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# SUMMIT BOARD OF EDUCATION

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## MISSION STATEMENT

*The Summit Board of Education operates with the commitment to excellence and the expectation that each student will strive to excel beyond the NJ Core Curriculum Standards, which set forth a minimum level of achievement for all students at all grade levels. The Summit Public Schools, in partnership with the community, will support and sustain an excellent system of learning that engages all students in compelling work; educates them to their highest intellectual, creative, and individual potential; promotes pride in diversity; and results in responsible and productive citizens of the highest integrity and quality.*

## MEETING AGENDA

**Thursday, February 13, 2020 – 7:00 PM**  
**Summit High School Library/Media Center**

### I. Call to Order and Flag Salute

### II. Open Public Meetings Act, Chapter 231, P.L. 1975 Announcement Board Secretary

In accordance with the requirements of the Open Public Meetings Act, I wish to announce that:

“The New Jersey Open Public Meeting Law was enacted to ensure the right of the public to have advance notice of and to attend the meeting of bodies at which any business affecting their interests is discussed or acted upon. Notices announcing the date, time and place for this Meeting were sent to all concerned individuals, associations and sent to Union County Local Source in accordance with Chapter 231, P.L. 1975.”

### III. Roll Call

Board Members	Present	Absent
Ms. Vanessa Primack, President		
Ms. Donna Miller, Vice President		
Mr. Chris Bonner		
Mr. Michael Colón		
Ms. Debra McCann		
Mr. Josh Weinreich		
Dr. Peggy Wong		

Others Present:

Mr. June Chang, Superintendent of Schools

Mr. Robert Gardella, Director of Human Resources

Ms. Doreen Babis, Director of Special Services

Mr. Louis J. Pepe, RSBA, SFO, Asst. Superintendent/BS

Ms. Tanya Lopez, Asst. Director of Education

Ms. Kathy Sarno, CPA, Asst. Business Administrator

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**March Meetings**

**Special Budget Meeting**

**Thursday, March 5, 2020 - 7:00 PM**

**Summit H.S. Library/Media Center**

**Regular Meeting**

**Thursday, March 12, 2020 - 7:00 PM**

**Summit H.S. Library/Media Center**

**Budget Hearing Meeting**

**Monday, March 30, 2020 - 6:30 PM**

**City Hall Council Chambers**

www.summit.k12.nj.us

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**IV. Presentations and Discussions (7:00 - 7:30)**

1. Harassment, Intimidation and Bullying/Student Safety Data System Presentation - June Chang & Laura Kaplan
2. Special Education Strategic Vision - Doreen Babis  
Rutgers University Behavioral Health Care's School Based Programs -  
Sonia Rodrigues, Program Director

**V. President's Announcements (7:30- 7:40)**

**VI. Superintendent's Report (7:40 - 7:50)**

- Update on the 2020-2021 Budget - Louis Pepe

A. Approval to affirm the Superintendent's decision following receipt of reports of Harassment, Intimidation and Bullying:

11/18/2019 - 137  
10/31/2019 - 138  
12/11/2019 - 139  
09/24/2019 -140  
11/21/2019 - 141

B. Approval to review the following reports of Harassment, Intimidation and Bullying:  
01/22/2020 - 142

C. Suspensions

Summit High School

<u>Date</u>	<u>State ID#</u>	<u>Days Suspended</u>
01/24/2020	2013523421	2
01/24/2020	8156984160	3

Lawton C. Johnson Summit Middle School

<u>Date</u>	<u>State ID#</u>	<u>Days Suspended</u>
01/03/2020	3771230740	1
01/17/2020	8599603523	1
01/17/2020	2706140395	1
01/21/2020	9481639707	1
01/22/2020	9517284736	1
01/24/2020	2230833034	1

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_

CB            MC            DMc            DM            JW            PW            VP

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**VII. Committee Reports (7:50 – 8:20)**

- A. Education Committee
- B. Operations Committee
- C. Policy Committee
- D. Communications Committee
- E. Negotiations Committee
- F. Liaison Reports
- G. Search Planning Committee

