

MEDFORD LAKES SCHOOL DISTRICT
MEDFORD LAKES, NJ 08055
PUBLIC AGENDA
MARCH 20, 2019

1. CALL MEETING TO ORDER
2. ANNOUNCEMENT OF NOTICE
3. ROLL CALL
4. FLAG SALUTE
5. PRESENTATIONS

A. Mrs. Carole Ramage, January Students of the Month
Kindergarten – Layla Carman
1st Grade – Logan Cummins
2nd Grade – Meade Kalinowski

Mr. Anthony Dent, January Students of the Month
3rd Grade – Colin Smarz
4th Grade – Julia Dunay
5th Grade – James Gilmartin
6th Grade – Sean Siper
7th Grade – Jack Munson
8th Grade – Brandon Iman

6. PUBLIC COMMENT

The Board of Education welcomes and encourages comments from members of the community. The Board Secretary will note your comments, because of this we ask that you state your name and address before speaking and keep your comments to a 3 minute time limit. Concerns stated, or actions requested by the public, will be taken under advisement by the Board for investigation, discussion and action or disposition at a later time/date. However, if your questions or comments pertain to litigation, student or personnel items, or negotiations, we ask that you see the Superintendent of Schools after the meeting. We do not discuss these items in public.

7. APPROVAL OF MINUTES

8. MONTHLY REPORTS

- A. Fire and Security Drills
- B. Nurses' Report
- C. Student Enrollment
- D. Staff Attendance
- E. Harassment/Intimidation/Bullying Investigation

9. OLD BUSINESS

10. NEW BUSINESS

11. SUPERINTENDENT'S REPORT

A. PERSONNEL

1. APPROVE correction of Julia Maute contract to reflect her correct start date of January 28, 2019 (Incorrect date of February 1, 2019 was approved on January 16, 2019).
2. APPROVE Aiden Uray as a volunteer for fencing Project Infinity Session 3
3. APPROVE Robbie Kantner hourly substitute secretarial rate \$13.54

4. APPROVE Ashley Greenblatt to observe Sherry Gerber and Jennifer Martinez one time per week for the remainder of the school year.

B. CURRICULUM/COORDINATED ACTIVITIES

1. APPROVE the 2019-2020 District Calendar
2. APPROVE discard of the following First Grade Language Arts Materials:
 - a. Little Readers Guided Reading by Irene C. Fountas (ISBN# 0-395-91073-0), Houghton Mifflin Company © 1999
 - b. Little Readers Guided Reading by Irene C. Fountas (ISBN# 0-395-91076-5), Houghton Mifflin Company © 1999
3. APPROVE the following Field Trips
 - a. Wednesday, April 17, 2019 – Pre-K to Johnson’s Corner Farm, Medford, NJ. (This is a replacement for the Friday, April 29, 2019 trip to Reek-A-Boo Playground approved February 26th and subsequently canceled)
 - b. Tuesday, June 4, 2019 – 5th Grade L.E.A.D. Graduation – Beach 1
 - c. Tuesday, June 11, 2019 – 2nd Grade Visit to Neeta School

12. BUSINESS ADMINISTRATOR’S REPORT

A. FINANCE/BUDGET

1. Payment of the bills with funds available.
2. VOID Check Number 33424 in the amount of \$230.00 payable to Brett DiNovi & Associates on 01/16/19 due to check being lost. Stop payment issued 2/28/2019.
3. APPROVE budget transfers for the month(s) of January 2019 as listed on the attached summary report.
4. Acceptance of the Board Secretary and Treasurer’s reports in accordance with N.J.A.C. 6A:23A-16.10(c) (4) for the month(s) of January 2019. The Treasurer’s Report and Board Secretary’s Report are in agreement for the month(s) of January. The Board Secretary certifies no line item account has been over extended and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

Pursuant to N.J.A.C. 6A:23-2.11(c) (4), the Board of Education, after review of the Board Secretary’s monthly financial report (appropriation section) and upon consultation with the appropriate district officials, to the best of our knowledge no major account or fund has been over-expended in violation of N.J.A.C. 6A:23-2.11(b) and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

5. APPROVE the following district travel to include mileage reimbursement:

Name	Description	Date	Registr. Amount	Subst. Cost
Carole Ramage	Foundation for Educational Administration’s “School Climate for Adults” – Brick, NJ	4/9/2019	\$149.00	\$0.00
Christine Hunter	Wilson Language Training’s “4 th Edition Institute Wilson Reading System (Steps 1-6) – Mt. Laurel, NJ	5/29 & 30/2019	\$449.00	\$219.20
Michael Colling	NJASBO Annual Conference – Atlantic City, NJ	6/5 – 7/2019	\$275.00 R \$258.25 H	\$0.00

6. APPROVE Driscoll Mechanical Change Order MC-02 in the amount of -\$5,000.00 for credit of unused allowance for Nokomis School.

