

MEDFORD LAKES SCHOOL DISTRICT  
MEDFORD LAKES, NJ 08055  
PUBLIC AGENDA  
January 16, 2019

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

- A. Mrs. Carole Ramage, December Students of the Month
  - Kindergarten – Nicholas Collison
  - 1<sup>st</sup> Grade – Lily Petruska
  - 2<sup>nd</sup> Grade – Hanna Miller

- Mr. Anthony Dent, December Students of the Month
  - 3<sup>rd</sup> Grade – Luke Miller
  - 4<sup>th</sup> Grade – Gavin Vitelli
  - 5<sup>th</sup> Grade – Alexis Hummel
  - 6<sup>th</sup> Grade – Kevin Ulriksen
  - 7<sup>th</sup> Grade – Morgan DiPerna
  - 8<sup>th</sup> Grade – Nia Scott

- B. Holman and Frenia, Presentation of Comprehensive Annual Financial Report for June 30, 2018

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 – none to report

9. OLD BUSINESS

10. NEW BUSINESS

11. SUPERINTENDENT'S REPORT

- A. PERSONNEL

1. Additions to Extra Duty List (Schedule E)
  - a. Susan Anastasio – After School Supervision Duty
  - b. Jessica Cona – Project Infinity Coordinator
  - c. Jennifer York – Project Infinity Coordinator
  - d. Karen Samuelian – Project Infinity Coordinator
  - e. Victoria Ley – Project Infinity Coordinator

f. Tracey Casciato – Dance Chaperone

2. Resignations

a. Jack Raisola, Part Time Cleaner, Effective January 4, 2019

| <u>Position Control Roster #</u> | <u>Account Number</u> | <u>Employee</u> |
|----------------------------------|-----------------------|-----------------|
| 304-03                           | 11-000-262-100-0-100  | Jack Raisola    |

3. Approve Mentoring Assignments for 2018-2019

a. Jessica Cona, Mentoring and Internship towards “Principal and Supervisor Certification” through Caldwell University supervised by Carole Ramage beginning January 2019 at no cost to the district

4. Approve New Staff

a. Charles Collins, III, Part Time In Class Assistant

| <u>Position Control Roster #</u> | <u>Account Number</u> | <u>Employee</u>      | <u>Salary</u>                  |
|----------------------------------|-----------------------|----------------------|--------------------------------|
| 201-14                           | 11-213-100-106-0-117  | Charles Collins, III | Step 1 +.30<br>\$13.20 per hr. |

5. Salary Guide Advancement February 2019 Correction approved 12.12.2018

a. Patricia Karakashian, MA+30 Step 7

b. Kathy O’Brien, MA+15 Step 10

| <u>Position Control Roster #</u> | <u>Account Number</u> | <u>Employee</u>      | <u>Salary</u>              |
|----------------------------------|-----------------------|----------------------|----------------------------|
| 506-01                           | 11-213-100-106-0-117  | Patricia Karakashian | MA+30 \$60,063<br>Prorated |
| 505-01                           | 11-130-100-101-0-106  | Kathy O’Brien        | MA+15 \$62,866<br>Prorated |

B. CURRICULUM/COORDINATED ACTIVITIES

1. FIELD TRIPS

a. Wednesday, March 13, 2019 – Eligible students to Burlington County Teen Arts Festival, RCBC Mt. Laurel Campus

b. Monday, June 3, 2019 – 8<sup>th</sup> Grade Boys to Magee Rehabilitation Center, Phila, PA