**VIII. Public Comment (8:20 – 8:50)**

- A. Public Comment on Items on the Agenda
- B. Public Comment on Items not on the Agenda

**REMAINDER OF MEETING (8:50 – 9:30)**

**IX. Approval of Board Minutes**

- A. Approval of the minutes of the following meetings:
  - 1. January 16, 2020                      Regular Meeting & Executive Session

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_  
CB                      MC                      DMc                      DM                      JW                      PW                      VP

**X. School Board Operation**

- A. Approval of travel for staff members (as per attached)
- B. Approval of the following committee for the purpose of planning the superintendent search:
  - Vanessa Primack, Board President
  - Donna Miller, Board Vice President
  - Chris Bonner, Operations Committee Chair
  - Michael Colón, Alternate
- C. Approval of Proposal from Hazard, Young, Attea and Associates (HYA), 1475 E. Woodfield Road, 14th Floor, Schaumburg, IL 60173 for the purpose of conducting a national search for the position of Superintendent of Schools for the Summit Public Schools in the amount of \$19,500 in accordance with the fee schedule provided in the

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agreement, along with related expenses and ancillary charges, as needed, in accordance with the agreement

- D. Approval for the purpose of recognizing liability coverage for a board-sponsored activity or event for any organization affiliated with and supporting the schools that is recognized by the Board of Education, at the discretion and approval of the Superintendent of Schools and School Business Administrator. Furthermore, the officers and members of the organization, but only with respect to their liability for activities they perform on behalf of the designated organization, are hereby covered under the district's insurance, subject to the policy terms and conditions; however, this insurance is excess over any other insurance, whether primary, excess or any other basis
- E. Approval of the following Gottesman Family Foundation Parenting Institute expenditures:
1. The Latino Family Literacy Program reimbursement to Vincent Gallo of Pomptonian for JPC Food Service reimbursement from 12/14/19 in the amount of \$132.00
  2. The Latino Family Literacy Program JPC supplies reimbursement for September to December expenses from Megan Calkins in the amount of \$122.31
  3. Summit Board of Education reimbursement for Pomptonian charges for Latino Literacy Celebrations at the Jefferson Elementary and Jefferson Primary Center on 12/14/19 and 12/20/19/19 totaling \$790.00
  4. The Latino Family Literacy Program JES/JPC supplies reimbursement for September to December expenses from Patricia Fontan in the amount of \$289.29
- F. Approval of the **additional** Nonpublic School Technology Initiative Program Agreements for the participating schools located within this district as follows:
- |                          |   |
|--------------------------|---|
| Oratory Prep             | \$12,859.20 ( <i>approved 9/10/19</i> ) |
| <b>Kent Place School</b> | <b>\$21,375.00</b>                      |
- G. Approval of Quote #Q710410253 dated 11/19/19 from Troxell Communications, Inc., 1358 Hooper Avenue, Suite 6, Toms River, NJ 08753 for Juno Classroom equipment for Brayton School at a cost of \$8,631.18 as per NJ START State Contract T0114 - Library & School Supplies (SEF Grant F19138)
- H. Approval of Quote #10124 dated 9/9/19 from Smith System % Lee Distributors, P.O. Box 860415, Plano, TX 75086 for furniture for Brayton School Learning Workshop at a cost of \$18,963.80 as per ESCNJ Bid #17/18-16 7/2/2017-7/1/2020 (SEF Grant F19127)

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- I. Approval of Invoice #040119-01 from College of Saint Elizabeth Center for Human and Social Development, 2 Convent Road, Morristown, NJ 07960 for School Culture and Climate Initiative Work (Year 2) at a cost of \$11,500 (SEF Grant F18218)
- J. Approval of Quote Q710410232 dated 10/7/19 from Troxell Communications, Inc., 4675 East Cotton Center Blvd, Suite 155, Phoenix, AZ 85040 for Juno Classroom equipment for Jefferson School at a cost of \$11,508.24 as per NJ START State Contract T0114 - Library & School Supplies (SEF Grant F19139)
- K. Approval of Order #VT20-5011 from FrontRow Calypso LLC, 1690 Corporate Circle, Petaluma, CA 94944 for vocal classroom microphones for Jefferson School at a cost of \$9,299.98 (SEF Grant F19003)
- L. Approval to operate an academic summer school during summer 2020
- M. Approval to operate an enrichment summer school (FLASH) during summer 2020
- N. Approval of Direct Install Program Participation Agreements with Willdan Energy Solutions, 3910 Park Avenue, Suite 5, Edison, NJ 08820, approved contractor for the New Jersey Office of Clean Energy Direct Install Program, for the following schools as follows:

