

MOUNTAIN LAKES BOARD OF EDUCATION  
MINUTES OF REGULAR MEETING  
Monday, November 16, 2009

The Regular Meeting of the Mountain Lakes Borough Board of Education was held on Monday, November 16, 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. Feigeles  
Mr. Gniewek  
Mrs. Mitchell  
Mr. Munday  
Mrs. Shepell  
Mr. Stokes  
Mrs. Wall  
Mr. Benvolato, Boonton Township Representative

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**

Kevin Shepard and Michael Emer reported on the success of the recent Talent Show and the 4<sup>th</sup> place finish by the high school Design Class in the engineering competition at the College of New Jersey. They also advised that an A cappella group from Yale will perform at the high school on December 7, the first marking period is completed and report cards will be out tomorrow, the alumni of the classes of 2007 and 2008 will be attending a luncheon on Wednesday, November 25, the high school is participating in a food drive collecting donations for troops overseas, the Freshman dance will be held this Friday, the fall sports teams are doing well and the girls' cross country team are the Group 1 state champions. The Pasta Dinner went very well with approximately 200 pasta dinners being sold and the Mr. Mountain Lakes competition will be held in December.

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**PRESENTATION**

Mr. Reid, Mrs. Sakala, Mrs. Ludwig, Dr. Mucci and Dr. Moore presented information to the Board with regard to district wide academic testing. Mr. Reid discussed the changes in the NJASK tests for the 3<sup>rd</sup>, 4<sup>th</sup> and 5<sup>th</sup> grades. Mrs. Sakala and Mrs. Ludwig reviewed the comparison of the 2009 test results to those of 2008 and the comparison to other "J" districts. Dr. Mucci and Dr. Moore reviewed the results of the AP exams and noted the high percentage of AP students taking the exams. They also reviewed the results of the State HSPA tests and comparison to other "J" districts and the exceptional performance of the Mountain Lakes students.

Discussion took place regarding the test results. It was noted that, of those special education students whose EIPs exempt them from passing the HSPA exam, 50% of those students passed, as compared with the State average of 25%. Dr. Kazmark advised that the presentation will be made to various community organizations. He requested that Board members provide feedback on the presentation to assist the presenters in those presentations. Dr. Mucci advised that the test results will be published in late January or early February.

**COMMENTS AND REQUESTS FROM MLEA PRESIDENT**

Ms. Wallace said she is proud of her colleagues and noted that the district's very talented staff members make it possible to achieve these scores.

**COMMENTS AND REQUESTS FROM MEMBERS OF THE PUBLIC**

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

**CONSIDERATION OF MINUTES**

Motion by Mrs. Mitchell, seconded by Mrs. Burch, to approve the minutes of the Regular Meeting of November 2, 2009 as presented.

Motion carried 7-0-1 (Abstain-Mr. Bentrovato, Mr. Stokes).

Motion by Mrs. Wall, seconded by Mrs. Burch, to approve the minutes of the Executive Session of November 2, 2009 as presented.

Motion carried 7-0-1 (Abstain-Mr. Bentrovato, Mr. Stokes).

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**COMMITTEE REPORTS**

FACILITIES COMMITTEE

Mr. Munday advised that the committee met last week with Mark Prusina who advised that the paving project at Wildwood went smoothly. The committee also discussed some further repairs that are needed at Wildwood, the roof projects punch lists, the County solar project and the status and preliminary review of the five year facilities program.

SPECIAL EDUCATION COMMITTEE

Mrs. Wall advised that the committee met and talked about plans for the open house for the pre-school program which has subsequently been held and went very well. The committee reviewed the report of the state monitoring of the Special Education Program and heard from Janet Wright on the results of the state review. The State was impressed with the program and staff and recommended a review of the process of identification of students requiring intervention and the documentation of that process. Mrs. Wright and Dr. Kazmark will be following up on that and will report back to the state monitors. The committee also discussed the Special Education Forum held on November 10 on the topic of what parents and students need to know as students with learning disabilities transition from high school to college. The presentation was informative and very well attended.

PERSONNEL COMMITTEE

Mrs. Wall advised that the committee is scheduled to meet on December 1 for review of resumes received for the elementary school principal position. Approximately 90 resumes have been received. Dr. Kazmark advised that the goal will be to narrow the number down to 8-10.

FINANCE COMMITTEE

Mr. Stokes advised that he met with the parent who has volunteered to review and compare the district health benefits program.

NJ SCHOOL BOARDS ASSOCIATION

Mr. Stokes reported on the meeting he recently attended. The topics discussed included graduation requirements, replacement of the HSPA tests with end of course testing and test results of the pilot Algebra and Biology tests. There was also discussion regarding the transition that will take place with the change of Governor including changes with respect to project contracts, discussion of regionalization, and the role of the county superintendent. Mr. Stokes provided information on a weekly blog regarding what is happening in the Department of Education.

