

**MAY 21, 2025**

**PERSONNEL ADDENDUM**

**PERSONNEL ITEMS 22-30**

**CERTIFICATED STAFF 22-24:**

**22. Recommendation for Approval and Authorization to send to the County Superintendent for Approval the attached Central Administration Employment Contracts effective 7/1/2025 - 6/30/2026\*:**

- A. Cara DiMeo, Assistant Superintendent
- B. William J. Doering, Business Administrator
- C. Patrick M. Thomas, Assistant Superintendent

*\*pending approval of the 2025-26 school budget*

**23. Retirements:**

- A. Dawn L. Elmo 7/1/2025  
BWD Grade 3

**24. Recommended Leave of Absence Requests:**

- A. Employee #16956 Family 5/22/2025 - 5/30/2025  
ND Grade 5
- B. Employee #13741 Family 5/20/2005 - 5/23/2025  
HA Art
- C. Employee #12874 Medical 5/12/2025; 5/19/2025;  
JAC+ Art 5/20/2025 (p.m.);  
5/22/2025

**SUPPORT STAFF 25-28:**

**25. Secretarial Services:**

- A. Resignation:  
Crista M. Dozier 6/30/2025  
HSN Admin Assistant –  
TREA

**26. Special Education Paraprofessionals:**

A. Recommended Leave of Absence Requests:

<u>Employee #17642</u>	Medical	5/17/2025 – 6/30/2025
HSE Tier II Paraprofessional	Ext.	

**27. Custodial Department:**

A. Recommended for Employment:  
{Code = (R) Replacement}

<u>Michael C. Kugel</u>	(R)	\$36,588.09
HSE Day Custodian	5/22/2025 – 6/30/2025	(Prorated)

**28. Transportation Department:**

A. Recommended Leave of Absence Requests:

<u>Employee #15514</u>	Family	5/14/2025;
Sped Bus Attendant		5/16/2025 ½ Day PM;
		5/20/2025

**29. Extracurricular:**

A. Extracurricular New Club Recommendations:

HSS Yoga Club

**30. Support Staff Paid Holiday Schedule for 2025-2026 SY (Attached)**

**MAY 21, 2025**

**PERSONNEL ADDENDUM**

**ATTACHMENTS**

22A

**CONTRACT OF EMPLOYMENT**

**between**

**Cara DiMeo**

**ASSISTANT SUPERINTENDENT**

**and**

**BOARD OF EDUCATION OF THE TOMS RIVER**

**REGIONAL SCHOOLS**

This Employment Contract, **effective the 1<sup>st</sup> day of July 2025**, by and between the Board of Education of the Toms River Regional Schools in the County of Ocean, hereinafter referred to as "the Board", and Cara DiMeo, hereinafter referred to as "the Assistant Superintendent."

**WHEREAS**, the Board desires to provide the Assistant Superintendent with a written Employment Contract in order to enhance administrative stability and continuity within the schools, which the Board believes generally improves the quality of its overall educational program; and

**WHEREAS**, the Board and the Assistant Superintendent believe that a written Employment Contract is necessary to describe specifically their relationship and to serve as the basis of effective communication between them as they fulfill their governance and administrative functions in the operation of the education program of the schools.

**NOW, THEREFORE**, the Board and the Assistant Superintendent, for the consideration herein specified, agree as follows:

1) **TERM**

The Board, in consideration of the promises herein contained of the Assistant Superintendent, hereby employs, and the Assistant Superintendent hereby accepts employment as the Assistant Superintendent, **for a term commencing on July 1, 2025, and ending at the close of business on June 30, 2026.**

2) **PROFESSIONAL CERTIFICATION AND RESPONSIBILITIES OF THE ASSISTANT SUPERINTENDENT**

a) ***CERTIFICATION AND RESPONSIBILITIES:***

The Assistant Superintendent shall hold and at all times during the term of this agreement maintain valid and appropriate certifications and endorsements of the State of New Jersey. **The responsibilities of the Assistant Superintendent's position shall be as listed on the attached document, and shall also include such other related and similar duties as may be assigned by the Superintendent of Schools.**

b) ***PROFESSIONAL GROWTH AND DEVELOPMENT:***

The Board encourages the continuing professional growth and development of the Assistant Superintendent through participation, subject to prior approval of the Superintendent in the following:

- 1) the operations, programs and other activities conducted or sponsored by local, state and national school administrator, school board, and vocational associations such as NJASA and NJASBO conference;
- 2) seminars and courses offered by public or private educational institutions;

- 3) informational meetings with other persons whose particular skills or backgrounds would serve to improve the capacity of the Assistant Superintendent to perform professional responsibilities for the district; and
- 4) other activities not covered in the above paragraphs which promote vocational education or professional growth of the Assistant Superintendent.

Additionally, the Board shall permit a reasonable amount of time for the Assistant Superintendent, as is deemed appropriate to attend such matters promoting educational or professional improvement and shall pay all necessary travel and sustenance expenses, subject to all applicable State laws, regulations of the Department of Education, and the Policies of the Board regarding travel and expenses, not to exceed ten (10) days per year. All reimbursable travel outside the State of New Jersey requires the advance approval of the Board of Education. All travel reimbursements will be in accordance with Board Policy, NJ OMB circulars, NJAC 6A:23A-3.1 (e) 4; NJSA 18A:11-12 not to exceed \$3,000 on an annual basis.

3) **COMPENSATION**

a) *SALARY:*

The Assistant Superintendent shall be paid an annual salary, commencing as of the effective date of the Agreement, as follows:

**July 1, 2025 to June 30, 2026                      \$192,500**

The parties agree that there shall be no payment by the Board to the Assistant Superintendent for any longevity during the term of the contract. The annual salary set forth shall be paid to the Assistant Superintendent in accordance with the schedule of salary payments in effect for other 12-month, certificated employees.

During the term of this Employment Contract, including any extension thereof, the Assistant Superintendent shall not be reduced in compensation and/or benefits, unless such reduction shall be agreed to in writing by both parties to this agreement.

Any renegotiation, extension, amendment or otherwise altering of the terms of this Contract during the term shall be made in accordance with the provisions of N.J.S.A. 18A:11-11 and N.J.A.C. 6A:23A-3.1. The public notice and hearing requirement shall not apply to Contract renewals for future years, however, review by the Executive County Superintendent shall be required prior to Board action on such renewals.

***b) VACATION:***

The Assistant Superintendent shall be entitled to twenty-five (25) days paid vacation annually. The Assistant Superintendent shall certify to the Board Secretary documentation of vacation days used in any month.

The Assistant Superintendent shall be entitled to all holidays fixed by the School District during the contract year and such other holidays that fall within the school year prescribed by national or State legislation.

