			
SUBTOTAL INSTRUCTION		\$151,354	\$0	\$0
SUPPORT SERVICES	20-218-200-			
Sal. of Supervisors of Instr.	200-102			
Sal. of Principals/Asst. Principals/Program Directors	200-103			
Sal. of other Professional Staff	200-104			
Sal. of Secretarial & Clerical Assistants	200-105			
Other Salaries	200-110			
Family/Parent Liaison	200-173			
Facilitator/Coach	200-176			
Unused Vacation Payment to Terminated/Retired Staff	100-199			
Personnel Serv.-benefits	200-200			
Purchased Prof.-Ed. Services - Contracted Pre-k	200-321			
Purchased Prof.-Ed. Services - Head Start	200-325			
Other Purchased Prof.-Educational Services	200-329			
Other Purchased Prof. Services	200-330			
Cleaning, Repair and Maintenance Services	200-420			
Rentals	200-440			
Contracted Services - Transp (Btw Home & Sch.)	200-511			
Contr Trans Serv (Field Trips)	200-516			
Travel	200-580			
Miscellaneous Purchased Services	200-590			
Supplies and Materials	200-600			
Other Objects	200-800			
SUBTOTAL - SUP. SERV.		\$0	\$0	\$0
FACILITIES ACQ. CONSTR. SERVICES	20-218-400-			
Instructional Equipment	400-731			
NonInstructional Equipment	400-732			
SUBTOTAL - FAC. ACQ. & CONSTRUCTION		\$0	\$0	\$0
TOTAL		\$151,354	\$0	\$0



Division of Early Childhood Education

Five-Year Preschool Program Operational Plan

Early Childhood Program Aid (ECPA)

&

Early Launch to Learning Initiative (ELLI) Districts

Due: December 10, 2021

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

Contact:
Tonya D. Coston
Deputy Assistant Commissioner
Division of Early Childhood Education

Contact Number: (609) 376-9077

doeearlychild@doe.nj.gov

I. Introduction

1.1 Purpose

The purpose of the Five-Year Preschool Program Plan is to provide a comprehensive description of how the school district will implement each component of a high-quality preschool program for three- and four-year-old children as detailed in the [New Jersey Administrative Code \(N.J.A.C.\) 6A:13A](#) and in the [Preschool Program Implementation Guidelines](#).

The Department of Education requires the district to submit a Five-Year Preschool Operational Plan Annual Update, describing any changes to the originally submitted Five-Year Preschool Operational Plan that the district projects for the 2022-2023 school year. A school district's Annual Update should be based on the results of data derived from program assessments, including the Early Childhood Environmental Rating Scale-revised (ECERS-3), curriculum-specific program assessment tools, the Self-Assessment and Validation System (SAVS) and any other source of information specific to the school district's preschool program. In addition to the Annual Update, districts are required to submit an annual district budget planning workbook and provider budget workbooks (if applicable) along with the board resolution approving the budget submission due on March 10, 2022.

Helpful Hint: If you have formatting difficulties with the gray text areas, type your responses in separate Word document first and then copy and paste the response into the text area using right-click copy + right-click paste on your mouse. Make sure to paste "Keep Text Only".

1.2 Submission Instructions

The district should provide detailed answers to the questions listed. The 5-year Preschool Program Plan is to be uploaded into Homeroom by December 10, 2021.

1.2a Title Page

Early Childhood Program Aid and Early Launch to Learning Initiative

Part I: PEA Proposal Title Page

County/Code: 20

District /Code

4790

Address

301 Grace St Somerdale NJ 08083

City

State

Zip

Early Childhood Contact : Maria Montroni-Currais

Telephone Number: (856) 7836261 Fax#: ()

Email mmontroni@somerdale-park.org

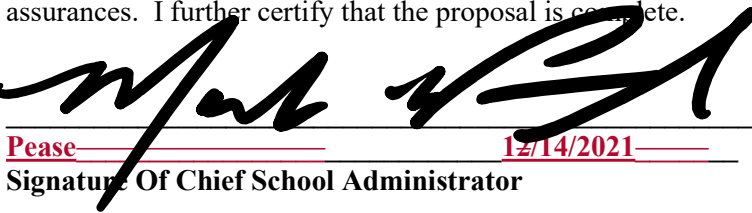
Business Administrator: David Rouse Phone#: (856) 783-6261

Email drouse@somerdale-park.org

Date Of Board Resolution: Feb 10 May 5,
2022

Attach the Board-Certified Resolution or provide the date of expected board resolution.

Proposal Certification: To the best of my knowledge and belief, the information contained in the proposal is true and correct. The governing body of this agency has duly authorized this document and we will comply with the attached assurances. I further certify that the proposal is complete.


Pease 12/14/2021

Signature Of Chief School Administrator

Mark L.
Print Name

Date

II. District-Wide Planning

Refer to [NJAC 6A:13A](#), including the sections on Enrollment, Universe and Program Planning as well as the Preschool Program Implementation Guidelines when completing the following questions

Provide an overview of district-wide preschool program planning. Listed below are questions the district must address:

2.1 Recruitment and Outreach

1. What efforts has the district undertaken to increase enrollment, outreach, and/or awareness of the program and educating the population on the values of the preschool program? **On the table below, select all that apply by adding an "X" in column on the right.**

1. Invite community leaders to the get the message out.	
2. Develop displays, exhibits, visuals, handouts, bookmarks, bumper stickers and fliers.	
3. Write a weekly column for a local newspaper.	
4. Convene a community recruitment and retention task force.	
5. Design billboards and transit advertising.	
6. Select an overall theme and logo.	
7. Publish articles in newsletters.	
8. Select segments of the community to target.	
9. Engage local service club (e.g., Rotary, Elks Club) to promote your program.	
10. Establish time frames.	
11. Participate in special community events.	X
12. Select a kick-off event.	
13. More staff time devoted to the project.	
14. Produce media announcements.	
15. Quicker response to telephone inquiries.	X
16. Write feature news stories.	
17. Additional information and training sessions for staff.	
18. Develop media contacts.	
19. Resources from the community (e.g., marketing consultation).	
20. Schedule speaking engagements.	
21. Businesses or nonprofits in your community willing to help you?	
22. Produce public services announcements.	
23. Available resources for advertising your needs and developing an outreach plan?	

