

MOUNTAIN LAKES BOARD OF EDUCATION
MINUTES OF REGULAR MEETING
Monday, August 14, 2006

A Regular Meeting of the Mountain Lakes Borough Board of Education was held on Monday, August 14, 2006 at 7:30 p.m. at the Mountain Lakes High School.

Daniel A. Borgo
Business Administrator/Board Secretary

Roll Call:

Present: Mrs. Boertzel
 Mrs. Dawson
 Mr. Gniewek
 Mrs. McCusker
 Mr. Munday
 Mr. Stokes
 Mrs. Wall
 Ms. Wolfe
 Mrs. Lio, Boonton Township Representative

Absent: Mrs. Brennan

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 newspapers: the Citizen of Morris County and the Morris County Daily Record.

COMMENTS AND REQUESTS FROM MEMBERS OF THE PUBLIC

Peter Holmberg, member of the Memorial Day Committee, addressed the Board with regard to the lack of participation in the Memorial Day Parade by the high school staff and students and asked the Board's help in establishing a tradition of having the marching band at this event.

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COMMENTS AND REQUESTS FROM MEMBERS OF THE PUBLIC continued

Duke Smith, Chairman of the Memorial Day Committee urged the Board to encourage participation by the high school band in the parade. He said there is great participation at the Wildwood and Briarcliff school level and asked the Board to consider the Committee's request for participation by the high school students.

Mayor Steve Shaw stated that he wanted to echo the remarks of Mr. Smith and Mr. Holmberg and he also thanked Mark Prusina for the work he puts into the parade each year.

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

Mrs. McCusker thanked Messrs. Holmberg, Smith and Shaw for all that they do for the community and said that the Board members also feel very strongly about the Memorial Day Parade and have enjoyed marching in it in past years.

Dr. Kazmark said he has had the pleasure of participating in the parade. He said there are two issues – high school student participation and the marching band. The high school does not have a marching band and a band cannot be created for one event. He suggested that measures be taken to increase high school student participation and suggested that there be a musical performance by the high school band but not a marching band.

Dr. Kazmark will discuss this issue with Mr. Ludwig and the high school band leaders to come up with suggestions to encourage students to participate in the parade. This issue will be looked into and responded to at the November meeting of the Board when student representatives will also be present.

CONSIDERATION OF MINUTES

Motion by Mr. Stokes, seconded by Mr. Gniewek, to approve the minutes of the Regular Meeting of July 10, 2006 with the following corrections:

Page 2, paragraph 3, in corrections to June 19 minutes, on second line change Mrs. Wall to Mrs. Wright and event to financial.

Page 3, paragraph 2, line 5, change process to progress and weeks to months.

Motion carried 9-0.

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CONSIDERATION OF MINUTES continued

Motion by Mrs. Wall, seconded by Mrs. Dawson to approve the minutes of the Executive Session of July 10, 2006 as presented

Motion carried 8-0-1 (Abstain Ms. Wolfe).

COMMUNICATIONS

Dr. Kazmark advised that a request has been received from a resident of Mountain Lakes inquiring about enrolling a granddaughter as a non-resident tuition student at Mountain Lakes high school in a few years. He will bring this up for discussion under New Business.

COMMITTEE REPORTS

FINANCE COMMITTEE

Mr. Stokes advised that the committee met and welcomed the new Business Administrator and discussed his recommendation for a change in the insurance procedures for property liability and workmen's compensation insurance. This change will result in a savings of \$100,000 per year. Mr. Borgo has also recommended that the district join a purchasing group that will provide additional savings. The committee also discussed the five-year financial plan and agreed, in view of the learning curve for Mr. Borgo, to discuss the five-year plan in the context of the 2007-2008 budgetary process.

PROGRAM COMMITTEE

Mrs. Wall advised that the committee met and received a update from Mrs. Mucci on the summer curriculum work. The committee also discussed the utilization of the First Class system to provided information with regard to curriculum mapping. The committee also discussed the inadequacy of state funding for the Lake Drive Early Intervention Program and the type of financial plan that might be able to support the program. Mrs. Wall further advised that the committee discussed the financial implications of the Long Range Educational Plan, identification of grade levels at which it might be appropriate to consider taking in tuition students and other revenue sources such as use of the high school facility as a site for conferences for professional development. The committee also discussed the possibility of using the high school facility for continuing education connecting with other school districts that have successful and established continuing and adult education programs and offering our facilities as an additional site for courses to be offered.

