

MOUNTAIN LAKES BOARD OF EDUCATION
MINUTES OF REGULAR MEETING
Monday, May 10, 2010

The Regular Meeting of the Mountain Lakes Borough Board of Education was held on Monday, May 10, 2010 at 7:30 p.m. at the Mountain Lakes High School.

Daniel A. Borgo
Business Administrator/Board Secretary

Roll Call:

Present: Mrs. Barkauskas
 Mrs. Burch
 Mrs. Feigeles
 Mr. Gniewek
 Mr. Moreau
 Mr. Munday
 Mrs. Shepell
 Mrs. Wall
Absent: Mrs. Mitchell
 Mr. Benvotato, Boonton Township Representative

Also present: Dr. Kazmark, Superintendent, Mary Wallace, MLEA Representative

STATEMENT OF NOTICE

The New Jersey Open Public Meetings Law was enacted to insure the right of the public to have advance notice and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of this Act, the Mountain Lakes Board of Education has caused notice of this meeting to be published by having the date, time and place thereof posted in the Mountain Lakes Municipal Building and sent to the following newspaper: the Citizen and the Morris County Daily Record.

PRESENTATION

Mike Killingsworth introduced the boys' and girls' swim teams and discussed their championship season. The team captains spoke about the teams' experiences during the season.

Jane Havsy of the Daily Record presented the teams with the Team of the Year trophies.

Mr. Gniewek and Dr. Kazmark congratulated the students, coaches and parents and a short reception took place in their honor.

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COMMENTS AND REQUESTS FROM MLEA PRESIDENT

Ms. Wallace had no comments.

COMMENTS AND REQUESTS FROM MEMBERS OF THE PUBLIC

There were no members of the public who wished to address the Board and the meeting was closed to the public

CONSIDERATION OF MINUTES

Motion by Mrs. Burch, seconded by Mrs. Wall, to approve the minutes of the Regular/Reorganization Meeting of April 26, 2010 with the following corrections:

Page 4, Appointments, add (copy of Resolution attached to Official Minute Book)

Page 17, correct spelling of Dr. Kazmark.

Motion carried 8-0.

Motion by Mrs. Wall, seconded by Mrs. Shepell, to approve the minutes of the Executive Session of April 26, 2010 as presented.

Motion carried 8-0.

COMMUNICATIONS

Dr. Kazmark distributed an article from the Star Ledger with regard to the successful results of higher performing districts in New Jersey on state tests and the fact that the Commissioner of Education dismissed those results as irrelevant.

Dr. Kazmark distributed information with regard to the Race to the Top Program.

Dr. Kazmark distributed information with regard to the Governor's speech regarding the 2.5% tax increase cap and 2.5% cap on salary increases. He also distributed information regarding the various laws being proposed such as having only one County Superintendent for the entire county and sharing of business administrators between the municipality and the school district. Dr. Kazmark will keep the Board informed on these proposals.

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COMMITTEE REPORTS

SPECIAL EDUCATION COMMITTEE

Mrs. Wall advised that the committee met and received an update on the pre-school enrollment which is moving in the direction hoped for. The committee also discussed the selection of the district by the state to participate in a post-school outcome study which will involve a survey to be completed by recently graduated or exited students who received special education services in Mountain Lakes. There will be some reimbursement from the State of the cost of conducting the survey.

SPECIAL EDUCATION FORUM

Mrs. Wall advised that Vincent Aniello and Al DeMauro, who have been working with the district's second grade teachers on issues of classroom behavior management will be presenting a program on Improving Your Child's Behavior in the media center tomorrow evening at 7:30. They will be continuing their work with the teaching staff in the higher grades.

FINANCE COMMITTEE

Mrs. Burch advised that the committee met and had a presentation regarding the change in insurance for the teachers. The program is being checked to make sure it is equal or better for everyone and the committee is confident that the district can move forward in the next few months.

POLICY COMMITTEE

Mr. Gniewek advised that the committee met and discussed training rules and they will be making a recommendation on the tweaking of the training rules. The committee also discussed putting the policy manual on the district website and how the pending legislation will impact the policy manual.

