

LAKELAND REGIONAL HIGH SCHOOL
205 CONKLINTOWN ROAD
WANAQUE, NEW JERSEY 07465

WORK SESSION MINTUES

**January 7, 2020
Work Session – 7:00 p.m.
Library**

PLEDGE OF ALLEGIANCE

CALL TO ORDER BY BOARD PRESIDENT

ROLL CALL

Present:

Robert Adams	Samuel Nastory
Gerald Brennan	Suzanne Raoul
Maryann Brett	Daniel Sinclair
Bruce Gibson	Joseph Walker
John Griffin	

Also Present:

Hugh Beattie Kathryn Davenport

OPEN PUBLIC MEETINGS STATEMENT BY BOARD PRESIDENT

Adequate notice of this meeting has been given by sending a meeting notice, dated January 13, 2019 to all Board members, Ringwood and Wanaque Council Clerks and Libraries, The Trends and The Record. This meeting notice states a work session will be held on January 7, 2020 at 7:00PM.

In accordance with the Open Public Meetings Act and Lakeland Board of Education Bylaw 0168 notice must be given to the School Business Administrator immediately prior to the meeting when sound recordings of the meeting will be made by the public.

Fire Exits are the Library main entrance to the audience's left and the alternate is located to the audience's right in the opposite corner of the Library.

PRESIDENT'S COMMENTS

Board President, Rob Adams, wished everyone a Happy New Year and welcomed them to the first Lakeland Board Work Session of the new calendar year.

COMMITTEE REPORTS

Note: There were no committee meeting in January prior to this Board meeting.

- **Shared Services**

Lakeland CSA, Hugh Beattie, indicated that there is currently no scheduled Tri-District meeting, but the next one is slated to happen in the spring and will be hosted here at Lakeland Regional High School.

- **Legislative**

Lakeland Board member, Dan Sinclair, shared that there is a bill in the NJ Senate that would reduce the number of teachers that pay into the Health Benefits plan. There is also a bill being floated regarding depression screening for students. Finally, he briefly discussed the possibility of \$10 million being appropriated for Regionalization studies in our state.

ADJOURNMENT TO RE-ORGANIZATON MEETING AGENDA

Moved by Maryann Brett seconded by John Griffin that the meeting be adjourned at 7:13pm.

VOICE VOTE: YES 9 NO 0 ABSTAIN 0

Respectfully submitted,

Kathryn Davenport
School Business Administrator/Board Secretary

LAKELAND REGIONAL HIGH SCHOOL
205 CONKLINTOWN ROAD
WANAQUE, NEW JERSEY 07465

RE-ORGANIZATION MEETING MINTUES

**January 7, 2020
Board Meeting- 7:30pm
Library**

PLEDGE OF ALLEGIANCE

CALL TO ORDER BY SCHOOL BUSINESS ADMINISTRATOR

ROLL CALL

Present:

Robert Adams	Samuel Nastory
Gerald Brennan	Suzanne Raoul
Maryann Brett	Daniel Sinclair
Bruce Gibson	Joseph Walker
John Griffin	

Also Present:

Hugh Beattie Kathryn Davenport

OPEN PUBLIC MEETINGS STATEMENT BY BOARD PRESIDENT

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ANNOUNCEMENT OF THE RESULTS OF THE NOVEMBER 5, 2019 ANNUAL SCHOOL ELECTION BY BOARD SECRETARY

School Business Administrator/Board Secretary announced the names of three newly re-elected Board members as a result of the November 5, 2019, Annual School Board election:

- Maryann Brett
- Bruce Gibson
- Sam Nastory

BOARD SECRETARY SWEARS IN NEWLY ELECTED MEMBERS

School Business Administrator/Board Secretary, Kathryn Davenport, administrated the "Oath of Office" to the three re-elected Lakeland Board members simultaneously and completed official signing of the oaths. She welcomed Ms. Maryann Brett, Mr. Bruce Gibson and Mr. Sam Nastory back to seats on the Board of Education for another 3-year term.

ROLL CALL OF NEW BOARD

Robert Adams	Samuel Nastory
Gerald Brennan	Suzanne Raoul
Maryann Brett	Daniel Sinclair
Bruce Gibson	Joseph Walker
John Griffin	

Also Present: Hugh Beattie Kathryn Davenport

IMMEDIATE PAST PRESIDENT COMMENTS

Past President, Rob Adams, said it was a pleasure serving the Lakeland Board for the past 12 months and extended his appreciation for the cooperation of the Board in completing the challenging tasks of governing the school district.

