

MOUNTAIN LAKES BOARD OF EDUCATION
MINUTES OF REGULAR MEETING
Monday, May 11, 2009

The Regular Meeting of the Mountain Lakes Borough Board of Education was held on Monday, May 11, 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

Absent: Mrs. Dawson
Mr. Stokes
Mrs. Wall

Also present: Dr. Kazmark, Superintendent, Mary Wallace, MLEA President, and members of the public.

STATEMENT OF NOTICE

The New Jersey Open Public Meetings Law was enacted to insure the right of the public to have advance notice and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of this Act, the Mountain Lakes Board of Education has caused notice of this meeting to be published by having the date, time and place thereof posted in the Mountain Lakes Municipal Building and sent to the following newspaper: the Citizen and the Morris County Daily Record.

COMMENTS AND REQUESTS FROM MLEA PRESIDENT

Ms. Wallace had no comments or requests.

COMMENTS AND REQUESTS FROM MEMBERS OF THE PUBLIC

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

APPROVED MINUTES OF REGULAR MEETING
May 11, 2009

CONSIDERATION OF MINUTES

Motion by Mrs. Burch, seconded by Mrs. Mitchell, to approve the minutes of the Reorganization/Regular Meeting of April 27, 2009 as presented.

Motion carried 5-0-1 (Abstain-Mr. Munday).

COMMITTEE REPORTS

Mr. Gniewek advised that the committee lists should be completed by next week.

HOME AND SCHOOL ASSOCIATION

Mrs. Feigeles advised that the Home and School Association is looking forward to the upcoming luncheon honoring teachers and staff and has asked that the Board members respond as soon as possible. There was considerable discussion at the last business meeting of the Association about the budget and concern was expressed about the best method to communicate with the Council prior to the public meeting to be held this week.

Dr. Kazmark advised that at the last Borough Council meeting there were members of the public who spoke and there will be another opportunity for the public to express their views at tonight's meeting. In the letter that was signed by the Board President and the Mayor and sent to the public it was stated that contact with the Council should be made through email or phone.

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

Motion by Mr. Munday, seconded by Mrs. Burch, that the Check Register for the month of April 2009 be approved for payment as follows:

549-08
Check
Register

Computer Checks Check #66335 through #66394 **Total: \$131,369.57**

Motion carried by unanimous roll call vote 6-0.

Motion by Mr. Munday, seconded by Mrs. Burch, that the Check Register for the month of April 2009 be approved for payment as follows:

550-08
Check
Register

Computer Checks Check #66395 through #66452 **Total: \$111,916.31**

Motion carried by unanimous roll call vote 6-0.

APPROVED MINUTES OF REGULAR MEETING
May 11, 2009

REPORT AND RECOMMENDATIONS OF THE BUSINESS ADMINISTRATOR/ BOARD SECRETARY continued

Motion by Mrs. Feigeles, seconded by Mrs. Shepell, to adopt, at second reading, the following policies:

551-08
Policy
Adoption

- #2123 Employment of School Business Administrator/Board Secretary – Renumbered from #9123
- #2123.1 Duties of School Business Administrator/Board Secretary – Renumbered from #9123
- #2124 Evaluation of the School Business Administrator/Board Secretary – Renumbered from #9123
- #9000 Role of the Board – Replaces #9000 Authority and Powers
- #9010 Role of a Board Member – Replaces #9010 Board Member Authority
- #9020 Public Statements – Replaces #9010 Board Member Authority
- #9110 Board Members-Receiving District – Revised
- #9121 Election and Duties of the President - Revised
- #9123 Annual Appointments - Revised
- #9123.1 Duties of Treasurer of School Monies – Renumbered from #9125
- #9123.2 Duties of Board Attorney – Renumbered from #9126
- #9123.3 Duties of Public School Accountant – Renumbered from #9127
- #9130 Committees – Replaces #9130 Board Committees
- #6145.6 Student Participation in School Governance – Replaces #9140 Pupil Participation in School Governance
- #9311 Formulation, Adoption, Amendment of Policies – Replaces #9311 Bylaws and Policies
- #9312 Formulation, Adoption, Amendment of Bylaws – Replaces #9311 Bylaws and Policies
- #9313 Formulation, Adoption, Amendment of Administrative Regulations
- #9321 Time, Place, Notification of Meetings – Replaces #9321 Notice of Board Meetings and #9321 Call Adjournment and Cancellation
- #9322 Public and Executive Sessions – Replaces #9322 Executive Sessions and #9322 Public Participation in Board Meetings
- #9322.1 Organization Meeting – Revised
- #9323/9324 Agenda Preparation – Advance Delivery of Meeting Material
- #9325.4 Voting Method – Replaces #9325 Quorum, #9325 Conduct of Board Meetings and #9325.4 Voting
- #9325.4 Exhibit to Voting Method
- #9326 Minutes – Revised and Renamed
- #9400 Board Self Evaluation – Revised
- #7250 School and Facility Names – Renumbered from #9420
- #7251 Memorials – Renumbered from #9420

