

MOUNTAIN LAKES BOARD OF EDUCATION
MINUTES OF REGULAR MEETING
Monday, May 19, 2008

The Regular Meeting of the Mountain Lakes Borough Board of Education was held on Monday, May 19, 2008 at 7:30 p.m. at the Mountain Lakes High School.

Daniel A. Borgo
Business Administrator/Board Secretary

Roll Call:

Present: Mrs. Boertzel
 Mrs. Burch
 Mrs. Dawson
 Mrs. Feigeles
 Mr. Gniewek
 Mr. Munday
 Mr. Stokes
 Mrs. Wall
Absent: Mr. Cohen

Also present: Dr. Kazmark, Superintendent, and members of the public.

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.

REPORT OF STUDENT REPRESENTATIVES

Liz Stainton reported on events at the high school including the freshmen taking the State Biology test today, the vocal concert on the 20th, the French and Spanish Honor Society induction and Scholar/Athlete dinner on the 21st, the Thanks for Being You Award on the 22nd, the National Honor Society induction on the 23rd, Freshmen beach party and the instrumental concert on the 28th. She also reported that the spring sports teams are doing well.

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PRESENTATIONS

Board Self Evaluation

Joann Borin of New Jersey School Boards Association reviewed the results of the Board's self evaluation and summarized the responses of the Board members.

Long Range Educational Plan

Anne Mucci reported on the progress of the Long Range Educational Plan and advised that all 22 recommendations of the Plan have been addressed. With regard to the re-introduction of the Superintendent's Innovation Fund it has been decided that those goals have been addressed through the Teacher's Institute. Mrs. Mucci reported on the following topics: curriculum review, personnel development and the plans for the next year. She noted that summer reading material will be distributed to the committee members and then each of the committees will meet from October to February. The committees have been formed with a wide representation of teachers and community members.

COMMENTS AND REQUESTS FROM MLEA PRESIDENT

Ms. Hussein asked whether the non-renewal notices were sent out by the deadline date of May 15.

Mr. Borgo said he will check on that.

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.

REPORT AND RECOMMENDATIONS OF SUPERINTENDENT OF SCHOOLS

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

568-07
Tuition
Reimbursement

Maureen Butler Lake Drive	Westminster College of the Arts	Working with MS Choirs	2 credits
Catherine Sprague Lake Drive	NJ City University	Org. of Library Media Materials Seminar Integrating the NETS & NJCCCS Using the Internet in Education	3 credits 3 credits 3 credits

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REPORT AND RECOMMENDATIONS OF SUPERINTENDENT OF SCHOOLS
continued

Using Integrated Software 3 credits
Across the Curr.

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Boertzel, seconded by Mrs. Wall, to accept the retirement of **Lew Ludwig**, Principal of the Mountain Lakes High School, effective September 1, 2008 with appreciation for his service.

569-07
Personnel
Retirement

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Boertzel, seconded by Mrs. Wall, to accept the retirement of **Susan Silverstein-Kaufman**, Director of Special Services in the Mountain Lakes School District, effective September 1, 2008 with appreciation for her service.

570-07
Personnel
Retirement

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Boertzel, seconded by Mrs. Wall, to accept the retirement of **John (Pat) Scanlon**, Social Studies Teacher/Supervisor at Mountain Lakes High School, effective June 30, 2008 with appreciation for his service.

571-07
Personnel
Retirement

Motion carried by unanimous roll call vote 8-0.

Motion by Mr. Stokes, seconded by Mrs. Dawson, to accept the resignation of **Veronica Doriety**, paraprofessional at Lake Drive, effective May 27, 2008 with appreciation for her service.

572-07
Personnel
Resignation

Motion carried by unanimous roll call vote 8-0.

Motion by Mr. Stokes, seconded by Mrs. Dawson, to accept the resignation of **Gianna Marinello**, paraprofessional at Lake Drive, effective April 30, 2008 with appreciation for her service.

573-07
Personnel
Resignation

Motion carried by unanimous roll call vote 8-0.

Motion by Mr. Stokes, seconded by Mrs. Dawson, to approve reimbursement to the attached list of **Mountain Lakes Technology Office** personnel in accordance with Policy #9250 – Travel and Related Expenses.

574-07
Personnel
Reimbursement

Motion carried by unanimous roll call vote 8-0.

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REPORT AND RECOMMENDATIONS OF SUPERINTENDENT OF SCHOOLS
continued

Motion by Mr. Stokes, seconded by Mrs. Dawson, to approve reimbursement to the attached list of **Mountain Lakes Special Services** personnel in accordance with Policy #9250 – Travel and Related Expenses. 575-07
Personnel
Reimbursement

Motion carried by unanimous roll call vote 8-0.

