

MEDFORD LAKES SCHOOL DISTRICT  
MEDFORD LAKES, NJ 08055  
MEETING MINUTES  
February 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  
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. Mrs. Carole Ramage, January Students of the Month:

Kindergarten	Max Torrey
1 <sup>st</sup> Grade	AJ O'Reilly
2 <sup>nd</sup> Grade	Madison Zaun

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

3 <sup>rd</sup> Grade	Gavin McGucken
4 <sup>th</sup> Grade	Erin Doyle
5 <sup>th</sup> Grade	CJ Miles
6 <sup>th</sup> Grade	Anna McConnell
7 <sup>th</sup> Grade	Makayla Agosto
8 <sup>th</sup> Grade	Hannah Caputo

B. The Lance Group – Presentation of Shape Up Award

C. Eagle Scout Project Presentation – Christopher O'Neill, Eagle Scout Candidate presented to the Board the overview of his project for the Secret Garden at Nokornis. Mrs. Weiss asked when he would like to start to which Christopher replied before spring break. Mrs. Ramage suggested a rededication of the area if it is completed by Arbor Day.

PUBLIC COMMENT

None

APPROVAL OF MINUTES

Motion by Ms. Bezanis and seconded by Mrs. Caputo;

RECOMMEND that the Board of Education approve the following meeting minutes:

- A. January 4, 2017 Re-Organization Meeting
- B. January 4, 2017 Business Meeting and Executive Session
- C. January 18, 2017 Special Meeting and Executive Session

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

## MONTHLY REPORTS

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

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

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

## OLD BUSINESS

Ms. Bezanis commented on Student of the Month stating that while the committee met and came up with criteria, it would be nice for the students, parents, Board and other students to let everyone know for what the awarded student is getting recognition. Mr. Dent replied that he has notified the staff of the request and will follow up with them asking them to submit a blurb of why they are recommending the student.

## NEW BUSINESS

SEAC Meeting was held on January 30th and about 6 parents attended. Someone suggested to reach out to the community for those parents that teach and might want to make a presentation to the parents about their experiences. There was a presentation about homework and the minutes of the meeting are on the website.

Mr. Dent stated that following the budget meeting last week, the reporter who was present commented that she was not able to get onto our calendar but that he did check 3 or 4 computers in district and was able to get in fine and see the necessary information. He also noted that on Friday during our in service the architects will be here doing a review of the district so that we can move forward on these projects. After we hear back from the architects we will start to have community meetings.

Ms. Bezanis stated that it would be nice to have students from various clubs come to meetings and give updates on what is happening in the schools to keep those that don't have students in the schools updated on what's going on.

Mrs. Weiss commented that the snow storm on February 9<sup>th</sup> worked out very nicely for the district to which Mr. Colling replied that due to the timing of the storm and the temperature of the ground and when the snow stopped, we didn't even have to use any salt.

## 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 first reading the following policy number(s):
  1. 7110 – Long-Range Facilities Planning
  2. 7115 – Developing Educational Specifications
  3. 7415 – Video Surveillance
- B. Approve for second reading the following policy number(s):
  1. 2224.2 – Employees and Students Harassment, Intimidation and Bullying
  2. 2240 – Research, Evaluation and Planning
  3. 2255 – Action Planning for T&E Certification

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

**SUPERINTENDENT'S REPORT**

**A. PERSONNEL**

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

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

1. Resignation
  - a Diane McBain, Lunch/Recess Aide effective February 10<sup>th</sup>, 2017

<u>Position Control Roster Number</u>	<u>Account Number</u>	<u>Employee</u>
203-04	11-000-262-107-D-160	Diane McBain

2. Approve 2016-2017 Extra Duty Position retro salaries
  - a See attached list
3. Payroll Adjustment for Robin Levondosky to \$40,363 pro-rated from March 1, 2017 to June 30, 2017

**ROLL CALL VOTE:**      *Ayes: Ms. Sullivan, 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/ordinated activities:

1. Approval of the following field trips:
  - a. May 31, 2017 – 5<sup>th</sup> Grade Students to Independence Hall and National Constitution Center – Philadelphia, PA

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

\*\*\*\*\* BEGIN ADDENDUM \*\*\*\*\*

**SUPERINTENDENT'S REPORT**

**A. CURRICULUM/COORDINATED ACTIVITIES**

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

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

1. Approval of the following field trip(s):
  - a. March 2<sup>nd</sup>, 7<sup>th</sup>, 21<sup>st</sup> and 31<sup>st</sup>, 2017 – Project Infinity Team America Rocket Club to Tuckahoe Turf Farm – Hammonton, NJ for Practice Launch and Qualifying Launch of Team Rockets. After school hours, parents to provide transportation.

Mr. Dent explained that this is for the Project Infinity Team America Rocket Challenge Club and that he reached out to several different districts but was unable to secure a location but Tuckahoe Turf Farm was able to accommodate us.

Ms. Bezanis asked if this is the same as the Rocket project that is done in class to which Mr. Dent replied that these rockets are a lot more powerful and can go as high as 750 feet in the air.

Mrs. Caputo asked if there will be 4 different launches to which Mr. Dent clarified that the additional dates are in case of bad weather.

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

\*\*\*\*\* END ADDENDUM \*\*\*\*\*

**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(s) of November and December 2016 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 November and December 2016. The Treasurer's Report and Board Secretary's Report are in agreement for the month(s) of November and December. 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
Tara Mahon	BCPDI Workshop – Understanding Apraxia of Speech, Marlton, NJ	2/17/17	Subscrip.	\$0.00
Greg Witham	NJSBGA Expo 2017 – Atlantic City, NJ	3/13-3/15/17	Membership Fee	\$150.00
Regina Reilly	Cooper In Schools Annual Symposium – Mt. Laurel, NJ	3/21/17	\$45.00	\$150.00
Rebecca Smith	Cooper In Schools Annual Symposium -- Mt. Laurel, NJ	3/21/17	\$45.00	\$150.00
Greg Witham	NJDEP Workshop – Effective Emergency Communications – New Brunswick, NJ	4/4/17	\$145.00	\$80.00

5. Approve agreement with Parker McCay, P.A. to provide legal services through January 3, 2018 at a rate of \$170.00 per hour to include negotiations, grievances, litigation, special meetings of the Board of Education and special education matters, not to exceed \$1,250.00 per month for general services including attendance at regularly scheduled Board of Education meetings and general legal advice.

6. Approval of the following Resolution:

**Resolution No. 2017-13**


**Waiver of Requirements**

**Special Education Medicaid Initiative (SEMI) Program**

WHEREAS, NJAC 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district's participation in the Special Education Medicaid Initiative (SEMI) Program for the 2017-2018 school year, and;

WHEREAS, the Medford Lakes Board of Education desires to apply for this waiver due to the fact that it projects having fewer than 30 Medicaid eligible classified students.

NOW, THEREFORE, be it resolved, that the Medford Lakes Board of Education hereby authorize the Chief School Administrator to submit to the Executive County Superintendent of Schools in the County of Burlington an appropriate waiver of the requirements of NJAC 6A:23A-5.3 for the 2017-18 school year.

Signed: 

Date: February 15, 2017

Adopted: February 15, 2017

Ms. Bezanis inquired of Amazon MLEF Grant. Mr. Colling replied that we must expend the funds first.

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

**B. BUILDINGS AND GROUNDS**

**C. FACILITIES USE**

Motion by Ms. Bezanis 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**

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 2017-14E  
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: 6:58 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 February 15, 2017 at Neeta School Library, 44 Neeta Trail, Medford Lakes, New Jersey.

  
\_\_\_\_\_  
Board Secretary

Motion by Ms. Sullivan and seconded by Mrs. Caputo to return to open session.

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

Time: 7:16 PM

**ADJOURNMENT**

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

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

Time: 7:16 PM

Respectfully Submitted,



Michael F. Colling  
Board Secretary