

MEDFORD LAKES SCHOOL DISTRICT
MEDFORD LAKES, NJ 08055
Public AGENDA
April 12, 2017

1. CALL MEETING TO ORDER

2. ANNOUNCEMENT OF NOTICE

3. ROLL CALL

4. FLAG SALUTE

5. PRESENTATIONS

A. Mr. Anthony Dent, Superintendent, recognition of Clara Byrne for placing second in the Burlington County Daughters of the American Revolution Chapter essay contest.

B. Mrs. Carole Ramage, March Students of the Month:

Kindergarten	Lile Wessel
1 st Grade	Nicholas Melograna
2 nd Grade	Brianna Pancoast

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

3 rd Grade	Brendan Rodgers
4 th Grade	Noah Logan
5 th Grade	Sadie Collins
6 th Grade	Craig Kusnirik
7 th Grade	Gavin Zaun
8 th Grade	Brooke Steel

C. Mr. Anthony Dent, Superintendent, and Mrs. Nancy DiYenno, Music Teacher, recognition of Neeta students participating in South Jersey Jr. High Band, South Jersey Chorus and South Jersey Intermediate Orchestra.

Steven Estacio – Selected for the All South Jersey Jr. High Band

Adele Guth – Selected for the South Jersey Chorus

Jamie Lee – Selected for the South Jersey Intermediate Orchestra

D. Mr. Anthony Dent, Superintendent, recognition of Medford Lakes Crossing Guards

Diane Albrecht, Jenna Brey, David Crosier, Janet Dwier, Barbara Gregory, AnnMarie Lombardi, Bruce Marchitello, David Mayo, Lisa McGovern, Walter Roecker, Ann Schaeffer, Clarence Smith, Suzanne Syben-Moscicki, Ken Thompson

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

9. OLD BUSINESS

10. NEW BUSINESS

11. POLICY

- A. Approve for second reading the following policy:
 - 1. Eligibility Under Part B of the IDEA (MLBoE Resolution Number 2017-18)
- B. Approve for final reading and adoption the following policy number(s):
 - 1. 7110 – Long-Range Facilities Planning
 - 2. 7115 – Developing Educational Specifications
 - 3. 7415 – Video Surveillance

12. SUPERINTENDENT'S REPORT

A. PERSONNEL

- 1. RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve the renewal of Tenured Staff for the 2017-2018 school year per attached Schedule A
- 2. RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve the renewal of Non-Tenured Staff for the 2017-2018 school year per attached Schedule B
- 3. RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve the renewal of 12 Month Full Time Secretaries, 12 Month Full Time Custodian, 12 Month Part Time Custodians and 12 Month Part Time Cleaners for the 2017-2018 school year per attached Schedule C
- 4. RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve the renewal of 12 Month Confidential Administrative Assistants, Coordinator of Payroll and Student Information and Treasurer for the 2017-2018 school year per attached Schedule D
- 5. RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve the renewal of Administrators for the 2017-2018 school year per attached Schedule E
- 6. RECOMMEND that the Board of Education, upon the recommendation of the Superintendent, approve the following personnel items:

Approve 6 month anniversary PT Custodian pay increase \$17.53 per hour, effective April 4th, 2017 (start date October 4th, 2017) for Corey Meeks

<u>Position Control Roster Number</u>	<u>Account Number</u>	<u>Employee</u>	<u>Salary</u>
302-03	11-000-262-100-0-160	Corey Meeks	\$17.53 per hr. 56 days 4 hrs. per day \$3,926.72

- 7. 8th Grade Class Trip, April 28, 2017, Staff Members attending
 - a Jill Agin
 - b Kelly Scapellato
 - c Anthony Dent
 - d Rick Heggan
 - e Jim Moorhead
 - f Brian Meakim
 - g Jay Wassell
 - h Hope Coughlin
 - i Jean Strath
 - j Cathy Moffitt
- 8. 7th Grade Class Trip, June 9, 2017, Staff Members attending
 - a Jill Agin
 - b Jay Wassell
 - c Hope Coughlin
 - d Jean Strath
 - e Jim Moorhead
 - f Brian Meakim

