

November 5, 2019

Summary Report

Burlington County

OFFICIAL RESULTS

Local BOE-Burlington City (continued...)	11/11	100.00%
Personal Choice	23	0.64%
Total ...	3,615	100.00%
Local BOE-Burlington Twp	19/19	100.00%
NBP - Donna CUSTARD	2,507	28.09%
NBP - Prabhdeep S. PANDHER	1,722	19.29%
NBP - Marilyn I. DUNHAM	2,415	27.06%
NBP - Susan EICHMANN	2,250	25.21%
Personal Choice	32	0.36%
Total ...	8,926	100.00%
Chesterfield Township Committee	2/2	100.00%
DEM - Suruchi BATRA	637	21.45%
DEM - Agnes MARSALA	583	19.63%
REP - Lido "Lee" PANFILI	889	29.93%
REP - Michael J. RUSSO	854	28.75%
Personal Choice	7	0.24%
Total ...	2,970	100.00%
N. Burlington Regional BOE-Chesterfield Twp	2/2	100.00%
NBP - Erin PINELLI	1,064	98.25%
Personal Choice	19	1.75%
Total ...	1,083	100.00%
Local BOE-Chesterfield Twp	2/2	100.00%
NBP - Matthew LITT	875	36.67%
NBP - Rajeev MENON	640	26.82%
NBP - Andrea KATZ	836	35.04%
Personal Choice	35	1.47%
Total ...	2,386	100.00%
Cinnaminson Township Committee	20/20	100.00%
DEM - Lisa KILLION-SMITH	1,948	45.64%
REP - Stephanie KRAVIL	2,319	54.33%
Personal Choice	1	0.02%
Total ...	4,268	100.00%
Local BOE-Cinnaminson Twp	20/20	100.00%
NBP - Michael BRAMHALL	2,508	32.75%
NBP - Christine R. TRAMPE	2,479	32.38%
NBP - Christine L. TURNER	2,599	33.94%
Personal Choice	71	0.93%
Total ...	7,657	100.00%
Delanco Township Committee	6/6	100.00%
DEM - Kristine HOLLAND	669	33.75%
REP - Kate FITZPATRICK	720	36.33%
REP - D. Robert DOVEY, Jr.	584	29.47%

CHESTERFIELD TOWNSHIP BOARD OF EDUCATION
Chesterfield, New Jersey

FILE CODE: 9130

☐ **Monitored**

☐ **Mandated**

☒ **Other Reasons**

Bylaw

COMMITTEES

General

The Board of Education authorizes the creation of committees of board members charged to seek information, make recommendations to the full board, and act in an advisory capacity with a primary focus on student achievement. The committees will have the opportunity to gain more in depth knowledge about its particular areas and will disseminate it to the full board on a regular basis. Committees are not authorized to take action on behalf of the board.

A. Types of Committees

1. The Standing Committees of the board shall be:
 - a. *Student Services*
 - b. *Curriculum and Instruction/Educational Technology*
 - c. *Human Resources/Negotiations/District Advisory*
 - d. *Finance and Operations Committee Charge*
2. Ad hoc committees may be created and charged by the majority of the board members present and voting. The president shall appoint the chairperson and members to any committee so created and charged; members shall serve until the committee is discharged.
3. Committee of the Whole: The board reserves the right to meet and work as a Committee of the Whole in informational, discussion, and exploratory sessions. No official action shall be taken at these meetings, unless so advertised.

B. Committee Structure

1. Committees shall consist of no more than two board members and an alternative who shall attend meetings in the event one of the standing members cannot attend. The board president and chief school administrator shall be ex officio members of all standing committees.
2. A chairperson shall be appointed by the president.
3. Committee meetings may be called at any time by the committee chairperson.
4. Committee meetings shall not be open to the public, except that a majority of the committee or the chairperson may invite persons whose knowledge or expertise may be useful to the committee.

COMMITTEE MEETING PREPARATION AND DECORUM

A. BEFORE a meeting:

1. Be prepared for board meetings;
2. Read agenda and attachments;
3. Form any questions and direct them to appropriate person;
4. Be on time and ready to start;
5. Be sure to make chairperson aware if absent or late;
6. Turn off / silence all media/technology;
7. Have good time-management;
8. Lay out monthly meeting calendar;
9. Take a minute to remind yourself why you participate – *For the Children!*

B. DURING a meeting:

1. Maintain positive body language; be respectful and professional;
2. No side-conversations;
3. Be willing to yield to others – equitable discussion time, speak up;
4. Asking questions ahead of time is a positive. Accept that "I will find out" is o.k. response.