HOME AND SCHOOL ASSOCIATION

Mrs. Feigeles distributed invitations to the Board members to the Home and School Luncheon. She advised that Frank Sanchez gave a presentation on the topic of the Internet and he will be giving another one at the public library on May 19th at 10 a.m. The May Bulletin has been distributed and includes a message that the Bulletin will be on the website in the future and next month's edition will be the last printed one.

Mrs. Wall asked if consideration has been given to permitting members of the community to purchase a print version of the Bulletin.

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COMMITTEE REPORTS continued

Mrs. Feigeles advised that there will be a plain print copy available at a few distribution points in the community including the schools, library and Borough Hall.

Mrs. Feigeles further advised that the coordinator of the Memorial Day Parade would appreciate hearing from any Board members who are interested in being on the platform for the parade.

**REPORT AND RECOMMENDATIONS OF THE BUSINESS ADMINISTRATOR/
BOARD SECRETARY**

Please note that Mr. Benvolante, Boonton Township representative to the Mountain Lakes Board, only votes on high school and district wide issues.

Motion by Mrs. Burch, seconded by Mrs. Wall, that the Check Register for the month of April 2010 be approved for payment as follows:

520-09
Check
Register

(1) Hand Checks	Check #10034 through #10035	\$38,443.47
(2) Wire Transfers		\$2,734,460.95
(2) Computer Checks	Check #69146 through #69234	\$170,851.42
	Total	\$2,943,755.84

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Burch, seconded by Mrs. Wall, to accept the following existing Tax Shelter Annuity Program (403B and 457B) under a new name:

521-09
Tax Shelter
Annuity
Program
New Name

Previous Name: Confidential Planning Corporation
36 Oakdale Road, Suite A
Johnson City, NY 13790

New Name: P&A Association/Confidential Brokerage
no change to address

Motion carried by unanimous roll call vote 8-0.

522-09
Home
Instruction

Motion by Mrs. Burch, seconded by Mrs. Wall, to approve home instruction for #09-114, Grade 9, Mountain Lakes High School, effective immediately. Home instruction will take place for approximately three weeks at a rate of \$50.00 per hour.

Instructors: **Steve Hendricks, Laura Knors, Kathleen Banks**

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**REPORT AND RECOMMENDATIONS OF THE BUSINESS ADMINISTRATOR/
BOARD SECRETARY continued**

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Burch, seconded by Mrs. Wall, to approve home instruction for #09-107, Grade 11, Mountain Lakes High School, effective immediately. Home instruction will take place until July 2010 at a rate of \$50.00 per hour.

Instructors: **Dorothy Halloran, Pat Pecha, Michael Lyon**

523-09
Home
Instruction

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Burch, seconded by Mrs. Wall, to adopt the attached list of Board of Education Committees for the 2010-2011 school year.

524-09
Board
Committees

Motion by Mrs. Burch, seconded by Mrs. Wall, to authorize appointment of attached list of Board Delegates for the 2010-2011 school year.

525-09
Board
Delegates

Mrs. Feigeles expressed concern with regard to the committee appointments where it might be perceived that the individual chairing the committee might have a conflict of interest. She said she believes the Board should do everything possible to avoid any perception of any conflict. Mrs. Shepell agreed that the effort should be made to avoid any perception in the community of a conflict of interest. These statements referred specifically to two Board members and, in so doing, breached student confidentiality.

Discussion took place regarding this issue. Dr. Kazmark noted that if there has been any feedback from the community that is due to a misconception in the community. It is the Board's obligation to clarify what the committees do and to advise anyone with a misconception that no one on the Board has the unilateral ability to make decisions. Mr. Gniewek, Board President, ended the discussion to avoid any further breach of student confidentiality.

The question was raised as to whether it is the prerogative of the Board President to make the committee appointments without the necessity for a Board vote. Motions 524-09 and 525-09 were withdrawn and Dr. Kazmark will seek clarification on this issue from New Jersey School Boards.

Motion by Mrs. Burch, seconded by Mrs. Wall, to approve reimbursement of actual expenses incurred up to the amount indicated on the attached list of Board members in accordance with Policy #9250 – Travel and Related Expenses.

