

MEDFORD LAKES SCHOOL DISTRICT
MEDFORD LAKES, NJ 08055
MEETING MINUTES
May 17, 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, Michael Colling, Board Secretary, call this meeting to order at 6:32 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
Mr. Frank Cavallo, Jr., Esq., Solicitor

FLAG SALUTE

PRESENTATIONS

A. Mr. Anthony Dent, Superintendent and Mrs. Kathy O'Brien, NJHS Advisor, NJHS Induction Ceremony: Luke Anderson, Jordan Cohen, Melanie Craig, Kevin Cummings, Tyler Eline, Erika Farr, Chance Heinold, Lyndsey Jones, Eleanor Koch, Sonia Lombardo, Mia Moscicki, Amy Papit, Carley Polan, Mackenzie Ritter, Katherine Sitzler, Lucas Strong, Gavin Zaun

B. Mrs. Carole Ramage, April Students of the Month:

Kindergarten	Caroline Coskery
1 st Grade	Lukas Reichelt
2 nd Grade	Aubrey Moon

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

3 rd Grade	Zoe McConnell
4 th Grade	Kayla Ulriksen
5 th Grade	Macy Miles
6 th Grade	Kyle Jennings
7 th Grade	Jaclyn Levondosky
8 th Grade	Katie Sitzler

PUBLIC COMMENT

APPROVAL OF MINUTES

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

RECOMMEND that the Board of Education approve the Executive Session and Business Meeting Minutes of the April 12, 2017 Business Meeting and the May 3, 2017 Budget Presentation Meeting.

VOTE: 4 ayes 0 nays 0 absent 1 abstain (Ms. Bezanis) Motion Carried

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. Fire and Security Drill Reports
3. Nurses' Reports
4. Staff Attendance

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

OLD BUSINESS - NONE

NEW BUSINESS

Mrs. Scapellato reported on the SEPAC meeting held on Monday 5/15. There are 3 parents that have volunteered to take over the planning of the SEPAC meetings.

Mrs. Caputo reported on the opioids epidemic that was held by NJSBA. There was a lot of good information. She will also be attending a seminar regarding it this weekend in Marlton.

Mrs. Weiss asked if the trip to Mt. Holly Court House was new. Mr. Dent replied that it was and that in the past a few schools had taken all the spots and this year it was limited to 30 students per district.

Ms. Bezanis asked if an email will go out to all the parents regarding the half days. Mr. Dent replied that an email will go out.

Mrs. Caputo inquired about seating and there not being enough seating for the event last night and tonight. Also at graduation, we should have more seating. Mr. Brittain also mentioned that the microphone seems to always have a problem and if this could be looked into.

POLICY

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 policy items:

- A. Approve for final reading and adoption the following policy:
Eligibility Under Part B of the IDEA (MLBoE Resolution Number 2017-18)

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

SUPERINTENDENT'S REPORT

A. PERSONNEL

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

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

1. Approval for Anthony Dent, Superintendent, to submit to the County Superintendent, Merit Goal #1 and #2 for approval.
2. Approval to Approve the transfer of Christine Hunter from Neeta to Nokomis (second grade) for the 2017-2018 school year.
3. Approve the following 2017-2018 ESY staff:
 - a Regina Reilly, School Nurse
 - b Tara Mahon, Speech
 - c Robin Barr, Teacher
 - d Jim Moorhead, Teacher
 - e Joan Sacks, Teacher
 - f Jenna Brey, In Class Assistant
 - g Tracey Casciato, In Class Assistant
 - h Dawn Thein, Substitute In Class Assistant and Substitute Teacher
 - i Amy Jennings, Substitute In Class Assistant

4. Accept resignation
 - a Michael Rutter, Part Time Cleaner, effective May 8th, 2017

<u>Position Control Roster Number</u>	<u>Account Number</u>	<u>Employee</u>
304-03	11-000-262-100-0-160	Michael Rutter

5. Approve Substitute Part Time Cleaners, School Nurse Substitute Certification applicant

- a Michael Rutter, Substitute Cleaner
- b Kimberly Reynolds, Substitute School Nurse Certification applicant
- c Debra Mandel-Jamison, Substitute School Nurse
- d Dale Donner, Substitute School Nurse

6. Unpaid Day

- a Megan Rodgers, Part Time In Class Assistant, March 28th, 29th, 30th, April 10th, 11th, 12th, 13th and 25th, 2017
- b Joshua Smith, Part Time Custodian, May 3rd, 2017
- c Vitiano Estime, Part Time Cleaner, April 18th, 19th, 20th, 21st, 24th and 25th, 2017

7. Approval for Tuition Reimbursement

- a. Jill Agin, Lourdes University, "What Great Middle School Teachers Do", Course No. 968 in the amount of \$288.75
- b. Erin Czarzasty, Lourdes University, "What Great Middle School Teachers Do", Course No. 968 in the amount of \$288.75
- c. Brittany Barszczewski, Lourdes University, "What Great Middle School Teachers Do", Course No. 968 in the amount of \$288.75