7. APPROVE the 2019-2020 Preliminary Budget for submission to the New Jersey Department of Education as follows:

	BUDGET	TAX LEVY
General Fund	\$ <u>8,073,167</u>	\$ <u>6,156,066</u>
Special Revenue Fund	\$ <u>108,949</u>	\$ <u>0</u>
Debt Service	\$ <u>639,570</u>	\$ <u>575,661</u>
Total Base Budget	\$ <u>8,821,686</u>	\$ <u>6,731,727</u>

B. BUILDINGS AND GROUNDS

C. FACILITIES USE (IF NEEDED)

13. PUBLIC COMMENT

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14. EXECUTIVE SESSION

BOARD OF EDUCATION OF MEDFORD LAKES

**RESOLUTION 2019-16E
AUTHORIZING EXECUTIVE SESSION**

WHEREAS, N.J.S.A. 10:4-12 allows for a Public Body to go into closed session during a Public Meeting, and

WHEREAS, the Board of Education of Medford Lakes ("Board of Education") has deemed it necessary to go into closed session to discuss certain matters which are exempted from the Public; and

WHEREAS, the regular meeting of the Board of Education will reconvene following the end of the closed session;

NOW, THEREFORE, BE IT RESOLVED that the Board of Education will go into closed session for the following reason(s) as outlined in N.J.S.A. 10:4-12:

 Any matter which, by express provision of Federal Law, State Statute or Rule of Court shall be rendered confidential or excluded from discussion in public (Provision relied upon: _____);

 Any matter in which the release of information would impair a right to receive funds from the federal government;

 Any matter the disclosure of which constitutes an unwarranted invasion of individual privacy;

 Any collective bargaining agreement, or the terms and conditions of which are proposed for inclusion in any collective bargaining agreement, including the negotiation of terms and conditions with employees or representatives of employees of the public body;

 Any matter involving the purpose, lease or acquisition of real property with public funds, the setting of bank rates or investment of public funds where it could adversely affect the public interest if discussion of such matters were disclosed;

 Any tactics and techniques utilized in protecting the safety and property of the public provided that their disclosure could impair such protection;

 Any investigations of violations or possible violations of the law;

 Any pending or anticipated litigation or contract negotiation in which the public body is or

may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer (If pending or anticipated litigation, the matter is entitled: [John Doe vs. ABC Board of Education])

(If contract negotiation the nature of the contract and interested party is _____
_____)

Under certain circumstances, if public disclosure of the matter would have a potentially negative impact on the Board of Education's position in the litigation or negotiation, this information may be withheld until such time that the matter is concluded or the circumstances no longer present a potential impact);

X Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting (Subject to the balancing of the public's interest and the employee's privacy rights under *South Jersey Publishing*, 124 N.J. 478, the employee(s) and nature of discussion is _____);

_____Any deliberation of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party as a result of an act of omission for which the responding party bears responsibility;

BE IT FURTHER RESOLVED that the Board of Education hereby declares that its discussion of the aforementioned subject(s) may be made public at a time when the Board of Education Attorney advises the Board of Education that the disclosure of the discussion will not detrimentally affect any right, interest or duty of the School District or any other entity with respect to said discussion. That time is currently estimated as the time of said matter. (Estimated date: _____) or upon the occurrence of _____);

BE IT FURTHER RESOLVED that the Board of Education, for the aforementioned reasons, hereby declares that the public is excluded from the portion of the meeting during which the above discussion shall take place and hereby directs the Board Secretary to take the appropriate action to effectuate the terms of this resolution. Action may be taken when public session resumes.