526-09
Travel &
Reimburse
ment

Motion carried by unanimous roll call vote 8-0.

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**REPORT AND RECOMMENDATIONS OF THE BUSINESS ADMINISTRATOR/
BOARD SECRETARY continued**

Motion by Mrs. Burch, seconded by Mrs. Wall, to approve **Robert Sproha** to administer the Mountain Lakes Substitute Service for the 2010-2011 School Year at a salary of \$7,637. This amount includes coverage of the cost incurred for any toll calls. No increase in rate from the 2009-2010 school year. Mr. Sproha is also a substitute teacher in the Mountain Lakes School District.

527-09
Substitute
Service

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Burch, seconded by Mrs. Wall, to accept a donation in the amount of \$500 to Lake Drive School from Automated Collection Central, Inc. This was made at the request of one of their shareholders, John Curry, whose daughter is a former Lake Drive School student. The donation will be applied to a scholarship fund for Lake Drive students.

528-09
Acceptance
Of
Donation

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Burch, seconded by Mrs. Wall, to approve School Bus Drivers for the 2010-2011 school year as follows, provided that they maintain possession of a valid CDL (Commercial Driver's License) with the proper endorsements:

529-09
Bus
Drivers

Richard Drager	\$16 per hour
Jeff Keith (Ski Team Coach)	\$40 per day when driving Ski Team; \$16 per hour when driving other than Ski Team
Chung Lee	OT rate after regular work hours as Lake Drive School Head Custodian
Barry Kessler	.5 times his hourly salary when driving during school hours; 1.5 times his hourly salary when driving during other than school hours
Paula Obenauer	.5 times her hourly salary when driving during school hours; 1.5 times her hourly salary when driving during other than school hours

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Burch, seconded by Mrs. Wall, to approve the following new non-resident tuition student for the 2010-2011 school year.

Kiley Sheridan Grade 10 #02-10

530-09
Non-Resident
Tuition
Student

This student is currently a MLHS student and is moving to Boonton. The student has been
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**REPORT AND RECOMMENDATIONS OF THE BUSINESS ADMINISTRATOR/
BOARD SECRETARY continued**

recommended by Dr. Anne Mucci, Principal of Mountain Lakes High School.

Motion carried by unanimous roll call vote 8-0.

531-09
IDEA-ARRA
Grant
Submission

Motion by Mrs. Burch, seconded by Mrs. Wall, to approve submission of an IDEA-ARRA grant amendment to revise the budget in the following amounts:

Total Basic = \$262,464

Public \$215,480

Non-public \$46,984

In the following accounts:

100-500 = \$50,000

100-600 = \$187,296 (non-public \$42,256; public \$145,040)

200-300 = \$10,500

200-500 = \$6,500 (non-public \$1500; public \$5,000)

200-600 = \$8,168 (non-public \$3,228; public \$4,940)

Motion carried by unanimous roll call vote 8-0

532-09
Renewal
Temporary
Instructional Space

Motion by Mrs. Burch, seconded by Mrs. Wall, to accept the attached Renewal Application for Temporary Instructional Space at Mountain Lakes High School for the 2010-2011 School Year.

Motion carried by unanimous roll call vote 8-0.

REPORT AND RECOMMENDATIONS OF SUPERINTENDENT OF SCHOOLS

533-09
Tuition
Reimburse
ment

Motion by Mrs. Shepell, seconded by Mrs. Burch, to approve the following course(s) for tuition reimbursement when the course has been completed and the transcript received by the Superintendent's office:

Janice Hurley	College of NJ	Integrating Essential Skills Curr.	3 credits
HS		Skills & Strategies for Inclusion	3 credits

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REPORT AND RECOMMENDATIONS OF SUPERINTENDENT OF SCHOOLS
continued

LuAnn Wojcik	College of NJ	Teach & Learn Thru Movement	3 credits
HS		Increase Student Responsibility	3 credits

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Sheppell, seconded by Mrs. Burch, to approve the attached list of Teacher Institute participants for credit movement on the guide and payment for Institute instructors.

534-09
Teacher
Institute
Participants

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Sheppell, seconded by Mrs. Burch, to approve the attached list of field trip(s) for **Briarcliff School**.

