

# **North Hunterdon-Voorhees Regional High School District**

1445 State Route 31, Annandale, NJ 08801

## **Travel Expenditure Resolution**

09/19/2017

- WHEREAS, The North Hunterdon-Voorhees Regional High School Board of Education is required pursuant to N.J.S.A. 18A:11-12 to adopt policy and approve travel expenditures by district employees and Board members using local, State or Federal funds to ensure that travel is educationally necessary and fiscally prudent; and
- WHEREAS, The Board of Education has determined that the training and informational programs listed on the attached sheet(s) for Board members are directly related to and within the scope of Board members' duties; and
- WHEREAS, The Board of Education has determined that the training and informational programs listed on the attached sheet(s) for district employees are directly related to and within the scope of the listed employee's current responsibilities and the Board's professional development plan; and
- WHEREAS, The Board of Education has determined that participation in the training and informational programs listed on the attached sheet(s) requires school district travel expenditures and that this travel is critical to the instructional needs of the district and/or further the efficient operation of the district; and
- WHEREAS, The Board of Education has determined that the school district travel expenditures to the training and informational programs listed on the attached sheet(s) are in compliance with State travel guidelines as established by the Department of the Treasury and within the guidelines established by the Federal Office of Management and Budget; except as superseded by conflicting provision of Title 18A of the New Jersey Statutes; and
- WHEREAS, The Board of Education finds that a mileage reimbursement rate equal to that of the current Federal Internal Revenue Service mileage reimbursement rate at the time of the travel event is a reasonable rate; and
- WHEREAS, The Board of Education finds had determined that participation in the training and informational programs listed on the attached sheet(s) are in compliance with the district policy on travel; therefore be it
- RESOLVED, That the Board of Education hereby approves the attendance of the listed School Board Members and district employees at the training and informational programs listed on the attached sheet(s); and the cost of attendance including all registration fees, and statutorial authorized travel expenditures, provided that such expenditures are within the annual maximum travel expenditure amount; and, be it further
- RESOLVED, That the North Hunterdon-Voorhees Regional High School Board of Education authorizes attendance at the training and informational programs listed on the attached sheets.

North Hunterdon-Voorhees Regional High School District

## Travel Request Approval Worksheet - Employees

TR No	Name/School/Department	Event and Location	Starting Date	Ending Date	Estimated Cost	Board Approval
18 - 0034	Simpson, John V - Administration	NJ Leadership Academy Monroe, NJ	12/6/2017	12/6/2017	\$0.00	
18 - 0040	Bender, Jeffrey DW - Administration	Board Relations: Protocol & Boundaries Monroe Twp, NJ	9/20/2017	9/20/2017	\$0.00	
18 - 0045	Bergacs, Richard DW - Administration	Board Relations: Protocol & Boundaries Monroe Twp, NJ	9/20/2017	9/20/2017	\$28.00	
18 - 0055	Nemeth, Elizabeth V - Guidance	SCTP - Kick off Workshop-Rutgers Edison, NJ	9/20/2017	9/20/2017	\$0.00	
18 - 0056	Simpson, John V - Administration	SCTP - Kick off Workshop-Rutgers Edison, NJ	9/20/2017	9/20/2017	\$26.00	
18 - 0054	Kerr, Melanie V - Science	SCTP Kick-off Workshop-Rutgers Edison, NJ	9/20/2017	9/20/2017	\$26.00	
18 - 0058	Komoroski, Jennifer V - Child Study Team	SCTP-Kick off Workshop-Rutgers Edison, NJ	9/20/2017	9/20/2017	\$26.00	
18 - 0059	Allora, Jessica N - Child Study Team	SCTP-Kick off Workshop-Rutgers Edison, NJ	9/20/2017	9/20/2017	\$0.00	
18 - 0060	Kraatz, Tara N - Guidance	SCTP-Kick off Workshop-Rutgers Edison, NJ	9/20/2017	9/20/2017	\$0.00	
18 - 0061	Krehely, Michelle N - Special Education	SCTP-Kick off Workshop-Rutgers Edison, NJ	9/20/2017	9/20/2017	\$0.00	
18 - 0062	Schumann, Chris N - Administration	SCTP-Kick off Workshop-Rutgers Edison, NJ	9/20/2017	9/20/2017	\$0.00	