NOMINATIONS FOR PRESIDENT FROM THE FLOOR

School Business Administrator/Board Secretary, Kathryn Davenport, asked for nominations from the floor for President of the Lakeland Board of Education for the calendar year 2020.

<u>NOMINEE</u>	<u>NOMINATED BY</u>	<u>VOTE</u>
Robert Adams	Daniel Sinclair, 2 nd Joseph Walker	9-0-0

BOARD SECRETARY TURNS MEETING GAVEL TO NEW BOARD PRESIDENT

School Business Administrator/Board Secretary, Kathryn Davenport, turned the Meeting Gavel over to the newly re-elected Board President, Mr. Robert Adams.

NEW BOARD PRESIDENT COMMENTS

Board President, Rob Adams, thanked the Board members for their vote of confidence and said he looks forward to working with all of them throughout the next calendar year.

NOMINATIONS FOR VICE PRESIDENT FROM THE FLOOR

Board President, Rob Adams, asked for nominations from the floor for Vice-President of the Lakeland Board of Education for the calendar year 2020

<u>NOMINEE</u>	<u>NOMINATED BY</u>	<u>VOTE</u>
Joseph Walker	Bruce Gibson, 2 nd Bruce Gibson	9-0-0

RE-ORGANIZATION MEETING AGENDA

1. Moved by Maryann Brett seconded by Suzanne Raoul that the Board appoint for 2019 the following:

Board Secretary/School Business Administrator/Investment Officer/Qualified Purchasing Agent/ Public Agency
Compliance Officer/OPRA Officer: Kathryn Davenport
Board Treasurer: Virginia Merlino
Board Attorneys: Vito A. Gagliardi, Jr. of Porzio Bromberg & Newman, PC- Regular matters attorney; John Geaney of Capehart Scatchard- Workers' Comp attorney; Isabel Machado of Machado Law- Special Education attorney, Matt Giacobbe of Cleary Giacobbe Alfieri Jacobs LLC- Negotiations attorney
Bond Counsel: Phoenix Advisors and McManimon & Scotland, LLC
Board Auditor: Nisivoccia & Company, Mount Arlington, NJ
Affirmative Action Officer: Rita Mazza
Indoor Air Quality Designated Persons: Juan Invernon & William Grimes
Asbestos Monitor Designated Person: Whitman Companies, Inc., East Brunswick, NJ

Designated Cooperative Bid Agency for the following Supplies: General, Photography, Custodial, Athletic, Science, Fine Arts, Technology, Family/Consumer Science, A/V, Health/Trainer, Office/Computer, Music, SmartBoards, & Skilled Trade on Time & Material Basis: Educational Data Services

Designated Right to Know: Educational Data Services, Saddle Brook, NJ

Board Architect/Engineers: FKA Architects, Oakland, NJ - primary & Solutions Architect, Inc. - architect for special projects

Board Comprehensive Computer Management Service: Systems 3000, Eatontown, NJ

Student Accident, General, Worker's Compensation Insurance, Long Term Disability: Broker of Record: Burton Agency, Westwood

Integrated Pest Management Coordinators: William Grimes & Juan Invernon

School Doctors: Dr. Ventimiglia, Wayne NJ

Student Assistant Coordinator: Kelly Norton

Chemical Hygiene Officer: David Nidosik

504 Committee Coordinator: Audrey Poggioli

Title IX Coordinator: John Yost

Homeless Liaison: Varsa Wilber & Tim Conway

Attendance Officer: Ronald Finkelstein

ADA Officer: Audrey Poggioli

Right To Know Officer: Kathryn Davenport

Issuing Officer for Working Papers: Ronald Finkelstein

ROLL CALL: YES__9__NO__0__ABSTAIN__0__

2. Moved by Maryann Brett seconded by Suzanne Raoul that the Board adopt the following Annual Meeting Notice:

The Board of Education regularly scheduled meetings for the period January 7, 2020 through January 12, 2021 will be held on Tuesday's and Monday (June 15, 2020) after the work session in the Lakeland High School Library, second floor, West Building, as follows unless otherwise noted:

January 7, 2020	Re-Org/Work Session/Regular	Public
January 21, 2020	Work Session/Regular	Public
February 4, 2020	Committee Meetings	Not Public
February 11, 2020	Work Session/Regular	Public
March 3, 2020	Committee Meetings	Not Public
March 10, 2020	Work Session/Regular	Public
April 7, 2020	Committee Meetings	Not Public
April 28, 2020 (Budget Hearing)	Work Session/Regular	Public
May 5, 2020	Committee Meetings	Not Public
May 12, 2020	Work Session/Regular	Public
June 2, 2020	Committee Meetings	Not Public
June 15, 2020 (Monday)	Work Session/Regular	Public
July 14, 2020	Work Session/Regular	Public
August 25, 2020	Work Session/Regular	Public
September 8, 2020	Committee Meetings	Not Public
September 22, 2020	Work Session/Regular	Public
October 6, 2020	Committee Meetings	Not Public
October 20, 2020	Work Session/Regular	Public
November 10, 2020	Committee Meetings	Not Public
November 24, 2020	Work Session/Regular	Public
December 1, 2020	Committee Meetings	Not Public
December 15, 2020	Work Session/Regular	Public
January 12, 2021	Re-Org/Work Session/Regular	Public

ROLL CALL: YES__9__NO__0__ABSTAIN__0__

3. Moved by Maryann Brett seconded by Suzanne Raoul that the Vice President be authorized to sign checks and documents in the absence of the President of the Board.

ROLL CALL: YES__9__NO__0__ABSTAIN__0__

4. Moved by Maryann Brett seconded by Suzanne Raoul that the following persons be authorized to sign checks on the accounts noted:

Board Regular Checking Account: President or Vice President, Assistant to Board Secretary or Board Secretary, Chief School Administrator, and Treasurer of School Money (Any three)

Athletic Account: Board Secretary, Assistant to Board Secretary, Chief School Administrator, Assistant Superintendent or Assistant Principals (any two)

Student Activity Account: Board Secretary, Assistant to Board Secretary, Chief School Administrator, Assistant Superintendent or Assistant Principals (Any two)

Cafeteria Account: Board Secretary, Assistant to Board Secretary, Chief School Administrator, Assistant Principals, or Cafeteria Director (Any two)

Transportation Enterprise Fund: Board Secretary, Assistant to Board Secretary, Chief School Administrator or Administrative Assistant (Any two)

Payroll Account: Treasurer of School Monies or Board Secretary (Any one)

Payroll Agency Account: Treasurer of School Monies or Board Secretary (Any one)

Unemployment Trust Account Savings & Checking: Board Secretary or Chief School Administrator (1)

Petty Cash Fund \$2,000: Board Secretary, Chief School Administrator, Assistant to Board Secretary, or Administrative Assistant for Transportation (Any two)

Summer Savings Account: Board Secretary, Chief School Administrator, or Treasurer of School Monies (1)

ROLL CALL: YES__9__NO__0__ABSTAIN__0__

5. Moved by Maryann Brett seconded by Suzanne Raoul that the Board authorize bank wire transfers by the Board Secretary, Assistant to Board Secretary, Chief School Administrator, Treasurer of School Monies (Any one)

ROLL CALL: YES__9__NO__0__ABSTAIN__0__

6. Moved by Maryann Brett seconded by Suzanne Raoul that the Board authorize the use of signature stamps for the following positions:

President
Vice-President

Board Secretary
Treasurer of School Monies

Assistant Principals
Chief School Administrator

ROLL CALL: YES__9__NO__0__ABSTAIN__0__

7. Moved by Maryann Brett seconded by Suzanne Raoul that the following banks be named depositories for the Board of Education: Lakeland Bank, and NJ Cash Management Fund.

ROLL CALL: YES__9__NO__0__ABSTAIN__0__

8. Moved by Maryann Brett seconded by Suzanne Raoul that The Suburban Trends be named the official newspaper of record for the Board of Education and the Bergen Record be named as alternate.

ROLL CALL: YES__9__NO__0__ABSTAIN__0__

9. Moved by Maryann Brett seconded by Suzanne Raoul that the Board of Education adopt the following:

Faculty Handbook
Textbooks
Long Range Facility Plan
Strategic Plan
Written Hazardous Communication Program
Curriculum Handbook
Chemical Hygiene Plan
Emergency Response Plan
Regular School Business Travel
Administrative Rules for Travel
Policy Manual
Security Plan
Bloodborne Pathogens Exposure Control Plan Manual
Purchasing Manual
Business Office S.O.P Manual

ROLL CALL: YES __9__ NO __0__ ABSTAIN __0__

10. Moved by Maryann Brett seconded by Suzanne Raoul that the Board approve the following parent booster associations for 2020:

Fifth (5th) Quarter Association
Chorale Association
Lancer Club
ACTS (Association of Community, Teachers and Students)
Diamond Association
Take Down Club – Wrestling
Lakeland Field Hockey Association
Lakeland Lacrosse Association
Lakeland Boy's & Girls' Basketball Parents Association
Lakeland Boy's & Girls' Volleyball Booster Club
Lakeland Boy's & Girls' Soccer Booster Club
Lakeland Swim Team Booster Club
Lakeland Boys' & Girls Cross Country Booster Club
Band Association
Lancer Ice Hockey Association
Guardian Angels Club
Lakeland Softball Booster Club

and further that the Board's insurance coverage be provided in accordance with Board Policy and past practice.