2.2 Monitoring and Tracking

1. Provide a list of supports the district plans to offer (budget development, expenditure guidance, etc.) to private providers and Head Start to ensure contract compliance and fiscal accountability. ***(Districts that do not contract should skip this question)***

--

III. Community Collaboration and Planning

3.1 Early Childhood Advisory Council

Refer to [NJAC 6A:13A](#), including the sections on Family and Community Involvement as well as the Preschool Program Implementation Guidelines when completing the following questions.

NOTE:

- The establishment of an Early Childhood Advisory Council is a requirement of ECPA/ELLI funded districts.

1. How will family engagement staff support the work of the Early Childhood Advisory Council?

Staff is part of quarterly meetings.

N.J.A.C 6A:13A-4.6 (1), The membership of the council shall consist of stakeholders in the community, as well as parents, contracting private providers and the local Head Start agency, if applicable, with new representation added as needed; and 2. Elected co-chairs shall preside at mandated quarterly council meetings.

2. What are the primary responsibilities of the Early Childhood Advisory Council (ECAC)?

Currently, the ECAC is working on a needs assessment for parents in the community.

3. Does the ECAC plan to collaborate with the local County Council for Young Children and/or any other community stakeholder group? (i.e. Human Services Advisory Council, Central Intake Advisory Council) **Yes or No**

yes

4. How often does the district plan to assess and evaluate their role and efficacy of the ECAC?

yearly

5. Describe how the ECAC plans to ensure parents are informed and engaged in the work of the council, needs assessments and other things related to the program.

The ECAC will have a page on our website where families can go for information.

IV. Family Involvement

Refer to [NJAC 6A:13A](#), including the sections on Family and Community as well as the Preschool Program Implementation Guidelines when completing the following questions.

4.1 Family Engagement

1. List the proposed activities, meetings and trainings offered to preschool families.

[Preschool orientation, preschool family fun day, communication between home and school](#)

2. What is the process for families to request support and/or referral to local and state-wide social services agencies?

[Families can contact the teacher or administration who will help them reach out.](#)

3. For districts who plan to partner with providers. How does the district plan to collaborate with the Family Workers in contracted child care and Head Start programs? Please include trainings and other supports offered to these individuals.

4. Please list the health-related family education programs (e.g. nutrition, lead screening, and asthma) and the proposed over the next 5 years.

[Lead screening, dental screenings, vision screenings, hearing screenings, mental health screenings.](#)

5. What is the district plans to support families of English Language Learner (ELL) preschool children?

[Collaboration between preschool staff and ELL teacher.](#)

6. How will family engagement staff support and encourage preschool families to engage with the program?

[Social media](#)

V. Curriculum Development and Implementation

Refer to [NJAC 6A:13A](#), including the sections on Curriculum and Assessment as well as the Preschool Program Implementation Guidelines when completing the following questions.

5.1 Curriculum

1. What curriculum does the district plan to implement in the preschool program? (*Creative Curriculum, Connect4Learning, High Scope, or Tools of the Mind*)

Creative Curriculum

2. Does the district plan to implement any supplements? If so, please list below and include the date of the district's approval. [Please see memo regarding supplements](#)

No

3. How is your district meeting the requirement of Erin's Law (NJSA18A:35-4.5) to provide sexual assault prevention education?

Vector Solutions Trainings

5.2 Assessment

1. How does the district plan to support classroom teachers in the use of child assessment data to plan for instruction?

Ongoing review of GOLD program

2. How does the district plan to share individual child assessment data with families?

1:1 correspondence through email, phone, or meetings

5.3 Master Teachers/Coaches

****ECPA/ELLI's are not required to employ Master Teachers/Coaches. If the district does not have Master Teachers on staff, please skip this section***

Refer to NJAC 6A:13A, including the sections on Master Teachers, Curriculum and Assessment as well as the Preschool Program Implementation Guidelines when completing the following questions.

NOTE:

- Master Teacher shall be provided to preschool classrooms at a ratio of 1:20.
- Master Teachers do not have any classroom teaching, supervisory or evaluator responsibilities.
- Master Teachers should not be used regularly as a substitute as it interferes with their primary responsibilities as a coach.

1. Does the district plan to have master teachers obtain reliability on the ECERS-3 or other quality assessment tools within the next 5 years? Please explain.

- []
2. What coaching tools and methods will the master teachers utilize on a regular basis with classroom teachers and staff?

- []
3. If the district contracts with Head Start, what three concerted efforts are in place with the Head Start Education Coordinator?

5.4 Preschool Intervention and Referral Team (PIRT)

****ECPA/ELLI's are not required to employ PIRT. If the district does not have a PIRT on staff, please skip this section.***

Refer to [NJAC 6A:13A](#), including the sections on Intervention and Support Services as well as the *Preschool Program Implementation Guidelines* when completing the following questions.

NOTE:

- The Preschool Intervention and Referral Team is required.
- It is recommended that the district designates a Preschool Intervention and Referral Specialist (PIRS) as a member of the PIRT to preschool classrooms at a ratio of 1:20.
- The PIRS should dedicate most of their time to coaching preschool teachers on the implementation of the *Pyramid Model for Supporting Social Emotional Competence in Infants and Young Children (The Pyramid Model)*, providing professional development and conducting classroom observations using the Teaching Pyramid Observation Tool (TPOT) at least once per classroom per year.
- The PIRT can include preschool teachers, special education teachers, behavior specialists, psychologists, learning disabilities teacher-consultants, school social workers, speech and language pathologists, or other specialists supervised by the school district preschool administrator.

1. How does the district plan to use the data collected from TPOT observations?

- []
2. How does the district plan to provide information on the Pyramid Model to district staff who will not directly receive training?

- []
3. How does the district plan for PIRT and the I&RS team to transition children to kindergarten and beyond?

