

North Hunterdon-Voorhees Regional High School District

1445 State Route 31, Annandale, NJ 08801

Travel Expenditure Resolution

10/16/2018

- 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of the Treasury and within the guidelines established by the Federal Office of Management and Budget; except as superseded by conflicting provision of Title 18A of the New Jersey Statutes; and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>
19 - 0093	Marron, Dina N - Child Study Team	Transition Holmdel, NJ	10/17/2018	10/17/2018	\$0.00	
19 - 0094	Martin-Ziras, Nathalie N - Child Study Team	Transition Holmdel, NJ	10/17/2018	10/17/2018	\$0.00	
19 - 0088	Beneszewski, Bonnie V -English	Dodge Poetry Teacher Day Newark, NJ	10/18/2018	10/18/2018	\$135.00	
19 - 0089	Crane, Michael V -English	Dodge Poetry Teacher Day Newark, NJ	10/18/2018	10/18/2018	\$135.00	
19 - 0064	Allora, Jessica N - Child Study Team	Managing Anxiety & Depression Among Students Bridgewater, NJ	10/23/2018	10/23/2018	\$0.00	
19 - 0065	Martin-Ziras, Nathalie N - Child Study Team	Managing Anxiety & Depression Among Students Bridgewater, NJ	10/23/2018	10/23/2018	\$0.00	
19 - 0070	Colangelo, Renee V -Child Study Team	Managing Anxiety & Depression Among Students Bridgewater, NJ	10/23/2018	10/23/2018	\$13.00	
19 - 0059	Bolash, Nicole V -PE/Health/DE	NJSIAA Volleyball Seeding Committee Robbinsville, NJ	10/23/2018	10/23/2018	\$35.00	
19 - 0073	Nemeth, Elizabeth V -Guidance	School Climate Transformation Project New Brunswick, NJ	10/23/2018	10/23/2018	\$0.00	
19 - 0058	Kerr, Melanie V -Science	SCTP Fall Workshop New Brunswick, NJ	10/23/2018	10/23/2018	\$0.00	
19 - 0079	Byron, Michelle N - Special Education	SCTP Team Planning & Training New Brunswick, NJ	10/23/2018	10/23/2018	\$0.00	

North Hunterdon-Voorhees Regional High School District

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>
19 - 0080	Skidmore, Carol N - Administration	SCTP Team Planning & Training New Brunswick, NJ	10/23/2018	10/23/2018	\$0.00	
19 - 0081	Kraatz, Tara N - Family/Consumer Sci	SCTP Team Planning & Training New Brunswick, NJ	10/23/2018	10/23/2018	\$0.00	
19 - 0090	Collins, Kaitlyn V -Special Education	Change the Game Conference 2018 Monroe Twp, NJ	10/24/2018	10/24/2018	\$150.00	
19 - 0091	Haines, Melissa V -Special Education	Change the Game Conference 2018 Monroe Twp, NJ	10/24/2018	10/24/2018	\$150.00	
19 - 0060	Sehulster, Kelly N - Special Education	ManagingAnxiety and Depression Among Students West Orange, NJ	10/24/2018	10/24/2018	\$0.00	
19 - 0066	Ruscher, Jake N - Special Education	Managing Anxiety & Depression Among Students Bridgewater, NJ	10/25/2018	10/25/2018	\$141.00	
19 - 0067	Ditze, Stacy N - Special Education	Managing Anxiety & Depression Among Students Bridgewater, NJ	10/25/2018	10/25/2018	\$141.00	
19 - 0068	Bowers, Amy N - Special Education	Managing Anxiety & Depression Among Students Bridgewater, NJ	10/25/2018	10/25/2018	\$141.00	
19 - 0072	Collins, Mitchell V -Business Education	Money Talks Conversation in Business Education Livingston, NJ	10/25/2018	10/25/2018	\$135.00	
19 - 0074	Harman, Sandra V -Business Education	Money Talks Conversation in Business Education Livingston, NJ	10/25/2018	10/25/2018	\$162.00	
19 - 0062	Sorg, Philip N - Business Education	Northern NJ AP Computer Science Consortium Morris Plains, NJ	10/25/2018	10/25/2018	\$23.00	

#Name?

