

MEDFORD LAKES SCHOOL DISTRICT
MEDFORD LAKES, NJ 08055
PUBLIC AGENDA
March 15, 2017

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

A. Mrs. Carole Ramage, February Students of the Month:

Kindergarten	Eric Peterson
1 st Grade	Danny Germano
2 nd Grade	Peyton Siciliano

Mr. Anthony Dent, Superintendent, February Students of the Month:

3 rd Grade	Sean O'Reilly
4 th Grade	Katherine Brooks
5 th Grade	Steven Wingert
6 th Grade	Cayleigh Beal
7 th Grade	Jason Karch
8 th Grade	Michael Dillon

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

1. Fire and Security Drills
2. Nurses Report
3. Student Enrollment
4. Staff Attendance

9. OLD BUSINESS

10. NEW BUSINESS

11. POLICY

A. Approve for first reading the following policy:

1. Eligibility Under Part B of the IDEA

B. Approve for second reading the following policy number(s):

1. 7110 – Long-Range Facilities Planning
2. 7115 – Developing Educational Specifications
3. 7415 – Video Surveillance

C. Approve for final reading and adoption the following policy number(s):

1. 2224.2 – Employees and Students Harassment, Intimidation and Bullying
2. 2240 – Research, Evaluation and Planning
3. 2255 – Action Planning for T&E Certification

12. SUPERINTENDENT'S REPORT

A. PERSONNEL

1. Approval to submit employment contracts for Anthony Dent, Superintendent and Michael Colling, Business Administrator/Board Secretary, to the Burlington County Office of Education for approval for the 2017-2018 school year.
2. Approve Katherine Gartland's leave of absence beginning on May 22nd, 2017 to June 14th, 2017 using 17 sick days. After delivery, beginning June 15th, 2017 to October 2nd, 2017 using 20 sick days. On October 3rd, 2017, under the New Jersey Family Leave Act, I am requesting Child-rearing maternity leave beginning on October 3rd, 2017. Following that, I am requesting a child-rearing leave under the provisions of the Collective Bargaining Agreement for the remainder of the 2017-2018 school year.
3. Approve, Rebecca Miller, Salus University, OT Fieldwork level 2 student beginning first week of April until the end of the 2016-2017 school year. Fieldwork Coordinator Brianna Brim.
4. Approve New Staff

A. Amy Wilmot, Lunch/Recess Aide; start date pending Criminal History Review Clearance

<u>Position Control Roster Number</u>	<u>Account Number</u>	<u>Employee</u>	<u>Salary</u>
203-04	11-000-262-107-D-160	Amy Wilmot	\$12.15 per hr. 2 hrs. per day

5. Approval of unpaid leave request
 - A. Michael Rutter, Part Time Cleaner, March 7th, 9th, 14th, 16th, 21st, 23rd, 28th, 30th, 2017.
6. Approval for Tuition Reimbursement
 - A. Jill Agin, Lourdes University, Gender Matters: How Boys and Girls Learn, Course No. 01-738 in the amount of \$288.75
 - B. Erin Czarzasty, Lourdes University, Gender Matters: How Boys and Girls Learn, Course No. 01-738 in the amount of \$288.75

B. CURRICULUM/COORDINATED ACTIVITIES

1. Approval of the following field trips:
 - a. May 25, 2017 – Student Council, Safety Patrol, National Junior Honor Society Members to Great Adventure – Jackson, NJ
2. Approval of revised 2016-2017 school calendar due to February 9th, 2017 snow day. Friday, May 26th, 2017 school will be in session. Calendar attached.
3. Approval of the 2017-2018 school calendar. Calendar attached.

13. BUSINESS ADMINISTRATOR'S REPORT

A. FINANCE/BUDGET

RECOMMEND that the Board of Education, upon the recommendation of the Business Administrator, approve the following finance/budget items:

1. Payment of the bills with funds available.
2. Approve budget transfers for the month(s) of January 2017 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: 23-2.11(c) 3 and N.J.A.C. 6A:23-2.11(a) for the month(s) of January 2017. 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.

