

MEDFORD LAKES SCHOOL DISTRICT
MEDFORD LAKES, NJ 08055
PUBLIC AGENDA
November 14, 2018

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

- A. Mrs. Carole Ramage, September Students of the Month
 - Kindergarten – Rosalie Asztalos
 - 1st Grade – Hudson Coverdale
 - 2nd Grade – Charles Germano

- Mr. Anthony Dent, September Students of the Month
 - 3rd Grade – Claire Leap
 - 4th Grade – Megan Dungee
 - 5th Grade – Darren Doyle
 - 6th Grade – Faith Pettit
 - 7th Grade – CJ Miles
 - 8th Grade – Laci Ram

- B. Dr. Michael Lee, Presentation of Harassment, Intimidation and Bullying Report

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

9. OLD BUSINESS

10. NEW BUSINESS

11. SUPERINTENDENT'S REPORT

- A. PERSONNEL

1. Approve Superintendent's Merit Goal #1 – 5th Grade 2019 Spring MAP Scores, in the amount of \$4,547.00, to be submitted to the County Superintendent for approval.
2. Approval of the following Spring 2019 doctorate classes for Mr. Anthony Dent (total tuition reimbursement of \$4,449.00):
 - Managing Finance (EDL7201)
 - Leading and Managing HR (EDL 7709)

- Lab of Practice Superintendent V (EDL 8134)
3. Accept retirement of Virginia Germano, effective July 1, 2019
 4. Approve Kristina Burpee for Lunch Duty Coverage for September 13, 14, 18, 27 and October 2, 2018 at an hourly rate of \$16.96
 5. Approve Unpaid Days
 - a. Joseph Bevec, October 29, 30, 31 and November 1, 2, 2018
 6. Approve a "Revised" Contract for Jennifer Heicklen to reflect her correct salary amount of \$12,008.00 for 2018-2019 school year originally board approved 6.13.18.
 7. Approve New Staff
 - a. Wesley Ayer, Part Time In Class Assistant, start date after fingerprint clearance
 - b. Julia Bouclier, Part Time In Class Assistant, start date after fingerprint clearance
 - c. Jack Raisola, Part Time Cleaner, start date after fingerprint clearance

<u>Position Control Roster #</u>	<u>Account Number</u>	<u>Employee</u>	<u>Salary</u>
201-09	11-213-100-106-0-117	Wesley Ayer	\$12.90 per hour
201-10	11-213-100-106-0-117	Julia Bouchlier	\$12.90 per hour
304-03	11-000-262-100-0-100	Jack Raisola	\$12.36 per hour

6. Approve Resignation
 - a. Shaun Parker, Part Time Cleaner, effective October 30th, 2018

<u>Position Control Roster #</u>	<u>Account Number</u>	<u>Employee</u>
304-03	11-000-262-100-0-160	Shaun Parker

B. CURRICULUM/COORDINATED ACTIVITIES

1. FIELD TRIPS
 - a. 8th Grade – BCIT Medford Campus (offered to 8th grade students interested in attending after graduation) – Monday, November 26, 2018
 - b. Neeta Band/Chorus – Nokomis School for performance - Tuesday, December 11, 2018
 - c. 1st Grade – Philadelphia Zoo – Friday, May 17, 2019
 - d. 3rd Grade – Academy of Natural Sciences – Wednesday, May 29, 2019
 - e. 3rd Grade – Leon Todd Memorial – Wednesday, June 5, 2019

12. BUSINESS ADMINISTRATOR'S REPORT

A. FINANCE/BUDGET

1. Payment of the bills with funds available.
2. VOID Check Number 33321 in the amount of \$9,176.65
3. Approve budget transfers for the month(s) of September 2018 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:23A-16.10(c)(4) for the month(s) of September 2018. 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	Subst. Cost
Anthony Dent	Foundation for Educational Administrations "Scheduling Strategies for Middle Schools: Major Focus on Structured Time for Intervention and Enrichment" – Monroe Twp, NJ	11/29/18	\$149.00	\$0.00
Michael Lee	Foundation for Educational Administrations "Scheduling Strategies for Middle Schools: Major Focus on Structured Time for Intervention and Enrichment" – Monroe Twp, NJ	11/29/18	\$149.00	\$0.00
Carole Ramage	Foundation for Educational Administrations "Scheduling Strategies for Middle Schools: Major Focus on Structured Time for Intervention and Enrichment" – Monroe Twp, NJ	11/29/18	\$149.00	\$0.00
Michael Lee	NJPSA/FEA Legal One's "Writing Effective HIB Reports – Cherry Hill, NJ	12/14/18	\$75.00	\$0.00

