

MEDFORD LAKES SCHOOL DISTRICT
MEDFORD LAKES, NJ 08055
MEETING MINUTES
March 20, 2018

CALL MEETING TO ORDER

This meeting is called to order under the New Jersey Open Public Meetings Act. The Secretary certifies that all requirements have been met. I, Kim Bezanis, Board President, call this meeting to order at 6:31 PM.

ANNOUNCEMENT OF NOTICE

Adequate notice of the meeting was advertised by the Burlington County Times on March 2, 2018 and sent by electronic mail to the Clerk of the Municipality.

ROLL CALL

Ms. Kim Bezanis
Mr. Robert Brittain
Mrs. Kristen Caputo
Ms. Mary Sullivan
Mr. Ken Wolson (arrived 6:35 PM)

OTHERS PRESENT

Mr. Anthony Dent, Superintendent
Mr. Michael Colling, Business Administrator
Mrs. Carole Ramage, Director of Curriculum
Dr. Michael Lee, Director of Special Education
Ms. Victoria Beck, Solicitor

FLAG SALUTE

PRESENTATIONS

A. Mrs. Carole Ramage, February Students of the Month:

Kindergarten	Liam Maybury
1 st Grade	Parker Stehle
2 nd Grade	Lorelei Schaefer

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

3 rd Grade	Elizabeth Brower
4 th Grade	Michael Mazzetti
5 th Grade	Chase Roberts
6 th Grade	Gage Reilly
7 th Grade	Emmeline Weimer
8 th Grade	Colin Reed

PUBLIC COMMENT

None

APPROVAL OF MINUTES

Motion by Ms. Sullivan and seconded by Mrs. Caputo;

RECOMMEND that the Board of Education approve the following Board meeting minutes:

- a. February 21, 2018 Executive Session and Business Meeting Minutes.

VOTE: **5 ayes** **0 nays** **0 absent** **0 abstain** **Motion Carried**

MONTHLY REPORTS

Motion by Ms. Sullivan and seconded by Mr. Brittain;

RECOMMEND that the Board of Education, upon the recommendation of the Superintendent, approve the following monthly reports:

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

VOTE: **5 ayes** **0 nays** **0 absent** **0 abstain** **Motion Carried**

OLD BUSINESS

Referendum/Construction Update:

Mr. Dent updated the Board on the process and the timing of the Construction project and that Colony Camp would not be able to use the building for the summer. He also noted that the Smart Board brackets have already been received and that the Bonds themselves should be received soon. Mr. Brittain inquired if the snow day tomorrow would be added to the end of the school year. Mr. Dent noted that it would as the week of Spring Break will be needed for the construction abatement.

NEW BUSINESS

Mr. Dent updated the Board on class activities and Mrs. Huckaby submitted that they had a Groundhog Day party and other events.

Mrs. Ramage noted regarding the mural project. Maddie Wiker came and walked through the building and gave some pricing for the project. Discussion ensued. Mrs. Ramage will work with Maddie to work through the insurance issue.

Ms. Sullivan inquired of Mrs. Ramage a list of web tools, websites, that the district uses for educational purposes. The full comprehensive list of apps and websites will be provided by Mrs. Ramage.

Mr. Wolson inquired about the instillation of the new active boards, what are we doing with the old boards? Mr. Dent replied that they will be disposed of as they are outdated and not supported.

Mr. Wolson inquired about Finance #3 if this was for the removal of the tile in the classrooms, Mr. Colling noted that this is for the removal in the boiler rooms over Spring Break.