535-09
Field Trips

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Sheppell, seconded by Mrs. Burch, to approve the travel and reimbursement of actual expenses incurred up to the amount indicated on the attached list of **Mountain Lakes High School** personnel in accordance with Policy #9250 – Travel and Related Expenses.

536-09
Travel &
Reimburse
ment

Motion carried by unanimous roll call vote 8-0.

Motion 537-09 was withdrawn.

Motion by Mrs. Sheppell, seconded by Mrs. Wall, to approve an overnight field trip to **Bass River State Park**, NJ, 9-12 grade MLHS students to have an opportunity to explore the Pine Barrens. **Dates of trip:** May 21-23, 2010. **Cost per student:** \$20. **Number of students:** Approx. 12. **Chaperones:** David Fewell, Danna Fewell, Mr. Abati & Ms. Greene.

538-09
Overnight
Field Trip

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Sheppell, seconded by Mrs. Wall, to approve the 2010-2011 Professional Development Plan.

539-09
2010-2011
Professional
Development
Plan

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Sheppell, seconded by Mrs. Wall, to accept the retirement of **Stephanie Pfau**, teacher at Mountain Lakes High School, effective June 30, 2010 with appreciation for her service.

540-09
Personnel
Retirement

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REPORT AND RECOMMENDATIONS OF SUPERINTENDENT OF SCHOOLS
continued

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Shepell, seconded by Mrs. Wall, to accept the retirement of **Ellen Eismeier**,⁵⁴¹⁻⁰⁹ teacher at Wildwood School, effective June 30, 2010 with appreciation for her service. Personnel Retirement

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Shepell, seconded by Mrs. Wall, to approve movement on the salary guide for the following personnel effective September 1, 2010. 542-09 Personnel Movement On Salary Guide

Darrell Fusco, teacher at Mountain Lakes High School MA30 to MA60

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Shepell, seconded by Mrs. Wall, to approve awarding contracts for the 2010-2011 school year to the teachers listed on the attached **Schedules A, B, C & D**. 543-09 Personnel Contracts Schedules A, B, C & D

Motion carried by unanimous roll call vote 8-0 (Mr. Munday abstained with respect to Employee #4250).

Motion by Mrs. Shepell, seconded by Mrs. Wall, to approve awarding contracts for the 2010-2011 school year to the support personnel (custodians, computer technicians, secretaries, paraprofessionals & interpreters) listed on the attached **Schedules E, F, G H & I**. 544-09 Personnel Contracts Schedules E, F, G, H & I

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Burch, seconded by Mrs. Shepell, to approve awarding contracts for the 2010-2011 school year to the administrators & unaffiliated personnel on the attached **Schedules J, K & L**. 545-09 Personnel Contracts Schedules J, K & L

Mrs. Feigeles stated that she is uncomfortable voting for pay increases despite the wonderful job these employees do. She said while she values the contribution of these employees to the district she cannot vote for salary increases in the current economic environment.

Dr. Kazmark discussed the reasons for his recommended salary increases and the circumstances that warrant the increases for the non-affiliated personnel involved.

Discussion took place and it was noted that at the budget hearing there were comments made that reflected the public's lack of support for salary increases. It was also noted that it is unfair to

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REPORT AND RECOMMENDATIONS OF SUPERINTENDENT OF SCHOOLS
continued

single out those individuals who are non-affiliated when the affiliated employees are receiving a salary increase.

Motion carried by roll call vote 5-2-1 (Yes-Mrs. Barkauskas, Mr. Moreau, Mr. Munday, Mrs. Wall, Mr. Gniewek, No-Mrs. Feigeles, Mrs. Shepell, Abstain-Mrs. Burch).

Motion by Mrs. Burch, seconded by Mrs. Shepell, to approve a maternity/child care leave of absence for **Samantha Wade**, teacher at Lake Drive School, effective November 12, 2010. Ms. Wade will use her 40 sick days and be paid through January 20th 2011 and is eligible for health benefits as provided under FMLA and NJFLA through March 31, 2011. Ms. Wade plans on returning to work on March 31, 2011.