6. ACCEPT W.J. Gross Allowance Order No. NOKOMIS AO-GC-05 to include Change Order #5 in the amount of \$2,757.63 to supply and install top soil at Nokomis School and Change Order #6 in the amount of \$628.21 for additional keys for a lump sum Allowance of \$3,386.44
7. ACCEPT W.J. Gross Inc. Allowance Order No. NOKOMIS AO-GC-04 to include Change Order #7 in the amount of \$1,855.06 for gate modifications at Nokomis School to include removal of existing latch, furnish and install a galvanized plate to accept owner supplied magnets and install owner supplied magnets.
8. ACCEPT Driscoll Mechanical Change Order MC-01 in the amount of \$5,709.24 for supply and installation of 5 regulators at Neeta School.
9. ACCEPT DEC Electric Allowance Order No. NEETA AO-EC-01 in the amount of \$1,895.11 for running wire to the old boiler at Neeta School to include it in the emergency shut off.
10. Approval of 2018-19 Out of District Tuition Contract with Burlington County Special Services School District in the amount of \$48,747.00 plus a One on One Aid in the amount of \$38,660.00.
11. Approval of Resolution No. 2019-08 to renew the membership agreement between the Medford Lakes Board of Education and the School Health Insurance Fund for the period January 1, 2019 through June 30, 2021.
12. Acceptance of three (3) LCD scales to the Science Dept. from DonorsChoose.org
13. Acceptance of donation of 240 student headphones (Turtle Beach Ear Force PX24 Multi-platform Amplified Gaming Headsets) from LAKERS SEPAC to be utilized for district testing and in computer labs as needed.
14. Acceptance of Harassment, Intimidation and Bullying Report as presented by Dr. Michael Lee.

B. BUILDINGS AND GROUNDS

C. FACILITIES USE

13. PUBLIC COMMENT

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14. EXECUTIVE SESSION

BOARD OF EDUCATION OF MEDFORD LAKES

**RESOLUTION 2019-07E
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

November 14, 2018

PO#	Vendor	Invoice#	Payment	Check#
19-0455	ADVENTURE AQUARIUM	4TH GRADE FIELD TRIP	768.50	33322
19-0562	ANDREWS CAR CARE	CUSTODIAL SUPPLIES	275.90	33323
19-0533	APOGEE ROCKETS	ROCKET CLUB	635.66	33324
19-0606	ATLANTIC TOMORROWS OFFICE	COPY CHARGES	808.48	33325
19-0591	ATLANTIC TOMORROWS OFFICE	COPIER SUPPLIES	90.70	33325
19-0516	BOOKSOURCE	LEVELED LIBRARIES	19,377.45	33326
19-0568	BRETT DINOVI & ASSOCIATES	CONSULTATIONS	258.75	33327
19-0610	CASA PAYROLL SERVICES, LLC	OCTOBER PAYROLL	483.40	33328
19-0509	CDW GOVERNMENT, INC.	SMART BOARDS - NEETA	8,300.00	33329
19-0510	CDW GOVERNMENT, INC.	SMART BOARDS - NOKOMI	8,300.00	33329
19-0554	CDW GOVERNMENT, INC.	SUPPLIES	307.99	33329
19-0608	COLLING, MICHAEL	CELL PHONE REIMB	72.43	33330
19-0480	CREATIVE SPORTS AND GRAPHICS	FIELD TRIP T-SHIRTS	850.50	33331
18-0791	DELL COMPUTER CORP.	TECH SUPPLIES	184.20	33332
19-0582	DENT, ANTHONY V	CELL PHONE REIMB.	74.00	33333
18-0741	DRISCOLL MECHANICAL, LLC	AFP#5	13,949.80	33334
19-0549	FUNCTIONALLY ABLE REHAB, INC.	SEPT SERVICES-PRE-K	160.00	33336
19-0550	FUNCTIONALLY ABLE REHAB, INC.	SEPT SERVICES	3,220.00	33336
19-0625	FUNCTIONALLY ABLE REHAB, INC.	OCT SERVICES -PRE-K	252.00	33336
19-0626	FUNCTIONALLY ABLE REHAB, INC.	OCT SERVICES	4,460.00	33336
19-0362	GENERAL CHEMICAL AND SUPPLY, INC.	CUSTODIAL SUPPLIES	767.45	33337
19-0619	HARRISON, MATTHEW AND MEGAN	OCT REIMBURSEMENT	8,906.62	33338
19-0526	HENRY SHEIN, INC.	SUPPLIES-SMITH	67.53	33339
19-0588	HEPPARD PLUMBING & HEATING	REPAIRS-NOKOMIS	325.00	33340
19-0410	HERTZ FURNITURE SYSTEMS	OFFICE FURNITURE	4,720.00	33341
19-0603	HONEYWELL INTERNATIONAL, INC.	REPAIRS-NEETA	1,728.05	33342
19-0548	HONEYWELL INTERNATIONAL, INC.	PM CONTRACT - PYMT 1	4,920.25	33342
19-0548	HONEYWELL INTERNATIONAL, INC.	PM CONTRACT - PYMT 2	4,920.25	33342
19-0621	HONEYWELL INTERNATIONAL, INC.	REPAIRS - NEETA	1,517.14	33342
19-0622	HONEYWELL INTERNATIONAL, INC.	BOILER REPAIRS-NEETA	364.36	33342
19-0553	HOUGHTON MIFFLIN HARCOURT	SCIENCE FUSION-5TH	462.05	33343
19-0088	HUMPHREY'S PEST CONTROL	OCTOBER SERVICE	80.00	33344
19-0595	INTERACTIVE KIDS, LLC	STUDENT SERVICES	2,725.00	33345
19-0488	KEYBOARD CONSULTANTS	TECH EQUIPMENT	13,064.00	33346
19-0600	KEYBOARD CONSULTANTS	INSTALL SERVICES	1,251.44	33346
19-0521	KURTZ BROTHERS	CLASSROOM FURNITURE	1,754.00	33347
19-0587	LENAPE REGIONAL HS DIST.	SEPT FUEL	64.71	33348
19-0999	M.L. BOE - AGENCY ACCOUNT	DISABILITY REIMB	2,379.40	33349
19-0502	NASCO ARTS AND CRAFTS	SUPPLIES-ESTEVEZ	8.37	33350
19-0090	NAUTILUS SOLAR POWER II, LLC.	OCTOBER CHARGES	3,913.96	33351
19-0583	NJ ASSN OF DESIGNATED PERSONS	MEMBERSHIP-WITHAM	125.00	33352
19-0616	NJ DEPT OF LABOR AND WORKFORCE DEV	UNEMPLOYMENT	5,007.67	33353
19-0577	NJASP	MEMBERSHIP-LEE	75.00	33354
19-0482	NJSBA	CONFERENCE FEES	1,200.00	33355
19-0609	PARKER MC CAY, P.A.	SEPTEMBER SERVICES	4,857.33	33356
19-0039	PASSON'S SPORTS & USGAMES / BSN SPORTS	SUPPLIES-COUGHLIN	113.18	33357
19-0556	PEARSON ASSESSMENTS	TESTING LEY	417.64	33358
19-0574	PITNEY - BOWES CREDIT CORP.	METER SUPPLIES	84.99	33359
19-0085	PSE&G	OCTOBER CHARGES	4,082.48	33360
19-0047	REALLY GOOD STUFF	SUPPLIES-YORK	7.75	33361
19-0051	REALLY GOOD STUFF	SUPPLIES-ESTEVEZ	38.83	33361
19-0089	REPUBLIC SERVICES OF N.J.	NOVEMBER PICK UP	334.29	33362
19-0575	ROBEY'S LAWNMOWER REPAIR	LEAF BLOWER	449.00	33363
19-0589	ROTO-ROOTER	REPAIRS-NOKOMIS	545.00	33364

