

PURCHASE ORDER
COLLINGSWOOD BOARD OF EDUCATION

BUDGET YEAR

VENDOR NO.

5290

ADMINISTRATIVE OFFICES
200 LEES AVENUE • COLLINGSWOOD, NJ 08108
(856) 962-5700 • (856) 962-5723 FAX

2024->2025

PURCHASE ORDER NUMBER

252046

THIS NUMBER MUST APPEAR ON
ALL PACKAGES, INVOICES AND
CORRESPONDENCE.

VOUCHER
SIGN AND RETURN FOR PAYMENT

DATE:

02/01/2025

VENDOR:

SHIP TO:

MS. MEGHAN MIKULSKI

Privacy exception

Collingswood, NJ 08108

Collingswood Admin Office
Superintendents Office
200 Lees Avenue
Collingswood, NJ 08108

REQUISITION NUMBER

NAME

QUANTITY
ORDERED

CATALOG / UNIT

ITEM DESCRIPTION / ACCOUNT NUMBER

UNIT PRICE

TOTAL AMOUNT

1 Each

Reimbursement for School Ethics
Complaint

651.20

651.20

1 Each

Invoice #3189738 - see attached
Invoice #3191242 - see attached

7,177.35

7,177.35

7120/11-000-230-331-0-01-001-
(\$7,828.55)

\$7,828.55

PO# 252046
Chk#61638
Vend Ms. Meghan Mikulski
Paid \$7,828.55
Acct 11-000-230-331-0-01-001-
Hnd Chk No
03/25/2025
Liq \$7,828.55

VENDOR'S DECLARATION

I declare that the goods or services itemized in this bill have been delivered or rendered, that no bonus has been given or received by any person or persons with the knowledge of the department; and that the above bill is true and correct according to the terms & conditions on the reverse side

**NO ORDER VALID UNLESS SIGNED BELOW BY
BUSINESS ADMINISTRATOR / BOARD SECRETARY**

[Signature]

APPROVAL FOR PAYMENT

The above claim was ordered paid at a meeting of the Collingswood Board of Education

SIGNATURE

TITLE

DATE

SIGNATURE

Page 1

Is Your Company Incorporated? ☐ Yes ☐ No

FEDERAL TAX I.D. NO. or SOCIAL SECURITY NO

TERMS AND CONDITIONS

1. AN EQUAL OPPORTUNITY EMPLOYER

During the performance of this contract, the contractor agrees as follows:

The contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, sex, affectional or sexual orientation. The contractor will take affirmative action to ensure that such applicants are recruited and employed, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, sex, affectional or sexual orientation. Such action shall include, but not limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause:

The contractor or subcontractor, where applicable will, in all solicitations in advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, sex, affectional or sexual orientation; The contractor or subcontractor, where applicable, will send to each labor union or representative or workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer advising the labor union or workers' representative of the contractor's commitments under this act and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor, where applicable, agrees to comply with the regulations promulgated by the Treasurer pursuant to P.L. 1975, c. 127, as amended and supplemented from time to time. The contractor or subcontractor agrees to attempt in good faith to employ minority and female workers consistent with the applicable county employment goals prescribed by N.J.A.C. 17:27-5.2 promulgated by the Treasurer pursuant to P.L. 1975, c. 127, as amended and supplemented from time to time or in accordance with a binding determination of the applicable county employment goals determined by the Affirmative Action Office pursuant to N.J.A.C. 17:27-5.2 promulgated by the Treasurer pursuant to P.L. 1975, c. 127, as amended and supplemented from time to time.

The contractor or subcontractor agrees to inform in writing appropriate recruitment agencies in the area, including employment agencies, placement bureaus, colleges, universities, labor unions, that it does not discriminate on the basis of age, creed, color, national origin, ancestry, marital status, sex, affectional or sexual orientation, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job-related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions. The contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to race, creed, color, national origin, ancestry, marital status, sex, affectional or sexual orientation, and conform with the applicable employment goals, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and Federal court decisions. The contractor and its subcontractors shall furnish such reports or other documents to the Affirmative Action Office as may be requested by the office from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Affirmative Action Office for conducting a compliance investigation pursuant to Subchapter 10 of the Administrative Code (NJAC 17:27).