ROLL CALL: YES __9__ NO __0__ ABSTAIN __0__

11. Moved by Maryann Brett seconded by Suzanne Raoul that the Board of Education approve the following tax shelter annuity companies and brokers:

Valic
AXA Equitable
MetLife
Security Benefit

ROLL CALL: YES __9__ NO __0__ ABSTAIN __0__

12. Moved by Maryann Brett seconded by Suzanne Raoul that the Board approve the Integrated Pest Management Plan (IPM) for 2019.

ROLL CALL: YES __9__ NO __0__ ABSTAIN __0__

13. Moved by Maryann Brett seconded by Suzanne Raoul that the Board approve Roberts Rules of Order for procedures at the Board Meetings for 2020.

ROLL CALL: YES __9__ NO __0__ ABSTAIN __0__

14. Moved by Maryann Brett seconded by Suzanne Raoul that the Board approve the use of N.J. Uniform Minimum Chart of Accounts for 2020.

ROLL CALL: YES __9__ NO __0__ ABSTAIN __0__

15. Moved by Maryann Brett seconded by Suzanne Raoul that the Board approve the purchasing agent to award contracts up to \$40,000 for 2020.

ROLL CALL: YES __9__ NO __0__ ABSTAIN __0__

16. Moved by Maryann Brett seconded by Suzanne Raoul that the Board adopt the Code of Ethics for all Board members for 2020.

ROLL CALL: YES __9__ NO __0__ ABSTAIN __0__

17. Moved by Maryann Brett seconded by Suzanne Raoul that the Board establish a Petty Cash account in the amount of \$2,000 up to a limit of \$200.00 per transaction.

ROLL CALL: YES __9__ NO __0__ ABSTAIN __0__

18. Moved by Maryann Brett seconded by Suzanne Raoul that the Board authorizes the Business Administrator to pay bills between meetings as deemed necessary.

ROLL CALL: YES __9__ NO __0__ ABSTAIN __0__

19. Moved by Maryann Brett seconded by Suzanne Raoul that the Board authorizes collection of student records as per NJAC: 32-7.3.

ROLL CALL: YES __9__ NO __0__ ABSTAIN __0__

20. Moved by Maryann Brett seconded by Suzanne Raoul that the Board delegates the authority under Title 6A:23-2.6 to the district Cafeteria Director to solicit quotations for Food and Other Supplies for the Cafeteria Program for 2020.

ROLL CALL: YES __9__ NO __0__ ABSTAIN __0__

21. Moved by Maryann Brett seconded by Suzanne Raoul that the Board approve public relations expenditures not to exceed \$16,000 for 2020.

ROLL CALL: YES __9__ NO __0__ ABSTAIN __0__

22. Moved by Maryann Brett seconded by Suzanne Raoul

WHEREAS, the Lakeland Regional High School Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23B-1.1 et seq. required Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school threshold of \$1,500 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23B-1.1 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approval Board of Education Out of District Travel and Reimbursement Forms; and

THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23B-1.1 et seq. as being necessary and unavoidable as noted on the approval Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education approves travel and related expenses reimbursements in accordance with N.J.A.C. 6A:23B-1.2(b), to a maximum expenditure of \$200,000 for all staff and board members.

ROLL CALL: YES__9__NO__0__ABSTAIN__0__

23. Moved by Maryann Brett seconded by Suzanne Raoul that the Board approve the following Substitute Pay for 2020:

\$100.00 County Certification

\$110.00 State Certification

ROLL CALL: YES__9__NO__0__ABSTAIN__0__

24. Moved by Maryann Brett seconded by Suzanne Raoul that the Board in accordance with Policy #6470 Payment of Claims hereby designates the Chief School Administrator to audit any demands to be paid between Board meetings along with the School Business Administrator/Board Secretary.

ROLL CALL: YES__9__NO__0__ABSTAIN__0__

25. Moved by Maryann Brett seconded by Suzanne Raoul that the Board appoint for 2020 the following:

School Safety Specialist: Ron Finkelstein

ROLL CALL: YES__9__NO__0__ABSTAIN__0__

ADJOURNMENT TO REGULAR MEETING AGENDA

Moved by Bruce Gibson seconded by John Griffin that the meeting be adjourned at 7:42pm.