School	Project Cost	NJ Clean Energy Incentive	Incentive %	District Cost	Non DI Costs	Total Cost	Projected Energy Savings	Payback Period
Brayton	\$74,168.46	\$58,102.46	78%	\$16,066.00	\$3,180	\$19,246.00	\$15,152.46	13 Mos.
Franklin	\$67,426.26	\$53,941.01	80%	\$13,485.25	\$7,290	\$20,775.25	\$15,855.96	18 Mos.
Jefferson	\$97,010.32	\$77,608.26	80%	\$19,402.06	\$3,300	\$22,702.06	\$18,415.20	13 Mos.
Lincoln-Hubbard	\$64,147.82	\$43,549.61	68%	\$20,598.21	\$9,900	\$30,498.21	\$ 7,026.24	48 Mos.
Washington	\$65,115.29	\$52,092.23	80%	\$13,023.06	\$2,256	\$15,279.06	\$14,135.35	13 Mos.
Wilson	\$72,996.87	\$48,955.96	67%	\$24,040.91	\$13,170	\$37,210.91	\$11,343.46	26 Mos.
<b>TOTALS</b>	<b>\$440,865.02</b>	<b>\$334,249.53</b>	<b>76%</b>	<b>\$106,615.49</b>	<b>\$39,096</b>	<b>\$145,711.49</b>	<b>\$66,776.21</b>	<b>22 Mos.</b>

However, this project will be part of the 2020-2021 budget, and funding for local share in the amount of \$145,711.49 will come from withdrawal of maintenance reserve and is contingent upon final approval by the Board of School Estimate on March 30, 2020

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- O. Approval to award the Summit H.S. School Roof Replacement to Integrity Roofing, Inc., 1385 Witherspoon Street, Rahway, NJ 07065 in the total amount of \$1,345,340, including \$40,000 contingency, without any alternate deducts.

Funding for the project will be part of the 2020-2021 budget including withdrawal of capital reserve in the amount of \$1.4 million, including \$44,000 for architectural services, and this award is contingent upon final approval of the budget by the Board of School Estimate on March 30, 2020.

Note: Contracts will not be signed until board approved.

- P. Approval to establish a new bank account with Investors Bank for a FLASH account in conjunction with the transition of registration systems, with the following signatories:  
Board Secretary/Assistant Business Administrator
- Q. Approval of a donation from the Summit Basketball Club in the amount of \$16,802 to fund the boys' & girls' basketball grant positions for the 2019-2020 season
- R. Approval of Summer Program Tuition Contract Agreement with Limitless, 30 Righter Avenue, Denville, NJ 07834 for student #3552153376 to attend ESY 2020 at a cost of \$7,945
- S. Approval of an out-of-state field trip for 23 students and 2 chaperones from Summit High School, Advanced Photo Class, to Manhattan 157th Street Galleries, New York, NY, on April 2, 2020, to view art and photography with a focus on photo history. The day will culminate at the Phillips Auction House for live auction of historical photography.
- T. Approval to auction the following vehicles through GovDeals online liquidating service:

1. 1999 GMC 16-Passenger Bus – VIN: 1GDHG 35R7X 1118571
2. 2008 Ford Explorer – VIN: 1FMEU 73E78 UA827 86

Note: Vehicles will be taken off fixed asset report upon sale

- U. Approval of Quote #JH14 988265.01 from Howard Industries, P.O. Box 1588, Laurel, MS 39441-1588 for technology equipment at a cost of \$15,991.92  
Additional quotes received from:  
CDI Technologies, Markham, ON  
Camcor, Inc., Burlington, NC  
GovConnection, Inc., Merrimack, NH

