

MOUNTAIN LAKES BOARD OF EDUCATION
MINUTES OF REGULAR MEETING
Monday, October 19, 2009

The Regular Meeting of the Mountain Lakes Borough Board of Education was held on Monday, October 19, 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. Dawson
Mrs. Feigeles
Mr. Gniewek
Mrs. Mitchell
Mr. Munday
Mrs. Shepell
Mr. Stokes
Mrs. Wall
Absent: 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

David Khalev and Franziska Putz reported that there were chariot races at the high school today conducted by the AP History class. The girls' tennis team, football team, cross country teams and field hockey team are all doing well. The fall drama, Out of Sight, Out of Murder, is scheduled on October 22-24. The freshman field day was held today and went very well. Last week was Spirit Week organized by the SGA. The Homecoming Dance was held last Saturday night and was a success with over 300 attendees and over \$2,000 raised.

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PRESENTATION

Mr. Ryan presented the Violence and Vandalism Report. He noted that the report is filed with the State in July of each year and that the number of incidents in this year's report is pretty much the same as last year's. There were four instances of violence, thirteen instances of vandalism and four instances of substance abuse reported. Police complaints were filed in four of the cases. There were thirteen suspensions. Theft falls in the category of vandalism and Mr. Ryan advised that there has been an increase in the number of reports from students about thefts due to their increased confidence that the administration will try to recover the items. Requests for assistance in the area of harassment and bullying have also increased. Mr. Ryan said he does not think the number of incidents has increased just the number of requests for help.

In response to a question from a Board member, Mr. Ryan advised that the four instances of violence included one reported incident of harassment, intimidation and bullying, one simple assault and two sex offenses. The two sex offenses involved incidents of physical contact on a Lake Drive bus and appropriate measures have been put in place to insure that it does not happen again.

The meeting was opened to the public for comments or questions regarding the Violence and Vandalism Report. There were no members of the public who had questions or comments and the meeting was closed to the public.

Mr. Ryan introduced Sandra Van Zand Weghe, an exchange teacher from Argentina. He will be visiting her in Argentina next year. Ms. Van Zand Weghe thanked the Board for the opportunity to visit Mountain Lakes.

COMMENTS AND REQUESTS FROM MLEA PRESIDENT

Ms. Wallace had no comments or requests.

COMMENTS AND REQUESTS FROM MEMBERS OF THE PUBLIC

Audrey Lane thanked everyone for their excellent work on the Long Range Education Plan. Ms. Lane asked if any consideration has been given to using an outside auditor to make recommendations on how to stretch our dollars. Ms. Lane also commented with regard to the condition of the high school grounds and suggested that the Board consider giving the high school students community hours for cleaning up trash around the school.

Mr. Stokes advised that the finance committee will be considering an offer made by a volunteer insurance expert to review the district's health benefits.

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CONSIDERATION OF MINUTES

Motion by Mrs. Wall, seconded by Mrs. Mitchell, to approve the minutes of the Regular Meeting of October 5, 2009 as presented.

Motion carried 8-0-1 (Abstain-Mrs. Dawson).

COMMUNICATIONS

Dr. Kazmark advised that he has been in contact with the County Health Officials regarding distribution of the H1N1 vaccine. To date there are 235 parents who have expressed interest in having their children vaccinated. The first doses of the vaccine will be given to the school nurses and pregnant staff members and then to students. The vaccine should be available within another week or so. The vaccination will be conducted by County health officials and the district school nurses will be invited to assist. In the high school the vaccinations will be given during the day, but for the elementary and middle school they will be given after school so parents can come with their children. All vaccinations will be given at the high school and Chief Tovo will help with the organization. This will all be paid for by the State.

COMMITTEE REPORTS

FACILITIES COMMITTEE

Mr. Munday advised that the committee met and received an update from Mark Prusina on the roof projects at Wildwood and the high school. There were boiler inspections at the high school and Briarcliff and minor repairs were taken care of. The Smart Boards are in and Mark Prusina is working on getting them installed without too much disruption. The faucets at Briarcliff were determined to be working, just difficult to use. Those bathrooms are on the schedule to be refurbished sometime in the future. The Lake Drive projects have been completed. The committee also discussed the replacement plan for the complete list of vehicles and equipment. There are a number of student transport vehicles that are required to be replaced and the due dates for that are coming up. Discussion also took place regarding an issue raised by parents who are interested in helping with upgrades to the baseball field behind the high school. The work on the Wildwood parking lot will be started on the last day before the teachers' convention.

SPECIAL EDUCATION COMMITTEE

Mrs. Wall advised that the committee will be meeting this week. The state monitoring has been completed and the informal feedback indicates that the state monitors were impressed with the staff and the program. The committee will receive a full report on Wednesday and Mrs. Wall will update the Board.

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COMMITTEE REPORTS continued

POLICY COMMITTEE

Mrs. Dawson advised that the committee met. The policy manual was sent to New Jersey School Boards and they provided a report that identified about 70 policies that had out of date legal references. NJ School Boards complimented the district on how well the policy manual has been updated. There were a few policies that need to be further updated and they have been split up among the committee members to review.