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COMMITTEE REPORTS continued

EXTRA/CO-CURRICULAR/ATHLETICS COMMITTEE

Mrs. Boertzel reported that the committee met and discussed the subject of random drug testing, the letter to the community that went out in July, recent articles in the newspaper about the district's drug policy and the need to assure the public that while the policy is being reviewed there will not be any changes without community participation.

MLEA NEGOTIATIONS

Dr. Kazmark advised that at the end of negotiation of the last contract with MLEA there were a couple of sidebar items that were agreed to be dealt with at a later date, one of which was the subject of the payment and schedule for curriculum development.

FACILITIES COMMITTEE

Mr. Munday advised that the committee met and received an update from Mr. Prusina on various projects. All of the summer clean up work has been done and the schools will be ready for opening. The bleacher foundation project has not been completed and the committee is continuing to look at how that can be fixed. The annual reseeding of the football field has been done. Mr. Munday further advised that when the committee met the high school was on schedule to be delivered on time and the high school parking lot has been laid out and curbing will be put in.

Mr. Prusina advised that according to the contractors on site everything is on schedule for the high school opening on time. The parking lot will be paved next week. Mr. Prusina also advised that the Briarcliff roof project and soffit work at Lake Drive are underway, all boilers have been cleaned and are ready for inspection and the repairs will be done to the wrestling mat lift.

Mr. Borgo provided an explanation with regard to the change order for the high school construction project.

SPECIAL EDUCATION COMMITTEE

Mrs. Wall advised that the committee met and discussed the financial aspects of Special Education in the district. The committee discussed the communication process with parents of special education students and distribution of information along with other materials from each of the schools. With regard to revenue, the committee discussed a number of possibilities including in-district preschool services, use of the Tracy's Dream

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COMMITTEE REPORTS continued

facility as a rental property for other school districts, and identification of further grant funding opportunities.

POLICY COMMITTEE

Mrs. Dawson reported that the committee met and discussed the new nutrition policies; particularly the requirements for recess or physical education class before lunch.

Dr. Kazmark advised that the district already met or exceeded the new nutrition standards established by the State.

Mrs. Dawson advised that several policies are being submitted for first reading that were reviewed and revised based on recommendations from the New Jersey School Boards Association. Mrs. McCusker advised that the second reading of these policies will be done at the next meeting of the Board.

Discussion took place regarding Board member suggestions for changes to the policies as presented. Topics discussed included the policies with regard to diversity, competition, preparation of students for life in a democracy and ceremonies and observances. Revisions will be made to the policies where appropriate.

Mrs. Dawson advised that in some cases the wording of the policies is taken from the State regulations and that there are some instances where the language is mandated in order to qualify for state or federal funding. It was also noted that the Board establishes the policies and it is the Administration that would establish regulations based on those policies.

PERSONNEL COMMITTEE

Mrs. Boertzel advised that the committee met to interview the candidate for the Assistant Principal position at the high school, was very impressed with him and his credentials and agreed with the recommendation by Dr. Kazmark and Mr. Ludwig. The committee also reviewed the new hires and Mr. Prusina's recommendation with respect to the head custodian position at Lake Drive School.

TRAFFIC SAFETY COMMITTEE

Mr. Munday advised that the committee met and reviewed the final traffic count and parking numbers at the high school. The committee also discussed other issues including walking zones, banning of cars from certain streets, concern about delivery vehicles

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COMMITTEE REPORTS continued

exiting through the front rather than onto Beechway, and communication to the high school community about the new traffic pattern. Dr. Kazmark advised that a letter signed by him and Gary Webb will be distributed through mailing and with back to school materials.

AD HOC COMMUNITY RELATIONS COMMITTEE

Ms. Wolfe advised that the committee had a kick-off meeting. The committee wants to deal with communication with the community and will be meeting with community organizations to get a feel for what kind of information they need and would like to get. The committee is compiling a list of questions to ask and welcomes input from the Board members and the public. The committee is considering sending out a written survey with this question to everyone in Mountain Lakes.

BOONTON TOWNSHIP REPORT

Mrs. Lio reported that Boonton Township is hiring some new staff members and currently has a part time interim Business Administrator. Dr. Humphrey has been in contact with Mr. Prusina on the subject of facilities.

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

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

Motion by Mr. Munday, seconded by Mr. Gniewek, to approve the attached Change Order from Parette Somjen Architects for Mountain Lakes High School Phase II Construction: AIA #006. Total amount of change to contract sum: Deduct \$3,778.

022-06
Change Order
High School
Construction

Motion carried by unanimous roll call vote 8-0.

