

MEDFORD LAKES SCHOOL DISTRICT
MEDFORD LAKES, NJ 08055
PUBLIC AGENDA
December 12, 2018

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

- A. Mrs. Carole Ramage, November Students of the Month
 - Kindergarten – Davis Jobes
 - 1st Grade – Kallan Miller
 - 2nd Grade – Keira Bunt

- Mr. Anthony Dent, November Students of the Month
 - 3rd Grade – Sarah Gaysek
 - 4th Grade – Gracie Gavlick
 - 5th Grade – Claire Reynolds
 - 6th Grade – Katherine Brooks
 - 7th Grade – Nathan Jacobs
 - 8th Grade – Matthew Cummings

- B. Michael Colling, BCIP Safety Award Presentation

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 (19-01)

9. OLD BUSINESS

10. NEW BUSINESS

11. SUPERINTENDENT'S REPORT

- A. PERSONNEL

1. Retirements
 - a. Angela Gatto, effective June 1, 2019
 - b. Mary Jo Cooper, effective July 1, 2019
 - c. Theresa McGroarty, effective July 1, 2019

<u>Position Control Roster #</u>	<u>Account Number</u>	<u>Employee</u>
402-01	11-000-240-150-0-151	Angela Gatto

801-01	11-000-230-105-0-153	Mary Jo Cooper
201-17	11-213-100-106-0-117	Theresa McGroarty

2. Approve revised contract for Marjorie Fowkes with correct total salary of \$9,754.36 at Step 6/7 for the 2018-19 school year
3. Approve New Staff
 - a. Deborah Gray, Part-Time In Class Assistant

<u>Position Control Roster #</u>	<u>Account Number</u>	<u>Employee</u>	<u>Salary</u>
201-18	11-213-100-106-0-117	Deborah Gray	\$12.90 per hour
		Start Date Pending Criminal History Review clearance	

4. Approve salary adjustment for Patricia Karakashian from MA+15 to MA+30 effective 2/1/2019.

<u>Position Control Roster #</u>	<u>Account Number</u>	<u>Employee</u>	<u>Salary</u>
506-01	11-213-100-101-0-117	Patricia Karakashian	MA+30 \$62,866 Prorated

5. Approve salary adjustment for Kathy O'Brien from MA to MA+15 effective 2/1/2019.

505-01	11-130-100-101-0-106	Kathy O'Brien	MA+15 \$60,063 Prorated 2/1/2019
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6. Approve Substitute Cleaner
 - a. Ebony Bratten, start date pending Criminal History Review clearance
7. Approve Classroom Observation
 - a. Ally Farley two classroom observations, one in elementary school and one in middle school, between December 15th, 2018 and January 4th, 2019
8. Approve revised reduced work schedule 50% employee to 40% employee due to fall semester class schedule:
 - a. Joshua Smith, 9/6/2018 – 12/07/2018

B. CURRICULUM/COORDINATED ACTIVITIES

1. FIELD TRIPS
 - a. Monday, March 3, 2019 – 5th Grade to Museum of the American Revolution, Phila, PA
 - b. Monday, April 1, 2019 – 7th & 8th Grade to Battle of the Books, Olson Middle School, Tabernacle, NJ
 - c. Tuesday, April 2, 2019 – 8th Grade Girls to Renfrew Center, Phila, PA
 - d. Wednesday, May 29, 2019 – 5th & 6th Grade to Battle of the Books, Wilbur Watts Intermediate School, Burlington, NJ

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 October 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 October 2018. The Treasurer's Report and Board Secretary's Report are in agreement for the month(s) of October. 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
Anthony Dent	NJASBO's TECHSPO '19 – Atlantic City, NJ	1/31 – 2/1/2019	\$450.00	\$0.00
Michael Colling	NJASBO's TECHSPO '19 – Atlantic City, NJ	1/31 – 2/1/2019	\$450.00	\$0.00
Dominic Antonini	NJASBO's TECHSPO '19 – Atlantic City, NJ	2/1/2019	\$299.00	\$0.00
Hope Coughlin	BER's 101 Strategies for Strengthening Your Physical Education Program (grades K-8) – Mt Laurel, NJ	2/5/2019	\$259.00	\$109.60