15. ADJOURNMENT

Medford Lakes Board of Education
Bills List
March 20, 2019

PO#	Vendor	Invoice#	Payment	Check#
19-0726	AMAZON.COM	K-2 MENTOR TEXT	118.35	34000
19-0778	AMAZON.COM	BLDGS & GROUNDS	63.98	34000
19-0780	AMAZON.COM	BLDGS & GROUNDS	104.02	34000
19-0787	AMAZON.COM	KINDERGARTEN CENTERS	133.86	34000
19-0760	AMAZON.COM	SNOW BLOWER PARTS	39.98	34000
19-0751	AMAZON.COM	LDT/C SUPPLIES	20.59	34000
19-0774	AMAZON.COM	MENTOR TEXT GR 2	141.85	34000
19-0757	AMAZON.COM	NOKOMIS OFFICE SUPPL	367.56	34000
19-0756	AMAZON.COM	504 ASSISTIVE TECH	335.98	34000
19-0722	AMAZON.COM	MS MATH SUPPLIES	325.14	34000
19-0752	AMAZON.COM	CST SUPPLIES	48.53	34000
19-0741	AMAZON.COM	SENSORY SUPPORTS	1,255.73	34000
19-0764	AMAZON.COM	EXTERIOR WALL LIGHTS	1,499.40	34000
19-0744	AMAZON.COM	READERS WORKSHOP	903.24	34000
19-0763	AMAZON.COM	FIRST AID KITS	214.43	34000
19-0718	AMAZON.COM	MENTOR TEXT GR 2	224.25	34000
19-0720	AMAZON.COM	G.A.T.E. MATERIALS	469.99	34000
19-0721	AMAZON.COM	BLDGS & GROUNDS PARTS	24.68	34000
19-0788	AMAZON.COM	PE EQUIPMENT	100.37	34000
19-0798	AMAZON.COM	ENERGY BUS	59.40	34000
19-0847	ATLANTIC TOMORROWS OFFICE	COPIER SUPPLIES	169.80	34001
19-0672A	BRETT DINOVI & ASSOCIATES	STUDENT SERVICES	115.00	34002
19-0705A	BRETT DINOVI & ASSOCIATES	STUDENT SERVICES	115.00	34002
19-0827	BRETT DINOVI & ASSOCIATES	STUDENT CONSULTATION	115.00	34002
19-0828	BRETT DINOVI & ASSOCIATES	STUDENT CONSULTATION	172.50	34002
19-0870	BURLINGTON CO. SPEC. SERVICES	TUITION ADJUSTMENT	5,120.75	34003
19-0848	CASA PAYROLL SERVICES, LLC	FEBRUARY PAYROLL	527.40	34004
19-0811	CDW GOVERNMENT, INC.	CHROME LICENSES	51.00	34005
19-0839	COLLING, MICHAEL	JANUARY CELL PHONE	72.49	34006
19-0748	COMCAST - BUSINESS SERVICES	FEBRUARY SERVICES	2,505.91	34007
19-0858	COOPER, MARY JO	PETTY CASH REIMB.	114.09	34008
19-0817	COTTRELL GRAPHICS, LLC	CST CODE BOOKS	60.40	34009
19-0841	COURIER TIMES, INC.	MEETING NOTICES	74.04	34010
19-0807	CUSTOM INK	BUTTERFLY RELEASE	480.39	34011
19-0340	EDUCATIONAL DATA SERVICES, INC	LICENSE & MAINT FEE	410.00	34012
19-0826	EDUCATIONAL SERVICES UNIT	STUDENT SERVICES	138.00	34013
19-0825	EDUCATIONAL SERVICES UNIT	STUDENT SERVICES	255.00	34013
18-0742	FALASCA MECHANICAL, INC.	APPL FOR PYMT 9	8,452.91	34014
19-0864	HARRISON, MATTHEW AND MEGAN	FEB 2019 REIMBURSEME	8,453.98	34015
19-0614	HEINEMANN WORKSHOPS	PROFESSIONAL DEVELOP	3,000.00	34016
19-0783	HOLMAN & FRENIA, P.C.	AUDIT SERVICES	1,000.00	34017
19-0548	HONEYWELL INTERNATIONAL, INC.	PREV MAINT AGR	4,920.25	34018
19-0835	INTERACTIVE KIDS, LLC	STUDENT SERVICES	5,650.00	34019
19-0833	INTERACTIVE KIDS, LLC	STUDENT SERVICES	75.00	34019
19-0832	INTERACTIVE KIDS, LLC	STUDENT SERVICES	375.00	34019
19-0831	INTERACTIVE KIDS, LLC	STUDENT SERVICES	112.50	34019
19-0830	INTERACTIVE KIDS, LLC	STUDENT SERVICES	450.00	34019
19-0834	INTERACTIVE KIDS, LLC	STUDENT SERVICES	5,800.00	34019
19-0699	KEYBOARD CONSULTANTS	SMARTBOARD INSTALL	778.96	34020
19-0837	LEE, MICHAEL	MILEAGE REIMB.	214.77	34021
19-0863	LENAPE REGIONAL HS DIST.	OUT OF DIST TRANSP	2,382.42	34022
19-0871	MCKINNIES, JULIA	COOKING CLUB SUPPLIES	59.83	34023
19-0663	MEDFORD TWP. BOARD OF ED.	STUDENT TRANSPORTATIC	1,894.26	34024
19-0767	MEMORY TEN, INC.	COMPUTER PARTS	27.98	34025

