

MOUNTAIN LAKES BOARD OF EDUCATION  
MINUTES OF REGULAR MEETING  
Monday, June 2, 2008

The Regular Meeting of the Mountain Lakes Borough Board of Education was held on Monday, June 2, 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  
                  Mr. Cohen  
                  Mrs. Dawson  
                  Mrs. Feigeles  
                  Mr. Gniewek  
                  Mr. Munday  
                  Mrs. Wall  
Absent:        Mr. Stokes

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 Citizen and the Morris County Daily Record.

**PRESENTATION**

Lew Ludwig presented a follow up to the drug survey including references from the Home and School meeting. Mr. Ludwig advised that Shari Russo has met with students and many of their suggestions have been included. There is nothing in the survey that would indicate that random drug testing should be considered. School-wide programs that currently exist, including assemblies with guest speakers and class meetings will be continued and the new teacher orientation will be expanded to include information from the drug survey. Updated information

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**PRESENTATION continued**

from the survey will be provided to the faculty. The results of the survey show that there is not much activity during the school hours and on school property.

Discussion took place and it was suggested that information be sent home to parents in the summer packet on what is being implemented, what the district is doing and what the kids will be hearing. It was also suggested that meetings be set up with outgoing seniors to provide information on the dangers of binge drinking.

See Drug Survey results attached.

**COMMENTS AND REQUESTS FROM MLEA PRESIDENT**

Ms. Hussein reminded the Board members about the MLEA end of year dinner on June 12.

**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. Boertzel, seconded by Mrs. Dawson, to approve the minutes of the Regular Meeting of May 19, 2008 as presented.

Motion carried 7-0-1 (Abstain-Mr. Cohen).

Motion by Mrs. Dawson, seconded by Mrs. Wall, to approve the minutes of the Regular Meeting of May 19, 2008 with the following correction:

Page 2, change vacancy to vacancies.

Motion carried 7-0-1 (Abstain-Mr. Cohen).

**COMMUNICATIONS**

Discussion took place with regard to the statute that requires Superintendent and Business Administrator's contracts to be on line. Mr. Borgo advised that it has been done.

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**COMMITTEE REPORTS**

**HOME & SCHOOL ASSOCIATION**

Mrs. Feigeles reported on the annual recognition luncheon at which 30 retirees and those reaching service milestones were honored.

**MORRIS COUNTY SCHOOL BOARDS ASSOCIATION**

Mrs. Dawson advised that she attended the recent meeting at which Mr. Stokes was elected as a Director of the Board. The by-laws were amended since county school boards are no longer able to handle their own money and New Jersey School Boards will be paying for county board events.

**BOONTON TOWNSHIP REPORT**

Mr. Gniewek advised that the Boonton Township Board of Education has not yet appointed a representative to the Mountain Lakes Board.

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

Motion by Mrs. Wall, seconded by Mrs. Dawson, to approve the following policies for presentation for second reading:

592-07  
Approval  
of Policies

- #4212.4 Employee Health – Support Staff – Replaces #4212.4 Physical Examination – Support Staff Members
- #4212.41 Examination for Cause – Support Staff Members – Revised and renumbered from #4212.4 Examination for Cause
- #4212.6 Personnel Records – Support Staff Members – Revised
- #4212.8 Nepotism – Support Staff Members
- #4213/4214 Assignment; Transfer – Support Staff Members – Replaces #4213 Assignment and Transfer – Support Staff Members
- #4219.21 Conflict of Interest – Support Staff Members – Revised from #4219.21 Conflict of Interest Non-tenured Personnel
- #4219.22 Conduct and Dress – Support Staff Members – Revised
- #4219.23 Employee Substance Abuse – Support Staff Members – Replaces #4219.23 Substance Abuse
- #4238 Non-school Employment – Support Staff Members – Replaces #4238 Outside Activities

Motion carried by unanimous roll call vote 8-0.

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

Motion by Mrs. Wall, seconded by Mrs. Dawson, to approve 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. 593-07  
Travel  
Reimbursement

Motion carried by unanimous roll call vote 8-0 (each Board member abstained as to themselves).

Motion by Mrs. Wall, seconded by Mrs. Dawson, to approve the placement of the attached list of out-of-district students for the 2008 Extended School Year Summer Program. 594-07  
Out of District  
Placements

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Wall, seconded by Mrs. Dawson, to approve the award of bids for Athletic Supplies and Equipment for the 2008-2009 school year. 595-07  
Award of Bids  
(List of awards attached.)

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Dawson, seconded by Mrs. Wall, that the Board Secretary's Report for the month of April 2008, 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. 596-07  
Board  
Secretary's  
Report

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Dawson, seconded by Mrs. Wall, that the Report of the Treasurer of School Monies for the month of April 2008 be approved. 597-07  
Treasurer of  
School Monies  
Report

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Dawson, seconded by Mrs. Wall, that the transfers from anticipated surplus funds in designated line items of the 2008-2009 Budget to anticipate over expended line items of the 2008-2009 Budget in the amounts and accounts as indicated be approved. Be it also resolved that the attached 2008-2009 transfer history spreadsheet be approved through 4/30/08. 598-07  
Transfers

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Dawson, seconded by Mrs. Wall, that the Check Register for the month of May 2008 be approved for payment as follows: 599-07  
Check  
Register

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

Computer Checks    Check #63426                    through #63515                    Total    \$248,477.55

Motion carried by unanimous roll call vote 8-0.

