

MEDFORD LAKES SCHOOL DISTRICT
MEDFORD LAKES, NJ 08055
PUBLIC AGENDA
February 21, 2018

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

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

Kindergarten	Massimo DeCristofaro
1 st Grade	Eric Peterson
2 nd Grade	Marisa Cahill

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

3 rd Grade	Allison Polinski
4 th Grade	Mckenzie Bailey
5 th Grade	Sara Pierce
6 th Grade	Kyla Bunt
7 th Grade	Roxy Gatchell
8 th Grade	Nicholas Bautista

B. Connor Strong and Buckalew, Virgin Fitness Challenge

7. 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.

8. APPROVAL OF MINUTES

9. MONTHLY REPORTS

1. Student Enrollment
2. Fire and Security Drill Reports
3. Nurses' Reports
4. Staff Attendance

10. OLD BUSINESS

11. NEW BUSINESS

12. POLICY

a. Approve for first reading, the following policy numbers:

1. 3516 – Safety
2. 3541.1 – Transportation Routes and Services
3. 3541.3 – Non-School Use of District Vehicles
4. 3541.31 – Privately Owned Vehicles
5. 3541.32 – District Owned Vehicles
6. 3541.33 – Transportation Safety

b. Approve for final reading and adoption, the following policy numbers:

1. 3440 – Inventories

2. 3450 – Money in School Buildings
3. 3451 – Petty Cash Funds
4. 3453 – School Activity Funds
5. 3510 – Operation and Maintenance of Plant
6. 3514 – Equipment
7. 3515 – Smoking Prohibition

13. SUPERINTENDENT'S REPORT

A. PERSONNEL

1. Approve unpaid leave of absence
 - a Melissa Palmer, PT ICA, January 31, 2018, February 1st and 2nd, 2018
 - b Heather Summerville, February 26, 2018
 - c Jessica Coughlin, PT ICA, February 12th, 2018 deduct two hours pay.
2. Approve Casey Walsh, Part Time In Class Assistant, leave of absence beginning April 16th, 2018 to June 4th, 2018 using 5 sick days after delivery.
3. Approve Additions to Extra Duty
 - a Amy Wilmot, Lunch Recess Duty
 - b Jessica Coughlin, Lunch Recess Duty
 - c Jessica Coughlin, Dance Chaperone
4. Approve the termination of employee number 1072 effective March 2, 2018

<u>Position Control Roster Number</u>	<u>Account Number</u>	<u>Employee</u>
201-09	11-213-100-106-0-117	#1072

5. Accept Resignation
 - a Josef Wallenta, Part Time Cleaner, effective February 23rd, 2018

<u>Position Control Roster Number</u>	<u>Account Number</u>	<u>Employee</u>
304-03	11-000-262-100-0-160	Josep Wallenta, Jr.

B. CURRICULUM/COORDINATED ACTIVITIES

1. Approved the following changes to the 2017-2018 District Calendar to make up snow days:
 - Friday, May 25, 2018 will be a school day make up day for January 4th, 2018 snow day.
 - Friday, June 15th will be the last day of school make up for January 5th, 2018 snow day.
2. Approval of Nokomis School Library Weeding Log from 9/6/17 through 11/17/17. Total copies removed: 575 - 3 deleted, 0 transferred, 572 weeded. (copy of complete list will be available for review)
3. Approval of the following field Trip(s)
 - a. Project Infinity Team America Rocket Club to Tuckahoe Turf Farm, Hammonton, NJ for Practice Launch and Qualifying of Team Rockets. After school hours, parents to provide transportation.
February 27th makeup date March 1st
March 13th makeup date March 15th
March 27th makeup date March 29th

14. BUSINESS ADMINISTRATOR'S REPORT

A. FINANCE/BUDGET

1. Payment of the bills with funds available.
2. Approve budget transfers for the month(s) of November and December 2017 and January 2018 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 November and December 2017 and

January 2018. The Treasurer's Report and Board Secretary's Report are in agreement for the month(s) of November, December and 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	Sub Cost
K-4 Science Committee Members: Miss Cona (K) Mrs. DePasquale (1) Mrs. Samuelian (2) Mrs. York (3) Mr. Conway (4)	Medford Township Schools to observe TCI Science Alive Lessons	2/27/18	\$0.00	\$625.00
K-4 Science Committee Members: Miss Cona (K) Mrs. DePasquale (1) Mrs. Samuelian (2) Mrs. York (3) Mr. Conway (4)	Evesham Township Schools to observe Carolina Building Blocks of Science Lessons	TBD	\$0.00	\$625.00
Greg Witham	NJ Buildings and Grounds Association's Annual Conference/Expo – Atlantic City, NJ	3/12-14/18	\$0.00	\$0.00
Regina Reilly	Cooper In Schools Symposium – Mt. Laurel, NJ	3/27/18	\$45.00	\$150.00
Rebecca Smith	Cooper In Schools Symposium – Mt. Laurel, NJ	3/27/18	\$45.00	\$150.00
Michael Colling	NJASBO Annual Conference – Atlantic City, NJ	6/5-7/18	\$495.00	\$0.00