1. Attached VOUCHER/DECLARATION FORM must be signed and returned with your invoice with shipment if made.
3. All shipping costs must be PREPAID and included on original invoice.
4. Your invoice MUST include our PURCHASE ORDER NUMBER.
5. Partial payments will be made if SIGNED voucher/declaration form and invoice are received.
6. Acceptance of this order also includes acceptance of prices. We cannot be responsible for price increases unless Administrative office, authorized and approves the increase prior to the shipment.
7. Shipping statement or bill of lading must accompany delivery of materials.
8. No charges other than those specified will be allowed.
9. To assure payment, our PURCHASE ORDER NUMBER must appear on all shipments, billings, and correspondence.
10. The Board of Education is exempt by statute from paying all Federal State, and Municipal excise sales and other taxes pursuant to section 9(a) of the New Jersey Sales and Use Tax Act.
11. All products containing hazardous materials must be individually labeled in accordance of the NJ Worker and Community Right Know Act (NJSA34:5A-1 et. Seq.;NJAC 8:59.5,1 and 5.2)
12. Vendors must provide MATERIALS SAFETY DATA SHEETS with all hazardous or toxic substances. We reserve the right to refuse delivery or withhold payment until such time as they are provided.
13. BUSINESS REGISTRATION CERTIFICATE COMPLIANCE

Goods and Services Contracts

N.J.S.A. 52:32-44 imposes the following requirements on contractors and all subcontractors that knowingly provide goods or perform services for a contractor fulfilling this contract:

1) the contractor shall provide written notice to its subcontractors to submit proof of business registration to the contractor; 2) prior to receipt of final payment from a contracting agency, a contractor must submit to the contracting agency an accurate list of all subcontractors or attest that none was used; 3) during the term of this contract, the contractor and its affiliates shall collect and remit, and shall notify all subcontractors and their affiliates that they must collect and remit to the Director, New Jersey Division of Taxation, the use tax due pursuant to the Sales and Use Tax Act, (N.J.S.A. 54:32B-1 et seq.) on all sales of tangible personal property delivered into this State.

A contractor, subcontractor or supplier who fails to provide proof of business registration or provides false business registration information shall be liable to a penalty of \$25 for each day of violation, not to exceed \$50,000 for each business registration not properly provided or maintained under a contract with a contracting agency. Information on the law and its requirements is available by calling (609) 292-9292.

Construction Contracts

N.J.S.A. 52:32-44 imposes the following requirements on contractors and all subcontractors that knowingly provide goods or perform services for a contractor fulfilling this contract:

- 1) the contractor shall provide written notice to its subcontractors and suppliers to submit proof of business registration to the contractor;
- 2) subcontractors through all tiers of a project must provide written notice to their subcontractors and suppliers to submit proof of business registration and subcontractors shall collect such proofs of business registration and maintain them on file;
- 3) prior to receipt of final payment from a contracting agency, a contractor must submit to the contracting agency an accurate list of all subcontractors and suppliers or attest that none was used; and,
- 4) during the term of this contract, the contractor and its affiliates shall collect and remit, and shall notify all subcontractors and their affiliates that they must collect and remit, to the Director, New Jersey Division of Taxation, the use tax due pursuant to the Sales and Use Tax Act, (N.J.S.A. 54:32B-1 et seq.) on all sales of tangible personal property delivered into this State.

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PURCHASE ORDER
COLLINGSWOOD BOARD OF EDUCATION
ADMINISTRATIVE OFFICES
200 LEES AVENUE • COLLINGSWOOD, NJ 08108
(856) 962-5700 • (856) 962-5723 FAX

BUDGET YEAR

2024->2025

VENDOR NO.