Motion by Mr. Stokes, seconded by Mrs. Dawson, to approve reimbursement to the attached list of **Wildwood School** personnel in accordance with Policy #9250 – Travel and Related Expenses. 576-07
Personnel
Reimbursement

Motion carried by unanimous roll call vote 8-0.

Motion by Mr. Stokes, seconded by Mrs. Dawson, to approve reimbursement to the attached list of **Lake Drive School** personnel in accordance with Policy #9250 – Travel and Related Expenses. 577-07
Personnel
Reimbursement

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Wall, seconded by Mr. Stokes, to approve the attached list of Teacher Institute participants for credit movement on the guide and payment for Institute instructors. 578-07
Teacher
Institute
Participants

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Wall, seconded by Mr. Stokes, to approve a revision of a chaperone appointment to the overnight field trip to Philadelphia, PA on May 28-29, 2008. **Ken Roebuck** will replace Paul Carlough as one of the chaperones. 579-07
Revision of
Chaperone
Appointment

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Wall, seconded by Mr. Stokes, to approve a revision in assignment for **Gretchen Coleman**, teacher at Wildwood for the 2008-2009 school year. Ms. Coleman is resigning from 30% position in Special Education and will continue at 70% as computer teacher. 580-07
Personnel
Revision in
Assignment

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Wall, seconded by Mr. Stokes, to approve movement on the salary guide to Longevity (L1) for the following personnel effective September 1, 2008. 581-07
Personnel
Movement on
Salary Guide

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REPORT AND RECOMMENDATIONS OF SUPERINTENDENT OF SCHOOLS
continued

Michael Carmiche, teacher at Mountain Lakes High School
Deborah Caserta, teacher at Lake Drive School
Mary (Missy) Siddron, teacher at Wildwood School

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Wall, seconded by Mr. Stokes, to approve the appointment of **Jeannette Kelleher**, as a leave replacement English Teacher at Mountain Lakes High School for the 2008-2009 school year at BA Step 1. Ms. Kelleher will continue to replace Ms. Kisatsky while she is on an extended leave of absence. (Subject to negotiations)

582-07
Personnel
Appointment

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Dawson, seconded by Mr. Stokes, to approve the appointment of **Elizabeth Gonzalez**, Special Ed teacher at Wildwood, to provide extended school year instruction for one hour, twice a week, for six weeks at her hourly rate of \$31.33.
(Subject to negotiations)

583-07
Personnel
Appointment

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Dawson, seconded by Mr. Stokes, to approve the appointment of the following Mountain Lakes High School personnel for course preparation and alignment in College Prep Chemistry, for 4 days this summer at a stipend of \$125 each per day, for a total of \$500 per person:

584-07
Personnel
Appointments

Doug Merritt **Chris Wallace**

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Dawson, seconded by Mr. Stokes, to approve the appointment of **Leah Bryant**, as a Paraprofessional at Lake Drive School, effective May 23, 2008, Step 1 on the Paraprofessional's Guide at \$11.87 per hour, 6 hours per day, pending New Jersey Criminal Background check. Ms. Bryant will replace Ms. Harvey.

585-07
Personnel
Appointment

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Dawson, seconded by Mr. Stokes, to approve the appointment of **Marilyn Mesce**, as Paraprofessional at Lake Drive School, effective May 27, 2008, Step 1 on the Paraprofessional's Guide at \$11.87 per hour, 6 hours per day, pending New Jersey Criminal Background check. Ms. Mesce will replace Ms. Marinello.

586-07
Personnel
Appointment

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REPORT AND RECOMMENDATIONS OF SUPERINTENDENT OF SCHOOLS
continued

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Dawson, seconded by Mr. Stokes, to approve the appointment of **Elizabeth Kopp**, as a Science teacher at Mountain Lakes High School for the 2008-2009 school year, Step 7 on the BA Guide. Ms. Kopp will replace Rebecca Allison.
(Subject to negotiations)

587-07
Personnel
Appointment

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Dawson, seconded by Mrs. Wall, to approve the appointment of **Colleen Bamford**, as a Math teacher at Mountain Lakes High School for the 2008-2009 school year, Step 11 on the BA30 Guide, pending New Jersey Criminal Background check. Ms. Bamford will replace Brenda Hartmann. (Subject to negotiations)