Board Meeting of 10/16/2018

TRAVEL Page 2 of 5

North Hunterdon-Voorhees Regional High School District

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>
19 - 0063	Vida, Cheryl N - Business Education	Northern NJ AP Computer Science Consortium Morris Plains, NJ	10/25/2018	10/25/2018	\$23.00	
19 - 0084	Bolash, Nicole V -PE/Health/DE	Teen PEP Fall One Day Training Mercerville, NJ	10/25/2018	10/25/2018	\$158.00	
19 - 0086	Cullen, Timothy V -PE/Health/DE	Teen PEP Fall One Day Training Mercerville, NJ	10/25/2018	10/25/2018	\$158.00	
19 - 0095	Fisher, Nancy N - Guidance	Issuing Officer Training for Employment Certificate Somerville, NJ	10/26/2018	10/26/2018	\$0.00	
19 - 0096	Prado, Vivian N - Guidance	Issuing Officer Training for Employment Certificate Somerville, NJ	10/26/2018	10/26/2018	\$0.00	
19 - 0083	Kraatz, Tara N - Guidance	Prevention-Bridge to Success Branchburg, NJ	10/26/2018	10/26/2018	\$0.00	
19 - 0085	Schaefer, Rebecca V -PE/Health/DE	Adapted Health and Physical Education Conference Lawrenceville, NJ	10/30/2018	10/30/2018	\$185.00	
19 - 0101	Kim, Yulee N - Administration	MSA Visiting Team Member Carteret, NJ	10/30/2018	11/2/2018	\$0.00	
19 - 0082	Sehulster, Kelly N - Special Education	PCAST: Utilizing Person Centered Approaches to Improve IEP Meetings Morris Plains, NJ	10/30/2018	10/31/2018	\$0.00	
19 - 0092	Martin-Ziras, Nathalie N - Child Study Team	PCAST: Utilizing Person Centered Approaches to Improve IEP Meetings Morris Plains, NJ	10/30/2018	10/31/2018	\$0.00	

#Name?

Board Meeting of 10/16/2018

TRAVEL Page 3 of 5

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>
19 - 0099	Holt, Leslie N - Child Study Team	Utilizing Person Centered Approaches to Improve IEP Meetings Morris Plains, NJ	10/30/2018	10/31/2018	\$41.00	
19 - 0076	Smagala, Maren DW - Administration	Preparing for a Crisis Clark, NJ	11/1/2018	11/1/2018	\$28.00	
19 - 0097	Peterson, Ron V -Administration	Foundation for Education Leadership Academy Paramus, NJ	11/13/2018	12/19/2018	\$495.00	
19 - 0087	Vargas-Dellacsa, Guillermo DW - Technology	ITIL Foundation Morristown, NJ	11/13/2018	11/15/2018	\$2,495.00	
19 - 0061	Smith, Sharon V -Science	National Science Teacher Conference National Harbor, M	11/15/2018	11/17/2018	\$135.00	
19 - 0077	Salter, Christine N - Science	NSTA Area Conference on Science Education National Harbor, M	11/15/2018	11/17/2018	\$135.00	
19 - 0078	Plaxe, Meghan V -Science	NSTA Area Conference on Science Education National Harbor, M	11/15/2018	11/17/2018	\$430.00	
19 - 0100	O'Steen, Jennifer V -Science	Annual History Conference Princeton, NJ	11/30/2018	11/30/2018	\$194.00	
19 - 0098	Kirby, Reid V -Social Studies	New Jersey Council for History Conference Princeton, NJ	11/30/2018	11/30/2018	\$215.00	
19 - 0071	Hickson, Martha N - Library/Media Center	NJASL Fall Conference Long Branch, NJ	12/2/2018	12/4/2018	\$514.00	
19 - 0075	Smagala, Maren DW - Administration	Bond Referendum Campaigns and Best Media Relations Practices Monroe Twp, NJ	12/5/2018	12/5/2018	\$28.00	

North Hunterdon-Voorhees Regional High School District

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>
19 - 0069	Bauer, Suzanne V -Nurse/Health Office	CPR for healthcare provider renewal Flemington, NJ	10/24/2019	10/24/2019	\$75.00	