5.5 Developmental Screening

The district board of education shall conduct developmentally based Early childhood screening assessment for each child upon enrollment in preschool to:

- Identify children with broad indicators of potential problems who may require further assessment; and
- Determine if a child needs a comprehensive diagnostic assessment.

1. What screening tool does the district plan to use?

ESI-3

2. Who will be administering the screening tool?

Preschool teachers

3. What is the district’s plan to administer the screening tool (including an estimated date of completion)?

Done at pre-school screening days (August)

5.6 Supporting ELL

Refer to the section on Supporting English Language Learners in the Preschool Program Implementation Guidelines.

Note:

- The optimal classroom model for enhancing the learning and development of English Language Learners is through the support of both the child’s home language and English.
- The purpose of the Home Language Survey is to identify needed supports. Language proficiency screening tools are not appropriate for making placement decisions about 3- and 4-year-olds.

1. Are all preschool families given the Home Language Survey at registration? [Home Language Survey](#)

Yes

2. If no, please explain.

3. If the percentage of bilingual preschool staff does not align with the percentage of bilingual students, is there a plan to increase bilingual staff? Please explain.

NA

4. What operational plans are in place to support potential incoming English Language Learner’s should they be identified and enrolled in the preschool program?

Collaboration with ESL teacher

VI. Inclusion of Children with Disabilities in General Edu. Classrooms

Refer to [NJAC 6A:13A](#), including the sections on Program Planning and Intervention and Support as well as the Preschool Program Implementation Guidelines when completing the following questions.

6.1 Inclusion

1. What supports, and services does your district utilize to assist the inclusion of children with disabilities in general education classrooms? **On the table below, select all that apply by adding an "X" in column on the right**

1. Consultative Special Education Teacher	<u>X</u>
2. Push-in Special Education Teacher	<u>X</u>
3. ICR/Co-Teaching	<u>X</u>
4. Integrated therapies in the classroom	<u>X</u>
5. Support from the MT and PIRS	
6. One-on-one aide	<u>X</u>
7. Additional classroom paraprofessional funded through Special Education	<u>X</u>

Use the space below to list any additional supports, and services your district utilize to assist the inclusion of children with disabilities in general education classrooms

2. How does the design of your program incorporate the principle of natural proportions in general education preschool classroom? (2-3 children with disabilities in each classroom)

3-4 children with disabilities in each classroom

3. What, if any, barriers to including children with disabilities in the general education does the district anticipate?

The inability to predict needs from year to year

VII. Professional Development and Training

Refer to [NJAC 6A:13A](#), including the section on Program Planning as well as the Preschool Program Implementation Guidelines when completing the following questions.

7.1 Professional Development

1. What are the data sources the district plans to use to inform the PD plan, (e.g., assessment data, ECERS-3, curriculum outcomes, etc.)?

Assessment data, curriculum outcomes, pedagogical needs

2. Will all staff be surveyed to assess their PD needs?

Yes

3. What training will be provided to all staff to be aware of the various language, culture and ethnic backgrounds of the families served?

Ongoing professional development and needs assessments

4. Describe the professional development plan to support the program's curriculum needs, inclusive of how the needs of at promise (at-risk) and special populations such as bilingual students, students with IEP's and 504 plans are incorporated.

Teachers and administration work together to identify curricular needs on an as-needed basis

7.2 Professional Development Plan

Please complete the tables below to provide an overall description of the district’s proposed 5-year PD plan. Each section is designed to show how the district will ensure a comprehensive and cohesive professional development plan for all staff. Districts can include topics that are part of the overall district plan, i.e., curriculum, assessment, Pyramid, TPOT, ECERS-3, ESI-R or ES13, child development, how to use Google classroom, HIB training, mindfulness training, etc.

Teaching Staff

Topic	Target Audience	Year	Trainer(s)	Anticipated Cost
<u>Standards Based Grading</u>	<u>K-8 teachers</u>	<u>2020-2024</u>	<u>Dave Schmittou</u>	<u>\$20,000</u>
<u>Creating common assessments</u>	<u>K-8 teachers</u>	<u>2021-2025</u>	<u>In-house</u>	<u>none</u>
<u>Leadership mind-set</u>	<u>All staff</u>	<u>2022</u>	<u>Michael McBride</u>	<u>\$2,000</u>
<u>I&RS Process</u>	<u>All staff</u>	<u>2020-2025</u>	<u>Newman and Stecher, Inc</u>	<u>\$7,000</u>
<u>The Science of Reading</u>	<u>PreK-3</u>	<u>2022-2026</u>	<u>Various</u>	<u>\$50,000</u>
<u>Bookworms Reading</u>	<u>K-8 ELA teachers</u>	<u>2021-2024</u>	<u>University of Delaware</u>	<u>\$200,000</u>
<u>Mathematics Pedagogy</u>	<u>K-8 math teachers</u>	<u>2023-2026</u>	<u>TBD</u>	<u>\$100,000</u>
<u>NGSS</u>	<u>K-8 science teachers</u>	<u>2024-2026</u>	<u>TBD</u>	<u>\$100,000</u>
<u>2020 Standard updates, standard mandates</u>	<u>All teaching staff</u>	<u>2020-2026</u>	<u>In-house</u>	<u>none</u>

Instructional Coaches and PIRT Staff (if applicable)

Topic	Target Audience	Year	Trainer(s)	Anticipated Cost

Topic	Target Audience	Year	Trainer(s)	Anticipated Cost

Administration

Topic	Target Audience	Year	Trainer(s)	Why is this important to preschool?
<u>Leadership Mindset</u>	<u>All staff</u>	<u>2022</u>	<u>Michael McBride</u>	<u>Infusion of confidence and skill building to student-facing staff</u>
<u>School Climate/Culture</u>	<u>Administration</u>	<u>2022</u>	<u>NJPSA/FEA</u>	<u>New strategies for creating a warm and welcoming atmosphere</u>

Family Engagement Team (CPIS, Social Workers, Family Workers)

Topic	Target Audience	Year	Trainer(s)	Why is this important to preschool?
<u>Culturally Responsive Leadership</u>	<u>CPIS, CST</u>	<u>2021-2022</u>	<u>Various</u>	<u>Strategies to work with families and students from diverse experiences</u>

Topic	Target Audience	Year	Trainer(s)	Why is this important to preschool?