C. AFTER a meeting:

1. Maintain confidentiality;
2. Take full responsibility for board activity and behavior (reflective and feedback);
3. Follow the chain-of-command;

COMMITTEE CHARGES

A. Student Services Committee Charge

1. The primary function of the Student Services Committee will be to work in collaboration with the superintendent and appointed administrators to provide general guidance and advice to the full board about topics that directly impacts student welfare which indirectly impacts student achievement.
2. The committee will seek to gain more in depth knowledge about its particular areas by gathering information and will disseminate it to the full board on a regular basis. When necessary, the committee will seek additional professional development and training to enhance member effective. Such training could be provided by the Burlington County School Boards Association, New Jersey School Boards Association, or other public education service providers with expertise in domains of knowledge that the committee needs further development. The specific areas of focus will be:
 - a. Provide general oversight of a comprehensive student services offered to students. Elements include:
 - i. Developmental services that address students' needs throughout their enrollment in the Chesterfield Township School District including:

1. School counseling, psychological services, health services, social work services that support students in addressing academic, behavioral, health, personal, and social development issues.
 2. Classification, intervention, and referral services for students experiencing problems attaining educational achievement appropriate to their learning potential
 3. Consultation and coordination services for students who are experiencing at-risk behaviors that require multiple services by teams or specialists.
- b. Provide general oversight of policies, in coordination with superintendent and school administrators, including but not limited to
- i. Attendance
 - ii. Code of Conduct, student discipline, suspension and expulsion
 - iii. Harassment, intimidation, and bullying (HIB)
 - iv. Health
 - v. School safety
 - vi. Student programming
 - vii. Extra-curricular opportunities
- c. Provide general oversight to policies and district initiatives aimed at improving
- i. school climate and culture
 - ii. social and emotional learning
- d. Seek understanding of the progress of Chesterfield Township School District towards improving student outcomes of student service specific initiatives through program evaluation and data collection and analysis.
- e. Assist in the oversight of special education
- f. Maintain an awareness of new educational trends, innovative/best practices related to improving student outcomes.

B. Curriculum and Instruction/Educational Technology Committee Charge

1. The primary function of the Curriculum & instruction Committee will be to work in collaboration with district administration to provide general guidance and advice to the full board about topics that directly affect student achievement.
2. The committee will seek to gain more in depth knowledge by gathering information and disseminating it to the full board on a regular basis. Whenever possible, the committee will seek additional professional development and training to enhance member effectiveness, such as training provided by the New Jersey School Boards Association.

3. The specific areas of focus will be:

- a. Provide general oversight of curriculum development through dialogue with the Supervisor of Curriculum & Instruction (via the superintendent) and on-going review of the Five-Year Curriculum Plan;
- b. Seek understanding of the progress of the district towards achievement goals through data analysis;
- c. Review and advise the board on issues relating to the educational program, instructional staff development, and policy matters relating to curriculum, instruction, assessment, and educational technology.
- d. Participate in maintaining/enhancing the quality of instruction and provide general oversight of the quality of instruction in the district through the QSAC processes as well as presentations to the committee;
- e. Assess and provide input into technology needs, efforts and resources that promote student achievement and proficiency;
- f. Provide general oversight of new curricular and co-curricular programs, resources, professional development, and materials proposed by administration;
- g. Explore resources that support and enhance social/emotional learning programs and positive school climate;
- h. Maintain an awareness of new educational trends and best practices in teaching and learning that directly promote student achievement.

C. Human Resources/Negotiations/District Advisory Committee Charge

- 1. The committee will work collaboratively with the superintendent and business administrator to assist the Board of Education in making informed decisions regarding the hiring, evaluation, retention and compensation of employees in conjunction with the recommendations of the superintendent.
- 2. The committee's two primary areas of focus are:
 - a. Negotiations: The committee will negotiate, consistent with its discussions with the board, all employee contracts within the district both with recognized bargaining units and non-represented employees including, but not limited to, the superintendent and business administrator.
 - i. In furtherance of this key area, the committee will make recommendations to the board regarding the execution of effective and efficient negotiations including, but not limited to, use of a professional negotiator, the availability of pertinent negotiation

courses and written materials, and any other resources calculated to enhance the knowledge and skills of the committee and/or board for this focus area.

- ii. The committee also serves an advisory role for questions from the board regarding contracts to-be negotiated, presently in negotiation, and completed negotiations.

- b. Personnel: The committee will research, review, and recommend personnel-related policies calculated to further a positive reputation and work environment in our district. The committee will review any significant personnel issues occurring in the district brought before them by the superintendent, and advise the board regarding same where appropriate.

D. Finance and Operations Committee Charge

- 1. The Operations Committee works collaboratively with the superintendent and the business administrator/board secretary to provide feedback and direction regarding the district's financial and facilities responsibilities. The committee assists the Board of Education in the oversight of district financial matters and matters relating to district facilities, needs, and services by contributing to the system of checks and balances so as to protect public funds. In addition, the committee works to ensure sufficient resources are allocated and that efficient and economic policies exist. The committee is charged with providing information, education, and action recommendations to the full Board of Education based on superintendent and business administrator inputs and recommendations in the areas of:

- a. Finance / Budget

- i. Review of monthly bill list and annual review of audit reports;
- ii. Explore training opportunities to further enhance all board members' knowledge regarding school finance;
- iii. Act as a sounding board in the development and preparation of the annual budget; provide feedback and explore avenues to enhance public's understanding of the budget process;
- iv. Review existing and explore potential/emerging revenue sources for the district;
- v. Review information for possible financing/refinancing of bonds;
- vi. Maintain awareness of policies related to finance and budgeting.

- b. Facilities

- i. Provide general oversight as to policies for the use of school buildings and grounds by district and community stakeholders;
- ii. Review plans at the request of the superintendent and business administrator/board secretary with regard to buildings and grounds to ensure safety, security, and adequacy for changing populations and educational directives;
- iii. Provide general oversight and input as to the long-range facility plan, capital maintenance/ improvement projects and the annual comprehensive maintenance plan. Ensure they are aligned with Board/District Goals and budgetary resources;

- iv. Explore sustainable/"green" initiatives as presented by the superintendent and business administrator/board secretary;
- v. Maintain awareness of policies related to facilities.
- c. Transportation: Review transportation issues as presented by the superintendent and business administrator to ensure safety, economy and efficiency;
- d. Food Services
- e. Non-educational support services: At the request of the superintendent and business administrator/board secretary, assess existing services and explore new shared service agreements that enhance educational opportunities for students and/or demonstrate cost effectiveness/savings for the district.