VOICE VOTE: YES__9__NO__0__ABSTAIN__0__

Respectfully submitted,

Kathryn Davenport
Business Administrator/Board Secretary

LAKELAND REGIONAL HIGH SCHOOL
205 CONKLINTOWN ROAD
WANAQUE, NEW JERSEY 07465

REGULAR MEETING MINUTES

**January 7, 2020
Board Meeting
Library**

PLEDGE OF ALLEGIANCE

CALL TO ORDER BY BOARD PRESIDENT

ROLL CALL

Present:

Robert Adams	Samuel Nastory
Gerald Brennan	Suzanne Raoul
Maryann Brett	Daniel Sinclair
Bruce Gibson	Joseph Walker
John Griffin	

Also Present:

Hugh Beattie Kathryn Davenport

OPEN PUBLIC MEETINGS STATEMENT BY BOARD PRESIDENT

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PRESIDENT COMMENTS

None

PUBLIC COMMENTS

Moved by John Griffin seconded by Maryann Brett that the Board approve the meeting be opened to the public to speak. This portion of the meeting is limited to 15 minutes unless an additional affirmative vote by Board members is taken. During this portion of the meeting the residents are invited to address the Board **with any questions**, comments or concerns on **agenda items only**. In doing so, the Board requests the individual address the Board, giving name and address, and asks that all remarks be directed to the Board President. The Board wishes to remind all attendees at its meetings that it subscribes without reservation to the principle of keeping the community completely informed. By policy the Board cannot allow public discussion of personnel matters. If a matter concerning the staff of the Lakeland Regional High School District is of interest or concern to a resident, the matter should be referred to the responsible Chief School Administrator or the Board of Education, either by telephone or letter.

None

VOICE VOTE: YES ___9___ NO ___0___ ABSTAIN ___0___

Moved by Daniel Sinclair seconded by Maryann Brett that the Board close the public comments session.

VOICE VOTE: YES __9__ NO __0__ ABSTAIN __0__

APPROVAL OF MINUTES

Moved by Maryann Brett seconded by John Griffin that the Board approve the following Board Minutes:

December 18, 2019 – Regular/Work Session

ROLL CALL: YES __8__ NO __0__ ABSTAIN __1__ (S. Nastory)

Moved by Daniel Sinclair seconded by Maryann Brett that the Board approve the following Board Minutes:

December 18, 2019 - Private Executive Session

ROLL CALL: YES __8__ NO __0__ ABSTAIN __1__ (S. Nastory)

SUPERINTENDENT'S REPORT AND RECOMMENDATIONS

Superintendent Hugh Beattie just had a couple of quick updates for the Board and the public, as follows:

Later this week, a group from our Administrative Team will be going to meet with the 8th graders of our two sending schools, Ringwood and Wanaque. They will be headed to Wanaque School either Wednesday or Thursday and on January 28 they will head over to meet with the Ringwood 8th graders. This I mostly to give these transitioning students an idea of what they can expect with the scheduling process for their classes here at Lakeland.

1. Daniel Sinclair seconded by Maryann Brett, that the Board of Education, upon the recommendation of the Chief School Administrator, recognize Mr. Daniel Thomas as Lakeland's *Teacher of the Year* in accordance with the **2019-2020** Governor's Educator of the Year Program.

ROLL CALL: YES __9__ NO __0__ ABSTAIN __0__

2. Daniel Sinclair seconded by Maryann Brett that the Board of Education, upon the recommendation of the Chief School Administrator, approve the appointment of Ms. Jamie Haftek to the position of Unified Swim Team Athletic Coach for the **2019-2020 school year** at a stipend of \$1,000.00 to be paid from the Special Olympics New Jersey Unified Grant.

ROLL CALL: YES __9__ NO __0__ ABSTAIN __0__

3. Daniel Sinclair seconded by Maryann Brett that the Board of Education, upon the recommendation of the Chief School Administrator, approve the appointment of Ms. Karen McCormack to the position of Unified Swim and Track Athletic Advisor for the **2019-2020 school year** at a stipend of \$500.00 to be paid from the Special Olympics New Jersey Unified Grant.

