

MEDFORD LAKES SCHOOL DISTRICT  
MEDFORD LAKES, NJ 08055  
PUBLIC AGENDA  
November 16, 2016

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

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

Kindergarten – Zoey Carmen  
1<sup>st</sup> Grade – Molly Doyle  
2<sup>nd</sup> Grade – Laurel Brescia

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

3<sup>rd</sup> Grade – Nicholas Panciera  
4<sup>th</sup> Grade - Curren Durr  
5<sup>th</sup> Grade - Emilia Ruegg  
6<sup>th</sup> Grade – Maxwell Shelley  
7<sup>th</sup> Grade - Kayleigh Shuff  
8<sup>th</sup> Grade - Andrew Smolarski

- B. Mr. Anthony Dent, Superintendent, Dr. Betsy Feinberg, Neeta Guidance Counselor and Safety Patrol Advisor, swearing in the 2016-2017 Safety Patrol:  
Michael Dillon, Kelly Ferguson, Jamie Lee, Jason O'Neill, Jamie Sheffer, Arielle Smith, Luke Strong, Darren West

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 Numbers(s):

1. 2210 – Administrative Leeway in Absence of Board Policy
2. 2224 – Non-Discrimination/Affirmative Action
3. 2224.1 – Staff and Student Protection from Sexual Harassment

B. Approve for second reading the following Policy Number(s):

1. 2000/2010 – Concepts and Roles in Administration; Goals and Objectives
2. 2121 – Line of Responsibility
3. 2131 - Superintendent

## 12. SUPERINTENDENT'S REPORT

### A. PERSONNEL

1. Request for Unpaid Days
  - a Amy Wiker, November 14<sup>th</sup>, 2016
  - b Cornelia Manieri, December 19<sup>th</sup>, 20<sup>th</sup>, 21<sup>st</sup>, 22<sup>nd</sup>, 23<sup>rd</sup>, 2016
2. Deduction Days  
Michael Rutter, October 19<sup>th</sup>, 21<sup>st</sup>, 24<sup>th</sup>, 25<sup>th</sup>, 26<sup>th</sup>
3. Extra Duty Roster Addition  
Kristin Kocher-Homebound Instruction
4. In-house MD-ICA Professional Development Training on November 30<sup>th</sup> outside regularly scheduled hours:  
William Druger  
Allyse Karakashian  
Susan Anastacio  
Jenna Brey  
Morgan Spangler  
Megan Rogers  
Mary Kaiser  
Robin Arnold  
Cynthia Sullivan

### B. CURRICULUM/COORDINATED ACTIVITIES

1. Approval of Student Threat Assessment: Risk to Others survey
2. Approval of the following field trips:
  - a. March 15, 2017 – 6<sup>th</sup> – 8<sup>th</sup> Grade to Teen Arts Festival – Pemberton, NJ
  - b. March 17, 2017 – 7<sup>th</sup> & 8<sup>th</sup> Grade Battle of the Books Competition – Cinnaminson, NJ
  - c. May 5, 2017 – Kindergarten to Storybook Land, Egg Harbor Twp., NJ
  - d. May 12, 2017 – 2<sup>nd</sup> Grade to Fernwood Farms – Bordentown, NJ
  - e. May 19, 2016 – 1<sup>st</sup> Grade to Philadelphia Zoo, Philadelphia, PA
  - f. May 19, 2017 – 8<sup>th</sup> Grade Lock-In – Medford Fitness, Medford, NJ
  - g. May 23, 2017 – 5<sup>th</sup> & 6<sup>th</sup> Grade Battle of the Books – Burlington, NJ
  - h. June 9, 2017 – 7<sup>th</sup> Grade to 9/11 Memorial and The Met – New York, NY

## 13. BUSINESS ADMINISTRATOR'S REPORT

### A. FINANCE/BUDGET

1. Payment of the bills with funds available.
2. VOID check number 31946 to Mansion Monarchs in the amount of \$350.00
3. Approve budget transfers for the month(s) of September 2016 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: 23-2.11(c) 3 and N.J.A.C. 6A:23-2.11(a) for the month(s) of September 2016. The Treasurer's Report and Board Secretary's Report are in agreement for the month(s) of September. 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	Sub Cost
Shelly Craig	BCPDI Workshop – Creating and Monitoring Behavioral Plans (Pre-K – 12) – Westampton, NJ	12/8/16	Subscr.	\$125.00
Jenna Franchio	BCPDI Workshop – Creating and Monitoring Behavioral Plans (Pre-K – 12) – Westampton, NJ	12/8/16	Subscr.	\$125.00
Shelly Craig	BCPDI Workshop – The Art of Teaching: Effective Communication with Parents and Students (Grades K-12) – Westampton, NJ	03/01/17	Subscr.	\$125.00
Jenna Franchio	BCPDI Workshop – The Art of Teaching: Effective Communication with Parents and Students (Grades K-12) – Westampton, NJ	03/01/17	Subscr.	\$125.00