POLICY

Motion by Ms. Sullivan and seconded by Mrs. Caputo;

RECOMMEND that the Board of Education, upon the recommendation of the Business Administrator, approve the following policy items:

- A. Approve for first reading, the following policy numbers:
 - 1. 3542 – Food Service
 - 2. 3542.1 – Local Wellness/Nutrition
 - 3. 3542.31 – Free or Reduced Price Milk
 - 4. 3542.44 - Purchasing
 - 5. 3570 – District Records and Reports
 - 6. 3571.4 - Audit
 - 7. 3600 – Evaluation of Business & Non-Instructional Operations

- B. Approve for second reading, the following policy numbers:
 - 1. 3516 – Safety
 - 2. 3541.1 – Transportation Routes and Services
 - 3. 3541.3 – Non-School Use of District Vehicles
 - 4. 3541.31 – Privately Owned Vehicles
 - 5. 3541.32 – District Owned Vehicles
 - 6. 3541.33 – Transportation Safety

ROLL CALL VOTE: **Ayes: Ms. Bezanis, Mr. Brittain, Mrs. Caputo, Ms. Sullivan, Mr. Wolson**
 Nays: None
 Abstain: None
 Absent: None
 Motion Carried

SUPERINTENDENT'S REPORT

A. PERSONNEL

Motion by Mr. Brittain and seconded by Ms. Sullivan;

RECOMMEND that the Board of Education, upon the recommendation of the Superintendent, approve the following personnel items:

1. Accept Resignation
 - a. Katherine Gartland, Teacher, effective June 30th, 2018
 - b. Denise DiNola, PT In Class Assistant, effective March 19th, 2018

<u>Position Control Roster Number</u>	<u>Account Number</u>	<u>Employee</u>
504-07	11-212-100-101-0-121	Katherine Gartland
504-21	11-130-100-101-0-106	Kristin Kocher
201-04	11-213-100-106-0-117	Denise DiNicola

2. Approve New Employee
 - a. Peter J. Pisciotta, Jr., Part Time Cleaner, start date pending Criminal History Review approval
 - b. Erin Smith, PT In Class Assistant, start date pending Criminal History Review clearance

<u>Position Control Roster Number</u>	<u>Account Number</u>	<u>Employee</u>	<u>Salary</u>
304-03	11-000-262-100-0-160	Peter J. Pisciotta, Jr.	\$11.95 per hour
201-04	11-213-100-106-0-117	Erin Smith	\$12.67 per hour

3. Approve OT Alicia Furey-Jenkins facilitating a fieldwork opportunity with a second-year Occupational Therapy graduate student Loretta Smith from Salus University, March thru June 2018.
4. Approve OT Alicia Furey-Jenkins facilitating a one-day observation with Ally Hoskins, junior at Rowan University, who is interested in pursuing a career as an Occupational Therapist, March 2018.
5. Approve OT Alicia Furey-Jenkins facilitation a one-day observation with Julia Capoli, senior at Seneca High School, who is interest in pursuing a career as an Occupational Therapist, April 2018

ROLL CALL VOTE: **Ayes: Ms. Bezanis, Mr. Brittain, Mrs. Caputo, Ms. Sullivan, Mr. Wolson**
 Nays: None
 Abstain: None
 Absent: None
 Motion Carried

B. CURRICULUM/COORDINATED ACTIVITIES

Motion by Ms. Sullivan and seconded by Mrs. Caputo;

RECOMMEND that the Board of Education, upon the recommendation of the Superintendent, approve the following curriculum/coordinated activities:

1. Approval of the 2018-2019 District Calendar
2. Approved the following changes to the 2017-2018 District Calendar to make up snow days:
 Monday, June 18th will be a school day make up day for March 8th, 2018 snow day
 Tuesday, June 19th will be the last day of school make up for March 9th, 2018 snow day
3. Approve the recommendation of the ELA Committee for the implementation of "Foundations" in grades kindergarten and first for September 2018 and second grade in September 2019. Foundations® provides research-based materials and strategies essential to a comprehensive reading, spelling and handwriting program. Foundations® makes learning to read fun while laying the groundwork for life-long literacy. Students will receive a systematic program in critical foundational skills, emphasizing: phonemic awareness, phonics/word study, *high frequency words study*, *reading fluency*, *vocabulary*, *comprehension strategies*, *spelling and handwriting*.
4. Approve the recommendation of the Science Committee for the implementation of Teacher's Curriculum Institute's Science Alive! for grades kindergarten to second - implementation date September 2018
5. Approval of the following field trips
 - a. Thursday, May 31, 2018 – Battle of the Books Banquet at Vaughn Hall (date change from June 1st, previously approved)