Nurses

Topic	Target Audience	Year	Trainer(s)	Why is this important to preschool?
<u>COVID Impact on emotional and physical health</u>	<u>Nurse</u>	<u>2023-2024</u>	<u>TBD</u>	<u>Understanding mindsets and experiences of children born in 2019-2020</u>

Support Staff

(Bus drivers/cafeteria workers, secretaries, administrative assistants, security guards, etc.)

Topic	Target Audience	Year	Trainer(s)	Why is this important to preschool?
<u>Vector Solutions PD</u>	<u>All staff</u>	<u>All years</u>	<u>Various</u>	<u>Contributions to a safe and healthy school building and school experience</u>

VIII. Additional Questions

Refer to [NJAC 6A:13A](#) as well as the Preschool Program Implementation Guidelines when completing the following questions.

8.1 Transition

Refer to the section on Transition in New Jersey Administrative Code 6A:13A, and in the Preschool Program Implementation Guidelines.

Note: All school districts should have a transition team.

1. Who will make up the district team and what are their positions/roles?

Maria Montroni-Currais, Greg Cesare. Supervisor of C&I, Supervisor of CST.

2. How will the district ensure collaboration among preschool administrators and other areas (i.e. special education, bilingual, K-Third grade teachers, nurses, family workers, social workers, Head Start and contracted providers)?

Constant and ongoing communication.

3. What strategies will be in place for preschool and kindergarten alignment of curriculum, standards, assessment, and professional development?

Vertical articulation and, needs assessments.

4. If the district has coaches K-2, how will they collaborate with preschool Master Teachers and PIRT members for transitions? (If applicable)

List in the chart below Projected Transition Activities for teaching staff, children and families for each of the categories.

Category	Teaching Staff	Children	Families
From early intervention to preschool	<u>Data tracking, CST meetings</u>	<u>School tour, meeting a trusted adult</u>	<u>-Preschool orientation</u>
From self-contained to preschool inclusion class	<u>CST meetings, intervention plan creation</u>	<u>-Classroom tour, gradual release model, use of visiting a trusted adult</u>	<u>-Frequent updates from teacher and CST</u>
From home to preschool	<u>Communication with parents-</u>	<u>-School tour, meeting a trusted adult</u>	<u>-Preschool orientation</u>
From a nursery school/day-care program to your program	<u>Fact finding about student backgrounds</u>	<u>-School tour, meeting a trusted adult</u>	<u>-Preschool orientation</u>
From preschool (district operated, child care and Head Start) to kindergarten	<u>-Vertical articulation</u>	<u>-Classroom tour</u>	<u>-Kindergarten orientation</u>

8.2 Health and Safety

Refer to the section on Health and Nutrition in New Jersey Administrative Code 6A:13A, and in the Preschool Program Implementation Guidelines.

Note: As per code (N.J.A.C. 6A:13A) the following services should be provided to preschool children and their families: Health screenings (vision, hearing, dental, height and weight screenings) of each eligible child upon enrollment in preschool.

DECE recommends that screenings occur within the first 6 weeks of the school year. Families should be notified of the screenings at the beginning of school.

Note: Nurses must be provided at a ratio of 1:300 children

1. The district shall apply to National School Breakfast Program and the National School Lunch Program. If no, please explain.

Yes

2. Do all Contracted providers and Head Start programs participate in the Child and Adult Care Food Program (CACFP)? **Note:** Not applicable if the district does not contract with providers or Head Start. If no, please explain.

NA

8.3 Free and Reduced Lunch

1. Does your district include preschool in your Title I need assessment? **Yes or No**
If no, please explain.

Yes

2. Does the district plan to use your Title 1 needs assessment to identify professional development topics for preschool? If the district does not receive Title 1 funds, please note N/A. If the district receives Title 1 funds and does not use for preschool, please explain.

Yes

3. Does the district plan to use the Title 1 funds for transition activities from preschool to kindergarten and kindergarten first grade?

Yes

Resources

[NJAC 6A:13A, Elements of High-Quality Preschool Programs Preschool Code \(PDF\)](#)

[Preschool Teaching and Learning Guidelines \(PDF\)](#)

[Grow NJ Kids Website](#)

[National Center Pyramid Model Innovations](#)

Statement of Assurances

As the duly authorized chief school administrator/school business administrator of the applicant agency, I am aware that submitting the accompanying document to the New Jersey Department of Education (NJDOE) constitute the creation of a public document, and I certify that the applicant agency:

- Has the legal authority to apply for the funds made available under the requirements of the announcement, and has the institutional, managerial and financial capacity to ensure proper planning, management and completion of the project described in this application.
- Will give the NJDOE, or its authorized representatives, access to, and the right to examine, all records, books, papers, or documents related to the award and will establish a proper accounting system in accordance with generally accepted accounting principles (GAAP).
- Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes, or presents the appearance of, personal or organizational conflict of interest, or personal gain.
- Will comply with provisions of the Public School Contracts Law: *N.J.S.A. 18A:18A-1, et seq.*, and other relevant state laws and regulations as well as its principals and subgrantees, for all grant awards in excess of \$25,000.00, is not presently debarred, proposed for debarment, declared ineligible, suspended, or voluntarily excluded by any federal agency from receiving federal funds in accordance with Executive Orders 12549 and 12689.
- Will comply with Section 6002 of the Resource Conservation and Recovery Act (RCRA), P.L. 94-580, codified at 42 U.S.C. 6962 if the applicant is an entity of state and/or local government and will give preference to the purchase of recycled materials identified in U.S. EPA guidelines (40 CFR Part 247-254).
- Will comply with all federal and state statutes and regulations relating to nondiscrimination. These include, but are not limited to:
 - (A) Title VI of the Civil Rights Act of 1964 (P.L. 88-352; 34 CFR Part 100) which prohibits discrimination on the basis of race, color or national origin;
 - (B) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. 1681-1683, and 1685-1686; 34 CFR Part 106), which prohibits discrimination on the basis of sex;
 - (C) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794; 34 CFR Part 104), which prohibits discrimination on the basis of handicaps;
 - (D) Section 503 of the Rehabilitation Act of 1973, as amended (41 CFR Parts 60-741.5(a)), as applicable, which requires affirmative action in employment;
 - (E) the Age Discrimination Act of 1975, as amended (42 U.S.C. 6101 *et seq.*; 45 CFR Part 90), which prohibits discrimination on the basis of age, and
 - (F) the Americans With Disabilities Act of 1990, as amended (P.L. 101-336), which guarantees equal opportunity for individuals with disabilities.
- Will comply with Executive Order 11246, "Equal Employment Opportunity," dated September 24, 1965, as amended by Executive Order 11375, dated October 13, 1967, and as supplemented by the regulations at 41 CFR Part 60.
- Will comply with the provisions of the Drug-Free Workplace Act of 1988, as implemented at 34 CFR Part 85, Subpart F, for grantees, as defined at 34 CFR Part 85, Sections 85.605 and 85.610.
- Will comply with the provisions of the Drug Free Schools and Communities Act Amendments of 1989, as implemented at 34 CFR Part 86, Subparts A-E (institutions of higher education only).