Pursuant to N.J.S.A. 18A:30-9, the Assistant Superintendent may carry forward vacation days into the following year upon the approval of the Superintendent of Schools. It is understood and agreed that the Assistant Superintendent shall be entitled to twenty-five (25) vacation days during the course of any renewal year of this Agreement; the Assistant Superintendent, by virtue of this Agreement, shall be able to carry forth twenty-five (25) days for any subsequent year for vacation purposes. Upon retirement or separation, any unused vacation days, not to exceed fifty (50) days in the aggregate, will be paid at the Assistant Superintendent's then-current per diem rate (annual salary divided by 260).

**c) *SICK DAYS AND PERSONAL DAYS:***

The Assistant Superintendent shall be entitled to 15 paid sick days annually and shall be entitled to 5 days annually for personal days which convert to sick days if unused. The total amount of sick time (including unused personal days that have been converted to sick days) that may be added for any one year to the accumulative sick day bank may not exceed 15 days in accordance with 18A:30-7. Sick Days are paid at retirement based on 1/260 of the per diem rate to a maximum of \$15,000 pursuant to NJAC 6A:23A-3.1.

**d) *LEAVES OF ABSENCE WITH PAY:***

1) The Assistant Superintendent shall be entitled to up to five (5) school days absence with pay in the event of the death of a spouse, child, son-in-law, daughter- in-law, parent, parent-in-law, brother or sister.

2) In the case of the death of a near relative, defined as first cousin, grandparent, uncle, aunt, niece, nephew or sibling-in-law, there shall be no deduction in the salary for absence on the day of the funeral.

4) **OTHER BENEFITS**

The Assistant Superintendent shall be entitled to the following benefits:

*a) MEDICAL, DENTAL AND OTHER HEALTH PROVISIONS*

Major Medical, Prescription Drug Plan and existing Dental Plan and Vision Plan shall continue to be provided to the Assistant Superintendent. Coverage will be provided utilizing the same plan for all other employees of the Toms River Regional Schools at coverage level selected by Assistant Superintendent.

*b)* The Assistant Superintendent may waive coverage in any of the health benefits plans if covered through a spouse, civil union or domestic partner's health plan, and in accordance with procedures established by the Board. The Assistant Superintendent will be paid (Two Thousand Five Hundred Dollars) \$2,500 for waiving such coverage to be deposited directly into a Tax Sheltered Annuity.

*c) CONTRIBUTION TO MEDICAL AND PRESCRIPTION INSURANCE PREMIUMS*

The Assistant Superintendent shall make contribution towards her health insurance premiums, pursuant to the provisions of Sections 39 and 41 of P.L. 2011 c. 78, through payroll deductions.

*d) PROFESSIONAL LIABILITY BENEFITS*

The Board agrees that it shall defend, hold harmless, and indemnify the Assistant Superintendent from any and all demands, claims, suits, actions, and legal proceedings brought against the Assistant Superintendent in her official capacity as agent and/or employee of the Board, provided the incident arose while the Assistant Superintendent's actions arose out of and were in the course of her employment; and, as such, liability coverage is within the authority of the Board to provide pursuant to N.J.S.A. 18A:16-6 and 6.1.

If, in the good faith opinion of the Superintendent of Schools or the attorney for the School District, conflict exists regarding the defense to such claim between the legal position of the Assistant Superintendent and the legal position of the Board, the Assistant Superintendent may engage separate counsel, in which event the Board shall indemnify the Assistant Superintendent for the costs of legal defense consistent with N.J.S.A. 18A:16-6 and 6.1., provided the Assistant Superintendent has not been found to have acted outside the scope of her employment.

*e) MEMBERSHIP FEES*

The Board shall pay 100% of the Assistant Superintendent's membership fees and/or charges to professional organizations deemed necessary to maintain and/or improve her professional skills with approval of the Superintendent, not to exceed \$6,000 per year.

*f) CELLULAR TELEPHONE*

Subject to the Superintendent's approval, The Board shall provide Mrs. DiMeo with a mobile device or reimbursement for a mobile device and shall pay the monthly charges including business-related telephone call charges to a maximum of \$100/month. All personal information, device records, transactions, data and usage detail remains solely the possession of Mrs. DiMeo.

*g) PAYMENT TO ESTATE*

If the Assistant Superintendent dies during the term of this Contract, payment for her accumulated vacation days shall be made to her estate. No such payment shall be made for sick leave.

*h) DISABILITY INSURANCE*

While employed, the Board shall purchase a disability policy for the Assistant Superintendent that will provide a monthly income for life to the Assistant Superintendent in an amount equal to at least sixty-six percent (66%) of his/her then current salary in the event he becomes disabled. The cost of this policy shall be paid by the Board of Education whose annual contribution towards the premium shall not exceed two thousand five hundred dollars (\$2,500.00). Any annual premium in excess

of two thousand five hundred dollars (\$2,500.00) shall be paid by the Assistant Superintendent.

***i) MILEAGE REIMBURSEMENT FOR BUSINESS USE OF PERSONAL VEHICLE***

All itemized and documented business related mileage from the use of a personal vehicle will be reimbursed in accordance with Board Policy, NJ OMB circulars and Appropriations Acts, NJAC 6A:23A-3.1 (e) 4; NJS 18A:11-12 not to exceed \$3,500 on an annual basis.

**5) DISABILITY OF THE ASSISTANT SUPERINTENDENT**

In the event of disability by illness or incapacity, after the Assistant Superintendent's sick leave has been exhausted, the compensation shall be reinstated after the Assistant Superintendent has returned to employment and undertaken the full discharge of her duties. If a question exists concerning the capacity of the Assistant Superintendent to return to her duties, the Board may require the Assistant Superintendent to submit to a medical examination, to be performed by a doctor licensed to practice medicine. The physician shall limit his report to those factors that prohibit the Assistant Superintendent from performing his/her duties.

**6) ENTIRE AGREEMENT**

This Employment Contract embodies the entire agreement between the parties hereto and cannot be varied except by written agreement of the undersigned parties.

7) **CONFLICTS**

In the event of any conflict between the terms, conditions and provisions of this Employment Contract and the provisions of the Board's policies, or any permissive state or federal law, then, unless otherwise prohibited by law, the terms of this Employment Contract shall take precedence over the contrary provisions of the Board's policies or any such permissive law during the term of the contract.

8) **SAVINGS CLAUSE**

If, during the term of this Contract, it is found that a specific clause of the Contract is illegal in federal or state law, the remainder of the Contract not affected by such a ruling, shall remain in force.

9) **SETTLING OF CONTROVERSIES AND DISPUTES**

The parties recognize that this is a contract and any dispute arising under the contract relating to contractual terms shall be decided by resorting to the Commissioner of Education or Courts of competent jurisdiction, as may be determined by law. Furthermore, there shall be no arbitration clause or resorting to arbitration but all application for interpretation of this agreement shall be heard in the appropriate Court of the State of New Jersey or the Commissioner of Education, as the case may be.