12. 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 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:23A-16.10(c) (4) for the month(s) of November 2018. The Treasurer’s Report and Board Secretary’s Report are in agreement for the month(s) of November. 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 |
|---------------------|---|---------|-----------------|-------------|
| Holly Fisher        | New Jersey State Bar Foundation's "Why We Bully: Talking About Race" – New Brunswick, NJ  | 2/8/19  | \$0.00          | \$0.00      |
| Nancy DiYenno       | The Lenape Regional Curriculum Consortium's "Getting to Know The National Core Arts Standards and Break-out Articulation for General Music and Secondary Instrumental & Vocal Teachers – Indian Mills School, Shamong, NJ | 2/15/19 | \$0.00          | \$0.00      |
| George Rogers       | The Lenape Regional Curriculum Consortium's Health and Physical Education In-Service – Medford, NJ  | 2/15/19 | \$0.00          | \$0.00      |
| Hope Coughlin       | The Lenape Regional Curriculum Consortium's Health and Physical Education In-Service – Medford, NJ  | 2/15/19 | \$0.00          | \$0.00      |
| MaryBeth Swindells  | The Lenape Regional Curriculum Consortium's Library Media Specialist In-Service – Tabernacle, NJ  | 2/15/19 | \$0.00          | \$0.00      |
| Heather Summerville | The Lenape Regional Curriculum Consortium's In-Service – Shamong, NJ  | 2/15/19 | \$0.00          | \$0.00      |
| Holly Fisher        | The Lenape Regional Curriculum Consortium's School Counselor Training – Southampton, NJ   | 2/15/19 | \$0.00          | \$0.00      |
| Regina Reilly       | School Nurse Professional Development Day – Collingswood, NJ  | 2/15/19 | \$0.00          | \$0.00      |
| Rebecca Smith       | School Nurse Professional Development Day – Collingswood, NJ  | 2/15/19 | \$0.00          | \$0.00      |
| Lauren Ferguson     | National Geographic Learning's 4th Annual Big Ideas Learning Professional Development Leadership Conference "Focusing on the Learner and Teaching Strategies to Get There" – Philadelphia, PA                             | 2/26/19 | \$0.00          | \$109.60    |
| Kathy O'Brien       | National Geographic Learning's 4th Annual Big Ideas Learning Professional Development Leadership Conference "Focusing on the Learner and Teaching Strategies to Get There" – Philadelphia, PA                             | 2/26/19 | \$0.00          | \$109.60    |
| Brittany Reid       | National Geographic Learning's 4th Annual Big Ideas Learning Professional Development Leadership Conference "Focusing on the Learner and Teaching Strategies to Get There" – Philadelphia, PA                             | 2/26/19 | \$0.00          | \$109.60    |

5. APPROVE Agreement with Eastern Armored Services, Inc. for bank depository services under the Lenape Regional Banking Consortium and paid for by the Government Banking Division of Republic Bank.
6. APPROVE Agreement with Burlington County Special Services School District for a One-on-One Teacher Assistant for Student ID# 100842 for the 2018-19 School Year in the amount of \$38,660.00, pro-rated to the number of days the student is enrolled at Burlington County Special Services School District.
7. APPROVE Tuition Reimbursement for Doctoral Level Courses to Anthony Dent, Fall 2018 Session, (approved August 22, 2018) in the amount of \$4,449.00  
 Course #EDL 7713: Leadership and Governance  
 Course #EDL 7114: Labor Negotiations and Law  
 Course #EDL 8133: Lab of Prac: Superintendent IV
8. APPROVE Graduate Course
  - a. Colleen Bozarth – Rowan Global, Spring 2019, Course No. SPED 08515, Curriculum Instruction and Transition in Special Education. Tuition Reimbursement amount: \$1,518.75
9. APPROVE WJ Gross, Inc. Change Order Number 8 /Allowance Order Number NOKOMIS AO-GC-06 dated 11/15/18 in the amount of \$830.00 to replace specified privacy screen in Nokomis boys room with new 32" urinal screen
10. APPROVE 2018-19 Independent Contractor Agreement with Christine Morabito to provide Multisensory Instruction – Fundations Professional Development services in the amount of \$900.