- Will comply with the provisions set forth in the facilities efficiency standards wherein preschool classrooms shall have 950 square feet in total with a minimum of 750 square footage of usable space and shall be no higher than the second floor of a building as defined in [N.J.A.C. 6A:26](#) and shall not be located in the basement.

Will comply with the provisions of full day general education and full day self-contained classrooms.

Applicant Agency: [Somerdale Board of Education](#)

Signature of Chief School Administrator:



Applicant Agency: [Somerdale Board of Education](#):

Signature of School Business Administrator:



Date: [12/14/2021](#)

Somerdale Preschool Program

2022-2023 Calendar

Morning Session: 8:15-10:50

Afternoon Session: 12:25-3:00

SCHEDULE OF EVENTS

September 2022

S	M	T	W	T	F	S
						3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

October 2022

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

November 2022

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

December 2022

S	M	T	W	T	Fr	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

- 9/1-9/2: School Closed- Teacher In-Service
 9/5: School Closed- Labor Day
 9/6: Orientation Parents/Students Welcome
 9/7: Orientation Parents/Students Welcome
 9/8: First Day of Preschool
 9/30: AM Preschoolers ONLY 8:15-10:50
 10/21: PM Preschoolers ONLY 8:15-10:50
 11/9-11/11: School Closed: Teachers' Convention
 11/21: AM Preschoolers ONLY 8:15-10:50
 Parent Conference Day
 11/22: PM Preschoolers ONLY 8:15-10:50
 11/23, 11/24 & 11/25: School Closed: Thanksgiving
 12/16: AM Preschoolers ONLY 8:15-10:50
 12/23-1/2: School Closed- Winter Recess

January 2023

S	M	T	W	T	Fr	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February 2023

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

March 2023

S	M	T	W	T	F	S
						1
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9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

April 2023

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

- 1/3: School Reopens
 1/13: PM Preschooler ONLY 8:15-10:50
 1/16: School Closed-Martin Luther King Day
 2/17: Teacher In-Service-No Preschool
 2/20: School Closed- Presidents' Day
 3/3: AM Preschoolers ONLY 8:15-10:50
 3/17: PM Preschoolers ONLY 8:15-10:50
 4/6-4/14: School Closed: Spring Recess
 4/21: AM Preschoolers ONLY 8:15-10:50
 5/19: PM Preschoolers ONLY 8:15-10:50
 5/26: AM Preschoolers ONLY 8:15-10:50
 5/29: School Closed: Memorial Day
 6/9: PM Preschool ONLY 8:15-10:50
 6/13: *Last Day of Preschool Program- Promotion Ceremonies

May 2023

S	M	Tu	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

June 2023

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

- LEGEND**
 ○ = Orientation
 △ = 1st & Last Day
 ⊗ = No School
 ○ (red) = AM Students
 ○ (green) = PM Students

Please Note:
 This calendar varies from the Somerdale Park School Calendar; it applies *only* to the Preschool Program.

*Last Day of Preschool subject to change

SOMERDALE PUBLIC SCHOOL DISTRICT
BOARD OF EDUCATION
JOB DESCRIPTION

TITLE: Superintendent
REPORTS TO: Board of Education

CERTIFICATIONS/QUALIFICATIONS:

It shall be the policy of the Board of Education of the Somerdale Public School District to establish the position of Superintendent of Schools and outline the duties and responsibilities of the position:

New Jersey school Administrator's Certificate

MA degree

Three year's classroom teacher experience and three year's administrative experience

Such alternative to the above qualifications as the Board may find appropriate and acceptable

FUNCTION OF THE POSITION:

To provide leadership in developing and maintaining the best possible educational programs and services in line with the board approved budget and the resource available in the district. By use leadership, supervisory, and administrative skills, to manage assigned school so as to promote the total development of each student within the school environment.

RESPONSIBILITIES:

1. Attends and participates in all meetings of the Board and its committees, except when own employment or salary is under consideration.
2. Advises the Board on the need for new and/or revised policies and sees that all policies of the Board are implemented.
3. Implements and executes all constitutional or statutory laws and state regulations.
4. Supervises process of fiscal planning and development and implement the Board-approved budget.
5. Prepares and submits to the Board recommendations relative to all matters requiring board action, placing before the Board such necessary and helpful facts, information and reports as are needed to insure the making of informed decisions.
6. Recommends the number and types of positions required to provide proper personnel for the operation of the school programs. Secures and nominates for

employment the best qualified and most competent teachers, supervisory and administrative personnel.