6. Approval of Amazing Transformations, LLC to provide ABA Services on an 'as needed' basis for the 2016-17 school year at a rate of \$110.00 per hour for BCBA/BCaBa Services, \$50 per hour for in-home services, \$75.00 per hour for Clinical Associate, \$130.00 for PD Workshops and \$42.00 for 1:1 Registered Behavior Technician/ABA Therapist
7. Re-Approval of Daniel N. DaSilva Ph.D. of Morris Psychological Group, P.A., previously approved February 17, 2016 to perform student psychological evaluations on an as needed basis through June 30, 2016 at a rate of \$2,500 per evaluation, to increase services to \$3,750 through June 30, 2016.
8. Approval of the following Resolution to Renew Membership in the Burlington County Insurance Pool Joint Insurance Fund for the 2014-15, 2015-16, 2016-17 School Year:

**RESOLUTION NO. 2017-09**  
**BURLINGTON COUNTY INSURANCE POOL**  
**JOINT INSURANCE FUND**  
**(BCIP JIF)**  
**RESOLUTION TO RENEW MEMBERSHIP**

**WHEREAS**, the **Medford Lakes School District** hereinafter referred to as "Board", is a member of the Burlington County Insurance Pool Joint Insurance Fund, hereinafter referred to as "JIF", and has reviewed the Bylaws and Plan of Risk Management of the JIF; and

**WHEREAS**, the Board believes in the safety of its employees and the public who participate in the life of the Board; and

**WHEREAS**, the Board agrees with the risk management disciplines inherent to membership in said JIF which are explicit in the JIF's Bylaws and Risk Management Program; and

**WHEREAS**, the Board agrees that the statement below is consistent with its own philosophy:

"It is the goal of the Burlington County Insurance Pool Joint Insurance Fund (JIF) and its member Boards of Education to achieve the best and most practical degree of freedom from accidents and/or injuries. The JIF and its members also endeavor to insure that all employees are provided with a safe and healthy environment, free from any recognized hazard as defined by applicable local, state, and federal regulations. Loss prevention, which is the responsibility of the Board, should succeed in providing a safe, healthful and pleasant working environment." and,

**WHEREAS**, the JIF is a legally authorized and constituted joint insurance fund as permitted by Chapter 108, Laws of 1983 (N.J.S.A. 18A:18B-1 et.seq.), and has operated successfully on behalf of area school districts since its formation on July 1, 1984; and

**WHEREAS**, the statutes regulating the conduct of the JIF contain elaborate safeguards concerning the safe and efficient administration of the public interest entrusted to said JIF; and

**WHEREAS**, the Board has determined that continued participation as a member of the JIF is in the Board's best interest;

**NOW THEREFORE, BE IT RESOLVED** that the Board hereby agrees to renew its membership in the JIF for a three year membership term which shall commence on **July 1, 2017**, at 12:01 a.m.; and

**BE IT FURTHER RESOLVED**, that the Board will participate in all lines of coverage the JIF provides as defined by the JIF's Risk Management Program, which are generally described herein as follows:

1. Workers' Compensation and Employers' Liability
2. General Liability and Automobile Liability
3. Educator's Legal Liability, including Employment Practices Liability
4. Property Damage, including Automobile Physical Damage
5. Employee Dishonesty (Crime) Insurance
6. Boiler & Machinery/Equipment Breakdown
7. Cyber Liability
8. Violent and Malicious Acts
9. Pollution and Mold Legal Liability
10. Disaster Management Services
11. Unmanned Aerial Systems Liability
12. Student Accident on an Annual Elective Basis

**BE IT FURTHER RESOLVED**, that the Board appoints **Michael Colling** as its Delegate to the JIF and empowers said Delegate to; exercise the voting rights provided in the JIF's Bylaws to Delegates in a manner which best protects the Board and JIF, to implement and strengthen the Board's safety and risk management efforts, to participate fully and with efficiency in the JIF to comply with all conditions of membership as defined in the JIF Bylaws and Risk Management Program, and to execute all agreements, including but not limited to an Indemnity & Trust Agreement in order to implement membership by the Board in the JIF.

