

MEDFORD LAKES SCHOOL DISTRICT
MEDFORD LAKES, NJ 08055
PUBLIC AGENDA
APRIL 17, 2019

1. CALL MEETING TO ORDER

2. ANNOUNCEMENT OF NOTICE

3. ROLL CALL

4. FLAG SALUTE

5. PRESENTATIONS

- A. Mrs. Carole Ramage, Director of Curriculum/Nokomis Principal, March Students of the Month
Kindergarten – Colin Watkins
1st Grade – Grace Dungee
2nd Grade – Bennett Atkinson

- Mr. Anthony Dent, Superintendent/Neeta Principal, March Students of the Month
3rd Grade – Derek Andryca
4th Grade – Laurel Brescia
5th Grade – Lleyton Coughlin
6th Grade – Erin Doyle
7th Grade – Riley Pancoast
8th Grade – Finn Haussman

- B. Mr. Anthony Dent, Superintendent/Neeta Principal and Mrs. Mary Beth Swindells, Librarian,
7th Grade Battle of the Books Team: Clara Byrne, Ben Caputo, Fionnula Fest, Grace Heinold,
Claudia Koch, Emily Ruegg

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 (19-02 and 19-03)
F. Annual Bus Evacuation Drill Report (4/11/2019)

9. OLD BUSINESS

10. NEW BUSINESS

11. POLICY

12. SUPERINTENDENT'S REPORT

A. PERSONNEL

1. APPROVE the following Graduate Level courses for reimbursement pending requirements are met as per NJSA 18A:6-8.5:
 - a. Colleen Bozarth – Rowan University Course No. SELN10585 – Educational Assessment in Special Education in the amount of \$685
2. APPROVE unpaid leave for Lindsay Gunter for June 24, 25, 26, 27 and 28, 2019
3. APPROVE Part Time In Class Assistants
 - a. Madison L Parker
 - b. Kristen Hood

<u>Position Control Roster #</u>	<u>Account Number</u>	<u>Employee</u>	<u>Salary</u>
201-20	11-213-100-106-0-117	Madison Parker	Step 1 \$12.90 per hour
			Start date pending fingerprint clearance
201-21	11-213-100-106-0-117	Kristen Hood	Step 1 \$12.90 per hour
			Start date pending fingerprint clearance

4. APPROVE renewal of Staff for the 2019-2020 school year as follows:
 - a. Schedule A – Tenured Staff
 - b. Schedule B – Non-Tenured Staff
 - c. Schedule C – 12 Month Full Time Secretaries, 12 Month Full Time Custodian, 12 Month Part Time Custodians and 12 Month Part Time Cleaners
 - d. Schedule D – 12 Month Confidential Administrative Assistants, Coordinator of Payroll and Student Information and Treasurer
 - e. Schedule E – Administrators

B. CURRICULUM/COORDINATED ACTIVITIES

1. APPROVE "The Bundle of Poems 1 & 2" (2018) for use during Shared Reading by Teachers in Grades K-1
2. APPROVE the following Field Trips
 - a. Wednesday, May 1, 2019 – Middle School Play Performers to Nokomis School for a 'Sing-A-Long with K-2 students
 - b. Thursday, May 2, 2019 - Pre-K students walk to Beach 3
 - c. Thursday, May 30, 2019 - "Juror For a Day", selected 7th and 8th grade students, Burlington County Superior Court, Burlington County Courts Facility, 49 Rancocas Road, Mount Holly NJ 08060
 - d. Friday, May 31, 2019 – Battle of the Books Banquet, qualifying 3rd – 8th grade students, Vaughn Hall
 - e. Friday, May 31, 2019, Middle School Dance 5th, 6th, and 7th Grades, originally scheduled for May 3, 2019
 - f. Friday, May 31, 2019, 8th Grade Lock-in, Medford Fitness

13. BUSINESS ADMINISTRATOR'S REPORT

A. FINANCE/BUDGET

1. Payment of the bills with funds available.
2. APPROVE budget transfers for the month(s) of February 2019 as listed on the attached summary report.
3. 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 February 2019. The Treasurer's Report and Board

Secretary's Report are in agreement for the month(s) of February. 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.