ROLES WITH EACH COMMITTEE CHARGE

- A. Administrator(s): Superintendent or business administrator/board secretary as appropriate to their respective areas.
 - 1. Provides the expertise for committee meetings;
 - 2. Provides insight into day-to-day district operations;
 - 3. Provides advisory or other support as needed to the committee chairperson;
 - 4. Provide possible agenda topics to committee chairperson;
 - 5. Contribute to discussion of agenda topics and provide recommendations;
 - 6. Serves as a liaison between all committees.
- B. Board President:
 - 1. Provides advisory or other support as needed to the committee chairperson;
 - 2. Provide possible agenda topics to committee chairperson;
 - 3. Contribute to discussion of agenda topics;
 - 4. Serves as a liaison between all committees.
- C. Committee Chairperson:
 - 1. Creates agenda in collaboration with administrator(s) and/or suggestions from committee members;
 - 2. Fields input from other board members on committee-related topics;
 - 3. Drives discussion and keeps committee members on agenda;
 - 4. Ensures that adequate time is allotted for each agenda item;
 - 5. Summarizes discussion at close of meeting;
 - 6. Presents verbal report during full board meeting.
- D. Committee Members:

1. Provide possible agenda topics to committee chairperson;
2. Contribute to discussion of agenda topics.

COMMITTEE PROCEDURES

- A. Board members are appointed annually to the standing committees of the board by the board president at or shortly after the board Reorganization Meeting. The board president shall consult with the individual board members prior to their appointment to committees to learn the board members' areas of strength and requests for assignment. The board president shall appoint the chairpersons of the standing committees;
- B. Each standing committee shall furnish a verbal committee report to the board at the agenda meeting containing updates on committee efforts and recommendations, if applicable, for specific action along with sufficient background data. However, the following topics are not discussed at a public board meeting: pupil privacy, personnel issues, negotiations, possible litigation, purchase of real property, or tactics and techniques for protecting school safety in public. These components of the committee reports must be reported on in executive session;
- C. The decision of a board committee not to report out and/or move a specific course of action at a board meeting does not in any way preclude the superintendent or any other board member from addressing the issue, and the board acting upon the issue under old (unfinished) or new business;
- D. Committees shall meet the first week of the month with the preferred day being the first Wednesday of the month.
- E. The committee chair shall write a Committee Report and submit such to the business administrator/board secretary after each meeting by the close of business on the Friday following the Wednesday meeting. The report shall include a summary of the meeting and any recommendations (including whether the recommendation was split or unanimous). A watermark shall be included across entire document if any confidential information is contained in document.
- F. Upon receipt of the Committee Report, the business administrator/board secretary shall save the report in google drive or google classroom and turn off the comments option so that no board member may comment on the report.
- G. In the event a board member has a question about a Committee Report, they may seek clarification by contacting the committee chair. If a board member contacts the committee chair about the Committee Report, they may not discuss the matter with any other board member. While two or more members may reach out to the committee chair for clarification, in the event that such happens, the committee chair may not tell any board member seeking information that the chair has spoken to another board member about the matter.
- H. A committee chair cannot call each board member and attempt to sway his/her opinion or vote on a matter assigned to their committee.
- I. Committee meetings are open to committee members, superintendent, business administrator, and staff or consultants invited by the superintendent or committee chairperson via the superintendent.
- J. Regular Committee Meetings Agenda Work Flow:

COMMITTEES (continued)

File Code: 9130

1. Three business days prior to committee meeting: committee chair contacts administration (superintendent and business administrator/board secretary as appropriate to their respective roles) for finalization of agenda items.
2. Two business days prior to committee meeting: final agendas sent to superintendent/designees, and the full board.
3. One business day prior to committee meeting: send in questions to the committee chair and/or administrator.
4. Close of each committee meeting: committee chair will summarize any action items and/or items to report to full board.

Adopted: October 12, 1999

Revised: October 20, 2003

NJSBA Review Update : June 2011

Readopted: September 21, 2011

Readopted: December 20, 2017

Revised:

Key Words

Committees, Board Committees

Legal References:	<u>N.J.S.A.</u> 10:4-6 <u>et seq.</u>	<u>Open Public Meetings Act</u>
	<u>N.J.S.A.</u> 18A:10-6	Board meetings public; frequency; hours of commencement: adjournment, etc., for lack of quorum
	<u>N.J.S.A.</u> 18A:11-1	General mandatory powers and duties
	<u>N.J.S.A.</u> 18A:12-21 <u>et seq.</u>	<u>School Ethics Act</u>
	<u>N.J.S.A.</u> 18A:54-20	Powers of board (county vocational schools)
	<u>N.J.A.C.</u> 6A:28-1.1 <u>et seq.</u>	School Ethics Commission