5. Approval of agreement between the Medford Lakes Board of Education and the YMCA Camp Ockanickon School's Out Program for the 2018-19, 2019-20 and 2020-2021 school years to utilize both Neeta and Nokomis Schools for the purpose of after school child care for district students.
6. Approve disposal of the following district owned items:
a. Televisions in rooms 110, 113, 114, 120, 121, 207, 208, 300, 303, 304, 306, 307, 308, 309
7. Approval of _____ as contractor for Project No. 7954: Neeta School Capital Maintenance Upgrades and 7955: Nokomis School Capital Maintenance Upgrades.
8. Approval of _____ as contractor for Project No. 7956: Nokomis School Reroofing.
9. Approval to increase food prices on 6 of the food options offered by Home and School Association as per the attached.
- 10.

Resolution No. 2018-13

Waiver of Requirements

Special Education Medicaid Initiative (SEMI) Program

WHEREAS, NJAC 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district's participation in the Special Education Medicaid Initiative

(SEMI) Program for the 2018-2019 school year, and;

WHEREAS, the Medford Lakes Board of Education desires to apply for this waiver due to the fact that it projects having fewer than 30 Medicaid eligible classified students.

NOW, THEREFORE, be it resolved, that the Medford Lakes Board of Education hereby authorize the Chief School Administrator to submit to the Executive County Superintendent of Schools in the County of Burlington an appropriate waiver of the requirements of NJAC 6A:23A-5.3 for the 2018-19 school year.

Signed: _____

Date: February 21, 2018

Adopted: February 21, 2018

B. BUILDINGS AND GROUNDS

C. FACILITIES USE

15. 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.

