



PEMBERTON TOWNSHIP SCHOOLS

DANIEL SMITH

School Business Administrator/Board Secretary

JEFFREY HAVERS

Superintendent

August 24, 2021

Mr. John Paff

RE: August 15, 2021 OPRA Request

Dear Mr. Paff:

The Pemberton Township Board of Education received your August 15, 2021 Open Public Records Act request and provides the following timely response to your request which seeks:

“The School Board’s official OPRA request form, and minutes of the five (5) most recent nonpublic (closed or executive) meetings of the Pemberton Township Board of Education for which minutes are publicly disclosable in whole or part.”

The District is providing the following records:

- The School Board’s official OPRA request form;
- Closed Session Minutes – May 27, 2021 Redacted;
- Closed Session Minutes – May 13, 2021 Redacted;
- Closed Session Minutes – April 22, 2021 Redacted;
- Closed Session Minutes – April 15, 2021 Redacted; and
- Closed Session Minutes – March 25, 2021 Redacted.

This concludes your OPRA request.

Sincerely,

Daniel Smith
School Business Administrator

Sent via email to opra+request-25405-0c42e6a5@requests.opramachine.com

Request for Public Records
Pemberton Township Board of Education – Burlington County

Requested by: _____

Address: _____

Phone# _____ Fax# _____ Email: _____

Signed: _____ Date _____

Clearly print a brief description of the record (s) requested: _____

If Request is denied-the reasons for denial follows: _____

To Be Completed By Custodian of Records: Request Approved _____/Denied _____

Signature of Custodian of Record – Pat Austin, School Business Administrator

DATE

**PLEASE MAKE CASHIER CHECK OR MONEY ORDER PAYABLE TO:
PEMBERTON TOWNSHIP SCHOOLS**

<u>FEES CHARGED</u>	<u>Total</u>
.05 Letter Size	Pages # _____
.07 Legal Size	\$ _____
Mailing/Research/Misc Fees	\$ _____
Total Charges	\$ _____

THIS FORM MUST BE COMPLETED AND PRESENTED TO THE OFFICE OF THE BOARD SECRETARY BETWEEN THE HOURS OF 8 AM AND 4PM, MONDAY – FRIDAY WHEN OFFICES ARE NORMALLY OPEN. WITHIN 24 HOURS, A BOARD OFFICIAL WILL DETERMINE APPROPRIATE FEES, IF APPLICABLE, TO BE CHARGED FOR THIS REQUEST. FEES MUST BE PAID IN ADVANCE. REQUESTED RECORDS WILL BE MADE AVAILABLE AS SOON AS POSSIBLE BUT NO LATER SEVEN BUSINESS DAYS AFTER RECEIVING THE REQUEST PROVIDED THAT THE RECORD IS CURRENTLY AVAILABLE AND NOT IN STORAGE OR ARCHIVED.

A PERSON MAKING A REQUEST OF PUBLIC RECORDS WHO IS DENIED SUCH ACCESS MAY INSTITUTE A PROCEEDING TO CHALLENGE THE CUSTODIAN'S DECISION BY FILING AN ACTION IN SUPERIOR COURT; OR IN LIEU OF FILING AN ACTION IN SUPERIOR COURT, FILE A COMPLAINT WITH THE GOVERNMENT RECORDS COUNCIL ESTABLISHED PURSUANT TO SECTION 8 OF P.L. 2001, c.404(C.47:1A-7)

EXECUTIVE MINUTES

The Executive Meeting of the Pemberton Township Board of Education was called to order in conformance with the "Open Public Meeting Act".

The Executive Session was called to order at 8:40 PM.

Members Present: Mr. Bauer Ms. Bivins Mr. Huber Ms. Knox Ms. Lowery
Ms. Maldonado Mr. Otis Ms. Scull Mr. Sytnik

Other Present: Mr. Havers, Superintendent
Mr. Smith, Business Administrator/Board Secretary
Ms. Pacheco, Human Resource Director
Mr. Cavallo, Esq

1. The Board discussed the waste water treatment plant project. Mr. Cavallo discussed the possible penalties associated with not awarding the bid to the contractor.

The Board decided to move forward with awarding the bid.

2. Ms. Pacheco discussed new hires and additions/changes to the renewal list under new business.
3. [REDACTED]

8:50 PM Ms. Knox, Mr. Havers, Mr. Smith and Ms. Pacheco exited the closed session

4. The Board discussed the Superintendent's evaluation.

Motion to Adjourn at 9:08 PM.