School Ethics Commission, Advisory Opinion, A01-93

School Ethics Commission, Advisory Opinion, A10-93

School Ethics Commission, Advisory Opinion, A33-95

School Ethics Commission, Advisory Opinion, A02-00

School Ethics Commission, Advisory Opinion, A14-00

Possible

Cross References: *1220 Ad hoc advisory committees

*9121 Election and duties of president

*9320 Meetings

*Indicates policy is included in the Critical Policy Reference Manual

Chesterfield Township School

HEALTH OFFICE REPORT – November 2019

Date: December 2, 2019

Student Visits:	Category	Number
	First Aid	117
	Medications	219
	Medical	210
	Other	70
	Counseling	0
	Health Screenings	2
	Health screenings for I&RS or CST	2
	Head lice checks	22
	DYFS	1
	Staff Visits	12
	Parent Communication	52
	Documentation of records	25

Health Office Visits:	Total: 732	Per Day: 46
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Communicable Diseases:	Disease	Number of cases
	Strep Throat	1
	Conjunctivitis	0
	Lice	1
	Flu	1
	Impetigo	0
	Ringworm	0
	Chicken Pox	0

Accident Reports	3
Students on daily medication / treatment	219
Telephone Calls to parents for illness or injury at school	52
Attendance Meeting as Attendance Officer	0
Special Services – I&RS, IEP, 504 meetings attended by nurse	1
Telephone calls to Poison Control	0
Students Out of District	5
DYFS	0
Home Visits	0
Students on Homebound Instruction	0

Comments:

- Completed screenings
- Completed Safe School Trainings
- Started preparation for Fairview Lake

School Nurse: Marylyn Campanella, BSN,RN,CSN	<i>Marylyn Campanella</i>
Charmaine Ramos, MEd, BSN, RN	<i>Charmaine Ramos</i>

Emergency Drill Log for 2019-2020 School Year

[illegible]

Monthly Summary of Incidents Report for November 2019

Date	Grade	Infraction	Actions
11/05/2019	06	Disrespectful to staff	No Action taken
11/05/2019	03	Disruptive/inappropriate behavior	NA
11/05/2019	03	Disruptive/inappropriate behavior	Lunch Detention
11/05/2019	05	Misconduct in the cafeteria	Administrative Detention
11/06/2019	03	Disrespectful to staff	NA
11/18/2019	03	Disruptive/inappropriate behavior	Lunch Detention
11/20/2019	03	Disruptive/inappropriate behavior	Conference with Parent and Administrator

Facilities Report December 2019

- The front door system to enter into the building and main office was repaired. The speaker and transmitters were not working correctly.
- LED Lighting project is about 80% completed, but still has some high traffic area that still need to be completed. The district filed an extension for the rebate through 6/18/2020.
- A Maintenance Contract will be proposed for the System Controls for our Tiger Flow equipment in the geothermal room on the first floor of the building. Parts were ordered, still waiting on the parts to come in.
- The coil on the HVAC unit above the gym needs to be repaired. Received a quote from CM3 for \$12,288 to replace the coil. Still trying to get another vendor to come out and give us a second quote for the repair.
- The district is looking into getting better entry mats for handling snow when entering the building.

Andrew Polo
Business Administrator
December 18, 2019

Work Order Summary List Nov 2019

Work OrderID	Status	Request Date	Requester	Area Type	Location
	Description	Completion Date	Assigned To	Building	Area Number
	Action Taken	Priority		Craft	Equipment
13560	Closed Work Orders	11/1/2019 4:21:18	Robert Carter		30 Saddle Way
	Monthly - PM Schedule created on 1/12/2012 - Refer to PM schedule details. hot water pump running ok	11/1/2019 Medium	Pingitor, Larry	Pumps	HWP#1
13561	Closed Work Orders	11/1/2019 4:21:18	Robert Carter		30 Saddle Way
	Monthly - PM Schedule created on 1/12/2012 - Refer to PM schedule details. pumps were ok motors and pumps were greased	11/1/2019 Medium	Pingitor, Larry	Pumps	CWP#1 & 2
13562	Closed Work Orders	11/1/2019 4:21:18	Robert Carter		30 Saddle Way
	Monthly - PM Schedule created on 1/26/2012 - Refer to PM schedule details. fuel level 734 gallons	11/1/2019 Medium	Pingitor, Larry		Fuel#1
13563	Closed Work Orders	11/1/2019 4:21:19	Robert Carter		30 Saddle Way
	Monthly - PM Schedule created on 1/30/2012 - Refer to PM schedule details. solar readings for October. 479948	11/1/2019 Medium	Pingitor, Larry		Solar 1
13564	Closed Work Orders	11/1/2019 4:21:19	Robert Carter		30 Saddle Way
	Monthly - PM Schedule created on 9/25/2012 - Refer to PM schedule details. ipm no findings at this time by contractor	11/7/2019 Medium	Pingitor, Larry	Pest Control	IPM
13565	Closed Work Orders	11/1/2019 4:21:20	Robert Carter		30 Saddle Way
	Monthly - PM Schedule created on 12/3/2012 - Refer to PM schedule details. No new issues at this time	11/7/2019 Medium	Pingitor, Larry		ROOF
13570	Closed Work Orders	11/4/2019 3:10:03	Robert Carter		30 Saddle Way
	Weekly - PM Schedule created on 2/16/2011 - Refer to PM schedule details. playground 2 trash was pulled no issues at this time	11/7/2019 Medium	Pingitor, Larry		Playground#2
13569	Closed Work Orders	11/4/2019 3:10:03	Robert Carter		30 Saddle Way
	Weekly - PM Schedule created on 2/16/2011 - Refer to PM schedule details. playground 1 pulled trash equipment was ok blew rubber mulch back in to the area	11/7/2019 Medium	Pingitor, Larry		PLAYGROUND#1
13571	Closed Work Orders	11/4/2019 3:10:04	Robert Carter		30 Saddle Way
	Weekly - PM Schedule created on 2/27/2012 - Refer to PM schedule details. generator no test needed at this time	11/7/2019 Medium	Pingitor, Larry		Generator