7. Recommends to the Board employees for assignment of transfer as the interest of the district may dictate.
8. Communicates to all employees, directly or through delegation, all actions of the Board relating to personnel matters and receives from employees all recommendations to the Board.
9. Directs the activities of all school staff members in the performance of their duties.
10. Delegates authority or duties with the knowledge that it does not relieve the Superintendent of Schools of final responsibility for the action taken under such delegation.
11. Supervises and evaluates all personnel under his/her authority.
12. Reports to the Board any employee whose service is unsatisfactory and recommends appropriate action.
13. Administers the development and maintenance of a positive educational program designed to meet the needs of the community and student body.
14. Holds meeting with teachers, administrators and other employees as necessary for the discussion of matters concerning the improvement and welfare of the school district.
15. Keeps the Board informed about current educational practices, educational trends and policies.
16. Develops with the staff all curriculum guides and courses of study and recommends to the Board for its adoption all courses of study, curriculum guides and major changes in texts.
17. Assumes ultimate responsibility for the schools, including school populations and scholastic records.
18. Maintains adequate records for the schools, including school populations and scholastic records.
19. Approves leaves for all salaried district employees and maintains all personnel records.
20. Submits to the Board a clear and detailed explanation of any proposed procedure which would involve either departure from establishment policy or the expenditure

of substantial sums.

21. Files or cause to be filed all reports required by the federal, state and school code.
22. Makes recommendations to the Board concerning the transportation of pupils in accordance with law and the requirements of safety.
23. Provides suitable instructions and regulations to govern the use and care of school properties.
24. Reviews adequacy of facilities and makes recommendations to the Board relative to new school sites, buildings, additions and/or renovations.
25. Represents the Board and fosters good relationships between the school district and the community.
26. Represents the school district and the Board at various meetings at the local, state and national levels as necessary.
27. The administration and supervision of the school system is all of its aspects shall be delegated to the Superintendent of Schools, who shall carry out administrative functions in accordance with the policies adopted by the Board.
28. Assists in the recruiting, screening, hiring, training, assigning, and evaluation of school's professional staff.
29. Participates in Affirmative Action process when necessary.
30. Assists in the in-service orientation and training of teachers.
31. Assists in the preparation of school administration reports for the district office.
32. Strives to develop a positive attitude within the school setting.
33. Oversees and assists with the development of district's budget.
34. Acts as liaison between the school and community.
35. Conducts meetings of the staff as necessary for the proper function of the school.
36. Oversee and assist in the coordination and development of all state and federal grants.
37. Implement and/or follow administration regulations and directives, Board Policy and State Law.
38. Strives to establish cooperative relations with parents and students which include

such things as: being available to students, and parents for education related purposes outside the instructional day.

39. Cooperate with other staff members in educational matters.
40. Continue his/her own professional growth.
41. Oversees and assists in the preparation and updating of the student and faculty handbooks.
42. Follow through to make sure that staff members are working up to their full potential and carrying out their responsibilities as prescribed.
43. Remain informed as to workshops, meetings, and other professional growth activities for staff members to attend.
44. Oversees and assists in the scheduling of classes, teachers and extra-curricular activities.
45. Works with all Board of Education and assigned school committees.
46. Regularly attends meetins in advisory and resource capacity.
47. Intervene to provide help with any difficulties arising among staff members.
48. Engage in research related curriculum development.
49. Performs such other tasks as may from time to time be assigned by the Board.

TERMS OF EMPLOYMENT: Twelve months a year. Salary to be arranged with the Board.

EVALUATION: Performance of this job will be evaluated in accordance with provisions of the Board's policy on Evaluation of the Superintendent.

SOMERDALE PUBLIC SCHOOL DISTRICT
BOARD OF EDUCATION
JOB DESCRIPTION

TITLE: Principal

REPORTS TO: Superintendent

CERTIFICATIONS/
QUALIFICATIONS: As set by State Authorities

FUNCTION OF THE
POSITION: By use leadership, supervisory, and administrative skills, to manage assigned school so as to promote the total development of each student within the school environment.

RESPONSIBILITIES:

1. Assists in and supervises the school's educational program, and acts as Superintendent in the absence of same.
2. Assumes responsibility for the implementation and observance of all Board of Education policies, Superintendent's decisions and State Regulations. Informs the Superintendent of all issues pertinent to the operation of the school.
3. Assists the administration in the development, revisions, and evaluation of the curriculum and program offerings.
4. Assists in supervising all professional, paraprofessional, administrative, and non-professional personnel attached to the school in conjunction with appropriate central office personnel.
5. Assists in the recruiting, screening, hiring, training, assigning, and evaluation of school's professional staff.
6. Assumes responsibilities of developing the master school schedule.
7. Strives to maintain high standards of student conduct and enforces discipline as necessary (Including maintaining the lunchroom and supervising all cafeteria monitors, playground and evening activities).

8. Supervises and evaluates the school's extra-curricular program.
9. Assists in the in-service orientation and training of teachers, with special responsibility for staff administrative procedures and instruction.
10. Assists in the preparation of school administration reports for the district office.
11. Makes recommendations to the Superintendent concerning the school's administration and instruction.
12. Strives to develop a positive attitude within the school setting.
13. Responsible for all pupil accounting in respective areas concerning attendance, absences, class excuses and tardiness, and maintenance of records, local and state, involved in such accounting procedures.
14. Assists in the preparation of the school budget.
15. Supervises the maintenance of the accurate records on the progress and attendance of students.
16. Acts as liaison between the school and community.
17. Conducts meetings of the staff as necessary for the proper function of the school.
18. Assist in the coordination and development of all state and federal grants.
19. Implement and/or follow administration regulations and directives, Board Policy and State Law.
20. Strives to establish cooperative and positive relations with parents and students the educational, vocational, social and emotional, and personal needs by making his/her self available.
21. Cooperate with other staff members in educational matters.
22. Continue his/her own professional growth.
23. Helps in placement of substitutes and emergency redistribution of teachers.
24. Works cooperatively in the preparation and updating of the student and faculty handbooks.
25. Discusses job responsibilities with staff members; help with planning and organization of classroom structure and procedure.

