

MOUNTAIN LAKES BOARD OF EDUCATION
MINUTES OF REGULAR MEETING
Monday, February 4, 2008

The Regular Meeting of the Mountain Lakes Borough Board of Education was held on Monday, February 4, 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
 Mr. Barnes, Boonton Township Representative
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 Morris County Daily Record.

REPORT OF STUDENT REPRESENTATIVES

Liz Stainton and Arielle Wolfson reported that the high school merit roll breakfast will be held tomorrow, February 5. The AFG meeting is scheduled on the 13th and the committee has selected its new goals including global awareness, sensitivity to diversity and critical thinking. The students also reported on the swim teams, basketball teams and wrestling team.

APPROVED MINUTES OF REGULAR MEETING
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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. Wall, seconded by Mrs. Dawson, to approve the minutes of the Regular Meeting of January 22, 2008 as presented.

Motion carried 8-0-1 (Abstain-Mr. Barnes).

Motion by Mrs. Dawson, seconded by Mrs. Wall, to approve the minutes of the Executive Session of January 22, 2008 as presented.

Motion carried 8-0-1 (Abstain-Mr. Barnes).

Motion by Mrs. Wall, seconded by Mr. Stokes, to approve the minutes of the Special Meeting of January 28, 2008 as presented.

Motion carried 8-0-1 (Abstain-Mr. Barnes).

Motion by Mrs. Dawson, seconded by Mrs. Wall, to approve the minutes of the Executive Session of January 28, 2008 with the following correction:

Page 1, paragraph , change to read Mr. Munday entered the meeting at 6:20 p.m. after the discussion of the Wildwood non-tenured personnel.

Motion carried 8-0-1 (Abstain-Mr. Barnes).

COMMUNICATIONS

Dr. Kazmark reported on the recent meeting of the Roundtable of Morris County with the State Board of Education Commissioner at which the topics of adequacy and state aid were discussed. Dr. Kazmark noted that it is the intent of the State Board of Education to work on consolidation of school districts and to consider per pupil costs in determining adequacy and eligibility for state aid.

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COMMITTEE REPORTS

FINANCE COMMITTEE

Mr. Stokes advised that the committee met and discussed tuition rates for tuition students, the employee health plan and the 2008-2009 budget, state aid numbers and capital expenditures.

PROGRAM COMMITTEE

Mrs. Wall reported that the committee met and discussed course offerings and section numbers at the high school to determine where some savings could be recovered if needed for the budget.

EXTRA/CO-CURRICULAR/ATHLETICS COMMITTEE

Mr. Munday advised that the Policy Committee discussed the necessity for the Extra/Co-Curricular Athletics Committee to discuss whether or not training rules should be adopted as a policy of the Board. The Policy Committee will be discussing this issue further at its next meeting and a recommendation will be made by both committees for discussion at the Board level.

NEGOTIATIONS COMMITTEE

Mr. Gniewek advised that the committee met with the MLEA and agreed to a schedule of meetings. The MLAA has provided their first proposal which will be reviewed by the committee.

HOME AND SCHOOL ASSOCIATION

Mrs. Feigeles advised that there was a good turn out for the panel discussion on the topic of keeping kids safe and the presentation was very well received. In May there will be a presentation, with the Board of Education, on the results of the drug survey.

LAKER SPORTS/TURF FIELD COMMITTEE

Mrs. Boertzel advised that she and Mr. Munday met with the Laker Sports Club subcommittee and discussed their goals with regard to the track, fence and paving. Mr. Munday advised that it was made clear to the subcommittee that the financial input on the part of the Board is limited to what was previously discussed. Mrs. Boertzel further advised that they will be meeting with the subcommittee again next month.

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

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

Motion by Mr. Stokes, seconded by Mr. Gniewek, that the Board Secretary's Report for the month of December 2007, 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.

367-07
Board
Secretary's
Report

Motion carried by unanimous roll call vote 9-0.