Motion by Mr. Stokes, seconded by Mr. Gniewek, to approve the attached Educational Services Commission of Morris County Shared Services Agreement to administer the indicated programs at the indicated funding levels for the 2006-2007 school year as follows:

023-06
Approval
Shared
Services
Agreement

<u>Services</u>	<u>Allocation</u>
Textbook Program	\$7,032
Technology Initiative Program	\$5,040
Nursing Program	\$9,356
Chapters 192 and 193	\$50,098

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

Motion carried by unanimous roll call vote 9-0.

Motion by Mr. Stokes, seconded by Mrs. Dawson, that the Board Secretary's Report for the month of May 2006, 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.

024-06
Board Secretary
Report

Motion carried by unanimous roll call vote 9-0.

Motion by Mr. Stokes, seconded by Mrs. Dawson, that the Report of the Treasurer of School Moneys for the month of May 2006 be approved.

025-06
Treasurer of
School Money
Report

Motion carried by unanimous roll call vote 9-0.

Motion by Mr. Stokes, seconded by Mrs. Dawson, that the attached transfers from anticipated surplus funds in designated line items of the 2006-2007 Budget to anticipated over expended line items of the 2006-2007 Budget in the amounts and accounts as indicated be approved. Be it also resolved that the attached 2006-2007 transfer history spreadsheet be approved through May 2006.

026-06
Transfers

Motion carried by unanimous roll call vote 9-0.

Motion by Mrs. Boertzel, seconded by Mr. Gniewek, that the Current Check Register (Bills List) for the month of June 2006, be approved for payment in the amount of \$3,510,577.04.

027-06
Check
Register

Motion carried by unanimous roll call vote 9-0 (Mr. Munday abstained with respect to No. 05 3053).

Motion by Mr. Stokes, seconded by Mrs. Dawson, to approve the authorization of the appropriation of the following amounts from tuition to be placed in the 2005-2006 Lake Drive School Pre-school program budget.

028-06
Adjustment
Lake Drive
Tuition
Reserves

	<u>Original Budget</u>	<u>Tuition Adjustment</u>
Pre-school	\$811,404	+\$246,969

Motion carried by unanimous roll call vote 8-0.

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REPORT AND RECOMMENDATIONS OF SUPERINTENDENT OF SCHOOLS

Motion by Mrs. Wall, seconded by Mrs. Dawson, to approve the following courses for tuition reimbursement when the course has been completed and the transcripts received by the Superintendent:

029-06
Tuition
Reimbursement

Anita Goldberg Lake Drive	Walden University	Foundations of Reading & Literacy	3 credits
Leah Scalzo Lake Drive	Walden University	Teacher as Professional	3 credits
		Foundations of Reading & Literacy	3 credits
		Effective Teaching Using Learning Styles and Multiple Intelligences	3 credits
		Strategies for Literacy Instruction	3 credits

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Wall, seconded by Mrs. Dawson, to approve the horizontal movement on the salary guide for **Barbara Supple**, teacher at Lake Drive School, from MA30 Step 15 to MA 60 Step 15 at a salary of \$81,312 effective September 1, 2006.

030-06
Personnel
Horizontal
Movement on
Salary Guide

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Wall, seconded by Mrs. Dawson, to approve the appointment of **David Wolfelsperger** as a Guidance Counselor at Mountain Lakes High School for the 2006-2007 school year at a pro rated salary of \$70,613, MA30 Step 14.

031-06
Personnel
Appointment

Motion carried by unanimous roll call vote 9-0.

Motion by Mrs. Wall, seconded by Mrs. Dawson, to approve the appointment of **Stephen Ryan** as Assistant Principal at Mountain Lakes High School for the 2006-2007 school year at a pro-rated salary of \$124,000.

032-06
Personnel
Appointment

Motion carried by unanimous roll call vote 9-0. Mrs. McCusker advised that Mrs. Brennan requested that her support for this appointment be expressed.

033-06
Personnel
Appointment

Motion by Mrs. Wall, seconded by Mrs. Dawson, to approve the appointment of **Matthew Anderson** as a Music teacher at Mountain Lakes High School for the 2006-2007 school year at a salary of \$51,783, MA Step 9. Mr. Anderson replaces Mr. Boulware.

Motion carried by unanimous roll call vote 9-0.

APPROVED MINUTES OF REGULAR MEETING
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REPORT AND RECOMMENDATIONS OF SUPERINTENDENT OF SCHOOLS
continued

Motion by Mrs. Wall, seconded by Mrs. Dawson, to approve the appointment of **Jill Carkitto** as a Consumer Science teacher (90%) at Mountain Lakes High School for the 2006-2007 school year at a pro-rated salary of \$45,795, BA Step 8. Ms. Carkitto replaces Mrs. Nadeau.