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TR No	Name/School/Department	Event and Location	Starting Date	Ending Date	Estimated Cost	Board Approval
18 - 0027	Smagala, Maren DW - Administration	School Websites and ADA Compliance Clark, NJ	10/4/2017	10/4/2017	\$24.00	
18 - 0051	Reichard, Sarah V - Science	Area Conference "Making Science Accessible: Full Steam Ahead" Baltimore, MD	10/5/2017	10/7/2017	\$185.00	
18 - 0050	Robaey, Bill N - Gifted & Talented	HESAA Training Institute for School Counselors Sussex County Co	10/6/2017	10/6/2017	\$27.00	
18 - 0066	Bergacs, Richard DW - Administration	Affirmative Action Officer Certificate Program Monroe Twp, NJ	10/10/2017	4/26/2017	\$501.00	
18 - 0028	LaMonte, Lynn DW - Board/Business	New Title I Requirements Mt. Laurel, NJ	10/10/2017	10/10/2017	\$130.00	
18 - 0029	Hammerstone, Susan V - Administration	Youth Awareness Training Morris County Publi	10/10/2017	10/10/2017	\$16.00	
18 - 0064	Deutsch, John N - Athletics	48th National Athletic Directors Conference-Awards Ceremony Phoenix, AZ	10/11/2017	12/13/2017	\$753.00	
18 - 0065	DiSalvio, Jean V - Guidance	HESAA Secondary School Counselor Training Rider University La	10/16/2017	10/16/2017	\$23.00	
18 - 0063	Steele, Kelli N - Guidance	College Counselor Breakfast Flemington, NJ	10/24/2017	10/24/2017	\$0.00	
18 - 0039	Manz, Kathleen V - Social Studies	Mock Trial Workshop New Brunswick, NJ	10/26/2017	10/26/2017	\$135.00	
18 - 0057	Carter, Kathleen N - Math	Assoc. of Math Teachers Conference East Windsor, NJ	10/27/2017	10/27/2017	\$31.00	

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18 - 0030	Maslonka, Chris V -Administration	NJ Leadership Academy Monroe, NJ	11/6/2017	11/6/2017	\$0.00	
18 - 0033	Simpson, John V -Administration	NJ Leadership Academy Monroe, NJ	11/6/2017	11/6/2017	\$31.00	
18 - 0036	Kieffer, Kelly V -Administration	NJ Leadership Academy Monroe, NJ	11/6/2017	11/6/2017	\$0.00	
18 - 0052	Hickson, Martha N - Library/Media Center	What's New in Young Adult Literature Bethlehem, PA	11/13/2017	11/13/2017	\$275.00	
18 - 0067	Trontis, Kathleen DW - Administration	Communicating with Tact, Diplomacy and Professionalism Allentown, PA	11/14/2017	11/15/2017	\$337.00	
18 - 0053	Hickson, Martha N - Library/Media Center	NJASL 2017 Fall Conference Long Branch, NJ	11/16/2017	11/17/2017	\$360.00	
18 - 0031	Maslonka, Chris V -Administration	NJ Leadership Academy Monroe, NJ	12/6/2017	12/6/2017	\$0.00	
18 - 0037	Kieffer, Kelly V -Administration	NJ Leadership Academy Monroe, NJ	12/6/2017	12/6/2017	\$31.00	
18 - 0026	Smagala, Maren DW - Administration	Social Media - First Amendment Rights and Public Records Pennington, NJ	12/7/2017	12/7/2017	\$14.00	
18 - 0041	Bender, Jeffrey DW - Administration	How Reflective Leaders Take Action - Making a District-Wide Impact Monroe Twp, NJ	12/13/2017	12/13/2017	\$0.00	
18 - 0046	Bergacs, Richard DW - Administration	How Reflective Leaders Take Action - Making a District-Wide Impact Monroe Twp, NJ	12/13/2017	12/13/2017	\$28.00	

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# *Travel Request Approval Worksheet - Employees*

TR No	Name/School/Department	Event and Location	Starting Date	Ending Date	Estimated Cost	Board Approval
18 - 0042	Bender, Jeffrey DW - Administration	ADA Compliance of District Website Monroe Twp, NJ	1/17/2018	1/17/2018	\$0.00	
18 - 0047	Bergacs, Richard DW - Administration	ADA Compliance of District Website Monroe Twp, NJ	1/17/2018	1/17/2018	\$28.00	
18 - 0032	Maslonka, Chris V -Administration	NJ Leadership Academy Monroe, NJ	1/29/2018	1/29/2018	\$31.00	
18 - 0035	Simpson, John V -Administration	NJ Leadership Academy Monroe, NJ	1/29/2018	1/29/2018	\$0.00	
18 - 0038	Kieffer, Kelly V -Administration	NJ Leadership Academy Monroe, NJ	1/29/2018	1/29/2018	\$0.00	
18 - 0043	Bender, Jeffrey DW - Administration	Special Education - Current Issues Monroe Twp, NJ	2/27/2018	2/27/2018	\$0.00	
18 - 0048	Bergacs, Richard DW - Administration	Special Education - Current Issues Monroe Twp, NJ	2/27/2018	2/27/2018	\$28.00	
18 - 0025	Smagala, Maren DW - Administration	Strengthen Your Community Engagement Plan Clark, NJ	3/7/2018	3/7/2018	\$24.00	
18 - 0049	Bergacs, Richard DW - Administration	Using Data in School Leadership - Road Map for District Data Teams Monroe Twp, NJ	4/17/2018	4/17/2018	\$28.00	
18 - 0044	Bender, Jeffrey DW - Administration	Using Data in School Leadership - Road Map for District Data Teams Monroe Twp, NJ	4/17/2018	4/17/2018	\$0.00	

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18 - 0024	Smagala, Maren DW - Administration	Department of One? How to engage others to help increase communication in your district Pennington, NJ	5/3/2018	5/3/2018	\$14.00	