Motion by Mr. Stokes, seconded by Mr. Gniewek, that the Report of the Treasurer of School Monies for the month of December 2007 be approved.

368-07
Treasurer of
School
Monies
Report

Motion carried by unanimous roll call vote 9-0.

Motion by Mr. Stokes, seconded by Mr. Gniewek, that the transfers from anticipated surplus funds in designated line items of the 2007-2008 Budget to anticipate over expended line items of the 2007-2008 Budget in the amounts and accounts as indicated be approved. Be it also resolved that the attached 2007-2008 transfer history spreadsheet be approved through 12/31/07.

369-07
Transfers

Motion carried by unanimous roll call vote 9-0.

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

370-07
Check
Register

Computer Checks	Check #62341	through #62491	Total	<u>\$238,693.29</u>
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Motion carried by unanimous roll call vote 9-0.

Motion by Mrs. Dawson, seconded by Mrs. Wall, to approve the acceptance of the Fiscal Year 2008 No Child Left Behind Consolidated Formula Grant as follows:

371-07
Acceptance
of Grant

NCLB Title IIA	\$23,841
NCLB Title IID	\$156
NCLB Title IV	\$3,606
NCLB Title V	\$1,883

Program duration: September 1, 2007 – August 31, 2008
The administration of this grant is supervised by Janet Wright.

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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 Mrs. Dawson, seconded by Mrs. Wall, to approved the attached Letter of Agreement and DOT Testing Fee Schedule with Prevention Specialists, Inc. for the 2008 Calendar Year. A fee of **\$405.00** covers all DOT support services listed below that will be administered through the 2008 calendar year:

- Annual Fee for Randomization Services Compliant with 49:CFR Part 40 and Part 382 Federal Department of Transportation (DOT) Drug and Alcohol Testing for CDL Drivers
- Update Active Company CDL Driver Lists and Maintain CDL Employee Pool
- Computer Driven Random List with Auditable Trail in Keeping with DOT Required Percentage Drug and Alcohol Testing Rates
- Administrative Scheduling for DOT Random Testing Dates
- Record Retention and Administrative Support
- Rapid Reporting for Drug and Alcohol Testing Results
- Year-End MIS Report for DOT Testing for Proof of Compliance

Motion carried by unanimous roll call vote 9-0.

Motion by Mrs. Dawson, seconded by Mrs. Wall, to approve the following NJ State Health Benefits Resolution for Local Government and Education Employers to offer only one option of the Preferred Provider Organization - NJ DIRECT 15 or NJ DIRECT 10 – under the New Jersey State Health Benefits Program Act.

RESOLUTION

As a result of collective bargaining agreements between the local employer unit named below and its employees, be it resolved that:

The Mountain Lakes Board of Education, State Health Benefits Plan Location Number 1126-00, will **not** offer the NJ DIRECT 15 plan at this time, for the enrollment period January 28, 2008 through February 14, 2008.

All active employees currently enrolled in the Traditional Plan or NJ PLUS will automatically be transferred to the NJ DIRECT 10 plan as of April 1, 2008.

Active employees currently enrolled in Aetna HMO or Cigna HealthCare HMO will remain in their HMO unless they elect to enroll in another plan offered by the Mountain Lakes Board of Education by completing an enrollment application.

372-07
DOT Letter
of
Agreement

373-07
NJ State
Health
Benefits

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

Mr. Borgo advised that this is a statewide change in health benefits.

Motion carried by unanimous roll call vote 9-0.

Motion by Mrs. Wall, seconded by Mr. Gniewek, to approve the authorization of the appropriation of the following amounts from tuition to be placed in the 2007-2008 Lake Drive School program budget.

374-07
Lake Drive
Tuition
Adjustment

	<u>Tuition Adjustment</u>	<u>Tuition Adjustment</u>	<u>Adjusted Amount</u> 10/15/07
Pre-school	\$1,028,330.00	\$102,305.85	\$1,130,635.85
Regular	\$8,800,976.00	\$130,442.74	\$8,931,418.74

Motion carried by unanimous roll call vote 8-0.