10) TERMINATION OF EMPLOYMENT CONTRACT

A. This Contract shall terminate, the Assistant Superintendent's employment will cease, and no compensation shall thereafter be paid, under any one of the following circumstances:

- (1) failure to possess/obtain proper certification;
- (2) revocation or suspension of the Assistant Superintendent's certificate, in which case this Contract shall be null and void as of the date of revocation, as required by N.J.S.A.

18A:17-17;

- (3) forfeiture under N.J.S.A. 2C: 51-2;
- (4) mutual agreement of the parties;
- (5) notification in writing by the Board to the Assistant Superintendent, prior to July 1, 2026, of the Board's intent not to renew this Contract; or

B. In the event the Assistant Superintendent is arrested and charged with a criminal offense, which could result in forfeiture under N.J.S.A. 2C: 51-2, the Board reserves the right to suspend him/her pending resolution of the criminal charges. Such suspension shall be with pay prior to indictment, and may be with or without pay, at the Board's discretion, subsequent to indictment, unless the Board certifies contractual tenure charges.

C. The Assistant Superintendent may terminate this Employment Contract upon at least 90 calendar days written notice to the Board, filed with the Board Secretary, of his intention to resign.

D. The Assistant Superintendent shall not be dismissed or reduced in compensation during the term of this Contract, except as authorized by paragraphs B. and C. supra and N.J.S.A. 18A:25-6.

**11) APPROVAL OF CONTRACT**

The parties acknowledge that pursuant to N.J.A.C. 6A:23A-3.1 and N.J.S.A. 18A:7-B(i), the Executive County Superintendent or designee shall review and approve this Contract prior to final Board action on this Contract.

**IN WITNESS WHEREOF**, the parties hereto have hereunto set their respective hands and seals the day and year first above written.

**ATTEST:**

**BOARD OF EDUCATION OF THE TOMS  
RIVER REGIONAL SCHOOLS**

\_\_\_\_\_  
Wendy Saxton  
Board Secretary

\_\_\_\_\_  
Ashley Lamb, President

**Signed, Sealed and Delivered in  
the Presence of:**

\_\_\_\_\_  
As to Cara DiMeo  
Assistant Superintendent

**Board Meeting Approval Date:**

22B

**CONTRACT OF EMPLOYMENT**

**between**

**WILLIAM J. DOERING, CPA**

**BUSINESS ADMINISTRATOR**

**and**

**BOARD OF EDUCATION OF THE TOMS RIVER**

**REGIONAL SCHOOLS**

This Employment Contract, effective the 1st day of July 2025, by the Board of Education of the Toms River Regional Schools in the County of Ocean, hereinafter referred to as "Board", and William J. Doering, hereinafter referred to as the Business Administrator .

**WHEREAS**, the Board desires to provide the Business Administrator with a written Employment Contract in order to enhance administrative stability and continuity within the schools, which the Board believes generally improves the quality of its overall educational program; and

**WHEREAS**, the Board and the Business Administrator believe that a written Employment Contract is necessary to describe specifically their relationship and to serve as the basis of effective communication between them as they fulfill their governance and administrative functions in the operation of the education program of the schools.

NOW, THEREFORE, the Board and the Business Administrator, for the consideration herein specified, agree as follows:

1) **TERM**

The Board, in consideration of the promises herein contained of the Business Administrator, hereby employs, and the Business Administrator hereby accepts employment as the Business Administrator **for a term commencing July 1, 2025, and ending June 30, 2026.**

2) **PROFESSIONAL CERTIFICATION AND RESPONSIBILITIES OF THE BUSINESS ADMINISTRATOR**

a) ***CERTIFICATION:***

The Business Administrator shall hold and at all times during the term of this agreement maintain valid and appropriate certifications of the State of New Jersey. **The responsibilities of the Business Administrator's position shall be as listed on the attached document, and shall also include such other related and similar duties as may be assigned by the Superintendent of Schools.**

b) ***PROFESSIONAL GROWTH AND DEVELOPMENT:***

The Board encourages the continuing professional growth and development of the Business Administrator through participation, subject to prior approval of the Superintendent in the following:

- 1) the operations, programs and other activities conducted or sponsored by local, state and national school administrator, school board, and vocational associations;
- 2) seminars and courses offered by public or private educational institutions;
- 3) information meetings with other persons whose particular skills or backgrounds would serve to improve the capacity of the Business Administrator to perform professional responsibilities for the district; and
- 4) other activities not covered in the above paragraphs which promote vocational education or professional growth of the Business Administrator.

Additionally, the Board shall permit a reasonable amount of time for the Business Administrator, as is deemed appropriate to attend such matters promoting educational or professional improvement and shall pay all necessary travel and sustenance expenses, subject to the State law and regulations and the Board's travel policy not to exceed 10 days per year. All travel reimbursements will be in accordance with Board Policy, NJ OMB circulars, NJAC 6A:23A-3.1 (e) 4; NJSA 18A:11-12 not to exceed \$3,000 on an annual basis.

3) **COMPENSATION**

a) ***SALARY:***

The Business Administrator shall be paid an annual salary, commencing as of the effective date of the Agreement, as follows:

July 1, 2025 to June 30, 2026 \$ 231,744

The parties agree that there shall be no payment by the Board to the Business Administrator for any longevity during the term of the contract. The annual salary set forth shall be paid to the Business Administrator in accordance with the schedule of salary payments in effect for other certified employees.

During the term of this Employment Contract, including any extension thereof, the Business Administrator shall not be reduced in compensation and/or benefits, unless such reduction shall be agreed to in writing by both parties to this agreement.

Any renegotiation, extension, amendment or otherwise altering of the terms of this Contract during the term shall be made in accordance with provisions of N.J.S.A. A:18-11

**b) VACATION:**

The Business Administrator shall be entitled to 25 days paid vacation. The Business Administrator shall certify to the Board Secretary documentation of vacation days used in any given month.

The Business Administrator shall be entitled to all holidays fixed by the School District any time during the contract year and such other holidays that may fall within the school year prescribed by national or State legislation.

It is understood and agreed that the Business Administrator shall be entitled to 25 vacation days during the course of any renewal year of this Agreement; the Business Administrator, by virtue of this Agreement, shall be able to carry forth 25 days for any subsequent year for vacation purposes. Upon retirement or separation any unused vacation days, not to exceed 50 will be paid at a per diem rate (annual salary divided by 260) of the last renewal year of the contract.

**c) *SICK DAYS AND PERSONAL DAYS:***

The Business Administrator shall be entitled to 15 paid sick days annually and shall be entitled to 5 days annually for personal days which convert to sick days if unused. The total amount of sick time (including unused personal days that have been converted to sick days) that may be added for any one year to the accumulative sick day bank may not exceed 15 days in accordance with 18A:30-7. Remuneration shall be paid to the Business Administrator for unused sick days at the per diem rate at the time of retirement from the position of Business Administrator. Sick Days are paid at retirement based on 1/260 of the per diem rate to a maximum of \$15,000 pursuant to NJAC 6A:23A-3.1.