16. EXECUTIVE SESSION

BOARD OF EDUCATION OF MEDFORD LAKES

**RESOLUTION 2018-14E
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.

17. ADJOURNMENT

Medford Lakes Board of Education

Bills List

February 21, 2018

PO#	DESCRIPTION	Vendor	Payment	Check#
18-0438	ROCKET SUPPLIES	AMAZON.COM	242.97	32843
18-0506	ROCKET SUPPLIES	APOGEE ROCKETS	670.15	32844
18-0446	MATH SEEDS SUBSCR	BLAKE EARNING	294.00	32845
18-0572	STUDENT SERVICES	BRETT DINOVI & ASSOCIATES	143.75	32846
18-0475	B&G SUPPLIES	BROOKAIRE CO.	322.61	32847
18-0553	JANUARY PAYROLL	CASA PAYROLL SERVICES, LLC	546.20	32848
18-0235	ACTIVBOARD-LIBRARY	CLINTON LEARNING SOLUTIONS, LLC	3,844.00	32849
18-0580	PHONE REIMBURSEMENT	COLLING, MICHAEL	81.69	32850
18-0210	INTERNET SERVICE	COMCAST - BUSINESS SERVICES	5,048.85	32851
18-0532	MEETING NOTICE	COURIER TIMES, INC.	52.66	32852
18-0531	BID ADVERTISEMENT	COURIER TIMES, INC.	263.56	32852
18-0434	B&G REPAIRS	DEGLER-WHITING, INC.	2,400.00	32853
18-0540	JANUARY TRANSPORT	EDUCATIONAL SERVICES UNIT-TRANS	6,222.90	32854
18-0563	JAN SERVICES	FUNCTIONALLY ABLE REHAB, INC.	5,655.00	32855
18-0564	JAN SERVICES-PREK	FUNCTIONALLY ABLE REHAB, INC.	468.00	32855
18-0556	B&G SUPPLIES	GENERAL CHEMICAL AND SUPPLY, INC.	1,453.10	32856
18-0555	ICE MELT	GENERAL CHEMICAL AND SUPPLY, INC.	502.25	32856
18-0524	HEATING PARTS	GRAINGER	345.24	32857
18-0545	HEATER PARTS	GRAINGER	198.18	32857
18-0491	WATER FOUNTAIN	HEPPARD PLUMBING & HEATING	455.00	32858
18-0490	SINK REPAIR	HEPPARD PLUMBING & HEATING	590.00	32858
18-0548	NOKOMIS REPAIRS	HONEYWELL INTERNATIONAL, INC.	3,707.68	32859
18-0550	ROOM 304 REPAIRS	HONEYWELL INTERNATIONAL, INC.	217.29	32859
18-0262	NOKOMIS NURSE REPAIR	HONEYWELL INTERNATIONAL, INC.	2,919.24	32859
18-0483	PM CONTRACT	HONEYWELL INTERNATIONAL, INC.	4,777.00	32859
18-0549	NEETA REPAIRS	HONEYWELL INTERNATIONAL, INC.	4,925.24	32859
18-0466	TESTING MATERIALS	HOUGHTON MIFFLIN HARCOURT	394.25	32860
18-0422	KIND L.A.	HOUGHTONMIFFLIN-HARCOURT	249.34	32861
18-0206	DEC & JAN SERVICE	HUMPHREY'S PEST CONTROL	160.00	32862
18-0499	ICE MELT	IMPERIAL BAG & PAPER	685.00	32863
18-0368	SCRUBBER REPAIR	IMPERIAL BAG & PAPER	872.00	32863
18-0473	ICE MELT.	IMPERIAL BAG & PAPER	520.00	32863
18-0514	BEHAVIOR CONSULT	INTERACTIVE KIDS, LLC	937.50	32864
18-0375	NOK ROOF SURVEY	JERSEY INFRARED CONSULTANTS	2,495.00	32865
18-0533	O.O.D. TRANSPORT	LENAPE REGIONAL HS DIST.	6,544.35	32866
18-0541	FIELD TRIP TRANSPORT	LENAPE REGIONAL HS DIST.	250.00	32866
18-0579	BOND SERVICES	MCELWEE & QUINN LLC	1,500.00	32867
18-0503	DECEMBER PREMIUM	NJ DIVISION OF PENSION & BENEFITS / DCRP	451.86	32868
18-0578	JANUARY PREMIUM	NJ DIVISION OF PENSION & BENEFITS / DCRP	156.49	32868
18-0283	TECHSPO	NJASA	850.00	32869
18-0535	SUPPLIES-NOKOMIS	ORIENTAL TRADING CO.	317.02	32870
18-0525	DECEMBER SERVICES	PARKER MC CAY, P.A.	3,750.61	32871
18-0582	STUDENT SERVICES	REM AUDIOLOGY ASSOCIATES, PC	595.00	32872
18-0468	TESTING MATERIALS	RIVERSIDE PUBLISHING	272.44	32873
18-0536	GUIDED READING SUPPL	SCHOOL SPECIALTY, INC.	736.65	32874
18-0423	READING SUPPLIES	SCHOOL SPECIALTY, INC.	391.60	32874
18-0581	SUBSTITUTE SERVICES	SOURCE4TEACHERS	14,396.90	32875
18-0239	JANUARY SUPPLY	SOUTH JERSEY ENERGY	3,828.36	32876
18-0211	FEBRUARY SERVICE	SOUTH JERSEY GAS CO.	7,998.12	32877
18-0544	COMPUTER SUPPLIES	STAPLES (ED-DATA)	43.20	32878
18-0516	NOKOMIS SUPPLIES	STAPLES ADVANTAGE	134.32	32879

Medford Lakes Board of Education

Bills List

February 21, 2018

PO#	DESCRIPTION	Vendor	Payment	Check#
18-0559	CST SUPPLIES	STAPLES ADVANTAGE	6.26	32879
18-0474	BUS OFF SUPPLIES	STAPLES ADVANTAGE	41.25	32879
18-0463	B.O. SUPPLIES	STAPLES ADVANTAGE	365.24	32879
18-0534	ANNUAL PERS INVOICE	STATE OF NEW JERSEY	69,375.36	32880
18-0301	ON-LINE SUBSCR.	TCI	96.00	32881
18-0469	GRADE 4 SUPPLIES	TCI	346.50	32881
18-0450	AHERA INSP.	TTI ENVIRONMENTAL, INC.	1,900.00	32882
18-0557	16-17 TUITION AUDIT	YALE SCHOOL NORTH II, INC.	597.00	32883
18-0244	FEBRUARY TUITION	YALE SCHOOL NORTH II, INC.	4,910.04	32883
			172,514.22	

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 poliy and N.J.S.A. 18A;19 et seq.

FEBRUARY 21, 2018

BOARD SECRETARY

DATE