

MOUNTAIN LAKES BOARD OF EDUCATION
MINUTES OF REGULAR MEETING
Monday, November 3, 2008

The Regular Meeting of the Mountain Lakes Borough Board of Education was held on Monday, November 3, 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 (7:36 p.m.)
Mr. Cohen
Mrs. Feigeles
Mr. Gniewek
Mr. Munday
Mr. Stokes
Mrs. Wall

Absent: Mrs. Dawson
Mr. Hayes, Boonton Township Representative

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.

REPORT OF THE STUDENT GOVERNMENT REPRESENTATIVES

Jonica Watrous reported that today was the end of the first marking period. She also reported on progress of the fall sports teams and upcoming events including the Key Club debate, Election Day Pasta Dinner, the Fall production of The Enchanted Pig and the sophomore class dance.

APPROVED MINUTES OF REGULAR MEETING
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COMMENTS AND REQUESTS FROM MLEA PRESIDENT

Mrs. Wallace had no comments or requests for the Board.

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 Mr. Cohen, seconded by Mrs. Wall, to approve the minutes of the Regular Meeting of October 20, 2008 with the following correction:

Page 4, paragraph 5, line 2, delete the word staff.

Motion carried 6-0-1 (Abstain-Mr. Munday).

Motion by Mrs. Wall, seconded by Mr. Stokes, to approve the minutes of the Executive Session of October 20, 2008 as presented.

Motion carried 6-0-1 (Abstain-Mr. Munday).

COMMUNICATIONS

Dr. Kazmark advised that the State is changing the Office of Educational Support Services to the Office of Student Achievement and Accountability.

Mrs. Burch arrived at the meeting (7:36).

Dr. Kazmark distributed a letter inviting Mr. Sanchez to recommend staff members to be part of the James Madison Seminar on Teaching American History. This will be an interesting opportunity for the staff.

COMMITTEE REPORTS

EXTRA/CO-CURRICULAR ACTIVITIES COMMITTEE

Mr. Munday advised that the committee met and discussed the topic of drug and alcohol use by high school students and what the Board should be doing. The Administration is putting together an action plan to follow up on the discussion that Dr. Kazmark had with the Board about possible communication to the town on this issue. The committee also discussed the evaluation process for coaches and sports programs.

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COMMITTEE REPORTS continued

SPECIAL EDUCATION FORUM

Mrs. Wall advised that the first program of the year will be held on Tuesday, November 11, at 7:30 p.m. at the high school library on the topic, Bridging the Gap Between Home and Therapy. The discussion will be about how speech and occupational therapy being provided to students can be carried over and reinforced at home so parents can make the most out of the therapy that students are receiving at school.

HOME AND SCHOOL ASSOCIATION

Mrs. Feigeles advised that tomorrow is the Election Day Bake Sale.

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

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

Motion by Mrs. Wall, seconded by Mrs. Boertzel, that the Check Register for the month of September 2008 be approved for payment as follows:

218-08
Check
Register

(1) Hand Checks	Check #09003	through #09010	\$64,674.49
(2) Wire Transfers			\$2,515,788.97
(3) Computer Checks	Check #64842	through #64908	\$126,931.95
		Total	\$2,707,395.41

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Wall, seconded by Mrs. Boertzel, that the Board Secretary's Report for the month of September 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.

219-08
Board
Secretary's
Report

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Wall, seconded by Mrs. Boertzel, that the Report of the Treasurer of School Monies for the month of September 2008 be approved.

220-08
Treasurer
Of School
Monies
Report

Motion carried by unanimous roll call vote 8-0.