5. APPROVE Falasca Mechanical Change Order Number PC-02 in the amount (\$7.04) for credit of unused contingency allowance in the of (\$3.52) each for both Nokomis and Neeta Schools.
6. APPROVE Falasca Mechanical Change Order Number 6R-1 in the amount of \$2,595.42 to include Allowance Order Number NEETA AO-PC-03 in the amount of \$1,297.71 for floor drain replacement at Neeta School and Allowance Order Number NOKOMIS AO-PC-04 in the amount of \$1,297.71 for floor drain replacement at Nokomis School.
7. APPROVE Driscoll Mechanical, LLC Change Order Number 1 in the amount of \$1,709.24 to include Allowance Order Number NEETA AO-MC-01 to furnish and install one 4" domestic water shut-off valve at Neeta School.
8. APPROVE WJ Gross , Inc. Change Order Number 1 in the amount of \$5,430.00 for additional exterior concrete work at Neeta School to allow proper drainage.
9. APPROVE WJ Gross, Inc. Change Order Number 2 in the amount of \$1,995.00 to include Allowance Order Number NOKOMIS AO-GC-03 for demo and disposal of existing metal stud and sheet rock diving wall in security office at Nokomis School.
10. APPROVE WJ Gross, Inc. Change Order Number 4 in the amount of \$1,934.33 to include Allowance Order Number NEETA AO-GC-02 to furnish and install labor and material required to patch masonry walls in 8 openings at 6 waters closets and 2 lavs at Neeta School.

B. BUILDINGS AND GROUNDS

C. FACILITIES USE

- A. Application# 19-24: Medford Lakes Boy Scout Troop 48 – Pinewood Derby Workshop, Wednesday, January 9, 2019 – 6:00 PM to 9:00 PM, Nokomis APR

13. PUBLIC COMMENT

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14. EXECUTIVE SESSION

BOARD OF EDUCATION OF MEDFORD LAKES

**RESOLUTION 2019-09E
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
Bills List
December 12, 2018

PO#	Vendor	Invoice#	Payment	Check#
19-0494	AMAZON.COM	TRUCK PARTS	123.98	33378
19-0503	AMAZON.COM	GAME OF RISK-MEAKIM	137.80	33378
19-0514	AMAZON.COM	BATTERY CHARGER-B&G	347.00	33378
19-0555	AMAZON.COM	CST SUPPLIES	283.14	33378
19-0571	AMAZON.COM	VARIOUS BOOKS (K-2)	1,613.10	33378
19-0572	AMAZON.COM	504 SUPPORT	898.40	33378
19-0564	AMAZON.COM	BATTERIES-WASELL	45.98	33378
19-0569	AMAZON.COM	NOKOMIS SUPPL-RAMAGE	78.87	33378
19-0618	AMAZON.COM	B&G SUPPLIES	90.00	33378
19-0620	AMAZON.COM	BATTERIES-WITHAM	81.28	33378
19-0545	AMAZON.COM	SUPPLIES - WASELL	129.90	33378
19-0552	AMAZON.COM	CARPET (K-4)	1,349.85	33378
19-0605	AMAZON.COM	BUS OFFICE SUPPLIES	14.96	33378
19-0604	AMAZON.COM	MLEF GRANT-CRAIG	128.94	33378
19-0598	AMAZON.COM	504 PLAN SUPPORT	299.85	33378
19-0586	AMAZON.COM	PE EQUIPMENT	686.24	33378
19-0642	ANGELA GATTO	PETTY CASH REIMB.	144.26	33379
19-0596	BRETT DINOVI & ASSOCIATES	STUDENT SERVICES	431.25	33380
19-0597	BRETT DINOVI & ASSOCIATES	STUDENT SERVICES.	431.25	33380
19-0651	BRETT DINOVI & ASSOCIATES	CONSULTATION	115.00	33380
19-0653	BRETT DINOVI & ASSOCIATES	CONSULTATION 2	115.00	33380
19-0648	CASA PAYROLL SERVICES, LLC	NOVEMBER PAYROLL	496.70	33381
19-0633	COLLING, MICHAEL	OCTOBER CELL PHONE	72.48	33382
19-0084	COMCAST - BUSINESS SERVICES	OCTOBER SERVICE	2,468.33	33383
19-0629	DENT, ANTHONY V	OCTOBER CELL PHONE	74.00	33384
19-0656	DENT, ANTHONY V	MILEAGE (JUL-DEC)	215.13	33384
19-0644	EARL FERGUSON	CAMP CHAPERONE	384.00	33385
19-0579	EDGEMONT PRECISION REBUILDERS	B&G REPAIRS	596.00	33386
19-0543	EDGEMONT PRECISION REBUILDERS	B & G REPAIRS	452.00	33386
19-0340	EDUCATIONAL DATA SERVICES, INC	MAINT FEE	410.00	33387
19-0585	FOUNDATION FOR EDUCATIONAL	WORKSHOP	447.00	33388
19-0559	GENERAL CHEMICAL AND SUPPLY, INC.	CLEANING EQUIP-B&G	1,028.00	33389
19-0602	GENERAL CHEMICAL AND SUPPLY, INC.	CLEANING SUPPL-B&G	775.20	33389
19-0662	HARRISON, MATTHEW AND MEGAN	NOVEMBER REIMB.	8,529.42	33390
19-0614	HEINEMANN WORKSHOPS	2 DAY PD	6,000.00	33391
19-0660	HOLMAN & FRENIA, P.C.	PROF SERVICES	322.00	33392
19-0548	HONEYWELL INTERNATIONAL, INC.	PM AGREEMENT	4,920.25	33393
19-0576	HOUGHTON MIFFLIN HARCOURT	LDT/C SUPPLIES	189.97	33394
19-0641	INTERACTIVE KIDS, LLC	CONSULTATION	375.00	33395
19-0640	INTERACTIVE KIDS, LLC	STUDENT SERVICES	8,275.00	33395
19-0645	KRISTINA BURPEE	LUNCH DUTY	84.46	33396
19-0635	LENAPE REGIONAL HS DIST.	FIELD TRIP TRANS	500.00	33397
19-0637	LENAPE REGIONAL HS DIST.	OCTOBER FUEL	56.50	33397
19-0650	MAX COMMUNICATIONS, INC.	SERVICE CALL-PHONES	239.90	33398
19-0663	MEDFORD TWP. BOARD OF ED.	SEPT-DEC TRANSPORT	7,577.04	33399
19-0560	MR ROOTER PLUMBING	NEETA REPAIRS	898.75	33400
19-0518	NASCO ARTS AND CRAFTS	LEVELED READING CART	4,739.40	33401
19-0599	NATIONAL BUSINESS INSTITUTE	PD MATERIALS	366.95	33402
19-0090	NAUTILUS SOLAR POWER II, LLC.	NOVEMBER USAGE	2,779.27	33403
19-0638	PARKER MC CAY, P.A.	OCTOBER BILLING	7,804.42	33404
19-0639	PARKER MC CAY, P.A.	OCTOBER BILLING-BOND	87.50	33404
19-0659	PARKER MC CAY, P.A.	OCTOBER 2018 SERVICE	1,243.10	33404