5290

PURCHASE ORDER NUMBER

252046

THIS NUMBER MUST APPEAR ON
ALL PACKAGES, INVOICES AND
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DATE:

02/01/2025

VENDOR:

MS. MEGHAN MIKULSKI

Collingswood, NJ 08108

Privacy exception

SHIP TO:

Collingswood Admin Office
Superintendents Office
200 Lees Avenue
Collingswood, NJ 08108

REQUISITION NUMBER		NAME		
QUANTITY ORDERED	CATALOG / UNIT	ITEM DESCRIPTION / ACCOUNT NUMBER	UNIT PRICE	TOTAL AMOUNT
1	Each	Reimbursement for School Ethics Complaint	651.20	651.20
1	Each	Invoice #3189738 - see attached Invoice #3191242 - see attached	7,177.35	7,177.35
		7120/11-000-230-331-0-01-001- (\$7,828.55)		\$7,828.55

NO ORDER VALID UNLESS SIGNED BELOW BY
BUSINESS ADMINISTRATOR / BOARD SECRETARY



RETURN SIGNED YELLOW COPY WITH
INVOICE FOR PAYMENT

Page 1

THIS PURCHASE ORDER IS SUBJECT TO THE TERMS AND
CONDITIONS ON REVERSE SIDE

TERMS AND CONDITIONS

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The contractor or subcontractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, sex, affectional or sexual orientation. The contractor or subcontractor, where applicable, will send to each labor union or representative of workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer advising the labor union or workers' representative of the contractor's commitments under this act and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor, where applicable, agrees to comply with the regulations promulgated by the Treasurer pursuant to P.L. 1975, c. 127, as amended and supplemented from time to time. The contractor or subcontractor agrees to attempt in good faith to employ minority and female workers consistent with the applicable county employment goals prescribed by N.J.A.C. 17:27-5.2 promulgated by the Treasurer pursuant to P.L. 1975, c. 127, as amended and supplemented from time to time or in accordance with a binding determination of the applicable county employment goals determined by the Affirmative Action Office pursuant to N.J.A.C. 17:27-5.2 promulgated by the Treasurer pursuant to P.L. 1975, c. 127, as amended and supplemented from time to time.

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200 LEES AVENUE • COLLINGSWOOD, NJ 08108
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BUDGET YEAR

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THIS NUMBER MUST APPEAR ON
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DATE:

02/01/2025

VENDOR:

MS. MEGHAN MIKULSKI

Privacy exception

Collingswood, NJ 08108

SHIP TO:

Collingswood Admin Office
Superintendents Office
200 Lees Avenue
Collingswood, NJ 08108

REQUISITION NUMBER		NAME		
QUANTITY ORDERED	CATALOG / UNIT	ITEM DESCRIPTION / ACCOUNT NUMBER	UNIT PRICE	TOTAL AMOUNT
1	Each	Reimbursement for School Ethics Complaint	651.20	651.20
1	Each	Invoice #3189738 - see attached Invoice #3191242 - see attached	7,177.35	7,177.35
		7120/11-000-230-331-0-01-001- (\$7,828.55)		\$7,828.55

NO ORDER VALID UNLESS SIGNED BELOW BY
BUSINESS ADMINISTRATOR / BOARD SECRETARY



PURCHASE ORDER
COLLINGSWOOD BOARD OF EDUCATION
ADMINISTRATIVE OFFICES
200 LEES AVENUE • COLLINGSWOOD, NJ 08108
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BUDGET YEAR

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02/01/2025

VENDOR:

SHIP TO:

MS. MEGHAN MIKULSKI

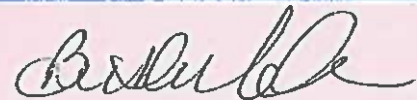
Privacy exception

Collingswood, NJ 08108

Collingswood Admin Office
Superintendents Office
200 Lees Avenue
Collingswood, NJ 08108

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**NO ORDER VALID UNLESS SIGNED BELOW BY
BUSINESS ADMINISTRATOR / BOARD SECRETARY**



This is A Requisition, Not An Actual PO**252046****InComplete Requisition**

Page 1

Collingswood Board of Education**Vendor # 5290****Date 02/01/2025****Vendor:****MS. MEGHAN MIKULSKI**

Privacy exception

COLLINGSWOOD, NJ 08108**Ship To:**Collingswood Admin Office
Superintendents Office
200 Lees Avenue
Collingswood, NJ 08108**Requested by** AGENCA**PO Type =** Open Market**Control #****PO Description**

Qty.	Unit	Print Description	Price	Extended Price
1	Each	Reimbursement for School Ethics Complaint Invoice #3189738 - see attached	651.2000	651.20
1	Each	Invoice #3191242 - see attached	7,177.3500	7,177.35
7120/11-000-230-331-0-01-001- (\$7,828.55)				\$7,828.55

Administrator Approval :**Date :**

8:00

45

← VIRTUAL WALLET SPEND X0251



MEGHAN K. AND BRIAN K. MIKULSKI

649

2-18-25

36 000212
638

Pay to the Order of Parker-McCay \$ 7880.55

Seven Thousand Eight Hundred Eighty and 55/100

File No 30835-1

For 319244, 319244, 319244



Brian K. Mikulski

! This is an image of a check, substitut...