ROLL CALL: YES __9__ NO __0__ ABSTAIN __0__

4. Daniel Sinclair seconded by Maryann Brett that the Board of Education, upon the recommendation of the Chief School Administrator, approve the **certificated staff** tuition reimbursement for the **2019-2020 school year** as indicated below:

Name/College/Course	Credits	Amount	Details
Caitlin Vauter – Rutgers – Learning Disabilities	3	\$1,108.50	1st Payment – Spring 2020

ROLL CALL: YES __9__ NO __0__ ABSTAIN __0__

5. Daniel Sinclair seconded by Maryann Brett that the Board of Education, upon the recommendation of the Chief School Administrator, approve the appointment of the **Spring** Coaching positions for the **2019-2020** school year at a **rate to be determined** as per the attached list. All **Out of District** coaches for the 2019-2020 school year are contingent upon the successful attainment and verification of all NJ Department of Education requirements needed for **Coaching** certification and employment. ***Denotes Out of District Coach**

ROLL CALL: YES ___9___ NO ___0___ ABSTAIN ___0___

6. Daniel Sinclair seconded by Maryann Brett that the Board of Education, approve in accordance with the provisions of Board Policy 6471 and N.J.A.C. 6A:23B-1.1 et seq. as recommended by the Chief School Administrator and Business Administrator the reimbursement of work related travel and expenses that directly relate to and within the scope of following employee's current work responsibilities. This is in accordance with the previously authorized request for such travel and the District's Business Administrators review of the appropriate and complete documentation that is found to be in compliance with the Board's policy, N.J.S.A. 18A:12-24 and 24.1 of the School Ethics Act and the Accountability Act P.L. 2007 c.53. Each item listed for reimbursement has been found to directly promote the delivery of instruction and/or the furtherance of the efficient operation of the school district:

Employee	Event	Travel Date(s)	Reimbursement Amount	Total Cost
Damiano Conforti	NJSIAA Track Clinic, Atlantic City, NJ	12/5-6/2019	\$93.04	\$202.04
Ronald Finkelstein	Chief School Administrators Study Council – Special Education, South Orange, NJ	12/12/2019	\$19.84	\$19.84
Rita Mazza	NJPSA/FEA – Leader2Leader Orientation, Monroe, NJ	12/18/2019	\$42.22	\$42.22
Ann Pagano	Creative Ways to Use Google Forms in the Classroom, Paramus, NJ	12/4/2019	\$13.45	\$88.45

ROLL CALL: YES ___9___ NO ___0___ ABSTAIN ___0___

7. Daniel Sinclair seconded by Maryann Brett that the Board of Education, upon the recommendation of the Chief School Administrator, approve the travel request and the reimbursement of travel related expenses in compliance with Board Policy, N.J.S.A. 18A:12-24 and 24.1 of the School Ethics Act, P.L. 2007 c. 53, the Accountability Act and the State Travel Guidelines.

The following employees are attending the events as indicated below. The attendance at this event and the work related travel expenses were approved by the Chief School Administrator as work related and within the scope of the work responsibilities of the attendees; as promoting the delivery of instruction or furthering efficient operation of the school district and fiscally prudent.

Employee	Event	Date(s)	Total Est. Cost	Approximate Substitute Cost Per Day	Chief School Administrator Approval Date
Hugh Beattie	NJASA – Techspo 2020, Atlantic City, NJ	1/30-31/2020	\$763.38	\$0.00	1/2/2020
Geraldine Batelli	TMI – Education Neuroscience & Student Engagement, Mahwah, NJ	1/28/2020	\$7.06	\$100.00-\$110.00	1/2/2020
Jennifer Clauss	US Lacrosse Coaching Clinic, Philadelphia, PA	1/11-12/2020 (Sat-Sun)	\$175.48	\$0.00	1/2/2020
Ronald Finkelstein	Protecting Students and School Community, After School Sports and Special Events Security Training, Morristown, NJ	1/15/2020	\$0.00	\$0.00	1/2/2020
Ronald Finkelstein	NJDOE – Crisis Management Training for School Safety, Morristown, NJ	1/27/2020	\$15.50	\$0.00	1/2/2020
Keith Kelley	NJDOE – NJ Safe Schools Program SLE Panel of Experts, Newark, NJ	1/29/2020	\$0.00	\$100.00-\$110.00	1/2/2020
Keith Kelley	NJDOE – NJ Safe Schools Program SLE Panel of Experts, Denville, NJ	2/26/2020	\$0.00	\$100.00-\$110.00	1/2/2020
Laurie Landy-Lynch	TMI – Interventions for Special Education Students, Mahwah, NJ	3/6/2020	\$0.00	\$100.00-\$110.00	1/2/2020

