

MOUNTAIN LAKES BOARD OF EDUCATION
MINUTES OF REGULAR MEETING
Monday, September 21, 2009

The Regular Meeting of the Mountain Lakes Borough Board of Education was held on Monday, September 21, 2009 at 7:30 p.m. at the Mountain Lakes High School.

Daniel A. Borgo
Business Administrator/Board Secretary

Roll Call:

Present: Mrs. Burch
Mrs. Dawson
Mrs. Feigeles
Mr. Gniewek
Mrs. Mitchell
Mr. Munday
Mrs. Shepell
Mrs. Wall
Mr. Benvolato, Boonton Township Representative

Absent: Mr. Stokes

Also present: Dr. Kazmark, Superintendent, and Mary Wallace, MLEA President.

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 THE STUDENT GOVERNMENT REPRESENTATIVES

Daniel Estes and Max Schindler reported that the SGA has met and discussed Spirit Week and Homecoming. They are also working on organizing the school store in conjunction with the Home and School Association and the store should be started in a couple of months.

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PRESENTATION

Training Rules

Dr. Kazmark reviewed the proposed policy as revised based on the Board's previous discussions and review with the Extra/Co-Curricular and Policy Committees, Dr. Mucci, Mr. Killingsworth and Mrs. Russo.

Mr. Gniewek noted that this proposal does not change the training rules, only modifies the penalties. The penalties for the first offense remain the same but the "stacking" penalty for second and third offenses has been removed.

Discussion took place among the Board members and the following comments were made:

- The change in penalties for second and third offenses addresses the concerns expressed in the survey. The proposal now includes a more therapeutic action for second offenses.
- Hopefully this will lead to more open dialogue between the school and the community.
- This policy is something the Board, students, coaches and parents can support.
- Random drug testing is not appropriate for students who violate the rules regarding tobacco use. Tobacco should be dealt with separately.
- Students should not be required to participate in random drug testing if that is not recommended by an outside evaluator.
- There is a difference between a student who comes to school under the influence as opposed to a student getting caught with a beer can on a Saturday night.
- The revision of the training rules policy should be discussed further by the Board and the Board should take time to make a thoughtful decision.
- The Board should respect the opinion of the coaches with regard to random drug testing.

Members of the staff including Mr. Flynn, Mrs. Russo and Mr. Killingsworth commented with regard to random drug testing and noted that the coaches feel strongly that this acts as a deterrent and should remain in the policy.

Daniel Estes, student representative agreed that tobacco should be treated separately and that random drug testing should remain in the policy.

Dr. Kazmark distributed the policy as revised by Dr. Mucci to address the points raised during the discussion.

It was suggested that the policy be revised to eliminate random drug testing for tobacco offense and to state that random drug testing be required for 90 days while school is in session following a second violation unless it is specifically contrary to the recommendation of a professional therapist or evaluating agency.

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COMMENTS AND REQUESTS FROM MLEA PRESIDENT

Ms. Wallace stated that these are illegal acts that are being discussed and any steps taken that will help a student avoid contact with legal authorities are therapeutic rather than punitive.

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.

Dr. Kazmark advised that he will communicate with anyone affected by the change in the training rules policy and advise that they are now subject to the new rules.

Motion by Mrs. Dawson, seconded by Mrs. Feigeles, to amend the code of conduct by replacing the section entitled "*Training Rules*" with the attached policy, effective September 21, 2009.

Motion carried by unanimous roll call vote 9-0.

CONSIDERATION OF MINUTES

Motion by Mrs. Dawson, seconded by Mrs. Burch, to approve the minutes of the Regular Meeting of September 3, 2009 with the following corrections:

Page 1, last paragraph, change Mike Leshnower to Dave Leshnower.

Page 3, paragraph 6, change Gerry to Geri.

Page 13, next to last paragraph, change encourage to encouraged.

Motion carried 9-0.

PRESENTATION

Long Range Educational Plan

Dr. Kazmark distributed the final document regarding the Long Range Educational Plan. He noted that the process ended as well as anyone would have hoped.

Mrs. Feigeles and Mrs. Burch discussed the Long Range Educational Plan process and how the committee worked. They commended Mrs. Wall and Mr. Henry for an excellent job of editing the plan.

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Dr. Kazmark noted that there is a commitment to take this Plan to the community and make sure that everyone has an opportunity to hear about it. The Plan will be adopted by the Board at the October 5 Board meeting.

Dr. Mucci advised that she and Frank Sanchez will be working on an implementation timeline. There will be presentations to the Administrative Council, the Board and staff members.

