

DATE _____
PAGE NO. _____
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SHIP TO: STEIN & SUPSIE
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FORKED RIVER, NEW JERSEY 08731

LAW OFFICES
STEIN & SUPSIE

AN ASSOCIATION CONSISTING OF A LIMITED LIABILITY COMPANY

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OUR FILE: 5846AS

October 07, 2019

Lacey Township Board of Education
200 Western Boulevard
Lanoka Harbor, NJ 08734

RE: LACEY TOWNSHIP BOARD OF EDUCATION - GENERAL

FOR PROFESSIONAL SERVICES RENDERED:

		<u>Hours</u>
9/5/2019 SVT	Email and call from Judge Kerins' chambers re: status of motion re: C.S. matter.	0.30
9/9/2019 CMS	Receipt and review of decision of Judge Kerins; intraoffice conference; review of brief; preparation of correspondence to Dr. Clark re: C.S. matter.	2.60
SVT	Review decision of Judge Kerins re: C.S. matter; intraoffice conference re: same; review file materials; research OAL/Commissioner of Education procedure.	1.00
9/10/2019 SVT	Research procedure for request for clarification of OAL Order; research form of letter for correspondence to	1.50

		<u>Hours</u>
	Commissioner of Education.	
9/11/2019	CMS Intraoffice conference re: C.S. matter.	0.40
	CMS Telephone conference with Dr. Clark re: Board member conduct and legal matters.	1.00
	SVT Participation in conference call with Dr. Clark re: Board member conduct and legal matters.	1.00
9/12/2019	CMS Receipt and review of audit letter requesting information; review of file materials; draft preparation of correspondence to Holman Frenia.	2.50
9/13/2019	CMS Review of file materials; revision of correspondence to Holman Frenia re: annual audit.	2.00
	CMS Telephone conference with Dr. Clark and Mr. DeGeorge re: Board member conduct.	0.40
	SVT Intraoffice conference re: Board member conduct; research re: same.	0.70
9/16/2019	CMS Final revision of audit letter.	0.50
	CMS Review of file materials; telephone conference with Board member; memorandum to file re: Board member conduct.	2.00
	CMS Telephone conference with Board President re: meeting agenda.	0.20
	CMS Review of file materials; attendance at executive session.	2.00
9/17/2019	CMS Telephone conference with Board President; review file materials; intraoffice conference re: student	1.30

		<u>Hours</u>
	matter.	
9/17/2019 SVT	Draft and finalize exceptions to OAL decision re: C.S. matter; intraoffice conference; compile documents for filing with exceptions; contact Commissioner of Education re: procedural/filing inquiries; forward all documents to interested parties.	4.00
9/18/2019 CMS	Receipt and review of student records and related materials; preparation of correspondence to Roshan Shah, Esq. re: [REDACTED] vs. Lacey Township School District.	1.20
SVT	Review Strauss Esmay correspondence re: revision of policy/guidelines to address substance abuse by staff members; review policy and regulations as applicable; memorandum to file.	2.50
9/19/2019 CMS	Receipt and review of Subpoena Duces Tecum for student records; letter to Mr. DeGeorge; letter to Catherine Tambasco, Esq.; review of Administrative Code.	1.50
SVT	Revise draft memorandum re: policy/regulation revisions; generate Last Chance Agreement draft template; research same.	3.50
9/20/2019 CMS	Review of archived files; telephone conference with Board President re: personnel matter.	1.30
9/23/2019 SVT	Intraoffice conference; revise memorandum re: Last Chance Agreement.	0.50
9/24/2019 CMS	Review of memorandum and legal research; intraoffice conference re: substance abuse policy and Last Chance Agreement.	1.40

		<u>Hours</u>
9/25/2019	CMS Receipt and review of revised legal memorandum; preparation of correspondence to Dr. Clark re: Substance Abuse Policy revision and Last Chance Agreement.	1.00
	CMS Review of file materials; preparation of correspondence to Board President re: personnel matter.	3.50
9/26/2019	CMS Telephone conference with Dr. Clark re: personnel matter.	0.30
	SVT Review correspondence from Mr. Schmidt re: reply to Lacey BOE letter to Commissioner of Education; intraoffice conference re: C.S. matter.	0.50
9/30/2019	CMS Telephone conference with Board President re: legal and personnel matters.	0.50

	<u>Amount</u>
Legal Fee	41.10 \$6,165.00
PLUS DISBURSEMENTS:	
9/17/2019 Federal Express	35.00
Total costs	<u>\$35.00</u>
Total amount of current billing	<u><u>\$6,200.00</u></u>