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 2017-08E 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**

**November 16, 2016**

<b>PO#</b>	<b>Remit to name</b>	<b>DESCRIPTION</b>	<b>Payment</b>	<b>Check#</b>
17-0438	IMPERIAL BAG & PAPER CO LLC	SCRUBBER REPAIR	476.93	31967
17-0280	IMPERIAL BAG & PAPER CO LLC	2016-17 SUPPLIES	10,604.05	31967
17-0515	AEROSPACE INDUSTRIES ASSOCIATION	REGISTRATION #1	125.00	31968
17-0516	AEROSPACE INDUSTRIES ASSOCIATION	REGISTRATION #2	125.00	31968
17-0517	AEROSPACE INDUSTRIES ASSOCIATION	REGISTRATION #3	125.00	31968
17-0518	AEROSPACE INDUSTRIES ASSOCIATION	REGISTRATION #4	125.00	31968
17-0519	AEROSPACE INDUSTRIES ASSOCIATION	REGISTRATION #5	125.00	31968
17-0520	AEROSPACE INDUSTRIES ASSOCIATION	REGISTRATION #6	125.00	31968
17-0390	AMAZON.COM	B&G SUPPLIES	1,075.12	31969
17-0432	ATLANTIC TOMORROWS OFFICE	COPIER SUPPLIES	137.80	31970
17-0457	BMI EDUCATIONAL SERVICES	LA-NOVELS	385.66	31971
17-0456	BMI EDUCATIONAL SERVICES	LA-NOVELS.	659.74	31971
17-0460	BMI EDUCATIONAL SERVICES	LA-NOVELS-	633.92	31971
17-0459	BMI EDUCATIONAL SERVICES	LA NOVELS	63.97	31971
17-0492	BRETT DINOVI & ASSOCIATES	SEPT 2016 OOD SVCS	3,230.00	31972
17-0493	BRETT DINOVI & ASSOCIATES	SEPT 2016 SERVICES	345.00	31972
17-0501	CASA PAYROLL SERVICES, LLC	SEPT & OCT	1,040.05	31973
17-0407	CEDAR RUN WILDLIFE REFUGE	CAMP PROGRAM	250.00	31974
17-0474A	CINTAS FIRE PROTECTION	BALANCE DUE	161.08	31975
17-0064	COMCAST - BUSINESS SERVICES	OCTOBER 2016	2,505.35	31976
17-0399A	DEBORAH STRONG	MONARCH RELEASE	350.00	31977
17-0507	ANTHONY V DENT	OCT 2016 CELL PHONE	80.10	31978
17-0058	DIRECT ENERGY BUSINESS	OCTOBER 2016	837.40	31979
17-0433	ED TRETINA ELECTRICAL	APR OUTLET REPAIR	255.00	31980
17-0376	FERRY ASSOCIATES	DISTRICT ENVELOPES	626.00	31981
17-0524	FOUNDATION FOR EDUCATIONAL	11/1 WORKSHOP	149.00	31982
17-0512	FUNCTIONALLY ABLE REHAB, INC.	OCTOBER OT/PT	1,560.00	31983
17-0513	FUNCTIONALLY ABLE REHAB, INC.	OCTOBER OT/PT-GEN	4,719.00	31983
17-0480	GUITAR CENTER	MUSIC SUPPLIES	151.99	31984
17-0491	HAMPTON ACADEMY	SEPT/OCT TUITION	9,294.44	31985
17-0486	HAMPTON COUNSELING CENTER	HOMEBOUND INST	400.00	31986
16-0672	HENRY SHEIN, INC.	NURSE SUPPLIES	4.14	31987
17-0447	HEPPARD PLUMBING & HEATING	WATER FOUNTAIN REPAI	1,900.00	31988
17-0439	HONEYWELL INTERNATIONAL, INC.	QTRLY PM AGREEMENT	4,683.25	31989
17-0463	HOUGHTON MIFFLIN HARCOURT	GR 1 READING	618.80	31990
17-0464	HOUGHTON MIFFLIN HARCOURT	GR 1 READING	735.65	31990
17-0295	HUMPHREY'S PEST CONTROL	OCTOBER SERVICES	80.00	31991
17-0445	KEVIN ANDERSON'S WELL DRILLING	NEETA TANK SEFVICE	350.00	31992
17-0494	LENAPE COUNCIL OF SCHOOL	2016-17 MEMBERSHIP	300.00	31993
17-0509	LENAPE REGIONAL HS DIST.	O.O.D. TRANSPORT	3,296.25	31994
17-0471	LICOM	DISTRICT RADIOS	1,080.00	31995
17-0510	LYNN M. HART EDUCATIONAL	OCTOBER 2016 SERVICE	3,150.00	31996
17-0455	MANGRUM-STRICHART LEARNING RESOURCES	MS WORKBOOKS	2,310.00	31997
16-0416	MEDFORD TWP. BOARD OF ED.	JUNE 2016 TRANSPORT	1,250.74	31998
17-0514	MORRIS PSYCHOLOGICAL GROUP	STUDENT EVAL	3,750.00	31999
17-0060	NAUTILUS SOLAR POWER II, LLC.	OCTOBER SERVICE	4,423.34	32000
17-0499	NJDOLWD	3RD QTR UNEMPL	10,064.17	32001
17-0500	NJDOLWD	2ND QTR UNEMPL INT	11.25	32001
17-0521	NJ DIVISION OF PENSION & BENEFITS / DCRP	OCTOBER PAYMENT	360.84	32002
17-0498	PARKER MC CAY, P.A.	SEPT SERVICES	3,124.31	32003
17-0531	PARKER MC CAY, P.A.	OCTOBER SERVICES	1,965.19	32003
17-0525	PITNEY - BOWES CREDIT CORP.	POSTAGE METER RENTAL	239.50	32004