COMMUNICATIONS

Dr. Kasmark updated the Board with regard to H1N1 and the reporting and monitoring requirements issued by the County. Discussion has taken place regarding how to insure that students not participate in school activities when they should not, encouraging students and staff to stay home when they are sick and ways to deliver parts of the program to students when they are at home.

Dr. Kazmark reviewed the schedule and timeline for the Wildwood principal search which will follow the same format used for the principal search last year. The first advertisement will be placed on October 24, he will review the applications followed by review by the administrative group and Board committee. He will recommend potential candidates to the Board, the Board will interview them and then Dr. Kazmark will give his recommendation to the Board. The position will be posted for internal candidates and they will be interviewed by Dr. Kazmark. An appointment will be made no later than March 1 with the successful candidate starting by July 1. Dr. Kazmark has committed to fill in at Wildwood between January and end of June.

COMMITTEE REPORTS

PROGRAM COMMITTEE

Mrs. Feigeles advised that the committee met and discussed the 8th grade math curriculum guide and the new textbook. The Wildwood and High School curriculum rewrites will be the topics of the next few meetings.

FACILITIES COMMITTEE

Mr. Munday advised that the committee met and reviewed the roof projects with Mark Prusina. The committee also discussed the drainage work on the path around the turf field and budgeting of the work on the baseball field behind the high school and replacement of school buses, storm drain repairs at Lake Drive School and the Wildwood parking lot resurfacing to take place over teacher's convention. Mark Prusina also discussed the air quality issues that came up and have been taken care of.

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COMMITTEE REPORTS continued

SPECIAL EDUCATION COMMITTEE

Mrs. Wall advised that the onsite state monitoring of the program will take place on September 30, October 1 and October 2. The State has identified certain students that they will be observing. There are no issues anticipated with this but this is part of the State's obligation to report back to the federal Department of Education. Mrs. Wall also advised that the committee spent a fair amount of time discussing the preschool program and ideas for increasing enrollment including better communication about the program and open house opportunities. From a budget point of view the program has brought back seven students who were previously in out of district placements.

Mrs. Wall advised that the Special Education Forum will have a presentation on November 10 on the transition to college for students with learning disabilities.

HOME AND SCHOOL ASSOCIATION

Mrs. Feigeles advised that the student directories are being distributed to Home and School Association members at the Back to School Nights. She commended Elaine Boyle and Allison Fenton for putting the book together. The Home and School Association meeting on October 13 will include a presentation on the Long Range Educational Plan.

EDUCATIONAL FOUNDATION

Mrs. Burch advised that the Foundation is changing their grant submissions to a quarterly basis. A Casino Night is being planned as a fund raiser as well as a cookbook that will come out next year. They are moving along on the alumni association and hope to have that up and going within the next few months. A sidewalk chalk festival is scheduled on June 6 and the Foundation is also putting together an endowment fund.

Mrs. Burch advised that the One Big Read committee is sending out a flyer with activity dates for workshops and presentations.

TRAFFIC COMMITTEE

Mr. Munday advised that the committee met and discussed parking at Lake Drive School and also talked about stop signs and traffic.

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

Please note that Mr. Benvovato, Boonton Township representative to the Mountain Lakes

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

Board, only votes on high school and district wide issues.

Motion by Mrs. Dawson, seconded by Mrs. Wall, that the Check Register for the month of July 2009 be approved for payment as follows:

148-09
Check
Register

(1) Computer Checks Check #67240 through #67452 **Total \$929,068.77**

Motion carried by unanimous roll call vote 9-0.

Motion by Mrs. Dawson, seconded by Mrs. Wall, to dispose of an unusable 2005 Zenith Television, #250092, located at Mountain Lakes High School.

149-09
Disposal
Of TV

Motion carried by unanimous roll call vote 9-0.

Motion by Mrs. Dawson, seconded by Mrs. Wall, to rescind the placement of #03-115 from the Craig Upper School for the 2009-2010 school year. The student will be returning to Mountain Lakes High School.

150-09
Rescission
Of Out of
District
Placement

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Dawson, seconded by Mrs. Wall, to approve a transportation contract for the 2009-2010 school year between the Mountain Lakes Board of Education and the parent of #06-117 to transport her son only, to and from the Children's Institute in Verona, NJ for a total of \$700 pending completion of the necessary paperwork and approval by the County office.

151-09
Transportation
Contract

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Dawson, seconded by Mrs. Wall, to approve submission of NCLB 2009-2010 grant as follows:

152-09
No Child
Left Behind
Submission

NCLB Total = \$27,091

Title IIA = \$24,461

Title IID = \$213

Title IV = \$2,417

Motion carried by unanimous roll call vote 9-0.