Motion by J. Huber, second by C. Otis

Voice Vote: Unanimous 8-0

Respectfully submitted,



Dan Smith
Board Secretary

EXECUTIVE MINUTES

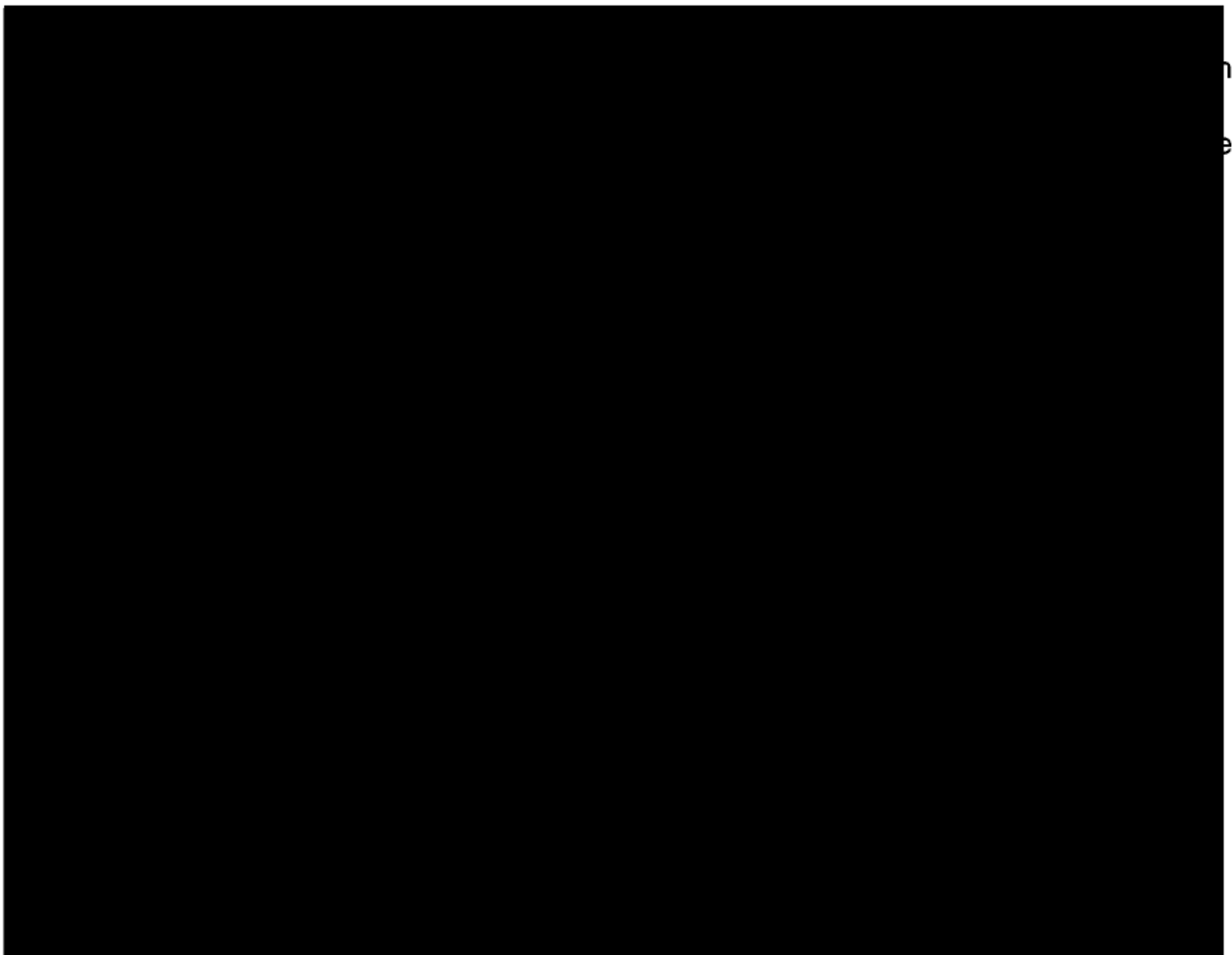
The Executive Meeting of the Pemberton Township Board of Education was called to order in conformance with the "Open Public Meeting Act".

The Executive Session was called to order at 7:30 PM.

Members Present: Mr. Bauer Ms. Bivins Mr. Huber Ms. Knox Ms. Lowery
Ms. Maldonado Mr. Otis Ms. Scull Mr. Sytnik

Other Present: Mr. Havers, Superintendent
Mr. Smith, Business Administrator/Board Secretary
Ms. Pacheco, Human Resource Director
Mr. Cavallo, Esq
Ms. Jenkins, Asst. Director of School Counsellors
Mr. Joseph, Principal, Pemberton Township High School

1.