- g Rich Heggan
- h Anthony Dent

- 9. Additions to Extra Duty List
 - a Jenna Brey, After School Supervision
 - b Robin Coyle, After School Supervision
- 10. Request for Unpaid Leave
 - a Maryann Manuszak, March 20th to April 20th, 2017
 - b Joe Bevec, March 14th, 2017
 - c Megan Rodgers, March 20th, 21st, 22nd, 23rd 24th, 2017
 - d Jennifer Heicklen, April 3rd, 4th, 5th, 6th and 7th, 2017

B. CURRICULUM/COORDINATED ACTIVITIES

- 1. Approval of revised 2016-2017 school calendar due to March 14th, 2017 snow day. Friday, June 16th, 2017 last day of school.
- 2. Approval of the following field trip(s):
 - a. 8th Grade to Washington DC – Friday, October 6, 2017

13. BUSINESS ADMINISTRATOR'S REPORT

A. FINANCE/BUDGET

RECOMMEND that the Board of Education, upon the recommendation of the Business Administrator, approve the following finance/budget items:

- 1. Payment of the bills with funds available.
- 2. Approve budget transfers for the month of February 2017 as listed on the attached summary report.
- 3. VOID check number 32237 in the amount of \$1,520.00
- 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 February 2017. The Treasurer's Report and Board Secretary's Report are in agreement for the month(s) of February. 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	NJASA's Spring Leadership Conference – Atlantic City, NJ	5/17 th - 19 th /17	\$450.00	\$0.00

- 6. Approval of Joint Transportation Agreement with Burlington County Educational Services Unit to provide the following services for the 2017-18 school year:
 - a. Public, Non-Public and Vocational Schools from September 2017 through June 2018
 - b. Special Education Summer School July and August 2017
 - c. Special Education Winter Bus Routes from September 2017 through June 2018

7. Approval of the District's 2017-18 Budget Calendar:

November 7, 2016	Administrative Discussion
December 2, 2016	Distribution of Ed-Data Instructions to staff
December 5, 2016	Administrative Discussion
January 09, 2017	Administrative Discussion
January 13, 2017	Staff Ed-Data Orders due to Principals
January 27, 2017	Principal approval of Ed-Data orders
January 30, 2017	Administrative Discussion
February 3, 2017	Preliminary Budget to Board Members
February 8, 2017	Public Budget Workshop Meeting with Board Members
February 28, 2017	Governor's Budget Address
March 03, 2017	Receipt of State Aid amounts from NJDoE
March 06, 2017	Administrative Discussion
March 07, 2017	Public Budget Workshop Meeting with Board Members
March 15, 2017	Public Board of Education Meeting and approval of submission of Preliminary Budget to County Department of Education
March 20, 2017	Deadline for Submission of Preliminary Budget to County Department of Education
Week of April 24, 2017	Advertisement of Budget
May 3, 2017	Public Budget Hearing

8. Approval of Resolution No. 2017-19 for capital maintenance projects, as attached, for the submission of the proposed referendum to the New Jersey Department of Education for preliminary approval.