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**COMMITTEE REPORTS continued**

**HOME AND SCHOOL ASSOCIATION**

Mrs. Feigeles advised that the Bake Sale at the high school was very successful and raised over \$20,000. There was a great deal of participation from the community and a great team effort.

Mrs. Feigeles also advised that the Home and School Association has voted to proceed with developing an online version of the Bulletin. A committee will be meeting with the Board of Education and Borough representatives on this and the ultimate goal is to replace the paper document with a user friendly online version. The December Bulletin will contain the membership form for families without children in the school system.

**EDUCATIONAL FOUNDATION**

Mrs. Burch advised that the Casino Night is scheduled on March 27, 2010. The Foundation would like to have larger participation by the schools and will be reaching out to the schools in that regard. The alumni website is progressing and should be up and running very soon.

**PROGRAM COMMITTEE**

Mrs. Feigeles reported that the committee met and had a more detailed presentation regarding district-wide testing. The committee discussed the successful participation in AP exams and the AP scholars will be recognized at the alumni luncheon on November 25.

**BOONTON TOWNSHIP REPORT**

Mr. Bentreovato advised that on December 9 Dr. Kazmark will present the Long Range Education Plan to Boonton Township.

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

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

Motion by Mrs. Mitchell, seconded by Mrs. Wall, that the Board Secretary's Report for the month of September 2009, under the GAAP format, be approved, noting that this report is based on Detailed Account Listing for this month, approved by the board, and based on the Board Secretary's signed monthly certification as to budgetary line item status.

256-09  
Board  
Secretary  
Report

Motion carried by unanimous roll call vote 9-0.

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

Motion by Mrs. Mitchell, seconded by Mrs. Wall, that the Report of the Treasurer of School Monies for the month of September 2009 be approved.

257-09  
Treasurer of  
School Monies  
Report

Motion carried by unanimous roll call vote 9-0.

Motion by Mrs. Mitchell, seconded by Mrs. Wall, that the transfers from anticipated surplus funds in designated line items of the 2009-2010 Budget to anticipate over expended line items of the 2009-2010 Budget in the amounts and accounts as indicated be approved. Be it also resolved that the attached 2009-2010 transfer history spreadsheet be approved through 9/30/09.

258-09  
Transfers

Motion carried by unanimous roll call vote 9-0.

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

259-09  
Check  
Register

(1) Hand Checks	Check #10011 through #10014	\$44,273.20
(2) Wire Transfers		\$2,680,490.43
(2) Computer Checks	Check #67824 through #67947	\$478,992.83
	Total	<b>\$3,203,756.46</b>

Motion carried by unanimous roll call vote 9-0.

Motion by Mrs. Mitchell, seconded by Mrs. Wall, to approve the attached Annual Comprehensive Maintenance Plan for the 2008-2009 School Year.

260-09  
2008-2009  
Maintenance  
Plan

Motion carried by unanimous roll call vote 9-0.

Motion by Mrs. Mitchell, seconded by Mrs. Wall, to accept the following change in the Lake Drive School Enrollment for the 2009-2010 School Year:

261-09  
Lake Drive  
Enrollment

Left: Effective 10/30/09 #LD011 Bound Brook School District Regular Program

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Mitchell, seconded by Mrs. Wall, to approve home instruction for #09-103, grade 7, Briarcliff School, effective immediately. Home instruction will take place for approximately four weeks at a rate of \$50.00 per hour.

262-09  
Homo  
Instruction

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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. Mitchell, seconded by Mrs. Wall, to approve the out of district placement of #03-155, Grade 12, to the Daytop School in Mendham, NJ, effective November 17, 2009, at a tuition cost of \$229.00 per day for the remainder of the 2009-2010 school year, prorated.

263-09  
Out-of-  
District  
Placement

Motion carried by unanimous roll call vote 9-0.

Motion by Mr. Stokes, seconded by Mrs. Mitchell, to accept the resignation of Board Member Petrina Dawson effective November 3, 2009, with appreciation for her service to the district.

277-09  
Resignation  
of Board  
Member

Motion carried by unanimous roll call vote 9-0.

**REPORT AND RECOMMENDATIONS OF SUPERINTENDENT OF SCHOOLS**

Motion by Mrs. Burch, seconded by Mrs. Mitchell, 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.

264-09  
Travel  
And  
Reimbursement

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Burch, seconded by Mrs. Mitchell, 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.

265-09  
Travel  
And  
Reimbursement

Motion carried by unanimous roll call vote 9-0.

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

266-09  
Field Trips

Motion carried by unanimous roll call vote 8-0.

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

267-09  
Field Trips

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. Mitchell, to approve the attached list of field trip(s) for **Mountain Lakes High School**.