11. APPROVE 2018-19 Independent Contractor Agreement with Barbara Beaumont to provide Multisensory Instruction – Foundations Professional Development services in the amount of \$900.
12. APPROVE Proposal from Critical Response Group to provide Macro Collaborative Response Graphic (CRG) and Micro CRG(s) with GeoRelevant Integrated Floor Plans to include Annual Maintenance Plan\* and Labeling for both Neeta and Nokomis Schools in the amount of \$3,956.00.  
\*Annual Maintenance Fee of \$782.32 waived for first year.
13. APPROVE discard of attached curriculum items to be offered for sale to other school districts and other vendors.
14. APPROVE the following Board Member travel to include mileage reimbursement:

| Name        | Description  | Date   | Registr. Amount | Subst. Cost |
|-------------|--|--------|-----------------|-------------|
| Kim Bezanis | New Jersey School Board Association's Leadership Training – Sewell, NJ | 2/9/19 | \$50.00         | N/A         |

15. APPROVE the following Board Member travel to include mileage reimbursement:

| Name          | Description  | Date   | Registr. Amount | Subst. Cost |
|---------------|--|--------|-----------------|-------------|
| Mary Sullivan | New Jersey School Board Association's Leadership Training – Sewell, NJ | 2/9/19 | \$50.00         | N/A         |

B. BUILDINGS AND GROUNDS

C. FACILITIES USE

13. 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.