REPORT AND RECOMMENDATIONS OF SUPERINTENDENT OF SCHOOLS

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

375-07
Tuition
Reimbursement

Kate McCabe	Marygrove College	Designing Curriculum	3 credits
MLHS		Classroom Management	3 credits
		Including Students w/Sp. Needs	3 credits

Elizabeth Gonzalez	Teacher Ed Institute	Study Strategies for School Success	3 credits
Wildwood			

Motion carried by unanimous roll call vote 9-0.

Motion by Mrs. Wall, seconded by Mr. Stokes, to approve the horizontal movement on the salary guide for **Jennifer Larkin**, teacher at Mountain Lakes High School, from MA Step 15 to MA30 Step 15 at a salary of \$77,484 effective February 1, 2008.

376-07
Personnel
Horizontal
Movement on
Salary Guide

Motion carried by unanimous roll call vote 9-0.

Motion by Mrs. Wall, seconded by Mr. Stokes, to approve the annual update to the Uniform State Memorandum of Agreement Between the Board of Education and Law Enforcement Officials.

377-07
Agreement with
Law Enforcement
Officials

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

Motion carried by unanimous roll call vote 9-0.

378-07
Personnel
Resignation

Motion by Mrs. Wall, seconded by Mr. Stokes, to accept the resignation of **Margaret Davis**, teacher at Wildwood School effective January 23, 2008 with appreciation for her service.

Motion carried by unanimous roll call vote 8-0.

379-07
Personnel
Resignation

Motion by Mrs. Wall, seconded by Mr. Stokes, to accept the resignation of **Brenda Hartmann**, teacher at Mountain Lakes High School effective June 30, 2008 with appreciation for her service.

Motion carried by unanimous roll call vote 8-0.

Motion by Mr. Stokes, seconded by Mrs. Wall, to accept the resignation of **Laura Knors**, as JV Softball Coach for the 2008 season, with appreciation for her service.

380-07
Personnel
Resignation

Motion carried by unanimous roll call vote 9-0.

Motion by Mr. Stokes, seconded by Mrs. Wall, to approve the extension of the maternity/child care leave of absence through June 30, 2009 for **Cheryl Nakashian**, Special Education teacher at Wildwood School. Ms. Nakashian plans on returning in September 2009.

381-07
Personnel
Extensioin of
Maternity/ Child
Care Leave

Motion carried by unanimous roll call vote 8-0.

Motion by Mr. Stokes, seconded by Mrs. Wall, to rescind the extra-pay appointment of **Rebecca Allison**, as sophomore class advisor for the 2007-2008 school year.

382-07
Personnel
Extra-Pay
Appointment

Motion carried by unanimous roll call vote 9-0.

Motion by Mr. Stokes, seconded by Mrs. Wall, to rescind the extra-pay appointments shared by **Linda Aldrich** and **Suzi Brassard**, as Art Director for the Spring Musical for the 2007-2008 school year.

383-07
Personnel
Rescission of
Extra Pay
Appointments

Motion carried by unanimous roll call vote 9-0.

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

384-07
Personnel
Reimbursement
Approval

APPROVED MINUTES OF REGULAR MEETING
February 4, 2008

REPORT AND RECOMMENDATIONS OF SUPERINTENDENT OF SCHOOLS
continued

Motion carried by unanimous roll call vote 8-0.

385-07
Personnel
Reimbursement
Approval

Motion by Mr. Stokes, seconded by Mrs. Wall, to approve reimbursement to the attached list of **Briarcliff School** personnel in accordance with Policy #9250 – Travel and Related Expenses.

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Wall, seconded by Mr. Gniewek, to approve reimbursement to the attached list of **Mountain Lakes High School** personnel in accordance with Policy #9250 – Travel and Related Expenses.