**d) *LEAVES OF ABSENCE WITH PAY:***

- 1) The Business Administrator shall be entitled to up to five school days in the event of the death of a spouse, child, son-in-law, daughter-in-law, parent, mother-in-law, father-in-law, brother and sister.

- 2) In the case of the death of a near relative, defined as first cousin, grandparent, uncle, aunt, niece, nephew, sister-in-law, brother-in-law, there shall be no deduction in the salary for absence on the day of the funeral.

4) **OTHER BENEFITS**

The Business Administrator shall be entitled to the following benefits, namely:

a) ***MEDICAL, DENTAL AND OTHER HEALTH PROVISIONS***

Major Medical, Prescription Drug Plan and existing Dental Plan and Vision Plan shall continue to be provided to the Business Administrator coverage level selected by Business Administrator.

Coverage will be provided utilizing the same plan for all other employees of the Toms River Regional Schools. The Business Administrator will be paid (Two Thousand Five Hundred Dollars) \$2,500 for waiving such coverage to be deposited directly into a Tax Sheltered Annuity.

b) ***CONTRIBUTION TO MEDICAL AND PRESCRIPTION INSURANCE PREMIUMS***

The Business Administrator shall make contribution towards his health insurance premiums, **pursuant to the provisions of Sections 39 and 41 of P.L. 2011 c. 78, through payroll deductions.**

c) ***PROFESSIONAL LIABILITY BENEFITS***

The Board agrees that it shall defend, hold harmless, and indemnify the Business Administrator from any and all demands, claims, suits, actions, and legal proceedings brought against the Business Administrator in his official capacity as agent and/or employee of the Board, provided the incident arose while the

Business Administrator was acting within the scope of his employment; and, as such, liability coverage is within the authority of the Board to provide State law, i.e., N.J.S.A. 18A:16 6.

If, in the good faith opinion of the Superintendent or the Board Attorney, conflict exists as regards the defense to such claim between the legal position of the Business Administrator and the legal position of the Board, the Business Administrator may engage counsel, in which event the Board shall indemnify the Business Administrator for the costs of legal defense as permitted by State law provided the Business Administrator has not been found to have acted outside the scope of his employment.

**d) MEMBERSHIP FEES**

The Board shall pay 100% of the Business Administrator's membership fees and/or charges to professional organizations deemed necessary such as; NJASA, ASBO, AICPA, NJSCPA, OCASBO, NJASBO, NJCPA, to maintain and/or improve his professional skills with approval of the Superintendent, not to exceed \$6,000 per year

**e) CELLULAR TELEPHONE**

Subject to the Superintendent's approval, The Board shall provide Mr. Doering with a mobile device or reimbursement for a mobile device and shall pay the monthly charges including business-related telephone call charges to a maximum of \$100/month. All personal information, device records, transactions, data and usage detail remains solely the possession of Mr. Doering.

**f) PAYMENT TO ESTATE**

If the Business Administrator dies before his Employment Contract year is completed, payment for his accumulated vacation days shall be made to his estate.

**g) DISABILITY INSURANCE**

While employed, the Board shall purchase a disability policy for the Business Administrator that will provide a monthly income for life to the Business Administrator in an amount equal to at least sixty-six percent (66%) of his then current salary in the event he becomes disabled. The cost of this policy shall be paid by the Board of Education whose annual contribution towards the premium shall not exceed two thousand five hundred dollars (\$2,500.00). Any annual

premium in excess of two thousand five hundred dollars (\$2,500.00) shall be paid by the Business Administrator.

**h) *MILEAGE REIMBURSEMENT FOR BUSINESS USE OF PERSONAL VEHICLE***

All itemized and documented business related mileage from the use of a personal vehicle will be reimbursed in accordance with Board Policy, NJ OMB circulars and Appropriations Acts, NJAC 6A:23A-3.1 (e) 4; NJSA 18A:11-12 not to exceed \$3,500 on an annual basis.

**5) DISABILITY OF THE BUSINESS ADMINISTRATOR**

In the event of disability by illness or incapacity, after the Business Administrator's sick leave has been exhausted, the compensation shall be reinstated after the Business Administrator has returned to employment and undertaken the full discharge of his duties. If a question exists concerning the capacity of the Business Administrator to return to his duties, the Board may require the Business Administrator to submit to a medical examination, to be performed by a doctor licensed to practice medicine. The physician shall limit his report to those factors that prohibit the Business Administrator from performing his/her duties.

**6) ENTIRE AGREEMENT**

This Employment Contract embodies the entire agreement between the parties hereto and cannot be varied except by written agreement of the undersigned parties.

7) **CONFLICTS**

In the event of any conflict between the terms, conditions and provisions of this Employment Contract and the provisions of the Board's policies, or any permissive state or federal law, then, unless otherwise prohibited by law, the terms of this Employment Contract shall take precedence over the contrary provisions of the Board's policies or any such permissive law during the term of the contract.

8) **SAVINGS CLAUSE**

If, during the term of this Contract, it is found that a specific clause of the Contract is illegal in federal or state law, the remainder of the Contract not affected by such a ruling, shall remain in force.

9) **SETTLING OF CONTROVERSIES AND DISPUTES**

The parties recognize that this is a contract and any dispute arising under the contract relating to contractual terms shall be decided by resorting to the Commissioner of Education or Courts of competent jurisdiction, as may be determined by law.

Furthermore, there shall be no arbitration clause or resorting to arbitration but all application for interpretation of this agreement shall be heard in the appropriate Court of the State of New Jersey or the Commissioner of Education, as the case may be.

10) **TERMINATION OF EMPLOYMENT CONTRACT**

A. This Contract shall terminate, the Business Administrator's employment will cease, and no compensation shall thereafter be paid, under any one of the following circumstances:

- (1) failure to possess/obtain proper certification;
- (2) revocation or suspension of the Business Administrator's certificate, in which case this Contract shall be null and void as of the date of revocation, as required by N.J.S.A.

18A:17-17;

- (3) forfeiture under N.J.S.A. 2C: 51-2;
- (4) mutual agreement of the parties;
- (5) notification in writing by the Board to the Business Administrator, prior to July 1, 2026, of the Board's intent not to renew this Contract; or

B. In the event the Business Administrator is arrested and charged with a criminal offense, which could result in forfeiture under N.J.S.A. 2C: 51-2, the Board reserves the right to suspend him/her pending resolution of the criminal charges. Such suspension shall be with pay prior to indictment, and may be with or without pay, at the Board's discretion, subsequent to indictment, unless the Board certifies contractual tenure charges.

C. The Business Administrator may terminate this Employment Contract upon at least 90 calendar days written notice to the Board, filed with the Board Secretary, of his/her intention to resign.

D. The Business Administrator shall not be dismissed or reduced in compensation during the term of this Contract, except as authorized by paragraphs B. and C. supra and N.J.S.A. 18A:25-6.

11) **APPROVAL OF CONTRACT**

The parties acknowledge that pursuant to N.J.A.C. 6A:23A-3.1 and N.J.S.A. 18A:7-B(i), the Executive County Superintendent or designee shall review and approve this Contract prior to final Board action on this Contract.