14. EXECUTIVE SESSION

**BOARD OF EDUCATION OF MEDFORD LAKES**

**RESOLUTION 2019-10E  
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.

## 15. ADJOURNMENT

Medford Lakes Board of Education  
January 16, 2019  
Bills List

| PO#     | Vendor                          | Invoice#                                     | Payment   | Check# |
|---------|---------------------------------|--|-----------|--------|
| 19-0657 | AMAZON.COM                      | NEW VESTIBULE SECURITY CAMERAS               | 2,781.63  | 33423  |
| 19-0636 | AMAZON.COM                      | TECHNOLOGY SUPPLIES                          | 328.44    | 33423  |
| 19-0601 | AMAZON.COM                      | GIFTED AND TALENTED EDUCATION SUPPLIES       | 103.11    | 33423  |
| 19-0672 | BRETT DINOVI & ASSOCIATES       | CONSULTATION - 11/19/18                      | 115.00    | 33424  |
| 19-0705 | BRETT DINOVI & ASSOCIATES       | CONSULTATION 11/26/18                        | 115.00    | 33424  |
| 19-0664 | BUREAU OF ED. & RESEARCH        | WORKSHOP-COUGHLIN                            | 259.00    | 33425  |
| 19-0730 | BURLINGTON CO. SPEC. SERVICES   | SEPT/OCT ONE-ON-ONE SERVICES                 | 7,933.44  | 33426  |
| 19-0522 | CDW GOVERNMENT, INC.            | TECHNOLOGY SUPPLIES                          | 1,072.91  | 33427  |
| 19-0686 | COLLING, MICHAEL                | CELL PHONE-NOV 2018                          | 72.48     | 33428  |
| 19-0731 | COLLING, MICHAEL                | MILEAGE REIMB.                               | 472.95    | 33428  |
| 19-0724 | COLLING, MICHAEL                | CELL PHONE-DEC 2018                          | 72.48     | 33428  |
| 19-0748 | COMCAST - BUSINESS SERVICES     | NOVEMBER SERVICE                             | 2,468.33  | 33429  |
| 19-0624 | DEMCO, INC.                     | LIBRARY CARPET                               | 697.98    | 33430  |
| 19-0682 | DENT, ANTHONY V                 | CELL PHONE REIMBURSEMENT - DEC 2018          | 74.00     | 33431  |
| 19-0723 | DENT, ANTHONY V                 | FALL TUITION REIMBURSEMENT                   | 4,449.00  | 33431  |
| 19-0684 | DRISCOLL MECHANICAL, LLC        | PUMP REPLACEMENT                             | 1,228.75  | 33432  |
| 19-0691 | E2E EXCHANGE, LLC               | E-RATE SERVICES                              | 3,000.00  | 33433  |
| 19-0695 | EDUCATIONAL SERVICES UNIT       | CRISIS RESPONSE TEAM                         | 650.00    | 33434  |
| 19-0689 | EDUCATIONAL SERVICES UNIT-TRANS | AID IN LIEU TRANSPORT                        | 2,100.00  | 33435  |
| 19-0666 | FUNCTIONALLY ABLE REHAB, INC.   | PRE-K OT/PT SERVICES-NOV                     | 140.00    | 33436  |
| 19-0665 | FUNCTIONALLY ABLE REHAB, INC.   | OT/PT SERVICES-NOV                           | 4,500.00  | 33436  |
| 19-0703 | FUNCTIONALLY ABLE REHAB, INC.   | OT/PT SERVICES-DEC                           | 4,200.00  | 33436  |
| 19-0704 | FUNCTIONALLY ABLE REHAB, INC.   | PRE-K OT/PT-DEC                              | 240.00    | 33436  |
| 19-0708 | HARRISON, MATTHEW AND MEGAN     | TUITION/TRANSPORT REIMBURSEMENT-DEC          | 7,925.90  | 33437  |
| 19-0701 | HEARTSMART TECHNOLOGY           | A.E.D. PADS                                  | 525.00    | 33438  |
| 19-0628 | HEINEMANN EDUCATIONAL BOOKS     | TESTING MATERIALS                            | 467.50    | 33439  |
| 19-0680 | HOLMAN & FRENIA, P.C.           | AUDIT SERVICES                               | 16,600.00 | 33440  |
| 19-0696 | HOLMAN & FRENIA, P.C.           | AUDIT CONFIRMATION FEES                      | 23.00     | 33440  |
| 19-0688 | HUMPHREY'S PEST CONTROL         | TERMITE CONTRACT                             | 220.00    | 33441  |
| 19-0088 | HUMPHREY'S PEST CONTROL         | NOV & DEC SERVICES                           | 160.00    | 33441  |
| 19-0714 | JOHN NEGRI                      | KILN REPAIRS                                 | 525.00    | 33442  |
| 19-0713 | LENAPE COUNCIL OF SCHOOL        | PROFESSIONAL DEVELOP                         | 135.00    | 33443  |
| 19-0737 | LENAPE REGIONAL HS DIST.        | OUT OF DISTRICT TRANSPORT                    | 2,657.25  | 33444  |
| 19-0663 | MEDFORD TWP. BOARD OF ED.       | JANUARY TRANSPORT                            | 1,894.26  | 33445  |
| 19-0698 | MEDFORD TWP. BOARD OF ED.       | OUT OF DISTRICT TRANSPORT - FINAL (SEPT/OCT) | 450.25    | 33445  |
| 19-0716 | MOTION PICTURE LICENSING CORP   | LICENSE RENEWAL                              | 320.92    | 33446  |
| 19-0307 | MUNICIPAL CAPITAL FINANCE       | COPIER LEASE PAYMENT                         | 4,996.32  | 33447  |
| 19-0090 | NAUTILUS SOLAR POWER II, LLC.   | DECEMBER SOLAR                               | 2,255.47  | 33448  |
| 19-0646 | NJASA                           | TECHSPO REGISTRATION                         | 1,199.00  | 33449  |
| 19-0685 | PARKER MC CAY, P.A.             | NOVEMBER SERVICES                            | 1,186.68  | 33450  |
| 19-0700 | PARKER MC CAY, P.A.             | SPECIAL ED SERVICES                          | 17,787.19 | 33450  |
| 19-0736 | PARKER MC CAY, P.A.             | BOND SERVICES                                | 177.14    | 33450  |
| 19-0557 | PEARSON EDUCATION               | ENVISION MATH                                | 2,730.30  | 33451  |
| 19-0337 | PROTECTIVE SERVICES GROUP       | MONITORING SERVICE                           | 534.00    | 33452  |
| 19-0085 | PSE&G                           | DECEMBER SERVICE                             | 5,788.81  | 33453  |
| 19-0089 | REPUBLIC SERVICES OF N.J.       | JANUARY SERVICE                              | 334.29    | 33454  |
| 19-0690 | ROBEY'S LAWNMOWER REPAIR        | BLOWER REPAIRS                               | 60.00     | 33455  |
| 19-0525 | SCHOOL HEALTH CORP              | BED FOR NOKOMIS NURSE OFFICE                 | 437.58    | 33456  |
| 19-0649 | SCHOOL SPECIALTY, INC.          | SUPPLIES-FLUHARTY                            | 304.15    | 33457  |
| 19-0709 | SECURITY & DATA TECHNOLOGIES    | REPAIRS-ALARM PANEL                          | 848.00    | 33458  |
| 19-0338 | SONITROL SECURITY OF DE VALLEY  | SECURITY MONITORING                          | 2,646.81  | 33459  |