**REPORT AND RECOMMENDATIONS OF SUPERINTENDENT OF SCHOOLS**

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

600-07  
Tuition  
Reimbursement

<b>Linda Aldrich</b> ML High School	College of St. Elizabeth	Ethical Issues Field Exp. In Ed. Technology	3 credits 3 credits
<b>Kathleen McCabe</b> ML High School	Seton Hall	Leadership Dynamics Curr. Design & Engineering	3 credits 3 credits
<b>Jerry Price</b> ML High School	Penn State	Earth Systems Science Ed. Workshop	3 credits
<b>Elizabeth Gonzalez</b> Wildwood School	Teacher's Institute	Bully Prevention	3 credits
<b>Kelly Shadwell</b> Lake Drive School	William Paterson University	Ed. Foundation in a Diverse Society	3 credits

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Wall, seconded by Mrs. Feigeles, to accept the retirement of **Joyce Bruno**, teacher at Mountain Lakes High School effective June 30, 2008 with appreciation for her service.

601-07  
Personnel  
Retirement

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Wall, seconded by Mrs. Feigeles, to accept the resignation of **Jennifer Percival**, paraprofessional at Lake Drive School effective June 30, 2008 with appreciation for her service.

602-07  
Personnel  
Resignation

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 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.

603-07  
Reimbursement

Motion carried by unanimous roll call vote 8-0.

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

604-07  
Reimbursement

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Wall, seconded by Mrs. Feigeles, to approve the attached list of Mountain Lakes High School students for Graduation on June 20, 2008, pending completion of all requirements.

605-07  
Graduates

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Wall, seconded by Mrs. Burch, to approve an increase in time for the 2008-2009 school year for the following Lake Drive School personnel:

606-07  
Personnel  
Increase in Time

	<u>From</u>	<u>To</u>
<b>Catherine Gottilla</b>	50%	100%

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Wall, seconded by Mrs. Burch, to approve a decrease in time for the following Lake Drive School personnel, effective June 1, 2008:

607-08  
Personnel  
Decrease in  
Time

	<u>From</u>	<u>To</u>
<b>Rosemarie Conte</b>	6.5 hours a day	6 hours a day
<b>Lisa Gangala</b>	6.5 hours a day	6 hours a day
<b>Christine Lepore</b>	6.5 hours a day	6 hours a day

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Wall, seconded by Mrs. Burch, to approve an appointment revision for **Diana Craft**, art teacher at Mountain Lakes High School for the 2008-2009 school year. Board meeting 5/19/08 - Motion 589-07. Ms. Craft will be working 100%, not 90%.

608-07  
Personnel  
Appointment  
Revision

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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 extra-pay appointments of **Jeannette Hofbauer** and **Joe Wohlgemuth** as Program Coordinators at Lake Drive School, at a stipend of \$8000 each, for the 2008-2009 school year.

609-07  
Personnel  
Extra-Pay  
Appointments

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Dawson, seconded by Mrs. Burch, to approve a maternity/child care leave of absence for **Sandra Rossi**, Paraprofessional at Lake Drive School, effective September 1, 2008. Ms. Rossi will use her 20 remaining sick days and be paid through September 30<sup>th</sup> and is eligible for health benefits as provided under FMLA and NJFLA through January 31, 2009. Ms. Rossi plans on returning to work on February 2, 2009.

610-07  
Personnel  
Maternity/  
Child Care  
Leave

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Dawson, seconded by Mrs. Burch, to approve a maternity/child care leave of absence for **Jennifer Benjamin**, Interpreter at Mountain Lakes High School, effective September 1, 2008. Ms. Benjamin will use her 22 remaining sick days and be paid through October 2<sup>nd</sup> and is eligible for health benefits as provided under FMLA and NJFLA through January 1, 2009. Ms. Benjamin plans on returning to work on January 1, 2009.