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

B. CURRICULUM/COORDINATED ACTIVITIES

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. Approval of the follow field trips(s):
 - a. Thursday, May 11, 2017 – Kindergarten Field Trip to Storybook Land – Revised date to be approved retroactively due to weather. Originally approved for May 5, 2017
 - b. Tuesday, May 23, 2017 – Selected 7th and 8th grade students to visit Burlington County Courts Facility in Mt. Holly, NJ to participate in Juror For A Day program
 - c. Wednesday, May 31, 2017 – 2nd Grade visit to Neeta School. Students interact with 3rd grade
 - d. Friday, May 26, 2017 – Revised date for 3rd Grade visit to Leon Todd Memorial Park originally approved for March 25, 2017
 - e. Thursday, June 1, 2017 – 5th Grade L.E.A.D. Graduation. Students walk to Beach 1 at 12:32 and are dismissed from there at 3:02
 - f. Monday, June 5, 2017 – 3rd through 8th Grade Battle of the Books Banquet at Vaugh Hall – Revised date due to schedule conflict. Originally approved for June 8th.
 - g. Friday, October 20, 2017 – Revised date for 8th grade visit to Washington DC originally approved for October 6, 2017
2. Approval of revised 2016-2017 school calendar Friday, May 26th, 2017 early dismissal, Tuesday, June 13th, 2017 early dismissal.

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

BUSINESS ADMINISTRATOR'S REPORT

A. FINANCE/BUDGET

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

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 March and April 2017 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 March and April 2017. The Treasurer's Report and Board Secretary's Report are in agreement for the month(s) of March and April. 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	Subst. Cost
Robin Levondosky	Realtime Seminar – Mt. Laurel, NJ	6/1/17	\$0.00	\$0.00
Carole Ramage	Realtime Seminar – Mt. Laurel, NJ	6/1/17	\$0.00	\$0.00
Greg Witham	Human Error Reduction Training for Licensure Maintenance – New Brunswick, NJ	6/21/17	\$145.00	\$0.00

- 5. Acceptance of donation of 4 CD players from Home and School for use in listening centers in Nokomis School classrooms that did not have working ones. Estimated value: \$315.08
- 6. Disposal of a projector screen from Neeta School Room 109.
- 7. Approval of Agreement for a One-On-One Teacher Assistant between Burlington County Special Services School District and Medford Lakes Board of Education beginning January 3, 2016 and ending on June 20, 2017 in the amount of \$37,750.00
- 8. Approval of Agreement for Professional Services between Burlington County Special Services School District and Medford Lakes School District to provide services on an as needed basis for the 2017-18 school year.
- 9. Approval renewal of Realtime Student Information System Contract for the 2017-18 school year in the amount of \$13,285.00
- 10. Approval of Agreement with Bayada Nurses to provide Substitute Nursing and/or One on One "In School" Nursing services on an as needed basis for the 2017-18 School Year
- 11. Approval of the following resolution:

**RESOLUTION NO. 2017-21
RESOLUTION OF THE MEDFORD LAKES ("DISTRICT")
BOARD OF EDUCATION ("BOARD")**

In accordance with the requirements of the New Jersey Administrative Code, (N.J.A.C. 6A:23A-18.5(a)20i, iii & iv) the BOARD hereby agrees and consents to the following:

IT IS RESOLVED AS FOLLOWS:

The Approved Private School for Students with Disabilities ("APPSD"), YALE SCHOOL (s) ("YALE"), is not required to charge District students for any "paid or reduced meals" furnished directly or indirectly by YALE to them. This shall be effective for the 17-18 school year.

RESOLVED that the BOARD members hereunder are empowered and authorized, on behalf of the entity, to execute this resolution on behalf of the BOARD in accordance with the BOARD's bylaws.

Dated the 17th day of May, 2017

Witness:

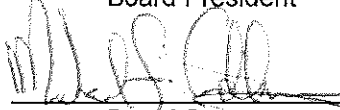
Authorized BOARD Member:





Board President





Board Secretary

ROLL CALL VOTE: **Ayes: Ms. Bezanis, Mr. Brittain, Mrs. Caputo, Ms. Sullivan (all except #7), Mrs. Weiss**
Nays: None
Abstain: Ms. Sullivan (#7 only)
Absent: None
Motion Carried

B. BUILDINGS AND GROUNDS

C. FACILITIES USE

1. Motion by Ms. 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

PUBLIC COMMENT

The Board of Education welcomes and encourages comments from members of the community. The Board Secretary will note your comments, because of this we ask that you state your name and address before speaking and keep your comments to a 3 minute time limit. Concerns stated, or actions requested by the public, will be taken under advisement by the Board for investigation, discussion and action or disposition at a later time/date. However, if your questions or comments pertain to litigation, student or personnel items, or negotiations, we ask that you see the Superintendent of Schools after the meeting. We do not discuss these items in public.

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 2017-20E
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: 7:14 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 May 17, 2017 at Neeta School Library, 44 Neeta Trail, Medford Lakes, New Jersey.


Board Secretary

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

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

Time: 8:26 pm

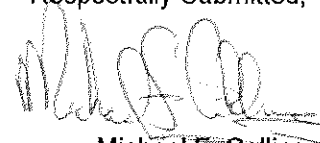
ADJOURNMENT

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

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

Time: 8:27 PM

Respectfully Submitted,


Michael F. Colling
Board Secretary