B. BUILDINGS AND GROUNDS

C. FACILITIES USE

14. PUBLIC COMMENT

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15. EXECUTIVE SESSION

BOARD OF EDUCATION OF MEDFORD LAKES

**RESOLUTION 2017-17E
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;

X 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

April 12, 2017

PO#	Invoice#	Vendor	Payment	Check#
17-0687	B&G SUPPLIES	AMAZON.COM	294.84	32272
17-0708	HEATING SUPPLIES	AMAZON.COM	294.84	32272
17-0716	ROCKETRY SUPPLIES	APOGEE ROCKETS	582.33	32273
17-0619	CONFERENCE	BORGATA HOTEL	220.00	32274
17-0765	STUDENT SERVICES	BRETT DINOVI & ASSOCIATES	4,892.50	32275
17-0760	MARCH PAYROLL	CASA PAYROLL SERVICES, LLC	516.10	32276
17-0746	FEBRUARY PHONE	COLLING, MICHAEL	86.15	32277
17-0743	3/21 WORKSHOP	COOPER IN SCHOOLS	90.00	32278
17-0715	FIELD TRIP TSHIRTS	CREATIVE SPORTS AND GRAPHICS	1,779.15	32279
17-0776	TRAVEL REIMBURSEMENT	DENT, ANTHONY V	242.84	32280
17-0745	MARCH CELL PHONE	DENT, ANTHONY V	69.40	32280
17-0440	MARCH TRANSPORT	EDUCATIONAL SERVICES UNIT-TRANS	6,957.36	32281
17-0680	STUDENT SERVICES	EDUCERE LLC	348.00	32282
17-0669	STUDENT SERVICES.	EDUCERE LLC	464.00	32282
17-0757	2ND GRADE DEPOSIT	FERNBROOK FARMS EDUCATION CENTER	50.00	32283
17-0763	STUDENT SERVICES	FUNCTIONALLY ABLE REHAB, INC.	11,719.50	32284
17-0491	FEBRUARY TUITION	HAMPTON ACADEMY	4,521.60	32285
17-0773	NEETA REPAIR	HONEYWELL INTERNATIONAL, INC.	432.85	32286
17-0774	NEETA REPAIR (211)	HONEYWELL INTERNATIONAL, INC.	751.04	32286
17-0737	PRIOR BALANCE DUE	IMPERIAL BAG & PAPER	108.30	32287
17-0741	MEMBERSHIP DUES	INDOOR AIR QUALITY ASSN.	75.00	32288
17-0738	WIRELESS ACCESS	INNOVATIVE SECURITY SYSTEMS	7,500.00	32289
17-0712	REPAIRS	KRATOS PUBLIC SAFETY & SECURITY SOLUTION	1,068.44	32290
17-0764	FEB & MARCH SVCS	LYNN M. HART EDUCATIONAL	7,000.00	32291
17-0655	OOD TRANSPORT	MEDFORD TWP. BOARD OF ED.	531.65	32292
17-0704	MAR & APR TUITION	MT. LAUREL BOARD OF EDUC.	6,152.00	32293
17-0060	MARCH 2017	NAUTILUS SOLAR POWER II, LLC.	3,697.95	32294
17-0744	FEBRUARY SERVICES	PARKER MC CAY, P.A.	1,835.05	32295
17-0761	POSTAGE RENTAL	PITNEY - BOWES CREDIT CORP.	201.50	32296
17-0051	MARCH 2017	PSE&G	3,671.43	32297
17-0062	APRIL 2017	REPUBLIC SERVICES OF N.J.	334.29	32298
17-0711	REGISTRATION-GW	RUTGERS, THE STATE UNIV.	145.00	32299
17-0057	APRIL 2017	SCHOOLS HEALTH INSURANCE FUND	82,392.00	32300
17-0759	SUB SERVICES	SOURCE4TEACHERS	6,536.33	32301
17-0742	SUBST SERVICES	SOURCE4TEACHERS	4,204.81	32301
17-0728	MISC B&G SUPPLIES	SPOTTS, INC. HARDWARE	218.16	32302
17-0766	B&G SUPPLIES	SPOTTS, INC. HARDWARE	97.79	32302
17-0770	DEBT SERVICE PAYMENT	TD WEALTH	392,000.00	32303
17-0767	ARCHITECT SVCS	THE DESIGN COLLABORATIVE	3,750.00	32304
17-0313	APRIL 2017	VIRTUA MEDICAL GROUP	400.00	32305
17-0768	TRAVEL REIMBURS.	WITHAM, GREGORY	62.31	32306
17-0055	APRIL 2017	XTEL COMMUNICATIONS INC.	1,172.40	32307
17-0367	APRIL TUITION	YALE SCHOOL NORTH II, INC.	3,560.76	32308
17-0772	ADJ TUITION	YALE SCHOOL NORTH II, INC.	1,492.00	32308
17-0771	ADJ TUITION	YALE SCHOOL NORTH, INC.	704.00	32309
			563,223.67	

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.

APRIL 12, 2017

BOARD SECRETARY

DATE