

North Hunterdon-Voorhees Regional High School District

1445 State Route 31, Annandale, NJ 08801

Travel Expenditure Resolution

11/14/2017

- 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of the Treasury and within the guidelines established by the Federal Office of Management and Budget; except as superseded by conflicting provision of Title 18A of the New Jersey Statutes; and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.

Travel Request Approval Worksheet - Employees

<i>TR No</i>	<i>Name/School/Department</i>	<i>Event and Location</i>	<i>Starting Date</i>	<i>Ending Date</i>	<i>Estimated Cost</i>	<i>Board Approval</i>
18 - 0105	Aleksza, Mary Ellen N - Science	HS Science Advisory Committee Meeting for NJSLA New Brunswick, NJ	11/16/2017	11/16/2017	\$156.00	
18 - 0104	Edwards, Leslie V -Library/Media Center	NJASL Fall Conference Long Branch, NJ	11/16/2017	11/17/2017	\$191.00	
18 - 0095	Press, Susan DW - Board/Business	Payroll Fundamentals Mount Laurel, NJ	12/12/2017	12/12/2017	\$100.00	
18 - 0100	LaMonte, Lynn DW - Board/Business	Payroll Fundamentals Mount Laurel, NJ	12/12/2017	12/12/2017	\$130.00	
18 - 0101	Steele, Kelli N - Athletics	Annual Boys and Girls Tennis Coaches Clinic Princeton, NJ	1/12/2018	1/12/2018	\$99.00	
18 - 0102	Niznik, Ron N - Athletics	Annual Boys and Girls Tennis Coaches Clinic Princeton, NJ	1/12/2018	1/12/2018	\$80.00	
18 - 0096	Press, Susan DW - Board/Business	Legal Issues Impacting Busniess Adminstrator /Office Mount Laurel, NJ	1/18/2018	1/1/2018	\$100.00	
18 - 0103	Carter, Kathleen N - Library/Media Center	AMTNJ Winter Conference Monroe Twp, NJ	2/7/2018	2/7/2018	\$27.00	
18 - 0097	Press, Susan DW - Board/Business	Food Service & Transportation Contract Updates Mount Laurel, NJ	2/15/2018	2/15/2018	\$100.00	
18 - 0099	Hickson, Martha N - Guidance	2018 Winter Workshop Flemington, NJ	2/22/2018	2/22/2018	\$52.00	
18 - 0098	Press, Susan DW - Board/Business	Audit Review Mount Laurel, NJ	4/17/2018	4/17/2018	\$100.00	