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- V. Approval of Quote #17855 from PC Parts Plus LLC, P.O. Box 721, Lakeland, MN 55043 for Chromebook parts at a cost of \$11,347.15

Additional quotes received from:

- Chromebook Parts.com, St. Paul, MN
- Mobile Defenders, Kentwood, MI
- Trinity3 Technology, St. Paul, MN

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_  
CB            MC            DMc            DM            JW            PW            VP

**XI. Personnel**

- A. Approval to appoint the following new staff, pending criminal history review, background checks as required by law, and ability to obtain appropriate NJ certification:
1. Giang Nee, Family and Consumer Science Teacher, Summit High School, MA+30, Step-1, \$62,720 (prorated), plus 2 Masters \$850, (prorated), effective February 7, 2020, for the 2019-2020 school year
  2. D’Anna Barbaro, Long-Term Social Worker Substitute, District, \$225/day, with 2 overlap days at \$100/day, effective March 9, 2020, for the 2019-2020 school year
  3. Morgan Mohlmann, Special Education Teacher, Summit High School, MA-Step-1, \$61,489 (prorated), effective February 14, 2020, for the 2019-2020 school year
- B. Approval to appoint the following substitute teachers, pending criminal history review, background checks as required by law, and ability to obtain NJ substitute teacher credentials:
1. Matthew DeFonzo, \$100/day, effective February 14, 2020
  2. Caitlin Stabler, (.5) \$50/day, effective September 10, 2019
- C. Approval of the following Changes of Assignment:
1. Caitlin Stabler, from Part-Time Inclusion Aide, Brayton Elementary School, to Full-Time Instructional Aide, Brayton Elementary School, Aide-Step-1, \$34,907 (prorated), effective February 28, 2020, for the 2019-2020 school year
- D. Approval to appoint the following support staff, pending criminal history review and background checks as required by law:
1. Jimmy Torres Iparraguirre, Custodian, Jefferson Primary Center and Jefferson Elementary School, Custodian, Step-4, \$38,153 (prorated), effective February 24, 2020, for the 2019-2020 school year
  2. Edward Mitchko, Security Guard, Lawton C. Johnson Summit Middle School, \$40,000 (prorated) effective February 24, 2020, for the 2019-2020 school year
  3. John Reinhardt, Long-Term Inclusion Aide Substitute, Lawton C. Johnson Summit

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Middle School, Aide-Step-1, \$189.71/day, effective January 23, 2020 through approximately, March 31, 2020

4. Ingrid Alt, Inclusion Aide, Franklin Elementary School, Aide-Step-1, \$34,907 (prorated), effective February 19, 2020, for the 2019-2020 school year (adjusted from the January 16, 2020 Agenda)
- E. Approval to appoint the following support staff substitutes, pending criminal history review and background checks as required by law:
1. Eileen Scanlan, Clerical Substitute, \$15/hour, effective November 26, 2019
- F. Approval to accept the resignation of the following staff:
1. Peter Ilaria, Security Guard, Lawton C. Johnson Summit Middle School, effective January 31, 2020
  2. Michele Brill, Special Education Teacher, Washington Elementary School, effective June 30, 2020
  3. Angelica Figueroa, Custodian, Jefferson Elementary School, effective February 21, 2020
  4. Leanne Ivory, School Nurse, Brayton Elementary School, effective March 27, 2020, or sooner if a replacement is found
  5. Marissa Reynolds, Inclusion Aide, Brayton Elementary School, effective February 27, 2020
- G. Approval to accept the resignation for the purpose of retirement of the following staff:
1. Patricia Walsh, Transition Coordinator, Summit High School, effective July 1, 2020
- H. Approval of maternity/family leave for the following staff:
1. Samantha Johnson, Inclusion Aide, Lawton C. Johnson Summit Middle School, unpaid FMLA, effective January 31, 2020 through approximately, March 31, 2020
  2. Patricia D'Agostino, Inclusion Aide, Wilson Primary Center, unpaid FMLA, effective January 2, 2020 through approximately, March 31, 2020
  3. Laura Blum, Behaviorist, Special Services, paid leave, effective October 25, 2019 through January 14, 2020, and unpaid leave, effective January 15, 2020 through April 19, 2020, and unpaid child care leave, effective April 20, 2020 through August 26, 2020 (revised from the September 10, 2019 Agenda)
  4. Michele Mansfield, Science Teacher, Summit High School, paid leave, effective May 1, 2020 through June 16, 2020, and unpaid leave, effective August 27, 2020 through November 1, 2020
  5. Kate Harvey, Behaviorist, Jefferson and Washington Elementary Schools, paid leave, effective June 15, 2020 through June 16, 2020, and unpaid leave, effective August 27, 2020 through November 24, 2020
  6. Tanya Batorsky, Inclusion Aide, Washington Elementary School, unpaid leave, effective April 27, 2020 through May 5, 2020, and paid leave, effective May 6, 2020