611-07  
Personnel  
Maternity/  
Child Care  
Leave

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Dawson, seconded by Mrs. Burch, to approve the appointment of **Ryan English**, as Paraprofessional at Mountain Lakes High School, for the 2008-2009 school year, Step 3 on the Paraprofessional's Guide, 6.5 hours per day, pending New Jersey Criminal Background check. Mr. English will replace Mr. Jones. (Subject to salary negotiations)

612-07  
Personnel  
Appointment

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Dawson, seconded by Mrs. Wall, to approve the appointment of **Sean Cosgrove**, as a Social Studies teacher at Mountain Lakes High School, for the 2008-2009 school year, MA Step 15 on the Teacher's Guide, pending New Jersey Criminal Background check. Mr. Cosgrove will replace Ms. Bruno. (Subject to salary negotiations)

613-07  
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. Dawson, seconded by Mrs. Wall, to approve the appointment of **Christine Hladky**, as a Social Studies teacher at Mountain Lakes High School, for the 2008-2009 school year, MA60 Step 8 at 40% on the Teacher's Guide, pending New Jersey Criminal Background check. (Subject to salary negotiations)

614-07  
Personnel  
Appointment

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Wall, seconded by Mrs. Dawson, to approve the appointment of **Dr. Charles Sundquist**, as a Vocal Music teacher at Mountain Lakes High School, for the 2008-2009 school year, DOC Step 15 at 112% on the Teacher's Guide, pending New Jersey Criminal Background check. Dr. Sundquist will teach 2 periods at Wildwood School and 2 periods at Briarcliff School each week. (Subject to salary negotiations)

615-07  
Personnel  
Appointment

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Dawson, seconded by Mrs. Wall, to accept the resignation of **Sharon Tensen**, as a Computer Teacher at Wildwood School, effective June 6, 2008. Ms. Tensen was the replacement teacher for Ms. Coleman and was to work through June 20, 2008.

616-07  
Personnel  
Resignation

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Dawson, seconded by Mrs. Wall, to approve the appointment of **John Obermiller**, as a Computer Teacher at Wildwood School, effective June 9, 2008 through June 20, 2008 at BA Step 1, at an annual cost of \$43,394, pro-rated at 1/200<sup>th</sup> per diem. Mr. Obermiller will replace Ms. Coleman while she is on maternity leave.

617-07  
Personnel  
Appointment

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Dawson, seconded by Mrs. Wall, to approve home instruction for **#07-114**, grade 12 Mountain Lakes, effective immediately for the remainder of the school year. Instructor: Laura Knors.

618-07  
Home  
Instruction

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Dawson, seconded by Mrs. Wall, to approve home instruction for **#07-115**, grade 11 Mountain Lakes, for approximately two weeks. Instructor: Laura Knors & Cathy Rohrbach.

619-07  
Home  
Instruction

Motion carried by unanimous roll call vote 8-0.

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**REPORT AND RECOMMENDATIONS OF SUPERINTENDENT OF SCHOOLS**  
**continued**

Motion by Mrs. Dawson, seconded by Mrs. Wall, to approve the out of district placement of #03-225 Grade 10, at the Craig Upper School, Lincoln Park, NJ effective May 21, 2008, at a yearly tuition cost of \$34,644, pro-rated for the 2007-2008 school year.

620-07  
Out-of-  
District  
Placement

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Dawson, seconded by Mrs. Wall, to approve the following list as substitute teacher(s) for the district for the 2007-2008 school year, pending Criminal Background check:

621-07  
Personnel  
Appointment  
Substitutes

<b>James Lloyd</b>	Interviewed and recommended by Mr. Dolan.
<b>Matthew Gottilla</b>	Interviewed and recommended by Mr. Ryan.
<b>Todd Boertzel</b>	Interviewed and recommended by Mr. Ryan.

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

**PRESIDENT'S REPORT**

Mr. Gniewek advised that Mrs. Brennan as resigned her position as Borough Recreation Director.

**UNFINISHED BUSINESS**

Dr. Kazmark advised that the test report has been received on the turf field and it is safe. Discussion took place and it was suggested that this information be provided to the community through the parent link system and posted on the website.

**COMMENTS AND REQUESTS FROM MLEA PRESIDENT**

Ms. Hussein requested that information with regard to any negotiations settlement be relayed to the staff before it becomes public knowledge.

**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 Mrs. Feigeles, seconded by Mrs. Burch, to adopt a Resolution to enter into Closed Session for the discussion of personnel and negotiations issues. Resolution was duly read and the Board entered into Executive Session at 9:00 p.m.

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Motion carried by unanimous roll call vote 8-0.

**PUBLIC SESSION**

Motion by Mrs. Burch, seconded by Mr. Cohen to return to public session at 10:32 p.m.

Motion by Mrs. Wall, seconded by Mr. Cohen to approve a change of title and assignment for **Anne Mucci**, Briarcliff School Vice Principal/District Supervisor of Curriculum to Interim High School Principal for the 2008-2009 school year, at a salary of \$145,000, effective July 1, 2008 through June 30, 2009.

622-07  
Change  
of Title  
and  
Assign-  
ment

Motion carried by unanimous roll call vote 8-0.

**ADJOURNMENT**

Motion by Mr. Munday, seconded by Mrs. Wall, that meeting be adjourned at 10:35 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**

<b><u>Date</u></b>	<b><u>Type of Meeting</u></b>	<b><u>Place</u></b>
June 16, 2008	Regular	Mountain Lakes High School (7:30 p.m.)
July 7, 2008	Regular	Mountain Lakes High School (7:30 p.m.)
August 11, 2008	Regular	Mountain Lakes High School (7:30 p.m.)