2. Ms. Pacheco discussed non-renewals and reductions in force. Ms. Pacheco also discussed the tenure list, which outlined the staff receiving tenure in 2021-2022.

Ms. Pacheco discussed the renewal list and noted staff with an asterisk do not have established salary guides for 2021-2022 due to ongoing negotiations.

The Board discussed interim staff members returning to their previous positions.

The Board discussed non-renewals.

3.

[REDACTED]

4.

[REDACTED]

5.

[REDACTED]

Motion to Adjourn at 8:35 PM.

Motion by C. Otis, second by J. Huber

Voice Vote: Unanimous 9-0

Respectfully submitted,



Dan Smith
Board Secretary

EXECUTIVE MINUTES

The Executive Meeting of the Pemberton Township Board of Education was called to order in conformance with the "Open Public Meeting Act".

The Executive Session was called to order at 7:55 PM.

Members Present: Mr. Bauer Ms. Bivins Mr. Huber Ms. Knox Ms. Lowery
Ms. Maldonado Mr. Otis Ms. Scull Mr. Sytnik

Other Present: Mr. Havers, Superintendent
Mr. Smith, Business Administrator/Board Secretary
Ms. Pacheco, Human Resource Director
Mr. Cavallo, Esq

1. [REDACTED]
2. Ms. Pacheco reviewed the suspensions without pay on the agenda.
3. Mr. Smith gave an update on the waste water treatment plant project.
4. [REDACTED]
5. Mr. Smith discussed the need to change the date of the public hearing for the 2021/2022 budget. The Board agreed on Tuesday May 4, 2021 at 6:00 PM

8:06 PM Mr. Sytnik exited the closed session.

6. [REDACTED]

8:30 PM [REDACTED]
[REDACTED]

8:42 PM Mr. Sytnik rejoined the closed session.
Ms. Pacheco, Mr. Smith and Ms. Knox exited the meeting.

7. The Board discussed Mr. Havers' evaluation.

Motion to Adjourn at 8:48 PM.

Motion by T. Bauer, second by T. Maldonado

Voice Vote: Unanimous 8-0

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Dan Smith', with a stylized flourish at the end.

Dan Smith
Board Secretary

EXECUTIVE MINUTES

The Executive Meeting of the Pemberton Township Board of Education was called to order in conformance with the "Open Public Meeting Act".

The Executive Session was called to order at 7:15 PM.

Members Present: Mr. Bauer Ms. Bivins Ms. Knox Ms. Lowery
Ms. Maldonado Mr. Otis Mr. Sytnik

Other Present: Mr. Havers, Superintendent
Mr. Smith, Business Administrator/Board Secretary
Ms. Pacheco, Human Resource Director
Mr. Cavallo, Esq

1. [REDACTED]
2. Ms. Pacheco discussed employee suspensions on the agenda.
3. Mr. Smith reviewed the letter of support to work with the Township on a waste water treatment plant project.

The Board took a straw poll: 6 in favor, 1 opposed.

4. [REDACTED]

Motion to Adjourn at 7:45 PM.

Motion by C. Otis, second by T. Maldonado

Voice Vote: Unanimous 7-0

Respectfully submitted,



Dan Smith
Board Secretary

EXECUTIVE MINUTES

The Executive Meeting of the Pemberton Township Board of Education was called to order in conformance with the "Open Public Meeting Act".

The Executive Session was called to order at 7:32 PM.

Members Present: Mr. Bauer Mr. Huber Ms. Knox Ms. Lowery
Ms. Maldonado Mr. Otis Ms. Scull Mr. Sytnik

Other Present: Mr. Havers, Superintendent
Mr. Smith, Business Administrator/Board Secretary
Ms. Pacheco, Human Resource Director
Ms. Hodges, Esq

1. [REDACTED]
2. Ms. Pacheco discussed two new hires listed under new business and the revisions made to the C Schedule.

7:42 PM Mr. Sytnik exited the meeting.

3. [REDACTED]

7:50 PM [REDACTED]

[REDACTED]

8:07 PM Mr. Sytnik returned to the meeting.
Mr. Smith, Ms. Pacheco and Ms. Knox exited the meeting.

4. The Board and Mr. Havers discussed his evaluation.

Motion to Adjourn at 8:20 PM.

Motion by T. Maldonado, second by A. Sytnik

Voice Vote: Unanimous 7-0

Respectfully submitted,



Dan Smith
Board Secretary