APPROVED MINUTES OF REGULAR MEETING
May 11, 2009

REPORT AND RECOMMENDATIONS OF THE BUSINESS ADMINISTRATOR/ BOARD SECRETARY continued

Motion carried by unanimous roll call vote 6-0.

552-08
Travel &
Reimburseme
Approval

Motion by Mrs. Feigeles, seconded by Mrs. Sheppell, to approve the travel and reimbursement of actual expenses incurred up to the amount indicated on the attached list of Board Members in accordance with Policy #9250 – Travel and Related Expenses.

Motion carried by unanimous roll call vote 6-0.

Motion by Mrs. Feigeles, seconded by Mrs. Sheppell, to approve the placement of the attached list of out-of-district students for the 2009 Extended School Year Summer Program.

553-08
Out-of-District
Students

Motion carried by unanimous roll call vote 6-0.

Motion by Mr. Munday, seconded by Mrs. Burch, to approve the attached Educational Services Commission of Morris County Non-public Services Agreement to administer the indicated programs at the indicated funding levels for the 2009-2010 school year as follows:

554-08
Non-Public
Services
Agreement

<u>Services</u>	<u>Allocation</u>
Textbook Program	\$8,235
Technology Initiative Program	\$5,760
Nursing Program	\$8,332

Motion carried by unanimous roll call vote 6-0.

Motion by Mr. Munday, seconded by Mrs. Burch, to approve the attached list of rates for service, if needed, for the 2009-2010 School Year.

555-08
Education
Services
Commission
Rates

Motion carried by unanimous roll call vote 6-0.

Motion by Mr. Munday, seconded by Mrs. Burch, to accept the following changes in Lake Drive School enrollment for the 2008-2009 school year:

556-08
Lake Drive
Enrollment
Changes

#LD196	Boonton	New student, full day PS effective 5/26/09
#LD089	Mountain Lakes	Left effective 5/28/09, Regular Program

Motion carried by unanimous roll call vote 6-0.

APPROVED MINUTES OF REGULAR MEETING
May 11, 2009

REPORT AND RECOMMENDATIONS OF THE BUSINESS ADMINISTRATOR/ BOARD SECRETARY continued

Motion by Mr. Munday, seconded by Mrs. Burch, to approve the travel and reimbursement of actual expenses incurred up to the amount indicated on the attached list of Board Members and Administrators in accordance with Policy #9250 – Travel and Related Expenses. 557-08
Travel &
Reimburse-
ment
Approval

Motion carried by unanimous roll call vote 6-0 (Board members abstained as to themselves).

REPORT AND RECOMMENDATIONS OF SUPERINTENDENT OF SCHOOLS

Motion by Mrs. Burch, seconded by Mrs. Mitchell, to approve the attached list of field trip(s) for **Lake Drive School**. 558-08
Field Trips

Motion carried by unanimous roll call vote 6-0.

Motion by Mrs. Burch, seconded by Mrs. Mitchell, to approve the attached list of field trip(s) for **Mountain Lakes High School**. 559-08
Field Trips

Motion carried by unanimous roll call vote 6-0.

Motion by Mrs. Burch, seconded by Mrs. Mitchell, to approve the attached list of field trip(s) for **Wildwood School**. 560-08
Field Trips

Motion carried by unanimous roll call vote 6-0.

Motion by Mrs. Burch, seconded by Mrs. Mitchell, to approve the attached list of field trip(s) for **Briarcliff School**. 561-08
Field Trips

Motion carried by unanimous roll call vote 6-0.

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. 562-08
Travel &
Reimburse-
ment
Approval

Motion carried by unanimous roll call vote 6-0.

Motion by Mrs. Burch, seconded by Mrs. Mitchell, to approve an increase in time for **Lisa Gangala**, Paraprofessional at Lake Drive, for an additional 30 minutes per day to assist with early bus arrival, effective June 1, 2009, to the end of the school year. 563-08
Personnel
Increase in
Time

Motion carried by unanimous roll call vote 6-0.