Work Order Summary List Nov 2019

Work OrderID	Status	Request Date	Requester	Area Type	Location
	Description	Completion Date	Assigned To	Building	Area Number
	Action Taken	Priority		Craft	Equipment
13572	Closed Work Orders	11/4/2019 3:10:04	Robert Carter		30 Saddle Way
	Weekly - PM Schedule created on 9/10/2012 - Refer to PM schedule details.	11/7/2019	Pingitor, Larry		
	courtyard trimmed over grown bushes grass was ok	Medium		Landscaping	Courtyard
13573	Closed Work Orders	11/4/2019 3:10:05	Robert Carter		30 Saddle Way
	Monthly - PM Schedule created on 10/01/2017 - Refer to PM schedule details.	11/4/2019	Pingitor, Larry		
	vault was dry on friday 11.1.19	Medium			
13575	Closed Work Orders	11/5/2019	Jamie Surette	Classroom	30 Saddle Way
	Can you please refill the paper towels? Time Available: anytime	11/5/2019	Pingitor, Larry		B320
	replenished towels	Medium		Custodial	
13577	Closed Work Orders	11/7/2019	Robert Carter		30 Saddle Way
	Weekly - PM Schedule created on 1/9/2012 - Refer to PM schedule details.	11/7/2019	Pingitor, Larry		
	Water room no issues at this time heat is on	Medium		Heating/Ventilation /Air Conditioning	UH#11
13578	Closed Work Orders	11/7/2019	Robert Carter		30 Saddle Way
	Weekly - PM Schedule created on 1/9/2012 - Refer to PM schedule details.	11/7/2019	Pingitor, Larry		
	Fire pump room no issues at this heat is on	Medium		Heating/Ventilation /Air Conditioning	UH#12
13585	Closed Work Orders	11/11/2019	Dan Cardona	Restroom (Girls)	30 Saddle Way
	Girls rest room by cafeteria toilet leaking in handy cap stall	11/11/2019	Pingitor, Larry		
	Replaced toilet flush valve	Emergency		Plumbing	
13580	Closed Work Orders	11/11/2019	Robert Carter		30 Saddle Way
	Weekly - PM Schedule created on 2/16/2011 - Refer to PM schedule details.	11/15/2019	Pingitor, Larry		
	Playground 1 no new issues at this time, pulled trash	Medium			PLAYGROUND#1
13582	Closed Work Orders	11/11/2019	Robert Carter		30 Saddle Way
	Weekly - PM Schedule created on 1/11/2012 - Refer to PM schedule details.	11/11/2019	Pingitor, Larry		
	Steamer de limed by kitchen staff	Medium		Equipment Maintenance	Steamer #1
13581	Closed Work Orders	11/11/2019	Robert Carter		30 Saddle Way
	Weekly - PM Schedule created on 2/16/2011 - Refer to PM schedule details.	11/15/2019	Pingitor, Larry		
	Playground 2 no new issues found at this time trash was pulled	Medium			Playground#2

Work Order Summary List Nov 2019

Work OrderID	Status	Request Date	Requester	Area Type	Location
	Description	Completion Date	Assigned To	Building	Area Number
	Action Taken	Priority		Craft	Equipment
13584	Closed Work Orders	11/11/2019	Robert Carter		30 Saddle Way
	Weekly - PM Schedule created on 9/10/2012 - Refer to PM schedule details.	11/15/2019	Pingitor, Larry		
	Courtyard no issues found	Medium		Landscaping	Courtyard
13583	Closed Work Orders	11/11/2019	Robert Carter		30 Saddle Way
	Weekly - PM Schedule created on 2/27/2012 - Refer to PM schedule details.	11/21/2019	Pingitor, Larry		
	Generator no test needed at this time	Medium			Generator
13589	Closed Work Orders	11/13/2019	annemarie petty	Classroom	30 Saddle Way
	Is it possible to make the temperature in my room a couple of degrees warmer?	11/15/2019	Pingitor, Larry		B230
	Raised temperature in classroom	Medium		Heating/Ventilation /Air Conditioning	
13587	Closed Work Orders	11/13/2019	mike mccann	Classroom	30 Saddle Way
	Very cold in the room! Our thermometer is reading 66. Thanks!!! Time Available: anytime	11/13/2019	Pingitor, Larry		B116
	Reset unit	Medium		Heating/Ventilation /Air Conditioning	
13591	Closed Work Orders	11/13/2019	Anne Lawrence	Classroom	30 Saddle Way
	Lower level faculty bathroom, across from elevator, door will not let us put code in to access bathroom. Time Available: any	11/15/2019	Pingitor, Larry		b115
	Replaced batteries in door lock	Medium		Custodial	
13592	Closed Work Orders	11/14/2019	Robert Carter		30 Saddle Way
	Weekly - PM Schedule created on 1/9/2012 - Refer to PM schedule details.	11/14/2019	Pingitor, Larry		
	water room pumps were ok heat is on	Medium		Heating/Ventilation /Air Conditioning	UH#11
13593	Closed Work Orders	11/14/2019	Robert Carter		30 Saddle Way
	Weekly - PM Schedule created on 1/9/2012 - Refer to PM schedule details.	11/14/2019	Pingitor, Larry		
	fire pump room heat is on no issues at this time	Medium		Heating/Ventilation /Air Conditioning	UH#12
13598	Closed Work Orders	11/15/2019	Kelly Morawa	Kitchen	30 Saddle Way
	My top oven has stopped working and will need to be looked at	11/18/2019	Pingitor, Larry		250
	This is very important, as I always need my ovens. Time Available: Anytime	Medium		Equipment Maintenance	
	restaurant tech replaced igniter working ok				