APPROVED MINUTES OF REGULAR MEETING
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REPORT AND RECOMMENDATIONS OF THE BUSINESS ADMINISTRATOR/ BOARD SECRETARY continued

Motion by Mrs. Wall, seconded by Mrs. Boertzel, 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 9/30/08. 221-08 Transfers

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Wall, seconded by Mrs. Boertzel, that the Check Register for the month of October 2008 be approved for payment as follows: 222-08 Check Register

Computer Checks Check #64909 through #64987 **Total: \$89,130.70**

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Boertzel, seconded by Mrs. Wall, to accept the donation of the following books from various Mountain Lakes parents to Briarcliff School: 223-08 Donation Of Books

The Keeper by Mal Peet \$15.99
A Tree Grows in Brooklyn by Betty Smith \$13.00
The Periodic Table by Adrian Dingle \$8.95
Cold Light by Anita Sitarski \$4.99
Ready, Set, Write (3 copies) \$7.99 ea.
The Invention of Hugo Cabret by Brian Selznick \$22.99
Rangers Apprentice by John Flanagan \$8.99

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Boertzel, seconded by Mrs. Wall, to approve the submission of the 2008-2009 No Child Left Behind Act Consolidated Formula Subgrant Application as follows: 224-08 Grant Application

Title II Part A – Teacher & Principal Training & Recruiting \$24,388
Title II Part D – Enhancing Education through Technology \$154
Title IV – Safe and Drug Free Schools and Communities \$2,558

The administration of this grant is supervised by Janet Wright, Director of Special Services.

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. Boertzel, seconded by Mrs. Wall, to approve the re-submission, to the State of NJ, by Parette Somjen Architects, of the preliminary project applications for the following; 225-08
Re-submissi
of Project
Applications

1. Mountain Lakes High School Roof Replacement – Phase A - #3460-050-09-1001
2. Mountain Lakes High School Roof Replacement – Phase B - #3460-050-09-1002
3. Mountain Lakes High School Roof Replacement – Phase C - #3460-050-09-1003
4. Wildwood School Circular Roof Replacement - #3460-080-09-1004

As part of the applications, the Board authorizes the appropriate amendments to the district's Long Range Facilities Plan (LRFP) to reflect these projects.

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Boertzel, seconded by Mrs. Wall, to approve the out-of-district placement of #99-123, to Kentwood Academy, Lake Hopatcong, effective November 10, 2008, at a tuition rate of \$37,253 for the 2008-2009 School Year, prorated. This student was previously on home instruction. 226-08
Out of Distri
Placement

Motion carried by unanimous roll call vote 8-0.

Motion by Mr. Stokes, seconded by Mrs. Wall, to approve the out-of-district placement of #08-112, to P. G. Chambers School, Cedar Knolls, effective November 10, 2008, at a tuition rate of \$48,276 for the 2008-2009 School Year, prorated. 227-08
Out of Distri
Placement

Motion carried by unanimous roll call vote 8-0.

Motion by Mr. Stokes, seconded by Mrs. Wall, to approve the withdrawal of #LD079, Millburn Public Schools, from the Lake Drive School Regular Program effective 10/17/08. 228-08
Withdrawal
From Lake
Drive School

Motion carried by unanimous roll call vote 8-0.

Motion by Mr. Stokes, seconded by Mrs. Wall, to approve the acceptance of a generous donation made by Town Sports International to the Mountain Lakes Schools of various sports equipment as shown on the attached list. 229-08
Acceptance c
Donation

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

Motion by Mrs. Wall, seconded by Mrs. Burch, to approve the 2008-2009 school year Nursing Services Plan.

230-08
Nursing
Services Plan

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Wall, seconded by Mrs. Burch, to approve the Preschool 5 Year Plan (2008-2013).

231-08
Preschool
5 Year Plan

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Wall, seconded by Mrs. Burch, to approve the English Language Services 3 Year Plan (2008-2011).

232-08
English
Language
Services 3
Year Plan

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Wall, seconded by Mr. Stokes, 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.

233-08
Personnel
Reimbursement

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Wall, seconded by Mr. Stokes, to approve 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.

234-08
Personnel
Reimbursement

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Wall, seconded by Mr. Stokes, to approve 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.

235-08
Personnel
Reimbursement

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Wall, seconded by Mr. Stokes, to approve 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.

236-08
Personnel
Reimbursement

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 Mrs. Burch, to approve the attached list of field trip(s) for **Lake Drive School**.

237-08
Field Trips

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Wall, seconded by Mrs. Burch, to accept the resignation of **Robert Stritch**, part-time custodian at Wildwood School, effective October 31, 2008 with appreciation for his service.