588-07
Personnel
Appointment

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Dawson, seconded by Mrs. Wall, to approve the appointment of **Diana Craft**, as an Art teacher at Mountain Lakes High School for the 2008-2009 school year, Step 8 on the BA Guide, pro-rated to 90%, pending New Jersey Criminal Background check. Ms. Craft will replace Suzi Brassard. (Subject to negotiations)

589-07
Personnel
Appointment

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Dawson, seconded by Mrs. Wall, to approve the appointment of **Paul Henry**, as Supervisor of the English/Allied departments at Mountain Lakes High School for the 2008-2009 school year, at a salary of \$92,000, effective July 1, 2008. Mr. Henry will replace Sandra Svenningsen. (Not subject to negotiations)

590-07
Personnel
Appointment

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Boertzel, seconded by Mr. Stokes, to approve the following list of substitute teachers for the 2007-2008 school year. All necessary paperwork has been completed:

591-07
Personnel
Substitute
Appointments

Timothy Cullen	interviewed and recommended by Lew Ludwig
Katie Maiuro	“ “ “ Bob Reid

Discussion took place regarding the involvement of the Personnel Committee in the interview and selection process for administrative positions.

Motion carried by unanimous roll call vote 8-0.

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CONSIDERATION OF MINUTES

Motion by Mrs. Boertzel, seconded by Mrs. Burch, to approve the minutes of the Regular Meeting of May 5, 2008 with the following correction:

Page 2, paragraph 4, change Wildwood to Briarcliff.

Motion carried 8-0.

COMMUNICATIONS

Dr. Kazmark advised that the State Assembly has introduced a bill requiring reduction in administrative costs in specified school districts including Mountain Lakes. This will have a significant impact on the district if it is adopted.

COMMITTEE REPORTS

SPECIAL EDUCATION COMMITTEE

Mrs. Wall updated the Board on the ongoing district self assessment. As a result of the state review the district will be required to develop an in-district preschool program that would be capable of meeting the needs of the district's preschool disabled students. There is some space available at Wildwood that would be suitable and the expectation would be to have a classroom for this purpose in place for September 2009.

POLICY COMMITTEE

Mrs. Dawson advised that the committee met and discussed the inconsistency between the code of conduct and the training rules, specifically confidentiality in a situation where a student asks for assistance. The committee believes that information regarding the student should be limited to the individuals who are working with the student and not shared with coaches/teachers.

Mrs. Dawson further advised that policies presented this evening for first reading deal with personnel issues and the committee will continue its review of the policy manual.

PERSONNEL COMMITTEE

Mrs. Boertzel advised that the committee met and discussed the personnel hired through the motions tonight. The committee discussed the presence of a representative of the Board at interviews for high level positions such as a department supervisor. Dr. Kazmark and the majority of the committee felt that there should be no Board representation. The Board as a whole discussed this and agreed to revisit the issue.

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COMMITTEE REPORTS continued

Dr. Kazmark discussed the proposed process for replacement of the high school principal. He proposes to internally post an interim position from July 1, 2008 to June 30, 2008 and appoint an interim principal by July 1. He will make a recommendation to the Board at either the June 2 or June 16 meeting and the Board can interview the internal candidate.

EDUCATIONAL FOUNDATION

Mrs. Boertzel advised that the Golf Outing will be held next spring. The end of school picnic is scheduled for the last day of school in June. The Foundation approved some grants and appointed new trustees for next year.

HOME AND SCHOOL ASSOCIATION

Mrs. Feigeles reported on the feedback she received on the joint meeting with the Board of Education with regard to the drug survey. One issue that was discussed at the meeting was the number of students who did not take the survey and how that affected the validity of the survey.

Dr. Kazmark advised that the results of turf field tests are expected to come in soon and he will forward it to the Board members as soon as it is received. Discussion took place regarding the need to communicate with the community on the results.

REPORT AND RECOMMENDATIONS OF THE BUSINESS ADMINISTRATOR/ BOARD SECRETARY

Motion by Mrs. Dawson, seconded by Mrs. Boertzel, to enter into a cooperative pricing agreement with the Morris County Cooperative Pricing Council, hereinafter referred to as the "Lead Agency" for the conduct of certain functions relating to the purchase of work, materials and supplies for their respective jurisdictions.

567-07
Morris County
Cooperative
Pricing
Council

BE IT RESOLVED by the Mountain Lakes Board of Education of the Borough of Mountain Lakes, County of Morris and State of New Jersey: This Resolution shall be known and may be cited as the Cooperative Pricing Resolution of the Mountain Lakes Board of Education.

Pursuant to the provision of N. J. S. A. 40A:11-10 and 11, the Mountain Lakes Board of Education is hereby authorized to enter into a Cooperative Pricing Agreement with the Lead Agency (Township of Randolph) for the purchase of work, materials, supplies and services expiring on September 30, 2011.