386-07
Personnel
Reimbursement
Approval

Motion carried by unanimous roll call vote 9-0.

Motion by Mrs. Wall, seconded by Mr. Gniewek, to approve reimbursement to the attached list of **Lake Drive School** personnel in accordance with Policy #9250 – Travel and Related Expenses.

387-07
Personnel
Reimbursement
Approval

Mrs. Filiaci discussed the Project Zero workshop proposed to be attended by Denise Mastroieni at Harvard and the benefits of the trip to the district. Ms. Mastroieni will conduct focus groups to train other staff members in this program. There will also be opportunities for teachers at the other district schools to participate.

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Wall, seconded by Mr. Gniewek, to approve the attached list of Teacher Institute participants for credit movement on the guide and extra-pay stipends for Institute instructors.

388-07
Personnel
Credit Movement
and Stipends for
Teacher Institute

Motion carried by unanimous roll call vote 9-0.

Motion by Mrs. Wall, seconded by Mr. Gniewek, to approve home instruction for **#07-109**, grade 11, at St. Clare's Hospital, effective immediately for approximately two weeks. St. Clare's will provide instruction at an hourly rate of \$49.00.

389-07
Home Instruction

Motion carried by unanimous roll call vote 9-0.

Motion by Mrs. Wall, seconded by Mr. Gniewek, to approve the appointment of **Patricia Pecha**, as a Mathematics Home Instructor for the Special Services Department at an hourly rate of \$50.00. Ms. Pecha was interviewed by Ms. Silverstein-Kaufman.

390-07
Personnel
Appointment

APPROVED MINUTES OF REGULAR MEETING
February 4, 2008

REPORT AND RECOMMENDATIONS OF SUPERINTENDENT OF SCHOOLS
continued

Motion carried by unanimous roll call vote 9-0.

Motion by Mrs. Wall, seconded by Mr. Gniewek, to approve a medical leave of absence for **Jenni Jones**, secretary at Briarcliff School, effective February 25, 2008, and will use 35 sick days and be paid through April 14, 2008 and is eligible for health benefits as provided under FMLA.

391-07
Personnel
Medical Leave
of Absence

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Dawson, seconded by Mr. Stokes, to revise approved maternity/child care leave of absence for **Sandra Harmon**, teacher at Briarcliff School, Board Meeting 6/18/07 Motion #525-06. Effective March 10, 2008 (instead of April 14, 2008), Ms. Harmon will return to work.

392-07
Personnel
Revision of
Maternity/
Child Care
Leave

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Dawson, seconded by Mr. Stokes, to approve a maternity/child care leave of absence for **Diane Geveke**, Special Education teacher at Mountain Lakes High School, effective April 7, 2008. She will use 40 sick days and be paid through June 9, 2008 and is eligible for health benefits as provided under FMLA/NJFLA which will terminate December 1, 2008. Ms. Geveke plans on returning to work in September for the 2008-2009 school year.

393-07
Personnel
Maternity/
Child Care
Leave

Motion carried by unanimous roll call vote 9-0.

Motion by Mrs. Dawson, seconded by Mr. Stokes, to approve the revision to the Mountain Lakes Public Schools Mission and Belief Statements in accordance with the recommendations set forth in N.J.A.C. 6A: 30; New Jersey Quality Single Accountability Continuum.

394-07
Mission and
Belief
Statement

Motion carried by unanimous roll call vote 9-0.

Motion by Mrs. Dawson, seconded by Mr. Stokes, to approve the extra-pay appointment of **Debbie Merian**, as an aide for a student participating in the Briarcliff School play rehearsal, effective January 31, 2008 through April 12, 2008 at the rate of \$22.00 per hour. The estimated hours are between 80-100.

395-07
Personnel
Extra-Pay
Appointment

Motion carried 7-0-1 (Abstain-Mrs. Wall).