238-07
Personnel
Resignation

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Wall, seconded by Mrs. Burch, to approve the appointment(s) of the following personnel as mentor(s) for the 2008-2009 school year at a stipend of \$1000:

239-08
Personnel
Appointment

<u>Mentor</u>	<u>Novice Teacher</u>	<u>Location/Title</u>
Chris Bernotas	Robert TabEEK	MLHS – Family & Consumer Science Teacher
Liz Gonzales	Andrea Clyne	WW/BC – Special Ed. Teacher

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Wall, seconded by Mrs. Burch, to approve the extra-pay appointment of **Jerry Price**, teacher at Mountain Lakes High School, as the Assistant Drama Director for the 2008-2009 school year, at Step 2, Year 4 on the Extra-Curricular Pay Guide. (Subject to salary negotiations)

240-08
Personnel
Extra Pay
Appointment

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Wall, seconded by Mrs. Burch, to approve the extra-pay appointment of **Kathleen Banks**, Special Ed teacher at Mountain Lakes High School, as a support proctor for the PSAT Testing on October 18, 2008 for 5.5 hours at her regular hourly rate. (Subject to salary negotiations)

241-08
Personnel
Extra Pay
Appointment

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Wall, seconded by Mrs. Burch, to approve the extra-pay appointment of **Robert Sproha**, Substitute Teacher for the district, as a one-on-one support proctor for the PSAT Testing on October 18, 2008 at a stipend of \$145.00.

242-08
Personnel
Extra Pay
Appointment

Motion carried by unanimous roll call vote 8-0.

APPROVED MINUTES OF REGULAR MEETING
November 3, 2008

REPORT AND RECOMMENDATIONS OF SUPERINTENDENT OF SCHOOLS
continued

Motion by Mrs. Wall, seconded by Mrs. Burch, to approve the extra-pay appointments of the following Lake Drive personnel as interpreters for the MLHS 2008 Fall Production at a stipend of \$500.00 per person.

243-08
Personnel
Extra Pay
Appointment

Jeannette Hofbauer

Karin Kasper

Pam Schwartz

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Wall, seconded by Mrs. Burch, to approve an extended maternity leave of absence for **Deirdre Lombardi**, teacher at Briarcliff School. Ms. Lombardi was originally going to return on 11/13/08 but now plans to return on February 2, 2009.

244-08
Personnel
Extended
Maternity
Leave

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Wall, seconded by Mrs. Burch, to approve the following list as substitute teacher(s) for the 2008-2009 school year. Applicant(s) were interviewed and recommended by Mr. Odenwelder.

245-08
Personnel
Substitute
Teachers

Tara VanDette

Barbara Haugh Bossert

Trudy Frank

Pending Criminal Background Clearance Letter

Paperwork completed

Paperwork completed

Motion carried by unanimous roll call vote 8-0.

UNFINISHED BUSINESS

Dr. Kazmark reported that to date 19 external applications have been received for the high school principal position. One applicant is only interested in an interim position, all of the applicants hold the appropriate New Jersey certification, four of the applicants hold doctorates, six are currently employed as New Jersey public school principals, five are teachers and one is a district-wide curriculum person. Eighteen out of the nineteen are employed in New Jersey and they all reside in New Jersey. There is one internal applicant, Anne Mucci. Dr. Kazmark said he believes all of the responses came from the Star Ledger advertisement. The advertisement was run again over this past weekend and he expects responses will be received from several more applicants. The advertisement was also posted on the Principals/Supervisors Network.

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NEW BUSINESS

Mrs. Boertzel requested further information with respect to two articles in the Mountaineer and suggested that these be reviewed by the Program Committee. The first article is with regard to a change in testing for Physics and AP Biology and the second is an article about the computer lab being offline for students.

Mrs. Boertzel and Mrs. Wall advised that they will report on the School Boards Convention at the next meeting. Mrs. Wall noted that they attended some very substantive sessions and obtained some valuable information.

COMMENTS AND REQUESTS FROM MLEA PRESIDENT

Mrs. Wallace had no comments or requests for the Board.

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.

ADJOURNMENT

Motion by Mr. Cohen, seconded by Mr. Munday, that meeting be adjourned at 8:27 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 17, 2008	Regular	Mountain Lakes High School (7:30 p.m.)
December 8, 2008	Regular	Mountain Lakes High School (7:30 p.m.)