

MEDFORD LAKES SCHOOL DISTRICT
MEDFORD LAKES, NJ 08055
MEETING MINUTES
November 15, 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 6:30 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 [ABSENT]
Ms. Mary Sullivan
Mrs. Sandra Weiss

OTHERS PRESENT

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

FLAG SALUTE

PRESENTATIONS

- A. Mrs. Carole Ramage, October Students of the Month
Kindergarten – Anastasia Stephen
1st Grade – Benjamin Brower
2nd Grade – Ranger Fest

Mr. Anthony Dent, October Students of the Month
3rd Grade – Gavin Vitelli
4th Grade – Darren Doyle
5th Grade – Graceanna Rogers
6th Grade – Ava Heicklen
7th Grade – Noelle Donia
8th Grade – Erika Farr

- B. Mr. Anthony Dent and Ms. Erin Czarzasty, Safety Patrol Swearing in Ceremony
Haley Bondaruk, Sarah DeAngelis, Craig Kusnirik, Julia Pelligrino, Dana Ulriksen

PUBLIC COMMENT

NONE

APPROVAL OF MINUTES

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

RECOMMEND that the Board of Education approve the October 18, 2017 Business and Executive Session Meeting Minutes.

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

MONTHLY REPORTS

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

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

- A. Fire and Security Drills
B. Nurses' Report
C. Student Enrollment
D. Staff Attendance

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

OLD BUSINESS

A. Referendum

Mr. Dent reported that he and Mr. Colling have a meeting with the Architects next Tuesday to continue the referendum process.

B. PE/Recess Excuses

Mr. Dent gave an update on the policy for gym and recess excuses and that through research no other district has a policy so if we want to proceed with this we will need to develop one of our own.

C. Technology

Mr. Dent reported that the test projector board that was in the library is being experimented with before we purchase them with referendum money. Mr. Brittain inquired of the delivery timing. Mr. Dent replied that he would like to get them ordered before Christmas break and if they can guarantee installation over spring break, that would seal the deal but also doesn't want the installation to disrupt classroom instruction for the remainder of the year.

Mr. Brittain added that he has heard a lot of positive feedback regarding the monthly Superintendents report in the Colony news.

NEW BUSINESS

Ms. Bezanis inquired about the cursive curricula and that 5-7 minutes a day might not be enough to learn the skill. Mrs. Ramage updated the Board and audience regarding the cursive curricula and that we are the only district in Burlington County to continue to teach it. Mrs. Ramage added that the committee is looking for guidance from the Board on where to go. Ms. Sullivan commented that, as an educator, she is in favor of it and that the students should continue to learn and develop these skills which have a connection to reading. Mrs. Weiss inquired about having it for a longer period of time 3 days per week rather than 5-7 minutes a day. Mr. Brittain shared his concern about 5 minutes being long enough to foster proper instruction to which Mrs. Ramage replied that the student could do it at center time, at home and at other times. Ms. Bezanis asked that is be discussed at the next meeting. Mrs. Ramage noted that we are happy with the program that we currently use, Handwriting Without Tears.

POLICY

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

A. Approve for first reading, the following policy number(s):

1. 3280 – Gifts, Grants and Requests
2. 3281 – Corporate Sponsorship in Schools
3. 3282 – Commercialism in schools
4. 3320 – Purchasing Procedures
5. 3326 – Payment for Goods and Services
6. 3327 – Relations with vendors
7. 3400 – Accounts

B. Approve for second reading the following policy number(s):

1. 3000/3010 – Concepts and Roles in Business and Non-Instructional Operations: Goals and Objectives
2. 3100 – Budget Planning, Preparation and Adoption
3. 3160 – Transfer of Funds Between Line Items, Amendments, Purchases Not Budgeted
4. 3220/3230 – State Funds/Federal Funds
5. 3250 – Income From Fees, Fines, Charges
6. 3260/3270 – Sale and Disposal of Books, Equipment and Supplies; Sale, Licensing and Rental of Property

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

SUPERINTENDENT'S REPORT

A. PERSONNEL

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

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

- 1. Approved Extra Duty Positions
 - a Casey Walsh, Dance Chaperone
- 2. Unpaid Days
 - b Agnes Forker, Lunch/Recess Aide, November 16th, 2017
 - c Jennifer Heicklen, Nokomis Part Time Clerk, December 22nd, 2017, January 2nd, 3rd, 4th, 5th, 2018
- 3. Approve Laurie Jurgen's leave of absence beginning March 2nd, 2018 to May 7th, 2018 using 20 sick days prior to delivery, and 20 sick days after delivery.