Medford Lakes Board of Education
Bills List
March 20, 2019

PO#	Vendor	Invoice#	Payment	Check#
19-0307	MUNICIPAL CAPITAL FINANCE	COPIER LEASES	4,996.32	34026
19-0728	MUSEUM OF THE AMERICAN REVOLUTION	5TH GRADE TRIP	586.00	34027
19-0090	NAUTILUS SOLAR POWER II, LLC.	FEB SERVICE	3,390.58	34028
19-0875	PARKER MC CAY, P.A.	FEBRUARY SERVICE	7,971.17	34029
19-0861	PARKER MC CAY, P.A.	JANUARY SERVICE	8,930.25	34029
19-0759	PEARSON ASSESSMENTS	TESTING MATERIALS	421.14	34030
19-0869	PHOENIX ADVISORS	PROFESSIONAL SERVICE	850.00	34031
19-0822	PITNEY - BOWES CREDIT CORP.	POSTAGE METER LEASE	1,058.64	34032
19-0821	PITNEY - BOWES CREDIT CORP.	POSTAGE METER SUPPLI	254.97	34032
19-0085	PSE&G	FEBRUARY SERVICE	5,805.13	34033
19-0694	QUAVERMUSIC.COM, LLC	SUBSCRIPTION	2,520.00	34034
19-0089	REPUBLIC SERVICES OF N.J.	MARCH SERVICE	334.29	34035
19-0794	SCHOOL SPECIALTY, INC.	LANG ARTS GR 5	1,008.00	34036
19-0355	SCHOOLS HEALTH INSURANCE FUND	FEB & MAR PREMIUM	190,526.00	34037
19-0338	SONITROL SECURITY OF DE VALLEY	QUARTERLY MONITORING	2,646.81	34038
19-0874	SOURCE4TEACHERS	FEBRUARY SUBSTITUTES	9,495.51	34039
19-0086	SOUTH JERSEY GAS CO.	FEBRUARY GAS SERVICE	11,404.84	34040
19-0857	SPOTTS, INC. HARDWARE	BLDG& GRNDS SUPPLIES	98.93	34041
19-0771	SUPPLYWORKS	ICE MELT	443.50	34042
19-0745	TCI	SCIENCE - GR 3	787.50	34043
19-0781	TCNJ	INTERVIEW DAY	100.00	34044
19-0844	TEACHERS SYNERGY, LLC	READING GR 2	62.16	34045
19-0859	TREASURER, STATE OF NEW JERSEY	ELEVATOR INSP FEE	182.00	34046
19-0849	UPS STORE, THE	EQUIPMENT RETURN	11.82	34047
19-0865	VIRTUA MEDICAL GROUP	PHYSICIAN SERVICES	4,000.00	34048
19-0793	WB MASON CO.	DISTRICT COPY PAPER	5,598.00	34049
19-0558	XTEL COMMUNICATIONS INC.	FEBRUARY SERVICES	1,336.38	34050
			325,415.90	

I hereby certify that I have examined the bills covered by the above listed warrants and found them to be in order for payment in accordance with Board of Education policy and N.J.S.A. 18A:19 et seq.

BOARD SECRETARY

March 20, 2019

DATE