Dr. Kazmark commended the committee and Mrs. Dawson as chairperson for a job well done.

EXTRA/CO-CURRICULAR/ATHLETICS COMMITTEE

Mr. Munday advised that the committee met and discussed the Board policy on the purchase of uniforms that requires that uniforms must be purchased by the school district. The committee is looking at whether or not fund raising money can be made available for the purchase of uniforms. The committee also discussed the providing of transportation to all games and whether students could drive themselves to practices. The committee began discussions about the training rules and whether there is any impetus for changing the initial training rules violation penalty. No conclusions were reached.

Mrs. Wall noted that the issue of the purchase of uniforms has been extensively discussed previously by the Board and suggested that the notes of those discussions be reviewed prior to starting that process again.

PROGRAM COMMITTEE

Mrs. Feigeles advised that the committee met and discussed curriculum guides at Wildwood. She said it was delightful to hear from the enthusiastic, motivated teachers who are dealing with our young children. The committee also discussed the possible impact on the curriculum of potential staff or program reductions and that discussion will continue over the next several months.

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

Please note that Mr. Benvovato, 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 Check Register for the month of September 2009 be approved for payment as follows:

208-09
Check
Register

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

(1) Computer Checks Check #67583 through #67732 **Total \$230,187.69**

Motion carried by unanimous roll call vote 9-0.

Motion by Mrs. Mitchell, seconded by Mrs. Wall, to accept the donation of a used Dora dollhouse, donated by Mrs. Diane Burch, to the Mountain Lakes Pre-school Program.

209-09
Acceptance
of Donation

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

Motion by Mrs. Mitchell, seconded by Mrs. Wall, to approve a 5-year lease between the Mountain Lakes School District and Xerox Corporation for the following copier at Briarcliff as per attached. Old cost \$866.97 per month, new cost \$914.16 per month, resulting in an increase of \$47.19 per month.

210-09
Copier
Lease

Old Model Serial Number New Model

CC90 mtc016855 4595

Motion carried by unanimous roll call vote 9-0.

Motion by Mrs. Mitchell, seconded by Mrs. Wall, 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.

211-09
Travel and
Reimburse-
ment

Motion carried by unanimous roll call vote 9-0.

Motion by Mrs. Mitchell, seconded by Mrs. Wall, to accept the donation of the following items, donated by Mrs. Petrina Dawson, to the Mountain Lakes High School Music Department:

212-09
Acceptance
of Donation

- 1 Wexler Soprano Saxophone – Approximate Value \$250
- 1 Yamaha PSR-550 Electric Keyboard – Approximate Value \$500

Motion carried by roll call vote 8-0-1. (Abstain – Mrs. Dawson)

Motion by Mr. Stokes, seconded by Mrs. Wall, to rescind the out of district placement of #95-401 from Willow Glen Academy, Sparta, NJ, effective October 26, 2009. Tuition \$73,796.

213-09
Out of
District
Placement

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 Mr. Stokes, seconded by Mrs. Wall, to approve the placement of #95-401 to Development Learning Center, Warren, NJ, effective October 27, 2009, at a yearly tuition of \$76,224 for the 2009-2010 school year, prorated.

214-09
Out of
District
Placement

Motion carried by unanimous roll call vote 9-0.

Motion by Mr. Stokes, seconded by Mrs. Wall, to approve the enrollment of the following Lake Drive School student effective 10/13/09:

215-09
Lake Drive
Student
Enrollment

#LD173 Paterson Public Schools Regular Program

Motion carried by unanimous roll call vote 9-0.

REPORT AND RECOMMENDATIONS OF SUPERINTENDENT OF SCHOOLS

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

216-09
Tuition
Reimburse-
ment

Nicole Renna	Comm. College of Morris	Reiki for School Nurses	0 credits
BC		Jin Shin Jyutsu Self-Help	0 credits

Motion carried by unanimous roll call vote 9-0.

Motion by Mrs. Dawson, seconded by Mrs. Wall, to approve the travel and 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.

217-09
Travel
and
Reimburse-
ment

Motion carried by unanimous roll call vote 9-0.

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

218-09
Travel
and
Reimburse-
ment

Motion carried by unanimous roll call vote 9-0.

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

219-09
Travel
and
Reimburse-
ment

Motion carried by unanimous roll call vote 9-0.

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REPORT AND RECOMMENDATIONS OF SUPERINTENDENT OF SCHOOLS
continued

Motion by Mrs. Dawson, seconded by Mrs. Wall, 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.

220-09
Travel
and
Reimburse-
ment

Motion carried by unanimous roll call vote 9-0.

Motion by Mrs. Wall, seconded by Mrs. Dawson, 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.

221-09
Travel
and
Reimburse-
ment

Motion carried by unanimous roll call vote 9-0.

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

222-09
Field Trips

Motion carried by unanimous roll call vote 9-0.

Motion by Mrs. Wall, seconded by Mrs. Dawson, to approve the attached list of field trip(s) for **Briarcliff School**.