Medford Lakes Board of Education  
 January 16, 2019  
 Bills List

| PO#     | Vendor                         | Invoice#                               | Payment           | Check# |
|---------|--------------------------------|--|-------------------|--------|
| 19-0734 | SONITROL SECURITY OF DE VALLEY | SECURITY REPAIRS                       | 311.24            | 33459  |
| 19-0715 | SOURCE4TEACHERS                | SUB SERVICES                           | 27,240.98         | 33460  |
| 19-0087 | SOUTH JERSEY ENERGY            | NOVEMBER SUPPLY                        | 2,057.18          | 33461  |
| 19-0086 | SOUTH JERSEY GAS CO.           | DECEMBER SERVICE                       | 8,935.07          | 33462  |
| 19-0673 | SPEAK FOR YOURSELF, LLC        | STUDENT SERVICES-DEC                   | 1,920.00          | 33463  |
| 19-0702 | SPEAK FOR YOURSELF, LLC        | STUDENT SERVICES-NOV                   | 840.00            | 33463  |
| 19-0710 | SPOTTS, INC. HARDWARE          | SUPPLIES-WITHAM                        | 25.81             | 33464  |
| 19-0681 | STAPLES (ED-DATA)              | SUPPLIES-COOPER                        | 26.90             | 33465  |
| 19-0643 | STAPLES (ED-DATA)              | SUPPLIES-WALSH                         | 212.19            | 33465  |
| 19-0359 | SUPPLYWORKS                    | ICE MELT                               | 434.63            | 33466  |
| 19-0687 | SYSTEMS 3000                   | SUPPORT/LICENSE                        | 4,775.00          | 33467  |
| 19-0669 | TCI                            | BRING SCIENCE ALIVE! (GR 1&2)          | 845.25            | 33468  |
| 19-0668 | TCI                            | BRING SCIENCE ALIVE! (GR K)            | 404.25            | 33468  |
| 19-0613 | TEACHER SYNDERGY, LLC          | ENGAGING READERS-2ND                   | 43.90             | 33469  |
| 19-0679 | TROXELL                        | CHROMEBOOKS                            | 14,315.00         | 33470  |
| 19-0712 | WITHAM, GREGORY                | LICENCE & CELL PHONE (SEPT-DEC) REIMB. | 186.00            | 33471  |
| 19-0558 | XTEL COMMUNICATIONS INC.       | DECEMBER SERVICE                       | 1,332.83          | 33472  |
| 19-0735 | YALE SCHOOL NORTH II, INC.     | 17-18 TUITION ADJUSTMENT               | 19.00             | 33473  |
| 19-0484 | YALE SCHOOL NORTH, INC.        | SEPT/OCT TUITION - FINAL               | 5,768.18          | 33474  |
|         |                                |  | <b>179,957.73</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 poliy and N.J.S.A. 18A;19 et seq.

\_\_\_\_\_  
 BOARD SECRETARY

January 16, 2019  
 \_\_\_\_\_  
 DATE