Motion by Mrs. Dawson, seconded by Mrs. Wall, to approve submission of IDEA-ARRA grant for the following amounts:

153-09
IDEA-
ARRA
Submission

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

Total Basic = \$262,464

Public \$215,480
Non-public \$46,984

Total Pre-school = \$9,494

Public \$6,905
Non-public \$2,589

Motion carried by unanimous roll call vote 8-0.

REPORT AND RECOMMENDATIONS OF SUPERINTENDENT OF SCHOOLS

Motion by Mrs. Mitchell, 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:

Jennifer Becht LD	Kean	Advanced Leadership Seminar I	3 credits	154-09 Tuition Reimburse- ment
		Advanced Leadership Seminar II	3 credits	
		Practicum in Reading	3 credits	
Rob Downes MLHS	NJCU	Innovations in Curr. & Ed. Leadership	3 credits	
LuAnn Wojcik MLHS	College of NJ	Culturally Distinctive Classroom	3 credits	
		Dealing w/ADHD Type Behavior	3 credits	
Janice Hurley MLHS	College of NJ	Dealing w/ADHD Type Behavior	3 credits	
Claudia Belotti BC	College of NJ	Wellness: Creating Health & Balance	3 credits	
		Integrating Essential Skills into Curr.	3 credits	

Motion carried by unanimous roll call vote 9-0.

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

155-09
Personnel
Travel &
Reimburse-
ment

Motion carried by unanimous roll call vote 8-0.

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REPORT AND RECOMMENDATIONS OF SUPERINTENDENT OF SCHOOLS
continued

Motion by Mrs. Mitchell, seconded by Mrs. Wall, 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.

156-09
Personnel
Travel &
Reimbursemen

Motion carried by unanimous roll call vote 9-0.

Motion by Mrs. Mitchell, seconded by Mrs. Wall, to approve the travel and reimbursement of actual expenses incurred up to the amount indicated on the attached list of **Lake Drive School** personnel in accordance with Policy #9250 – Travel and Related Expenses.

157-09
Personnel
Travel &
Reimbursemen

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Mitchell, seconded by Mrs. Wall, to approve an overnight field trip to **Berlin, Dresden & Prague** for Mountain Lakes High School ‘Madrigals’ to participate in a music performance tour. **Dates of trip:** January 29 – February 7, 2010. **Cost per student:** \$2600. **Number of students:** 23. **Chaperones:** Charles Sundquist, Nicole Renna and Anne Mucci.

158-09
Overnight
Field Trip

Motion carried by unanimous roll call vote 9-0.

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

159-09
Field Trips

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Sheppell, seconded by Mrs. Wall, to approve the attached list of field trip(s) for **Mountain Lakes High School**.

160-09
Field Trips

Motion carried by unanimous roll call vote 9-0.

Motion by Mrs. Sheppell, seconded by Mrs. Wall, to approve the attached list of revised curricula for the district and release of payment.

161-09
Revised
Curricula

Motion carried by unanimous roll call vote 9-0.

Motion by Mrs. Sheppell, seconded by Mrs. Wall, to approve the appointment(s) of the following personnel as mentor(s) for the 2009-2010 school year at a stipend of \$1000:

162-09
Personnel
Extra Pay
Appointments

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REPORT AND RECOMMENDATIONS OF SUPERINTENDENT OF SCHOOLS
continued

<u>Mentor</u>	<u>Novice Teacher</u>	<u>Location/Title</u>
Virginia Dunphy	Keriann Eklund	MLHS – English Teacher
James Mendello	Lindsey Paz	BC – Spanish Teacher
Eileen Ludwig	Pia Vanderstreet	BC – Music Teacher
Jeannette Mackey	Johannah Frankenbush	LD – Deaf & Hard of Hearing Teacher

Motion carried by unanimous roll call vote 9-0.

Mrs. Dawson left the meeting (10:30 p.m.)

Motion by Mrs. Shepell, seconded by Mrs. Wall, to approve the extra-pay appointments of the following MLHS personnel for the 2009-10 school year:

163-09
Personnel
Extra Pay
Appointments

<u>Name</u>	<u>Title</u>	<u>Stipend:</u>
Kurt Hanisch	Right-To-Know Officer	\$6,300
Mickey Ferguson	Lead Teacher	\$3,000
Tim Flynn	Lead Teacher	\$4,500

Motion carried by unanimous roll call vote 8-0.