268-09  
Field Trips

Motion carried by unanimous roll call vote 9-0.

Motion by Mrs. Burch, seconded by Mrs. Mitchell, to approve the extra-pay appointments of **Debbie Merian** and **James Koval**, paraprofessionals at MLHS, to share time to accompany a MLHS student to participate in the Spring Musical at \$25.00 per hour, up to 150 hours, effective November 30, 2009 to March 7, 2010.

269-09  
Personnel  
Extra-Pay  
Appointments

Motion carried by unanimous roll call vote 8-0-1 (Abstain-Mrs. Wall).

Motion by Mrs. Wall, seconded by Mrs. Shepell, to rescind the appointment of **Joanna Petrie**, as BC Vocal/Instrumental Director for the 2009-2010 school year.

270-09  
Personnel  
Rescission  
of  
Appointment

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Wall, seconded by Mrs. Shepell, to approve the appointment of **Pia Vanderstreet**, as BC Vocal/Instrumental Director for the 2009-2010 school year, at Step 1, Year 1 on the Extra-Pay Guide, at a stipend of \$1,388. Ms. Vanderstreet is replacing Ms. Petrie.

271-09  
Personnel  
Appointment

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Wall, seconded by Mrs. Shepell, to approve a medical leave of absence for **MaryEllen Dolan**, teacher at Lake Drive School, effective November 30, 2009. Ms. Dolan will use paid sick days and plans on returning to work on January 11, 2010.

272-09  
Personnel  
Medical  
Leave of  
Absence

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Wall, seconded by Mrs. Shepell, to approve the appointment of **Carolyn Oipari**, as a replacement teacher at Wildwood School, effective December 3, 2009 through April 1, 2010 at BA Step 1, at an annual cost of \$47,020, pro-rated at 1/200<sup>th</sup> per diem (\$235.10 a day). Ms. Oipari will replace Ms. Berardi while she is on maternity leave.

273-09  
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. Wall, seconded by Mrs. Shepell, to approve the appointment of **Christopher Johnson**, as a replacement teacher at Wildwood School, effective January 27, 2010 through June 18, 2010 at BA Step 1, at an annual cost of \$47,020, pro-rated at 1/200<sup>th</sup> per diem (\$235.10 a day). Mr. Johnson will replace Ms. Page while she is on maternity leave

274-09  
Personnel  
Appointment

Motion carried by unanimous roll call vote 8-0.

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

275-09  
Substitute  
Appointments

**Chris Sheasby** interviewed & recommended by Mr. Odenwelder  
**Anne Marie Cicala** “ “ Mr. Henry (paperwork complete)

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Wall, seconded by Mrs. Shepell, to approve **Christopher Johnson**, a school administrator, as an Intern in the Mountain Lakes District at no cost from November 3, 2009 through June 30, 2010.

276-09  
Personnel  
Appointment

Motion carried by unanimous roll call vote 8-0.

**UNFINISHED BUSINESS**

Dr. Kazmark advised that the first of two H1N1 clinics will be held at the high school tomorrow. Six nurses and one physician will be in attendance. The vaccine will be available for children over three up to high school including residents who do not attend district schools and siblings of Mountain Lakes students.

**NEW BUSINESS**

In response to a question regarding Mrs. Dawson's continuing to work with the Policy Committee, Dr. Kazmark advised that there have been other past Board members who continued to work with the Board. It has not been Board practice to allow non-Board members to participate in Board committees.

Mr. Stokes suggested that Board members look at the Borough website which includes statements about Board use of the Borough offices.

Dr. Kazmark advised that three people have applied for the vacant position on the Board and they will be invited to come to the next Board meeting on December 2. The Board will meet

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with each of the candidates, then deliberate in Executive Session and the new Board member will be selected. The Board meeting on December 7 will begin at 6:00 p.m.

Mrs. Mitchell advised that she and Mrs. Shepell attended the orientation for new board members given by the New Jersey School Boards Association. It was very interesting and informative and Mrs. Mitchell was impressed by the resources that are available to the Board.

Mrs. Feigeles advised that she and Mrs. Burch attended a presentation by New Jersey School Boards on QSAC and it was very thorough and complete.

**COMMENTS AND REQUESTS FROM MLEA PRESIDENT**

Ms. Wallace had no comments or questions.

**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 9:36 p.m.

Motion carried 9-0.

Respectfully submitted,

Daniel A. Borgo  
Business Administrator/Board Secretary

Regina Giardina, Stenographer

**Meetings of the Mountain Lakes Board of Education**

<b><u>Date</u></b>	<b><u>Type of Meeting</u></b>	<b><u>Place</u></b>
December 7, 2009	Regular	Mountain Lakes High School (6:00 p.m.)
January 4, 2010	Regular	Mountain Lakes High School (7:30 p.m.)