

MEDFORD LAKES SCHOOL DISTRICT
MEDFORD LAKES, NJ 08055
MEETING MINUTES
March 28, 2018

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 6:02 PM.

ANNOUNCEMENT OF NOTICE

Adequate notice of the meeting was advertised by the Burlington County Times on March 27, 2018 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

BUDGET PRESENTATION

Mr. Colling went over the highlights of the budget with the Board. Mr. Brittain inquired if the need came about to increase a class section, where would that money come from? Mr. Colling replied that the administrative team would meet and have to reallocate money within the budget to fill that need. Mr. Dent reviewed that the last we met we were \$250,000 over and highlighted the changes that have been made to date.

Mr. Wolson inquired about the reserve accounts that the district has and where they are on the budget. Mr. Colling replied that they are on our financial statements and not in our budget. Mr. Colling went on to explain the difference and how we are able to get money into and out of those accounts.

Mr. Wolson inquired about our insurance policy and if there's a way to get them to pay for these tile repairs. Mr. Colling replied that due to the age of the tiles, these would not fall under the districts insurance policy.

Mr. Dent explained how the budget is \$226,000 below the adequacy number and that we should be able to go to that number. He also explained that if the formula were funded correctly, we would be receiving more state aid as well.

Mr. Wolson noted that the frustrating part is he can't see the cuts that were made in the documents. Mr. Colling explained that the documents that were distributed to the Board at the prior meeting listed these cuts but that our software doesn't track the cuts once they are removed.

PUBLIC COMMENT ON THE PROPOSED 2018-2019 DISTRICT BUDGET

NONE

APPROVAL OF THE 2018-2019 BUDGET

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

RECOMMEND THAT THE Board of Education approve the 2018-2019 school district budget for submission to the New Jersey Department of Education as follows:

	BUDGET	TAX LEVY
General Fund	\$ <u>7,826,457</u>	\$ <u>6,035,359</u>

Special Revenue Fund	\$ <u>101,564</u>	\$ <u>0</u>
Debt Service	\$ <u>641,521</u>	\$ <u>578,125</u>
Total Base Budget	\$ <u>8,569,542</u>	\$ <u>6,613,484</u>

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

BUSINESS ADMINISTRATORS REPORT

1. Motion by Mrs. Sullivan and seconded by Mrs. Caputo;

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

A. Approval to dispose of Boiler by Air Compressor² Products, Inc., Model Number CIS-075303 (Serial Number 792-C7158), Medford Lakes Inventory Control Label Number 00000506 currently located at Neeta School.

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

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

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

BOARD OF EDUCATION OF MEDFORD LAKES

**RESOLUTION 2018-23
MAINTENANCE RESERVE TRANSFER**

WHEREAS, the Medford Lakes Board of Education has a Maintenance Reserve to be used for New Jersey Department of Education approved purposes and;

WHEREAS, the New Jersey Department of Education allows the Maintenance Reserve to be used to implement required maintenance of the school's facilities and;

WHEREAS, the Medford Lakes Board of Education desires to use these funds for required maintenance of classrooms:

THEREFORE, be it resolved that the Medford Lakes Board of Education hereby authorizes the transfer of \$85,000 from the Maintenance Reserve to be used during the 208-19 School Year for the replacement of classroom tile and related expenses including professional fees.

RESOLVED this 28th day of March, 2018 by:

Michael F. Colling, Board Secretary

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

Mr. Colling explained the resolution and Mrs. Caputo inquired if the referendum would be covering the tile. Mr. Colling noted that we have tried but have been unsuccessful in having the referendum cover these costs thus the reason for the reserve transfer into next years budget.

Mr. Wolson inquired when the boiler was going to be removed at the schools. Mr. Dent explained the asbestos process and that the boilers would not be removed until they are able to be turned off for the season. Mr. Dent also informed the Board of the Smartboard installation has begun.

EXECUTIVE SESSION

Motion by Ms. Sullivan and seconded by Mrs. Caputo 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 2018-24E
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 (MLEA 2016-2019 Collective Bargaining Agreement);

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);

X 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: 6:34 PM

I, Michael F. 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 March 28, 2018 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: 5 ayes 0 nays 0 absent 0 abstain Motion Carried

Time: 7:29

Mrs. Caputo left the meeting.

ADJOURNMENT

Motion by Ms. Sullivan seconded by Mr. Wolson to adjourn meeting.

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

Time: 7:29 PM

Respectfully Submitted.



Michael F. Colling
Board Secretary