APPROVED MINUTES OF REGULAR MEETING
May 11, 2009

REPORT AND RECOMMENDATIONS OF SUPERINTENDENT OF SCHOOLS
continued

Motion by Mrs. Burch, seconded by Mrs. Shepell, to approve an overnight field trip to **Bass River State Park**, Tuckerton, NJ for MLHS Biology students to study the Ecosystem and endangered species. **Dates of trip:** June 5-6, 2009. **Cost per student:** \$20. **Number of students:** 12. **Chaperone(s):** Mr. Fewell and 3 parents.

564-08
Overnight
Field Trip

Motion carried by unanimous roll call vote 6-0.

Motion by Mrs. Burch, seconded by Mrs. Shepell, to approve the appointment of **Joseph DiGiacopo**, as an hourly Custodian for the district, effective May 12, 2009, at an hourly rate of \$9.50, not to exceed 20 hours a week, pending New Jersey Criminal Background check.

565-08
Personnel
Appointmer

Motion carried by unanimous roll call vote 6-0.

Motion by Mrs. Burch, seconded by Mrs. Shepell, to approve the appointment of **Kenneth Huelbig**, as Treasurer of School Monies, effective May 12, 2009, at an annual salary of \$4600, pro-rated. Mr. Huelbig will replace Ms. Mooney.

566-08
Personnel
Appointmer

Motion carried by unanimous roll call vote 6-0.

Motion by Mrs. Burch, seconded by Mrs. Feigeles, to approve awarding contracts for the 2009-2010 school year to the teachers listed on the attached **Schedules A, B, C & D**.

567-08
Personnel
Schedules
A, B, C & D

Motion carried by unanimous roll call vote 6-0 (Mr. Munday abstained with respect to Employee #4250).

Motion by Mrs. Burch, seconded by Mrs. Feigeles, to approve awarding contracts for the 2009-2010 school year to the support personnel (custodians, computer technicians, secretaries, paraprofessionals & interpreters) listed on the attached **Schedules E, F, G, H & I**.

568-08
Personnel
Schedules
E, F, G, H & I

Motion carried by unanimous roll call vote 6-0.

Motion by Mrs. Burch, seconded by Mrs. Feigeles, to approve awarding contracts for the 2009-2010 school year to the administrators listed on the attached **Schedules J, K & L**.

569-08
Personnel
Schedules
J, K & L

Motion carried by unanimous roll call vote 6-0.

Motion by Mrs. Burch, seconded by Mrs. Feigeles, to approve the following list as substitute teachers for the balance of the 2008-2009 school year, pending completion of paperwork.

570-08
Personnel
Substitute
Appointmer

APPROVED MINUTES OF REGULAR MEETING
May 11, 2009

REPORT AND RECOMMENDATIONS OF SUPERINTENDENT OF SCHOOLS
continued

Michelle Gorman, interviewed and recommended by Ms. Moore.
Denise Catania (para at LD), interviewed and recommended by Ms. Filiaci.

Motion carried by unanimous roll call vote 6-0.

UNFINISHED BUSINESS

Dr. Kazmark advised that the entry system at Wildwood has been successfully bid and the system will be installed at an appropriate time.

Discussion took place regarding the approval process for this project. Mr. Borgo advised that the cost is below the bid threshold and the Board would ordinarily approve the payment as part of the bill list. It was noted that Board approval of the project would be appropriate and Mr. Borgo will present a motion for the approval at next week's Board meeting.

Dr. Kazmark advised that the installation will take place during non-school hours and information will be distributed to parents about the new entry procedure.

NEW BUSINESS

A question was raised with regard to the existing drainage problems around the high school track area. Mr. Prusina advised that the problem will be dealt with during the summer.

COMMENTS AND REQUESTS FROM MLEA PRESIDENT

Ms. Wallace advised that a large group of representatives from the MLEA will be attending the Borough Council meeting to support the Board and the proposed budget.

COMMENTS AND REQUESTS FROM MEMBERS OF THE PUBLIC

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

EXECUTIVE SESSION

Motion by Mr. Munday, seconded by Mrs. Sheppell, to adopt a Resolution to enter into Closed Session for the discussion of legal issues. Resolution was duly read and the Board entered into Executive Session at 8:10 p.m.

Motion carried 6-0.

APPROVED MINUTES OF REGULAR MEETING
May 11, 2009

ADJOURNMENT

Motion by Mrs. Burch, seconded by Mr. Munday, that meeting be adjourned at 9:24 p.m.

Motion carried 6-0.

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>
May 18, 2009	Regular	Mountain Lakes High School (7:30 p.m.)
June 1, 2009	Regular	Mountain Lakes High School (7:30 p.m.)
June 15, 2009	Regular	Mountain Lakes High School (7:30 p.m.)