**Medford Lakes Board of Education**

**Bills List**

**November 16, 2016**

PO#	Remit to name	DESCRIPTION	Payment	Check#
17-0051	PSE&G	SEPTEMBER 2016	4,419.36	32005
17-0062	REPUBLIC SERVICES OF N.J.	NOVEMBER 2016	334.29	32006
17-0452	RIVERSIDE PUBLISHING	TESTING SUPPLIES	597.37	32007
17-0476	ROBEY'S LAWNMOWER REPAIR	BLOWER REPAIR	120.00	32008
16-0665	SCHOOL HEALTH CORPORATION	NURSE SUPPLIES	195.61	32009
17-0057	SCHOOLS HEALTH INSURANCE FUND	NOV MEDICAL BILLING	91,028.00	32010
17-0482	SNS METALS & JEWELRY	IPAD REPAIR	300.00	32011
17-0533	SOURCE4TEACHERS	SEPT/OCT SUB SVCS	21,626.04	32012
17-0052	SOUTH JERSEY GAS CO.	NOVEMBER 2016	1,221.88	32013
17-0523	SPOTTS, INC. HARDWARE	OCTOBER 2016 PURCHAS	159.99	32014
17-0495	SPOTTS, INC. HARDWARE	SEPTEMBER 2016	167.97	32014
17-0528	SRI & ETTC	I&RS TRAINING 10/17	1,090.00	32015
16-0673	STAPLES CONTRACT AND COMMERCIAL, INC. (E	NURSE SUPPLIES	238.53	32016
16-0666	STAPLES CONTRACT AND COMMERCIAL, INC. (E	NURSE SUPPLIES-	174.27	32016
17-0358	STAPLES ADVANTAGE	DISTRICT CALENDARS	683.61	32017
17-0483	STAPLES ADVANTAGE	BUSINESS OFFICE SUPP	225.96	32017
17-0392	TCI	SS WORKBOOKS-8TH	1,375.50	32018
17-0263	TCI	SS WORKBOOKS-6TH	1,904.50	32018
	TD BANK	BOND INTEREST	57,000.00	911012016
17-0008	TRIARCO ARTS & CRAFTS	ART SUPPLIES	105.54	32019
17-0396	TRIUMPH LEARNING	COMMONCORE COACH	4,504.79	32020
17-0313	VIRTUA MEDICAL GROUP	DEC 2016	400.00	32021
17-0055	XTEL COMMUNICATIONS INC.	NOVEMBER 2016	1,183.02	32022
17-0367	YALE SCHOOL NORTH II, INC.	DEC TUITION	4,023.78	32023
17-0508	YMCA CAMP OCKANICKON, INC.	6TH GRADE CAMP	6,465.00	32024
			<b>283,984.04</b>	

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.

November 16, 2016

-----  
BOARD SECRETARY

-----  
DATE