034-06
Personnel
Appointment

Motion carried by unanimous roll call vote 9-0.

Motion by Mrs. Wall, seconded by Mrs. Dawson, to approve the appointment of **Chung Lee** as Head Custodian at Lake Drive School for the 2006-2007 school year at a salary of \$44,327, retro-active to July 1, 2006.

035-06
Personnel
Appointment

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Wall, seconded by Mrs. Dawson, to approve the appointment of the following Wildwood personnel for summer assignments at the rate of \$125.00 per day:

036-06
Personnel
Summer
Appointments

Reading Committee – 2 ½ days each

Amy Coffey
MaryEllen Deitrick
Ellen Eismeier
Barbara Jones
Irene Muka

Kindergarten Committee – 2 days each

Terri Hammer
Lindsay Klein

World Language – Spanish – 2 days

Federico Velazquez

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Wall, seconded by Mrs. Dawson, to approve the appointment of the following personnel to make revisions to course curriculum at \$500.00 per subject/grade:

037-06
Personnel
Summer
Appointments

Jennifer Peifly	Grade 6 Language Arts
David Fewell	Honors Biology

Motion carried by unanimous roll call vote 9-0.

Motion by Mrs. Dawson, seconded by Mrs. Boertzel, to approve the appointment of the following Child Study Team personnel for summer assignments at the rate of \$125.00 per day:

038-06
Personnel
Summer
Appointments

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REPORT AND RECOMMENDATIONS OF SUPERINTENDENT OF SCHOOLS
continued

Motion by Mr. Munday, seconded by Mrs. Dawson, to approve the attached list of out-of-district placements for the 2006-2007 school year.

042-06
Special
Education
Out-of-Dis
Placements

Motion carried by unanimous roll call vote 9-0 (Mrs. McCusker abstained with respect to 95-406).

Motion by Mr. Munday, seconded by Mrs. Dawson, to approve the appointment of the following Lake Drive Paraprofessionals (resumes attached), pending results of NJ Criminal History background check. All will be paid at a rate of \$11.52 per hour, 6 hours per day.

043-06
Personnel
Appointme

Manuel Chavez	All costs paid by sending district.
Annette DiGirolamo	50% of costs paid by sending district.
Barbara McFadden	All costs paid by sending district.
Dora Noble	
Laurie Lindner	

Motion carried by unanimous roll call vote 8-0.

Motion by Mr. Munday, seconded by Mrs. Dawson, to approve the attached list of Lake Drive consultants for the 2006-2007 school year.

044-06
Personnel
Appointments

Motion carried by unanimous roll call vote 8-0.

Motion by Mr. Munday, seconded by Mrs. Dawson, to approve the appointment of **Rasheda George** as an Itinerant Teacher of the Deaf at Lake Drive School for the 2006-2007 school year, at a salary of \$46,375 MA Step 2.

045-06
Personnel
Appointment

Motion carried by unanimous roll call vote 8-0.

Motion by Mr. Munday, seconded by Mrs. Dawson, to approve the extra-pay appointment of **Maryellen Schwartz** as Tap Dancing Advisor at Lake Drive School for the 2005-2006 school year, at a pro-rated stipend of \$740.50.

046-06
Personnel
Extra-Pay
Appointment

Motion carried by unanimous roll call vote 8-0.

Motion by Mr. Munday, seconded by Mrs. Dawson, to approve the extra-pay appointments of **Marianne Bylo** and **Joanne Sassone** for providing regular in-service training to Lake Drive parents and Mountain Lakes community members in the area of reading instruction, at a stipend of \$2000 each, paid through DEPA funding for the 2005-2006 school year.

047-06
Personnel
Extra-Pay
Appointment

APPROVED MINUTES OF REGULAR MEETING
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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 Mrs. Wall, to approve the summer school appointments of the following staff who were inadvertently omitted from the original list:

048-06
Personnel
Summer
School
Appointments

Linda Russell	EIP for July & August - \$38.90 per hour
Catherine Gottilla	EIP from 11 days to 15 days for August
Jennifer Hofbauer	1 month
Beth Bachmann	3 days – August
Pat Witt	5 days – July & August
Jennifer Alamorian	3 days – August

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Dawson, seconded by Mrs. Wall, to approve the appointment of **Pamela Schwartz** as Coordinator of Interpreters for the 2006-2007 school year at a stipend of \$5000 plus an additional \$500 for NAD-RID certification. Pamela replaces Cindy Spann as Coordinator.