26. Assists in training new staff members and scheduling of supplemental staff.
27. Follow through to make sure that staff members are working up to their full potential and carrying out their responsibilities as prescribed.
28. Remain informed as to workshops, meetings, and other professional growth activities for staff members to attend.
29. Works cooperatively in the scheduling of classes, teachers and extra-curricular activities.
30. Works with committees as assigned.
31. Provides parents with educational materials, literature and articles of interest.
32. Schedule and conduct parent meetings for parents and children in program. Remain informed as to supplemental services, workshops, and training programs for parents; provide them with information concerning these services.
33. Intervene to provide help with any difficulties arising among staff members.
34. Provides suitable instructions and regulations to govern the use and care of school properties.
35. Work with Students:
 - Assist students in evaluating their aptitudes and abilities through the interpretation of individual standardized test scores and other pertinent data.
 - Facilitate opportunities for pupil placement in appropriate educational and career-related environments.
36. Works well with other staff:
 - Works with teachers to improve the educational prospects of individual students being counseled.
 - Maintains and protects the confidentiality of student records.
 - Assists in upholding school rules, administrative regulations, and board policy.
 - Pursues continual professional improvement through workshops, seminars, literature, etc.

37. Regularly attends meetings in advisory and resource capacity.

38. Performs other duties as directed by the Superintendent.

TERMS OF EMPLOYMENT:

Twelve month position. Salary to be established by the Board of Education.

Performance of this job will be evaluated in accordance with provisions of the Board's policy on Evaluation of Certificated Personnel.

BOARD APPROVAL DATE:

I acknowledge that I have received a copy of this job description and that I am responsible for completing the performance responsibilities.

Employee's Signature

Date

TITLE: Vice-Principal

REPORTS TO: Superintendent of Schools

CERTIFICATIONS/
CLASSIFICATIONS: As set by State Authorities

FUNCTION OF THE POSITION:

By use leadership, supervisory, and administrative skills, to manage assigned school so as to promote the total development of each student within the school environment.

To help students overcome problems that impede learning and to assist them in making educational, occupational, and life plans that hold promise for their personal fulfillment as mature and responsible men and women

RESPONSIBILITIES:

1. Assists in and supervises the school's educational program, and acts as principal in the absence of same.
2. Assumes responsibility for the implementation and observance of all Board of Education policies, Superintendent's decisions and State Regulations. Informs the Superintendent of all issues pertinent to the operation of the school.
3. Assists the administration in the development, revisions, and evaluation of the curriculum.
4. Assists in supervising all professional, paraprofessional, administrative, and non-professional personnel attached to the school in conjunction with appropriate central office personnel.
5. Assists in the recruiting, screening, hiring, training, assigning, and evaluating of school's professional staff.
6. Assumes responsibilities of developing the school master schedule.

Job Description – Vice-Principal (con't)

7. Strives to maintain high standards of student conduct and enforces discipline as necessary. (Including maintaining the lunchroom and supervising all cafeteria monitors, playground and evening activities).
8. Supervises and evaluates the school's extra-curricular program.
9. Assists in the in-service orientation and training of teachers, with special responsibility for staff administrative procedures and instructions.
10. Assists in the preparation of school administration reports for the district office.
11. Makes recommendations to the Superintendent concerning the school's administration and instruction.
12. Strives to develop a positive attitude within the school setting.
13. Responsible for all pupil accounting in respective areas concerning attendance, absences, class excuses and tardiness, and maintenance of records, local and state, involved in such accounting procedures.
14. Assists in the preparation of the school budget.
15. Supervises the maintenance of the accurate records on the progress and attendance of students.
16. Acts as liaison between the school and the community.
17. Conducts meetings of the staff as necessary for the proper functioning of the school.
18. Implement and/or follow administration regulations and directives, Board Policy and State Law.
19. Strive to establish cooperative relations with parents and students which include such things as: being available to students and parents for education-related purposes outside the instructional day.
20. Cooperate with other staff members in educational matters.
21. Continued his/her own professional growth.

Job Description – Vice-Principal (con't)

22. Helps in placement of substitutes and emergency redistribution of teachers.
23. Works cooperatively in the preparation and updating of the student and faculty handbooks.
24. Discuss job responsibilities with staff members; help with planning and organization of classroom structure and procedures.
25. Assists in training new staff members and set up schedules of supplemental staff.
26. Follow through to make sure that staff members are working up to their full potential and carrying out their responsibilities as prescribed.
27. Remain informed as to workshops, meetings, and other professional growth activities for staff members to attend.
28. Works cooperatively in the scheduling of classes, teachers and extra-curricular activities.
29. Works with committees as assigned.
30. Provide parents with literature and discuss the specifics of their child entering the program.
31. Schedule and conduct parent meetings for parents and children in program. Remain informed as to supplemental services, workshops, and training programs for parents; provide them with information concerning these services.
32. Intervene to provide help with any difficulties arising among staff members.
33. Direct curriculum projects in areas of responsibility.
34. Engage in research related to curriculum development.
35. Regularly attends meetings in advisory and resource capacity.
36. Works with Parents and community:
 - Conducts conferences with parents, when it's necessary, to help them better understand and assist in the educational, vocational, and personal guidance of their children, and is available for conferences upon parental request.

Job Description – Vice-Principal (con't)

39. Performs other duties which may be within the scope of his/her employment and certification as may be assigned by the Superintendent/Principal.

TERMS OF EMPLOYMENT:

Twelve-month year. Salary and work year will be according to the current contract.


EVALUATION:

Performance of this job will be evaluated in accordance with provisions of the Board's policy on Evaluation of Professional Personnel.