546-09
Personnel
Maternity
Child Care
Leave

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Burch, seconded by Mrs. Shepell, to approve the appointment of **Jenna Caprio**, as a Special Ed Teacher at Wildwood School, effective May 5, 2010 through June 21, 2010 at BA Step 1, at an annual cost of \$47,020, pro-rated at 1/200th per diem. Ms. Caprio will replace Ms. Dukin while she is on medical leave.

547-09
Personnel
Appointment

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Burch, seconded by Mrs. Shepell, to approve the extra-pay to **Jennifer Steinruck**, Audiologist at Lake Drive School to work 6 extra days in the month of June at her regular salary rate.

548-09
Personnel
Extra-Pay

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Burch, seconded by Mrs. Shepell, to approve the extra-pay to **Claudia Belotti**, LDTC, to provide Educational Evaluation Testing, during the absence of Danielle Macaluso, for three students at a rate of \$125.00 each, to take place during June 2010.

549-09
Personnel
Extra Pay
Appointment

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Burch, seconded by Mrs. Shepell, to approve the appointment of **Michael L.** as a home instructor, as needed, at an hourly rate of \$50.00 per hour. All paperwork has been completed.

550-09
Personnel
Appointment

Motion carried by unanimous roll call vote 8-0.

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REPORT AND RECOMMENDATIONS OF SUPERINTENDENT OF SCHOOLS
continued

Motion by Mrs. Burch, seconded by Mrs. Wall, to approve payment to the following list of Lake Drive personnel for interpreting the Spring Musical at BC at a stipend of \$500.00 each.

551-09
Personnel
Extra Pay

Gail Tornquist Jeannette Mackey

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Burch, seconded by Mrs. Wall, to approve the appointment of **Chrisann Papera**, a student at Boston University, as a volunteer at Lake Drive School. Ms. Papera will work 2 days per week, starting May 11, 2010, pending Criminal Background Check.

552-09
Personnel
Extra Pay

Motion carried by unanimous roll call vote 8-0.

UNFINISHED BUSINESS

Dr. Kazmark advised that discussions have taken place regarding the webpage design. Next year the three technical staff members will be housed in each of the buildings and they will take on the responsibility to prune and direct things going onto the web page. Dr. Kazmark stated that it is his recommendation that the tech staff have the responsibility for the website content and will receive input from Board members.

It was suggested that the Borough be asked to include a link on their website to the Board of Education site.

Discussion took place regarding the timing of the Board self-evaluation and the Superintendent's evaluation. Dr. Kazmark reviewed the process for these evaluations and advised that he will provide a time table for each of them.

In response to a question regarding communications with Boonton Township about establishing a dialogue for savings, Mr. Gniewek advised that he will be having further discussions on this subject with the President of the Boonton Township Board.

NEW BUSINESS

Dr. Kazmark advised that it is his intention to retire in June 2011, a year before his contract expires. He said he wants to give the Board as much time as possible to decide how they want to proceed with finding a replacement.

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Discussion took place regarding the superintendent search process and it was suggested that New Jersey School Boards be asked to make a presentation to the Board on this subject. Dr. Kazmark will put that on the agenda for a meeting in the summer.

COMMENTS AND REQUESTS FROM MLEA PRESIDENT

Ms. Wallace had no comments.

COMMENTS AND REQUESTS FROM MEMBERS OF THE PUBLIC

There were no members of the public who wished to address the Board.

ADJOURNMENT

Motion by Mrs. Burch, seconded by Mrs. Wall, that meeting be adjourned at 9:43 p.m.

Motion carried 8-0.

Respectfully submitted,

Daniel A. Borgo
Business Administrator/Board Secretary

Regina Giardina, Stenographer

Meetings of the Mountain Lakes Board of Education

<u>Date</u>	<u>Type of Meeting</u>	<u>Place</u>
June 7, 2010	Regular	Mountain Lakes High School (7:30 p.m.)
June 21, 2010	Regular	Mountain Lakes High School (7:30 p.m.)
July 12, 2010	Regular	Mountain Lakes High School (7:30 p.m.)
August 9, 2010	Regular	Mountain Lakes High School (7:30 p.m.)