

MEDFORD LAKES SCHOOL DISTRICT  
MEDFORD LAKES, NJ 08055  
MEETING MINUTES  
March 11, 2019

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 6:30 PM.

ANNOUNCEMENT OF NOTICE

Adequate notice of the meeting was advertised by the Burlington County Times on February 17, 2019 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

OTHERS PRESENT

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

FLAG SALUTE

PUBLIC COMMENT - NONE

SUPERINTENDENTS REPORT

A. PERSONNEL

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 personnel items:

1. Approve New Staff (Retroactive)
  - a. Micaela Woolf, Part Time Cleaner, start date February 27, 2019

<u>Position Control Roster #</u>	<u>Account Number</u>	<u>Employee</u>	<u>Salary</u>
304-03	11-000-262-100-0-100	Micaela Woolf	\$12.36/hr

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

WORK SESSION

A. 2019-2020 Preliminary Budget

Mr. Colling explained the process to get to today.

Ms. Bezanis inquired about class sizes and the projections of what the population will be like. Mr. Dent noted the study that was done in 2013 and 2016 and Mrs. Ramage noted that the population with military families has been on the rise due to our schools reputation.

Mr. Dent noted the bigger ticket items that were reduced from the budget such as the Neeta playground and that the potential of rolling the Guidance Counselor position to full time was also removed. Mr. Dent also noted the additional teaching positions that were removed and the additions to the budget regarding curriculum, delivery of materials and STEM lab development.

Mr. Dent noted the bus routes that were reduced and legal fees that were reduced with the hope that there would not be any significant court fees coming up and also the reduction of floor retiling from 6 classrooms to 3 over the summer.

Mr. Dent also noted that there is a possibility for a student to come back to district and this would assist with the some of the reductions that are being proposed.

Mr. Wolson inquired about the percentage spreadsheet Mr. Colling distributed.

Mrs. Caputo inquired about the health insurance and renewal rate. Mr. Colling noted the proposed percentage and what the renewal percentages are.

Mr. Wolson inquired about the summer technology help. Mr. Dent noted that this was removed from the budget.

Mr. Wolson noted that he doesn't like the way the budget process works and that he doesn't feel that he has appropriate time to review each of the hundreds of lines to accurately understand the budget in the 2 days from when the information is distributed to the time of the board meetings. Ms. Bezanis and Mrs. Caputo noted that it is Mr. Dent's and Mr. Colling's job to present a balanced budget to the board and the public.

Mr. Wolson inquired about professional development for staff and what the increase was. Mr. Colling noted that it was a 20% increase from the prior year. Mr. Wolson noted that this is the perfect example of why are we cutting but adding to the professional development budget? Mr. Wolson noted that it's difficult as a board member to approve the budget based off the information that has been presented. Mrs. Ramage noted that in the last 3 to 4 years the district has added a literacy coach and this is not something that could be done over a webinar. Mr. Wolson inquired if we will continue to see this line going up 20% per year in the next few years to which Mrs. Ramage replied that she does see the line continuing to increase. Mr. Dent gave examples of the trainings that we have invested in and that the new implementation of curriculum requires training to ensure proper use. Ms. Bezanis inquired if we have investigated sending people out to be trained and then having them train others. Mr. Dent and Mrs. Ramage noted that we have and that with reading and some other items, this cannot be done due to the specialized nature of the training.

Mr. Wolson noted that there are a lot of items that are over-budgeted based on historical usage of accounts.

Mrs. Caputo inquired if the custodians are still in as originally budgeted. Mr. Colling noted that they are.

Ms. Bezanis inquired if, when the budget was developed, we look at historical usage or upcoming needs? Mr. Dent and Mr. Colling replied that both are considered.

Mr. Wolson inquired what would happen with the proposed reduction of the 4th grade teacher. Mr. Dent noted that the staff will have to move around to be able to support the class sizes. Mrs. Ramage noted the current class sizes and Mr. Dent noted that a lot of the shifting of staff will come down to scheduling.

Ms. Bezanis inquired if we've gone through the budget to ensure that this is the best budget that we can offer. Mr. Colling noted that the administrative team meet this morning to ensure that these needs are the best for the students.

Mr. Wolson inquired about adding a school nurse and if one was added to this budget. Mr. Colling noted that due to federal regulations, accounts had to be broken out by school and this budget reflects that. Mr. Colling also noted that while it might appear we are adding a nurse, the historical sheet indicates that the nurse line has decreased. Mr. Wolson inquired if there is still an increase in those lines and Mr. Colling noted that there were as a contractual requirement.

Ms. Bezanis inquired about the custodial use and when we might see that. Mr. Dent noted that if the approval went through, he gave a timeline of what would happen.

ADJOURNMENT

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

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

Time: 7:29 PM

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "Michael F. Colling". The signature is stylized and includes a horizontal line underneath.

Michael F. Colling  
Board Secretary