8:00 ↗



← VIRTUAL WALLET SPEND x0251

CHECK



Privacy exception

-\$7,880.55

Feb 19, 2025

Status: *Posted*



Checks

Edit this category



View Image



8:00



← VIRTUAL WALLET SPEND X0251



FOR DEPOSIT ONLY
Parker McCay
178632

! This is an image of a check, substitut...



PARKER McCAY

Parker McCay P.A.
9000 Midlantic Drive, Suite 300
P.O. Box 5054
Mount Laurel, New Jersey 08054-1539

P: 856.596.8900
F: 856.596.9631
www.parkermccay.com

November 20, 2024

Meghan Mikulski

[REDACTED]

Privacy exception

Collingswood, NJ 08108

RE: Roger Chu, Christine Sheridan Celia, Christopher Dilkus, Regan Kaiden, Mary Saverino, Kate Seltzer, Sarah Sherman vs. Meghan Mikulski / School Ethics Commission Complaint

Our File Number: 30835-0001

Invoice Number: 3189738

Date	Init	Description	Hours	Rate	Amount
10/24/24	SH	Telephone conf with client; review [REDACTED] [REDACTED]	1.40	250.00	350.00
		Attorney-Client Privilege			
10/25/24	SH	Telephone conf with client regarding [REDACTED] continue review of [REDACTED]	1.20	250.00	300.00
TOTAL FEES					\$ 650.00

FEE SUMMARY

Timekeeper	Class	Hours	Rate	Fees
Susan Hodges	Shareholder	2.60	250.00	650.00
TOTALS		2.60		\$ 650.00

DISBURSEMENTS

Date	Task	Description	Amount
10/31/24		Duplicating, 1 @ .20/Unit	.20
10/31/24		Duplicating, 2 @ .20/Unit	.40
10/31/24		Duplicating, 3 @ .20/Unit	.60
TOTAL DISBURSEMENTS			\$ 1.20

TOTAL THIS INVOICE \$ 651.20
COUNSEL WHEN IT MATTERS.™

30835-0001
School Ethics Commission Complaint

November 20, 2024
Invoice Number: 3189738



PARKER McCAY

Parker McCay P.A.
9000 Midlantic Drive, Suite 300
P.O. Box 5054
Mount Laurel, New Jersey 08054-1539

P: 856.596.8900
F: 856.596.9631
www.parkermccay.com

November 20, 2024

Meghan Mikulski

[REDACTED]
Collingswood, NJ 08108

Privacy exception

REMITTANCE ADVICE

RE: Roger Chu, Christine Sheridan Celia, Christopher Dilkus, Regan Kaiden, Mary Saverino, Kate Seltzer, Sarah Sherman vs. Meghan Mikulski / School Ethics Commission Complaint

Our File Number: **30835-0001**
Invoice Number: **3189738**

BALANCE DUE THIS INVOICE

\$ 651.20

TO INSURE PROPER CREDIT TO YOUR ACCOUNT, PLEASE RETURN
THIS REMITTANCE PAGE WITH PAYMENT

Please reference your file number **30835-1** on your check.

TERMS: DUE UPON RECEIPT

For Wire Instructions: Please contact Crystal Howell at (856) 810-5807,
or at e-mail address, chowell@parkermccay.com

Thank you for your continued business!