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through June 3(.5), 2020, and unpaid leave, effective June 3(.5), 2020 through November 10, 2020

7. Lara Donohue, Grade 4 Teacher, Washington Elementary School, paid leave, effective May 4, 2020 through June 16, 2020, and unpaid leave, effective, August 27, 2020 through November 24, 2020, unpaid child-care leave, effective November 25, 2020 through January 3, 2021
  
- I. Approval to extend Carolyn Mozes as the Long-Term Art Teacher Substitute, Summit High School, \$225/day, effective September 6, 2019 through February 25, 2020, with one overlap day on February 26, 2020 at \$100/day (revised from the June 13, 2019 Agenda)
  
- J. Approval of Julia Jo to support a student, as an Aide, during an afterschool activity one time a week for 60 minutes/session at an hourly rate of \$26.69, effective January 31, 2020, through the end of the 2019-2020 school year (funded by IDEA)
  
- K. Approval to rescind the offer of employment to David Connolly, Playground Aide, Brayton Elementary School (from the January 16, 2020 Agenda)
  
- L. Approval of the following staff members from Lawton C. Johnson Summit Middle School, for the S-Cubed program at \$48/hour, up to 75 hours:
  1. Tonyamarie Ramsay
  2. Megan Kaczka
  3. Ben Carapezza
  4. Jenna Colineri
  
- M. Approval to extend Brooke Trayer as the Leave Replacement Behaviorist, District, MA-Step-1, \$61,489 (prorated) effective December 9, 2019 for the 2019-2020 school year (adjusted from the October 17, 2019 Agenda)

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_  
CB            MC            DMc            DM            JW            PW            VP

**XII. Policies**

First Reading

P 5350 - Student Suicide Prevention (Revised)

P 5350A - Student Risk Assessment (New)

Second Reading

P 1642 - Earned Sick Leave Law (M) New

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Motion by \_\_\_\_\_, seconded by \_\_\_\_\_  
CB            MC            DMc            DM            JW            PW            VP

**XIII. Finance**

Upon the recommendation of the Business Administrator to the Superintendent:

A. Approval of the February Bills List as listed below:

1. Regular Bills	Fund 10	\$ 827,163.16
2. Special Revenue	Fund 20	\$ 83,521.74
3. Capital Projects	Fund 30	\$ - 0 -
4. Enterprise Fund	Fund 60	\$ - 0 -
Sub Total All Funds		\$ 910,684.90
5. Food Service	Fund 61	\$ 196,235.07
Total All Bills		\$1,106,919.97

B. Approval of the monthly payroll for January 2020 - \$5,038,695.00

C. Approval of budget adjustments and line item transfers for December 2019

D. Approval of Secretary and Treasurer's Report for December 2019

E. Monthly Budgetary Line Item Status Certification:

Resolved, that the Board Secretary for the Summit Board of Education certifies that pursuant to NJAC 6A:23A-16.10 (c) 3, as of December 2019 that no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of NJAC 6A:23A-16.10(a); and

Further Be It Resolved, that the Summit Board of Education certifies that pursuant to NJAC 6A:23A-16.10(c) 4 that after review of the board secretary's and treasurer's monthly financial reports and the advice of district officials, we have no reason to doubt that no major account or fund has been over-expended in violation of NJAC 6A:23A-16.10 (b).