**IN WITNESS WHEREOF**, the parties hereto have hereunto set their respective hands and seals the day and year first above written.

**ATTEST:**

**BOARD OF EDUCATION OF THE TOMS  
RIVER REGIONAL SCHOOLS**

\_\_\_\_\_  
Wendy Saxton  
Board Secretary

\_\_\_\_\_  
Ashley Lamb, President

**Signed, Sealed and Delivered in  
the Presence of:**

\_\_\_\_\_  
As to William J. Doering, CPA  
Business Administrator

**Board Meeting Approval Date:**

22C

**CONTRACT OF EMPLOYMENT**

**between**

**Patrick Thomas**

**ASSISTANT SUPERINTENDENT**

**and**

**BOARD OF EDUCATION OF THE TOMS RIVER**

**REGIONAL SCHOOLS**

This Employment Contract, **effective the 1<sup>st</sup> day of July 2025**, by and between the Board of Education of the Toms River Regional Schools in the County of Ocean, hereinafter referred to as "the Board", and Patrick Thomas, hereinafter referred to as "the Assistant Superintendent."

**WHEREAS**, the Board desires to provide the Assistant Superintendent with a written Employment Contract in order to enhance administrative stability and continuity within the schools, which the Board believes generally improves the quality of its overall educational program; and

**WHEREAS**, the Board and the Assistant Superintendent believe that a written Employment Contract is necessary to describe specifically their relationship and to serve as the basis of effective communication between them as they fulfill their governance and administrative functions in the operation of the education program of the schools.

**NOW, THEREFORE**, the Board and the Assistant Superintendent, for the consideration herein specified, agree as follows:

1) **TERM**

The Board, in consideration of the promises herein contained of the Assistant Superintendent, hereby employs, and the Assistant Superintendent hereby accepts employment as the Assistant Superintendent, **for a term commencing on July 1, 2025, and ending at the close of business on June 30, 2026.**

2) **PROFESSIONAL CERTIFICATION AND RESPONSIBILITIES OF THE ASSISTANT SUPERINTENDENT**

a) ***CERTIFICATION AND RESPONSIBILITIES:***

The Assistant Superintendent shall hold and at all times during the term of this agreement maintain valid and appropriate certifications and endorsements of the State of New Jersey. **The responsibilities of the Assistant Superintendent's position shall be as listed on the attached document, and shall also include such other related and similar duties as may be assigned by the Superintendent of Schools.**

b) ***PROFESSIONAL GROWTH AND DEVELOPMENT:***

The Board encourages the continuing professional growth and development of the Assistant Superintendent through participation, subject to prior approval of the Superintendent in the following:

- 1) the operations, programs and other activities conducted or sponsored by local, state and national school administrator, school board, and vocational associations such as the NJASA, NJPSA, and NJSBO conference;
- 2) seminars and courses offered by public or private educational institutions;

- 3) informational meetings with other persons whose particular skills or backgrounds would serve to improve the capacity of the Assistant Superintendent to perform professional responsibilities for the district; and
- 4) other activities not covered in the above paragraphs which promote vocational education or professional growth of the Assistant Superintendent.

Additionally, the Board shall permit a reasonable amount of time for the Assistant Superintendent, as is deemed appropriate to attend such matters promoting educational or professional improvement and shall pay all necessary travel and sustenance expenses, subject to all applicable State laws, regulations of the Department of Education, and the Policies of the Board regarding travel and expenses, not to exceed ten (10) days per year. All reimbursable travel outside the State of New Jersey requires the advance approval of the Board of Education. All travel reimbursements will be in accordance with Board Policy, NJ OMB circulars, NJAC 6A:23A-3.1 (e) 4; NJSA 18A:11-12, not to exceed \$3,000 on an annual basis.

3) **COMPENSATION**

a) *SALARY:*

The Assistant Superintendent shall be paid an annual salary, commencing as of the effective date of the Agreement, as follows:

**July 1, 2025 to June 30, 2026                      \$192,500**

The parties agree that there shall be no payment by the Board to the Assistant Superintendent for any longevity during the term of the contract. The annual

salary set forth shall be paid to the Assistant Superintendent in accordance with the schedule of salary payments in effect for other 12-month, certificated employees.

During the term of this Employment Contract, including any extension thereof, the Assistant Superintendent shall not be reduced in compensation and/or benefits, unless such reduction shall be agreed to in writing by both parties to this agreement.

Any renegotiation, extension, amendment or otherwise altering of the terms of this Contract during the term shall be made in accordance with the provisions of N.J.S.A. 18A:11-11 and N.J.A.C. 6A:23A-3.1. The public notice and hearing requirement shall not apply to Contract renewals for future years, however, review by the Executive County Superintendent shall be required prior to Board action on such renewals.

**b) *VACATION:***

The Assistant Superintendent shall be entitled to twenty-five (25) days paid vacation annually. The Assistant Superintendent shall certify to the Board Secretary documentation of vacation days used in any month.

The Assistant Superintendent shall be entitled to all holidays fixed by the School District during the contract year and such other holidays that fall within the school year prescribed by national or State legislation.

Pursuant to N.J.S.A. 18A:30-9, the Assistant Superintendent may carry forward vacation days into the following year upon the approval of the

Superintendent of Schools. It is understood and agreed that the Assistant Superintendent shall be entitled to twenty-five (25) vacation days during the course of any renewal year of this Agreement; the Assistant Superintendent, by virtue of this Agreement, shall be able to carry forth twenty-five (25) days for any subsequent year for vacation purposes. Upon retirement or separation, any unused vacation days, not to exceed fifty (50) days in the aggregate, will be paid at the Assistant Superintendent's then-current per diem rate (annual salary divided by 260).

**c) *SICK DAYS AND PERSONAL DAYS:***

(i) The Assistant Superintendent shall be entitled to 15 paid sick days annually and shall be entitled to 5 days annually for personal days which convert to sick days if unused. The total amount of sick time (including unused personal days that have been converted to sick days) that may be added for any one year to the accumulative sick day bank may not exceed 15 days in accordance with 18A:30-7.

(ii) Upon retirement, the Assistant Superintendent shall be entitled to remuneration for unused accumulated sick days at his per diem rate at the time of his retirement in an amount: (a) not to exceed a maximum of \$15,000 pursuant to NJAC 6A:23A-3.1.; or (b) up to 37.5 accumulated unused sick days (the number of days so accumulated as of June 8, 2007, the effective date of N.J.S.A. 18A:30-3.5 (P.L. 2007, c. 92)); capped at the TREA maximum in effect as of the date of

retirement; whichever is greater. Sick Days are paid at retirement based on 1/260 of the per diem rate.

(iii) If payment is made pursuant to section (ii)(b), above, payment shall be subject to the contract provisions contained in the Administrative and Supervisory Council contract in effect at the time of the Assistant Superintendent's retirement.

