

MEDFORD LAKES SCHOOL DISTRICT
MEDFORD LAKES, NJ 08055
MEETING MINUTES
September 21, 2016

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 6:31 PM.

ANNOUNCEMENT OF NOTICE

Adequate notice of the meeting was advertised by the Burlington County Times on January 24, 2016 and sent by electronic mail to the Clerk of the Municipality.

ROLL CALL

Ms. Kim Bezanis
Mr. Robert Brittain
Ms. Mary Sullivan
Mrs. Sandra Weiss
Mrs. Susan Wingert [ABSENT]

OTHERS PRESENT

Mr. Anthony Dent, Superintendent
Mr. Michael Colling, Business Administrator
Mrs. Carole Ramage, Director of Curriculum/Principal
Mrs. Kelly Scapellato, Supervisor of Special Services
Mr. Frank Cavallo, Jr., Esq., Solicitor

FLAG SALUTE

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

RECOMMEND that due to a power outage at Neeta school, the Board of Education change the location of the meeting to the Nokomis School All Purpose Room at 6:30 PM.

VOTE: 4 ayes 0 nays 1 absent 0 abstain Motion Carried

PRESENTATIONS

Mrs. Kelly Scapellato, Supervisor of Special Services, presented the districts PARCC Testing Results with handouts (attached).

PUBLIC COMMENT

Lynne Beamer, 69 Kosoto Trail – Stated that she is disappointed that there is no independent reading time and that some class times have been shortened and others have been extended. Medford Lakes students are the rock stars in high school in English and she doesn't want the students to suffer. If we're gearing everything toward trimesters and Shawnee, then carrying of binders creates a problem. Shawnee allows backpacks so why can't we as well?

APPROVAL OF MINUTES

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

RECOMMEND that the Board of Education approve the Executive Session and Regular Meeting Minutes of the August 17, 2016 Meeting as amended.

VOTE: 4 ayes 0 nays 1 absent 0 abstain Motion Carried

Ms. Bezanis noted a correction on page 7 of business meeting minutes. Revised as noted.

MONTHLY REPORTS

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

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

1. Student Enrollment
2. Staff Attendance

VOTE: 4 ayes 0 nays 1 absent 0 abstain Motion Carried

Ms. Bezanis stated that with regard to enrollment, the page that lists out of district students is confusing and asked if it was updated

Ms. Bezanis asked if we have pre-school inclusive students to which Mr. Colling replied he would look into it.

OLD BUSINESS

NEW BUSINESS

Ms. Bezanis stated that the Student Handbook is not on the website and requested that it be added.

POLICY

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 policy items:

- A. Approve for final reading and adoption the following Policy Number(s):
 - 1. 5142.2 – Electronic Portable Communications Devices (EPCD)
- B. Distribution of Policy Review binders.

Ms. Bezanis asked if we updated the policy to match the handbook with regard to devices. Mr. Dent replied that it was updated to read that they would be turned off.

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

SUPERINTENDENT'S REPORT

A. PERSONNEL

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

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

- 1. New Staff
 - a. Approval of Corey Meeks, Part Time Custodian for the 2016-2017 school year

<u>Position</u>	<u>Control Roster Number</u>	<u>Account Number</u>	<u>Employee</u>	<u>Salary</u>
	302-03	11-000-262-100-0-160	Corey Meeks	\$13,988.00

- 2. Additions to 2016-2017 Extra Duty List
 - a. Anna Huckaby, Lunch/Recess Duty
- 3. Approval of 2016-2017 Master Substitute List: Cleaners/Custodians, School Nurses
 - a. Jenna Brey, Substitute Lunch/Recess Aide
 - b. Robbie Kantner, Substitute Cleaner

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

SUPERINTENDENT'S REPORT

A. PERSONNEL

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

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

- 1. Approval of Lunch/Recess Aides (pending criminal history review clearance)
 - a Gloria Diliberto
 - b Helen Ibbetson

<u>Position Control Roster Number</u>	<u>Account Number</u>	<u>Employee</u>	<u>Salary</u>
203-01	11-000-262-107-D-160	Gloria Diliberto	\$11.77 per hour
203-03	11-000-262-107-D-160	Helen Ibbetson	\$11.77 per hour

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

B. CURRICULUM/COORDINATED ACTIVITIES

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

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

- 1. Agreement with Kennedy University Hospital to provide student drug screening for the 2016-2017 school year. Annual renewal
- 2. 2016-2017 Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials (MOA) Annual renewal
- 3. Approve the following field trip(s):
 - a. Neeta Band to Nokomis School on October 31, 2016 to lead Halloween Parade
 - b. 8th Grade to Washington, DC on April 28, 2017
 - c. Pre-School to Indian Acres Tree Farm on October 21, 2016

VOTE: 4 ayes 0 nays 1 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. Approve budget transfers for the month of June 2016 as listed on the attached summary report.
- 3. Acceptance of the Board Secretary and Treasurer's reports in accordance with N.J.A.C. 6A: 23-

2.11(c) 3 and N.J.A.C. 6A:23-2.11(a) for the month(s) of June 2016. The Treasurer's Report and Board Secretary's Report are in agreement for the month(s) of June. The Board Secretary certifies no line item account has been over extended and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

Pursuant to N.J.A.C. 6A:23-2.11(c) (4), the Board of Education, after review of the Board Secretary's monthly financial report (appropriation section) and upon consultation with the appropriate district officials, to the best of our knowledge no major account or fund has been over-expended in violation of N.J.A.C. 6A:23-2.11(b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