049-06
Personnel
Appointment

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Dawson, seconded by Mrs. Wall, to approve the appointment of **Roberta Lord** to provide transportation coverage for Lake Drive students for the 2006-2007 school year for 5 hours per week at the rate of \$26.32 per hour.

050-06
Personnel
Appointment

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Dawson, seconded by Mrs. Wall, to approve the appointments of the following Lake Drive personnel for summer curriculum projects:

051-06
Personnel
Summer
Curriculum
Appointments

Suzanne Maglio	\$1000	Singapore Math Curriculum Grade 1
Deanna Richter	\$1000	Singapore Math Curriculum Grade 2
Meredith Cea	\$ 250	Hawaii Profile Project – Age 3(2 days @ \$125 per day)
Melissa Cetta	\$ 250	Hawaii Profile Project – Age 4(2 days @ \$125 per day)

Motion carried by unanimous roll call vote 8-0.

APPROVED MINUTES OF REGULAR MEETING
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REPORT AND RECOMMENDATIONS OF SUPERINTENDENT OF SCHOOLS
continued

Motion by Mrs. Wall, seconded by Mr. Stokes, to approve the attached list of coaching appointments for the fall season of the 2006-2007 school year.

052-06
Personnel
Extra-Pay
Appointments

Discussion took place with regard to the higher number of coaches and expenses for the football team as compared to the other sports and with regard to the concern about coaches being hired just a few days before the start of a season in some sports.

Motion carried by unanimous roll call vote 9-0.

Motion by Mr. Stokes, seconded by Mrs. Wall, to approve the appointments of the following personnel for summer work for the Child Study Team:

053-06
Special
Education
Summer Work
Appointments

Debra Goldstein 7 days
Michael Ferguson 3 days

Motion carried by unanimous roll call vote 9-0.

Motion by Mr. Stokes, seconded by Mrs. Wall, to approve the out-of district placement of **#05-221** (pre-school age) at the Kiel Avenue School, Kinnelon, NJ effective September 7, 2006 for the 2006-2007 school year, at a yearly tuition rate of \$16,000.

054-06
Special
Education
Out-of-District
Placement

Motion carried by unanimous roll call vote 8-0.

Motion by Mr. Stokes, seconded by Mrs. Wall, to approve the out-of district placements of the following pre-school age students:

019-06
Special
Education
Out-of-District
Placements

#04-102 at the Academy for Children, 2 days per week (1/2 day sessions) at a yearly tuition rate of \$5,220.

#04-116 at Scribbles Preschool, 2 days per week (1/2 day sessions) at a yearly tuition rate of \$2,031.

Motion carried by unanimous roll call vote 8-0.

PRESIDENT'S REPORT

Mrs. McCusker reminded the Board members about the Board Retreat scheduled on August 28 at 6:00 p.m.

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Mrs. McCusker advised that the Home and School Association has asked her to put together a panel of four Board members for their first meeting on September 20. Mrs. McCusker suggested that the new personnel be asked to attend.

Mrs. McCusker asked that Board members let Mr. Borgo know if they plan to attend the School Boards Convention in October.

NEW BUSINESS

Dr. Kazmark advised that he received a communication from a Borough resident who inquired about his granddaughter being able to attend Mountain Lakes High School in two years as a non-resident tuition student. Dr. Kazmark intends to respond that the Board is considering this issue and it is a possibility but he does not have a definitive answer at this time.

Dr. Kazmark advised that Tom Ryan of Laker Sports apologized for the confusion regarding the naming rights for the football stadium in connection with donations for the turf field. Mr. Ryan advised that Laker Sports recognizes that naming rights is up to the Board's discretion and he suggested that the Board appoint a liaison to their committee to avoid any future misunderstandings of this kind. Dr. Kazmark will discuss with Mr. Ryan what should be done to correct the misrepresentation made to the public. Mrs. Boertzel volunteered to act as liaison to the Laker Sports committee.

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. Munday, seconded by Mr. Stokes, to adopt a Resolution to enter into Closed Session for the discussion of potential litigation. Resolution was duly read and the Board entered into Executive Session at 10:20 p.m.

ADJOURNMENT

Motion by Mr. Stokes, seconded by Mrs. Boertzel, that meeting be adjourned from Public Session at 10:35 p.m.

Motion carried 9-0.

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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>
August 28, 2006	Special Meeting/Board Retreat	Mountain Lakes High School (6:00 p.m.)
September 11, 2006	Regular Meeting	Mountain Lakes High School (7:30 p.m.)
September 18, 2006	Regular Meeting	Mountain Lakes High School (7:30 p.m.)