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

Name	Description	Date	Registr. Amount	Subst. Cost
MaryBeth Swindells	Site visits/observations of libraries/librarians to: Shawnee High School – Medford Medford Memorial Middle School – Medford Olson Middle School – Tabernacle Indian Mills Memorial Middle School – Shamong	TBD	\$0.00	\$109.60 Per day for 2 days due to combin ed visits
Kathy O'Brien	Lenape Regional High School District's Math Articulation Meeting – Shamong, NJ	5/7/19	\$0.00	\$54.80
Brittany Reid	Lenape Regional High School District's Math Articulation Meeting – Shamong, NJ	5/7/19	\$0.00	\$54.80
Carole Ramage	Lenape Regional High School District's Math Articulation Meeting – Shamong, NJ	5/7/19	\$0.00	\$0.00
Michael Colling	New Jersey Self Insurer's Association's Spring Worker's Compensation Conference – Atlantic City, NJ	5/9-10/19	\$0.00	\$0.00
Jenn York	The College of New Jersey's "Foundations Level K", 1 Day Workshop – Ewing, NJ	5/13/19	\$395.00	\$109.60
Andrea Estevez	The College of New Jersey's "Foundations Level K", 1 Day Workshop – Ewing, NJ	5/13/19	\$395.00	\$109.60
Carole Ramage	The College of New Jersey's "Foundations Level K", 1 Day Workshop – Ewing, NJ	5/13/19	\$395.00	\$0.00
Jenn York	The College of New Jersey's "Foundations Level 1", 1 Day Workshop – Ewing, NJ	5/14/19	\$395.00	\$109.60
Andrea Estevez	The College of New Jersey's "Foundations Level 1", 1 Day Workshop – Ewing, NJ	5/14/19	\$395.00	\$109.60
Anthony Dent	New Jersey Association of School Administrators/New Jersey Association of Pupil Services Administrators 37 th Annual Spring Leadership Conference – Atlantic City, NJ	5/15 & 5/16/19	\$475.00	\$0.00

5. APPROVE Professional Services Agreement with Functionally Able Rehabilitation, Inc. to provide OT/PT services to students as needed for the 2019-20 school year in the amount of \$80.00 per hour.
6. Approval of Joint Transportation Agreement with Burlington County Educational Services Unit to provide the following services for the 2019-2020 school year:
 - a. Public, Non-Public and Vocational Schools from September 2019 through June 2020
 - b. Special Education Summer School July and August 2019
 - c. Special Education Winter Bus Routes from September 2019 through June 2020
7. Approval of the District's 2019-2020 Budget Calendar:

October 22, 2018	Administrative Discussion
November 19, 2018	Administrative Discussion
December 14, 2018	Distribution of Ed-Data Instructions to staff
December 17, 2018	Administrative Discussion
January 7, 2019	Administrative Discussion
January 18, 2019	Staff Ed-Data Orders due to Principals
January 23, 2019	Administrative Discussion
January 25, 2019	Principal approval of Ed-Data orders
February 1, 2019	Preliminary Budget to Board Members

February 4, 2019	Administrative Discussion
February 6, 2019	Public Budget Workshop Meeting with Board Members
February 25, 2019	Administrative Discussion
March 11, 2019	Administrative Discussion
March 5, 2019	Governor's Budget Address
March 7, 2019	Receipt of State Aid amounts from NJDoE
March 20, 2019	Public Board of Education Meeting and approval of submission of Preliminary Budget to County Department of Education
March 20, 2019	Deadline for Submission of Preliminary Budget to County Department of Education
Week of April 22, 2019	Advertisement of Budget
May 1, 2019	Public Budget Hearing

B. BUILDINGS AND GROUNDS

C. FACILITIES USE

14. 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.

15. 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;

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

X 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.