Medford Lakes Board of Education

Bills List

December 12, 2018

PO#	Vendor	Invoice#	Payment	Check#
19-0042	PASSON'S SPORTS & USGAMES / BSN SPORTS	PE SUPPLIES	25.68	33405
19-0573	PIECES OF LEARNING	ACE POSTERS-RAMAGE	99.70	33406
19-0634	POSTER COMPLIANCE CENTER	LABOR LAW POSTERS	139.90	33407
19-0085	PSE&G	NOVEMBER USAGE	3,762.70	33408
19-0089	REPUBLIC SERVICES OF N.J.	DECEMBER SERVICE	334.29	33409
19-0632	ROBEY'S LAWNMOWER REPAIR	REPAIRS	40.00	33410
19-0009	SCHOOL SPECIALTY, INC.	SUPPLIES - STRONG	471.96	33411
19-0010	SCHOOL SPECIALTY, INC.	SUPPLIES-4TH GRADE	669.82	33411
19-0016	SCHOOL SPECIALTY, INC.	SUPPLIES-DEPASQUALE	356.58	33411
19-0058	SCHOOL SPECIALTY, INC.	SUPPLIES-FLUHARTY	45.67	33411
19-0065	SCHOOL SPECIALTY, INC.	SUPPLIES-YORK	505.35	33411
19-0068	SCHOOL SPECIALTY, INC.	SUPPLIES-SMARZ	213.81	33411
19-0069	SCHOOL SPECIALTY, INC.	SUPPLIES-BOZARTH	594.83	33411
19-0355	SCHOOLS HEALTH INSURANCE FUND	NOV& DEC PREMIUM	174,536.00	33412
19-0655	SOURCE4TEACHERS	10/20 - 11/24/2018	26,272.57	33413
19-0087	SOUTH JERSEY ENERGY	OCTOBER SUPPLY	599.03	33414
19-0086	SOUTH JERSEY GAS CO.	OCTOBER SERVICE	700.07	33415
19-0654	SPOTTS, INC. HARDWARE	SUPPLIES-NOVEMBER	75.60	33416
19-0615	TEACHER SYNDERGY, LLC	2ND GRADE READING	307.30	33417
19-0627	TEACHER SYNDERGY, LLC	SOCIAL STUDIES (K-1)	172.50	33417
19-0670	THE DEPOSITORY TRUST COMPANY	DEBT SERVICE PYMT #1	192,020.22	33418
19-0630	UPS STORE, THE	MISC. SHIPPING	310.57	33419
19-0528	WILSON LANGUAGE TRAINING	FUNDATIONS PRE-K	290.52	33420
19-0558	XTEL COMMUNICATIONS INC.	NOVEMBER SERVICE	1,289.29	33421
			473,787.78	

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

December 12, 2018

DATE