

MEDFORD LAKES SCHOOL DISTRICT
MEDFORD LAKES, NJ 08055
MEETING MINUTES
October 19, 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 6:30 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

OTHERS PRESENT

Mr. Anthony Dent, Superintendent
Mr. Michael Colling, Business Administrator
Mrs. Carole Ramage, Director of Curriculum/Principal [ABSENT]
Mrs. Kelly Scapellato, Supervisor of Special Services
Ms. Elizabeth Garcia, Solicitor

FLAG SALUTE

PRESENTATIONS

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

Kindergarten – Hannah Miller
1st Grade – Sarah Gaysek
2nd Grade – Ella Billen

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

3rd Grade – Giovanni Lucania
4th Grade - Kayla Dilks
5th Grade - Ava Rayfield
6th Grade – Sam Beamer
7th Grade - Gavin Reynolds
8th Grade - Thomas Cahill

B. Mrs. Lisa Blanchard, MLEF – TABLED UNTIL NOVEMBER

C. Mr. Anthony Dent, Superintendent, Annual report on Violence and Vandalism

Mr. Dent reported that there were no issues of violence or vandalism during the 2015-16 school year.

PUBLIC COMMENT

Annie Jones, 166 Blackfoot Trail – Spoke on behalf of Brownie Troop 201116 about making a monetary donation to refurbish the totem pole at Nokomis School.

Chris Reilly, 148 Paupukkeewis Trail – Per SEAC 6:A-14.1.2 – Families need to know more about when, where and how to get to it because there is no information on the website. He also wanted to know if we have a committee and why the district has so many issues where families have to fight for items that should be given to student's under a free and appropriate education.

APPROVAL OF MINUTES

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

RECOMMEND that the Board of Education approve the Executive Session and Regular Meeting Minutes of the September 21, 2016 Meeting.

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

MONTHLY REPORTS

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

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

- 1. Fire and Security Drills
- 2. Nurses Report
- 3. Student Enrollment
- 4. Staff Attendance

Ms. Sullivan commented on the Fire and Security Drills report that Mrs. Samuelian's 2nd grade class was awarded the fire award and congratulated them.

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

OLD BUSINESS

NEW BUSINESS

Mr. Colling shared a thank you note from the Shawnee High School Class of 2016 Jennifer Draper Young Scholarship Award recipient

POLICY

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

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 Number(s):
 - 1. 2000/2010 – Concepts and Roles in Administration; Goals and Objectives
 - 2. 2121 – Line of Responsibility
 - 3. 2131 - Superintendent

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

SUPERINTENDENT'S REPORT

A. PERSONNEL

- 1. Motion by Ms. Bezanis and seconded by Mrs. Wingert;

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

- 1. Accept Resignation
 - a Gloria Diliberto, Lunch/Recess Aide, effective 10/6/2016
 - b Helen Ibbetson, Lunch/Recess Aide, effective 10/6/2016

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

- 2. Additions to 2016-2017 Extra Duty List
 - a Jen York, Lunch/Recess Duty
- 3. Approval of Mentors
 - a Kathy O'Brien to mentor Kristin Kocher
 - b Erin Czarzasty to mentor Danel Joyce

4. Approve Victoria Ley, MSW, LSW, as Long Term School Social Worker, Per diem rate of \$125.00

<u>Position Control Roster Number</u>	<u>Account Number</u>	<u>Employee</u>	<u>Per Diem</u>
504-11	11-000-219-1-4-0-129	Victoria Ley	\$125.00

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

B. CURRICULUM/COORDINATED ACTIVITIES

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 curriculum/coordinated activities:

1. 2016-2017 QSAC Statement of Assurance
2. Field Trips
 - a. 8th Grade Boys to Magee Rehab Hospital in Philadelphia on Monday, December 5, 2016
 - b. 8th Grade Girls to Renfrew Center in Philadelphia on Tuesday, December 6, 2016

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

BUSINESS ADMINISTRATOR'S REPORT

A. FINANCE/BUDGET

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

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. VOID check number 31876 to Griffith Electric Supply in the amount of \$675.00
3. Approve budget transfers for the month of July and August 2016 as listed on the attached summary report.
4. 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 July and August 2016. The Treasurer's Report and Board Secretary's Report are in agreement for the month(s) of July and August. 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.

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

Name	Description	Date	Registr. Amount
Kelly Scapellato	NJPSA-FEA – The Special Services Director's Toolkit – Monroe, NJ	11/1/2016	\$149.00

6. Approve the following as attached:
 - a. Comprehensive Maintenance Plan (CMP) N.J.A.C. 6A:26A

b. M-1 Form

7. Disposal of the following televisions:

- Room 113 - GE
- Room 114 - Sharp
- Room 115 - JVC
- Room 301 - GE

8. Accept donation from Amy Beyer of GBC binding machine and wire binding supplies.

Mr. Brittain commented on the payment for the copier inquiring if this was an annual payment. Mr.

Colling explained that this is our quarterly payment. Mr. Brittain then inquired if it would be more cost effective to purchase them outright to which Mr. Colling replied that this is for all of the copiers in the district (6 total) and it would not be budget wise with the wear that is placed on them.

Ms. Bezanis asked if the Apple, Inc. item was the MLEF donation to which Mr. Colling replied that it was and thanked the MLEF for the donation.

Ms. Bezanis asked to which school the binding machine is going to which Mr. Colling clarified that it would be going to Nokomis School.

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

B. BUILDINGS AND GROUNDS

Ms. Bezanis asked what the complaint was for to which Mr. Colling replied he would follow up with Mr. Witham.

Mr. Brittain thanked the MLEF for the donation of fall decorations and commented that it looks great.

Mrs. Wingert asked if the roof repair was for a leak at Nokomis to which Mr. Colling replied that yes, it was.

C. FACILITIES USE

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

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*

PUBLIC COMMENT

EXECUTIVE SESSION

Motion by Ms. Bezanis and seconded by Mrs. Wingert 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 2017-06E
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;

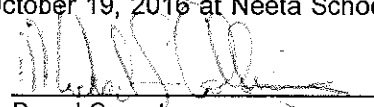
BE IT FURTHER RESOLVED that the Board of Education hereby declares that its discussion of the aforementioned subject(s) may be made public at a time when the Board of Education Attorney advises the Board of Education that the disclosure of the discussion will not detrimentally affect any right, interest 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: 6:47 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 October 19, 2016 at Neeta School Library, 44 Neeta Trail, Medford Lakes, New Jersey.


Board Secretary

Mrs. Wingert left the meeting at 6:50 PM

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

VOTE: 4 ayes 0 nays 1 absent [Wingert] 0 abstain Motion Carried

Time: 7:43 PM

PERSONNEL

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

RECOMMEND that the Board of Education approve an addendum to the Superintendent's contract - Tuition Reimbursement.

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

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

RECOMMEND that the Board of Education approve the superintendent's merit goals for the 2016-17 school year.

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

SETTLEMENT AGREEMENT

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

Recommend that the Board of Education approve the settlement agreement between the Medford Lakes Board of Education and M.H. and M.H. O/B/O E.U.; Docket No. EDS 17731-20155

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

ADJOURNMENT

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

VOTE: *4 ayes* *0 nays* *1 absent [Wingert]* *0 abstain* *Motion Carried*

Time: 7:45PM

Respectfully Submitted,



Michael F. Colling
Board Secretary