Work Order Summary List Nov 2019

Work OrderID	Status	Request Date	Requester	Area Type	Location
	Description	Completion Date	Assigned To	Building	Area Number
	Action Taken	Priority		Craft	Equipment
13596	Closed Work Orders	11/15/2019	Laura Flynn	Gym	30 Saddle Way
	The girls bathroom across from the gym needs soap	11/15/2019	Pingitor, Larry		306
	replenished soap	Medium		Custodial	
13597	Closed Work Orders	11/15/2019	Laura Flynn	Classroom	30 Saddle Way
	My soap dispenser is not working properly, not sure if I need more soap.	11/15/2019	Pingitor, Larry		306
	replaced soap cartridge	Medium		Custodial	
13599	Closed Work Orders	11/18/2019	Robert Carter		30 Saddle Way
	Weekly - PM Schedule created on 2/16/2011 - Refer to PM schedule details.	11/21/2019	Pingitor, Larry		
	playground 1 no new issues at this time. pulled trash	Medium			PLAYGROUND#1
13600	Closed Work Orders	11/18/2019	Robert Carter		30 Saddle Way
	Weekly - PM Schedule created on 2/16/2011 - Refer to PM schedule details.	11/21/2019	Pingitor, Larry		
	playground 2 no new problems at this time trash was pulled	Medium			Playground#2
13602	Closed Work Orders	11/18/2019	Robert Carter		30 Saddle Way
	Weekly - PM Schedule created on 9/10/2012 - Refer to PM schedule details.	11/21/2019	Pingitor, Larry		
	courtyard no issues found	Medium		Landscaping	Courtyard
13605	Closed Work Orders	11/19/2019	Andrew Polo		
	replace all outside outlet covers for qusac inspection	11/19/2019	Pingitor, Larry		
	replaced missing covers	Medium		Electrical	
13606	Closed Work Orders	11/19/2019	Michael Mazzoni	Playground	30 Saddle Way
	install 2 signs on playground entrances	11/20/2019	Pingitor, Larry		
	Signs installed as requested	Medium			
13603	Closed Work Orders	11/19/2019	Kelly Morawa	Kitchen	30 Saddle Way
	When it rains, it pours!	11/20/2019	Pingitor, Larry		250
	My overhead extractor fan will not stay on. It also has a loud clicking noise. When turned off, it does come on periodically but still with the clicking noise. I'm not sure if it has something to do with the motor? Time Available: Anytime	Medium		Equipment Maintenance	
	was replacing belt had motor shut off working ok now				

Work Order Summary List Nov 2019

Work OrderID	Status	Request Date	Requester	Area Type	Location
	Description	Completion Date	Assigned To	Building	Area Number
	Action Taken	Priority		Craft	Equipment
13610	Closed Work Orders	11/21/2019	Robert Carter		30 Saddle Way
	Weekly - PM Schedule created on 1/9/2012 - Refer to PM schedule details.	11/21/2019	Pingitor, Larry		
	water room heat is on no problems at this time	Medium		Heating/Ventilation /Air Conditioning	UH#11
13611	Closed Work Orders	11/21/2019	Robert Carter		30 Saddle Way
	Weekly - PM Schedule created on 1/9/2012 - Refer to PM schedule details.	11/21/2019	Pingitor, Larry		
	fire pump room no issues at this time heat is on	Medium		Heating/Ventilation /Air Conditioning	UH#12
13615	Closed Work Orders	11/25/2019	Robert Carter		30 Saddle Way
	Weekly - PM Schedule created on 1/11/2012 - Refer to PM schedule details.	11/25/2019	Pingitor, Larry		
	Steamers delimed by kitchen staff	Medium		Equipment Maintenance	Steamer #1
13613	Closed Work Orders	11/25/2019	Robert Carter		30 Saddle Way
	Weekly - PM Schedule created on 2/16/2011 - Refer to PM schedule details.	11/27/2019	Pingitor, Larry		
	Playground 1 trash was pulle no new issues found at this time	Medium			PLAYGROUND#1
13614	Closed Work Orders	11/25/2019	Robert Carter		30 Saddle Way
	Weekly - PM Schedule created on 2/16/2011 - Refer to PM schedule details.	11/27/2019	Pingitor, Larry		
	Playground 2 trash was pulled litter was removed	Medium			Playground#2
13617	Closed Work Orders	11/25/2019	Robert Carter		30 Saddle Way
	Weekly - PM Schedule created on 9/10/2012 - Refer to PM schedule details.	11/27/2019	Pingitor, Larry		
	Courtyard no issues found at this time	Medium		Landscaping	Courtyard
13619	Closed Work Orders	11/26/2019	Joan mueller	Classroom	30 Saddle Way
	Library copier is jammed and the copier in the main floor teachers room is not working properly; the pages are copying only 1/2 page	11/27/2019	Pingitor, Larry		221
	copiers need to be service by contractor	Medium		Equipment Maintenance	