Rita Mazza	NJPSA/FEA – Leader2Leader Leadership Academy, Mahwah, NJ	2/10/2020, 3/18/2020, 5/8/2020	\$7.90	\$0.00	1/2/2020
Erin Murphy	US Lacrosse Coaching Clinic, Philadelphia, PA	1/11-12/2020 (Sat-Sun)	\$175.48	\$0.00	1/2/2020
Kel Pilshaw	NJASA – Techspo 2020, Atlantic City, NJ	1/30/2020	\$354.80	\$0.00	1/2/2020

ROLL CALL: YES ___9___ NO ___0___ ABSTAIN ___0___

8. Daniel Sinclair seconded by Maryann Brett that the Board of Education, upon the recommendation of the Chief School Administrator, approve the appointment of the following personnel as Substitute Teachers for the **2019-2020 school year**. This appointment is contingent upon the successful attainment and verification of all New Jersey Department of Education requirements needed for employment.

1. Mr. Matthew Mackin, 9 Rhonda Place, Wanaque, NJ 07465
2. Mr. Thomas Moore, 331 Lakeview Avenue, Ringwood, NJ 07456

ROLL CALL: YES ___9___ NO ___0___ ABSTAIN ___0___

9. Daniel Sinclair seconded by Maryann Brett that the Board of Education, upon the recommendation of the Chief School Administrator, approve the following Field Trip Requests and chaperones. These activities will be supervised in accordance with a chaperone ratio as prescribed by District Regulation File Code #2340.

- a. **UPAL** to participate in a visitation of the ***BASF R&D Laboratory to further the knowledge and understanding of STEM careers*** at BSAF, Tarrytown, NY on **Wednesday, January 15, 2020**, from 7:45 a.m. to 2:15 p.m., for approximately 33 students, with **students missing one (1) day of school**, at an expense of approximately \$260.00 for transportation.

Chaperones:

- Jaroslaw Slusarczyk – Teacher
- Pedro Aguila – Teacher
- David Nidosik – Supervisor

- b. **DECA and FBLA** to participate in the ***Future Business Professional Night sponsored by the New Jersey Devils*** at the Prudential Center, Newark, NJ on **Tuesday, February 4, 2020**, from 1:30 p.m. to 10:00 p.m., for approximately 40 students, with students missing one (1) block of school, at an expense of approximately \$280.00 for transportation to be paid by the DECA and FBLA Student Activities Accounts.

Chaperones:

- Ornella Incardona – Advisor/Teacher
- Andrew Truong – Advisor/Teacher
- Daniel Thomas – Teacher
- Erin Murphy – Teacher

ROLL CALL: YES ___9___ NO ___0___ ABSTAIN ___0___

10. Daniel Sinclair seconded by Maryann Brett that the Board of Education, upon the recommendation of the Chief School Administrator, approve the placement for the following student at The Calais School, 45 Highland Avenue, Whippany, NJ 07981 for the **2019-2020 school year**:

Student #21405(s)	\$371.00 per diem @ 112 days Total: \$41,552.00	From: December 16, 2019 To: June 30, 2020 Total: 112 days
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ROLL CALL: YES ___9___ NO ___0___ ABSTAIN ___0___

11. Daniel Sinclair seconded by Maryann Brett that the Board of Education, upon the recommendation of the Chief School Administrator, approve the home instruction for the following students:

Student #21143(r)	Medical	\$35.00 per hour @ 10 hours per week Total: \$3,150.00	From: January 2, 2020 To: March 9, 2020 Total: 45 days
Student #20338(r)	Medical	\$35.00 per hour @ 10 hours per week Total: \$2,800.00	From: January 2, 2020 To: March 2, 2020 Total: 40 days

ROLL CALL: YES ___9___ NO ___0___ ABSTAIN ___0___

12. Daniel Sinclair seconded by Maryann Brett that the Board of Education, upon the recommendation of the Chief School Administrator, approve the request by **Lakeland Chorale Association** use of the **Student Meeting Room, nearby restrooms and parking lots** for *parent meetings* to be held on the following dates from 7:00 p.m. to 9:30 p.m.:

January 13, 2020	April 6, 2020
February 3, 2020	May 4, 2020
March 9, 2020	June 8, 2020

ROLL CALL: YES ___9___ NO ___0___ ABSTAIN ___0___

13. Daniel Sinclair seconded by Maryann Brett that the Board of Education, upon the recommendation of the Chief School Administrator, approve the request for an unpaid Medical Leave of Absence in accordance with the FMLA, NJFMLA and the current negotiated LEA Contract, for Ms. Jessica Knoeller, Administrative Assistant, to commence on January 6, 2020 returning on or before March 1, 2020.