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

Motion by Mrs. Dawson, seconded by Mr. Stokes, to approve the extra-pay appointment of **Kimberly Furka**, special education teacher at Wildwood School, as JV Softball Coach for the 2007-2008 school year, at Step 1, Year 1 on the Extra-Pay Guide, at a stipend of \$3,330.

396-07
Personnel
Extra-Pay
Appointment

Motion carried by unanimous roll call vote 8-0.

Motion by Mr. Stokes, seconded by Mrs. Wall, to approve the appointments of the following MLHS Personnel for the 2007-2008 school year, on the Extra-Pay Guide:

397-07
Personnel
Extra-Pay
Appointments

Meredith Sullivan	Musical Assistant Director	Step 1, Year 1	\$1,666
Matt Anderson	Musical Vocal Director	Step 2, Year 6	\$2,220
Eileen Carmiche	Musical Art Director	Step 1, Year 1	\$1,297
Jerry Price	Musical Lighting Director *	Step 3, Year 7	\$1,154
Jeanine Carey	Sophomore Class Advisor	Step 1, Year 1	\$339

* In lieu of a Costume position

Motion carried by unanimous roll call vote 9-0.

Motion by Mr. Stokes, seconded by Mrs. Wall, to approve the appointment of **Jasmine Marcial**, as a Paraprofessional at Lake Drive School, effective February 25, 2008, Step 1 on the Paraprofessional's Guide, at an hourly rate of \$11.87, 6 hours a day, pro-rated at a total cost of \$5,555, pending New Jersey Criminal Background check.

398-07
Personnel
Appointment

Motion carried by unanimous roll call vote 8-0.

Motion by Mr. Stokes, seconded by Mrs. Wall, to approve **Grace Buro**, administrative secretary at Lake Drive, as a substitute secretary, effective June 1, 2008 at an hourly rate of \$20.00.

399-07
Personnel
Appointment

Motion carried by unanimous roll call vote 8-0.

Motion by Mr. Stokes, seconded by Mrs. Wall, to approve the following list as substitute teachers for the district for the 2007-2008 school year, pending completion of paperwork and New Jersey Criminal Background check:

400-07
Personnel
Appointments

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

Alana Weininger	Interviewed and recommended by Mr. Dolan
Jeffrey Kennedy	“ “ “ “ by Mr. Dolan
Jason Remsen	“ “ “ “ by Ms. Moore
Maureen Endres Kirby	“ “ “ “ by Mr. Ryan
Joseph Streko	“ “ “ “ by Mr. Ryan

Motion carried by unanimous roll call vote 9-0.

PRESIDENT’S REPORT

Mrs. Boertzel advised that she met with Dr. Kazmark and conveyed to him the Board’s comments and recommendations with regard to his evaluation.

Mrs. Boertzel further advised that the form for the Board’s self-evaluation has been provided by New Jersey School Boards Association and it will be distributed by Mrs. Halsey to the Board members. Mrs. Boertzel requested that the Board members return the completed forms by February 15.

NEW BUSINESS

Dr. Kazmark reviewed the proposed 2008-2009 district calendar that includes a tentative opening day of Thursday, September 4, 2008 and last day of school of Monday, June 22, 2009. The calendar has been submitted to the MLEA for their comments and it will be presented to the Board for adoption at the next meeting.

COMMENTS AND REQUESTS FROM MLEA PRESIDENT

There were no comments from Ms. Hussein.

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 Mrs. Wall, to adopt a Resolution to enter into Closed Session for the discussion of legal and personnel issues. Resolution was duly read and the Board entered into Executive Session at 8:57 p.m.

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Motion carried by unanimous roll call vote 9-0.

Mr. Barnes left the meeting at 9:15 p.m.

ADJOURNMENT

Motion by Mr. Stokes, seconded by Mrs. Wall, that meeting be adjourned at 9:19 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>
February 11, 2008	Regular Meeting	Mountain Lakes High School (7:30 p.m.)
March 3, 2008	Regular Meeting	Mountain Lakes High School (7:30 p.m.)