Medford Lakes Board of Education

Bills List

November 14, 2018

PO#	Vendor	Invoice#	Payment	Check#
19-0365	SAFETY BUS	8TH GRADE TRANS	4,896.00	33365
19-0506	SCHOOL HEALTH CORPORATION	SUPPLIES-REILLY	549.60	33366
19-0527	SCHOOL HEALTH SERVICES	SUPPLIES-SMITH	17.90	33367
19-0019	SCHOOL SPECIALTY, INC.	SUPPLIES-RARDIN	226.27	33368
19-0021	SCHOOL SPECIALTY, INC.	SUPPLIES-HAMLIN	345.75	33368
19-0022	SCHOOL SPECIALTY, INC.	SUPPLIES-GERBER	485.74	33368
19-0501	SCHOOL SPECIALTY, INC.	SUPPLIES - STRONG	41.73	33368
19-0551	SCHOOL SPECIALTY, INC.	SUPPLIES-STRONG	46.00	33368
19-0584	SCHOOL SPECIALTY, INC.	SUPPLIES-COUGHLINE	49.20	33368
19-0544	SHI INTERNATIONALCORP	TECH SUPPLIES	2,466.62	33369
19-0578	SOURCE4TEACHERS	SUB SERVICES	16,198.39	33370
19-0563	SOURCE4TEACHERS	SUB SERVICES.	11,498.23	33370
19-0534	SPECIALTY GRAPHICS LLC	CUSTODIAL SHIRTS	345.00	33371
19-0611	SPOTTS, INC. HARDWARE	CUSTODIAL SUPPLIES	25.57	33372
19-0607	THE DESIGN COLLABORATIVE	PROFESSIONAL SERVICE	2,794.00	33373
19-0617	UNITED ELECTRIC SUPPLY COMPANY	B&G PARTS	106.50	33374
19-0433	W.J. GROSS, INC.	AFP#3	43,722.83	33375
19-0558	XTEL COMMUNICATIONS INC.	SEPT & OCT	2,556.91	33376
19-0623	YMCA CAMP OCKANICKON, INC.	6TH GRADE CAMP	9,700.00	33377
			230,179.74	

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.

BOARD SECRETARY

November 14, 2018

DATE