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

Name	Description	Date	Registr. Amount	Subst. Cost
Michael Colling	BCIPJIF Annual Workers Compensation Conference – Atlantic City, NJ	5/4-5/5/17	\$0.00	\$0.00
Anthony Dent	NJSBA 2017 School PR Forum – West Trenton, NJ	4/7/2017	\$75.00	\$0.00

5. Approval of eChalk, Inc. to provide e-mail licensing and support for the 2017-18 school year in the amount of \$3,557.00
6. Approval of agreement with Interactive Kids to provide support services to students with behavioral and educational challenges for the remainder of the 2016-17 school year at an hourly rate not to exceed \$110.00 per hour and In-Service Fees not to exceed \$800 per day.
7. RECOMMEND that the Board of Education, upon the recommendation of the Business Administrator, approve the following Board Member Travel to include accommodations and mileage reimbursement:

Name	Description	Date	Registr. Amount	Subst. Cost
Kristen Caputo	NJSBA's Governance I: New Board Member Orientation – Robbinsville, NJ	6/3/17	\$0.00	\$0.00

8. RECOMMEND that the Board of Education, upon the recommendation of the Business Administrator, approve the following Board Member Travel to include accommodations and mileage reimbursement:

Name	Description	Date	Registr. Amount	Subst. Cost
Kim Bezanis	NJSBA 2017 School PR Forum – West Trenton, NJ	4/7/2017	\$75.00	\$0.00