**d) *LEAVES OF ABSENCE WITH PAY:***

1) The Assistant Superintendent shall be entitled to up to five (5) school days absence with pay in the event of the death of a spouse, child, son-in-law, daughter-in-law, parent, parent-in-law, brother or sister.

2) In the case of the death of a near relative, defined as first cousin, grandparent, uncle, aunt, niece, nephew or sibling-in-law, there shall be no deduction in the salary for absence on the day of the funeral.

**4) OTHER BENEFITS**

The Assistant Superintendent shall be entitled to the following benefits:

**a) *MEDICAL, DENTAL AND OTHER HEALTH PROVISIONS***

Major Medical, Prescription Drug Plan and existing Dental Plan and Vision Plan shall continue to be provided to the Assistant Superintendent. Coverage will be provided utilizing the same plan for all other employees of the Toms River Regional Schools at coverage level selected by Assistant Superintendent.

**b)** The Assistant Superintendent may waive coverage in any of the health

benefits plans if covered through a spouse, civil union or domestic partner's health plan, and in accordance with procedures established by the Board. The Assistant Superintendent will be paid (Two Thousand Five Hundred Dollars) \$2,500 for waiving such coverage to be deposited directly into a Tax Sheltered Annuity.

c) ***CONTRIBUTION TO MEDICAL AND PRESCRIPTION INSURANCE PREMIUMS***

The Assistant Superintendent shall make contribution towards his/her health insurance premiums, pursuant to the provisions of Sections 39 and 41 of P.L. 2011 c. 78, through payroll deductions.

d) ***PROFESSIONAL LIABILITY BENEFITS***

The Board agrees that it shall defend, hold harmless, and indemnify the Assistant Superintendent from any and all demands, claims, suits, actions, and legal proceedings brought against the Assistant Superintendent in his/her official capacity as agent and/or employee of the Board, provided the incident arose while the Assistant Superintendent's actions arose out of and were in the course of his/her employment; and, as such, liability coverage is within the authority of the Board to provide pursuant to N.J.S.A. 18A:16-6 and 6.1.

If, in the good faith opinion of the Superintendent of Schools or the attorney for the School District, conflict exists regarding the defense to such claim between the legal position of the Assistant Superintendent and the legal position of the Board, the Assistant Superintendent may engage

separate counsel, in which event the Board shall indemnify the Assistant Superintendent for the costs of legal defense consistent with N.J.S.A. 18A:16-6 and 6.1., provided the Assistant Superintendent has not been found to have acted outside the scope of his/her employment.

**e) *MEMBERSHIP FEES***

The Board shall pay 100% of the Assistant Superintendent's membership fees and/or charges to professional organizations deemed necessary to maintain and/or improve his/her professional skills with approval of the Superintendent, not to exceed \$6,000 per year.

**f) *CELLULAR TELEPHONE***

Subject to the Superintendent's approval, The Board shall provide Mr. Thomas with a mobile device or reimbursement for a mobile device and shall pay the monthly charges including business-related telephone call charges to a maximum of \$100/month. All personal information, device records, transactions, data and usage detail remains solely the possession of Mr. Thomas.

**g) *PAYMENT TO ESTATE***

If the Assistant Superintendent dies during the term of this Contract, payment for his accumulated vacation days shall be made to his estate. No such payment shall be made for sick leave.

**h) *DISABILITY INSURANCE***

While employed, the Board shall purchase a disability policy for the Assistant Superintendent that will provide a monthly income for life to the Assistant Superintendent in an amount equal to at least sixty-six percent (66%) of his then current salary in the event he becomes disabled. The cost of this policy shall be paid by the Board of Education whose annual contribution towards the premium shall not exceed two thousand five hundred dollars (\$2,500.00). Any annual premium in excess of two thousand five hundred dollars (\$2,500.00) shall be paid by the Assistant Superintendent.

***i) MILEAGE REIMBURSEMENT FOR BUSINESS USE OF PERSONAL VEHICLE***

All itemized and documented business related mileage from the use of a personal vehicle will be reimbursed in accordance with Board Policy, NJ OMB circulars and Appropriations Acts, NJAC 6A:23A-3.1 (e) 4; NJSA 18A:11-12 not to exceed \$3,500 on an annual basis.

**5) DISABILITY OF THE ASSISTANT SUPERINTENDENT**

In the event of disability by illness or incapacity, after the Assistant Superintendent's sick leave has been exhausted, the compensation shall be reinstated after the Assistant Superintendent has returned to employment and undertaken the full discharge of his/her duties. If a question exists concerning the capacity of the Assistant Superintendent to return to his/her duties, the Board may require the Assistant Superintendent to submit to a medical examination, to be

performed by a doctor licensed to practice medicine. The physician shall limit his report to those factors that prohibit the Assistant Superintendent from performing his/her duties.

6) **ENTIRE AGREEMENT**

This Employment Contract embodies the entire agreement between the parties hereto and cannot be varied except by written agreement of the undersigned parties.

7) **CONFLICTS**

In the event of any conflict between the terms, conditions and provisions of this Employment Contract and the provisions of the Board's policies, or any permissive state or federal law, then, unless otherwise prohibited by law, the terms of this Employment Contract shall take precedence over the contrary provisions of the Board's policies or any such permissive law during the term of the contract.

8) **SAVINGS CLAUSE**

If, during the term of this Contract, it is found that a specific clause of the Contract is illegal in federal or state law, the remainder of the Contract not affected by such a ruling, shall remain in force.

9) **SETTLING OF CONTROVERSIES AND DISPUTES**

The parties recognize that this is a contract and any dispute arising under the contract relating to contractual terms shall be decided by resorting to the

Commissioner of Education or Courts of competent jurisdiction, as may be determined by law. Furthermore, there shall be no arbitration clause or resorting to arbitration but all application for interpretation of this agreement shall be heard in the appropriate Court of the State of New Jersey or the Commissioner of Education, as the case may be.

**10) TERMINATION OF EMPLOYMENT CONTRACT**

A. This Contract shall terminate, the Assistant Superintendent's employment will cease, and no compensation shall thereafter be paid, under any one of the following circumstances:

- (1) failure to possess/obtain proper certification;
- (2) revocation or suspension of the Assistant Superintendent's certificate, in which case this Contract shall be null and void as of the date of revocation, as required by N.J.S.A.

18A:17-17;

- (3) forfeiture under N.J.S.A. 2C: 51-2;
- (4) mutual agreement of the parties;
- (5) notification in writing by the Board to the Assistant Superintendent, prior to July 1, 2026, of the Board's intent not to renew this Contract; or

B. In the event the Assistant Superintendent is arrested and charged with a criminal offense, which could result in forfeiture under N.J.S.A. 2C: 51-2, the Board reserves the right to suspend him/her pending resolution of the criminal charges. Such suspension shall be with pay prior to indictment, and may be with or without pay, at the Board's discretion, subsequent to indictment, unless the Board certifies contractual tenure charges.