The Lead Agency (Township of Randolph), entering into contracts on behalf of the Mountain Lakes Board of Education shall be responsible for complying with the provisions of the Local Public Contracts Law

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REPORT AND RECOMMENDATIONS OF THE BUSINESS ADMINISTRATOR/ BOARD SECRETARY continued

(N. J. S. A. 40A:11-1 et seq.) and all other provisions of the revised statutes of the State of New Jersey.

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Dawson, seconded by Mrs. Boertzel, to approve the following returning non-resident tuition students for the 2008-2009 school year:

559-07
Non-Resident
Tuition Studen

Jamie Delgado	Grade 12	#012-07 (paying staff child)
Andrew Tennant	Grade 10	#05-07
Giulianna Kafaf	Grade 10	#04-07
Nicholas D'Aloia	Grade 10	#03-07
Jeffrey Hill	Grade 8	#06-07

These students were recommended for continued enrollment by the school principals.

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Dawson, seconded by Mrs. Boertzel, to approve the attached contract to purchase Natural Gas Supply Services through the Alliance for Competitive Energy Services (ACES) Bid Cooperative Pricing System ID# E88-01-ACESCPS effective June 1, 2008 through May 31, 2010.

560-07
Contract To
Purchase Natu
Gas Supply
Services

Motion carried by unanimous roll call vote 8-0.

Motion by Mr. Stokes, seconded by Mrs. Wall, to adopt the attached list of Board of Education Committees for the 2008-2009 school year.

561-07
Committees

Motion carried by unanimous roll call vote 8-0.

Motion by Mr. Stokes, seconded by Mrs. Wall, to authorize appointment of attached list of Board Delegates for the 2008-2009 school year.

562-07
Board
Delegates

Motion carried by unanimous roll call vote 8-0.

Motion by Mr. Stokes, seconded by Mrs. Wall, to approve the presentation of the following

563-07
Policies
First Reading

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

policies for first reading:

- #4212.4 Employee Health – Support Staff – Replaces #4212.4 Physical Examination – Support Staff Members
- #4212.41 Examination for Cause – Support Staff Members – Revised and renumbered from #4212.4 Examination for Cause
- #4212.6 Personnel Records – Support Staff Members – Revised
- #4212.8 Nepotism – Support Staff Members
- #4213/4214 Assignment; Transfer – Support Staff Members – Replaces #4213 Assignment and Transfer – Support Staff Members
- #4219.21 Conflict of Interest – Support Staff Members – Revised from #4219.21 Conflict of Interest Non-tenured Personnel
- #4219.22 Conduct and Dress – Support Staff Members – Revised
- #4219.23 Employee Substance Abuse – Support Staff Members – Replaces #4219.23 Substance Abuse
- #4238 Non-school Employment – Support Staff Members – Replaces #4238 Outside Activities

Revoke the following policy:

#4233 Job Expenses

Motion carried by unanimous roll call vote 8-0.

Motion by Mr. Stokes, seconded by Mrs. Wall, to approve participation in Educational Data Services, Inc. for the 2008-2009 school year for the following goods and services:

564-07
Participation
in Educational
Data Services

- Reconditioning of Athletic Equipment
- Copy Machines (Lease and Purchase)
- Maintenance, Repair and Operational Supplies
- File Management
- Upright and Grand Pianos (Purchase and Lease)
- School Furniture and Equipment
- Repair of Musical Instruments
- Restroom Resurfacing – Ceramic Tile, Terrazzo Floor, Cement Brick Wall, Quarry
- Tile, Restroom Partitions, Concrete Flooring

Motion carried by unanimous roll call vote 8-0.

Motion by Mr. Stokes, seconded by Mrs. Wall, that the Check Register for the month of April 2008 be approved for payment as follows:

565-07
Check
Register

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COMMENTS AND REQUESTS FROM MLEA PRESIDENT

Ms. Hussein had no further comments or requests.

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.

EXECUTIVE SESSION

Motion by Mr. Stokes, seconded by Mrs. Wall, to adopt a Resolution to enter into Closed Session for the discussion of personnel issues. Resolution was duly read and the Board entered into Executive Session at 10:40 p.m.

Motion carried by unanimous roll call vote 8-0.

ADJOURNMENT

Motion by Mr. Cohen, seconded by Mrs. Dawson, that meeting be adjourned at 11:27 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 2, 2008	Regular	Mountain Lakes High School (7:30 p.m.)
June 16, 2008	Regular	Mountain Lakes High School (7:30 p.m.)