B. BUILDINGS AND GROUNDS

C. FACILITIES USE

14. PUBLIC COMMENT

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15. EXECUTIVE SESSION

BOARD OF EDUCATION OF MEDFORD LAKES

**RESOLUTION 2017-14E
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);

___ 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

March 15, 2017

PO#	Vendor	Invoice#	Payment	Check#
17-0659	AMAZON.COM	B & G SUPPLIES...	848.73	32223
17-0646	AMAZON.COM	B & G SUPPLIES....	379.76	32223
17-0626	AMAZON.COM	B & G SUPPLIES.....	368.32	32223
17-0661	AMAZON.COM	ROCKET SUPPLIES	551.48	32223
17-0678	AMAZON.COM	TECH SUPPLIES	36.63	32223
17-0674	APOGEE ROCKETS	ROCKET CLUB SUPPLIES	266.44	32224
17-0713	BLUE GAUNTLET	FENCING SUPPLIES	543.80	32225
17-0718	BRETT DINOVI & ASSOCIATES	STUDENT SERVICES.	11,970.00	32226
17-0730	BRETT DINOVI & ASSOCIATES	STUDENT SERVICES..	632.50	32226
17-0721	CASA PAYROLL SERVICES, LLC	FEBRUARY PAYROLL	625.90	32227
17-0702	COLLING, MICHAEL	TRAVEL REIMB.	596.69	32228
17-0064	COMCAST - BUSINESS SERVICES	MAR & APRIL	7,479.03	32229
17-0699	COOPER, MARY JO	PETTY CASH REPL	136.00	32230
17-0675	COTTRELL GRAPHICS, LLC	CST SUPPLIES	46.50	32231
17-0725	COURIER TIMES, INC.	3/7 MEETING NOTICE	34.72	32232
17-0703	DENT, ANTHONY V	MARCH CELL REIMB.	69.40	32233
17-0299	EDUCATIONAL DATA SERVICES, INC	LIC & MAINT PYMT 4	405.00	32234
17-0440	EDUCATIONAL SERVICES UNIT-TRANS	FEB TRANSPORT	6,957.36	32235
17-0668	EDUCERE LLC	STUDENT INSTRUCTION	780.00	32236
17-0672	EIRC/LRC	GATE REGIS	1,520.00	32237
17-0663	ESTES ROCKETS	ROCKET CLUB SUPPLIES	207.88	32238
17-0698	FUNCTIONALLY ABLE REHAB, INC.	PRE-K OT/PT	1,794.00	32239
17-0697	FUNCTIONALLY ABLE REHAB, INC.	OT/PT	3,880.50	32239
17-0684	GRAINGER	B&G SUPPLIES....	8.34	32240
17-0714	GRAINGER	B&G SUPPLIES...	94.82	32240
17-0688	GROVE SUPPLY INC.	B&G SUPPLIES.....	419.69	32241
17-0491	HAMPTON ACADEMY	OOD TUITION-JAN	5,024.00	32242
17-0583	HARRISON, MATTHEW AND MEGAN	OOD TUITION	7,275.64	32243
17-0707	HAWTHORNE GALLERY	8TH GR PHOTO	143.75	32244
17-0733	HEGGAN, RICHARD	ROCKET CLUB SUPPLIES	202.85	32245
17-0677	HOUGHTON MIFFLIN HARCOURT	READING COUNTS	600.00	32246
17-0650	HOUGHTON MIFFLIN HARCOURT	KINDER. SUPPLIES	450.12	32246
17-0295	HUMPHREY'S PEST CONTROL	FEB SERVICE	80.00	32247
17-0683	IMPERIAL BAG & PAPER	HAND SANITIZER/SOAP	872.00	32248
17-0664	INDUSTTRIAL CONTROLS DISTRIBUTORS, LLC	THERMOSTATS	1,495.96	32249
17-0735	LENAPE REGIONAL HS DIST.	4TH GR TRANSPORT	200.00	32250
17-0724	LENAPE REGIONAL HS DIST.	8TH GR TRANSPORT	500.00	32250
17-0731	LENAPE REGIONAL HS DIST.	3RD QTR TRANSPORT	7,773.75	32250
17-0720	MEDFORD LAKES HSA	FREE LUNCH REIMB	1,257.63	32251
17-0655	MEDFORD TWP. BOARD OF ED.	MARCH TRANSPORT	531.65	32252
17-0704	MT. LAUREL BOARD OF EDUC.	OOD TUITION-FEB	3,076.00	32253
17-0279	MUNICIPAL CAPITAL FINANCE	COPIER LEASE-#4	4,914.09	32254
17-0060	NAUTILUS SOLAR POWER II, LLC.	FEB SOLAR	3,098.04	32255
17-0706	NJ DEPT OF LABOR AND WORKFORCE DEV	4TH QTR UNEMPL	1,456.00	32256
17-0734	NJ DIVISION OF PENSION & BENEFITS / DCRP	FEBRUARY 2017	244.21	32257
17-0644	NJSBA	BD MEM TRAINING	50.00	32258
17-0705	PARKER MC CAY, P.A.	JAN LEGAL SVCS	2,165.19	32259
17-0682	PROMETHEAN, INC.	CLASSROOM SUPPLIES	215.00	32260
17-0051	PSE&G	JANUARY ELECTRIC	4,874.30	32261
17-0062	REPUBLIC SERVICES OF N.J.	MARCH SERVICE	334.29	32262
17-0057	SCHOOLS HEALTH INSURANCE FUND	MARCH PREMIUM	77,816.00	32263

Medford Lakes Board of Education

Bills List

March 15, 2017

PO#	Vendor	Invoice#	Payment	Check#
17-0302	SONITROL SECURITY OF DE VALLEY	MONITORING #4	1,827.00	32264
17-0732	SOURCE4TEACHERS	SUB SERVICES.	1,549.34	32265
17-0700	SOURCE4TEACHERS	SUB SERVICES..	3,199.55	32265
17-0719	SOURCE4TEACHERS	SUB SERVICES...	3,936.51	32265
17-0052	SOUTH JERSEY GAS CO.	MARCH GAS SERVICE	3,332.95	32266
17-0504	STATE OF NEW JERSEY	PERS CONTRIB	61,993.00	32267
17-0717	TREASURER, STATE OF NEW JERSEY	ELEV INSPECTION	182.00	32268
17-0709	UNITED ELECTRIC SUPPLY COMPANY	FUSES	67.90	32269
17-0313	VIRTUA MEDICAL GROUP	MARCH SERVICE	400.00	32270
17-0055	XTEL COMMUNICATIONS INC.	PHONE SERVICE	1,192.43	32271
			242,984.64	

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.

MARCH 15, 2017

BOARD SECRETARY

DATE