C. The Assistant Superintendent may terminate this Employment Contract upon at least 90 calendar days written notice to the Board, filed with the Board Secretary, of his intention to resign.

D. The Assistant Superintendent shall not be dismissed or reduced in compensation during the term of this Contract, except as authorized by paragraphs B. and C. supra and N.J.S.A. 18A:25-6.

11) APPROVAL OF CONTRACT

The parties acknowledge that pursuant to N.J.A.C. 6A:23A-3.1 and N.J.S.A. 18A:7-B(i), the Executive County Superintendent or designee shall review and approve this Contract prior to final Board action on this Contract.

**IN WITNESS WHEREOF**, the parties hereto have hereunto set their respective hands and seals the day and year first above written.

**ATTEST:**

**BOARD OF EDUCATION OF THE TOMS  
RIVER REGIONAL SCHOOLS**

\_\_\_\_\_  
Wendy Saxton  
Board Secretary

\_\_\_\_\_  
Ashley Lamb, President

**Signed, Sealed and Delivered in  
the Presence of:**

---

As to Patrick Thomas  
Assistant Superintendent

**Board Meeting Approval Date:**

(30)



# TOMS RIVER REGIONAL SCHOOLS

WILLIAM J. DOERING  
BUSINESS ADMINISTRATOR

1144 Hooper Avenue, Toms River, NJ 08753  
(732) 505-5549 • Fax: (732) 914-1607  
E-mail: wdoering@trschoools.com

**TO:** Michael S. Citta, Superintendent of Schools

**FROM:** William J. Doering, School Business Administrator

**DATE:** May 20, 2025

**RE: 2025-2026 PAID HOLIDAY SCHEDULE**

*Maintenance/Custodial/Grounds and Technology Foremen, Assistant Grounds Supervisor, Head Custodians, Head Groundskeepers, Custodians, Night Supervisors, Groundskeepers, Security Guards, Maintenance, Computer Service Technicians, Vehicle Maintenance*

*Request the following 2025-2026 Paid Holiday Schedule be approved at the May 21, 2025 Board Meeting for the above referenced union members:*

<i>Friday</i>	<i>July 4, 2025</i>	<i>Independence Day</i>
<i>Monday</i>	<i>September 1, 2025</i>	<i>Labor Day</i>
<i>Thursday</i>	<i>November 6, 2025</i>	<i>Fall Recess</i>
<i>Friday</i>	<i>November 7, 2025</i>	<i>Fall Recess</i>
<i>Thursday</i>	<i>November 27, 2025</i>	<i>Thanksgiving</i>
<i>Friday</i>	<i>November 28, 2025</i>	<i>Thanksgiving</i>
<i>Wednesday</i>	<i>December 24, 2025</i>	<i>Holiday</i>
<i>Thursday</i>	<i>December 25, 2025</i>	<i>Holiday</i>
<i>Wednesday</i>	<i>December 31, 2025</i>	<i>Holiday</i>
<i>Thursday</i>	<i>January 1, 2026</i>	<i>New Year's Holiday</i>
<i>Monday</i>	<i>January 19, 2026</i>	<i>Martin Luther King Day</i>
<i>Monday</i>	<i>February 16, 2026</i>	<i>President's Day</i>
<i>Friday</i>	<i>April 3, 2026</i>	<i>Spring Recess</i>
<i>Monday</i>	<i>April 6, 2026</i>	<i>Spring Recess</i>
<i>Monday</i>	<i>May 25, 2026</i>	<i>Memorial Day</i>

William J. Doering  
School Business Administrator

**MAY 21, 2025**

**EDUCATIONAL PROGRAMS  
ADDENDUM**

**EDUCATIONAL PROGRAMS ITEMS 9-10**

**9. Donations:**

B. Recommend the attached be accepted with thanks.

**10. REVISED Educational Activity Requests (Attached)**

**MAY 21, 2025**

**EDUCATIONAL PROGRAMS  
ADDENDUM**

**ATTACHMENTS**

**Toms River Regional Schools  
 Donation Received and Processed in Accounting Department**

9

<b>Submission to Personnel date:</b>		<b>5/19/2025</b>
Donation check received from the following group/organization:		
<b>Name:</b>	The Blackbaud Giving Fund	
<b>Address:</b>	by its Agent, YourCause	
	65 Fairchild Street	
	Charleston, SC 29492	
<b>Amount of check:</b>	\$186.00	\$186.00
<b>Date of check:</b>	4/28/2025	5/8/2025
<b>Date received:</b>	5/5/2025	5/13/2025
<b>Donation to Department/School:</b>	High School South-ASR Donation	
<b>Budget Account:</b>	20-021-100-610-021-8247	
<b>Revenue Account:</b>	20-1990-021-900-8247	
	Donation	

**Toms River Regional Schools  
 Donation Received and Processed in Accounting Department**

<b>Submission to Personnel date:</b>	<b>5/19/2025</b>
<b>Donation check received from the following group/organization:</b>	
<b>Name:</b>	Ohioyle Prints, Inc.
<b>Address:</b>	410 Dinnerbell Rd. Ohioyle, PA 15470-1002
<b>Amount of check:</b>	\$6.16
<b>Date of check:</b>	4/4/2025
<b>Date received:</b>	4/30/2025
<b>Donation to Department/School:</b>	High School North
<b>Budget Account:</b>	20-022-100-610-022-8137
<b>Revenue Account:</b>	20-1990-022-900-8137

**Toms River Regional Schools  
 Donation Received and Processed in Accounting Department**

<b>Submission to Personnel date:</b>	<b>5/19/2025</b>
<b>Donation check received from the following group/organization:</b>	
<b>Name:</b>	Farro's Far Out Tees Inc.
<b>Address:</b>	873 Fischer Blvd Toms River, NJ 08753
<b>Amount of check:</b>	\$68.25
<b>Date of check:</b>	5/6/2025
<b>Date received:</b>	5/9/2025
<b>Donation to Department/School:</b>	Toms River Intermediate South
<b>Budget Account:</b>	20-017-100-610-017-8223
<b>Revenue Account:</b>	20-1990-017-900-8223

**Toms River Regional Schools  
 Donation Received and Processed in Accounting Department**

<b>Submission to Personnel date:</b>	<b>5/19/2025</b>
<b>Donation check received from the following group/organization:</b>	
<b>Name:</b>	Ohioyle Prints
<b>Address:</b>	410 Dinner Bell Rd Ohioyle, PA 15470
<b>Amount of check:</b>	\$25.84
<b>Date of check:</b>	4/4/2025
<b>Date received:</b>	4/28/2025
<b>Donation to Department/School:</b>	High School East
<b>Budget Account:</b>	20-023-100-610-023-8143
<b>Revenue Account:</b>	20-1990-023-900-8143
	Donation