ROLL CALL: YES ___9___ NO ___0___ ABSTAIN ___0___

SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT AND RECOMMENDATIONS

1. Moved by Gerald Brennan seconded by Bruce Gibson that the Lakeland Regional Board of Education, upon the recommendation of the School Business Administrator, approve the bill list in the amount of **\$824,982.00** and reviewed by the Board Finance Committee Members:

<u>DATE</u>	<u>TYPE</u>	<u>AMOUNT</u>
12/20/19	Payroll	\$675,108.29
12/20/19	Pre Pay	6,370.39
01/07/20	Bills List	143,503.32
TOTAL:		<u>\$824,982.00</u>

ROLL CALL: YES ___9___ NO ___0___ ABSTAIN ___0___

2. Moved by Gerald Brennan seconded by Bruce Gibson that the Lakeland Regional HS Board of Education approve the Budget calendar for the 2020-21 Budget, as presented.

ROLL CALL: YES ___9___ NO ___0___ ABSTAIN ___0___

3. Moved by Gerald Brennan seconded by Bruce Gibson that the Lakeland Regional HS Board of Education, upon the recommendation of the School Business Administrator, Superintendent of Schools and Board Finance Committee **accept the independent Comprehensive Annual Financial Report (CAFR) for the period ending June 30, 2019,** prepared by the firm Nisivoccia & Co, LLP, in accordance with N.J.S.A. 18A23-1 through 11.

ROLL CALL: YES ___9___ NO ___0___ ABSTAIN ___0___

4. Moved by Gerald Brennan seconded by Bruce Gibson that the Lakeland Regional HS Board of Education, upon the recommendation of the School Business Administrator, Superintendent of Schools and Board Finance Committee **approve the Corrective Action Plan for the 2018-19 school year** with no recommendations as presented.

ROLL CALL: YES ___9___ NO ___0___ ABSTAIN ___0___

5. Moved by Gerald Brennan seconded by Bruce Gibson that the Lakeland Regional HS Board of Education, upon the recommendation of the School Business Administrator, Superintendent of Schools and Board Finance Committee **approve the Certification of Implementation of Corrective Action Plan for the 2018-19 school year** with no recommendations as presented.

ROLL CALL: YES __9__ NO __0__ ABSTAIN __0__

OLD BUSINESS

Board member Suzanne Raoul asked about the coordination of the Ringwood and Lakeland school calendars. Board member Maryann Brett said that at the last meeting the Board approved a senior trip. She wanted to know ... if there were behavior problems, would any students creating such problems be allowed to walk at graduation. Discussion ensued. Board member, John Griffin, asked if there was a total number of students for that trip yet and the response was, no.

NEW BUSINESS

None

PUBLIC COMMENTS

Moved by Daniel Sinclair seconded by John Griffin that the Board approve the meeting be opened to the public to speak on any items of interest and further that this portion of the meeting be limited to 15 minutes unless an additional affirmative vote by the Board members is taken. During this portion of the meeting the residents are invited to address the Board **with any questions, comments or concerns** that may be in respect to the operation of their schools. In doing so, the Board requests the individual address the Board, giving name and address, and asks that all remarks be directed to the Board. The Board wishes to remind all attendees at its meetings that while it subscribes without reservations to the principle of keeping the community completely informed, by policy it cannot allow public discussion of personnel matters. If a matter concerning the staff of the Lakeland Regional High School District is of interest or concern to a resident, the matter should be referred to the responsible Building Principal, Superintendent of Schools or the Board of Education, either by telephone or letter.

Mr. Eric White of 11 Zinnia Drive, Glenwood, NJ and also an English Teacher at Lakeland got up to speak. He expressed in detail his personal dissatisfaction with the lengthy amount of time it is taking for Lakeland Board negotiations with the teachers LEA representatives and how he thought it was impacting the overall moral of the teachers at Lakeland.

VOICE VOTE: YES __9__ NO __0__ ABSTAIN __0__

Moved by Suzanne Raoul seconded by John Griffin that the Board close the public comments session.

VOICE VOTE: YES __9__ NO __0__ ABSTAIN __0__

ADJOURNMENT

Moved by Maryann Brett seconded by Daniel Sinclair that the meeting be adjourned at 7:53 pm.

VOICE VOTE: YES __9__ NO __0__ ABSTAIN __0__

Respectfully submitted,

Kathryn Davenport
Business Administrator/Board Secretary