- b. June 1, 2018 – Band/Chorus to Clementon Park (date change from June 8th, previously approved)
- c. June 5, 2018 – 2nd Grade visit to Neeta School
- d. June 5, 2018 – 5th Grade LEAD Graduation, Beach 1

VOTE: 5 ayes 0 nays 0 absent 0 abstain Motion Carried

BUSINESS ADMINISTRATOR'S REPORT

A. FINANCE/BUDGET

Motion by Ms. Sullivan and seconded by Mr. Brittain;

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. Ratification of the following district travel to include mileage reimbursement due to inclement weather:

Name	Description	Date	Registr. Amount	Sub Cost
J. Cona (K) L Better (K) K. Rardin (K)	<i>Foundations Level K (kindergarten) Training</i> - TCNJ School of Education Ewing, NJ	3/19/18	\$1125.00	\$375.00
A DePasquale (1) S Gerber (1) J Martinez (1)	<i>Foundations Level 1 (Grade 1) Training</i> TCNJ School of Education Ewing, NJ	3/20/18	\$1125.00	\$375.00

- 3. Upon the recommendation of the district architect, The Design Collaborative, award the scope of the asbestos abatement work to Shade Environmental; \$10,800 for Nokomis and \$8,400 for Neeta, in the total amount of \$19,200.00

ROLL CALL VOTE: Ayes: Ms. Bezanis, Mr. Brittain, Mrs. Caputo, Ms. Sullivan, Mr. Wolson
Nays: None
Absent: None
Abstain: None
Motion Carried

B. BUILDINGS AND GROUNDS

C. FACILITIES USE

- 1. Motion by Mrs. Caputo and seconded by Ms. Sullivan;

RECOMMEND that the Board of Education, upon the recommendation of the Superintendent, approve facilities use applications as attached.

VOTE: 5 ayes 0 nays 0 absent 0 abstain Motion Carried

WORK SESSION

A. 2017-2018 Preliminary Budget

Mr. Dent reviewed the work that has been done by the Administrative team during the time since the last Budget workshop meeting. Discussion ensued amongst the Board and Administrators.

PUBLIC COMMENT

NONE

EXECUTIVE SESSION

Motion by Mrs. Caputo and seconded by Mr. Brittain to adopt a resolution to recess meeting to discuss the following under Chapter 7, NJ Open Public Meetings Act:

BOARD OF EDUCATION OF MEDFORD LAKES

**RESOLUTION 2018-22E
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.

VOTE: 5 ayes 0 nays 0 absent 0 abstain Motion Carried

Time: 8:02 PM

I, Michael Colling, do hereby certify the above to be a true and correct copy of a resolution adopted by the Board of Education at its meeting held on March 20, 2018 at Neeta School Library, 44 Neeta Trail, Medford Lakes, New Jersey.



Board Secretary

Motion by Mr. Brittain and seconded by Mrs. Caputo to return to open session.

VOTE: 5 ayes 0 nays 0 absent 0 abstain Motion Carried

Time: 8:32 PM

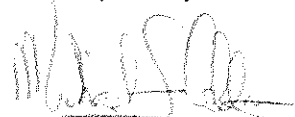
ADJOURNMENT

Motion by Mrs. Caputo and seconded by Mr. Brittain to adjourn meeting.

VOTE: 5 ayes 0 nays 0 absent 0 abstain Motion Carried

Time: 8:32 pm

Respectfully Submitted,



Michael F. Colling
Board Secretary