16. ADJOURNMENT

Medford Lakes Board of Education

Bills List

April 17, 2019

PO#	Vendor	Invoice#	Payment
19-0903	ALL PARTITIONS AND PARTS, LLC	BUILDINGS & GROUNDS PARTS	256.00
19-0795	AMAZON.COM	GROUNDS MAINTENANCE	226.98
19-0806	AMAZON.COM	BUTTERFLY RELEASE	466.56
19-0842	AMAZON.COM	READERS WORKSHOP MATERIALS	318.98
19-0843	AMAZON.COM	READERS WORKSHOP SUPPLIES	683.60
19-0852	AMAZON.COM	FAUCET PARTS	348.52
19-0732	AMERICAN TIME & SIGNAL CO	CLASSROOM CLOCKS	1,499.05
19-0816	ANDREWS CAR CARE	BATTERY FOR TRUCK	149.00
19-0883	APOGEE COMPONENTS	G.A.T.E. SUPPLIES	72.42
19-0887	AQUATIC SERVICES/E.RUNYON	ANNUAL WATER TESTING	3,680.00
19-0873	ATLANTIC TOMORROWS OFFICE	COPIER SUPPLIES.	121.80
19-0867	BORGATA HOTEL	NJASBO - COLLING	228.00
19-0730	BURLINGTON CO. SPEC. SERVICES	STUDENT SERVICES	8,148.89
19-0906	CASA PAYROLL SERVICES, LLC	MARCH PAYROLL	549.60
19-0907	COLLING, MICHAEL	FEBRUARY CELL PHONE	72.49
19-0748	COMCAST - BUSINESS SERVICES	MARCH SERVICE	2,468.33
19-0909	COURIER TIMES, INC.	EMPLOYMENT AD	819.00
19-0727	CRITICAL RESPONSE GROUP, INC.	CRG SERVICES	3,956.00
19-0879	DENT, ANTHONY V	FEBRUARY CELL PHONE	74.00
19-0862	EDUCATIONAL SERVICES UNIT	STUDENT SERVICES	355.00
19-0743	FOLLETT SCHOOL SOLUTIONS, INC.	LIBRARY BAR CODES	100.63
19-0824	FOUNDATION FOR EDUCATIONAL	PD WORKSHOP - RAMAGE	149.00
19-0901	FUNCTIONALLY ABLE REHAB, INC.	OT/PT SERVICES - FEBRUARY	3,780.00
19-0919	FUNCTIONALLY ABLE REHAB, INC.	OT/PT SERVICES - MARCH	4,440.00
19-0854	GENERAL CHEMICAL AND SUPPLY, INC.	B&G SUPPLIES	2,114.70
19-0790	GOPHER SPORT	P.E. SUPPLIES	974.55
19-0923	HARRISON, MATTHEW AND MEGAN	MARCH REIMBURSEMENT	8,001.34
19-0878	HIGH ALTITUDE SCIENCE	G.A.T.E. SUPPLIES	44.60
19-0916	HONEYWELL INTERNATIONAL, INC.	NOKOMIS REPAIRS	970.20
19-0902	INTERACTIVE KIDS, LLC	STUDENT SERVICES	637.50
19-0758	LEARNING A-Z	LICENSE RENEWAL	1,799.70
19-0918	LENAPE REGIONAL HS DIST.	JANUARY FUEL	64.68
19-0904	LENAPE REGIONAL HS DIST.	MARCH FIELD TRIP TRANSPORT	450.00
19-0905	LENAPE REGIONAL HS DIST.	DECEMBER FIELD TRIP TRANSPORT	50.00
19-0663	MEDFORD TWP. BOARD OF ED.	APRIL TRANSPORT	1,894.26
19-0090	NAUTILUS SOLAR POWER II, LLC.	MARCH SERVICE	5,844.68
19-0890	NJ DEPT OF LABOR AND WORKFORCE DEV	4Q UNEMPLOYMENT	16.32
19-0085	PSE&G	MARCH SERVICE	5,270.95
19-0089	REPUBLIC SERVICES OF N.J.	APRIL SERVICE	334.29
19-0921	RUTGERS GRADUATE SCHOOL OF EDUCAT	PROFESSIONAL DEVELOP	2,480.00
19-0355	SCHOOLS HEALTH INSURANCE FUND	APRIL PREMIUM	95,955.00
19-0796	SCHOOLWIDE, INC.	READING FUNDAMENTALS	6,603.00
19-0868	SHI INTERNATIONALCORP	COMPUTER SWITCH	9,331.06
19-0924	SOURCE4TEACHERS	MARCH SERVICES	9,617.46
19-0086	SOUTH JERSEY GAS CO.	APRIL SERVICE	6,692.98
19-0900	SPEAK FOR YOURSELF, LLC	STUDENT SERVICES	720.00
19-0917	SPOTTS, INC. HARDWARE	MARCH PURCHASES	92.13
19-0908	STAPLES (ED-DATA)	PRINTER SUPPLIES	226.12
19-0851	SUPPLYWORKS	ICE MELT	443.50
19-0855	SUPPLYWORKS	TOILET PAPER	354.75
19-0750	TCNJ	MATH WORKSHOP	525.00
19-0881	TD BANK	DEBT SERVICE-2010	409,750.00
19-0892	THE DESIGN COLLABORATIVE	FEBRUARY SERVICES	1,385.91
19-0893	THE DESIGN COLLABORATIVE	FEBRUARY SERVICES.	2,513.56

Medford Lakes Board of Education
Bills List
April 17, 2019

PO#	Vendor	Invoice#	Payment
19-0894	THE DESIGN COLLABORATIVE	REIMBURSABLES	12.01
19-0818	TROXELL	CST CHROMEBOOKS	894.00
19-0891	UPS STORE, THE	SHIPPING CHARGES	16.12
19-0836	WILSON LANGUAGE TRAINING	PROF DEV - HUNTER	449.00
19-0829	WILSON LANGUAGE TRAINING	CST SUPPLIES	95.10
19-0895	WITHAM, GREGORY	TRAVEL REIMBURSEMENT	110.60
19-0558	XTEL COMMUNICATIONS INC.	MARCH SERVICE	1,320.29
			611,019.21

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

APRIL 17, 2019
DATE