E+mon D-mon Meter Readings

Month	Total Generation (kWh) month end	Monthly Generation (kWh)	Cumulative from March 2011	SREC's per month	SREC's Cumulative from March 2011	SREC's sold	Rate per SREC	Total Sale Amount	Date of Sale	Remaining SREC's to sell
February, 2011	2770	2770								
March, 2011	8330	5560		5		5	\$620	\$3,100.00	9/8/11	
April, 2011	12790	4460		6		6	\$620	\$3,720.00	9/8/11	
May, 2011	18580	5790		7		7	\$620	\$4,340.00	9/8/11	
June, 2011	27880	9300	25110	7	25	7	\$100	\$700.00	6/1/12	
July, 2011	36008	8128	33238	8	33	8	\$100	\$800.00	6/1/12	
August, 2011	42832	6824	40062	6	39	6	\$100	\$600.00	6/1/12	
September, 2011	44594	1762	41824	1	40	1	\$100	\$100.00	6/1/12	
October, 2011	49840	5246	47070	5	45	5	\$100	\$500.00	6/1/12	
November, 2011	52780	2940	50010	3	48	3	\$100	\$300.00	6/1/12	
December, 2011	55662	2882	52892	3	51	3	\$100	\$300.00	6/1/12	
January, 2012	58390	2728	55620	3	54	3	\$100	\$300.00	6/1/12	
February, 2012	62012	3622	59242	3	57	3	\$100	\$300.00	6/1/12	
March, 2012	67228	5216	64458	5	62	5	\$100	\$500.00	6/1/12	
March, 2012				2	64	2	\$122.50	\$245.00	5/28/13	
April, 2012	73557	6329	70787	6	70	6	\$122.50	\$735.00	5/28/13	
May, 2012	80249	6692	77479	7	77	7	\$122.50	\$857.50	5/28/13	
June, 2012	86301	6052	83531	6	83	6	\$135.50	\$813.00	5/28/13	
July, 2012	92564	6263	89794	6	89	6	\$135.50	\$813.00	5/28/13	
August, 2012	98918	6354	96148	7	96	7	\$135.50	\$948.50	5/28/13	
September, 2012	103665	4747	100895	4	100	4	\$135.50	\$542.00	5/28/13	
October, 2012	106951	3286	104181	4	104	4	\$135.50	\$542.00	5/28/13	
November, 2012	109775	2824	107005	3	107	3	\$135.50	\$406.50	5/28/13	
December, 2012	111679	1904	108909	1	108	1	\$135.50	\$135.50	5/28/13	
January, 2013	114506	2827	111736	3	111	3	\$135.50	\$406.50	5/28/13	
February, 2013	117268	2762	114498	3	114	3	\$135.50	\$406.50	12/4/13	
March, 2013	120850	3582	118080	4	118	4	\$135.50	\$542.00	12/4/13	
April, 2013	127875	7025	125105	7	125	7	\$135.50	\$948.50	12/4/13	
May, 2013	134826	6951	132056	7	132	7	\$135.50	\$948.50	12/4/13	
June, 2013	141813	6987	139043	7	139	7	\$140.00	\$980.00	12/4/13	
July, 2013	146518	4705	143748	4	143	4	\$140.00	\$560.00	12/4/13	
August, 2013	152478	5960	149708	6	149	6	\$140.00	\$840.00	12/4/13	
September, 2013	158850	6372	156080	7	156	7	\$140.00	\$980.00	12/4/13	
October, 2013	161905	3055	159135	3	159	3	\$140.00	\$420.00	12/4/13	
November, 2013	165060	3155	162290	3	162	3	\$175.00	\$525.00	6/16/14	
December, 2013	166379	1319	163609	1	163	1	\$175.00	\$175.00	6/16/14	
January, 2014	168122	1743	165352	2	165	2	\$175.00	\$350.00	6/16/14	
February, 2014	169528	1406	166758	1	166	1	\$175.00	\$175.00	6/16/14	
March, 2014	173999	4471	171229	5	171	5	\$175.00	\$875.00	6/16/14	
April, 2014	179855	5856	177085	6	177	6	\$175.00	\$1,050.00	6/16/14	
May, 2014	186024	6169	183254	6	183	6	\$196.00	\$1,176.00	12/7/14	
June, 2014	193796	7772	191026	8	191	8	\$197.00	\$1,576.00	12/7/14	
July, 2014	200195	6399	197425	6	197	6	\$197.00	\$1,182.00	12/7/14	
August, 2014	205793	5598	203023	6	203	6	\$197.00	\$1,182.00	12/7/14	
September, 2014	210414	4621	207644	4	207	4	\$197.00	\$788.00	12/7/14	
October, 2014	214312	3898	211542	4	211	4	\$197.00	\$788.00	12/7/14	
November, 2014	216878	2566	214108	3	214	3	\$228.50	\$685.50	6/17/15	
December, 2014	218810	1932	216040	2	216	2	\$228.50	\$457.00	6/17/15	
January, 2015	220903	2093	218133	2	218	2	\$228.50	\$457.00	6/17/15	
February, 2015	223106	2203	220336	2	220	2	\$228.50	\$457.00	6/17/15	
March, 2015	226883	3777	224113	4	224	4	\$228.50	\$914.00	6/17/15	
April, 2015	232854	5971	230084	6	230	6	\$228.50	\$1,371.00	6/17/15	