Mrs. Dawson left the meeting (10:30 p.m.).

Motion by Mrs. Shepell, seconded by Mrs. Mitchell, to approve the extra-pay appointment of **Paul Odenwelder** as the 3rd – 8th Grade NJASK Testing Coordinator for the 2009-10 school year, at a stipend of \$4000.

164-09
Personnel
Extra Pay
Appointment

Motion carried by unanimous roll call vote 7-0.

Motion by Mrs. Shepell, seconded by Mrs. Mitchell, to approve the appointments of the following personnel for the 2009/2010 school year at no additional pay:

165-09
Personnel
Appointments

Janet Wright, Director of Special Services – Affirmative Action Officer
Kurt Hanisch, Supervisor of Social Studies – Affirmative Action Officer
Steve Ryan, Assistant HS Principal – 504 Officer

Motion carried by unanimous roll call vote 8-0.

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REPORT AND RECOMMENDATIONS OF SUPERINTENDENT OF SCHOOLS
continued

Motion by Mrs. Sheppell, seconded by Mrs. Mitchell, to approve the extra-pay appointment of **Debra Merian**, MLHS teacher/paraprofessional, to accompany a MLHS student to Photography Club, once a week for approximately 50 hours, at her regular paraprofessional rate, for the 2009-2010 school year.

166-09
Personnel
Extra Pay
Appointment

Motion carried by unanimous roll call vote 7-0-1 (Abstain-Mrs. Wall).

Motion by Mrs. Sheppell, seconded by Mrs. Mitchell, to approve the extra-pay appointments of **Mary Comora** and **Lauren Purdue**, BC teachers, to assist students in the Briarcliff After-School Homework Club, 2 days per week, one hour per day, at an hourly rate of \$35.00 for the 2009-2010 school year.

167-09
Personnel
Extra Pay
Appointments

Motion carried by unanimous roll call vote 7-0.

Motion by Mrs. Wall, seconded by Mrs. Feigeles, to approve the extra-pay appointment of **Bobbi Lord**, Administrative Secretary at Lake Drive School, as the late bus aide at an hourly rate of \$29.43 for 1 hour a day for the 2009-2010 school year.

168-09
Personnel
Extra Pay
Appointment

Motion carried by unanimous roll call vote 7-0.

Motion by Mrs. Wall, seconded by Mrs. Feigeles, to approve an increase/decreased in time for the 2009-2010 school year for the following High School personnel:

169-09
Personnel
Increase in
Time

	<u>From</u>	<u>To</u>	<u>Reason:</u>
Michael Carmiche	105%	100%	Change in schedule
Steve Feltman	100%	105%	Additional Class
Allison Preston	100%	105%	Additional Class

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Wall, seconded by Mrs. Feigeles, to approve the extra-pay appointments of the following Mountain Lakes High School Personnel for the 2009-2010 school year:

170-09
Personnel
Extra Pay
Appointments

Karen Kasper	Jr NAD Co-Advisor	Step 1, Year 1	\$370
James Mendello	Drama Club (shared)	Step 3	\$962 (half stipend)
Meredith Sullivan	Drama Club (shared)	Step 1, Year 3	\$555 (half stipend)
Penny Ayn Mass	Choreographer (resume attached)	Step 3	\$1154
Christopher Payseur	Drama Asst. (resume attached)	Step 1, Year 1	\$1297

Motion carried by unanimous roll call vote 8-0.

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REPORT AND RECOMMENDATIONS OF SUPERINTENDENT OF SCHOOLS
continued

Motion by Mrs. Wall, seconded by Mrs. Feigeles, to approve the corrections to extra-pay appointments of the following Mountain Lakes High School Personnel for the 2009-2010 school year:

171-09
Personnel
Corrections to
Extra Pay
Appointments

Mark Lio	Head Ice Hockey	Step 1, Year 3	\$4995
Gretchen Hudson	JV Boys Tennis	Step 1, Year 2	\$2975
Vickie Allison	Asst. CC Coach	Step 2, Year 5	\$4440
Meredith Deitrick	JV Girls Lacrosse	Step 1, Year 2	\$4440
Dave Leshnow	Freshman Girls Lacrosse	Step 3	\$5385
Ellen Buechner	Jr NAD Co-Advisor	Step 3	\$577
Chris Bernatos	Instrumental Director	Step 3	\$2886

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Wall, seconded by Mrs. Burch, to approve the correction to extra-pay appointment of the following Lake Drive School Personnel for the 2009-2010 school year:

172-09
Personnel
Correction to
Extra Pay
Appointment

Maggie Schoder	BC Transportation Coord.	Step 2, Year 5	\$1759
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Motion carried by unanimous roll call vote 7-0.

