

MEDFORD LAKES SCHOOL DISTRICT  
MEDFORD LAKES, NJ 08055  
MEETING MINUTES  
February 8, 2017

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, Sandra Weiss, Board President, call this meeting to order at 6:02 PM.

ANNOUNCEMENT OF NOTICE

Adequate notice of the meeting was advertised by the Burlington County Times on January 18, 2017 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  
Mrs. Sandra Weiss

OTHERS PRESENT

Mr. Anthony Dent, Superintendent  
Mr. Michael Colling, Business Administrator  
Mrs. Carole Ramage, Director of Curriculum  
Mrs. Kelly Scapellato, Supervisor of Special Services

FLAG SALUTE

PUBLIC COMMENT

Jean Waters, 269 Chicagami Trail - Commented that she has no students in the district but is here to make some comments. When the vote for Neeta Sports came up last time she voted 'no' as it was not a priority in her budget. As a parent without a child in the district anymore, she would like to see the Board do a better job of reaching out to those in the community as those residents are not in the loop. There's a lot of misinformation out there regarding the information on Facebook and other outlets. Please communicate with the community and not just through the backpacks and information that is sent home. Also, thank you to what happens in the schools as you do do a good job.

SUPERINTENDENT'S REPORT

A. PERSONNEL

1. Motion by Ms. Bezanis and seconded by Ms. Sullivan;

RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve the 2016-2017 Contracts, according to the Memorandum of Agreement, for Tenured Staff for the 2016-2017 school year per attached Schedule A

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

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

RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve the 2016-2017 Contracts, according to the Memorandum of Agreement, for Non-Tenured Staff for the 2016-2017 school year per attached Schedule B

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

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

RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve the 2016-2017 Contracts, according to the Memorandum of Agreement, for 12 Month Full Time Secretaries, 12 Month Full Time Custodian, 12 Month Part Time Custodians and 12 Month Part Time Cleaners for the 2016-2017 school year per attached Schedule C

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

4. Motion by Mr. Brittain and seconded by Mrs. Caputo;

RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve the 2016-2017 Contracts for 12 Month Confidential Administrative Assistants, Coordinator of Payroll and Student Information and Treasurer for the 2016-2017 school year per attached Schedule D

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

5. Motion by Ms. Bezanis and seconded by Ms. Sullivan;

RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve the 2016-2017 Contracts for the Administrators for the 2016-2017 school year per attached Schedule E

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

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

RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve the 2016-2017 Contracts for In Class Assistants, Lunch/Recess Aides for the 2016-2017 school year per attached Schedule F

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

## BUSINESS ADMINISTRATOR'S REPORT

### A. FINANCE/BUDGET

#### 1. Budget Discussion

Mr. Colling explained the budget process and where we are as of today.

Mrs. Weiss stated that she was looking for the spreadsheet with a historical perspective so that the Board can look and have an idea of where we are, where we've been and where we want to go.

Mr. Dent reviewed the teachers and the entire process.

Mrs. Ramage shared curriculum information. Mandated science curriculum will be added next year and is included in the budget as a priority.

Ms. Bezanis wanted to know if the lab kits are new or mandated and Mrs. Ramage replied that they are new and not mandated but would really like them at a cost of \$11,500.

Mrs. Caputo asked if the social studies is run every other year? Mrs. Ramage responded that it currently runs every other marking period, every year.

Mr. Brittain inquired if reinstating the sports program as commented by Mrs. Waters is reflected in the budget. Mr. Colling replied that at the current time it is not.

Ms. Bezanis asked if the Special Education numbers are based on what we have now. Mrs. Scapellato replied that it is.

## PUBLIC COMMENT

Jane Cabrilla commented that because your website is still under construction, how will you be updating the public regarding the date of the next budget meeting? Mr. Dent noted that we will put it on the calendar as soon as we decide on a date.

Jeanie Waters, question regarding the excess surplus. Mr. Colling responded regarding the whole revenue process. She also suggested that we please use the Colony news as much as possible. Feels really disenfranchised with the whole school process. She does not have a backpack and needs to be informed.

## EXECUTIVE SESSION

Motion by Ms. Sullivan and seconded by Mrs. Caputo 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 2017-12E 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: 6:35 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 February 8, 2017 at Neeta School Library, 44 Neeta Trail, Medford Lakes, New Jersey.

  
\_\_\_\_\_  
Board Secretary

Motion by Ms. Bezanis and seconded by Ms. Sullivan to return to open session.

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

Time: 7:41 PM

#### ADJOURNMENT

Motion by Ms. Sullivan and seconded by Mrs. Caputo to adjourn meeting.

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

Time: 7:41 PM

Respectfully Submitted,



Michael F. Colling  
Board Secretary