**Toms River Regional Schools  
 Donation Received and Processed in Accounting Department**

<b>Submission to Personnel date:</b>	<b>5/19/2025</b>
<b>Donation check received from the following group/organization:</b>	
<b>Name:</b>	Shutterfly, LLC
<b>Address:</b>	10 Almaden Blvd, Suite 900
	San Jose, CA 95113
<b>Amount of check:</b>	\$400.68
<b>Date of check:</b>	4/24/2025
<b>Date received:</b>	5/6/2025
<b>Donation to Department/School:</b>	Preschool
<b>Budget Account:</b>	20-014-100-610-014-8162
<b>Revenue Account:</b>	20-1990-014-900-8162

**Toms River Regional Schools  
 Donation Received and Processed in Accounting Department**

<b>Submission to Personnel date:</b>		<b>5/19/2025</b>
<b>Donation check received from the following group/organization:</b>		
<b>Name:</b>	Ohiopyle Prints	
<b>Address:</b>	410 Dinner Bell Rd	
	Ohiopyle, PA 15470	
<b>Amount of check:</b>	\$28.25	
<b>Date of check:</b>	4/4/2025	
<b>Date received:</b>	4/28/2025	
<b>Donation to Department/School:</b>	High School South	
<b>Budget Account:</b>	20-021-100-610-021-8148	
<b>Revenue Account:</b>	20-1990-021-900-8148	
	Donation	

**Toms River Regional Schools  
 Donation Received and Processed in Accounting Department**

<b>Submission to Personnel date:</b>		<b>5/19/2025</b>
<b>Donation check received from the following group/organization:</b>		
<b>Name:</b>	Allied Global Marketing	
<b>Address:</b>	PO Box 845382	
	Boston, MA 02284-5382	
<b>Amount of check:</b>	align="center">\$100.00	
<b>Date of check:</b>	align="center">4/16/2025	
<b>Date received:</b>	align="center">4/28/2025	
<b>Donation to Department/School:</b>	High School South	
<b>Budget Account:</b>	20-021-100-610-021-8148	
<b>Revenue Account:</b>	20-1990-021-900-8148	
	Donation	

**Toms River Regional Schools  
 Donation Received and Processed in Accounting Department**

<b>Submission to Personnel date:</b>	<b>5/19/2025</b>
<b>Donation check received from the following group/organization:</b>	
<b>Name:</b>	Pel Industries, Inc.
<b>Address:</b>	2001 Town West Dr. Rogers, AR 72756
<b>Amount of check:</b>	\$86.74
<b>Date of check:</b>	4/23/2025
<b>Date received:</b>	5/5/2025
<b>Donation to Department/School:</b>	High School South
<b>Budget Account:</b>	20-021-100-610-021-8148
<b>Revenue Account:</b>	20-1990-021-900-8148
	Donation

**Toms River Regional Schools  
 Donation Received and Processed in Accounting Department**

<b>Submission to Personnel date:</b>	<b>5/19/2025</b>
<b>Donation check received from the following group/organization:</b>	
<b>Name:</b>	Box Tops for Education
<b>Address:</b>	Lake Lillian Branch Clara City, MN 56222
<b>Amount of check:</b>	\$37.10
<b>Date of check:</b>	4/1/2025
<b>Date received:</b>	5/5/2025
<b>Donation to Department/School:</b>	West Dover Elementary
<b>Budget Account:</b>	20-006-100-610-006-8192
<b>Revenue Account:</b>	20-1990-006-900-8192

**Toms River Regional Schools  
 Donation Received and Processed in Accounting Department**

<b>Submission to Personnel date:</b>	<b>5/19/2025</b>
<b>Donation check received from the following group/organization:</b>	
<b>Name:</b>	American Heart Association
<b>Address:</b>	2727 Greenville Ave. Dallas, TX 75231
<b>Amount of check:</b>	\$500.00
<b>Date of check:</b>	4/17/2025
<b>Date received:</b>	5/1/2025
<b>Donation to Department/School:</b>	Hooper Avenue Elementary
<b>Budget Account:</b>	20-005-100-610-005-8163
<b>Revenue Account:</b>	20-1990-005-900-8163

**Toms River Regional Schools  
 Donation Received and Processed in Accounting Department**

<b>Submission to Personnel date:</b>	<b>5/19/2025</b>
<b>Donation check received from the following group/organization:</b>	
<b>Name:</b>	<b>Box Tops for Education</b>
<b>Address:</b>	<b>Lake Lillian Branch</b>
	<b>Clara City, MN 56222</b>
<b>Amount of check:</b>	<b>\$21.80</b>
<b>Date of check:</b>	<b>4/1/2025</b>
<b>Date received:</b>	<b>5/2/2025</b>
<b>Donation to Department/School:</b>	<b>South Toms River Elementary</b>
<b>Budget Account:</b>	<b>20-011-100-610-011-8138</b>
<b>Revenue Account:</b>	<b>20-1990-011-900-8138</b>

**Toms River Regional Schools  
 Donation Received and Processed in Accounting Department**

<b>Submission to Personnel date:</b>	<b>5/19/2025</b>
<b>Donation check received from the following group/organization:</b>	
<b>Name:</b>	<b>Box Tops for Education</b>
<b>Address:</b>	<b>Lake Lillian Branch</b>
	<b>Clara City, MN 56222</b>
<b>Amount of check:</b>	<b>\$15.30</b>
<b>Date of check:</b>	<b>4/1/2025</b>
<b>Date received:</b>	<b>5/1/2025</b>
<b>Donation to Department/School:</b>	<b>Pine Beach Elementary</b>
<b>Budget Account:</b>	<b>20-002-100-610-002-8167</b>
<b>Revenue Account:</b>	<b>20-1990-002-900-8167</b>

**Toms River Regional Schools  
 Donation Received and Processed in Accounting Department**

<b>Submission to Personnel date:</b>		<b>5/19/2025</b>
<b>Donation check received from the following group/organization:</b>		
<b>Name:</b>	Accent Apparel, LLC	
<b>Address:</b>	405 Atlantic City Blvd. Beachwood, NJ 08722	
<b>Amount of check:</b>	\$35.00	
<b>Date of check:</b>	4/10/2025	
<b>Date received:</b>	4/29/2025	
<b>Donation to Department/School:</b>	Walnut Street Elementary School	
<b>Budget Account:</b>	20-004-100-610-004-8144	
<b>Revenue Account:</b>	20-1990-004-900-8144	
<b>Comments</b>	Donation	

(10)

# *Educational Activity Requests 2024-2025*

***BOE Meeting: May 21, 2025***

<i><b>Trip Dates</b></i>	<i><b>Trip #</b></i>	<i><b>School Name</b></i>	<i><b>Destination Place</b></i>	<i><b>City/State</b></i>	<i><b>OVN</b></i>	<i><b>Cost</b></i>
06/02/25	90034	HS East	I Fly Aero Dynamics Experience (No Cos	King of Prussia, PA		\$0.00
06/25/25	89855	HS North	JROTC Summer Camp - 4 day trip	Fort Dix, NJ	x	\$0.00