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_  
CB            MC            DMc            DM            JW            PW            VP

**XIV. Closed Session**

**SUMMIT BOARD OF EDUCATION MEETING AGENDA**  
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The Summit Board of Education may hold an Executive Session to discuss appropriate matters. Closed session minutes will be reviewed periodically to determine the appropriateness of their release. There may or may not be action taken as a result of this session.

1. Personnel - Mid-year Review of Non-Tenured
2. Personnel - Superintendent Search

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, and carried to move to Executive Session at \_\_\_\_\_ PM.

Roll Call

CB            MC            DMc            DM            JW            PW            VP

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, and carried to reconvene to public session at \_\_\_\_\_ PM.

Roll Call

CB            MC            DMc            DM            JW            PW            VP

**XV. Adjourn**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, and carried to adjourn the meeting at \_\_\_\_\_ PM.

Roll Call

CB            MC            DMc            DM            JW            PW            VP

# SUMMIT PUBLIC SCHOOLS

14 Beekman Terrace, Summit, NJ 07901

## Summit Board of Education Approval of Travel and Related Expense Reimbursement Form

Board of Education Meeting Date: 13-Feb-20

NOTES:

- All reimbursable expenses listed below are in compliance with NJOMB Circular letter 06-02 or OMB Circular A-87 unless noted otherwise.
- Any "Other Expenses" listed under reimbursable Expenses below will be explained under "Explanation".

### Types of Travel

- 1 Staff Training & Seminar
- 2 Conventions/Conference
- 3 Regular District Business
- 4 Retreat

### Code

- 1
- 2
- 3
- 4

Staff	Type of Travel	Location of Travel	Occurrences	Grant Funded	Date(s) of Travel	Travel / Mileage	Parking	Tolls	Lodging Nights	Lodging Costs	Meal Exp.	Other Exp.
J. Cordero	2	Orlando, FL	5		6/27/20 - 7/1/20	300.00			4	900.00	297.00	595.00
J. Tierney	2	Orlando, FL	5		6/27/20 - 7/1/20	300.00			4	900.00	297.00	595.00
L. Banker	2	Orlando, FL	5		6/27/20 - 7/1/20	300.00			4	900.00	297.00	595.00
S. Grimaldi	2	Orlando, FL	5		6/27/20 - 7/1/20	300.00			4	900.00	297.00	595.00
C. Levy	3	Bethlehem, PA	3	SEF	3/30/20 - 4/1/20	46.90			2	250.00	114.00	75.00
L. Pepe	3	Washington, DC	2		2/17/20 - 2/18/20	163.80			1	173.63		150.00
L. Kaplan	1	New Providence, NJ	1		2/26/2020							279.00
B. Moore	1	West Orange, NJ	1		3/2/2020							279.00
T. Bennett	1	West Orange, NJ	1		3/2/2020							279.00
A. Bocchino	2	Atlantic City, NJ	3		2/20/20 - 2/22/20	91.00					22.00	170.00
A. Ventoso	1	New Providence, NJ	1		1/30/2020							150.00
J. Ciferri	1	Monticello, NJ	1		2/10/2020	28.00						249.99
M. Gavarny	1	Parsippany, NJ	1		3/18/2020							185.00
A. Ventoso	2	Iselin, NJ	1		3/22/2020							479.00
J. Arturi	1	New Brunswick, NJ	2		3/23/20 & 3/24/20	30.52						165.00
J. Arturi	1	New Brunswick, NJ	1		2/5/2020	15.26						125.00
D. Healy	1	Robbinsville, NJ	1		2/28/2020	40.32					7.00	200.00
M. Braver	1	Ramsey, NJ	1		2/29/2020							125.00
N. Stiermer	1	Robbinsville, NJ	1		2/28/2020	40.32						325.00
S. Hicks	2	Atlantic City, NJ	2		2/27/20 - 2/28/20	100.80			1	109.80	7.00	1,675.00
S. Vincente	3	Madrid, Spain	6		7/19/20 - 7/24/20	145.30			4	511.00	581.00	

\* Or as determined in accordance with board of education travel policy.