4. Approve the following district travel to include mileage reimbursement:

Name	Description	Date	Registr. Amount
Greg Witham	NJDoE's Lead Sampling in School Facilities – Hammonton, NJ	9/27/16	\$0.00
Michael Colling	SPELL JIF Joint Retreat – Cape May, NJ	9/28-30/16	\$0.00
Betsy Feinberg	BCIT Visitation – Medford, NJ	10/5/16	\$0.00
Rebecca Smith	Deborah Heart and Lung Centers School Nurse Forum – Browns Mills, NJ	10/10/16	\$0.00
Jay Wassell	BCPDI's Google Educator Level 1 Boot Camp – Westampton, NJ	10/26 – 10/27/16	Subscrip
James Moorhead	BCPDI's Google Educator Level 1 Boot Camp – Westampton, NJ	10/26 – 10/27/16	Subscrip
Anthony Dent	Integrated Pest Management Training – Westampton, NJ	11/4/16	\$0.00
Greg Witham	Integrated Pest Management Training – Westampton, NJ	11/4/16	\$0.00
Greg Witham	EPA's Renovate, Repair and Painting Rule Workshop – Waretown, NY	12/9/16	\$0.00
Greg Witham	PEOSH/NJADP Indoor Air Quality Training – Westampton, NJ	1/13/17	\$0.00
James Moorhead	BCPDI's Effective Strategies for Teaching Mathematics at the Middle and High School Level – Westampton, NJ	2/7/17	Subscrip

5. Disposal of the following reading textbooks publication date 1989:
- 23 copies of Houghton Mifflin Literary Readers: ISBN# 0-395-47698-4
 - 23 copies of Houghton Mifflin Beginning to Read A: ISBN# 0-395-48009-4
 - 16 copies of Houghton Mifflin Beginning to Read B: ISBN # 0-395-48010-8
 - 16 copies of Houghton Mifflin Beginning to Read C: ISBN# 0-395-48011-6
6. Approve submission of 2016-17 IDEA grant as follows:
- Pre-School in the amount of \$5,559.00
 - Basic in the amount of \$114,319.00

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

BUSINESS ADMINISTRATOR'S REPORT

A. FINANCE

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

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

1. Approval of the following Resolution:

**RESOLUTION NO. 2017-04
RESOLUTION OF THE MEDFORD LAKES ("DISTRICT")
BOARD OF EDUCATION ("BOARD")**

In accordance with the requirements of the New Jersey Administrative Code, Section 6A:23-4.5(a)(20), the BOARD hereby agrees and consents to the following:

IT IS RESOLVED AS FOLLOWS:

The Private School, HAMPTON ACADEMY ("HAMPTON"), is not required to charge District students for any "paid or reduced meals" furnished directly or indirectly by HAMPTON to them. This shall be effective for the school year beginning September 1, 2016 and ending June 30, 2017.

The BOARD members hereunder are hereby authorized to sign on behalf of the BOARD in accordance with the BOARD's bylaws or organizational rules.

DATED: September 21, 2016

SIGNED: 
Board Secretary

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

B. BUILDINGS AND GROUNDS

C. FACILITIES USE

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

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

VOTE: 4 eyes 0 nays 1 absent 0 abstain Motion Carried

PUBLIC COMMENT

NONE

EXECUTIVE SESSION

Motion by Ms. Bezanis and seconded by Ms. Sullivan 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 2017-03E
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;

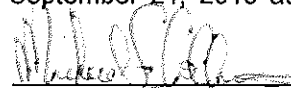
BE IT FURTHER RESOLVED that the Board of Education hereby declares that its discussion of the aforementioned subject(s) may be made public at a time when the Board of Education Attorney advises the Board of Education that the disclosure of the discussion will not detrimentally affect any right, interest 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: 4 ayes 0 nays 1 absent 0 abstain Motion Carried

Time: 6:53 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 September 21, 2016 at Neeta School Library, 44 Neeta Trail, Medford Lakes, New Jersey.



Board Secretary

Motion by Mr. Brittain and seconded by Ms. Sullivan to return to open session.

VOTE: 4 ayes 0 nays 1 absent 0 abstain Motion Carried

Time: 7:18 PM

***** BEGIN ADDENDUM #3 *****

1. PERSONNEL

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

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

**RESOLUTION NO. 2017-05
RESOLUTION OF THE BOROUGH OF MEDFORD LAKES BOARD OF EDUCATION
REQUIRING PSYCHIATRIC EVALUATION**

WHEREAS, the Board of Education of the Borough of Medford Lakes School District ("Board") is statutorily authorized to require employees to undergo psychiatric examinations when, in the judgment of the Board, an employee shows evidence of deviation from normal mental health; and

WHEREAS, the Board of Education has received and reviewed information from the Superintendent concerning the physical and emotional well-being of (#1102) and has made certain conclusions with respect to same;

NOW, THEREFORE, BE IT RESOLVED by the Borough of Medford Lakes Board of Education as follows:

1. Employee #1102 is hereby ordered and directed to submit to a psychological examination to be administered by the psychologist appointed by the Board of Education, the office of Dr. Harry Green, at the Board of Education's expense in accordance with the provisions of N.J.S.A. 18A:16-2.
2. The administration is directed to undertake appropriate action necessary to facilitate scheduling this examination and receive the report of the psychologist/psychiatrist providing this examination.

DATED: September 21, 2016

SIGNED: 

Board Secretary

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

ADJOURNMENT

Motion by Ms. Bezanis and seconded by Mr. Brittain to adjourn meeting.

VOTE: 4 ayes 0 nays 1 absent 0 abstain Motion Carried

Time: 7:19 PM

Respectfully Submitted,



<Michael F. Colling