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

B. CURRICULUM/COORDINATED ACTIVITIES

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

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

- 1. Approval of the following field trip(s):
 - a. 5th – 7th Grade MD Class to Murphy's Marketplace in the Pines, Tabernacle, NJ – Monday, November 20, 2017
 - b. 8th Grade Girls to Renfrew Center, Philadelphia, PA – Monday, December 4, 2017
 - c. 8th Grade Boys to Magee Rehab, Philadelphia PA – Tuesday, December 5, 2017
 - d. 3rd Grade Students to Academy of Natural Science, Philadelphia, PA -- Friday, April 27, 2018
 - e. 3rd Grade Students to Leon Todd Memorial, Medford Lakes NJ – Thursday, May 24, 2018 (Students will walk)
- 2. Approve Curriculum Guides align with New Jersey Student Learning Standards
 - a. K-8th Math Curriculum Guides
 - b. 5th, 6th, 7th .Grade Social Studies Guides
 - c. K-8th Related Arts Curriculum Guides
 - d. World Languages, Technology, 21st Century Life and Careers, Visual and Performing Arts, Comprehensive Health and Physical Education
- 3. Approve resubmission of 2017-2018 NJQSAC Statement of Assurance (SOA) to New Jersey Department of Education

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

13. BUSINESS ADMINISTRATOR'S REPORT

A. FINANCE/BUDGET

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

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 the following district travel to include mileage reimbursement:

Name	Description	Date	Registr. Amount	Subst. Cost
Jay Wassell	BCPDI's "Drive Your Classroom with GOOGLE EDU	1/30/18	\$0.00	\$80.00
Heather Summerville	BCPDI's "Drive Your Classroom with GOOGLE EDU	1/30/18	\$0.00	\$80.00

3. Approval to renewal agreement with Honeywell Building Solutions for Flex Temperature Control Services, Flex Automations Services, Flex Mechanical Maintenance Services and ServiceNet Remote Monitoring and Control Services for the 2017-18 school year in the amount of \$19,108.00, billed quarterly.
4. Approval to renew Agreement with Virtua Medical Group to provide physician services for the 2017-18 school year in the amount of \$4,000.00
5. Approve the following for psychiatric services for the 2017-18 school year:
- Leah Rosenkrantz, DO, Child, Adolescent and Adult Psychiatry at a rate of \$700 per CST Psychiatric Evaluation, On-Site CST Psychiatric Evaluations at \$50 per student and \$350 per Risk Assessment/Psychiatric Evaluation with Documentation.
 - Joseph C, Hewitt, D.O., Hewitt Psychiatric, PC at a rate of \$600 per evaluation at school, \$650 per Neuropsychiatric/Neurodevelopmental and \$200 per hour for consultation
 - Brett DiNovi and Associates, LLC at a rate of \$47.50 per hour for Registered Behavior Technician, \$125 per hour for Behavior Consultant and \$115 per hour for all follow up consultations
6. Approval of an addition to 2017-18 H.S.A. Lunch Program Menu as follows:
Friday:
 Mr. China Broccoli, Rice and Chicken (Neeta ONLY) - \$3.50

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

B. BUILDINGS AND GROUNDS

Ms. Bezanis inquired about the total replacement of the playground as a need for the department. Mr. Colling responded that Mr. Witham continues to put this on his report and Mr. Dent added that the playground continually passes the inspection by our insurance company

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 ayes* *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 2018-06E
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

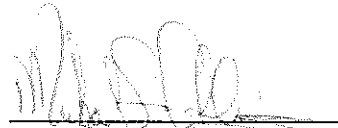
is currently estimated as the time of said matter. (Estimated date: _____) or upon the occurrence of _____);

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: 4 ayes 0 nays 1 absent 0 abstain Motion Carried

Time: 7:06 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 November 15, 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: 4 ayes 0 nays 1 absent 0 abstain Motion Carried

Time: 8:07 PM

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: 8:10 PM

Respectfully Submitted,



Michael F. Colling
Board Secretary