Motion by Mrs. Wall, seconded by Mrs. Burch, to approve the appointment of **Allison Preston**, as volunteer Advisor for the MLHS Ultimate Frisbee Club at Mountain Lakes High School for the 2009-2010 school year.

173-09
Personnel
Appointment

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Wall, seconded by Mrs. Burch, to approve a medical leave of absence for **Bruce Dugan**, Math Teacher at Mountain Lakes High School, effective October 15, 2009. Mr. Dugan will use his sick days and plans on returning to work on January 4, 2010.

174-09
Personnel
Medical
Leave of
Absence

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Wall, seconded by Mrs. Burch, to approve the appointment of **Tracy Saltwick**, as a Math Teacher at Mountain Lakes High School, effective October 8, 2009 through December 23, 2009 at BA Step 1, at an annual cost of \$47,020, pro-rated at 1/200th per diem. Ms. Saltwick will replace Mr. Dugan while he is on medical leave.

175-09
Medical
Leave
Replacement
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. Wall, seconded by Mrs. Burch, to approve the appointment of **Steven Hendricks**, as a Math Teacher at Mountain Lakes High School, effective November 16, 2009 through April 30, 2010 at BA Step 1, at an annual cost of \$47,020, pro-rated at 1/200th per diem. Mr. Hendricks will replace Ms. Wall while she is on maternity leave.

176-09
Personnel
Appointment

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Wall, seconded by Mrs. Burch, to approve **Samantha Maffei**, a student at Kean University, as a Social Work Intern at Lake Drive School from September thru April 2010, pending Criminal Background check.

177-09
Student
Internship

Motion carried by unanimous roll call vote 7-0.

Motion by Mrs. Wall, seconded by Mrs. Burch, to approve the following list as substitute teachers for the district in the 2009-2010 school year, pending completion of paperwork:

178-09
Personnel
Substitute
Appointment:

Gina Samara	Interviewed & recommended by	Mr. Odenwelder
Amy Whitman	“ “ “ “	Mr. Odenwelder
Maria Accardi	“ “ “ “	Mr. Odenwelder
Amy Bonaria	(paperwork is complete)	“ “ Mr. Odenwelder
Stephanie Lee	(paperwork is complete)	“ “ Mr. Odenwelder
Megan Morfogen	(paperwork is complete)	“ “ Ms. Wright
Sarah Wootton		“ “ Mr. Henry
Jemila Najjar-Keith		“ “ Mr. Hanisch
Sharon Tensen	(returning substitute teacher)	
Tom Rappleye	(returning substitute teacher)	
Helen Loizou	(returning substitute teacher)	

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Wall, seconded by Mrs. Burch, to accept the donation of a small cube refrigerator from Ms. Patty Paton, parent of a Lake Drive student.

179-09
Donation to
Lake Drive
School

Motion carried by unanimous roll call vote 7-0.

Motion by Mrs. Wall, seconded by Mrs. Burch, to accept the donation of a Wurlitzer 1987 Spinnet piano, from Ms. Janice Hurley, MLHS Librarian. The piano is valued at \$500 and will be used by the music program at MLHS.

180-09
Donation
To MLHS

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REPORT AND RECOMMENDATIONS OF SUPERINTENDENT OF SCHOOLS
continued

Motion carried by unanimous roll call vote 8-0.

181-09
Increase
In
Enrollment
Lake Drive

Motion by Mrs. Wall, seconded by Mrs. Burch, to approve the increased enrollment of 3 students:

Two high school students, one from Edison starting at the end of September and one from Paterson starting mid October. One full day preschool student from Rockaway Township starting mid October.

Motion carried by unanimous roll call vote 7-0.

NEW BUSINESS

Dr. Kazmark advised that he has given permission for a memorial service to be held for a parent from Boonton Township at the high school on Friday, September 25 starting at 6:00 p.m. The service has become larger than what was originally anticipated but it will be very important for the family.

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. Wall, seconded by Mrs. Burch, that meeting be adjourned at 10:48 p.m.

Motion carried 8-0.

Respectfully submitted,

Daniel A. Borgo
Business Administrator/Board Secretary

Regina Giardina, Stenographer

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Meetings of the Mountain Lakes Board of Education

<u>Date</u>	<u>Type of Meeting</u>	<u>Place</u>
October 5, 2009	Regular	Mountain Lakes High School (7:30 p.m.)
October 19, 2009	Regular	Mountain Lakes High School (7:30 p.m.)