Revised: 4/2022

MARCH 2022- HEALTH OFFICE REPORT	TOTALS
STUDENTS- SEEN	569
FACULTY- SEEN	5
STUDENTS SENT HOME:	13
STUDENTS EXCLUDED- Incomplete Immunizations () Medical/Public Health Issues (3)	3
STUDENTS ILLNESSES -GENERAL	42
STUDENTS ILLNESSES -COVID SYMPTOM ASSESSMENTS	13
STUDENTS INJURIES- Phys Ed (15), Recess/Playground (17), Classroom (9), Self-Inflicted (2)	52
STUDENTS INJURIES- Student Altercation (3), After-Sch Prog (), Sch Sports (1), Unspecified (4)	8
STUDENTS -OLD INJURIES- School Related (), Non-School Related (5)	5
STUDENT MEDICATION ADMINISTRATION- Daily (88), Asthma Inh (15), NEB (), Med Issues (4)	108
Emergency: Epi-pen(), Benadryl (),BS Testing (), Insulin Administration (), PRN (15)	15
STUDENT ADL ASSISTANCE:	
INCONTINENCE- Bladder (5) Bowel (1) Toileting Assistance ()	6
Ambulation Assist & Transfers with wheelchair , crutches etc.	0
STUDENT MISC ISSUES:	
UNIFORM ISSUES - R/T Incontinence- (5+) , R/T Spills/Tears- (4) , R/T Policy Infraction (1)	10
Hygiene Issues/Menstruation/Fem Hygiene Supplies/Glasses Repairs & other Misc. (10)	10
STUDENTS - BITES	
TYPE: Tick Removals (), Human (2), Dog/Cat (), Bedbugs (), , Mosq (), Spider () Bee (2)	4
STUDENTS - RASHES	
TYPE: Eczema (),Poison Ivy (), Tinea Capitis (), Tinea Corporis (), Contact Derm(), Hives (2)	2
STUDENTS - DENTAL ISSUES/DENTAL CARE	
Loose/Lost Tooth (15+) , Toothache (2) , Decay () Braces Discomfort () , New tooth eruption(1)	18+
Mouth Ulcers (), Dental Referrals (1) , Broken Tooth () , Oral Hygiene Counseling/Teaching ()	1
HEALTH CARE PLANS	
EMERGENCY HEALTH CARE PLANS DEVELOPED/REVIEWED	1
ASTHMA CARE PLANS & "GO Boxes" CREATED FOR STUDENTS WITH ASTHMA	1
HEALTH RECORDS CREATED-REVIEWED FOR REGISTRATION/IMMUNIZATION COMPLIANCE	
PRE-K Students for Flu Vaccine Requirement	0
KINDERGARTEN Students for DTP/IPV & MMR Requirements	0
6TH GRADE Students for Tdap & Menactra Requirements	0
New Registration Health Records	0
New Student/Staff PPD STATUS and /or contact w HCP/Camden Cty Chest Clinic as needed	0
READ/Documented/Faxed Results for PPD placed by other Agencies	0
UTILIZATION OF NJIIS FOR IMMUNIZATION SURVEILLANCE	13+
COVID SURVEILLANCE -STAFF	
STAFF QUARANTINES : POSITIVE COVID (8) CLOSE CONTACT EXPOSURE (7) POST TRAVEL ()	1
STAFF: POSITIVE TESTS (8) , NEGATIVE TESTS (7) , SYMPTOMATIC (8)	1
COVID SURVEILLANCE-STUDENT	
STUDENT QUARANTINES: POSITIVE COVID (8) SCH CLOSE CONTACT EXP (3) , POST TRAVEL ()	2
STUDENT: POSITIVE TESTS (8) , NEGATIVE TESTS (15) , PENDING RESULTS (8) SYMPTOMATIC (44)	11
COVID SURVEILLANCE- STUDENT FAMILIES	
FIRST DEGREE OF SEPARATION CASES- STUDENT'S FAMILY MEMBERS POSTIVE	1
SECOND DEGREE OF SEPARATION CASES - STUDENT'S FAMILY	0
CCHD CONTACT: FOR GUIDANCE	1
CCHD LINK : SCHOOL CONTACT TRACING ONLINE SURVEYS COMPLETED (19)	2

continued on page 2

SCREENINGS	
Pediculosis	0
Visual Acuity	2
Hearing	5
Height/Weight	78
Scoliosis	82
Blood Pressure- Students (), Staff (3+)	84
REFERRAL SCREENING FORMS COMPLETED: CST (4), I& RS (3), 504 PLANS ()	7
COMMITTEE MEETINGS ATTENDED: CST (), I&RS (), 504 PLAN () SCHOOL SAFETY ()	0
ATHLETICS	
ATHLETIC PHYSICALS RECEIVED/REVIEWED/SCANNED	10
TRIPS TO/FROM SCHOOL PHYSICALS FOR ATHLETIC PHYSICAL REVIEW/APPROVALS	3
Cooper Ped Physician on SPS Campus/Performed Athletic Phys w Parent Consent	0
INCIDENT REPORTS: Student (1), Post Restraint Assess.(), Employee (), Non-Employee (2)	2
CORRESPONDANCE/COUNSELING/CONFERENCES:	
HEALTH OFFICE: Power Announcements, () PTA FB Uploads (), Website Uploads ()	0
PARENT CONTACT & CONFERENCE VIA PHONE/EMAIL/TEXT/NURSE'S OFFICE VISIT RPTS	88+
PARENT FORMS/LTRS -Vision Ref (),Hearing Ref (),Scoliosis Ref(1), COVID Guideline/Testi Site Flyers()	1
STUDENT CONFERENCES/COUNSELING/TEACHING	3
CONTACT W OTHER SCHOOLS RE RECORDS/MEDICAL INFO	2
TRANSFER RECORDS SCANNED & MAILED TO OTHER SCHOOLS	1
CONTACT OUTSIDE AGENCIES: DCP (1), CCHD (21), NJDOH (3), NJDHHS (), NJSSA Forms()	1
REFERRALS TO: Supt/VPPrincipal (2), Guidance (1), Sch Psychologist () Soc Wkr (), HCP ()	3
MEETINGS/INSERVICES/OTHER:	
3/30/22 NJDOH Your Questions Answered: COVID-19 and K-12 Schools WEBINAR 1.5 HRS	
3/31/22 CDS-TICK-BORNE DISEASES:WHAT NJ PUBLIC HEALTH PROFESSIONALS NEED TO KNOW-WEBINAR- 1.5HRS	
RESPECTFULLY SUBMITTED:	
	
MARY E . DOW, BSN RN CSN	DATE: 4/29/22