Parker McCay P.A.
TAX ID # 22-2022169

COUNSEL WHEN IT MATTERS.SM

Mount Laurel, New Jersey | Hamilton, New Jersey | Atlantic City, New Jersey | Camden, New Jersey



PARKER McCAY

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December 6, 2024

Meghan Mikulski

[REDACTED]

Privacy exception

Collingswood, NJ 08108

RE: Roger Chu, Christine Sheridan Celia, Christopher Dilkus, Regan Kaiden, Mary Saverino, Kate Seltzer, Sarah Sherman vs. Meghan Mikulski / School Ethics Commission Complaint

Our File Number: 30835-0001

Invoice Number: 3191242

	Date	Init	Description	Hours	Rate	Amount
Attorney-Client Privilege	11/08/24	SH	Legal research regarding [REDACTED], draft [REDACTED]	4.20	250.00	1,050.00
Attorney-Client Privilege	11/11/24	SH	Research and revise [REDACTED]	3.20	250.00	800.00
Attorney-Client Privilege	11/12/24	JPC	R&R emails regarding [REDACTED] review of [REDACTED]; research regarding [REDACTED]	4.50	250.00	1,125.00
Attorney-Client Privilege	11/13/24	SH	Telephone conf with M. Mikulski regarding [REDACTED]	.60	250.00	150.00
Attorney-Client Privilege	11/13/24	JPC	Research and Prep of [REDACTED]; Prep of [REDACTED]	9.00	250.00	2,250.00
Attorney-Client Privilege	11/13/24	JAR	Review and revision of [REDACTED]	.90	185.00	166.50
Attorney-Client Privilege	11/14/24	SH	Review/revise [REDACTED]	3.40	250.00	850.00
	11/14/24	JPC	Supplement, revise and finalize [REDACTED]	2.70	250.00	675.00
TOTAL FEES						\$ 7,066.50

FEE SUMMARY

Timekeeper	Class	Hours	Rate	Fees
Susan Hodges	Shareholder	11.40	250.00	2,850.00
Jeffrey P. Catalano	Counsel	16.20	250.00	4,050.00
Jacob A. Riley	Associate	.90	185.00	166.50

COUNSEL WHEN IT MATTERS.™

Mount Laurel, New Jersey | Hamilton, New Jersey | Atlantic City, New Jersey | Camden, New Jersey

Parker McCay P.A.

30835-0001

School Ethics Commission Complaint

December 6, 2024

Invoice Number: 3191242

Timekeeper	Class	Hours	Rate	Fees
TOTALS		28.50		\$ 7,066.50

DISBURSEMENTS

Date	Description	Qty	Amount
11/14/24	Duplicating, 1 @ .20/Unit	1.00	.20
11/14/24	Duplicating, 1 @ .20/Unit	1.00	.20
11/14/24	Duplicating, 1 @ .20/Unit	1.00	.20
11/14/24	Duplicating, 2 @ .20/Unit	2.00	.40
11/14/24	Duplicating, 17 @ .20/Unit	17.00	3.40
11/14/24	Duplicating, 8 @ .20/Unit	8.00	1.60
11/14/24	Duplicating, 1 @ .20/Unit	1.00	.20
11/14/24	Duplicating, 1 @ .20/Unit	1.00	.20
11/14/24	Duplicating, 2 @ .20/Unit	2.00	.40
11/14/24	Duplicating, 2 @ .20/Unit	2.00	.40
11/14/24	Duplicating, 142 @ .20/Unit	142.00	28.40
11/15/24	Postage		75.25
TOTAL DISBURSEMENTS			\$ 110.85
TOTAL THIS INVOICE			\$ 7,177.35



PARKER McCAY

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9000 Midlantic Drive, Suite 300
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December 6, 2024

Meghan Mikulski

[REDACTED]
Collingswood, NJ 08108

Privacy exception

REMITTANCE ADVICE

RE: Roger Chu, Christine Sheridan Celia, Christopher Dilkus, Regan Kaiden, Mary Saverino, Kate Seltzer, Sarah Sherman vs. Meghan Mikulski / School Ethics Commission Complaint

Our File Number: **30835-0001**
Invoice Number: **3191242**

BALANCE DUE THIS INVOICE

\$ 7,177.35

TO INSURE PROPER CREDIT TO YOUR ACCOUNT, PLEASE RETURN
THIS REMITTANCE PAGE WITH PAYMENT

Please reference your file number **30835-1** on your check.

TERMS: DUE UPON RECEIPT

For Wire Instructions: Please contact Crystal Howell at (856) 810-5807,
or at e-mail address, chowell@parkermccay.com

Thank you for your continued business!

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