223-09
Field Trips

Motion carried by unanimous roll call vote 9-0.

Motion by Mrs. Wall, seconded by Mrs. Dawson, to approve the attached list of field trip(s) for **Mountain Lakes High School**.

224-09
Field Trips

Motion carried by unanimous roll call vote 9-0.

Motion by Mrs. Wall, seconded by Mrs. Dawson, to approve the appointment of **Chris Payseur**, as Set Design for the 2010 Spring Musical, at Step 1, Year 1 on the Extra-Pay Guide, at a stipend of \$1297. Mr. Payseur is currently the Assistant Drama Director.

225-09
Personnel
Extra-Pay
Appointment

Motion carried by unanimous roll call vote 9-0.

Motion by Mrs. Wall, seconded by Mrs. Dawson, to approve a maternity/child care leave of absence for **Tara Page**, teacher at Wildwood School, effective February 1, 2010. Ms. Page will use her 40 sick days and be paid through April 12, 2010 and is eligible for health benefits as provided under FMLA and NJFLA through June 30, 2009. Ms. Page plans on returning to work for the 2010-2011 school year.

226-09
Personnel
Maternity/
Child Care
Leave

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REPORT AND RECOMMENDATIONS OF SUPERINTENDENT OF SCHOOLS
continued

Motion carried by unanimous roll call vote 9-0.

Motion by Mr. Stokes, seconded by Mrs. Burch, to approve the appointment of **Kristy Cannarella**, as Paraprofessional at Lake Drive School, effective November 2, 2009, Step 1 on the Paraprofessional's Guide, at a rate of \$12.34 per hour, 6 hours per day, pro-rated.

227-09
Personnel
Appointment

Motion carried by unanimous roll call vote 9-0.

Motion by Mr. Stokes, seconded by Mrs. Burch, to approve the extra-pay appointments of **Laura Knors** and **Brian Deutsch**, Sp. Ed. Teachers, to assist students in MLHS Homework Club, 2 days per week, one hour per day, at an hourly rate of \$35.00\ for the 2009-2010 school year.

228-09
Personnel
Extra-Pay
Appointment

Motion carried by unanimous roll call vote 9-0.

Motion by Mr. Stokes, seconded by Mrs. Burch, to approve the extra-pay appointment of **Debbie Merian**, teacher/para at MLHS, to accompany a MLHS student to the Phoenix Club for 1 hour per week for approximately 30 weeks, at her regular paraprofessional rate for the 2009-2010 school year.

229-09
Personnel
Extra Pay
Appointment

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

Motion 230-09 was tabled.

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

231-09
Appointment
Substitute
Teacher

Jason Remsen (returning substitute – paperwork completed)

Motion carried by unanimous roll call vote 9-0.

UNFINISHED BUSINESS

Discussion took place regarding the list of potential Board goals that Dr. Kazmark distributed to the Board members. It was noted that the goals should be measurable and that the goal of filling the Wildwood principal position should fit within the long term goals of the Board taking into account the current fiscal constraints and the Board's ideas about revamping the administration in general. Dr. Kazmark asked the Board members to email their comments and suggestions with regard to the goals. He said he would like to have the goals ready to be adopted by the Board at its next meeting on November 2.

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Dr. Kazmark advised that Joann Borin of New Jersey School Boards will present a review of the Board self evaluation on November 2.

Mr. Wall distributed an article from The Neighbor News about the success of the recent high school field trip to Birchwood Manor.

Dr. Kazmark discussed the evacuation from Wildwood School that took place last week. The decisions about evacuation were made by the fire and police departments. He has had discussions with Chief Tovo about how this emergency was communicated to the parents and how this process can be improved in the future. Mark Huber will be providing Chief Tovo with the district's contact information so that just one group will be sending out information.

Mr. Stokes noted that it is his understanding that the decision was not to evacuate the students but just to relocate the pick up. The fire department did not believe staying in the building was a threat to the students. They were just trying to move the pick up to another location.

Mr. Borgo advised that the annual school audit was sent to Board members by email. There were no recommendations.

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.

Mrs. Shepell left the meeting (9:00 p.m.).

EXECUTIVE SESSION

Motion by Mrs. Wall, seconded by Mrs. Mitchell, to adopt a Resolution to enter into Closed Session for the discussion of litigation and student confidentiality. Resolution was duly read and the Board entered into Executive Session at 9:00 p.m.

Motion carried 8-0.

RETURN TO PUBLIC SESSION

Motion by Mr. Stokes, seconded by Mrs. Dawson to return to public session at 11:10 pm.

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Motion by Mr. Munday, seconded by Mr. Stokes to uphold the decision of Dr. John Kazmark in the matter of WK.

232-09
Student
Confidentiality
WK

The discussion was lengthy and was not taken lightly.

Motion carried 8-0.

ADJOURNMENT

Motion by Mr. Stokes, seconded by Mrs. Dawson, that meeting be adjourned at 11:12 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>
November 2, 2009	Regular	Mountain Lakes High School (7:30 p.m.)
November 16, 2009	Regular	Mountain Lakes High School (7:30 p.m.)