E+mon D-mon Meter Readings

May, 2015	239646	6792	236876	6	236	6	\$258.00	\$1,548.00	12/1/15	
June, 2015	245524	5878	242754	6	242	6	\$258.00	\$1,548.00	12/1/15	
July, 2015	252536	7012	249766	7	249	7	\$258.00	\$1,806.00	12/1/15	
August, 2015	259153	6617	256383	7	256	7	\$258.00	\$1,806.00	12/1/15	
September, 2015	263908	4755	261138	5	261	5	\$258.00	\$1,290.00	12/1/15	
October, 2015	268273	4365	265503	4	265	4	\$258.00	\$1,032.00	12/1/15	
November, 2015	271026	2753	268256	3	268	3	\$193.00	\$579.00	8/15/17	
December, 2015	273242	2216	270472	2	270	2	\$193.00	\$386.00	8/15/17	
January, 2016	275363	2121	272593	2	272	2	\$193.00	\$386.00	8/15/17	
February, 2016	277983	2620	275213	3	275	3	\$193.00	\$579.00	8/15/17	
March, 2016	283738	5755	280968	5	280	5	\$193.00	\$965.00	8/15/17	
April, 2016	289130	5392	286360	6	286	6	\$193.00	\$1,158.00	8/15/17	
May, 2016	294478	5348	291708	5	291	5	\$193.00	\$965.00	8/15/17	
June, 2016	302274	7796	299504	8	299	8	\$195.00	\$1,560.00	8/15/17	
July, 2016	308004	5730	305234	6	305	6	\$195.00	\$1,170.00	8/15/17	
August, 2016	314445	6441	311675	6	311	6	\$195.00	\$1,170.00	8/15/17	
September, 2016	319354	4909	316584	5	316	5	\$195.00	\$975.00	8/15/17	
October, 2016	323364	4010	320594	4	320	4	\$195.00	\$780.00	8/15/17	
November, 2016	326569	3205	323799	3	323	3	\$195.00	\$585.00	8/15/17	
December, 2016	328851	2282	326081	3	326	3	\$195.00	\$585.00	8/15/17	
January, 2017	330377	1526	327607	1	327	1	\$195.00	\$195.00	8/15/17	
February, 2017	333530	3153	330760	3	330	3	\$195.00	\$585.00	8/15/17	
March, 2017	337510	3980	334740	4	334	4	\$195.00	\$780.00	8/15/17	
April, 2017	342349	4839	339579	5	339	5	\$195.00	\$975.00	8/15/17	
May, 2017	348015	5666	345245	6	345	6	\$195.00	\$1,170.00	8/15/17	
June, 2017	354910	6895	352140	7	352	7	\$225.50	\$1,578.50	6/21/18	
July, 2017	360693	5783	357923	5	357	5	\$225.50	\$1,127.50	6/21/18	
August, 2017	367274	6581	364504	7	364	7	\$225.50	\$1,578.50	6/21/18	
September, 2017	371617	4343	368847	4	368	4	\$225.50	\$902.00	6/21/18	
October, 2017	375258	3641	372488	4	372	4	\$225.50	\$902.00	6/21/18	
November, 2017	378337	3079	375567	3	375	3	\$225.50	\$676.50	6/21/18	
December, 2017	380253	1916	377483	2	377	2	\$225.50	\$451.00	6/21/18	
January, 2018	382604	2351	379834	2	379	2	\$225.50	\$451.00	6/21/18	
February, 2018	385186	2582	382416	3	382	3	\$225.50	\$676.50	6/21/18	
March, 2018	389701	4515	386931	4	386	4	\$225.50	\$902.00	6/21/18	
April, 2018	393945	4244	391175	5	391	5	\$225.50	\$1,127.50	6/21/18	
May, 2018	399873	5928	397103	6	397					6
June, 2018	406148	6275	403378	6	403					6
July, 2018	412093	5945	409323	6	409					6
August, 2018	418417	6324	415647	6	415					6
September, 2018	421469	3052	418699	3	418					3
October, 2018	425118	3649	422348	4	422					4
November, 2018	427655	2537	424885	2	424					2
December, 2018	429732	2077	426962	2	426					2
January, 2019	432133	2401	429363	3	429					3
February, 2019	435366	3233	432596	3	432					3
March, 2019	440432	5066	437662	5	437					5
April, 2019	445995	5563	443225	6	443					6
May, 2019	452163	6168	449393	6	449					6
June, 2019	458474	6311	455704	6	455					6
July, 2019	467987	9513	465217	10	465					10
August, 2019	471540	3553	468770	3	468					3
September, 2019	476427	4887	473657	5	473					5
October, 2019	479948	3521	477178	4	477					4
November, 2019	483146	3198	480376		477					

E+mon D-mon Meter Readings

Totals						391		\$77,764.50		86
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**8/3/12: updated April and June with figures from CEPS website from 24 to 21 SREC's